

PENDING APPROVAL

**PUBLIC BUILDING AUTHORITY
PROPER PURCHASING PROCEDURES NOT FOLLOWED
MEETING DATE: March 24, 2010**

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>
7030	Kelli Green	21005966	Standley Systems, Inc.	I had accidentally closed out the Blanket PO 21002259 for Standley Systems. We are getting a new copier and I have a Blanket for it but we have not yet received it. So I had to do a Standard PO so I can get this invoice paid.	\$44.94
7030	Kelli Green	21005965	Standley Systems, Inc.	I had accidentally closed out the Blanket PO 21002256 for Standley Systems. We are getting a new copier and I have a Blanket for it but we have not yet received it. So I had to do a Standard PO so I can get this invoice paid.	\$49.59
0	Total improper				
9	Total Claims Processed				
0.0%	Improper				

PENDING APPROVAL

Mar 19 2010 8:33 am

PUBLIC BUILDING AUTHORITY

Page 1 of 1

OKLAHOMA COUNTY

March 24, 2010

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
703013303	Maintenance & Ops.	\$81.00	AIR-EXPERT OKC
703013304	Maintenance & Ops.	\$224.33	CUMMINS-ALLISON CORP
703013305	Maintenance & Ops.	\$3,312.08	OKLAHOMA GAS & ELECTRIC CO
703013306	Maintenance & Ops.	\$1,435.84	SCUDDER SERVICE & SUPPLY INC
703013307	Maintenance & Ops.	\$53.63	SPRINT PCS
703013308	Capital Outlay	\$44.94	STANDLEY SYSTEMS INC
703013309	Maintenance & Ops.	\$49.59	STANDLEY SYSTEMS INC

We hereby authorize the County Clerk to affix our facsimile signatures on the above Purchase Orders at Oklahoma City, Oklahoma this 24 th Day of March , 2010

FACSIMILE SIGNATURES AFFIXED:

ATTEST:

Public Building Authority Trustees

Chairman

Carolynn Caudill, County Clerk

Member

Deputy

Member

TOTAL NUMBER OF ENTRIES FOR MEETING DATE: MARCH 24, 2010 -9

PENDING APPROVAL

Mar 19 2010 9:11 am

PUBLIC BUILDING AUTHORITY

OKLAHOMA COUNTY

March 24, 2010

Check Amount Purpose Vendor

2010 Fund - 7030 PBA Enterprise

Check # 703013303 \$81.00 AIR-EXPERT OKC

PO# 21001363 Resolution # 224-09

Center - 3400 3400

81.00 RR deo service

Check # 703013304 \$224.33 CUMMINS-ALLISON CORP

PO# 21005748

Center - 3300 3300

224.33 OFFICE MACHINES, MAINT/SERVICE

Check # 703013305 \$3,312.08 OKLAHOMA GAS & ELECTRIC CO

PO# 21005833

Center - 2803 2803

3,312.08 ELECTRIC SERVICE

Check # 703013306 \$1,435.84 SCUDDER SERVICE & SUPPLY INC

PO# 21001107 #220-09

Center - 3300 3300

662.50 preventive maintenance and support services for parking control systems at Metro I and Metro II

PO# 21005702

Center - 3300 3300

325.92 ADDING MACHINE PAPER

23.77 FREIGHT

PO# 21005832

Center - 3300 3300

388.26 EQUIPMENT REPAIR

35.39 FREIGHT

Check # 703013307 \$53.63 SPRINT PCS

PO# 21001112 #220-09

Center - 3400 3400

53.63 cell phone usage

Check # 703013308 \$44.94 STANDLEY SYSTEMS INC

PO# 21005966

Center - 3300 3300

44.94 MISC SERVICE

Check # 703013309 \$49.59 STANDLEY SYSTEMS INC

PO# 21005965

Center - 3300 3300

49.59 COPYING MACHINES, MAINT/REPAIR

TOTAL NUMBER OF ENTRIES FOR MEETING DATE: MARCH 24, 2010 - 9