



NEW HAVEN PUBLIC SCHOOLS

Operations Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Thomas Lamb, Chief Operating Officer
Date: February 27, 2024
Re: Purchase Order under PEPPM with CDW Government to provide Google for education

Answer all questions and have a representative ready to present the details of each question during the Finance & Operations meeting or this proposal may not be advanced for consideration by the full Board of Education.

Company Information		
Vendor Name:	CDW Government	
Doing Business as: (DBA)		
Vendor Address:	75 Remittance Drive, Suite 1515 Chicago IL 60675	
Vendor Contact Name:		
Vendor Contact Email:		
Is the contractor a minority or women owned small business?	No	
Agreement/Contract Information		
New or Renewal Agreement/Contract?	Purchase Order	
Effective Dates: (mm/dd/yy) <small>Multi-yrs. require Board of Aldermen approval</small>	From 2/18/2024	To 2/17/2025
Total Amount: <small>If Multi-yr. include yr. to yr. breakdown</small>	\$20,000.00	
Funding Source Name: Acct. #:	3C22-2263-58704	
Contract #: <small>(Local or State)</small>	PEPPM	



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Key Questions:

1. What specific service will the contractor provide:

Amplified Support for Google for Education - Essential - 20001 - 25000
Students: Amplified Support for Google for Education - Essential includes annual Google for Education Audit & Roadmap, remote unlimited Support including Support Stacks, and membership to the CDW Education Collaborative Deliverables: Access to 1 year support period of Amplified Support for Google for Education Essential.

2. How was the contractor selected? **Attach appropriate supporting documents*

- Quotes
- Sealed Bid # _____
- Sole Source # _____
- RFP# _____
- Contract PEPPM**
- Exempt Professional**
 - Accountant
 - Actuary
 - Appraiser
 - Architect
 - Artist
 - Dentist
 - Engineer
 - Expert Professional Consultant
 - Land Surveyor
 - Lawyer
 - Physician/Medical Doctor

3. If the vendor was selected through Solicitation (Bid/RFQ/RFP) process; answer the following:

a. Please explain how the vendor was chosen? **Attach Vendor Proposal*

N/A

b. Who were the members of the selection committee? *(Minimum 3 members required)*

N/A



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4. If this is a renewal with a current vendor, has the vendor has met all obligations under the existing agreement/contract?

Yes, the vendor has met obligations.

5. If this agreement/contract is a Renewal, has the cost increase? If yes, by how much? *Attach Renewal Letters

The renewal has no increase from previous year.

6. If this new agreement/contract, has cost for service increased from previous years? If yes, by how much?

N/A - renewal

7. Is this a service that existing staff could provide? Why or why not?

No this is a service that cannot be provided by staff.



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Agreement/Contract Processing Checklist

To ensure timely processing of the submitted Agreement/Contract it is imperative to collect and provide all of the required documentation noted below and provide with submission to board.

Forms/Documents are available in: Drive G:\F&O Agenda Minutes\Agreement_Contract_Checklist\2022-2023

1. Has this vendor performed service(s) in prior fiscal years?	
If Yes,	Vendor # <u>19967</u>
If No or New,	Vendor must provide completed W9
2. A quotes or proposal submitting regarding the agreement/contract.	
If RFP	Attach Vendor Submitted
Other	Copy of State Contract, Quotes, etc.
<p>3. <u>Certificates of Liability Insurance (COI) are required for ALL agreements/contracts, read the following and select the applicable Rider.</u></p> <p>It is the submitters responsibility to request the COI from the vendor and attach with submission; the COI from the Vendor <u>must match rider specifications outlined.</u></p> <p>Failure to obtain or incorrect COIs will be returned for revision and will delay its processing.</p>	
Rider 300	Professional Services – Onsite Umbrella; w/ Auto; w/ Workers Compensation
Rider 305	Professional Services – Onsite Umbrella; No Auto; No Workers Compensation
Rider 310	Professional Services – Onsite Umbrella; w/ Auto; No Workers Compensation
Rider 315	Professional Services – Onsite Umbrella; w/ Youth under 21
Rider 320	Professional Services – Offsite; No Auto; No Workers Compensation
Rider 325	Professional Services – Offsite; No Auto; No Workers Compensation; w/ Youth under 21
Rider 330	Professional Services – Offsite Attorney; No Auto; No Workers Compensation
Rider 335	Professional Services – Onsite; Physician/Dentist; No Auto
Rider 340	Professional Services – Onsite Physician/Dentist w/ Youth under 21
Rider 345	Professional Services – Onsite Temp Nurses
Rider 350	Professional Services – Cyber – Onsite
Rider 355	Professional Services – Cyber – Offsite
<p>4. The City of New Haven requires the information requested in the <u>Disclosure Affidavit</u> before any City agency, department, or city official seeking agreement/contract shall obtain them, notarized.</p> <p>Emailed Disclosures are acceptable.</p>	



CDW Education
 75 Remittance Drive, Suite 1515
 Chicago, IL 60675
 United States

Prepared For
 NEW HAVEN PUBLIC SCHOOL

Estimate Date
 02/19/2024

Estimate Number
 0037363

Description	Rate	Qty	Line Total
AIT-SUP-1046 Amplified Support for Google for Education - Essential - 20001 - 25000 Students: Amplified Support for Google for Education - Essential includes annual Google for Education Audit & Roadmap, remote unlimited Support including Support Stacks, and membership to the CDW Education Collaborative Deliverables: Access to 1 year support period of Amplified Support for Google for Education Essential. Timescale: 1 year Licensed Domains: nhps.net,nhttps.net,new-haven.k12.ct.us License Term: 2024-02-18 - 2025-02-17	\$20,000.00	1	\$20,000.00
		Subtotal	20,000.00
		Tax	0.00
		Estimate Total (USD)	\$20,000.00

Notes

Expecting a quote from Amplified IT? Amplified IT is now a part of CDW! We're moving all of the Amplified IT's products on to CDW's systems. This means quotes and invoices will come from CDW and Purchase Orders need to be made out to CDW. Unfortunately we will no longer be able to accept Purchase Orders made out to Amplified IT for these products. If you have any questions ask your Account Manager or GCS rep.

Terms

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 Privacy Policy <https://www.cdwg.com/content/cdwg/en/terms-conditions/privacy-notice.html>
 Terms and Conditions <https://www.cdwg.com/content/cdwg/en/terms-conditions.html>

Please send purchase orders to cdwg@amplifiedit.com or fax to 757-585-3550. If possible, please also include a copy of your organization's tax-exempt certificate with your purchase order. An exemption certificate is required to process Google Voice orders.

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