

From: **Brianna Doyle** <brianna@databranchusa.com>

Date: Wed, Jun 3, 2026 at 11:31 AM

Subject: FOIA Request - Meridian CUSD 223 [Ref: Elena Hawley]

To: mplourde@mail.meridian223.org <mplourde@mail.meridian223.org>

Cc: elena.hawley@thedatabranch.com <elena.hawley@thedatabranch.com>

Hello,

The Data Branch is submitting a public records request for vendor procurement records.

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140)

Scope of Request:

All products from CDW-G, AG Parts, K-12 Tech, and Vivacity Tech

Our goal is to identify records from 2022 to now that show the pricing arrangements associated with these vendors, such as licensing or subscription terms, per-unit costs, and any implementation or setup fees that may apply.

This request covers records such as:

- Contracts, service agreements, order forms
- Purchase orders relating to the listed vendors
- RFP or solicitation documents
- Task orders issued against cooperative purchasing agreements

To keep this easy on your office, we are happy to receive records in whichever of the following formats works best:

- Spreadsheet exports (preferred)
- PDF or Word documents
- Standard ERP or finance system reports
- Any summary-level purchasing records your office already maintains

If portions of the responsive records fall under an exemption, please withhold only those portions and produce the rest.

This request *is* for commercial purposes. We are happy to comply with all applicable policies and procedures Meridian CUSD 223 has in place to handle FOIA requests, and are willing to narrow down, clarify, or adjust the request to make fulfillment easier for your office.

Please send all records to my colleague Elena Hawley at the following:

Email: elena.hawley@thedatabranch.com

Phone: (302) 585-3132

Address: 1111B S Governors Ave STE 21033, Dover, DE 19904

We appreciate your help and look forward to a prompt response. If this request belongs with another agency or department, please forward it to the appropriate custodian or let us know. Thank you for your cooperation.

Best regards,

Brianna Doyle

The Data Branch