Facility	Mule Creek
Date	10/16/2008
Type	UHR's
Location	Main Med Rec Department
Manager	Debbie Stacey and Michelle Riley

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	36	12			0	0
76	42	12			0	0
76	48	12			0	0
76	36	24			0	0
76	42	24			0	0
76	48	24			0	0
84	36	13			0	0
88	42	12			0	0
88	48	12			0	0
88	36	24			0	0
88	48	24			0	0
			Subtotal	0	0	0

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
6	43	9288	774
		0	0
		0	0
		0	0
		0	0
Subtotal	43	9288	774

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Boxes	15	12	1		0	0
Boxes	24	12	1			
			Subtotal	0	0	0

Cabinet Storage

Length of Drawer / Shelf	Number of Drawers / Shelf	Number of Cabinets	Lineal Ft
2	0	0	0
3			0
Subtotal	0	0	0

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	0	0	NA	
Stationary Shelving	774	528	NA	
Lateral Cabinets	0	0		
Boxes Storage	0		0	
Shelving Area		0		
TOTALS	774	528	0	

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
			0
16	33	1	528
			0
			0
			0

COMMENTS	Good condition; shelving in good shape
Shelving	Prison Industries
Mobile	NA
Boxes	NA
Folders	Charts are kept in good order and condition

Facility	Mule Creek
Date	10/16/2008
Type	Volumes
Location	Volume Room
Manager	Debbie Stacey and Michelle Riley

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	36	12			0	0
76	42	12			0	0
76	48	12			0	0
76	36	24			0	0
76	42	24			0	0
76	48	24			0	0
84	36	13			0	0
88	42	12			0	0
88	48	12			0	0
88	36	24			0	0
88	48	24			0	0
			Subtotal	0	0	0

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
6	25	5400	450
		0	0
		0	0
		0	0
		0	0
Subtotal	25	5400	450

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Boxes	15	12	1	50	67	60
Boxes	24	12	1			
			Subtotal	0	67	60

Cabinet Storage

Length of Drawer / Shelf	Number of Drawers / Shelf	Number of Cabinets	Lineal Ft
2	0	0	0
3			0
Subtotal	0	0	0

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	0	0	NA	
Stationary Shelving	450	528	NA	
Lateral Cabinets	0	0		
Boxes Storage	67		60	
Shelving Area		0		
TOTALS	517	528	60	

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
			0
16	33	1	528
			0
			0
			0

COMMENTS	Good condition; shelving in good shape
Shelving	Prison Industries
Mobile	NA
Boxes	IP charts in boxes on top of shelving
Folders	Charts are kept in good order and condition

Facility	Richard J. Donovan
Date	9/22/2008
Type	Medical Records
Location	HIM Department
Manager	Alma Diaz

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Levels	Quantity	Lineal In.	Lineal ft.
76	36	12			0	0
76	42	12			0	0
76	48	12			0	0
76	36	24	6	40	17280	1440
76	42	24			0	0
76	48	24			0	0
86	36	13.5			0	0
86	42	12			0	0
86	48	12			0	0
86	36	24			0	0
86	42	24			0	0
			Subtotal	0	17280	1440

Stationary Shelving

Levels	Quantity	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
Subtotal	0	0	0

Box Storage

Height	Length	Depth	Levels	Quantity	Lineal Ft	Cubic Ft
Box	15	12	1	40	53	48
Box	24	12	1			
			Subtotal	0	53	48

Cabinet Storage

Length of Drawer	No. of Drawers	No. of Cabinets	Lineal Ft
24			0
36	15	3	36
Subtotal	15	3	36

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet
Mobile Shelving	1440	1440	
Static Shelving	0	0	
Lateral Cabinets	36	9	
Boxes	53		48
TOTALS	1529	1449	48

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
15	33		495
0	0		0
1	3	3	9
NA	NA	NA	

COMMENTS	Out of shelving space; immediate need for more shelves; need to use more file dividers; could increased capacity by utilizing a (7th) row of shelving
Shelving	Average; many bent shelves due to a lack of shelf reinforcers
Mobile	Obsolete but still useable; should be replaced soon; probably manufacured by Richards Wilcox in Aurora IL
Boxes	Okay; some falling are apart; 40 boxes of Parole Records returned from the Record Center waiting to be refiled
Folders	UHR'S in poor shape; some are taped together; edges are ragged; many need to be replaced

Facility	Sacramento County Prison
Date	9/16/2008
Type	Medical Records UHR's and Volumes
Location	Medical Records
Manager	Cynthia

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	36	12			0	0
76	42	12			0	0
76	48	12			0	0
76	36	24			0	0
76	42	24			0	0
76	48	24			0	0
85	36	13.75			0	0
86	42	12			0	0
86	48	12			0	0
86	36	24			0	0
86	42	24			0	0
			Subtotal	0	0	0

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
7	71	17892	1491
		0	0
		0	0
		0	0
		0	0
Subtotal	71	17892	1491

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Box	15	12	1	262	349	314.4
Box	24	12	1			
			Subtotal	0	349	314.4

Cabinet Storage

Length of Drawer	Number of Drawers	Number of Cabinets	Lineal Ft
24			0
36			0
Subtotal	0	0	0

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	0	0	NA	
Stationary Shelving	1491	0	NA	
Lateral Cabinets	0	0		
Boxes	349		314.4	
Shelving Area		864		
TOTALS	19454	864	314.4	

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
			0
			0
			0
			0
24	36	1	864

COMMENTS	Shelving is in good shape but aisles are too wide. Could get another row of shelving in the same foot print by reducing aisle width
Shelving	Good shape from Prison Industries
Mobile	NA
Boxes	Are in decent shape but need to be stored on proper shelving
Folders	Poor shape need to replace old UHR's

Facility	Sacramento County Prison
Date	9/16/2008
Type	FTTF Folsum Transition & Training Facility
Location	Self Contained building on campus
Manager	Cherisa Anderson

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	36	12			0	0
76	42	12			0	0
76	48	12			0	0
76	36	24			0	0
76	42	24			0	0
76	48	24			0	0
85	36	13.75			0	0
86	42	12			0	0
86	48	12			0	0
86	36	24			0	0
86	42	24			0	0
			Subtotal	0	0	0

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
Subtotal	0	0	0

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Box	15	12	1		0	0
Box	24	12	1			
			Subtotal	0	0	0

Cabinet Storage

Length of Drawer / Shelf	Number of Drawers / Shelves	Number of Cabinets	Lineal Ft
24			0
36	6	3	54
Subtotal	6	3	54

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	0	0	NA	
Stationary Shelving	0	0	NA	
Lateral Cabinets	54	10.8		
Boxes	0		0	
Shelving Area		0		
TOTALS	54	10.8	0	

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
			0
			0
1.2	3	3	10.8
			0
			0

COMMENTS	Remote location; self contained; keeps their own records
Shelving	Lateral cabinets in decent shape
Mobile	NA
Boxes	NA
Folders	Good condition

Facility	Sacramento County Prison
Date	9/16/2008
Type	Sampling of PSU Records Equipment
Location	Remote locations in Blocks 1-8
Manager	Lisa Carillo

Equipment Analysis Spreadsheet

Mobile Shelving

Height	Length	Depth	Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
76	36	12			0	0
76	42	12			0	0
76	48	12			0	0
76	36	24			0	0
76	42	24			0	0
76	48	24			0	0
85	36	13.75			0	0
86	42	12			0	0
86	48	12			0	0
86	36	24			0	0
86	42	24			0	0
			Subtotal	0	0	0

Stationary Shelving

Number of Levels	Quantity of sections	Lineal In.	Lineal ft.
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
		0	0
Subtotal	0	0	0

Box Storage

Height	Length	Depth	Number of Levels	Quantity of Boxes	Lineal Ft	Cubic Ft
Box	15	12	1		0	0
Box	24	12	1			
			Subtotal	0	0	0

Cabinet Storage

Length of Drawer / Shelf	Number of Drawers / Shelves	Number of Cabinets	Lineal Ft
24			0
36	6	48	864
Subtotal	6	48	864

TOTALS

Equipment	Lineal Feet	Square Feet	Cubic Feet	Notes
Mobile Shelving	0	0	NA	
Stationary Shelving	0	0	NA	
Lateral Cabinets	864	172.8		
Boxes	0		0	
Shelving Area		0		
TOTALS	864	172.8	0	

SQUARE FOOTAGE

Depth	Width	Qty	Square Feet
			0
			0
1.2	3	48	172.8
			0
			0

COMMENTS	Viewed Block A; chart reflects blocks 1-8 based on attached sheet
Shelving	Lateral cabinets in decent shape
Mobile	NA
Boxes	NA
Folders	Poor condition UHR's