

LEADERSHIP PUBLIC SCHOOLS, INC.
PURCHASE REQUEST AND PURCHASE ORDER FORM

Vendor		Tech to School (Mac to School)		Requested By: Ellen DiGiacomo	
Vendor Name:	Tech to School			Location: LPS Oakland R&D	
Address:	1530 Montague Expwy San Jose, Ca. 95131			Request Date: 10/10/2018	
Vendor Contact:	Amber Leimbrock			Purchase Approved By: Louise Waters	
Phone:	408-217-6055			Approval Date: 10/10/2018	
Fax:	877-719-6480			Desired Delivery Date: asap	
email:	a.leimbrock@mactoschool.com			Delivery Location: LPS Home Office	
URL:				P.O. Number (if approved): 900-19-080	
				Special Instructions: None	

Item/Catalog Number	Description	Quantity	Unit Price	Extended Price	Dept/Grant (Choose from pull-down list)
				\$ -	
MD101LL/A	Macbook Pro 13", 2.5GHZ Core i5, 4GB, 500GB Hard Drive	3	\$ 499.00	\$ 1,497.00	LPS Richmond and Home Office Technology (Split)
WA1YRMB99	MBP/MBA/MB additional 1 year warranty	3	\$ 99.00	\$ 297.00	LPS Oakland R&D Tech 2018-2019
	Total warranty is for 2 years from date of purchase			\$ -	
	Replacement MB Pro's and 1 Spare				
	Quote #MTS91051				
	Deliver to: Leadership Public Schools , 99 Linden Street				
	Oakland, CA 94607				
	Attn: Ellen DiGiacomo				
				Sub-Total:	\$ 1,794.00
<small>Note: enter sales tax rate (0 if no tax, 9.00% for Richmond, Oakland or Hayward, and 8.625% for San Jose.)</small> NOTE: Do not input Extended Price, Tax or Total. These cells calculate automatically or are completed by the Accounting Department.				Tax Rate	
				Sales Tax:	138.47
				Shipping:	
				Total:	\$ 1,932.47

Instructions	
Faculty and Staff Include complete information on vendor (email and URL if known). Include delivery location and shipping costs (if known) and tax rate. Select dept from list. Include department (select from list) if known Collect approval and P.O. # from Principal (if over \$5K, HO issues PO#). Fill in information below.	School Manager or Principal Verify budget. Issue P.O. number off P.O. # log (if over \$5K, HO issues PO#) School site is responsible to place and track order. Email or fax approved form within 24 hours to the Accounting Dept. Fax: 510-225-2575 or email to: ima@leadps.org
Office Manager is responsible to place order and track through arrival.	
PURCHASE ORDER (if approved)	
Name of LPS Contact: Ellen DiGiacomo	P.O. NUMBER 900-19-080
Tel # of LPS Contact: 510-830-3780 x100	
SHIP TO: (check one)	BILL TO:
<input type="checkbox"/> LPS Richmond: 880 Bissell Ave, Bldg. A , Richmond CA 94801	Accounts Payable
<input type="checkbox"/> LPS Oakland R&D: 8601 MacArthur Blvd., Bldg. 100, Oakland, CA 94605	Leadership Public Schools, Inc.
<input type="checkbox"/> LPS Hayward: 28000 Calaroga Ave, Hayward, CA 94545	99 Linden Street
<input checked="" type="checkbox"/> LPS Home Office: 99 Linden Street, Oakland CA 94607	Oakland CA 94607
	Phone: 510-830-3780
	Fax: 510-225-2575

Tech to School

1530 Montague Expwy
San Jose, CA 95131

Quote

MTS91051

PO. 900-19-080

Prepared for:

Ellen DiGiacomo
EDiGiacomo@leadps.org
Phone: 415-846-7236

Prepared by:

Amber Leimbrock
a.leimbrock@techtoschool.com
Phone: 408-217-6055 Fax: 877-719-6480

Bill To:

Leadership Public Schools
99 Linden Street
Oakland, CA 94607

Ship To:

Leadership Public Schools
99 Linden Street
Oakland, CA 94607

SKU	Description	Quantity	Price	Total
MD101LL/A (2nd stock)	MacBook Pro 13", 2.5 Ghz Core i5, 4GB RAM, 500 GB Hard Drive	3	\$499.00	\$1,497.00
Tax	Tax	1	\$138.47	\$138.47
WA1YRMB99	MBP/MBA/MB Additional 1-year warranty	3	\$99.00	\$297.00
	AL	1	\$0.00	\$0.00
			Subtotal	\$1,932.47
			Total	\$1,932.47

Payment Terms: Net 30

Terms and Conditions

All products include a 1-year warranty unless otherwise noted. Refurbished Macs include a power adapter, battery