

**REQUEST FOR AUTOMOTIVE EQUIPMENT**  
DEPARTMENT OF GENERAL SERVICES

TO: Director, Bureau of Vehicle Management  
2221 Forster St., Harrisburg, PA 17103

DATE <i>12/6/22</i>	PO NO.
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REQUESTED BY: (Department, Board or Commission) <i>Fish &amp; Boat Commission</i>	REQUEST NO. <b>46324</b>
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FOR USE BY: (Bureau, Office, Division) <i>Hatcheries</i>	HEADQUARTERS LOCATION: <i>Dallastown, PA</i>
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OPERATOR ACCOUNT/FUEL CARD CODING				
SAP CODING - Fund		Cost Center	GL	Budget Period
<i>200330000</i>		<i>2231401100</i>	<i>6450240</i>	<i>2022</i>
FUEL CARD ACCOUNT NO.		WBS		
<i>049609781541</i>				

NUMBER, TYPE AND GENERAL SPECIFICATIONS:  
*4 - Cab + Chassis trucks matching attached specs, in white, to be bid out for purchase.*

JUSTIFICATION FOR ASSIGNMENT AND USE:  
*will replace existing trucks TBD to be used for stocking fish throughout the state.*

(Attach separate page if additional space is required.)

- Appropriation has been made to this Department for automotive equipment under the leasing program.
- Appropriation has been made to this Department for automotive equipment and the funds are available under the following account code:

*100% =*

100% =				
SAP CODING - Fund		Cost Center	GL	Budget Period
<i>203300000</i>		<i>2290101090</i>	<i>6450240</i>	<i>2022</i>
FUEL CARD ACCOUNT NO.		WBS		

- FOR VEHICLE ADMINISTRATION DIVISION USE ONLY: Purchasing/General Fund appropriation for the purchase of the equipment is available under the following account code:

APPROVED: *[Signature]*  
AGENCY AUTOMOTIVE OFFICER  
*[Signature]*  
AGENCY HEAD OR DEPUTY

*[Signature]* 12-6-22  
COMPTROLLER  
DIRECTOR, BUREAU OF VEHICLE MANAGEMENT

To: Secretary, Executive Board

The general specifications have been reviewed and are acceptable. Authority for the purchase of this equipment is requested. The proposed Executive Board Resolution is attached.

Respectfully submitted,

Deputy Secretary for Property and Asset Management  
Department of General Services

Date

▼ VEHICLE ADMINISTRATION USE ONLY ▼