

Department Head Approval *:

Executive Director Approval *:

Burley Sanders

* Above signatures reflect approval of the department's spreadsheet. Exceptions are to be noted individually in the spreadsheet.

Open Purchase Orders													
Last refreshed: COB 1/31/2019													
Department	HR	Fund	(All)	Doc Type	PORD	Fiscal Year	2018	Mark with 'X'	Dec. & Close / Release	Criminal Code	Justification	Dept. Head Approval (Y or N)	ED Approval (Y or N)
Sum of Amount													
PO Number					Item Text								
0003079514					LineItem# 00009 : Court Reporting (Civil Serv-2018)		\$676.86		X	3 - Best Interest of the District	Reduce and close	Y	
0003085673					LineItem# 00007 : WC Claims Management		\$39,194.25		X	3 - Best Interest of the District	Reduce to available	Y	
					LineItem# 00012 : Non-litigated Liability Claims		\$2,844.00		X	3 - Best Interest of the District	Reduce to available	Y	
0003085782					LineItem# 00004 : Pre-employment Background Checks		\$5,691.15		X	3 - Best Interest of the District	Reduce to available	Y	
0003085876					LineItem# 00004 : Psych Test Svcs for Police Candidates		\$3,850.00		X	3 - Best Interest of the District	Reduce and close	Y	
0003085891					LineItem# 00004 : Counsel for Workers' Compensation		\$30.02		X	3 - Best Interest of the District	Reduce and close	Y	
0003085933					LineItem# 00004 : Counsel for Workers' Compensation		\$11,456.82		X	3 - Best Interest of the District	Reduce and close	Y	
0003089072					LineItem# 00003 : Workplace skills training		\$602.13		X	3 - Best Interest of the District	Reduce and close	Y	
0003091701					LineItem# 00003 : Benefits Consulting Services		\$14,333.00	X		1 - Unforeseen Change	RFP development and scoring for the health contracts was moved from 2018 to early 2019	Y	
0003092115					LineItem# 00003 : Executive Coaching Services		\$19,625.00		X	3 - Best Interest of the District	Reduce to available	Y	
0003093261					LineItem# 00006 : Physical Exam & Drug Testing Services		\$1,366.00		X	3 - Best Interest of the District	Reduce to available	Y	
0003093692					LineItem# 00002 : Physical Exam & Drug Testing Services		\$8,625.00		X	3 - Best Interest of the District	Reduce to available	Y	
0003095194					LineItem# 00003 : Group Term Life (FD 101) 2018		\$4,350.82		X	3 - Best Interest of the District	Reduce and close	Y	
0003095204					LineItem# 00002 : Flexible Spending Account Adm 2018		\$174.50		X	3 - Best Interest of the District	Reduce to available	Y	
0003095292					LineItem# 00001 : Post-Office Assessments		\$94.00		X	3 - Best Interest of the District	Reduce to available	Y	
0003095352					LineItem# 00002 : Emp Assistance Program 17-RFP-17		\$2,478.00		X	3 - Best Interest of the District	Reduce to available	Y	
0003097324					LineItem# 00001 : 2018 HR Office Supply Contract		\$397.10		X	3 - Best Interest of the District	Reduce and close	Y	
0003098827					LineItem# 00001 : Safety: Equipment Rental		\$1,500.00		X	3 - Best Interest of the District	Reduce and close	Y	
0003099775					LineItem# 00001 : Counsel for Workers' Compensation		\$35,936.50		X	3 - Best Interest of the District	Reduce to available	Y	
0003099776					LineItem# 00001 : Counsel for Workers' Compensation		\$332.11		X	3 - Best Interest of the District	Reduce to available	Y	
0003099972					LineItem# 00001 : Group Term Life (101) 7/1 - 12/31/2018		\$1,598.84		X	3 - Best Interest of the District	Reduce to available	Y	
0003100380					LineItem# 00001 : Psych Assessments for Police Candidates		\$30,000.00		X	3 - Best Interest of the District	Reduce to available	Y	
0003100770					LineItem# 00001 : Identity Theft Protection Services		\$4,170.88		X	3 - Best Interest of the District	Reduce to close	Y	
0003101001					LineItem# 00001 : Training on De-Escalation for Smarter Po		\$2,880.00		X	3 - Best Interest of the District	Reduce to close	Y	
0003101339					LineItem# 00001 : JobAps Scantron Answer Sheets		\$2,000.00		X	3 - Best Interest of the District	Reduce to close	Y	
0003102410					LineItem# 00001 : Crisis Mgmt Strategy Training		\$21,200.00	X		1 - Unforeseen Change	Deferred to 2019	Y	
0003102494					LineItem# 00001 : Software Licenses		\$860.00	X		2 - Germane to Contract	The contracting process took longer than anticipated. The project will be completed in 2019.	Y	
0005001654					LineItem# 00001 : Safety: Hazmat Abate. 18-348-11 - 2018		\$11,738.95		X	3 - Best Interest of the District	Reduce to available	Y	
0008008846					LineItem# 00001 : Safety: Open Order-Insp/Repair Winches		\$8,081.48		X	2 - Germane to Contract	Reduce to close	Y	
					LineItem# 00002 : Safety: Open Order-Parts-Winches		\$1,150.00		X	2 - Germane to Contract	Reduce to close	Y	
0008008857					LineItem# 00001 : PRINTER and FAX TONER and INK		\$116.57		X	2 - Germane to Contract	Reduce to close	Y	
0008008881					LineItem# 00001 : Safety: Hearing Tests		\$4,162.00		X	2 - Germane to Contract	Reduce to close	Y	
0008008907					LineItem# 00001 : Safety: Open Order Asbestos Analysis		\$263.00		X	2 - Germane to Contract	Reduce to close	Y	

Department		HR	Open Purchase Orders									
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Sum of Amount			Fiscal Year		Mark with 'Y'		Criminal Code		Justification		Dept. Head Approval (Y or N)	ED Approval (Y or N)
PO Number		Item Text	2018		Carry Forward	Dec. & Close / Release						
0008008910		LineItem# 00001 : Safety: Open Order Lead Analyses	\$1,020.00			X	2 - Germane to Contract		Reduce to close		Y	
0008008933		LineItem# 00002 : Safety:Asbestos Physical	\$500.00			X	3 - Best Interest of the District		Reduce to close		Y	
		LineItem# 00003 : Safety:Lead Physicals	\$500.00			X	3 - Best Interest of the District		Reduce to close		Y	
		LineItem# 00001 : Safety:Resp. Fit Test. - Evaluations	\$660.00			X	2 - Germane to Contract		Reduce to close		Y	
0008008960		LineItem# 00001 : Stand-up desks	\$482.66			X	2 - Germane to Contract		Reduce to close		Y	
0008008967		LineItem# 00001 : Safety: Open Order:First Aid Nursing Sup	\$3,168.70			X	2 - Germane to Contract		Reduce to close		Y	
0008008982		LineItem# 00002 : Retiree Lunch	\$927.50			X	2 - Germane to Contract		Reduce to close		Y	
0008008983		LineItem# 00001 : Fitness testing for police candidates	\$360.00			X	3 - Best Interest of the District		Reduce to close		Y	
0008009078		LineItem# 00002 : Safety: Open Order-LED Signs Maintenance	\$1,500.00			X	3 - Best Interest of the District		Reduce to close		Y	
		LineItem# 00002 : Safety: Open Order-LED Signs parts	\$500.00			X	3 - Best Interest of the District		Reduce to close		Y	
0008009083		LineItem# 00001 : Safety-Conduct Air Quality Studies	\$9,900.00			X	3 - Best Interest of the District		Reduce to close		Y	
0008009104		LineItem# 00001 : Safety: Hazmat Equipment Servicing	\$3,460.00			X	2 - Germane to Contract		Reduce to close		Y	
0008009108		LineItem# 00001 : Safety Open Order Shoemobile	\$5,289.35			X	2 - Germane to Contract		Reduce to close		Y	
Grand Total			\$270,047.19									