



Agenda Submittal

Agenda #: 13 **Status:** Consent Calendar
Type: ATR **Department:** Library
File #: 18-760 **Contact:** Bonnie Katz, 784-1500
Agenda date: 11/6/2018 **Final action:** 11/6/2018
Title: Approve an Appropriation Transfer Request in the amount of \$1,302,316 for the Fairfield Library's Boiler/Chiller Replacement Project to re-budget appropriations and funding from FY2017/18 to FY2018/19 as a technical adjustment, funded from the Library's Contingency Fund (4/5 vote required)
Governing body: Board of Supervisors
District: All
Attachments: 1. A - HVAC Project Budget, 2. Minute Order

Date	Ver.	Action By	Action	Result
11/6/2018	1	Board of Supervisors	Approved	

Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

The Department of Library Services recommends that the Board of Supervisors approve an Appropriation Transfer Request in the amount of \$1,302,316 for the Fairfield Library's Boiler/Chiller Replacement Project to re-budget appropriations and funding from FY2017/18 to FY2018/19 as a technical adjustment, funded from the Library's Contingency Fund (4/5 vote required).

SUMMARY:

On June 12, 2018, the Board approved \$1,302,316 for the Fairfield Library's Boiler/Chiller Replacement Project at 1150 Kentucky Street in Fairfield and related improvements to the air distribution system. The contract with ACCO Engineered Systems, Inc. for \$750,239 was thought to have been encumbered; however, this action did not occur and a technical adjustment to re-budget the contract and related improvement costs, and funding for FY2018/19 is now required. The remaining monies of \$552,077 are for the soft costs, such as design work and project management, for project completion.

An Appropriation Transfer Request in the amount of \$1,302,316 is required to re-budget the existing contract and related expenses for the continuation of the project and funding from the Library's Contingency Fund (Fund 004).

FINANCIAL IMPACT:

The Board approved the project to remove and replace the existing boiler/chiller at the Fairfield Library and funded by the Library's Contingency Fund on June 12, 2018. However, the contract was not encumbered which resulted in funding returned to the Library's Contingency Fund (fund balance). The increase of \$1,302,316 in appropriation for FY2018/19 will also re-budget the funding from the Library's Contingency Fund. The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget. There is no General Fund impact as the Library is funded with property and sales

tax revenue.

ALTERNATIVES:

The Board could choose not to approve the Appropriation Transfer Request for the continuation of the Fairfield Library's Boiler/Chiller Replacement Project. However, this action is not recommended as it would prevent the Library's ability to pay expenses associated with the project that is currently in progress.

OTHER AGENCY INVOLVEMENT:

The County Administrator's Office has reviewed this item and concurs with the Department's recommendation.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION