

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

ASD MEMORANDUM #42 (2009-2010)

August 24, 2009

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: AWARD OF CONTRACT: MICROSOFT OFFICE VOLUME LICENSING

ASD Goal: *Ensure public accountability through the wise use of financial resources.*

RECOMMENDATION:

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to award a contract to En Pointe Technologies to purchase Microsoft Office Volume Licensing in the amount of \$262,245.

PERTINENT FACTS:

The computer refresh fund has allowed us to order 3,297 computers, both Macintosh and Dell for all AEA staff. Included in this purchase is Microsoft Office Pro which is the Office suite that contains the programs used by teachers throughout the district, including Word, PowerPoint, Excel and Access. The Microsoft Office purchase is bundled with software assurance which allows unlimited version upgrades of MS Office for up to three years and access to training and e-learning tools. We are currently purchasing Office 2007/2008 and anticipate the release of Office 2010 within a year. The district will be able to upgrade these licenses to 2010 at no additional cost due to the software assurance.

An Invitation to Bid for Microsoft Office Volume Licensing was issued to 19 suppliers on July 20, 2009 (Attachment A). Award was made to the lowest responsive, responsible bidder. All bidders were required to be authorized Microsoft resellers. Seven (7) vendors responded to the ITB. One (1) bidder bid a different version of Microsoft Office and was considered non-responsive. Recommendation for award is to the lowest responsive, responsible bidder (Attachment B).

CERTIFICATION OF FUNDS:

Fund Description:

(01) General Fund
(103914) Tech Asset Management Instr (FY 09/10)
(4010) Computer Software

<u>Fund Sources:</u>	<u>Fund</u>	<u>Funding</u> <u>Source</u>	<u>Account</u> <u>Code</u>	<u>Amount</u>
Computer Software	01	103914	4010	<u>\$262,245</u>

CC/MA/JB/PC/WN

Attachments

Prepared by: Wendy Nyberg, Purchasing Agent
Pamela K. Chenier, Director, Purchasing/Warehouse
Jane Berglund, CIO, Information Technology

Approved by: Michael Abbott, Assistant Superintendent, Support Service

ANCHORAGE SCHOOL DISTRICT
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ABSTRACT OF BID

Commodity or Service:	<u>ITB2009-518 MICROSOFT OFFICE VOLUME LICENSING</u>
Bids Opened On:	<u>3:00 p.m., Anchorage Time July 31, 2009</u>
Budget Fund:	<u>General Fund</u>
Number of Invitations Sent:	<u>19</u>
Number of Responsive Bids Received:	<u>Six (6)</u>
Number of Non-Responsive Bids:	<u>One (1)</u>
Number of "NO BIDS" Received:	<u>None</u>
Advertised Date:	<u>Anchorage Daily News July 20, 2009</u>
Pre-bid Conference Held:	<u>N/A</u>
Addenda:	<u>None</u>

ANCHORAGE SCHOOL
DISTRICT
PURCHASING DEPARTMENT
4919 VAN BUREN ST
ANCHORAGE, AK 99517

ATTACHMENT B

TABULATION OF BIDS

Opened: July 31, 2009, 3:00 p.m. Anchorage Time
Bid: ITB2009-518 Microsoft Office Volume Licensing

1. CDW Government, Inc.

Attn: Matt Flood
230 N. Milwaukee Ave.
Vernon Hills, IL 60061-9740

2. CompuCom Systems

Attn: Michael Johnson
3000 C Street, Suite 102
Anchorage, AK 99503

3. ComputerLand of Silicon Valley

Attn: Bill Fix
478 West San Carlos St.
San Jose, CA 95110

4. Dell Marketing, L.P.

Attn: Daniela Chambless
One Dell Way, MSRR8-06
Round Rock, TX 78682

5. En Pointe Technologies Sales, Inc.

Attn: Asad Ijaz
18701 S. Figueroa Street
Gardena, CA 90248-4506

6. EPM Solutions

Attn: Greg Winterhalter
16012 Flintlock Road, Suite 1100
Cupertino, CA 95014

LINE #	QTY	UNIT	DESCRIPTION	1		2		3		4		5		6	
				UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1	414	EACH	OFFICE PRO PLUS 2007 TO INCLUDE SOFTWARE ASSURANCE FOR A PERIOD OF (3) THREE YEARS MFR PART #269-05623	97.91	40534.74	95.76	39644.64	98.16	40638.24	100.64	41664.96	95.28	39445.92	98.20	40654.8
				3 YEARS		3 YEARS		3 YEAR		2 YEARS		3 YEARS			
2	2,883	EACH	OFFICE MAC 2008 TO INCLUDE SOFTWARE ASSURANCE FOR A PERIOD OF (3) THREE YEARS MFR PART #731-00513	79.42	228967.86	77.67	223922.61	79.62	229544.46	77.46	223317.18	77.28	222798.24	79.65	229630.95
				3 YEARS		3 YEARS		3 YEARS		2 YEARS		3 YEARS			
TOTAL					269502.6		263567.25		270182.7		264982.14		262244.16		270285.75