

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 18337

Sponsor(s): Scott Burnett

Date: December 2, 2013

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>The Transfer of Monies and Purchase of Computers with Windows 7 Upgrade to Accommodate Information Technology Needs at the Department of Collections</u></p>												
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td></td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$35,547</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$35,547</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM 001-1403-55010 Regular Salaries</td> <td>FROM ACCT \$35,547</td> </tr> <tr> <td>TO: 001-1403-58171 Personal Computers</td> <td>\$35,547</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:		Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$35,547	Amount budgeted for this item * (including transfers):	\$35,547	Source of funding (name of fund) and account code number; FROM 001-1403-55010 Regular Salaries	FROM ACCT \$35,547	TO: 001-1403-58171 Personal Computers	\$35,547
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PRIOR LEGISLATION	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date):</p>												
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): V. Edwin Stoll, Deputy Chief Administrative Officer, 881-3187</p>												
REQUEST SUMMARY	<p>This transfer and purchase would accommodate the need for the Department of Collections to upgrade 51 personal computers from Windows XP to Windows 7. Early in 2014, Microsoft will no longer support the Windows XP operating system. The Department of Collections has been advised by County IT that this upgrade is essential in order to retain functioning information technology. Transferring surplus funds in the General Fund from the Regular Salary Account – 001-1403-55010 to the Personal Computers/Accessories Account – 001-1403-58171 will accommodate this purchase.</p>												
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>												

ATTACHMENTS		
REVIEW	Department Director: <i>J. M. Stiles</i>	Date: 11-26-13
	Finance (Budget Approval): <i>If applicable, Abraham S. Ball</i>	Date: 11-26-13
	Division Manager: <i>[Signature]</i>	Date: 11/26/13
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
001-1403-55010	Regular Salaries	\$35,547.00

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

