



# BUDGET AMENDMENT REQUEST

Date 1/28/19

No. \_\_\_\_\_

## INCREASE

Account No.	Division	Description	Budget Current	Change	Proposed Budget
001092-46399	Recreation Center	Impr. Other than Buildings	\$421,000	\$2,660	\$423,660

## DECREASE

Account No.	Division	Description	Budget Current	Change	Proposed Budget
001110-43499	Grounds Maintenance	Contractual Services	\$22,000	(\$2,660)	\$19,340

**Explanation:**

To transfer expenditures to cover purchase and installation of welded galvanized cantilever slide gate at the Rec Center

Requested by: Name Cristal Seast Title Finance Director

Approved by: Assistant Finance Director \_\_\_\_\_

Finance Director C Seast

City Manager [Signature]

Council Action Required  Yes  No If "Yes", Date Approved \_\_\_\_\_

Date Posted \_\_\_\_\_ Current Month \_\_\_\_\_ Posted By \_\_\_\_\_

CONTRACT  
**Keeler Landscaping, Inc.**  
FENCE DIVISION

30630 Darby road  
Dade City, Fl 33525

(727) 967-4159  
[keelerinc@gmail.com](mailto:keelerinc@gmail.com)

December 19, 2018

City Of New Port Richey  
6132 Pine Hill Road  
New Port Richey Fl, 34668  
PH: 727-841-4536

PROPOSAL: KF121918  
VALID FOR: 30 days  
TERMS:  
LEAD TIME: TBD

**PROJECT LOCATION: Recreation & Aquatic Center 6630 Van Buren Street**

We propose to furnish materials and labor for installation of fencing at the above referenced project location. The scope of work to be as follows:

- Remove existing damaged double drive gates and haul away
- Install (1) 6' high x 17' wide welded galvanized cantilever slide gate.  
All gate post to be 4" galvanized sch-40 post set into concrete. Gate frame to have a welded track to fit 6' high x 6" wide white vinyl privacy slats. Install 4 nylon gate rollers 2 at each post.

Fence Specifications:

Rail: (2) 1 ½ x 5 ½ x 6 white vinyl  
Post: 4" x 10'6" x sch-40  
Pickets: 7/8" x 6"  
Gate Frame: welded galvanized  
Color: White Vinyl

**Material .....\$ 1,793.00**  
**Labor.....\$ 860.00**  
**Total project amount.....\$ 2,653.00**

\* A 3.5% charge will be added to all credit card Transactions

\*Exclusions: Engineering, Unmarked Private Utilities & Any obstructions  
In the fence line.

Best Regards,

**Chris Keeler**

Accepted: \_\_\_\_\_ Date: \_\_\_\_\_



# BUDGET AMENDMENT REQUEST

Date 2/1/2019

No. \_\_\_\_\_

### INCREASE

Account No.	Division	Description	Budget Current	Change	Proposed Budget
001101-46413	PW Supervision	Data Processing Equipment	\$2,000	\$2,420	\$4,420

### DECREASE

Account No.	Division	Description	Budget Current	Change	Proposed Budget
001101-44623	PW Supervision	Maintenance & Repairs – Equipment	\$2,000	(\$1,000)	\$1,000
001101-45243	PW Supervision	Computer Supplies	\$3,000	(\$1,000)	\$2,000
001101-45111	PW Supervision	Office Supplies – General	\$2,500	(\$420)	\$2,080

**Explanation:**

To transfer expenditures to cover purchase of 1 printer that is at the end of its lease

Requested by: Name *[Signature]* Title 2/5/19

Approved by: Assistant Finance Director \_\_\_\_\_

Finance Director *[Signature]*

City Manager *[Signature]*

Council Action Required  Yes  No If "Yes" Date Approved \_\_\_\_\_

Date Posted \_\_\_\_\_ Current Month \_\_\_\_\_ Posted By \_\_\_\_\_



Purchase unit from KMBS – serial number A5C0011012735

One KM Bizhub C454e = \$2,414.00

Cost per copy service for first year \$.0066 B&W and \$.0504 Color. Up to 10% increase every year thereafter.

Quote provided by Beth Swain 813-207-8257

Bill To  
 5919 MAIN STREET  
 ATTN: ACCOUNTS PAYABLE  
 NEW PORT RICHEY, FL  
 34652  
 gaydah@cityofnewportrichey.org

Requisition 20191170-00 FY 2019

Acct No:  
 001101-44623  
 Review:  
 Buyer:  
 Status: Allocated

Page 1

Vendor  
 KONICA MINOLTA BUS SOL USA INC  
 DEPT 2366  
 PO BOX 122366  
 DALLAS, TX 75312-2366  
 Tel# (813) 207-8218

Ship To  
 5919 MAIN STREET  
 NEW PORT RICHEY, FL 34652

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
01/28/19	324057				TECHNOLOGY SOLUTIONS
LN	Description / Account	Qty	Unit Price	Net Price	
001	QUOTE FOR COPY MACHINES, DIGITAL-NETWORKED - Purchase FOR A KONICA MINOLTA BIZHUB C454e MACHINE FOR NPR Public Works DEPARTMENT. Vendor Item	1.00 EACH	2414.00000	2414.00	
1	001101-44623		2414.00		

Requisition Link

Requisition Total

2414.00

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account  
 001101-44623

Amount Remaining Budget  
 2414.00 -3866.73

Authorized By:



Signature

Date:

1-28-19



CITY OF NEW PORT RICHEY

**BUDGET AMENDMENT REQUEST**

Date 12/13/18

No. \_\_\_\_\_

INCREASE

Account Number	Description	Current Budget	Change	Proposed Budget
001094-46431	Special Purpose Equipment	0	\$5,390.00	\$5,390.00

DECREASE

Account Number	Description	Current Budget	Change	Proposed Budget
001094-44611	Maint. - Bldg. & Grounds (repair on pool deck)	\$25,000.00	\$5,390.00	\$19,610.00

Explanation: The cost to do the repairs qualifies as a CIP. (see attached email.)

Requested by: Eddie M.  
Department Head

Approved by: Crystal Du  
Chief Accountant

Finance Director Crystal Jeast

City Manager [Signature]

Council Action Required  Yes  No (If yes, Date Approved \_\_\_\_\_)

Date Posted \_\_\_\_\_ Current Month \_\_\_\_\_ Posted by \_\_\_\_\_

20190546

①

Garrett Rhodes Electrical Services, Inc.  
 P.O. Box 1424  
 Port Richey, FL 34673-1424  
 Lic. # EC-13005613  
 Phone # 727-856-6962

# Estimate

Date	Estimate #
12/6/2018	748

Name / Address
CITY OF NEW PORT RICHEY 5919 MAIN ST. NEW PORT RICHEY, FL 34652

JOB LOCATION:
AQUATIC CENTER

Description	Qty	Total
REPLACE (3) LIGHTING CONTACTORS. REMOVE TIMECLOCKS AND INSTALL (5) SWITCHES. LABOR, MATERIAL, AND SHIPPING COST INCLUDED.	1	5,390.00
Thank you for your business.	<b>Total</b>	\$5,390.00

Signature \_\_\_\_\_





Harrington Industrial Plastics  
 1337 Massaro Blvd  
 Tampa FL 33619  
 813-724-4493  
 813-724-4924 Fax

Quotation# 10301080  
 Written: RXM  
 Quote Date 01/22/19  
 Expire Date 02/21/19  
 Page 1 OF 1

Quotation

081312  
 NEW PORT RICHEY, CITY OF  
  
 6132 PINE HILL ROAD  
 PORT RICHEY, FL 34668

Ship To:  
 CITY OF NEW PORT RICHEY WTP  
 9748 DECUBELLIS ROAD  
 NEW PORT RICHEY, FL 34654

RFQ#

Job:

Contact: MICHAEL STEIN  
 Phone#: 727-841-4536  
 Fax: 727-841-4586

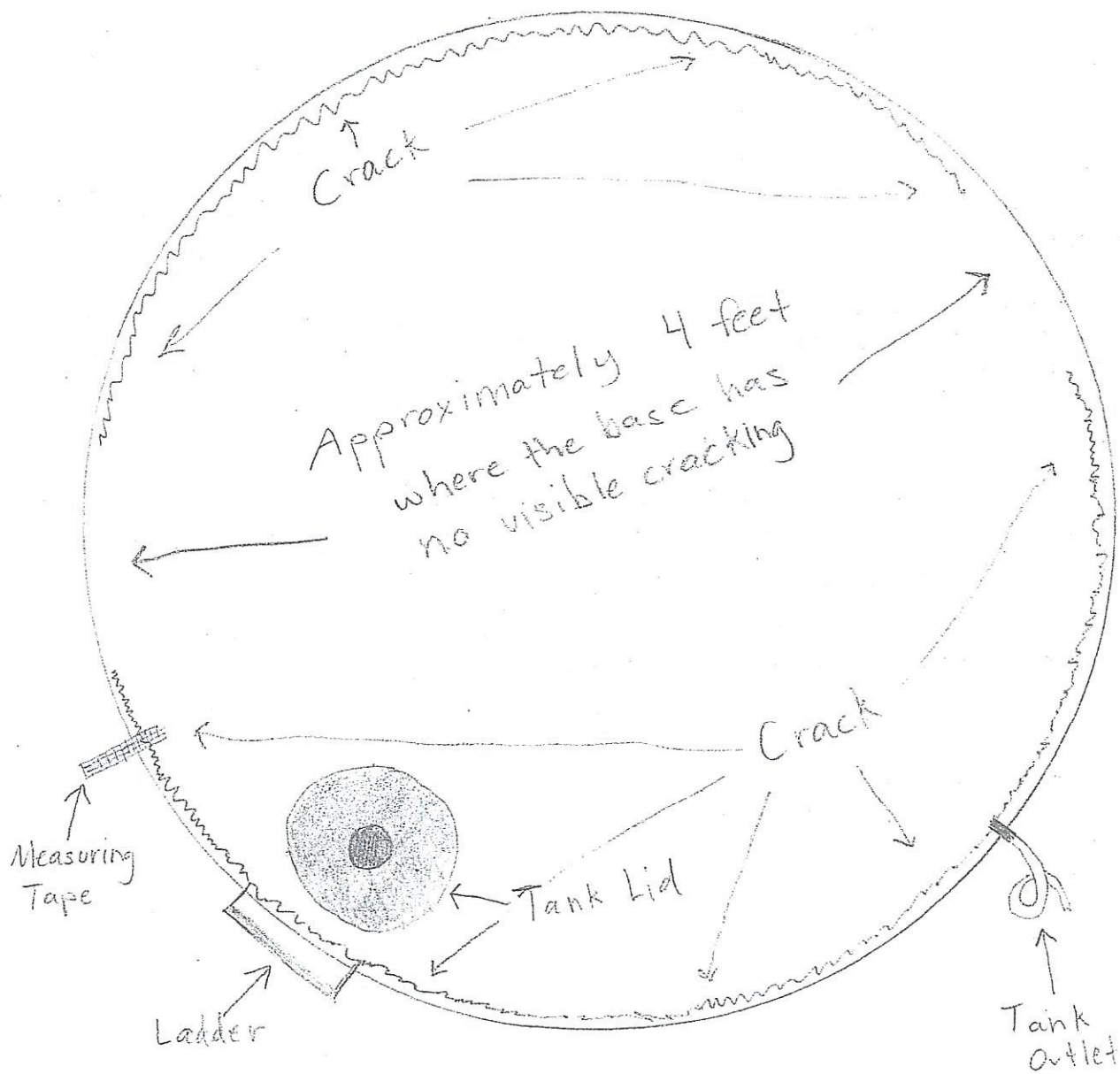
Ship Via: BEST WAY POSSIBLE  
 FOB / Delivery ARO: SHIPPING POINT  
 Frt-Terms: CHRG INBOUND & OUTBOUND

Product/Description	Quantity	Price	U/M	Extension
5480000N45 4900 GAL TANK VERT NAT HDPE 90"x202" 1.9 SG 18" MNWY	1	8273.33	EA	8,273.33
34700238 2" FITTING BKHD SXT PVC VIT GSKT ABOVE FOR FILL, LEVEL, TRANSFER	3	101.33	EA	303.99
34700687 2" FITTING DBL FLG S PVC VIT GSKT ENCAP TITANIUM BOLTS ABOVE FOR DRAIN	1	679.33	EA	679.33
1035000N97803 18" VENT ASSY MUSHROOM w/MESH SCREEN NO FITTING REQUIRED ***** ***** FOB: FACTORY ESTIMATED FREIGHT TO JOBSITE: \$2500.00	1	248.67	EA	248.67

Merchandise	Tax	Est.Freight / Handling	Net Quote	Total
9,505.32	0.00	2,500.00		12,005.32

Thanks For Thinking Harrington.  
 Respectfully Rick L. Mueller  
 All Quotations are subject to review upon placement of order.  
 Freight/Handling and applicable taxes if not listed above will be added.  
 Harrington standard terms and conditions apply to this quote.

# NaOCl Tank #1





# BUDGET AMENDMENT REQUEST

Date 2/15/2019

No. \_\_\_\_\_

## INCREASE

Account No.	Division	Description	Budget Current	Change	Proposed Budget
401111-46431	PW Reclaimed Prod	Special Purpose Equipment	\$0	\$5,380	\$5,380

## DECREASE

Account No.	Division	Description	Budget Current	Change	Proposed Budget
401111-44611	PW Reclaimed Prod	Maint & Repairs-Bldgs & Grounds	\$41,000	(\$5,380)	\$35,620

**Explanation:**

To transfer expenditures to cover purchase of 2 mechanical seals for a high service pump (Considered an Emergency Repair)

Requested by: \_\_\_\_\_ Name *[Signature]* Title PW Director  
 Approved by: Assistant Finance Director *[Signature]*  
 Finance Director *[Signature]*  
 City Manager \_\_\_\_\_

Council Action Required  Yes  No If "Yes", Date Approved \_\_\_\_\_

Date Posted \_\_\_\_\_ Current Month \_\_\_\_\_ Posted By \_\_\_\_\_





# BUDGET AMENDMENT REQUEST

Date 2/15/2019

No. \_\_\_\_\_

### INCREASE

Account No.	Division	Description	Budget Current	Change	Proposed Budget
401112-46431	PW Pollution Control	Special Purpose Equipment	\$0	\$3,100	\$3,100

### DECREASE

Account No.	Division	Description	Budget Current	Change	Proposed Budget
401112-44611	PW Pollution Control	Maint & Repairs-Bldgs & Grounds	\$98,250 <i>JK</i>	(\$3,100)	\$95,150 <i>JK</i>

**Explanation:**

To transfer expenditures to cover purchase of 2 pressure zone belts

Requested by: Name *[Signature]* Title PW Director  
 Approved by: Assistant Finance Director *[Signature]*  
 Finance Director *[Signature]*  
 City Manager \_\_\_\_\_

Council Action Required  Yes  No If "Yes", Date Approved \_\_\_\_\_

Date Posted \_\_\_\_\_ Current Month \_\_\_\_\_ Posted By \_\_\_\_\_





**INVOICE**

Invoice Date	01/25/19
Invoice Number	ME96322
Sales Order	390125
Account Number	N6023860
Salesman	41

National **FILTER** Media  
 Mail Remittance To  
**National Filter Media**  
 12 Winada Drive  
 Winthrop, ME 04364

<b>Sold To</b> NEW PORT RICHEY WWTP 4730 MAIN STREET NEW PORT RICHEY, FL 34652 USA		<b>Ship To</b> NEW PORT RICHEY WWTP 4730 MAIN STREET NEW PORT RICHEY, FL 34652 USA	
<b>Customer P.O. Number</b> WWTP/JOE	<b>Terms</b> Net 30 Days	<b>Freight Terms</b> Freight: Billed	
<b>Ship Via</b> OLD DOM		<b>FOB</b> SHIPPING POINT	

Invoice Detail								
Item No	Order Qty	Shipped Qty	Backorder Qty	Part No/ Description	Ship Date	Taxable	Unit Price	Extended Price
1	1.00	1.00	0.00	2386002 BP 53'8" X 87"	01/25/19		\$1,440.00 EA	\$1,440.00
	Tag Number		LOWER			LOWER BELT		
2	1.00	1.00	0.00	2386001 BP 53'1" X 87"	01/25/19		\$1,426.00 EA	\$1,426.00
	Tag Number		UPPER			UPPER BELT		

SUB TOTAL	\$2,866.00
SHIPPING & HANDLING	\$226.00
<b>TOTAL AMOUNT DUE</b>	<b>\$3,092.00</b>
	=====

*Special Customer Note*

Discount Not Allowed on Freight and Taxes - Accounts Past Due Are Subject to Interest Charges At a Rate of 18% Per Annum  
 Terms and Conditions at [www.nfm-filter.com/termsandconditions](http://www.nfm-filter.com/termsandconditions)  
 12 Winada Drive - Winthrop, ME 04364 - Phone 207.377.2626 - Web Site: <http://www.nfm-filter.com>  
 Federal Tax I.D. #06-0639651



# City of New Port Richey

## BUDGET AMENDMENT REQUEST

Date 10/23/18

No. \_\_\_\_\_

### INCREASE

Account No.	Description	Current Budget	Change	Proposed Budget
001 - 347130	Memorials - Library	50.00	<del>150.00</del> 200.	200.00
001051-46612	Library Materials	76000.00	200.00	76200.00

### DECREASE

Account No.	Description	Current Budget	Change	Proposed Budget

Explanation: Check for a memorial from August T. Miller III - Check #1073 - Funds to be used for Clive Cussler and Lee Child Audiobooks

Requested by:

Andrea Ligart  
Department Head

Approved by:

Chief Accountant

Crystal Dunn

Finance Director

Crystal Seast

City Manager

[Signature]

Council Action Required

Yes

No

(If Yes, Date Approved \_\_\_\_\_)

Date Posted \_\_\_\_\_

Current Month \_\_\_\_\_

Posted by: \_\_\_\_\_



CITY OF NEW PORT RICHEY

**BUDGET AMENDMENT REQUEST**

Date 3/5/19

No. 2

INCREASE

Account Number	Description	Current Budget	Change	Proposed Budget
001-092-4-5245	Recreation Supplies & Equip.	10,000.00	2,028.00	12,028.00
001 366920	Donations - Recreation	1,000.00	2,028.00	3,028.00

DECREASE

Account Number	Description	Current Budget	Change	Proposed Budget

Explanation: Donation check received from West Pass Quilters Guild for new Volleyball nets & pads - to replace old, broken, or worn-out equipment.

ch # 3703 2/21/19

rec # 58575

Requested by: Eric D. [Signature]  
Department Head

Approved by: [Signature]  
Chief Accountant

Finance Director \_\_\_\_\_

City Manager C. Geast

Council Action Required Yes No (If yes, Date Approved \_\_\_\_\_)

Date Posted \_\_\_\_\_ Current Month \_\_\_\_\_ Posted by \_\_\_\_\_



CITY OF NEW PORT RICHEY

**BUDGET AMENDMENT REQUEST**

Date 3/5/19

No. 1

INCREASE

Account Number	Description	Current Budget	Change	Proposed Budget
001-092-4-4962	Donation Account - Recreation	\$	1,000.00	1,000.00
001 366920	Donation - Recreation	0	1,000.00	1,000.00

DECREASE

Account Number	Description	Current Budget	Change	Proposed Budget

Explanation: Donation check received from Community Service Council to be used to purchase bags & supplies for YAB to give for children at Victims of Domestic Violence shelters. (Originally for Adopt a Family at Christmas.)

ck# 1052 NOV. 15, 2018

rec.# 53366

Requested by: [Signature]  
Department Head

Approved by: [Signature]  
Chief Accountant

Finance Director [Signature]

City Manager \_\_\_\_\_

Council Action Required Yes No (If yes, Date Approved \_\_\_\_\_)

Date Posted \_\_\_\_\_ Current Month \_\_\_\_\_ Posted by \_\_\_\_\_