From: Lauren Showfety <lauren@prcapps.com>
Sent: 3/3/2017 10:57:39 AM
To: sbarnwell@ashevillenc.gov
Cc: ejackson@ashevillenc.gov
Subject: Re: [#66104] Food pick up, Open Data Day Mar.4

Hi Scott and Eric,

Happy Friday!

Jesse may have already told you, but I'll be picking up the coffee tomorrow AM, then running back out to get the food picked up at 10:30 / 10:45 so that everyone cat eat by 11:00.

It occurred to me that we will also need ice, as some people may want that for sweet / unsweet tea. This a small thing, I realize, but since there is still some remaining budget left for the event, I wonder how I should go about purchasing the ice? If it's easiest for either of the two of you to do that with the city's $ let's do that, or I'm happy to pick up ice today when I'm at the grocery store. I just wonder if it's possible for the city to reimburse.

Thanks for your help!

- Lauren

> On Mon, 27 Feb at 4:36 PM , Scott Barnwell <SBarnwell@ashevillenc.gov> wrote:
> Done (67 Biltmore).
>
> Lauren – sorry for not getting back to your sooner. I am working through a backlog of emails from last week. Also, I'll be out most of tomorrow but back the rest of the week if you need anything from me. Thanks!
>
> ---
>
> From: Eric Jackson
> **Sent:** Monday, February 27, 2017 1:35 PM
> **To:** Scott Barnwell
> **Subject:** FW: Re: [#66104] Food pick up, Open Data Day Mar.4
>
> Scott, any chance you can call Laurey at 67 Biltmore with the Pcard #? I already called Corner Kitchen. -Eric
>
> ------ Forwarded Message ------
> **Subject:** Re: [#66104] Food pick up, Open Data Day Mar.4
> **Date:** Fri, 24 Feb 2017 19:24:23 +0000
> **From:** Lauren Showfety <lauren@prcapps.com>
> **Reply-To:** Lauren Showfety <lauren@prcapps.com>
> **To:** sbarnwell@ashevillenc.gov
> **CC:** Eric Jackson <eric.jackson@democracyapps.org>
>
> Hi Eric,
>
> Sorry about that!
> Lately, this has been happening when I try to forward things. Just looping you in here - You or Scott will need to get in touch with Laurey to put card on file for the coffee.
>
> Have a great weekend!
> - Lauren
>
> **Lauren Showfety** replied 2 days ago (Wed, 22 Feb at 4:19 PM)

Replied to : sbarnwell@ashevillenc.gov

Hi Scott,

Thanks for your help coordinating food for the event on March 4!

I gave Dylan at Corner Kitchen Catering (48 Biltmore Ave) a call just now to add items to invoice. We'll now receive compostable utensils, plates, cups, napkins - I originally opted out of this to be sure not to go over budget since I had not secured the coffee at that time. This brings the new total to $430.14. See attachment.

I'm not sure if you or Eric will be coordinating food pickup, but I've also secured coffee this morning which will be provided by 67 Biltmore downtown eatery + catering. It will be ready for pickup March 4, 9:30 am. They will also need a card on file, or can take payment now. Please coordinate with them (828-252-1500), and ask for Laurey who spoke to Lauren with Code for Asheville.

- We will receive 3 disposable coffee boxes hot and ready to go (2 regular, one decaf). 3 @ $18/box = $57.78 total (includes cups, sweeteners, creamers)

$500 - $430.14 (corner kitchen) - $57.78 (coffee) = $12.08 remaining budget.

Please let me know if you need anything.
Happy Wednesday!

Lauren Showfety
PRC Applications

> On Wed, 22 Feb at 4:19 PM , Lauren Showfety <lauren@prcapps.com> wrote:
> Hi Scott,
>
> Thanks for your help coordinating food for the event on March 4!
>
> I gave Dylan at Corner Kitchen Catering (48 Biltmore Ave) a call just now to add items to invoice. We'll now receive compostable utensils, plates, cups, napkins - I originally opted out of this to be sure not to go over budget since I had not secured the coffee at that time. This brings the new total to $430.14. See attachment.
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>
> $500 - $430.14 (corner kitchen) - $57.78 (coffee) = $12.08 remaining budget.
>
> Please let me know if you need anything.
> Happy Wednesday!
>
> Lauren Showfety
> PRC Applications
>
> > On Wed, 22 Feb at 4:01 PM , Scott Barnwell <SBarnwell@ashevillenc.gov> wrote:
> > .