

MEMORANDUM

COUNTY OF PLACER

ADMINISTRATIVE SERVICES DEPARTMENT

TO: Honorable Board of Supervisors

FROM: Dieter Wittenberg, Information Technology Manager 

DATE: June 3, 2014

SUBJECT: Approve a Technical Budget Revision in the Amount of \$7,533 for the Acquisition of a Wireless Receiver to Support the Telecommunication Division's Media Services Group.

ACTION REQUESTED

Approve a Technical budget revision in the amount of \$7,533 within the appropriate accounts of the Telecommunication Division's FY 2013-14 budget unit for the acquisition of a wireless receiver and add the wireless receiver equipment to the Master Fixed Asset List.

BACKGROUND

The Telecommunication Division's Media Services Group provides audio and visual support all County User Departments including support for all County sponsored functions and remote meetings. The Media Services Group utilizes and relies on a single receiver unit to support remote functions and meetings.

The Media Services Group's existing receiver unit was acquired approximately 14 years ago and has failed on numerous occasions rendering it unreliable to support future events. The Telecommunications Division solicited quotes from four vendors for the replacement of the failing unit and the cost to replace the legacy equipment with a new digital wireless receiver from ATV Video Center located in Sacramento, CA is \$7,533. However, the cost of the unit exceeds the fixed asset threshold and requires your Board's approval of a technical budget revision and addition to the Master Fixed Asset List.

FISCAL IMPACT

Funding for the acquisition of the wireless receiver is budgeted within the Telecommunication Division's FY 2013-14 operating budget unit (02100).

cc: Jerry Gamez, Director of Administrative Services Department
Kathy Buchanan, Deputy Director of Information Technology
Melissa Nunnink, Administrative & Fiscal Operations Manager

Attachments: Technical Budget Revision
Addition to the Master Fixed Asset List

ADDITIONS TO THE MASTER FIXED ASSET LIST

Administrative Services Department

Appropriation 02100

1 each	Audio Technica Wireless Receiver	\$ 7,533.00
	Total Fixed Asset Additions	\$ 7,533.00

FOR CASH TRANSFERS & RESERVE CANCELLATIONS PLEASE PROVIDE THE FOLLOWING
Fund/subFund - OCA - PCA - G/L - Sub G/L

PLACER COUNTY

PAS DOCUMENT NO.

BUDGET REVISION

POST DATE:

- Cash Transfer Required
- Reserve Cancellation Required
- Establish Reserve Required

- Auditor-Controller *ms*
- County Executive
- Board of Supervisors

DEPT NO.	DOC TYPE	Total \$ Amount	TOTAL LINES
01	BR	15,066.00	2

ESTIMATED REVENUE ADJUSTMENT											APPROPRIATION ADJUSTMENT											
DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	PROJ.	PROJ. DTL	AMOUNT	DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	PROJ.	PROJ. DTL	AMOUNT	
											01	014				540001	TELEP	4451				7,533.00
											01	015				540001	TELEP	2534				7,533.00
TOTAL										0.00	TOTAL										15,066.00	

REASON FOR REVISION: Technical Budget revision to increase the Telecommunications Divisions budgeted appropriation for fixed asset purchases by \$7,533 for the acquisition of a wireless receiver to support the Division's media services group.

Prepared by Melissa Nunnink Ext 4208

Department Head *[Signature]*

Board of Supervisors _____

Date: 5/23/14

Page: _____

Budget Revision # _____ FOR INDIVIDUAL DEPT USE

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