



# 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

---

### MEMORANDUM

---

**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

---

### 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: \_\_\_\_\_ Attest \_\_\_\_\_  
City Manager City Clerk



# City of Tarpon Springs, Florida

Suzanne VanHorn  
IT Director

## MEMORANDUM

---

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

---

### 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.