

# Memo

**To:** Superintendent Jeff Stephens, Weber School District Board of Education  
**From:** Lynn Raymond, Administrative Director of Technology  
**CC:** Robert Petersen, Dax Teuscher  
**Date:** October 28, 2021  
**Re:** Bid and Purchase requests

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It is necessary to upgrade core network switches throughout the district. The current core access switches have been in place for the past 6-8 years. These switches are necessary for successful operation of the overall network at the school including security cameras, wireless AP, Chromebook connectivity, IP phones, and day-to-day IP networking. Funds for this purchase are from federal E-Rate funds, and regular operating budgets. The price listed are below NASPO/State Contract price.

I am requesting board approval for the following:

School Network Switches – Not to exceed \$200,000

- (16) Core Network Switches

Thank you for your consideration of this acquisition. District and federal e-rate procurement guidelines will be followed. These items are important to the safe, reliable and secure operation of our school networks. I appreciate your continued support of technology in the district. If I can provide you with further clarification or answers to questions, please contact me at 801-476-7977. Alternatively, you can reach me on my cell phone at 801-540-1014.

Thank you.

Lynn Raymond  
Director of Technology