



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

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Department of Purchasing
Michael J. Woodall, CPPO, Purchasing Agent
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December 18, 2012

MEMORANDUM

TO: Honorable School Board Members

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

RE: Tech Depot
Information Services Department
Approval of Purchase Orders: 30003977, 30004126-30004140, 30004177-
30004188, 30004218-30004223, 30004310-30004321, 30004428-30004450,
30004476, 30004557, 30004596 and 30004657

The above-referenced purchase orders to Tech Depot (copies filed in Purchasing Department) total \$47,951.95. Using capital funds, the purchase orders were placed in October 2012 for scanners, being used by schools and departments converting from TERMS to the new Munis financial system.

As the total is near the Board approval threshold of \$50,000, we are requesting retroactive Board approval at this time. As additional purchases will most likely exceed the Board approval threshold, we are also requesting blanket approval for scanners and other related Munis equipment up to \$100,000 for the balance of the 2013 fiscal year. The Purchasing Department will track orders to ensure that this threshold is not exceeded.

Under the Department of Education Rule 6A-1.012(5) and State Statute 287.056, the requesting of bids from three (3) or more sources is waived when purchases are made utilizing state contracts where such materials are purchased directly from the awarded contractor. These purchases are being made using State (Alternate Contract Source) Contract #252-000-09-ACS.

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

MJW/az

Date/Time: December 12, 2012 10:11:00