



Materials Management
Purchasing Department
101 Old Venice Road, Osprey, FL 34229
Phone 941-486-2183 ▪ Fax 941-486-2188
SarasotaCountySchools.net

MEMORANDUM

TO: Members of the School Board
Dr. Brennan Asplen III, Superintendent
Mitsi Corcoran, Assistant Superintendent Chief Financial Officer

FROM: Tracy Brizendine, Director of Materials Management

TITLE: APPROVAL TO PURCHASE MATERIALS AND/OR SERVICES FOR (PER THE ATTACHED LIST) FROM VENDORS UNDER CONTRACT WITH A FEDERAL, STATE OR MUNICIPAL GOVERNMENT, OR A COOPERATIVE WITH A LEAD AGENCY THAT UTILIZED A COMPETITIVE PROCESS

The Purchasing Department has researched and reviewed the competitive solicitations that are available for these purchases and has determined that the use of the attached contracts for the purpose cited presents the best value and/or is in the best interest of the School Board.

The funds for these purchases are contained in the budgets allocated to the appropriate departments and schools.

Department	Vendor	Purpose	Not to exceed
Warehouse	Office Depot, Inc.	For warehouse use of paper: office, nonrecycled & recycle content	\$750,000.00
Information Technology	MNJ Technologies Direct, Inc.	To purchase equipment, peripherals, licenses and services	\$175,000.00

Requested by:
Tracy Brizendine

Financial Impact:
\$925,000.00

Recommended Motion: That the attached list of contracts for the anticipated purchase of materials and/or services be approved as presented.

PURCHASE OF GOODS OR SERVICES THROUGH COOPERATIVE CONTRACTING

[illegible]