



## 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>2201339</b>   |
| Purchase Order Date  | 26-AUG-2021  |
| Change Order Number  | 0  |
| Change Order Date  |  |
| Procurement Specialist/Phone   | Kimberly Young   |
| Requisitioner/Ph#/Email  | Goode, Sharon O<br>703-228-6008<br>sharon.goode@apsva.us |
| FEIN   | 54-6001128   |
| Website: <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:** CREER UN ESPACE LLC  
1715 W WRIGHTWOOD AVE  
CHICAGO IL 60614

**Ship To:** Syphax Education Center  
Office of Equity & Excellence  
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    |             | MOU with Arlington Police Department - new project - Contract signing or letter of engagement | 30-JUN-2022 | 96.00    | Hour | \$250.00   | \$24,000.00 |
| 2    |             | MOU with Arlington Police Department - new project - Completion of Phase III output           | 30-JUN-2022 | 96.00    | Hour | \$250.00   | \$24,000.00 |
| 3    |             | MOU with Arlington Police Department - new project - Commencement of Phase IV                 | 30-JUN-2022 | 12.00    | Hour | \$250.00   | \$3,000.00  |
| 4    |             | MOU with Arlington Police Department - new project - completion of phase IV review            | 30-JUN-2022 | 12.00    | Hour | \$250.00   | \$3,000.00  |

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 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: \$54,000.00**