



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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July 21, 2006

MEMORANDUM

TO: Honorable Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: Pre-Owned Electronics
Request Permission to “Piggy-Back” Volusia County School Board Bid #2E-503-KP, IT Hardware and Software Percentage Discount for Refurbished Computer and Printer Parts

On an annual basis, The Board has approved a blanket purchase order to Pre-Owned Electronics. The purchase order allows Technology Services to purchase parts and send equipment out for repair on an as-needed basis. The existing blanket order, currently placed under a “piggy-back” bid arrangement with Palm Beach County Schools, will expire on August 21, 2006 (the date on which Palm Beach County School’s bid will expire).

Volusia County School Board currently has a bid in place with Pre-Owned Electronics for these parts and services. Under DOE Rule 6A-1.012(5), the Board may make purchases at the unit prices in contracts awarded by other governmental agencies. Considering services have been satisfactory, Technology Services has asked that they be allowed to piggy-back this contract, and place a purchase order not to exceed \$75,000 for the period August 22, 2006 – June 30, 2007. Pre-Owned Electronics has agreed, in writing, to extend the terms and conditions of the Volusia County School Board bid to the District.

It is therefore my recommendation to approve this piggy-back as outlined above, and request permission to place a purchase order not to exceed \$75,000. Should you have any questions, please contact Bruce Baldwin, Director of Information Services, or me at your earliest convenience.

KDG/az
Attachments