*QUOTES ATTACHED YES___ NO___ *SEE BOTTOM OF PAGE*

*Innovative Programs will Provide*

*PO #*

*REQ #*

# INNOVATIVE PROGRAMS
# REQUEST TO PURCHASE

SCHOOL **Arvin** PROGRAM: **Title 1** REQUESTED BY: **M. West** DATE: **6/11/2024**

**Stinson's**
Company Name

(Area Code) Phone Number

Address

(Area Code) FAX Number

City, State, Zip

*06.3010.0.1110.1000.4400.011.3000.0000 project 100169*
*(Account String) Fund.Resource.Yr.Goal. Function.Object.Site.Dept.Class.Bus.Unit.Project.Activity*

Approved by Department Head

Administration Authorized Approval

| Quantity | Unit | Stock No. | Description | Unit Price | Amount |
|---|---|---|---|---|---|
| 2 | ea | HEWW2020A | HP 414A Original Laser Toner Cartridge - Black | $ 75.33 | $ 150.66 |
| 2 | ea | HEWW2021A | HP 414A (W2021A) Original Laser Toner Cartridge - Cyan | $ 98.09 | $ 196.18 |
| 2 | ea | HEWW2022A | HP 414A (W2022A) Original Laser Toner Cartridge - Yellow | $ 98.09 | $ 196.18 |
| 2 | ea | HEWW2023A | HP 414A (W2023A) Original Laser Toner Cartridge - Magenta | $ 98.09 | $ 196.18 |
| 5 | bx | BSN17525 | Business Source 1/3 Tab Cut Letter Recycled Top Tab File Folder | $ 6.30 | $ 31.50 |
| | | | | | $ - |
| | | | | | $ - |
| | | | | | $ - |
| | | | | | $ - |
| | | | | | $ - |
| | | | | | $ - |
| | | | | | $ - |
| | | | | | $ - |
| | | | | | $ - |
| | | | | Subtotal | $ 770.70 |
| | | | | Tax 8.25% | 63.58 |
| | | | | Shipping | |
| | | | | Total | $ 834.28 |

**Teacher name/subject matter:** **Math Teachers**

**Categorical purchase justification:** **Supplemental Supplies for Student's projects, presentations and reports.**

**Title I justification for need based on comprehensive needs assessment:**

**Well equipt schools, relevant, innovative and ample instructional resources**

**Title I orders provide Page # and Goal # of SPSA corresponding with purchase:**

**p. 38 Goal #1**

| | | | |
|---|---|---|---|
| *FAX # 396-2903 EXT # 53214* | *FAX # 396-2927 EXT 53111* | *FAX # 396-2924 EXT 53115* | *EXT # 53110* |
| Lottery | Title I, II, III, IV (orders) | Migrant CTEIG | Budget Reports/Audits |
| Academies | Title I Homeless | Assets Private Grants | DEREK WUEST |
| | | Perkins | *Sr. Accountant EXT # 53240* |

* Entire purchases greater than $10,000 but less than $ 99,099 requires 3 quotes *(including the company you are using)*. If you choose a company that is not the least expensive please attach justification of why you chose that company. (*see appendix A*)

* Entire purchases greater than $99,100 requires a bid analysis. Please contact your account person listed above for direction.