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# Memorandum

December 19, 2013

TO: Calvin Madlock, AVC IT

FROM: Michael Dioquino, Director of Technology Services

SUBJECT: Lenovo Computer Standard

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Attached are the new standards that District IT, ENG team, and Lenovo worked on for computer purchasing. EDX contract expired last month and therefore we have no approved vendor to procure computers from. The standards are outlined accordingly:

M83 SFF/MiniTower i5 Desktops

M73 Tiny i5 Desktops

C30 Desktops

L440 i5 Laptop

T440 i5 Laptop

Lenovo will offer warranty on the computers for the first 3 years, the approved vendor must provide the final 2 years of coverage as well as 5 year ADP coverage for the laptops. The vendor must utilize a piggyback contract for computer purchases. Accessories (bags, chargers, monitors, keyboards, mice, etc) will be sold from the vendor's stock and must be quoted under a piggyback contract.

My recommendations for review are CDW-G and ComputerLand. CDW-G is an approved vendor who can use Lenovo's WSCA contract. There is no fee for the District when using Lenovo's WSCA contract. CDW-G also typically offers free shipping for all its orders. They are large enough to handle orders in the hundreds. They will also carry non Lenovo accessories that we can compare to Lenovo accessories we want to purchase. ComputerLand is not authorized to use Lenovo's WSCA contract but most likely has another contract it can use. They are a local business and have helped service Peralta with HP products in the past. They are not as large as CDW-G so it will be questionable if they can handle orders in the hundreds. Their accessory stock might be limited as well.

Respectfully,

Michael Dioquino