

Contract Committee Review Request
 MUST BE COMPLETED IN FULL

Date: 10/30/2024

Contract/Agreement Vendor:

Name of Vendor & Contact Person

Vendor Email Address

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.

Reason/Audience to benefit

BOE Date

Amount of agreement

Person Submitting Contract/Agreement for Review:

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator:

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

Cabinet Team Member:

Funding Source:
Fund/Project

OCAS Coding

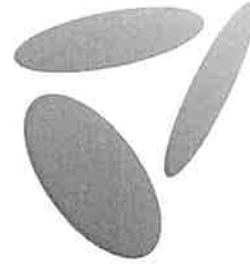
Consent

Action

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.

HMH



Proposal #009178245
Prepared For
Broken Arrow Public Schools

Attention:
Natalee Morgan

For the Purchase of:
English 3D

Prepared By
TX Large Tier - DL
debbie.leister@hnhco.com

Please submit this proposal with your purchase order.

Purchase orders or duly executed service agreements for **Professional Services** purchased, must be submitted at least 30 days before the service event date.

For greater detail, the complete Terms of Purchases may be reviewed here:
<http://www.hnhco.com/common/terms-conditions>

Send **Check Payments** to:
HMH Education Company
14046 Collection Center Drive
Chicago, IL 60693

Attention:
Natalee Morgan

Send **Orders** to:
orders@hnhco.com
FAX: 800-269-5232

HMH Confidential and Proprietary

Proposal for Broken Arrow Public Schools

ISBN	Title	Price	Quantity	Value of All Materials
Materials and Services				
1864469 9780358920991	Language Launch Volume 1 Unit 1-3 Student Edition Set	\$30.00	80	\$2,400.00
1797641 9780358462750	English 3D Language Launch Volume 2 Student Edition	\$15.00	80	\$1,200.00
1864483 9780358921073	Language Launch Volume 1 Unit 4-6 Student Edition Set	\$30.00	80	\$2,400.00
1864497 9780358921141	Language Launch Volume 1 Unit 1-3 Teaching Guide Set	\$360.00	4	\$1,440.00
1797642 9780358462767	English 3D Language Launch Volume 2 Teaching Guide	\$100.00	4	\$400.00
1864499 9780358921165	Language Launch Volume 1 Unit 4-6 Teaching Guide Set	\$360.00	4	\$1,440.00

Total for Materials and Services

Total for - **\$9,280.00**

Total Savings:	\$0.00
Subtotal Purchase Amount:	\$9,280.00
Shipping & Handling:	\$1,345.60
Sales Tax:	\$0.00
Total Cost of Proposal (PO Amount):	
	\$10,625.60

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Total Cost of Proposal (PO Amount): \$10,625.60

Thank you for considering HMH as your partner. We are committed to providing an excellent experience and delivering ongoing, high-quality service to our customers. To meet these goals, we want to ensure you are aware of the below Terms of Purchase. These terms help us process your order quickly, efficiently, and accurately, ensuring successful delivery and implementation of our solutions.

- Please return this cost proposal with your signed purchase order that matches product, prices and shipping charges.
- Provide the exact address for *delivery* of print materials. The shipping address may be your district warehouse or individual school sites, but it is essential that this is accurate.
- Please supply the name of each important district point of contact for all aspects of the solution including their direct contact information (email/phone):
 - o Point of Contact for Print materials
 - o Point of Contact for Digital materials
 - o Point of Contact for Scheduling Professional Development
 - o Email address for Accounts Payable contact
- Please confirm that we have the correct 'Ship to' and 'Sold to' information on the cost proposal.

Ship to: Broken Arrow Public Schools 701 S Main St Broken Arrow, OK 74012-5528	Sold to: Broken Arrow Public Schools 701 S Main St Broken Arrow, OK 74012-5528
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- Please provide funding start and end dates.
- Please note HMH bills products and services as they are fulfilled. You may receive multiple invoices for your order.
- HMH reserves the right to transmit documents electronically.
- Our payment terms are 30 days from the invoice date.
- Print subscription material quantities may be adjusted across grades for like products, to accommodate enrollment fluctuations, quantities cannot be adjusted between different programs or copyrights.
- Our shipping terms are FOB shipping point. The shipping term for your proposal is Shipping Point.
- Any proposed shipping or tax amount provided on this proposal, is based on the Ship To account location quoted within.
- If the location of your delivery changes, please include the proper sales tax and shipping charges for that location in the applicable Purchase Order
- Should any of these Terms of Sale conflict with any preprinted terms on your purchase order, the HMH terms of service shall apply.

Thank you in advance for supplying us with the necessary information at time of purchase. Our goal is to ensure your success throughout the duration of this agreement, which starts with a highly successful delivery of our solution.

For greater detail, the complete Terms of Purchase may be reviewed here: <http://www.hmhco.com/common/terms-conditions>

Date of Proposal: 10/1/2024

Proposal Expiration Date: 11/15/2024



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