

Facility and Support Services

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June 5, 2008

To: C. Ray Wierson
County Administrator

From: Dave Donovan, Director
Facility and Support Services

Subj: Sheriff purchases

A handwritten signature in black ink, appearing to be "DD", is written over the "From:" line of the email header.

Attached is a brief memo from Sheriff Conard referencing two equipment purchases they plan to make. Both exceed the \$10,000 threshold and require Board approval. The Sheriff is working with us to obtain those approvals at the next Committee of the Whole.

The first item is a key security system for the jail. This system will allow for the computerized tracking and actual key cabinet security for the numerous keys that the jail must have and account for. This system provides an electronic cabinet to hold keys and rings and requires a personal pin-code to release keys to correctional officers and supervisors. Additionally, the system provides computerized tracking for the check-out and return of keys. This will minimize the staff time involved in checking keys in and out, eliminate the possibility for human error and provide for much improved accountability.

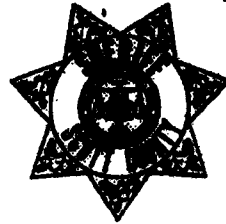
The key security system is sold direct from the manufacturer; therefore competitive quotes are not possible. The quote for this purchase from Morse Watchman is \$17,560. I recommend that the Board approve this purchase. It is funded from the Sheriff's Jail program in the Other Equipment line item.

The second piece of equipment is a large floor mixer for the kitchen. The Food Service manager is working with the Purchasing Division to obtain competitive quotes for this item. We will bring those quotes to the next Committee of the Whole meeting under separate cover for Board consideration.

Cc: Sheriff Conard
Pam Bennett
Major Tebbitt
Capt. Brundies
Rhonda Duchesneau
Bob Holliday

DENNIS CONARD, SHERIFF

Michael K. Brown
Chief Deputy Sheriff



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May 30, 2008

Memo To: C. Ray Wierson

From: Sheriff Dennis Conard 

REF: Purchases over \$10,000

Please note that the Sheriff's Office will be making two purchases at the end of FY08 from 28C, Other Equipment that will exceed \$10,000. A key security system will be purchased for the jail for approximately \$15,000 and a 60 quart floor mixer for the new jail kitchen for approximately \$13,000.

Additionally, we will be making purchases of over \$10,000 from 28C, Groceries and Supplies in anticipation of the opening of the new jail kitchen.

If you have any questions concerning these purchases, please feel free to call me.

Thanks.