



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C-20

For the meeting of: March 7, 2017

V.C.

Date: February 9, 2017
To: Board of Supervisors
From: Vanessa Christman, Director of Library Services
Subject: Appropriation Transfer in Fixed Assets for Broadband Project

RECOMMENDATION(S):

1. Approve Appropriation Transfer that would result in an increase in account 8066, Computer Equipment, by \$25,000 and corresponding decreases in account 8021, Computer Kiosk, by \$15,000 and account 1100, Salaries, by \$10,000 for Fund 1500, Budget Unit 621, County Library.
2. Authorize the fixed asset for software and hardware acquisition to provide CENIC broadband capabilities to the Ferndale Branch Library in the amount of \$25,000 to 1500-621-8066, Computer Equipment.

SOURCE OF FUNDING:

Sufficient funds are available to fund the fixed asset request in 1500-621-8066, Computer Equipment, by canceling and transferring \$15,000 from 1500-621-8021, Computer Kiosk, and \$10,000 in 621-1100, Salaries.

DISCUSSION:

The County Library wishes to increase CENIC broadband coverage, providers of the California Research and Education Network (CalRen), to the Ferndale Branch Library by utilizing funds in 1500-621-8021 and 1500-621-1100. The Library does not intend to move forward on the Computer Kiosk fixed asset this fiscal year and anticipates that salary savings will be sufficient to cover the balance of the request. The \$25,000 will cover the costs for software, hardware, infrastructure and installation of the service, which is in line with similar installations at other branch locations. The attached quote from CENIC is for adding an

Prepared by W. Love

CAO Approval

REVIEW:

Auditor NO

County Counsel

Personnel

Risk Manager

Other

TYPE OF ITEM:

- ☒ X Consent
☐ Departmental
☐ Public Hearing
☐ Other

PREVIOUS ACTION/REFERRAL:

Board Order No. C-11

Meeting of: 5/12/2015

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor Fennell Seconded by Supervisor Wilson

Ayes Sundberg, Fennell, Bass, Bohm, Wilson
Nays
Abstain
Absent

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: Mar 7, 2017

By: Kathy Hayes
Kathy Hayes, Clerk of the Board

additional branch to the Library network of high speed internet services, which are currently available in six other branches of the Library system for an estimated \$15,000. In addition, there will be an estimated \$10,000 in costs for the installation of cabling, routers and other necessary infrastructure. The remainder of the branches currently do not have the infrastructure available to connect to the network at the present time.

FINANCIAL IMPACT:

No net change to the Library budget for fiscal year 2016-17.

The fixed asset request supports the Board's 2017 Strategic Framework by providing for and maintaining infrastructure.

OTHER AGENCY INVOLVEMENT:

Information Technology (IT)

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to approve the fixed asset and not authorize the transfer of \$25,000 to account 8066, Computer Equipment. Staff does not recommended this alternative, as the Humboldt County Library would not be able to provide for and maintain infrastructure necessary to upgrade the CENIC network at the Ferndale Branch Library.

ATTACHMENTS:

Appropriation Transfer

Califia quote for Ferndale branch

COUNTY OF HUMBOLDT
REQUEST FOR BUDGET TRANSFER/ADJUSTMENT

A _____

DEPARTMENT: County Library - 1500

DEPARTMENT #: 621 POSTING DATE: 2/28/2017

1.) The reason for this budget transfer request is:

<u> </u>	Transfer within expenditure/revenue category (with Auditor Approval)	Original only
<u> X </u>	Transfer between expenditure/revenue category (with CAO & Auditor Approval)	Original +1
<u> </u>	Increase/decrease Intrafund Transfer account (with Board Approval)*	Original +1
<u> </u>	Transfer to or from Contingencies (with Board Approval)*	Original +1
<u> </u>	Increase/decrease budget unit appropriation (with Board approval)*	Original +1
<u> </u>	Establish/transfer funds in Fixed Assets <\$10,000 (CAO & Auditor Approval)	Original +1
<u> X </u>	Establish/transfer funds in Fixed Assets >\$10,000 (with Board Approval)*	Original +1

Amount:	Transfer to Account:	Transfer from Account:
\$ 15,000.00	8066	8021
\$ 10,000.00	8066	1100

3.) In the space below, state (a) reason for transfer request, (b) reason why there are sufficient balances in affected accounts, and (c) why transfer cannot be delayed until next budget year.

(a) Continuation of CENIC project

(b) Self check out system not currently planned, salary savings

(c) Annual CENIC cycle start date March, 2017

4.) Department Authorization:

Date 2/14/17 (signed) Vanessa Custer

5.) Account balances verified by Auditor-Controller

Date 2/14/17 (signed) M. G. Mellett

6.) /Approved /Not approved /Recommended /Not recommended

County Administrative Officer:

Date 2/28/17 (signed)

INSTRUCTIONS

SEND ORIGINAL REQUEST FOR BUDGET TRANSFER DIRECTLY TO THE AUDITOR-CONTROLLER.

* Requires copy of Board Order to be attached

Posted by _____

Humboldt County Library					
5 year term					
		OPTION 1			
		250 to branches			
Summary Totals		Pre Discount Costs (not Including Taxes & Surcharges)		Estimated Net Costs, after discounts applied (not Including Taxes & Surcharges)	
		NRC*	Monthly	NRC*	Monthly
		\$ 14,179.00	\$ 1,620.00	\$ 2,835.80	\$ 162.00
Note1: Circuits from the Branch Libraries are to go to Humboldt County Library					
Connection to HUB	Disc %	Pre Discount Costs		Estimated Net Costs, after discounts applied	
		E-rate Discount for Humboldt County Library**:		0.8	
		CTF Discount***:		0.5	
Connection to CalREN Hub at Humboldt County Library		NRC*	Monthly	NRC*	Monthly
Link 1: 1G to CalREN Hub		\$ -	\$ -	\$ -	\$ -
Taxes & Surcharges on links		Varies			
Library Equipment		Humboldt County Library is responsible to provide a router with at least one LAN interface. This router should support BGP and NAT. An upgraded Firewall appliance may also be needed to support the data streams.			
		250M circuits to branches			
Itemized - Main to Branches		Pre Discount Costs		Estimated Net Costs, after discounts applied	
		NRC*	Monthly	NRC*	Monthly
		Circuits to Humboldt County Library			
Link2: Willow Creek Branch Library to Humboldt County Library		\$ -	\$ -	\$ -	\$ -
Link3: Ferndale Branch Library to Humboldt County Library		250M \$ 14,179.00	\$ 1,620.00	\$ 2,835.80	\$ 162.00
Link4: Garberville Branch Library to Humboldt County Library		\$ -	\$ -	\$ -	\$ -
Link5: Hoopa Branch Library to Humboldt County Library		\$ -	\$ -	\$ -	\$ -
Taxes & Surcharges on links		Varies			
Library Equipment		Main library will need a router or switch with at least one LAN interface. This router should support BGP and NAT. An upgraded Firewall appliance may be necessary. Each branch will also need a router or switch with at least one LAN interface.			

Note 1: These numbers do not include early termination fees that

Definitions

*NRC - Non-Recurring Charges

**E-rate discount: percent discount indicated is an estimate based on data available at the time the quote was generated. Actual discount percentage will be identified by the E rate authorities at a later point.

***Collector Circuit - a multi-site aggregation or trunk circuit between the main site and the CalREN backbone
 ***CTF discount: percent discount of amount after E rate discount is applied. CTF discount is always 50%.

Note 2: E-rate and CTF discounts are dependent upon the continued funding of these programs. CENIC/Califa cannot guarantee the E-rate and CTF discounts, and these discounts are subject to change.