




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

To: Honorable Mayor & Members of the City Council

CC: Horacio De Leon, Jr., City Manager
Cynthia Collazo, Deputy City Manager
Martin Aleman, Executive Director of Finance & Technology
Kristina L. Hale, City Attorney
Homero Vasquez Garcia, Information Svcs & Telecomm Director
Jose F. Castillo, Assistant Financial Services Director
Miguel Pescador, Purchasing Agent

From: Veronica Urbano-Baeza, Internal Auditor 

Date: January 4, 2019

Subject: Friday Packet: Compiled Weekly Check Register Report with City Manager
Authorizations for Week Ending December 28, 2018

Enclosed is the Compiled Weekly Check Register report with the specifications noted below for the week ending December 28, 2018 with City Manager authorizations, if applicable, as requested by City Council on July 24, 2017. The enclosed report consists of source data extracted from the I-Series System through a query developed by our IT Department. Specifically, the report reflects checks, electronic funds transfers (EFT) and wire transfers issued within the time period specified and with a dollar range specified of \$7,001 to \$49,999 with corresponding City Manager authorizations. 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 IT 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: 12-24-2018 to 12-28-2018
 Amount Range Selected: \$7,001 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	Approval #1 Date	Requisition #2	Approval #2	Approval #2 Date	Requisition #3	Approval #3	Approval #3 Date	
12939	12/27/2018	AGUAWORKS PIPE & SUPPLY, LLC. EFT No. 12939 Total	\$ 8,813.43 \$ 8,813.43	WATER SEWAGE TREATMENT EQ		304851	2072832	362889	MALEMAN	9/28/2018							
(Contract No. 16-059CITY, Blanket Order (BO))																	
12945	12/27/2018	CITY READY MIX, INC.	\$ 510.00	ROAD/HIGHWAY MATERIAL		301999	5529	361679	RCHAVEZ	8/10/2018							
12945	12/27/2018	CITY READY MIX, INC.	\$ 1,020.00	ROAD/HIGHWAY MATERIAL		301999	5525	361679	RCHAVEZ	8/10/2018							
12945	12/27/2018	CITY READY MIX, INC.	\$ 612.00	ROAD/HIGHWAY MATERIAL		301999	5527	361679	RCHAVEZ	8/10/2018							
12945	12/27/2018	CITY READY MIX, INC.	\$ 1,020.00	ROAD/HIGHWAY MATERIAL		301999	5528	361679	RCHAVEZ	8/10/2018							
12945	12/27/2018	CITY READY MIX, INC.	\$ 918.00	ROAD/HIGHWAY MATERIAL		301999	5530	361679	RCHAVEZ	8/10/2018							
12945	12/27/2018	CITY READY MIX, INC.	\$ 1,020.00	ROAD/HIGHWAY MATERIAL		301999	5531	361679	RCHAVEZ	8/10/2018							
12945	12/27/2018	CITY READY MIX, INC.	\$ 1,887.00	ROAD/HIGHWAY MATERIAL		301999	5533	361679	RCHAVEZ	8/10/2018							
12945	12/27/2018	CITY READY MIX, INC.	\$ 510.00	ROAD/HIGHWAY MATERIAL		301999	5534	361679	RCHAVEZ	8/10/2018							
12945	12/27/2018	CITY READY MIX, INC. EFT No. 12945 Total	\$ 1,734.00 \$ 9,231.00	ROAD/HIGHWAY MATERIAL		301999	5535	361679	RCHAVEZ	8/10/2018							
PO NUM 302730 (Blanket Order (BO))																	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 228.79	MASS TRANSPORTATION BUS			12718819	362354	MMALDONADO	8/24/2018							
PO NUM 304047 (Contract No. 18-085GAP, Blanket Order (BO))																	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 810.04	AUTO & TRUCK MAINT.ITEMS			15709703	363859	MMALDONADO	9/21/2018							
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 479.10	AUTO & TRUCK MAINT.ITEMS			9716679	363859	MMALDONADO	9/21/2018							
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 1,254.00	AUTO & TRUCK MAINT.ITEMS			9718256	363859	MMALDONADO	9/21/2018							
PO NUM 305459 (Contract No. 18-046GONZ, Blanket Order (BO))																	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 585.00	AUTO & TRUCK MAINT.ITEMS			12707712	365422	MMALDONADO	10/23/2018							
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 185.16	AUTO & TRUCK MAINT.ITEMS			10709035	365422	MMALDONADO	10/23/2018							
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 180.00	AUTO & TRUCK MAINT.ITEMS			9708800	365422	MMALDONADO	10/23/2018							
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 486.63	AUTO & TRUCK MAINT.ITEMS			15711096	365422	MMALDONADO	10/23/2018							
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 45.40	AUTO & TRUCK MAINT.ITEMS			13715723	365422	MMALDONADO	10/23/2018							
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 444.52	AUTO & TRUCK MAINT.ITEMS			13717491	365422	MMALDONADO	10/23/2018							
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 759.00	AUTO & TRUCK MAINT.ITEMS			9716781	365422	MMALDONADO	10/23/2018							
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 43.23	AUTO & TRUCK MAINT.ITEMS			10719899	365422	MMALDONADO	10/23/2018							
BO ENTRY;																	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 119.76	FUEL,OIL,GREASE & LUBRICN	(Blanket Order (BO))	302730	16708255	362354	MMALDONADO	8/24/2018							
BO ENTRY;																	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 221.46	JANITORIAL SUPPLIES		302730	12709220	362354	MMALDONADO	8/24/2018							
BO ENTRY;																	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 21.35	MASS TRANSPORTATION BUS		302730	12709220	362354	MMALDONADO	8/24/2018							
BO ENTRY;																	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 117.68	MASS TRANSPORTATION BUS		302730	9710300	362354	MMALDONADO	8/24/2018							
BO ENTRY;																	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 201.60	FUEL,OIL,GREASE & LUBRICN		302730	15716042	362354	MMALDONADO	8/24/2018							
BO ENTRY;																	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 20.00	MASS TRANSPORTATION BUS		302730	11717052	362354	MMALDONADO	8/24/2018							
BO ENTRY;																	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 176.16	MASS TRANSPORTATION BUS		302730	11717108	362354	MMALDONADO	8/24/2018							
BO ENTRY;																	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 43.14	MASS TRANSPORTATION BUS		302730	12717214	362354	MMALDONADO	8/24/2018							
BO ENTRY;																	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 10.75	MASS TRANSPORTATION BUS		302730	12717226	362354	MMALDONADO	8/24/2018							
BO ENTRY;																	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 110.40	MASS TRANSPORTATION BUS		302730	8716635	362354	MMALDONADO	8/24/2018							

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Amount Range Selected: \$7,001 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	
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 2.52	MASS TRANSPORTATION BUS		302730	12718819	BO ENTRY; 362354	MMALDONADO	8/24/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 157.10	MASS TRANSPORTATION BUS		302730	13719006	BO ENTRY; 362354	MMALDONADO	8/24/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 6.90	MASS TRANSPORTATION BUS		302730	7718149	BO ENTRY; 362354	MMALDONADO	8/24/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 111.00	MASS TRANSPORTATION BUS		302730	13720472	BO ENTRY; 362354	MMALDONADO	8/24/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 112.64	AUTO & TRUCK MAINT.ITEMS	(Contract No. 18-085GAP, Blanket Order (BO))	304047	15709703	BO ENTRY; 363859	MMALDONADO	9/21/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 18.00	AUTO & TRUCK MAINT.ITEMS		304047	9716679	BO ENTRY; 363859	MMALDONADO	9/21/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 1,006.72	AUTO & TRUCK MAINT.ITEMS		304047	9716683	BO ENTRY; 363859	MMALDONADO	9/21/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 51.00	AUTO & TRUCK MAINT.ITEMS		304047	9718256	BO ENTRY; 363859	MMALDONADO	9/21/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 170.18	AUTO/TRUCK MAINT ITEMS	(Contract No. 18-046GONZ, Blanket Order (BO))	305459	10709035	365422	MMALDONADO	10/23/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 17.05	AUTO/TRUCK MAINT ITEMS		305459	14709608	365422	MMALDONADO	10/23/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 378.85	AUTO & TRUCK MAINT.ITEMS		305459	9708810	365422	MMALDONADO	10/23/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 109.76	AUTO/TRUCK MAINT ITEMS		305459	13715723	365422	MMALDONADO	10/23/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 67.74	AUTO/TRUCK MAINT ITEMS		305459	14715916	365422	MMALDONADO	10/23/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 87.89	AUTO/TRUCK MAINT ITEMS		305459	11717025	365422	MMALDONADO	10/23/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 123.21	AUTO & TRUCK MAINT.ITEMS		305459	13717495	365422	MMALDONADO	10/23/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 63.60	AUTO/TRUCK MAINT ITEMS		305459	14717597	365422	MMALDONADO	10/23/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 12.41	AUTO & TRUCK MAINT.ITEMS		305459	10719899	365422	MMALDONADO	10/23/2018				
12956	12/27/2018	GONZALEZ AUTO PARTS INC.	\$ 319.36	JANITORIAL SUPPLIES		306967	14715987	367173						
		EFT No. 12956 Total	\$ 9,359.10											
12958	12/27/2018	IMPRESSIONS DESIGN, INC.	\$ 34,976.00	SPORTING & ATHLETIC EQPT.	(As per Requisition No. 363781, for the Installation (Materials and Labor) on a Basketball Court Shade at Larga Vista Park (Parks Department))	303996	18194	363781	RCHAVEZ	9/20/2018				
12958	12/27/2018	IMPRESSIONS DESIGN, INC.	\$ 5,860.00	VENETIAN BLINDS, SHADES	(As per Requisition No. 362872, for the Installation (Materials and Labor) on a Shade Structure at the City Cemetery (Parks Department))	304104	18190	362872						
		EFT No. 12958 Total	\$ 40,836.00											
12960	12/27/2018	LAREDO MECHANICAL INDUSTRIAL	\$ 1,715.00	PUMPS AND ACCESSORIES	(Blanket Order (BO))	305191	1434	364043	MALEMAN	10/12/2018				
12960	12/27/2018	LAREDO MECHANICAL INDUSTRIAL	\$ 2,075.00	PUMPS AND ACCESSORIES		305191	1435	364043	MALEMAN	10/12/2018				
12960	12/27/2018	LAREDO MECHANICAL INDUSTRIAL	\$ 875.00	AUTO & TRUCK MAINT.ITEMS	(Contract No. 17-003LMEC, Blanket Order (BO))	307205	1432	367232	MMALDONADO	11/27/2018				
12960	12/27/2018	LAREDO MECHANICAL INDUSTRIAL	\$ 1,840.00	AUTO & TRUCK MAINT.ITEMS		307205	1433	367232	MMALDONADO	11/27/2018				
12960	12/27/2018	LAREDO MECHANICAL INDUSTRIAL	\$ 2,615.00	AUTO & TRUCK MAINT.ITEMS		307205	1437	367232	MMALDONADO	11/27/2018				
		EFT No. 12960 Total	\$ 9,120.00											
12968	12/27/2018	ROMO CONTRACTORS, LLC.	\$ 28,450.00	FIRST PAYMT DUE CONTRACTO	REF:RL-11-201-4245	A19004	102 1/2 S.JORGE							
		EFT No. 12968 Total	\$ 28,450.00											

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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	
		Retainage Amount Noted on EFT No. 12968	\$ (2,845.00)														
		EFT No. 12968 Net Total	\$ 25,605.00														
12969	12/27/2018	ROTEX TRUCK CENTER, INC.	\$ 5,020.00	MASS TRANSPORTATION BUS	PO NUM 302734 (Blanket Order (BO))		X901017842:01	362361	MMALDONADO	8/24/2018							
12969	12/27/2018	ROTEX TRUCK CENTER, INC.	\$ 5,750.00	MASS TRANSPORTATION BUS	(Blanket Order (BO))	302734	X901017689:01	362361	MMALDONADO	8/24/2018							
12969	12/27/2018	ROTEX TRUCK CENTER, INC.	\$ 4,833.33	MASS TRANSPORTATION BUS	PO NUM 302734 (Blanket Order (BO))		X901006993:02	362361	MMALDONADO	8/24/2018							
		EFT No. 12969 Total	\$ 15,603.33														
12972	12/27/2018	STANDARD INSURANCE COMPANY	\$ 20,890.80	LIFE,AD&D,DEPT LIFE & PAI	NOVEMBER 2018 INS PR		754407 A & B										
		EFT No. 12972 Total	\$ 20,890.80														
530134	12/27/2018	BOUND TREE MEDICAL LLC.	\$ 46.71	FIRST AID AND SAFETY EQUI	(Contract No. 16-042BOUN, Blanket Order (BO))	304446	83050783	364037	CCOLLAZO	10/5/2018							
530134	12/27/2018	BOUND TREE MEDICAL LLC.	\$ 1,052.39	FIRST AID AND SAFETY EQUI		304446	83050784	364037	CCOLLAZO	10/5/2018							
530134	12/27/2018	BOUND TREE MEDICAL LLC.	\$ 4,137.38	FIRST AID AND SAFETY EQUI		304446	83024753	364037	CCOLLAZO	10/5/2018							
530134	12/27/2018	BOUND TREE MEDICAL LLC.	\$ 4,032.68	FIRST AID AND SAFETY EQUI		304446	83030335	364037	CCOLLAZO	10/5/2018							
530134	12/27/2018	BOUND TREE MEDICAL LLC.	\$ 715.68	FIRST AID AND SAFETY EQUI		304446	83036419	364037	CCOLLAZO	10/5/2018							
530134	12/27/2018	BOUND TREE MEDICAL LLC.	\$ 1,592.00	FIRST AID AND SAFETY EQUI		304446	83036420	364037	CCOLLAZO	10/5/2018							
530134	12/27/2018	BOUND TREE MEDICAL LLC.	\$ 3,161.42	FIRST AID AND SAFETY EQUI		304446	83040085	364037	CCOLLAZO	10/5/2018							
530134	12/27/2018	BOUND TREE MEDICAL LLC.	\$ 227.17	FIRST AID AND SAFETY EQUI		304446	83040086	364037	CCOLLAZO	10/5/2018							
530134	12/27/2018	BOUND TREE MEDICAL LLC.	\$ 7.17	FIRST AID AND SAFETY EQUI		304446	83044090	364037	CCOLLAZO	10/5/2018							
530134	12/27/2018	BOUND TREE MEDICAL LLC.	\$ 3,015.93	FIRST AID AND SAFETY EQUI		304446	83045513	364037	CCOLLAZO	10/5/2018							
530134	12/27/2018	BOUND TREE MEDICAL LLC.	\$ 2,244.52	FIRST AID AND SAFETY EQUI		304446	83046972	364037	CCOLLAZO	10/5/2018							
530134	12/27/2018	BOUND TREE MEDICAL LLC.	\$ 523.17	FIRST AID AND SAFETY EQUI		304446	83048255	364037	CCOLLAZO	10/5/2018							
530134	12/27/2018	BOUND TREE MEDICAL LLC.	\$ 899.74	FIRST AID AND SAFETY EQUI		304446	83049424	364037	CCOLLAZO	10/5/2018							
		Check No. 530134 Total	\$ 21,655.96														
530135	12/27/2018	CANTU ELECTRIC, INC.	\$ 875.00	ELECTRONIC COMPONENTS	(Contract No. 18-084CANT, Blanket Order (BO))	305429	1552	364033	RCHAVEZ	10/22/2018							
530135	12/27/2018	CANTU ELECTRIC, INC.	\$ 875.00	ELECTRONIC COMPONENTS		305429	1553	364033	RCHAVEZ	10/22/2018							
530135	12/27/2018	CANTU ELECTRIC, INC.	\$ 875.00	ELECTRONIC COMPONENTS		305429	1554	364033	RCHAVEZ	10/22/2018							
530135	12/27/2018	CANTU ELECTRIC, INC.	\$ 875.00	ELECTRONIC COMPONENTS		305429	1555	364033	RCHAVEZ	10/22/2018							

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								Requisition #1	Approval #1	Requisition #2	Approval #2	Requisition #3	Approval #3	
530135	12/27/2018	CANTU ELECTRIC, INC.	\$ 875.00	ELECTRONIC COMPONENTS		305429	1556	BO ENTRY; 364033	RCHAVEZ	10/22/2018				
530135	12/27/2018	CANTU ELECTRIC, INC.	\$ 875.00	ELECTRONIC COMPONENTS		305429	1557	BO ENTRY; 364033	RCHAVEZ	10/22/2018				
530135	12/27/2018	CANTU ELECTRIC, INC.	\$ 875.00	ELECTRONIC COMPONENTS		305429	1558	BO ENTRY; 364033	RCHAVEZ	10/22/2018				
530135	12/27/2018	CANTU ELECTRIC, INC.	\$ 875.00	ELECTRONIC COMPONENTS		305429	1559	BO ENTRY; 364033	RCHAVEZ	10/22/2018				
530135	12/27/2018	CANTU ELECTRIC, INC.	\$ 875.00	ELECTRONIC COMPONENTS		305429	1560	BO ENTRY; 364033	RCHAVEZ	10/22/2018				
530135	12/27/2018	CANTU ELECTRIC, INC.	\$ 875.00	ELECTRONIC COMPONENTS		305429	1561	BO ENTRY; 364033	RCHAVEZ	10/22/2018				
530135	12/27/2018	CANTU ELECTRIC, INC.	\$ 875.00	ELECTRONIC COMPONENTS		305429	1562	BO ENTRY; 364033	RCHAVEZ	10/22/2018				
530135	12/27/2018	CANTU ELECTRIC, INC.	\$ 875.00	ELECTRONIC COMPONENTS		305429	1563	BO ENTRY; 364033	RCHAVEZ	10/22/2018				
530135	12/27/2018	CANTU ELECTRIC, INC.	\$ 875.00	ELECTRONIC COMPONENTS		305429	1564	BO ENTRY; 364033	RCHAVEZ	10/22/2018				
		Check No. 530135 Total	\$ 11,375.00											
					As per Requisition No. 364946, for Street Name Signs (District III) (Traffic Department)									
530147	12/27/2018	DOBIE SUPPLY, LLC.	\$ 4,158.00	SIGNS, SIGN MATERIALS		305068	20208		364946					
530147	12/27/2018	DOBIE SUPPLY, LLC.	\$ 75.00	SHIPPING AND HANDLING		305068	20208		364946					
530147	12/27/2018	DOBIE SUPPLY, LLC.	\$ 360.00	MARKERS,PLAQUES,SIGN,TRAF		305500	20274		365579					
					(As per Requisition No. 366543, for the Purchase of Material for Pavement Markings (Traffic Department))									
530147	12/27/2018	DOBIE SUPPLY, LLC.	\$ 3,396.60	MARKERS,PLAQUES,SIGN,TRAF		306447	20209		366543					
530147	12/27/2018	DOBIE SUPPLY, LLC.	\$ 175.00	SHIPPING AND HANDLING		306447	20209		366543					
530147	12/27/2018	DOBIE SUPPLY, LLC.	\$ 625.02	SIGNS, SIGN MATERIALS		306898	20262		367134					
		Check No. 530147 Total	\$ 8,789.62											
					(As per Requisition No. 364557, for the Purchase of Thirteen (13) Replacement Unmarked Units for the Police Department; Approved by City Council on 10-15-2018 (Motion No. 52))									
530172	12/27/2018	LAKE COUNTRY CHEVROLET, INC.	\$ 20,565.00	VEHICLES PURCHASE		305466	F98115		364557	CCOLLAZO	10/22/2018			
		Check No. 530172 Total	\$ 20,565.00											
530182	12/27/2018	MUNICIPAL CODE CORPORATION	\$ 9,122.52	PRINTING & TYPESETTING		308298	320859		368063	CCOLLAZO	12/17/2018			
530182	12/27/2018	MUNICIPAL CODE CORPORATION	\$ 88.55	SHIPPING AND HANDLING		308298	320859		368063	CCOLLAZO	12/17/2018			
		Check No. 530182 Total	\$ 9,211.07											
530190	12/27/2018	PROMAXIMA MANUFACTURING, LTD.	\$ 6,989.00	SPORTING & ATHLETIC EQPT.		306693	103619		366267	CCOLLAZO	11/14/2018			
530190	12/27/2018	PROMAXIMA MANUFACTURING, LTD.	\$ 495.00	FLEET MANAGEMENT ITEM		306693	103619		366267	CCOLLAZO	11/14/2018			
530190	12/27/2018	PROMAXIMA MANUFACTURING, LTD.	\$ 295.00	LABOR		306693	103619		366267	CCOLLAZO	11/14/2018			
		Check No. 530190 Total	\$ 7,779.00											
530192	12/27/2018	QUEST DIAGNOSTICS, INC.	\$ 6,681.60	CLINICAL LABORATORY TESTS	(Contract No. 17-020QUES)	304631	9179153780		364126	CCOLLAZO	10/8/2018			

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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		
530192	12/27/2018	QUEST DIAGNOSTICS, INC.	\$ 22.25	CHARGES	(Contract No. 17-020QUES)	305492	9179480234	365169							
530192	12/27/2018	QUEST DIAGNOSTICS, INC.	\$ 330.43	CHARGES	(Contract No. 17-020QUES)	305505	9179337133	365168							
530192	12/27/2018	QUEST DIAGNOSTICS, INC.	\$ 860.54	HEALTH RELATED SERVICES	(Contract No. 17-020QUES)	306156	9179153893	365789	CCOLLAZO	11/5/2018					
530192	12/27/2018	QUEST DIAGNOSTICS, INC.	\$ 108.50	CLINICAL LABORATORY TESTS	(Contract No. 17-020QUES)	306171	9179147740	365279	CCOLLAZO	11/5/2018					
530192	12/27/2018	QUEST DIAGNOSTICS, INC.	\$ 3,994.08	HEALTH RELATED SERVICES	(Contract No. 17-020QUES)	306916	9179153010	366878	CCOLLAZO	11/20/2018					
530192	12/27/2018	QUEST DIAGNOSTICS, INC.	\$ 839.63	HEALTH RELATED SERVICES		306918	9179153431	366827	CCOLLAZO	11/20/2018					
		Check No. 530192 Total	\$ 12,837.03												
530204	12/27/2018	ROCA GENERAL CONTRACTORS, LLC.	\$ 7,800.00	FIRST AND FINAL PAYMENT	REQ.#2015-15 CONTRACTOR		2506 BARRIOS								
		Check No. 530204 Total	\$ 7,800.00												
530206	12/27/2018	ROUTEMATCH SOFTWARE, INC.	\$ 13,574.14	COMPUTER SOFTWARE		308392	35183-2	367950	MMALDONADO	12/18/2018					
		Check No. 530206 Total	\$ 13,574.14												
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 85.00	AUTO & TRUCK MAINT.ITEMS	(Contract No. 15-041STMT, Blanket Order (BO))	295821	68351085	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 75.00	AUTO & TRUCK MAINT.ITEMS		295821	68351098	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 40.00	AUTO & TRUCK MAINT.ITEMS		295821	68351123	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 280.00	AUTO & TRUCK MAINT.ITEMS		295821	68351151	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 125.00	AUTO & TRUCK MAINT.ITEMS		295821	68351189	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 80.00	AUTO & TRUCK MAINT.ITEMS		295821	68351319	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 270.00	AUTO & TRUCK MAINT.ITEMS		295821	68351320	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 175.00	AUTO & TRUCK MAINT.ITEMS		295821	68351451	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 60.00	AUTO & TRUCK MAINT.ITEMS		295821	68351548	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO & TRUCK MAINT.ITEMS		295821	68351585	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO & TRUCK MAINT.ITEMS		295821	68351624	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 60.00	AUTO & TRUCK MAINT.ITEMS		295821	68351625	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO & TRUCK MAINT.ITEMS		295821	68351651	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 55.00	AUTO & TRUCK MAINT.ITEMS		295821	68351700	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 390.00	AUTO & TRUCK MAINT.ITEMS		295821	68351702	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 120.00	AUTO & TRUCK MAINT.ITEMS		295821	68351237	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 90.00	AUTO & TRUCK MAINT.ITEMS		295821	68351475	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 95.00	AUTO & TRUCK MAINT.ITEMS		295821	68351709	BO ENTRY; 354684	MMALDONADO	3/15/2018					

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								Requisition #1	Approval #1	Requisition #2	Approval #2	Requisition #3	Approval #3	
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68351816	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 85.00	AUTO &TRUCK MAINT.ITEMS		295821	68352065	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68352058	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68352078	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68352149	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 58.00	AUTO &TRUCK MAINT.ITEMS		295821	68351818	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 223.00	AUTO &TRUCK MAINT.ITEMS		295821	68352103	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 85.00	AUTO &TRUCK MAINT.ITEMS		295821	68352128	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 220.00	AUTO &TRUCK MAINT.ITEMS		295821	68352134	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 60.00	AUTO &TRUCK MAINT.ITEMS		295821	68352266	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68352583	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 55.00	AUTO &TRUCK MAINT.ITEMS		295821	68352585	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 182.00	AUTO &TRUCK MAINT.ITEMS		295821	68352262	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 75.00	AUTO &TRUCK MAINT.ITEMS		295821	68352297	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 55.00	AUTO &TRUCK MAINT.ITEMS		295821	68352347	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 105.00	AUTO &TRUCK MAINT.ITEMS		295821	68352363	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 90.00	AUTO &TRUCK MAINT.ITEMS		295821	68352376	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 55.00	AUTO &TRUCK MAINT.ITEMS		295821	68352503	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 55.00	AUTO &TRUCK MAINT.ITEMS		295821	68352504	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68352696	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68352697	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68352708	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 320.00	AUTO &TRUCK MAINT.ITEMS		295821	68352709	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 307.50	AUTO &TRUCK MAINT.ITEMS		295821	68352710	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 55.00	AUTO &TRUCK MAINT.ITEMS		295821	68352776	BO ENTRY; 354684	MMALDONADO	3/15/2018				

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530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 55.00	AUTO &TRUCK MAINT.ITEMS		295821	68352778	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 55.00	AUTO &TRUCK MAINT.ITEMS		295821	68352779	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 110.00	AUTO &TRUCK MAINT.ITEMS		295821	68352781	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 55.00	AUTO &TRUCK MAINT.ITEMS		295821	68352782	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 93.90	AUTO &TRUCK MAINT.ITEMS		295821	68352785	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 75.00	AUTO &TRUCK MAINT.ITEMS		295821	68352793	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 55.00	AUTO &TRUCK MAINT.ITEMS		295821	68352550	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68352561	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68352638	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 755.00	AUTO &TRUCK MAINT.ITEMS		295821	68352753	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 63.00	AUTO &TRUCK MAINT.ITEMS		295821	68351724	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 85.00	AUTO &TRUCK MAINT.ITEMS		295821	68352259	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68352962	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68353100	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 15.00	AUTO &TRUCK MAINT.ITEMS		295821	68353230	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68353269	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 170.00	AUTO &TRUCK MAINT.ITEMS		295821	68353275	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 427.50	AUTO &TRUCK MAINT.ITEMS		295821	68353281	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 60.00	AUTO &TRUCK MAINT.ITEMS		295821	68353289	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 90.00	AUTO &TRUCK MAINT.ITEMS		295821	68353294	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 60.00	AUTO &TRUCK MAINT.ITEMS		295821	68353224	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 160.00	AUTO &TRUCK MAINT.ITEMS		295821	68353368	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 240.00	AUTO &TRUCK MAINT.ITEMS		295821	68353373	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS		295821	68353438	BO ENTRY; 354684	MMALDONADO	3/15/2018					
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 125.00	AUTO &TRUCK MAINT.ITEMS		295821	68353440	BO ENTRY; 354684	MMALDONADO	3/15/2018					

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								Requisition #1	Approval #1	Requisition #2	Approval #2	Requisition #3	Approval #3	
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 355.00	AUTO &TRUCK MAINT.ITEMS		295821	68353459	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	AUTO &TRUCK MAINT.ITEMS	(Contract No. 17-039SOUT, Blanket Order (BO))	295821	68353518	BO ENTRY; 354684	MMALDONADO	3/15/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 50.00	LABOR		304533	68351338	364018	CCOLLAZO	10/8/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 470.00	TIRES & TUBES		304533	68351338	364018	CCOLLAZO	10/8/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 30.00	LABOR		304533	68351911	364018	CCOLLAZO	10/8/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 256.00	TIRES & TUBES		304533	68351911	364018	CCOLLAZO	10/8/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 45.00	LABOR		304533	68352182	364018	CCOLLAZO	10/8/2018				
530222	12/27/2018	SOUTHERN TIRE MART, INC.	\$ 130.00	LABOR		304533	68352765	364018	CCOLLAZO	10/8/2018				
		Check No. 530222 Total	\$ 8,980.90											
					(As per Requisition No. 364200, for the Purchase of Lumacurve Reflective Legend Panels for the Airport Airfields)									
530226	12/27/2018	STANDARD SIGNS, INC.	\$ 9,120.64	SIGNS, SIGN MATERIALS		304845	49596	364200	MMALDONADO	10/11/2018				
		Check No. 530226 Total	\$ 9,120.64											
530227	12/27/2018	STARR COUNTY	\$ 313.54	MANAGEMENT/OPERATION SERV		308374	1ST QTR 12/13	368329	MALEMAN	12/19/2018				
530227	12/27/2018	STARR COUNTY	\$ 9,129.96	MANAGEMENT/OPERATION SERV		308374	1ST QTR 12/13	368329	MALEMAN	12/19/2018				
		Check No. 530227 Total	\$ 9,443.50											
530237	12/27/2018	TRAFFICWARE GROUP, INC.	\$ 14,595.00	EQUIP MAINT & REPAIR GEN		304156	N0000018421	362800	RCHAVEZ	9/28/2018				
530237	12/27/2018	TRAFFICWARE GROUP, INC.	\$ 24,491.45	EQUIP MAINT & REPAIR GEN		306547	N0000018461	365622	RCHAVEZ	11/13/2018				
		Check No. 530237 Total	\$ 39,086.45											

Items in Blue Font Added by Internal Audit

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.