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**PURCHASING OFFICE**

**INTER-DEPARTMENTAL MEMO**

TO: Glynn Walker  
DATE: May 6, 2013  
SUBJECT: Computers for Student Labs RFQ #13-010

As part of the Instructional Materials Allotment (IMA) program, the Technology Department has identified aging desktop computers that need to be replaced at ten (10) student computer labs. Request for Quote (RFQ) #13-010 was mailed April 22, 2013 to four authorized Hewlett Packard and Lenovo resellers. Three vendors responded to the RFQ which opened May 1, 2013.

<u>Vendor Name</u>	<u>Base Quote</u>
Avinext	\$173,250.00
Gov Connection	\$221,100.00
Prime Systems	\$183,500.00

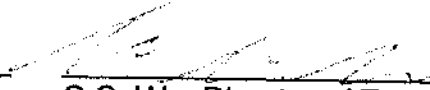
These computers were quoted per the Department of Information Resources (DIR) contract. The DIR is an agency of the State of Texas that has established contracts with vendors for technology related products and services. DIR contracts have been competitively bid and meet the competitive bid requirements stipulated in Texas Government Code, Section 791.025. As a public school district we are eligible to purchase from DIR contracted vendors and receive the discounts that are based on the state's anticipated volume for participating state agencies, public institutions of higher education, public school districts and other local governments.

The quotes were evaluated and scored by staff members from the Technology and Purchasing Departments using the attached evaluation matrix. Avinet received the highest score based on the criteria in the RFQ. Optional pricing was requested for the installation of the computers at each student lab.

It is the recommendation of Mark Pantel, Director of Purchasing and C.C. Wu, Director of Technology that we purchase the desktop computers delivered and installed at the student computer labs from Avinext for \$212,400.00 per DIR contract # DIR-SDD-1364.



Mark Pantel, Director of Purchasing



C.C. Wu, Director of Technology