



<input checked="" type="checkbox"/>	E&E
<input type="checkbox"/>	JLA
<input type="checkbox"/>	SYNC
<input type="checkbox"/>	HH

Requisition #: _____
 Requester: James Burford
 Department: _____
 Date: 5/17/2024
 Order # _____

VENDOR/SUPPLIER	
Business	CalHar
Contact	
Address	
Address 2	
Telephone #	
Fax #	

SHIP TO	
Zagam	
2101 Millers Ferry Road	
Wilmer, TX 75125	
510-490-9788 x127	

Item	Description	Unit Price	Quantity	Sub-Total	Remarks/Purpose	Coding
	CalHar Foreman	\$ 90.00	5.00	\$ 450.00	Repair of Underground water leak at Wilmer, TX Site	
	CalHar Plumber	\$ 76.00	24.00	\$ 1,824.00		
	CalHar Mobilization	\$3,200.00	1.00	\$ 3,200.00		
	Haul off of Concrete	\$ 350.00	1.00	\$ 350.00		
	CalHar Labor	\$ 36.00	42.00	\$ 1,512.00		
	Staking/Layout	\$1,064.00	1.00	\$ 1,064.00		
	City Permit	\$ 460.00	1.00	\$ 460.00		
	Flex Base Backfill	\$ 37.50	14.00	\$ 525.00		
	Saturated Backfill Haul Off	\$ 267.00	1.00	\$ 267.00		
	Pipe Repair Materials	\$ 321.00	1.00	\$ 321.00		
	Sawcut Pavement	\$ 690.00	1.00	\$ 690.00		
	Remove/Replace Concrete Pavement	\$ 22.50	240.00	\$ 5,400.00		
				\$ -		
				\$ -		

DO NOT PLACE AN ORDER WITHOUT APPROVAL

Estimated Total	\$ 16,063.00
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Requester's Signature: James Burford
 Direct Manager's Approval: _____
 Dept Manager's Approval: _____
 Add'l Authorizer (over 2K): _____
 Add'l Authorizer (over 1K): _____
 IT Authorizer (Computer soft & hardware): _____

Date: 5/17/2024
 Date: _____
 Date: _____
 Date: _____
 Date: _____
 Date: _____

Administration Use Only	
Order Date: _____	Ordered by: _____
Est. Delivery Date: _____	Ordered Amount: _____
Payment Method: (Please check one)	
<input checked="" type="radio"/> Open Account (Vendor bill)	Provide REQ# to vendor for invoicing, submit approved requisition form to A/P for payment processing
<input type="radio"/> COD/Prepaid	Submit approved requisition form and vendor invoice to Controller for COD/prepaid check
<input type="radio"/> Company Credit Card	Submit approved requisition form and receipt to Credit Card Holder
<input type="radio"/> Employee Credit Card/Check	Attach approved requisition form and receipt to employee's expense report for reimbursement