



MEMO

TO: Weber School District Board of Education
Dr. Jeff Stephens, Superintendent

FROM: Stacey Smith
Purchasing Buyer

DATE: July 27, 2020

SUBJECT: Non-Medical Protective Masks for Weber School District
Students and Staff SS20011

Solicitation # SS20011 has been awarded to Coleman Knitting Mills, Inc.

We are requesting authorization to purchase one mask for each Weber School District student and staff member, ordering an additional quantity of 10% to ensure we have appropriate sizing for all. We will be purchasing 40,619 masks at \$5.00 each for a total of \$203,095.00