

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

AN ORDINANCE AMENDING ORDINANCE)
NO. 91-390A REVISING THE FY 1991-92)
BUDGET AND APPROPRIATIONS)
SCHEDULE FOR THE PURPOSE OF)
FUNDING UPGRADES AND)
ENHANCEMENTS TO THE FINANCIAL)
SYSTEM AND THE PURCHASE OF A HIGH)
CAPACITY TAPE DRIVE)

ORDINANCE NO. 92-459

Introduced by Rena Cusma,
Executive Officer

WHEREAS, The Council of the Metropolitan Service District has reviewed and considered the need to transfer appropriations within the FY 1991-92 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY ORDAINS:

1. That Ordinance No. 91-390A, Exhibit B, FY 1991-92 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring \$57,230 from the Support Service Fund Contingency and \$18,300 from the Finance and Management Information's materials & services appropriation to capital outlay in the Finance and Management Information Department to fund upgrades and enhancements to Metro's financial system and the purchase of a high capacity tape drive.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Council of the Metropolitan Service District this 11th day of
June, 1992.



Jim Gardner, Presiding Officer

ATTEST:



Clerk of the Council

EXHIBIT A
ORDINANCE NO. 92-459

ACCT #	DESCRIPTION	CURRENT		REVISION		PROPOSED	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SUPPORT SERVICE FUND: Finance & Management Information Department							
Total Personal Services		38.50	1,668,149	0.00	0	38.50	1,668,149
Materials & Services							
521100	Office Supplies		65,615		0		65,615
521110	Computer Software		18,690		0		18,690
521260	Printing Supplies		50,000		0		50,000
521291	Small Tools		840		0		840
521310	Subscriptions		3,558		0		3,558
521320	Dues		2,645		0		2,645
521540	Maintenance & Repairs Supplies-Equipment		500		0		500
524110	Accounting & Auditing Services		110,000		0		110,000
524190	Misc. Professional Services		139,400		0		139,400
524210	Data Processing Services		18,000		0		18,000
524310	Management Consulting Services		8,000		0		8,000
525640	Maintenance & Repairs Services-Equipment		135,620		4,875		140,495
525710	Equipment Rental		500		0		500
526200	Ads & Legal Notices		750		0		750
526310	Printing Services		3,735		0		3,735
526410	Telephone		1,500		0		1,500
526420	Postage		80,000		0		80,000
526440	Delivery Services		850		0		850
526500	Travel		18,360		0		18,360
526700	Temporary Help Services		4,700		0		4,700
526800	Training, Tuition, Conferences		16,720		0		16,720
526900	Misc Other Purchased Services		15,150		0		15,150
529500	Meetings		450		0		450
529800	Miscellaneous		900		0		900
525740	Capital Lease Payments-Furniture & Equipment		265,033		(62,105)		202,928
Total Materials & Services			961,516		(57,230)		904,286
Capital Outlay							
571500	Purchases-Office Furniture & Equipment		82,227		75,530		157,757
Total Capital Outlay			82,227		75,530		157,757
TOTAL FINANCE & MGMT INFOR.		38.50	2,711,892	0.00	18,300	38.50	2,730,192

**EXHIBIT A
ORDINANCE NO. 92-459**

ACCT #	DESCRIPTION	CURRENT		REVISION		PROPOSED	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SUPPORT SERVICE FUND							
FINANCE & MANAGEMENT INFORMATION:Information Systems							
Total Personal Services		10.30	527,250	0.00	0	10.30	527,250
Materials & Services							
521100	Office Supplies		24,896		0		24,896
521110	Computer Software		10,000		0		10,000
521291	Small Tools		840		0		840
521310	Subscriptions		2,500		0		2,500
521320	Dues		400		0		400
521540	Maintenance & Repairs Supplies-Equipment		500		0		500
524190	Misc. Professional Services		800		0		800
524210	Data Processing Services		18,000		0		18,000
524310	Management Consulting Services		8,000		0		8,000
525640	Maintenance & Repairs Services-Equipment		60,000		4,875		64,875
525710	Equipment Rental		500		0		500
526200	Ads & Legal Notices		300		0		300
526310	Printing Services		150		0		150
526410	Telephone		1,500		0		1,500
526440	Delivery Services		400		0		400
526500	Travel		11,624		0		11,624
526700	Temporary Help Services		500		0		500
526800	Training, Tuition, Conferences		8,000		0		8,000
526900	Misc Other Purchased Services		150		0		150
529500	Meetings		150		0		150
529800	Miscellaneous		500		0		500
525740	Capital Lease Payments-Furniture & Equipment		246,464		(62,105)		184,359
Total Materials & Services			396,174		(57,230)		338,944
Capital Outlay							
571500	Purchases-Office Furniture & Equipment		15,700		75,530		91,230
Total Capital Outlay			15,700		75,530		91,230
TOTAL INFORMATION SYSTEMS		10.30	939,124	0.00	18,300	10.30	957,424

**EXHIBIT A
ORDINANCE NO. 92-459**

ACCT #	DESCRIPTION	CURRENT		REVISION		PROPOSED	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SUPPORT SERVICE FUND:General Expenses							
Interfund Transfers							
581513	Trans. Indirect Costs to Bldg. Fund		314,646		0		314,646
581615	Trans. Indirect Costs to Insur. Fund-Gen'l		47,177		0		47,177
581615	Trans. Indirect Costs to Insur. Fund-Workers' Comp		54,245		0		54,245
Total Interfund Transfers			416,068		0		416,068
Contingency and Unappropriated Balance							
599999	Contingency						
	* General		156,395		(18,300)		138,095
	* Builders License		7,848		0		7,848
Total Contingency and Unapp. Balance			164,243		(18,300)		145,943
TOTAL SUPPORT SERVICES FUND		78.60	5,825,205	0.00	0	78.60	5,825,205

**EXHIBIT B
ORDINANCE NO. 92-459
SCHEDULE OF APPROPRIATIONS**

	Current Appropriation	Revision	Proposed Appropriation
SUPPORT SERVICES FUND			
Finance and Management Information			
Personal Services	1,668,149	0	1,668,149
Materials & Services	961,516	(57,230)	904,286
Capital Outlay	82,227	75,530	157,757
Subtotal	2,711,892	18,300	2,730,192
Regional Facilities			
Personal Services	450,252	0	450,252
Materials & Services	317,966	0	317,966
Capital Outlay	40,500	0	40,500
Subtotal	808,718	0	808,718
Personnel			
Personal Services	439,618	0	439,618
Materials & Services	62,310	0	62,310
Capital Outlay	1,227	0	1,227
Subtotal	503,155	0	503,155
Office of General Counsel			
Personal Services	372,714	0	372,714
Materials & Services	19,544	0	19,544
Capital Outlay	2,955	0	2,955
Subtotal	395,213	0	395,213
Public Affairs			
Personal Services	682,391	0	682,391
Materials & Services	136,040	0	136,040
Capital Outlay	7,485	0	7,485
Subtotal	825,916	0	825,916
General Expenses			
Interfund Transfers	416,068	0	416,068
Contingency	164,243	(18,300)	145,943
Subtotal	580,311	(18,300)	562,011
Total Support Services Fund Requirements	5,825,205	0	5,825,205

ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED

FINANCE COMMITTEE REPORT

ORDINANCE NO. 92-459 REVISING THE FY 1991-92 BUDGET AND APPROPRIATIONS SCHEDULE TO FUND THE UPGRADES AND ENHANCEMENTS TO THE FINANCIAL MANAGEMENT SYSTEM AND THE PURCHASE OF A HIGH CAPACITY TAPE DRIVE

Date: June 8, 1992

Presented By: Councilor Wyers

COMMITTEE RECOMMENDATION: The Finance Committee at its June 4, 1992 meeting voted unanimously to recommend Council adoption of Ordinance No. 92-459. All Committee members were present and voting.

COMMITTEE DISCUSSION/ISSUES: Jeff Booth, Acting Data Processing Manager, presented the Staff Report. He indicated that this ordinance is a follow up to action taken by the Council to approve an expedited procurement process for data processing equipment. Resolution No. 1605 approved the solicitation of bids to purchase disk and memory upgrades for the mainframe computer and a report writer and a local area network connection. The ordinance requests the transfer of \$57,230 from various existing Materials and Services appropriation in the Finance Department budget to the Capital Outlay category to pay for the above listed equipment.

Mr. Booth also pointed out that the Resolution No. 1605 identified the need for a high capacity tape drive but it was not included in the list of items specified in that resolution. This ordinance requests the transfer of \$18,300 from the Support Service Fund Contingency to the Finance Department Capital Outlay category to purchase the high capacity tape drive. Council Staff indicated that the need for the tape drive had been discussed earlier and recommended that it be dealt with during the current fiscal year in this ordinance rather than amend the FY 1992-93 Approved Budget to authorize in next fiscal year.

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 92-459 AMENDING ORDINANCE NO. 91-390A REVISING THE FY 1991-92 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF FUNDING UPGRADES AND ENHANCEMENTS TO METRO'S FINANCIAL MANAGEMENT SYSTEM AND THE PURCHASE OF A HIGH CAPACITY TAPE DRIVE.

Date: May 15, 1992

Presented by: Jeff Booth

BACKGROUND AND ANALYSIS

Resolution 92-1605 approved the expeditious solicitation of bids to equip Metro's mainframe computer with a local area network (LAN) connection and a report writer. The staff report in support of that resolution identified these items as part of a larger strategy to maintain mainframe performance, reduce its operational requirements and improve access to financial information. Identified for purchase in FY 1991-92 are:

	<u>Purchase Price</u>	<u>Installation</u>	<u>Maintenance</u>
Disk	\$3,000	\$480	\$500
Memory	\$12,500	\$150	\$500
LAN Connection	\$23,500	\$0	\$3,275
Report Writer	<u>\$17,600</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	\$56,600	\$630	\$4,275

The purchase price and installation costs are budgeted in capital outlay. Maintenance is budget in materials & services.

Resolution 92-1605 identified the need for a high capacity tape drive. The high capacity tape drive would:

1. **Have a positive impact on system performance.** Enhanced data buffering features of the drive reduce the load on the central processing unit, making more processor time available for user programs. This is an element in forestalling the expensive processor upgrade.
2. **Reduce the load on the computer room environment.** Existing tape drives place a considerable load on the uninterrupted power supply (UPS) and HVAC units which are near capacity. Replacement of an existing tape drive by the high capacity tape drive (which has minimal power and cooling requirements) will allow the UPS and HVAC units to operate below capacity.

3. **Reduce the operational burden.** Current tape operations require up to ten hours per week. The high capacity tape drive holds twelve tapes each with 400 times the capacity of existing tapes. This will enable tape operations with minimal attendance, freeing seven to eight hours per week of the computer operator's time for other tasks.

Cost of the high capacity tape drive and associated interface card is:

	Purchase Price	Installation	Maintenance
Tape Drive	\$13,050	\$150	\$433
SCSI DLP	<u>\$ 5,000</u>	<u>\$100</u>	<u>\$167</u>
TOTAL	\$18,050	\$250	\$600

The purchase price and installation costs are budgeted in capital outlay. Maintenance is budget in materials & services.

This action requests the transfer of \$57,230 from existing materials and services appropriation in the Finance and Management Information department to capital outlay. An additional transfer of \$18,300 from the Support Service Fund contingency to capital outlay in the Finance and Management Information department is also requested. Maintenance costs will be funded through a line item transfer in materials & services, from Capital Lease Payments to Maintenance & Repairs Equipment.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive officer recommends adoption of Ordinance No. 92-459, for the purpose of funding upgrades and enhancements to the financial system and the purchase of a high capacity tape drive.



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

DATE: June 12, 1992

TO: Rena Cusma, Executive Officer

FROM: Paulette Allen, Clerk of the Council

RE: TRANSMITTAL OF ORDINANCE NOS. 92-457, 92-458, 92-459, 92-460
AND 92-462

Attached for your consideration are true copies of the ordinances referenced above adopted by the Council on June 12, 1992.

If you wish to veto any of the ordinances referenced above, I must receive a signed and dated written veto message from you no later than 5:00 p.m., Thursday, June 18, 1992. The veto message, if submitted, will become part of the permanent record. If no veto message is received by the time and date stated above, these ordinances will be considered finally adopted.

I, Unette Harley, received this memo and true copies of Ordinance Nos. 92-457, 92-458, 92-459, 92-460 and 92-462 from the Clerk of the Council on 6-12-92.