

Financial Services  
Richard H. Hinds, Chief Financial Officer

**SUBJECT: REPORT PURCHASES MADE WITHIN GUIDELINES OF  
BOARD POLICY 6320 – PURCHASING**

**COMMITTEE: INNOVATION, EFFICIENCY & GOVERNMENTAL  
RELATIONS**

**LINK TO STRATEGIC  
FRAMEWORK: FINANCIAL EFFICIENCY/STABILITY**

The following “Superintendent Authorized Requisitions” (SAR) had a purchase order issued within the guidelines of Board Policy 6320 – Purchasing, which states that emergency purchases made in accordance with Board Policy 6320 - Purchasing, and approved by the Superintendent or his designee, will be reported to the Board as soon as possible.

This emergency request was for the purchase of a printing and graphics lab, located at Miami Central Senior High School. The installation of this lab was originally scheduled for December 8, 2011, however, due to changes in specifications, revised quotes needed to be obtained, and purchase was made on an emergency basis, to ensure prompt installation prior to January 3, 2012.

Fund Source  
Capital

GRAPHIC SYSTEMS SERVICES  
1983 10 AVENUE NORTH  
LAKE WORTH, FL 33461 ESTIMATE \$97,669  
OWNER: MICHAEL ROGERS, PRESIDENT

P.O. NO.  
9000075377

DATE  
02/29/2012

AMOUNT  
\$97,669

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, receive the report of purchases made within guidelines of Board Policy 6320 – Purchasing.

RHH/ae