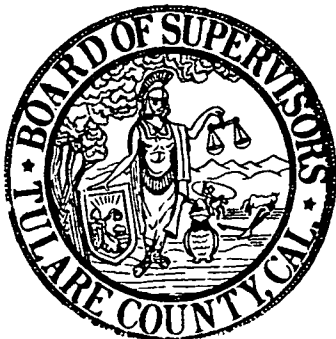


**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVAL OF A)
CREDIT CARD PAYMENT TO US BANK) Resolution No. 2018-0530
)

UPON MOTION OF SUPERVISOR ENNIS, SECONDED BY SUPERVISOR
CROCKER, THE FOLLOWING WAS ADOPTED BY THE BOARD OF SUPERVISORS,
AT AN OFFICIAL MEETING HELD JUNE 26, 2018, BY THE FOLLOWING VOTE:

AYES: SUPERVISORS CROCKER, VANDER POEL, SHUKLIAN, WORTHLEY,
AND ENNIS
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE



ATTEST: MICHAEL C. SPATA
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: Hilary Ronello
Deputy Clerk

* * * * *

Approved the vendor services and authorize Tulare County Health and Human Services Agency, Accounts Payable, to issue a payment of \$1,370 to US Bank to pay for previous expenses from March 2017 made for incinerator maintenance charges. The item is retroactive due to the services having been provided prior to having a Professional Services Agreement for maintenance.

a. Invoice No. 7270 of \$1,370, retroactive to March 17, 2017.



Health & Human Services
Agency
COUNTY OF TULARE
AGENDA ITEM

BOARD OF SUPERVISORS

KUYLER CROCKER
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: June 26, 2018

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
County Counsel Sign-Off	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

CONTACT PERSON: Dayna Wild PHONE: 624-8000

SUBJECT: Approval of a credit card payment to US Bank

REQUEST(S):

That the Board of Supervisors:

Approve the vendor services and authorize Tulare County Health and Human Services Agency, Accounts Payable, to issue a payment of \$1,370 to US Bank to pay for previous expenses from March 2017 made for incinerator maintenance charges. The item is retroactive due to the services having been provided prior to having a Professional Services Agreement for maintenance.

a. Invoice No. 7270 of \$1,370, retroactive to March 17, 2017.

SUMMARY:

On August 25, 2015, the Tulare County Board of Supervisors awarded the contract for the Animal Control Remodel and Expansion Project to Simile Construction Service, Inc. (Resolution No. 2015-0692). In March of 2016, Simile Construction purchased an incinerator from US Cremation. At the time of purchase a three year warranty was also purchased. The warranty required a yearly maintenance agreement be maintained for the cleaning and calibration of the unit.

In March of 2017, at approximately the one year mark, Animal Services contacted US Cremation to have the unit cleaned and calibrated. The cleaning and calibration of the capital asset is necessary to ensure emissions do not exceed allowable limits. The permit to operate is contingent upon Animal Services complying with maintaining the incinerator on an annual basis. During the service call, it was discovered that the maintenance charges were not included in the initial purchase

SUBJECT: Approval of a credit card payment to US Bank

DATE: June 26, 2018

as previously expected.

The San Joaquin Valley Air Pollution Control District (District) issues the permit to operate for use of the incineration at, and by, Tulare County Animal Services; five year permit was issued upon final inspection after installation for a period ending June 30, 2021.

Since the cleaning and calibration of the unit had not been completed, the District began the process of issuing a fine. The service was necessary in order to meet permit requirements and not interrupt services. Due to the time frame to issue an amended agreement to include the maintenance agreement and to avoid costly fines, the decision was made to use a County credit card to pay for the maintenance fee. In addition, US Cremation, as the manufacturer of the incinerator, is the only company that can provide the annual maintenance and calibration of the unit, or the warranty is VOID.

The maintenance agreement will be included in all future purchase service Agreements.


FISCAL IMPACT/FINANCING:

Funding in the amount of \$1,370 to pay for the maintenance charges is included in the Fiscal Year 17/18 Animal Services budget. There is no net County Cost to the General Fund.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

This request furthers the Organizational Performance Initiative of the County's Strategic Plan to enhance the Agency's service quality through cost effective strategies. It was in the County's best interest to avoid costly fines and to have the incinerator cleaned and calibrated in a timely manner.

ADMINISTRATIVE SIGN-OFF:



Robert Stewart
Director of Fiscal Operations

cc: County Administrative Office

Attachment(s) Invoice



CREMATION EQUIPMENT

Invoice

Date	Invoice #
3/17/2017	7270

Bill To

Tulare Animal Control
14131 Avenue 256
Visalia, CA 93292-9402
US

Ship To

Tulare Animal Control
14131 Ave. 256
Tulare, CA 93292

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Credit Card		3/17/2017			17052
Item Code	Quantity	Description			Price Each	Amount
AEM	1	Annual Evaluation & Maintenance - USCE AJ80 Completed by T. Nelson 3-22-17			1,370.00	1,370.00
						0.00
Thank you for your business.					Total	\$1,370.00
					Payments/Credits	-\$1,370.00
					Balance Due	\$0.00

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PH# 321-282-7357 FAX# 321-282-7358