



MEETING OF: December 10, 2013

TITLE: Award of Invitation for Bid (IFB) No. 14-64-19 Microsoft Academic Volume Licensing

ITEM #: 17

Information:

Study:

Action: X

PURPOSE:

It is the intention of the Tucson Unified School District to purchase Microsoft Volume Licenses for Academic Organizations.

DESCRIPTION AND JUSTIFICATION:

IFB No. 14-64-19 was issued to contract with responsible vendor(s) to purchase Microsoft Volume Licensing for Academic Organizations. Bid award is recommended to SHI International Corp. The recommended offeror is determined to have submitted an offer that is considered fair and reasonable and is most advantageous to the District.

The Invitation for Bid was sent out to three hundred twenty-five (325) vendors as well as being advertised on the District website. Seven (7) vendors responded with offers and forty-one (41) vendors returned "no bids."

Bid evaluation and award recommendation is made by Diana Kerfoot, Procurement Specialist. The bid abstract and executive summary is attached for review.

Superintendent Goals supported by this Invitation for Bid are Achievement and Customer Service.

Damon Jackson, CIO, will be present at the Board Meeting to answer questions regarding District use of Microsoft Licensing. 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:

Budget Certification (for use by Office of

X	District Budget
	State/Federal Funds
	Other
Budget Cost	Budget Code
est \$310K/yr x 5 yrs M and O	
= \$1.55M	

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):

Diana Kerfoot, Procurement Specialist/Technical Analyst	11/26/13	
Name	Title	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS:
Click to download
 Executive Summary
 Department Recommendation