



Meeting Date: 11/6/2007

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input checked="" type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s) _____	<input type="checkbox"/> Report
<input type="checkbox"/> Res. No(s) _____	<input type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Prepared By: Dan Berlenbach, Fleet Services Manager *DB* Agenda Item No. I-3
 Reviewed By: City Manager *[Signature]* City Attorney *[Signature]* Finance *SW* *[Signature]* Public Works Information Services *[Signature]*

DATE: October 23, 2007

TO: City Council

FROM: Michael Henderson, Deputy Public Works Director
 Maintenance Services Branch, Public Works Department *[Signature]*

SUBJECT: Appropriation of Funds, Fleet Services Technology Initiative

RECOMMENDATION

That City Council approve the appropriation of funds in the amount of \$104,073 from Fleet Services miscellaneous revenues for purchase of laptop computers, software, and a wireless area network system.

DISCUSSION

The Fleet Services Division of the Public Works Department provides maintenance for the City's vehicle fleet. The maintenance of the City's vehicle and equipment has become increasingly complex due to the widespread use of computers throughout the modern day fleet. Technicians commonly refer to the Internet for technical data on repairs, logon to their work orders electronically, and diagnose vehicle malfunctions electronically. While computers are used in the division for these purposes, they are shared units not conducive to efficient maintenance operations.

We propose to network the shop environment electronically, utilizing a wireless area network and laptop computers assigned to the technicians. This provides the portability necessary to carry the computer to the vehicle for diagnostics and allows the technician to use it in-place and still be connected. Additionally, waits for access to online technical data are eliminated as are the waits to logon and logoff vehicle work orders. These reduced/eliminated waiting times will directly affect our ability to repair and release vehicles quickly, back to the customer, improving overall mission support.

"Ruggedized" laptop computers are specified to ensure a long service life in the shop environment.

FINANCIAL IMPACT

There is sufficient funding available in the Fleet Services miscellaneous revenue account for these items. Fleet Services gained approximately \$114,000 in miscellaneous revenues earlier this year from

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sale of its parts inventory to the NAPA On-Site Parts Store, as part of the contracting of parts support to NAPA in May 2007.

The Special Budget Appropriation will recognize revenue of \$104,073 and appropriate funds in the amount of \$55,236 to 741-7501-856-8136 for purchase of laptop computers and hardware, \$26,787 to 741-7501-856-8111 for software and \$22,050 to 741-7501-857-8304 for wireless network installation.

Attachment: Special Budget Appropriation Form

000030

CITY OF OXNARD
REQUEST FOR SPECIAL BUDGET APPROPRIATION

To the City Manager:

November 6, 2007

Request is hereby made for an appropriation of total

\$ 104,073

Reason for appropriation: Fleet Services Technology Initiative

<u>FUND</u>	<u>DESCRIPTION/ACCOUNT</u>	<u>AMOUNT</u>
Fleet Services (741)	Fleet Services 741-7501-	
	691-7523 - Miscellaneous Revenues	(104,073)
	856-8136 - Minor Equipment - Other	55,236
	856-8111 - Subscriptions/Publications	26,787
	857-8304 - Maintenance-Computer Equip	<u>22,050</u>
	Net Estimated Change to Fleet Services Fund Balance	<u><u>-0-</u></u>

 Manager

REQUIRES CITY COUNCIL APPROVAL

DIRECTOR OF FINANCE

Disposition

Transfer by Journal Voucher _____

Approved _____

Rejected _____

 City Manager

000031

Attachment 1