

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 8/17/16



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: 8/12/16

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#18472 City Service Valcon \$16,718.57 Transportation-Fuel

PO#18477 Billmans \$ 6,950.00 Carpet for Napi Elementary

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

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

Bill To:**BROWNING PUBLIC SCHOOLS**PO Box 610
Browning, MT 59417-0610**PURCHASE ORDER****PO #:** 18472**Page:** 1**Date Issued** 08/11/16

To:	
Vendor	5783
PHONE	(800)343-3835
FAX	(406)751-4627
CITY SERVICE VALCON, LLC	
640 WEST MONTANA	
KALISPELL, MT. 59901	

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 #:20963

Approved by: WAYNE, STACY, BOARD

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
0140026	Unleaded	1.000		3147.5700	3147.57
126- 96-167-2710-624	2360.68				
226- 96-167-2710-624	786.89				
0140026	Federal LUST Fee	1.000		2.0000	2.00
126- 96-167-2710-624	1.50				
226- 96-167-2710-624	0.50				
0140026	Federal oil spill fee	1.000		3.4200	3.42
126- 96-167-2710-624	2.56				
226- 96-167-2710-624	0.86				
0140026	MT excise tax-Gas	1.000		540.0000	540.00
126- 96-167-2710-624	405.00				
226- 96-167-2710-624	135.00				
0140026	MT UST	1.000		15.0000	15.00
126- 96-167-2710-624	11.25				
226- 96-167-2710-624	3.75				
0140026	#2 ULS dyed Diesel	1.000		12927.3800	12927.38
126- 96-167-2710-624	9695.53				
226- 96-167-2710-624	3231.85				
0140026	Federal LUST Fee	1.000		8.0000	8.00
126- 96-167-2710-624	6.00				
226- 96-167-2710-624	2.00				
0140026	Federal Oil Spill Fee	1.000		15.2000	15.20
126- 96-167-2710-624	11.40				
226- 96-167-2710-624	3.80				

Bill To:**BROWNING PUBLIC SCHOOLS**PO Box 610
Browning, MT 59417-0610

To:	
Vendor	5783
PHONE	(800)343-3835
FAX	(406)751-4627
CITY SERVICE VALCON, LLC 640 WEST MONTANA	
KALISPELL, MT. 59901	

Notes

Requisition #:20963

Approved by: WAYNE, STACY, BOARD

PURCHASE ORDER**PO #:** 18472**Page:** 2**Date Issued** 08/11/16

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

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
0140026	MT UST	1.000		60.0000	60.00
126- 96-167-2710-624		45.00			
226- 96-167-2710-624		15.00			

Total 16718.57

Bill To:**BROWNING PUBLIC SCHOOLS**PO Box 610
Browning, MT 59417-0610

To:	
Vendor	141
PHONE	(406)873-4123
FAX	() -
BILLMANS, INC	
133 WEST RAILROAD ST	
CUT BANK, MT 59427	

NotesCarpet for Napi Elementary Library.
Requisition #:21066
Approved by: SICILY, STACY, BOARD**PURCHASE ORDER**PO #: 18477
Page: 1
Date Issued 08/12/16

Ship To:
NAPI ELEMENTARY
124 1ST AVENUE SE
BROWNING, MT. 59417
406-338-2735

Ship Via STANDARD
Requested by J.MATTINGL
Approved by SICILY
Orgn. Napi Elementary

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
	Materials	1.000	EA	4510.0000	4510.00
126- 30-120-2410-660					
	Labor	1.000	EA	2440.0000	2440.00
126- 30-120-2410-660					
Total					6950.00

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.