

BUDGET FORM 4A: New General Fund Equipment Requests - No Vehicles

DEPARTMENT: REG

Departments that are making General Fund equipment requests should complete this form.
 Do not load General Fund equipment requests in the budget system - they will be loaded centrally in Mayor phase.
 Equipment numbers will be finalized after the Mayor's Budget Office determines citywide equipment allocations.
 Where applicable, include installation/outfitting costs in the same line item budget request in the tables below.

Equipment Numbers: First two characters are two-letter code for department, next two are second half of fiscal year (i.e. 22), last to are sequencing numbers (i.e. 01, 02)

Fiscal Year (dropdown)	Equipment Description	Justification of Need	Project ID	Project Title	Equipment Number	New / Replace (dropdown)	Number of Units	Cost Per Unit	Total Cost w/ Tax (auto-fill)
BY	Dell Power Edge Rack Server	The Department is requesting the purchase of two servers to replace existing servers that have reached their lifespan. These servers host business critical applications, including the Election Management System (EMS) database and a variety of web applications.	10026787	RG Elections	RG2201	Replace	2.00	10,000	21,700
BY+1	Dell Power Edge Rack Server	Replacing two of the Department's ten servers per fiscal year will allow the Department to stay current with the 5-year equipment life cycle, and aligns with the City's disaster recovery goals by ensuring availability of replacement hardware for servers running mission critical applications.	10026787	RG Elections	RG2301	Replace	2.00	10,000	21,700