

SHOR-LINE

SCHROER MFG. CO.

511 Osage Avenue
Kansas City, KS 66105

Direct: 913-281-1500 Fax: (913) 281-5339
Toll Free: 800-444-1579

Please Remit Payment to:
Shor-Line
PO Box 772857
Detroit, MI 48277-2857

CUSTOMER INVOICE

Page No 1
Invoice No 1096259
Invoice Date 6/21/23
Order Type INVOICE
Freight INVOICE
Order No. 3051396

Received 6/26/2023
Angela

SOLD - TO		SHIP - TO	
HHS A ADMINISTRATION COUNTY OF EL DORADO 3057 BRIW RD STE B PLACERVILLE CA 95667-5335 ATTN: PAMELA CHAVIS SOLD FROM: 01013389 HHS A ADMINISTRATION		HHS A SLT ANIMAL SERV COUNTY OF EL DORADO 1120 SHAKORI DR SOUTH LAKE TAHOE CA 96150-5129 ATTN: JOSEPH AVALOS	
CUSTOMER PO# 23000328	DATE SHIPPED 6/21/23	TERMS & CONDITIONS NET 30	ORDER DATE 12/08/22
CARRIER STANDARD	PACKING SLIP # 1096259	F.O.B. DOCK	ORDER ENTERED BY TIM

ITEM	PART # / DESCRIPTION	BO QTY	QTY SHIPPED	UNIT PRICE	U/M	AMOUNT
1	637126.TW.11 WELD, STL, 71X26, TOP, WIRE, 46ISO, COMPOSITE PANEL	0	37	926.00000	EA	34262.00
2	647172.N3B.1E.D.11 SIDE PANEL, STEEL, 71X72, FULL ISOLATION, NO SLOPE, TRANSFER DOOR, BOUYANT BLUE #7387	0	6	977.00000	EA	5862.00
3	674073.VS1.D.12 VERTICAL SLIDE, 40.688X73.500, BOUYANT BLUE #8343	0	6	811.00000	EA	4866.00
4	674673.VS1.D.12 VERTICAL SLIDE, 46.688X73.500, PVC, BOUYANT BLUE #8343	0	14	825.00000	EA	11550.00
5	714272.2A1.AA.11 GATE, SS, 42X72, 23.5 DR, GRL, FEED SLOT IN PANEL, RSLH	0	6	668.00000	EA	4008.00
6	714272.1A1.AA.11 GATE, SS, SGL, 42X72, GRL, WFS, LSRH	0	6	668.00000	EA	4008.00
7	714872.2A2.AA.11 GATE, SS, 48X72, 23.5DR, GRL, RSLH, DOUBLE FEED SLOT IN PANEL	0	13	699.00000	EA	9087.00
8	714872.1A2.AA.11 GATE, SS, SGL, 48X72, GRL, WFS, LSRH	0	13	699.00000	EA	9087.00

CURRENCY:	Continued Next Page ...	TOTAL:
------------------	--------------------------------	---------------

WWW.SHOR-LINE.COM



511 Osage Avenue
Kansas City, KS 66105
Direct: 913-281-1500 Fax: (913) 281-5339
Toll Free: 800-444-1579

Please Remit Payment to:
Shor-Line
PO Box 772857
Detroit, MI 48277-2857

CUSTOMER INVOICE

Page No 2
Invoice No 1096259
Invoice Date 6/21/23
Order Type INVOICE
Freight INVOICE
Order No. 3051396

SOLD - TO		SHIP - TO	
HHSA ADMINISTRATION 01013389 COUNTY OF EL DORADO 3057 BRIW RD STE B PLACERVILLE CA 95667-5335 ATTN: PAMELA CHAVIS SOLD FROM: 01013389 HHSA ADMINISTRATION		HHSA SLT ANIMAL SERV 10133892 COUNTY OF EL DORADO 1120 SHAKORI DR SOUTH LAKE TAHOE CA 96150-5129 ATTN: JOSEPH AVALOS	
CUSTOMER PO# 23000328	DATE SHIPPED 6/21/23	TERMS & CONDITIONS NET 30	ORDER DATE 12/08/22
CARRIER STANDARD	PACKING SLIP # 1096259	F.O.B. DOCK	ORDER ENTERED BY TIM

ITEM	PART # / DESCRIPTION	BO QTY	QTY SHIPPED	UNIT PRICE	U/M	AMOUNT
9	694068.ST.TBS.1.11 TOP PNL,STL,40.000X68.000,TABS	0	12	283.00000	EA	3396.00
10	694668.ST.TBS.1.11 TOP PNL,STL,46.000X68.000 TABS	0	26	290.00000	EA	7540.00
11	977.4012.02 T-COVER WELD,FULL 40.50X12,SS	0	6	170.00000	EA	1020.00
12	977.4612.02.002 T-COVER WELD,FULL 46.50X12,SS	0	13	175.00000	EA	2275.00
13	931.7200.01 KING POST,1X1X72LG,STD,SS	0	4	54.00000	EA	216.00
14	041.0018.07 FEED TRAY,SMALL,SS,HEMMED, 8.000 X 9.625	0	38	43.00000	EA	1634.00
15	731.0000.06 CAM LOCK ASSY,FEED TRAY	0	38	23.00000	EA	874.00
16	FREIGHT					.00
17	961.0000.10 HARDWARE KIT-GENERIC (LARGE)	0	1	.00000	EA	.00
18	041.0017.37 2 QUART DOUBLE BOWL SYSTEM (SHOR-LINE)	0	19	92.00000	EA	1748.00

CURRENCY:

Continued Next Page ...

TOTAL:

WWW.SHOR-LINE.COM



511 Osage Avenue
Kansas City, KS 66105
Direct: 913-281-1500 Fax: (913) 281-5339
Toll Free: 800-444-1579

Please Remit Payment to:
Shor-Line
PO Box 772857
Detroit, MI 48277-2857

CUSTOMER INVOICE

Page No 3
Invoice No 1096259
Invoice Date 6/21/23
Order Type INVOICE
Freight INVOICE
Order No. 3051396

SOLD - TO		SHIP - TO				
HHS A ADMINISTRATION 01013389 COUNTY OF EL DORADO 3057 BRIW RD STE B PLACERVILLE CA 95667-5335 ATTN: PAMELA CHAVIS SOLD FROM: 01013389 HHS A ADMINISTRATION		HHS A SLT ANIMAL SERV 10133892 COUNTY OF EL DORADO 1120 SHAKORI DR SOUTH LAKE TAHOE CA 96150-5129 ATTN: JOSEPH AVALOS				
CUSTOMER PO# 23000328	DATE SHIPPED 6/21/23	TERMS & CONDITIONS NET 30	ORDER DATE 12/08/22			
CARRIER STANDARD	PACKING SLIP # 1096259	F.O.B. DOCK	ORDER ENTERED BY TIM			
ITEM	PART # / DESCRIPTION	BO QTY	QTY SHIPPED	UNIT PRICE	U/M	AMOUNT
19	837146.B.D.11 SIDE PANEL,SS,71X46,BTM,46ISO, COMPOSITE,BUOYANT BLUE #8343	0	37	.00000	EA	.00
20	FREIGHT/HANDLING RE: BOL# 001096259 INSTRUCTIONS/REMARKS: Rocking K. 06/22/2023 JC					6900.00
				SALES TAX		7353.93
CURRENCY: US DOLLARS				TOTAL: 115686.93		

WWW.SHOR-LINE.COM

Purchasing Request Form****Please complete one purchase request per vendor****

*Date of Request: 10/5/2022 *Need By/Deadline (minimum two weeks): 10/30/2022
 *Requested By: Henry Brzezinski *Phone Number (FULL #) 530-621-6638
 *Requestor's Supervisor/Manager: Timalynn Jaynes *Phone Number (FULL #) 530-573-3230

☒ Purchase Order(PO)/Invoice ☐ 3 Quotes (Product >=\$500)*** ☐ Use Current Contract # _____
 Credit Card Charge ☐ Informal Bid (over \$5,000) *** ☐ APD # _____
☐ Check Request (use for all membership dues) ☐ Formal Bid (Over \$25,000) ☐ IT Ticket #: _____
 CAO Facilities charges ***Attach Quotes

***Vendor Information:**

☒ Established Vendor (check with purchasing) ☐ New Vendor (Payee Data Record required) ☐ Sole Source
 Company Name ShorLine/Midmark Corporation Phone # 913-281-1500 x2354
 Contact Name Timothy Hemings Email themings@midmark.com

***Deliver To:**

Name to deliver to: Joe Avalos
 Full Address of HHSA Building: 1120 Shakori Drive, South Lake Tahoe, CA 96150

***Justification:** Explain why purchase is needed. Please attach supporting documentation, quotes, or regulations.

Replacement kennels for the South Lake Tahoe Animal Shelter per BOS Item 22-1536. See attached

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

Item	Part Number	Item Description	Expense String	Object	Quantity	Unit	Pr	Amount
1)		Commercial T-Kennel System	55ANIML100-55OPEXPNSE-50200-SLT	6040	19			\$ 101,433.00
2)								
3)								
4)								
5)								
6)								
7)								\$ -
8)								\$ -

Comments/Notes/Discounts Available: **UPDATED COSTS**
 \$101,433.00 Subtotal \$ 101,433.00
 \$7353.93 Tax \$ 7,353.89
 \$6900.00 Shipping \$ 5,400.00
 \$115,686.93 Total \$ 114,186.89

***Approvals:** Your signature below confirms the purchase request meets grant/program requirements and is an appropriate current year budgeted expenditure.

Purchase up to \$500

☐ Sup./Program Coordinator _____ Date: _____ Initials: _____ Date: _____

Purchase is between \$500 - \$5,000:

☐ Program Manager _____ Date: _____ Budget _____

Purchase over \$5,000:

☒ Assistant/Nursing/Deputy Director Kimberly M. Adams Machelle Rae Date: Jul 25, 2023 Accounting _____
 _____ Machelle Rae (Jul 25, 2023 15:46 PDT) Facilities _____

Purchase up to \$10,000:

☐ Fiscal Manager _____ Date: _____

Purchase over \$10,000:

☒ CFO Kimberly M. Adams Date: Jul 25, 2023

As needed/Unbudgeted:

☐ CFO/Director: _____ Date: _____

Pcard Approval:

Fiscal Cardholder Name: _____

Cardholder Signature Joe Avalos Date: 10/7/22

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

ADMIN USE ONLY☒ Vendor # 8824☒ RQ # 403☐ PO # _____☐ CFO Credit Card☐ PM Credit Card

Processed By: _____

Initials: _____ Date: _____



COUNTY OF EL DORADO

Purchase Order

Fiscal Year 2023

Page: 1 of: 2

B
I
L
L
T
O

HHSA Administration
County of El Dorado
3057 Briw Road Ste B
Placerville, CA 95667
Contact: HHSA-PURCHASING@EDCGOV.US

THIS NUMBER MUST APPEAR ON ALL
INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **23000328**

V
E
N
D
O
R

SCHROER MANUFACTURING COMPANY
DBA SHOR-LINE
511 OSAGE AVE
KANSAS CITY, KS 66105

S
H
I
P
T
O

HHSA SLT Animal Services
County of El Dorado
1120 Shakori Dr
South Lake Tahoe, CA 96150
Contact: JOSEPH.AVALOS@EDCGOV.US

Vendor Phone Number		Vendor Fax Number	Requisition Number	Delivery Reference			
913-281-5339			403	BOS 22-1536			
Date Ordered	Vendor Number	Date Required	Payment Terms		Department/Location		
10/12/2022	8824	10/30/2022	See Last Page		AS ANIMAL SERVICES		
Item#	Description/PartNo			QTY	UOM	Unit Price	Extended Price
	NONE						
1	Activity Cages, Mazes, and Other Animal Psychology Equipment			1.0	EA	\$101,433.00	\$101,433.00
	PART NUMBERS, QUANTITIES & DESCRIPTION FOR COMMERCIAL T-KENNEL SYSTEMS PER PRICE QUOTE #122847 DATED 8/15/22						
	Sales Tax: \$8875.39						
	Commodity Code: 49505 Activity Cages, Mazes, and Other Animal Psychology Equipment						
2	MODIFIED: Shipping by Common Carrier			1.0	EA	\$6,900.00	\$6,900.00
	SHIPPING & HANDLING WILL INCLUDE OFFLOADING SERVICES						
	Commodity Code: 96401 Shipping by Common Carrier						
	PRICING PER QUOTE #122847 DATED: 8/15/2022						
	TERMS & CONDITIONS - OFFICIAL PURCHASING AGREEMENT FOR SHOR-LINE IS INCORPORATED HEREIN AND MADE BY REFERENCE A PART OF THIS PURCHASE ORDER CONTRACT. EXCEPT FOR ANY REFERENCE MADE TO THE "CONFIDENTIALITY", IN TERMS & CONDITIONS - OFFICIAL PURCHASING AGREEMENT FOR SHOR-LINE IN WHICH CASE THIS PURCHASE ORDER CONTRACT IS SUBJECT TO DISCLOSURE IN ACCORDANCE WITH THE LAWS OF THE STATE OF CALIFORNIA.						
	VENDOR INFO:						

CONTINUED ON
NEXT PAGE

VENDOR COPY

23-1625 B 5 of 33



COUNTY OF EL DORADO

Purchase Order

Fiscal Year 2023

Page: 2 of: 2

B
I
L
L
T
O

HHS Administration
County of El Dorado
3057 Briw Road Ste B
Placerville, CA 95667
Contact: HHSA-PURCHASING@EDCGOV.US

THIS NUMBER MUST APPEAR ON ALL
INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **23000328**

V
E
N
D
O
R

SCHROER MANUFACTURING COMPANY
DBA SHOR-LINE
511 OSAGE AVE
KANSAS CITY, KS 66105

S
H
I
P
T
O

HHS SLT Animal Services
County of El Dorado
1120 Shakori Dr
South Lake Tahoe, CA 96150
Contact: JOSEPH.AVALOS@EDCGOV.US

Vendor Phone Number		Vendor Fax Number	Requisition Number	Delivery Reference			
913-281-5339			403	BOS 22-1536			
Date Ordered	Vendor Number	Date Required	Payment Terms		Department/Location		
10/12/2022	8824	10/30/2022	See Last Page		AS ANIMAL SERVICES		
Item#	Description/PartNo			QTY	UOM	Unit Price	Extended Price
	TIM HEMINGS (909) 496-8251 TIMOTHY@SHOR-LINE.COM						

This Purchase Order has been signed electronically by a
duly authorized representative of the County of El Dorado.

This Purchase Order expressly limits acceptance to the terms and conditions stated herein,
set forth on the reverse side hereof and any supplementary or additional terms and
conditions annexed hereto or incorporated herein by reference. Any additional or different
terms and conditions proposed by the seller are objected to and hereby rejected unless
otherwise stated.

Total Ext. Price	\$108,333.00
Total Sales Tax	\$8,875.39
PO Total	\$117,208.39

VENDOR COPY

23-1625 B 6 of 33

STANDARD TERMS AND CONDITIONS

By shipping on this Purchase Order Contract, Vendor warrants that they have read and agree to be bound by these terms and conditions.

1. Taxes: County is exempt from payment of Federal Excise Tax; Federal tax should not be included in any prices contained herein.

2. Alterations: No alteration in any of the terms, conditions, delivery, price, quantities, specifications or services of this contract will be effective without prior written consent of the County.

3. Failure to Deliver: Time is of the essence and the contract is subject to cancellation for failure to deliver on time. If Vendor fails to deliver an article or service of the quality or quantity, in the manner or within the time called for by this contract: such article or service may be bought from any source by County. If a greater price than named in this contract is paid for such article or service, the excess cost will be charged to and collected from Vendor or sureties on its bond if bond had been required; or, the County may terminate the contract for default; or, the County may return deliveries already made and receive a refund. For any exception to the delivery date as specified in this contract, the Vendor shall give prior notification and obtain approval thereto from the County. Failure or refusal of Vendor to perform any work or service or do any act required under this contract shall constitute a default.

4. Force Majeure: Vendor shall not be liable for any delay or failure to deliver any or all the goods or services if that delay or failure is caused by labor disputes, strikes, war, riots, insurrection, civil commotion, fire, flood, accident, storm or any act of God. The County shall not be liable for failure to take delivery of the goods attributable to any of the causes specified in this paragraph if they render it commercially impractical for the County to receive the goods. When either Vendor or the County claims an excuse for nonperformance under this paragraph, they must give reasonable notice to the other party.

5. Proposal, Quotation and Attachments: This contract incorporates by reference on the face of this form, the provisions of any related bid request issued by County, any bid submitted by Vendor, or both. This contract incorporates by reference on the face of this form, the provision of any attachments. Vendor agrees that in the event of conflicting language between this contract and Vendor's printed form, the provisions of this contract shall take precedence. This section shall supersede any language in the Vendor's terms and conditions attempting to nullify County terms and conditions or to resolve language conflicts in favor of the Vendor's terms and conditions.

6. Warranty:

6.1 Warranty For Goods: Vendor warrants that any and all goods covered by this contract will be (i) new and suitable for the use intended, unless otherwise specified; (ii) will conform to the drawings, specifications, samples, description and time provisions furnished by the County; (iii) of the grade and quality specified; (iv) free from defect in design, material and workmanship; and (v) in compliance with all applicable federal, state and local laws and regulations. At County's option, Vendor shall repair or replace the goods without charge within five (5) business days from being notified of the nonconformance with the foregoing warranties. If, after notice, the Vendor cannot promptly replace or repair the goods, Vendor shall refund the full purchase price paid by County for such goods. Defective goods rejected by the County may, without prejudice to any other legal remedy (including, without limitation, incidental and consequential damages) be held at Vendor's risk and returned to Vendor at Vendor's expense. This warranty shall not be deemed to be waived by the County for any reason, including, without limitation, the County's acceptance of the goods or the County's failure to notify Vendor thereof. Further, the failure of the County to reasonably specify any defects in rejected goods shall not prevent the County from relying on the defect to establish a breach, even though the Vendor could have cured the defect on proper notification.

6.2 Warranty for Services: Vendor warrants to County that any and all materials and equipment incidental to services that are furnished under this contract will be new unless otherwise specified and that all services will be of good quality, free from faults and defects and in conformance with the contract. Neither final payment nor inspection of Vendor's services shall constitute an acceptance of services not done in accordance with this contract or relieve Vendor of liability in respect to any express warranties or responsibilities for faulty material or workmanship. Upon request of County, Vendor shall immediately remedy any defects in the services, materials and/or equipment and pay for any damage resulting therefrom. The County shall have the unqualified option to make any needed replacement or repairs itself or to have such replacement or repairs done by the Vendor. In the event the County elects to have said work performed by the Vendor, the Vendor agrees that the repairs shall be made and such materials as are necessary shall be furnished and installed within a reasonable time after the receipt of demand from the County; however, in no event shall such period exceed fifteen (15) calendar days. If the Vendor shall fail or refuse to comply with its obligations under this section, the County shall be entitled to all costs and expenses, including attorney's fees, reasonably incurred by reason of the said failure or refusal.

7. Termination: At any time and without cause, the County shall have the right, at its sole discretion, to terminate this contract by giving seven (7) calendar days written notice to Vendor. In the event of such termination, Vendor shall only be entitled to payment for those goods that have been delivered and accepted by the County or services satisfactorily rendered through the date of termination.

8. Invoice: Purchase Order number must appear on all invoices, packing lists, shipping notices, and any correspondence. Invoices must be fully itemized. A separate invoice shall be provided for each Purchase Order.

9. Payment Terms & Cash Discounts: Payment shall be made at the prices stipulated herein for goods or materials delivered or services rendered. Payment on partial deliveries or services may be made when requested by the Vendor and approved by the County. Payment shall be made within forty-five (45) days following County's receipt of itemized invoices. For any cash discount specified in this contract, time will be computed from the date of completed delivery of the goods or the completion of the performance of services as specified, or from the date that correct invoices are received, whichever is later. For the purpose of earning the discount, payment shall be deemed to have been made on the date of mailing of the County warrant or check.

10. Assignment: This contract may not be assigned in whole or in part without the prior written consent of the County.

11. Independent Capacity: In the performance of this contract, agents and employees of the Vendor shall act in an independent capacity and not as officers, employees or agents of the County.

12. Indemnity: The Vendor shall defend, indemnify and hold the County harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorneys fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, County employees and the public, or damages to property or any economic or consequential losses, which are claimed to or in any way arise out of, or connected with the Vendor's services, operations or performance hereunder, regardless of the existence or degree of fault or negligence on the part of the County, the Vendor and employee(s) or any of these, except for the sole or active negligence of the County, its officers and employees, or as expressly proscribed by statute. This duty of Vendor to indemnify and save County harmless includes the duties to defend set forth in California Civil Code Section 2778.

13. Nondiscrimination: Vendor shall comply with all applicable federal, state and local laws, rules and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this contract are incorporated by this reference.

14. Infringement: The Vendor agrees to defend and hold the County, its officers, agents, employees and volunteers harmless from any and all actions, suits, liabilities, penalties, settlements, losses, damages, costs, charges, attorney's fees, and all other expenses which may arise directly or indirectly from any claim that any of the products or services supplied by Vendor infringes any patent, copyright, trade secret, trademark, or other intellectual property right.

15. Applicable Law and Forum: This contract shall be construed and interpreted according to the substantive law of the State of California excluding the law of conflicts. Any action arising out of this contract shall be brought in El Dorado County, California and shall be resolved in accordance with the laws of the state of California.

16. Funding: Funds for this contract are available on a fiscal year basis. Should sufficient funds not be budgeted and appropriated for the payment of goods or services described herein, this contract shall be cancelled in its entirety without penalty or expense to the County of any kind, except for payment for those goods that have been delivered and accepted by the County or services satisfactorily rendered through the date of termination.

17. Business License: It is unlawful for any person to furnish supplies or services or transact any kind of business in the unincorporated territory of El Dorado County without possessing a County business license unless exempt under County Code Section 5.08.070. Contact Tax Collector's Office, 360 Fair Lane, Placerville, CA 95667, telephone (530) 621-5800, for further information.

18. Inspection, Acceptance, and Returns: Goods or services shall be subject to County inspection, approval, and acceptance notwithstanding any prior payment for such goods or services. No goods shall be deemed accepted until County had reasonable opportunity to inspect said goods or services. If rejected as nonconforming or defective, County reserves the right to return product within thirty (30) days of receipt by the County for credit or refund without a shipping or restocking fee, or to request a replacement by a specified date. Substitutions are not permitted except upon specific written authorization of County. Defective product or product under warranty may not always be returned in the original package.

19. Permits, Licenses, and Other Requirements. Vendor shall comply with all applicable federal, state, and other laws, rules, regulations, ordinances, and orders in the performance of this contract. Vendor shall be in full compliance with all permit or licensing requirements in connection with the sale, shipment, and/or installation of the goods or performance of the services herein.

20. Insurance. When specified herein and/or when specified by bid or quote documents that are incorporated herein by reference, failure to maintain the required insurance coverage shall be deemed a material breach of this contract.

21. Severability. If any provision of this contract is declared by a court of competent jurisdiction to be invalid or unenforceable, the remaining provisions will continue in full force and effect, without being impaired or invalidated in any way.

From: [Pam Wittman](#)
To: [Christina E. Cordova](#)
Cc: [Celeste Earnshaw](#)
Subject: Fw: SLT Animal Services Kennels - PO 23000328 (Order # 3051396)
Date: Monday, March 27, 2023 2:49:38 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[23000328 \(1\).pdf](#)
[22-1536 BOS Kennel Sole Source.pdf](#)

Hi ladies,

This PO will need to be increased. Let me know if you need assistance.

Thanks so much!

Type text here

Pam Wittman, Fiscal Manager
El Dorado County Health & Human Services Agency
3057 Briw Road, Ste B
Placerville, CA 95667
(530) 295-6913

From: Amy Higdon <amy.higdon@edcgov.us>
Sent: Friday, March 24, 2023 9:35 AM
To: Pam Wittman <Pamela.Wittman@edcgov.us>; April D. Hurd-Mattos <April.Hurd-Mattos@edcgov.us>; Kimberly C. McAdams <kimberly.McAdams@edcgov.us>
Subject: SLT Animal Services Kennels - PO 23000328 (Order # 3051396)

Good morning,

The original quote for the SLT kennels did not include offloading from the delivery truck. The vendor has quoted \$1,500 to offload the shipment. I confirmed with Facilities they do not have capability to offload the delivery and they also recommend the vendor offload to reduce any delivery complications related to timing or liability if there is damage. Attached is the original PO and Board item approving the sole source purchase. Kristy and Maki confirmed the fixed asset budget includes enough appropriations to cover the additional cost.

The estimated ship date is June 12, 2023. Please let me know what is needed to add offloading to the order/PO.

Thanks!

Amy Higdon

Sr. Administrative Analyst
El Dorado County Health and Human Services Agency
3057 Briw Road
Placerville, CA 95667
(530) 642-4836

From: Timothy Hemings <THemings@midmark.com>
Sent: Thursday, March 23, 2023 6:05 AM
To: Amy Higdon <amy.higdon@edcgov.us>; Dai Nguyen <dnguyen@midmark.com>
Cc: Paul Myers <pmyers@midmark.com>
Subject: RE: PO 23000328 (Order # 3051396)

Amy:

\$ 1,500.00 for off-loading the truck. Did you want to add to the order? Please let me know. Thank you.

Best Regards,

Timothy Hemings
Southwestern Sales Rep
E: THemings@midmark.com
T: 1.800.444.1579, ext. 2354
C: 909.496.0251
shor-line.com



From: Amy Higdon <amy.higdon@edcgov.us>
Sent: Wednesday, March 22, 2023 1:48 PM
To: Timothy Hemings <THemings@midmark.com>; Dai Nguyen <dnguyen@midmark.com>
Cc: Paul Myers <pmyers@midmark.com>
Subject: Re: PO 23000328 (Order # 3051396)

CAUTION: This email originated from outside of Midmark. If you believe it to be suspicious, report using the Phish Alert button in Outlook.

Hi Tim,

Any update on adding offloading to our order?

Thanks,
Amy Higdon
Sr. Administrative Analyst
El Dorado County Health and Human Services Agency
3057 Briw Road
Placerville, CA 95667
(530) 642-4836

From: Timothy Hemings <THemings@midmark.com>
Sent: Monday, March 20, 2023 3:58 PM
To: Amy Higdon <amy.higdon@edcgov.us>; Dai Nguyen <dnguyen@midmark.com>
Cc: Paul Myers <pmyers@midmark.com>
Subject: RE: PO 23000328 (Order # 3051396)

Amy:

I'll check with shipping. The freight company will usually subcontract with a local moving company. I'll let you know. Thank you.

Dai:

Can you provide a cost to off-load order # 3051396-HHSA? Thank you.

3051396	HHSA ADMINISTRATION
---------	---------------------

Best Regards,

Timothy Hemings
Southwestern Sales Rep
E: THemings@midmark.com
T: 1.800.444.1579, ext. 2354
C: 909.496.0251
shor-line.com



From: Amy Higdon <amy.higdon@edcgov.us>
Sent: Monday, March 20, 2023 3:49 PM
To: Timothy Hemings <THemings@midmark.com>
Cc: Paul Myers <pmyers@midmark.com>
Subject: Re: PO 23000328

CAUTION: This email originated from outside of Midmark. If you believe it to be suspicious, report using the Phish Alert button in Outlook.

Is there a way we can add off-loading to this order?

Thanks,
Amy Higdon
Sr. Administrative Analyst
El Dorado County Health and Human Services Agency
3057 Briw Road
Placerville, CA 95667
(530) 642-4836

From: Timothy Hemings <THemings@midmark.com>
Sent: Monday, March 20, 2023 3:41 PM
To: Amy Higdon <amy.higdon@edcgov.us>
Cc: Paul Myers <pmyers@midmark.com>
Subject: RE: PO 23000328

Amy:

Sorry, there is no off-loading the kennels. You'll probably want a fork-lift to off-load. The freight line will call before they deliver. You will also get an email from us when we're ready to ship.

Also, I apologize because the updated estimated ship date is now 6/12. I am so sorry about the delays for your order. Please call or email if I can assist. Thank you.

Best Regards,

Timothy Hemings
Southwestern Sales Rep
E: THemings@midmark.com
T: 1.800.444.1579, ext. 2354
C: 909.496.0251
shor-line.com



From: Amy Higdon <amy.higdon@edcgov.us>

Sent: Monday, March 20, 2023 2:48 PM
To: Timothy Hemings <THemings@midmark.com>
Subject: Re: PO 23000328

CAUTION: This email originated from outside of Midmark. If you believe it to be suspicious, report using the Phish Alert button in Outlook.

Hi Tim,

Does this order include off load from the delivery truck?

Thanks,
Amy Higdon
Sr. Administrative Analyst
El Dorado County Health and Human Services Agency
3057 Briw Road
Placerville, CA 95667
(530) 642-4836

From: Amy Higdon <amy.higdon@edcgov.us>
Sent: Tuesday, January 31, 2023 8:28 AM
To: Timothy Hemings <THemings@midmark.com>
Cc: Pamela Chavis <Pamela.Chavis@edcgov.us>; Henry T. Brzezinski <henry.brzezinski@edcgov.us>; Joseph S. Avalos <Joseph.Avalos@edcgov.us>; Daniel J. Evans <daniel.evans@edcgov.us>; Pam Wittman <Pamela.Wittman@edcgov.us>
Subject: Re: PO 23000328

Hi all,

I just spoke with Paul Meyers at Shor-Line. The estimated ship date for our order is May 5th. Shor-Line will contact Joe when the order is ready to ship to confirm the site is ready to receive the delivery. The order will be delivered on pallets. Once the order is ready to ship, Shor-Line will be able to confirm the number and size of the pallets.

Thanks,
Amy Higdon
Sr. Administrative Analyst
El Dorado County Health & Human Services Agency
3057 Briw Road, Suite A
Placerville, CA 95667
P: (530) 642-4836
F: (530) 663-8427

QUOTE: 122847



DATE: 8/15/22

511 OSAGE AVE. KANSAS CITY KS 66105
913 281 1500 Fax 913-281-5339

Email:
Schroer Manufacturing Company

ORIGINATOR	BILLING ADDRESS	SHIP TO ADDRESS
Salesperson: TIM HEMINGS	Name: 628373	Name: 628373
Email: TIMOTHY@SHOR-LINE.COM	ELDORADO CO. ANIMAL CONTROL	PUBLIC HEALTH DEPARTMENT
Cell #: 909-496-0251	1120 SHAKORI DRIVE	ANIMAL SERVICES
Entered By: Tim Hemmings - Sales	SOUTH LAKE TAHOE CA 96150	1120 SHAKORI DR
Terms: NET 30	96150	SOUTH LAKE TAHOE CA 96150-5129

FREIGHT CHARGES:	ADDITIONAL CONTACTS
Truckload: <input type="checkbox"/> Next Day Del. <input type="checkbox"/>	Name: Joe Avalos
Prepaid Dest: <input type="checkbox"/> 2 nd Day Del. <input type="checkbox"/>	Phone: 530-573-7940
Prepaid Add: <input type="checkbox"/> Standard Grnd <input checked="" type="checkbox"/>	
Cust. Pickup: <input type="checkbox"/> Deliver: <input type="checkbox"/>	

CALL BEFORE:	ORDERS OVER \$5,000 REQUIRE SIGNED ACKNOWLEDGEMENT & DEPOSIT/PRE-PAYMENT
Shipping: <input checked="" type="checkbox"/> Liftgate Truck <input type="checkbox"/> \$75	SALES TAX WILL BE COLLECTED IF APPLICABLE AND MAY NOT BE CALCULATED ON QUOTES
Delivery: <input checked="" type="checkbox"/> Inside Delivery <input type="checkbox"/> \$125	PRICES GUARANTEED 30 DAYS FROM DATE OF QUOTE
Extra Labor to Unload: <input type="checkbox"/>	ESTIMATED LEAD TIME WILL BE PROVIDED AFTER FINAL ACCEPTANCE
White Glove: <input type="checkbox"/>	

LINE#	PART NO	QTY	DESCRIPTION	UNIT PRICE	TOTAL
1	973.7172.PVC.001	37.00	PNL,SS,71X72,GRILL,46 ISO,.25	926.00	34262.00
			SLP,PVC,GENERIC PVC		
4	963.7172.PVC.007	6.00	PNL,GLV,71X72,FISO,.25 SLP,PVC	977.00	5862.00
			GENERIC PVC		
			**ADD TRANSFER DOOR		
7	964.4074.PVC.003	6.00	BACK PNL,VS,GLV,40.68X73.5,PVC	811.00	4866.00
			,SPECIFY PVC		
10	964.4674.PVC.003	14.00	BACK PNL,VS,GLV,46.68X74,PVC,	825.00	11550.00
			SPECIFY PVC		
13	972.4272.GATE.001	12.00	GATE,SS,SGL,42X72,GRL,WFS,LSLH	668.00	8016.00
16	972.4872.GATE.001	26.00	GATE,SS,SGL,48X72,GRL,WFS,LSLH	699.00	18174.00
19	965.4069.TP.001	12.00	TOP MESH,GLV,40X69,SGL,TAB	283.00	3396.00
22	965.4669.TP.001	26.00	TOP MESH,GLV,46X69,SGL,TAB	290.00	7540.00
			Continued Next Page.....		

Important:

- All quotes are subject to acceptance by Shor-Line.
- Quotes may not be cancelled, changed, or re-scheduled without written consent. (Change Quote Request required) Custom quotes/orders cannot be cancelled after signoff.
- Shor-Line's delivery dates are estimates and Shor-Line is not responsible for any delays in delivery.
- Customer is responsible for all shipping, freight/handling, and delivery charges and all LTL shipments are tailgate delivered unless otherwise specified in writing.
- All Quotes are subject to Shor-Line's Terms and Conditions which are available in Shor-Line's catalog or at www.shor-line.com/customer-service/billing-terms/terms-and-conditions/

Sub Total	101433.00
Equipment Total	101433.00
Sales Tax Rate	7.25%
Sales Tax Amount	7353.93
Shipping & Handling	5400.00
Grand Total	114186.93

Customer Signature: _____

Date: _____

The information contained in this document is intended for the sole confidential use of the designated recipients and may contain confidential and proprietary information.

DATE: 8/15/22

QUOTE: 122847



DATE: 8/15/22

Schroer Manufacturing Company

SALESPERSON	CUSTOMER
Name: TIM HEMINGS	Name: ELDORADO CO. ANIMAL CONTROL

PAGE 3 - COMMENTS

This Quote is provided solely for Customers' convenience and does not constitute an offer to contract or an order. Likewise, Shor-Line's website, price lists, catalogue and related materials are for informational purposes only and do not constitute an offer to sell or contract.

This Quote is only for the products listed and will remain effective for 30 days from the date hereof. Any other products, materials and services are specifically excluded. All prices in this Quote are F.O.B. Shor-Line's factory and unless otherwise specified are exclusive of freight, duty, installation, delivery charges and any city, state, local or federal tax. Customer would be responsible for any such taxes although sales tax will be collected at the point of sale on shipments to the following states: California, Florida, Georgia, Illinois, Indiana, Kansas, Massachusetts, Missouri, Nevada, New York, Texas, Utah, and Washington.

Customer may submit an order for the goods described in the Quote, but in doing so shall have agreed to purchase the goods in accordance with Shor-Line's TERMS AND CONDITIONS, which can be found at www.shor-line.com/customer-service/billing-terms/terms-and-conditions/. Any such order shall be subject to and effective only upon acceptance and approval at Shor-Line's offices in Kansas City, Kansas as evidenced by Shor-Line's issuance of an Order Acknowledgment or Invoice. The acceptance of all orders and related payment terms require approval by Shor-Line's Credit Department.

Processing of a Customer's order and the manufacture of products will not begin until all signed documents are provided, applicable approvals are obtained, and deposits are received. Additional documentation bearing the Customer's signature will be required for all run products and special or custom products including: (1) Order Acknowledgement, (2) Letter of Approval, and (3) Drawings and/or Blueprints. Once a quote is accepted, it will be converted to an order and approved by Shor-Line, any changes requested by the Customer will require a written Change Order and may result in additional charges and delayed delivery. Cancellation of orders will not be accepted once manufacture of products has begun.

Once an order is accepted and approved by Shor-Line, the anticipated time for completion of a Customer's order can be projected based on then quoted lead times. However, such dates are nonbinding estimates and time shall not be of the essence. Custom orders usually require at least 10-12 weeks for completion after all signed documents, deposits and approvals are obtained by Shor-Line. If shipment of an order is delayed by the Customer more than 2 weeks beyond the estimated completion/ship date, the Customer will be responsible for paying storage fees and 90% of the Customer's balance to Shor-Line.

All LTL shipments are tailgate delivered and Customer is responsible for unloading of the product unless other arrangements are agreed to by Shor-Line in writing. Additional charges will apply for offloading assistance. Customer pickups are subject to handling fees and local taxes. The customer is responsible for inspecting all product for external and concealed damage. The Customer and/or their contractor will be responsible for set up and installation including required fittings, fasteners or mounting materials. This would include complying with any and all state, local and federal plumbing and electrical requirements. Shor-Line can provide contact information for recommended third party installers. Shor-Line does not provide installation.

All products being returned for any reason or delivered for repair service (whether or not pursuant to Shor-Line's Limited Warranty) must receive advance authorization from Shor-Line. Customer must contact Shor-Line's Technical Service Department at 1-800-444-1579 to receive a return authorization. Custom orders cannot be returned. All products returned, except for warranty service pursuant to Shor-Line's Product Satisfaction Policy will be subject to a minimum 15% restocking charge. Customer must return products in original condition. Customer will be responsible for all returning freight charges. Customer must report any damaged (external and or concealed) products on the Bill of Lading and notify Shor-Line of the damage.

Payment Options: Standard payment terms without approved credit are 1) 50% non-refundable deposit due at the time of order acceptance and 50% prior to shipping. 2) 2% cash discount if payment is received in full within 10 days (check, transfer or money orders only and discount does not apply to freight, taxes or installation). Terms available with approved credit are: 1) 25% down payment at the acceptance of your order and the balance is due Net 30 Days; 2) 3-3-3 Plan, 1/3 is due at acceptance of the order, 1/3 is due Net 30 Days and the balance is due Net 60 Days; or 3) Credit Card payments are acceptable excluding option #2 (Visa, MasterCard and Discover). Provide your payment option at time of order.

Initial: _____



County of El Dorado

330 Fair Lane, Building A
Placerville, California
530 621-5390
FAX 622-3645
www.edcgov.us/bos/

Master Report

File Number: 22-1536

*File ID #: 22-1536

Agenda Agenda Item
Type:

Status: Approved

Version: 1

Reference:

Gov Body: Board of
Supervisors

Created: 08/18/2022

Agenda Title: 09/27/22 HHSA Animal Services Sole Source
Justification Request for Animal Kennels, South Lake
Tahoe Shelter

Final Action: 09/27/2022

Title: Health and Human Services Agency recommending the Board:
1) Make findings in accordance with Section 3.12.160.B. of the El Dorado County Ordinance Code exempting the competitive bidding process for the purchase of commercial animal kennels and accessories due to the unique nature of this equipment;
2) Authorize the sole source acquisition of 19 Shor-Line T-Kennel System commercial animal kennels (fixed assets), inclusive of T-Kennel accessories (bowl kits, feed trays, side transfers, and guillotine enclosures, etc., itemized on the attached quote), through Midmark Corporation dba Shor-Line; and
3) Authorize the Purchasing Agent to issue a purchase order in the net amount of \$114,186.93, including applicable taxes and fees.

FUNDING: 60.6% City of South Lake Tahoe, 28.3% General Fund, 3.6% State Public Health Realignment and 7.5% El Dorado County licenses/permits, fees, and fines. (No Federal Funds)

Notes:

Agenda Date: 09/27/2022

Agenda Number: 15.

Sponsors:

::

Attachments: A - HHSA Non Competitive Sole Source Justification
for Animal Kennels - 22-1536 - 92722

::

::

::

Contact: Evelyn Schaeffer, Director

::

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
---------------	--------------	-------	---------	----------	-----------	-----------------	---------

1 Board of Supervisors 09/27/2022 Approved

Pass

Action Text: This matter was Approved on the consent calendar.

Yes: 5 - Supervisor Novasel, Supervisor Hidahl, Supervisor Parlin,
Supervisor Thomas and Supervisor Turnboo

5

Text of Legislative File 22-1536

Health and Human Services Agency recommending the Board:

- 1) Make findings in accordance with Section 3.12.160.B. of the El Dorado County Ordinance Code exempting the competitive bidding process for the purchase of commercial animal kennels and accessories due to the unique nature of this equipment;
- 2) Authorize the sole source acquisition of 19 Shor-Line T-Kennel System commercial animal kennels (fixed assets), inclusive of T-Kennel accessories (bowl kits, feed trays, side transfers, and guillotine enclosures, etc., itemized on the attached quote), through Midmark Corporation dba Shor-Line; and
- 3) Authorize the Purchasing Agent to issue a purchase order in the net amount of \$114,186.93, including applicable taxes and fees.

FUNDING: 60.6% City of South Lake Tahoe, 28.3% General Fund, 3.6% State Public Health Realignment and 7.5% El Dorado County licenses/permits, fees, and fines. (No Federal Funds)

DISCUSSION / BACKGROUND:

In August of 2006, the County of El Dorado (County) Chief Administrative Office (CAO) Procurement and Contracts Division, on behalf of the Health and Human Services Agency (HHSA), issued an Invitation for Bid (IFB) 07-040-016 to solicit ten commercial grade modular dog kennels and accessories from kennel manufacturers, intended for use at the HHSA Animal Shelter located in South Lake Tahoe (SLT). Only two bids were received, in which Shor-Line T-Kennel Systems, Inc., was selected as the best value bidder, with the resulting bid award and purchase approved by the Board of Supervisors on August 22, 2006 (File ID 06-1289). In 2006, these kennels were purchased and initially placed in temporary modular buildings to house animals at the SLT Shelter while the shelter was undergoing renovation. These Shor-Line T-Kennel Systems have since been reinstalled in the SLT Shelter and are in great working condition.

In December of 2007, the CAO Procurement and Contracts Division, issued IFB 07-040-065 to solicit 37 commercial grade modular dog kennels and accessories from kennel manufacturers, for intended use at the HHSA West Slope Animal Shelter. A single bid was received by Shor-Line T-Kennel Systems, Inc., which was awarded for purchase and approved by the Board on January 23, 2007 (File ID 07-035). These Shor-Line T-Kennel Systems and accessories were purchased for West Slope operations, and since initial installation in 2008, have been transferred and reinstalled twice for shelter use and are presently housing animals securely in the Animal Shelter located in Diamond Springs.

The Shor-Line T-Kennel Systems and accessories purchased by the County in 2006 and

2007 continue to be utilized for HHSA Animal Shelter operations in both Slopes. Being 15 years old with no failures, these Shor-Line T-Kennel Systems and accessories have proven to be a high-quality product and offer a great value to the County.

In contrast, due to a restricted budget during its remodel, the SLT Animal Shelter was also equipped with low-quality particle board kennels, that were purchased for temporary use to house stray and adoptable animals. These kennels have been steadily failing over the years and pose safety hazards and the potential for the animals to escape. To address this issue, HHSA budgeted the purchase of new long-term use animal kennels for the SLT Shelter in HHSA's Fiscal Year 2022-23 Fixed Asset Budget.

In preparation for this SLT Animal Shelter kennel replacement project, HHSA Animal Services staff explored options for kennel purchase and identified Shor-Line T-Kennel Systems and kennel accessories as the desired replacement kennel equipment due to the follow reasons:

- The industry remains very small for commercial kennel production as HHSA Animal Services staff performed market research to identify kennel manufacturers and were unable to identify any other vendors that offered the same quality T-Kennel Systems as Shor-Line.
- Shor-Line T-Kennel Systems are well known in the industry as a quality product for long-term use, adaptability, and durability, as evidenced by the T-Kennel Systems still in use at the County's East and West Slope Animal Shelters since 2006/2007.
- HHSA Animal Services wants to standardize the kennels used at both Slopes, and match existing T-Kennels Systems used in the SLT Shelter. Standardization will allow both shelters to utilize existing County-owned T-Kennel System surplus parts and allow both shelters the advantage of cost-saving benefits by sharing the same kennel systems.
- Animal Services can maximize funding by being able to interchange/transfer T-Kennels Systems between the County's Animal Shelters as needed.
- Uniqueness of Product: Shor-Line T-Kennel Systems provide the following unique benefits:
 - 1) Offer disease control protection as the kennels are equipped with a full T-Cover (unique drain cap system) keeping pets out of the drainage channel.
 - 2) The compartmentalized drain flooring system allows the HHSA Animal Shelters to retrofit T-Kennels above or on the ground and allows the County to transfer kennels and utilize between shelters as needed.
 - 3) Shor-Line T-Kennels have side transfer guillotines to allow dual use of each kennel to house two pets and/or provide more space for housed animals.

In 2021, Shor-Line T-Kennels Systems Inc., was acquired by Midmark Corporation, now operating under the name of Midmark Corporation dba Shor-Line, as the direct manufacturer and seller of Shor-Line T-Kennel Systems and kennel accessories. Shor-Line T-Kennels Systems are the industry standard and are also used by Stanislaus County, Sacramento SPCA, City of Los Angeles, Los Angeles County, and the City of Elk Grove, in addition to multiple other counties and agencies throughout California.

Due to the above justification, HHSA Animal Services recommends and El Dorado County Procurement agrees with approval of a sole source purchase of the Shor-Line T-Kennel System kennels and accessories from Midmark Corporation dba Shor-Line for the amount of \$114,186.93, including applicable taxes and fees.

ALTERNATIVES:

Should the Board decline to approve this recommendation, HHSA will be not able to ensure standardization of kennel system equipment is used within both Animal Shelters in El Dorado County, which may lead to the purchase of lower quality kennels, future replacement purchases, and will not allow standardization of parts or equipment or the transfer of kennels in between shelter locations.

PRIOR BOARD ACTION:

- 1) 1/23/2007, File ID 07-035, Board approved award of Invitation for Bid (IFB) 07-040-065 to the sole qualified bidder, T Kennel Systems, Inc., for purchase of modular kennels and accessories.
- 2) 8/22/2006, File ID 06-1289, Board approved award of IFB 07-040-016 to the best value bidder, T Kennel Systems, Inc., for purchase of modular kennels and accessories.

OTHER DEPARTMENT / AGENCY INVOLVEMENT:

Procurement and Contracts Division

CAO RECOMMENDATION:

Approve as recommended.

FINANCIAL IMPACT:

This equipment purchase is included on the approved HHSA Fixed Asset List for Fiscal Year 2022-23. Funding for the purchase is from the City of South Lake Tahoe, the General Fund, State Public Health Realignment, and El Dorado County licenses/permits, fees, and fines.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT:

Healthy Communities, Improved Health, Well-being, and Self-sufficiency of El Dorado County communities, residents, and visitors.

CONTACT

Evelyn Schaeffer, Director



Alisha Bryden <alisha.johnson@edcgov.us>

Confirmation of Animal Services Budget for FY 22/23

3 messages

Alisha Bryden <alisha.johnson@edcgov.us>
To: HHSA-Budget-m <hhsa-budget@edcgov.us>
Cc: Yvette Wencke <yvette.wencke@edcgov.us>

Wed, Aug 17, 2022 at 1:01 PM

Hi Budgets Team,

Can you confirm that Animal Services has \$114,187 in their FY22/23 budget to expend on new dog kennels for their South Lake Tahoe Shelter? In Animal Services' request for these kennels, they advised that this kennel purchase is included in the department's fixed asset budget for FY 22/23.

FYI: I am writing a board item to ask the Board to authorize the Purchasing Agent to issue a purchase order up to this amount, plus applicable taxes and fees so this question is to ensure that this funding has been included in the existing budget.

Sincerely,

Alisha Bryden

Administrative Analyst II, Contracts/Compliance/Grants Unit
El Dorado County Health and Human Services Agency
3057 Briw Road, Suite B
Placerville, CA 95667
P: (530) 642-7317 / E: alisha.johnson@edcgov.us

Vision Statement: Transforming Lives and Improving Futures

Maki Ganno <maki.ganno@edcgov.us>
To: Alisha Bryden <alisha.johnson@edcgov.us>
Cc: HHSA-Budget-m <hhsa-budget@edcgov.us>, Yvette Wencke <yvette.wencke@edcgov.us>

Wed, Aug 17, 2022 at 1:05 PM

Hi Alisha

We budgeted \$130K. I am hearing besides actual purchase, removal will also cost money. However, we can call that not part of the Kennel purchase and not include it in the fixed asset budget.
So, the short answer is yes.

Thank you

[Quoted text hidden]

--

Maki Ganno
Administrative Analyst II
HHSA-Fiscal, Budget
3057 Briw Road, Suite B
Placerville, CA 95667

I am working from home M-Th 6:30am-5:00pm
530 642-4893

Alisha Bryden <alisha.johnson@edcgov.us>
To: Maki Ganno <maki.ganno@edcgov.us>
Cc: HHSA-Budget-m <hhsa-budget@edcgov.us>, Yvette Wencke <yvette.wencke@edcgov.us>

Wed, Aug 17, 2022 at 1:09 PM

Thank you Maki. and yes to your latter question/point - CAO Facilities is handling the services part bid request to remove and dispose of old kennels and install these new kennels.

One other question I think budgets have the answer to - On the non-competitive bd purchase justification form, I have to list the Requesting Department (Animal Services) Index Code and Subobject Code.

Do you happen to know these codes for Animal Services and/or know where I can find them?

[Quoted text hidden]

CHIEF ADMINISTRATIVE OFFICE

Procurement and Contracts Division

NON-COMPETITIVE BID PURCHASE JUSTIFICATION

Required for all sole source acquisitions in excess of \$5,000.00.

This justification document consists of three (3) pages. All information must be provided and all questions must be answered.
Department Head approval is required.

Requesting Department Information


Department: HHSA Animal Services	Index Code:
Contact Name: Henry Brzezinski	Subobject: User Code:
Telephone: 530-573-7940	Fax:

Required Supplier / Vendor Information

Vendor / Supplier Name: Shor-Line (Midmark Corp)	Vendor / Supplier Address: 511 Osage Ave
Contact Name: Tim Hemings	Kansas City, KS 66105
Estimated Purchase Price: \$ 114,186.93	Vendor / Supplier Email Address: THemings@midmark.com
Telephone: (909) 496-0251	Fax:


Provide a brief description of the acquisition, including all goods and/or services the vendor/supplier will provide:

El Dorado County Animal Services wishes to purchase T-Kennels directly from Shor-Line, (the manufacturer and only direct seller of "T-Kennel" commercial-use dog kennels) for use and installation at the South Lake Tahoe Animal Shelter (located at 1120 Shakori Dr, South Lake Tahoe, CA 96150). The quote includes a total of 19 kennels (6 quantity x 40" kennels, and 13 quantity x 46" kennels) to include stainless steel guillotine enclosures to divide each kennel with side transfers. Kennel accessories include 38 quantity Stainless Steel Feed Trays and 19 quantity Stainless Steel 2-Quart Kennel Bowl Kits. Ordering extra parts to ensure that any defective parts are accessible (Extra Equipment = (2) 6' Side panel with Transfer door
 (1) 6' Side panel

Department Head: 
 Daniel Del Monte (Aug 15, 2022 19:38 PDT)
 Signature

Program Signature:

Purchasing Agent: 
 Michele Weiner (Aug 17, 2022 09:56 PDT)
 Signature


 Henry Brzezinski (Aug 15, 2022 18:17 PDT)
 Animal Services, Henry Brzezinski

Board of Supervisors:
 Date: _____
 Item: _____

Buyer Assignment:
 Assigned To: _____
 Date: _____

A. The good/service requested is restricted to one supplier for the reason stated below:

1. Why is the acquisition restricted to this goods/services supplier? (Explain why the acquisition cannot be competitively bid. Explain if this is an emergency purchase or how the supplier is the only source for the acquisition.)

Shor-Line manufactures/sells a stainless steel kennel system called "T-Kennel" for commercial animal shelter application. T-Kennels are the industry standard for long-term use, adaptability, and durability, as evidenced by the T-Kennels currently used at the Diamond Springs Shelter. Animal Services purchased T-Kennels in 2007 for the Diamond Springs Shelter and wants to standardize the kennels used at both Slopes by purchasing the same T-Kennels for the South Lake Tahoe Shelter. Standardization will allow both shelters to utilize existing County-owned T-Kennel surplus parts, and allow both slopes to benefit by utilizing the same kennel systems. T-Kennels, unlike other commercial kennels provide the following unique benefits: 1) Offers disease control protection of a full T-Cover (drain cap system) keeping pets out of the drainage channel. 2) The compartmentalized drain flooring system allows the Shelter to retrofit T-Kennels above or on ground and allows the County to transfer kennels and utilize between shelters if/as needed; and 3) T-Kennels have side transfer guillotines to allow dual use of each kennel to house dual pets (when needed) and/or provide more space.

2. Provide the background of events leading to this acquisition.

The kennels currently installed at the South Lake Tahoe (SLT) Shelter were intended for temporary use and are no longer meeting the needs of the shelter, as they are failing and need replacement. There is the potential for safety hazards to the dogs housed or the potential for escape. The SLT kennels failed around 3 years ago and would have been 11 years old at the point of failure, whereas the ShorLine T-Kennels (purchased in 2007 by the County) that are installed in the Diamond Springs Shelter are currently 15 years old with no failures, and have been transferred and reinstalled twice since the original purchase. The SLT shelter project was initially done economically with a very limited budget so the kennels purchased were budget-based and were not a quality product. Funding had been included in Animal Shelter's FY 22/23 Budget to remove/dispose of the old kennels and to purchase and install new long-term use dog kennels. Animal Shelter is working with County Purchasing to follow the equipment surplus process and it has been determined that the existing kennels need to be removed and disposed of.

3. Describe the uniqueness of the acquisition. (Why was the goods/services supplier chosen?)

With over 35 years in animal shelter management, Henry has tested other kennel types in the past that have failed, were not durable, and/or were nontransferable between shelter locations. Other kennel systems do not offer the drain system sanitation capabilities that Shor-Line provides. Shor-Line's drain cover has been patented and allows solid waste to flow underneath without removing the cover or forcing the waste through a small hole or opening. Due to Henry's experience and knowledge gained through his experience with several dog kennel systems, Henry has witnessed first-hand the durability and customization that Shor-Line T-Kennels provide. T-Kennels are the most customizable kennel options in the industry and are also used by Stanislaus County, Sacramento SPCA, San Francisco SPCA, City of Los Angeles, Los Angeles County, Riverside County, San Diego County, San Diego Humane, City of El Cajon, Orange County and East Bay SPCA, City of Bakersfield, Fresno County, and recently the City of Elk Grove.

4. What are the consequences of not purchasing the goods/services or contracting with the proposed supplier?

Having the same kennels at both shelter locations will allow standardization of parts, equipment, repairs, replacements and allow the County to maximize funding by being able to interchange T-Kennels systems when needed, and to utilize existing surplus parts. Not purchasing through Shor-Line may lead to the purchase of lower quality kennels, future replacement purchases and will not allow standardization of parts or equipment and will not allow the transfer of kennels in between shelter locations.

5. What market research was conducted to substantiate no competition, including evaluation of other items consider? (Provide a narrative of your efforts to identify other similar or appropriate goods/services, including a summary of how the department concluded that such alternatives are either inappropriate or unavailable. The name and addresses of suppliers contacted and the reasons for not considering them must be included OR an explanation of why the survey or effort to identify other goods/services was not performed.)

In 2007, the County issued 2 Request for Bids (RFB) (07-040-016 and 07-040-065) to solicit modular kennels and accessory manufacturers. The first RFB received 2 bids (LGL Animal Care Products, Inc. based out of TX and T-Kennel Systems based out of KS, now owned by Shor-Line). The T-Kennel quote was \$2,000 less in difference for the same specification and awarded due to best value. The second bid was issued in 2007, and T-Kennel Systems was the only bid received/awarded. Currently, the industry remains very small for commercial kennel production as County Animal Services staff performed market research to identify kennel manufacturers and were unable to identify other vendors that offered the same quality stainless steel kennels as Shor-Line. Given that the kennels currently used by Animal Services in Diamond Springs are the Shor-Line T-Kennels, the department wants to ensure standardization for equipment used in both shelters, to ensure interchangeable parts and transferral kennel usage, and trusts the long term durability that has been witnessed first hand by the longevity of the T-Kennels currently owned by the County. These findings substantiates no competition.

B. Price Analysis:

1. How was the price offered determined to be fair and reasonable? (Explain what basis was used for comparison and include cost analysis as applicable.)

see response to question 5 above. T-Kennel Systems was initially selected as the best value in response to Request for Bids issued in 2007 in the first bid issued and was the only bid received from the second bid. There is no industry comparable standard that Animal Services has identified. As identified in Question 3, multiple CA municipality shelters contract with Shor-Line due to the value and product quality of the T-Kennels.

2. Describe any cost savings or avoidance realized (1 time or on-going) by acquiring the goods/services from this supplier.

Having the same kennels at both shelter locations will allow for standardization of parts, equipment, repairs, replacements and allow the County to maximize funding by being able to interchange T-Kennels systems when needed, and to utilize existing surplus parts for kennel modifications and/or repairs. Not purchasing through Shor-Line may lead to the purchase of lower quality kennels, future replacement purchases and will not allow for the standardization of parts or equipment and will not allow the transfer of kennels in between shelter locations. Shor-Line offers a lifetime limited warranty against any defects in material or manufacturing. Items that wear-out, like cables and pulleys have a 1 year warranty.

**Shor-Line T-Kennel Quote
Attached**

QUOTE: 122847



DATE: 8/15/22

511 OSAGE AVE. KANSAS CITY KS 66105
913 281 1500 Fax 913-281-5339

Email:

Schroer Manufacturing Company

ORIGINATOR	BILLING ADDRESS	SHIP TO ADDRESS
Salesperson: TIM HEMINGS	Name: 628373	Name: 628373
Email: TIMOTHY@SHOR-LINE.COM	ELDORADO CO. ANIMAL CONTROL	PUBLIC HEALTH DEPARTMENT
Cell #: 909-496-0251	1120 SHAKORI DRIVE	ANIMAL SERVICES
Entered By: Tim Hemmings - Sales	SOUTH LAKE TAHOE CA 96150	1120 SHAKORI DR
Terms: NET 30	96150	SOUTH LAKE TAHOE CA 96150-5129

FREIGHT CHARGES:	ADDITIONAL CONTACTS
Truckload: <input type="checkbox"/> Next Day Del. <input type="checkbox"/>	Name: Joe Avalos
Prepaid Dest: <input type="checkbox"/> 2 nd Day Del. <input type="checkbox"/>	Phone: 530-573-7940
Prepaid Add: <input type="checkbox"/> Standard Grnd <input checked="" type="checkbox"/>	
Cust. Pickup: <input type="checkbox"/> Deliver: <input type="checkbox"/>	

CALL BEFORE:	ORDERS OVER \$5,000 REQUIRE SIGNED ACKNOWLEDGEMENT & DEPOSIT/PRE-PAYMENT
Shipping: <input checked="" type="checkbox"/> Liftgate Truck <input type="checkbox"/> \$75	SALES TAX WILL BE COLLECTED IF APPLICABLE AND MAY NOT BE CALCULATED ON QUOTES
Delivery: <input checked="" type="checkbox"/> Inside Delivery <input type="checkbox"/> \$125	PRICES GUARANTEED 30 DAYS FROM DATE OF QUOTE
Extra Labor to Unload: <input type="checkbox"/>	ESTIMATED LEAD TIME WILL BE PROVIDED AFTER FINAL ACCEPTANCE
White Glove: <input type="checkbox"/>	

LINE#	PART NO	QTY	DESCRIPTION	UNIT PRICE	TOTAL
1	973.7172.PVC.001	37.00	PNL,SS,71X72,GRILL,46 ISO,.25	926.00	34262.00
			SLP,PVC,GENERIC PVC		
4	963.7172.PVC.007	6.00	PNL,GLV,71X72,FISO,.25 SLP,PVC	977.00	5862.00
			GENERIC PVC		
			**ADD TRANSFER DOOR		
7	964.4074.PVC.003	6.00	BACK PNL,VS,GLV,40.68X73.5,PVC	811.00	4866.00
			,SPECIFY PVC		
10	964.4674.PVC.003	14.00	BACK PNL,VS,GLV,46.68X74,PVC,	825.00	11550.00
			SPECIFY PVC		
13	972.4272.GATE.001	12.00	GATE,SS,SGL,42X72,GRL,WFS,LSLH	668.00	8016.00
16	972.4872.GATE.001	26.00	GATE,SS,SGL,48X72,GRL,WFS,LSLH	699.00	18174.00
19	965.4069.TP.001	12.00	TOP MESH,GLV,40X69,SGL,TAB	283.00	3396.00
22	965.4669.TP.001	26.00	TOP MESH,GLV,46X69,SGL,TAB	290.00	7540.00
			Continued Next Page.....		

Important:

- All quotes are subject to acceptance by Shor-Line.
- Quotes may not be cancelled, changed, or re-scheduled without written consent. (Change Quote Request required) Custom quotes/orders cannot be cancelled after signoff.
- Shor-Line's delivery dates are estimates and Shor-Line is not responsible for any delays in delivery.
- Customer is responsible for all shipping, freight/handling, and delivery charges and all LTL shipments are tailgate delivered unless otherwise specified in writing.
- All Quotes are subject to Shor-Line's Terms and Conditions which are available in Shor-Line's catalog or at www.shor-line.com/customer-service/billing-terms/terms-and-conditions/

Sub Total	101433.00
Equipment Total	101433.00
Sales Tax Rate	7.25%
Sales Tax Amount	7353.93
Shipping & Handling	5400.00
Grand Total	114186.93

Customer Signature: _____

Date: _____

The information contained in this document is intended for the sole confidential use of the designated recipients and may contain confidential and proprietary information.

DATE: 8/15/22

QUOTE: 122847



DATE: 8/15/22

Schroer Manufacturing Company

SALESPERSON	CUSTOMER
Name: TIM HEMINGS	Name: ELDORADO CO. ANIMAL CONTROL

PAGE 3 - COMMENTS

This Quote is provided solely for Customers' convenience and does not constitute an offer to contract or an order. Likewise, Shor-Line's website, price lists, catalogue and related materials are for informational purposes only and do not constitute an offer to sell or contract.

This Quote is only for the products listed and will remain effective for 30 days from the date hereof. Any other products, materials and services are specifically excluded. All prices in this Quote are F.O.B. Shor-Line's factory and unless otherwise specified are exclusive of freight, duty, installation, delivery charges and any city, state, local or federal tax. Customer would be responsible for any such taxes although sales tax will be collected at the point of sale on shipments to the following states: California, Florida, Georgia, Illinois, Indiana, Kansas, Massachusetts, Missouri, Nevada, New York, Texas, Utah, and Washington.

Customer may submit an order for the goods described in the Quote, but in doing so shall have agreed to purchase the goods in accordance with Shor-Line's TERMS AND CONDITIONS, which can be found at www.shor-line.com/customer-service/billing-terms/terms-and-conditions/. Any such order shall be subject to and effective only upon acceptance and approval at Shor-Line's offices in Kansas City, Kansas as evidenced by Shor-Line's issuance of an Order Acknowledgment or Invoice. The acceptance of all orders and related payment terms require approval by Shor-Line's Credit Department.

Processing of a Customer's order and the manufacture of products will not begin until all signed documents are provided, applicable approvals are obtained, and deposits are received. Additional documentation bearing the Customer's signature will be required for all run products and special or custom products including: (1) Order Acknowledgement, (2) Letter of Approval, and (3) Drawings and/or Blueprints. Once a quote is accepted, it will be converted to an order and approved by Shor-Line, any changes requested by the Customer will require a written Change Order and may result in additional charges and delayed delivery. Cancellation of orders will not be accepted once manufacture of products has begun.

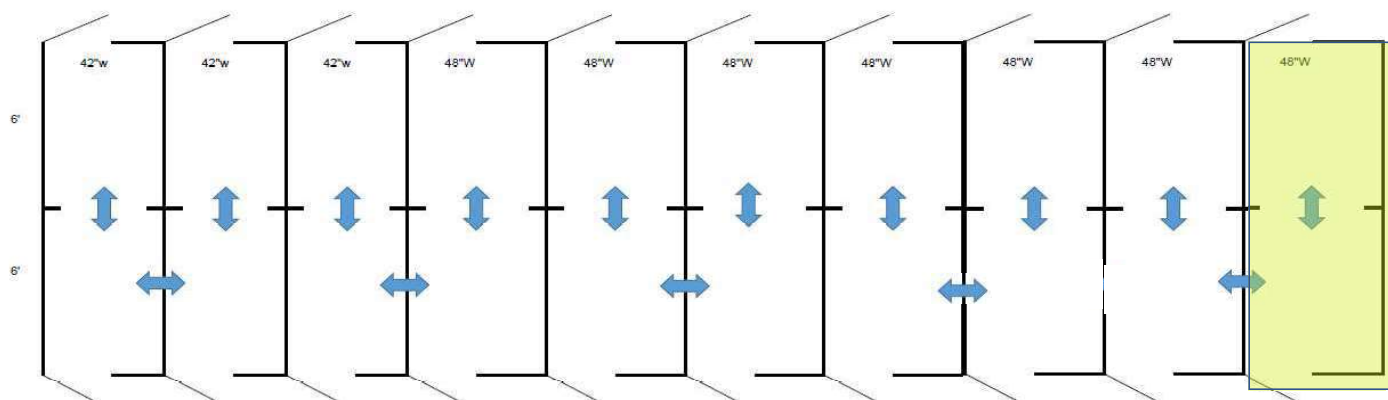
Once an order is accepted and approved by Shor-Line, the anticipated time for completion of a Customer's order can be projected based on then quoted lead times. However, such dates are nonbinding estimates and time shall not be of the essence. Custom orders usually require at least 10-12 weeks for completion after all signed documents, deposits and approvals are obtained by Shor-Line. If shipment of an order is delayed by the Customer more than 2 weeks beyond the estimated completion/ship date, the Customer will be responsible for paying storage fees and 90% of the Customer's balance to Shor-Line.

All LTL shipments are tailgate delivered and Customer is responsible for unloading of the product unless other arrangements are agreed to by Shor-Line in writing. Additional charges will apply for offloading assistance. Customer pickups are subject to handling fees and local taxes. The customer is responsible for inspecting all product for external and concealed damage. The Customer and/or their contractor will be responsible for set up and installation including required fittings, fasteners or mounting materials. This would include complying with any and all state, local and federal plumbing and electrical requirements. Shor-Line can provide contact information for recommended third party installers. Shor-Line does not provide installation.

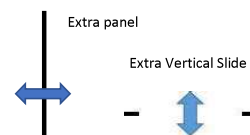
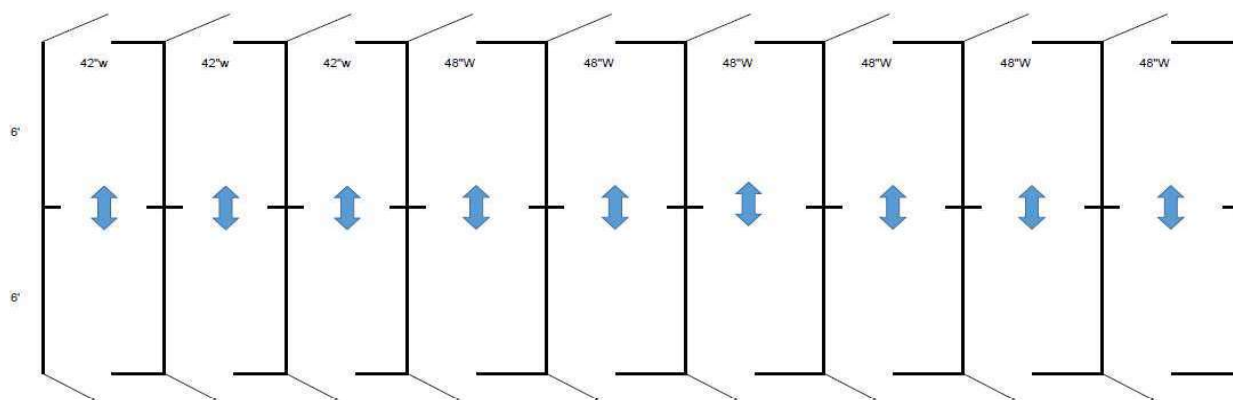
All products being returned for any reason or delivered for repair service (whether or not pursuant to Shor-Line's Limited Warranty) must receive advance authorization from Shor-Line. Customer must contact Shor-Line's Technical Service Department at 1-800-444-1579 to receive a return authorization. Custom orders cannot be returned. All products returned, except for warranty service pursuant to Shor-Line's Product Satisfaction Policy will be subject to a minimum 15% restocking charge. Customer must return products in original condition. Customer will be responsible for all returning freight charges. Customer must report any damaged (external and or concealed) products on the Bill of Lading and notify Shor-Line of the damage.

Payment Options: Standard payment terms without approved credit are 1) 50% non-refundable deposit due at the time of order acceptance and 50% prior to shipping. 2) 2% cash discount if payment is received in full within 10 days (check, transfer or money orders only and discount does not apply to freight, taxes or installation). Terms available with approved credit are: 1) 25% down payment at the acceptance of your order and the balance is due Net 30 Days; 2) 3-3-3 Plan, 1/3 is due at acceptance of the order, 1/3 is due Net 30 Days and the balance is due Net 60 Days; or 3) Credit Card payments are acceptable excluding option #2 (Visa, MasterCard and Discover). Provide your payment option at time of order.

Initial: _____



Extra Kennel



Totals of Extra Equipment

- (2) 6' Side panel with Transfer door
- (1) 6' Side panel
- (2) 46.67" w Vertical Slide
- (2) 48" w Gates






Noncompetitive Bid Justification Form for HHSA Animal Services 8.15.22

Final Audit Report

2022-08-16

Created:	2022-08-15
By:	Alisha Johnson (alisha.johnson@edcgov.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAA1Bzhxg-8UVsOlg0EcTu9w2ULJDKKLpWi

"Noncompetitive Bid Justification Form for HHSA Animal Services 8.15.22" History

-  Document created by Alisha Johnson (alisha.johnson@edcgov.us)
2022-08-15 - 11:11:37 PM GMT - IP address: 207.104.47.251
-  Document emailed to Henry Brzezinski (henry.brzezinski@edcgov.us) for signature
2022-08-15 - 11:14:36 PM GMT
-  Email viewed by Henry Brzezinski (henry.brzezinski@edcgov.us)
2022-08-15 - 11:15:09 PM GMT - IP address: 66.249.80.192
-  Document e-signed by Henry Brzezinski (henry.brzezinski@edcgov.us)
Signature Date: 2022-08-16 - 1:17:18 AM GMT - Time Source: server- IP address: 207.104.47.251
-  Document emailed to Daniel Del Monte (daniel.delmonte@edcgov.us) for signature
2022-08-16 - 1:17:21 AM GMT
-  Email viewed by Daniel Del Monte (daniel.delmonte@edcgov.us)
2022-08-16 - 2:38:03 AM GMT - IP address: 66.249.88.183
-  Document e-signed by Daniel Del Monte (daniel.delmonte@edcgov.us)
Signature Date: 2022-08-16 - 2:38:12 AM GMT - Time Source: server- IP address: 45.25.204.190
-  Agreement completed.
2022-08-16 - 2:38:12 AM GMT



Powered by
Adobe
Acrobat Sign






EL 578 SLT AS Kennels

Final Audit Report

2022-10-05

Created:	2022-10-05
By:	Amy Higdon (AMY.HIGDON@EDCGOV.US)
Status:	Signed
Transaction ID:	CBJCHBCAABAAjy6LN8VdxeZEz8TYcpkN3GtoblZMwYRb

"EL 578 SLT AS Kennels" History

-  Document created by Amy Higdon (AMY.HIGDON@EDCGOV.US)
2022-10-05 - 11:28:32 PM GMT- IP address: 207.104.47.251
-  Document emailed to Timalynn Jaynes (timalynn.jaynes@edcgov.us) for signature
2022-10-05 - 11:29:05 PM GMT
-  Email viewed by Timalynn Jaynes (timalynn.jaynes@edcgov.us)
2022-10-05 - 11:29:55 PM GMT- IP address: 207.104.47.251
-  Document e-signed by Timalynn Jaynes (timalynn.jaynes@edcgov.us)
Signature Date: 2022-10-05 - 11:30:25 PM GMT - Time Source: server- IP address: 207.104.47.251
-  Agreement completed.
2022-10-05 - 11:30:25 PM GMT



Powered by
Adobe
Acrobat Sign

From: [Michele D. McAfee](#)
To: [Pamela Chavis](#)
Subject: Re: Rush - EL578 Acct Review 10/7/22
Date: Friday, October 7, 2022 11:09:07 AM

Hi Pam,

#255 & #256 Strings are correct

Thank you.

Michele McAfee
Accountant II
Health and Human Service Agency
3057 Briw Road, Ste B
Placerville, CA 95667
(530) 295-6910
michele.mcafee@edcgov.us

From: Pamela Chavis <Pamela.Chavis@edcgov.us>
Sent: Friday, October 7, 2022 4:47 PM
To: HHSA-Admin-ACCT <HHSA-ACCT@edcgov.us>
Subject: Rush - EL578 Acct Review 10/7/22

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

Thank you,

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

Please note; I am teleworking Monday - Friday 6:30 am to 3:00 pm.











7-17 T256-403-23000328 Shor-Line SLT

Final Audit Report

2023-07-25

Created:	2023-07-25
By:	Christina Cordova (christina.cordova@edcgov.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAoh9cJTrBGvIus65KDHSvS4Z-drsgfRFa

"7-17 T256-403-23000328 Shor-Line SLT" History

-  Document created by Christina Cordova (christina.cordova@edcgov.us)
2023-07-25 - 9:53:23 PM GMT- IP address: 207.104.47.251
-  Document emailed to Timalynn Jaynes (timalynn.jaynes@edcgov.us) for signature
2023-07-25 - 9:55:25 PM GMT
-  Christina Cordova (christina.cordova@edcgov.us) replaced signer Timalynn Jaynes (timalynn.jaynes@edcgov.us) with Machele Rae (Machele.Rae@edcgov.us)
2023-07-25 - 10:31:27 PM GMT- IP address: 207.104.47.251
-  Document emailed to Machele Rae (Machele.Rae@edcgov.us) for signature
2023-07-25 - 10:31:27 PM GMT
-  Email viewed by Machele Rae (Machele.Rae@edcgov.us)
2023-07-25 - 10:36:39 PM GMT- IP address: 207.104.47.251
-  Document e-signed by Machele Rae (Machele.Rae@edcgov.us)
Signature Date: 2023-07-25 - 10:46:31 PM GMT - Time Source: server- IP address: 207.104.47.251
-  Document emailed to Kimberly McAdams (Kimberly.mcadams@edcgov.us) for signature
2023-07-25 - 10:46:32 PM GMT
-  Email viewed by Kimberly McAdams (Kimberly.mcadams@edcgov.us)
2023-07-25 - 11:10:53 PM GMT- IP address: 207.104.47.251
-  Document e-signed by Kimberly McAdams (Kimberly.mcadams@edcgov.us)
Signature Date: 2023-07-25 - 11:11:01 PM GMT - Time Source: server- IP address: 207.104.47.251
-  Agreement completed.
2023-07-25 - 11:11:01 PM GMT