

**Sierra County  
Board of Supervisors'  
Agenda Transmittal &  
Record of Proceedings**

<b>MEETING DATE:</b> March 17, 2020	<b>TYPE OF AGENDA ITEM:</b> <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Timed <input type="checkbox"/> Consent
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<b>DEPARTMENT:</b> Public Works and Transportation
<b>APPROVING PARTY:</b> Tim H. Beals, Director
<b>PHONE NUMBER:</b> 530-289-3201

**AGENDA ITEM:** Resolution requesting appropriation in the amount of \$5,088 to cover the costs of removing the existing knife transfer switch and replacing with an automatic transfer switch for the County Courthouse Generator.

**SUPPORTIVE DOCUMENTS ATTACHED:** Memo Resolution Agreement Other  
Proposal and

**BACKGROUND INFORMATION:** Report and estimate are attached. By having an automatic transfer switch it reduces the risk to personnel of being involved of an arc situation with the knife transfer switch (see recommendation at the bottom of report).

**FUNDING SOURCE:** Contingency  
**GENERAL FUND IMPACT:** No General Fund Impact  
**OTHER FUND:**  
**AMOUNT:** \$ 5,088.00 N/A

**ARE ADDITIONAL PERSONNEL REQUIRED?**  
  
Yes, -- --  
No

**IS THIS ITEM ALLOCATED IN THE BUDGET?** Yes No  
  
**IS A BUDGET TRANSFER REQUIRED?** Yes No

**SPACE BELOW FOR CLERK'S USE**

<p><b>BOARD ACTION:</b></p> <input type="checkbox"/> Approved <input type="checkbox"/> Approved as amended <input type="checkbox"/> Adopted <input type="checkbox"/> Adopted as amended <input type="checkbox"/> Denied <input type="checkbox"/> Other <input type="checkbox"/> No Action Taken	<input type="checkbox"/> Set public hearing For: _____ <input type="checkbox"/> Direction to: _____ <input type="checkbox"/> Referred to: _____ <input type="checkbox"/> Continued to: _____ <input type="checkbox"/> Authorization given to: _____	Resolution 2020- _____ Agreement 2020- _____ Ordinance _____ Vote: Ayes: Noes: Abstain: Absent: <input type="checkbox"/> By Consensus
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**COMMENTS:**

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\_\_\_\_\_  
CLERK TO THE BOARD

\_\_\_\_\_  
DATE

**BOARD OF SUPERVISORS, COUNTY OF SIERRA, STATE OF CALIFORNIA**

**IN THE MATTER OF SIERRA COUNTY  
AUDITOR TO MAKE CERTAIN CHANGES TO THE  
PLANT MAINTENANCE  
2019/20 FINAL BUDGET FOR  
GENERATOR UPGRADE-COUNTY COURTHOUSE**

**RESOLUTION NO. 2020-**

**WHEREAS**, the Board of Supervisors may authorize the Auditor to make budget changes pursuant to Government Code § 29125, and

**NOW THEREFORE BE IT RESOLVED**, that the Auditor is hereby authorized to adjust the 2019/20 Final Budget transfers for the below noted funds:

Appropriations:

Increase:

0015280	5187	Special Dept. Expense – Generator Transfer Switch	\$5,088
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Decrease:

0015910	5165	Professional & Specialized Expense	\$5,088
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**ADOPTED** by the Board of Supervisors of the County of Sierra, State of California on the 17<sup>th</sup> day of March, 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

COUNTY OF SIERRA

\_\_\_\_\_  
JIM BEARD, CHAIRPERSON  
BOARD OF SUPERVISORS

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
HEATHER FOSTER  
CLERK OF THE BOARD

\_\_\_\_\_  
DAVID PRENTICE  
COUNTY COUNSEL



Holt of California  
 P.O. Box 100001  
 Sacramento, CA 95813  
 www.holtca.com

**INVOICE SUMMARY**

**REMIT PAYMENT TO:** Holt of California  
 PO Box 100001  
 Sacramento, CA 95813

**FOR CUSTOMER INQUIRIES, PLEASE CALL**  
 (877) 379-6620 or FAX (916) 991-8268

**SHIP TO**

**CUSTOMER #:5217000**  
 SIERRA CO ROAD DEPARTMENT  
 PO BOX 98  
 DOWNIEVILLE CA 95936 0098

DOWNIEVILLE CA  
 150 GOODYEARS CREEK ROAD  
 DOWNIEVILLE CA  
 CA

INVOICE NUMBER SW030100043	INVOICE DATE 01-15-20	CUSTOMER NO. 5217000	REFERENCE NUMBER 0363993	PURCHASE ORDER DEAN
MODEL 3412	SERIAL NUMBER 06AF00496	EQUIP.# SHOP	METER READING 1384.0	MACH. I.D. NO.

SEG	TASK	TOTAL
01	TROUBLESHOOT GENERATOR SET	1627. 65
02	REPLACE VOLTAGE REGULATOR	3290. 66

*PLEASE  
 PAY  
 PROMPTLY*

*THANK YOU!*

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PAY THIS AMOUNT ►	5087. 91
AMOUNT CREDIT ►	



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MODEL 3412	SERIAL NUMBER 06AF00496	EQUIP.# SHOP	METER READING 1384.0	MACH. I.D. NO.

QTY	DESCRIPTION	UNIT PRICE	TOTAL
	<p>TROUBLESHOOT GENERATOR SET</p> <p>TROUBLESHOOT BLACK SMOKE AND OVERLOADING. NO HANDLING LARGE LOADS OF BUILDINGS            TECHNICIAN: BRYAN COX            DATE: 12-3-2019            UNIT HOURS: 1384            COMPLAINT: ENGINE SPEED UNSTABLE, VOLTAGE OUTPUT UNSTABLE.            PCF: X            CAUSE: X            RESULTANT DAMAGE: X            CORRECTION: FOUND UNIT OPERATING, PROVIDING POWER TO SITE FOR UTILITY POWER OUTAGE. CHECKED UNIT OUTPUT, 240 VAC 60 HZ, AND OPERATING NORMALLY. CHECKED VOLTAGE AT MANUAL TRANSFER SWITCH AND FOUND UTILITY POWER AVAILABLE. TRANSFER SITE LOAD TO UTILITY POWER. SHUT DOWN GENERATOR AND CHECKED POWER CABLE CONNECTIONS AT CIRCUIT BREAKER AND VOLTAGE REGULATOR TERMINATIONS. FOUND LOOSE TERMINAL CONNECTIONS AT VOLTAGE REGULATOR SENSING AND VOLTAGE ADJUST. TIGHTENED ALL TERMINALS. CUSTOMER REQUESTS TO REPLACE REGULATOR. NEED TO TEST UNIT WITH LOAD BANK TO FURTHER TROUBLE SHOOT REPORTED ENGINE SPEED BEING UNSTABLE, AS THIS WAS NOT OBSERVED. LEFT UNIT OFF, AS THERE IS NO ATS AT SITE.</p> <p>*****</p> <p>AGC FIELD LABOR 4.00 RT HOURS 700.00            AGC FIELD LABOR 2.50 OT HOURS 656.25</p> <p>TOTAL LABOR SEG. 01 1356.25</p> <p>92.00 MI LEAGE 271.40</p> <p>TOTAL MISC CHGS SEG. 01 271.40</p>		

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AMOUNT CREDIT	▶	



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# SERVICE INVOICE INVOICE

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INVOICE NUMBER SW030100043	INVOICE DATE 01-15-20	CUSTOMER NO. 5217000	REFERENCE NUMBER 0363993	PURCHASE ORDER DEAN
MODEL 3412	SERIAL NUMBER 06AF00496	EQUIP.# SHOP	METER READING 1384.0	MACH. I.D. NO.

QTY	DESCRIPTION	UNIT PRICE	TOTAL
	TOTAL		1627.65

**REPLACE VOLTAGE REGULATOR**

REPLACE VOLTAGE REG PER CUST REQUEST AND LOADBANK  
 ON SITE  
 RESULTANT DAMAGE: N/A  
 CORRECTION: GOT WITH SITE PERSONAL AND GOT SET UP  
 FOR REPAIRS. NEW VOLTAGE REGULATOR NEEDS TO BE  
 MOUNTED ON THE UNIT. LOTO DONE. REMOVED HOUSING ON  
 GEN SET IN ORDER TO GET TO THE VOLTAGE REGULATOR.  
 DRILLED HOLES TO MOUNT. MOUNTED VR6. WIRED IN  
 THE VOLTAGE REGULATOR. REMOVED LOTO IN ORDER TO  
 TEST THE OUT PUT OF THE VR6 REGULATOR. MADE  
 ADJUSTMENTS ON RHEOSTAT TO GET VOLTAGE SET. SET  
 THE STABILIZER RHEOSTAT. COULD NOT PREFORM LOAD  
 TEST AT THIS TIME WITH LOAD BANK DUE TO WEATHER. I  
 GOT TOGETHER WITH SITE PERSONAL TO DO BUILDING  
 LOAD TEST.  
 SITE PERSONAL INFORMED ME OF HOW THEY DO THE  
 TRANSFER OF POWER WHEN OUTAGE HAPPENS. XXXX THIS  
 PROCEDURE NEEDS TO STOP. XXXX THERE IS NO ATS FOR  
 THE SITE. ALL TRANSFERS ARE DONE MANUALLY. NO ONE  
 HAS BEEN SUITING UP FOR THESE TRANSFERS. I WENT  
 THREW PROPER PROCEDURES FOR THE TRANSFER WHEN  
 POWER GOES OUT FOR THE SITE. FIRST ALL POWER  
 SOURCES NEED TO BE SHUT OFF BEFORE ATTEMPTING TO  
 DO THE TRANSFER. DISCONNECT PG&E SWITCH, SHOULD BE  
 OPENED. NEXT OPEN ALL SUPPLY BREAKERS TO THE  
 BUILDING, I.E: COMPRESSOR, WELDERS, LIGHTS, ECT.  
 THEN START THE GEN SET AND DO A WARM UP. THEN MOVE  
 THE KNIFE SWITCH FOR THE GEN SET TO THE BACK UP  
 GENERATOR. THEN TURN ON ALL SUPPLY BREAKERS TO THE  
 BUILDING. THIS MUST BE DONE WITH PROPER

**TERMS OF PAYMENT:** NET 10 for all equipment purchases and rental transactions; DUE ON THE 10TH OF THE MONTH FOLLOWING THE INVOICE DATE for all parts and service transactions. A FINANCE CHARGE OF 1.5% per month will be applied to all past due invoices. In the event the account becomes delinquent, the customer will pay the costs of collection including reasonable accrued attorney fees and court costs incurred by Holt of California in collecting any indebtedness of customer to Holt of California.

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MODEL 3412	SERIAL NUMBER 06AF00496	EQUIP.# SHOP	METER READING 1384.0	MACH. I.D. NO.

QTY	DESCRIPTION	UNIT PRICE	TOTAL
PROTECTIVE CLOTHING ON BEFORE ANY TRANSFERS ARE DONE. WHEN POWER RETURNS THE REVERSE SHOULD TAKE PLACE WITH PROTECTIVE CLOTHING WORN. ***** RECOMMEND THAT THE SITE INSTALL AN ATS IN PLACE OF THE KNIFE SWITCH SO AS NOT TO PUT SITE PERSONAL IN DANGER OF A POSSIBLE ARC FLASH SITUATION. THIS IS A MUST FOR THE SITE. SITE PERSONAL DO NOT NEED TO BE PLACED IN THIS SITUATION WHEN PROPER EQUIPMENT CAN BE PUT IN PLACE TO MAKE THIS A SAFER OPERATION. *****			
1	127-9070	POTENTIOMETER	116.80
1	365-2076	REGULATOR AS	896.36
	TOTAL PARTS	SEG. 02	1013.16
	AGC FIELD LABOR	11.00 RT HOURS	2002.00
	TOTAL LABOR	SEG. 02	2002.00
1.00	INBOUND FREIGHT		10.00
90.00	MI LEASE		265.50
	TOTAL MI SC CHGS	SEG. 02	275.50
	<b>TOTAL</b>		<b>3290.66</b>
	ENVIRON. SVC FEE		73.77
	MI SC HARDWARE		15.20
	CAL SALES TAX 7.25%		80.63
	* * * INVOICE COPY * * *		

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MODEL 3412	SERIAL NUMBER 06AF00496	EQUIP.# SHOP	METER READING 1384.0	MACH. I.D. NO.

QTY	DESCRIPTION	UNIT PRICE	TOTAL
DUE 10TH OF THE NEXT MONTH			
<i>PLEASE PAY PROMPTLY</i>			
<i>THANK YOU!</i>			

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## Report Header Information

Ticket:	647563	Customer:	SIERRA CO ROAD DEPARTMENT	Manufacturer:	CATERPILLAR	SMU:	1384
Work Order:	0363993	Account No:	5217000	Model:	3412	Cab Type:	
Dealer:	D100	Customer Equipment Number:	SHOP	Serial No:	06AF00496	Delivery Date:	

## Repair Notes

<b>Segment:</b>	01
<b>Job Code::</b>	TROUBLESHOOT
<b>Component Code:</b>	GENERATOR SET
<b>Comments:</b>	<p>TROUBLESHOOT BLACK SMOKE AND OVERLOADING. NO HANDLING LARGE LOADS OF BUILDINGS          TECHNICIAN:BRYAN COX          DATE:12-3-2019          UNIT HOURS:1384          COMPLAINT:ENGINE SPEED UNSTABLE, VOLTAGE OUTPUT UNSTABLE.          PCF:X          CAUSE:X          RESULTANT DAMAGE:X          CORRECTION: FOUND UNIT OPERATING, PROVIDING POWER TO SITE FOR UTILITY POWER OUTAGE. CHECKED UNIT OUTPUT, 240 VAC 60 HZ, AND OPERATING NORMALLY. CHECKED VOLTAGE AT MANUAL TRANSFER SWITCH AND FOUND UTILITY POWER AVAILABLE. TRANSFER SITE LOAD TO UTILITY POWER. SHUT DOWN GENERATOR AND CHECKED POWER CABLE CONNECTIONS AT CIRCUIT BREAKER AND VOLTAGE REGULATOR TERMINATIONS. FOUND LOOSE TERMINAL CONNECTIONS AT VOLTAGE REGULATOR SENSING AND VOLTAGE ADJUST. TIGHTENED ALL TERMINALS. CUSTOMER REQUESTS TO REPLACE REGULATOR. NEED TO TEST UNIT WITH LOAD BANK TO FURTHER TROUBLE SHOOT REPORTED ENGINE SPEED BEING UNSTABLE, AS THIS WAS NOT OBSERVED. LEFT UNIT OFF, AS THERE IS NO ATS AT SITE.</p> <p>*****</p>

<b>Segment:</b>	02
<b>Job Code::</b>	REPLACE
<b>Component Code:</b>	VOLTAGE REGULATOR
<b>Comments:</b>	<p>REPLACE VOLTAGE REG PER CUST REQUEST AND LOADBANK ONSITE          RESULTANT DAMAGE: N/A          CORRECTION: GOT WITH SITE PERSONAL AND GOT SET UP FOR REPAIRS. NEW VOLTAGE REGULATOR NEEDS TO BE MOUNTED ON THE UNIT. LOTO DONE. REMOVED HOUSING ON GEN SET IN ORDER TO GET TO THE VOLTAGE REGULATOR. DRILLED HOLES TO MOUNT. MOUNTED VR6. WIRED IN THE VOLTAGE REGULATOR. REMOVED LOTO IN ORDER TO TEST THE OUT PUT OF THE VR6 REGULATOR. MADE ADJUSTMENTS ON RHEOSTAT TO GET VOLTAGE SET. SET THE STABILIZER RHEOSTAT. COULD NOT PREFORM LOAD TEST AT THIS TIME WITH LOAD BANK DUE TO WEATHER. I GOT TOGETHER WITH SITE PERSONAL TO DO BUILDING LOAD TEST.          SITE PERSONAL INFORMED ME OF HOW THEY DO THE TRANSFER OF POWER WHEN OUTAGE HAPPENS. XXXX THIS PROCEDURE NEEDS TO STOP. XXXX THERE IS NO ATS FOR THE SITE. ALL TRANSFERS ARE DONE MANUALLY. NO ONE HAS BEEN SUITING UP FOR THESE TRANSFERS. I WENT THREW PROPER PROCEDURES FOR THE TRANSFER WHEN POWER GOES OUT FOR THE SITE. FIRST ALL POWER SOURCES NEED TO BE SHUT OFF BEFORE ATTEMPTING TO DO THE TRANSFER. DISCONNECT PG&amp;E SWITCH, SHOULD BE OPENED. NEXT OPEN ALL SUPPLY BREAKERS TO THE BUILDING, IE: COMPRESSOR, WELDERS, LIGHTS, ECT. THEN START THE GEN SET AND DO A WARM UP. THEN MOVE THE KNIFE SWITCH FOR THE GEN SET TO THE BACK UP GENERATOR. THEN TURN ON ALL SUPPLY BREAKERS TO THE</p>



BUILDING. THIS MUST BE DONE WITH PROPER PROTECTIVE CLOTHING ON BEFORE ANY TRANSFERS ARE DONE. WHEN POWER RETURNS THE REVERSE SHOULD TAKE PLACE WITH PROTECTIVE CLOTHING WORN.

\*\*\*\*\*

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