



City of Pensacola
P.O. Box 12910
Pensacola, FL 32521
(850) 435-1817

PURCHASE ORDER

Page 1 / 1

DATE
10/30/2015

PO NUMBER
0074093

VENDOR: 061623

ICON ENTERPRISES INC DBA
CIVIC PLUS
302 S 4TH ST STE 500
MANHATTAN, KS 66502

SHIP TO: HUMAN RESOURCES
CITY OF PENSACOLA
222 WEST MAIN STREET (4TH FLR)
PENSACOLA, FL 32502

FOB Point:

Terms: A/P No terms

Req. Del. Date:

Special Inst:

Contract No.:

Req. No.: 0011462

Dept: HUMAN RESOURCES

Contact: BIOSCA, TONY

Quantity	Unit	Item Code	Description	Unit Price	Ext. Price
			CivicHR Applicant Tracking, Employee Onboarding, Performance Management Subscription Renewal		7,495.00
<div>PAID Tony Biosca</div>					

BILL TO: CITY OF PENSACOLA
ACCOUNTS PAYABLE
PO BOX 12910
PENSACOLA, FL 32521-0061

SUBTOTAL	7,495.00
TAX	0.00
FREIGHT	0.00
TOTAL	7,495.00

Account Number	Amount	Account Number	Amount
E 001.510.0050.005000.9357.000000	7,495.00		

RECEIVING COPY

Authorized Signature



Remit to:
302 S 4th St. Suite 500
Manhattan, KS 66502
P 888-228-2233 ext 291
F 785-587-8951

Invoice

Bill To

Edward Sisson
City of Pensacola FL
P.O. Box 12910
Pensacola FL 32521

Invoice # 155954
Date 10/1/2015
Terms Net 30
Due Date 10/31/2015
PO # 74093
Contract Start Date 10/1/2015
Contract End Date 9/30/2016

1	CivicHR Applicant Tracking Subscription Renewal	4,495.00	4,495.00	10/1/2015	9/30/2016
1	CivicHR Employee Onboarding Subscription Renewal	3,000.00	3,000.00	10/1/2015	9/30/2016
1	CivicHR Performance Management Subscription Renewal	3,500.00	3,500.00	10/1/2015	9/30/2016
1	Fee Waived for CivicHR Performance Management Subscription Renewal	-3,500.00	-3,500.00	10/1/2015	9/30/2016

Total 7,495.00
Amount Due \$7,495.00

PLEASE NOTE OUR UPDATED MAILING ADDRESS:

CIVICPLUS
302 S 4TH ST STE 500
MANHATTAN, KS 66502

QUESTIONS? EMAIL: ACCOUNTING@CIVICPLUS.COM

A Finance Charge of 2.9% Per Month Will Be Added To Past Due Accounts.

PAYMENT POLICY: Payments received will be applied first to finance charges, then to the oldest outstanding invoice(s).

Icon Enterprises, Inc.
 CivicPlus
 302 South 4th Street, Suite 500
 Manhattan, KS 66502
 785-587-1853

StateBank
 83-153/1011

37096

5/31/2016

PAY TO THE ORDER OF Pensacola FL - HRMS

\$ **2,625.00

Two thousand six hundred twenty five and 00/100***** DOLLARS

Edward Sisson
 City of Pensacola
 P.O. Box 12910
 Pensacola FL 32521

MEMO Per Jonathan We delayed the launch of Pensacola's

SECOND SIGNATURE REQUIRED ON CHECKS EXCEEDING \$20,000

AUTHORIZED SIGNATURE

Security Features. Details on back.

Icon Enterprises, Inc.

Pensacola FL - HRMS

Per Jonathan We delayed the launch of Pensacola's Perf... 2,625.00

37096

1210 Accounts Receivable

1110 Cash in Bank - K-State

Per Jonathan We delayed the launch of Pensacola's

2,625.00

PO#0074093 \$7,495.00
 005000-9357-000000



City of Pensacola
P.O. Box 12910
Pensacola, FL 32521
(850) 435-1817

PURCHASE ORDER

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DATE
9/30/2014

PO NUMBER
0072991

VENDOR: 061623

ICON ENTERPRISES INC DBA
CIVIC PLUS AND EPOWEREDSCHOOLS
317 HOUSTON ST STE E
MANHATTAN, KS 66502

SHIP TO: HUMAN RESOURCES
CITY OF PENSACOLA
222 WEST MAIN STREET (4TH FLR)
PENSACOLA, FL 32502

FOB Point:

Terms: A/P No terms

Req. Del. Date:

Special Inst:

Contract No.:

Req. No.: 0010343

Dept.: HUMAN RESOURCES

Contact: BIOSCA, TONY

Quantity	Unit	Item Code	Description	Unit Price	Ext. Price
			CivicHr software for Employment applicant tracking system, electronic onboarding system, and electronic performance management system modules.		16,400.00
<div>OK to PAY </div>					16,495.
BILL TO: CITY OF PENSACOLA ACCOUNTS PAYABLE PO BOX 12910 PENSACOLA, FL 32521-0061				SUBTOTAL	16,400.00
				TAX	0.00
				FREIGHT	0.00
				TOTAL	16,400.00
Account Number		Amount	Account Number		Amount
E 001.510.0050.005000.9357.000000		16,400.00			

RECEIVING COPY

Authorized Signature



Remit to:
302 S 4th St. Suite 500
Manhattan, KS 66502
P 888-228-2233 ext 291
F 785-587-8951

Invoice

Invoice # 151071
Date 9/30/2014
Terms Net 30
Due Date 10/30/2014
PO #
Contract Start Date 10/1/2014
Contract End Date 9/30/2015

Bill To
Edward Sisson
City of Pensacola FL
P.O. Box 12910
Pensacola FL 32521

Qty	Description	Rate	Amount	Start Date	End Date
1	CivicHR Applicant Tracking Subscription	4,495.00	4,495.00	10/1/2014	9/30/2015
1	CivicHR Employee Onboarding Subscription	3,000.00	3,000.00	10/1/2014	9/30/2015
1	CivicHR Performance Management First Year	5,500.00	5,500.00	10/1/2014	9/30/2015
1	CivicHR Performance Management Subscription	3,500.00	3,500.00	10/1/2014	9/30/2015
	Current GCMS Client Discount applied to item prices. (\$5500 total)	0.00	0.00		

Total 16,495.00
Amount Due \$16,495.00

WE ARE MOVING TO OUR NEW LOCATION ON SEP 26, 2014!
PLEASE USE THE NEW ADDRESS AFTER SEP 26, 2014.
CIVICPLUS
302 S 4TH ST STE 500
MANHATTAN, KS 66502
QUESTIONS? EMAIL: ACCOUNTING@CIVICPLUS.COM

A Finance Charge of 2.9% Per Month Will Be Added To Past Due Accounts.

PAYMENT POLICY: Payments received will be applied first to finance charges, then to the oldest outstanding invoice(s).

Barbara McWaine

From: Edward Sisson
Sent: Wednesday, October 01, 2014 4:16 PM
To: Barbara McWaine
Cc: Tony Biosca
Subject: Purchase Order #0072991 CORRECTION

The above referenced purchase order was requested in the amount of \$16,400 when the request should have reflected \$16,495. Please correct the purchase order to reflect the intended amount of \$16,495.

I apologize for the confusion and appreciate your time and attendance.

Edward

Edward F. Sisson, SPHR, CEBS
Human Resource Administrator
City of Pensacola, Florida
PH : 850-435-1727
Fax: 850-595-1298
ESisson@cityofpensacola.com



Notice: Florida has a very broad public records law. Most written communications to or from state and local officials regarding government business are public records available to the public and media upon request. Your email communications may be subject to public disclosure.