



# Purchase Order

Dispatch via E-Mail

## PORTLAND PUBLIC SCHOOLS

503-916-3305 Fax: 503-916-3109  
Purchasing Services  
P.O. Box 3107  
Portland OR 97208-3107

**Supplier:** 0000031906  
EMPOWER DIGITAL SOLUTIONS INC  
7700 SW HYLAND WAY  
BEAVERTON OR 97008

<b>Purchase Order</b> PPS1J-0000260895	<b>Date</b> 09/12/2025	<b>Revision</b>	<b>Page</b> 1
<b>Payment Terms</b> 30D	<b>Freight Terms</b> Destination	<b>Ship Via</b> Common	
<b>Buyer</b> TA-DISPATCH	<b>Phone/Email</b>	<b>Currency</b> USD	

**Ship To:** FAC/ASST M  
Facilities Asset Mgmt  
550 N Wheeler Pl  
Portland OR 97227  
\*\*Delivery Hours 8:00 AM - 1:00 PM, Monday - Thursday\*\*

**Attention:** Not Specified

**Bill To:** Facilities Asset Billing  
PO Box 3107  
Portland OR 97208-3107  
Ph. 503-916-3112, Email : ppsap@pps.net

**Replenishment Option:** Standard

**Tax Exempt?** Y **Tax Exempt ID:** 93-730154K

Line-Sch	Item/Description	Item ID	Quantity	UOM	PO Price	Extended Amt	Due Date
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1- 1	Misc. IT, Power and Data Repair Project #6461 (F1370) – Relocate data and electrical for projectors in Mazama and Wy'East conference rooms at the PEC		1.00	TTL	2,490.00	2,490.00	06/30/2026
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Empower Digital Solutions, Inc. shall provide labor and materials to perform the following scope of work at the Prophet Education Center located at 501 N Dixon, Portland, OR 97227:

1. Extend electrical circuit in Mazama Conference Room to location on the ceiling directly above the projector and install a quad outlet.
2. Extend electrical circuit in Wy'East Conference Room to location on the ceiling directly above the projector and install a quad outlet.

Mobilization: \$150.00  
Circuit Extension: \$2,340.00

This scope may involve direct, unsupervised student contact. As such, all employees or agents of Contractor who will be on site must go through the PPS Criminal Background Check process and obtain a badge before work begins.

Work shall conform to applicable industry codes/standards as well as the current PPS Facility Standards that are found at this link: <https://www.pps.net/Page/15497>

Please direct all project related questions to Allen Carpenter-Rickert: acarpent@pps.net or 503-347-4390.

**PLEASE NOTE:**

The Contractor is required to pay equal or higher than District Council of Unions (DCU) wage rates plus fringe effective July 1, 2025 on this project.  
The Contractor is required to submit certified payroll with their pay application.

**PLEASE SUBMIT INVOICES TO:**

ATTN: Jen Wishart  
Portland Public Schools  
Real Estate and Construction  
PO Box 3107  
Portland, OR 97208-3107  
jwishart@pps.net

Account Code: 191-25411-532200-100-99999-F1370-5597

Terms and conditions attached.

**Total PO Amount**

2,490.00

Authorized Signature

EMILY COURTNAGE, DIRECTOR, PURCHASING AND CONTRACTING