



Materials Management
Purchasing Department
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MEMORANDUM

TO: Members of the School Board
Terrence Connor, Superintendent
Bonnie Penner, Assistant Superintendent Chief Financial Officer

FROM: Tracy Brizendine, Director of Materials Management

TITLE: APPROVAL TO PURCHASE MATERIALS AND/OR SERVICES FROM VENDORS UNDER COOPERATIVE CONTRACT WITH A LEAD AGENCY THAT UTILIZED A COMPETITIVE PROCESS FOR MUSICAL INSTRUMENTS & RELATED ITEMS

DESCRIPTION: 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.

GAP ANALYSIS: This cooperative contract will allow for competitive quotes on music instruments, related items throughout the district as well as for the new K8 Skye Ranch.

PREVIOUS OUTCOMES: Agreements for the required goods and services have been successfully implemented in the previous years.

EXPECTED OUTCOMES: Upon approval, the awarded vendor will supply the required goods per the terms and conditions listed in the competitive solicitation.

STRATEGIC PLAN GOAL: Pillar 4: Every School Equipped
Priority 1: Maintain Sustainable Financial Practices

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BONNIE PENNER, bonnie.penner@sarasotacountyschools.net

FINANCIAL IMPACT: Not to Exceed \$75,000,00
Funding Source: Capital Funds

RECOMMENDED MOTION: That the cooperative contract awarded to West Music Company for the anticipated purchase of materials and/or services be approved as presented.

PURCHASE OF GOODS OR SERVICES THROUGH COOPERATIVE CONTRACTING

<u>DEPARTMENT</u>	<u>NAME OF OTHER ENTITIES BIDS</u>	<u>REASON</u>	<u>AWARDED VENDORS</u>	<u>NOT TO EXCEED AMOUNT</u>
Schools/Departments	Per Choice Partners Contract for Musical Instruments & Related Items	This contract allows us to purchase instruments and music related items	West Music Music in Motion	\$75,000.00