



**CITY OF COSTA MESA, CALIFORNIA**  
**Purchase Requisition**

Purchase Order  
 Number  
 (Assigned by Purchasing)

(Leave Blank for Time Stamp)

Business Unit: CITY Date Requisitioned: \_\_\_\_\_  
 Department: Public Svs Division: Accounting  
 Ship To Address: 2300 Placentia Avenue, C.M. City Yard  
 Contact Person: David Sorge Phone Number: x5183  
 Send Copy of P.O. to:  Contact Person and / or \_\_\_\_\_

Request is for Budgeted item(s)  
 Request is for **UNBUDGETED** item(s)-(Memo Attached)  
 Item(s) Pending Budget Amendment Request # \_\_\_\_\_  
 Requesting Sole Source (Justification Form Attached)  
 Fixed Asset Tag Request

Item No.	Qty	Unit	Items (Give Full Description: Size, Catalog No. Etc.)	Unit Price	Estimated Amount
1	13	LS	13 Traffic Signal Poles Per Attached JTB Quotation	\$97,065.00	\$97,065.00
			W/Off-Loading, Non Taxable	\$1,295.00	\$1,295.00
			8.3 Source Inspection, Non Taxable	\$5,000.00	\$5,000.00
			See Attached Jtb Qoute # 080905-7		

If additional lines are needed, please attach a second sheet

Const./Prof. Svs. Agmt. Completion Date: \_\_\_\_\_

Insurance Required:  Yes (Certificate attached)  No

Sales Tax (7.75%): \$7,522.54  
 Include Shipping Fee: \_\_\_\_\_  
**Estimated Total Cost † \$110,882.54**

Item #	Account	Fund	Dept./Org.	Program	Project	Amount
1-4	500000	403	19300	30241	300052	\$33,528.81
5-1	500000	403	19300	30241	300094	\$77,353.73

Comments: \_\_\_\_\_

Total † \$110,882.54

Proper approvals are required before requisition can be processed.

Suggested Vendor: JTB SUPPLY CO. INC.  
 Address: 1030 N. Batavia, Suite A  
 City, State, Zip Code: Orange, CA 92867  
 Phone: 714 639-9498 Fax: 714 639-9488  
 Vendor's Contact Person: Jeff York

Ordered By: [Signature]  
 Department Director/Authorized Signature

Approved By: \_\_\_\_\_  
 Director of Finance/Purchasing Officer

Approved By: \_\_\_\_\_  
 City Manager (when required)

**PURCHASING DIVISION USE ONLY**

Vendor ID: \_\_\_\_\_ Buyer: \_\_\_\_\_ Insurance valid thru \_\_\_\_\_

Ship To/Location: \_\_\_\_\_ Due Date: \_\_\_\_\_

Standard Comments: ACC - ALL - ARR - BLA - CON - DCP - DIS - FCA - FCI - FIX - INS - IS - IST - ORG - QTR - REM - SUB - T&C

**FINANCE DEPARTMENT USE ONLY**

Available Appropriation:  Yes  No As of: \_\_\_\_\_ Confirmed By: \_\_\_\_\_



## Quotation

To: City of Costa Mesa- Dave Sorge  
Quote #: 080905-7  
From: Jeff York  
Project: Newport Blvd./ Traffic Signal Poles

JTB Supply is pleased to quote on the following equipment:

BI 1	19A-1-161-4.6	\$3,160
BI 2	29A-5-161-15.2-4.6	\$9,660
BI 3	29A-5-161-16.8-4.6	\$10,335
BI 4	15TS-3.7	\$2,120
BI 5	61A-5-161-19.8-4.6	\$13,250
BI 6	29A-5-161-16.8-4.6	\$10,335
BI 7	19A-1-161-4.6	\$3,160
BI 8	29A-5-161-16.8-4.6	\$10,335
BI 9	Ped Post	\$395
BI 10	Ped Post	\$395
BI 11	29A-5-161-16.8-4.6	\$10,335
BI 12	29A-5-161-16.8-4.6	\$10,335
BI 13	61A-5-161-19.8-4.6	\$13,250
	Sub Total	\$97,065
	Tax	\$7,522.54
	Off-Loading	\$1,295
	8.3 Inspection	\$5,000
	Total Bid	\$110,882.54

Delivery: 12-14 Weeks ARO

Terms: Net 30, Pending Credit Verification, MC, VISA, AMEX

Quote valid for 30 Days.

Prices subject to change, if order is not released  
within 60 days from the purchase order date.

Freight: Included

Sales tax is included.

Sincerely,

JTB Supply Co., Inc.

Jeff York  
1030 N. Batavia, Suite A • Orange, CA. 92867 • 714-639-9498 • 714-639-9488 fax