



# RESOLUTION No. 18-228

## OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

### RESOLUTION AUTHORIZING THE PURCHASE OF TWO CAPITAL ASSETS AND AMENDING THE FISCAL YEAR 2017/18 CAPITAL FACILITIES BUDGET (4/5 AFFIRMATIVE VOTE REQUIRED)

WHEREAS, a comprehensive security review exposed the need to add additional cameras at the Eric Rood Administrative Center (ERAC) and state law requires the retention of video footage for one year; and

WHEREAS, the Chief Information Officer has recommended the purchase of a camera security system that will address the storage issues, provide better visibility for security incidents, and serve as an enterprise standard for other County locations for an estimated cost of \$19,500; and

WHEREAS, the Health and Human Services Agency (HHS) in Truckee has requested additional security card access readers to be installed at the Truckee Joseph Center to address their department security requirements; and

WHEREAS, the purchase of four Johnson Controls, Inc., card readers and a card access control module is being requested to be installed and completed in two phases for a total cost of \$18,274; and

WHEREAS, Phase I of the card system includes the installation of the access control module and two card readers to be paid out of the Capital Facilities Fiscal Year 2017/18 budget and reimbursed from the HHS budget at a cost of \$10,996; and

WHEREAS, Phase II includes the installation of two additional card readers at a cost of \$7,278 to be completed in Fiscal Year 2018/19 and a budget amendment will be requested at that time; and

WHEREAS, funding for the camera system is budgeted and will be paid out of the Fiscal Year Fiscal Year 2017/18 budget.

NOW, THEREFORE, BE IT RESOLVED that the Nevada County Board of Supervisors hereby:

1. Authorizes the purchase of a Security Camera System for the Eric Rood Administrative Center, a capital asset, in the amount of \$19,500.
2. Authorizes the purchase of a Johnson Control, Inc., Card Reader system, a capital asset, at the Truckee Joseph Center in the amount of \$18,274.
3. Directs the Auditor-Controller to amend the Fiscal Year 2017/18 Capital Facilities budget as follows:

Increase:

0101-10801-416-1000 540600  
0101-10801-416-1000 561551

\$10,996  
(\$10,996)

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 12th day of June, 2018, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward Scofield, Dan Miller, Hank Weston and Richard Anderson

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER  
Clerk of the Board of Supervisors

By: 

  
Edward Scofield, Chair



COUNTY OF NEVADA  
CAPITAL ASSET PURCHASE REQUEST

TYPE OF REQUEST:

- ☐ Infrastructure Improvements and Preservation  
☐ Building Structures & Improvements - Please identify building: \_\_\_\_\_  
☐ Land: Rights of Way, Easements & Land Improvements  
☐ Equipment: Technological - Information Systems approval date: \_\_\_\_\_  
☐ Equipment: Automotive  
☐ Equipment: Office, Furniture & Fixtures  
☒ Equipment: Other:

Fiscal Year: FY 2017-18  
Dept Name: Facilities Management  
Fund: 101  
SBU: 10702  
Office2: 415  
Sub-Service: 1000  
PCN: 41550100  
Acct Code: 540600

IMPORTANCE OF CAPITAL ASSET: ☒ Urgent ☐ Necessary ☐ Desirable

PRIORITY RANKING OF CAPITAL ASSET: \_\_\_\_\_ out of \_\_\_\_\_ Total Department Requests

JUSTIFICATION FOR CAPITAL ASSET (Attach additional pages as necessary)

A comprehensive security review exposed the need to add additional cameras at the Eric Rood Administrative Center. State law requires the retention of video footage for one year. This purchase will provide a server that will address the video storage requirements and the addition of eight cameras. The system will provide better visibility for review of security incidents and define an enterprise standard for other locations and sites.

FUNDING SOURCE FOR CAPITAL ASSET

|                                                                                                                           |                                                                                               |                            |                              |
|---------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|----------------------------|------------------------------|
| 1. Is this grant-funded?                                                                                                  | <input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No                        | Granting Agency:           | BOS Reso. # Accepting Grant: |
| 2. What is the general fund and/or other fund balance dollar impact?                                                      | <input checked="" type="checkbox"/> None <input type="checkbox"/> As follows:                 |                            |                              |
| 3. Who will technically own this asset?                                                                                   | <input checked="" type="checkbox"/> County of Nevada <input type="checkbox"/> Granting Agency | Notes regarding ownership: |                              |
| Budget is included in class two of the FY 17-18 10702 budget. An IBT will be requested to transfer the funding to 540600. |                                                                                               |                            |                              |

CAPITAL ASSET ITEMIZED COSTS - Estimated

| Item                | Quantity | Unit Cost | Sales Tax | Shipping | Installation | Other Cost | Total Cost |
|---------------------|----------|-----------|-----------|----------|--------------|------------|------------|
| Dell Server         | 1        | \$6,634   | \$439     |          | \$0          |            | \$7,073    |
| Cameras             | 8        | \$400     | \$268     | \$200    |              |            | \$3,668    |
| Camera Installation | 1        |           | \$0       |          | \$2,645      |            | \$2,645    |
| Misc Wiring         | 1        | \$4,000   | \$340     |          |              |            | \$4,340    |
| Contingency         | 1        |           | \$0       |          |              | \$1,773    | \$1,773    |
| TOTAL:              |          |           |           |          |              |            | \$19,499   |

Please attach documentation (ISSB approval minutes, quotes, etc.)

APPROVED BY:

Prepared by: Carol Babson Date: 5/18/2018  
Phone: 2635  
Dept. Head Signature: *Carol Babson* Date: 5.18.18  
CEO Analyst Signature: *Carol Babson* Date: 5/18/18

CEO Staff use only

Notes: \_\_\_\_\_  
Initials \_\_\_\_\_ Date \_\_\_\_\_  
☐ Denied  
☒ Approved \$ \_\_\_\_\_

Capital Asset Approval #

18 10702 415 MS 055



COUNTY OF NEVADA  
CAPITAL ASSET PURCHASE REQUEST

TYPE OF REQUEST:

- ☐ Infrastructure Improvements and Preservation  
☐ Building Structures & Improvements - Please identify building: \_\_\_\_\_  
☐ Land: Rights of Way, Easements & Land Improvements  
☐ Equipment: Technological - Information Systems approval date: \_\_\_\_\_  
☐ Equipment: Automotive  
☐ Equipment: Office, Furniture & Fixtures  
☒ Equipment: Other: \_\_\_\_\_

Fiscal Year: FY 2017-18  
Dept Name: Capital Facilities  
Fund: 0101  
SBU: 10801  
Office2: 416  
Sub-Service: 1000  
PCN: 41691645  
Acct Code: 540600

IMPORTANCE OF CAPITAL ASSET: ☒ Urgent ☐ Necessary ☐ Desirable

PRIORITY RANKING OF CAPITAL ASSET: \_\_\_\_\_ out of \_\_\_\_\_ Total Department Requests

JUSTIFICATION FOR CAPITAL ASSET (Attach additional pages as necessary)

The Health and Human Services Agency has requested that additional card readers for security access be added to the current system at the Truckee Joseph Center. These readers will be used by HHSA personnel exclusively. The installation will be in two phases. Phase I will provide for the purchase and installation of two card readers and the Controller for the doors. Phase II will provide two additional card readers to the system in the next fiscal year.

FUNDING SOURCE FOR CAPITAL ASSET

1. Is this grant-funded? ☐ Yes ☒ No Granting Agency: \_\_\_\_\_ BOS Reso. # Accepting Grant: \_\_\_\_\_  
Other funding source: \_\_\_\_\_

2. What is the general fund and/or other fund balance dollar impact? ☐ None ☒ As follows: \_\_\_\_\_

3. Who will technically own this asset? ☒ County of Nevada ☐ Granting Agency Notes regarding ownership: \_\_\_\_\_

This purchase will be paid out of the Capital Facilities FY 2017-18 budget and reimbursed from the Health and Human Services Agency. A budget amendment is being requested at the 6/12/18 BOS meeting.

CAPITAL ASSET ITEMIZED COSTS - Estimated

| Item                  | Quantity | Unit Cost  | Sales Tax | Shipping | Installation | Other Cost | Total Cost |
|-----------------------|----------|------------|-----------|----------|--------------|------------|------------|
| Card Readers Phase I  | 1        | @ \$10,996 | \$0       |          |              |            | \$10,996   |
| Card Readers Phase II | 1        | @ \$7,278  | \$0       |          |              |            | \$7,278    |
|                       |          | @          | \$0       |          |              |            | \$0        |
|                       |          | @          | \$0       |          |              |            | \$0        |
|                       |          | @          | \$0       |          |              |            | \$0        |
| TOTAL:                |          |            |           |          |              |            | \$18,274   |

Please attach documentation (ISSB approval minutes, quotes, etc.)

APPROVED BY:

Prepared by: Carol Babson Date: 5/17/2018

Dept. Head Signature: \_\_\_\_\_

Date: 5/21/18

Phone: 2635

CEO Analyst Signature: \_\_\_\_\_

Date: 5/21/18

CEO Staff use only

Notes: \_\_\_\_\_

Initials \_\_\_\_\_ Date \_\_\_\_\_

☐ Denied

☒ Approved \$ \_\_\_\_\_

Capital Asset Approval #

1810801 416 MS 056  
1870801 416 MS 057