

Contract Committee Review Request  
**MUST BE COMPLETED IN FULL**

Date: September 22, 2021

Contract/Agreement Vendor: Trafera

Name of Vendor		
Jonathon Worre		855-862-5120
Contact Person		
2550 University Ave.		Phone Number
Address		
St. Paul	MN	55114
City	State	Zip
jonathon.worre@trafera.com		
Email address		
07/01/21-06/30/22		
Date of services		

**IS THIS A NEW VENDOR? IF SO, PLEASE PROVIDE : W9 \_\_\_\_\_ And \_\_\_\_\_**

**Vendor Registration**

\_\_\_\_\_

Person Submitting Contract/Agreement for Review: Ali Shehada COM - 030  
Name Site

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

Audience/Group to benefit from Contract/Agreement: Districtwide

**Routing Approval: PLEASE SEND TO APPROPRIATE LEADERSHIP TEAM MEMBER BEFORE SENDING TO STACIE CHASE**

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) Technology / Approval

Leadership Team Member: \_\_\_\_\_  
Signature

Funding Source: Emergency Connectivity Fund - No Charge to District  
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 and approved Technology.
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 Stacie Chase. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.*



## MEMORANDUM

To: Dr. Janet Vinson

From: Ashley Bowser

Date: October 11, 2021

Re: Trafera - Emergency Connectivity Fund (ECF)

### **SUBJECT**

Accept and approve the NEW agreement between Broken Arrow Public Schools and Trafera as the provider for 1500 Chromebooks funded through the Emergency Connectivity Fund (ECF) with documentation prepared by Kellogg & Sovereign Consulting for the 2021-2022 school year. The ECF will cover the purchase of eligible equipment and services between July 1, 2021 and June 30, 2022 to meet the remote learning needs of students and school staff who would otherwise lack access to connected devices and broadband connections sufficient to engage in remote learning. No cost to the District and will be paid by the Emergency Connectivity Fund. A. Bowser

### **ENCLOSURES/ATTACHMENTS**

Agreement

Bid Summary

### **SUMMARY**

Trafera will be the provider for the 1500 Chromebooks funded through the Emergency Connectivity Fund (ECF) with documentation prepared by Kellogg & Sovereign Consulting for the 2021-2022 school year. The funding will cover the purchase of eligible equipment and services between July 1, 2021 and June 30, 2022 to meet the remote learning needs of students and school staff who would otherwise lack access to connected devices and broadband connections sufficient to engage in remote learning. No cost to the District.

### **FUNDING**

Emergency Connectivity Fund (ECF)

### **RECOMMENDATION**

Approve



# HP 11 G9 x 1,500

Bill to  
**BROKEN ARROW PUBLIC  
SCHOOLS**  
Customer No: 85638  
701 S MAIN ST  
BROKEN ARROW OK 74012  
USA

Ship to  
**BROKEN ARROW PS / CENTRAL  
WAREHOUSE**  
1810 WEST DETROIT  
BROKEN ARROW OK 74012  
USA

Quote Details  
Reference: 20210715-  
084106558  
Created: July 15, 2021  
Expiration: August 14, 2021  
Created by: Scott Meyer  
scott.meyer@trafera.com

Estimate No: E000051648

**Contract**  
ECF  
Emergency Connectivity Fund SPIN I43052823

## Products & Services

Items and Descriptions	Overview	Notes	Qty	Unit Price	Totals
HP 11MK G9 EE CBK MT8183C 4GB/32GB	HP Chromebook 11MK G9 EE - 11.6" HD Anti-glare Display (1366 x 768) - MediaTek MT8183C, Eight-Core, 2.0 GHz - 4GB LPDDR4x-4266 RAM - 32GB eMMC SSD - Chrome OS - WiFi + BT		1500	\$334.00	\$501,000.00
Google Chrome Management Perpetual EDU	Google Chrome Management Perpetual EDU License		1500	\$0.00	\$0.00
Trafera CBN Warranty - Plat - 3 Yr - B	Trafera CBN Warranty - Plat - 3 Yr - Includes Accidental Damage Protection (Per device limit of ADP: Unlimited) - \$0.00 Deductible - Hardware Fail Covered - Spare Parts On-site (restrictions apply) - We Pay to Ship Both Ways - Theft / Loss (up to 2%; please see warranty statement for details) - 3-Year Battery warranty on New Chrome devices (Limit 1 replacement) - Stylus/EMR Pen/Apple Pencil coverage (restrictions apply) - Power Adapter 1 ADP Incident (restrictions apply)		1500	\$0.00	\$0.00
Trafera White Glove 300 Units and Above	Trafera White Glove 300 Units and Above - Pre-enrolled in Google Apps® domain - Custom themes and settings applied - Hardware functionality check - Google Console OU management		1500	\$0.00	\$0.00

Trafera Asset Tags with White Glove	1500	\$0.00	\$0.00
MAC Addresses with White Glove	1500	\$0.00	\$0.00
Final Destination Signage	1	\$0.00	\$0.00
Trafera Green Packing	1500	\$0.00	\$0.00
Lift Gate on Truck	1	\$0.00	\$0.00
		<b>Subtotal</b>	<b>\$501,000.00</b>
		<b>Tax</b>	<b>\$0.00</b>
		<b>Total</b>	<b>\$501,000.00</b>
		<b>Net Terms</b>	<b>N30</b>

**Terms and Conditions**

This quote is confidential and is to be viewed solely by individuals within the organization to whom it is addressed. Unauthorized distribution or disclosure of the contents of this quote is prohibited. If you are not from the organization addressed, please notify us immediately so we can prepare a quote specific to you. Prices and availability may change without notice prior to the quote expiration date.

**Questions? Contact me**

**Jonathan Worre**

jonathan.worre@trafera.com



**Trafera**

2550 University Ave W, Suite 315 - S

St. Paul MN 55114

United States



## Description of Services Ordered and Certification Form 471

### Emergency Connectivity Fund FCC Form 471

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#### Application Information

**Nickname** BROK ECF 2021  
**Application Number** ECF202112286  
**Funding Year** 2021

#### Billed Entity

BROKEN ARROW SCHOOL DISTRICT 3  
701 S MAIN ST BROKEN ARROW OK 74012  
918-259-5738  
cmitchem@baschools.org

**Billed Entity Number** 140044  
**FCC Registration Number** 0007941008  
**Applicant Type** School District

#### Contact Information

Teagan Vick  
580-332-1444  
tvick@kelloggllc.com

#### Holiday/Summer Contact Information

Debi Sovereign or Riley Harpole; erate@kelloggllc.com (580) 332-1444

#### Consulting Firms

Name	Consultant Registration Number	Phone	Email
Kellogg & Sovereign Consulting	16024809	580-332-1444	info@kelloggllc.com

#### Entity Information

BEN	Name	Total Student Count	Urban or Rural
140044	BROKEN ARROW SCHOOL DISTRICT 3	20197	Urban

## Information for Unmet Student Needs

**At the start of the pandemic, how many students in your school or school district lacked access to:**

A connected device (laptop or tablet) that was sufficient to engage in remote learning	5000
A broadband connection that was sufficient to engage in remote learning	4000
Both a connected device and a broadband connection that were sufficient to engage in remote learning	3500

**During the 2020-2021 school year, how many students in your school or school district did you provide:**

A connected device, because they otherwise would not have had a connected device that was sufficient to engage in remote learning?	2500
A broadband connection, because they otherwise would not have had a broadband connection that was sufficient to engage in remote learning?	1000
Both a connected device and a broadband connection, because they otherwise would not have had a connected device or a broadband connection that was sufficient to engage in remote learning?	1000

**With the funding you are requesting from the Emergency Connectivity Fund Program, how many students in your school or school district will you provide with:**

A connected device, because they would otherwise not have a connected device that is sufficient to engage in remote learning?	1500
A broadband connection, because they otherwise would not have had a broadband connection that was sufficient to engage in remote learning?	2000
Both a connected device and a broadband connection, because they otherwise would not have had a connected device or a broadband connection that was sufficient to engage in remote learning?	1200

**Even after receiving the funding that you are requesting from the Emergency Connectivity Fund Program, how many students in your school or school district will lack access to:**

A connected device that is sufficient to engage in remote learning	0
A broadband connection that is sufficient to engage in remote learning	1000
Both a connected device and a broadband connection that is sufficient to engage in remote learning	0

**Please describe the steps you have taken to collect the data responsive to these questions and the timing of any data collections or needs assessments you conducted that inform your answers to these questions.**

unmet need based upon survey of students

### Funding Request for FRN #ECF2190018373

**Funding Request Nickname** 1 - Trafera Chromebooks  
**Service Type** Equipment  
**Agreement (Contract) Type** Non-Contracted  
**Service Provider** Trafera, LLC  
**What is the service start date?** July 01, 2021  
**When will the services end?** June 30, 2022  
**Invoicing Method** Service Provider - FCC Form 474 (SPI Form)  
**Narrative** Chromebooks provided to students who would otherwise lack connected devices sufficient to engage in remote learning.

### **FRN Calculation**

Total Recurring Charges	\$0.00
Total One-Time Charges	+ \$501,000.00
Total Charges	= \$501,000.00

## Equipment Detail - ID # 1

Type of Product                      Laptops  
Make                                      HP 11MK G9 EE CBK MT8183C 4GB/32GB  
Model                                     HP 11MK G9 EE CBK MT8183C 4GB/32GB  
Total Quantity                        1500  
Total Cost                               \$501,000.00

## Cost Calculation

Monthly Cost	
Monthly Recurring Unit Cost	\$0.00
Monthly Quantity	x 0
Months of Service	x 0.00
Total Recurring Costs	= \$0.00

One-Time Cost	
One-Time Unit Cost	\$334.00
One-Time Quantity	x 1500
Total One-Time Costs	= \$501,000.00
Summary	
Total Cost	\$501,000.00



## Funding Request for FRN #ECF2190018405

**Funding Request Nickname** 2 - Windstream Internet  
**Service Type** Services  
**Agreement (Contract) Type** Non-Contracted  
**Service Provider** Windstream Communications, LLC  
**What is the service start date?** July 01, 2021  
**When will the services end?** June 30, 2022  
**Invoicing Method** Service Provider - FCC Form 474 (SPI Form)  
**New Construction or Self-Provisioned Network Key Information** No  
**Narrative** Fixed Internet Services provided to students who would otherwise lack connected devices sufficient to engage in remote learning.

### FRN Calculation

Total Recurring Charges	\$720,000.00
Total One-Time Charges	+ \$75,000.00
Total Charges	= \$795,000.00

## Service Detail - ID # 1

Type of Connection	Leased Lit Fiber
Bandwidth Download	50.000 Mbps
Bandwidth Upload	50.000 Mbps
Firewall Included	No
Total Quantity	3000
Total Cost	\$795,000.00

## Cost Calculation

Monthly Cost	
Monthly Recurring Unit Cost	\$40.00
Monthly Quantity	x 1500
Months of Service	x 12.00
Total Recurring Costs	= \$720,000.00

One-Time Cost	
One-Time Unit Cost	\$50.00
One-Time Quantity	x 1500
Total One-Time Costs	= \$75,000.00
Summary	
Total Cost	\$795,000.00

## Funding Request for FRN #ECF2190018539

**Funding Request Nickname** 3 - Tmobile HotSpot Services

**Service Type** Services

**Agreement (Contract) Type** Non-Contracted

**Service Provider** T-Mobile USA, Inc.

**What is the service start date?** July 01, 2021

**When will the services end?** June 30, 2022

**Invoicing Method** Service Provider - FCC Form 474 (SPI Form)

**New Construction or Self-Provisioned Network Key Information** No

**Narrative** Hotspot service provided to students who would otherwise lack broadband services sufficient to engage in remote learning.

### FRN Calculation

Total Recurring Charges	\$290,880.00
Total One-Time Charges	+ \$0.00
Total Charges	= \$290,880.00

## Service Detail - ID # 1

Type of Connection	Mobile Broadband
Bandwidth Download	10.000 Mbps
Bandwidth Upload	2.000 Mbps
Firewall Included	No
Total Quantity	1500
Total Cost	\$270,000.00

## Cost Calculation

Monthly Cost	
Monthly Recurring Unit Cost	\$15.00
Monthly Quantity	x 1500
Months of Service	x 12.00
Total Recurring Costs	= \$270,000.00

One-Time Cost	
One-Time Unit Cost	\$0.00
One-Time Quantity	x 0
Total One-Time Costs	= \$0.00
Summary	
Total Cost	\$270,000.00

## Service Detail - ID # 2

Type of Connection	Taxes and Reasonable Charges
Bandwidth Download	10.000 Mbps
Bandwidth Upload	2.000 Mbps
Firewall Included	No
Total Quantity	1500
Total Cost	\$20,880.00

## Cost Calculation

Monthly Cost	
Monthly Recurring Unit Cost	\$1.16
Monthly Quantity	x 1500
Months of Service	x 12.00
Total Recurring Costs	= \$20,880.00

One-Time Cost	
One-Time Unit Cost	\$0.00
One-Time Quantity	x 0
Total One-Time Costs	= \$0.00
Summary	
Total Cost	\$20,880.00

## Funding Request for FRN #ECF2190018575

**Funding Request Nickname** 4 - Tmobile Bus WiFi  
**Service Type** Services  
**Agreement (Contract) Type** Non-Contracted  
**Service Provider** T-Mobile USA, Inc.  
**What is the service start date?** July 01, 2021  
**When will the services end?** June 30, 2022  
**Invoicing Method** Service Provider - FCC Form 474 (SPI Form)  
**New Construction or Self-Provisioned Network Key Information** No  
**Narrative** Wi-Fi access on buses to accommodate mobile learning for students in need.

### FRN Calculation

Total Recurring Charges	\$43,575.00
Total One-Time Charges	+ \$0.00
Total Charges	= \$43,575.00

## Service Detail - ID # 1

Type of Connection	Mobile Broadband
Bandwidth Download	10.000 Mbps
Bandwidth Upload	2.000 Mbps
Firewall Included	No
Total Quantity	125
Total Cost	\$43,575.00

## Cost Calculation

Monthly Cost	
Monthly Recurring Unit Cost	\$29.05
Monthly Quantity	x 125
Months of Service	x 12.00
Total Recurring Costs	= \$43,575.00

One-Time Cost	
One-Time Unit Cost	\$0.00
One-Time Quantity	x 0
Total One-Time Costs	= \$0.00
Summary	
Total Cost	\$43,575.00

## Certifications

**Total funding commitment request amount on this FCC Form 471**

**\$1,630,455.00**

I am authorized to submit this application on behalf of the above-named applicant and that based on information known to me or provided to me by employees responsible for the data being submitted, I hereby certify that the data set forth in this application has been examined and is true, accurate and complete. I acknowledge that any false statement on this application or on other documents submitted by this applicant can be punished by fine or forfeiture under the Communications Act (47 U.S.C. §§ 502, 503 (b)), or fine or imprisonment under Title 18 of the United States Code (18 U.S.C. § 1001), or can lead to liability under the False Claims Act (31 U.S.C. §§ 3729 – 3733).

In addition to the foregoing, this applicant is in compliance with the rules and orders governing the Emergency Connectivity Fund Program, and I acknowledge that failure to be in compliance and remain in compliance with those rules and orders may result in the denial of funding, cancellation of funding commitments, and/or recoupment of past disbursements. I acknowledge that failure to comply with the rules and orders governing the Emergency Connectivity Fund Program could result in civil or criminal prosecution by law enforcement authorities.

By signing this application, I certify that the information contained in this application is true, complete, and accurate, and the projected expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, sections 1001, 286-287 and 1341 and Title 31, sections 3729–3730 and 3801–3812).

The school meets the statutory definition of "elementary school" or "secondary school" as defined in § 54.1700 of this subpart, does not operate as for-profit businesses, and does not have endowments exceeding \$50 million.

The school, library, or consortia listed on the FCC Form 471 application has complied with all applicable state, local, or Tribal local laws regarding procurement of services for which support is being sought.

The school or school consortium listed on the FCC Form 471 application is only seeking support for eligible equipment and/or services provided to students and school staff who would otherwise lack connected devices and/or broadband services sufficient to engage in remote learning.

The school, library, or consortia is not seeking Emergency Connectivity Fund support or reimbursement for eligible equipment or services that have been purchased and reimbursed in full with other federal pandemic-relief funding, targeted state funding, other external sources of targeted funding or targeted gifts, or eligible for discounts from the schools and libraries universal service support mechanism or other universal service support mechanism.

The applicant or the relevant student, school staff member, or library patron has received, or the applicant has ordered or will order, the equipment and services for which funding is sought

The equipment and services the school, library, or consortium purchases or will purchase using Emergency Connectivity Fund support will be used primarily for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value, except as allowed by ## 54.1713.

The school, library, or consortium has created and will maintain an equipment and service inventory as required by § 54.1715.

The school, library, or consortium has complied with all program rules and acknowledge that failure to do so may result in denial of discount funding and/or recovery of funding.

The applicant recognizes that it may be audited pursuant to its application, that it will retain for ten years any and all records related to its application, and that, if audited, it shall produce such records at the request of any representative (including any auditor) appointed by a state education department, the Administrator, the Commission and its Office of Inspector General, or any local, state, or federal agency with jurisdiction over the entity.

No kickbacks, as defined in 41 U.S.C. § 8701 and/or 42 U.S.C. § 1320a-7b, were paid or received by the applicant to anyone in connection with the Emergency Connectivity Fund.

**Have you already certified your status of compliance with the Children's Internet Protection Act (CIPA) on an FCC Form 486 or FCC Form 479 for the relevant funding year?**

Yes



## Notice

Section 54.1710 of the Federal Communications Commission's rules requires all schools and libraries ordering services that are eligible for and seeking support through the Emergency Connectivity Fund Program to submit an application for such support by filing this Emergency Connectivity Fund Services Ordered and Certification Form (ECF FCC Form 471) with the Universal Service Administrator. 47 C.F.R. § 54.1710. The collection of information stems from the Commission's authority under sections 1, 4(i), 4(j), 201-205, 214, 254, and 403 of the Communications Act of 1934, as amended, 47 U.S.C. § 151-154, 201-205, 218-220, 254, 303(r), 403 and 405 and section 7402, title VII of the American Rescue Plan Act, 2021, Pub. L. No. 117-2, 135 Stat. 4 (American Rescue Plan Act). The data in the report will be used to ensure that schools and libraries comply with the application requirements for universal service discounts contained in 47 C.F.R. § 54.1710. Schools and libraries must file this form themselves or as part of a consortium. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The FCC is authorized under the Communications Act of 1934, as amended and section 7402 of the American Rescue Plan Act, to collect the information we request in this form. We will use the information you provide to determine whether approving your application for Emergency Connectivity Fund Program support is in the public interest. If we believe there may be a violation or a potential violation of any applicable statute, regulation, rule or order, your application may be referred to the Federal, state, or local agency responsible for investigating, prosecuting, enforcing, or implementing the statute, rule, regulation or order. In certain cases, the information in your application for Emergency Connectivity Fund program support may be disclosed to the Department of Justice or a court or adjudicative body when (a) the FCC; or (b) any employee of the FCC; or (c) the United States Government is a party of a proceeding before the body or has an interest in the proceeding. In addition, consistent with the Communications Act of 1934, American Rescue Plan Act, FCC regulations and orders, the Freedom of Information Act, 5 U.S.C. § 552, or other applicable law, information provided in or submitted with this form or in response to subsequent inquiries may be disclosed to the public. If you owe a past due debt to the Federal government, the information you provide may also be disclosed to the Department of the Treasury Financial Management Service, other Federal agencies and/or your employer to offset your salary, IRS tax refund or other payments to collect that debt. The FCC may also provide the information to these agencies through the matching of computer records when authorized. If you do not provide the information we request on the form, the FCC or the Universal Service Administrator may delay processing of your application for Emergency Connectivity Fund Program support or may return your application without action. The foregoing Notice is required by the Paperwork Reduction Act of 1995, Pub. L. No. 104-13, 44 U.S.C. § 3501, et seq. Public reporting burden for this collection of information is estimated to average 4.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing, and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the reporting burden to the Federal Communications Commission, Performance Evaluation and Records Management, Washington, DC 20554. We also will accept your comments via the email if you send them to PRA@FCC.gov. DO NOT SEND COMPLETED WORKSHEETS TO THESE ADDRESSES.

## Authorized Person

<b>Title:</b>	Executive Director of Finance	<b>Name:</b>	Cathy A Mitchem
<b>Phone:</b>	918-259-5738	<b>Email:</b>	cmitchem@baschools.org
<b>Address:</b>	701 S MAIN ST BROKEN ARROW OK 74012	<b>Employer:</b>	BROKEN ARROW SCHOOL DISTRICT 3

## Certified Timestamp

12-August-2021 17:38:17 EDT