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# MEMORANDUM

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Date: October 7, 2022

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: Jan Leshner   
County Administrator

Re: **Board of Supervisors October 4, 2022 Meeting – Procurement Award Consent Item No. 12 -Amendment of Award: Master Agreement No. MA-PO-17-84, Amendment No. 8, Portable Computer Systems, Inc., d.b.a. PCS Mobile and Mobile Concepts Technology, L.L.C., to provide for Panasonic Computer Equipment, Peripherals and Services**

At the Board of Supervisors' October 4, 2022, meeting, concerns were raised regarding the use of General Funds to support the purchases outlined in Master Agreement No. MA-PO-17-84. When the original Master Agreement was authorized on October 6, 2016, the Sheriff's Department was not part of the Central Information Technology (IT) Lifecycle Program. The funding source at the time of original approval was the General Fund. Since then, the Sheriff's Department has joined the Central IT Department Lifecycle Program and pays an allocation into the IT Department Computer Hardware/Software Internal Service Fund (ISF). This is similar to all County Departments and some Elected Officials. The yearly computer hardware/software allocations for payment into the ISF is prepared by the Department of Finance & Risk Management; therefore, the equipment purchased through the approved Master Agreement No. MA-PO-17-84, Amendment No. 8 will be paid for from the ISF and will be reimbursed by the Sheriff's Department through the annual computer hardware/software allocation.

JKL/vm

c: Carmine DeBonis, Jr., Deputy County Administrator  
Francisco García, MD, MPH, Deputy County Administrator and Chief Medical Officer  
Steve Holmes, Deputy County Administrator