

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Information Technology	(2) MEETING DATE 7/7/2015	(3) CONTACT/PHONE Daniel Milei 781-5072	
(4) SUBJECT Request to amend the Fixed Asset List for Fund Center 266 – Countywide Automation to include two printers for the County’s data center in the amount of \$30,000. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board approve an amendment to the fixed asset list for Fund Center 266 – Countywide Automation to include two printers for the County’s data center in the amount of \$30,000.			
(6) FUNDING SOURCE(S) FC 266 – Property Tax Modernization Project	(7) CURRENT YEAR FINANCIAL IMPACT \$30,000.00	(8) ANNUAL FINANCIAL IMPACT \$7,000.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ___) <input type="checkbox"/> Board Business (Time Est. ___)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW Lisa Howe			
(18) SUPERVISOR DISTRICT(S) All Districts			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Information Technology / Daniel Milei
781-5072

DATE: 7/7/2015

SUBJECT: Request to amend the Fixed Asset List for Fund Center 266 – Countywide Automation to include two printers for the County's data center in the amount of \$30,000. All Districts.

RECOMMENDATION

It is recommended that the Board approve an amendment to the fixed asset list for Fund Center 266 – Countywide Automation to include two printers for the County's data center in the amount of \$30,000.

DISCUSSION

The Information Technology Department (IT) provides large volume data printing services to County departments in support of daily operations. The two (2) existing RICOH enterprise class laser printers are critical to the IT Data Center's ability to provide full service support to County Department's mission critical applications such as the Property Tax systems. They are used for printed output of various notification forms, bills and reports for the Auditor, Assessor and Tax Collector's office.

The current printers are approximately 15 years old and at the end of their useful lifetime. The IT department was recently notified by the manufacturer that the printers are no longer supported by the manufacturer's maintenance organization. In the event of a hardware failure, the printers may be unrepairable due to lack of repair parts. Existing print output was reviewed to determine if it should continue to be provided on paper or be converted to electronic format. The review concluded that many pre-printed stock forms and reports printed on the laser printers are critical to various departments' business processes and an electronic substitute would be inefficient or unusable.

Due to the proprietary software used in forms design and output control of the existing printers, there is no alternative printing solution available from other manufacturers. If the printers become inoperable, the IT Data Center will not be able to generate laser printed output without significant alterations to the forms control software. The purchase of two (2) replacement, current generation and support-eligible RICOH Infoprint enterprise class laser printers will assure the continued ability to generate printed output, without undertaking the additional referenced reprogramming effort.

OTHER AGENCY INVOLVEMENT/IMPACT

This request has been prepared in concurrence with the Auditor Controller's Office and the County Administrative Office.

FINANCIAL CONSIDERATIONS

The printers are primarily used for the printed output of multiple notification forms, bills and reports for the Auditor, Assessor and Tax Collector's office. The purchase of two printers will utilize funding from the Property Tax System Modernization Project budget and was approved by the Property Tax System Modernization Project Steering Committee. This budget adjustment will not augment the budget amount approved by the Board for this project.

The annual maintenance for these printers will be approximately \$3,500 per machine per year, totaling \$7,000 per year. This expense will be recovered in the Information Technology – FC 114 Enterprise fee starting in FY 2018-19.

RESULTS

Approval of the request for the purchase of two printers will ensure that County departments receive the printed data output necessary for their operations, both quickly and efficiently.

This meets the County's Community-wide results for a Well-Governed Community: "The County will provide high quality "results oriented" services that are responsive to community desires."

ATTACHMENTS

N/A