



Board Meeting Date: 2/9/2026

Title: Windows PC Staff Device Acquisition

Type: Consent

Presenter(s): Nathaniel Lindley - Director, Media & Technology Services

Description: The District provides a Windows device to all licensed staff. Staff devices are on a 4 to 5 year refresh cycle. The District engaged its purchasing agent, Catalyst Sourcing Solutions, to assist with the device procurement process. Catalyst arranged for Requests for Quote (RFQ) and handled the bidding process. The District received proposals from one vendor - CDW-G. Based on the District's scoring criteria, the District administration recommends purchasing the devices from CDW-G. The total acquisition cost of \$198,400 will provide 200 staff devices, each with a three-year warranty. The purchase of staff devices is planned for and within the budget adopted by the School Board.

Recommendation: Authorize the Director of Finance & Operations to execute all documents necessary to acquire 200 Windows PC devices and related services from CDW-G.

Desired Outcomes from the Board: Compliance with Minn. Stat. § 471.345 Subd. 3 and District Policy 707.

Attachments:

1. Windows Device Sourcing Summary - 2026