



**CITY OF LAREDO, TEXAS
INTERNAL AUDIT DIVISION**

To: Honorable Mayor & Members of the City Council

CC: Robert A. Eads, City Manager
Rosario C. Cabello, Deputy City Manager
Kristina L. Hale, City Attorney
Homero Vasquez Garcia, Information Services & Telecommunications (IST) Director
Jose F. Castillo, Acting Financial Services Director
Miguel Pescador, Purchasing Agent

From: Veronica Urbano-Baeza, Internal Auditor 

Date: May 8, 2020

Subject: Friday Packet: Compiled Weekly Check Register Report with City Manager
Authorizations for Week Ending May 1, 2020

Enclosed is the Compiled Weekly Check Register report with the specifications noted below for the week ending May 1, 2020 with City Manager authorizations, if applicable, as requested by City Council. The enclosed report consists of source data extracted from the I-Series System through a query developed by our IST Department which includes City Manager authorization thresholds of \$10,001 to \$49,999, as amended in the City's Accounting Procedures Manual – Purchasing Policy and approved by City Council on December 2, 2019. Specifically, the report reflects checks, electronic funds transfers (EFT) and wire transfers issued within the time period specified. It is important to note that the City Manager authorizations reflected on the report come from the requisitions and subsequent purchase orders issued, and in some instances a City Manager authorization is not reflected because of the dollar amount of the requisition submitted and purchase order issued as per the requirements of the City's Accounting Procedures Manual – Purchasing Policy.

The enclosed report is being submitted for your review, and it will subsequently be posted on the City's webpage, as requested by City Council. It is important to note that the enclosed report is a compilation of data and not a comprehensive compliance audit, which would require a more extensive amount of time for completion depending on the number of checks, EFTs and wire transfers issued in any given week.

We would like to thank the IST Department and Financial Services Department staff for providing us with assistance on this request. If you should have any questions regarding this report, please feel free to contact me at my office at (956) 790-1808. Thank you.

Compiled Check Register Report (Includes Any and All Checks, Electronic Funds Transfers & Wire Transfers Issued for Time Period Selected)

Time Period Selected: 04-27-20 to 05-01-2020
 Amount Range Selected: \$10,001 to \$49,999

Check#	Date	Vendor	Amount	Description #1	Description #2	PO Number	Invoice Number	Purchase Requisitions with City Manager Authorizations (if applicable to Amount Range Requested)						
								Requisition #1	Approval #1	Requisition #2	Approval #2	Requisition #3	Approval #3	
15686	4/28/2020	DELL	\$ 204.64	COMPUTER ACCESSORIES		328746	10382049464	389814	READS	3/9/2020				
15686	4/28/2020	DELL	\$ 4,128.00	COMPUTER EQUIPMENT		328746	10382049464	389814	READS	3/9/2020				
15686	4/28/2020	DELL	\$ 12,042.72	RENT/LEASE COMP./DATA PRO		328746	10382049464	389814	READS	3/9/2020				
15686	4/28/2020	DELL	\$ 184.23	COMPUTER EQUIPMENT		328599	10382079980	389721						
15686	4/28/2020	DELL	\$ 746.26	COMPUTER HARDWARE MAINFRA		328599	10382079980	389721						
15686	4/28/2020	DELL	\$ 73.99	FURNITURE,OFFICE		328599	10382079980	389721						
15686	4/28/2020	DELL	\$ 33.29	SOUND SYSTEMS & ACCESSORY		328599	10382079980	389721						
15686	4/28/2020	DELL	\$ 338.82	COMPUTER EQUIPMENT		329126	10380769998	390132						
15686	4/28/2020	DELL	\$ 359.12	COMPUTER EQUIPMENT		328934	10383294974	390146						
15686	4/28/2020	DELL	\$ 1,200.00	COMPUTER HARDWARE MAINFRA		328934	10383294974	390146						
15686	4/28/2020	DELL	\$ 128.00	FURNITURE,OFFICE		328934	10383294974	390146						
15686	4/28/2020	DELL	\$ 57.60	SOUND SYSTEMS & ACCESSORY		328934	10383294974	390146						
EFT No. 15686 Total			\$ 19,496.67											
15694	4/28/2020	LOZANO'S BODY SHOP	\$ 3,614.15	AUTO &TRUCK MAINT.ITEMS	(Contract No. 14-062LOZN, Blanket Order (BO))	316995	3183	BO ENTRY; 377306	READS	7/8/2019				
15694	4/28/2020	LOZANO'S BODY SHOP	\$ 1,100.00	AUTO &TRUCK MAINT.ITEMS		316995	3184	BO ENTRY; 377306	READS	7/8/2019				
15694	4/28/2020	LOZANO'S BODY SHOP	\$ 4,982.00	AUTO &TRUCK MAINT.ITEMS		316995	3185	BO ENTRY; 377306	READS	7/8/2019				
15694	4/28/2020	LOZANO'S BODY SHOP	\$ 5,835.85	AUTO &TRUCK MAINT.ITEMS		316995	3186	BO ENTRY; 377306	READS	7/8/2019				
15694	4/28/2020	LOZANO'S BODY SHOP	\$ 8,548.56	AUTO &TRUCK MAINT.ITEMS		316995	3187	BO ENTRY; 377306	READS	7/8/2019				
EFT No. 15694 Total			\$ 24,080.56											
15696	4/28/2020	RS&H, INC.	\$ 21,150.00	LDO.INTL.AIRPORT AIR CRGO	REQ#10819 EST.#14 APRON	A18014	2230052000-14							
EFT No. 15696 Total			\$ 21,150.00											
Retainage Amount Noted on EFT No. 15696			\$ (2,115.00)											
EFT No. 15696 Net Total			\$ 19,035.00											
15697	4/28/2020	RUSH TRUCK CENTERS OF TEXAS-LA	\$ 484.75	RADIO COMMUNICATION EQUIP	(Contract No. 19-023RUSH)	317103	3018452929	376818	RCABELLO	7/9/2019				
15697	4/28/2020	RUSH TRUCK CENTERS OF TEXAS-LA	\$ 155.12	CHARGES	(Contract No. 19-023RUSH)	319128	3018452851	378743						
15697	4/28/2020	RUSH TRUCK CENTERS OF TEXAS-LA	\$ 5,840.64	MASS TRANSPORTATION BUS	(Contract No. 19-090RUSH, Blanket Order (BO))	323248	3018337116	BO ENTRY; 383251	RCABELLO	10/28/2019				
15697	4/28/2020	RUSH TRUCK CENTERS OF TEXAS-LA	\$ 85.00	SHIPPING AND HANDLING		323248	3018337116	BO ENTRY; 383251	RCABELLO	10/28/2019				
15697	4/28/2020	RUSH TRUCK CENTERS OF TEXAS-LA	\$ 57.90	MASS TRANSPORTATION BUS		323248	3018159580	BO ENTRY; 383251	RCABELLO	10/28/2019				
15697	4/28/2020	RUSH TRUCK CENTERS OF TEXAS-LA	\$ 4,999.32	MASS TRANSPORTATION BUS		323248	3018159799	BO ENTRY; 383251	RCABELLO	10/28/2019				
15697	4/28/2020	RUSH TRUCK CENTERS OF TEXAS-LA	\$ 225.00	SHIPPING AND HANDLING		323248	3018159799	BO ENTRY; 383251	RCABELLO	10/28/2019				
15697	4/28/2020	RUSH TRUCK CENTERS OF TEXAS-LA	\$ 779.00	MASS TRANSPORTATION BUS		323248	3018159897	BO ENTRY; 383251	RCABELLO	10/28/2019				
15697	4/28/2020	RUSH TRUCK CENTERS OF TEXAS-LA	\$ 296.00	MASS TRANSPORTATION BUS		323248	3018159897	BO ENTRY; 383251	RCABELLO	10/28/2019				
15697	4/28/2020	RUSH TRUCK CENTERS OF TEXAS-LA	\$ 1,869.10	AUTO/TRUCK MAINT ITEMS	(Contract No. 20-007RUSH, Blanket Order (BO))	324915	3018159924	BO ENTRY; 385586	READS	12/6/2019				
15697	4/28/2020	RUSH TRUCK CENTERS OF TEXAS-LA	\$ 407.19	RADIO COMMUNICATION EQUIP		330152	3017887886	391544						

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15697	4/28/2020	RUSH TRUCK CENTERS OF TEXAS-LA	\$ 405.93	RADIO COMMUNICATION EQUIP		330163	3017477624	391545									
		EFT No. 15697 Total	\$ 15,604.95														
15715	4/30/2020	TASK FORCE SECURITY	\$ 3,003.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 20-030TASK)	328541	179	389292	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 579.86	SECURITY,FIRE,SAFETY SERV	(Contract No. 20-030TASK)	328565	186	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 966.42	SECURITY,FIRE,SAFETY SERV		328565	186	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 193.28	SECURITY,FIRE,SAFETY SERV		328565	186	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 193.28	SECURITY,FIRE,SAFETY SERV		328565	186	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 176.40	SECURITY,FIRE,SAFETY SERV		328565	187	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 294.00	SECURITY,FIRE,SAFETY SERV		328565	187	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 58.80	SECURITY,FIRE,SAFETY SERV		328565	187	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 58.80	SECURITY,FIRE,SAFETY SERV		328565	187	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 149.61	SECURITY,FIRE,SAFETY SERV		328565	188	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 249.38	SECURITY,FIRE,SAFETY SERV		328565	188	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 49.88	SECURITY,FIRE,SAFETY SERV		328565	188	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 49.88	SECURITY,FIRE,SAFETY SERV		328565	188	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 237.81	SECURITY,FIRE,SAFETY SERV		328565	189	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 396.38	SECURITY,FIRE,SAFETY SERV		328565	189	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 79.28	SECURITY,FIRE,SAFETY SERV		328565	189	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 79.28	SECURITY,FIRE,SAFETY SERV		328565	189	389409	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 1,008.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 20-030TASK)	328568	177	389446	READS	3/4/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 672.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 20-030TASK)	328911	184	390110	RCABELLO	3/11/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 1,081.50	SECURITY,FIRE,SAFETY SERV	(Contract No. 20-030TASK)	328912	181	390096	RCABELLO	3/11/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 672.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 20-030TASK)	328913	182	389945	RCABELLO	3/11/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 3,108.00	CONSULTING SERVICES	(Contract No. 20-030TASK)	328914	180	390069	RCABELLO	3/11/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 1,102.50	SECURITY,FIRE,SAFETY SERV	(Contract No. 20-030TASK)	328915	185	389623	RCABELLO	3/11/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 588.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 20-030TASK)	329065	178	390164	RCABELLO	3/13/2020							
15715	4/30/2020	TASK FORCE SECURITY	\$ 966.00	SECURITY,FIRE,SAFETY SERV	(Contract No. 20-030TASK)	329067	183	390114	RCABELLO	3/13/2020							
		EFT No. 15715 Total	\$ 16,013.34														
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 53.94	CHEMICAL LAB EQUIP & SUPP		329771	2090	391145									
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 12.00	SHIPPING AND HANDLING		329771	2090	391145									
					(As per Requisition No. 391219, for the Purchase of Personal Protective Equipment (Masks) for Airport Security due to COVID 19 Response (Emergency PO #329806))												
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 2,500.00	FIRST AID AND SAFETY EQUI		329806	2096	391219									
					(As per Requisition No. 391225, for the Purchase of Personal Protective Equipment (Masks) for Animal Care Facility Staff due to COVID 19 Response (Emergency PO #329830))												
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 2,500.00	FIRST AID AND SAFETY EQUI		329830	2091	391225									
					(As per Requisition No. 391069, for the Purchase of Personal Protective Equipment (Masks) for Airport Staff due to COVID 19 Response (Emergency PO #329663))												
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 1,000.00	FIRST AID AND SAFETY EQUI		329663	2061	391069									
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 4,950.00	FIRST AID AND SAFETY EQUI		329663	2076	391069									

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15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 2,700.00	FIRST AID AND SAFETY EQUI	(As per Requisition No. 391232, for the Purchase of Personal Protective Equipment (Masks) for Transit Staff due to COVID 19 Response (Emergency PO #329723))	329723	2083	391232								
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 2,000.00	FIRST AID AND SAFETY EQUI	(As per Requisition No. 391223, for the Purchase of Personal Protective Equipment (Masks) for Solid Waste Staff due to COVID 19 Response (Emergency PO #329831))	329831	2098	391223								
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 500.00	FIRST AID AND SAFETY EQUI		329831	2098	391223								
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 2,250.00	FIRST AID AND SAFETY EQUI	(As per Requisition No. 391214, for the Purchase of Personal Protective Equipment (Masks) for Public Works Staff due to COVID 19 Response (Emergency PO #329809))	329809	2099	391214								
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 250.00	ART OBJECTS		329829	2100	391328								
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 125.00	ART OBJECTS		329829	2100	391328								
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 4,000.00	FIRST AID AND SAFETY EQUI	(As per Requisition No. 391368, for the Purchase of Personal Protective Equipment (Masks) for Police Department Staff due to COVID 19 Response (Emergency PO #329999))	329999	2120	391368								
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 180.00	GERMICIDES/PERSONAL PRODC		330107	2135	391505								
15719	4/30/2020	VIX MEDICAL EQUIPMENT	\$ 725.00	FIRST AID AND SAFETY EQUI		329687	2068	391058								
		EFT No. 15719 Total	\$ 23,745.94													
563146	4/28/2020	G & S OFFICE SUPPLIES	\$ 12,705.00	OFFICE SUPPLIES	(As per Requisition No. 387681, for the Purchase and Installation of Chairs for the City Council Chambers Renovation (City Manager's Department))	326939	52033	387681	READS	1/28/2020						
563146	4/28/2020	G & S OFFICE SUPPLIES	\$ 1,570.00	LABOR		326939	52033	387681	READS	1/28/2020						
		Check No. 563146 Total	\$ 14,275.00													
563164	4/28/2020	MARATHON FITNESS	\$ 6,296.50	SPORTING & ATHLETIC EQPT.	(As per Requisition No. 383781, for the Purchase of a Replacement Treadmill for Cigarroa Recreation Center (Parks Department)(Buyboard Contract No. 583-19))	326136	IN0036320	383781								
563164	4/28/2020	MARATHON FITNESS	\$ 325.00	SHIPPING AND HANDLING		326136	IN0036320	383781								
563164	4/28/2020	MARATHON FITNESS	\$ 225.00	LABOR		326136	IN0036320	383781								

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								Requisition #1	Approval #1	Date	Requisition #2	Approval #2	Date	Requisition #3	Approval #3	Date
								(As per Requisition No. 386538, for the Purchase of a Replacement Treadmill for El Eden Recreation Center (Parks Department))(Buyboard Contract No. 583-19))								
563164	4/28/2020	MARATHON FITNESS	\$ 6,296.50	SPORTING & ATHLETIC EQPT.		326137	IN0036321	386538								
563164	4/28/2020	MARATHON FITNESS	\$ 325.00	SHIPPING AND HANDLING		326137	IN0036321	386538								
563164	4/28/2020	MARATHON FITNESS	\$ 225.00	LABOR		326137	IN0036321	386538								
		Check No. 563164 Total	\$ 13,693.00													
563195	4/28/2020	SHI GOVERNMENT SOLUTIONS	\$ 5,285.00	COMPUTER SOFTWARE		327021	GB00361045	387691								
563195	4/28/2020	SHI GOVERNMENT SOLUTIONS	\$ 449.41	COMPUTER EQUIPMENT		328794	GB00362231	389232								
563195	4/28/2020	SHI GOVERNMENT SOLUTIONS	\$ 5,245.28	COMPUTER SOFTWARE		328085	GB00360476	389066								
563195	4/28/2020	SHI GOVERNMENT SOLUTIONS	\$ 1,437.48	COMPUTER SOFTWARE		328086	GB00360336	389088								
563195	4/28/2020	SHI GOVERNMENT SOLUTIONS	\$ 1,047.00	COMPUTER SOFTWARE		328369	GB00361409	389428								
563195	4/28/2020	SHI GOVERNMENT SOLUTIONS	\$ 1,796.85	COMPUTER SOFTWARE		328617	GB00361805	389712								
563195	4/28/2020	SHI GOVERNMENT SOLUTIONS	\$ 2,156.22	COMPUTER SOFTWARE MICROCO		328921	GB00362499	390127								
563195	4/28/2020	SHI GOVERNMENT SOLUTIONS	\$ 359.37	COMPUTER SOFTWARE		329401	GB00363743	390534								
		Check No. 563195 Total	\$ 17,776.61													
563199	4/28/2020	STANDARD INSURANCE COMPANY	\$ 21,765.09	MONTHLY PRREMIUM	Mar-20		Mar-20									
		Check No. 563199 Total	\$ 21,765.09													
								(As per Requisition No. 387157, for the Renewal of an Annual Maintenance Service Agreement on Servers housed at Police Department)								
563201	4/28/2020	STRATUS TECHNOLOGIES IRELAND,	\$ 8,688.00	COMPUTER SOFTWARE		326829	SVC183864	387157	READS	1/21/2020						
563201	4/28/2020	STRATUS TECHNOLOGIES IRELAND,	\$ 20,928.00	COMPUTER SOFTWARE		326829	SVC183865	387157	READS	1/21/2020						
		Check No. 563201 Total	\$ 29,616.00													
								(As per Requisition No. 380704, for the Purchase of Hydroseeding Equipment for the Horticulture Division (Parks Department))								
563211	4/28/2020	TURBO TECHNOLOGIES, INC.	\$ 9,265.50	AGRICULTURAL EQUIPMENT		320851	25069	380704	READS	9/18/2019						
563211	4/28/2020	TURBO TECHNOLOGIES, INC.	\$ 2,250.00	FLEET MANAGEMENT ITEM		320851	25069	380704	READS	9/18/2019						
		Check No. 563211 Total	\$ 11,515.50													
								(Contract No. 19-094AKIN) (As per Requisition No. 386266, to Provide Federal Legislative and Lobbying Consultant Services for the City of Laredo (Finance Department); Approved by City Council on 10-07-2019 (Finance Item No. 48))								
563228	4/30/2020	AKIN, GUMP, STRAUSS, HAUER &	\$ 400.61	EDUCATIONAL/TRAINING SVCS		325462	1879874	386266	RCABELLO	12/18/2019						
563228	4/30/2020	AKIN, GUMP, STRAUSS, HAUER &	\$ 7,800.00	EDUCATIONAL/TRAINING SVCS		325462	1879874	386266	RCABELLO	12/18/2019						
563228	4/30/2020	AKIN, GUMP, STRAUSS, HAUER &	\$ 7,200.00	EDUCATIONAL/TRAINING SVCS		325462	1879874	386266	RCABELLO	12/18/2019						
		Check No. 563228 Total	\$ 15,400.61													

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					(As per Requisition No. 380789, for the Purchase of Replacement Parts for the Belt Press Unit at the North Laredo Wastewater Treatment Plant (Utilities Department))												
563230	4/30/2020	ANDRITZ SEPARATION, INC.	\$ 25,319.31	WATER SEWAGE TREATMENT EQ		320865	8480095083	380789	READS	9/18/2019							
563230	4/30/2020	ANDRITZ SEPARATION, INC.	\$ 154.67	SHIPPING AND HANDLING		320865	8480095083	380789	READS	9/18/2019							
563230	4/30/2020	ANDRITZ SEPARATION, INC.	\$ 402.08	WATER SEWAGE TREATMENT EQ		320865	8480093617	380789	READS	9/18/2019							
563230	4/30/2020	ANDRITZ SEPARATION, INC.	\$ 17.83	SHIPPING AND HANDLING		320865	8480093617	380789	READS	9/18/2019							
563230	4/30/2020	ANDRITZ SEPARATION, INC.	\$ 3,788.07	WATER SEWAGE TREATMENT EQ		320865	8480093714	380789	READS	9/18/2019							
563230	4/30/2020	ANDRITZ SEPARATION, INC.	\$ 104.52	SHIPPING AND HANDLING		320865	8480093714	380789	READS	9/18/2019							
		Check No. 563230 Total	\$ 29,786.48														
					(As per Requisition No. 385308, for the Purchase of One (1) 2020 Chevy Equinox for Municipal Housing (Goodbuy Contract No. 19-8F000); Approved by City Council on 02-03-2020 (Fleet Management Item No. 23))												
563237	4/30/2020	CALDWELL COUNTRY	\$ 20,775.00	VEHICLES PURCHASE		327429	L6243629	385308	READS	2/6/2020							
		Check No. 563237 Total	\$ 20,775.00														
563279	4/30/2020	MARTINEZ PHARMACY, LLC.	\$ 15,380.35	HEALTH RELATED SERVICES		314933	70725	375160	RCABELLO	5/13/2019							
		Check No. 563279 Total	\$ 15,380.35														
563296	4/30/2020	PROMO SOLUTIONS	\$ 11,750.00	FIRST AID AND SAFETY EQUI		329510	1401	390887									
		Check No. 563296 Total	\$ 11,750.00														
					(As per Requisition No. 385574, for the Purchase of Replacement Parts for the Transfer Pump at the Zacate Wastewater Treatment Plant (Utilities Department))												
563298	4/30/2020	PUFFER SWEIVEN, LP.	\$ (975.00)	EQUIP MAINT & REPAIR GEN		325251	3971298	385574	READS	12/12/2019							
563298	4/30/2020	PUFFER SWEIVEN, LP.	\$ 41,085.23	EQUIP MAINT & REPAIR GEN		325251	3968658	385574	READS	12/12/2019							
		Check No. 563298 Total	\$ 40,110.23														
563299	4/30/2020	RDO EQUIPMENT CO.	\$ 46,191.21	AUTO & TRUCK MAINT.ITEMS		324474	W0923222	385101	READS	11/22/2019							
		Check No. 563299 Total	\$ 46,191.21														
563309	4/30/2020	SQUARE E SERVICES, LLC.	\$ 20,370.00	EQUIP MAINT & REPAIR GEN		324119	3317-810	384645	READS	11/18/2019							
		Check No. 563309 Total	\$ 20,370.00														

Compiled Check Register Report (Includes Any and All Checks, Electronic Funds Transfers & Wire Transfers Issued for Time Period Selected)

Time Period Selected: 04-27-20 to 05-01-2020
 Amount Range Selected: \$10,001 to \$49,999

Check#	Date	Vendor	Amount	Description #1	Description #2	PO Number	Invoice Number	Purchase Requisitions with City Manager Authorizations (if applicable to Amount Range Requested)									
								Requisition #1	Approval #1	Date	Requisition #2	Approval #2	Date	Requisition #3	Approval #3	Date	
					(As per Requisition No. 371145, for the Purchase and Implementation of Software for the Environmental Division (Inspections)(Health Department); Approved by City Council on 02-04-2019 (Motion No. 36))												
563321	4/30/2020	TYLER TECHNOLOGIES, INC.	\$ 2,376.25	COMPUTER SOFTWARE		311325	025-288609	371145	RCABELLO	2/27/2019							
563321	4/30/2020	TYLER TECHNOLOGIES, INC.	\$ 1,000.00	COMPUTER SOFTWARE		311325	025-288979	371145	RCABELLO	2/27/2019							
563321	4/30/2020	TYLER TECHNOLOGIES, INC.	\$ 1,043.75	COMPUTER SOFTWARE		311325	025-289517	371145	RCABELLO	2/27/2019							
					(As per Requisition No. 383473, for Annual Maintenance Agreement on Court Notification Calls and SMS Notifications Software for Municipal Court; Approved by City Council on 11-04-2019 (Motion No. 24))												
563321	4/30/2020	TYLER TECHNOLOGIES, INC.	\$ 11,271.00	COMPUTER SOFTWARE		324129	025-292245	383473	READS	11/18/2019							
563321	4/30/2020	TYLER TECHNOLOGIES, INC.	\$ 4,020.00	EQUIP.MAIN/REPAIR OFFICE		328303	045-298249	389324									
		Check No. 563321 Total	\$ 19,711.00														
					(Contract No. 19-070VULC, Blanket Order (BO))												
563326	4/30/2020	VULCAN MATERIALS COMPANY	\$ 13,221.99	ROAD AND HIGHWAY MATERIAL		316387	62079856	BO ENTRY; 376140	READS	6/21/2019							
563326	4/30/2020	VULCAN MATERIALS COMPANY	\$ 10,795.85	ROAD AND HIGHWAY MATERIAL		316387	62079856	BO ENTRY; 376140	READS	6/21/2019							
563326	4/30/2020	VULCAN MATERIALS COMPANY	\$ 15,924.13	ROAD AND HIGHWAY MATERIAL		320273	62072905	380569	READS	9/11/2019							
		Check No. 563326 Total	\$ 39,941.97														
					(As per Requisition No. 379535, to Provide Ongoing Geographic Information System (GIS) Services for 911 Regional Administration; Approved by City Council on 08-05-2019 (Information Services & Telecommunications (IST) Item No. (c) (HGAC Contract No. EC07-14))												
563330	4/30/2020	911 DATAMASTER, INC.	\$ 12,920.00	PROFESSIONAL SERVICES		319316	14696	379535	RCABELLO	8/25/2019							
		Check No. 563330 Total	\$ 12,920.00														
563374	4/30/2020	MISC. VENDOR TAX REFUNDS	\$ 12,211.67	TAX REFUNDS		66117	640664										
		Check No. 563374 Total	\$ 12,211.67														
563416	4/30/2020	MISC. VENDOR TAX REFUNDS	\$ 11,387.15	TAX REFUNDS		66135	615863										
		Check No. 563416 Total	\$ 11,387.15														
563493	4/30/2020	MISC. VENDOR TAX REFUNDS	\$ 31,523.03	TAX REFUNDS		66156	557140										
		Check No. 563493 Total	\$ 31,523.03														

Items in Blue Font Added by Internal Audit

Compiled Check Register Report (Includes Any and All Checks, Electronic Funds Transfers & Wire Transfers Issued for Time Period Selected)

Time Period Selected: 04-27-20 to 05-01-2020

Amount Range Selected: \$10,001 to \$49,999

Check#	Date	Vendor	Amount	Description #1	Description #2	PO Number	Invoice Number	Purchase Requisitions with City Manager Authorizations (if applicable to Amount Range Requested)							
								Requisition #1	Approval #1	Date	Requisition #2	Approval #2	Date	Requisition #3	Approval #3

Accounting Purchase Order Assigned (typically applies to Engineering Construction Contracts)

No Purchase Order Required as per the City's Accounting Procedures Manual - Purchasing Policy, which includes the following items: Travel Expenses (mileage, registration, lodging, airfare, etc.), Car Allowances, Personnel Reimbursements, Refunds, Engineering Licenses and Review Fees, Freight Charges (UPS, Federal Express, etc), Dues and Subscriptions (not required, but may be requested), Inter-Departmental Transfers, Postage (stamps, postage meters), Petty Cash and Utility Payments.