State of California | Business, Transportation and Housing Agency

Memorandum

Date: July 6, 2009

To: Border Communications Center

Attention: Lieutenant P. J. Symonds

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of the Assistant Commissioner, Inspector General

File No.: 005.9968.A7146.010

Subject: 2009 COMMAND PROPERTY INSPECTION REPORT

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including vehicles and weapons, was completed by the Property Inspector (PI) on June 1 – 2, 2009. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across four property areas: general inventory control, telecommunications, fleet, and weapons (see Attachments B, C, D, and E). Additionally, the PI chose items within your command and compared them to the appropriate inventory records.

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, sixty-nine of the seventy items were located. One item could not be located because it had been transferred to another command. The property inspection results of the equipment recorded on the predetermined property inventory list to equipment located at the command are summarized in Attachment A.

When comparing equipment located at the command to the OPI inventory list, one hundred sixty-three of the one hundred eight-nine items reconciled. Nine items were not listed on the appropriate OPI inventory lists, nine items require a correction to the property record, and eight items require new property decals. The property inspection results of equipment located at the command to the OPI inventory list are summarized in Attachment A.

I request your command research and investigate all discrepancies in accordance with departmental procedures outlined in HPM 11.2, Materials Management Manual, Chapter 8, Equipment, and work with the appropriate OPI(s) to rectify any variances. A Physical Inventory Adjustment Request, CHP 24, must be completed to adjust the inventory records. In order to verify that the above listed discrepancies have been rectified, please submit a memorandum to the Office of Inspections through your respective Division by October 6, 2009.

The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.

M. C. A. SANTIAGO
Assistant Commissioner

Attachments

cc: Office of the Assistant Commissioner, Field
Border Division
Fiscal Management Section
Telecommunications Section
Office of the Academy
Office of Inspections

ATTACHMENT A

OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
Border Communications Center
June 1 - 2, 2009

EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
DIGITAL COPIER	126974				X		Item removed from Area by Sharp Electronics Corporation, per Purchase Order 618H8000. P.O. and e-mails attached.
CPU	135845		X				Located on-site in Area training room. Database listed item at Border Division.
CPU	143455		X				Located on-site in Area training room. Database listed item at Border Division.
Laptop	147331		X				Located on-site in Area. Database listed item at Border Division.
Laptop	147333		X				Located on-site in Area. Database listed item at Border Division.
Laptop	147334		X				Located on-site in Area. Database listed item at Border Division.
Projector, Canon, LV-7345U, S/N 700203A	N/A		X				Located on-site in Area supervisor's office. Item requires a property tag.
Mobile Radio	R41605			X			Item located in vehicle 1240065.
Mobile Radio	R42752			X			Item located in vehicle 1221983.
Mobile Repeater	R45847			X			Item located in vehicle 1240065.
Mobile Repeater	R46513			X			Item located in vehicle 1221983.

OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
Border Communications Center
June 1 - 2, 2009

EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
Mobile Radio	R53216			X			Item located in vehicle 1240242.
Control Head - Mobile	R57686			X			Item located in vehicle 1240065.
CPU	R72724		X				Item located on-site in Area radio room (DGS staff cabinet). Database listed item as "000" statewide missing code.
Control Head - Mobile	R86049			X			Item located in vehicle 1240242.
Mobile Repeater	R87914			X			Item located in vehicle 1240242.
ATIS RECORDER	R89109		X				Item located on-site in Area radio room. Database listed item at Golden Gate Communications Center.
CPU	R93555		X				Item located on-site in dispatch, position #14. Database listed item at Orange County Communications Center.
Control Head - Mobile	R93689			X			Item located in vehicle 1221983.
COMPUTER, HP	Unknown		X				Item located on-site in dispatch, position #21. Vendor removed defective computer and replaced with new item.

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Border Communications Center
June 1 - 2, 2009

EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
COMPUTER, HP	Unknown		X				Item located on-site in dispatch, position #20. Vendor removed defective computer and replaced with new item.
COMPUTER, HP	Unknown		X				Item located on-site in dispatch, position #18. Vendor removed defective computer and replaced with new item.
COMPUTER, HP	Unknown		X				Item located on-site in dispatch, position #16. Vendor removed defective computer and replaced with new item.
COMPUTER, HP	Unknown		X				Item located on-site in dispatch, position #05. Vendor removed defective computer and replaced with new item.
COMPUTER, HP	Unknown		X				Item located on-site in dispatch, position #02. Vendor removed defective computer and replaced with new item.
COMPUTER, HP	Unknown		X				Item located on-site in dispatch, position #03. Vendor removed defective computer and replaced with new item.
[redacted]	[redacted]		X				Item located on-site in Area gun cabinet, [redacted]

CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
Border Communications Center

	ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
Property inspection list to equipment									
1	100624	COMPUTER/MONITOR P/75 EXE752 P0044H5116	N062036706	X					
2	100703	COMPUTER/MONITOR P/75 EXE752 P0044H5116	N064035348	X					
3	105445	COMPUTER 486 W/MONITOR (CAD)	15-23985374	X					
4	105446	COMPUTER 486 W/MONITOR (CAD)	15-23985379	X					
5	105452	COMPUTER 486 W/MONITOR (CAD)	15-23985377	X					
6	106252	WORK STATION 36X32 ADJ	015181	X					
7	108193	SAFE	BC229159	X					
8	111448	RACK	4672103	X					
9	124223	SWITCH	7MMV5732D58	X					
10	126974	DIGITAL COPIER	35052694				X		Item removed from Area by Sharp Electronics Corporation, per Purchase Order 618H8000. P.O. and e-mails attached.
11	127460	SWITCH COMPONENT	63092705	X					
12	130699	COMPUTER	USW33007Y8	X					
13	132581	SWITCH	F0X082601ZJ	X					
14	139723	PRINTER	CNDXF02426	X					
15	139727	PRINTER	CNDXD16614	X					
16	139730	PRINTER	CNDKX02424	X					
17	139731	PRINTER	CNDXD16594	X					
18	141158	FILE SERVER	USM54204T7	X					
19	143855	LAPTOP	LVN8032	X					
20	148953	PRINTER	CNRXJ63034	X					
21	150372	CASSETTE RECORDER AUDIO, HAND HELD W/AUT	1027310	X					
22	152632	COMPUTER	MXL7300VPR	X					
23	153020	COMPUTER	MXL7340GZS	X					
24	163707	ROUTER	CN51XATAAA	X					

LEGEND
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CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
Border Communications Center

	ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
25	94656	COMPUTER BRAVO 486DX2/66 P030979	095APC010807	X					
26	95973	LETTERING MACHINE P0618D5008		X					
27	98819	COMPUTER 486 W/MONITOR P0044H4238	2651PC048001	X					
28	98822	COMPUTER 486 W/MONITOR P0044H4238	2651PC048259	X					
29	98825	COMPUTER 486 W/MONITOR P0044H4238	2651PC048118	X					
30	98830	COMPUTER 486 W/MONITOR P0044H4238	2651XC047993	X					
31	98857	COMPUTER BRAVO 4/66/ MONITOR P0044H4249	285APC050961	X					
32	99309	COMPUTER EXE752 P030979	N062036724	X					
33	AF01966	COMPUTER VECTRA VL400 #040D2002	US14206308	X					

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CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
Border Communications Center

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Equipment to inventory list									
1	100406	COMPUTER EXE 752	N062036625	X					
2	100472	COMPUTER EXE752 P030979	N168019322	X					
3	100724	COMPUTER/MONITOR P/75 EXE752 P0044H5116	N064035381	X					
4	102418	COMPUTER W/MON P0044H4238 UNASSIGNED CA	2651PC048151	X					
5	103575	CAMERA STILL MOD POL-615203 P0618D6008	C65HLTDSVHBD	X					
6	105449	COMPUTER 486 W/MONITOR (CAD)	15-23994058	X					
7	105451	COMPUTER 486 W/MONITOR (CAD)	15-23985411	X					
8	105453	COMPUTER 486 W/MONITOR (CAD)	15-23985384	X					
9	105455	COMPUTER 486 W/MONITOR (CAD)	15-23985375	X					
10	106246	WORK STATION DUAL SURFACE ADJ	VTB2964	X					
11	106251	WORK STATION 36X32 ADJ	015169	X					
12	106898	MACHINE SCANTRON	LB-01540	X					
13	107958	PRINTER LASERJET 4000N	USEB023598	X					
14	111962	FILE SERVER	D920CFW10218	X					
15	113356	COMPUTER CAD	15-23985380	X					
16	114007	ROUTER	364117674	X					
17	114021	ROUTER	362091513	X					
18	119509	COMPUTER 486 W/MONITOR (CAD)	15-23985392	X					
19	121877	PRINTER	MX06R1T0T9	X					
20	124730	COMPUTER 486 W/MONITOR (CAD)	15-23994037	X					
21	130575	ROUTER	JMX0727L02T	X					
22	130704	COMPUTER	USW330080K	X					
23	133715	FAX MACHINE	CNBM053281(715)	X					
24	133716	FAX MACHINE	CNBJ720976(716)	X					
25	135234	FILE SERVER	EAKJLDN42W	X					

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Border Communications Center

	ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
26	135367	PRINTER	USGNP47919	X					
27	136652	LAPTOP	0034478514	X					
28	139721	PRINTER	CNDXF02417	X					
29	139722	PRINTER	CNDXD16612	X					
30	139723	PRINTER	CNDXF02426	X					
31	139724	PRINTER	CNDXD16592	X					
32	139725	PRINTER	CNDXF02419	X					
33	139727	PRINTER	CNDXD16614	X					
34	139728	PRINTER	CNDXF02423	X					
35	139729	PRINTER	CNDXF02415	X					
36	139730	PRINTER	CNDKX02424	X					
37	139731	PRINTER	CNDXD16594	X					
38	139747	PRINTER	CNGXH02048	X					
39	139900	COMPUTER	2UB5410JWM	X					
40	139906	COMPUTER	2UB5410JWS	X					
41	141158	FILE SERVER	USM54204T7	X					
42	142451	LASER FAX MACHINE	CNJJ808290	X					
43	143854	LAPTOP	LVN8031	X					
44	143855	LAPTOP	LVN8032	X					
45	144009	COMPUTER	2UA6241410	X					
46	144010	COMPUTER	2UA624140Z	X					
47	144011	COMPUTER	2UA6241411	X					
48	144012	COMPUTER	2UA624140Y	X					
49	144718	COPIER, DIGITAL SIMPLEX MULTI-FUNCTIONAL	66000460	X					
50	148952	PRINTER	CNYBB10737	X					
51	148953	PRINTER	CNRXJ63034	X					

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	ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
52	150127	TELEVISION 27", FD TRINITRON WEGA	BAC617011836	X					
53	150371	CASSETTE RECORDER AUDIO, HAND HELD W/AUT	1027307	X					
54	150372	CASSETTE RECORDER AUDIO, HAND HELD W/AUT	1027310	X					
55	152628	COMPUTER	MXL7300VR2	X					
56	152629	COMPUTER	MXL7300VPH	X					
57	152632	COMPUTER	MXL7300VPR	X					
58	152633	COMPUTER	MXL7300VNX	X					
59	152636	COMPUTER	MXL7300V9W	X					
60	152637	COMPUTER	MXL7300VHM	X					
61	152640	COMPUTER	MXL7300VQK	X					
62	152641	COMPUTER	MXL7300VHD	X					
63	153016	COMPUTER	MXL7340GZN	X					
64	153017	COMPUTER	MXL7340GZP	X					
65	153018	COMPUTER	MXL7340GZQ	X					
66	153019	COMPUTER	MXL7340GZR	X					
67	163536	COPIER / PRINTER DIGITAL MULTI-FUNCTIONAL	86000074	X					
68	163628	COPIER DIGITAL DUPLEX MULTI-FUNCTIONAL	86000309	X					
69	164338	COMPUTER	MXL8320B42	X					
70	164340	COMPUTER	MXL8320B8B	X					
71	87251	COMPUTER CAD R/300 P046033	29621	X					
72	92735	COMPUTER 486/33 W/VGA P01SMS0007	TX3B004023	X					
73	97095	VCR P0690D5017	1415	X					
74	98817	COMPUTER 486 W/MONITOR P0044H4238	165APC034749	X					
75	98818	COMPUTER BRAVO 4/66D	195APC038635	X					
76	98820	COMPUTER 486 W/MONITOR P0044H4238	2651PC048155	X					
77	98821	COMPUTER 486 W/MONITOR P0044H4238	2651PC048098	X					

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	ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
78	98823	COMPUTER 486 W/MONITOR P0044H4238	2651PC048117	X					
79	98826	COMPUTER 486 W/MONITOR P0044H4238	2651PC048156	X					
80	98828	COMPUTER 486 W/MONITOR P0044H4238	2651PC048037	X					
81	99204	COMP W/VGA P0745H5021	N062036786	X					
Equipment located on-site (not listed on command property list)									
82	135845	CPU				X			Located on-site in Area training room. Database lists item at Border Division.
83	143455	CPU				X			Located on-site in Area training room. Database lists item at Border Division.
84	147331	Laptop				X			Located on-site in Area. Database lists item at Border Division.
85	147333	Laptop				X			Located on-site in Area. Database lists item at Border Division.
86	147334	Laptop				X			Located on-site in Area. Database lists item at Border Division.
87	N/A	Projector, Canon, LV-7345U, S/N 700203A				X			Located on-site in Area supervisor's office. Item requires a property tag.

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ATTACHMENT C

CALIFORNIA HIGHWAY PATROL
2009 TELECOMM PROPERTY INSPECTION REPORT
Border Communications Center

	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
Property inspection list to equipment											
1	R52065	POD Interface			26	X					
2	R56937	Base Station - rack type			1409118	X					
3	R60716	Base Station - rack type	TMC		13901	X					
4	R63427	Hand-Held Radio	spare		402AWY0545	X					
5	R65345	Hand-Held Radio	12364		402AWY6650	X					
6	R65349	Hand-Held Radio	14398		402AWY6666	X					
7	R66098	Hand-Held Radio	16090		402AWY9574	X					
8	R72722	Printer			731825	X					
9	R72726	CPU			1095100992	X					
10	R72729	Miscellaneous				X					
11	R72730	Miscellaneous				X					
12	R72734	Miscellaneous				X					
13	R72739	Charger/Power Supply				X					
14	R72740	Miscellaneous				X					
15	R86650	Printer			499-49	X					
16	R88335	Remote Console	RCS Proj.		761CDG0219	X					
17	R88337	Remote Console	RCS Proj.		V311LGFZA762	X					
18	R89327	Monitor			08021285002	X					

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ATTACHMENT C

CALIFORNIA HIGHWAY PATROL
2009 TELECOMM PROPERTY INSPECTION REPORT
Border Communications Center

	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
19	R89332	Monitor			08021285007	X					
20	R89336	Monitor			08021285011	X					
21	R89344	CPU			22HKJ11	X					
22	R89345	CPU			J1HKJ11	X					
23	R89349	CPU			F5HKJ11	X					
24	R89361	PRINTER			40U0074676	X					
25	R89362	PRINTER			MY2A1F4NK	X					
26	R93332	Mobile Radio	JPS Proj.		51200208	X					
27	R93546	SERVER		Vesta	D329KJ44H327	X					
28	R93549	CPU		Vesta	USV3350G73	X					
29	R93553	CPU		Vesta	USV3350G77	X					
30	R93556	CPU		Vesta	USV3350G75	X					
31	R96271	Recorder -Dispatch			0900027	X					

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ATTACHMENT C

CALIFORNIA HIGHWAY PATROL
2009 TELECOMM PROPERTY INSPECTION REPORT
Border Communications Center

	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
Equipment to inventory list											
1	R23055	Base Station - rack type			QT530P	X					
2	R27518	Fixed Receiver - rack type			273CCW0139	X					
3	R60825	Battery Charger - Radio				X					
4	R63481	Hand-Held Radio	11593		402AWY0954	X					
5	R65721	Hand-Held Radio	16583	MM 08-058	402AWY7342	X					
6	R72723	Printer			771554	X					
7	R72725	CPU			1093100992	X					
8	R72727	Miscellaneous				X					
9	R72728	Miscellaneous				X					
10	R72731	Miscellaneous				X					
11	R72732	Miscellaneous				X					
12	R72733	Miscellaneous				X					
13	R72736	Miscellaneous				X					
14	R72737	Miscellaneous				X					
15	R72738	Charger/Power Supply				X					
16	R72741	Miscellaneous				X					
17	R72742	Miscellaneous				X					
18	R73456	Fixed Receiver - rack type				X					

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CALIFORNIA HIGHWAY PATROL
2009 TELECOMM PROPERTY INSPECTION REPORT
Border Communications Center

	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
19	R73457	Fixed Receiver - rack type				X					
20	R73458	Fixed Receiver - rack type				X					
21	R73459	Fixed Receiver - rack type				X					
22	R73486	Fixed Receiver - rack type				X					
23	R73487	Fixed Receiver - rack type				X					
24	R73506	Miscellaneous				X					
25	R73507	Miscellaneous				X					
26	R73519	Miscellaneous				X					
27	R73520	Miscellaneous				X					
28	R79202	TDD			34638	X					
29	R82892	Base Station - rack type			00-06-0085	X					
30	R88336	Remote Console	RCS Proj.		761CDG0220	X					
31	R88338	Monitor	RCS Proj.		Z0095373	X					
32	R88372	EAS RECEIVER			10104729	X					
33	R89328	Monitor			08021285003	X					
34	R89330	Monitor			08021285005	X					
35	R89331	Monitor			08021285006	X					
36	R89334	Monitor			08021285009	X					
37	R89335	Monitor			08021285010	X					

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2009 TELECOMM PROPERTY INSPECTION REPORT
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38	R89337	Monitor			08021285012	X					
39	R89339	Monitor			08021285014	X					
40	R89340	Monitor			08021285015	X					
41	R89341	Monitor			08021285016	X					
42	R89343	CPU			H1HKJ11	X					
43	R89346	CPU			71HKJ11	X					
44	R89347	CPU			82HKJ11	X					
45	R89348	CPU			62HKJ11	X					
46	R89350	CPU			D1HKJ11	X					
47	R89351	CPU			C1HKJ11	X					
48	R89352	CPU			B1HKJ11	X					
49	R89353	CPU			42HKJ11	X					
50	R89354	CPU			81HKJ11	X					
51	R89355	CPU			12HKJ11	X					
52	R89356	CPU			F1HKJ11	X					
53	R89357	CPU				X					
54	R89358	CPU		DataLogger	728GJ11	X					
55	R89359	CPU		Stats.	1W36K11	X					
56	R90491	Hand-Held Radio	15943		355CEC0841	X					

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2009 TELECOMM PROPERTY INSPECTION REPORT
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	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
57	R90843	Mobile Radio	JPS Proj.		41200036	x					
58	R93204	Mobile Radio	JPS Proj.		60200068	x					
59	R93409	Mobile Radio	JPS Proj.		51100089	x					
60	R93547	CPU		Vesta	USV3350G78	x					
61	R93548	CPU		Vesta	USV3350G74	x					
62	R93550	CPU		Vesta	USV3350G76	x					
63	R93551	CPU		Vesta	USV3350G7B	x					
64	R93552	CPU		Vesta	USV3350G72	x					
65	R93554	CPU		Vesta	USV3350G71	x					
66	R95073	INTERCONNECT SWITCH2	JPS Proj.			x					
67	R96269	SERVER			204MPS14B	x					
68	R96270	CPU			EA62LZC13C	x					
69	R96272	PRINTER			CNBC4891YK	x					
70	R98259	SERVER				x					

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	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
Equipment located on-site (not listed on command property list)											
71	R41605	Mobile Radio								X	Item located in vehicle 1240065.
72	R42752	Mobile Radio								X	Item located in vehicle 1221983.
73	R45847	Mobile Repeater								X	Item located in vehicle 1240065.
74	R46513	Mobile Repeater								X	Item located in vehicle 1221983.
75	R53216	Mobile Radio								X	Item located in vehicle 1240242.
76	R57686	Control Head - Mobile								X	Item located in vehicle 1240065.
77	R72724	CPU						X			Item located on-site in Area radio room (DGS staff cabinet). Database lists item as "000" statewide missing code.
78	R86049	Control Head - Mobile								X	Item located in vehicle 1240242.
79	R87914	Mobile Repeater								X	Item located in vehicle 1240242.
80	R89109	ATIS RECORDER						X			Item located on-site in Area radio room. Database lists item at Golden Gate Communications Center.
81	R93555	CPU						X			Item located on-site in dispatch, position #14. Database lists item at Orange County Communications Center.
82	R93689	Control Head - Mobile								X	Item located in vehicle 1221983.
83	Unknown	COMPUTER, HP			2UA7040FLG			X			Item located on-site in dispatch, position #21. Vendor removed defective computer and replaced with new item.

LEGEND
(Y) = INSPECTED (N) = NOT INSPECTED (A) ADDITION (T) = TRANSFER (C) = CORRECTION

CALIFORNIA HIGHWAY PATROL
2009 TELECOMM PROPERTY INSPECTION REPORT
Border Communications Center

	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
84	Unknown	COMPUTER, HP			2UA7040FJ7			X			Item located on-site in dispatch, position #20. Vendor removed defective computer and replaced with new item.
85	Unknown	COMPUTER, HP			2UA7040FKR			X			Item located on-site in dispatch, position #18. Vendor removed defective computer and replaced with new item.
86	Unknown	COMPUTER, HP			2UA7040FLQ			X			Item located on-site in dispatch, position #16. Vendor removed defective computer and replaced with new item.
87	Unknown	COMPUTER, HP			2UA7040FKK			X			Item located on-site in dispatch, position #05. Vendor removed defective computer and replaced with new item.
88	Unknown	COMPUTER, HP			2UA7040FJ2			X			Item located on-site in dispatch, position #02. Vendor removed defective computer and replaced with new item.
89	Unknown	COMPUTER, HP			2UA7040FL7			X			Item located on-site in dispatch, position #03. Vendor removed defective computer and replaced with new item.

LEGEND
(Y) = INSPECTED (N) = NOT INSPECTED (A) ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT D

CALIFORNIA HIGHWAY PATROL
2009 FLEET INSPECTION
Border Communications Center

	EQUIPMENT ID	LICENSE NUMBER	EQUIPMENT TYPE	MANUFACTURER	STATION LOCATION	Y	N	A	T	C	OTHER
Property inspection list to equipment											
1	2QNL373	4XVH130	CRNVIC	FOR	618	X					
Equipment to inventory list											
1	1221983	1221983	CRNVIC	FOR	618	X					
2	1240065	1240065	CRNVIC	FOR	618	X					
3	1240242	1240242	CRNVIC	FOR	618	X					

LEGEND
(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT E

Department of California Highway Patrol

Complete Area Inventory

618 - Border Comm Center

May 12, 2009

Officer Issued Weapons

[redacted]

[redacted] *Issued to officer*

ID#	Last Name	First Name	Ser#	Control#	Comments
[redacted]					

Issued to officer: [redacted]

[redacted]

[redacted] *Issued to officer*

ID#	Last Name	First Name	Ser#	Control#	Comments
[redacted]					

Issued to officer: [redacted]

Officer Issued Weapons Total: [redacted]

Area Issued Weapons

[redacted]

Ser#	Control#	Comments
[redacted]		

[redacted]

[redacted] *Issued to Area/Division*

Ser#	Control#	Comments
[redacted]		

Department of California Highway Patrol

Complete Area Inventory

618 - Border Comm Center

May 12, 2009

[redacted]

Issued to Area/Division: [redacted]

[redacted]

Ser#	Control#	Comments
Y [redacted]		[redacted]

[redacted]

[redacted] *ssued to Area/Division*

Ser#	Control#	Comments
[redacted]		[redacted]

Issued to Area/Division: [redacted]

Area Issued Weapons Total: [redacted]

Add - Located on-site in Area.

Area Grand Total: [redacted]

[redacted]

[redacted]

LEGEND
(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

018-01

COPY LINK EQUIPMENT PICK-UP AUTHORIZATION

COPY LINK, INC. DOES HEREBY AGREE TO REMOVE THE EQUIPMENT LISTED BELOW:

MAKE / MODEL	SERIAL NUMBER
Panasonic AR M208N	35052694

FROM:

COMPANY	California Highway Patrol
CONTACT	
ADDRESS	7183 Opportunity RD 2nd floor
CITY/STATE	San Diego CA
ZIP	92111
PHONE	

SPECIAL INSTRUCTIONS:

STAIRS, ELEVATOR, HOURS, ETC.

EQUIPMENT STATUS UPON REMOVAL

_____ Equipment must be returned to Leasing Company --- freight charges to be paid by customer.

Name of Leasing Company: _____ Lease #: _____

Copy of lease to be picked up with equipment

✓ Customer claims they hold valid title to and own the equipment and hereby authorizes Copy Link, Inc. to dispose of equipment at its discretion. Customer agrees that Copy Link, Inc. has no liability to any third party as a result of this transaction.

By signing below, the customer is authorizing Copy Link, Inc to remove the listed equipment and is acknowledging equipment status as indicated.

AUTHORIZED SIGNATURE: Margaret Kliby

TITLE: OSS-I

DATE: 12/3/08

COPY LINK INC.

SALES QUOTE

Sales Quote No: SQ4482
Date: 12/2/08
Account No: CH00

Bill To: California Highway Patrol
Accounting Section
P.O. Box 942901
Sacramento, CA 94298-2901

Ship To: California Highway Patrol
Attn: Communication Center
7183 Opportunity Rd. 2nd Floor
San Diego, CA 92111

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On
	2497640/618H800			1/1/09

Notes

9AM-10AM/Contact Maggie 858-637-3869

Item No	Description	Quantity	UM	Price	Disc	Amount
AR-M277	AR-M277 SHARP 27PPM DIG COP/86000309/California State tag/Meter 156	1.00	EA	$0.00	0.00	$0.00
AR-237ABH	SHARP DELUXE CABINET, AR-M237/M277/	1.00	EA	$0.00	0.00	$0.00
AR-FN5A	AR-FN5A 1000-sheet Finisher/30-sheet Stapler/85006149	1.00	EA	$0.00	0.00	$0.00
9999	Operation Manual	1.00	EA	$0.00	0.00	$0.00
9999	Key Op Manual	1.00	EA	$0.00	0.00	$0.00
9999	Software Setup Guide	1.00	EA	$0.00	0.00	$0.00
9999	Software CD	1.00	EA	$0.00	0.00	$0.00

TERMS DUE UPON RECEIPT
A FINANCE CHARGE of 1.5% per month will be made on all past due amounts up to $1500. This is an annual percentage rate of 18%. Actual attorney fees will also be charged in the event this account is turned over for collection.

Subtotal	$0.00
Discount	$0.00
Freight	$0.00
Sales Tax	$0.00
Sales Order Total	$0.00

3441 Main St. Suite 100 Chula Vista, CA 91911 619-424-8000

STATE OF CALIFORNIA - CALIFORNIA HIGHWAY PATROL

PURCHASING AUTHORITY PURCHASE ORDER

STD 65 (REV. 7/2003) (CHP AUTOMATED)

CONTRACT REGISTRATION NUMBER	AGENCY ORDER NUMBER	AMENDMENT NO
27201108341300	618H8000	
SUPPLIER: The numbers identified above MUST be shown on Invoice & Packing Slip.	DATE 11-06-2008	PAGE 1 OF PAGES

SHIP TO: California Highway Patrol
Border Communications Center
7183 Opportunity Road
San Diego CA 92111

BILL TO: Department of California Highway Patrol
Fiscal Management Section
P.O. Box 942901
Sacramento, CA 94298-2901

AGENCY BILLING CODE: 08076
PURCHASING AUTHORITY NUMBER: 9G-0909-CHP-HQ1
LEVERAGED PROCUREMENT AGREEMENT NO.: 1S-05-36-20

TO SUPPLIER ADDRESS (Type or Print Legibly)
Sharp Electronics Corporation
1 Sharp Plaza, Box B
Mahwah NJ 07430-2135

618

INFORMATION TECHNOLOGY PROJECT IDENTIFICATION NUMBER

AGENCY ORIBUYER INFORMATION	AGENCY TRACKING/REQUISITION NUMBER (Optional)
	Req. #618PR8503
AGENCY NAME: CHP	CONTACT NAME: Stephen Ramirez
CONTACT E-MAIL ADDRESS: StRamirez@chp.ca.gov	
CONTACT PHONE NUMBER: (916) 375-2991	CONTACT FAX NUMBER: (916) 375-2134

SUPPLIER CONTACT NAME	SUPPLIER PHONE NUMBER	SUPPLIER FAX NUMBER	SUPPLIER E-MAIL ADDRESS
Customer Service	(201) 526-8932	(800) 245-2815	

PAYMENT TERMS	CERTIFICATION NUMBER		EXPIRATION DATE		EXPIRATION DATE
NET 45		☐ Certified Small Business ☐ Certified Microbusiness		☐ Certified DVBE	

REQUIRED DELIVERY DATE	SHIPPING INSTRUCTIONS	CITY OF ORIGIN	STATE	ZIP CODE
11/27/2008	☑ F.O.B. Destination FRT. PPD. ☐ F.O.B. Destination FRT. PPD/ADD Freight not to exceed cost stated on P.O. ☐ F.O.B. ORIGIN			

ITEM NUMBER	QUANTITY	UNIT	COMMODITY CODE or PRODUCT CODE or SERVICES ID NUMBER	RECYCLED PRODUCT	PRODUCT OR SERVICES DESCRIPTION	UNIT PRICE	EXTENSION TOTAL
1	1	EA	AR-M277		Sharp AR-M277 27 PPM Digital Duplex Multi-Functional Copier	3,100.0000	$3,100.00
2	1	EA	AR-237ABH		Deluxe Copier Cabinet w/Door	125.0000	$125.00
3	1	EA	AR-FN5N		2-Tray Staple Stacker Finisher	825.0000	$825.00
					Service Provider will be Copy Link		
					5-YEAR FIXED COST PER COPY MAINTENANCE AGREEMENT		
					10K = $67.00/MO BILLED QUARTERLY IN ARREARS OVERAGE FEE PER IMPRESSION - $.0040 PER COPY		
					INCLUDES ALL PARTS, LABOR, SERVICE & SUPPLIES EXCEPT PAPER AND STAPLES. SALES TAX BILLED ON		
					SUPPLIES PORTION. INCLUDES REMOVAL OF: SHARP AR-M208, SERIAL #35052694, CHP TAG #126974		
					Delivery Contact: Maggie Klidy (858) 637-3869		

IMPORTANT
When the items on this Purchase Order are in your possession please acknowledge by signing in the space provided and returning this order to Headquarters Accounts Payable

Received M Klidy 11/13/08 Date

TERMS AND CONDITIONS

A-1 ☐ General Provisions are incorporated herein by reference to ☐ Form GSPD-401IT (revision date _____) OR ☐ Form GSPD-401IT (revision date _____)
☐ ATTACHED OR ☐ Published at website: www.dgs.ca.gov/pd

A-2 ☑ This order is issued under a Department of General Services (DGS) Leveraged Procurement Agreement (LPA). Terms and conditions set forth in that agreement (LPA number referenced in the block titled Leveraged Procurement Agreement No.) are incorporated herein by reference as if set forth in full text

B ☐ Agency Special Provisions are attached and titled _____

C ☐ Any other attachments, such as specifications, Statement of Work, or Information Technology Model Language Modules, are identified in the product or services description area or on continuation pages.

TAXABLE SUBTOTAL	$4,050.00
TAX RATE 7.75000% SALES TAX	$313.88
*INSTALLATION	
*SHIPPING/FREIGHT	
*OTHER NON-TAXABLE	
GRAND TOTAL	$4,363.88

*NOTE: If there are variable charges for Installation, Shipping or Freight, or Other Non-Taxable Services, detail per line item and enter total here.

PROCUREMENT METHOD: ☐ COMPETITIVE Solicitation Number (If applicable) _____
☑ LEVERAGED ☐ DVBE/SMALL BUSINESS [GC 14838.5(a)] ☐ NON-COMPETITIVELY BID ☐ EXEMPT

PROGRAM / CATAGORY (CODE AND TITLE)	FUND TITLE	VERIFIED NO STATE SURPLUS AVAILABLE	PAID BY CAL-CARD
		☑ YES ☐ NO	☐ YES ☑ NO

ITEM	CHAPTER	STATUTE	FISCAL YEAR	OBJECT OF EXPENDITURE (CODE AND TITLE)	
2720-001-0044	268	2008	08/09	3076 226.03 96501	☐ O.E. ☑ E.Q.

CERTIFICATION AND APPROVAL OF EXECUTIVE OFFICER

I HEREBY CERTIFY, on personal knowledge that this order for purchasing the items specified above is issued in accordance with the procedure prescribed by law governing the purchase of such items for the State of California, and that all such legal requirements have been fully complied with.

AUTHORIZING NAME (Print or Type): CHRISTINE HANKS
TITLE: Purchasing Manager
AUTHORIZING SIGNATURE: ☒ L Anderson

UNENCUMBERED REMAINDER AFTER POSTING THIS ORDER TO ALLOTMENT EXPENDITURE LEDGER
ADJUSTMENT INCREASING ENCUMBRANCES
ADJUSTMENT DECREASING ENCUMBRANCES
CERTIFIED CORRECT (SIGNATURE) ☒

CHP TAG # 163628
DATE ISSUED 11/13/08
SERIAL # 86000309
Q4:1

DISTRIBUTION: Copy 1 - Supplier; Copy 2 - DGS Procurement, Copy 3 - Packing Slip; Copies 4-6 - Agency Procurement File

std65_73.frp

12/5/08
ORIGINAL TAR
TO BE SENT TO
FAYE HOWELL @ CHP
INVENTORY CONTROL
M. Kelly

STATE OF CALIFORNIA
HIGHWAY PATROL
126974

SHARP AR-M208N S/N 35052694

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

(800) 735-2929 (TT/TDD)
(800) 735-2922 (Voice)

November 12, 2008

File No.: 76:12127

Smile Business Products, Inc.
C/O Copy Link
ATTN: Contracts Cancellation Department
1121 Bay Blvd., #B
Chula Vista, CA 91911

Dear Cancellation Department:

The maintenance service agreement for the photocopier identified below will expire on June 30, 2009.
Please cancel the service agreement effective December 31, 2008:

Agency Order #618MS1-02/03 Sharp AR-M208 Serial #35052694

If you have any questions regarding this matter you may contact me at (916) 375-2991.

Stephen Ramirez

STEPHEN RAMIREZ, Associate Business Management Analyst
Purchasing Services Unit

cc: Dena Rogers, Accounts Payable
File
Area Office

From: Joanne Morita
To: Margaret Klidy
Date: 12/3/2008 2:00 PM
Subject: Re: X-NUMBER

OUr fax number is (916) 375-2729. Thanks.

>>> Margaret Klidy 12/03/08 11:02 AM >>>
I will try to get that to you later today--I have no way of scanning but I could fax them to you and follow up with mailed originals? What is your fax #? Maggie

>>> Joanne Morita 12/3/2008 10:20 AM >>>
Maggie,
A Std. 152 is still required, however, I can prepare that for you. I just need you to email me the tag numbers and serial numbers of each machine. Please mail (or scan and email) me the release forms from the vendor.

If you have questions, or need clarification, please contact me. Thanks.

-joanne

>>> Margaret Klidy 12/03/08 10:13 AM >>>
Please cancel X#X08-618-058, I did not need it afterall. Copy Link delivered our new copier today and agreed to dispose of both the one they replaced and the Panasonic from before--no charge!!!! I guess it is a good thing that the guy from Clary Business never got back to me to schedule the pick up of the Panasonic copier, huh? Thanks. Maggie

Joanne, do I still need to complete a STD 152 form for each copier? Copy Link gave me a release form on each of them stating that they are disposing of the old machines.

MKlidy@chp.ca.gov
Maggie (Mitchell) Klidy, OSS-I
CHP Border Communications Center (618)
7183 Opportunity Road
San Diego, CA 92111
(858) 637-3869 VM
(858) 467-3255 FAX

Susp. Doc #7
Maggie

From: Margaret Klidy
To: Sherryl Santos
Date: 11/3/2008 2:20 PM
Subject: Re: Fwd: COPIER MAINTENANCE AGREEMENT

Thanks. Will do. Maggie

>>> Sherryl Santos 11/3/2008 10:20 AM >>>
Hi Maggie,

Go ahead and forward a new Purchase Requisition number to Stephen Ramirez in the Purchasing Unit so they can proceed. See below. Thanks so much.

>>> Stephen Ramirez 11/3/2008 8:55 AM >>>
Hi Sherryl, I was told by Copy Link that it expired on August 30, 2008. Since we are past this date, please have Maggie give me her next purchase requisition number so then I can process a purchase order. Thank you.

>>> Sherryl Santos 11/03/08 8:37 AM >>>
Hi Stephen,

I just wanted to follow-up with you on the copier agreement. Were you able to find out when the agreement really ends?

>>> Sherryl Santos 10/30/2008 3:36 PM >>>
Hi Stephen,

Below is additional info in regards to the copier maintenance agreement for Area 618, Border Communications Center. We just need to find out if the agreement really ends next month. And if so, should we just get an X# for the monthly maintenance until they are assigned to get it replaced?

Sherryl Santos, SSA
CHP Border Division (601)
Staff Services Unit
(858) 650-3735 Direct
(858) 637-7132 Fax

>>> Margaret Klidy 10/29/2008 10:59 AM >>>
We were recently told by Copy Link that our agreement for one of our copiers has expired. I pulled my copy and it shows we have service until 06/30/2009; HOWEVER, it appears that Toni Satchel miscalculated and it should have been 2008! The copier, Sharp AR-M208, CHP #126974, S/N 35052694 was installed out on the dispatch floor on 08/07/2003 and after the 90 day factory warranty, the service contract begins. That would put the expiration date next month? What do we do when we need service and are we scheduled to receive a new copier next FY? I can fax a copy of the agreement to you if needed-just let me know. Thanks. Maggie

MKlidy@chp.ca.gov
Maggie (Mitchell) Klidy, OSS-I
CHP Border Communications Center (618)
7183 Opportunity Road
San Diego, CA 92111
(858) 637-3869 VM
(858) 467-3255 FAX

From: Margaret Klidy
To: Sherryl Santos
Date: 10/29/2008 4:25 PM
Subject: Re: copier agreement

Yes I sent it around 3 pm. 2 pages & a cover sheet, to your attention, 858-637-7132. I'll send it again now. Maggie

>>> Sherryl Santos 10/29/2008 4:18 PM >>>
Hi Maggie,

Did you have a chance to send me a copy of the agreement and PO for the Sharp Copier?

From: Margaret Klidy
To: Sherryl Santos
CC: CLERICAL; comm sups
Date: 10/29/2008 10:59 AM
Subject: COPIER MAINTENANCE AGREEMENT

We were recently told by Copy Link that our agreement for one of our copiers has expired. I pulled my copy and it shows we have service until 06/30/2009; HOWEVER, it appears that Toni Satchel miscalculated and it should have been 2008! The copier, Sharp AR-M208, CHP #126974, S/N 35052694 was installed out on the dispatch floor on 08/07/2003 and after the 90 day factory warranty, the service contract begins. That would put the expiration date next month? What do we do when we need service and are we scheduled to receive a new copier next FY? I can fax a copy of the agreement to you if needed-just let me know. Thanks. Maggie

MKlidy@chp.ca.gov
Maggie (Mitchell) Klidy, OSS-I
CHP Border Communications Center (618)
7183 Opportunity Road
San Diego, CA 92111
(858) 637-3869 VM
(858) 467-3255 FAX

From: Sherryl Santos
To: Klidy, Margaret
Date: 10/29/2008 1:08 PM
Subject: Re: COPIER MAINTENANCE AGREEMENT

Hi Maggie,

Yes, please fax me a copy of the agreement and the purchase order to 858-637-7132. I can't seem to find a copy for this particular copier. Thanks.

>>> Margaret Klidy 10/29/2008 10:59 AM >>>
We were recently told by Copy Link that our agreement for one of our copiers has expired. I pulled my copy and it shows we have service until 06/30/2009; HOWEVER, it appears that Toni Satchel miscalculated and it should have been 2008! The copier, Sharp AR-M208, CHP #126974, S/N 35052694 was installed out on the dispatch floor on 08/07/2003 and after the 90 day factory warranty, the service contract begins. That would put the expiration date next month? What do we do when we need service and are we scheduled to receive a new copier next FY? I can fax a copy of the agreement to you if needed-just let me know. Thanks. Maggie

MKlidy@chp.ca.gov
Maggie (Mitchell) Klidy, OSS-I
CHP Border Communications Center (618)
7183 Opportunity Road
San Diego, CA 92111
(858) 637-3869 VM
(858) 467-3255 FAX

CALIFORNIA HIGHWAY PATROL
BORDER COMMUNICATIONS CENTER

7183 OPPORTUNITY ROAD SAN DIEGO, CA 92111

TELEPHONE (858) 637-3820 FAX NUMBER (858) 467-3255

DATE: 10 / 29 / 08 TIME: # OF PAGES TO FOLLOW: 2

TO: DIVISION SSU FAX NUMBER: (858) 637 - 7132

ATTENTION: Sherryl Santos

FROM: Maygre

RECEIPT CONFIRMATION REQUESTED: YES ◯ NO ◯ VIA / TEL. ◯ FAX ◯

COMMENTS:

Copier agreement + PO

THANK YOU

file

Alma Luna - Area Replace 6/2007

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

MAINTENANCE SERVICE AGREEMENT ORDER FOR PHOTOCOPIERS

076-67 (New 7-01) OPI 076 (CHP Automated)

AGENCY BILLING	BILLING No. (Use this on ALL invoices)	PAGE	PAGES
08618	618MS1-02/03	1	1

SHIP TO:
CALIFORNIA HIGHWAY PATROL
BORDER DISPATCH (DISPATCH 2ND FL)
7183 OPPORTUNITY RD
SAN DIEGO, CA 92111
ALMA LUNA (858) 637-3863

BILL TO:
CALIFORNIA HIGHWAY PATROL
ACCOUNTING SECTION
P.O. BOX 942901
SACRAMENTO, CA 94298-2901

DATE: 11/14/2003

ORIGINAL DOCUMENT ORDER No. and DATE: 076H2084-06/13/2003

TO CONTRACTOR ADDRESS:
SMILE BUSINESS PRODUCTS, INC
C/O COPY LINK
1121 BAY BLVD., #B
CHULA VISTA, CA 91911
(619) 424-8000

AGENCY CONTACT: TONI SATCHEL

ROOM NUMBER: PURCHASING SERVICE

PHONE: (916) 375-2991

☐ CERTIFIED SMALL — CERTIFICATION NUMBER

☐ CERTIFIED DVBE — CERTIFICATION NUMBER

Guaranteed Useful Life of Copier 5 years
effective 08/07/2003 (INSTALLED)
through 06/30/2009

This order, unless terminated, shall be in effect for the guaranteed useful life period and for the encumbrance of funds.

	EFFECTIVE DATE (End of Warranty Period)	THROUGH (End of Fiscal Year)
☑ NEW MACHINE	11/08/2003	06/30/2004
☑ RENEWAL	07/01/2004	06/30/2009

Agencies reserve the right to cancel this agreement upon 30 days written notice. The rate shown below is valid for the useful life of the photocopier. The Agency's obligation for payment beyond the fiscal year shown below is subject to the availability of funding upon signage of Governor's budget for each FY listed.

BRAND AND MODEL NUMBER	MAINTENANCE CONTRACT	QUARTERLY PAYMENT	EXTENSION
CAT. 3 SHARP AR-M208 CHP TAG #126974 SER #: 35052694	Full service maintenance at $1,102.00 per year includes 72,000 copies per year. Excess copy charge at $.005 per copy. Excess copy charge to be billed at the end of each fiscal year. Maintnenance pricing includes all service, labor, parts, and consumable supplies (excluding paper and staples). Maintenance $91.83 per month to be billed quarterly in arrears at $275.50 per quarter. All consumable supplies subject to sales tax must be itemized on the quarterly billing invoice. Maintenance pricing to remain unchanged with 0% increase for the guaranteed 5-year useful life of the copier through June 30, 2009.	$275.50 QTR ($91.83 MO.)	$1,102.00

IMPORTANT PLEASE READ! RETAIN THESE COPIES FOR 5 YEARS

APPROPRIATION	INDEX/OBJECT CODE/PCA	GRAND TOTAL	
Clearing Account 99	2618 / 244 / 96501		$1,102.00

FISCAL YEAR	STATUTES	ITEM	CHAPTER
03/04	$734.64	2720-001-0044	157
04/05	$1,102.00	PAYMENT	CONTINGENT UPON
05/06	$1,102.00	SIGNAGE OF THE	GOVERNOR'S BUDGET
06/07	$1,102.00	FOR FY 03/04	THROUGH FY 08/09
07/08	$1,102.00	"	"
08/09	$1,102.00	"	"

DO NOT WRITE IN THIS SPACE

11/25/03 - copies to:
Alma Luna - Area
Dena Rogers - Accts Payable
Stacey Key - Copy Link (Faxed)
Sharon Cebrian - Smile (Faxed)

I hereby certify upon my own personal knowledge that the budgeted funds are available for the period and purpose of the expenditure stated above.

SIGNATURE OF ACCOUNTING OFFICER: Clara Muniz — DATE: 11/20/03

I hereby certify upon my own personal knowledge that the expenditures above are necessary to perform the functions stated, and authorize these expenditures.

SIGNATURE OF OFFICER SIGNING ON BEHALF OF AGENCY: Phyllis Angell — DATE: 11/17/03

☒ This Copy To:
☐ Supplier
☐ Accounting
☐ Area
☐ File

STATE OF CALIFORNIA
PROCUREMENT DIVISION
CALIFORNIA MULTIPLE AWARD SCHEDULE
RELEASE ORDER

AGAINST CMAS NUMBER: 3-02-36-0035A

RELEASE NO.	REV.	DATE
2425252		6/13/2003

STD. 65-PINCMAS (12/94)

618

SHIP TO
CALIFORNIA HIGHWAY PATROL
VARIOUS LOCATIONS
SEE ATTACHMENT #2

BILL TO
CALIF HIGHWAY PATROL G-20
ACCOUNTING SECTION
PO BOX 942901
SACRAMENTO CA 94298-2901

SUPPLIER PHONE NO.
916-481-7695

SMILE BUSINESS PRODUCTS, INC.
4525 AUBURN BLVD.
SACRAMENTO, CA 95841

Dispatch 2nd Floor

BILLING CODE	AGENCY ORDER NO.
08076	076H2084

AGENCY CONTACT & PHONE NO.
TONI SATCHEL 916-375-2991

SUPPLIER NO.	S/B	CAT	FEIN
673719			911807857

DELIVERY DATE	SHIP VIA	FOB POINT	INVOICE TERMS
		DEST/FRT PPD	NET 45

NOTICE TO MERCHANT:
1. Show the Agency Order Number and CMAS Release Order Number on your invoice.
2. Show cash discounts on your invoice.
3. Submit invoice in triplicate. If not on printed bill head, supplier please sign invoice.
4. Submit original receipted expense bill if invoice includes prepaid transportation charges.
5. All shipments shall be F.O.B. destination, unless otherwise noted on this order.

COMPLETE ONLY WHEN USED AS SUPPLIER'S INVOICE:
I hereby certify that this is a true and just bill and payment has not been received.

SUPPLIER'S SIGNATURE

TITLE (OWNER, MGR., CLERK, ETC.)

SUPPLIER'S INVOICE NO.

ITEM NO.	QUANTITY	UNIT	COMMODITY CODE	DESCRIPTION	UNIT PRICE	EXTENSION

ITEM 2720-001-0044, CHAPTER 379, STATUTE 2002

REQUISITION #0003C

FOB: FREIGHT PREPAID

ORDER QUOTED BY KIMBERLY FORTIER ON 05/15/03. PRICING INCLUDES INSTALLATION AND TRAINING.

ACCOUNT CODES:
3076/468.00/XXXXX = $62,237.43 (SEE ATTACHMENT #1)

CATEGORY 2 - OPI/REPLBUD 08/09
001 - COMMISSIONER OFFICE GENERAL COUNSEL
150 - UKIAH DISPATCH
350 - GOLDEN GATE DIVISION N/B TERRA LINDA PLATFORM SCALES
350 - GOLDEN GATE DIVISION S/B ST VICENT PLATFORM SCALES
320 - GOLDEN GATE DIVISION N/B WALNUT CREEK PLATFORM SCALES
320 - GOLDEN GATE DIVISION S/B WALNUT CREEK PLATFORM SCALES
347 - NIMITZ INSPECTION FACILITY S/B SCALE OFFICE
391 - MISSION GRADE INSPECTION FACILITY W/B LIVERMORE SCALES
535 - EAST LOS ANGELES AUTO/MOTORCYCLE SHOP
617 - BORDER DIVISION AIR OPERATIONS UNIT
656 - DESERT HILLS INSPECTION FACILITY BLACK ROCK PLATFORM SCALES
705 - COASTAL DIVISION SPECIAL SERVICES
825 - BISHOP AREA LONE PINE RESIDENT POST

IMPORTANT PLEASE READ!
RETAIN THESE COPIES FOR 5 YEARS

CHP TAG # 126974
DATE ISSUED 7-10-03 vc
SERIAL # 35052694

CERTIFICATION AND APPROVAL OF EXECUTIVE OFFICER
I HEREBY CERTIFY, On my own personal knowledge that this order for the purchase of the items specified above is issued in accordance with the procedure prescribed by law governing the purchase of such items for the State of California; that all such legal requirements have been fully complied with.

ACCOUNT CODES
SEE ABOVE OSMBR # 17224

TITLE Purchasing Supervisor

FISCAL YEAR
2003

SIGNATURE Kathleen Lawler

CERTIFIED CORRECT (Signature) Clara Muniz

DATE 6/24/03

hp LaserJet *3380*

HP LASERJET FAX

Oct-29-2008 14:56

Fax Activity Log

Job	Date	Time	Type	Identification	Duration	Pages	Result
608	10/ 3/2008	09:15:41	Send	916194233863	1:02	0	Comm Error 420
609	10/ 3/2008	09:17:49	Send	916194233863	1:03	0	Comm Error 420
610	10/ 3/2008	09:19:58	Send	916194233863	1:03	0	Comm Error 420
611	10/ 3/2008	09:22:07	Send	916194233863	1:03	0	Comm Error 420
612	10/ 3/2008	12:28:03	Send	919165693089	1:13	2	OK
613	10/ 3/2008	14:46:48	Send	919163752752	1:35	4	OK
614	10/ 5/2008	22:20:52	Send	919094767423	4:22	15	OK
615	10/ 5/2008	22:25:41	Send	919094767423	4:33	13	OK
616	10/ 5/2008	22:30:37	Send	919094767423	0:00	0	No Answer
617	10/ 5/2008	22:33:05	Send	919094767423	0:42	1	OK
618	10/ 6/2008	13:09:41	Receive		1:08	0	No Fax Detected
619	10/ 6/2008	13:11:34	Receive		1:08	0	No Fax Detected
620	10/ 6/2008	13:16:04	Receive		1:08	0	No Fax Detected
621	10/ 6/2008	13:17:46	Receive		0:17	1	OK
622	10/ 6/2008	13:22:16	Receive		0:18	1	OK
623	10/ 6/2008	14:59:08	Send	919165693099	1:35	4	OK
624	10/ 8/2008	11:10:42	Send	917607610096	0:51	2	OK
625	10/ 8/2008	13:17:25	Receive	6194225008	0:29	1	OK
626	10/ 9/2008	10:57:13	Send	917607610096	0:47	2	OK
627	10/ 9/2008	15:18:01	Send	919163752119	1:03	2	OK
628	10/ 9/2008	18:04:42	Receive		0:34	3	OK
629	10/10/2008	09:16:48	Send	919165693099	0:42	2	OK
630	10/10/2008	11:12:43	Send	919165693089	0:27	1	OK
631	10/14/2008	15:05:57	Send	96377132	1:00	3	OK
632	10/14/2008	15:10:43	Receive	760 761 0096	0:35	1	OK
633	10/15/2008	07:06:54	Send	919163249908	1:15	1	OK
634	10/15/2008	15:15:33	Receive		0:31	1	OK
635	10/16/2008	06:37:55	Send	917607570907	1:15	4	OK
636	10/17/2008	11:12:23	Send	19163752119	0:00	0	Busy
637	10/17/2008	11:13:37	Send	919163752119	1:04	2	OK
638	10/17/2008	14:50:42	Receive		0:38	3	OK
639	10/20/2008	10:45:38	Receive	Via Fax	0:30	1	OK
640	10/20/2008	19:36:23	Receive		0:51	1	OK
641	10/21/2008	10:09:06	Receive	3232588501	0:36	2	OK
642	10/24/2008	10:31:04	Receive		0:35	3	OK
643	10/28/2008	09:18:43	Send	917607610096	0:43	1	OK
644	10/28/2008	10:23:31	Receive		1:03	0	No Fax Detected
645	10/28/2008	13:58:39	Receive	951 769 2002	0:43	2	OK
646	10/28/2008	15:14:55	Receive		0:30	1	OK
647	10/29/2008	14:55:47	Send	96377132	0:34	3	OK

hp LaserJet *3380*

HP LASERJET FAX

Oct-29-2008 16:31

Fax Activity Log

Job	Date	Time	Type	Identification	Duration	Pages	Result
609	10/ 3/2008	09:17:49	Send	916194233863	1:03	0	Comm Error 420
610	10/ 3/2008	09:19:58	Send	916194233863	1:03	0	Comm Error 420
611	10/ 3/2008	09:22:07	Send	916194233863	1:03	0	Comm Error 420
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640	10/20/2008	19:36:23	Receive		0:51	1	OK
641	10/21/2008	10:09:06	Receive	3232588501	0:36	2	OK
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648	10/29/2008	16:30:20	Send	96377132	1:16	3	OK

STATE OF CALIFORNIA
DEPARTMENT OF THE CALIFORNIA HIGHWAY PATROL

PURCHASE REQUISITION

CHP 43 (Rev. 8-05) OPI 076

CONTRACT NUMBER	REQUISITION DATE	REQUISITION NUMBER
1S-05-36-20	11/05/2008	618H 8000 ~~618PR0503~~

COMPLETE SHIPPING ADDRESS	CONTACT PERSON (First and Last Name)	FISCAL YEAR
California Highway Patrol Border Communications Center 7183 Opportunity Road San Diego, CA 92111	Maggie Klidy	08/09
	TELEPHONE NUMBER (Including Area Code): (858) 637-3669	FAX NUMBER: (858) 467-3255

Commands shall make every effort to acquire goods from certified small, micro and/or disabled veteran-owned business enterprises prior to seeking alternate suppliers. If non-certified supplier is used, provide justification below.

ITEM NO.	QUANTITY REQUESTED	UNIT	CONTRACT ITEM NUMBER	OBJECT CODE	DESCRIPTION (Item name, Use, Size, Color, Brand, Model/Part Number)	UNIT PRICE	EXTENSION
1	1	EA	AR-M277		COPIER (OPI FUNDED)	4343.6300	4,343.63
					CATEGORY 4		

CHP TAG # 163628
DATE ISSUED 11/13/08
SERIAL #

FUNDING SOURCE	PCA (If known)	SPECIAL FUNDING APPROVAL	FISCAL MANAGEMENT APPROVAL	(* taxable item) Tax 7.75%
☐ Motor Vehicle Acct ☐ Federal Transfer ☐ Reimbursable Services ☐ Other (Specify below)	96501			Shipping Charges
	FEDERAL GRANT NAME & NUMBER (Obtain Special Funding Approval prior to submitting to BSS/PSU.)	NOT TO EXCEED	PCA	TOTAL $4,343.88
	ASSET FORFEITURE ACCOUNT NUMBER (Obtain Special Funding Approval prior to submitting to BSS/PSU.)	INITIALS	INITIALS	BSS USE ONLY
		DATE	DATE	3076 226.03 96501

OBJECT CODE SUMMARY

CODE	CODE: 226.03	CODE:	CODE:
$	$ 4343.63	$	$

REMARKS/JUSTIFICATION (ATTACH 8 1/2 X 11 SHEETS FOR ADDITIONAL JUSTIFICATION)
Replacement Copier for Sharp AR-M208, Serial #35052694, CHP Tag #126974

SUPPLIER INFORMATION

SUPPLIER NAME, ADDRESS, PHONE & FAX NUMBER	SMALL or MICRO BUSINESS	CERTIFICATION NUMBER
Sharp Electronics Corporation 1 Sharp Plaza, Box B Mahwah, NJ 07430-2135	☐ YES ☐ NO	
	DISABLED VETERAN-BUSINESS ☐ YES ☐ NO	CERTIFICATION NUMBER

PERSON QUOTING AND DATE	PRICE QUOTE HONORED Days	ARO NUMBER OF DAYS	TERMS, NET 45 OR DISCOUNT OFFERED

APPROVALS

REQUESTER	DATE	PROGRAM/OPI (Obtain prior to submitting to BSS/PSU.)	DATE
AREA/SECTION COMMANDER	DATE	BUSINESS SERVICES SECTION	
DIVISION COMMANDER (Required for equipment, publications, etc.)	DATE	AGENCY ORDER NUMBER 8000	

618H8000

CALIFORNIA HIGHWAY PATROL
BUSINESS SERVICES SECTION
PURCHASING SERVICES UNIT

Date November 19, 2008

Number of pages including cover sheet: 2

TO: Border Communications Center
ATTN: Margaret Klidy

Phone: (858) 637-3869
Fax Phone: (858) 467-3255

FROM: Stephen Ramirez
E-Mail: StRamirez@chp.ca.gov
Phone (916) 375-2991
Fax Phone (916) 375-2134

REMARKS: ☐ *Urgent* ☐ *For your review* ☐ *Reply ASAP* ☐ *Please Comment*

Here is a copy of the purchase requisition that I initiated in order to process the purchase order for your new copier.

Thank you,

Stephen Ramirez

Stephen Ramirez

From: Margaret Klidy
To: Stephen Ramirez
Date: 12/2/2008 3:58 PM
Subject: Re: COPIER

Sounds good. Thanks for the extra help. Maggie

>>> Stephen Ramirez 12/2/2008 3:56 PM >>>
There shouldn't be any problem with them removing the copier with the signing of a release form. That document can be used to write it off the inventory. I don't think there is nothing else to do other than sending the tag to Accounting to remove the copier from the records. When Copy Link delivers the new copier, please fax me a copy of their delivery document that has the serial number and delivery date so then I can set up the service agreement. Thank you.

>>> Margaret Klidy 12/02/08 3:48 PM >>>
Copy Link is to deliver our new copier tomorrow between 9-10 am. They will remove the old copier if I sign a release. Any problem with that? Anything else I need to do (other than remove the State property tag)? Thanks. Maggie

MKlidy@chp.ca.gov
Maggie (Mitchell) Klidy, OSS-I
CHP Border Communications Center (618)
7183 Opportunity Road
San Diego, CA 92111
(858) 637-3869 VM
(858) 467-3255 FAX

Item Number

Look up by

◉ **Tag #** ○ **Serial #**

Look up

Asset Information

Asset # 135845

SN 2UA4450CGF

Model # DC5000

Description COMPUTER

Vendor Name COMPUCOM

Warrenty End 29-NOV-2007

Asset Key COMPUTER.DC5000.NONE

Location 601.00.00.0

Item Number

Look up by

◉ **Tag #** ○ **Serial #**

Look up

Asset Information

Asset # 135845
SN 2UA4450CGF
Model # DC5000
Description COMPUTER
Vendor Name COMPUCOM
Warrenty End 29-NOV-2007
Asset Key COMPUTER.DC5000.NONE
Location 601.00.00.0

Located at
618
6/2/09
DJ

Item Number

Look up by

◉ **Tag #** ○ **Serial #**

Look up

Asset Information

Asset # 143455
SN 2UB54603HH
Model # DC5100
Description COMPUTER
Vendor Name COMPUCOM
Warrenty End 12-DEC-2008
Asset Key COMPUTER.DC5100.NONE
Location 601.00.00.0

located at
618
6/4/09 -
DS

Item Number

Look up by

◉ **Tag #** ○ **Serial #**

Look up

Asset Information

Asset # 147331
SN 0037134735
Model # M255-E
Description LAPTOP
Vendor Name GATEWAY
Warrenty End 05-OCT-2010
Asset Key LAPTOP.M255-E.NONE
Location 601.00.00.0

Located at
618
6/2/09
DS

Item Number

Look up by

◉ **Tag #** ○ **Serial #**

Look up

Asset Information

Asset # 147333
SN 0037134784
Model # M255-E
Description LAPTOP
Vendor Name GATEWAY
Warrenty End 05-OCT-2010
Asset Key LAPTOP.M255-E.NONE
Location 601.00.00.0

Located at
618
6/2/09
DG

Item Number

Look up by

◉ **Tag #** ○ **Serial #**

Look up

Asset Information

Asset # 147334
SN 0037134734
Model # M255-E
Description LAPTOP
Vendor Name GATEWAY
Warrenty End 05-OCT-2010
Asset Key LAPTOP.M255-E.NONE
Location 601.00.00.0

Located at
618
6/2/09

Item Number

Look up by

◉ **Tag #** ○ **Serial #**

Look up

Asset Information

Asset # R72724

SN 1094100992

Model # 6286B

Description CPU

Vendor Name

Warrenty End

Asset Key CPU.6286B.NONE

Location 000.00.00.0

Located at
618

DGS| Locker in
Radio Room

Item Number

Look up by

◉ **Tag #** ○ **Serial #**

Look up

Asset Information

Asset # R89109

SN 3KPL161RR053101002

Model # PL3016

Description RECORDER

Vendor Name AVTEC

Warrenty End

Asset Key RECORDER.PL3016.NONE

Location 318.00.00.0

Located at 618.

DGS did a swap
March 08

Item Number

Look up by

◉ **Tag #** ○ **Serial #**

Look up

Asset Information

Asset # R93555
SN USV3350G79
Model # XW4100
Description CPU
Vendor Name VERIZON OF CALIFORNI
Warrenty End
Asset Key CPU.XW4100.NONE
Location 676.00.00.0

Located at
618
#14

1) change serial #
2) change location code