

Browning Public Schools  
**Board Agenda Request**  
 Meeting to Be Held: 9/13/16



- 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

**Date:**        9/7/16

**To:**            **John Rouse**  
 Superintendent of Schools

**From:**        Stacy Edwards  
 Title:          Business Office Manager

**Subject: Purchase over \$5,000**

**Justification (District Goals): Board of Trustees Policy #7320 calls for board approval of any purchases over \$5,000.**

**Financial Impact: See below**

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

**Attachment(s):** Purchases orders and quotes

PO#18864 Avid Center	\$8,428.00	Annual Dues BMS-BHS
PO#18950 Superior Bus. Equip.	\$16,692.08	Technology-Printer Maintenance Contract
PO#18951 Superior Tire	\$5,808.61	Transportation-Tires
PO#18952 Sysco	\$5,098.93	Food Service/Warehouse
PO#18953 Sysco	\$6,991.49	Food Service/Warehouse

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

**Comments:** \_\_\_\_\_

**Board Action:**     N/A (Info)     Approved     Denied     Tabled to: \_\_\_\_\_

**Bill To:**

**BROWNING PUBLIC SCHOOLS**

**PURCHASE ORDER**

PO Box 610  
Browning, MT 59417-0610

**PO #:** 18864  
**Page:** 1  
**Date Issued:** 09/06/16

<b>To:</b>	
Vendor	7307
PHONE	( ) -
FAX	(858)268-2265
AVID CENTER	
9246 LIGHTWAVE AVE STE 200	
SAN DIEGO, CA. 92123	

<b>Ship To:</b>
Browning Public Schools
ATTN: Curriculum Dept-Jeri Mat
129 1st Ave SE Browning MT 594
406-338-2715

Ship Via STANDARD  
Requested by JMATT  
Approved by JUHN  
Orgn. District Wide

**Notes**

AVID annual dues (2016-17) for BMS and BHS  
Requisition #:21330  
Approved by: JOHN, STACY, BOARD

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
BHS	avid weekly subscription	1.000		519.0000	519.00
115-	90-494-1700-330- 116				
BHS	avis membership fees	1.000		3695.0000	3695.00
115-	90-494-1700-330- 116				
BMS	avid weely subscription	1.000		519.0000	519.00
115-	90-494-1700-330- 116				
BMS	avid membership fees	1.000		3695.0000	3695.00
115-	90-494-1700-330- 116				
<b>Total</b>					<b>8428.00</b>

**INSTRUCTIONS TO SUPPLIER**

1. Please furnish above order less any educational discounts.
2. This P.O. will be voided if not shipped within 60 days of order date.
3. Purchase order number must appear on all documents and packages.
4. Ship all merchandise F.O.B. "Ship To" address. Prepay and bill shipping charges.
5. Do not mail invoices to "Ship To" address.
6. Do not attach invoice to carton containing merchandise.

**Bill To:**

**BROWNING PUBLIC SCHOOLS**

**PURCHASE ORDER**

PO Box 610  
Browning, MT 59417-0610

**PO #:** 18950  
**Page:** 1  
**Date Issued:** 09/08/16

To:	
Vendor	1819
PHONE	(800)491-7462
FAX	(406)453-0063
SUPERIOR BUSINESS EQUIPMENT	
PO BOX 1252	
1001 CENTRAL AVE	
GREAT FALLS, MT 59403-1252	

Ship To:
BROWNING SCHOOLS TECHNOLOGY
129 1ST AVENUE SE
BROWNING MT 59417
406-450-8842

Ship Via STANDARD  
Requested by E HOLM  
Approved by EVERETT  
Orgn. Technology

**Notes**

Annual printer contract maintenance/ Canono printers  
.015/bw copy/print .074/color copy/print

Requisition #:21519

Approved by: EVERETT, STACY, BOARD

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
274- 92-930-3200-452	ann printer maintenance	1.000		16692.0800	16692.08
<b>Total</b>					<b>16692.08</b>

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**Bill To:**

**BROWNING PUBLIC SCHOOLS**

**PURCHASE ORDER**

PO Box 610  
Browning, MT 59417-0610

**PO #:** 18951  
Page: 1  
Date Issued 09/08/16

To:	
Vendor	794
PHONE	(406)453-6262
FAX	(406)727-2311
SUPERIOR TIRE-GREATFALLS	
5810 2ND AVE. N.	
P.O. BOX 1729	
GREATFALLS, MT. 59403	

Ship To:
BROWNING SCHOOLS TRANSPORTATIO
102 EAST BOUNDARY STREET
BROWNING, MT. 59417
406-338-5952

Ship Via  
Requested by TERI  
Approved by WAYNE  
Orgn. Transportation

**Notes**

Requisition #:21550  
Approved by: WAYNE, STACY, BOARD

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
-GS45120	Tires	7.000		470.6500	3294.55
126-	96-167-2710-624	2470.91			
226-	96-167-2710-624	823.64			
-GS45120	Tires	6.000		401.5100	2409.06
126-	96-167-2710-624	1806.79			
226-	96-167-2710-624	602.27			
-GS45120	Tires	6.000		17.5000	105.00
126-	96-167-2710-624	78.75			
226-	96-167-2710-624	26.25			



**Total 5808.61**

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**Bill To:**

**BROWNING PUBLIC SCHOOLS**

**PURCHASE ORDER**

PO Box 610  
Browning, MT 59417-0610

**PO #:** 18952  
**Page:** 1  
**Date Issued:** 09/08/16

To:	
Vendor	1046
PHONE	(800)548-7272
FAX	(406)247-1365
SYSCO (WHSE #156604)	
P.O. BOX 31198	
BILLINGS MT 59107-1198	

Ship To:
BROWNING FOOD SERVICE/WAREHOUS
102 EAST BOUNDARY STREET
BROWNING, MT. 59417
406-338-7952

Ship Via STANDARD  
Requested by KRIS  
**Approved by LYNNE**  
Orgn. Food Service/Warehouse

**Notes**

invoice 609021132  
Requisition #:21578  
Approved by: LYNNE, STACY, BOARD

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
112- 92-910-3100-630	food	1.000		4977.9800	4977.98
112- 92-910-3100-610	supplies	1.000		120.9500	120.95
<b>Total</b>					<b>5098.93</b>



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6. Do not attach invoice to carton containing merchandise.

Bill To:

BROWNING PUBLIC SCHOOLS

PURCHASE ORDER

PO Box 610  
Browning, MT 59417-0610

PO #: 18953  
Page: 1  
Date Issued 09/08/16

To:	
Vendor	1046
PHONE	(800)548-7272
FAX	(406)247-1365
SYSCO (WHSE #156604)	
P.O. BOX 31198	
BILLINGS MT 59107-1198	

Ship To:	
BROWNING FOOD SERVICE/WAREHOUS	
102 EAST BOUNDARY STREET	
BROWNING, MT. 59417	
406-338-7952	

Ship Via STANDARD  
Requested by KRIS  
Approved by LYNNE  
Orgn. Food Service/Warehouse

Notes

invoices 608302354, 608302355, 608302357, 608261285  
Requisition #:FOOD 2  
Approved by: LYNNE, STACY, BOARD

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
112- 92-910-3100-630	whse food	1.000		6114.5700	6114.57
112- 92-910-3100-610	whse supplies	1.000		876.9200	876.92
<b>Total</b>					<b>6991.49</b>



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