

ATTACHMENT B

BJE - 0009390

Budget Revision Requests

Document Number: BJE - 0009390 Agenda Item: Agenda Date: 11/28/2023 Approval: BOS 4/5 Has Board Letter: Yes

Related Event:

Title: Establish Appropriations for professional Services Agreement for TEKsystems

Budget Action: Establish approps of 930k in IT Dept IT Services Fund for S&S funded by an operating transfer from the General Fund 432k and release of retained earnings 498k. Reduce approps for S&B in the G/F in the Auditor-Controller 107k, Gen Services 85k, Human Resources 147k, Information Technology 93k depts offset by a canceled intrafund transfer from the Gen County Prog GF. Incr Appro in Gen County Progs G/F of 432k for Other Financing Uses funded by a decrease in Intrafund Exp Trans out.

Justification: This budget revision is necessary to enter into an agreement with TEKsystems Global Services LLC for the provision of IT professional services for FY23-24 for a total contract maximum amount not to exceed \$1,130,000 for the period of Nov 28th, 2023 through June 30, 2024. TEKsystems will provide temporary staff that includes network technicians, infrastructure analysts and architects, and technical consultants, to provide additional support of the Workday implementation and ITD operations.

The contract is partially funded by a transfer of \$432,000 from the General County Programs General Fund. This transfer reallocates funding that was previously approved by the Board for ERP-related staffing in Auditor-Controller, General Services, Human Resources, and IT departments as these depts have identified projected salary savings relating to these funded positions while recruiting efforts to fill the positions continue in earnest. Additionally, \$498,000 will be funded from the IT Internal Service Fund (ISF) 1915 unrestricted fund balance and the remaining \$200,000 will be funded from appropriations already established in ITD's Fund 1915 current year adopted budget.

Financial Summary

Fund	Department	Project	Object Level	Source Amount	Use Amount
0001 - General	061 - Auditor-Controller		50 - Salaries and Employee Benefits	0.00	(107,000.00)
0001 - General	061 - Auditor-Controller		80 - Intrafund Expenditure Transfers (-)	0.00	107,000.00
		Fund: 0001 - General, Department: 061 - Auditor-Controller Total:		0.00	0.00
0001 - General	063 - General Services		50 - Salaries and Employee Benefits	0.00	(85,000.00)
0001 - General	063 - General Services		80 - Intrafund Expenditure Transfers (-)	0.00	85,000.00
		Fund: 0001 - General, Department: 063 - General Services Total:		0.00	0.00
0001 - General	064 - Human Resources		50 - Salaries and Employee Benefits	0.00	(147,000.00)
0001 - General	064 - Human Resources		80 - Intrafund Expenditure Transfers (-)	0.00	147,000.00
		Fund: 0001 - General, Department: 064 - Human Resources Total:		0.00	0.00
0001 - General	067 - Information Technology		50 - Salaries and Employee Benefits	0.00	(93,000.00)
0001 - General	067 - Information Technology		80 - Intrafund Expenditure Transfers (-)	0.00	93,000.00
		Fund: 0001 - General, Department: 067 - Information Technology Total:		0.00	0.00
1915 - Information Technology Svcs	067 - Information Technology		40 - Other Financing Sources	432,000.00	0.00
1915 - Information Technology Svcs	067 - Information Technology		55 - Services and Supplies	0.00	930,000.00
1915 - Information Technology Svcs	067 - Information Technology		89 - Changes to Retained Earnings	498,000.00	0.00
		Fund: 1915 - Information Technology Svcs, Department: 067 - Information Technology Total:		930,000.00	930,000.00

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0001 - General	990 - General County Programs	70 - Other Financing Uses	0.00	432,000.00
0001 - General	990 - General County Programs	85 - Intrafund Expenditure Transfers (+)	0.00	(432,000.00)
	Fund: 0001 - General, Department: 990 - General County Programs Total:		0.00	0.00

Signatures

<u>Signed By</u>	<u>Approval Level</u>	<u>Department/Agency-Fund Group</u>	<u>Signed On</u>	<u>Valid</u>
Erin Jeffery	Fund/Department	064-Human Resources Funds	11/15/2023 9:38:01 AM	Y
Lauren Frapwell	Fund/Department	067-General Services Funds	11/16/2023 9:36:06 AM	Y
Dana Grossi	CEO Analyst	All Depts-All Funds	11/16/2023 9:54:20 AM	Y
Steven Yee	CEO Analyst	All Depts-All Funds	11/16/2023 9:57:37 AM	Y
Onelia Rodriguez	Fund/Department	067-1915 ITD	11/16/2023 9:59:46 AM	Y
Brant Markley	Fund/Department	063-General Services Funds	11/16/2023 10:25:52 AM	Y
Lynne Dible	Fund/Department	063-General Services Funds	11/16/2023 10:32:29 AM	Y
Erin Jeffery	Fund/Department	064-Human Resources Funds	11/16/2023 10:34:37 AM	Y
C. Price	Chief Deputy Controller	All Depts-All Funds	11/16/2023 1:36:18 PM	Y
Robert Geis	Chief Deputy Controller	All Depts-All Funds	11/16/2023 3:22:30 PM	Y
Paul Clementi	Budget Director	All Depts-All Funds	11/16/2023 3:23:56 PM	Y