

March 1, 2016

VIA E-MAIL

Ms. Kristen Humphrey
Data Acquisition Specialist
SmartProcure
Email: glauricella@smartprocure.us

RE: 16-FOIA-027 PO/Vendor Information - 9/16/2015 to Present

Dear Ms. Humphrey:

We are in receipt of your request under the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.* (“FOIA”).

On February 3, 2016, we received your request for any and all electronic purchasing records from 9/16/2015 to current. Specifically, you requested:

1. The purchase order number;
2. Purchase date;
3. Line item details;
4. Line item quantity;
5. Line item price; and
6. Vendor ID number, name, mailing address, contact person and email address

(“Request”).

In response to your Request, Metra is providing you with the purchasing records from 9/16/2015 to current in a spreadsheet containing columns for items 1 – 6, as noted above, including the vendor’s telephone numbers.

If I can be of any further assistance to you, please do not hesitate to contact me.

Sincerely,



Kathleen E. Haton
Freedom of Information Officer
foia@metrarr.com
FOIA Hotline #312-663-3642

Attachment