

BROKEN ARROW PUBLIC SCHOOLS
Educating Today Leading Tomorrow

Contract Committee Review Request
 MUST BE COMPLETED IN FULL

Date: 6/11/2024

Contract/Agreement Vendor: Frontline Education / Paul Chepolis
Name of Vendor & Contact Person
renewal@frontlineed.com
Vendor Email Address
Technology Subscription
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.
RENEWAL/All District Employees
Reason/Audience to benefit
6/24/2024 \$ 121,949.99
BOE Date Amount of agreement

Person Submitting Contract/Agreement for Review: Karen Schwab / Andrea Jackson HR/ESC

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator: Karen Schwab

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

Cabinet Team Member: [Signature]

Funding Source: GENERAL 180 2572 653 000 0000 000 052
Fund/Project OCAS Coding

Consent Discussion, motion and vote on to approve or disapprove a RENEWAL agreement between Broken Arrow Public Schools and Frontline Education to provide services for the District's onboarding, applicant tracking system, records management, time and attendance, and substitutes.

Action The cost of Frontline Education services are quoted at \$121,949.99 and will be paid from GENERAL Fund. Dates of service will be 7/01/2024 to 6/30/2025.

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.



INVOICE

Acct #: 12260
#INVUS201762

Accounts Payable
Broken Arrow Public Schools
701 South Main Street
Broken Arrow OK 74012

Start Date: 7/1/2024
Due Date: 7/31/2024

PAYMENT INFORMATION

Please send checks to:

Frontline Technologies Group LLC
PO Box 780577
Philadelphia, PA 19178-0577

To make payment via ACH/EFT:

Bank Name: Wells Fargo, N.A.
Account Name: Frontline Technologies Group LLC
ABA/Routing #: 121000248
Account #: 4121566533
Swift Code: WFBIUS6S

Please include the invoice number in the memo of your check or ACH payment to ensure timely processing.

Please send remittance advice to Billing@FrontlineEd.com.

You can find a copy of our W9 at <http://help.frontlinek12.com/WebNav/Docs/FrontlineEducationW9.pdf>.

| Qty | Description | Start | End | End User | Rate | Amount |
|-----|--|----------|-----------|-----------------------------------|-------------|-------------|
| 1 | Absence & Time Solution | 7/1/2024 | 6/30/2025 | 12260 Broken Arrow Public Schools | \$85,894.31 | \$85,894.31 |
| 1 | Applicant Tracking with Proactive Recruiting, unlimited usage for internal employees | 7/1/2024 | 6/30/2025 | 12260 Broken Arrow Public Schools | \$36,055.68 | \$36,055.68 |

Your timely payment is important to maintain continuous subscription status and allow for delivery of services. Our billing system tracks by contract, not PO#. We are unable to address PO# inquiries. Please check with your internal departments for PO# information. Any PO copies and/or vouchers for signature can be emailed to billing@frontlineed.com.

SUBTOTAL \$121,949.99

TOTAL DUE \$121,949.99
by 7/31/2024