- [X] E&E
- [ ] JLA
- [ ] SYNC
- [ ] HH

Requisition #:
Requester: James Burford
Department:
Date: 3/19/2026

Order #

	VENDOR/SUPPLIER	SHIP TO
Business	Summit Fire	
Contact		E&E
Address		2101 Millers Ferry Road
Address 2		Wilmer, TX 75125
Telephone #		510-490-9788 x127
Fax #		

Item	Description	Unit Price	Quantity	Sub-Total	Remarks/Purpose	Coding
	Not To Exceed for Trenching and Annunciator to Guard Shack & Additional Exterior Alarm outside the Pump House			$ -	Fire Marshall Approved changes to the Fire Pump House System, due to recent issues	
	NTE	$14,000.00	1.00	$ 14,000.00		
	Truck Charge	$ 85.00	1.00	$ 85.00		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		
				$ -		

DO NOT PLACE AN ORDER WITHOUT APPROVAL

Estimated Total **$ 14,085.00**

Requester's Signature: James Burford **Date:** 3/19/2026

Direct Manager's Approval: **Date:**

Dept Manager's Approval: **Date:**

Add'l Authorizer (over 2K): **Date:**

Add'l Authorizer (over 1K): **Date:**

IT Authorizer (Computer soft & hardware): **Date:**

Administration Use Only

Order Date: Ordered by:

Est. Delivery Date: Ordered Amount:

Payment Method: (Please check one)

- ◉ Open Account (Vendor bill) ⇨ Provide REQ# to vendor for invoicing, submit approved requisition form to A/P for payment processing
- ○ COD/Prepaid ⇨ Submit approved requisition form and vendor invoice to Controller for COD/prepaid check
- ○ Company Credit Card ⇨ Submit approved requisition form and receipt to Credit Card Holder
- ○ Employee Credit Card/Check ⇨ Attach approved requisition form and receipt to employee's expense report for reimbursement