

FORM 213 - Resource Request

1. Incident Name	COVID-19	REQ # 421728
2. To	RICARDO SALDANA, EMC	
3. From	MONICA HINOJOSA, OFFICE OF EMERGENCY MANAGEMENT	
4. Message:	Emergency Purchase Notification	5. Date 09/24/20
	6. Time	16:00 HRS

7. State the reason for your emergency request

REQUESTING PURCHASE OF PORTABLE LOADING RAMP WITH NECESSARY TOOLS FOR UTILIZATION DURING UNLOADING AND LOADING OF REPOSE (PPE) EQUIPMENT AND SUPPLIES FOR COVID-19 OPERATIONS.

8. List and describe the items and quantities (supplies/resources) being requested to procure

(1) MOBILE RAMP	\$1,950.00
(2) TOOL KIT	\$150.00
(2) TOOL Kit	\$250.00

Approved

9. Acknowledged by

Name	Ricardo Saldana
Signature	<i>[Signature]</i>
Position/Title	Emc
Date	9/24/2020

Requisition # 00421728 Print Requisition Date Entered 09-24-2020 Account Year 20 PO # Item Total 2,350.00
Enter RTB No Requisition Status Accounting Error View Acct Total

Order Header Items Accounts Inquire Approval

Estimates Documents

GAT1

Vendor 422797 TEXAS FACILITIES COMMISSION Locations
Order 115 BUDGET AND MANAGEMENT
Ship 110 COUNTY JUDGE
Mailing Name: TEXAS FACILITIES COMMISSION
Address: ATTN: FISCAL MANAGEMENT
PO BOX 13047
City: AUSTIN
State: TX Zip: 78711-3047
Requestor M.HINOJOSA Phone (956)318-2615
Owner MHINOJOSA Order Type

Buyer Code Freight Cost Freight % Discount % Contract No Contract Amt Contract Paid
.00

Default Product Class Date Cancel Date Needed
Update

Special Instructions
Internal Header Header Code
Edit ACCOUNT # 11840 Edit DN
PO Footer Footer Code
Edit RH

