

CITY OF HOBBS
SOLE SOURCE/EMERGENCY

TO: CPO
FROM: Kaylyn Lewis
DATE: 8-4-17

CHECK ONE: SOLE SOURCE EMERGENCY PURCHASE

ITEM(S)/SERVICE(S) TO BE PURCHASED: Monthly online web payments for our billing software

Award To (If new vendor make sure address is on this form): Accela
2633 Camino Real, Suite 500
San Ramon, CA 94583

Phone/Fax No.

Point of Contact

COST: \$ 22,000.00

JUSTIFICATION FOR SOLE SOURCE OR EMERGENCY PURCHASE:

Online web payments made through the website and transferred to our billing software

RECEIVED

AUG 07 2017

FINANCE DEPT
S. RAULSTON

Account No.

604630-42601

Prepared By:

K Lewis

Department Approval:

K Lewis

CPO: