

# PENDING APPROVAL

**PUBLIC BUILDING AUTHORITY  
PROPER PURCHASING PROCEDURES NOT FOLLOWED  
MEETING DATE: March 31, 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	21006036	MAC Systems Inc	We were under the impression that the repair on the fire alarm was covered under the previous work that had been done on the system. We found out otherwise when we received the invoice for the work.	\$184.73

1 Total Improper  
8 Total Claims Processed  
12.5% Improper

# PENDING APPROVAL

Mar 25 2010 9:55 am

PUBLIC BUILDING AUTHORITY

Page 1 of 1

OKLAHOMA COUNTY

March 31, 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
703013310	Maintenance & Ops.	\$47.78	CITY OF OKC
703013311	Maintenance & Ops.	\$84.26	CITY OF OKLAHOMA CITY
703013312	Maintenance & Ops.	\$149.95	GELCO CLOTHING & SHOES INC
703013313	Maintenance & Ops.	\$171.66	LANDRETH & ASSOCIATES CPA'S PC
703013314	Maintenance & Ops.	\$184.73	MAC SYSTEMS INC (GLM FIRE & SAFETY A DIVISION OF)
703013315	Maintenance & Ops.	\$5,226.08	OKLAHOMA GAS & ELECTRIC CO
703013316	Maintenance & Ops.	\$900.00	SCOTTY L LONG DBA SBS LAND

We hereby authorize the County Clerk to affix our facsimile signatures on the above Purchase Orders at Oklahoma City, Oklahoma this 31<sup>th</sup> Day of March, 2010

FACSIMILE SIGNATURES AFFIXED:

ATTEST:

Public Building Authority Trustees

Carolynn Caudill, County Clerk

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Deputy

\_\_\_\_\_  
Member

**Total Invoices Entered For The Meeting Date March 31, 2010 = 8**

# PENDING APPROVAL

Mar 25 2010 9:58 am

PUBLIC BUILDING AUTHORITY

OKLAHOMA COUNTY

March 31, 2010

Check Amount Purpose Vendor

**2010 Fund - 7030 PBA Enterprise**

**Check # 703013310 \$47.78 CITY OF OKC**

PO# 21000614 Resolution # 213-09  
Center - 3300 3300  
47.78 noc water service Metro II

**Check # 703013311 \$84.26 CITY OF OKLAHOMA CITY**

PO# 21005640 27-10  
Center - 3300 3300  
84.26 noc water service for Metro I

**Check # 703013312 \$149.95 GELLCO CLOTHING & SHOES INC**

PO# 21005794  
Center - 3300 3300  
149.95 noc safety shoes

**Check # 703013313 \$171.66 LANDRETH & ASSOCIATES CPA'S PC**

PO# 21000629 Resolution # 213-09  
Center - 3300 3300  
171.66 noc CPA professional serv for PBA for 09/10

**Check # 703013314 \$184.73 MAC SYSTEMS INC (GLM FIRE & SAFETY A DIVISION OF)**

PO# 21006036  
Center - 3300 3300  
184.73 ALARM SERVICES

**Check # 703013315 \$5,226.08 OKLAHOMA GAS & ELECTRIC CO**

PO# 21002254 Resolution #263-09  
Center - 3300 3300  
2,333.22 NOC electric service Metro I  
PO# 21002255 Resolution #263-09  
Center - 3300 3300  
2,892.86 NOC electric service Metro II

**Check # 703013316 \$900.00 SCOTTY L LONG DBA SBS LAND**

PO# 21000759 217-09  
Center - 2803 2803  
900.00 lawn services

**Total Invoices Entered For The Meeting Date March 31, 2010 = 8**

# PENDING APPROVAL

## PUBLIC BUILDING AUTHORITY

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

For MAR 2010

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	4,642.35
Investor's Capital Building	2,886.09
Metro Parking Garage	15,170.63
<b>Total</b>	<b>22,699.07</b>

	<u>Deposit Advice</u>		<u>Check Number</u>	
	<u>Beginning</u>	<u>Ending</u>	<u>Beginning</u>	<u>Ending</u>
PBA Monthly:	110014552	110014558	8470	8471

Attest:

\_\_\_\_\_  
Carolynn Caudill, County Clerk

PUBLIC BUILDING AUTHORITY TRUSTEES  
Of Oklahoma County, Oklahoma

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member