

From: [Bradford Gorson](#)
To: [John Liszewski](#); [JARUFE, CRISTINA](#)
Cc: [Thomas Collich](#); [Maria Tavares](#); [John Jacobson](#); [QUEZADA, EDWIN](#)
Subject: RE: Purchase for the Yonkers school system
Date: Monday, April 13, 2020 10:59:41 AM

As long as the resolution has sufficient backup to indicate the value of the donation/gift, that's fine with me. The important part is the BOE's acceptance of the gift via resolution, not necessarily the letter. I just know the Board likes to have backup for their resolutions. Perhaps the email chain and the invoice from Apple (if any) would suffice?

From: John Liszewski
Sent: Monday, April 13, 2020 10:47 AM
To: 'JARUFE, CRISTINA'; Bradford Gorson
Cc: Thomas Collich; Maria Tavares; John Jacobson; Edwin Quezada
Subject: RE: Purchase for the Yonkers school system

Would not the email be enough?

From: JARUFE, CRISTINA [<mailto:CJARUFE@YonkersPublicSchools.org>]
Sent: Monday, April 13, 2020 10:26 AM
To: Bradford Gorson; John Liszewski
Cc: Thomas Collich; Maria Tavares; John Jacobson; Edwin Quezada
Subject: RE: Purchase for the Yonkers school system

Good morning Commissioner,
Do you want forward Brad's email to the IDA person or should I? They need to prepare the donation letter.

Cristina Jarufe
Budget Analyst
Yonkers City School District
(914) 376-8086

Think...before you print.

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From: Bradford Gorson <Bradford.Gorson@yonkersny.gov>
Sent: Saturday, April 11, 2020 7:51 AM
To: JARUFE, CRISTINA <CJARUFE@YonkersPublicSchools.org>
Cc: Thomas Collich <thomas.collich@YonkersNY.gov>; Maria Tavares <maria.tavares@yonkersny.gov>; John Jacobson <john.jacobson@yonkersny.gov>; John Liszewski <john.liszewski@YonkersNY.gov>; QUEZADA, EDWIN <QUEZADA@YonkersPublicSchools.org>
Subject: RE: Purchase for the Yonkers school system

Good morning Cristina,

As Maria indicated below, to move forward with the donation, YPS needs: (1) letter from YEDC addressed to the BOE indicating their intent to donate the iPads in accordance with BOE Policy 1800 and the estimated value of said donation; (2) a BOE resolution accepting the donation that attaches the letter.

A sample donation letter and BOE resolution are attached. Let me know if you have any questions.

Best,
Brad

-

From: JARUFE, CRISTINA [<mailto:CJARUFE@YonkersPublicSchools.org>]
Sent: Friday, April 10, 2020 7:03 PM
To: John Liszewski; Edwin Quezada; Bradford Gorson
Cc: Thomas Collich; Maria Tavares; John Jacobson
Subject: RE: Purchase for the Yonkers school system

Commissioner,

Thank you for your help. I'm forwarding the chain to Legal and Dr. Quezada following the normal protocol for me to set-up a grant budget.

From: John Liszewski <john.liszewski@YonkersNY.gov>
Sent: Friday, April 10, 2020 1:38 PM
To: Maria Tavares <maria.tavares@yonkersny.gov>; John Jacobson <john.jacobson@yonkersny.gov>; Thomas Collich <thomas.collich@YonkersNY.gov>
Cc: JARUFE, CRISTINA <CJARUFE@YonkersPublicSchools.org>
Subject: RE: Purchase for the Yonkers school system

It's all part of the chain.

From: Maria Tavares
Sent: Friday, April 10, 2020 1:26 PM
To: John Liszewski; John Jacobson; Thomas Collich
Cc: JARUFE, CRISTINA
Subject: Re: Purchase for the Yonkers school system

Understood, but YPS needed something in writing to support setting up a donation to fund the purchase. They cannot afford the purchase otherwise. If there was an attachment to the April 10 email, please provide.

I have cc'd Cristina since she would need to set up the budget to be used on the REQ. Cristina, please see below email from YEDC, stating they would pay for the purchase of 10 iPads per quote previously provided. Please advise if you require anything else.

Thanks all.

From: John Liszewski
Sent: Friday, April 10, 2020 1:18 PM
To: Maria Tavares; John Jacobson; Thomas Collich
Subject: FW: Purchase for the Yonkers school system

This is just a pass through. BOE is buying ipads and IDA is paying for them.

From: Jaime McGill
Sent: Friday, April 10, 2020 1:17 PM
To: John Liszewski; Bob Cacace
Cc: Jim Cavanaugh; Michael Curti (mcurti@HarrisBeach.com); Mary Lyras
Subject: RE: Purchase for the Yonkers school system

Just the email below confirming that YEDC would fund, let me know if you need something additional. This is being funded via YEDC, not YIDA.

Jaime McGill
Executive Director

Yonkers Industrial Development Agency
470 Nepperhan Avenue - Suite 200
Yonkers, New York 10701
Main: (914) 509-8651
Direct: (914) 509-8659



From: John Liszewski
Sent: Friday, April 10, 2020 1:14 PM
To: Jaime McGill; Bob Cacace
Cc: Jim Cavanaugh; Michael Curti (mcurti@HarrisBeach.com); Mary Lyras
Subject: RE: Purchase for the Yonkers school system

Thanks did you send me anything confirming that the IDA would pay?

From: Jaime McGill
Sent: Friday, April 10, 2020 1:06 PM
To: Bob Cacace; John Liszewski
Cc: Jim Cavanaugh; Michael Curti (mcurti@HarrisBeach.com); Mary Lyras
Subject: RE: Purchase for the Yonkers school system

Hi Commish,

This email confirms that YEDC will fund the iPads for YPS, as requested in the attached letter from Dr. Q.

Please don't hesitate if you have any questions.

Thanks,

Jaime McGill
Executive Director

Yonkers Industrial Development Agency
470 Nepperhan Avenue - Suite 200
Yonkers, New York 10701
Main: (914) 509-8651
Direct: (914) 509-8659
jaime.mcgill@yonkersida.com



From: Bob Cacace
Sent: Thursday, April 09, 2020 1:42 PM
To: John Liszewski; Jaime McGill
Subject: Re: Purchase for the Yonkers school system

OK thanks...

Jaime, I'll send you some language that is being worked up for the email to send to John.

Bob

From: John Liszewski
Sent: Thursday, April 9, 2020 1:40 PM
To: Bob Cacace; Jaime McGill
Subject: RE: Purchase for the Yonkers school system

BOE would be best.

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Bob Cacace <bob.cacace@yonkersny.gov>
Date: 4/9/20 1:37 PM (GMT-05:00)
To: Jaime McGill <jaimemcgill@yonkersida.com>
Cc: John Liszewski <john.liszewski@YonkersNY.gov>
Subject: Re: Purchase for the Yonkers school system

Thanks,

John...I think it's more appropriate to donate it to the BOE....but whatever is easier on auditing.

Bob

From: Jaime McGill
Sent: Thursday, April 9, 2020 1:35 PM
To: Bob Cacace
Cc: John Liszewski
Subject: Re: Purchase for the Yonkers school system

We can donate to either BOE or COY.

On Apr 9, 2020, at 1:34 PM, Bob Cacace <bob.cacace@yonkersny.gov> wrote:

Jaime....from what I can tell, the original idea was to have the IDA donate directly to the BOE...am I correct?

Bob

From: Maria Tavares
Sent: Thursday, April 9, 2020 1:30 PM

To: Adriano Bratta; Bob Cacace; Lori Chiodo; Thomas Collich; John Liszewski; John Jacobson
Cc: JARUFE, CRISTINA
Subject: RE: Purchase for the Yonkers school system

Adriano is correct.

- Are these iPads being donated directly to YPS, *by the IDA*. A simple donation letter *from IDA* would suffice to allow YPS to review with Legal and then set up a donation line in NW and get the REQ up. Attached is a sample MOU that Teachers College provided in the past. The donation letter can be much simpler. And the YPS would bill IDA upon receipt of invoice from Apple.
- If the City prefers to fund this purchase, what will be the account line? The City can then bill IDA upon receipt of invoice from Apple.
- Since this is COVID related, there is an emergency department that can be used to expedite the approval process with either entity.

Please advise who will fund the purchase so we can determine next steps. Thank you.

Maria Tavares

Director of Accounting

City of Yonkers | One Larkin Center | Third Floor | Yonkers, New York 10701
Office: 914-377-6122 | Email: maria.tavares@yonkersny.gov

From: Adriano Bratta
Sent: Thursday, April 09, 2020 1:10 PM
To: Bob Cacace; Maria Tavares; Lori Chiodo; Thomas Collich; John Liszewski; John Jacobson
Subject: RE: Purchase for the Yonkers school system

Hi Bob,

Regarding what to get from Jaime at the IDA, it at least has to give us the **terms of the agreement, number of laptops, total cost etc. and whether they are being donated directly to the BOE or to COY to be loaned to the BOE**. That last part will dictate where the new account string is created, under Fund 490 for the BOE or Fund 049 for the City.

JJ or Maria, I'm sure there is more information needed for the letter from the IDA but what I spelled out above would allow us to set up a GL string so we can get the PO out ASAP. As an alternative, we can use an existing GL string and do a change order on the PO later but I'll defer to JJ about whether that is a good option or not.

Thanks,

Adriano Bratta
Director of Business Analysis

City of Yonkers
Finance Department
One Larkin Center, 3rd Floor, Yonkers, New York 10701
914-377-6173 (x8835 within One Larkin Center)
adriano.bratta@yonkersny.gov

From: Bob Cacace
Sent: Thursday, April 09, 2020 1:02 PM
To: Maria Tavares; Lori Chiodo; Thomas Collich; John Liszewski; John Jacobson; Adriano Bratta
Subject: Re: Purchase for the Yonkers school system

Maria...yes, this is 100% related to COVID19.

Bob

From: Maria Tavares
Sent: Thursday, April 9, 2020 1:00 PM
To: Lori Chiodo; Thomas Collich; John Liszewski; Bob Cacace; John Jacobson; Adriano Bratta
Subject: RE: Purchase for the Yonkers school system

Thank you.

I have reached out to Cristina Jarufe for assistance.

- Bob - please confirm if this purchase is related to COVID19.
- I have asked Cristina to advise what she would need to set up a YPS 'grant' budget to fund this request. I provided her the quote and the document from Lori.
- Cristina is also reaching out to Chris Carvallo to ensure we are all on the same page as he is the process of ordering a number of iPads for the District as well. And with the same contact at Apple.

Maria Tavares
Director of Accounting

City of Yonkers | One Larkin Center | Third Floor | Yonkers, New York 10701
Office: 914-377-6122 | Email: maria.tavares@yonkersny.gov

From: Lori Chiodo
Sent: Thursday, April 09, 2020 12:46 PM
To: Thomas Collich; John Liszewski; Bob Cacace; John Jacobson; Adriano Bratta
Cc: Maria Tavares
Subject: RE: Purchase for the Yonkers school system

Apple Inc is the sole provider of Apple products to Educational Institutions. No vendor is permitted to sell Apple Products to school districts.

There is a Contract/Agreement In NW 2020-0038 tracking 2019-2020 expenditures.

Lori

From: Thomas Collich
Sent: Thursday, April 09, 2020 12:37 PM-
To: John Liszewski; Bob Cacace; John Jacobson; Adriano Bratta
Cc: Maria Tavares; Lori Chiodo
Subject: RE: Purchase for the Yonkers school system

We have a BOE Apple contract, 2020-00000038, Lori is checking to see if covered

From: John Liszewski
Sent: Thursday, April 09, 2020 11:55 AM
To: Thomas Collich; Bob Cacace; John Jacobson; Adriano Bratta
Cc: Maria Tavares
Subject: FW: Purchase for the Yonkers school system

We need to put it into New World. We need to set up an account line. Probably handle it like a grant. Do we have anything from IDA agreeing to pay?

From: Bob Cacace
Sent: Thursday, April 09, 2020 11:48 AM
To: John Liszewski
Cc: Jaime McGill
Subject: Fw: Purchase for the Yonkers school system

John , I attached the quote from Apple for the 100 iPads that the IDA is buying for the BOE.

Apple will ship once they get a PO. What is my next step? Do we put this into New World?

Thanks, Bob

From: EricaDaniels@apple.com <EricaDaniels@apple.com> on behalf of Erica Daniels <EricaDaniels@apple.com>
Sent: Wednesday, April 8, 2020 5:54 PM
To: Bob Cacace

Cc: Cheryl Green; John Liszewski; Carvalho, Chris; Jody Wexler

Subject: Re: Purchase for the Yonkers school system

Hi Bob,

Thank you for your time on the phone. Per our chat please find attached a quote for 100 units for Yonkers PS.

I am attaching attaching a recent PO that we received from the City of Yonkers purchasing on behalf of Yonkers PS - can you confirm if the PO for this new order will look similar in terms of the billing address and where we will send the invoice? I want to make sure we get the order processed and invoiced correctly and if it will be the same process as recent previous orders.

Chris also mentioned an initial quantity of 500, will there be additional orders to follow, or has the quantity changed to 100?

<TEACHERS COLLEGE STILES 2.0.pdf>