

# **BOARD OF SUPERVISORS AGENDA ITEM SUMMARY**

ITEM SUMMARY,	JUSTIFICATION & SPECIAL CONSIDERATIONS:
Recorder's office Do	cument Storage & Retrieval Fund Report(s) for the following month(s):
	March 2013
CONTRACT NILIME	DED (If applicable):
CONTRACT NUME	BER (If applicable):
STAFF RECOMME	NDATION(S):
STAFF RECOMME  Pursuant to Resolution	NDATION(S):
STAFF RECOMME  Pursuant to Resolution	NDATION(S): on No. 1993-200, request ratification by the Pima County Board of Supervi
STAFF RECOMME	NDATION(S): on No. 1993-200, request ratification by the Pima County Board of Supervi
STAFF RECOMME Pursuant to Resolution of the Document Sto	NDATION(S): on No. 1993-200, request ratification by the Pima County Board of Superviorage and Retrieval Fund Report(s) forMarch 2013
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STAFF RECOMME Pursuant to Resolution of the Document Sto	NDATION(S):  on No. 1993-200, request ratification by the Pima County Board of Supervisorage and Retrieval Fund Report(s) forMarch 2013  Page 1 of 2  CLERK OF BOARD USE ONLY: BOS MTG.
STAFF RECOMME Pursuant to Resolution of the Document Sto	NDATION(S): on No. 1993-200, request ratification by the Pima County Board of Superviorage and Retrieval Fund Report(s) forMarch 2013  Page 1 of 2

FUNDING SOURCE(S):
ADVERTISED PUBLIC HEARING: YES NO
BOARD OF SUPERVISORS DISTRICT: 1 2 3 4 5 All IMPACT:
IF APPROVED:
Fulfills agreement between Board of Supervisors and Recorder's office pursuant to Resolution 1993-200.
IF DENIED:
Would not fulfill agreement between Board of Supervisors and Recorder's office pursuant to the Resolution.
DEPARTMENT NAME: Recorder's Office
CONTACT PERSON: Pamela Franklin TELEPHONE NO.: 724-4356
Rev 10/97

P. O. Box 3145 Tucson, AZ 85702-3145

Located in the Old Courthouse at: 115 North Church Avenue, Tucson, AZ

http://www.recorder.pima.gov



# F. Ann Rodriguez Pima County Recorder

Recording history one document at a time.

Christopher J. Roads Chief Deputy Recorder Registrar of Voters

Document Recording: (520) 724-4350 Voter Registration: (520) 724-4330

Fax: (520) 623-1785

### DOCUMENT STORAGE & RETRIEVAL FUND MARCH 2013

BEGINNING BALANCE AS OF 3/01/2013

\$1,798,729.98

### **REVENUE**

 Conversion Fee
 70,551.00

 Interest
 294.21

TOTAL REVENUE \$70,845.21

**SUBTOTAL** \$1,869,575.19

### **EXPENDITURES**

Salaries & Benefits 43,966.87
Computer Equipment > 1K 861.42
Professional Services 11,298.75
Telephone 635.30
In State Training 2,495.00
R & M Equipment 1,500.64

TOTAL EXPENDITURES (\$60,757.98)

**FUND ENDING BALANCE** \$1,808,817.21

### DOCUMENT STORAGE & RETRIEVAL FUND **MARCH 2013**

# **EXPLANATION OF EXPENDITURES:**

COMPUTER EQUIPMENT <\$1K DELL, INC	861.42	OptiPlex 7010 PC
IN-STATE TRAINING NEW HORIZONS OF ARIZONA	2,495.00	
PROFESSIONAL SERVICES QUEUE CORP. TOTAL SOLUTIONS	5,985.00 <u>5,313.75</u>	Contracted services for development/testing of database system Contracted services for development/testing of database system
	11,298.75	
TELEPHONE VERIZON WIRELESS	55.52	425-7576 PDA for IT staff-for constant contact capability and for receiving system failure alerts
VERIZON WIRELESS	67.62	404-9781 PDA for IT staff for constant contact capability and for receiving system failure alerts.
VERIZON WIRELESS	72.12	490-7455 PDA for IT staff for constant contact capability and for receiving system failure alerts.
VERIZON WIRELESS	40.01	404-7087 Broadband card for using PDA as modem to access internet with laptop for remote site access/network troubleshooting.
VERIZON WIRELESS	40.01	269-0598 Broadband card for using PDA as modem to access internet with laptop for remote site access/network troubleshooting.
VERIZON WIRELESS	40.01	237-1886 Broadband card for using PDA as modem to access internet with laptop for remote site access/network troubleshooting
VERIZON WIRELESS	40.01	237-5389 Broadband card for using PDA as modem to access internet with laptop for remote site access/network troubleshooting
Pima County Finance	140.00	Monthly port charges
PIMA COUNTY FINANCE	140.00	Monthly port charges
	635.30	
R&M MACHINERY & EQUIPME	NT SERVICES	
GRUBER TECHNICAL, INC.	763.00	Powerware maintenance – one year Gold level
OSAM, INC.	82.50	Service for Canon color scanner (T0235)
OSAM, INC.	328.38 163.38	Service for Canon color scanner (T0236)
Osam, Inc. Osam, Inc.	163.38	Service for Canon color scanner (T0234) Service for Canon color scanner (AA1453)
Obrtivi, INC.	<u>102.50</u>	Service for Canon color scanner (AA1733)
	1,500.64	

# Document Storage and Retrieval 2010/2011 Fiscal Year

E RETRIEVAL  JUL  AUG  SEP  OCT  NOV  DEC  1,779,581,94  1,788,787,38  1,814,622,08  1,75,980,00  80,500,00  61,541,79  80,575,38  1,879,587,38  1,890,500  1,80	!	;			;	} } } 				-	!!			
NETTHEWNAL   1947-1978   1942-200   1955-960   1957-200   1957-200   1957-200   1958-200   1957-200   1958-2	39,881.95	-	-				30,048.76			9,833.19	   	<u> </u>		Capital Equip. \$5K & Up
SETTRILIVAL   JUL   JUL   JUL   SEP   CCT   NOV   DEC   JAN   SEB   JAN   JAR   JUL   VIDENER   JUL   JUL   VIDENER   JUL   VIDENER   JUL   VIDENER   JUL   JUL   VIDENER   JUL   VIDENER   JUL   VIDENER   JUL   JUL   JUL   JUL   VIDENER   JUL	0.00					-		-						Other Capital \$1K - \$5K
NATIONAL   NAC   SEP   OCT   NOV   DCC   JAN   SEE   MAS   ARR   MAY   JAN   YTD DYS	14,020.87		-				8,290.62	  -  -		2,234.55	3,495.70			Capital Equip. \$1K - \$5K
	0.00				-				:					Fixed Equip
	0.00											-		Miscellaneous Charges
	0.00													Use Tax
TORANGE RETRIZYAL	0.00					-				_				R & M Build's & Grounds
DANAGE RETITIEVAL   ALIG   SEP   OCT   NOV   DEC   JAN   FEB   MAR   ARR   JAN   JAN   VIDENEE   ARR   JAN   VIDENEE   ARR   JAN   VIDENEE   ARR   JAN   JAN   JAN   VIDENEE   ARR   JAN	49,336.03						23,602.40	25,733.63						R & M Software
REPRIENTAL   ALIQ   SEEP   OCT   NOV   DEC   JAN   FEB   MAR   APR   JAN   JAN   YIDENEE   ALIQUARI   ALIQUA	13,494.74				1,500.64	8,790.60				974.00	633.75	1,595.75		R & M Equipment
RETRIEVAL   AUG   SEP   OCT   NOV   DEC   JAN   FEB   MAR   APR   JAN   JIN   VIDEME   APR   JAN   JAN   JIN   VIDEME   APR   JAN   JAN   JAN   JAN   JAN   JAN   JAN   VIDEME   APR   JAN   J	0.00				-									Interdepart Supp&Service
	0.00													Supply & Serv Reduction
TYSTORANGE A RETINEMAL    1,111,   1,11	0.00													Printing & Microfilming
NET STORAGE & RETRIEVAL   AUG   SEP   OCT   NOV   DEC   JAN   FEB   JAAR   JAR   J	0.00					-								Advertising
NACE & RETRIEVAL   AUG   SEP   OCT   NOV   DEC   JAN   FEB   MAR   APR   MAY   JIN   YTD EXE	107.95		:		!	92.80					-	;		Motor Pool
TOPANGE & RETINEEVAL   JUL   AUG   SEP   OCT   NOV   DEC   JAN   FEB   MAR   APR   MAY   JUN   VID EMBER   MAR   APR   MAY   JUN   MAR   APR   MAY   JUN   MAR   APR   MAY   JUN   MAR   MAY   JUN   MAR   MAY   JUN   MAR   MAY   JUN   MAR   MAY   JUN   MAY   MAY   JUN   MAY	0.00													Out-of-State Travel
TOPANGE & RETINEEVAL   AUG   SEP   OCT   NOV   DEC   LÁN   F.B.   MAR   APR   MAY   LÁN	2,495.00				2,495.00									In-State Travel
TORAGE & RETNIEVAL   AUG   SEP   OCT   NOV   DEC   JÁN   FEB   MAR   ĀFR   MAY   JÍN   ALAMOZE   1,795,941,94   7,795,941,94	21.50			_				21.50						Freight/Postage
TORAGE & RETRIEVAL    JUL   AUG   SEP   OCT   NOV   DEC   JAN   FEB   MAR   APR   MAY   JUN   MIDEXE	4,172.33				635.30	357.48	859.69	151.50	515.97	504.35	644.05	503.99		Telephone
TORAGE & RETRIEVAL    JUL   AUG   SEP   OCT   NOV   DEC   JAN   FEB   MAR   APR   MAY   JUN   VIDEXEE	75,923.75	-			11,298.75	18,195.00	19,645.00	12,405.00	5,185.00	3,990.00	2,190.00	3,015.00		Professional Services
TORAGE & RETIREVAL         JUL         AUG         SEP         OCT         NOV         DEC         JAN         FEB         MAR         APR         MAY         JUN         VID EXE           ALANCE         1,779,591,44         1,799,767,78         1,814,622.08         1,819,125.08         1,830,468.95         1,846,940.86         1,785,394.00         70,591.00         70,591.00         1,800,817.21	307.05								307.05				-	Tools & Equip Under \$1K
TORAGE & RETRIEVAL    JUL   AUG   SEP   OCT   NOV   DEC   JAN   FEB   MAR   APR   MAY   JUN   YTD EXCE	218.66											218.66		R & M Supplies
TORAGE & RETRIEVAL    JUL   AUG   SEEP   OCT   NOV   DEC   JAN   FEB   MAR   APR   MAY   JUN   YTD EXXE	0.00													Other Operating Supplies
ANGE & RETRIEVAL    JUL   AUG   SEP   OCT   NOV   DEC   JAN   FEB   MAR   APR   MAY   JUN   YTD EXPE	6,567.35					6,255.79		296.56	15.00					Film & Supplies
AAGE & RETRIEVAL         JUL         AUG         SEP         OCT         NOV         DEC         JAN         FEB         MAR         APR         MAY         JUN         YTD EXPE           WCE         1,779,581,941         1,798,767,381         1,814,622.08         1,795,949,011         1,819,125.68         1,846,940,861         1,785,351.56         1,789,729,981         1,808,817,211	7,284.43				861.42	2,468.52		2,078.17	888.81			987.51		Computer Equip < 1K
AAGE & RETRIEVAL    JUL   AUG   SEP   OCT   NOV   DEC   JAN   FEB   MAR   APR   MAY   JUN   YID EXFE	0.00					-								Chemicals
AAGE & RETRIEVAL         JUL         AUG         SEP         OCT         NOV         DEC         JAN         FEB         MAR         APR         MAY         JUN         YTD EXPE           WCE         1,779,581.94: 1,789,787.38: 1,814,622.08: 1,795,948.01         1,795,948.01         1,819,125.68         1,846,940.86: 1,786,943.61         1,789,729.88: 1,808,817.21         1,808,817.2														T Services
MAGE & RETRIBEVAL         JUL         AUG         SEP         OCT         NOV         DEC         JÄN         FEB         MAR         APR         MAY         JÜN         YIDEXE           INCE         1,779,581.94         1,786,767.38         1,814,622.06         1,795,949.01         1,819,125.68         1,836,468.95         1,946,940.86         1,785,351.95         1,796,729.98         1,808,817.21	54,636.20					1,217.73	140.04		616.58	2,208.75	33,249.80	7,748.53	9,454.77	Software
MAGE & RETIRIEVAL         JUL         AUG         SEP         OCT         NOV         DEC         JAN         FEB         MAR         APR         MAY         JUN         YID EXXE           INCE         1,779,581.94         1,798,767.38         1,814,622.08         1,795,949.01         1,819,125.68         1,836,468.95         1,846,940.86         1,785,351.56         1,798,729.98         1,808,817.21	0.00													Books/Subscriptions
NAGE & RETRIEVAL         JUL         AUG         SEEP         OCT         NOV         DEC         JAN         FEB         MAR         APR         MAY         JUN         YTDEXPE           INCE         1,779,581,94         1,789,767,38         1,814,622.08         1,785,943.01         1,819,125.68         1,836,468.95         1,846,940.86         1,785,351.56         1,798,729.98         1,808,817.21	2,106.63					33.60						2,073.03		Office Supplies
STORAGE & RETRIEVAL   AUG   SEP   OCT   NOV   DEC   JAN   FEB   MAR   APR   MAY   JUN   YTD EXPE	409,539.24				43,966.87	40,964.90	45,210.29	35,195.38	60,402.77	47,954.85	40,001.56	48,502.83	47,339.79	Salaries & Benefits
STORAGE & RETRIEVAL   AUG   SEP   OCT   NOV   DEC   JAN   FEB   MAR   APR   MAY   JUN   YTD EXPE    1.779,581.94   1,798,787.38   1,814,622.08   1,795,949.01   1,819,125.68   1,836,468.95   1,846,940.86   1,795,351.96   1,798,729.98   1,808,817.21   1,808,817.2			- 1											EXPENDITURES
E & RETRIEVAL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN YTD EXPE  1,779,561,94 1,798,767,38 1,814,622.08 1,795,949.01 1,819,125.68 1,836,468.95 1,846,940.86 1,785,351.56 1,798,725.98 1,808,817.21 1,		,808,817.21	i				1,913,148.36	1,922,822.60	1,904,415.28	1,886,825.37	1,876,163.87	1,879,267.38	1,855,561.94	SUBTOTAL
E & RETRIEVAL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN YTD EXPE	709,348.95	0.00	0.00	0.00	70,845.21	91,754.84	66,207.50	86,353.65	85,289.60	90,876.36	61,541.79	80,500.00	75,980.00	TOTAL REVENUES
E & RETRIEVAL   JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN YTD 1   1,779,591.94 1,798,767.38	0.00			-	-				<u> </u>		-	 - <del> </del> -		Miscellaneous Revenue
ORAGE & RETRIEVAL JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN YTD.  ***LANCE*** 1,779,581.94*** 1,798,767.38*** 1,814,622.08*** 1,795,949.01*** 1,819,125.68*** 1,836,468.95*** 1,846,940.86*** 1,785,351.56*** 1,786,729.98*** 1,808,817.21** 1,808,817.21**	6,429.95		<u> </u>		294.21	826.84	271.50	1,041.65	757.60	628.36	2,609.79	;	+-	Commingled Interest
JUL         AUG         SEP         OCT         NOV         DEC         JAN         FEB         MAR         APR         MAY         JUN           ,779,581.94:         1,786,767.38         1,814,622.08         1,795,949.01         1,819,125.68         1,836,468.95         1,846,940.86         1,785,351.56         1,796,729.98         1,808,817.21         1,808,817.21         1,808,817.21	702,919.00	-			70,551.00	90,928.00	65,936.00	85,312.00	84,532.00	90,248.00	58,932.00	80,500.00	75,980.00	Conversion Fee
JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN 779,581,941 1,798,767.38 1,814,622.08 1,795,949.01 1,819,125.68 1,836,468.95 1,846,940.86 1,785,351.56 1,796,729.98 1,808,817.21 1,808,817.21														REVENUES
JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN		808,817.21			1 !	1,785,351.56	1,846,940.86	1,836,468.95	1,819,125.68	1,795,949.01	1,814,622.08	1,798,767.38	1,779,581.94	BEGINNING BALANCE
	YTD EXPEND'S	NOC	MAY	APR	MAR	FEB	JAN	DEC	NOV	ОСТ	1:			:
NT STORAGE & RETRIEVAL				-			-	-				_		FY 2012/2013
			_										RIEVAL	DOCUMENT STORAGE & RETR