



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

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

Purchasing Services

Nicole Westmoreland, MBA, Purchasing Agent

813/ 794-2221 Fax: 813/ 794-2111

727/ 774-2221 TDD: 813/794-2484

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

August 19, 2014

MEMORANDUM

TO: Honorable School Board Members

FROM: Nicole Westmoreland, Purchasing Agent *NW*

SUBJECT: Requesting Permission to Increase Blanket Threshold – CDW-G

Bid Number	111309-CDW
Requesting Department	District-Wide
Contact Information	Patty Hall, Purchasing Services, 42258
Vendor Name	CDW-G
Intent	Increase Blanket Threshold to \$700,000
Contract Period	One-Year Agreement
Term Dates	1/21/14 – 1/20/15
Funding Source	General, Capital and Federal Funds
Expenditure Amount	\$400,000 original to \$700,000
School Board Attorney Approval	Ms. Nancy Alfonso approved 9/22/2009
Other	Purchases made through National Joint Powers Alliance (NJPA)

Date/Time: August 13, 2014 08:48:00

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FROM: Nicole Westmoreland, Purchasing Agent *NW*

RE: Requesting Permission to Increase Blanket Threshold
Purchases of CDW-G through National Joint Powers Alliance
Bid #111309-CDW

On December 17, 2013, official action was taken to approve District purchases of technology supplies, equipment and accessories from CDW-G. At that time, permission was given to place purchase orders on an as-needed basis in an amount not to exceed \$400,000 for the period January 21, 2014 – January 20, 2015. Purchases are made by schools and departments, with funding provided through general, capital or federal funds.

The Purchasing Services Department monitors and calculates CDW-G purchases on a monthly basis to verify that the approved dollar threshold is not exceeded. As of August 11, 2014, purchases have reached \$428,000. As the current contract period does not expire until January 2015, we are requesting an increase of the blanket threshold to \$700,000. Purchasing will continue to monitor this threshold through the end of the contract period.

Should you have any questions, please feel free to contact me at your earliest convenience.

NW/plh