

CITY OF PALMER ACTION MEMORANDUM No. 09-031

SUBJECT: Appropriate \$800 to the General Fund Revenue to Relocate the Palmer Public Library Phone System to the Palmer Visitor Information Center

AGENDA OF: May 26, 2009

Council action: Appropriated

Approved for presentation by B. B. Allen, City Manager *B. B. Allen*

Route To:	Department/Individual:	Initials/Date:	Remarks:
X	Originator – Director of Community Services	<i>pk</i> 5/11/09	
X	City Clerk	<i>JR</i> 5/15/09	
X	City Attorney	<i>[Signature]</i> 5/15/09	
X	Director of Administration	<i>[Signature]</i> 5/11/09	
	Director of Community Development		
	Director of Community Services		
	Director of Public Safety		
	Director of Public Works		

Attachment(s): Summary of Economic Impact
Price Quote from MTA

Certification of Funds:

	No fiscal impact.	
	Funds are budgeted from this account number:	
X	Funds are not budgeted. Budget modification is required. Affected account number: 01-00-00-3662 & 01-01-20-6045	\$800

Director of Administration Signature: *Kelli Welch*

Summary statement:

When the Palmer Chamber of Commerce (Chamber) moved from the Palmer Visitor Center “Log Cabin” in the summer of 2008, the Avaya phone system was moved from the building and installed in their new location. After negotiations with the City, the Chamber paid the City \$800 for the phone system. The Palmer Museum of History & Art (Museum), the remaining tenant of the building, has been operating with a basic phone configuration, similar to a residential installation. In early 2009, the Museum was awarded a contract to operate the Visitor

Information Center in the Log Cabin. In order to efficiently operate these two entities, there needs to be a phone system in the building which allows for multiple lines, call transfers, voicemail, etc.

In April 2009, the City Council approved the purchase and installation of a citywide phone system for all the major City buildings. The Palmer Public Library currently has a small phone system nearly identical to that removed from the log cabin by the Chamber. MTA has provided an estimate of \$900 to move that small phone system from the library to the log cabin. This would serve the Visitor Center and the Museum for a number of years. The Community Services Director requests that the \$800 paid by the Chamber for the removed phone system be appropriated to cover the costs of moving the current library phone system to the Visitor Center. The additional \$100 will come from funds budgeted for Visitor Center repair and maintenance.

Administration recommendation: Approve action memorandum number 09-031.



City of Palmer • Summary of Economic Impact

Proposed Legislative Action:

Action Memorandum 09-031: Appropriate \$800 to the General Fund Revenue to Relocate the Palmer Public Library Phone System to the Palmer Visitor Information Center

List all of the costs associated with enactment of the legislation:

List the corresponding funding source:

	Source:		Amount:
Implementation:	01-00-00-3662	\$ 800	\$ 800
	01-01-20-6045	100	100
Capital:		\$	\$
Operation:		\$	\$
Maintenance:		\$	\$
Total:		Total: \$ 900	\$ 900

Revenues (list the affected line item name and number):

Operating funds:	FY09	FY10	FY11	FY12
Check from Chamber	\$ 800	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Total:	\$ 800	\$	\$	\$
Enterprise funds:	FY09	FY10	FY11	FY12
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Total:	\$	\$	\$	\$
Capital funds:	FY09	FY10	FY11	FY12
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
Total:	\$	\$	\$	\$

Expenses (list the affected line item name and number):

Operating funds:	FY09	FY10	FY11	FY12
MTA relocation of phones	\$ 900	\$ _____	\$ _____	\$ _____
01-01-20-6045	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
Total	\$ 900	\$ _____	\$ _____	\$ _____

Enterprise funds:	FY09	FY10	FY11	FY12
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
Total:	\$ _____	\$ _____	\$ _____	\$ _____

Capital funds:	FY09	FY10	FY11	FY12
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____	\$ _____
Total:	\$ _____	\$ _____	\$ _____	\$ _____

Are new positions required? Yes No

Position Title:	Position Type (full-time, part-time, temporary):	Approximate Cost:
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

List impacts on existing programs created by the proposed legislation:

The Visitors Center will be able to function more smoothly.

Fiscal effects of not passing the legislation:

The City would be able to keep the \$800 the Chamber paid for their phone system.

Avaya Business Solutions

To Save You Time & Money



MTA SOLUTIONS 'Avaya Partner ACS' Schedule of Equipment

Confidential Information

# OF UNITS	UNIT NAME	PEC #	Purchase Yr	Yr 1	Yr 2+
			SCHEDULE A Price	SCHEDULE B Warranty	SCHEDULE B Maintenance
OPTIONS					
Estimate to move existing system from the Palmer Library to the Visitor Center					
PREMISE VISIT			\$ 60.00		
ESTIMATED INSIDE WIRING *Actual Time & Materials will be invoiced @ \$105.00/hr			\$ 840.00		
OPTIONS TOTAL			\$ 900.00	\$ -	\$ -
SYSTEM TOTAL WITH OPTIONS			\$ 900.00	\$ -	\$ -

WARRANTY & SERVICE MAINTENANCE PLAN	Yr 2+
** CUSTOMER ACCEPTANCE - ESTABLISH & BILL MTA SERVICE MAINTENANCE PLAN AT END OF AVAYA WARRANTY PERIOD:	INITIALS REQUIRED: <input type="text"/>
<p>A. Partner ACS Release 7 Modules ONLY include a 1 year Warranty. Documentation included with Purchase.</p> <p>B. Monthly maintenance is an option that can be implemented by the customer at the time of the initial purchase or at the end of the warranty period.</p> <p>C. Copy of MTA Service Maintenance Plan Provided with Signed Schedule *</p>	

MTA Communications Inc. dba MTA Solutions "Seller" 701 E Parks Hwy, Ste. 101 Wasilla, AK 99654	City Of Palmer "Purchaser/Customer" 231 W Evergreen Ave Palmer, AK 99645
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MTA Rep: _____ By: _____

Signature: _____ Signature: _____

Title: _____ Title: _____

Date: _____ Date: _____



Palmer, Wasilla & Mat-Su
761-2699 • 800-478-9699
Anchorage & Eagle River
793-4100 • 800-365-4433
www.mtasolutions.com