



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

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Purchasing Services

Nicole Westmoreland, MBA, Purchasing Agent

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March 4, 2014

MEMORANDUM

TO: Honorable School Board Members

FROM: Nicole Westmoreland, MBA, Purchasing Agent *NW*

RE: Dell Computer Products, Technology Refresh Program
"Piggy-Back" of Valencia College RFP #11/12-09

For several years, the District has purchased Dell computer products via "piggy-back" agreements with other state educational institutions. The process works well for the District, and we are authorized to use the "piggy-back" process under Florida Administrative Rule 6A-1.012(6). Our current "piggy-back" term will expire on April 16, 2014.

We are currently using Valencia College's above-referenced RFP which allows the District to purchase Dell software, hardware and peripherals, as well as third-party peripherals and software at deeply discounted pricing. Valencia's agreement with Dell (on file in Purchasing Services) specifically permits other educational entities to utilize the contract. Based upon the projections of the Office for Technology and Information Services and the Office for Career and Technical Education, we are requesting permission to use this RFP to purchase up to \$900,000 of Dell products on an as-needed basis for the term April 17, 2014 – April 16, 2015. The amount is the same as requested for the previous contract term. Funding is provided through general, capital and federal funding sources.

Purchasing Services will monitor all Dell purchase orders to verify that the approved dollar threshold amount is not exceeded. Should you have any questions or concerns, please feel free to contact me at your earliest convenience.

NW/plh

Date/Time: February 26, 2014 08:40:00