

FUNDING REQUEST FORM

① COMPLETED BY REQUESTING DEPARTMENT

Project Title:

REDCOM Expansion

Requesting Department:

Fire

Location:

Sheriff Office Building

Dept. Contact:

KT McNulty

Phone:

(707) 565-2745

Description:

Design Phase:

Collaborate with County, Sheriff Office and REDCOM staff to evaluate business operations, assess needs and develop plans through permits. Included will be work with the General Services Real Estate team to update the current lease. Dispatcher consoles will be identified and selected by the REDCOM staff for design team to perform space planning (console funding source will be via other mechanism).

In alignment with Administrative Policy 5-2, future repairs/replacement of trade fixtures may be the responsibility of the requesting department.

② COMPLETED BY GENERAL SERVICES

Project #:

TBD

Date Received:

12/05/2019

Request #:

R190101

Location Code:

01010

Project Manager:

Scot Stanley

Phone:

(707) 565-6116

Recommended Budget:

\$ 67,756.00

Facilities Development Division Approvals:

Following is a list of General Services Department management staff authorized to approve payments charged to the Accounts listed above. The list can be updated only by submission of a new authorization form:

FDM Manager

Keith Lew, Deputy Director

Caroline Judy, Director

③ FUNDING AUTHORIZATION:

(*NOTE: If project budget is over \$25,000, conversion to a Capital Project may be required)

SOURCE

Department ID	
Account	
Fund	
TCA/User Code	
Program Code	

OTHER DEPARTMENT FUNDING*

By the signature at the bottom of this form, the Department Head authorizes the persons listed above to approve claim disbursements charged against the Department and Account (s) listed. The Department Head retains all of the obligations and responsibilities associated with claim payments charged to this department.

Authorization is limited to : _____ / _____
Beginning Date) (Ending Date)

Other Department Head Date

CAO Budget Analyst (>\$25,000) Date

Sheryl Bratton Date