



MEETING OF: May 10, 2016

TITLE: Approval to Purchase Computer/Technology Equipment Using Cooperative Contracts that Will Exceed \$250,000

ITEM #: 11

Information:

Study:

Action: X

PURPOSE:

To approve the purchase of technology equipment awarded to vendors under cooperative purchasing contracts using a mini-bid process.

DESCRIPTION AND JUSTIFICATION:

Mini-bid 16-75-16 was issued to procure Printer Maintenance Kits. Approximate spend under this mini-bid is estimated at \$147,000. This request was sent out to three vendors under various cooperative purchasing contracts.

Mini-bid 16-76-16 was issued to procure Audio/Visual Equipment. Approximate spend under this mini-bid is estimated at \$550,000. This request was sent out to five vendors under various cooperative purchasing contracts.

Mini-bid 16-77-16 was issued to procure Laptops, Mobile Computer Carts, and Accessories. Approximate spend under this mini-bid is estimated at \$3.82 million. This request was sent out to four vendors under various cooperative purchasing contracts.

A committee made up of Technology and other District staff will review the responses from each vendor for each of the mini-bids on Friday, May 6th and make a recommendation based on pricing, availability, specifications, vendor capability, maintenance and warranty services proposed. An Executive Summary and Written Recommendation will be provided prior to the May 10th Governing Board Meeting.

Due Diligence has been completed by the Purchasing Department on the cooperative contracts to be used for this purchase and finds them in compliance with State and District procurement rules and policies.

Scott Morrison, Interim Chief Technology Officer, will be present at the Board Meeting to answer questions regarding the District's need for this Technology Equipment.

Kevin Startt, Director of Purchasing, will be present at the Board Meeting to answer questions regarding the procurement process.

BOARD POLICY CONSIDERATIONS:

Compliance with Governing Board Policy DJ, Purchasing Procedures.

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:

Legal Advisor Signature (if applicable)

BUDGET CONSIDERATIONS:

_____	District Budget
_____	State/Federal Funds
X	Other Deseg
<u>Budget Cost</u>	<u>Budget Code</u>
\$4.52 million	610.511.1000.6737.5041.80902.5041

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

Date _____
I certify that funds for this expenditure in the amount of \$ are available and may be:
Authorized from current year budget
Authorized with School Board approval
Code: Fund:

INITIATOR(S):

Kevin Startt, Director of Purchasing		5/2/2016
Name	Title	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

<u>ATTACHMENTS:</u>
Click to download
No Attachments Available

TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM
CONTINUATION SHEET