



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Department of Purchasing
Michael J. Woodall, CPPO, Purchasing Agent
813/ 794-2221 Fax: 813/ 794-2111
727/ 774-2221 TDD: 813/ 794-2484
352/ 524-2221 e-mail: mwoodall@pasco.k12.fl.us

January 22, 2013

MEMORANDUM

TO: Honorable School Board Members

FROM: Michael J. Woodall, CPPO. Purchasing Agent

SUBJECT: Permission to Place Purchase Order
Advanced Placement Program, J.W. Mitchell High School

As you know, in the past the Purchasing Department has sent copies of pending purchase orders (exceeding the dollar threshold limit) to the Board for approval. With our switch to the new Munis system, we can streamline the process and hold high-dollar requisitions as "pending Board approval."

We are therefore requesting permission to place a purchase order in the amount of \$84,105 to the vendor Advanced Placement Program on behalf of J.W. Mitchell High School for AP testing materials. This purchase is considered sole source under Florida Administrative Rule 6A-1.012(11)(b).

The requisition will be converted to a purchase order upon Board authorization. Please contact me if you have any questions.

MJW/az

Date/Time: January 15, 2013 09:17:00