

REQUEST FOR BUDGET ADJUSTMENT

Executive Summary

Reference No: 102000YE01	For Fiscal Year: 2017
Requesting Organization: 10200000 MAYOR ADMINISTRAT	Date of Request: 8-Aug-17
Budget Adjust Type(s): Appropriation Unit Shift	One Time Change (Y or N): Y
	If No, next year's impact: \$0
	Net FTE Change: 0.00

Description and Justification:

New Copy Machine for N2-100: Mayor's Administration received a hand me down printer more than 3 years ago and it has started to fail. With the amount of people and projects this copier would handle, there is a need for functions such as staple, three hole punch and color with a faster rate of speed than most standard copiers. After finishing our research which included meetings with vendors, calls and visits with other offices and on-line reviews it was determined that the Sharp MX-6070N for \$12,101.00 would be the best fit for our office and its needs. We will get a promotion trade-in discount in the amount of \$2,106.00, making the actual cost to the County \$9,995.

Fund Impact

SUMMARY OF FUND IMPACT BY FUND

FUND:	110 GENERAL FUND
Fund Impact (Budgetary)	\$0
Fund Impact (Transfers)	\$0
TOTAL FUND IMPACT	\$0

SUMMARY OF CNTY FUNDING IMPACT BY DEPT

DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
TOTALS	0	0	0	0

Approvals

Division Director:

Date: _____

Dept. or Elected Fiscal Mgr:

Date: 8/8/17

Dept. Dir. or Elected Official:

Date: 8/9/17

Facilities Division Director:
(Capital Projects Only)

Date: _____

Chief Financial Officer:

Date: 8/8/17

Mayor or Designee:

Date: _____

Council Action:

Date: _____

Approve

Budget Adjustment Detail

Budget Year: 2017 *** Requesting Department:** 10200000 MAYOR ADMINISTRATION
Budget Period: Post June Year-End * **Req Item No:** 102000YE01 * **Adjustment Title:** New Copy Machine for N2-100
Adjustment Type(s): Appropriation Unit Shift

Expense Budget String(s):

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
110	010	1020000100	639025			(10,000)
110	010	1020000100	679020			10,000

TOTAL EXPENDITURE CHANGE: \$0

Revenue Budget String(s):

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT

TOTAL REVENUE CHANGE: \$0

Balance Sheet/Fund Unrestriction String(s):

☐ Bal sheet strings only required for Proprietary Fund adjustments or fund unrestrictedions; check if applicable.

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL_SHT or 499999	
		BAL_SHT or 499999	

TOTAL BALANCE SHEET CHANGE: \$0

* **One Time Change (Y or N):** Y
If No, next year's impact:

No. of New FTEs: 0.00 (2)
No. of New Time Limited FTEs: 0.00 (2)
No. of Transferred FTEs: 0.00 (2)
No. of Other FTEs: 0.00 (2)

Fund Balance Transfers:

From Fund	From Dept ID	To Fund	To Dept ID	Amount

Description and justification: (Attach additional pages as needed.)*

Mayor's Administration received a hand me down printer more than 3 years ago and it has started to fail. With the amount of people and projects this copier would handle, there is a need for functions such as staple, three hole punch and color with a faster rate of speed than most standard copiers. After finishing our research which included meetings with vendors, calls and visits with other offices and on-line reviews it was determined that the Sharp MX-6070N for \$12,101.00 would be the best fit for our office and its needs. We will get a promotion trade-in discount in the amount of \$2,106.00, making the actual cost to the County \$9,995.

(1) If the request is for a grant, include the dates the grant will expire and what obligations are required of the County after the grant expires.

679020



LES OLSON

COMPANY

SHARP MX-6070N

CONFIDENTIAL STATE OF UTAH PRICING ONLY

NASPO ValuePoint State of Utah Contract #AR455

Salt Lake County Office of the Mayor Attn: Michelle Hicks

KEY FEATURES

- Copy/Print/Color Scan; includes PostScript
- 60 Pages per Minute
- Retractable Keyboard for easy data entry
- Automatic Double-Sided Printing
- 550 Sheet Paper Drawer/100 Sheet Bypass Tray
- 150 Sheet Document Feeder w/ Scan2 Technology



MX-6070 shown with optional accessories

OPTIONAL ACCESSORIES

MX-DE28	1 x 550 + 2100 Sheet Tandem Paper Drawers	\$1,000.00
MX-FN30	3K Stacking Finisher (includes MX-RB25)	\$1,747.50
MX-PNHB	3-Hole Punch Module	\$367.50
MX-D5133NT	20 Amp Surge Protector	\$122.50
IT Open Market	On-Site Network Installation (2 Hours)	\$190.00
Sub Total		\$12,101.00
Promotional Discount/Trade in C:		-\$2,106.00
Total		\$9,995.00

Base Unit Price: \$8,673.50

Optional 60 Month Revco Lease at \$ 203.84 per month

SERVICE & SUPPLIES

Les Olson Company's #4 Premier Service Contract includes all parts, labor, service & consumable supplies such as toner, developer, heat rollers, drums and travel and may be billed at .0069 per black and white page & .053 per color page. The contract does not include paper or staples.

AUTHORIZED BY _____ DATE _____ PO # _____

AGENCY _____



MX-6070N Networked Digital Color Copier

Sharp's MX-6070N Advanced Series color workgroup document system offers stunning color output with exceptional ease of use. This model is designed to provide customers with a seamless, intuitive experience, and the confidence in knowing their jobs will come out right the first time, every time. The Color Advanced Series focuses on user operability and draws inspiration from the latest networking and imaging technologies available today, all to create a document system that delivers the productivity you need, with the reliable performance you want.

Sharp's customizable touchscreen display offers a user-friendly graphical interface with a clean design, simplified easy modes and integrated operation guide. Equipped with the latest version of Sharp OSA[®] technology for easy integration with network applications and cloud services, this model can unlock advanced capabilities to help you better manage your workflow. An integrated walk-up motion sensor and an easy-to-use graphical interface combine with a 10-second warm up time to create a workflow experience with virtually no waiting time.

The MX-6070N Color Advanced Series offers users powerful multitasking features enabling them to quickly execute the ever-changing workflow tasks of today's busy office environments. And with Sharp's industry-leading security features, you can rest assured that your intellectual property is protected from the first day of operation to the time of trade-in.

Features at a glance

- 60 PPM Black & White – 60 PPM Color Output – Networked
- Paper capacity maximum: 6,300 sheets
 - ◊ 650 Standard – One 550 sheet paper drawer and 100 sheet bypass tray
 - ◊ Optional Stand with (1) x 550 sheet paper drawer
 - ◊ Optional Stand with (2) x 550 sheet paper drawers
 - ◊ Optional Stand with (3) x 550 sheet paper drawers
 - ◊ Optional Stand with (1) x 550 sheet paper drawer + 2,100 sheet split tandem paper drawers
 - ◊ Optional 3,000 sheet large capacity tray
- Standard security feature erases memory on the hard drive by overwriting data up to ten times
- Automatic walk-up motion sensor wakes the machine from sleep mode so it's ready within 10 seconds
- Large 10.1" high resolution customizable touchscreen display with tilt view
- Full-size retractable keyboard allows quick, easy and accurate data entry
- Easily access popular cloud applications, including Microsoft[®] OneDrive[™], SharePoint[®] Online, and Google Drive[™] with Sharp's Cloud Connect features
- Cloud Portal Office, a content management software service from Sharp for storing and sharing scanned documents and other electronic files, helps keep your whole team connected
- Real-time image preview feature with flick, tap and slide menu navigation, and multi-touch pinch-and-zoom capability to shrink and enlarge images
- Fully customizable home screen feature enables users to add custom backgrounds and custom icons for personalization
- 1200 x 1200 dpi printing provides clear, crisp images even on jobs with fine detail
- ImageSEND[™] function scans documents to USB devices, network folders, email and more
- Scans documents at up to 200 images per minute in both Black and Color
- Network ready PCL[®]6 and Adobe PostScript[®]3[™] printing system with direct print function and available XPS option
- Easy to use document filing system with thumbnail view and image preview features for easy identification
- Flexible paper handling system supports media up to 110 lb. cover and up to 12" x 18" through the paper trays
- Energy efficient belt fusing system offers low-power consumption, fast warm up and enhanced print quality
- Dimensions 24" (w) x 26" (d) x 33" (h) *(Measurements for base model without stand)*

REQUEST FOR BUDGET ADJUSTMENT

Executive Summary

Reference No: 461000YE02	For Fiscal Year: 2017
Requesting Organization: 46100000 FLOOD CONTROL PRO	Date of Request: 2-Aug-17
Budget Adjust Type(s): Existing Capital Project	One Time Change (Y or N): Y
Technical	If No, next year's impact: \$0
New Capital Project	Net FTE Change: 0.00

Description and Justification:

Emergency Flooding Response 2017: This budget adjustment is to transfer \$10,000 from project EFCFPXX1002, Misc. Right of Way and Settlements, to a new project, EFCFP170017, 2017 Flooding Emergency Response. The funding is available in EFCFPXX1002 because miscellaneous right of way expenses have been minimal in 2017. The funding being transferred to EFCFP170017 will be used for expenses related to the flooding that occurred in July 2017. It is expected that 75% of these expenses may be reimbursed by FEMA as a result of the emergency declaration by the Mayor.

Fund Impact

SUMMARY OF FUND IMPACT BY FUND

FUND:	250 FLOOD CONTROL FUND
Fund Impact (Budgetary)	\$0
Fund Impact (Transfers)	\$0
TOTAL FUND IMPACT	\$0

SUMMARY OF CNTY FUNDING IMPACT BY DEPT

DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
TOTALS	0	0	0	0

Approvals

Division Director:		Date: <u>8/2/2017</u>
Dept. or Elected Fiscal Mgr:		Date: <u>8/2/17</u>
Dept. Dir. or Elected Official:	 for S Baird	Date: <u>8/2/17</u>
Facilities Division Director: (Capital Projects Only)		Date: _____
Chief Financial Officer:		Date: <u>8/8/17</u>
Mayor or Designee:	<div style="text-align: center;">  Approve </div>	Date: <u>8-8-17</u>
Council Action:	<div style="text-align: center;"> _____ Approve </div>	Date: _____

Budget Adjustment Detail

Budget Year: 2017 *** Requesting Department:** 46100000 FLOOD CONTROL PROJECTS
Budget Period: Post June Year-End *** Req Item No:** 461000YE02 *** Adjustment Title:** Emergency Flooding Response 2017
Adjustment Type(s): Existing Capital Project Technical New Capital Project

Expense Budget String(s):

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
250	040	4610000000	631020		EFCFPXX1002	(10,000)
250	040	4610000000	639025		EFCFP170017	9,900
250	040	4610000000	633015		EFCFP170017	100
TOTAL EXPENDITURE CHANGE:						\$0

Revenue Budget String(s):

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
TOTAL REVENUE CHANGE:						\$0

Balance Sheet/Fund Unrestriction String(s):

Bal sheet strings only required for Proprietary Fund adjustments or fund unrestrictedions; check if applicable.

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL SHT or 499999	
		BAL SHT or 499999	
		BAL SHT or 499999	
TOTAL BALANCE SHEET CHANGE:			\$0

* One Time Change (Y or N): Y
 If No, next year's impact:

No. of New FTEs: 0.00 (2)
 No. of New Time Limited FTEs: 0.00 (2)
 No. of Transferred FTEs: 0.00 (2)
 No. of Other FTEs: 0.00 (2)

Fund Balance Transfers:

From Fund	From Dept ID	To Fund	To Dept ID	Amount

Description and justification: (Attach additional pages as needed.)*

This budget adjustment is to transfer \$10,000 from project EFCFPXX1002, Misc. Right of Way and Settlements, to a new project, EFCFP170017, 2017 Flooding Emergency Response. The funding is available in EFCFPXX1002 because miscellaneous right of way expenses have been minimal in 2017. The funding being transferred to EFCFP170017 will be used for expenses related to the flooding that occurred in July 2017. It is expected that 75% of these expenses may be reimbursed by FEMA as a result of the emergency declaration by the Mayor.

(1) If the request is for a grant, include the dates the grant will expire and what obligations are required of the County after the grant expires.

REQUEST FOR INTERIM/JUNE/YEAR-END BUDGET ADJUSTMENT

Executive Summary

Reference No: 356099YE02	For Fiscal Year: 2017
Requesting Organization: 35609900 EPEC CAPITAL PROJ	Date of Request: 2-Aug-17
Budget Adjust Type(s): New Request	One Time Change (Y or N): Y
Existing Capital Project	If No, next year's impact: \$0
	Net FTE Change: 0.00

Description and Justification :

Dump Truck: Manure disposal and removal from the site is an operational challenge that has provided criticism from users and neighbors of the Equestrian Park. This project was initially scoped to develop large concrete ramps that would facilitate dumping of manure into roll off dumpsters. The estimated cost to haul and dispose of the manure was \$35-40K annually. In place of this, we are requesting to utilize the funds to purchase a dump truck. A dump truck would save the haul fees for our operating budget and allow us to perform other necessary activities on site.

Fund Impact

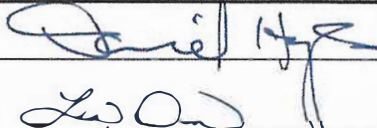
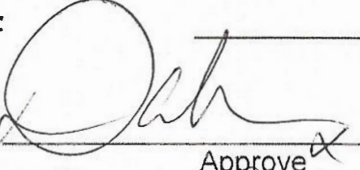
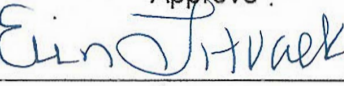
SUMMARY OF FUND IMPACT BY FUND

FUND:	186 EQUESTRIAN PARK FUND
Fund Impact (Budgetary)	\$0
Fund Impact (Transfers)	\$0
TOTAL FUND IMPACT	\$0

SUMMARY OF CNTY FUNDING IMPACT BY DEPT

DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
TOTALS	0	0	0	0

Approvals

Division Director:		Date:	8/2/2017
Dept. or Elected Fiscal Mgr:		Date:	8-2-17
Dept. Dir. or Elected Official:		Date:	8-7-17
Facilities Division Director: (Capital Projects Only)		Date:	
Chief Financial Officer:		Date:	8-8-17
Mayor or Designee:	 Approve	Date:	8-8-17
Council Action:	Approve	Date:	

Budget Adjustment Detail									
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Budget Year: 2017 * Requesting Department: 35609900 EPEC CAPITAL PROJECTS

Budget Period: Year-End * Req Item No: 356099YE02 * Adjustment Title: Durrup Truck

Adjustment Type(s): New Reqs Existing Capital Project

Expense Budget String(s):

[illegible]

TOTAL EXPENDITURE CHANGE:		\$0
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Revenue Budget String(s):

[illegible]

TOTAL REVENUE CHANGE:	\$0
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Balance Sheet String(s): ☒ Bal sheet strings only required for Proprietary Fund adjustments; check if applicable

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL_SHT	
		BAL_SHT	
		BAL_SHT	

TOTAL BALANCE SHEET CHANGE:	\$0
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* One Time Change (Y or N): Y
If No, next year's impact: _____

No. of New FTEs:	<u>000</u>	(2)
No. of New Time Limited FTEs:	<u>0.00</u>	(2)
No. of Transferred FTEs:	<u>0.00</u>	(2)
No. of Other FTEs:	<u>0.00</u>	(2)

Fund Balance Transfers:

[illegible]Description and justification: (Attach additional pages as needed).^{*}

Manure disposal and removal from the site is an operational challenge that has provided criticism from users and neighbors of the Equestrian Park. This project was initially scoped to develop large concrete ramps that would facilitate dumping of manure into roll off dumpsters. The estimated cost to haul and dispose of the manure was \$35-40K annually. In place of this, we are requesting to utilize the funds to purchase a dump truck. A dump truck would save the haul fees for our operating budget and allow us to perform other necessary activities on site.

(1) If the request is for a grant, include the dates the grant will expire and what obligations are required of the County after the grant expires.
(2) For FTE related requests, complete and print the "Position" tab. Totals from that tab will be carried over to here.