

PENDING APPROVAL

**PUBLIC BUILDING AUTHORITY
PROPER PURCHASING PROCEDURES NOT FOLLOWED
MEETING DATE: November 25, 2009**

INVOICE DATE BEFORE PO DATE:

<u>FUND</u>	<u>REQUISITIONING OFFICER</u>	<u>PO#</u>	<u>VENDOR NAME</u>	<u>JUSTIFICATION</u>	<u>AMOUNT</u>
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"There were no purchase orders for "Proper Purchasing Procedures Not Followed".

0	Total Improper
10	Total Claims Processed
0.0%	Improper

PENDING APPROVAL

Nov 20 2009 8:44 am

PUBLIC BUILDING AUTHORITY

Page 1 of 1

OKLAHOMA COUNTY

November 25, 2009

We, the undersigned Governing Board of Oklahoma County Public Building Authority jointly approve the following Purchase Orders and Authorized Checks issued covering same:

2010 Budget Year

Fund - 7030 PBA Enterprise

Check Number	Purpose	Check Amount	Vendor
703013150	Maintenance & Ops.	\$22.59	ALLIED WASTE SYSTEMS INC DBA ALLIED WASTE SERVICES OF OKLAHO
703013151	Maintenance & Ops.	\$59.98	BATTERIES SOONER INC DBA BATTERIES PLUS
703013152	Maintenance & Ops.	\$297.41	CITY OF OKC
703013153	Maintenance & Ops.	\$1,950.00	JAMES PHILLIPS DBA PHILLIPS DRYWALL ACOUSTICS
703013154	Maintenance & Ops.	\$430.00	KONE INC
703013155	Maintenance & Ops.	\$128.66	OFFICE DEPOT INC
703013156	Maintenance & Ops.	\$3,368.43	OKLAHOMA GAS & ELECTRIC CO
703013157	Capital Outlay	\$1,219.91	RUG & CARPET OUTLET INC
703013158	Capital Outlay	\$44.94	STANDLEY SYSTEMS INC
703013159	Maintenance & Ops.	\$66.17	STANDLEY SYSTEMS INC

We hereby authorize the County Clerk to affix our facsimile signatures on the above Purchase Orders at Oklahoma City, Oklahoma this 25 th Day of November , 2009

FACSIMILE SIGNATURES AFFIXED:

ATTEST:

Public Building Authority Trustees

Carolynn Caudill, County Clerk

Chairman

Member

Deputy

Member

TOTAL INVOICES ENTERED FOR THE MEETING DATE NOVEMBER 25, 2009 – 10

PENDING APPROVAL

Nov 20 2009 8:57 am

PUBLIC BUILDING AUTHORITY

OKLAHOMA COUNTY

November 25, 2009

Check Amount Purpose Vendor

2010 Fund - 7030 PBA Enterprise

Check # 703013150 \$22.59 ALLIED WASTE SYSTEMS INC DBA ALLIED WASTE SERVI
PO# 21000634 Resolution # 213-09
Center - 3300 3300
22.59 cw07076 trash service

Check # 703013151 \$59.98 BATTERIES SOONER INC DBA BATTERIES PLUS
PO# 21003540
Center - 3400 3400
59.98 BATTERY,REPLACEMENT,ALL TYPES

Check # 703013152 \$297.41 CITY OF OKC
PO# 21003672
Center - 2803 2803
297.41 WATER, GARBAGE

Check # 703013153 \$1,950.00 JAMES PHILLIPS DBA PHILLIPS DRYWALL ACOUSTICS
PO# 21002640
Center - 3400 3400
1,950.00 CARPENTRY

Check # 703013154 \$430.00 KONE INC
PO# 21001118 #220-09
Center - 3400 3400
430.00 elevator service

Check # 703013155 \$128.66 OFFICE DEPOT INC
PO# 21002950 # 284-09
Center - 3300 3300
128.66 NACO office supplies

Check # 703013156 \$3,368.43 OKLAHOMA GAS & ELECTRIC CO
PO# 21003610
Center - 2803 2803
3,368.43 ELECTRIC SERVICE

Check # 703013157 \$1,219.91 RUG & CARPET OUTLET INC
PO# 21002563
Center - 3400 3400
1,219.91 INSTALLATION OF NEW CARPET, REMOVEAL OF OLD CARPET, INSTALL NEW BACE COVE

Check # 703013158 \$44.94 STANDLEY SYSTEMS INC
PO# 21002259 Resolution #263-09
Center - 3300 3300
44.94 CW07083 copier lease

Check # 703013159 \$66.17 STANDLEY SYSTEMS INC
PO# 21002256 Resolution #263-09
Center - 3300 3300
66.17 CW07083 copier maint

TOTAL INVOICES ENTERED FOR THE MEETING DATE NOVEMBER 25, 2009 - 10

PENDING APPROVAL

PUBLIC BUILDING AUTHORITY

Oklahoma County, Oklahoma Fiscal Year--: 2006/2007

For NOV 2009

We, the undersigned governing board of Oklahoma County Public Building Authority, jointly approve the following purchase orders and authorize checks issued covering same, provided that all purchase orders involving salaries or wages shall be subject to federal and state withholding income tax, and social security deductions.

<u>Department</u>	<u>Check Amount</u>
Facilities Management-Lincoln	3,612.52
Investor's Capital Building	3,591.59
Metro Parking Garage	18,620.63
Total	25,824.74

	<u>Deposit Advice</u>		<u>Check Number</u>	
	<u>Beginning</u>	<u>Ending</u>	<u>Beginning</u>	<u>Ending</u>
PBA Monthly:	110008311	110008316	8456	8464

Attest:

Carolynn Caudill, County Clerk

PUBLIC BUILDING AUTHORITY TRUSTEES
Of Oklahoma County, Oklahoma

Chairman

Member

Member