



## Legislation Details (With Text)

**File #:** 17-518      **Version:** 1      **Name:**  
**Type:** Resolution      **Status:** Agenda Ready  
**File created:** 5/30/2017      **In control:** BOARD OF SUPERVISORS  
**On agenda:** 6/13/2017      **Final action:**  
**Title:** Adopt Resolution Revising the List of Capital Assets in the Social Services Budget Unit 5011  
**Sponsors:** Social Services  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Resolution\_Capital-Assets

Date	Ver.	Action By	Action	Result
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## MEMORANDUM

**TO:** Board of Supervisors  
**FROM:** Crystal Markytan, Social Services Director  
**DATE:** June 13, 2017  
**SUBJECT:** Adopt Resolution Revising the List of Capital Assets in Social Services Budget Unit 5011

### EXECUTIVE SUMMARY:

Although our department did not plan for the purchase of a facility and inventory tracking database in our FY 16/17 budget, we have identified a need for such a database. Our current ticketing database does not meet our needs for facilities maintenance and information system ticket assignments, history, costs and statistics. We are also in need of a contract management database for contracts, agreements, and use permits overseen by our department.

The MicroWest AMMS database meets these needs and also provides us with a more efficient way of tracking inventory and project costs. This purchase will allow us to assign, track and monitor tickets, contracts, project costs and inventory.

**FISCAL IMPACT:** \_\_ None \_\_ Budgeted ☒ Non-Budgeted  
Estimated Cost: \$20,160.00  
Amount Budgeted: 0

Additional Requested: 0

Annual Cost (if planned for future years): 0

**FISCAL IMPACT (Narrative):** There is no County cost associated with this purchase.

**STAFFING IMPACT (if applicable):** None

**RECOMMENDED ACTION:**

Adopt Resolution revising the List of Capital Assets in Social Services Budget Unit 5011.

Thank you for your consideration.