

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 4/14/20



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: 4/5/20

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#37412 School Specialty	\$16,452.80	KW/Chairs
PO#37411 Walmart	\$12,317.35	District/School Supplies
PO#37410 Als Diesel	\$12,239.97	Transportation/Bus Engine Repairs

Comments: _____

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

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

To:	
Vendor	318
PHONE	(888)388-3224
FAX	(888)388-6344
SCHOOL SPECIALTY 32656 COLLECTION CENTER DR CHICAGO, IL. 60693-0326	

Notes

Building Chairs

Requisition #:41974

Approved by: TONIA, STACY, BOARD

PURCHASE ORDER**PO #:** 37412

Page: 1

Date Issued 04/16/20

Ship To:
K. W. BERGAN 210 1ST AVENUE SW BROWNING, MT. 59417 406-338-2756

Ship Via STANDARD

Requested by RAPPOLD

Approved by TONIA

Orgn. KW Bergen/Vina Chatten

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
7035458	NeoClass Smooth Back 14"	86.000	EA	44.2100	3802.06
126- 10-120-1700-610					
7036183	NeoClass Smooth Back 16"	194.000	EA	65.2100	12650.74
126- 10-120-1700-610					
Total					16452.80

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.

Bill To:**BROWNING PUBLIC SCHOOLS**

PO Box 610
 Browning, MT 59417-0610

To:	
Vendor	1099
PHONE	(406) 761-5426
FAX	() -
WALMART	
701 SMELTER AVE NE	
GREAT FALLS, MT 59404	

PURCHASE ORDER**PO #: 37411**

Page: 1

Date Issued 04/16/20

Ship To:
BROWNING ADMINISTRATION BUILDI
129 1ST AVENUE SE
BROWNING, MT. 59417
406-338-2715

Ship Via STANDARD
 Requested by CRYSTAL
 Approved by CORRINA
 Orgn. District Wide

Notes

School supplies for Back to School

Requisition #:41947

Approved by: CORRINA, STACY, BOARD

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
	Elmer's School Glue	1100.000	EA	0.5300	583.00
126- 90-161-1700-610	437.25				
226- 90-161-1700-610	145.75				
	Scissors	675.000	EA	0.7900	533.25
126- 90-161-1700-610	399.94				
226- 90-161-1700-610	133.31				
	Pencils	10.000	EA	16.2600	162.60
126- 90-161-1700-610	121.95				
226- 90-161-1700-610	40.65				
	BIC Round Stic Pens	10.000	EA	6.9900	69.90
126- 90-161-1700-610	52.43				
226- 90-161-1700-610	17.47				
	School Smart 2 pocket fol	80.000	EA	11.9900	959.20
126- 90-161-1700-610	719.40				
226- 90-161-1700-610	239.80				
	MEAD spiral notebook	1400.000	EA	1.4900	2086.00
126- 90-161-1700-610	1564.50				
226- 90-161-1700-610	521.50				
	MEAD wide ruled notebook	600.000	EA	1.4900	894.00
126- 90-161-1700-610	670.50				
226- 90-161-1700-610	223.50				

Bill To:**BROWNING PUBLIC SCHOOLS**

PO Box 610
 Browning, MT 59417-0610

PURCHASE ORDER**PO #:** 37411

Page: 2

Date Issued 04/16/20

To:	
Vendor	1099
PHONE	(406) 761-5426
FAX	() -
WALMART	
701 SMELTER AVE NE	
GREAT FALLS, MT 59404	

Ship To:
BROWNING ADMINISTRATION BUILDI
129 1ST AVENUE SE
BROWNING, MT. 59417
406-338-2715

Ship Via STANDARD
 Requested by CRYSTAL
Approved by CORRINA
 Orgn. District Wide

Notes

School supplies for Back to School

Requisition #:41947

Approved by: CORRINA, STACY, BOARD

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
	Crayola Crayons	1000.000	EA	2.5000	2500.00
126- 90-161-1700-610	1875.00				
226- 90-161-1700-610	625.00				
	Crayola Markers	1000.000	EA	2.5000	2500.00
126- 90-161-1700-610	1875.00				
226- 90-161-1700-610	625.00				
	Paper Mate Erasers	10.000	EA	3.9400	39.40
126- 90-161-1700-610	29.55				
226- 90-161-1700-610	9.85				
	Crayola Colored Pencils	1000.000	EA	1.9900	1990.00
126- 90-161-1700-610	1492.50				
226- 90-161-1700-610	497.50				
		40.000		0.0000	0.00
Total					12317.35

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

To:	
Vendor	5204
PHONE	(406)873-5601
FAX	() -
AL'S DIESEL, INC.	
P. O. BOX 250	
25770 US HWY 2 EAST	
CUT BANK, MT. 59427	

Notes

Team bus 222

Requisition #:41928

Approved by: TERID, STACY, BOARD

PURCHASE ORDER**PO #:** 37410

Page: 1

Date Issued 04/16/20

Ship To:
BROWNING SCHOOLS TRANSPORTATIO
102 EAST BOUNDARY STREET
BROWNING, MT. 59417
406-338-5952

Ship Via
Requested by ELLAW
Approved by **TERID**
Orgn. Transportation

Item #	Description	Quantity	UOM	Unit Cost	Total Cost
12258	fix engine on bus 222	1.000		12239.9700	12239.97
110- 96-167-2710-615	7343.98				
210- 96-167-2710-615	4895.99				
Total					12239.97

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