



BROKEN ARROW PUBLIC SCHOOLS

EST. 1904

MEMORANDUM

To: Dr. Janet Vinson

From: Steve Dunn

Date: July 19, 2021

Re: Spectrum Corp: Consent Agenda

SUBJECT

Accept and approve the RENEWAL agreement between Broken Arrow Public Schools and Spectrum Corp, providing a 1-year maintenance agreement for the Broken Arrow Stadium Video Screen, Scoreboard and Snap Clocks. Total cost to the District is \$12,300.00 and will be paid by Building Fund. S. Dunn

ENCLOSURE/ATTACHMENTS

Agreement

SUMMARY

The statement of agreement between Broken Arrow Public Schools and Spectrum Corp is a 1-year maintenance agreement for the Broken Arrow stadium. The maintenance will include on-site labor, parts needed to service, lift rentals to provide access to the Video Screen, Scoreboard, and Snap Clock and same day GAME DAY service.

FUNDING

Building Fund

RECOMMENDATION

Approve

Contract Committee Review Request

MUST BE COMPLETED IN FULL

Date: July 8, 2021

Contract/Agreement Vendor: Spectrum Corp

Name of Vendor		
<u>Lauren Pedersen</u>		<u>713-944-6200</u>
Contact Person		
10048 Easthaven Blvd		
Address		
<u>Houston</u>	<u>TX</u>	<u>77075</u>
City	State	Zip
<u>Lauren@specorp.com</u>		
Email address – if vendor wants the agreement returned via email		

IS THIS A NEW VENDOR? IF SO, PLEASE PROVIDE : W9 _____

And _____

Vendor Registration

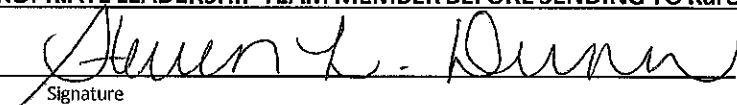
Person Submitting Contract/Agreement for Review: Steve Dunn Athletic Department

Name Site

Reason for Review: (New Agreement, Renewal...): Renewal Agreement

Audience/Group to benefit from Contract/Agreement: BAPS

Routing Approval: PLEASE SEND TO APPROPRIATE LEADERSHIP TEAM MEMBER BEFORE SENDING TO Karen Steitz

Principal and Director or Administrator: 

Signature

Does this Contract/Agreement utilize technology? No Yes

Has it been reviewed by the Chief Technology Officer? No Yes

If yes, Approved by: _____

(Signature) Ben Stout, Chief Technology Officer

Leadership Team (formally Cabinet Member): _____

Signature

Funding Source: Building Fund

Description OCAS Coding

- Process: PLEASE FOLLOW ALL STEPS
1. The Contract/Agreement is reviewed and approved by site Principal/ Director/Administrator
 2. If Technology related, the Contract/Agreement is reviewed by Ben Stout, Chief Technology Officer
 3. Prepare Board Agenda Memorandum and attach to Contract/Agreement.
 4. Begin the requisition process and place a comment in the Notes section that says, "Please hold req pending board approval on _____"
 - Date of Board Meeting
 5. Attach this form with Contract/Agreement and Board Memo
 6. **The appropriate Leadership Team Member will review and submit to the Contract Committee**
 7. Keep copy for your records

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 8:30a.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 Karen Steitz. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.



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Spectrum Corp.

10048 Easthaven Blvd
Houston, TX 77075
Ph# 713.944.6200
Svc Fax# 713.986.8895

Broken Arrow Public School

701 South Main
Broken Arrow, OK 74012

07/08/2021

One Year Maintenance Contract

\$12,300.00

Maintenance Contract will be Effective when contract is accepted.

Site Address: **Broken Arrow Stadium**

This contract includes:

- On-Site labor as needed to maintain the Football Scoreboard, Video Screen, and Snap Clocks.
- Parts as needed to service the Video Screen, Scoreboard, and Snap Clocks.
- Lift rentals to provide access to the Video Screen, Scoreboard, and Snap Clocks.
- Same Day GAME DAY service (Video Screen, Scoreboard and Snap Clocks turned on by 9 a.m.; email & text notifications sent to Spectrum service department, Moody Scoreboards and AMAX on status by 10 a.m.) Boards will be turned on and tested the Tuesday morning of the week of home varsity game. Same Day GAME DAY repairs are contingent on the availability of a lift. Spectrum will make every attempt to have a lift available to insure the board can be repaired for the 5 varsity home games. These dates are: 10/01, 10/14, 10/22, 11/05 & 11/12. If Spectrum's lift is unavailable a lift will be rented from one of the following companies: United Rentals, H&R Rentals, H&E Rentals or Herc Rentals, at Spectrum's expense

This contract does not include:

- Illuminated sign cabinets
- Fiber optic, control, power and communication cables.
- Damage caused by lightning, vandalism, inadequate or improper electrical power, flood, fire, acts of God.
- Any service or repair provided by anyone other than Spectrum unless authorized by Spectrum Corporation.
- Sound System and audio equipment.