

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No x)
Transfer from Data Processing to Administration for Purchase of Fixed Asset (\$4,300) and Waive of Formal Bid Process

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Administrative Officer's computer is inadequate in the linking process of the County budget and has failed to make necessary calculations. There is sufficient savings in the Data Processing Programming line item to fund a laptop computer for the Office of Administration, which will not only have the necessary memory capacity for the linking calculations, but will also enable the Administrative Officer to make calculations while meeting with department heads regarding their budgets. Additionally, the long term use of a laptop computer could have advantages to the Board of Supervisors for information retrieval in the future at a relatively small increased cost over a desktop computer. In order to obtain the computer in sufficient time to continue the budget process, staff requests that the formal bid process be waived, with informal bids being received from at least three computer suppliers.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. Approve the transfer; waive formal bid process: three informal bids will be obtained and the computer can be online in sufficient time for the budget process.
2. Do not approve the transfer; the budget process could be delayed due to computer needs.

COSTS: () Not Applicable

- A. Budgeted current FY _____
- B. Total anticipated costs _____
- C. Required Add'l funding _____
- D. Source: _____

SPECIAL INSTRUCTIONS:

List the attachments and number the pages consecutively:

SOURCE: () 4/5ths Vote Required

- A. Internal transfers \$ _____
- B. Unanticipated revenues \$ _____
- C. Reserve for contingency \$ _____

D. Description: _____
Balance in Reserve for Contingencies, if approved: \$ _____

CLERK'S USE ONLY:

Res. No.: 92-310
 Ord. No.: _____
 Vote - Ayes: 3 Noes: Erickson, Taber
 Absent: _____ Abstained: _____
 Approved () Denied
 () Minute Order Attached

ADMINISTRATIVE OFFICER'S RECOMMENDATION:

This item on agenda as:

- Recommended
- Not Recommended
- For Policy Determination
- Submitted with Comment
- Returned for Further Action

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____
 ATTEST: MARGIE WILLIAMS
 Clerk of the Board of Supervisors
 County of Mariposa, State of CA
 By: _____
 Deputy

Comment: _____

 A.O. Initials: [Signature]

MARIPOSA COUNTY
BOARD OF SUPERVISORS

BUDGET
ACTION FORM

RESOLUTION NO. 92-310

BE IT RESOLVED by the Board of Supervisors of Mariposa County, a political subdivision of the State of California, that pursuant to the provisions of the Government Code of the State of California, Sections 29120 et seq, the following APPROPRIATIONS and/or TRANSFERS within the Budget of the County of Mariposa are hereby adopted:

<u>Department</u>	<u>Item</u>	<u>Account No.</u>	<u>Amount</u>
Data Processing	Programming	001-210-2-230	\$ 4,300.00
Administration	Fixed Asset	001-101-2-374	\$ 4,300.00