LAREDO COLLEGE
EST. 1947

Requisition VR#

(to be assigned by the Purchasing Office)

Purchasing Requisition

Type of Purchase: Services

Department Name:	Library Services
Department Head:	Omelia Marin
Requestor Name:	Maggie Aguilar
Requestor Email:	maguilar@laredo.edu
Phone Number:	956-721-5816

Suggested Vendor Name:	Sirsi Corporation
Suggested Vendor Address:	#774271 PO Box 854271, Minneapolis, MN 55485-4271
Suggested Vendor Contact Name:	Susan Bell
Suggested Vendor Contact email:	susan.bell@sirsidynix.com
Suggested Vendor Phone number:	1-800-288-8020

Budget Account #:	110001.474001.71416.40006
Budget Balance:	FY 2026-2027
Total Cost:	$134,397.48
If Grant, Enter End Date	N/A
If Event, Enter Date	N/A

Accounting Office Review/Notes:

Budget Review Signature:

Attention Departments: **Please ensure that a requisition number is assigned and allow two weeks for reviewing and processing. When checking status on orders, reference the assigned requisition number.**

Purchases of goods and services of $10,000 and above require three (3) quotes.

Quotes attached ☐ **Yes** ☐ **No** ☑ **N/A**

Please use this area to enter any other comments that you would like the Purchasing Office to consider when processing your request including shipping instructions:

☐ **Heavy Duty Item** ☐ **Requires Lift Gate** ☐ **Unloading Dock** **Building Name:** Yeary Library **Room#:** 178

Fiscal Year 2026-2027 Invoice #INV22375 attached.
Annual Maintenance Renewal effective 9/1/26 to 8/31/27

Department Requestor:	Maggie Aguilar	08/03/2026
Department Head Approval:	Omelia Marin Digitally signed by Omelia Marin Date: 2026.08.03 13:16:44 -05'00'	08/03/2026
Dean Approval:	Elizabeth C. Rodriguez Digitally signed by Elizabeth C. Rodriguez DN: OU=Academic Innovation & Technology, O=Laredo College, CN=Elizabeth C. Rodriguez, E=elizabeth.rodriguez@laredo.edu Reason: I am the author of this document Location: Date: 2026.08.03 14:58:44-05'00' Foxit PDF Reader Version: 2025.1.0	08/03/2026
Associate Provost Approval:		
Executive Approval:		
President Approval: (If applicable)		

Outlook

SirsiDynix Annual Maintenance Renewal - INV22375 - Laredo College (310115)

From Susan Bell <susan.bell@sirsidynix.com>
Date Tue 7/14/2026 5:47 PM
To Omelia Marin <omelia.marin@laredo.edu>; Magdalena Aguilar <maguilar@LAREDO.EDU>

1 attachment (483 KB)
INV22375.pdf;

EXTERNAL EMAIL: This email message came from an external source. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Hello!

Attached is invoice #INV22375 for your annual maintenance renewal effective 9/1/26 to 8/31/27.

If this invoice should be sent to someone else, or if you are no longer with the organization please let me know as soon as possible so I can update our records.

If you have any questions, please feel free to contact me.

Thank you and kind regards,
Susan Bell
Billing Specialist
susan.bell@sirsidynix.com

For USA customers paying by check: Please note that effective September 7, 2021 we have a new mailing address for check payments. Please update your records to reflect the change – this address should only be used when sending payments via standard mail. The new address is: Sirsi Corporation, #774271 PO Box 854271, Minneapolis, MN 55485-4271

Susan Bell
REVENUE SPECIALIST
susan.bell@sirsidynix.com
800-288-8020

Invoice

Page	1
Invoice	INV22375
Date	14-Jul-2026

Sirsi Corporation
3300 North Ashton Blvd Ste 500
Lehi, UT 84043
Phone 1-800-288-8020

Bill To: **Laredo College**

Box 257 West End Washington Street
Laredo, Texas 78040-4395

Reference #	Due Date
	01-Sep-2026

Description	Amount
Acquisitions BLUECloud Analytics CloudSource Enriched Content Enterprise eResource Central Materials Booking Serials SirsiDynix Core ------------------- 2026-2027 Maintenance	

Invoice Currency is USD

Subtotal	**$134,397.48**
Tax	**$0.00**
Total	**$134,397.48**

For questions or concerns, please contact:
@ AccountsReceivable@sirsidynix.com
Or call 1-800-288-8020

Payment by bank transfer to:
Account Name: Sirsi Corporation
Bank Name & Address: Wells Fargo Bank, 299 S. Main Street, Salt Lake City, UT 84111
Account #: 4121523732
ABA: 121000248
Swift #: WFBIUS6S

Payment by check to:
Name: Sirsi Corporation
Address: #774271 PO Box 854271, Minneapolis, MN 55485-4271

Attention Canadian customers: Tax breakdowns are included in the body of the email this invoice was sent on.

If paying by wire please reference the invoice number on your bank instructions.