

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 11/12/19



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: 11/4/19

To: **Corrina Guardipee-Hall**
 Superintendent

From: Stacy Edwards
 Title: Director of Finance

Subject: Purchases Over \$10,000.00

Justification (District Goals): Board of Trustees Policy #7320 calls for board approval of any purchases over \$10,000.

Financial Impact: See below

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

Attachment(s): Purchases orders and quotes

PO#35048 Kelley Imaging \$10,087.39 Contract for Printers/Food Service

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 #: 35048
 Page: 1
 Date Issued 10/30/19

To:	
Vendor	1519
PHONE	(800)491-7462
FAX	(406)453-0063
KELLEY IMAGING SYSTEMS	
22710 72ND AVE S	
KENT, WA 98032	

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

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

Notes
 CONTRACTS
 Requisition #:39358
 Approved by: LYNNE,STACY,BOARD

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
IN590327	CONTRACT	1.000		770.4000	770.40
	274- 92-920-3200-610				
IN590329	CONTRACT	1.000		6590.2200	6590.22
	274- 92-920-3200-610				
IN553862	CONTRACT	1.000		2726.7700	2726.77
	274- 92-920-3200-610				
Total					10087.39

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.