



## DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Department of Purchasing  
Michael J. Woodall, CPPO, Purchasing Agent  
813/ 794-2221 Fax: 813/ 794-2111  
727/ 774-2221 TDD: 813/ 794-2484  
352/ 524-2221 e-mail: mwoodall@pasco.k12.fl.us

February 19, 2013

### MEMORANDUM

**TO:** Honorable School Board Members

**FROM:** Michael J. Woodall, CPPO, Purchasing Agent *MJW*

**SUBJECT:** Permission to Increase Blanket Threshold  
Apple Inc.

On June 5, 2012, official action was taken to approve a three (3)-year contract with Apple Inc. for computer hardware, software and services. At that time, the Purchasing Department requested permission, per our standard procedure, to place purchase orders on an as-needed basis not to exceed \$2.1 million through June 30, 2013. The Purchasing Department monitors all Apple purchase orders to ensure the blanket threshold is not exceeded. As many orders to Apple are processed each month, establishing this not-to-exceed amount ensures that Purchasing can process orders to Apple as they are received, rather than holding them for Board approval of the dollar amount.

On January 22, 2013, the Board approved an increase of the blanket threshold to \$3.5 million (see attached documentation.) This action was taken in anticipation of large orders being placed by Information Services. It is very difficult to anticipate the volume of purchases made at the District, at the schools, and with special grant funds.

Please see the attached memo from Mr. John Simon, Director of Information Services for further information. The increase in computer purchases needed to facilitate testing, iPad purchases by schools, special grant purchases, as well as this year's special authorization for schools to purchase ten (10) computers with Internal Funds have created a need to adjust this threshold again. As Mr. Simon states in his memo, we have not and will not exceed allocated budgets, but at this time we are requesting an increase in the blanket threshold to \$6 million through June 30, 2013. It is anticipated that this increased threshold will cover all purchases at the district and schools, and with special grant funds, through the end of this fiscal year.

Please contact John Simon or me at your earliest convenience if you have any questions or concerns.

MJW/az  
Attachments

Date/Time: February 13, 2013 08:46:00



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Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

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John W. Simon, Jr., Director  
Information Services Department  
813/794-2416      352/524-2416  
727/774-2416      Fax: 813/794-2172

Date: February 11, 2013

To: Michael J. Woodall  
Purchasing Agent

From: John W. Simon, Jr. *JWS*  
Director of Information Services

Subject: Permission to Increase Blanket Threshold  
Apple, Inc.

As an Apple district, we spend a great deal of funds with Apple, Inc. Each year we attempt to keep the blanket threshold to a minimum. However, it is very difficult to anticipate the volume of purchases that are made at the district, at the schools and with special grant funds. The original threshold was \$2.1 million and on January 22, 2013, we requested an increase in the threshold to \$3.5 million.

The increase in computer purchases needed to facilitate testing, iPad purchases by schools, special grant purchases, as well as this year's special authorization for schools to purchase ten computers with Internal Funds have created a need to adjust this threshold. We have not and will not exceed allocated budgets, but are requesting an increase in the Blanket Threshold to \$6.0 million through June 30, 2013 to cover all purchases at the district, schools and with special grant funds.



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352/ 524-2221 e-mail: mwoodall@pasco.k12.fl.us

January 22, 2013

### MEMORANDUM

**TO:** Honorable School Board Members

**FROM:** Michael J. Woodall, CPPO, Purchasing Agent 

**SUBJECT:** Permission to Increase Blanket Threshold  
Apple Inc.

On June 5, 2012, official action (attached) was taken to approve a three (3)-year contract with Apple Inc. for computer hardware, software and services. At that time, the Purchasing Department requested permission, per our standard procedure, to place purchase orders on an as-needed basis not to exceed \$2.1 million through June 30, 2013. The Purchasing Department monitors all Apple purchase orders to ensure the blanket threshold is not exceeded. As many orders to Apple are processed each month, establishing this not-to-exceed amount ensures that Purchasing can process purchase orders to Apple as they are received, rather than holding them for Board approval of the dollar amount.

As we are nearing the current threshold amount, we are requesting an increase to \$3.5 million through June 30, 2013. Purchasing will continue to monitor all orders to ensure that the approved amount is not exceeded.

Please contact me at your earliest convenience if you have any questions or concerns.

MJW/az

District School Board  
of Pasco County

JAN 22 2013

Board Approved