

# INVOICE APPROVAL VOUCHER

City of Lorain

<b>Check #</b>	<b>DATE:</b>	<b>DEPARTMENT</b>	<b>UTILITIES</b>	<b>Time/Date Received</b>
<b>VENDOR #</b>	1/27/26	Pro-Tech Systems Group		JAN 28 '26 PM 1:44
<input type="checkbox"/> Emergency Purchase <input checked="" type="checkbox"/> Then & Now Certificate attached				
<b>Approval Date</b>	<b>VENDOR</b>			
	20296			

  

Original P.O. Date	Invoice #	Invoice Date	Invoice Description/Account Number	PO #	PO COMPLETE Y/N	Invoice Gross Amount	Sep Chk.
1/27/2026		Acct. #	6130.P613.6310.6300.1500	2026-458	Y		
			Contractual Service				
	15485	1/20/26	Annual Cellular Data for 17 sites			9,432.00	
			Term: 01/01/26 - 12/31/26				
			Beaver Creek, Beaver Park, Brownhelm, Colorado				
			Idaho Booster, Idaho Tank, Jaeger, Kansas, Kay,				
			Martins Run, Pearl, Root RTU, Spitzer, Tacoma,				
			Tunnel Pump Station, Tunnel Screens Building.				
			Plant Modem				
			BoC 1/22/26 Item d				
				<b>TOTAL</b>		<b>9,432.00</b>	

Department Head *[Signature]* Date 1/27/26

Auditor Approval *[Signature]* Date \_\_\_\_\_

By: Pschilens

*Council approval req.*

**DO NOT MAIL CHECK. PLEASE RETURN IT TO UTILITIES DEPARTMENT. THANK YOU.**



Pro-Tech Systems Group  
 123 E. Waterloo Rd.  
 Akron, OH 44319  
 (330) 773-9828 Fax: 330-773-9928

**INVOICE**

Bill To: CITY OF LORAIN (BLACK RIVER W  
 100 ALABAMA AVE  
 LORAIN, OH 44052

Job No: 226029

Description: LorainBlac 2026 Cellular Data  
 PO #: Cell Data

Invoice No: 15485  
 Invoice Date: 1/20/2026  
 Due Date: 2/19/2026

Quantity	Description	Unit Price	Extended Price
1.00	Cellular Data - 1/1/2026 to 12/31/2026 17 sites @ \$42 per site x 12 months	9,432.00	9,432.00
	Beaver Creek, Beaver Park, Brown Helm, Bulk Water, Colorado, Idaho Booster, Idaho Tank, Jaeger, Kansas, Kay, Martins Run, Root Rd RTU, Screens Building, Spitzer, Tacoma, Tunnel Pump Station, Tunnel Screens Building		
	1 site @ \$72 per site x 12 months		
	Plant Modem		

Terms: Net 30  
 Amount Now Due: 9,432.00

Remit to: Pro-Tech Systems Group, Inc.  
 123 E. Waterloo Rd.  
 Akron, OH 44319

Thank You For Your Business!

1/20/26  
 Received

City of Lorain Auditor's Office  
 Anita Harper, Auditor  
**THEN & NOW CERTIFICATE**

**1.** Please complete Sections 1. & 2. Attach it to the payment voucher and send it to the Auditor's Office for processing.

Individual/s Responsible for Purchasing Item/s without a purchase order: <b>Pam Schilens</b>
Explanation of Purchase without a P.O. <b>This is an annual charge and pricing increases each year. Company sends invoice without sending quote</b>
Purchaser's Signature <u>Pamela Schilens</u> Date: <u>1/27/26</u>
Department Head Signature <u>hjh</u> Date: <u>1/27/26</u>

**2. THEN & NOW CERTIFICATION**

I hereby certify that sufficient funds, in the sum of \$ 9,432.00, were available at the time the attached invoice, contract or obligation was made (THEN) and that sufficient funds are NOW currently available to pay the attached invoice, contract or obligation.

G/L ACCOUNT #: 6130. P613. 6310. 6700. 1500

Amount Available THEN: \$ 9,432.00 Amount Available NOW: \$ 9,432.00

Certified by: <u>[Signature]</u> Date: <u>2-9-26</u>
City Auditor/Deputy Auditor
NOTE: If the purchase is over \$3,000 or if funds were not available THEN, this voucher will need to be approved by Lorain City Council. You will need to notify the vendor explaining to them that this will not be paid in a timely manner due to the purchasing oversight.
In case of an EMERGENCY PURCHASE, please remember to call the S/S office for approval, enter the requisition and then call the Auditor's Office for the PO#. This procedure is to be used for true emergency items or procedures, i.e. roof repair, broken window...