



**Materials Management**  
Purchasing Department  
101 Old Venice Road, Osprey, FL 34229  
Phone 941-486-2183 ▪ Fax 941-486-2188  
SarasotaCountySchools.net

## MEMORANDUM

**TO: Members of the School Board**  
**Dr. Brennan Asplen III, Superintendent**  
**Mitsi Corcoran, Assistant Superintendent Chief Financial Officer**

**FROM: Tracy Brizendine, Director of Materials Management**

**TITLE: APPROVAL TO PURCHASE MATERIALS AND/OR SERVICES FOR (PER THE ATTACHED LIST) FROM VENDORS UNDER CONTRACT WITH A FEDERAL, STATE OR MUNICIPAL GOVERNMENT, OR A COOPERATIVE WITH A LEAD AGENCY THAT UTILIZED A COMPETITIVE PROCESS**

The Purchasing Department has researched and reviewed the competitive solicitations that are available for these purchases and has determined that the use of the attached contracts for the purpose cited presents the best value and/or is in the best interest of the School Board.

The funds for these purchases are contained in the budgets allocated to the appropriate departments and schools.

Department	Vendor	Purpose	Not to exceed
Construction Services	Williams Scotsman, Inc.	Portable classrooms	\$1,000,000.00

**Requested by:**  
Tracy Brizendine

**Financial Impact:**  
\$1,000,000.00

**Recommended Motion:** That the attached list of contracts for the anticipated purchase of materials and/or services, be approved as presented.

## PURCHASE OF GOODS OR SERVICES THROUGH COOPERATIVE CONTRACTING

[illegible]