

# Purchase Requisition County of Webb



Department 49th District Court  
 Requisitioned By Lisa Rogerio, Court Administrator  
 Phone No. 523-4234

Req. Number 02/17/2017  
 Req. Date 49th District Court  
 Deliver To

<b>Capital Outlay (Attach Minutes)</b>	
Court	Item #
Approval Date	
Feb 27, 2017	

**E-Mail Standard  
Purchase Requisition**

**E-Mail Capital Outlay Requisition**

**Official's Affidavit**

*I hereby certify that there is an available balance in my approved budget for the current year sufficient to pay for the item(s) requested and that the items are absolutely necessary for the discharge of my official duties.*

Submitting this form from Appropriate Official's E-Mail Constitutes Signature

Elected / Appointed Official's Signature

ACCOUNT NUMBER	COMMODITY CODE	ITEM DESCRIPTION	QTY.	PRICE PER UNIT	DATE NEEDED BY	PURPOSE	AMOUNT
		60-336-21 Crosspoint Ultra 88 HVA	1	\$3,126.20	02/28/2017	Electronic switcher stopped working;	\$3,126.20
						this equipment is required to link the	
						video / overhead to the monitors in	
						Courtroom.	
		GSA # GS 35F-183DA					
		Tax ID # 33-0107486					
		No charge for UPS ground shipping					
<b>TOTAL AMOUNT</b>							<b>\$3,126.20</b>



## Webb County Purchase Justification Form

Funding Sources Requested:

\_\_\_\_\_ Capital Outlay: 605-3001-8801-7

Department 49<sup>th</sup> District Court

Elected Official: Judge Joe Lopez

Number of Department Employees \_\_\_\_\_

Item	Qty	Qty on Hand	Condition of item being replaced: Poor/Fair/Good	Unit Price	Extended Price
60-336-21 Crosspoint Ultra 88 HVA	1	1	POOR	3,126.20	3,126.20
GSA # 35F-183DA					
TAX ID # 33-0107486					
NO CHARGE FOR UPS GROUND SHIPPING					
<b>Total</b>					<b>3,126.20</b>

Total Cost of item(s) being purchased: \$3,126.20

Do you have 3 quotes for all items listed above? Yes \_\_\_\_\_ No x \_\_\_\_\_ List price

\$5,390.00 / GSA Pricing quoted: \$3,126.20

What is the purpose of each item(s) requested? \_\_\_\_\_

To replace electronic switcher that is no longer working; the switch will allow for connectivity to the monitors in the courtroom by linking video/overhead devises.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If the purchase is to replace item(s) is the item(s) being replaced currently in use?

Yes \_\_\_\_\_ No X \_\_\_\_\_

What is the impact or risk potential if we don't purchase item(s)? Currently the Court Audio Visual Systems are not communicating with each other. Therefore, the Judge, Jury and Litigants are subject to the party's resources and their ability to use their own personal equipment- making it unfair in certain situations.

Please Circle Priority: Critical Upgrade Desirable

PRIORITY 1: CRITICAL – Required to prevent a **critical** reduction in service, operating efficiency, economy, and/or safety; to protect valuable property; and/or comply with insurance or code requirements.

PRIORITY 2: UPGRADE – Required for **significant upgrade** in service, operating efficiency, economy and/or safety of current operations.

PRIORITY 3: DESIRABLE – Required to introduce **desirable**, but optional new service, program, faculty or staff, or to make small improvements in operating efficiency, economy and/or safety.

Required with this form:

- Price quotes
- Pictures of item(s) to be replace

  
 \_\_\_\_\_  
 Department Head Signature  
 Date: 2/21/17 \_\_\_\_\_

\*\*\*\* Please note this form must be filled out in its entirety for purchase to be considered for approval \*\*\*\*

# Extron. Electronics

INTERFACING, SWITCHING AND CONTROL

REMIT TO:

P.O. BOX 513206  
LOS ANGELES, CA 90051-1206

www.extron.com

SALES:

1025 E. BALL ROAD  
ANAHEIM, CA 92805  
714-491-1500  
714-491-1517 FAX

FAX ORDERS TO:  
800-633-9870

## QUOTATION # 219342

QUOTATION NO. <b>219342</b>	PRINT DATE <b>12/02/16</b>
CONTACT NAME <b>FRANK SOSA</b>	QUOTE DATE <b>12/02/16</b>
SALES REP <b>LIDIA JORGE</b>	
JOB NAME <b>ULTRA 88 HAV</b>	
PHONE NUMBER <b>9565234000</b>	FAX NUMBER

<b>QUOTED TO</b>	33987 WEBB COUNTY 1110 WASHINGTON STREET LAREDO, TX 78040 UNITED STATES US	<b>SHIP TO</b>	33987 WEBB COUNTY 1110 WASHINGTON STREET LAREDO TX 78040 UNITED STATES US
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ITEM	ITEM NUMBER DESCRIPTION	QTY	QUOTED PRICE	QUOTED TOTAL	LIST PRICE	LIST TOTAL
001	60-336-21 CROSSPOINT ULTRA 88 HVA  PRODUCT IS AVAILABLE AS OF TODAY.  GSA# GS-35F-183DA TAX ID# 33-0107486  NO CHARGE FOR UPS GROUND SHIPPING.  TO PURCHASE VIA CREDIT CARD PLEASE CALL 800.633.9876 TO EMAIL YOUR PURCHASE ORDER PLEASE EMAIL TO GOV-ORDERS@EXTRON.COM	1	3,126.20	3,126.20	5,390.00	5,390.00

**SUB-TOTAL: 3,126.20**

**USD TOTAL \$ 3,126.20 USD LIST TOTAL \$ 5,390.00**

### CONDITIONS

- The prices and specifications in this quote are based on known system information to date.
- Prices quoted are valid for 90 days from the Quote Date shown above.
- Pricing based on quantity ordered. All items must be ordered for pricing to be valid.

**Note: To ensure your complete satisfaction, we request your assistance in verifying all the above data.**

**CUSTOMER COPY**