



# Order No : PO457004 -Digital Strategy Consulting

Issued on Mon, 25 Feb, 2013

**Supplier:**

LYRASIS  
1438 West Peachtree Street, N.  
SUITE 200  
Atlanta, GA 30309-  
Phone: 404.892.0943  
Fax: 404.892.7879  
Contact: JOHN MCGARL

**Ship To:**

MLK Library - Collection Development and Management  
901 G Street, NW; Room 417  
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:**

Kimberly Zablud

Item	Description	Part Number	Unit	Qty	Need By	Unit Price	Extended Amount
1	a team of expert consultants to assist with ...		each	24,500	Wed, 06 Feb, 2013	\$1.00USD	\$24,500.00USD
	a team of expert consultants to assist with digitization planning for online public content of historical Special Collections. Work includes a technology assessment, preparation of metadata style guide, digital collections policy with staff selection exercise, a preservation readiness assessment (traditional as well as digital), and continued formulation of a comprehensive Program Plan.						
If used in conjunction with a contract award, purchase order is placed in accordance with all provisions of Contract Number: na							
Bill To Contact: Accounts Payable							
Requester: Kimberly Zablud							
Form:							
Delivery Date: Wed, 6 Feb, 2013							
PR No.: RQ799347							
<b>Total</b>							<b>\$24,500.00USD</b>

## Comments

- COMMENT by arlbssystem on Monday, February 25, 2013 at 7:15 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. (arlbssystem, Mon, 25 Feb, 2013)
- COMMENT by arlbssystem on Monday, February 25, 2013 at 7:15 AM

FOB is Destination unless specified otherwise (aribasystem, Mon, 25 Feb, 2013)

- COMMENT by **aribasystem** on *Monday, February 25, 2013 at 7:15 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, Mon, 25 Feb, 2013)