

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Information & Technology Services

WAIVER REQUEST FORM

<http://www.broward.k12.fl.us/erp/itsupport/waivers.html>

Do Not fill out form by hand.

Please complete this form, attach the required documentation.
Submit form via OUTLOOK, to ITWaiverRequests@browardschools.com

Date	<input type="text"/>	Waiver Status	<input type="text"/>	Waiver Number	<input type="text"/>
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Waiver Information

- Hardware**
- Software -Software Information Form must be completed and attached to waiver form.**
<http://www.broward.k12.fl.us/erp/itstandards/docs/Standard%20Items/Software/Software%20Information%20Form.doc>

Policy 3320

Purchases greater than \$50,000 that do not have an approved contract in place, will require board approval. The School Board *requires a minimum of three (3) written quotations for purchases that are not available from an approved vendor. The three (3) quotes must be attached to the Waiver Form.*

When obtaining 3 quotes, preference is given to vendors who are already awarded contracts or have been approved for other similar standard items.

(Purchase of this item is dependent upon compliance with Purchasing)

Policy 5306

The School board of Broward County, Florida adheres to the belief that technology should play a vital role in meeting the needs of the broad range of abilities, disabilities, cultural backgrounds, and ethnic populations represented in District Schools to assure that technology shall play a predominant role, this policy provides guidance for appropriate technology utilization and integration into the curriculum, as well as infusion into School/District Administration and Management.

School/ Department Information

Name Principal / Dept. Dir	<input type="text"/>	Name TLC	<input type="text"/>
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Additional Contact

Contact	<input type="text"/>	Phone	<input type="text"/>
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Requesting School/Dept.	<input type="text"/>	Location #	<input type="text"/>
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City	<input type="text"/>	Area	<input type="text"/>	Phone	<input type="text"/>
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Is "Ship TO" the Same Location as Requesting School/Dept.? Yes No

Receiving School/Dept.	<input type="text"/>	Location #	<input type="text"/>
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City	<input type="text"/>	Area	<input type="text"/>	Phone	<input type="text"/>
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Pre-Planning Details

Has Curriculum, IT Services provided any input into the validity of this item?

Yes

No

Select the Program Area that the Computer Equipment will be used in.

Art

Charter Schools

School Department and Other Programs

Music

ESE

Transformation Themes

Library Media

Magnet

Early Childhood (Pre-K)

Sprouting Stem Grant

Select the Purchasing Method

Bond

Grant

School/Dept Budget

Item being purchased?

Model #

Does any other School / Department use this item? Yes No

What Software or Apps.
will the Item need?
Please List.

Purchase Information

Vendor

Sales Contact

Vendor Name

Sales Contact

Item Info

Type

Model

Quantity

Unit Cost

Total Cost

Warranty
Info

Accessories/
Bundle Info

Area / Department Approvals

Name School / Department TLC

Signature

Date

Name Principal / Director

Signature

Date

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Below to be filled out by the I&T Department

STANDARDS COMMITTEE

Date

Standards Sub Committee

Attachments: **3 Quotes and SIF** Yes No

Approved

The Board stipulated that waivers follow the guidelines indicated in the Sole Source agreement and be approved or denied based on the program areas indicated in the projected expenditures associated with the contract.
Approved per program below:

Art

Digital Media

Early Childhood (Pre-K)

Engineering

ESE

Grant

Library Media

Mac Lab

Other:

Magnet

Music

Printed Design

Sync Station for iPads

TV Production

Video Production

Web Design

Yearbook, Journalism and Newspaper classes

Denied

Apple platform is not required based on program requirements on any specific software application.

Apple platform is not the standard operating system for business applications for administration and clerical staff.

Request is not Program Related .

The Standards Sub - Committee hereby Approve Denies this Waiver.

Standards Sub - Committee

Signature

Date

Information & Technology Services

Print Name

Signature

Date

Print Name

Signature

Date