



Platte County R3 School District
Verbal / Written Quote Summary Sheet



From Board Policy DJF: District staff will research all purchases and compare prices prior to making decisions regarding the expenditure of district funds unless a purchase is covered by an exception pursuant to this policy. Employees are expected to contact multiple providers before making a decision regarding purchases under \$5,000. Purchases of \$5,000 or more will be competitively bid, and sealed bids will be required for purchases that may exceed \$50,000. The district will select the lowest or best bid as defined in DJF-AP1.

Use this form to summarize quotes received and to recommend a vendor for award.

Name: Jeff Green Building / Department: Technology
 Best Contact Number: 816-858-5505 Best Email: green.jeff@pcr3schools.org
 PO# if known: _____
 Signature of person obtaining / submitting quotes x _____

Item or service requested:

29 desktops computers matching required specifications for Adobe Creative Cloud applications, 30 monitors

	Date	Vendor	Written or Verbal	Contact Person	Phone	Total \$ Amount Quoted
1	09/27/2024	Bluum USA	Written	Alexander Pagenhardt	8882265727 x3720	\$61,792.00
2	09/27/2024	Dell Technologies	Written	Susan Havey	8004563355	\$47,775.54
3	10/01/2024	SHI	Written	Oliver Trujillo	7325377114	\$54,734.02

Note: If you are unable to obtain 3 bids / quotes, contact the Executive Director of Operations at 816-858-5420.

Recommended Vendor:

Dell Technologies

If you are recommending other than low bid / quote, please provide written justification as to why:

Please retain this form and all quotes. The purchasing department may conduct random audits to insure District Policies are being followed.

Purchasing Acknowledgement: YES NO DATE: _____

NOTES: