

  
**Stanwood Camano**  
School District

TO : BOARD OF DIRECTORS  
FROM : GARY PLATT, EXEC. DIRECTOR – BUSINESS SERVICES  
SUBJECT : AUTHORIZATION TO CALL FOR BIDS – TECHNOLOGY  
EQUIPMENT  
DATE : MARCH 1, 2016  
TYPE : ACTION NEEDED



Current state law and school board policy requires school districts to follow formal bidding procedures when purchasing supplies and equipment in excess of \$75,000. There are no bidding requirements for the purchases of software or other products that have a copyright.

The last formal bid for Apple compatible products was made in July 2013. Only one bidder, Apple Inc., responded. That bid was for a two-year period expiring this year. We intend to use the same bid specifications used in 2013. We do not expect to receive other bids. The bid specifications will be structured so that purchases can be made under this bid through the end of FY 2017-18 and retain the option to extend the bid for one additional year. The bid specifications will include commonly purchased items such as tablets, laptop computers, and desktop computers. Any manufacturer of such equipment may submit a bid, however, compatibility with Macintosh Operating Systems (Mac OS X) will be required because that is the software platform used in our district-wide systems.

The estimated timelines for this project are:

Obtain school board approval for bidding	March 1, 2016
Issue legal notices	March 8 and 15, 2016
Bid opening	March 29, 2016
Award of bids (Board meeting)	April 19, 2016

Recommendation:

We recommend the board *move to approve the issuance of a bid for computer products.*