

**Thomas, Diana**

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**From:** McKenzie Phillip <mphillip@smartprocure.com>  
**Sent:** Tuesday, January 7, 2020 10:08 AM  
**To:** Thomas, Diana  
**Subject:** Re: SmartProcure Commercial KORA Request to Spencer County Public Schools for PO/Vendor Information

Dear Diana,

This email serves as confirmation that we have received records from Spencer County Public Schools. SmartProcure thanks you for taking the time to answer our request. We will begin the process of combining your records with thousands of other government agencies' records nationwide. Should we have further questions we will be in contact with you soon.

Government purchasing agents use the records to save research time, negotiate better pricing with vendors, get quotes or simply to find new vendors.

Again, we appreciate your assistance.

Best Regards,

**Ms. McKenzie Phillip**  
Data Acquisition Specialist  
SmartProcure  
Phone: (561) 609-6839  
Fax: (561) 609-6928  
Email: mphillip@smartprocure.com  
700 W. Hillsboro Blvd. Suite 4-100, Deerfield Beach, FL 33441

On Jan 07, 2020, at 09:44 AM, Thomas, Diana <diana.thomas@spencer.kyschools.us> wrote:

Good morning!

Per your Open Records Request dated January 3, 2020, please find attached the requested information.

Thank you!  
Diana

*Reg rec'd D. Thomas 1/3/2020  
replied - V. Doodlett 1/3/2020  
complied - D. Thomas 1/7/2020*

*Diana Thomas*

Personnel Program Manager

Spencer County Board of Education

502/477-3250

## **Going the Distance for All Students**

**From:** McKenzie Phillip <mphilip@smartprocure.com>

**Sent:** Friday, January 3, 2020 9:44 AM

**To:** Thomas, Diana <diana.thomas@spencer.kyschools.us>

**Subject:** SmartProcure Commercial KORA Request to Spencer County Public Schools for PO/Vendor Information

Dear Diana or Custodian of Public Records,

SmartProcure is submitting a commercial KORA request to the Spencer County Public Schools for any and all purchasing records from 09-30-2019 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond.

Please email the information or use the following web link. There is no file size limitation:  
<http://upload.smartprocure.com/?st=KY&org=SpencerCountyPublicSchools>

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Regards,

**Ms. McKenzie Phillip**  
Data Acquisition Specialist

SmartProcure

Phone: (561) 609-6839

Fax: (561) 609-6928

Email: [mphillip@smartprocure.com](mailto:mphillip@smartprocure.com)

700 W. Hillsboro Blvd. Suite 4-100, Deerfield Beach, FL 33441

<SmartProcure-request-Jan3-2020.xls>