

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 1/31/18



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- Recognition:** Students Staff Parents
Information: Building Report Old Business Superintendent's Report
Action: Resignation Hiring Contract Service Agreements
 Travel Out-of-State Travel In State Approvals
 Termination Legal Matters Other:
 This action request pertains to Elementary (only) High School/District Wide
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Date: 1/24/18

To: **Corrina Guardipee-Hall**
 Superintendent

From: Stacy Edwards
Title: Director of Finance

Subject: **Purchases Over \$10,000.00**

Justification (District Goals): Board of Trustees Policy #7320 calls for board approval of any purchases over \$10,000.

Financial Impact: See below

Funding Source (Budget/grant, etc.): Identified below

Attachment(s): Purchases orders and quotes

Quill \$10,959.97 Human Resources - Fire proof cabinets

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled to: _____

29509

Your order has been submitted.

RECAP NUMBER: 77771183
ORDER DATE: 01/23/2018 12:49:05 PM EST
ACCOUNT NUMBER: 41165
ORDER CONFIRMATION will be sent to: teresar@bps.k12.mt.us

Billing Information
BROWNING PUBLIC SCHOOL
ACCOUNTS PAYABLE
129 1ST AVE SE
BROWNING, MT, 59417
Payment Method: Invoice Quill Account

Delivery Information
BROWNING PUBLIC SCHOOLS
129 1ST AVE SE
BROWNING, MT, 59417
Attention Department: TROLAND
Call before Truck Delivery: Teresa Roland
4063382715
Special Truck Delivery Option: Driver Assisted Delivery

This order will display in your order history within 2 business hours. Monday - Friday 7 A.M. to 9 P.M. (CT) and Saturday 7:30 A.M. to 4 P.M. (CT)

Expected delivery (1 items): 10 to 12 Business Days

ORDER DETAILS



Quill Brand® Fireproof 44"-Wide Lateral File; 4-Drawer, Black
Item # 901-Q444LATBK

QUANTITY	PRICE	TOTAL
3 (Each)	\$3,644.99	\$10,934.97

Order Summary

Merchandise Total:	\$10,934.97
Shipping:	\$25.00
Handling:	Free
Estimated Tax:	NONE
Total:	\$10,959.97

You saved \$1,215.00 today!	
Exclusive School Savings *	\$1,215.00

*Savings reflected in your merchandise total