

From: Owen Collins <owen@databranchusa.com>
Sent: Wednesday, May 27, 2026 2:25 PM
To: Melissa Bradford <MBradford@dps61.org>
Cc: fisher.mchenry@thedatabranch.com
Subject: FOIA Request - Decatur SD 61 [Ref: Fisher McHenry]

The Data Branch is writing to submit a public records request regarding vendor procurement records.

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

Scope of Request:

All products from School Asset Manager, Collaborative Student Transportation, Prismatic Services Inc, Lead Public Schools, buildEd, and Transpar Group.

We are seeking records from 2022 to now that reflect the pricing structure of any such engagement, including (if available), per-unit costs, subscription or licensing terms, and/or implementation fees.

We are looking for the following types of records:

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

We are flexible on format and can accept records in whichever way your office already keeps them, such as:

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

If portions of the requested records are exempt from disclosure, please provide all segregable non-exempt portions.

This request *is* for commercial purposes. We are happy to comply with all applicable policies and procedures Decatur SD 61 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 The Data Branch's record intake handler, Fisher McHenry, at the following:

Email: fisher.mchenry@thedatabranch.com

Phone: (302) 585-3132

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

Thank you for your attention to this request and we look forward to a prompt reply. If this office is not the correct custodian, please forward the request to the right agency or department, or advise us where to direct it. We appreciate your cooperation.

Thank you,

Owen Collins
The Data Branch