



SARASOTA
County Schools

March 22, 2018
Materials Management
Purchasing Department
101 Old Venice Road, Osprey, FL 34229
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MEMORANDUM

**TO: Members of the School Board
Dr. Todd Bowden, Superintendent
Mitsi Corcoran, Assistant Superintendent Chief Financial Officer**

FROM: Carol A. Lichon, CPPO, Director of Materials Management

**TITLE: APPROVAL TO INCREASE PURCHASING LIMIT TO
PURCHASE MATERIALS OR SERVICES (PER ATTACHED LIST)
THAT ARE EXEMPT FROM THE BIDDING PROCESS**

The attached contracts were approved for use on August 15, 2017. This request to increase the approved dollar amount for the use of the contract.

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

Requested by:

Carol A. Lichon

Fiscal Impact

See Attachment

Recommended Motion: That the request to increase the purchase limit for the purchase of materials and services exempt from the bidding process, be approved as presented.

