Madison County Comptroller

Memo

To:

Madison County Board of Supervisors

From:

Na'Son S. White

CC:

None

Date:

February 10, 2021

Re:

Rejection of Invoices ~ Redwood Toxicology Laboratory, Inc.

Invoice #732501 from Redwood Toxicology Laboratory, Inc was presented for payment. Upon review, the purchase started with a requisition followed by an invoice which was later followed by a purchase order. The purchase was made prior to the issuance of the purchase order. The Adult Drug Court ordered the items obligating the County without a purchase order. This procedure violated the MS State purchasing laws. The invoice and purchase order are attached.

Please reject the attached invoice.

Redwood Toxicology Laboratory, inc.

Reditest Screening Devices P.O. Box 14327 Santa Rosa CA 95402-6327

RECEIVED JAN 1 2 2021 CONFIDENTIAL Return Service Requested

Tel: (800) 255-2159 Fax: (707) 569-1442 invoice. 732501 12/30/2020 Date Page Contract:No. 4 41

Contract #MSDRUG

ACCOUNTS PAYABLE THE 20TH CIRCUIT DRUG COURT - CANTON 146 W CENTER ST CANTON MS 39046-3735

Ship To:

Ms. Jessica Culpepper The 20th Circuit Drug Court - Canton 146 W Center Street, CANTON MS 39046-3735

Phone: (601) 573-9325 Ext. 0000



Purchase Or	dar No	Customer ID		Entered By -	200 ASS 4	Shipping Method	186	Paymen	t Ten				Mast	er No.
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Signture required Jessica.Carr@madison-co.com

Please Make Checks Payable and Remit To: Redwood Toxicology Laboratory, Inc., P.O. Box 734494, Chicago, IL 60695-1494

Subtotal: \$4,992.00 \$0.00 Misc · \$0.00 Tax. Handling \$0.00 \$0.00 Bake: 6 · e \$4,992.00 Total ...

CLAIMS: All claims must be made within 30 days from date of invoice.

TERMS: A 20% restock fee will be applied to product returned which was not at fault of Redwood Toxicology Laboratory, Inc. A finance charge of 1.5% a month (or the maximum allowed by law) will be assessed on all invoices that are past due.

PURCHASE ORDER MADISON COUNTY BOARD OF SUPERVISORS P.O. BOX 608 CANTON, MISSISSIPPI 39046

601-855-5503

: PO No : 210134 : ______ Req. No 210155 Page 1

: T O: : 14455 : REDWOOD TOX : LABORATORY : PO BOX 7344 : CHICAGO	ICOLOGY LABORATORY, INC SERVICES A/R : 94 : IL 60695 1494 :	MADISON COUNTY CENTRAL RECEIVING 146 WEST CENTER S CANTON, MS 3904	: : : : : : : : : :
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Kesha Buckner Purchase Clerk

601-855-5503

kesha.buckner@madison-co.com

\$4,992.00:

CORRECT PURCHASE ORDER NUMBER MUST APPEAR ON ALL SHIPMENTS AND INVOICES INVOICE AMOUNTS GREATER THAN PURCHASE ORDER AMOUNT CANNOT BE PAID

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