



Board Agenda Item 49

DATE: April 23, 2024
TO: Board of Supervisors
SUBMITTED BY: Sanja Bugay, Director, Department of Social Services
SUBJECT: Department of Social Services Budget Transfer

RECOMMENDED ACTION(S):

Approve and authorize the Clerk of the Board to Execute Budget Transfer No. 14 and No. 15 transferring FY 2023-24 appropriations within the Department of Social Services Organization 56107001 from account 7870 (Support and Care of Persons) to account 8300 (Equipment) in the amount of \$529,500.

Approval of the recommended action will allow the Department of Social Services (Department) to transfer audio visual (A/V) and modernization of metal detectors equipment costs to the appropriate capital asset object level account, with no increase in Net County Cost. This item is countywide.

ALTERNATIVE ACTION(S):

There are no viable alternative actions. If the recommended action is not approved, the Department will not have sufficient appropriations in the capital asset account to appropriately categorize the A/V and metal detector equipment as capital assets.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. Approval of the recommended action will transfer \$529,500 in budgeted appropriations from account 7870 (Support and Care of Persons) to account 8300 (Equipment). In FY 2023-24, the Department will acquire A/V equipment for 10 rooms that exceeded the \$5,000 threshold for capital assets. Per Management Directive 410, all assets that exceed the \$5,000 threshold must be capitalized.

DISCUSSION:

On November 6, 2019, the Department released a bid request to the eight A/V vendors listed in ISD Agreement #A-18-710 (new A-24-103). The Department selected the vendor Sound Contracting to provide the equipment as their bid response best met the Department's needs. Through collaboration with the Department of Internal Services (ISD), A/V, the Department will purchase equipment from Sound Contracting for modernization. Modernization of A/V equipment is an important component for communication and collaboration between Department staff, teams, County departments, community organizations, and vendors. Equipment modernization includes Polycom's, Large TVs, ceiling microphones and Vibe interactive boards. The Department will also be collaborating with ISD to purchase equipment to modernize the metal detectors currently placed in the lobbies of Clovis Building 1 and Building 5 with ISD's approved vendor Integrated Electronics.

The project's cost contains items that are over the \$5,000 threshold for capital asset equipment; therefore, the approval of the budget transfer is necessary for the Department to correctly reclassify the items as capital assets. The equipment was not originally capitalized since the Department did not have the quotes at the time of budget to determine the amount per asset. The Department's budget has sufficient appropriations within Org 56107001 account 7870 (Support and Care of Persons) included in the FY 2023-24 Adopted Budget to accommodate the requested transfer of appropriations.

REFERENCE MATERIAL:

BAI #67, June 18, 2019
BAI #54, February 26, 2019

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Budget Transfer 14
On file with Clerk - Budget Transfer 15

CAO ANALYST:

Ronald Alexander