



Purchasing Services Department
1900 W Olive Ave
Burbank, CA 91506
www.burbankusd.org

STAFF

David Gerharter, Director | 818-729-4533 | x44533 | davidgerharter@burbankusd.org

Terri Harvey, Senior Buyer | 818-729-4530 | x44530 | terriharvey@burbankusd.org

Maro Bojolyan, Purchasing Technician | 818-729-4531 | x44531 | marobojoyan@burbankusd.org

GENERAL ASSIGNMENTS BY CATEGORY

Director:

Copier/Printer Service & Lease Agreements
CUPCCAA Applications
E-Waste Disposal
Facilities Equipment

Hazardous Waste Disposal
Facilities Maintenance Agreements
Public Works / Field Contracts

Senior Buyer:

Asset Disposal
Auto Shop Equipment & Supplies
Classroom Equipment
Computer Equipment & Supplies
Custodial Equipment & Supplies
Facilities Supplies
Field Trip Reservations
Furniture

Handheld Radios & Supplies
Musical Instruments & Supplies
Office Equipment
Playground Equipment & Supplies
PPE (Personal Protective Equipment)
Software Licenses
Transportation
Warehouse Stock

Purchasing Technician:

Athletic Equipment & Supplies
Audio Visual Equipment & Supplies
Books
Classroom Supplies
Consultant & Professional Agreements
Culinary Supplies
Custom Clothing
Diplomas
Document Destruction / Shredding
Health Equipment & Supplies

Memberships
Office Supplies
Printed Materials
Reimbursements
Report Cards / Mail Graders
Retiree Reimbursements
Subscriptions (Magazines / Periodicals)
Testing Materials
Textbooks