

# MEMORANDUM

## DEPARTMENT OF PUBLIC WORKS County of Placer

TO: BOARD OF SUPERVISORS

DATE: May 26, 2009

FROM: <sup>RD</sup>  
KEN GREHM/CHUCK GORDON

SUBJECT: **MASTER FIXED ASSET LIST – FUEL SYSTEM UPGRADE**

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### **ACTION REQUESTED / RECOMMENDATION**

Approve the addition of Fuel System Hardware/Software upgrade to the Fiscal Year 2008-2009 Master Fixed Asset List. Approve a Budget Revision to appropriate \$52,090 in funding to the Automotive Fixed Asset Account 4451 from reserves, and authorize the Procurement Manager to issue the Purchase Order to ORPAK USA in an amount of \$42,090 and budget up to \$10,000 for upgraded cabling.

### **BACKGROUND / SUMMARY**

In 2001, DPW/Fleet Services purchased and installed an automated Fuel System for the Auburn Service Station from RNI, (now ORPAK USA). This automated fuel system is proprietary to ORPAK. Over time, improvements to the computer hardware and software have occurred. Technical support for our older system is getting more and more difficult. Recent problems resulted in a downtime of the automated system of several days, and delay in maintenance of approximately three weeks, and significant staff time. By upgrading our automated systems hardware and software, we will minimize maintenance difficulties, add new capabilities to add and remove new vehicle authorizations, extend the life of our ORPAK system by 4 to 5 years, and aid in the continuing efforts to provide better controls, reports, and assistance to other departments.

### **ENVIRONMENTAL**

The proposed action is not a project as defined by Section 15378 of CEQA guidelines and, as such, is not subject to review under CEQA.

### **FISCAL IMPACT**

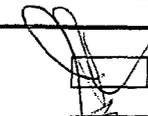
The cost of the automated fuel system upgrade will be funded by Fleet Services Fixed Asset reserves. Currently, there is \$919,088.50 in the Fleet Fixed Asset Reserves. Purchase now will allow for installation in late July, thus minimizing future downtime and disruptions to service.

**PLACER COUNTY  
BUDGET REVISION**

PAS DOCUMENT NO.

Dept No.	Doc Type	Total \$ Amount	Total Lines
19	BR	\$52,090.00	2

- Cash Transfer Required
- Reserve Cancellation Request  
cancellation of GL2420/546000 Desig. For FA
- Establish Reserve Required

 Auditor-Controller  
 County Executive  
 Board of Supervisors

ESTIMATED REVENUE ADJUSTMENT											APPROPRIATION ADJUSTMENT										
Dept No.	T Code	Rev	FUND	SUBFUND	OCA	PCA	OBJ L-3	Proj. No.	G/L Sub GL	AMOUNT	Dept No.	T Code	Rev	OCA	PCA	FUND	SUBF	Obj L-3	Proj. No.	Proj Detail	AMOUNT
											19	014		006402	06402	250	200	4451			42,090.00
											19	014		006402	06402	250	200	2051			10,000.00
<b>TOTAL</b>											<b>TOTAL</b>										
0.00											52,090.00										

REASON FOR REVISION: Budget Revision to increase #4451 Fixed Assets by \$42,090 and #2051 Telecommunications by \$10,000 for upgrade of ORPAK fueling system for Fleet. To be paid by cancelling Designation for Fixed Asset reserves in the amount of 52,090

Department Head Ken Grehm   
 Board of Supervisors \_\_\_\_\_

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 AUDITOR-CONTROLLER

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