



# Purchasing and Warehouse Operations Newsletter

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Sylvia G. Zapata, Director of Purchasing and Warehouse Operations

Welcome to the first issue of the Purchasing and Warehouse Operations Newsletter. Our newsletters will include insightful and practical articles with the purpose of providing you with information regarding our departments. We invite you to visit our website to learn more about our services. We hope this newsletter finds you well and we would appreciate the opportunity to visit with you about how we can help you and your campus or department.

[www.lajoyaisd.com/dept/AdmFin/PurchasingWarehouse](http://www.lajoyaisd.com/dept/AdmFin/PurchasingWarehouse)

Thank you, Sylvia G. Zapata



Purchasing Staff

Purchasing  
Service  
Survey  
(coming soon)

The Purchasing and Warehouse Operations' primary goal is to render services required to help support the instructional and administrative needs of the District. We are interested in receiving feedback concerning our departments. In the coming weeks, a purchasing service survey will be sent to your campus or department to evaluate the delivery of services and to aid in improving our processes. In order to be able to do this effectively, we welcome your support through completion of this survey.



Warehouse Staff

As you know, the Warehouse Department has stocked up on the most needed supplies for your campus or office.

Call Robert Cortina at ext. 6077 and remember to always check the warehouse first for your supplies before ordering from bid vendors.



Bus Parts Staff

The Asset Management Department has been hard at work. The staff has been planning, delivering and ensuring that our schools and departments are furnished and ready for the upcoming school year.



Asset Management Staff

The Bus Parts Department takes pride in providing quality parts for our school district vehicles. We will have an additional bus parts area in the Transportation Sub-Station building located on Western Road and 7 Mile Line in Mission, Texas.