Emmett Independent School District #221

COMMUNITY RELATIONS **4260F**

District Record Request Form

Request for Public Records

I request: ☐ to examine ☐ to copy ☑ to receive an electronic copy of

the following records (please be as specific as possible):

SEE LAST PAGE

Date Records Requested Were Created:

Beginning: January 1, 2021

Ending: to the present

Woo Park

Name (Please Print)

Mailing Address:

1111B S Governors Ave STE Dover, DE, 19904

05/06/26

Date of Request

302-585-3132

Daytime Phone Number

Received By: Amanda Weers

Date Received: 05/06/2026

Public Agency Emmett School District

_____ Initial if Applicable: More than three working days are needed to locate or retrieve the requested records. A response shall be provided within ten working days of the request.

Payment received for _____ copies _____

Amount Received: _____

Payment received for _____labor _____

Amount Received: _____

25-017
Receipt Number

Dear Public Records Officer,

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

Scope of Request:

We are requesting all executed contracts, agreements, purchase orders, and related procurement documents for products or services purchased from any of the following vendors or their authorized resellers, for the period January 1, 2021, to the present:

All products from: Blackboard Inc, Finalsite, DMX, Funds for Learning, E-Rate Consulting, N-Able, Raptor Technologies, and/or CSM Consulting

We are seeking records that reflect the pricing structure of any such engagement, including per-unit costs, subscription or licensing terms, and implementation fees.

Requested Records (if readily accessible):

Please include any of the following that your agency maintains:

- Executed contracts, master service agreements, or order forms

- RFP or solicitation documents, including vendor responses and evaluation materials

Preferred Format & Delivery:

We understand recordkeeping systems vary across agencies. We are fully willing to receive:

- PDF or Word documents

- Any summary-level purchasing records your office already maintains

This request is for commercial research purposes. We are happy to comply with all applicable policies and procedures and are willing to narrow, clarify, or adjust the request to make fulfillment easier for your office.

Contact Information

Email - foia@thedatabranch.com

Phone - (302) 585-3132

Address - 1111B S Governors Ave STE, Dover, DE

We appreciate your attention to this matter and look forward to your prompt response. Please confirm receipt of this request and provide an estimated date for the delivery of the requested records.

Thank you for your cooperation.

Sincerely,

The Data Branch Research Team