



VIRGINIA BEACH CITY PUBLIC SCHOOLS

CHARTING THE COURSE

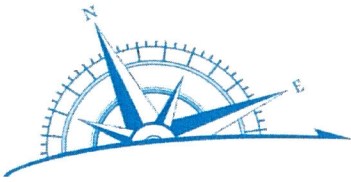
OFFICE OF PURCHASING SERVICES
2512 GEORGE MASON DRIVE
VIRGINIA BEACH, VA 23456
(757) 263-1175

PUBLIC NOTICE

SOLE SOURCE PROCUREMENT

| | |
|----------------------------|--|
| Date: | 4/21/2021 |
| Vendor/Contractor: | HP Inc. |
| Contract Amount: | \$150,000 |
| Description of Services: | OEM HP Inc. parts for maintenance and repair of HP devices. |
| Sole Source Determination: | VBCPS is a HP Self-Maintainer designation purchasing parts directly from the manufacturer. |
| Date of Award: | TBD |

J. Kevin Beardsley
Director of Purchasing
4/23/2021 10:52 AM



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Department of Technology

MEMORANDUM

TO: J. Kevin Beardsley, Director of Purchasing

FROM: David Din, Chief Information Officer
Joseph A. Damus, Director of Technology

SUBJECT: Sole Source Approval Request

DATE: April 21, 2021

We are requesting that HP Inc. be approved as a sole source vendor of the OEM HP Inc. parts needed by our hardware repair team for the maintenance and repair of our HP devices. VBCPS is an authorized service provider in accordance with HP Inc.'s Self-Maintainer program which provides a direct line to the manufacturer for discounted OEM parts needed by our hardware repair team to complete the warranty and non-warranty repairs of HP Inc. devices. Based on annual spend data from the past three years, we would expect to spend between \$130,000 and \$150,000 annually on parts. Given the cost and access benefits associated with our HP Self-Maintainer designation, we believe it is in the best interest of the school division to purchase these parts directly from the manufacturer.

Thank you.

Approved for sole source purchase:

April 21, 2021