

# STATEWIDE PROCUREMENT

## STATEWIDE PROCUREMENT SUPPORT

**Technology procurement** involves providing school districts technical assistance with purchasing and leasing of learning devices and peripheral devices, learning management systems, cybersecurity protection, student data privacy, device insurance, and other technology-related goods and services.

**Below is a general outline of support and services available to all districts. This work is being done in partnership with OSPI, AESD, and ESDs statewide.**

1. Each educational service district shall provide technology consultation, procurement, and training, in consultation with p. 2 E2SHB 1365.SL teacher-librarians through school library information and technology programs as defined in RCW 28A.320.240, and as described in this section. An educational service district may meet the requirements of this section in cooperation with one or more other educational service districts.
2. Technology consultation involves providing technical assistance and guidance to local school districts related to technology needs and financing and may include consultation with other entities.
3. Technology procurement involves negotiating for local school district purchasing and leasing of learning devices and peripheral devices, learning management systems, cybersecurity protection, device insurance, and other technology-related goods and services. When selecting goods and services for procurement, the educational service district must consider a variety of student needs, as well as accessibility, age appropriateness, privacy and security, data storage and transfer capacity, and telecommunications capability. Technology procurement may be performed in consultation and contract with the department of enterprise services under chapter 39.26 RCW.

Thank you,

**Jeff Strunk**  
Statewide Purchasing Lead  
State of Washington  
**phone:** 360-949-1989 **cell:** 859-743-1021  
**email:** [jeff.strunk@esd112.org](mailto:jeff.strunk@esd112.org)

## How can I buy computer equipment and wireless access?

Many options are available to districts.

- Small Purchase Authority
- Washington State DES Contracts (adopted from NASPO ValuePoint solicitations)
- WISPC Contracts
- New Cooperative Contracts

### Small Purchases

#### If I'm using grant money do I still need to get multiple quotes?

Yes, you need to follow state procurement guidelines (which are broad) and also your district guidelines, passed by your board (which can be narrower). For instance, [RCW 28A.335.190](#), states that purchases over \$40K will require some competitive process. Purchases between \$40K - \$75K require at least three written quotes, and purchases over \$75K requires the formal process (advertising, soliciting bids, scoring bids, etc.).

Some large schools in the state may follow the state guidelines, however, smaller schools typically have had more narrow rules implemented by board resolution. In many cases these rules are very low and would require any purchase over \$1K to require at least internet quotes and purchases over \$5K would require three written quotes. Be sure to check your district guidelines when determining whether quotes are necessary.

#### Do I need to get quotes for a specialty product only available from the manufacturer?

For products that are sold directly from the manufacturer or only available from one vendor you may purchase them in accordance with [RCW 39.04.280](#). Also, please see this [article](#) from MRSC regarding sole source purchases specifically in regards to technology. Keep in mind, agencies should base these decisions on an objective review of the required product or service, making sure to document why the particular product or service is necessary and whether efforts were made to find other vendors.

### Washington State Department of Enterprise Services Contracts

Below are the two State contracts that will meet most of your needs for technology purchases. While these contracts are WA DES contracts they were bid by NASPO (National Association of State Procurement Officials) and adopted by the state of Washington as a member institution. So these are in fact national contracts with significant buying power.

[Contract #: 04718 - NASPO ValuePoint Wireless Data, Voice, and Accessories.](#) This contract includes mobile phones, service plans, tablets, hotspots, etc.

- There is a link issue on the current page but the correct FAQ section for this contract can be found [here](#).

[Contract #: 05815 - Computer Equipment](#). This contract includes desktop computers, laptops, monitors, etc.

### **Can my school use these contracts?**

Yes, to use these contracts districts must sign the **MCUA (Master Contract Usage Agreement)** but depending upon the district this may require board action. Below is a link to all of the organizations that have already signed the MCUA, <https://apps.des.wa.gov/DESContracts/Home/MCUAListing>.

**Note on Piggybacking:** *Aside from signing the MCUA, school districts should understand that audits of federal dollars will be looking for some additional review by the districts. Even though these are state approved contracts, any district using federal money and purchasing off these contracts will need to review the original solicitation documents and responses and document their approval they have verified that these contracts meet federal standards. See [document](#) from the State Auditor's Office for more details on piggybacking.*

### **What is the MCUA?**

The Master Contracts Usage Agreement (MCUA) is a one-time agreement necessary to meet statutory requirements allowing qualifying organizations to use Washington State master contracts. ([Public Benefit Nonprofit entities should use this form.](#)) Cooperative purchasing through state contracts provides organizations that have agreed to terms and conditions the opportunity to save millions of dollars annually by pooling resources to leverage the market through volume discounts. Authorized organizations are provided access to over 1,500 vendors supplying goods and services through master contracts to meet all the business needs of their organization at no cost.

### **How much does it cost?**

There is no cost for the Master Contracts Usage Agreement.

### **Who can sign a MCUA?**

- State Agencies
- State Boards
- State Commissions
- Higher Education Institutions
- Offices of Separate Elected Officials
- Local Government Agencies
- Federal Agencies
- Washington State Tribal Entities
- Public Benefit Non-profit (PBNP)
  - Organization with 501(C)3 tax status that have filed PBNP status with the Secretary of State. For filing information, go to <http://www.sos.wa.gov/corps/>.
  - More information about purchasing agreements with Public Benefit Non-profit: [RCW 39.34.055](#).

- More information about Public Benefit Non-profit designation: [RCW 24.03.490](#).

### How do I join?

- Check the [signed agreement list](#).
  - If you are already on the list, then you are ready to go.
  - If you are not on this list:
    - Download and print the [Master Contracts Usage Agreement \(MCUA\)](#).  
[\(Public Benefit Nonprofit entities should use this form.\)](#)
    - Fill out and sign MCUA (including any supporting documentation)
      - Non-profit organizations must include:
        - IRS Confirmation of 501(c) 3 status.
        - Washington Secretary of State Public Benefit Non-Profit (PBNP) filing print out
        - Statement of funding source(s) (e.g., local, state or federal funds)
    - Scan and email signed copy of MCUA (and any supporting documentation) to: [MCUA@des.wa.gov](mailto:MCUA@des.wa.gov)  
Or
    - Mail signed copy (and supporting documentation) to:  
DES  
MCUA, ATTN: Contracts Resource Center  
Box 41408  
Olympia, WA 98504-1408
    - A fully executed copy will be scanned and returned to you via email.

### How do I make a purchase with a state contract?

First, check the [signed agreement list](#). Once you have a current signed MCUA:

- Use our contract search to find a contract or learn about special purchasing programs
- Identify a vendor on the contract you wish to use
- Contact the vendor citing the contract number you wish to use, contract name and provide your customer number.

## **NASPO ValuePoint Wireless Data, Voice, and Accessories**

**Contract #: 04718**

**Replaces: 06012**

**Contract Type: COOPERATIVE**

This Master Contract was established through NASPO ValuePoint with Utah as the lead state. Washington State participates in this contract through participating addendums. Currently, Washington State has the following Participating Addendums.

- 1) DiscountCell - Effective July 1, 2019 who offers accessories and cellular equipment.
- 2) T-Mobile - Effective January 1, 2020 who offers cellular service plans and devices.
- 3) Verizon - Effective July 1, 2020 who offers cellular service plans, devices and accessories.
- 4) AT&T - Effective July 1, 2020 who offers cellular service plans, devices and accessories.
- 5) Sprint - Effective July 1, 2020 who offers cellular service plans, devices and accessories.

- Awarded Vendors include: AT&T, DiscountCell, Sprint, T-Mobile and Verizon.
- Mobile phone options and service plans to fit the needs of your organization.
- Phone accessories, such as chargers, signal boosters, antennas, batteries and phone cases.
- Tablets with mobile data service plans.
- Voice over IP options and a variety of headsets.
- IoT Turnkey solutions are included.
- Includes EPEAT rating criteria of mobile phones that address the life cycle of the products.

Ordering Steps:

1. View [Pricing & Ordering](#) to learn more about available services.
2. View [EPEAT registration criteria](#) to learn more about EPEAT and the database of all registered products that are provided under this contract. This contract required to have mobile phones achieve a Bronze rating or higher in the EPEAT system.
3. Use the contact information in the Pricing and Ordering document to get more information or place an order with your preferred vendor.
4. Reference Washington State Master Contract No. 04718 to ensure you get contract pricing.
5. [Frequently Asked Questions](#)

## **Computer Equipment**

**Contract #: 05815**

**Replaces: 06112**

**Contract Type: COOPERATIVE**

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Products Available: PC's, laptops, tablets, storage, servers, and related commodities.

The following awarded vendors are currently available to Washington State purchasers:

Apple Inc. • Computer Technology Link Corp. • Dell Marketing, L.P. • Dynabook Americas, Inc. • EMC Corporation • HP Inc. • Hewlett Packard Enterprise • IBM Corporation • Intelliflash by DDN • Lenovo, Inc. • Lenovo Global Technology Inc. • Microsoft • NetApp, Inc. • Panasonic • PureStorage • Transource Service Corporation • Xiotech Corporation

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How to use this Contract:

1. Confer with your IT team to decide which brand and type of computer product you would like to buy.
2. IMPORTANT REMINDER: Always be sure that any IT equipment to be added to your network has been approved by your IT Support first!
3. Consider the environmental impacts of your computer purchase by exploring the [EPEAT User Guide](#).
4. Scroll down and find the vendor (listed alphabetically) from which you would like to purchase or find pricing. Each vendor section will have links to pricing, ordering, vendor contact information, and any available product info.

NOTE: Vendor webpages and ordering options vary from vendor to vendor. Typically, Purchasers can order online, by phone or by email either directly from the vendor or from its authorized resellers.

5. If needed, to review terms and conditions of a vendor's NASPO ValuePoint Master Agreement and/or its Participating Addendum with Washington State, navigate to the Contract Documents column on the [Contract Summary Page](#).

Found a Broken Link? [E-mail DES](#) so we can fix it ASAP.

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### **Apple, Inc. Contract # 05815-001:**

1. Products and Pricing: Apple has Desktops, Laptops, and Tablets on contract. Here you can see all of the primary [Apple Products](#). Also a list of [Third Party Products](#).
2. Authorized Resellers: None listed.
3. Product Web Pages: Apple also maintains a [Apple NASPO ValuePoint Store for Education](#) products, as well as a [Apple NASPO ValuePoint Store for State and Local Government](#) products.
4. Sales Contact: Orders may be placed through the online store or by purchase order e-mail at: [Education Purchase Orders by e-mail](#)  
[State and Local Government Purchase Orders by e-mail](#)
5. Education Licensing Information: Research the [Apple \(K-12\) Education Licensing Program](#) here. You can also view the [Apple Higher Education Licensing Program Info](#) here.  
Information on [Education Product Financing](#) is also available.

6. Customer Support: Contact Apple by phone:  
(K12 and Higher Ed): 1-800-800-2775, 1-800-590-0325 (FAX) or,  
(State and Local Government) 1-800-793-9378, 1-800-438-0486 (FAX)

Browse for more information on [Apple's NASPO Computer Equipment Webpage](#). Note: Apple offers some options that are different than other computer equipment resellers. The options available here may not be available with other sellers.

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### **Computer Technology Link (CTL) Corp. Contract # 05815-002:**

1. Products and Pricing: CTL has Desktops, Laptops, Tablets, Servers & Storage on contract. You may browse [CTL's NASPO ValuePoint store](#). and place an order directly from the website.
2. Authorized Resellers: None listed.
3. Sales Contact: For sales information or product customization you may contact Washington Sales Rep [Friedrich Gloekler by e-mail](#) or Ph: 800-642-3087 x 213, Fax 503-526-9135.
4. Customer Support: Additional product support can be reached at [CTL's customer support e-mail](#) by Ph: 800.645.8670 or at the [CTL's support website](#). Or the useful [CTL FAQ webpage](#) with information on a range of topics.

Browse for more information on [CTL's NASPO Computer Equipment Webpage](#).

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### **Dell Marketing, L.P. Contract # 05815-003:**

1. Products and Pricing: Dell has Desktops, Laptops, Tablets, Servers & Storage on contract. You may browse [Dell's NASPO ValuePoint Dell Branded Products Price List](#) here. Dell also offers a [Dell 3rd Party Product Price List](#).  
You may also shop from the convenience of the [Dell Washington State Computer Equipment Store](#). Dell also has a [Pricing Transparency Document](#) to explain contract pricing.
2. Authorized Resellers: Dell has the following [Authorized Washington Resellers](#). These resellers are authorized to accept orders and payments for Dell under the terms and conditions of the NASPO Participating Addendum for Washington State.
3. Sales and Customer Support: To learn more about any available special offers, discounts for large quantity orders and establishing standard configurations please contact one of these [Washington State Dell sales representatives](#).

Browse for more information on [Dell's NASPO Computer Equipment Webpage](#).

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### **Dynabook Americas, Inc. Contract # 05815-012:**

1. Products and Pricing: Dynabook offers Laptops & Tablets on contract. Please take a look at the Dynabook [Product and Services Schedule](#) to learn about the products available. You can find prices with the [Baseline Price List](#).
2. Authorized Resellers: Dynabook has the following [Authorized Resellers by State](#).

3. Sales and Customer Support: Dynabook has [Technical Support](#) and [Warranty Information](#) available for your ongoing product questions.  
You can find a list of Dynabook [NASPO ValuePoint Resellers](#) from whom you can buy products, get quotes, or ask questions.  
You can reach Dynabook Sales Contact [Jack Russo](#) by e-mail.

Browse for more information on [Dynabook's NASPO Computer Equipment Webpage](#).

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### **EMC Corporation Contract # 05815-004:**

1. Products and Pricing: EMC (a subsidiary of Dell) has Storage options on contract. You may browse [EMC's Price List and 3rd Party Price List](#) here. A [Discount Matrix](#) is also viewable for more transparent pricing.  
EMC has also compiled a list of [Accessibility and Accessible Products](#).  
2. Authorized Resellers: EMC has the following [Authorized Washington Resellers](#).  
3. Sales and Customer Support:  
You may reach Dell contact [Chuck Lott](#) by e-mail or Ph: 916-797-6500 with any sales, invoice, billing, order tracking, or delivery questions.  
Contract questions may be answered by [Tiffany Pabst](#) by e-mail or Ph: 916-797-6588.  
Additional EMC Partner Contact Information can be found on the bottom of the [EMC Contract Webpage](#).

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### **HP Inc. Contract # 05815-017:**

1. Products and Pricing: HP offers Desktops, Laptops & Tablets on contract. You may view products and pricing at the [HP State of Washington Customer Webpage](#). If you don't see the product you are looking for please contact a sales associate.  
Purchase orders should be submitted directly to HP via fax at 800-825-2329 or e-mail at: [PSorderprocessing@hp.com](mailto:PSorderprocessing@hp.com).  
2. Authorized Resellers: For your convenience you may purchase through any [HP Fulfillment Subcontractors](#). Or work with one of the Reseller Agents [HP Authorized Reseller Agents](#).  
3. State of Washington Information Center: [Information Page](#).  
4. Contract Support: Please contact [Debra Lee](#) if you have any trouble finding the pricing you need or for questions or quote assistance.  
HP Customer support may be reached at 800-727-2472 x 2.  
Inside Sales Representative [Larry Gandert or Amanda Sims](#) is also available to assist with ordering needs.

Browse for more information on [NASPO ValuePoint State of WA Customer Webpage](#).

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### **HP Enterprise Contract # 05815-0014:**

1. Products and Pricing: Hewlett Packard Enterprise offers Servers & Storage on contract. You may view products and pricing at the [Hewlett Packard State of Washington Webpage](#). A [Price List](#) is also available.  
Some products also have [Accessibility Options](#).



2. Authorized Resellers: For your convenience you may also purchase through any [HP Authorized Resellers](#) or work with the following [HP Fulfillment Subcontractors](#)
3. Sales and Customer Support: For Hewlett Packard Enterprise quotes please contact the quoting team at [RFQ-US-SLED@hpe.com](mailto:RFQ-US-SLED@hpe.com).  
The Inside Sales District Manager is [Craig Allen](#).  
Customer support is available by contacting [Stacey Kearns](#).

Browse for more information on [Hewlett Packard Enterprise's NASPO Computer Equipment Webpage](#).

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## **IBM Corporation Contract # 05815-006:**

1. Products and Pricing: IBM Corporation offers Servers & Storage on contract. Products and pricing lists are available on the [IBM Washington Products Website](#).
2. Authorized Resellers: None listed.
3. Sales and Customer Support: Purchase orders may be e-mailed to [Contract@us.ibm.com](mailto:Contract@us.ibm.com). Be sure to reference Master Agreement # MNWNC-116 when placing an order. For common questions view the IBM Order and Delivery [FAQ](#). You may also contact the company directly via the [Contact Webpage](#).

Browse for more information on [IBM's NASPO Computer Equipment Webpage](#).

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## **Lenovo, Inc. Contract # 05815-007:**

1. Products and Pricing: Lenovo offers Desktops, Laptops & Tablets on contract. You can browse the products Lenovo offers on the [Lenovo Washington NASPO ValuePoint Contract Website](#) by clicking on the products tab at the top of the page. You can also browse [Lenovo Accessories](#) to go along with your other technology purchases.
2. Authorized Resellers: Lenovo has the following [Authorized Resellers](#).
3. Sales and Customer Support: Lenovo has education and state and local field sales representatives to assist with purchases, order information, and product information.

Higher Education:

[Allan Stromquist](#) Field Sales Representative - Ph: 206-890-2684

[Altarique Murphy](#) Inside Sales Representative - Ph: 919-874-3151

K-12 Education:

[Janaki Gorla](#) Field Sales Representative - Ph: 425-530-8356

[Zacaria Mark](#) Inside Sales Representative - Ph: 919-874-3526

State and Local Sales Representatives:

[Brandon Evans](#) Inside Sales Representative - Ph: 919-874-3418

[Pleschette Fontenet](#) Field Sales Representative - Ph: 971-240-1799

Browse for more information on [Lenovo's NASPO Computer Equipment Webpage](#).

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### Microsoft Contract # 05815-008:

1. Products and Pricing: Microsoft offers Laptops & Tablets on contract. You can view and compare Microsoft products and warranties at the [Microsoft Product & Service Schedule Website](#). There is also a [Microsoft Contract Price List](#) available for comparison.
2. Authorized Resellers: Multiple resellers are listed at the bottom of the Microsoft contract home page.
3. Sales and Customer Support: For assistance with product and services information, product configuration, pricing, how-to-order, warranty support, and other resources contact the following representatives:

[Maris Lallana Macalinta](#) Microsoft Representative - Ph: 425-705-7107

[Jeannine Sielinski](#) Microsoft Representative - Ph: 206-790-9623, Fax: 425-936-7329

Browse for more information on [Microsoft's NASPO Computer Equipment Webpage](#).

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### NetApp, Inc. Contract # 05815-009:

1. Products and Pricing: NetApp offers Storage solutions on contract. You can view the [NetApp Product Information Page](#) to see what purchase options are available. NetApp also has a [NetApp Commercial Baseline Price List](#) and [Product Discount and Service Schedule Price List](#).
2. Authorized Resellers: NetApp has the following [Authorized Resellers](#).
3. Sales and Customer Support:  
[Chris Barnhart](#) Inside Sales Representative - Order Placement and Billing Concerns - Ph: 919-476-4466  
[Harry Franks](#) Service Contract Administrator – Service Renewals/Upgrades - Ph: 919-476-4466  
Warranty, Maintenance, and Problem Requests: 888-463-8277 or 916-576-7808

Browse for more information on [NetApp's NASPO Computer Equipment Webpage](#).

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### Oracle America, Inc Contract # 05815-020:

1. Products and Pricing: Oracle offers storage and server solutions on contract.
2. Authorized Resellers: None listed.
3. Sales Contact: For sales information or product customization you may contact Washington Sales Rep [Amber Gish e-mail](#) or Ph: 210-536-9140.

Browse for more information on [Oracle's NASPO Computer Equipment Webpage](#).

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### Panasonic Contract # 05815-011:

1. Products and Pricing: Panasonic offers Laptops, Tablets & Accessories on contract. Panasonic offers a [Rugged Laptop Configurator](#) to help you explore their laptop options.
2. Authorized Resellers: All orders can be placed through your choice of Reseller partner. All quotes and

orders are fulfilled through your choice of an authorized Reseller. If you have any questions or clarifications regarding the resellers or the Panasonic NASPO ValuePoint contract—please contact us at [NASPO@us.panasonic.com](mailto:NASPO@us.panasonic.com). Current resellers include: CDW-G, Datec, GovDirect, ImageSource, Insight Public Sector.

3. Sales and Customer Support: All orders can be placed through your choice of Reseller partner. All quotes and orders are fulfilled through your choice of an authorized reseller. To place an order, please consult with your choice of one of the following partners: [CDWG](#), [Datec](#), [GovDirect](#), [ImageSource](#), & [Insight](#).

If you have any questions or clarifications regarding the resellers of the Panasonic NASPO ValuePoint contract – please contact [Amy Lee](#), Contract Representative – Ph: 201-325-1181

Browse for more information on [Panasonic's NASPO Computer Equipment Webpage](#).

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### **PureStorage Contract # 05815-019:**

1. Products and Pricing: Pure Storage offers Storage solutions on contract. Please take a look at the PureStorage [Product Description and Information Webpage](#). You may also view Pure Storage's [Pure Storage Participating State Price List](#) for information on cost. Pure Storage also offers [Support Programs and Maintenance](#)

2. Authorized Resellers: Pure Storage offers the following [Partner Resellers](#).

3. Sales and Customer Support: To order or speak with a sales representative or support, please call: 1-800-379-7873. For reporting or billing concerns please E-mail: [NASPOValuePoint@PureStorage.com](mailto:NASPOValuePoint@PureStorage.com). For Pure Storage Product Support please contact [Support@purestorage.com](mailto:Support@purestorage.com), or via Ph: 1-866-244-7121 or 1-650-729-4088. You may also view the Pure Storage [Customer Support Guide](#) for more support resources..

Browse for more information on [Pure Storage's NASPO Computer Equipment Webpage](#).

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### **Transource Service Corporation Contract # 05815-016:**

1. Products and Pricing: Transource Service Corporation offers Desktops, Laptops, Tablets, Servers & Storage Solutions on contract. Please take a look at the Transource [Product and Services Schedule](#) to learn about the products available. You can find prices with the [Transource Base Price Catalog](#).

2. Authorized Resellers: Transource partners with these [Third Party Manufacturers](#).

3. Third Party Products: [Line Card](#).

4. Sales and Customer Support: Contact Transource [Sales Department by E-mail](#) or at 1-800-486-3715 for quotes or more information. You can also [Create an Account Online](#) and proceed with quotes and service through the online portal.

Browse for more information on [Transource's NASPO Computer Equipment Webpage](#)

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## **Xiotech Corporation Contract # 05815-013:**

1. Products and Pricing: Xiotech Corporation offers Storage solutions on contract. Please take a look at the Xiotech [Product Specifications](#) to learn about the products available.
2. Authorized Resellers: None listed.
3. Sales Contact: For sales information or product customization you may contact Washington Sales Rep [Tricia Kozlowski by e-mail](#) or Ph: 719-388-5427.

Browse for more information on [Xiotech's](#)

*Information in this document has been provided for your convenience but can be viewed in its entirety on the Washington State Department of Enterprise website: <https://www.des.wa.gov/>*

## **WISPC Contracts**

### **20-01 Computer Hardware & Equipment**

This WISPC contract has much of the equipment found on the bids listed above. This contract is in place for the following vendors:

- MicroK12
- HP, Inc.
- Riverside Technologies
- Trafera
- Hewlett Packard Enterprise
- Ednetics, Inc.
- Alden Associates Inc.
- Dell Technologies
- Trox (Troxell Communication)
- Zones

For more information on this contract please contact me at [jeff.strunk@esd112.org](mailto:jeff.strunk@esd112.org), and I can get you more information and help navigate you through the process.

### **New Cooperative Contracts/Competitive Bidding for Technology**

Should the above contracts not meet your needs, support can be provided to issue competitive bids tailored to the specific requirements of your school. This support could include:

- Creation of bid documents
- Posting of Advertisement
- Review of Responses
- Award and Contracting
- Post award dispute resolution