

## COUNTY OF MENDOCINO

## REQUEST FOR APPROPRIATION, CANCELLATION OR REVISION OF FUNDS

Dept./Office: ANIMAL CARE SERVICES

Date 04/28/2022

To County Auditor-Controller:

The Following request is deemed necessary. Please report the available balances to the County Executive Officer.

Fund	Org/BU	Object (+Project)	Object Description	AMOUNT	I/D	AUDITOR BALANCE
1100	2860	864370	EQUIPMENT	\$ 7,329.11	I	0.00
1100	2860	827802	OPER TRANSFER IN	-\$ 7,329.11	I	0.00
1213	2861	865802	INTRAFUND TRANSFER	\$ 7,329.11	I	0.00

This is for surgical lights for the clinic surgery suite, the old ones are inefficient and the replacement bulbs are no longer available in CA. The new fixture is LED and has a much longer life, as well as more energy efficient. The above amount includes tax and freight. This will be funded by the Petsmart Grant we received this year (\$50,000) which allows for equipment that will be utilized for "owned" animals. The funds are in AM 827700.

JUSTIFICATION: As stated above or attached memo. DEPARTMENT HEAD By Richard Molinari  
 Prepared by: Lee Stipe Ph: 472-2669 Email: stipel@mendocinocounty.org

TO COUNTY EXECUTIVE OFFICER:

- ☒ Sufficient balances remain in the accounts indicated to effect transfer as requested.  
☐ Insufficient balances are available to meet the above request within departmental budget.  
 Requires transfer of \$ \_\_\_\_\_

REMARKS:

No. 04T007 Date April 28, 2022 AUDITOR-CONTROLLER BY Chamix CubbiCOUNTY EXECUTIVE OFFICER: ☐ RECOMMENDATION ☒ APPROVAL ☐ DENIED

COMMENTS:

Date 6/1/22

COUNTY EXECUTIVE OFFICER

ACTION OF BOARD OF SUPERVISORS: ☐ APPROVED AS REQUESTED ☐ APPROVED AS REVISED ☐ OTHER

REMARKS:

Date 6/21/2022

DEPUTY CLERK OF THE BOARD OF SUPERVISORS

JE NO. \_\_\_\_\_ Date \_\_\_\_\_ By: \_\_\_\_\_

**MWI Animal Health**

Invoice Date: 4/25/2022

Quote For:

[illegible]

**Lee Stipe - Re: Updated quote**

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**From:** "McKenzie, Andrea" <AMcKenzie@mwianimalhealth.com>  
**To:** Lee Stipe <stipel@mendocinocounty.org>  
**Date:** 4/28/2022 9:03 AM  
**Subject:** Re: Updated quote

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Hi Lee

That item is actually in stock in our warehouse. So, we pay the freight charge.

Respectfully,

**Andrea McKenzie**

AmerisourceBergen  
MWI Animal Health  
Territory Manager - Northern California

Cell: 707.292.5409

Customer Service: 1.800.824.3703

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to create healthier futures

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**From:** Lee Stipe <stipel@mendocinocounty.org>  
**Sent:** Thursday, April 28, 2022 8:48:16 AM  
**To:** McKenzie, Andrea <AMcKenzie@mwianimalhealth.com>  
**Subject:** Re: Fwd: Updated quote

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Hello Andrea,

There needs to be something on the quote about freight, if included or not.