

**DU PAGE ELEMENTARY SCHOOL DISTRICT 13  
BOARD OF EDUCATION  
Bloomingdale, Illinois**

Regular Meeting August 23, 2021

**FOR INFORMATION:**

**Subject: Freedom of Information Act Requests**

**Canon Solutions America 8/5/21 –**

Canon Solutions America submitted a commercial FOIA request to the Bloomingdale School District No. 13 for any/all contracts and agreements pertaining to copiers, printers, Multi-function devices, managed print services, copier/printer/MFD service-maintenance, cost-per-copy, copy/print room equipment and/or services, production reprographics, et al. on 08/05/2021.

**SmartProcure 8/6/21 –**

SmartProcure submitted a commercial FOIA request to the Bloomingdale School District No. 13 for any and all purchasing records from 04/05/2021 (mm/dd/yyyy) to current. The request, made on 08/06/2021, is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

Both requests were filled within the timeline parameters under the Freedom of Information Act for commercial requests.