



## Standard Purchase Order Arlington Public Schools

PROCUREMENT OFFICE  
2110 Washington Blvd  
Arlington, Virginia 22204  
Telephone: (703) 228-6123

ACCOUNTS PAYABLE  
2110 Washington Blvd  
Arlington, Virginia 22204  
Telephone: (703) 228-6121  
Email: aps.payables@apsva.us

**Please note that our billing  
address has changed.**

**Unless otherwise  
instructed, please send  
invoices to the address  
above, Attn: Accounts  
Payable.**

<b>Purchase Order</b>	<b>2204775</b>
Purchase Order Date	24-JAN-2022
Change Order Number	0
Change Order Date	
Procurement Specialist/Phone	Thanh Thai 703-228-2411
Requisitioner/Ph#/Email	Delgado, Sonia Elizabeth 703-228-2663 sonia.delgado@apsva.us
FEIN	54-6001128
<b>Website:</b> <a href="https://www.apsva.us/procurement-office/">https://www.apsva.us/procurement-office/</a>	

This PURCHASE ORDER NUMBER shown above must appear on all invoices, packing slips & related correspondence. For questions regarding the order, contact the REQUISITIONER shown above.

**SUPPLIER: ISTE**

621 SW MORRISON ST #800  
PORTLAND OR 97205

**Ship To:** Arlington Public Schools  
Student Services  
2110 Washington Blvd  
Arlington, VA 22204

Payment Terms	Freight Terms	FOB
NET 30	Prepaid	Destination

Line	Vendor Part	Item Description	Due Date	Quantity	UOM	Unit Price	Amount
1		Terance Proctor	27-DEC-2021	1.00	Each	\$525.00	\$525.00
2		Rajesh Adusumilli	27-DEC-2021	1.00	Each	\$525.00	\$525.00
3		Kerry Sterns	27-DEC-2021	1.00	Each	\$525.00	\$525.00
4		Jorge Adrian	27-DEC-2021	1.00	Each	\$525.00	\$525.00
5		Jacqueline Firster	27-DEC-2021	1.00	Each	\$525.00	\$525.00
6		Sara Witherow	27-DEC-2021	1.00	Each	\$525.00	\$525.00
7		Kevin Holcombe	27-DEC-2021	1.00	Each	\$525.00	\$525.00
8		Melissa Hyatt	27-DEC-2021	1.00	Each	\$525.00	\$525.00
9		Renee Shaw	27-DEC-2021	1.00	Each	\$525.00	\$525.00
10		Rachel Benowitz	27-DEC-2021	1.00	Each	\$525.00	\$525.00
11		Kyra Walker	27-DEC-2021	1.00	Each	\$525.00	\$525.00
12		Michael Goodman	27-DEC-2021	1.00	Each	\$525.00	\$525.00
13		Tyler Witman	27-DEC-2021	1.00	Each	\$525.00	\$525.00
14		Charles Randolph	27-DEC-2021	1.00	Each	\$525.00	\$525.00
15		Cathy Wague	27-DEC-2021	1.00	Each	\$525.00	\$525.00
16		Michele Maurer	27-DEC-2021	1.00	Each	\$525.00	\$525.00
17		Amy Jackson	27-DEC-2021	1.00	Each	\$525.00	\$525.00
18		Bryan Boykin	27-DEC-2021	1.00	Each	\$525.00	\$525.00
19		Chris Wilmore	27-DEC-2021	1.00	Each	\$525.00	\$525.00
20		Maureen Nesselrode	27-DEC-2021	1.00	Each	\$525.00	\$525.00

The Purchase Order Terms and Conditions found on the Arlington Public Schools Procurement Office Website, at the link provided below, are incorporated in, and become part of, this contract. It is the responsibility of the Vendor to carefully read and understand the Purchase Order Terms and Conditions.

The Purchase Order Terms and Conditions have been amended effective July 1, 2020.

<https://www.apsva.us/wp-content/uploads/2020/07/2020-07-01-Purchase-Order-TsCs.pdf>

**IMPORTANT:** There have been incidents of scammers pretending to be school representatives and ordering thousands of dollars of goods. **Purchases by APS are authorized only if an APS Purchase Order is issued in advance of the transaction, indicating that the ordering agency has sufficient funds available to pay**



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NET 30	Prepaid	Destination

for the purchase. Vendors providing goods or services without a signed APS Purchase Order, do so at their own risk.

Authorized by:

**David J. Webb, C.P.M.**  
*Director of Procurement*

**Purchase Order Total: \$10,500.00**