

**MEMORANDUM
COUNTY OF PLACER
CHILD SUPPORT SERVICES**

TO: Honorable Board of Supervisors
FROM: April Nunez, Acting Administrative Services Officer
DATE: April 27, 2010
SUBJECT: Recommendation to Approve a Budget Revision, Add Tandberg Training Equipment to the Child Support Services Department's Master Fixed Asset List, and Approve the Purchase of a Tandberg Training System in the amount of \$80,588.00 Utilizing a Competitively Bid State of California Contract to Support the Child Support Services' Training Center.

ACTION REQUESTED

Approve the attached budget revision in the amount of \$80,588.00 within the appropriate accounts of the Child Support Services Department's FY 09/10 budget unit; add Tandberg Training Equipment to the Child Support Services Department's Master Fixed Asset List; approve the purchase of a Tandberg Training System from AT&T of San Ramon, CA utilizing a competitively bid State of California contract CALNET 2 and authorize the Purchasing Manager to sign the resulting Purchase Order in the amount of \$80,588.00.

BACKGROUND

On June 10, 2008, your Board approved Resolution No. 2008-160 authorizing the Director of Facility Services to finalize and execute an agreement to support the relocation of the Child Support Services Department into a new facility located at 1000 Sunset Blvd., in Rocklin, CA. The new facility includes a 930 square foot training center designed to support up to 30 computer workstations, multi-media training technologies and intuitive video training opportunities.

The Child Support Services' training center will be utilized for internal training of Department staff, and for local and statewide training events. The purchase of the Tandberg Training System will provide the Department with a state of the art training center fully equipped with the necessary tools to support instructor led or distance learning training at this facility.

The Tandberg training equipment is in compliance with County standards and fully integrates with the Department's data network. Services supported by the new training system include multi-media integration with computer workstations, projection, audio, and video conferencing systems. In addition, the new training room equipment will support distance-learning capabilities and provide for the recording and archiving of training presentations for future use without the need to incur additional instructor fees or unnecessary travel costs to attend training.

On March 19, 2010, AT&T presented the Department with a proposal in the amount of \$80,588.00 for the purchase of a Tandberg Training System. AT&T's proposal is based on the State of California's CALNET 2 Contract, a competitively bid contract that supplies state and local agencies with Tandberg brand products and services at a volume discount rate of 5 to 33 percent below manufacturer's list price.

In accordance with Purchasing Policy Manual 1.3(e)(3), purchases against another public agency's competitively awarded contract are exempt from competition. AT&T's CALNET 2 proposal meets this criterion. However, in order to proceed with this purchase your Board's approval of the necessary budget revision and addition of equipment to the Child Support Services Department's Master Fixed Asset List is required.

FISCAL IMPACT

There is no impact to the General Fund as a result of this action. Child Support Services receives no General Fund allocation. The Department is fully funded by the State of California and the Federal Government. The purchase order resulting from this recommendation will total \$80,588.00.

Attachment(s): Budget Revision
 Master Fixed Asset List

cc: Troy Held, Director
 Gretchen Nedved, Senior Management Analyst
 Jim Boggan, Purchasing Manager

ADDITIONS TO THE MASTER FIXED ASSET LIST

Child Support Services Department

Appropriation 2172

1 each	TANDBERG TRAINING System	\$80,588.00
	Total Fixed Asset Additions	<u>\$ 80,588.00</u>