

DEPARTMENT: Public Works

By: Robert A. Johnson Phone: 966-5356
Deputy Director, Roads

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes___ No_X_)

Resolution authorizing the Public Works Department to solicit informal bids and purchase from the appropriate low bidder, a TV/VCR combination unit to be used for viewing training videos and making public presentations.

The purchase of the TV/VCR combination would provide Public Works the ability to utilize a training medium available through a multitude of video training tapes, some of which are free or already on hand. These tapes cover a wide range of subjects from assisting in training for work tools and equipment operations to all aspects of safety training. This acquisition would allow the various Public Works' divisions to set up training schedules and safety meetings more efficiently and effectively. Presently, the TV and VCR have to be located and borrowed from other County departments with occasional conflicts in scheduling and poor use of personnel resources.

The estimated cost of \$500 would be divided by three Public Works' division budgets:

Transportation \$200.00
Roads & Solid Waste \$150.00 (Each)

BACKGROUND AND HISTORY OF BOARD ACTIONS:

In the past, the Board has authorized Public Works to solicit informal bids to purchase fixed assets.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve this request. This would hamper Public Works' ability to provide a more efficient and effective tool for training personnel.

COSTS: () Not Applicable
A. Budgeted current FY \$ 53,300 *
B. Total anticipated costs \$ 500
C. Required additional funding \$
D. Internal transfers \$


SOURCE: () 4/5th Vote Required
A. Unanticipated revenues \$
B. Reserve for contingencies \$
C. Source description: _____
Balance in Reserve Contingencies, _____

- * Transportation a/c 033-0251-577-0440
- * Roads a/c 002-0301-581-0432
- * Solid Waste a/c 053-0404-651-0433

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

CLERK'S USE ONLY
Res. No.: 94-32
Vote - Ayes: 5
Absent: _____
() Approved () Denied
() Minute Order Attached () No Action Necessary
Ord. No. _____
Noes: _____
Abstained: _____

The foregoing instrument is a correct copy of the original on file in this office.
Date: _____
ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California
By: _____
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:
 Recommended
 Not Recommended
 For Policy Determination
 Submitted with Comment
 Returned for Further Action
Comment: _____
A.O. Initials: 

**COUNTY OF
MARIPOSA**

BUDGET ACTION FORM

DEPT/DIV: Public Works

CONTACT: Michael D. Edwards

DATE: January 26, 1994

PHONE: 966-5356

ACTION REQUESTED: (Check All That Apply)

- Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the County Budget, or in any one fund of the budget, or appropriating Reserve for Contingencies;
- Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriation from one budget to another, or between categories within a budget unit;
- Transfer by Administrator: Moving existing appropriations within a single budget category between line items (i.e. services and supplies, etc.);
- Transfer by Auditor: Moving salaries between line items to accomodate variances internal to salaries; OR transfers within the County budget under \$50.00 to accomodate minor variations from the budget.

<u>FUND/DEPT/ACCT NO.</u>	<u>LINE ITEM DESCRIPTION</u>	<u>AMOUNT (FROM)/TO</u>
033-0251-577-0440	Transportation Planning Small Tools/Equipment	(200.00)
002-0301-581-0432	Roads Small Tools	(\$150.00)
053-0404-651-0421	Solid Waste Spec Fees	(\$150.00)
033-0251-577-0679	Transportation Planning Fixed Asset-TV/VCR	\$500.00

Justification: As per Board Agenda Item 2-01-94.

Department Head Signature: *Michael D. Edwards* Date: 1/26/94
 Approved By: Res. No. 94-32 Clerk: *mw* Date: 2-1-94
 Administrator: _____ Date: _____
 Auditor: *Christina Elmi* Date: 1-26-94

AUDITOR'S USE ONLY:

Description: _____ Transfer No.: _____
 _____ B.R. No.: _____