

# Stanwood Camano School District

TO : BOARD OF DIRECTORS  
 FROM : GARY PLATT, EXEC. DIRECTOR – BUSINESS SERVICES   
 SUBJECT : AWARD OF PROPOSAL FOR TECHNOLOGY EQUIPMENT  
 DATE : AUGUST 6, 2013  
 TYPE : ACTION NEEDED

During the July 6 board meeting the board approved a call for bid proposals for technology equipment purchases. The district followed the guidelines established by RCW 39.04.270 for purchasing data processing equipment. This RCW requires procedures similar to the general supplies and equipment competitive bidding statute in that it requires advertising and the development of written specifications when purchases exceed certain cost thresholds. In addition, the RCW requires the district to establish criteria for determining the most qualified respondent based on pricing and other factors. The factors established for this request for proposals were as follows:

<u>Factor</u>	<u>Weight</u>
Price (including tax, except sales tax, and shipping)	33%
Integration with existing architecture management and infrastructure	33%
Technical requirements (met or exceeded)	15%
Proposer's capabilities as determined by its past experience	10%
Product availability and delivery	4%
Industry experience	5%

Only one response to the request for proposals was received. Apple, Inc. provided that response. After reviewing the Apple proposal, it appears that it met or exceeded all of the factors above and complied with all of the district's requirements that were specified in the request for proposals. While the district anticipates purchasing Apple products in the future, other vendors will also be utilized for technology products not available from Apple. This may require future written bids or requests for proposals to be issued.

**Recommendation:**

Therefore, since the proposal was advertised, made available to a number of sources, and only one vendor response was received, and since that respondent met the specified District requirements and was deemed "most advantageous" to the District, we recommend the Board **move to award the contract for technology equipment purchases in volumes to be determined by the District to Apple, Inc.**