

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: July 19, 2021

Contract/Agreement Vendor: Twotrees Technologies, LLC

Name of Vendor		
<u>Jenni Morton</u>		<u>918-270-7122</u>
Contact Person		Phone Number
<u>200 N. Emporia St., Suite 300</u>		
Address		
<u>Wichita</u>	<u>Kansas</u>	<u>67202</u>
City	State	Zip
<u>jmorton@twotrees.com</u>		
Email address		
<u>2021-2022</u>		
Date of services		

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

Vendor Registration

Person Submitting Contract/Agreement for Review: Ashley Bowser COM - 030
Name Site

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

Audience/Group to benefit from Contract/Agreement: Elementary / Early Childhood Centers

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: ESSER III Project 795
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 8/9/21"
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: August 9, 2021

Re: Twotrees Technologies, LLC

SUBJECT

Accept and approve the NEW agreement between Broken Arrow Public Schools and Twotrees Technologies, LLC., for the purchase of Lenovo desktop computers for the Elementary Schools and the Early Childhood Centers in the amount of \$626,580.00 and will be paid from ESSER III Funds. A. Bowser

ENCLOSURES/ATTACHMENTS

New Agreement

SUMMARY

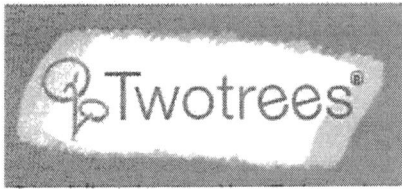
Purchase of Lenovo ThinkCentre M920s desktop computers for the Elementary Schools and the Early Childhood Centers in the amount of \$626,580.00 and will be paid from ESSER III Funds. Twotrees Technologies, LLC Oklahoma State Contract Number is SW1020L & Lenovo DIR Contract Number is MNWNC-117

FUNDING

ESSER III

RECOMMENDATION

Approve



Twotrees Technologies, LLC
 200 North Emporia St
 Suite #300
 Wichita, Kansas 67202
 United States
 (P) 800-364-5700
 (F) 316-636-2166

Quotation (Open)

Date	Jul 14, 2021 11:44 AM CDT
Modified Date	Jul 15, 2021 03:03 PM CDT
Doc #	31673 - rev 1 of 1
Description	Lenovo Desktop Refresh - Elementary Schools & Early Childhood Centers
SalesRep	Morton, Jenni (P) 918-270-7122 (F) 918-270-7171
Customer Contact	Bowser, Ashley (P) 918-259-7445 agbowser@baschools.org

Customer
 Broken Arrow Public Schools (BA0509)
 Bowser, Ashley
 701 South Main Street
 Broken Arrow, OK 74012
 United States
 (P) 918-259-5900

Bill To
 Broken Arrow Public Schools
 Payable, Accounts
 701 South Main Street
 Broken Arrow, OK 74012
 United States
 (P) 918-259-5900

Ship To
 Broken Arrow Public Schools
 Warehouse, Central
 1810 West Detroit
 Broken Arrow, OK 74012
 United States
 (P) 918-259-5900

Customer PO:	Terms: Undefined	Ship Via: UPS Ground
Special Instructions:	Carrier Account #:	

#	Image	Description	Part #	Tax	Qty	Unit Price	Total
---	-------	-------------	--------	-----	-----	------------	-------

1		Lenovo ThinkCentre M920s 10SJ SFF - Core i5 8500 / 3 GHz - vPro - RAM 8 GB - SSD 256 GB - TCG Opal Encryption, NVMe - DVD-Writer - UHD Graphics 630 - GigE - Win 10 Pro 64-bit - monitor: none - keyboard: US - black - 3 Year Onsite Warranty	10SJ000LUS	Yes	885	\$708.00	\$626,580.00
---	--	---	------------	-----	-----	----------	--------------

Note: 6 x USB 3.1 Gen 1 (2 front, 4 rear) | 1 x USB-C 3.1 Gen 1 (1 in front) (charging) | 1 x microphone (1 in front) | 1 x headphones/microphone (1 in front) | 2 x USB 3.1 Gen 2 | 1 x serial | 1 x LAN (Gigabit Ethernet) | 2 x DisplayPort | 1 x VGA | 1 x audio line-out
 IN STOCK

Notes

LENOVO Master Agreement No: MNWNC-117
 OKLAHOMA Contract No: SW1020L

Subtotal:	\$626,580.00
Tax (.0000%):	\$0.00
Shipping:	\$0.00
Total:	\$626,580.00

These prices do NOT include applicable taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material unless specifically listed above. All prices are subject to change without notice. Supply subject to availability.