



Contract Committee Review Request

MUST BE COMPLETED IN FULL

Date: 1/24/22

Contract/Agreement Vendor: Clear Marketing Concepts LLC

Name of Vendor		
<u>Brandi Maxson</u>	<u>903-630-7487</u>	
Contact Person		Phone Number
<u>PO Box 132691</u>		
Address		
<u>Tyler</u>	<u>Texas</u>	<u>75713</u>
City	State	Zip
<u>brandi@neptunenow.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: Darren Melton Athletic Department
Name Site

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

Audience/Group to benefit from Contract/Agreement: Athletics

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: Athletic Department
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.



BROKEN ARROW PUBLIC SCHOOLS

EST. 1904

MEMORANDUM

To: Mr. Chuck Perry

From: Darren Melton

Date: February 7, 2022

Re: Clear Marketing Concepts, LLC: Consent Agenda

SUBJECT

Accept and approve the RENEWAL agreement between Broken Arrow Public Schools and Clear Marketing Concepts, LLC, providing a professional, customizable radio station for use during home sporting events. Total cost to the District will be \$3,600.00 and will be paid with Activity Funds. D. Melton

ENCLOSURE/ATTACHMENTS

Agreement

SUMMARY

Clear Marketing Concepts, LLC will provide a professional, customizable radio station for all 2022 - 2023 home sporting events. Total cost to the District is based on the annual subscription.

FUNDING

Activity Funds

RECOMMENDATION

Approve

CMC Neptune

PO Box 132691
 Tyler TX 75713
 903-630-7487
 TIN: 83-2710044

Invoice

Bill To

Broken Arrow High School
 701 S Main Street
 Broken Arrow, OK 74012

Date	Invoice #
11/29/2021	8952

P.O. No.	Due Date	Sales Rep
	7/15/2022	Tom Nelson

Description	Quantity	Rate	Amount
Neptune GameTime - Level 2 STATION #1 RENEWAL / Payment for 2022 - 2023 school year. Includes constantly updated music, music screening, content and branding development services for sports venues + weight rooms, as well as sponsorship proposal development. Anytime Live Messages submissions (with 48 hours advance notice) included at this level.	1	2,400.00	2,400.00
Neptune GameTime - Level 2 STATION #2 RENEWAL / Payment for 2022 - 2023 school year. Includes constantly updated music, music screening, content and branding development services for sports venues + weight rooms, as well as sponsorship proposal development. Anytime Live Messages submissions (with 48 hours advance notice) included at this level.	1	1,200.00	1,200.00
Save 10% by making payment prior to 3/1/22! If exercising discount, amount due = \$3,240.00			
Save 5% by making payment 3/2/22 to 5/1/22! If exercising discount, amount due = \$3,420.00			
Please make payment to CMC Neptune. Thanks for being a great GameTime partner!	Total		\$3,600.00
Payment of this invoice constitutes acceptance of the current Terms and Conditions. See attached.	Payments/Credits		\$0.00
Late Payment Policy: Service will be suspended 30 days after due date.	Balance Due		\$3,600.00