## Order No : PO447146 - Project Management for NTIA Grant Support

Issued on Fri, 19 Oct, 2012

**Supplier:**
LAURA BROWN  
127 LONGFELLOW STREET NW  
WASHINGTON, DC 20011-0010  
Phone: 240.481.4789  
Fax:  
Contact: LAURA BROWN

**Ship To:**  
MLK Library - Director's Office  
901 G Street, NW; Room 400  
Washington, DC 20001  
United States

**Bill To:**  
DC Public Library - Chief Financial Officer  
901 G Street NW Room 441  
Washington, DC 20001  
United States  
Phone: 1(202) 727-1198

**Deliver To:**  
Michelle Johnson

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<th>Item</th>
<th>Description</th>
<th>Part Number</th>
<th>Unit</th>
<th>Qty</th>
<th>Need By</th>
<th>Unit Price</th>
<th>Extended Amount</th>
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<td>Project Management for NTIA Grant Support</td>
<td>each</td>
<td>250</td>
<td>Tue, 09 Oct, 2012</td>
<td>$100.00USD</td>
<td>$25,000.00USD</td>
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Project Management for NTIA Grant Support

If used in conjunction with a contract award, purchase order is placed in accordance with all provisions of Contract Number: n/a  
Bill To Contact: Accounts Payable  
Requester: Michelle Johnson  
Form:  
Delivery Date: Tue, 9 Oct, 2012  
PR No.: RQ788885

| Total | $25,000.00USD |

https://pass.in.dc.gov/Buyer/render/35SMEPEMA3SG  
10/19/2012
Comments

• SUBMITTED by Michelle Johnson on Friday, October 5, 2012 at 1:45 PM with comment (2 documents attached)
  Quote for Laura Brown attached. D and F Attached. (Michelle Johnson, Fri, 05 Oct, 2012)

• COMMENT by aribasystem on Friday, October 19, 2012 at 9:25 AM
  ****GOVERNMENT OF THE DISTRICT OF COLUMBIA STANDARD CONTRACT PROVISIONS FOR USE WITH THE DISTRICT OF COLUMBIA GOVERNMENT SUPPLY AND SERVICES CONTRACTS (July 2010) ARE HEREBY INCORPORATED BY REFERENCE. WWW.OCP.DC.GOV**** (aribasystem, Fri, 19 Oct, 2012)

• COMMENT by aribasystem on Friday, October 19, 2012 at 9:25 AM
  FOB is Destination unless specified otherwise (aribasystem, Fri, 19 Oct, 2012)

• COMMENT by aribasystem on Friday, October 19, 2012 at 9:25 AM
  ALL INVOICES SHALL BE SUBMITTED TO THE 'BILL TO' ADDRESS INDICATED ON THIS PURCHASE ORDER. INVOICES SHALL INCLUDE THE PURCHASE ORDER NUMBER, CONTRACT NUMBER (IF APPLICABLE), CONTRACTOR'S NAME AND ADDRESS, INVOICE DATE, QUANTITY AND DESCRIPTION OF GOOD(S) OR SERVICE(S) FOR WHICH PAYMENT IS BEING REQUESTED, REMITTANCE ADDRESS, AND CONTACT PERSON NAME AND PHONE NUMBER IF THERE IS A PROBLEM WITH THE INVOICE. INVOICES FOR QUANTITIES OR AMOUNTS GREATER THAN WHAT IS STATED ON THE PURCHASE ORDER WILL BE REJECTED. FAILURE TO FOLLOW THESE INSTRUCTIONS MAY RESULT IN DELAYS IN PAYMENT. (aribasystem, Fri, 19 Oct, 2012)