



**River Forest**  
Public Schools

Administration Building  
7776 Lake Street  
River Forest, IL 60305  
708-771-8282 phone  
708-771-8291 fax

August 13, 2025

Sheri Reid  
Data Acquisition Specialist

Communicated via email to: [sreid@smartprocure.com](mailto:sreid@smartprocure.com)

Dear Ms. Reid:

This letter is in response to your electronic *Freedom of Information Action* (FOIA) request received in my office on August 12, 2025.

**Request:** 1) "*RECORDS REQUESTED: SmartProcure is submitting a commercial FOIA request to the River Forest School District No. 90 for general purchasing records from 3/18/2025 to the current request date of 8/12/2025.*"

**Response:** Items requested are available by month and have been attached.

As Superintendent of the District, I am responsible for granting and denying the requests for records under the Freedom of Information Act. Please be aware that this response to your request is pursuant to my understanding of your FOIA request.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Edward J. Condon, Ph.D.  
Superintendent

**From:** Sheri Reid sreid@smartprocure.com  
**Subject:** SmartProcure FOIA Request to River Forest School District No. 90 For PO/Vendor Information  
**Date:** August 12, 2025 at 10:40 AM  
**To:** gutierrez@district90.org

SR

Dear Tracy Gutierrez,

Thank you for reviewing our request.

Please confirm receipt of this request. The attached documents are past reports from your agency, and can be used as references for this request.

SmartProcure is submitting a commercial FOIA request to the River Forest School District No. 90 for general purchasing records from 3/18/2025 to the current request date of 8/12/2025.

To be specific, we are looking for a report comparable in format and content to the attached report from an older request.

The unique upload link below has been added as a security measure for current and future requests. Please feel free to upload responsive documents here, or attach them to your response email:

[https://upload.smartprocure.com/?](https://upload.smartprocure.com/?id=c2RqPWEyYlZQMDAwMDAwZVU5M1lBR5ZzdD1JTCZvcmc9Uml2ZXJGb3Jlc3RTY2hvb2xEaXN0cmldE5vOTAmb3JnaWQ9Nm4M4MDM%3D)

[id=c2RqPWEyYlZQMDAwMDAwZVU5M1lBR5ZzdD1JTCZvcmc9Uml2ZXJGb3Jlc3RTY2hvb2xEaXN0cmldE5vOTAmb3JnaWQ9Nm4M4MDM%3D](https://upload.smartprocure.com/?id=c2RqPWEyYlZQMDAwMDAwZVU5M1lBR5ZzdD1JTCZvcmc9Uml2ZXJGb3Jlc3RTY2hvb2xEaXN0cmldE5vOTAmb3JnaWQ9Nm4M4MDM%3D)

For any questions or concerns, please feel free to contact me via email or at the phone number in my signature below.

As always, thank you for your time and consideration.

Regards,

--  
Sheri Reid  
Data Acquisition Specialist  
SmartProcure  
Direct: (561) 609-6759 | Support: 954-420-9900  
Email: sreid@smartprocure.com | <https://smartprocure.us/>

5000 T-Rex Ave, Suite 200, Boca Raton, FL 33431

1061837.pdf

