

UTILITIES DEPARTMENT PURCHASE REQUISITION FORM



General Information to be included in the PO. It is required that the information be complete to ensure that the requestor receive the requested service.

Name:	Hinterland Group Inc	Requisition No.**	
Vendor # OR Address:	2051 W Blue Heron Blvd Riviera Beach FL 33404	**Note: Provided by ADMIN	
Phone:	561-640-3503	Supervisor's Name	
Fax:		Requestor's Name	Michael Stanton

INSTRUCTIONS

- * Requisition must be complete and printed legibly. Incomplete or illegible requisitions will be returned.
- * Include both quantity and unit of measure, i.e., cases, pkg, boxes, etc.
- * ITEM must include vendor item number (if applicable), and specific description.
- * Estimated shipping and handling must be included, if applicable.
- * Justification/Comments must be filled out completely, with resolution number, if applicable.
- * **Date of Approval to be filled out by the Utility Administrative Officer.**

NO PURCHASES SHALL BE MADE PRIOR TO RECEIVING PURCHASE ORDER.

Initial Request Date:	1/28/2026	Section:	Utilities
Date Needed:		Delivery Location***:	11791 sw 49 st
Date of Approval:			Cooper City Fl 33330

Note *** Same as address in General Info.

QUANTITY	UNIT	REQUESTED ITEM	UNIT COST	TOTAL
42	15	Wetwell Discharge Piping	\$450.00	\$18,900.00
42	69	Removal and Disposal of Exist Pipe up to 8"	\$60.00	\$2,520.00
3	82	6" Bypass Pumping	\$1,000.00	\$3,000.00
60	89	Submersible Pump Guide Rail System (install only owner furnished)	\$32.00	\$1,950.00
2	90	Submersible Pump 4" Base Elbow (install only owner furnished)	\$1,075.00	\$2,150.00
2	93	Submersible Pump Base Plate	\$1,500.00	\$3,000.00
2	128	4" Check valve (install only owner furnished)	\$1,425.00	\$2,850.00
1	184	Mobilization (2.5%)	\$859.25	\$859.25
1	185	Domobilization (1%)	\$343.70	\$343.70
Total:				\$35,572.95

Checklist: The following items must accompany all requisition requests OR be identified

Quote Attached <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Budgeted Item <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Freight Charges Listed <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	New Vendor? <input type="checkbox"/> Yes * <input checked="" type="checkbox"/> No
City Contract/Piggyback/Sole Source Piggyback PBCWUD 23-031	Is a transfer required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

*Note: Requires a W-9

Justification/Comments:

Lift Station 58 was constructed in 1995. During our routine monthly maintenance inspection, we discovered that the pump bases and associated piping have been compromised due to age and deterioration. The pump base anchor bolts have broken off at the wet well, which no longer allows the bases to remain securely fastened or keep the piping properly aligned.

The existing ductile iron piping is severely corroded and rusted beyond repair. It will need to be replaced with HDPE piping. In addition, new check valves with isolation valves will be installed as part of this project. New pump bases, guide rails (sliders), and piping will also be installed.

Lift Station 58 is located within the Diamondhead development at 3801 NW 89th Way.

If requisition exceeds \$10,000 MUST BE SIGNED by the Director or Deputy Director of Utilities.

Resolution Number:		Supervisor Signature:	
Account Number:	450-930-534441-535	Assistant Director's Signature:	
Account Name:	MAINTENANCE-MAINS	Administrative Manager Signature:	
Account BALANCE:	\$65,000.00	Director's Signature:	
BS&A Contract Number:			