



Purchase Order

Fiscal Year 2018 Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.
 Purchase Order # **21800410-02**

Delivery must be made within doors of specified destination.

BILL TO

50400
 ATTN: ACCOUNTS PAYABLE
 ACALANES UNION HS DISTRICT
 1212 PLEASANT HILL ROAD
 LAFAYETTE CA 94549

VENDOR

PACIFIC EDUCATIONAL GROUP
 795 FOLSOM STREET, FIRST FLOOR
 SAN FRANCISCO CA 94107

SHIP TO

AUHSD
 1212 PLEASANT HILL ROAD
 LAFAYETTE CA 94549

Vendor Phone Number		Vendor Fax Number		Requisition Number		Delivery Reference	
415-346-4575						ATTN: G STERN / S LAIRD	
Date Ordered	Vendor Number	Date Required	Freight Method/Terms		Department/School Site		
08/17/2017	503347		NET 30		ACALANES DISTRICT OFFICE		
Item#	Description/Part No.			Qty	UOM	Unit Price	Extended Price
1	17-18 BLANKET PURCHASE ORDER The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading BLANKET PURCHASE ORDER FOR 2017-2018 SCHOOL YEAR / VALID 7/1/17 - 6/30/18 * ANY QUESTIONS PLEASE CONTACT GAIL STERN AT 925/280-3900 EXT. 6623 OR GSTERN@AUHSDSCHOOLS.ORG / DIVERSITY SUMMITS 1/10/2018 INCREASE BY \$20,000 4/16/2018 INCREASE BY \$15,000 ***** GL SUMMARY ***** 01-0011-1184-1000-400-0-006-5800			50,000.00	1.0 EACH	\$50,000.000	\$50,000.00

CHANGE ORDER

By Julie Bautista
 Authorized District Official

Receiving/Purchasing/Accounting

PO Total	\$50,000.00
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PURCHASE ORDER / REQUISITION

ACALANES UNION HIGH SCHOOL DISTRICT

Mail Invoices Itemized
in TRIPLICATE to:

1212 Pleasant Hill Road, Lafayette, CA 94549
Phone: (925) 935-2800 FAX (925)-932-2336

Show this number
on all packages
and correspondence

Vendor: Chris Lin

Ship To:

Pacific Educational Group, Inc

Acalanes UHS District

795 Folsom St. 1st Floor

Attn: Human Resources

San Francisco, CA 94107

1212 Pleasant Hill Rd

415-346-4575

Lafayette, CA 94596

Please obtain the items described below:

QUANTITY	UNIT	ITEM NO.	DESCRIPTION	EST UNIT PRICE	PRICE
1	day		Diversity Summit- SOAR		\$ 4,750.00
			December 4, 2017		
					\$ 4,750.00

- wq?
- CONTRACT 3 OK
- increase P.O.
2180040

2180040

- INCREASE BY 20,000

ENTERED
JAN 10 2018

PLS. INCR PO BY
20,000 PER AMY ct

Shipment Received *OK 1/9/18*

Charge Account: 01 0000 1184-1000-400 400 0 004 5800

P.O. Number: *OK VA*

NOTICE TO VENDORS: Invoices will not be approved for payment unless the following requirements have been met

1. All postage, express or freight charges must be prepaid
 2. Each shipment must be covered by a separate invoice
 3. Articles on this purchase order must not be billed with those on other purchase orders
 4. The District does not accept responsibility for over shipments
 5. MSDS sheets are required for all chemicals. Send one set to district and to site.
- Payment will not be processed without MSDS sheets.

Approved for Purchase by:

[Signature]

2/10/18

RECEIVED
DEC 28 2017
AUHSD
PURCHASING - AUHSD

RECEIVED
JAN 9 2018
PURCHASING - AUHSD