

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 5/29/2024

Contract/Agreement Vendor:
Name of Vendor & Contact Person

Vendor Email Address

Describe Contract (Technology, program, consultant-prof Development, etc.)

Please use Summary below to fully explain the contract purchase, any titles, and details for the Board of Education to review.

Reason/Audience to benefit

BOE Date Amount of agreement

Person Submitting Contract/Agreement for Review:

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal **&/or** Director or Administrator:
D23EAE1B28D6C0BCF621A58F055F8AC7 readySign

Does this Contract/Agreement utilize technology? YES/NO
 If yes, Technology Admin:

Cabinet Team Member:
F2E63BEAAE31AA47112F240E69DA8A9F readySign

Funding Source:
Fund/Project OCAS Coding

Consent

Action

Approve the RENEWAL agreement with PCG. PCG agrees to provide access to the transportation module through EdPlan allowing teachers and district staff to add and track Special Education transportation needs and merge them with IEPs. The cost to the district is \$7,500 and will be paid using local Special Education funds. - D. Thornton

Summary *This area must be complete with full explanation of contract*

The Contract/Agreement should be received at least 2 weeks prior to a Board Meeting to ensure placement on the Agenda. The Contract Committee meets most Tuesdays at 8:00a.m. All Contracts/Agreements, regardless the amount, must be first approved by the Contract Committee and then presented to the Board of Education for approval and signature. The item will be placed on Electronic School Board for the board agenda by Janet Brown. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.



2024-2025 School Year Renewal of Service

Deliver To:

Broken Arrow Public Schools

Issued Date:

Friday, May 17, 2024

The following estimate is for the continuation of the service listed below for July 1, 2024 – June 30, 2025. The School System and PCG may agree to additional services for additional fees in an additional written agreement/contract/service estimate/PO.

Service Description	Transportation and Wizard Annual Fee
Service Amount\$	\$7,500
PCG Project Code	P0042013.3
Service Period	July 1, 2024 – June 30, 2025

If you have any questions regarding this renewal, please feel free to contact the following team member.

Team Member	Jill Burroughs
Email Address	jburroughs@pcgus.com

Respectfully submitted,

Alicia W. Stewart, Manager

PCG Services Renewal Confirmation (to be completed by the school district)

Please sign and return this confirmation or send your district purchase order, **no later than June 30, 2024**, to the team member listed above via email or via fax at 855-346-1635:

Yes, please continue with the above listed service for the 2024-2025 school year.

No, please discontinue the above listed service June 30, 2024.

Invoice for the 2024-2025 School Year will be issued in July 2024.

Please contact us after July 1 for a purchase order number prior to invoicing

We will need a contract for the above service to be created for next school year

Signed: _____

Name & Title: _____

Date: _____