



# MEMORANDUM

TO: Patrick Chaffey, Executive Director of Business Services

FROM: Mike Christensen, Director of Technology

DATE: May 5, 2025

RE: Student Chromebook and Staff Laptop Procurement

As part of the computer refresh cycle, staff devices are replaced every 5 years. We will be refreshing 330 laptops for secondary staff along with other staff with traveling assignments. Staff input has been sought through a number of opportunities, including a staff survey, an opportunity to demo and provide additional feedback, as well as a showcase opportunity to review. Staff have the option to pick up and become familiar with the new device as they become available over the summer or at the beginning of workshop week.

As part of the annual 1:1 Student Chromebook refresh cycle, we are looking to purchase 1,100 Chromebooks for 5th and 9th grade students to use with the expected 4 year life cycle. These are distributed to students as they return to school.

Both of these purchases are done through cooperative purchasing via Sourcewell 121923 and CDWG.

Tabulation	
Vendor	Amount
CDWG - Staff Laptops (330)	\$342,210
CDWG - 5th and 9th Grade Chromebooks (1,100)	\$310,200