



City of Brockton

Purchase Order

Fiscal Year 2024 Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order Number 38541821

Purchase Order Date 04/01/2024

Department REPAIRS

Bill To 0323 BROCKTON PUBLIC SCHOOLS SCHOOL DEPT - ACCOUNTS PAYABLE 43 CRESCENT STREET BROCKTON, MA 02301

Ship To SCHOOL DEPT WAREHOUSE - WHS 91 FOSTER STREET BROCKTON, MA 02301

Delivery must be made within doors of specified destination.

Vendor ALTA ENTERPRISES, LLC ALTA EQUIP; ALTA CONST EQUIP NEW ENGLAND LLC PO BOX 21756 NEW YORK, NY 10087-1756

Table with columns: VENDOR PHONE NUMBER, VENDOR FAX NUMBER, VENDOR NUMBER, REQUISITION NUMBER, BUYER NAME, DELIVERY REFERENCE. Values: 26937, 38542027, ROBIN CARBONARA, KENNETH THOMPSON/MIKE CLARK

NOTES # OSG FRONT END LOADER REPAIR PARTS

The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading

Table with columns: ITEM #, DESCRIPTION, QUANTITY, UOM, UNIT PRICE, EXTENDED PRICE. Row 1: 1, INVOICE# SP6/34717 DATED: 03/20/24 REPAIR PARTS FOR THE OUTSIDE GROUNDS TEAM'S JCB LOADER AT BROCKTON HIGH SCHOOL, 1.0000, EACH, \$1,120.1500, \$1,120.15

GL #: 16340003 - 524200

RECEIVED APR 02 2024

Non-Taxable Exempt Certificate Number 0 46-001-382 Terms and Conditions on Reverse apply to this order. Deviation from prices stated herein is not permitted without a signed corrected P.O.

APR 03 2024

Handwritten signature of Dr. James Cobble

Authorized Signature

Purchase Order Total \$1,120.15

VENDOR COPY

WHEN A SCHOOL PO IS RECEIVED, ENSURE A VENDOR SUMMATION REPORT (VIS) IS INCLUDED WHEN PAYING AGAINST THE SCHOOL GENERAL FUND (ORG CODE STARTS WITH A 1)

Vendor Inquiry [CITY OF BROCKTON]

Close Search Browse Output Print Display PDF Save Excel Word Email Schedule Attach Sort 1099 Data IRS TIN Match Invoice Inquiry Check Inquiry PO Inquiry Recurring Invoices GL Summary Project Summary

Vendor Inquiry [CITY OF BROCKTON]

General Vendor Information

Vendor: 26937 Entity: 1
 Alpha: ALTA ENTERPRISES, LL Type:
 Status: ACTIVE Reason:
 Audits: Entered: 08/30/2023 Modified: 08/30/2023 By: ccosta Change Set: Current

Main General Miscellaneous Contacts Certifications Insurances Withholding

Contact Information

Company name: ALTA ENTERPRISES, LLC Addresses (0) Comments (0)
 DBA:
 Address: ALTA EQUIP; ALTA CONST EQUIP
 NEW ENGLAND LLC
 PO BOX 21756
 Zip code: 10087-1756
 City: NEW YORK
 State: NY New York
 Country: Foreign entity
 Email:
 Fax:
 View GL summary data for the current vendor. (G)

HOW TO RUN A VENDOR SUMMATION REPORT (VIS), FOR SCHOOL DEPARTMENT AP STAFF ONLY

1. GO TO VENDOR INQUIRY
2. HIT SEARCH
3. ENTER IN THE VENDOR CODE
4. HIT ACCEPT (CHECK MARK)

Vendor Inquiry [CITY OF BROCKTON]

General Vendor Information

Vendor **26937** Entity 1
Alpha ALTA ENTERPRISES, LL Type
Status ACTIVE Reason

Audits

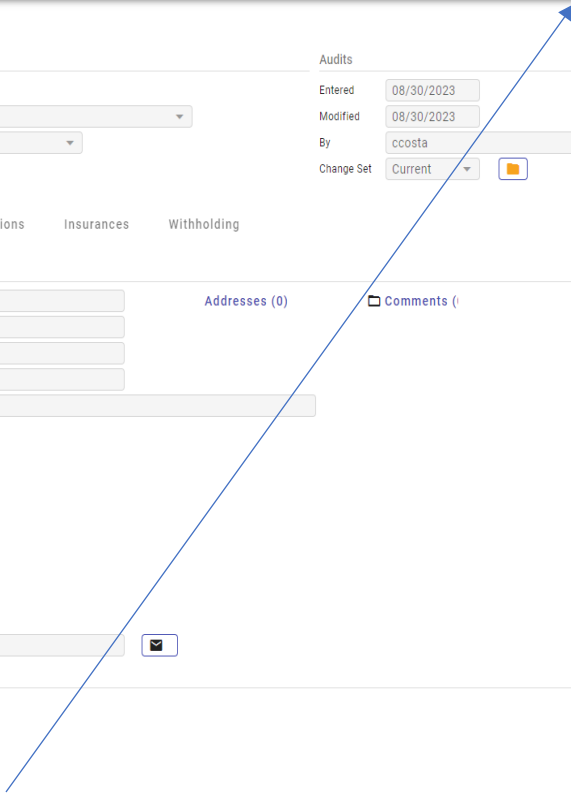
Entered 08/30/2023
Modified 08/30/2023
By ccosta
Change Set Current

- Main
- General
- Miscellaneous
- Contacts
- Certifications
- Insurances
- Withholding

Contact Information

Company name ALTA ENTERPRISES, LLC Addresses (0) Comments (0)
DBA
Address ALTA EQUIP; ALTA CONST EQUIP
NEW ENGLAND LLC
PO BOX 21756
Zip code 10087-1756
City NEW YORK
State NY New York
Country Foreign entity
Email
Fax

5. HIT THE GL SUMMARY BUTTON





G/L Summary Selection



Back



Accept



Cancel

Vendor Inquiry [CITY OF BROCKTON] > G/L Summary Selection > 

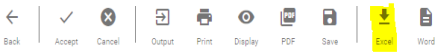
Fiscal Year Criteria

Current fiscal YTD

Last fiscal YTD

Next fiscal YTD

6. SELECT CURRENT FISCAL YTD



Vendor Inquiry [CITY OF BROCKTON] > G/L Summary Browse

Org	Org Desc	Account	Account Desc	Non-Released Req Amount	Released Req Amount	Non-Posted PO Amount	Posted PO Amount	Inv Proof Amount
05460075	Cemet Purc	0100-05-0546-00-00-00-00-75-524200-	VEH REP/MT	0.00	0.00	0.00	0.00	0.00
05460075	Cemet Purc	0100-05-0546-00-00-00-00-75-524300-	DPT EQ REP	0.00	0.00	0.00	0.00	0.00
16340002	B&G & FAC	0100-63-4000-08-20-47-00-75-524100-	Fac Maint	0.00	0.00	0.00	0.00	0.00
16340003	B&G Supply	0100-63-4000-08-20-47-00-76-524200-	B&G Vehicl	0.00	0.00	0.00	1,120.15	0.00
25009000	Lunch Rev	2500-90-0000-00-00-00-00-00-524300-02500	DPT EQ REP	0.00	0.00	0.00	0.00	0.00

Column	Total
Non-Released Req Amount	0.00
Released Req Amount	0.00
Non-Posted PO Amount	0.00
Posted PO Amount	1,120.15
Inv Proof Amount	0.00
Open Inv Amount	0.00
Paid Inv Amount	5,683.27

Search / Filter

Record

1 of 5

7. HIT THE EXCEL BUTTON

* IT IS IMPERITIVE TO NOTE, WE ARE SUMMING ONLY THE TOTAL OF PAYMENTS HITTING SCHOOL GENERAL FUND ACCOUNTS (ORG CODE STARTS WITH A 1)

1	Org	Org Desc	Account	Account Desc	Non-Released Req Amount	Released Req Amount	Non-Posted PO Amount	Posted PO Amount	Inv Proof Amount	Open Inv Amount	Paid Inv Amount
2	05460075	Cemet Purc	0100-05-0546-00-00-00-75-524200-	VEH REP/MT	0.00	0.00	0.00	0.00	0.00	0.00	1,923.64
3	05460075	Cemet Purc	0100-05-0546-00-00-00-75-524300-	DPT EQ REP	0.00	0.00	0.00	0.00	0.00	0.00	2,094.42
4	16340002	B&G & FAC	0100-63-4000-08-20-47-00-75-524100-	Fac Maint	0.00	0.00	0.00	0.00	0.00	0.00	632.85
5	16340003	B&G Supply	0100-63-4000-08-20-47-00-76-524200-	B&G Vehicl	0.00	0.00	0.00	1,120.15	0.00	0.00	0.00
6	25009000	Lunch Rev	2500-90-0000-00-00-00-00-02500	DPT EQ REP	0.00	0.00	0.00	0.00	0.00	0.00	1,032.36
7											
8							TOTAL	\$ 1,753.00			
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											

8. HIGHLIGHT SCHOOL GENERAL FUND PAYMENTS (ORG CODE STARTS WITH A 1) TO THE FAR LEFT

9. HIGHLIGHT CELLS WITH AMOUNTS IN THE “POSTED PO AMOUNT” COLUMN AND THE “PAID INV AMOUNT” COLUMN FOR ONLY SCHOOL GENERAL FUND ROWS (ORG CODE STARTS WITH A 1)

10. IN A FREE CELL UNDER THE ROWS OF UPDATED DATA, ENTER IN THE WORD TOTAL IN ONE CELL

11. IN THE CELL NEXT TO IT, SUM THE CELLS WITH AMOUNTS IN THEM FOR THE NOTED COLUMNS ON #9 (E.G., FORMULA FOR SUMMATION OF THIS EXAMPLE IS **=SUM(H5+K4)**)

12. HIT ENTER TO GET YOUR TOTAL IN THAT CELL

13. HIGHLIGHT YOUR TOTAL AMOUNT PAID TO THIS VENDOR AND PRINT TO ACCOMPANY PO COPY, INVOICE COPY, CONTRACT/RFP COPIES ETC.

14. MAKE SURE THE DATE YOU RAN THIS VIS REPORT IS RECEIVED BY CITY AP STAFF WITHIN A FULL 7 BUSINESS DAYS AFTER SENDING IT (SEE ORANGE ARROW AT THE TOP FOR THE DATE)