

Nicole Garcia

From: Jessica Hoffman
Sent: Friday, December 13, 2024 10:28 AM
To: Nicole Garcia
Cc: Trevor Materasso
Subject: RE: Flock Purchase Order

Apologies for the delay, this required some digging. I've transferred funds so the account should be good to enter this contract now.

Thanks,



Jessica Hoffman, CLGBO, CLGFO
Lead Budget & Performance Analyst
Town of Apex, NC
(919) 249-3364
www.apexnc.org



Please note that email sent to and from this address is subject to the North Carolina Public Records Law and may be disclosed to third parties.

From: Nicole Garcia <Nicole.Garcia@apexnc.org>
Sent: Thursday, December 12, 2024 10:06 AM
To: Jessica Hoffman <Jessica.Hoffman@apexnc.org>
Cc: Trevor Materasso <Trevor.Materasso@apexnc.org>
Subject: Flock Purchase Order

Jessica,
PD submitted a contract for Flock. When I checked the noted G/L account for the purchase (10-5100-44500) it shows the account is overdrawn.

G/L Account Inquiry - 10-5100-44500 - Contracted Services

Fiscal Year 2025

 G/L Account

 10-5100-44500 - Contracted S

 Save Search

- \$ 43100 Automotive Supplies
- \$ 43101 Motor Fuel
- \$ 43200 Office Supplies
- \$ 43201 Janitorial Supplies
- \$ 43300 Departmental Supplies
- \$ 43301 Technology Hardware & Accessori
- \$ 43302 Safety Supplies
- \$ 43305 Medical Supplies
- \$ 43310 Meeting & Event Provisions
- \$ 43311 Community Outreach Materials
- \$ 43312 K-9 Program Expenses
- \$ 43503 Crime Prevention
- \$ 43504 Dare Supplies
- \$ 43505 Special Investigative Funds
- \$ 43506 Supplies, Materials, & Small Equipm
- \$ 43507 Employee Recognition
- \$ 43510 Supplies - Paid From Contrib
- \$ 43600 Uniforms
- \$ 44500 Contracted Services**
- \$ 44503 Personal Protective Equipment (ea

Annual Totals YTD

| | |
|---|---------------------|
| Classification Professional Services | |
| Amended Budget | Encumbrances |
| \$1,148,800.00 | \$484,320.93 |

| Month | Budget | Amendments |
|-----------------------|-----------------------|---------------------|
| July | \$1,007,800.00 | \$0.00 |
| August | \$0.00 | \$0.00 |
| September | \$0.00 | \$0.00 |
| October | \$0.00 | \$141,000.00 |
| November | \$0.00 | \$0.00 |
| December | \$0.00 | \$0.00 |
| January | \$0.00 | \$0.00 |
| February | \$0.00 | \$0.00 |
| March | \$0.00 | \$0.00 |
| April | \$0.00 | \$0.00 |
| May | \$0.00 | \$0.00 |
| June | \$0.00 | \$0.00 |
| Total | \$1,007,800.00 | \$141,000.00 |
| Unposted Transactions | \$0.00 | \$0.00 |
| Grand Total | \$1,007,800.00 | \$141,000.00 |

The Flock agreement is \$36,750. Are funds in the process of being transferred into Contract Services to cover these costs? Or is there some other identified issue creating the deficit which would allow me to enter the PO with an override?

Thank you,



Nicole Garcia
Purchasing Contracts & MWBE Administrator
 105-C Upchurch Street
 Apex NC 27502
 (919) 372-7366
www.apexnc.org



Please note that email sent to and from this address is subject to the North Carolina Public Records Law and may be disclosed to third parties.