

**PUBLIC BUILDING AUTHORITY
PROPER PURCHASING PROCEDURES NOT FOLLOWED
Meeting Date: December 06, 2021**

INVOICE DATE BEFORE PO DATE:

REQUISITIONING					
<u>FUND</u>	<u>OFFICER</u>	<u>PO#</u>	<u>VENDOR NAME</u>	<u>JUSTIFICATION</u>	<u>AMOUNT</u>

There were no purchase orders for Proper Purchasing Procedures Not Followed.

0 Total Improper

INVOICE DATE BEFORE PO DATE:

There were no purchase orders for Proper Purchasing Procedures Not Followed.

There were no claims/checks for the March 21, 2012 meeting due to lack of quorum.

There were no claims/checks for the March 21, 2012 meeting.

There were no purchase orders for Proper Purchasing Procedures Not Followed.

Insufficient documentation (Credit Card Receipt)

1 POs was stamped Improper due to the FY21/22 budget not being available prior to invoicing

Travel exceeds the 45-day policy limit.

Not an allowable reimbursement.

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**COMMISSIONER'S PROCEEDING DETAIL REPORT
OKLAHOMA COUNTY**

December 06, 2021

Fund - 7030 PBA Enterprise

2022	Check # 703003818	\$13.06	BANCFIRST
	PO# 22201975	\$200.00	BPO for bank fees
2022	Check # 703003819	\$16.80	BANCFIRST
	PO# 22200786	\$300.00	BPO NOC banking fees
2022	Check # 703003820	\$26.13	BANCFIRST
	PO# 22200787	\$300.00	BPO NOC for banking fees
2022	Check # 703003821	\$130.68	BANCFIRST
	PO# 22200502	\$1,600.00	blanket noc bank fees
2022	Check # 703003826	\$2,756.78	CITY OF OKLAHOMA CIT
	PO# 22200504	\$2,500.00	blanket noc water service metro 1
	PO# 22203052	\$371.77	water service
	PO# 22203237	\$540.03	water service
	PO# 22203237	\$556.31	water service
	PO# 22203238	\$526.75	water service
	PO# 22203265	\$535.69	water service
2022	Check # 703003827	\$360.00	METRO PARKING GARAGE
	PO# 22200435	\$4,320.00	noc employee parking
2022	Check # 703003828	\$10,329.05	OG&E
	PO# 22203051	\$2,627.48	electric service
	PO# 22203201	\$2,724.78	noc electric service metro 2
	PO# 22203202	\$1,869.48	noc electric service metro 1
	PO# 22203263	\$3,107.31	electric service

**COMMISSIONER'S PROCEEDING DETAIL REPORT
OKLAHOMA COUNTY**

December 06, 2021

2022	Check # 703003829	\$134.53	OKLAHOMA COUNTY SHER
	PO# 22201698	\$1,200.00	blanket noc fuel for deputy
2022	Check # 703003830	\$667.12	OKLAHOMA NATURAL GAS
	PO# 22202975	\$140.41	gas service
	PO# 22203050	\$168.74	gas service
	PO# 22203264	\$208.21	gas service
	PO# 22203266	\$149.76	gas service
2022	Check # 703003831	\$340.00	RIP PEST AND WEED CO
	PO# 22200797	\$840.00	BPO CW22017 pest control
	PO# 22200798	\$4,968.00	BPO CW22017 pest control
	PO# 22200799	\$780.00	BPO CW22017 pest control
2022	Check # 703003832	\$36.35	STAPLES CONTRACT AND
	PO# 22200442	\$500.00	blanket sourcewell #101320-SCC janitorial supplies
2022	Check # 703003833	\$790.00	STEVE LANDRETH CPA P
	PO# 22200507	\$3,318.00	Blanket PBA CPA fees
	PO# 22200819	\$426.60	BPO NOC CPA services
	PO# 22200820	\$663.60	BPO NOC CPA services
	PO# 22201082	\$331.80	BPO CPA Services
2022	Check # 703003834	\$159.68	THE MEADOWS CENTER F
	PO# 22200733	\$5,000.00	BPO SW177 paper recycling

**COMMISSIONER'S PROCEEDING DETAIL REPORT
OKLAHOMA COUNTY**

December 06, 2021

2022	Check # 703003835	\$5,526.25	WETHERBEE ELECTRIC I
	PO# 22200439	\$8,960.00	blanket noc preventative maintenance service
	PO# 22201680	\$465.00	noc barrier gate laying bolts
	PO# 22202572	\$1,630.00	noc barrier adapter base McGee entrance
	PO# 22203198	\$1,101.25	noc Bill 2 Bill & Validator repair 10/14/21
	PO# 22203200	\$90.00	noc clear Bill 2 Bill Jam POF1 10/26/21
2022	Check # 800005257	\$62.21	AMAZON CAPITAL SERVI
	PO# 22200506	\$600.00	Blanket OMNIA R-TC-17006 office supplies
2022	Check # 800005258	\$138.18	BATTERIES SOONER INC
	PO# 22203061	\$100.90	noc batteries for fire alarm panel
	PO# 22203063	\$37.28	noc fire alarm auxillary panel
2022	Check # 800005259	\$1,920.00	FIRETROL PROTECTION
	PO# 22202108	\$1,920.00	SW1048F annual fire alarm, sprinkler, and pump ins
2022	Check # 800005260	\$511.10	HD SUPPLY FACILITIES
	PO# 22202858	\$413.00	USC16154 fan coil unit
	PO# 22203011	\$98.10	USC#16154 first aid kit
2022	Check # 800005261	\$430.80	JOHNSON CONTROLS INC
	PO# 22200783	\$1,020.00	BPO SW1048SG monthly alarm monitoring
	PO# 22200784	\$4,200.00	BPO SW1048SG alarm monitoring
2022	Check # 800005262	\$1,270.00	KONE INC
	PO# 22200436	\$10,080.00	blanket OMNIA 2019001564 elevator maintenance
	PO# 22201061	\$5,160.00	BPO USC#201901564 monthly elevator

**COMMISSIONER'S PROCEEDING DETAIL REPORT
OKLAHOMA COUNTY**

December 06, 2021

2022	Check # 800005263	\$30.00	STEPHEN M USSERY
	PO# 22200497	\$360.00	blanket CW22017 exterminating service
2022	Check # 800005264	\$6,068.64	UBM ENTERPRISE INC
	PO# 22200443	\$16,000.00	blanket CW21046 janitorial service
	PO# 22200444	\$540.00	blanket CW21046 carpet cleaning service
	PO# 22200791	\$18,525.00	BPO CW21046 monthly janitorial
	PO# 22200792	\$23,574.60	BPO CW21046 monthly janitorial
	PO# 22200793	\$13,260.75	BPO CW21046 monthly janitorial

7030 - PBA Enterprise	\$31,717.36
Total	\$31,717.36

We hereby authorize the County Clerk to affix our facsimile signatures on the above Purchase Orders at Oklahoma City, Oklahoma this December 06, 2021

FACSIMILE SIGNATURES AFFIXED:
ATTEST:

David B. Hooten, County Clerk

Board of County Commissioners

Chairman

Deputy

Member

Member

**COMMISSIONERS PROCEEDING
OKLAHOMA COUNTY**

Dec 06, 2021

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

Fund - 7030 PBA Enterprise

Check Number	Purpose	Check Amount	Vendor
703003818	BPO for bank fees - October 20	\$13.06	BANCFIRST
703003819	BPO NOC banking fees - October	\$16.80	BANCFIRST
703003820	BPO NOC for banking fees - Oct	\$26.13	BANCFIRST
703003821	blanket noc bank fees - OCTOBE	\$130.68	BANCFIRST
703003826	250101420259 OCTOBER/NOVEMBER	\$2,756.78	CITY OF OKLAHOMA CITY
703003827	EMPLOYEE PARKING	\$360.00	METRO PARKING GARAGE
703003828	127344981-7 Electric service m	\$10,329.05	OG&E
703003829	OCT 2021 FUEL CHARGE FOR PBA D	\$134.53	OKLAHOMA COUNTY SHERIFF OFFICE
703003830	210287029-1250519-00 UTILITY	\$667.12	OKLAHOMA NATURAL GAS
703003831	BPO CW22017 pest control	\$340.00	RIP PEST AND WEED CONTROL LLC
703003832	blanket sourcwell #101320-SCC	\$36.35	STAPLES CONTRACT AND COMMERCIAL INC
703003833	METRO PBA CPA fees	\$790.00	STEVE LANDRETH CPA PLLC
703003834	BPO SW177 paper recycling	\$159.68	THE MEADOWS CENTER FOR OPPORTUNITY
703003835	Blanket noc preventative maint	\$5,526.25	WETHERBEE ELECTRIC INC
800005257	Blanket OMNIA R-TC- 17006 offic	\$62.21	AMAZON CAPITAL SERVICES INC
800005258	Batteries for fire alarm panel	\$138.18	BATTERIES SOONER LLC

Total Checks = 22

**COMMISSIONERS PROCEEDING
OKLAHOMA COUNTY**

Dec 06, 2021

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

800005259	Annual fire alarm, sprinkler,	\$1,920.00	FIRETROL PROTECTION SYSTEMS INC
800005260	USC16154 fan coil unit	\$511.10	HD SUPPLY FACILITIES MAINTENANCE LTD
800005261	BPO SW1048SG monthly alarm mon	\$430.80	JOHNSON CONTROLS INC
800005262	blanket OMNIA 2019001564 eleva	\$1,270.00	KONE INC
800005263	METRO PARKING GARAGE EXTERMINA	\$30.00	STEPHEN M USSERY
800005264	BPO CW21046 monthly janitorial	\$6,068.64	UBM ENTERPRISE INC

We hereby authorize the County Clerk to affix our facsimile signatures on the above Purchase Orders at Oklahoma City, Oklahoma this 6 Day of December, 2021

FACSIMILE SIGNATURES AFFIXED:
ATTEST:

Board of County Commissioners
of Oklahoma County Oklahoma

David B. Hooten, County Clerk

Chairman

Deputy

Member

Member

Total Checks = 22