



INTEGRATED ACCESS SYSTEMS  
 6500 Plonecrest Drive  
 Suite 500  
 Plano, TX 75024

16

# INVOICE

24-1721

10/28/2024

Bill To
Texoma HIDTA 6303 Commerce Street, Suite 100 Irving, TX 75063

RECEIVED

NOV 06 2024

NAVARRO COUNTY  
AUDITOR'S OFFICE

P.O. No.	Terms	Due Date	Project		
	NET 30	11/27/2024	1024732		
Description	Qty	Price	Amount		
Can we create a service ticket for HIDTA please. Damien Givens said they have a Mag lock that is not functioning correctly.  Damien Givens  Labor hour per Service Order #1024732, dated 10/21/24  Trip Charge					
	1.25	100.00	125.00		
	1	75.00	75.00		
			2022 ops Franklin DBB		
(469) 246-7200 Phone			Sales Tax (0.0%) \$0.00		
Acct <input type="text"/>			Total <b>\$200.00</b>		

**Integrated Access Systems**

6500 Pinecrest Drive, Ste 500  
 Plano, TX 75024  
 Phone: 469-246-7200  
 Fax: 469-246-7212  
<https://www.iassecurity.com>

**WORK ORDER**

Work Order # 1024732  
 Type Work Order  
 Priority Medium  
 Payment Method Invoice  
 Start Date  
 Reference #  
 Agreement #  
 Project #

SERVICE SITE		BILL TO SITE		WORK REQUESTED		
HIDTA 6303 Commerce Drive Suite 100 Irving, TX 75063 972-915-9511		HIDTA Steve Brandt 8404 Esters Blvd Suite 100 Irving, TX 75063		Requested by Damien Givens: Can we create a service ticket for HIDTA please. Damien Givens said they have a Mag lock that is not functioning correctly.  Damien Givens 972-915-9511		
SCHEDULE						
Technician	Duration	Date	Time Range	6303 Commerce Dr Ste 100, Irving, TX 75063  Please assign to me.		
Brandon Unger	8.00	10/21/2024	12:00 AM - 12:00 PM			
Service	8.00	10/21/2024	12:00 AM - 12:00 PM			
LABOR						
Date	Technician	Notes	Billable Qty	Billing Rate	Amount	
10/21/2024	Brandon Unger	Travel to customer site after being unable to resolve remotely. Investigated the issue on the West Entrance mag lock. Noticed the output was not changing state when access was being granted. Moved the relay to output 5 and changed the power output board to be set for a Mag Lock output.	1.25			
10/21/2024	Brandon Unger	Completed Default Travel	0.5			
TOTALS						
This service request is complete. An invoice will be sent from our office. If you have any questions please contact us at 469-246-7200.				Total Materials		
				Total Labor		
				Service Charge		
				Total Sales Tax		
				Total Charges		
Signature:						





**NAVARRO COUNTY AUDITOR'S OFFICE**

601 North 13<sup>th</sup> Street, Suite 6  
Corsicana, Texas 75110  
e-mail: bsimon@navarrocounty.org

Phone: (903) 654-3095 Fax: (903) 654-3097

**Terri Gillen**, Internal Auditor  
**Natalie Robinson**, First Assistant  
**Patty Wells**, Assistant  
**Jessica Warren**, Assistant  
**Kaye Martin**, Assistant

**INTEROFFICE MEMO**

**RECEIVED**

NOV 06 2024

**NAVARRO COUNTY  
AUDITOR'S OFFICE**

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: Emergency - Exterior door would no latch and  
Mag lock did not secure door. needed a tech to secure door.

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.

Stan Fort  
Signature

11/4/24  
Date