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NAVARRO COUNTY AUDITOR'S OFFICE

300 W 3rd Ave, Suite 6
Corsicana, Texas 75110
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Lisa Clay, Assistant
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INTEROFFICE MEMO

The attached item is being returned for the following reasons:

- Item incurred before purchase order issued
- Purchase order number is inconsistent with invoice
- Amount billed does not match the purchase order
- Vendor on purchase order does not match invoice
- Insufficient documentation to process payment
- Signature or date not present
- Budget Account Number (Line Item) is missing – Acct # _____
- Insufficient budget
- Payment Request inconsistent with County Policy
- Other _____

Please provide the additional documentation or explanation necessary to process this payment request. This notice must remain attached to the payment request.

Additional explanation: _____

The Department Head or Elected or Appointed Official must sign this form confirming notification that the Navarro County Purchasing Policy was not followed on this purchase.

Morris Steward
Signature

8-11-2022
Date

AUG 12 2022



AUG 10 2022

INVOICE

18195

CUSTOMER

Navarro County Sheriff Office
312 W 2nd Ave
Corsicana, TX 75110

LOCATION

W-S-4516
Navarro County Sheriff Office
312 W 2nd Ave
Corsicana, TX 75110

NOTE

T.E.A.M. Solutions, Inc.
2025 South 12th Street
Waco, TX 76706
(254) 756-6900

ORDERED BY	CUSTOMER PO	ORDER NUMBER	INVOICE DATE	DUPLICATE	PAGE
Brad		22072212	8/8/2022	8/8/2022	1

DESCRIPTION SC@ RTU-2 and RTU-9 supply air temp reads higher than it actually is and units are running constantly.


RESOLUTION 7/28/22 - The personal noticed that the room temps are saying that the room is hotter than it is actually. I recalibrated the return air temp sensor for rtu2. rtu9 unit did not look like it was cooling so i cycled power to the rtu start unit again. the compressor ran for a little while. I released the command for cooling and sent it again and the unit began to cool and run with no issues. I believe that the unit got hung up and needed to be reset for it cool. This unit did not need to be recalibrated. -BA

ITEM NO	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED
T 9999999999927	2.0hr	13-TECH-00-1REG	175.00	350.00*
T 9999999999900	2.0hr	24-TRVL-00-1REG	110.00	220.00*

* means item is non-taxable

TOTAL AMOUNT 570.00

Debit: 101-512-445
 Desc: RTU-9 + RTU-2 - labor - Recalibrated
 PO#: NA
 Invoice#: 18195
 Vendor#: 5931



8.4.2022

AUG 12 2022

2025 S. 12th Street Waco, TX 76706 (254) 756-6900 FAX (254) 756-6901

www.teamsol.net

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