

## Calhoun, Sheila

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**From:** Bethany Simpson <bsimpson@smartprocure.com>  
**Sent:** Friday, September 6, 2019 3:18 PM  
**To:** Calhoun, Sheila  
**Cc:** Mahoney, Tom  
**Subject:** Re: SmartProcure FOIA Request to Oregon Community Unit School District No. 220 for PO/Vendor Information

Good afternoon,

I appreciate you taking the time to upload the requested information, hope you have a great day!

This email serves as confirmation that we have received records from Oregon Community Unit School District No. 220. SmartProcure thanks you for taking the time to answer our request. We will begin the process of combining your records with thousands of other government agencies' records nationwide. Should we have further questions we will be in contact with you soon.

Government purchasing agents use the records to save research time, negotiate better pricing with vendors, get quotes, or simply to find new vendors.

Again, we appreciate your assistance.

Best regards,

**Bethany Simpson**  
Data Acquisition Specialist  
**SmartProcure**  
**Email:** [bsimpson@smartprocure.com](mailto:bsimpson@smartprocure.com)  
**Direct Line:** [954-420-9900](tel:954-420-9900) ext: 684

On Sep 06, 2019, at 03:01 PM, Calhoun, Sheila <[scalhoun@ocusd.net](mailto:scalhoun@ocusd.net)> wrote:

The information has been submitted through the provided link.

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**From:** Mahoney, Tom <[TMahoney@ocusd.net](mailto:TMahoney@ocusd.net)>  
**Sent:** Friday, September 6, 2019 6:18 AM  
**To:** Calhoun, Sheila <[scalhoun@ocusd.net](mailto:scalhoun@ocusd.net)>  
**Subject:** Fwd: SmartProcure FOIA Request to Oregon Community Unit School District No. 220 for PO/Vendor Information

**Dr. Thomas Mahoney** | Superintendent

Community Unit School District #220 – Oregon, IL

Phone: 815-732-5300 | Fax: 815-732-2187 | E-mail: tmahoney@ocusd.net

Mission: *Educate students to be lifelong learners who are productive, responsible citizens.*

Begin forwarded message:

**From:** bsimpson@smartprocure.com

**Date:** September 6, 2019 at 5:55:48 AM CDT

**To:** tmahoney@ocusd.net

**Subject:** SmartProcure FOIA Request to Oregon Community Unit School District No. 220 for PO/Vendor Information

Dear Tom or Custodian of Public Records,

SmartProcure is submitting a commercial FOIA request to the Oregon Community Unit School District No. 220 for any and all purchasing records from 2019-06-06 (yyyy-mm-dd) to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond.

Please email the information or use the following web link. There is no file size limitation:

<http://upload.smartprocure.com/?st=IL&org=OregonCommunityUnitSchoolDistrictNo220>

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Regards,

**Bethany Simpson**  
Data Acquisition Specialist  
**SmartProcure**  
Email: [bsimpson@smartprocure.com](mailto:bsimpson@smartprocure.com)  
Direct Line: 954-420-9900 ext: 684