

Purchasing Request Form

****Please complete one purchase request per vendor****

1349

*Date of Request: 01/22/2020 *Need By/Deadline (default is two weeks): 02/05/2020

*Requested By: Teri Benson *Phone Number: 530-621-6162

<input checked="" type="checkbox"/> Purchase Order(PO)/Invoice	<input type="checkbox"/> Use Current Contract # _____	<input checked="" type="checkbox"/> Informal Bid (over \$5,000)
<input type="checkbox"/> Credit Card Charge	<input type="checkbox"/> Request New Contract (Use EL #640)	<input type="checkbox"/> Formal Bid (over \$25,000)
<input type="checkbox"/> Check Request (use for all membership dues)		
<input type="checkbox"/> Return to Requestor	<input type="checkbox"/> Use Current Blanket Purchase Order (BPO) # _____	
<input type="checkbox"/> Mail to Vendor	<input type="checkbox"/> Renew Blanket Purchase Order (BPO) # _____	
<input type="checkbox"/> Office Supply Order	<input type="checkbox"/> Request New BPO: Requested BP Amount _____	
<input type="checkbox"/> Central Stores Order	Requested BP Start Date _____	
	Requested BP End Date _____	

Vendor Information:

Established Vendor New Vendor (Payee Data Record required) Out of State (Seller Permit required)

Company Name KaTom Restaurant Supply, Inc. Phone # 1-800-821-9130

Contact Name _____ Email _____

Business Address 305 Katom Dr. Remit to (if different) _____

City/State/Zip Kodak, TN 37764 City/State/Zip _____

***Deliver To:**

Name to deliver to: Teri Benson

Full Address of HHSA Building: 937 Spring Street Placerville, Ca 95667

***Justification:** Explain why purchase is needed. Please attach supporting documentation, quotes, or regulations.
 New equipment required to produce and deliver home delivered and congregate meals. Funded with Title IIIC Nutrition Augmentation Funding Contract #AP-1920-29

ADMIN USE ONLY	RQ # _____	<input type="checkbox"/> KC Credit Card	<input type="checkbox"/> APD	<input type="checkbox"/> Budget Sheet	PROCESSED BY: <u>PC</u> INITIALS
Vendor # <u>10132</u>	BPO # _____	<input type="checkbox"/> LW Credit Card	<input type="checkbox"/> Email Sent	<input type="checkbox"/> IT Sheet	
	PO# _____	<input type="checkbox"/> To Vendor	<input checked="" type="checkbox"/> Tracker/Ergo	<input type="checkbox"/> Scanned	

DATE 6/29/20

Items to Purchase - Or Attach a printout of shopping cart:

Item/Part #	*Item Name/Description of Purchase	Budgeted?	*Index Code	SubObject <small>(acct use only)</small>	User Code	Quantity	*Unit Price	*Amount
1)	118-WBC75 Blast Chiller, Reach-in	<input type="checkbox"/> Yes <input type="checkbox"/> No	531307	6043 KK		1	16,122.98	\$ 16,122.98
2)		<input type="checkbox"/> Yes <input type="checkbox"/> No						\$
3)		<input type="checkbox"/> Yes <input type="checkbox"/> No						\$
4)		<input type="checkbox"/> Yes <input type="checkbox"/> No						\$
5)		<input type="checkbox"/> Yes <input type="checkbox"/> No						\$
6)		<input type="checkbox"/> Yes <input type="checkbox"/> No						\$
7)		<input type="checkbox"/> Yes <input type="checkbox"/> No						\$

Comments/Notes/Discounts available?:

Subtotal: \$16,122.98
 Tax: \$1,333.86
 Shipping: \$45.00
 Other: \$
 *Total: \$17,501.84

Attachment Reminders - If applicable:

- Three quotes IT approval and/or quotes Delivery/Installation Plan Approved Shopping Cart
 Payee Data Record Sole Source Form APD #:

*Approvals:

Your signature below confirms the purchase request meets grant/program requirements and is an appropriate expenditure.

Requestor: Teri Benson
 Supervisor/PMI: Frederick W. Paul
 If over \$500:
 PMII/Asst Director: Wittman
 CFO: _____
 As needed:
 Chief Asst Dir: _____
 Director: _____

Date 01/22/2020
 Date 1-30-2020
 Date 5/13/20
 Date _____
 Date _____
 Date _____

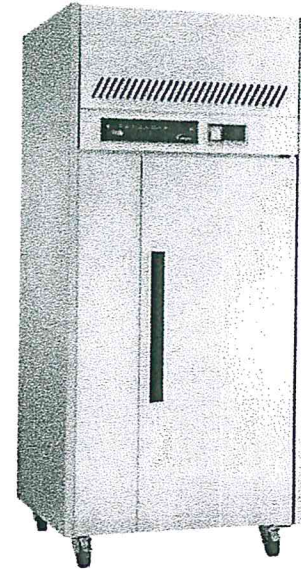
Initials: _____ Date: _____
 Budget _____
 Facilities _____
 Ergo _____
 Training _____
 Surplus _____
 Office Supply _____
 Order # _____

Pcard Approval:
 Cardholder Name: Yvonne Kelling Approve Charge: 5/13/20

*REQUIRED information. If left incomplete, form will be returned to requestor.
 For assistance with purchases, please email HHS-purchasing@edcgov.us

REACH IN BLAST CHILLER

WBC-75



The WBC-75 is designed to reduce the temperature of 2" thick, uncovered food from 160°F to 38°F in approximately 90 minutes and is built to ISO 9001 & 14001 standards.

Cabinet

The cabinet front, sides and door, and are constructed of heavy gauge polished stainless steel to maintain an attractive appearance after years of heavy use.

Doors

The door is self closing and has an easy to replace magnetic balloon gasket to prevent the cold air from escaping. Door heater is standard to prevent condensation from forming on the cabinet front. The interior door liner is constructed of heavy gauge stainless steel.

Control Panel

The unique 1-2-3 microprocessor features built-in alarms and can control the chilling process with the temperature probes or a digital timer. The digital timer can be programmed with four preset chilling times for specific food products. The built-in printer allows for simplified documentation and easy HACCP record keeping and connectivity for temperature monitoring to NAFEM data protocol.

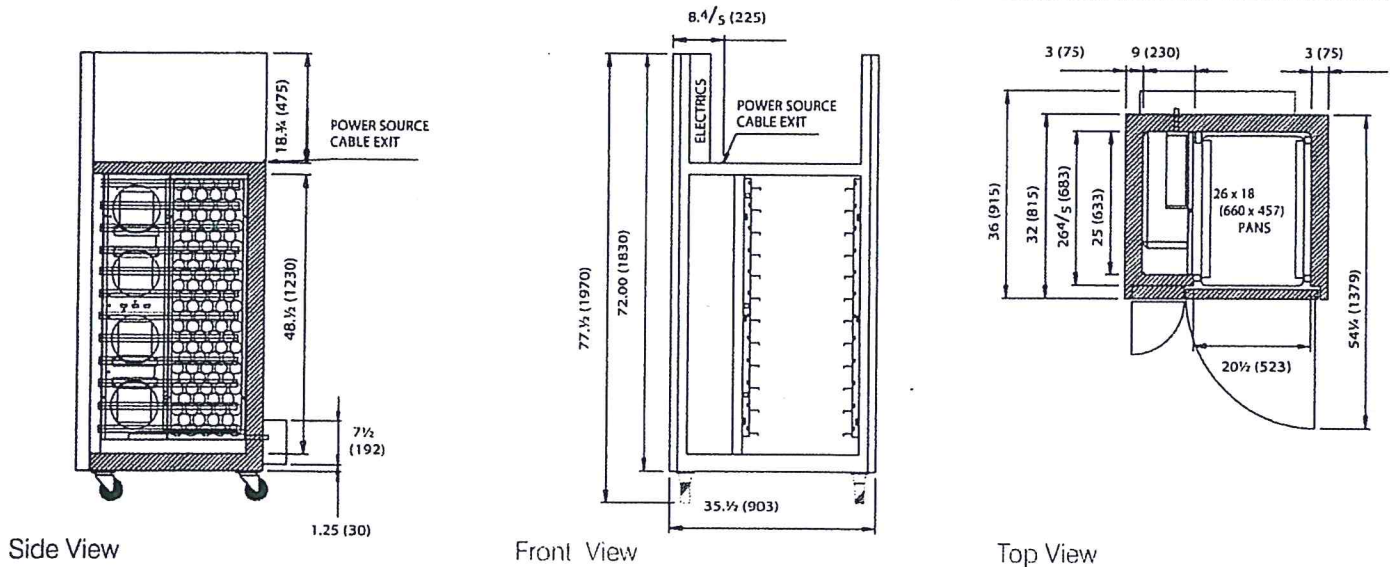
Standard Features

- Two operational functions:
 - Blast chill processing refrigerator
 - 38°F storage refrigerator
- 1-2-3 microprocessor control panel:
 - Blast chill cycle controlled automatically by either a food probe or digital timer
 - Two (2) preset chill times: 90, 240 minutes
 - Soft chill and hard chill options
 - Three (3) food probes with digital temperature indication
 - Continuous blast feature
 - Cabinet temperature digital display
 - Food temperature digital display
 - Defrost mode indicator
 - Standby, blast chill cycle and cancel buttons
 - Diagnostic trouble shooting capability
 - High and low temperature alarm
 - Power and component failure alarms
- Seven (7) day temperature recorder printout on demand
- Front breathing design for zero clearance installation
- Stainless steel, front, sides, door and interior
- Flush mounted doors, anti-condensation heaters and removable magnetic door gaskets

- Complies with FDA, NSF 7 and HACCP guidelines
- Heavy duty swivel casters with brakes on front
- No drain required
- Defrost on demand and automatic defrost
- Electro fin, corrosion resistant coils and hyblade fan motors – the engineers choice for the quietest, most powerful and energy efficient fans.
- Precision injected, high density, environment friendly 3" insulation. Provides excellent thermal efficiency with low GWP and zero ODP

Optional Features and Accessories

- HACCP monitoring program
- Factory installed reverse door hinging
- 6" Legs in place of standard casters
- Extra printer paper



NOTE: If cabinet is located directly against wall and/or under low ceiling, a minimum clearance of 2" is required.

We reserve the right to change specifications and product design without notice. Such revisions do not entitle the buyer to corresponding changes, improvements, additions or replacements for previously purchased equipment.

Characteristics	WBC75
Capacity (lbs./90 Mins.)	75
Width, overall	35 1/2"
Depth, overall	36"
Depth, door open 90°	58 1/2"
Height (incl. Castors)	77 1/2"
Clear door width	18 3/4"
Clear door height	48 1/2"
No. Of tray slides	12 pairs
Cabinet voltage 208/60/1	208/60/1
Feed wires (with ground)	2
Total amperes	15
10 Ft. Cord installed. (no plug)	

Crated dimensions & weights	Height	Width	Depth	Weight (lbs)
WBC-75	86	44	44	595

Refrigeration Data	Refrigerant	Compressor	BTUH*
WBC-75	R-134a	1 1/2 H.P.	9211

*BTUH @ 90°F. Ambient, +14°F. Evaporator

Dimensional tolerance = 1/4" Metric dimensions (mm)

Sales Quote

Sales Quote Number: 241970

Page: 1

KaTom Restaurant Supply, Inc.
305 Katom Dr.
KODAK, TN 37764

Sales Quote Date: 1/22/2020	Due Date 1/22/2020	Ship Date 1/22/2020
Customer ID 1090225	Contact Teri	SalesPerson Collin Hamm
Cust. Phone (530) 621-6162	Cust. Fax	Quote Expires:
teri.benson@edcgov.us		

Sell
To: County of El Dorado
 Teri
 937 Spring Street
 PLACERVILLE, CA 95667
 USA

Ship
To: County of El Dorado
 Teri
 937 Spring Street
 PLACERVILLE, CA 95667
 USA

Terms CREDIT CARD	Ext Doc No.	Your Reference	Ship Via	Loc Code KODAK	Loc Phone	Loc Fax
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<u>Blueprint No.</u>	<u>Number</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
	118-WBC75	BLAST CHILLER R-IN SS 208/1 Item Ships in 1-3 Business Days from Vendor Free Shipping to Customer Must Ship LTL	1	EA	16,122.98	16,122.98
		SH&T \$45.00 Lift Gate if needed	1		1,333.86	1,333.86

Website: katom.com **Phone:** (800) 541-8683 **Fax:** (800) 821-9130

This office will follow up with you within 24 hours to ensure you received this quotation. Quotation must be signed below to be official.

Submitted by: _____ **Accepted by:** _____

Subtotal: 17,456.84
 S, H, & I: 45.00

Total Sales Tax: 0
 Total: 17501.84

Sales Quote

Sales Quote Number: 241970

**KaTom Restaurant Supply, Inc.
305 Katom Dr.
KODAK, TN 37764**

Page: 1
COPY

Sales Quote Date: 1/22/2020	Due Date 1/22/2020	Ship Date 1/22/2020
Customer ID 1090225	Contact Teri	SalesPerson Collin Hamm
Cust. Phone (530) 621-6162	Cust. Fax	Quote Expires:
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		SH&T \$45.00 Lift Gate if needed	1		1,333.86	1,333.86

Website: katom.com Phone: (800) 541-8683 Fax: (800) 821-9130

This office will follow up with you within 24 hours to ensure you received this quotation. Quotation must be signed below to be official.

Submitted by: _____ **Accepted by:** _____

Subtotal: 17,456.84
 S, H, & I: 45.00
 Total Sales Tax: 0
 Total: 17501.84

6-8-20

Sales Quote

Sales Quote Number: 257188

KaTom Restaurant Supply, Inc.
305 Katom Dr.
KODAK, TN 37764

Page: 2

Sales Quote Date: 3/17/2020	Due Date 3/17/2020	Ship Date 3/17/2020
Customer ID 1090225	Contact Teri	SalesPerson Jessica Lakins
Cust. Phone (530) 621-6162	Cust. Fax	Quote Expires:
hhsa-purchasing@edcgov.us		

Sell
To: County of El Dorado
Teri
937 Spring Street
PLACERVILLE, CA 95667
USA

Ship
To: County of El Dorado
Teri
937 Spring Street
PLACERVILLE, CA 95667
USA

Terms CREDIT CARD	Ext Doc No.	Your Reference	Ship Via	Loc Code KODAK	Loc Phone	Loc Fax
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<u>Blueprint No.</u>	<u>Number</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
		Singed Quote Required - Quote Requested by Teri - JL				

Website: katom.com Phone: (800) 541-8683 Fax: (800) 821-9130

This office will follow up with you within 24 hours to ensure you received this quotation. Quotation must be signed below to be official.

Submitted by: Fam Chavis Accepted by: F. Chavis

Subtotal: 18,501.47
S, H, & I: 45.00
Total Sales Tax 0.00
Total: 18,546.47

Federal and/or State tax laws may apply at the time of invoicing.

Sales Quote

Sales Quote Number: 257188

**KaTom Restaurant Supply, Inc.
305 Katom Dr.
KODAK, TN 37764**

Page: 1

Sales Quote Date: 3/17/2020	Due Date 3/17/2020	Ship Date 3/17/2020
Customer ID 1090225	Contact Teri	SalesPerson Jessica Lakins
Cust. Phone (530) 621-6162	Cust. Fax	Quote Expires:
hhsa-purchasing@edcgov.us		

Sell
To: County of El Dorado
Teri
937 Spring Street
PLACERVILLE, CA 95667
USA

Ship
To: County of El Dorado
Teri
937 Spring Street
PLACERVILLE, CA 95667
USA

Terms CREDIT CARD	Ext Doc No.	Your Reference	Ship Via	Loc Code KODAK	Loc Phone	Loc Fax
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Blueprint

<u>No.</u>	<u>Number</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
	118-WBC75	BLAST CHILLER R-IN SS 208/1 Item Ships in 1-3 Business Days from Vendor Free Shipping to Customer Must Ship LTL	1	EA	17,088.00	17,088.00
		SH&T Drop Ship - Free Shipping to Customer - Taxes Apply Per Joe - Currently in Stock - Lift Gate Added for Delivery	1		1,413.47	1,413.47

494188
Doc 493006

INVOICE

Invoice Number: **12932042**

Page: 1

KaTom Restaurant Supply, Inc.
305 Katom Dr.
KODAK, TN 37764

Invoice Date 6/18/2020	Due Date 6/18/2020	Ship Date 3/17/2020
Customer ID 1090225	Contact Pam	SalesPerson Jessica Lskins
Cust. Phone (530) 621-6162	Cust. Fax	
hhsa-purchasing@edcgov.us		
Tracking: 32702013650		

Bill To: County of El Dorado
Pam
937 Spring Street
PLACERVILLE, CA 95667
USA

Ship To: County of El Dorado
Pam
937 Spring Street
PLACERVILLE, CA 95667
USA

Terms CREDIT CARD	Ext Doc No.	Your Reference	Ship Via ABF	Loc Code KODAK	Loc Phone	Loc Fax
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<u>Blueprint No.</u>	<u>Number</u>	<u>Description</u>	<u>Order Qty</u>	<u>Unit</u>	<u>Quantity Invoiced</u>	<u>Unit Price</u>	<u>Total Price Invoiced</u>
	118-WBC75	BLAST CHILLER R-IN SS 208/1 Item Ships in 1-3 Business Days from Vendor Free Shipping to Customer Must Ship LTL	1	EA	1	17,088.00	17,088.00
		SH&T	1		1	1,413.47	1,413.47
		Prepayments - Sales			-1	18,546.47	-18,546.47

Website: **katom.com** Phone: **(800) 541-8683** Fax: **(800) 821-9130**

Subtotal: -45.00
S, H, & I: 45.00

You may review our policies located on www.katom.com.

Total Sales Tax 0.00

Total: 0.00



Pamela Chavis <pamela.chavis@edcgov.us>

Re: Blast Chiller

1 message

Teri Benson <teri.benson@edcgov.us>

Thu, Jun 25, 2020 at 5:02 PM

To: Pamela Chavis <pamela.chavis@edcgov.us>

Hi Pam,
Yes it just arrived this afternoon, I'll send over the packing slip tomorrow.
Thanks!

On Thu, Jun 25, 2020 at 4:40 PM Pamela Chavis <pamela.chavis@edcgov.us> wrote:

Hi Teri,

Just checking to see if the Blast Chiller has been delivered.

Thank you,

Pamela Chavis, Fiscal Technician
Health and Human Services Agency-Purchasing
Phone 530-642-4849
efax 530-653-2215
3057 Briw Rd Ste B
Placerville, Ca. 95667

--

Teri Benson
Supervisor - Senior Nutrition
El Dorado County Health and Human Services Agency
937 Spring Street
Placerville, CA 95667
(530) 621-6162
teri.benson@edcgov.us



Pamela Chavis <pamela.chavis@edcgov.us>

Re: EL578 Acct Review 5/12/20

1 message

Dana Conley <dana.conley@edcgov.us>

Tue, May 12, 2020 at 12:09 PM

To: Pamela Chavis <pamela.chavis@edcgov.us>

Cc: HNSA-ACCT-m <hnsa-acct@edcgov.us>

1346- 5210140 52AAAIIC0-52AAASRNT-50500-WS
1347- 5210140 52AAAIIC0-52AAASRNT-50500-WS
1353- 5440450 54TUPP0000-54OPEX-50300-WS
1360- 5210140 52AAAIIB0-52AAASRLEG-50500-WS
1363- 5210140 52AAAIIB0-52AAASRCTR-50500-WS
1369- 5210140 52AAAIIB0-52AAASRCTR-50500-WS

Thank you,

Dana Conley
Accountant
Health and Human Services Agency
Administration and Finance
3057 Briw Road, Suite B
Placerville, CA 95667
Tel: 530-642-7192
Fax: 530-653-2215

On Tue, May 12, 2020 at 9:42 AM Pamela Chavis <pamela.chavis@edcgov.us> wrote:
Good morning,

Please review the attached file and respond with the tracking number and project string.

Thank you.

Pam

Pamela Chavis, Fiscal Technician
Health and Human Services Agency-Purchasing
Phone 530-642-4849
efax 530-653-2215
3057 Briw Rd Ste B
Placerville, Ca. 95667

Burkett

Restaurant Equipment & Supplies

*Blast
Chiller*

Original Quote

Quote

01/22/2020

Ship To:
Teri Benson Blast Chiller
937 Spring St
Placerville, Ca 95667

From:
Burkett Restaurant Equipment
Eric Peterman
28740 Glenwood Rd
Perrysburg, OH 43551
419-242-7377
419-720-4965 (Contact)

Job Reference Number: 22926

Item	Qty	Description	Sell	Sell Total
3	1 ea	SHIPPING SERVICE Burkett Intangible Line Notes Model No. LIFTGATE Liftgate is Required for Shipment	\$69.00	\$69.00
			ITEM TOTAL:	\$69.00
2	1 ea	SHIPPING Burkett Intangible Line Notes Model No. FREIGHT Freight services include delivery to a destination address (consignee). The consignee is responsible for taking product off the truck. It is suggested that Lift gate services are added when the Consignee does not have a dock for freight delivery.		
1	1 ea	BLAST CHILLER, REACH-IN Beverage Air Model No. WBC75 Reach-In Blast Chiller, front breathing, designed to reduce the temperature of 75 lbs. of 2" thick, uncovered food from 160°F to 38°F in approximately 90 minutes, (12) pairs of tray slides, casters standard, food probe & digital timer, (7) day temperature recorder printout on demand, Stainless steel, front, sides, door & interior, R-134a refrigerant, 208v/60/1-ph, 15.0 amps, 1-1/2 HP, ETL Listed, ETL- Sanitation 1 ea 3 years parts & labor warranty (excludes maintenance items) 1 ea Additional 2 years compressor warranty, standard	\$16,590.12	\$16,590.12
			ITEM TOTAL:	\$16,590.12
			Merchandise	\$16,659.12
			Tax 8.25%	\$1,374.38
			Total	\$18,033.50



Terms and Conditions
Effective 4/1/2019

INTRODUCTION

- A. Please read these terms and conditions carefully. By proceeding with your order, you acknowledge your full understanding of, agreement to and acceptance of these terms and conditions.**
- B. Except in those instances where Burkett Restaurant Equipment & Supplies ("we", "us", "Burkett") and a business Customer enter into a separate written contract for the purchase of Products providing for separate terms of sale, the following terms and conditions (the "Conditions") apply.
- C. These terms and conditions take precedence over Buyer's supplemental or conflicting terms and conditions to which notice of objection is hereby given.
- D. Burkett shall be entitled to amend the terms and conditions without notice.

PRICES & PAYMENT

- 1.1 "Web prices" displayed on Burkett.com: (i) are available for orders placed on Burkett.com, by phone, or at our Perrysburg, OH showroom store; (ii) do not include installation, freight or taxes; and (iii) are subject to change or correction at any time and without notice. In the event of an erroneous price or description, the customer will be contacted to confirm corrections as quickly as possible.
- 1.2 Credit cards will be charged upon placement of order. You may pay for your order using the payment methods available, including cash, checks, money orders, American Express, Discover, MasterCard, Visa, PayPal, Amazon Pay and affordable leasing options. Customers Approved for Terms may submit a purchase order for processing (see application for details). Orders cannot be processed until payment is collected or payment requirements are achieved.

SHIPPING

- 2.1 Your Shipment Confirmation will contain information on the carrier and the associated tracking number(s).
- 2.2 Burkett cannot be held responsible for unanticipated delivery delays beyond our control.
- 2.3 Available items sold with Same Day Shipping will ship on the day the order was placed, if the order is processed before 4:00 PM EST, otherwise they will ship within 1 business day of order processing.
- 2.4 If you do not have an elevated loading dock or forklift to unload your items, you must select liftgate at checkout. A higher fee may apply if a liftgate must be added after an order has shipped.
- 2.5 Shipping charge includes curbside delivery. Carriers charge a fee to ship to a residential address, call ahead service and inside delivery. These fees vary by region and will be reflected in your shipping charges if requested. A higher fee may apply if a residential fee must be added after an order has shipped.

CUSTOMER DELIVERY INSPECTION - STOP. INSPECT. ACCEPT/REJECT.

- 3.1 When a product is delivered, it is the responsibility of the recipient to inspect the product/package/pallet prior to signing. If significant damage is noted, refuse the item. If minor damage is noted and you choose to accept the item, please sign DAMAGED on the delivery receipt. If the driver is unable to wait, sign the Proof of Delivery with "Pending further inspection." This can help during a freight claim process later down the line.

Failure to inspect your Product(s) before signing may result in your inability to process a repair claim for the damaged product or a warranty claim for a defective product. If item is signed damaged or is refused, please notify Customer Service at 419-720-8190 within 24 hours

WHITE GLOVE DELIVERY SERVICE

- 4.1 "Web prices" displayed on Burkett.com: (i) are available for orders placed on Burkett.com, by phone, or at our Perrysburg, OH showroom store; (ii) do not include installation, freight or taxes.
- 4.2 Burkett Delivery service includes delivery of all equipment and supplies to job site, uncrate, set in place and trash removal. Customer is responsible for final connections through a certified

professional.

- 4.3 Delivery price is based on non-union labor. Union labor pricing can be provided upon request.
- 4.4 Unless otherwise noted, pricing does not include installation of the hood or walk-in unit.
- 4.5 Please contact a Burkett Sales Representative to review delivery services available.

WARRANTY

- 5.1 All new product warranty claims are handled based on the manufacturer's warranty policy and may or may not apply for residential use.
- 5.2 All used product warranty claims are handled based on Used Equipment Guarantee and 90-Day Parts and Labor Warranty which is located on Burkett.com or can be shared through a Burkett's Sales Representative.
- 5.3 For information on a specific manufacturer's warranty, contact Customer Service at 419-720-8190.

RETURNS & EXCHANGES

- 6.1 Our goal is customer satisfaction. You can take advantage of the Burkett 30 Day Return and Exchange Policy. Please refer to the Burkett Return and Exchange Policy located on Burkett.com for more information.
- 6.2 All returns must be unopened, unused and in the original packaging material to be accepted.
- 6.3 Returns may incur up to a 35% restocking fee.

Please visit www.Burkett.com for full terms and conditions.

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: \$18,033.50

WebstaurantStore

Sales Quote - THIS IS NOT AN ORDER

Quote Name	User ID	Date Created
Shopping Cart	20380053	1/22/20 at 2:45 PM

Bill To

937 Spring St
937 Spring St
Placerville, CA 95667

Ship To

937 Spring St
937 Spring St
Placerville, CA 95667-4543
DO NOT SEND PAYMENT WITHOUT AN ORDER

Quotes must be ordered through our website

Your Contact	Quote Valid	Customer Phone
Quote Department	Today thru 2/5/20 at 2:45 PM	530-621-6162

Item Number	Description	Estimated Weight	Unit Price	QTY	Total
185WBC110	Beverage-Air WBC110 44" Reach-In Stainless Steel Blast Chiller - 110 lb.	747	\$21,913.04	1	\$21,913.04

SubTotal: \$21,913.04

Tax: \$1,807.83

Shipping (Common Carrier): \$0.00

Total (USD): \$23,720.87

Instruction / Additional Information

* All orders must be placed through our website before orders can be processed and shipped.

Payment Instructions will be emailed to you once the order is placed through our website.

* This quote is valid with original information supplied by customer. Any modifications could change quoted prices.

* Please note: all prices are subject to change. Shipping charges are estimated.

WebstaurantStore

40 Citation Lane
Lititz, PA 17543

BUDGET TRANSFER REQUEST #1

DOCUMENT TOTAL

136,822 --

NUMBER OF LINES

0

TRANSACTION CODE TOTAL*

0

PAGE 1 OF 1

TRANSFER #	2020139
DATE	
CODE BY	

HNSA, Community Services, AAA
DEPARTMENT OR AGENCY NAME

3/18/2020
DATE

[Signature]
DEPARTMENT AUTHORIZATION SIGNATURE AND PHONE NUMBER

COMPLETE THE INFORMATION BELOW WITH JUSTIFICATION NARRATIVE OR ATTACH A MEMO.
REMOVE THE GOLD COPY AND SUBMIT COMPLETE REQUEST TO THE AUDITOR / CONTROLLER'S OFFICE.
A BUDGET TRANSFER MUST BE AT LEAST TWO LINES, NOT EXCEED TWENTY-SIX LINES AND USE AN "ODD AND EVEN" NUMBERED TRANSACTION CODE*

* 002 = INCREASE ESTIMATED REVENUE
* 003 = DECREASE ESTIMATED REVENUE

* 011 = INCREASE IN APPROPRIATION / BOS APPROVED
* 012 = DECREASE IN APPROPRIATION / BOS APPROVED

S F X	D/C	ORG CODE	GL PROJ	SUB OBJECT NUMBER	PL STRING	AMOUNT	DESCRIPTION (50 CHARACTERS MAX.)
1	C	5210140		0880	52AAAIIC0-52500-50500-52C1	(68,411)	FY 19/20 INC STATE: OTHER
2	D	5210140		4461	52AAAIIC0-52AAASRNC1-50500-WS	43,411	FY 19/20 INC EQUIP: MINOR
3	D	5210140		6040	52AAAIIC0-52AAASRNC1-50500-WS	25,000	FY 19/20 INC FA: EQUIPMENT
4							
5							
6							Legistar 20-0475 4/21/2020
7							

REVIEWED FOR FORMAT BY

[Signature]
JOE HARN, C.P.A. AUDITOR / CONTR
DATE 3/27/2020

[Signature]
CHIEF ADMINISTRATIVE OFFICE
DATE 4/21/2020

APPROVED AND SO ORDERED THAT THE ABOVE TRANSFERS BE MADE (AS REQUESTED OR AMENDED) AND INCORPORATED IN THE MINUTES OF THIS MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

[Signature] 4/22/20
SIGNATURE: CHAIRMAN, BOARD OF SUPERVISORS DATE

[Signature]
ATTEST: CLERK, BOARD OF SUPERVISORS

S:\APFORMS\BUDGET TRANSFER 1.XLS DISTRIBUTION: WHITE - BOS / YELLOW - AUDITOR / PINK - CHIEF ADMINISTRATIVE OFFICE / GOLD - DEPARTMENT

← see attached copy

CAD MAR 20 '20 AM 11

E-MAILED

20-1098 A 16 of 24

CAD APR 8 '20 PM 11:00

MAR 30 '20 PM 1:15
AUDITOR-CONTROLLER

AUDITOR / CONTROLLER'S USE
 TRANSFER # TR 2020161
 DATE J# 2020-11-5816
 CODE BY NK 5/5/20

EL DORADO COUNTY APPROPRIATION TRANSFER (29130 GOV. CODE)
BUDGET TRANSFER REQUEST #1
nyk HHSA - Community Services
 DEPARTMENT OR AGENCY NAME

TO BE COMPLETED BY THE DEPARTMENT
 DOCUMENT TOTAL -
 NUMBER OF LINES 6
 TRANSACTION CODE TOTAL* NA

4/15/2020
 DATE

[Signature]
 DEPARTMENT AUTHORIZATION SIGNATURE AND PHONE NUMBER

COMPLETE THE INFORMATION BELOW WITH JUSTIFICATION NARRATIVE OR ATTACH A MEMO.
 REMOVE THE GOLD COPY AND SUBMIT COMPLETE REQUEST TO THE AUDITOR / CONTROLLER'S OFFICE.
 A BUDGET TRANSFER MUST BE AT LEAST TWO LINES, NOT EXCEED TWENTY-SIX LINES AND USE AN "ODD AND EVEN" NUMBERED TRANSACTION CODE*
 * 002 = INCREASE ESTIMATED REVENUE * 011 = INCREASE IN APPROPRIATION / BOS APPROVED
 * 003 = DECREASE ESTIMATED REVENUE * 012 = DECREASE IN APPROPRIATION / BOS APPROVED

E-MAILED

S F X	D/C	FENIX Org	SUB OBJECT NUMBER	PL String	AMOUNT	DESCRIPTION	(50 CHARACTERS MAX.)
1	C	5210101	2020	BUDGET-SUMMARY	(40,000)	FY 19-20 Inc Operating Transfer In	(1)
2	D	5210101	1740	BUDGET-SUMMARY	40,000	FY 19-20 Dec Charges for Services	
3	D	5210140	2020	BUDGET-SUMMARY	40,000	FY 19-20 Dec Operating Transfer In	
4	C	5210140	0880	BUDGET-SUMMARY	(297,030)	FY 19-20 Inc State: Other	(2)
5	D	5210140	3001	BUDGET-SUMMARY	30,000	FY 19-20 Inc Temporary Employees	
6	D	5210140	4060	BUDGET-SUMMARY	227,030	FY 19-20 Inc Food and Food Products	
7							
8							
9							
10							
11							
12							

(1) Reduce AAA; Increase Special Day Services
(2) Increased revenue. Commissioned \$10 Nutrition
 Legistar 20-0574
 5/12/2020

REVIEWED FOR FORMAT BY [Signature] 5-5-2020
 JOE HARN, C.P.A. AUDITOR / CONTROLLER
[Signature] 4/15/20
 CHIEF ADMINISTRATIVE OFFICE - ANALYST
[Signature] 4/17/2020
 CHIEF ADMINISTRATIVE OFFICE

APPROVED AND SO ORDERED THAT THE ABOVE TRANSFERS BE MADE (AS REQUESTED OR AMENDED) AND INCORPORATED IN THE MINUTES OF THIS MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO
[Signature] 5/29/2020
 SIGNATURE: CHAIRMAN, BOARD OF SUPERVISORS
[Signature]
 ATTEST: CLERK, BOARD OF SUPERVISORS



Pamela Chavis <pamela.chavis@edcgov.us>

Re: EL 578 Budget Review-1353,1347,1346,1354,1348,1357,1349

1 message

Ramona Diaz <ramona.diaz@edcgov.us>

To: Pamela Chavis <pamela.chavis@edcgov.us>

Cc: Pam Wittman <pamela.missioni@edcgov.us>

Tue, May 12, 2020 at 1:49 PM

Hi Pamela - these purchases are budget approved. Please let me know if you have any trouble with the \$16K fixed asset for Sr. Nutrition. The item went to BOS for approval today, but the ACO still needs to post the budget transfer to allow for appropriations.

Please let me know if you have any questions. Thank you.

Best Regards,

Ramona Diaz
Program Manager
WK# 530-642-7168
FAX# 530-653-2145
County of El Dorado
Health and Human Services Agency
3057 Briw Rd., STE B, Placerville, CA 95667

"Transforming Lives and Improving Futures"

On Tue, May 12, 2020 at 1:24 PM Pamela Chavis <pamela.chavis@edcgov.us> wrote:

Good afternoon,

Please review the attached file and respond with a tracking number and approval or denial.

Thank you,

Pamela Chavis, Fiscal Technician
Health and Human Services Agency-Purchasing
Phone 530-642-4849
efax 530-653-2215
3057 Briw Rd Ste B
Placerville, Ca. 95667

F.A. Approval



Rick Blake <rick.blake@edcgov.us>

FY 19/20 PO Needed

3 messages

Pamela Chavis <pamela.chavis@edcgov.us>

Wed, Jul 29, 2020 at 2:06 PM

To: Rick Blake <rick.blake@edcgov.us>

Hi Rick,

I should have created a PO for the attached purchase from KaTom. Since this is after the purchase, would you mind creating a confirming PO?

Thank you,
Pam

Pamela Chavis, Fiscal Technician
Health and Human Services Agency-Purchasing
Phone 530-642-4849
efax 530-653-2215
3057 Briw Rd Ste B
Placerville, Ca. 95667

 **KaTom.pdf**
892K

Rick Blake <rick.blake@edcgov.us>

Thu, Jul 30, 2020 at 1:21 PM

To: Pamela Chavis <pamela.chavis@edcgov.us>

I need a memo from your department explaining why a PO was not done.

[Quoted text hidden]

--

Rick Blake - Sr. Buyer
2850 Fairlane Court
Placerville, CA 95667
Phone: (530)621-5873
Fax: (530)295-2537
rick.blake@edcgov.us
www.edcgov.us

Pamela Chavis <pamela.chavis@edcgov.us>

Mon, Aug 3, 2020 at 3:26 PM

To: Rick Blake <rick.blake@edcgov.us>

Please find attached memo from Pam Wittman, budget transfer request and third quote.
Thank you

Pamela Chavis, Fiscal Technician
Health and Human Services Agency-Purchasing
Phone 530-642-4849
efax 530-653-2215
3057 Briw Rd Ste B
Placerville, Ca. 95667

20-1098 A 19 of 24



EL DORADO COUNTY
HEALTH AND HUMAN SERVICES AGENCY

MEMO

TO: County Contracts and Procurement

FROM: Pam Wittman, Program Manager

DATE: July 31, 2020

SUBJECT: Blast Chiller Purchase without PO

In early March 2020, a budget transfer was completed to reallocate appropriations for fixed assets.

Through all of the transitions of telecommuting and remoteing, there were delays in acquiring our internal approvals.

Through this, we missed preparing and acquiring a PO for the fixed asset.

In the future, we will ensure that HHSa complies with the Purchasing ordinance.

Thank you,

A handwritten signature in cursive script, appearing to read "P. Wittman".



EL DORADO COUNTY
HEALTH AND HUMAN SERVICES AGENCY

MEMO

TO: Yvonne Kollings, CFO

FROM: Richard Todd, Program Manager *Richard Todd*

DATE: August 7, 2020

SUBJECT: Blast Chiller Purchase

This Memo is being submitted to address questions regarding the purchase of the Blast Chiller from Ka Tom Restaurant Supply, Inc. The original EL-578 was submitted to HHSA Finance on January 30, 2020, based on the original quote from Ka Tom as the lowest quote for the product. Initially, this item was purchased to keep pace with the growing number of meals being produced under the Senior Nutrition Augmentation Program funding. With the onset of the COVID-19 pandemic, additional delays created a longer than normal purchasing timeline and a greater need for the blast chiller. I suspect that at some point after the initial submission, and as Finance experienced the impact to staffing and workload created by COVID-19, the quote was verified with Ka Tom and updated, as indicated by the written update on the EL-578 (prices were updated by hand). Senior Nutrition was not included in the verification of the price update after the initial EL-578 was submitted. As the Ka Tom quote was the lowest of the three original quotes submitted, it looks like it was the only quote that was updated. Had the other two quotes been updated during the purchasing process, I would argue that the Kam Tom would still be the lowest price.

Sales Quote

Sales Quote Number: 284914

Page: 1

KaTom Restaurant Supply, Inc.
305 Katom Dr.
KODAK, TN 37764

Sales Quote Date: 8/12/2020	Due Date 8/12/2020	Ship Date 8/12/2020
Customer ID 1090225	Contact Teri	SalesPerson Grady Adams
Cust. Phone (530) 621-6162	Cust. Fax	Quote Expires:
hhsa-purchasing@edcgov.us		

Sell
To: County of El Dorado
 Teri
 937 Spring Street
 PLACERVILLE, CA 95667
 USA

Ship
To: County of El Dorado
 Teri
 937 Spring Street
 PLACERVILLE, CA 95667
 USA

Terms CREDIT CARD	Ext Doc No.	Your Reference	Ship Via	Loc Code KODAK	Loc Phone	Loc Fax
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<u>Blueprint No.</u>	<u>Number</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
	118-WBC75	BLAST CHILLER R-IN SS 208/1 Item Ships in 1-3 Business Days from Vendor Free Shipping to Customer Must Ship LTL	1	EA	17,088.00	17,088.00

Website: katom.com **Phone:** (800) 541-8683 **Fax:** (800) 821-9130

This office will follow up with you within 24 hours to ensure you received this quotation. Quotation must be signed below to be official.

Submitted by: _____ **Accepted by:** _____

Subtotal:	17,088.00
S, H, & I:	0.00
Total Sales Tax:	0.00
Total:	17,088.00

Federal and/or State tax laws may apply at the time of invoicing.

☰ Departments

Yvonne's Account

Cart 1

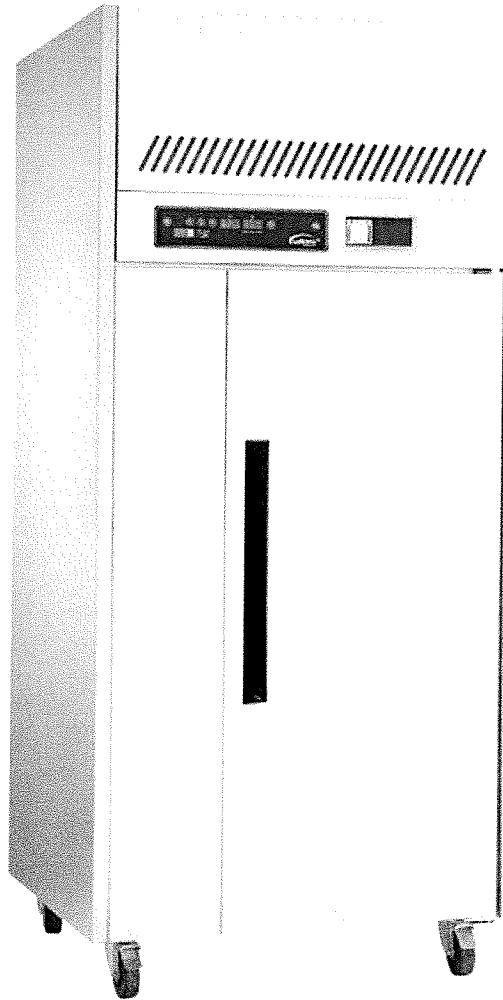
WebstaurantStore

Search

WebstaurantStore > Refrigeration Equipment > Commercial Blast Chillers > Beverage-Air WBC110 44" Reach-In Stainless Steel Blast Chiller - 110 lb.

Beverage-Air WBC110 44" Reach-In Stainless Steel Blast Chiller - 110 lb.

Item #: 185WBC110 MFR #: WBC110



Free Shipping

Custom Quote for El Dorado County

\$18,676.03/Each

Ships free with

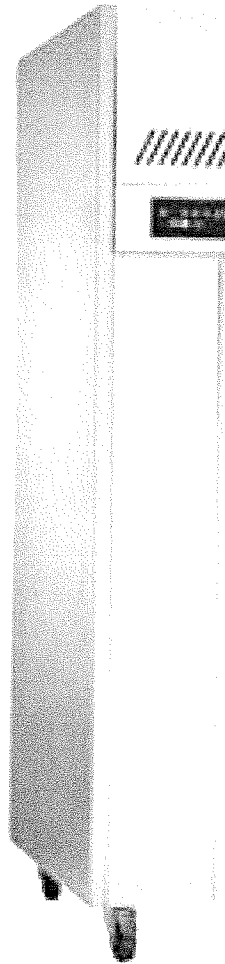
COVID-19 RESPONSE: We are here for you. Shop Coronavirus Commercial Kitchen Supplies

NON-CONTACT THERMOMETERS
IN-STOCK NOW!  **\$90** *Same-day shipping*
Large order quantity available **SHOP NOW** 

Home > Restaurant Equipment > Refrigeration Equipment > Blast Chillers > Beverage-Air, WBC75, Blast Chiller, Reach-In (82404) | (New)

Beverage-Air, WBC75, Blast Chiller, Reach-In (82404) | (New)

Product Code: BEVA-WBC75



Free Shipping

\$20,690.57 /Each

Or From \$571 / Mo.
Apply Now


Email me your best price:

 **Login** for more information.


Availability:
Usually Ships in 3 to 7 Business Days

CHOOSE OPTIONS

Warranty

Standard Manufacturer Warrant 

1

 Add to Cart

BEVERAGE-AIR
a Specialty Equipment company

[See More Reach-In Blast Chillers](#)

[Product Description](#)

 Have a question?
Click to chat live