



# Purchase Order

Dispatch via Print

**Department of Commerce**  
Oklahoma Department of Commerce  
900 N. Stiles Ave  
Oklahoma City OK 73104

<b>Purchase Order</b>	<b>Date</b>	<b>Revision</b>	<b>Page</b>
1609014786	08/20/2018		1
<b>Payment Terms</b>	<b>Freight Terms</b>		<b>Ship Via</b>
0 Days	Free on board at Destination		Common
<b>Buyer</b>	<b>Phone</b>		<b>Currency</b>
Judy Bartz	405/815-5103		USD

**Supplier:** 0000074137  
ARLEDGE & ASSOCIATES PC  
309 N BRYANT AVE  
EDMOND OK 73034-6276

**Ship To:** Oklahoma Department of Commerce  
900 N. Stiles Ave  
Oklahoma City OK 73104

**Bill To:** Oklahoma Department of Commerce  
Accounts Payable  
900 N. Stiles Ave  
Oklahoma City OK 73104

Tax Exempt? Y Tax Exempt ID: 736017987

Line-Sch	Cat CD / Item Id	Description	Quantity	UOM	PO Price	Extended Amt	Due Date
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1- 1	84111601 /	Audit Services for CDBG-DR Funds.	1.0000	YR	54,000.0000	54,000.00	08/20/2018
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**Total PO Amount** 54,000.00

**COMMENTS:**

Liquidated damages: In the event of an abandonment of services by the vendor, the vendor shall pay to the State of Oklahoma at a rate of \$500.00 per day of non-services, subject to a maximum of \$20,000.00, until said service is again recommenced. Such liquidated damages shall be deemed to be a genuine pre-estimate of the foreseeable damages incurred by the State of Oklahoma due to any such occurrence and shall not be interpreted by vendor or the State of Oklahoma as a penalty.

Award from FY19-04-0719, 2 responses.  
Date of Award: August 20, 2018 thru August 19, 2019 with 4 options to renew.

Vendor Contact  
LaDonna Sinning  
405.348.0615  
ladonna@jmacpas.com

Agency Contact  
Stacie Willis  
405.815.5302  
stacie.willis@okcommerce.gov

The State Official signing this requisition affirms any contract resulting from this request shall comply with the following:

- A. No employee of the state agency is able and available to perform the services to be provided pursuant to the contract.
- B. The state agency shall receive, review and accept a detailed work plan from the supplier for performance pursuant to the contract if requested by the State Purchasing Director.
- C. The state agency has developed, and fully intends to implement, a written plan providing for the assignment of specific state agency personnel to:
  - 1) Monitoring and auditing supplier performance,
  - 2) The periodic review of interim reports, or other indications of performance, and
  - 3) If requested by the State Purchasing Director, the ultimate utilization of the final product of the nonprofessional or professional services.
- D. The work to be performed under the contract is necessary to the state agency's responsibilities, and there is statutory authority to enter into the contract.

**Authorized Signature**



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- E. The contract will not establish an employment relationship between the state or the state agency and any persons performing under the contract.
- F. No current state employee will engage in the performance of the contract, unless specifically approved by the State Purchasing Director.
- G. The purchase of the nonprofessional or professional services is justified, and
- H. The contract contains provisions that are required by 74 O.S. Section 85.41.

**NOTE:**  
This requisition for services, in accordance with 74 O.S. Section 85.4.E.1, must be signed by the Chief Administrative Officer of the State agency or the Chief Administrative Officer of the requisitioning unit.

Authorized Signature