



Contract Committee Review Request  
MUST BE COMPLETED IN FULL

Date: September 3, 2021

Contract/Agreement Vendor: SumnerOne

Name of Vendor \_\_\_\_\_  
 Ashley Featherston 918-362-1002

Contact Person Phone Number \_\_\_\_\_  
 5460 S. Garnett Rd.

Address \_\_\_\_\_  
 Tulsa OK 74146

City State Zip \_\_\_\_\_  
 afeatherston@sumnerone.com

Email address \_\_\_\_\_  
 2021-2022

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

Audience/Group to benefit from Contract/Agreement: CMS, RH, OC, OMS, SMS, WC

**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: Bond 163/2230/733/697  
 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: September 13, 2021

Re: SumnerOne

### SUBJECT

Accept and approve the NEW agreement between Broken Arrow Public Schools and SumnerOne to purchase eighteen (18) Canon multi-functional printers for six sites: Centennial Middle School, Rhoades Elementary, Oak Crest ES, Oliver MS, Sequoyah MS and Wolf Creek ES. Total cost to the District is \$115,487.00 and paid from Bond Funds. A. Bowser

### ENCLOSURES/ATTACHMENTS

Proposal

### SUMMARY

Approval needed to purchase eighteen (18) Canon multi-functional printers for six sites: Centennial Middle School, Rhoades Elementary, Oak Crest ES, Oliver MS, Sequoyah MS and Wolf Creek ES for \$115,487.00 from the Bond fund.

SumnerOne NASPO – Oklahoma Lead State Master Agreement #140595 & Canon Participating State Addendum #SW1034. The pricing offered via this contract is advantageous for the District. The national solicitation is in compliance with the District's purchasing policy.

### FUNDING

Bond Funds

### RECOMMENDATION

Approve



My Recommendation for:

# **Broken Arrow Public Schools**

Ashley Bowser and Ali Shehada

18 Canon MFP Units

September 2, 2021

Purchase Option

NASPO – Oklahoma Lead State Master Agreement # 140595

Canon Participating State Addendum # SW1034

Prepared by:  
Ashley Featherston  
Direct Line (918) 362-1002  
[afeatherston@sumnerone.com](mailto:afeatherston@sumnerone.com)



Working with SumnerOne means starting with a simple promise:  
We are the one company who can deliver day after day, year after year. Other companies can copy our approach, but they can't copy our expertise and experience.

### One Team

Every member of our locally based, experienced team is as dedicated to improving your business as you are. We are consultants, not salespeople. We're not here to sell you printers and copiers. We're here to learn what it will take to help your business run more smoothly and efficiently. With the right equipment, in the right places in your organization, even across multiple locations.

### One Partner

We can coordinate all your IT and document management needs, from copiers and printers to information storage and security.

### One Source

No one can make finding and leasing equipment easier. We own our own leases, so there are never hidden fees or surprise charges, and upgrading is straight-forward and hassle-free.

### One Call

If anything goes wrong, call us and we'll be there. Our uptime guarantees are the best in the industry. Our local technicians will respond to your call within four hours. Guaranteed.

### One Community

From our community service projects to sustainability efforts, we know that our people and our efforts can make a real difference.

Welcome to the one place where everything works.

- Large Format Printers & Scanners
- Multifunction Printers and Copiers
- Digital Presses
- Document Management
- Workgroup Printers & Scanners
- Software & Apps
- Managed Print Services
- Enterprise Content Management (ECM)
- Surveillance & Entry Access



**Black & White MFP – Replacement for Sharp MX-M7570**

**70ppm, 3,550 Sheet Capacity + 100 Sheet MPT, Print up to 12"x18"**

<b>Canon ImageRUNNER Advance DX 6870i</b>	<b>\$ 5,367.00</b>
<b>High Capacity Cassette Feeding Unit - C1</b>	<b>\$ 731.00</b>
<b>Staple Finisher - AB1</b>	<b>\$ 1,289.00</b>
<b>Buffer Pass Unit - P1</b>	<b>\$ 165.00</b>
<b>Super G3 FAX - AX1</b>	<b>\$ 432.00</b>
<b>TOTAL per unit w/ FAX</b>	<b>\$ 7,984.00</b>
<b>TOTAL per unit w/o FAX</b>	<b>\$ 7,552.00</b>

**Toner Pricing – Bulk Order**

<b>Model</b>	<b>BA Schools Price</b>	<b>Retail Price</b>	<b>Approximate Toner Yield @6% Coverage</b>
6870i	138	180	71,500 Images
4735i	98	127.82	42,100 Images
4751i	98	127.82	42,100 Images
C3830K	77	100.58	36,000 Images
C3830C	122	159.94	19,000 Images
C3830M	122	159.94	
C3830Y	122	159.94	



Recommendation Configurations

**Color MFP – Replacement for Sharp MX-3071**

30ppm, 2,200 Sheet Capacity + 100 Sheet MPT, Print up to 12"x18"

Canon ImageRUNNER Advance DX C3830i	\$	3,183.00
Cassette Feeding Unit - AW1	\$	663.00
Inner Finisher - L1	\$	591.00
Super G3 FAX - BH1	\$	406.00
<b>TOTAL per unit w/ FAX</b>	<b>\$</b>	<b>4,843.00</b>
<b>TOTAL per unit w/o FAX</b>	<b>\$</b>	<b>4,437.00</b>

**Black & White MFP – Replacement for Sharp MX-M3071**

35ppm, 3,550 Sheet Capacity + 100 Sheet MPT, Print up to 11"x17"

Canon ImageRUNNER Advance DX 4735i	\$	3,011.00
High Capacity Cassette Feeding Unit - B1	\$	731.00
Inner Finisher - J1	\$	591.00
Single Pass DADF - BA1	\$	365.00
Super G3 FAX - BF1	\$	432.00
<b>TOTAL per unit w/ FAX</b>	<b>\$</b>	<b>5,130.00</b>
<b>TOTAL per unit w/o FAX</b>	<b>\$</b>	<b>4,698.00</b>

**Black & White MFP – Replacement for Sharp MX-M5071**

51ppm, 3,550 Sheet Capacity + 100 Sheet MPT, Print up to 11"x17"

Canon ImageRUNNER Advance DX 4751i	\$	3,597.00
High Capacity Cassette Feeding Unit - B1	\$	731.00
Staple Finisher - Y1	\$	1,289.00
Buffer Pass Unit - N1	\$	165.00
Single Pass DADF-C1 (included)	\$	-
Super G3 FAX - BF1	\$	432.00
<b>TOTAL per unit w/ FAX</b>	<b>\$</b>	<b>6,214.00</b>
<b>TOTAL per unit w/o FAX</b>	<b>\$</b>	<b>5,782.00</b>

## Location and Placement Breakdown

#	Location	Sharp Model	Canon Model	Replacement Cost
	WC - Wolf Creek ES			
1	WC Rm 144/146	MX-M7570	6870i	\$ 7,552.00
2	WC-100F-Copy Rm South Wall	MX-M7570 w/ FAX	6870i w/ FAX	\$ 7,984.00
3	WC-100F-Copy Rm West Wall	MX-M7570	6870i	\$ 7,552.00
<b>Total WC :</b>				<b>\$ 23,088.00</b>
	OMS - Oliver Middle School			
8	OMS-Attendance Office	MX-M3071	4735i	\$ 4,698.00
9	OMS-Teacher Workroom-137	MX-M7570	6870i	\$ 7,552.00
10	OMS-Counseling Office	MX-M3071	4735i	\$ 4,698.00
<b>Total OMS:</b>				<b>\$ 16,948.00</b>
	SMS - Sequoyah Middle School			
11	SMS-Counseling Office	MX-M3071 w/ FAX	4735i w/ FAX	\$ 5,130.00
12	SMS-Media	MX-M5071	4751i	\$ 5,782.00
<b>Total SMS:</b>				<b>\$ 10,912.00</b>
	CMS - Centennial Middle School			
1	CMS-142-Counselor Lobby	MX-M7570	6870i	\$ 7,552.00
2	CMS-2nd Floor by 203	MX-M7570	6870i	\$ 7,552.00
3	CMS-142-Workroom	MX-M7570	6870i	\$ 7,552.00
4	CMS-130-Main Office	MX-3071 w/ FAX	C3830i w/ FAX	\$ 4,843.00
5	CMS-Media Center	MX-M3071	4735i	\$ 4,698.00
<b>Total CMS:</b>				<b>\$ 32,197.00</b>
	RH - Rhoades ES			
5	RH-ArtRoom Hallway	MX-M7570	6870i	\$ 7,552.00
6	RH-Main Office	MX-3071 w/ FAX	C3830i w/ FAX	\$ 4,843.00
7	RH-Media Center	MX-M7570	6870i	\$ 7,552.00
8	RH-West Wing	MX-M7570	6870i	\$ 7,552.00
<b>Total RH:</b>				<b>\$ 27,499.00</b>
	OC - Oak Crest ES			
9	OC-Main Office	MX-3071 w/ FAX	C3830i w/ FAX	\$ 4,843.00
<b>Total OC:</b>				<b>\$ 4,843.00</b>
<b>Total All Locations:</b>				<b>\$ 115,487.00</b>

**System Implementation and Support Includes:**

- Delivery & Installation
- Canon Training
- Local Representation

**Purchase Proposal Summary**

Purchase option for 18 Canon MFP units. Does not include tax.

9 Canon ImageRUNNER Advance DX 6870i (BW)

1 Canon ImageRUNNER Advance DX 6870i with FAX (BW)

3 Canon ImageRUNNER Advance DX C3830i with FAX (Color)

3 Canon ImageRUNNER Advance DX 4735i (BW)

1 Canon ImageRUNNER Advance DX 4735i with FAX (BW)

1 Canon ImageRUNNER Advance DX 4751i (BW)

**Total Purchase Price - \$115,487.00**

**Maintenance:**

\_\_\_\_\_ Broken Arrow Public Schools will self-maintain all Canon equipment and decline SumnerOne Service Maintenance Agreement.

If declining SumnerOne Service Maintenance Plan, signature is required.

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**P.O. Information:**

MAIL:

SumnerOne

Attention: Cheryl Ward

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Tulsa, OK 74147

EMAIL:

[afeatherston@sumnerone.com](mailto:afeatherston@sumnerone.com) or [cward@sumnerone.com](mailto:cward@sumnerone.com)