

Donna Guirate

From: Keith Godwin
Sent: Wednesday, September 23, 2020 2:43 PM
To: Donna Guirate
Cc: Brooke Schmidt; Cheryl Ellis; Gabrielle Goodman
Subject: ASO PO Request

Follow Up Flag: Follow up
Flag Status: Flagged

Donna,

Can you create an FY21 PO payable to the Sheriff's Office? Funds would come from 126-54.5471-529.

41.00	\$10,560	GRUCom and Cox Ethernet	*invoiced monthly
46.00	\$12,800	Logging recorder maintenance	*invoiced once annually
52.00	\$7,000	Operating supplies	*invoiced periodically

Total \$30,360

A Keith Godwin, CPM, ENP
352-338-7361



Keith Godwin, CPM, ENP

9-1-1/Communications Section Chief
Fire Rescue
911 SE 5th ST • Gainesville • FL • 32601
352-338-7361 (office) • 352-318-7272 (mobile) • 352-374-5298(fax)



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From: Donna Guirate <dguirate@alachuacounty.us>
Sent: Wednesday, September 23, 2020 10:09 AM
To: Keith Godwin <kgodwin@alachuacounty.us>
Cc: Brooke Schmidt <bschmidt@alachuacounty.us>; Cheryl Ellis <canderson@alachuacounty.us>
Subject: ACSO Agreements

Good morning Keith,

Do we have any agreements or contracts available between E911 and ACSO for all of the reimbursements? Purchases from other Government entities are no longer purchase order exempt, which requires a POR to be entered prior to services/supplies being received.

We were finally able to get Purchasing to start pushing through the reimbursement POR for the cleaning services, but it is still processing through all of the approval levels. I know that we discussed putting in a blanket POR for FY21, but Purchasing is looking for supporting documentation as to why we are reimbursing.

Is there anyway that our Department is able to make these purchases directly with the vendor instead of a reimbursement process?

Thank you,
Donna Guirate



Donna Guirate

Senior Administrative Assistant

Fire Rescue

911 SE 5th St • Gainesville • FL • 32601

352-384-3125 (office)



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