

# PURCHASING DEPARTMENT

Shamica R. Nance, Sr. Director

## “SENIOR BUYER” COMMODITY RESPONSIBILITIES:

**Brandy Cuttress – Ext. 29021**

[brandy.cuttress@fusd.net](mailto:brandy.cuttress@fusd.net)

Consultant Agreements	Portable Classrooms
Leases / Rentals	Software /Peripherals
Maintenance Projects	Technology/E-rate
Computers / Printers/ Copiers	Telephones/Cell Phones
Fire Alarms	
Fuel/Fuel Cards	
Furniture	
New Construction Projects	

## “BUYER” COMMODITY RESPONSIBILITIES:

**Matthew Rudoll – Ext. 29016**

[rudoma@fusd.net](mailto:rudoma@fusd.net)

Carpet/flooring  
Consultant Agreements  
Elevator Inspection  
Marquees  
Office & Classroom Supplies  
Plumbing  
Radio Equipment  
Roofing  
Shade Structures  
Shop/Grounds equipment  
Tires  
Vehicles

**Norma Reyes – Ext. 29022**

[revene@fusd.net](mailto:revene@fusd.net)

Appliances  
Asbestos/Lead Abatement Partitions  
Athletics  
Bleachers  
Blinds/window coverings  
Consultant Agreements  
Musical Instruments  
Painting  
Paving/Asphalt  
Pest Control Contracts  
Portable Restrooms  
Storage Containers  
Workers Comp

**Tracie Reading – Ext. 29018**

[readtd@fusd.net](mailto:readtd@fusd.net)

Audio Visual Equipment  
Consultant Agreements  
Custodial  
Equipment/Supplies  
Disaster Supplies  
Electrical  
Fencing  
HVAC  
Playground Equipment  
Science Equipment/Supplies  
Transportation  
\*Waste/Rubbish Removal

**Monique Farrugia – Ext. 29019**

[farrmm@fusd.net](mailto:farrmm@fusd.net)

All purchases related to Food Services Dept.  
Consultant Agreements      Travel/Conference  
Food Services Bids          Food Services Requisitions

## PURCHASING CLERK RESPONSIBILITIES:

**Jesseca Figueroa-Ochoa – Ext. 29012**

[figuim@fusd.net](mailto:figuim@fusd.net)

Purchasing Orders (A-G)

**Stephanie Lopez – Ext. 29034**

[lopesy@fusd.net](mailto:lopesy@fusd.net)

Purchase Orders (H-N)

**Jaimie Hernandez –Ext. 29398**

[hernja@fusd.net](mailto:hernja@fusd.net)

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