

## Budget Journal Entry

Document Number: BJE - 0002355      Batch ID: 1471647      Created On: 6/26/2012 2:23:43 PM  
 Document Description: Transfer of facilities maint des for the Comm Services Eng 2nd floor remodel      Processed On:      Created By: Brian Duggan  
 Post On: 8/14/2012      Processed By:

### References

Audit Trail: je 0069192

### Budget Revision Request

Agenda Item: Agenda Date: 8/14/2012    Approval: BOS 4/5    Has Board Letter: Yes  
 Title: Transfer facilities maintenance designation for the Community Services remodel, Engineering 2nd Fl  
 Budget Action: Increase appropriations of \$800,000 in General Services Capital Outlay Fund for Capital Assets funded by an operating transfer from the General Fund.

Justification: As a result of Public Works Flood Control relocation to the recently renovated second floor of the Naomi Schwartz Building, approximately 4,000 SF of space within the Engineering Building has been vacated. General Services has explored several options and recommends the space be altered for the newly created Community Services Department. The former tenants occupied the Engineering Building for over 40 years. This change in occupants serves as a rare opportunity to address deferred maintenance issues, including the existing heating, ventilation, and air conditioning (HVAC) system, deteriorated windows, and potentially hazardous materials that may be present, likely in the existing pipe insulation and flooring. Depending on the extent and cost associated with the maintenance items which must be prioritized, it is also desired that project funds be used for new finishes, infrastructure upgrades, access control systems, audiovisual equipment and furnishings. However, priority will be given to removal of any hazardous material and to infrastructure upgrades such as HVAC. This budget revision will transfer \$800,000 from the facilities maintenance designation to the Capital Outlay Fund Project 8735 where this project will be managed.

### Budget Revision Request Financial Summary

Fund	Department	Project	Object Level	Source Amount	Use Amount
0030 - Capital Outlay	063 - General Services		40 - Other Financing Sources	800,000.00	0.00
0030 - Capital Outlay	063 - General Services		65 - Capital Assets	0.00	800,000.00
	Fund: 0030 - Capital Outlay, Department: 063 - General Services Total:			<u>800,000.00</u>	<u>800,000.00</u>
0001 - General	990 - General County Programs		70 - Other Financing Uses	0.00	800,000.00
0001 - General	990 - General County Programs		93 - Changes to Committed	800,000.00	0.00
	Fund: 0001 - General, Department: 990 - General County Programs Total:			<u>800,000.00</u>	<u>800,000.00</u>

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### Accounting

<u>Fund</u>	<u>Dept</u>	<u>GL Acct</u>	<u>LI Acct</u>	<u>Debit Amount</u>	<u>Credit Amount</u>	<u>Prog</u>	<u>OUnit</u>	<u>Proj</u>	<u>Budget Period</u>	<u>Description</u>
0001	990	2420	9851	800,000.00		8300			201207	Comm Svcs remodel Eng 2nd Fl
0030	063	2530	8700		800,000.00	1930	8735		201207	Comm Svcs remodel Eng 2nd Fl
0030	063	2420	5910	800,000.00		1930	8735		201207	Comm Svcs remodel Eng 2nd Fl
0001	990	2530	7901		800,000.00	8300			201207	Comm Svcs remodel Eng 2nd Fl
Total				<u>1,600,000.00</u>	<u>1,600,000.00</u>					

### Signatures

<u>Signed By</u>	<u>Signed On</u>	<u>Department/Agency</u>	<u>Approval Level</u>	<u>Valid</u>
Richard Morgantini	7/26/2012 7:09:26 AM	012 - County Executive Office	CEO Analyst	N
Brian Duggan	7/26/2012 2:44:49 PM	063 - General Services	Fund/Department	Y