

FY 2018 EXPENSE WORKSHEET

| | Budget | | | | FY 16 | FY 17 | FY 17 | FY 18 | Increase |
|------|--------|---------------------|---------|-----------------------------------|------------------|------------------|------------------|------------------|-----------------|
| Fund | Unit | Budget Unit Title | Account | Account Title | Final Budget | Current Actual | Current Budget | Requested Amount | (Decrease) |
| 100 | 1535 | Data Processing/MIS | 51.1100 | Regular Employees | \$222,253 | \$108,917 | \$223,267 | \$269,214 | \$45,947 |
| 100 | 1535 | Data Processing/MIS | 51.1300 | Overtime | \$186 | \$1,397 | \$0 | \$0 | \$0 |
| 100 | 1535 | Data Processing/MIS | 51.2100 | Group Insurance | \$42,564 | \$19,209 | \$29,677 | \$46,395 | \$16,718 |
| 100 | 1535 | Data Processing/MIS | 51.2200 | FICA contribution | \$13,104 | \$6,494 | \$13,972 | \$16,826 | \$2,854 |
| 100 | 1535 | Data Processing/MIS | 51.2300 | Medicare | \$3,065 | \$1,519 | \$3,268 | \$3,935 | \$667 |
| 100 | 1535 | Data Processing/MIS | 51.2410 | Defined Contribution | \$20,278 | \$15,702 | \$18,254 | \$30,036 | \$11,782 |
| 100 | 1535 | Data Processing/MIS | 51.2700 | Worker's Comp | \$4,731 | \$2,533 | \$5,174 | \$6,530 | \$1,356 |
| 100 | 1535 | Data Processing/MIS | 51.2910 | Longevity | \$1,995 | \$2,080 | \$2,080 | \$2,165 | \$85 |
| 100 | 1535 | Data Processing/MIS | 52.2240 | R & M - Service Agreements (SW) | \$179,723 | \$46,087 | \$138,400 | \$135,425 | (\$2,975) |
| 100 | 1535 | Data Processing/MIS | 52.2250 | R & M - Equipment | \$0 | \$0 | \$1,000 | \$7,220 | \$6,220 |
| 100 | 1535 | Data Processing/MIS | 52.3200 | Communications | \$400 | \$147 | \$400 | \$400 | \$0 |
| 100 | 1535 | Data Processing/MIS | 52.3500 | Travel | \$215 | \$232 | \$1,000 | \$1,000 | \$0 |
| 100 | 1535 | Data Processing/MIS | 52.3600 | Dues & Fees | \$588 | \$0 | \$485 | \$500 | \$15 |
| 100 | 1535 | Data Processing/MIS | 52.3700 | Education & Training | \$4,680 | \$0 | \$20,000 | \$20,000 | \$0 |
| 100 | 1535 | Data Processing/MIS | 53.1100 | General Supplies & Material | \$13,015 | \$5,120 | \$11,000 | \$11,000 | \$0 |
| 100 | 1535 | Data Processing/MIS | 53.1270 | Gasoline / Diesel | \$252 | \$128 | \$281 | \$293 | \$12 |
| 100 | 1535 | Data Processing/MIS | 53.1600 | Small Equipment | \$222,731 | \$85,674 | \$115,000 | \$130,500 | \$15,500 |
| 100 | 1535 | Data Processing/MIS | 53.1605 | Software Under \$20,000 | \$18,148 | \$26,044 | \$0 | \$0 | \$0 |
| 100 | 1535 | Data Processing/MIS | 53.1750 | Vehicle / Equipment Parts | \$50 | \$565 | \$600 | \$600 | \$0 |
| 100 | 1535 | Data Processing/MIS | 54.2400 | Computers | \$11,298 | \$0 | \$30,000 | \$50,000 | \$20,000 |
| 100 | 1535 | Data Processing/MIS | 54.2410 | External Acquisition Applications | \$0 | \$0 | \$95,000 | \$63,000 | (\$32,000) |
| | | | | | \$759,276 | \$321,848 | \$708,858 | \$795,039 | \$86,181 |

Increase/Decrease in Operational Budget

\$6,772

**Mission, Goals and Objectives
Fiscal Year 2018**

| | |
|-------------------|---------------|
| Fund: | 100 |
| Department Name : | IT Department |
| Budget Unit: | 1535 |

Mission Statement

Provide excellent computer and networking technologies to support the operations of all offices of the Walton county government.

Goals

To provide continuous network and computer services to all departments of the Walton county government. To safeguard data and records pertaining to government operations.

Objectives

Maintenance, Service, Lease Agreements and Contracts Fiscal Year 2018

Fund: 100
Department Name: IT Department
Budget Unit: 1535

| Type of Contract (service, maintenance, etc) | Vendor Name | New or Continuation for FY 2016 | Number months in FY 2017 | Total FY 2017 Amount | Description/Purpose of Agreement, Lease or Contract | Account # | Account Title |
|--|----------------------|---------------------------------|--------------------------|----------------------|---|-----------|--------------------|
| Software Maintenance | Business Computing | Continuation | 12 | 1150 | Animal Control software | 52.2240 | Service Agreements |
| Software Maintenance | iWorq | Continuation | 12 | 9000 | Facilities Management software | 52.2240 | Service Agreements |
| Software Maintenance | Target Solutions | Continuation | 12 | 10000 | Fire Rescue training software | 52.2240 | Service Agreements |
| Software Maintenance | ImageTrend | New | 12 | 5750 | Integrate Spillman to ImageTrend | 52.2240 | Service Agreements |
| Software Maintenance | ImageTrend | New | 12 | 3375 | Integrate Target Solutions to ImageTrend | 52.2240 | Service Agreements |
| Software Maintenance | CDWG | Continuation | 10 | 12000 | Software Maint -Vmware | 52.2240 | Service Agreements |
| Software Maintenance | CitiTech Systems | Continuation | 12 | 2500 | Software Maint - Public Works | 52.2240 | Service Agreements |
| Software Maintenance | Comnetix | Continuation | 12 | 2800 | Software Maint - Probate Ct | 52.2240 | Service Agreements |
| Software Maintenance | DECA | Continuation | 12 | 2800 | Software Maint - Probate Ct | 52.2240 | Service Agreements |
| Software Maintenance | EDS - Boarddocs | Continuation | 12 | 9000 | Software Maint - Bd of Comm | 52.2240 | Service Agreements |
| Software Maintenance | Icon Software | Continuation | 12 | 3200 | Software Maint - Magistrate Ct | 52.2240 | Service Agreements |
| Software Maintenance | Iron Data | Continuation | 12 | 3000 | Software Maint - Bd of Equalization | 52.2240 | Service Agreements |
| Software Maintenance | MCCI | Continuation | 12 | 15000 | Software Maint - Laserfiche | 52.2240 | Service Agreements |
| Software Maintenance | Software Tools (IT) | Continuation | 12 | 1000 | Software Maint - IT Dept tools | 52.2240 | Service Agreements |
| Software Maintenance | NFPA Software | Continuation | 12 | 900 | Software Maint - NFPA Software (WCFR) | 52.2240 | Service Agreements |
| Software Maintenance | ProWare | Continuation | 12 | 350 | Software Maint - Asset Keeper (Finance) | 52.2240 | Service Agreements |
| Software Maintenance | RedHat Software | Continuation | 12 | 1200 | Software Maint - RHEL (IT) | 52.2240 | Service Agreements |
| Software Maintenance | Sturgis Web Services | Continuation | 12 | 5400 | Software Maint - Tax Comm. Web Service | 52.2240 | Service Agreements |
| Software Maintenance | SPS (Pentamation) | Continuation | 11 | 40000 | Software Maintenance Multiple Depts | 52.2240 | Service Agreements |
| Software Maintenance | TIG | Continuation | 4 | 7000 | Software Maint - McAfee (IT) | 52.2240 | Service Agreements |
| Software Maintenance | SonicWALL | Continuation | 10 | 4000 | Comprehensive Gateway Security | 52.2240 | Service Agreements |
| Software Maintenance | Eagle Advantage | Continuation | 12 | 3220 | System Maint-Livescan PC/Printer/Software | 52.2240 | Service Agreements |

Additional Details as needed: Software **135425**
Hardware **7220**

| Finance Use Only: | Date | |
|----------------------------|-------|--------|
| Initial Request Received | _____ | 142645 |
| Initial Request Entered | _____ | 142645 |
| Budget Request Presented | _____ | |
| Recommended Budget Entered | _____ | |
| Review by Finance | _____ | |

Hardware and Software Request Fiscal Year 2018

Fund: 100
 Department Name: IT Department
 Budget Unit: 1535

Rank: _____ of _____

New or Replacement: Replacement

Useful Life: 5+ Years

Estimated Purchase Date: _____

Cost of Hardware or Software: 60000

| |
|---|
| Description and Location |
| Replace current Black Mountain Software programs with Utility Billing software from Sungard Public Sector. |
| Justification: |
| The current software system does not integrate into the Fund Accounting software used by the Finance Department. This leads to data being keyed into multiple software systems multiple times, increasing the likelihood of errors. |
| The current software is built using a database system originally intended for a single user, and has performance issues across a network serving multiple simultaneous users. |

| | Check One | | |
|--|--------------------------|--------------------------|--------------------------|
| | Entire Community | A target limited group | Government Departments |
| This hardware/software benefit, either directly or indirectly? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Does this require additional training? If so, what is estimated cost? | <input type="checkbox"/> | Yes | No |
| Does it support or encourage current business and industry? If so, how? | <input type="checkbox"/> | Yes | No |
| Is this request a result of a legal mandate by Federal or State law or regulation? Explain | <input type="checkbox"/> | Yes | No |

Hardware and Software Request Fiscal Year 2018

| | |
|---|----------------------|
| Funding Source (check those that apply): | |
| <input type="checkbox"/> | General Fund |
| <input type="checkbox"/> | Grant |
| <input type="checkbox"/> | SPLOST |
| <input type="checkbox"/> | Impact Fees |
| <input type="checkbox"/> | Enterprise Fund |
| <input type="checkbox"/> | Special Revenue Fund |
| <input type="checkbox"/> | Other - Explain |
| <input type="checkbox"/> | |
| <input type="checkbox"/> | |

| Finance Use Only: | Date |
|----------------------------|-------|
| Initial Request Received | _____ |
| Initial Request Entered | _____ |
| Budget Request Presented | _____ |
| Recommended Budget Entered | _____ |
| Review by Finance | _____ |

Hardware and Software Request Fiscal Year 2018

Fund: 100
 Department Name: IT Department
 Budget Unit: 1535

Rank: _____ of _____

New or Replacement: New

Useful Life: 5+ Years

Estimated Purchase Date: _____

Cost of Hardware or Software: 3000

| |
|--|
| Description and Location |
| Additional Laserfiche access licenses |
| Justification: |
| Prior versions of Laserfiche used a concurrent user license model, allowing multiple users to "share" a license similar to a library book. |
| Laserfiche has moved to a named user licensing methodology, requiring a license for each individual user that needs full access to the system. |
| There are currently five members of Finance configured in Laserfiche. The other three will require licenses at about \$1000 each. |

| | Check One | | |
|--|--------------------------|--------------------------|--------------------------|
| | Entire Community | A target limited group | Government Departments |
| This hardware/software benefit, either directly or indirectly? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Does this require additional training? If so, what is estimated cost? | <input type="checkbox"/> | Yes | No |
| Does it support or encourage current business and industry? If so, how? | <input type="checkbox"/> | Yes | No |
| Is this request a result of a legal mandate by Federal or State law or regulation? Explain | <input type="checkbox"/> | Yes | No |

Hardware and Software Request Fiscal Year 2018

Funding Source (check those that apply):

- | | |
|--------------------------|----------------------|
| <input type="checkbox"/> | General Fund |
| <input type="checkbox"/> | Grant |
| <input type="checkbox"/> | SPLOST |
| <input type="checkbox"/> | Impact Fees |
| <input type="checkbox"/> | Enterprise Fund |
| <input type="checkbox"/> | Special Revenue Fund |
| <input type="checkbox"/> | Other - Explain |

Finance Use Only:

Date

| | |
|----------------------------|-------|
| Initial Request Received | |
| Initial Request Entered | _____ |
| Budget Request Presented | _____ |
| Recommended Budget Entered | _____ |
| Review by Finance | |

**Small Equipment Request
Fiscal Year 2018**

Fund: 100
 Department Name: IT Department
 Budget Unit: 1535

Specify small equipment requests. Add additional rows as needed.

| Rank | N or R * | Small Equipment Requested | Description | Quantity | Cost per Item | Total Cost | |
|------|----------|---------------------------------------|--|----------|---------------|------------|---------|
| | N | 32" Monitors | WCFR - Fire Information display | 15 | 200 | 3,000 | |
| | N | Micro PC | WCFR - Manage Fire Information dispalys | 15 | 150 | 2,250 | |
| | N | KB/Mouse kit | WCFR - Fire Information Display KB and Mouse | 15 | 25 | 375 | |
| | N | Wall Mounts | WCFR - Mount Fire Display to wall | 15 | 25 | 375 | |
| | N | Data Connection | WCFR - \$40 per device per month | 20 | 480 | 9,600 | |
| | N | Smart Tablets | WCFR - Surface 3 Tablets | 20 | 600 | 12,000 | |
| | N | Standard PC | Assessors 1 IT 20 (replace as required) | 21 | 600 | 12,600 | |
| | N | Standard Monitor | Assessors 1 IT 20 (replace as required) | 21 | 200 | 4,200 | |
| | R | Standard Printer | Finance 8 Clerk 2 IT 20 (replace as required) | 30 | 350 | 10,500 | |
| | R | Standard Scanner | Finance 8 SO 1 Assessors 1 IT 20 (replace as required) | 30 | 650 | 19,500 | |
| | R | Notebook | Sup Court Clerk | 2 | 800 | 1,600 | |
| | R | Toughbooks | EMS 7 WCSO 8 | 15 | 3,500 | 52,500 | |
| | R | HiCap Printer | Sup Court Clerk | 1 | 2,000 | 2,000 | |
| | | | | | | - | |
| | | Total Cost of Small Equipment Request | | | | | 130,500 |

* New or Replacement

Funding Source (check those that apply):

- General Fund
- Grant
- SPLOST
- Impact Fees
- Enterprise Fund
- Special Revenue Fund
- Other

| Finance Use Only: | Date |
|----------------------------|-------|
| Initial Request Received | _____ |
| Initial Request Entered | _____ |
| Budget Request Presented | _____ |
| Recommended Budget Entered | _____ |
| Review by Finance | _____ |

Capital Equipment Request Fiscal Year 2018

Fund: 100
 Department Name: IT Department
 Budget Unit: 1535

Specify Capital Equipment requests. Add additional rows as needed.

| Rank | N or R * | Capital Equipment Requested | Description | Quantity | Cost per Item | Total Cost |
|---|-------------|-----------------------------|---|----------|---------------|------------|
| 1 | Replacement | Storage Array System | Primary Storage for Vmware Infrastructure | 1 | 50,000 | 50,000 |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| Total Cost of Capital Equipment Request | | | | | | 50,000 |

* New or Replacement

Project Justification:

Storage for all servers used by most departments of County government, including Board of Commissioners, E911, Fire Rescue and Sheriff's Office.

Current storage system is becoming overburdened by the increasing number of servers required to maintain current services and performance. In addition, our current storage must be replaced or placed under secondary maintenance by December 2017.

Funding Source (check those that apply):

- General Fund
- Grant
- SPLOST
- Impact Fees
- Enterprise Fund
- Special Revenue Fund
- Other

| Finance Use Only: | Date |
|----------------------------|-------|
| Initial Request Received | _____ |
| Initial Request Entered | _____ |
| Budget Request Presented | _____ |
| Recommended Budget Entered | _____ |
| Review by Finance | _____ |

Capital Equipment Request Fiscal Year 2018

Fund: 100
 Department Name: IT Department
 Budget Unit: 1535

Specify Capital Equipment requests. Add additional rows as needed.

| Rank | N or R * | Capital Equipment Requested | Description | Quantity | Cost per Item | Total Cost |
|---|-------------|-----------------------------|-------------|----------|---------------|------------|
| 1 | Replacement | | Software | 1 | 63,000 | 63,000 |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| Total Cost of Capital Equipment Request | | | | | | 63,000 |

* New or Replacement

Project Justification:

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Funding Source (check those that apply):

- General Fund
- Grant
- SPLOST
- Impact Fees
- Enterprise Fund
- Special Revenue Fund
- Other

| Finance Use Only: | Date |
|----------------------------|-------|
| Initial Request Received | _____ |
| Initial Request Entered | _____ |
| Budget Request Presented | _____ |
| Recommended Budget Entered | _____ |
| Review by Finance | _____ |