



Platte County R3 School District
Verbal / Written Quote Summary Sheet



From Board Policy DJF: District staff will research all purchases and compare prices prior to making decisions regarding the expenditure of district funds unless a purchase is covered by an exception pursuant to this policy. Employees are expected to contact multiple providers before making a decision regarding purchases under \$5,000. Purchases of \$5,000 or more will be competitively bid, and sealed bids will be required for purchases that may exceed \$50,000. The district will select the lowest or best bid as defined in DJF-AP1.

Use this form to summarize quotes received and to recommend a vendor for award.

Make a copy to use and save in your drive - Remember to share with the appropriate people

Name: Jeff Green Building / Department: NCC
 Best Contact Number: 816-858-5420 Best Email: greenj@platteco.k12.mo.us
 PO# if known: 24-0000-52017
 Signature of person obtaining / submitting quotes x Brian Noller

Item or service requested:

Fuel Injection Training System

	Date	Vendor	Written, Verbal, Online	Contact Person	Phone	Total \$ Amount Quoted
1	08/29/2023	Avotek	Written	Charlie Williams	540-234-9090	\$17,245.00
2	9/11/2023	Aerotrains	Written	Contacted multiple times - could not provide a quote at this time - spoke with Debi	810-230-8096	Unknown
3						
4						
5				*Aerotrains was significantly higher on quotes in 2021, 2017		

Note: If you are unable to obtain 3 bids / quotes, contact the Executive Director of Operations at 816-858-5420.

Recommended Vendor:

Avotek

If you are recommending other than low bid / quote, please provide written justification as to why:

Recommending Low Bidder

Please retain this form and all quotes. The purchasing department may conduct random audits to insure District Policies are being followed.

Purchasing Acknowledgement: YES NO DATE: _____

NOTES: