# **VOUCHER**

## **TOWN OF ULYSSES**

10 ELM STREET

	TRUMANSBURG, NY 14886				
DEPARTMENT					
CLAIMANT'S NAME AND ADDRESS	PNJ EXPRESS 8415 MAIN ST INTERLAKEN, NY 14847				

(CLAIMANT - DO NOT WRITE IN THIS AREA)	VOUCHE	₹#_	262
DATE VOUCHER RECEIVED			
Fund - Appropriation	on		Amount
A7020.42			2,444.10
	Total		2,444.10
ENTERED ON ABSTRACT NO.	007		07/13/2021

DETAILED INVOICES MAY BE ATTACHED AND TOTAL ENTERED ON THIS VOUCHER. CERTIFICATION BELOW MUST BE SIGNED.

TERMS \_\_\_\_\_ PURCHASE ORDER NO. \_\_\_\_

Account		Description		Invoice #	Amount
A7020.42	RECREATION CE SPRING SPORTS U	WIFORMS		21-0017	2,444.10
				TOTAL	2,444.10
		CLAIMANT'S CE	RTIFICATION		
				amount of \$	
		es and disbursements charged v s, from which the municipality			
I	Date	Signature		Title	
		(Space below f	for municipal use)		
DEPARTMENT APPROVAL			APPROVAL FOR PAYMENT		
The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.		This cl from th	aim is approved and ordered paid ne appropriations indicated above.		
Authorized	Official	Date	Auditing	Board Audi	ting Board



Date:	4/19/2021
Invoice #:	21-0017

Ship To:		
Town of Ulysses Recreation		
Will Glennon		
BASEBALL		
*QUOTE*		

Subtotal	\$2,444.10
Tax	
Total	\$2,444.10

Qty	Item #	Description	Size	<b>Unit Price</b>	Discount	Line Total
16	Hats	Embroiderd Cotton Hats Royal hat, Gold T	Adult	\$7.15		\$114.40
120	Hats	Embroiderd Cotton Hats Royal hat, Gold T	Youth	\$7.15		\$858.00
21	5480	Full Chest Logo 3YXS,9YS,5YM,1YL,1YXL	BLACK	\$5.95		\$124.95
21	5480	Full Chest Logo 3YXS,8YS,6YM,1YL,1YXL	ROYAL	\$5.95		\$124.95
21	5480	Full Chest Logo 4YXS,8YS,5YM,2YL,1AS	WHITE	\$5.95		\$124.95
21	5480	Full Chest Logo 4YXS,8YS,5YM,1YL,1YXL	GREY	\$5.95		\$124.95
48	1566	Royal Jersey, LC logo, back number	Y/A	\$11.75		\$564.00
4	Team 365	Duffel Bags	Large	\$9.75		\$39.00
						\$0.00
62	g500	TRACK-White front logo. 9YS,13YM,11YL, 4YXL,13 AS, 6AM, 6AL	-	\$5.95		\$368.90
						\$0.00
						\$0.00
						\$0.00
						\$0.00
		*See Pat for special pricing				\$0.00
		*Waive logo set up fees				\$0.00
		*Tax emept*				\$0.00
						\$0.00
						\$0.00
						\$0.00

Payment	

Special Instrutions	Due on:

Subtotal	\$2,444.10
Tax	
Total	\$2,444,10

Payment to be made within 30 days of above date, payments not received within 30 days are subject to a late fee

Please make checks payable to: PNJ Express 8415 Main St. Interlaken, NY 14847

# 2ND QUOTE

From: Will Glennon [mailto:recreation@ulysses.ny.us]

**Sent:** Friday, April 16, 2021 1:55 PM **To:** Chip Wood <<u>cwood@graph-tex.com</u>>

Subject: Re: Shirts, hats, etc. for Town of Ulysses Rec Programs

Hi Chip,

Could you create an estimate for the following?

40 baseball jerseys 793000 b-core (T on front and number on back)

each \$480.00

120 CP 80 hats - Royal blue with T embroidered

each \$840.00

90 50/50 youth t-shirts with logo on front

each \$414.00

TOTAL 1734.00

Thanks

Will



## Baseball clothing/hat order

11 messages

Will Glennon <recreation@ulysses.ny.us>

Fri, Apr 16, 2021 at 12:37 PM

To: Ulysses Supervisor <supervisor@ulysses.ny.us>, Sarah Koski <deputyclerk@ulysses.ny.us>

Hi Nancy and Sarah,

I have two quotes for hats, shirts, jerseys from PNJ and Graph-Tex. I am waiting for the official invoices to pass along.

PNJ total is \$1825 and include 4 equipment bags at cost.

Graph-Tex estimate is \$1734 with no duffle bags.

PNJ is local and has been used by the village in the past. The owner is a teacher at TBurg and I would prefer to keep the business local. He is also a volunteer coach.

Graph-tex is in Cortland. They are used by other municipalities and very competitive with pricing on a regular basis.

Will

Will Glennon **Recreation Director** Town of Ulysses recreation@ulysses.ny.us Ulysses.ny.us

Sarah Koski <ulysses.deputy.clerk@gmail.com>

Fri, Apr 16, 2021 at 1:51 PM

Fri, Apr 16, 2021 at 2:04 PM

Reply-To: deputyclerk@ulysses.ny.us

To: Will Glennon <recreation@ulysses.ny.us>

Cc: Ulysses Supervisor <supervisor@ulysses.ny.us>, Sarah Koski <deputyclerk@ulysses.ny.us>

Thanks for keeping me in the loop! When you decide on which vendor you'll go with, I can help set up an account, give them our tax exempt info if you haven't already.

[Quoted text hidden]

Best.

Sarah Koski

Ulysses Deputy Town Clerk

Office hours: 8am-4pm, Tuesday - Friday

Please contact the Town Clerk at clerk@ulysses.ny.us if you need assistance at other times

10 Elm St.

Trumansburg NY 14886 P. (607)387-5767, ext. 221

ulysses.ny.us

Will Glennon <recreation@ulysses.ny.us>

To: Sarah Koski <deputyclerk@ulysses.ny.us>

Cc: Ulysses Supervisor <supervisor@ulysses.ny.us>

Thanks Sarah. I told them we are tax exempt. But, I am sure I need to send the official letter.

### Ulysses Supervisor <supervisor@ulysses.ny.us>

To: Will Glennon <recreation@ulysses.ny.us>

Cc: Sarah Koski <deputyclerk@ulysses.ny.us>

Hi Will and Sarah, since we will get extra value for the extra cost, I think we're fine to go with the local vendor. Nancy

Nancy Zahler Supervisor, Town of Ulysses Supervisor@ulysses.ny.us (607) 387-5767 ext 232 (607) 279-4792 cell

[Quoted text hidden]

## Will Glennon <recreation@ulysses.ny.us>

To: Ulysses Supervisor <supervisor@ulysses.ny.us>

Cc: Sarah Koski <deputyclerk@ulysses.ny.us>

Thank you Nancy. Can you create an account for PNJ Sarah?

Will

[Quoted text hidden]

#### Sarah Koski <ulysses.deputy.clerk@gmail.com>

Reply-To: deputyclerk@ulysses.ny.us

To: Will Glennon <recreation@ulysses.ny.us>

Sure, do you have contact info for them? Email would be easiest so I can send the tax exempt form.

[Quoted text hidden]

Sarah Koski <ulysses.deputy.clerk@gmail.com>

Reply-To: deputyclerk@ulysses.ny.us

To: Will Glennon <recreation@ulysses.ny.us>

I think I tracked them down...? https://pnj-express.square.site/?fbclid=lwAR37eYzD9huTegWAFhZPjEytTm-

x1pbfGZi24ASZbTsQrdSfuHohA-4V71o

[Quoted text hidden]

Will Glennon <recreation@ulysses.ny.us>

To: Sarah Koski <deputyclerk@ulysses.ny.us>

Hi Sarah,

pnjcustomexpress@gmail.com

Pat Edwards

[Quoted text hidden]

Sarah Koski <ulysses.deputy.clerk@gmail.com>

Reply-To: deputyclerk@ulysses.ny.us

To: Will Glennon <recreation@ulysses.ny.us>

Cc: Sarah Koski <deputyclerk@ulysses.ny.us>

Great, thanks! I'll let you know when the account is set up.

[Quoted text hidden]

Fri, Apr 16, 2021 at 3:20 PM

Deputy Clerk <ulysses.deputy.clerk@gmail.com> To: Will Glennon <recreation@ulysses.ny.us>

Tue, Apr 20, 2021 at 9:23 AM

Fri, Apr 16, 2021 at 2:20 PM

Fri, Apr 16, 2021 at 2:42 PM

Fri, Apr 16, 2021 at 2:50 PM

Fri, Apr 16, 2021 at 3:06 PM

Fri, Apr 16, 2021 at 3:18 PM

Just connected with Pat, the town should be all set to place orders and receive invoices.

On Apr 16, 2021, at 3:18 PM, Will Glennon <recreation@ulysses.ny.us> wrote:

[Quoted text hidden]

Will Glennon <recreation@ulysses.ny.us>
To: Deputy Clerk <ulysses.deputy.clerk@gmail.com>

Tue, Apr 20, 2021 at 10:11 AM

Awesome, thanks! I will forward what the order will be. [Quoted text hidden]