



## TUCSON UNIFIED SCHOOL DISTRICT

MEETING      February 12, 2019  
OF:

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TITLE:              Approval of Expenditures in Excess of \$250,000 for Microsoft Licenses Using a Cooperative Contract

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ITEM #:            13

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Information:

Study:              X

Action:             X

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PURPOSE:

Approval of Expenditures for Microsoft Licensing Services using the National IPA/Strategic Alliance of Volume Expenditures (SAVE) Cooperative Contract. Expenditures are estimated at \$672,392 for the year. Authorization for the Director of Purchasing to execute the agreement.

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DESCRIPTION AND JUSTIFICATION:

It is the intention of the District to procure for Microsoft Licensing Services utilizing the National IPA/SAVE Cooperative Contract. The cooperative contract was established by the City of Mesa Procurement Department as part of the SAVE Cooperative Network. The District Purchasing Office solicited quotes from the two vendors awarded under this cooperative contract. The quotes were reviewed along with the split payment options offered. The vendor with the lowest total cost with a split payment option is being recommended.

Award is recommended to:

SHI International Corp.

The estimate under the National IPA/SAVE Cooperative Contract is provided for your review. Additionally, a Determination for Cooperative Contract Use is also attached for your review.

The Purchasing Department has conducted the due diligence on the cooperative contract and has determined that the competitive process that was performed by the City of Mesa Procurement Department is in compliance with AZ Administrative Code R7-2-1041 - Competitive Sealed Proposals. The negotiated pricing that the vendor offers through the cooperative contract has been determined to be fair and reasonable. The use of the cooperative contract by the District is authorized by AAC R7-2-1191 - Cooperative Purchasing Authorized and by District Governing Board Policy DJ - Purchasing Procedures.

A representative from Technology Services will be available to answer questions regarding the need for these services.

Kevin Startt, Director of Purchasing will be available to answer questions regarding the procurement process.

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**BOARD POLICY CONSIDERATIONS:**In accordance with Governing Board Policy DJ - Purchasing Procedures.

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**LEGAL CONSIDERATIONS:**

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

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Legal Advisor Signature (if applicable)

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**BUDGET CONSIDERATIONS:**

X \_\_\_\_\_ District Budget  
 \_\_\_\_\_ State/Federal Funds  
 \_\_\_\_\_ Other

<u>Budget Cost</u>	<u>Budget Code</u>
\$672,392	610.100.2580.6737.5041.00000.5041

Budget Certification (for use by Office of Financial Services only):

Date 2/4/19

I certify that funds for this expenditure in the amount of \$672k are available and may be:

X Authorized from current year budget  
 X Authorized with School Board approval  
 Code: Fund:

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**INITIATOR(S):**

Kevin Startt, Director of Purchasing

1/31/2019

Name

Title

Date

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**DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:****ATTACHMENTS:**

Click to download

[SHI Quote](#)[Determination for Cooperative Contract Use - Microsoft Licenses](#)[Microsoft Presentation 2.12.19](#)

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TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM  
CONTINUATION SHEET

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