



# District School Board of Pasco County

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Heather Fiorentino, Superintendent

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September 19, 2007

## MEMORANDUM

**TO:** Honorable School Board Members

**FROM:** Kendra Goodman, CPPB, Purchasing Agent

**RE:** CDW Government, Inc.  
Request Permission to “Piggy-Back” Manatee County School Board  
Bid 07-0046-DB for Microcomputer Peripherals, Software, Services &  
Repair Parts

On June 5, 2007 official action (attached) was taken to approve a “blanket” process for computer-related equipment and supplies purchased through CDW-G. At that time we requested permission to piggy-back the bid issued by the Citrus County School Board. Under DOE Rule 6A-1.012(5), the Board may make purchases at the unit prices in contracts awarded by other governmental agencies.

The Purchasing Department has identified a bid for these commodities having terms that are more advantageous to the District. It was solicited by the Manatee County School Board (MCSB), and is currently in place through December 31, 2007. It is renewable for two (2) additional one (1)- year terms. According to Ms. Renee Hayes, Director of Purchasing for MCSD, the bid will be renewed in early December 2007 for the calendar year 2008.

We are requesting permission to piggy-back the MCSD bid, and to place purchase orders not to exceed \$600,000 for the period October 2, 2007 – October 1, 2008. Purchasing will ensure that the proper renewal documentation from MCSD is obtained for our records. As always, the Purchasing Department will monitor and calculate all CDW-G requisitions to verify that the dollar limits noted above are not exceeded.

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

KDG/az  
Attachments