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**SEMINOLE COUNTY GOVERNMENT  
AGENDA MEMORANDUM**

**SUBJECT:** BCR #07-25 - \$649,660 - Business Innovation and Technology Services - General Fund (County Services Building Telephone)

**DEPARTMENT:** Fiscal Services

**DIVISION:** Budget

**AUTHORIZED BY:** Lisa Spriggs

**CONTACT:** Lin Polk

**EXT:** 7177

**MOTION/RECOMMENDATION:**

Approve and authorize the Chairman to execute Budget Change Request (BCR) #07-25 through the General Fund in the amount of \$649,660 to fund the Telephone System Refresh - County Services Building project.

County-wide

Lin Polk

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**BACKGROUND:**

The **Telephone System Refresh - County Services Building** project is the replacement of the telephone system for the County Services Building. The project will address the core system, voice mail, and all associated equipment used to provide telephone service to the County Services Building.

The system, currently in operation in the County Services Building, was installed in 1989 and has exhausted its life cycle. Parts are no longer manufactured, and support is no longer available for the system data structure and operating system. A critical failure may require emergency procurement of a new system resulting in an extended period without telephone service.

At the time of adoption of the FY 2006/07 budget, the approach taken for refreshing the County's phone system was to replace the phone system for the entire County with a leased system. As such, \$650,000 was budgeted in the current year in the Rentals and Leases account. Subsequently, it was determined that the most cost effective approach would be to address the highest need, most critical buildings rather than the entire phone system. It was also determined that purchasing the phone system would also provide a more cost effective solution.

The attached Budget Change Request will move the remaining Rental and Leases funds to the Construction in Progress account in order to prepare and issue encumbrances for the replacement phone system for the County Services Building. It is estimated that the project will have a total cost of \$649,660, and be completed by September 2008.

The budget proposal presented at Worksession included two additional Telephone Refresh projects, the Five Points Complex (FY 2007/08) and the Civil Courthouse (FY 2008/09).

**STAFF RECOMMENDATION:**

Staff recommends the Board approve and authorize the Chairman to execute Budget Change Request (BCR) #07-25 through the General Fund in the amount of \$649,660 to fund the Telephone System Refresh - County Services Building project.

**ATTACHMENTS:**

1. Budget Change Request

<b>Additionally Reviewed By:</b> No additional reviews
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<b>***SEMINOLE COUNTY BUDGET REQUEST***</b>		Budget Division Use only:	
<b>DATE:</b>	7/30/07		
<b>FROM: Department</b>	Business Innovations and Technology Services	<b>BCR</b>	<input checked="" type="checkbox"/> 07-25
<b>Division</b>	Telecommunications		

**WHAT IS NEEDED:**

<input checked="" type="checkbox"/>	Accounting adjustment: Item is budgeted, but funds are in incorrect account line.
<input type="checkbox"/>	More funds for Budgeted Item: Item is budgeted, but additional funds are required.
<input type="checkbox"/>	New item: Item is not in this fiscal year's budget.
<input type="checkbox"/>	Operational Adjustment (Transfer or Savings to cover overage)
<input type="checkbox"/>	Project reclass, Must be within same Project Number

**Detailed Explanation:**

Accounting adjustment to move funds for replacement of the telephone system in the County Services Building.

	<b>Fund #</b> 00100	<b>Fund Name</b> General Fund	
	<b>FUND/ACCOUNT NUMBER</b>	<b>Project #</b>	<b>ACCOUNT TITLE</b>
<b>TRANSFER FROM</b>	00100.140200.530440		Rentals and Leases
			<b>AMOUNT</b>
			\$ 649,660
			<b>TOTAL</b>
			<b>\$ 649,660</b>
	<b>FUND/ACCOUNT NUMBER</b>	<b>Project #</b>	<b>ACCOUNT TITLE</b>
<b>TRANSFER TO</b>	00100.140200.560650	00129501 (new)	Construction in Progress (Telephone System Refresh - County Services Building)
			<b>AMOUNT</b>
			\$ 649,660
			<b>TOTAL</b>
			<b>\$ 649,660</b>

**CONCURRENCE OF OTHER INVOLVED DIVISIONS** (ie: IT (hardware/software); Fleet/Vehicles; Purchasing/Capital; Support Svcs; etc)

Approval    Date \_\_\_\_\_ Department/Division \_\_\_\_\_

**RECOMMENDATION:**  Approval    Date 7/30/07    Analyst Fredrik V Coulter    Budget Manager \_\_\_\_\_

**APPROVING AUTHORITY:**     FS Director     County Manager     BCC    Meeting Date Aug 28, 2007

Approved     Disapproved    Date Signed \_\_\_\_\_ Signature \_\_\_\_\_

**FINANCE:** Transfer has been posted    Date \_\_\_\_\_ Signature \_\_\_\_\_