



PIMA COUNTY SHERIFF'S DEPARTMENT



COMMUNITY RESOURCES UNIT / SHERIFF'S AUXILIARY VOLUNTEERS Check Request Form

This form shall be used for all check requests from the Sheriff's Auxiliary Volunteers for the following funds designated for assistance to the Pima County Sheriff's Department. A specific funding source shall be named in the request.

- 2201 – Juvenile Activities Fund
- 2203 – Special Awards Fund
- 2206 – Building Maintenance Fund
- 2207 – Community Services Fund
- 2208 – Memorial Fund

CHECK REQUESTED BY: Lieutenant Harold Janes DATE: 07-07-14

CHECK REQUEST

PAY TO: Professional Impressions
 AMOUNT: \$2,428.47
 FUND SOURCE: Special Awards Fund FUND # 2203
 COMMENTS: Trinkets for Junteenth event

REQUEST AUTHORIZATION

Community Rsrcs: LT. H. JAMES DATE: 07.07.14
 Community Svcs: Weldt 1129 DATE: 7/7/14

ROUTING: All checks issued from the aforementioned accounts shall be routed to the Community Resources Unit Supervisor prior to final disposition. The check will be logged and forwarded to the requestor, or the appropriate recipient, at the direction of the Community Resources Unit Supervisor.

SAV CORPORATE BOARD AUTHORIZATION

Approval: _____ DATE: _____
 Check Signed By (1): Alijandra Reyna Cepalote DATE: 7-9-14
 Check Signed By (2): Gail W. Winiowski DATE: 7/9/14

DISTRIBUTION

CR SGT: _____ DATE: _____
 LOGGED BY: LT. H. JAMES DATE: 07.09.14
 DISTRIBUTED TO/FOR ORIGINATOR DATE: 07.09.14

From: Sharon Beasley

Pima County Sheriff's Dept.
Routing Slip

Date: July 2, 2014

Action Completed		TO	Unit/Division	Suspense Date	Action
Initial	Date				
AM	7/2/14	Sgt. Gilbert Dominguez	Community Resources	-	6
NF	7/1/14	Lt. Nicole Feldt	Community Services	-	6
		Lt. Buddy Janes	Staff Services	-	10
		Sgt. Gilbert Dominguez	Community Resources	-	10

Request for a check

Lt. Janes,

Attached are invoices for promotional items that were ordered for the Juneteenth event we attended on June 14. All orders are complete and have been received.

Would you please have a check issued? The grand total is \$2,428.47, payable to Professional Impressions.

Per the attached email, payment will come from the SAV special funds.

Thank you.

- Actions
- 1- For Your Information
 - 2- Information & Return
 - 3- Information & Forward
 - 4- Comment & Return
 - 5- Comment & Forward
 - 6- Please review and forward**
 - 7- Initial & forward
 - 8- Investigate & Reply
 - 9- Per Your Request
 - 10- Please take appropriate action**
 - 11- See Me
 - 12- Other (See Remarks)

Aimee Trueblood

From: Buddy Janes
Sent: Monday, June 09, 2014 6:36 PM
To: Karl Woolridge
Cc: Ron Jee; Aimee Trueblood
Subject: Re: Good Morning Juneteenth Resource Room!

That's MY Bad. I told Aimee to use General Funds.

I'll get the paperwork ready tomorrow.

Lieutenant Harold Janes

On Jun 9, 2014, at 6:34 PM, "Karl Woolridge" <Karl.Woolridge@sheriff.pima.gov> wrote:

That's correct

Karl Woolridge

On Jun 9, 2014, at 14:22, "Ron Jee" <Ron.Jee@sheriff.pima.gov> wrote:

Captain,

Just to clarify, I just mailed out a check for \$3,000 to support the Juneteenth festival out of RICO funds.

The \$2,500 mentioned below refers to the SAV special funds?

Ron K. Jee, Financial Administrator
Pima County Sheriff's Department
Email: ron.jee@sheriff.pima.gov
Office: 520-351-4619
Fax: 520-351-4746

From: Gary K. Anderson
Sent: Monday, June 09, 2014 2:15 PM
To: Aimee Trueblood
Cc: Lorna L. Keydoszius; Ron Jee
Subject: Re: Good Morning Juneteenth Resource Room!

Aimee,

Where do we purchase these items? Do you know if there is an existing Master Agreement or will we utilize a different form of payment?

Lieutenant Gary K. Anderson
Commander
Material Management Section
520-351-4829 Office
520-465-4240 Mobile

*Approved for
payment
Waldt
7/7/14*

gary.anderson@sheriff.pima.gov

Sent from my iPhone

On Jun 9, 2014, at 13:48, "Aimee Trueblood" <Aimee.Trueblood@sheriff.pima.gov> wrote:

Hello!

Below is an approval from Chief Deputy Nanos to spend \$2500 on some trinkets for the Juneteenth event on Saturday. My plan is to replenish our supply of stuff, and use what we have on hand already for Saturday, as we cannot get an order soon enough. Can you let me know what you need from me, so that when Lorna gets our purchase request, she will know it's to be paid for out of the approved \$2500 RICO funds? Thanks for your help.

Aimee

<image001.jpg>

*Sergeant Aimee Trueblood
Pima County Sheriff's Department
Community Resources Supervisor
(520)351-6260*

From: Karl Woolridge
Sent: Friday, May 30, 2014 10:17 AM
To: Aimee Trueblood
Subject: Re: Good Morning Juneteenth Resource Room!

Yes

Karl Woolridge

On May 30, 2014, at 10:15, "Aimee Trueblood" <Aimee.Trueblood@sheriff.pima.gov> wrote:

Capt.,

Quick question regarding the RICO funds: Do I get to spend that moola on give-aways for the event? Just checking! ;)

<image001.jpg>

*Sergeant Aimee Trueblood
Pima County Sheriff's Department
Community Resources Supervisor
(520)351-6260*

From: Karl Woolridge
Sent: Wednesday, May 28, 2014 9:48 AM
To: Lisa Sacco; Aimee Trueblood
Subject: FW: Good Morning Juneteenth Resource Room!

Aimee

Please arrange for our presence at this event on June 14. Let me know who/what we are sending so I can advise the chief.

KW

From: Dana Morales
Sent: Wednesday, May 28, 2014 9:42 AM
To: Karl Woolridge
Subject: RE: Good Morning Juneteenth Resource Room!

Hi Karl:

Chief Dep. Nanos has it on his calendar for June 14th.

Thanks,
Dana

From: Karl Woolridge
Sent: Wednesday, May 28, 2014 9:39 AM
To: Dana Morales
Subject: FW: Good Morning Juneteenth Resource Room!

Dana

Do you know the dates for this event?

Regards,

Karl

From: Chris G. Nanos
Sent: Wednesday, May 28, 2014 9:02 AM
To: Karl Woolridge
Subject: Fwd: Good Morning Juneteenth Resource Room!

FYI...We approved \$2500 RICO money and this may be a good table for recruitment efforts. I'll be there to present an award to some kids for excellence in education.

Chris Nanos
Chief Deputy
Pima County Sheriff's Dept
520-351-4700 Office
520-351-4789 Fax
Christopher.nanos@sheriff.pima.gov

Begin forwarded message:

From: Efron Hollis
<efron.hollis@lafrontera.org>
Date: May 28, 2014 at 8:56:32 AM MST
To: "Davin \"Dax\" Franklin-Hicks"
<davin.franklin-hicks@lafrontera.org>, "lindah@email.arizona.edu"
<lindah@email.arizona.edu>, "rtorres@saavi.us" <rtorres@saavi.us>, "ericstark@hopetucson.org"
<ericstark@hopetucson.org>, "christopher.nanos@sheriff.pima.gov"
<christopher.nanos@sheriff.pima.gov>, "christopher.jurvig@tucsonaz.gov"
<christopher.jurvig@tucsonaz.gov>, "ramirez.steve@jobcorps.org"
<ramirez.steve@jobcorps.org>, "edriai6@cox.net" <edriai6@cox.net>, "buffalosoldier75@comcast.net"
<buffalosoldier75@comcast.net>, "Briana Biondo"
(BBiondo@diabetes.org)"
<BBiondo@diabetes.org>, "lmedina@cpes.com"
<lmedina@cpes.com>, "selena@expectmorearizona.org"
<selena@expectmorearizona.org>, "dembry@tucsonurbanleague.org"
<dembry@tucsonurbanleague.org>, "emilyverdugo1@gmail.com"
<emilyverdugo1@gmail.com>, "Krissa.Ericson@pcjcc.pima.gov"
<Krissa.Ericson@pcjcc.pima.gov>
Cc: Esther Sharif
<eshariffaith@gmail.com>, Chaela
Rodgers
<chaela.rodgers@lafrontera.org>
**Subject: Good Morning Juneteenth
Resource Room!**

You are on this email because your organization has graciously offered to participate in this year's Juneteenth festival. The resource room will open to the public at 3pm until 6pm. We would ask that you arrive 15 minutes early to set up. There will be placards on the tables

to identify where your table is located. I will also be available to assist you in any way. Please plan to bring as many resource material that an eight foot table can hold.

We are expecting approximately 500-750 people in the community to participate in this year's festival and truly appreciate your time and commitment to making this year's Juneteenth festival a success.

Now, if you have not sent the \$65 table fee please contact me as soon as possible. If you are in need of a W-9, I can also supply the document.

Thanks you again,

God Bless

*Efron Hollis
Juneteenth Planning Committee
Member*



INVOICE

1710 N. Sandstone Ridge Drive
Tucson, AZ 85715
520-886-1983

INVOICE NUMBER: 8946
DATE: JUNE 26, 2014

TO:
Pima County Sheriff's Department
1750 East Benson Highway
Tucson, AZ 85714
Attn: Sgt. Aimee Trueblood—Community Resources Unit

SHIP TO:

SPECIAL INSTRUCTIONS:
Payment preference is a company check

SALESPERSON	DATE SHIPPED	SHIPPED VIA	F.O.B. POINT	TERMS
Adrian	6-24-14	Fed Ex Ground Service	TN	Net 30

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1,150	Custom Printed Rase-A-Round Eraser	.31¢	356.50
SUBTOTAL			356.50
SALES TAX			28.88
SHIPPING & HANDLING			Included
TOTAL DUE			\$385.38 ✓

Make all checks payable to Professional Impressions
If you have any questions concerning this invoice, contact Adrian Murphy (520) 886-1983

Thank you for your business!



MEMORANDUM

PIMA COUNTY SHERIFF'S DEPARTMENT

CLARENCE W. DUPNIK, SHERIFF
CHRISTOPHER NANOS, CHIEF DEPUTY

COPY

Date: June 6, 2014

To: ~~Lorna Keydeszius - Material Management Section~~
Via Chain Of Command

From: Sharon Beasley - Community Resources Unit

Re: Round Erasers, item# RE92
1 1/2" diameter, 1/8" thick
assorted colors
black imprint

Revised 6-27-14

Per Sgt. Aimee Trueblood, I obtained a quote for a reorder of erasers. These erasers will be distributed to children at community events.

Assorted colors: red, white, blue, neon pink, neon green, neon yellow

A quote from Pima County's primary vendor, *Professional Impressions* (master agreement# 13-501), is shown below for review.

Thank you

1,150 @ \$0.31 ea.	356.50
Tax, 8.1%	28.88
Freight chg.	incl.
Total	\$ 385.38

APPROVED PER C.D. NANOS
11/9/14 (FOR G. FELDER)
D0/10/14



INVOICE

1710 N. Sandstone Ridge Drive
 Tucson, AZ 85715
 520-886-1983

INVOICE NUMBER: 8929
DATE: JUNE 23, 2014

TO:
 Pima County Sheriff's Department
 1750 East Benson Highway
 Tucson, AZ 85714
 Attn: Sgt. Aimee Trueblood—Community Resources Unit

SHIP TO:

SPECIAL INSTRUCTIONS:
 Payment preference is a company check

SALESPERSON	DATE SHIPPED	SHIPPED VIA	F.O.B. POINT	TERMS
Adrian	6-20-14	UPS Ground Service	NY	NET 30

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
3,200	Custom Printed Mood Pencils	.28¢	896.00

SUBTOTAL	896.00
SALES TAX	72.58
SHIPPING & HANDLING	Included
TOTAL DUE	\$968.58

Make all checks payable to Professional Impressions
If you have any questions concerning this invoice, contact Adrian Murphy (520) 886-1983

Thank you for your business!



MEMORANDUM

PIMA COUNTY SHERIFF'S DEPARTMENT

COPY

CLARENCE W. DUPNIK, SHERIFF
CHRISTOPHER NANOS, CHIEF DEPUTY

Date: June 6, 2014

To: ~~Loma Keydoszius - Material Management Section~~
~~Via Chain Of Command~~

From: Sharon Beasley - Community Resources Unit

Re: Mood Pencils
black imprint, black eraser
Assorted colors: orange, blue, violet, red, green
item# 20550

Rec'd. 6-24-14

Per Sgt. Aimee Trueblood, I obtained a quote for a reorder of pencils. These pencils will be distributed to children at community events.

The imprint will remain the same as our last order - the Sheriff's star and the following text:

PIMA COUNTY SHERIFF'S DEPARTMENT
Clarence W. Dupnik, Sheriff
pimasheriff.org

A quote from Pima County's primary vendor, *Professional Impressions* (master agreement# 13-501), is shown below for review.

Thank you.

3,200 @ 0.28 ea.	896.00
Tax 8.1%	72.58
Freight charge	incl.
Total:	\$ 968.58

APPROVED PER C.D. NANOS
(for G. FELDT)
06/10/14



INVOICE

1710 N. Sandstone Ridge Drive
 Tucson, AZ 85715
 520-886-1983

INVOICE NUMBER: 8920

DATE: JUNE 23, 2014

TO:

Pima County Sheriff's Department
 1750 East Benson Highway
 Tucson, AZ 85714
 Attn: Sgt. Aimee Trueblood

SHIP TO:

SPECIAL INSTRUCTIONS:

Payment preference is a company check

SALESPERSON	DATE SHIPPED	SHIPPED VIA	F.O.B. POINT	TERMS
Adrian	6-18-14	UPS Ground Service	KS	NET 30

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
25,000	Custom Printed 2" Round Golf Foil Decals		450.00

SUBTOTAL	450.00
SALES TAX	36.45
SHIPPING & HANDLING	Included
TOTAL DUE	\$486.45

Make all checks payable to Professional Impressions

If you have any questions concerning this invoice, contact Adrian Murphy (520) 886-1983

Thank you for your business!



MEMORANDUM
PIMA COUNTY SHERIFF'S DEPARTMENT

CLARENCE W. DUPNIK, SHERIFF
CHRISTOPHER NANOS, CHIEF DEPUTY

GGP

Date: June 6, 2014

To: ~~Lorna Keydeszius - Material Management Section~~
~~Via Chain Of Command~~

From: Sharon Beasley - Community Resources Unit

Re: **Stickers for kids**
2" round gold foil, black imprint

Recvd. 6-24-14

Per Sgt. Aimee Trueblood, I obtained a quote for a reorder of stickers. These stickers will be distributed to children at community events.

A quote from Pima County's primary vendor, *Professional Impressions* (master agreement# 13-501), is shown below for review.

- This is the least expensive promotional item we distribute at 2-cents each.
- The imprint artwork is attached.
- 25,000 stickers will last approximately one year.

Thank you.

25,000 @ \$.018 ea.	450.00
8.1% tax	36.45
Freight charge	incl.

Total \$ 486.45

APPROVED. (E.C.T. - P. C. D. NANOS)
 6/10/14



INVOICE

1710 N. Sandstone Ridge Drive
Tucson, AZ 85715
520-886-1983

INVOICE NUMBER: 8945
DATE: JUNE 26, 2014

TO:
Pima County Sheriff's Department
1750 East Benson Highway
Tucson, AZ 85714
Attn: Sgt. Aimee Trueblood—Community Resources Unit

SHIP TO:

SPECIAL INSTRUCTIONS:
Payment preference is a company check

SALESPERSON	DATE SHIPPED	SHIPPED VIA	F.O.B. POINT	TERMS
Adrian	6-25-14	UPS Ground Service	NJ	Net 30

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
850	Custom Printed El-Gripper Retractable Ball Point Pens	.64¢	544.00
SUBTOTAL			544.00
SALES TAX			44.06
SHIPPING & HANDLING			Included
TOTAL DUE			\$588.06 ✓

Make all checks payable to Professional Impressions
If you have any questions concerning this invoice, contact Adrian Murphy (520) 886-1983

Thank you for your business!



MEMORANDUM
PIMA COUNTY SHERIFF'S DEPARTMENT
 CLARENCE W. DUPNIK, SHERIFF
 CHRISTOPHER NANOS, CHIEF DEPUTY

COPY

Date: June 6, 2014

To: ~~Lorna Keydoszius - Material Management Section~~
 Via Chain Of Command

From: Sharon Beasley - Community Resources Unit

Re: El Gripper Ink Pens, plastic contour shape,
 medium point ballpoint, chrome trim,
 black ink and rubber grip, black imprint

Recvd. 7-01-14

Per Sgt. Aimee Trueblood, I obtained a quote for a reorder of ink pens. These pens will be distributed to the public at community events.

Imprint will read (peoplestype font):

**PIMA COUNTY
 SHERIFF**

Assorted colors: burgundy, gold, dark green, silver

A quote from Pima County's primary vendor, *Professional Impressions* (master agreement# 13-501), is shown below for review.

Thank you.

850 @ .64 ea.	544.00
Sales tax 8.1%	44.06
Freight charges	incl.
Grand Total:	\$ 588.06

*Approved Per C.D. NANOS
 1197 (For Lt. FELDT)
 06/10/14*

*RECOMMEND APPROVAL
 Mike Mark 7315
 For GILBERT DOMINGUEZ*