

COUNTY OF SAN MATEO APPROPRIATION TRANSFER REQUEST				REQUEST NO. ATR25-B0028	
DEPARTMENT: District Attorney				DATE: 01/28/2025	
1. REQUEST TRANSFER OF APPROPRIATION AS LISTED BELOW:					
	CODES			AMOUNT	DESCRIPTION
	<small>FUND or ORG</small>	<small>ACCOUNT</small>	<small>JL ORG CODE Measure K only</small>		
FROM	25111	8612		370897	Move funds from reserve to pay for one-time change order expenses for COB3
TO	25111	7546		370897	Move funds from reserve to pay for one-time change order expenses for COB3
Justification (Attach Memo if Necessary): Funds are needed for COB3 "change orders".					
<small>DocuSigned by:</small>					
DEPARTMENT HEAD <i>Stephen Wagstaff</i>				DATE 12/20/2024	
<small>32A91BB906AB4D1...</small>					
2. <input type="checkbox"/> Board Action Required <input checked="" type="checkbox"/> Four-Fifths Vote Required <input type="checkbox"/> Board Action Not Required					
Remarks:					
<small>DocuSigned by:</small>					
COUNTY CONTROLLER <i>Ngoc Nguyen</i>				DATE 1/23/2025	
<small>311A76FBA8404C2...</small>					
3. <input checked="" type="checkbox"/> Approve as Requested <input type="checkbox"/> Approve as Revised <input type="checkbox"/> Disapproved					
Remarks:					
<small>DocuSigned by:</small>					
COUNTY EXECUTIVE <i>Roberto Marchia</i>				DATE 1/23/2025	
<small>5178A926843D471...</small>					

DO NOT WRITE BELOW THIS LINE – FOR BOARD OF SUPERVISORS USE ONLY

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA
RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO. _____

RESOLVED, by the Board of Supervisors of the County of San Mateo, that

WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and

WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Executive has recommended the transfer of funds as set forth hereinabove:

NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Executive be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this _____ day of _____ 20 ____

AYES and in favor of said resolution:

NOES and against said resolution:

Supervisors: _____

Supervisors: _____

 Absent
 Supervisors: _____

 PRESIDENT, BOARD OF SUPERVISORS
 COUNTY OF SAN MATEO

ATTEST: _____
 Clerk of Said Board

Special Notice / Hearing: None
Vote Required: 4/5ths

To: Honorable Board of Supervisors
From: Stephen M. Wagstaffe, District Attorney
Subject: Approve an Appropriation Transfer Request (ATR) transferring Departmental Reserve funding in the amount of \$370,897 for the one-time purchase of furniture, fixture, equipment, and technology needs for the build-out of the District Attorney's Office occupancy into the new COB3 building

RECOMMENDATION:

Approve an Appropriation Transfer Request (ATR) transferring Departmental Reserve funding from Contingencies in the amount of \$370,897 for the furniture, fixture, equipment and technology needs for the build-out and District Attorney's Office occupancy into the new COB3 building.

BACKGROUND:

County Office Building 3 or COB3 is the new cutting edge home of the San Mateo County employees and is located in the heart of historic Redwood City. The nearly 208,000 square foot building is constructed of Mass Timber featuring wood columns, beams, and Cross Laminated Timber floor decks. The timber frame criterion was selected for structural and environmental benefits as wood dramatically lowers the building's carbon footprint by reducing the reliance on structural steel and concrete. The building will also be designed to be "Net Zero" energy as an unwavering reflection of the County's commitment to sustainability and leading by example.

DISCUSSION:

The Office of the District Attorney is requesting that the Board authorize the District Attorney to apply departmental reserve funding in its budget to cover the one-time costs for the additional furniture, fixture, and equipment build-out and technology needs for occupancy into COB3.

FISCAL IMPACT:

Approval of the ATR will provide the necessary funds needed to cover the one-time costs associated with the District Attorney's Office occupancy into COB3.

Special Notice / Hearing: None
Vote Required: 4/5ths

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