



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

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Department of Purchasing Services
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June 4, 2013

MEMORANDUM

TO: Honorable School Board Members

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

SUBJECT: Permission to Place Purchase Orders: Wieser Educational Inc.

The Purchasing Department is requesting permission to process requisitions on behalf of the Office for Student Support Programs and Services, Division for Exceptional Student Education (ESE) totaling \$28,300. These orders are for AGS United States Government textbooks to be used in various District high schools. Quotes were obtained for this purchase, and are attached to the pending records in the Munis system.

In July 2012, ESE placed orders to Wieser totaling \$37,747.75 for textbooks and other instructional materials. The dollar amount of the proposed purchases to Wieser would exceed the Board approval level of \$50,000 to a vendor during a fiscal year. We are therefore requesting permission to place additional orders totaling \$28,300. IDEA Part B funding will be used for these purchases.

Requisitions will be converted to purchase orders upon Board authorization. Please contact me if you have any questions.

MJW/az

Date/Time: May 29, 2013 08:46:00