

# CITY OF TARPON SPRINGS, FL

## Procurement Services

324 East Pine Street  
P.O. Box 5004  
Tarpon Springs, Florida 34688-5004  
(727) 942-5615  
Fax (727) 937-1766

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### MEMORANDUM

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**TO:** Honorable Mayor and Board of Commissioners  
**THRU:** Jay Jackus, CPPO, CPPB, Procurement Services Director  
**FROM:** Rhonda Simmons, CPM, CPPO, CPPB, Procurement Analyst  
**DATE:** 10/16/18  
**SUBJECT:** Extend File No. 170163-C-RS, Technology Solutions with Related Equipment and Accessories through Sourcwell Contract No. 100614#CDW

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### RECOMMENDATION:

Extend File No. 170163-C-RS, Technology Solutions with Related Equipment and Accessories through Sourcwell Contract No. 100614#CDW with CDW Government LLC (CDW-G) through November 18, 2019 in an amount not to exceed \$150,000.00. Purchase orders will only be issued against approved budgets.

### BACKGROUND:

On August 15, 2017 the Board approved the contract with CDW-G. On February 20, 2018 the Board increased the contract. On June 6, 2018 the National Joint Powers Alliance changed their name to Sourcwell. On September 18, 2018 the Board increased the contract and approved the name change from National Joint Powers Alliance to Sourcwell. This contract allows the City to purchase a wide range of products; such as computers, monitors and servers at aggressive price points.

**FUNDING:** Funding will be provided from various department budgets

Accepted by: \_\_\_\_\_ Attest \_\_\_\_\_  
City Manager City Clerk

**Letter of Agreement  
To Extend the Contract**

Between

**CDW Government LLC (Vendor)  
230 N. Milwaukee Ave.  
Vernon Hills, IL 60061**

And

**National Joint Powers Alliance® (NJPA)  
202 12<sup>th</sup> Street NE  
Staples, MN 56479  
Phone: (218) 894-1930**

The Vendor and NJPA have entered into an Agreement (Contract #100614-CDW) for the procurement of Technology Solutions with Related Equipment and Accessories. This Agreement has an expiration date of November 18, 2018, but the parties may extend the Agreement for one additional year by mutual consent.

The parties acknowledge that extending the Agreement for another year benefits the Vendor, NJPA and NJPA's Members. The Vendor and NJPA therefore agree to extend the Agreement listed above for a fifth year. This existing Agreement will terminate on November 18, 2019. All other terms and conditions of the Agreement remain in force.

**National Joint Powers Alliance® (NJPA)**

By: , Its: **Director of Cooperative  
Contracts & Procurement/CPO**

Name printed or typed: Jeremy Schwartz

Date: 8-8-18

**CDW Government LLC**

By: , Its: **Sr Vice President, Public Sales**

Name printed or typed: Robert F. Kirby

Date: August 8, 2018



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### MEMORANDUM

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**TO:** Honorable Mayor and Board of Commissioners  
**THRU:** Jay Jackus, CPPO, CPPB, Procurement Services Director *JJ*  
**FROM:** Rhonda Simmons, CPM, CPPO, CPPB, Procurement Analyst *RS*  
**DATE:** 08/15/17  
**SUBJECT:** Award File No. 170163-C-RS, Technology Solutions with Related Equipment and Accessories through the National Joint Powers Alliance (NJPA) Contract No. 100614#CDW

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### RECOMMENDATION:

Award File No. 170163-C-RS, Technology Solutions with Related Equipment and Accessories through the National Joint Powers Alliance (NJPA) Contract No. 100614#CDW with CDW Government LLC (CDW-G) through November 18, 2018 in an amount not to exceed \$50,000.00 annually for various City departments for the purchase of technology items such as computers, monitors, and servers. Purchase orders will only be issued against approved budgets.

### BACKGROUND:

On November 18, 2014 NJPA entered into a four (4) year agreement with CDW-G for the purchase of technology solutions and related equipment and accessories. NJPA is a municipal national contracting agency. NJPA's contracts have been awarded by virtue of a public competitive process and are made available for use by local governments. This contract has a one (1) year renewal available.

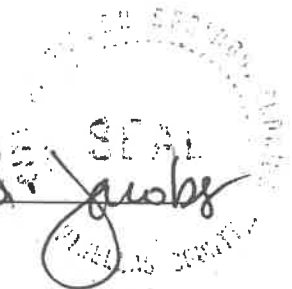
**FUNDING:** Funding will be provided from various department budgets

Accepted by: \_\_\_\_\_

*[Signature]*  
City Manager

Attest \_\_\_\_\_

*[Signature]*  
City Clerk





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### MEMORANDUM

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**TO:** Honorable Mayor and Board of Commissioners  
**THRU:** Jay Jackus, CPPO, CPPB, Procurement Services Director  
**FROM:** Rhonda Simmons, CPM, CPPO, CPPB, Procurement Analyst  
**DATE:** 09/18/18  
**SUBJECT:** Increase File No. 170163-C-RS, Technology Solutions with Related Equipment and Accessories through Sourcwell (formerly National Joint Powers Alliance, NJPA) Contract No. 100614#CDW

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### RECOMMENDATION:

Increase File No. 170163-C-RS, Technology Solutions with Related Equipment and Accessories through Sourcwell (formerly National Joint Powers Alliance, NJPA) Contract No. 100614#CDW with CDW Government LLC (CDW-G) from \$100,000.00 annually to \$150,000.00, an increase of \$50,000.00, for various City departments for the purchase of technology items such as computers, monitors, and servers. Further, approve the name change from National Joint Powers Alliance to Sourcwell. Purchase orders will only be issued against approved budgets.

### BACKGROUND:

On August 15, 2017 the Board approved the contract with CDW-G. On February 20, 2018 the Board increased the contract. On June 6, 2018 the National Joint Powers Alliance changed their name to Sourcwell. The current increase is needed due to unforeseen expenses to replace networking equipment damaged by recent lightning strikes but not covered under warranty as well as continued migration to mobile devices (see attached memo). This contract allows the City to purchase a wide range of products at aggressive price points.

**FUNDING:** Funding will be provided from various department budgets

Accepted by: \_\_\_\_\_

City Manager

Attest \_\_\_\_\_

City Clerk





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### MEMORANDUM

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**TO:** Honorable Mayor and Board of Commissioners  
**THRU:** Jay Jackus, CPPO, CPPB, Procurement Services Director  
**FROM:** Rhonda Simmons, CPM, CPPO, CPPB, Procurement Analyst  
**DATE:** 02/20/18  
**SUBJECT:** Increase File No. 170163-C-RS, Technology Solutions with Related Equipment and Accessories through the National Joint Powers Alliance (NJPA) Contract No. 100614#CDW

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### RECOMMENDATION:

Increase File No. 170163-C-RS, Technology Solutions with Related Equipment and Accessories through the National Joint Powers Alliance (NJPA) Contract No. 100614#CDW with CDW Government LLC (CDW-G) from \$50,000.00 annually to \$100,000.00, an increase of \$50,000.00, for various City departments for the purchase of technology items such as computers, monitors, and servers. Purchase orders will only be issued against approved budgets.

### BACKGROUND:

On August 15, 2017 the Board approved the contract with CDW-G. This increase is needed due to the increasing technology needs of the City as well as to assist departments to become paperless; more efficient; and to increase staff mobility (see attached memo). This contract allows the City to purchase a wide range of products at aggressive price points.

**FUNDING:** Funding will be provided from various department budgets

Accepted by: \_\_\_\_\_

City Manager

Attest \_\_\_\_\_

City Clerk





# City of Tarpon Springs, Florida

Suzanne VanHorn  
IT Director

## MEMORANDUM

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DATE: February 12, 2018  
TO: Jay Jackus, Procurement Services Director  
FROM: Suzanne Van Horn, IT Director *SMV*  
RE: Increase to CDW-G Contract 170163-C-RS

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### Recommendation

Approve an increase of \$ 50,000 to the City File 170163-C-RS, Technology Solutions with Related Equipment and Accessories. CDW-G is a leading technology solutions provider of hardware, software and peripheral products. This contract includes discount on the most commonly purchased technology products and enables the City to utilize a national cooperative contract with very aggressive pricing and an extensive product line.

The increase is needed to purchase additional equipment and accessories to sustain the ever evolving technology needs of the City. All City departments depend on secure, reliable and quick data to be able to deliver the services as needed by the public. The IT Department has been focusing on implementing tools to help departments become paperless; more efficient; and to increase staff mobility. The standard equipment throughout the City for desktops, switches and servers is Dell. For our mobile staff, we have decided to use a tablet/laptop hybrid called the Microsoft Surface Pro. This device offers increased performance, mobility and efficiency. This contract increase will allow us to utilize this improved technological equipment.