AC Template (for authorizing expenditures)

*AC lines increment by 10 (i.e. line 1 = 10, line 2 = 20, etc.)

*If AC has fewer than three lines please delete unnecessary rows; if more than 3 lines please insert rows.

Ord Number

3062-2018 Saitech, Inc.

| Type of AC Requested | Purchase Requisition (PR)# |
|-------------------------|----------------------------------|
| ACPO | PR251701 |

\$ 57,862.50

| Line # of AC | Procurement Category | Dept | Div | Obj Class | Main Acct | Fund | Subfund | Program | Sect 3 | Sect 4 | Sect 5 | Project ID | Optional Field | Planning Area | Amount |
|-----------------|-------------------------|------|------|--------------|--------------|------|---------|---------|--------|--------|--------|---------------|-------------------|------------------|--------------|
| 10 | n/a | 47 | 4702 | 03 | 63946 | 5100 | 510001 | IT005 | 470201 | IT01 | IT0102 | n/a | n/a | n/a | \$ 57,862.50 |

Ord Number

Brown

3062-2018 Enterprise

Solutions, LLC

| Type of AC Requested | Purchase Requisition (PR)# |
|-------------------------|----------------------------------|
| ACPO | PR257591 |

\$ 323,335.00

| Line # of AC | Procurement Category | Dept | Div | Obj Class | Main Acct | Fund | Subfund | Program | Sect 3 | Sect 4 | Sect 5 | Project ID | Optional Field | Planning Area | Amount |
|-----------------|-------------------------|------|------|--------------|--------------|------|---------|---------|--------|--------|--------|---------------|-------------------|------------------|---------------|
| 10 | n/a | 47 | 4702 | 03 | 63945 | 5100 | 510001 | IT005 | 470201 | IT01 | IT0102 | n/a | n/a | n/a | \$ 86,320.00 |
| 20 | n/a | 47 | 4702 | 03 | 63946 | 5100 | 510001 | IT005 | 470201 | IT01 | IT0102 | n/a | n/a | n/a | \$ 237,015.00 |

Template for Authorizing Appropriation

If fewer than three lines are needed please delete rows
If more than 3 lines are needed lease insert rows.

| Ord |
|--------|
| Number |
| |

| Line # | Dept | Div | Obj Class | Main Acct | Fund | Subfund | Program | Section 3 | Section 4 | Section 5 | Project ID | Amount |
|--------|------|-----|-----------|--------------|------|---------|---------|-----------|-----------|-----------|---------------|--------|
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | | | | | |
| 3 | | | | | | | | | | | | |

Template To Authorize Transfer Between Different Funds

If fewer than three lines are needed please delete rows If more than 3 lines are needed lease insert rows.

Ord Number

TRANSFER FROM

| Line # | Div | Obj Class | Main Acct | Fund | Subfund | Program | Sect 3 | Sect 4 | Sect 5 | Project ID | Optional Field | Amount |
|--------|-----|-----------|--------------|------|---------|---------|--------|--------|--------|---------------|-------------------|--------|
| 1 | | 10 | | | | | | | | | | |

TRANSFER TO:

| Line | # D | Div | Obj Class | Main Acct | Fund | Subfund | Program | Sect 3 | Sect 4 | Sect 5 | Project ID | Optional Field | Amount |
|------|-----|-----|-----------|--------------|------|---------|---------|--------|--------|--------|---------------|-------------------|--------|
| 1 | | | 80 | | | | | | | | | | |

Template To Authorize Transfer Between Projects or Subfunds WITHIN the Same Fund

If fewer than three lines are needed please delete rows If more than 3 lines are needed lease insert rows.

| Ord |
|--------|
| Number |
| |

Transfer From:

| Line # | Div | Obj Class | Main Acct | Fund | Subfund | Program | Sect 3 | Sect 4 | Sect 5 | Project ID | Optional Field | Amount |
|--------|-----|-----------|--------------|------|---------|---------|--------|--------|--------|---------------|-------------------|--------|
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | | | | | |
| 3 | | | | | | | | | | | | |

Transfer To:

| Line # | Div | Obj Class | Main Acct | Fund | Subfund | Program | Sect 3 | Sect 4 | Sect 5 | Project ID | Optional Field | Amount |
|--------|-----|-----------|--------------|------|---------|---------|--------|--------|--------|---------------|-------------------|--------|
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | | | | | |
| 3 | | | | | | | | | | | | |