



Platte County R-3 School District Purchasing Documentation Form



Instructions: Complete this form for all Small Purchases (\$5,000-\$50,000) and upload as an attachment in SisFin when generating a purchase order. Sealed bids or proposals will be used for any purchase in excess of \$50,000 unless noncompetitive purchasing is allowed by law, BOE policy DJF and/or DJF-AP1. You must obtain bids, quotes, or offers from a minimum of 3 provides or note otherwise. If this is sole source purchase, complete the section with detail on page 2.

Type of product or services (attach bid specifications to this report if applicable):

Apple Devices for District Students and Staff for FY 26 per a lease agreement with opportunity for device purchase and buy back.

Date of Purchase: Wednesday, July 1, 2026

Location/Department: DEC

Method of Advertisement (attach copies of notice) - Put "X" in areas used

☐ Newspaper or Posted Notice

☐ Providers e-mailed (from list) or other electronic method

☐ District Webpage

☒ Direct contact with Providers

Correspondence Concerning the Purchase

All written correspondence concerning this purchase is attached to this report or is otherwise being maintained in accordance with procedure [DJF-AP1](#).

Purchasing Situation/Needs - Put an "X" in the correct box

☐ Purchase of \$5,000 or more, but less than \$50,000 (three competitive quotes)

☐ Purchase of \$50,000 or more (sealed bids)

☐ Request for Proposal (RFP) Process used and advertised

☒ Single/Sole Source or Unique Circumstance (Place "X" for all that apply)

☒ One of a Kind Compatibility - No competitive alternative available

☒ Compatibility - Matches an existing brand and is only available from one vendor

☐ Replacement Part - A critical part needed for specific district owned equipment

☐ District Standard - Complies with an established standard and available from only one supplier

Provide additional details below:

This is a sole source purchase our technology audit and district leadership in partnership with the technology department and other leaders have determine that this the best solution for our students and staff for meeting educational standards and providing access to innovation.

☐ Cooperative Purchasing (List the name of the cooperative & contract #):

☐ Real Estate Broker or Real Estate Services

☐ Emergency Purchase - Provide additional details below

Providers responding to Solicitation of Quotes/Bids (attach quotes/bid to this form)

	Date	Vendor	Written, Online or Verbal	Contact Person	Phone	Total \$ Amount Quoted
1	3/1/7325	Apple Financial Services	Written	Connie George	4804193609	\$1,100,211.00
2					Lease payment #1 (FY 26)	\$500,000.00
3						
4						

Purchasing Decisions

Was the provider with the lowest cost selected? **Yes**

Provider Selected: **Apple**

If provider selected was not the low bidder, explain why the provider was selected:

Sole Source. The terms of the lease were negotiated to be favorable to the FY 26 budget and to support a long-term budgeting process that will be consistent for device recycle moving forward.

Other Relevant information regarding this process/purchase:

The Technology audit identified our device refresh cycle and the educational use of technology as two areas for improvement. We compared the refresh cost and usage of our current Chromebooks with Apple iPads and MacBooks. The instructional value of Apple is significantly greater and the devices retain value offering the district the opportunity to utilize "buyback" programs. When combining these factors the financial cost of moving to Apple is comparable to, and in some cases less than continuing to use Chromebooks.

I verify that this purchase conforms with board policy, district procedures, legal purchasing preferences and all applicable laws regarding district purchases. If for some reason this purchase is not compliant, I have documented the reasons for noncompliance on this form and have discussed the issue with my supervisor/administrator.

David Dixon

Name of Department Head or Principal

David Dixon

Signature of Department Head or Principal

3/18/2025

Date

Brian Noller

Name of Superintendent or Designee

Brian Noller

Signature of Superintendent or Designee

3/18/25

Date