



## DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

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Department of Purchasing Services  
Michael J. Woodall, CPPO, Purchasing Agent  
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July 2, 2013

### MEMORANDUM

**TO:** Honorable School Board Members

**FROM:** Michael J. Woodall, CPPO, Purchasing Agent *MJW.*

**SUBJECT:** Permission to Place Purchase Order: Blue Ridge X-Ray  
X-Ray Machine for Hudson Wellness Center

The Purchasing Department is requesting permission to process a requisition on behalf of the Employee Benefits and Risk Management Department (EBARM) totaling \$63,350, for an X-ray machine. This equipment, being purchased with capital funds, will be used in the new Hudson Wellness Center. Competitive quotes (on file in the Purchasing Services Department) have been obtained to verify that the equipment as specified is being obtained at the lowest price.

Upon Board authorization, a requisition for the equipment will be entered into Munis by EBARM staff, and a purchase order will be generated by Purchasing.

Please contact me if you have any questions.

MJW/az

Date/Time: June 25, 2013 08:38:00