

THE FOLLOWING PROPOSAL SUBMITTED BY JARED B. GARDNER, DIRECTOR OF PURCHASING, IS RECOMMENDED FOR BOARD APPROVAL

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Superintendent of Schools

February 2, 2016

Superintendent Martin W. Bates  
Granite School District  
2500 South State Street  
Salt Lake City, UT 84115

RE: Change Order IT Programming Services  
Purchase Order 619043  
\$75,000.00

Dear Dr. Bates:

A change order was submitted to the Purchasing Department over the signatures of Mr. Dale Roberts and Ms. Linda Mariotti to increase the already issued purchase order. This request is for the purchase of contracted IT programming services. These services are required to augment the Information Systems Department staffing and to provide expert system programming and maintenance services on various district software systems. This amount will cover approximately 6 months of contract charges.

These programmers have worked with the district and have gained knowledge regarding our systems that would take a new programmer a significant time to learn, causing additional costs and a lack of system support. Therefore the district is acquiring these services from the original supplier as the sole source for these programmers.

This letter respectfully requests permission to increase the purchase order by \$75,000.00. The new purchase order total will be \$275,000.00 to TEK Systems. Funds for this purchase are to come from the Information Systems Technical Services budget.

Sincerely,



Jared B. Gardner  
Director of Purchasing

Approved:

David F. Garrett  
Business Administrator/Treasurer

Approved:

Ms. Linda Mariotti  
Assistant Superintendent