



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PUBLIC WORKS

**File #:** 20-864

Board Meeting Date: 11/10/2020

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** James C. Porter, Director of Public Works  
Kim Cagno, Director of Child Support Services

**Subject:** Appropriation Transfer Requests for Child Support Remodel Project

### **RECOMMENDATION:**

Recommendation to approve:

- A) An Appropriation Transfer Request (ATR) in the amount of \$1,150,000 in unanticipated revenue from the Child Support Trust Fund and corresponding expenditures to the Capital Projects Budget Unit (8500B) for the execution of the Child Support Remodel; and
- B) An Appropriation Transfer Request (ATR) transferring \$1,150,000 from Department of Child Support Services departmental reserves to Moving and Relocation Expenditures to fund the above-mentioned project.

### **BACKGROUND:**

The State Department of Child Support Services provides funding to 51 local child support agencies throughout California including San Mateo County Department of Child Support Services. In May 2020, previously approved new funding to the child support program was removed in the Governor's Fiscal Year 2020-2021 May Revised Budget resulting in a 13 percent reduction in San Mateo's allocation. In order to preserve jobs and maintain quality services to the public, the Department of Child Support Services seeks to ease monthly facility rental costs by reducing square footage by approximately 22 percent.

### **DISCUSSION:**

The Department of Public Work's Capital Projects Unit is working collaboratively with the Department of Child Support Services to quickly address the 22 percent reduction of space on the 2<sup>nd</sup> floor. The Project Development Unit will be taking over the released space and vacating the construction trailers at 1402 Maple Street. The funding appropriation transfer requested for this project will allow the Capital Projects team to expedite the execution of contracts necessary in order to meet the

Department of Child Support needs and the needs of the Project Development Unit.

County Counsel has approved this resolution as to form.

**FISCAL IMPACT:**

The appropriation fund transfer of \$1,150,000 from the Department of Child Support department reserves will be moved into FY 2020-21 Capital Projects budget 8500B. Total Project cost is estimated at a not-to-exceed amount of \$1,150,000. There is no impact to the General Fund and Child Support will be seeking reimbursement of project costs from the State Department of Child Support Services.