

**MEMORANDUM**  
OFFICE OF THE  
AUDITOR-CONTROLLER  
COUNTY OF PLACER

**To:** Honorable Board of Supervisors

**From:** Andrew C. Sisk, Auditor-Controller *AS*

**Date:** June 19, 2012

**Subject:** Approval of Budget Revision for Equipment Addition

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**ACTION REQUESTED/RECOMMENDATION**

Approve a budget revision to move \$5,540.86 from Office Supplies and Expense to Equipment in the Auditor's budget unit.

**BACKGROUND**

On June 5, 2012, your Board approved the addition of an HP LaserJet Printer to the Master Capital Asset Listing in the amount of \$5,540.86 and authorized the Purchasing Manager to execute any related documents.

Your Board's approval of a budget revision is required to move this amount to the appropriate expenditure line item in the Auditor's budget unit.

**FISCAL IMPACT**

The Auditor's FY 2011-12 current budget has sufficient funding to cover the cost of the replacement printer.

**ATTACHMENT**

Budget Revision  
Master Capital Asset List  
Tech Depot Sales Quote



MASTER CAPITAL ASSET LIST  
Appropriation 041025

<u>Description</u>	<u>Quantity</u>	<u>Amount</u>
HP LaserJet 9040dn	1	\$5,540.86

Barbi Vigil

From: mirasca@techdepot.com  
Sent: Thursday, May 03, 2012 1:38 PM  
To: Ben Bramer  
Subject: I have prepared your quote. (#B12052124)



## Product Quote

Tech Depot appreciates this opportunity to provide your organization this product(s) quote. Tech Depot strives to make your buying experience straightforward and streamlined by offering intelligent product choices, top brands, and competitive prices, with the support you demand.

<b>Reference# :</b>		<b>Date:</b>	03-May-2012		
<b>Quote# :</b>	B12052124	<b>Phone:</b>	(508) 460-5011		
<b>BILL TO</b>		<b>SHIP TO</b>			
Item #	Mfg #	PRODUCT	QTY	PRICE	TOTAL
S5608265	Q7699A#ABA	HP LaserJet 9040dn - printer - B/W - laser Contract Number: 4400001196 (was RQ09-997736-42C)	1	\$2,974.31	\$2,974.31
S3073526	Q5693A	HP printer mailbox Contract Number: 4400001196 (was RQ09-997736-42C)	1	\$1,291.54	\$1,291.54
S1273378	C8531A#ABA	HEWLETT PACKARD 2000 SHEET INPUT TRAY FOR 9000 SERIES Contract Number: 4400001196 (was RQ09-997736-42C)	1	\$900.45	\$900.45
<b>Subtotal</b>					<b>\$5,166.30</b>
<b>TAX (applicable states only)</b>					<b>\$374.56</b>
<b>SHIPPING &amp; HANDLING [Standard Ground]</b>					<b>FREE</b>
<b>TOTAL</b>					<b>\$5,540.86</b>

<b>FEIN</b>	<b>DUNS</b>	<b>Cage Code</b>
06-1526627	04-188-3971	1LDH8

Thank you once again for your consideration and feel free to contact me with any questions.

If this quote meets your requirements and you are set to purchase, please click the link below:  
<http://www.techdepot.com/pro/3.asp?c=pq&r=lr&s=6655076>

Quote is subject to Tech Depot's Standard Terms and Conditions. To view our terms click [here](#).

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