



# BOARD OF CONTROL REQUEST FORM

The Board of Control meeting is held on Wednesdays at 11:15 a.m. in Council Chambers.  
(Meeting location, day and time is subject to change with advanced notice)

**All requests must be received by no later than 10:00 a.m. on the Tuesdays prior to the meeting, or by 10:00 a.m. one day prior to the meeting when BOC is held on a day other than Wednesday.**

**<<< Answer all of the following questions for each request submitted >>>**

1. Request Date: 01/14/26
2. Name of Department Submitting Request: City Of Lorain Sewer Dept.
3. Summary of Report: A request from the City of Lorain Sewer Dept. for a Purchase Order with A & H Equipment in the amount of \$10,000. For the purchase of Repairs, services, parts, for vactor trucks etc. Funds to come from G/L 6130.P613.6460.6400.2400 Regular Supplies.
4. Name of Vendor: A & H Equipment
5. Amount: \$10,000
6. Number of account to be used for funding: G/L 6130.P613.6460.6400.2400 Regular Supplies
7. VENDOR DETAIL

Sole Source Vendor - **Yes** / No

State Purchasing Vendor - Yes / **No**

List the names and the quote received from *at least* three vendors for the requested item;  
Or, if bids were submitted, use this area to list vendor names and bid amounts.

Vendor #1 \_\_\_\_\_

Vendor #2 \_\_\_\_\_

Vendor #3 \_\_\_\_\_

Vendor #4 \_\_\_\_\_

8. The Treasurer's Office has verified that the vendor selected is registered with the City. **Yes** / No
9. Is the amount requested due to a change order? Yes / **No**
10. If necessary, has City Council approved and when? (Please provide Ordinance number) \_\_\_\_\_