



Legislation Text

File #: 12-1119, Version: 1

Child Support Services and the Health and Human Services Agency recommending the Board approve the purchase of equipment, fixed assets and services in an amount not to exceed \$56,355 that are necessary to accommodate the relocation of Child Support Services and Revenue Recovery staff to 3883 Ponderosa Road, Building A, in Shingle Springs.

FUNDING: Tobacco Settlement Funds.

BUDGET SUMMARY:	
Total Estimated Cost.....	\$56,355
Budgeted.....	
New Funding.....	\$56,355
Savings.....	
Other.....	
Total Funding Available.....	\$56,355
Change To Net County Cost.....	\$0

Fiscal Impact/Change to Net County Cost

Expenditures for these purchases and services will be paid using Tobacco Settlement Funds provided by the Health and Human Services Agency. These funds are provided to facilitate the relocation of Child Support Services and the resulting acquisition of additional office space for Health and Human Services staff.

Background

On August 14, 2012, your Board approved the relocation of staff in Child Support Services, Revenue Recovery and Health & Human Services to a leased facility located at 3883 Ponderosa Road, Building A., in Shingle Springs (File ID #12-0754).

The terms of this new lease include a \$37,000.00 Tenant Improvement Allowance. The cost of any required tenant improvements which exceed this specified allowance must be funded by Child Support Services.

In addition to the actual cost to move, relocating county services to this new facility requires the purchase of additional equipment as well as services from contractors to accomodate the relocation of staff and existing equipment. Attachment A contains the anticipated equipment purchases as well as the necessary services and estimated costs associated with each.

Reason for Recommendation

The purchase of certain fixed assets and other move related expenses are necessary for these county agencies to establish business services at the new leased facility.

Action(s) to be taken following Board approval

- 1) Budget transfer will be signed by the Board Chair and processed by the Auditor-Controller;
- 2) Child Support Services will work with appropriate county agencies to purchase the equipment and arrange for the necessary services.

Contact

Laura Roth, Director, Child Support Services

Daniel Nielsen, Director, Health and Human Services Agency

Concurrences

Russell Fackrell, Facilities Manager, Chief Administrative Office