REQUISITION #

CITY OF COACHELLA

PURCHASE ORDER REQUISITION

CIP No.

Dated: 031126

Purchase Order No: cocitjs03112601

Vendor No: 55143

Requesting Department and Division:

FUND	DEPT	CLASS	SUB CLASS	OBJECT	SUB OBJECT	AMOUNT
101	11	161	90	612	000	27189.89

NAME AND ADDRESS OF VENDORS CONTACTED

A Smarsh
851 SW 6th Ave, Suite 800, Portland OR 97204

B

C

ITEM	QUANTITY	UNIT	DESCRIPTION	AWARD VENDOR	UNIT PRICE	A TOTAL	UNIT PRICE	B TOTAL	UNIT PRICE	C TOTAL
1	1		Smarsh Email and Text Archiving Service - 1YR Subscription	A	27189.89	27189.89		0		0
						0		0		0
						0		0		0
						0		0		0
						0		0		0
						0		0		0
						0		0		0
						0		0		0
						0		0		0
						0		0		0
						0		0		0

CHECK ONE BELOW:

1. REGULAR BUDGET ITEM ☐
2. SPEC. COUNCIL APPROP. ☐
3. UNBUDGETED ITEM ☐

VERIFIED:_____ FINANCE

DO NOT USE THIS SPACE

CITY MANAGER APPROVAL

Special and Additional Information Section:
This is a combined renewal of our email and text archiving services

REQUESTED BY: Jason Stevens - IT Manager

I HEREBY CERTIFY THAT THE GOODS OR SERVICES LISTED ABOVE ARE NECESSARY TO THE PROPER FUNCTIONING OF MY DEPARTMENT AND WILL BE USED ONLY FOR THE BENEFIT OF THE CITY OF COACHELLA.

DIVISION HEAD

DEPARTMENT HEAD

SALES TAX			
TOTAL	$ 27189.89	$ 0	$ 0
INVOICE TERMS			
F.O.B.			
PROMISED DELIVERY DATE			
QUOTED BY			