

**AGENDA  
UNION PUBLIC SCHOOLS  
SPECIAL MEETING OF THE BOARD OF EDUCATION**

**May 15, 2020**

**12:00 p.m.**

**This meeting will be conducted entirely via videoconferencing.**

**<https://www.youtube.com/c/unionuview>**

Those present at remote locations will be:

Dr. Kirt Hartzler, Superintendent

Ken Kinnear, President

Heather McAdams, Vice-President

Lisa Ford – Clerk

Stacey Roemerman – Deputy Clerk

Jeff Bennett – Board Member

Barbara Swinburne – Board Secretary/Minutes Clerk

**With the exception of the agenda item calling the meeting to order,  
the Board of Education reserves the right to take up any agenda item in any order  
regardless of how items are listed below.**

**I. ROUTINE**

- A. CALL MEETING TO ORDER**
- B. ROLL CALL OF THE BOARD**
- C. ADOPTION OF THE AGENDA**

**II. CONSENT AGENDA**

**All of the following items, those items of a routine nature normally approved at Board meetings, will be approved by one vote unless any Board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and action on the following items:**

- A. Minutes: April 15, 2020 – Special Meeting Attachment “A”**
- B. Facilities use license agreements as outlined in Attachment “B,” and authorize the Senior Facilities Manager, Art Churchill to execute the agreements.**
- C. Agreement for Services with Learning for Living, Inc. for the Union High School Tribe Retreat in the amount of \$4,500.00 from activity funds, as outlined in Attachment “C,” and authorize the Director of Student Life, Meghan Bender to execute the agreement.**
- D. Memorandum of Understanding with CREOKS Behavioral Health Services, Inc. as outlined in Attachment “D,” and authorize the Superintendent or designee to execute the agreement.**
- E. Clinical Rotation Agreement with the University of Tulsa for athletic training and exercise/sports science students as outlined in Attachment “E,” and authorize the Superintendent or designee to execute the agreement.**

- F. Renewal Agreement with Gabbart Communications for website hosting and service in the amount not to exceed \$15,750.00 from general funds as outlined in Attachment “F,” and authorize the Superintendent or designee to sign the agreement.**
- G. Personnel resignations and terminations as outlined in Attachment “G.”**
- H. Employment of certified and/or support staff as outlined in Attachment “H.”**
- I. Letter of Engagement contract with Gray CPA Consulting in the amount of \$10,000.00 for the purchase of programming and consulting services as outlined in Attachment “I,” and authorize the Director of Financial Reporting/Treasury, Cathy Bentley to sign the agreement.**
- J. Resolution authorizing the CFO/Treasurer, Financial Reporting/Treasury Director or Accounting Director/Encumbrance Clerk to perform any transactions for activity fund projects 8880, 8881, 8802, and 8933 including, but not limited to, transfer of money to or from other district activity fund projects, processing of projects in said accounts or processing of districtwide activity projects in said accounts for 2020-2021, with total transactions for this authorization not to exceed \$900,000.00 in each fiscal year as outlined in Attachment “J.”**
- K. Authorization for Investment Security Safekeeping and Financial Services as outlined in Attachment “K.”**
- L. Activity fund budgets, fund-raising requests, budget revisions, fund transfers and crowdfunding donations as outlined in Attachment “L.”**
- M. Authorization to issue, revise, pay and close encumbrances and claims; and final authorization to issue, revise, pay, and close encumbrances and claims for all purchase orders issued in FY 2019-2020 as outlined in Attachment “M.”**

### **III. BUSINESS AGENDA**

#### **A. School Operations**

- 1. Consider and take action on the purchase of 4,580 student laptops and accessories for students from Trinity 3, LLC in the amount of \$2,267,100.00 from bond funds.** Todd Borland

**REF. #1**

- 2. Consider and take action on the Resolution for Schools and Libraries Universal Services (E-Rate) for 2020-2021. This resolution authorizes filing of the Form 471 applications for funding year 2020-2021 and the payment of the applicant’s share upon approval of funding and receipt of services.** Todd Borland

**REF. #2**

3. Consider and take action on the purchase of custodial chemicals from Buckeye International Inc., in the amount of \$59,298.04 from general funds. C. Bushyhead

REF. #3

4. Consider and take action to accept the bids for construction of the High School Expansion and Renovation and approve and award the construction contracts, assign such construction contracts to Crossland Construction Company, Inc., with price Amendment No. 8 in the amount of \$1,434,873.00 from bond funds. Fred Isaacs

REF. #4

5. Consider and take action to accept the bids for construction of the Baseball/Softball Complex Renovation project and approve and award the construction contracts, assign such construction contracts to Crossland Construction Company, Inc., with price Amendment No. 2 in the amount of \$3,578,876.00 from bond funds. Fred Isaacs

REF. #5

B. Finance

1. Consider and take action on a contract with RSM US LLP to perform an external financial audit of the 2019-2020 fiscal year at a fee not to exceed \$89,000.00 for professional fees for audit services. Dr. Williams

REF. #6

IV. ADJOURNMENT

Notice of this special meeting was given to the Tulsa County Clerk on April 22, 2020, and the agenda was posted on the Union Public Schools website before 12:00 p.m. on May 14, 2020, by Barbara Swinburne, Board Secretary.

Barbara Swinburne, Board Secretary

**MINUTES OF THE SPECIAL MEETING  
BOARD OF EDUCATION  
UNION SCHOOL DISTRICT  
Tulsa, Oklahoma  
April 15, 2020**

The Union Board of Education met in special session on Wednesday, April 15, 2020, at 12:00 p.m. The meeting was conducted entirely via videoconferencing, pursuant to written notice given to the County Clerk of Tulsa County on March 31, 2020, as required by Title 25, Oklahoma Statutes, 301-314. The date, time and agenda of this meeting were posted on Union Public Schools' website, at least 24 hours in advance excluding Saturdays, Sundays, and holidays.

**CALL TO ORDER**

The meeting was called to order at 12:00 p.m. by Ken Kinnear, president.

**MEMBERS PRESENT**

**VIA VIDEOCONFERENCING:**

Mr. Ken Kinnear, Ms. Heather McAdams, Ms. Lisa Ford, Ms. Stacey Roerman.

**MEMBERS ABSENT**

Mr. Jeff Bennett

**OTHERS PRESENT**

**VIA VIDEOCONFERENCING:**

Superintendent Dr. Kirt Hartzler, Chief Financial Officer Dr. Trish Williams, Associate Superintendent Charlie Bushyhead, Assistant Superintendent Sandi Calvin, Chief Communications Officer Chris Payne, Senior Executive Director of Instructional Services Lisa Witcher, Senior Executive Director of Research-Design-Assessment Todd Nelson, Executive Director of Second Education John Federline, Executive Director of Elementary Education Theresa Kiger, Executive Director of Human Resources Jay Loegering, Executive Director of Technology Todd Borland, Executive Director of Instructional Technology Gert Morris, Director of Construction Fred Isaacs, and others.

**ADOPTION OF THE AGENDA**

Mr. Kinnear noted that there was an error on the Business Agenda, under B. Personnel #1. The date should read April 24, 2020, not August. Ms. Roerman moved to approve the Agenda as amended. Ms. Ford seconded the motion.

Vote: Lisa Ford – aye, Heather McAdams – aye, Stacey Roerman – aye, Ken Kinnear – aye.

All voted aye – motion carried.

The agenda was adopted as amended.



## CONSENT AGENDA

Ms. McAdams moved for approval of items on the consent agenda as follows:

- Minutes of the March 9, 2020 regular Board Meeting;
- Minutes of the March 16, 2020 special Board Meeting;
- Minutes of the March 27, 2020 special Board Meeting;
- Renewal Contract with OneNet for internet service for the district for 2020-2021 in the amount of \$14,174.40 from general funds and authorize the Executive Director of Technology, Todd Borland to execute the agreement.
- Second year renewal of existing agreement with Hilltop Securities Asset Management for arbitrage services, in the amount of \$10,000.00 from general fund.
- Personnel resignations and terminations for the 2018/2019 school year as follows:

### Certified

Durani, Tanweer	PreK Aide Sub	Boevers	Resignation	6/30/2019
Fitts, Jill	ELL Monitor	ELL	Resignation	6/30/2019
Hickman, Donna	ELL Monitor	ELL	Resignation	6/30/2019
Linehan, Molly	ELL Monitor	ELL	Resignation	6/30/2019
Ludewick, Cynthia	ELL Monitor	ELL	Resignation	6/30/2019
Martin, Blake	Tutor	Moore	Resignation	6/30/2019
Peralta, Benjamin	Interpreter	ELL	Resignation	6/30/2019
Peralta, Tracy	ELL Monitor	ELL	Resignation	6/30/2019
Puleo, Paola	Interpreter	ELL	Resignation	6/30/2019
Ridge, Jessica	Activity Worker	Jarman	Resignation	6/30/2019
Smith, Barbara	ELL Monitor	ELL	Resignation	6/30/2019
Stamatoyannakis, Martina	Tutor	Freshman Academy	Resignation	6/30/2019
Vance, Karen	ELL Monitor	ELL	Resignation	6/30/2019
Watson, Mary	Tutor	Clark	Resignation	6/30/2019

### Support

Bradley, Jennifer	Child Nutrition Clerical	Child Nutrition	Resignation	6/30/2019
Chance, Robert	Child Nutrition Clerical	Child Nutrition	Resignation	6/30/2019
Conde, Wilson	Interpreter	ELL	Resignation	6/30/2019
Dodd, Lekenna	Child Nutrition Worker	Child Nutrition	Resignation	6/30/2019
Fisher, Tammy	Tutor	Clark	Resignation	6/30/2019
Guerrero, Mary	Child Nutrition Clerical	Child Nutrition	Resignation	6/30/2019
Harmon, Allison	Intern	Human Resources	Resignation	8/31/2018
Maurer, Lauri	Special Ed Aide Sub	6 <sup>th</sup> /7 <sup>th</sup> Grade Center	Resignation	6/30/2019
Mitsdarfer, Tracy	PreK Aide Sub	Moore	Resignation	6/30/2019
Wardlow, Tristan	Child Nutrition	Warehouse	Resignation	6/30/2019
	Warehouse Worker			
Wolfe, Benjamin	Spring Break/Summer Driver	Transportation	Resignation	6/30/2019

- Personnel resignations and terminations for the 2019-2020 school year as follows:

### Certified

Bacon, Amie	5th Grade	Darnaby	Resignation	6/30/2020
Beam, Sharon	Tutor	Peters	Resignation	2/25/2020
Biggs, Jon	ERi Roll Off	Freshman Academy	Retirement	6/30/2020
Binnie, Alison	Pre-Kindergarten	Rosa Parks	Resignation	6/30/2020
Borgelt, Julie	Tutor	Peters	Resignation	6/30/2020

Brooks, Dana	ERi Roll Off	8th Grade Center	Retirement	6/30/2020
Brungardt, Julia	ERi Roll Off	6th/7th Grade Center	Retirement	6/30/2020
Buchanan, Valda	ERi Roll Off	High School	Retirement	6/30/2020
Chamberlain, Lisa	ERi Roll Off	Rosa Parks	Retirement	6/30/2020
Coleman, Janet	ERi Roll Off	6th/7th Grade Center	Retirement	6/30/2020
Cook, Brandi	English	Freshman Academy	Resignation	6/30/2020
Devine, Katherine	ERi Roll Off	8th Grade Center	Retirement	6/30/2020
Einer, Margaret	ERi Roll Off	Moore	Retirement	6/30/2020
English, Linda	ERi Roll Off	6th/7th Grade Center	Retirement	6/30/2020
Forbis, Cynthia	ERi Roll Off	Cedar Ridge	Retirement	6/30/2020
Frazier, Courtney	Cheer Coach-Head	Athletics	Resignation	2/29/2020
Freeman, Rebecca	ERi Roll Off	ESC	Retirement	6/30/2020
Gamble, Millie	ERi Roll Off	Freshman Academy	Retirement	6/30/2020
Hallum, Tammy	Tutor	Peters	Resignation	6/30/2020
Hallum, Tammy	2nd Grade	Peters	Resignation	6/30/2020
Henry, Annabelle	1st Grade	Jefferson	Resignation	6/30/2020
Huss, Lauren	Tutor	Peters	Resignation	2/25/2020
Keys, Norma	2nd Grade	Rosa Parks	Retirement	6/30/2020
Lee, Celeste	Nurse	Rosa Parks	Retirement	4/1/2020
McCool, Ronald	ERi Roll Off	Freshman Academy	Retirement	6/30/2020
Montgomery, Patricia	ERi Roll Off	6th/7th Grade Center	Retirement	6/30/2020
Nolen, Lea Ann	ERi Roll Off	High School	Retirement	6/30/2020
Palmer, Alicia	Cheer Coach-Asst.	Athletics	Resignation	2/29/2020
Pedicord, Nancy	ERi Roll Off	Jarman	Retirement	6/30/2020
Pittman, Steven	ERi Roll Off	6th/7th Grade Center	Retirement	6/30/2020
Randolph, Grace	Tutor	Rosa Parks	Resignation	2/3/2020
Roark, Kimberly	ERi Roll Off	Boevers	Retirement	6/30/2020
Snowbarger, Linda	ERi Roll Off	Darnaby	Retirement	6/30/2020
Sparling, Michael	Activity Worker	High School	Resignation	2/23/2020
Stauffer, John	ERi Roll Off	ESC	Retirement	6/30/2020
Storm, Richard	ERi Roll Off	Alt Ed	Retirement	6/30/2020
Tate, Katherine	Tutor	Peters	Retirement	6/30/2020
Tomlinson, Terri	ERi Roll Off	6th/7th Grade Center	Retirement	6/30/2020
Walker, Alexis	Kindergarten	Ochoa	Resignation	6/30/2020
Walker, Melody	ERi Roll Off	Clark	Retirement	6/30/2020
Wall, Kimberly	Language Arts ERi	6th/7th Grade Center	Resignation	6/30/2020
Wolfe, Benjamin	ERi Roll Off	6th/7th Grade Center	Retirement	6/30/2020

### Support

Cacoperdo, Heather	Child Nutrition Worker	Child Nutrition	Resignation	2/28/2020
Chaudhry, Tahira	PreK Aide Sub	Jefferson	Resignation	6/30/2020
Cook, Pantera	Aide	Jarman	Resignation	3/3/2020
Garcia, Lesley	EDP Assistant	EDP	Resignation	1/17/2020
Gonzalez Lara, Cristina	Child Nutrition Worker	Clark	Resignation	1/31/2020
Harker, Davis	Intern	Operations	Resignation	2/26/2020
Jackson, Herbert	Aide	6th/7th Grade Center	Resignation	2/21/2020
Lightner, Myles	Custodian-Lead	Jarman	Resignation	2/19/2020
Lindsey, Diana	Aide Sub	Moore	Resignation	6/30/2020
Lopez, Vanessa	Custodian	Rosa Parks	Resignation	2/14/2020
Lujan, Norma	Child Nutrition Sub	Child Nutrition	Resignation	3/12/2020
Palmer, Michael	Bus Driver	Transportation	Resignation	1/16/2020
Perez Vivas, Bienvenido	Grounds Equip Operator	Operations	Resignation	1/23/2020
Pick, Joann	Child Nutrition Manager	Cedar Ridge	Retirement	6/1/2020
Probst, Grace	Band Intern	High School	Resignation	3/1/2020
Turner, Mary	Communications Spec	ESC	Resignation	3/13/2020
Wenglewski, Chance	Intern	Operations	Resignation	2/26/2020

### Substitute

Curry, Melanie	Long-Term	ESC	Resignation	3/9/2020
Land, Julie	Non-Certified	ESC	Resignation	3/12/2020
Rowell, Judy	Union Retiree	ESC	Resignation	3/12/2020

- Employment of certified and/or support staff, employment changes, and other payments for the 2019-2020 school year;

### **Certified – Hires**

Marsh, Taylor	Teacher	Ochas	Temporary	2/24/2020
Slomp, Amber	Cheer Coach-Varsity Head	Athletics	Temporary	3/3/2020

### **Certified – Change/Transfer**

Arnold, Alexandra	Certified Lead	Jarman	Change/Transfer	3/30/2020
Bowen, Emmet	GATE Teacher	Various Locations	Change/Transfer	8/10/2020
Brown, Ashley	Language Arts	Rosa Parks	Change/Transfer	7/1/2019
Cole, Melodie	Dept. Chair	6th/7th Grade Center	Change/Transfer	9/16/2019
Debenedetti, Caroline	Language Arts	Rosa Parks	Change/Transfer	7/1/2019
Denegar, Kaylisa	5th Grade	Boevers	Change/Transfer	8/16/2019
Devadhas, Joy	Nurse	Moore	Change/Transfer	8/10/2020
Elnaddaf, Fatme	Language Arts	Grove	Change/Transfer	7/1/2019
Fritz, Karen	Psychologist	Freshman Academy	Change/Transfer	8/16/2019
Gelnar, Macy	Language Arts	Ochoa	Change/Transfer	7/1/2019
Kalfas, Amber	Language Arts	Jefferson	Change/Transfer	7/1/2019
Krohner, Noah	Psychologist	Various Locations	Change/Transfer	8/16/2019
Landers, Stephanie	Language Arts	Rosa Parks	Change/Transfer	7/1/2019
Miller, Connie	ERi Teacher	Anderson	Change/Transfer	7/1/2019
Montgomery, Patricia	ERi Teacher	6th/7th Grade Center	Change/Transfer	7/1/2019
Poscy, Kristi	English	High School	Change/Transfer	8/10/2020
Robles, Tiffany	Language Arts	Ochoa	Change/Transfer	7/1/2019
Shotts, Lisa	Language Arts	Ochoa	Change/Transfer	7/1/2019
Thornburg, Morgan	Language Arts	Jarman	Change/Transfer	7/1/2019
Washington, Holly	Counselor	Freshman Academy	Change/Transfer	3/2/2020

### **Certified – Additional Assignments**

Bearden, Becca	Certified Lead	Jarman	Additional	3/25/2020
Beattie, Debra	TOY Stipend	Alt Ed	Additional	2/18/2020
Blankenship, Allistir	Stipend	Rosa Parks	Additional	1/27/2020
Collins, Betty	TOY Stipend	8th Grade Center	Additional	2/18/2020
Dake, Lacey	TOY Stipend	Jarman	Additional	2/18/2020
Donalson, Heide	TOY Stipend	Rosa Parks ECEC	Additional	2/18/2020
Eakes, Angela	TOY Stipend	Ochoa	Additional	2/18/2020
Elizarraras, Brandon	Baseball Coach-JV Asst.	Freshman Academy	Additional	3/6/2020
Fallis, Kelsey	TOY Stipend	Freshman Academy	Additional	2/18/2020
Fields, Michael	TOY Stipend	6th/7th Grade Center	Additional	2/18/2020
Gooding, Tori	Tutor	Ochoa	Additional	3/2/2020
Hamilton, Brittany	TOY Stipend	Rosa Parks	Additional	2/18/2020
Howard, Glenn	TOY Stipend	High School	Additional	2/18/2020
Hyde, Allison	Summer School Media Spec.	Jefferson	Additional	5/1/2020
King, Rebecca	TOY Stipend	Clark	Additional	2/18/2020
Lahti, Merry	TOY Stipend	Moore	Additional	2/18/2020
Lee, Alisa	TOY Stipend	Andersen	Additional	2/18/2020
Loomis, Alexandra	Certified Lead	Jefferson	Additional	4/9/2020
McElveen, Lindsay	Certified Lead	Jefferson	Additional	3/24/2020
McKethan, Charleen	Certified Lead	Jarman	Additional	3/23/2020
Miller, Tara	TOY Stipend	Darnaby	Additional	2/18/2020
Mullowney, Teresa	Stipend	Clark	Additional	1/6/2020
Murray, Mary	TOY Stipend	McAuliffe	Additional	2/18/2020
Neuenschwander, Mary	Certified Lead	Clark	Additional	1/6/2020
Nigam, Megan	TOY Stipend	Boevers	Additional	2/18/2020
Olsen, Victoria	TOY Stipend	Jefferson	Additional	2/18/2020

Potter, Jeri	TOY Stipend	Grove	Additional	2/18/2020
Ransom, Stacy	Tutor	Jefferson	Additional	3/24/2020
Skeic, Brooklyn	Certified Lead	Jefferson	Additional	3/24/2020
Snowbarger, Lynnelle	TOY Stipend	6th/7th Grade Center	Additional	2/18/2020
Speaker, Melissa	TOY Stipend	Peters	Additional	2/18/2020
Strom, Kim	TOY Stipend	Cedar Ridge	Additional	2/18/2020
TaylorMichelle	Certified Lead	Jefferson	Additional	3/3/2020
Thorman, Trevor	Activity Worker	High School	Additional	2/19/2020
Weeks, Kimberly	Assistant Sub	McAuliffe	Additional	1/27/2020
Wilber, Sabrina	Certified lead	Rosa Parks	Additional	1/27/2020

### **Support – Hires**

Claxton, Krystal	Aide	Clark	Temporary	3/2/2020
Corona, Carlos	EDP Assistant	EDP	Temporary	2/18/2020
Cruz, Emilia	Aide	Rosa Parks ECEC	Provisional	3/10/2020
Dominguez Aguilar, Araceli	Lunch Duty	McAuliffe	Provisional	3/10/2020
Fourkiller, Charlotte	Bus Driver Trainee	Transportation	Provisional	3/2/2020
Garcia, Raul	Custodian Sub	Operations	Provisional	3/2/2020
Johnson, Logan	Aide Sub	6th/7th Grade Center	Provisional	3/16/2020
Kittell, Thomas	EDP Assistant	Grove	Temporary	3/6/2020
Medina Jaime, Yesica	Child Nutrition	Moore	Temporary	2/18/2020
	Custodian			
Noviski, William	Custodian	Grove	Temporary	3/9/2020
Nubine, Willie	Custodian	Moore	Temporary	2/19/2020
Obispo, Veronica	Aide	Clark	Temporary	2/19/2020
Orozco DeHuizar, Margarit	Custodian	8th Grade Center	Temporary	2/19/2020
Peel, Cody	Aide	Cedar Ridge	Temporary	2/26/2020
Richardson, Moira	Aide	Jarman	Temporary	2/28/2020
Shelton, Christie	Lunch Duty	Grove	Provisional	3/12/2020
Wilson, Valerie	Aide	Boevers	Temporary	3/2/2020
Wood, Grant	Security Guard	Athletics	Provisional	3/11/2020
Yandell, Jeremiah	Sr. Budget Specialist	ESC	Temporary	3/2/2020

### **Support – Change/Transfer**

Banning, Bridgette	EDP Assistant	EDP	Change/Transfer	2/6/2020
Bright, Mary	Bus Driver Sub	Transportation	Change/Transfer	2/10/2020
Cash, William	Intern	Warehouse	Change/Transfer	5/1/2020
Dunlap, Dana	Secretary	High School	Change/Transfer	3/2/2020
Garcia, Lucero	Receptionist	Ochoa	Change/Transfer	2/26/2020
Luna Castillo, Bertha	Custodian-Lead	Jarman	Change/Transfer	2/20/2020
Miller, Katherine	Sr. Finance Clerk	Treasury	Change/Transfer	3/16/2020
Olivas DeTorres, Maria	Child Nutrition Asst	Jarman	Change/Transfer	2/26/2020
	Mngr			
Padilla, Alejandra	Child Nutrition Worker	Clark	Change/Transfer	3/2/2020
Washington, Kandee	Aide	Freshman Academy	Change/Transfer	2/19/2020

### **Support – Additional Assignments**

Brown, Carla	EDP Sub	EDP	Additional	2/25/2020
Colquitt, Diamond	PreK Aide Sub	McAuliffe	Additional	2/25/2020
Contreareas Sambrano, Mario	Summer School	Boevers	Additional	6/1/2020
	Secretary			
Corona, Carlos	Lunch Duty	Rosa Parks	Additional	2/18/2020
Cuevas Median, Karla	Interpreter	ELL	Additional	3/6/2020
Diaz De Maldonado, Yelgica	Summer School	Rosa Parks	Additional	6/1/2020
	Secretary			
Fleming, Shirley	PreK Aide Sub	Jefferson	Additional	2/25/2020
Jordan, Sheree	Summer School	McAuliffe	Additional	6/1/2020
	Secretary			
Long, Cynthia	Special Ed Aide Sub	Grove	Additional	2/21/2020

Martinez, Natali	Summer School Secretary	McAuliffe	Additional	6/1/2020
McAfee, Darin	Athletic Game Manager	High School	Additional	3/4/2020
Obispo, Veronica	Interpreter	ELL	Additional	3/1/2020
Putman, Shari	Special Ed Aide Sub	Grove	Additional	2/26/2020
Rodriguez, Belen	Non-Certified Asst.	Ochoa	Additional	2/20/2020
Sanders, Ashley	Child Nutrition Sub	Child Nutrition	Additional	3/23/2020
Walker, Tyler	Theater Mgr. Weekend	UPAC	Additional	3/1/2020
Wilson, Valorie	Non-Certified Asst. Sub	Boevers	Additional	3/4/2020
Wilson, Valorie	Tutor	Boevers	Additional	3/4/2020
Wood, Grant	Security Guard	Various Locations	Additional	3/11/2020

### **Substitute – Hires**

Coble, Ryan	Non-Certified	ESC	Provisional	3/4/2020
Harrison, William	Certified	ESC	Provisional	3/4/2020
Patel, Kailasben	Non-Certified	ESC	Provisional	3/4/2020

### **Substitutes – Additional**

Cairl, Judith	Union Retiree	ESC	Additional	3/2/2020
Durante, Joanna	Certified	ESC	Additional	3/2/2020
Otterstrom, Ronica	Non-Certified	ESC	Additional	3/2/2020
Stevenson, Suzanne	Long-Term	ESC	Additional	3/4/2020

- Declaration of equipment as surplus and authorize the disposal of same through donation, Natural Evolution, Inc., or surplus auction;
- Approval of district financial statements and approval to issue, revise, pay, and close encumbrances and claims #22005196 through #22005529 totaling \$6,277,574.66 and approval of supplemental PO list #22005530 through #22005557 totaling \$301,414.37 and the release of payroll encumbrances.

Ms. Ford seconded the motion:

Vote: Lisa Ford – aye, Heather McAdams – aye, Stacey Roerman – aye, Ken Kinnear – aye.

All voted aye – motion carried.

## **BUSINESS AGENDA**

### **RESOLUTION CHANGING SCHOOL CALENDAR AND ENSURE EMPLOYEE PAY**

Dr. Hartzler recommended that the Board of Education approve the Resolution to Change the School Calendar and Ensure Employee Pay for the 2019-2020 school year. Due to the COVID-19 pandemic, the State Board of Education waived the requirement for 1080 hours of instruction for this school year.

1. Dr. Hartzler recommended that the Board approve a resolution designating May 15, 2020 as the last day of school



for students with certified staff's last day being May 18th, 2020 to close out school;

2. He also recommended the resolution include granting Emergency Administrative Leave necessary to allow support staff, teachers, administrators and professional technical employees to be paid throughout the duration of their original 2019-2020 employment contracts.

Ms. Ford moved for approval. Ms. Roerman seconded the motion:

Vote: Lisa Ford – aye, Heather McAdams – aye, Stacey Roerman – aye, Ken Kinnear – aye.

All voted aye – motion carried.

### **EARLY RETIREMENT INCENTIVE PROGRAM**

Mr. Loegering recommended the Board approve the reopening the 2019-2020 Early Retirement Incentive Program until April 24, 2020. Due to the projected state budget shortfalls for next year, the district would like to give staff a further opportunity due to the COVID-19 closure to request participation which would then open positions for the 2021 school year.

Ms. Roerman moved for approval. Ms. Ford seconded the motion:

Vote: Lisa Ford – aye, Heather McAdams – aye, Stacey Roerman – aye, Ken Kinnear – aye.

All voted aye – motion carried.

### **RESOLUTION GRANTING EMERGENCY POWERS TO SUPERINTENDENT**

Dr. Hartzler recommended that the Board approve a Resolution to Grant Emergency Powers to the Superintendent for the duration identified in Governor's Order 2020-07 of March 15, 2020, and any subsequent extension of that order, unless otherwise rescinded or extended by the Board upon a majority vote as follows:

1. Authority to temporarily waive such Board policies or provisions of Board policies as the Superintendent shall deem necessary to comply with guidance from appropriate health or governmental authorities or necessary for other effective response, provided such action is consistent with all applicable State and Federal laws.

2. Authority to take any lawful actions necessary to ensure the continuation of public education, to provide for the

health and safety of students and employees, or to respond to direction from appropriate health and government authorities. Such actions may include, but are not limited to: adjustments to the curriculum and the provision of alternative educational program options; adjustments to employee work schedules and assignments; modifications to the school calendar; adjustments to the delivery of school-provided meals; limitations on access to property owned or controlled by the Board of Education; applying to any governmental body for financial or other aid as may be available; and applying to any governmental body for waiver of regulations or requirements, compliance with which is affected by the COVID-19 emergency, provided such action is consistent with all applicable State and Federal laws.

3. Authority to enter into contracts without prior Board approval for any dollar amount necessary for the purchase of materials, equipment, supplies, or services for sanitation, cleaning, technology, or other needs directly related to the COVID-19 emergency situation, provided such action is consistent with all applicable State and Federal laws.

Dr. Hartzler assured the Board that if this were to happen he would bring it to the Board's attention at the next Board meeting.

Ms. Roemerman moved for approval. Ms. McAdams seconded the motion:

Vote: Lisa Ford – aye, Heather McAdams – aye, Stacey Roemerman – aye, Ken Kinnear – aye.

All voted aye – motion carried.

## **EXTENDED DAY PROGRAM**

Lorrie Field, Coordinator for the Extended Day program recommended that the Board approval a blanket Purchase Order in the amount of \$165,000.00 to cover all parent refunds for EDP due to the closure of the District due to the COVID-19 pandemic.

Ms. Ford moved for approval. Ms. Roemerman seconded the motion.

Vote: Lisa Ford – aye, Heather McAdams – aye, Stacey Roemerman – aye, Ken Kinnear – aye.

All voted aye – motion carried.

## **PURCHASE OF LAPTOPS**

Mr. Borland recommended the Board approve the purchase of 336 teacher laptops and accessories from Trinity 3, LLC in the amount of \$367,584.00 from bond funds.

Ms. Roemerman moved for approval. Ms. Ford seconded the motion.

Vote: Lisa Ford – aye, Heather McAdams – aye, Stacey Roemerman – aye, Ken Kinnear – aye.

All voted aye – motion carried.

## **PURCHASE OF ROSA PARKS EARLY CHILDHOOD EDUCATION CENTER**

Mr. Bushyhead recommended that the Board approve and accept the Contract for Sale with Tulsa Children's Coalition, Inc. for the purchase of the Rosa Park's Early Childhood Education Center, including a Release of Ground Lease, in the amount of \$5,500,000.00 from bond fund.

Ms. Roemerman moved for approval. Ms. Ford seconded the motion.

Vote: Lisa Ford – aye, Heather McAdams – aye, Stacey Roemerman – aye, Ken Kinnear – aye.

All voted aye – motion carried.

## **JARMAN HVAC AND ELECTRICAL UPGRADES**

Mr. Isaacs recommended the Board accept the bid for the first phase of the HVAC and Electrical Upgrades Project at Jarman Elementary and award the contract to Sligar Mechanical in the amount of \$237,000.00 from bond funds.

Ms. Roemerman moved for approval. Ms. McAdams seconded the motion.

Vote: Lisa Ford – aye, Heather McAdams – aye, Stacey Roemerman – aye, Ken Kinnear – aye.

All voted aye – motion carried.

## **HIGH SCHOOL EXPANSION AND RENOVATION**

Mr. Isaacs recommended the Board accept the bid for construction of the High School Expansion and Renovation and award the contract to Crossland Construction Company, Inc., with price Amendment #6 in the amount of \$169,128.00 from bond funds. This amendment will provide for the purchase and installation of all door hardware and closure devices for the West Side Stadium Facility.

Ms. Ford moved for approval. Ms. McAdams seconded the motion.

Vote: Lisa Ford – aye, Heather McAdams – aye, Stacey Roerman – aye, Ken Kinnear – aye.

All voted aye – motion carried.

## **HIGH SCHOOL EXPANSION AND RENOVATION**

Mr. Isaacs recommended the Board accept the bid for construction of the High School Expansion and Renovation and award the contract to Crossland Construction Company, Inc., with price Amendment #7 in the amount of \$10,216,445.00 from bond funds, contingent upon closing and receipt of 2020 bond funds. This amendment will provide for construction of a majority of the building trades associated with the overall construction of the West Side Stadium construction.

Ms. Ford moved for approval. Ms. Roerman seconded the motion.

Vote: Lisa Ford – aye, Heather McAdams – aye, Stacey Roerman – aye, Ken Kinnear – aye.

All voted aye – motion carried.

## **BASEBALL/SOFTBALL COMPLEX RENOVATION**

Mr. Isaacs recommended the Board accept the proposal for pre-construction services, future planning, design and construction for the Baseball/Softball Complex Renovation Project and award the contract to Crossland Construction, Inc. to become the Construction Manager at risk for the project.

Ms. McAdams moved for approval. Ms. Ford seconded the motion.

Vote: Lisa Ford – aye, Heather McAdams – aye, Stacey Roerman – aye, Ken Kinnear – aye.

All voted aye – motion carried.

## **ADJOURNMENT**

Ms. McAdams moved to adjourn the meeting. Ms. Ford seconded the motion.

Vote: Lisa Ford – aye, Heather McAdams – aye, Stacey Roerman – aye, Ken Kinnear – aye.

All voted aye – motion carried.

The meeting adjourned at 12:40 p.m.

Barbara Swinburne, Board Secretary

Special Meeting  
Board of Education  
Union Public Schools

Minutes of the **April 15, 2020** , special meeting were approved by a majority vote of the Union Board of Education on **May** , 2020.

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Lisa Ford, Clerk  
Union Board of Education





# Memorandum

**To:** Dr. Kirt Hartzler, Superintendent  
**From:** Charlie Bushyhead  
**Date:** April 30, 2020  
**Re:** UMAC Facilities Use and License Agreements

---

## **RECOMMENDATION:**

I recommend the Board of Education vote to approve the attached list of facilities use license agreements that have been finalized to date and authorize Art Churchill, Senior Facilities Manager, to sign the agreements.

## **DISCUSSION:**

Facilities use requests for District facilities will be received throughout the year and license agreements will be created for those that are rental situations. The agreements address the specific dates, times, locations, fees and other needs of each event. License agreements are on file in the UMAC facility management office.

## **FUNDING:**

N/A

## **ATTACHMENTS:**

Facilities Use License Agreements Summary

CC: Barbara Swinburne

**Facilities Use Agreements**  
**January 8, 2020**

**Facilities Use License Agreements Summary**

<b>Name of Organization</b>	<b>Date(s)</b>	<b>Event Type</b>	<b>Site</b>	<b>Space Rental Rate</b>
Theatre Arts	7/19, 7/26 2020	Theatre/Song	UPAC	\$2,200.00 each day
Danceworkz	7/29 2020	Theatre/Dance	UPAC	\$2200.00
Tracie's School of Dance	7/11 2020	Theatre/Dance	UPAC	\$2200.00
American Grappling Fed	7/17-7/19 2020	Jiu Jitsu Tournament	UMAC	\$3000.00 each day except 7/17
Collinsville Graduation	7/10 2020	High School Graduation	UMAC	\$3000.00
Worldwide Pentecostal Fellowship-Youth night	7/16 2020	Youth Night	UMAC	\$3000.00
Glenpool Public Schools	7/7 2020 Tentative	High School Graduation	UMAC	\$3000.00
Theatre Arts	7/10, 7/17, 7/24, 7/31 2020	Music Performances	UPAC	\$200.00 hr each day
Impact Productions	7/6 – 7/19 2020	TV Production Filming	UPAC	\$1000.00 each day. 10 days total

**Certificate of Insurance required. Requested add-on services will be considered and negotiated.**

**TO:** Dr. Kirt Hartzler  
**FROM:** Meghan Bender  
**DATE:** May 5, 2020

**RE:** The Tribe Retreat 2020

**RECOMMENDATION:**

I recommend the Board of Education approve the agreement between Learning for Living, Inc. and Union Public Schools for fees for the Union High School Tribe Retreat and authorize the Director of Student Life, Meghan Bender to sign the agreement..

**DISCUSSION:**

The total amount for the services will be \$4500.00 with the deposit of \$2000.00 to hold the service date. The Speaker Services will be for the Union High School Annual Tribe Retreat for 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> grade students on September 26, 2020.

The final payment of \$2500.00 will be paid after the scheduled event.

**FUNDING:**

**Vendor:** Learning for Living, Inc.  
52 Night Heron  
Chapel Hill, NC 27517

**Amount:** \$2000.00 Deposit

**Source of Funds:** SY 2019-2020 / General Fund Activity Account

**ATTACHMENTS:**

RQ # 12007416 for \$2000.00 Deposit only  
Invoice #16538  
Copy of Agreement with Learning for Living, Inc.

**CC:** Barbara Swinburne  
Julianna Helt  
Laura Peterson  
Brenda Willis

## AGREEMENT FOR THE SERVICES OF LEARNING FOR LIVING, INC.

**SPONSOR:** Union Public Schools  
**CONTACT:** Meghan Bender  
**WORK PHONE:** (918) 357-4323  
**EMAIL:** bender.meghan@unionps.org  
**CELL PHONE:** (918) 261-7869

**ADDRESS:** 8506 E. 61<sup>st</sup> Street  
**CITY, ST, ZIP:** Tulsa, OK 74133  
**ALT CONTACT:** Lynda Blythe  
**ALT EMAIL:** blythe.lynda@unionps.org  
**ALT CELL PHONE:** (918) 357-7235

### PRESENTATION INFORMATION

**SPEAKER:** Dean Whellams  
**DATE(S):** Saturday, September 26, 2020  
**PROGRAM NAME:** *Tribe Retreat*  
**PROGRAM LENGTH:** One Day Retreat  
**ADDRESS OF EVENT:** New Life Ranch Flint Valley, 160 New Life Ranch Dr., Colcord, OK 74338  
**ARRIVAL TIME:** 8:00 AM **COMPLETION TIME:** 10:00 PM  
**AUDIENCE:** Approx. 200 Students

**DETAILS:** Dean Whellams will present various parts of the one-day leadership retreat.

### FINANCIAL AGREEMENT

\*Speaker's fee is **\$4,500.00**. A deposit of \$2,000.00 is due at time of booking and remaining balance of \$2,500.00 due net 45. Checks are to be payable to Learning for Living, Inc. An invoice is included with this contract. All fees in US funds only. Learning for Living, Inc. Federal ID #20-1038575

\*A deposit of **\$2,000.00**, and a Purchase Order are requested to hold this date.

\*Speaker's fee is all-inclusive, including all fees and expenses.

\*In the event of cancellation, four weeks notice will be needed. If this is not possible, there will be a 50% cancellation fee of speaker's honorarium. If, through events beyond the control of the speaker, the speaker is unable to appear, Learning for Living Inc. will arrange to send a suitable and qualified replacement, reschedule the engagement or refund the deposit.

Force Majeure: In the event either party cancels the program or event(s) due to circumstances beyond either party's control including, but not limited to, acts of God, civil emergency, riot, war, severe weather, strike, pandemic, or other unforeseen and unusual circumstances, neither party shall be liable to the other for any damages, speaker fees and expenses, deposit fees, and cancellation fees.

\*Please provide a wireless microphone and a quality sound system. Presenter will also need a table.

THE ABOVE INFORMATION IS AGREED AND ACCEPTED BY:

  
\_\_\_\_\_  
Laurie Boyte, Learning for Living, Inc. 4/21/20  
Date

\_\_\_\_\_  
Meghan Bender, Union High School Date

Learning for Living, 52 Night Heron, Chapel Hill, NC 27517  
www.learningforliving.com 800/874.1100

Learning for Living, Inc.  
 52 Night Heron  
 Chapel Hill, NC 27517  
 800-874-1100  
 laurie@learningforliving.com

# Invoice

Date	Invoice No.
04/21/20	16538

Bill To
Union Public Schools Accounts Payable 8506 E. 61st Street Tulsa, OK 74133

Ship To
Meghan Bender Union High School 6636 S. Mingo Tulsa, OK 74133

P.O. Number	Terms	Rep	Ship Date	Ship Via	FOB	Project
	net 30-45 days		09/26/20	ups/usmail	spk:hs2021	

Item	Description	Quantity	Price Each	Amount
OTH	Tribe Retreat - Saturday, September 26, 2020			
	Dean Whellams' Fee and Expenses for presenting various parts of a one-day leadership workshop;		4,500.00	4,500.00
	A deposit of \$2,000, or a PO for the full amount is requested by May 12, 2020, to hold this date. Thank You!			

Full payment is due following presentation. Thank Final payment is to be mailed following presentation.

Subtotal	\$4,500.00
Sales Tax (7.25%)	\$0.00
Total	\$4,500.00



**Request for Taxpayer  
Identification Number and Certification**► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.**Give Form to the  
requester. Do not  
send to the IRS.**Print or type.  
See Specific Instructions on page 3.**1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.**Learning For Living, Inc.****2** Business name/disregarded entity name, if different from above**3** Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.☐ Individual/sole proprietor or single-member LLC☐ C Corporation☒ S Corporation☐ Partnership☐ Trust/estate☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.☐ Other (see instructions) ►**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

**5** Address (number, street, and apt. or suite no.) See instructions.**52 Night Heron**

Requester's name and address (optional)

**6** City, state, and ZIP code**Chapel Hill, NC 27517****7** List account number(s) here (optional)**Part I Taxpayer Identification Number (TIN)**Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.**Social security number**

				-			-				
--	--	--	--	---	--	--	---	--	--	--	--

or

**Employer identification number**

2	0	-	1	0	3	8	5	7	5
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**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.**Sign  
Here**Signature of  
U.S. person ►

Laurie Boyte, President

Date ► January 16, 2020

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.





Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12007416-00 FY 2020

Acct No:  
60.5040.8801.51000.0320.100.0000.000.705  
Review:  
Buyer:  
Status: Released

Page 1

Vendor  
LEARNING FOR LIVING INC  
52 NIGHT HERON

Ship To  
SHIP TO ADDRESS DOES NOT APPLY

CHAPEL HILL, NC 27517  
USA  
Tel#530-680-0818  
Fax 530-653-2049

WILLIS.BRENDA@UNIONPS.ORG

Delivery Reference  
B WILLIS 918-357-7215

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/05/20	000332				HIGH SCHOOL
LN	Description / Account	Qty	Unit Price	Net Price	
	General Notes				
	PLEASE SEND VENDOR COPY WITH PAYMENT				
	Vendor Sourcing Notes				
001	INVOICE #16538 / \$2000.00 DEPOSIT ONLY	1.00	2000.00000	2000.00	
	SPEAKER DEAN WHELLAM DEPOSIT	EACH			
	TRIBE RETREAT 9-26-2020				
1	60.5040.8801.51000.0320.100.0000.000.705			2000.00	
Requisition Link					
Requisition Total				2000.00	
***** General Ledger Summary Section *****					
Account			Amount	Remaining Budget	
60.5040.8801.51000.0320.100.0000.000.705			2000.00	41597.74	
11TH GRADE REG PROGRAMS-ELEM &					
***** Approval/Conversion Info *****					
Activity	Date	Clerk	Comment		
Queued	05/05/20	Bender, Meghan			
Pending		Chargois, John			
Pending		Robinson, Marla			
Pending		Tempest, Tony			
Pending		Coday, Melanie			
Pending		Frentzel, Kurt			
Pending		Helt, Julianna			
Pending		Peace, Rose			



Union Public Schools ISD-009  
8506 E 61st Street  
Tulsa, OK. 74133  
<http://www.unionps.org>  
918-357-4321

Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
[accts.payable@unionps.org](mailto:accts.payable@unionps.org)

Requisition 12007416-00 FY 2020

Acct No:  
60.5040.8801.51000.0320.100.0000.000.705  
Review:  
Buyer:  
Status: Released

Page 2

Vendor  
LEARNING FOR LIVING INC  
52 NIGHT HERON

Ship To  
SHIP TO ADDRESS DOES NOT APPLY

CHAPEL HILL, NC 27517  
USA  
Tel#530-680-0818  
Fax 530-653-2049

WILLIS.BRENDA@UNIONPS.ORG

Delivery Reference  
B WILLIS 918-357-7215

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/05/20	000332				HIGH SCHOOL
LN Description / Account			Qty	Unit Price	Net Price
Pending	Peterson, Laura				
Pending	Federline, John				
Pending	Frentzel, Kurt				
Pending	Harkrider, Julie				
Pending	Peterson, Laura				
Pending	Witmer, Sherri				

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature



# Memorandum

**To:** Dr. Kirt Hartzler, Superintendent  
**From:** John Federline, Executive Director of Secondary Education  
**Date:** May 6, 2020  
**Re:** Memorandum of Understanding with CREOKS Behavioral Health Services, Inc.

---

## **RECOMMENDATION:**

I recommend the Board of Education approve and accept the memorandum of understanding with CREOKS Behavioral Health Services, Inc. to provide behavioral health services for eligible students and their families.

## **DISCUSSION:**

CREOKS employs licensed mental health professionals (Licensed Professional Counselors and Licensed Social Workers) for providing therapy for Medicaid eligible students and their families. Families must sign up for services through CREOKS before a child can be seen by a provider. The CREOKS therapists have become an integral part of our counseling teams. We have appreciated the stability and commitment that has come through this partnership. Phil Black and his team of professionals have served as a tremendous resource as we strive to meet goals of “100% graduation, college and career ready.”

## **FUNDING:**

There is no cost to Union Public Schools for providing this service to our students and their families. Funding is provided by CREOKS. The district provides a basic office set up, such as a desk, a computer, a desk phone, and basic supplies to enable the therapist to set up office in the school.

## **ATTACHMENTS:**

MOU between Union Public Schools and CREOKS Behavioral Health Services, Inc.

**cc:** Sandi Calvin  
Trish Williams  
Barbara Swinburne  
David Young  
Education Service Center \* 8506 E. 61<sup>st</sup> Street \* Tulsa, OK 74133-1926 \* (918) 357-4321 \* Fax (918) 357-6199



# **MEMORANDUM OF UNDERSTANDING**

*between*

**Union Public Schools, Independent School District No. 9 of Tulsa County, Oklahoma  
and CREOKS Behavioral Health Services, Inc.**

This **MEMORANDUM OF UNDERSTANDING ("MOU")** is hereby made and entered into by and between Union Public School, Independent School District No. 9 of Tulsa County, Oklahoma, hereinafter referred to as "the District", and **CREOKS Behavioral Health Services, Inc.**, hereinafter referred to as "**CREOKS.**"

## **I. Purpose**

- a. The purpose of this MOU is to obtain Behavioral Health Services from CREOKS for students who are eligible, and their families, in all schools of the District as mutually agreed upon by the District and CREOKS ("the Program").
- b. CREOKS offers to provide behavioral health services under the terms and conditions of this MOU.

## **II. Working Agreement**

- a. The parties agree as follows:
  1. CREOKS shall provide a minimum of one ("Provider or Providers") to deliver behavioral health support services to students participating in the Program. Each provider will possess licensure as a Licensed Professional Counselor (LPC) or be a Licensed Clinical Social Worker or be under supervision for licensure in the State of Oklahoma. Behavioral Health Rehabilitation Specialist and Behavioral Health Aide's may also be utilized to provide coping skills and training.
  2. CREOKS will also possess all other qualifications necessary under state or federal law and regulations to support successful Medicaid billing by CREOKS for the services the Providers provide in the Program.
  3. CREOKS will implement behavioral health services consistent with the expectations of the District's Special Services Director or designee. CREOKS will perform the following duties in accordance with the following mutually agreed design:
    - a. Determine specific therapeutic needs, plan and provide appropriate therapies and activities, and assess, modify and improve the services provided to each student involved in the Program as dictated by the student's individual needs and consistent with this MOU.
    - b. At the request of the District's Special Services Director or designee, the Provider shall participate in District meetings, such as pre-referral meetings, team building staffing meetings, IEP meetings, parent conferences or other meetings as mutually agreed upon by both parties to the MOU;
    - c. Orient, train and consult with professional and nonprofessional staff in treatment techniques that can be used in the classroom;
    - d. Each clinician can have up to 5 pro bono clients
    - e. Clinician will assist in crisis intervention/diversion if available
    - f. CREOKS will be available to provide support staff for district wide crisis
    - g. Provide monthly tracking reports and other reports to the District on a mutually agreed upon schedule.



- h. Provide in-service training for District staff as mutually agreed upon by both parties to the MOU; and
  - i. Perform other services as may be mutually agreed upon by both parties to the MOU.
- 4. The participating school's designated faculty will make referrals into the Program and work with on-site CREOKS staff to help optimize Program attendance.
  - a. In the event that a Provider or other CREOKS employee providing services under this MOU is not providing services in accordance with the stated direction provided by the District's Director of Special Services or designee, the designated CREOKS administrative representative will be contacted by the Director of Special Services or designee. In the event that said issues are not resolved, CREOKS will, upon written request by the District, remove said personnel immediately from the Program.
  - b. Full and proper staffing by CREOKS to fulfill its obligations under this MOU is required and paramount to the District's interests. CREOKS is required to fill all vacant positions or otherwise provide a substitute Provider for all vacant positions within thirty (30) days. The District may choose to terminate this MOU as provided herein and contract with another provider for the provisions of these services if at any time CREOKS fails to provide the requisite number and classification of Providers for the full performance of this MOU.
  - c. All wages, taxes, benefits and other employment-related expenses and duties associated with the Providers or other CREOKS personnel are the sole responsibility of CREOKS.
  - d. Services under this MOU will extend from August 17, 2020 to August 31, 2021. The Providers will provide services at the assigned school sites on the same schedule as the teachers at the assigned schools on each regular school day according to the District's 2020-2021 school calendar. Services provided during the summer months which are billable under this MOU will be mutually agreed upon by both parties.
  - e. The District agrees to provide adequate space, furniture, computers, telephones, and other furnishings as mutually agreed upon by both parties to the MOU for the implementation of the Program.
  - f. CREOKS will maintain all records, logs and documentation, including progress notes prepared by the Providers concerning students in the Program in compliance with the Family Educational Rights and Privacy Act and Oklahoma law.
  - g. CREOKS shall act as the Medicaid Provider for all services provided under this MOU and will promptly bill Medicaid for all services provided to District students who are Medicaid eligible pursuant to the current Medicaid fee schedule for the services to be provided. CREOKS will comply with the requirements of state and federal law and regulations in seeking Medicaid reimbursement for these services. CREOKS is solely responsible for the proper billing of Medicaid-covered services under this Memorandum.

### III. Liability and Indemnification

- a. CREOKS agrees to and shall defend, indemnify and hold the District, its officers, administrators, board members, employees, agents, assigns and attorneys from and against any and all liability, loss, or expense, including reasonable attorneys' fees, or claims for injury or damages that are caused by or result from the negligent or intentional acts or omissions of CREOKS, its officers, agents, employees, or contractors. Also, as the Medicaid Provider under this Agreement, CREOKS shall specifically indemnify and hold harmless the District, its officers, administrators, board members, employees, agents, assigns and attorneys from and against any and all liability, loss or expense, including reasonable attorneys' fees, relating to any legal proceedings (including, but not limited to, administrative proceedings), penalties, claims, or Medicaid disallowances arising out of any omission, fault or negligence by CREOKS, its agents, employees or anyone under its direction or control, or on its behalf, in connection with the billing of and reimbursement from Medicaid as required in this MOU.

1. CREOKS agrees that prior to entering this MOU, CREOKS has obtained a Commercial General Liability (CGL) insurance policy, Professional Liability insurance policy (PL) and School Leaders Legal Liability insurance policy (SLL) (otherwise known as Directors and Officers Liability Insurance), each insuring CREOKS in an amount not less than \$125,000.00 for personal injury to or death of any individual, and \$2,000,000.00 in the aggregate for person injury or death. CREOKS must add the District as an additional insured party on each policy for purposes of CREOKS's performance of this MOU and maintain the required insurance policies at all times while this MOU is in effect. CREOKS agrees that it will furnish the District with verification of the insurance policies required by this MOU. If any of the required insurance policies is cancelled during the school year, CREOKS must immediately notify the District.
2. Further, CREOKS affirms that its employees and any subcontractor who will be on District property and acting on behalf of CREOKS in performance of this MOU are covered by Workers Compensation Insurance and shall in no event be entitled to any such coverage from the District.
3. All educational materials and supplies will be provided to the Providers but remain the property of the District and shall be annually inventoried by the District.
4. CREOKS will operate in accordance with applicable federal and state laws and regulations and District policies, rules, regulations and guidance applicable to the Program. District personnel will directly supervise the day-to-day operation of the Program.

#### **IV. Privacy and Security**

- a. Recognizing the District's interest in providing the most secure environment possible for its students, CREOKS agrees it will act under this MOU in compliance with 70 O.S. §6-101.48. Specifically:
  1. CREOKS will not permit the Providers or any other person under its authority, whether employee or volunteer, to come on to school premises for any activity covered by this MOU if that person is currently registered or required to register under the Oklahoma Sex Offenders Registration Act, or the Mary Rippey Violent Crime Offenders Registration Act; and
  2. CREOKS agrees that where work is to be performed by a CREOKS employee which would otherwise be performed by a District employee on a full-time or part-time basis, CREOKS shall not permit any person(s) from performing work on District premises if said person(s) has been convicted in this state, the United States, or another state of a felony offense unless ten (10) years has elapsed since the date of the criminal conviction or the employee has received a presidential or gubernatorial pardon for the offense.
- b. CREOKS's agreement to and acceptance of this MOU as evidenced by the signature(s) below serves as CREOKS's statement of compliance with the requirements of paragraphs a. of this section, as required by 70 O.S. §6-101.48(B).
- c. CREOKS agrees to require all persons under its authority to register through the District's visitor tracking system and clearly display the printed visitor badge while performing activities described in this MOU on school premises.
- d. CREOKS agrees to protect the privacy of student information and educational records in accordance with the Family Educational Rights and Privacy Act of 1974, as amended (FERPA) and Oklahoma law.

1. A student's social security number or student identification number, race/ethnicity, citizenship, nationality, gender, grades, or class schedule is always protected information which should solely be used internally and even then only when essential and among authorized individuals, and which should never be shared with any third party.
  2. Other records that are directly related to a student or students are also considered educational records that are protected under FERPA. They can be items that contain a student's name, or several students' names, or information from which an individual student or students can be personally (individually) identified. Educational records include files, documents and materials in whatever medium (handwriting, print, monitor screen, tapes, disks, film, microfilm, microfiche or notes) that contain information directly related to students and from which students can be personally identified. No educational record should ever be shared with a third party without express written permission from the parent or guardian (if the student is under the age of 18), or the student (if the student is age 18 or older).
  3. CREOKS agrees that no one under its authority shall gather, release, or make public in any way any information related to or that could lead to identification of a student. This includes taking photographs, making recordings (video and/or sound), collecting student's written or oral statements, or using records made in connection with the activities that are the subject of this MOU. The only exception is where written permission for gathering, releasing, or otherwise using the types of information described in this paragraph is obtained from the parent (if the student is under the age of 18), or the student (if the student is age 18 or older).
- e. CREOKS and the District agree that their employees and volunteers under their authority will conduct themselves in a professional and ethical manner and in accordance with District policies and procedures.

#### **V. Liability and Indemnification**

CREOKS agrees to defend, save, indemnify, and hold the District harmless from any alleged claims, claims, demands, causes of action, liability, loss, damages, and/or injury arising out of or incident to any acts, omissions, negligence, or willful misconduct of CREOKS personnel, employees, agents, contractors, or volunteers in connection with the performance of the activities described in this MOU.

#### **VI. POINTS OF CONTACT**

Primary Contacts:

**Union Public Schools**  
**John Federline**  
Executive Director of Secondary Education  
8506 E. 61<sup>st</sup> Street  
Tulsa, OK 74133-1926  
918.357.4321

**CREOKS Behavioral Health Services, Inc.**  
**Phil Black**  
Senior Director of School Based Services  
4636 S Harvard Ave  
Tulsa, OK, 74135  
918.382.7300  
Phil.black@creoks.org

#### **VII. GENERAL**

- a. CREOKS agrees that the activities it undertakes under this MOU are not intended to provide services to the District and that it will not seek compensation from the District in connection with its participation in these activities.

- b. CROKS agrees that it will not claim or imply that the District endorses the sale or purchase of its services.
- c. This MOU in no way restricts either party from participating in any activity with other public or private agencies, organizations, or individuals.
- d. Nothing in this MOU authorizes or is intended to obligate the District to expend, exchange, or reimburse funds, services, or supplies, or transfer anything else of value.
- e. All agreements within this MOU are subject to, and will be carried out in compliance with, all applicable laws, regulations, and other legal requirements of the State of Oklahoma and Tulsa County.
- f. This MOU takes effect on August 17, 2020 or on execution and approval by the Board of Education of the District, whichever occurs last, and ends on August 31, 2021. Either party may cancel this agreement on thirty (30) days' notice to the other party, in writing, by certified mail or personal delivery.

Both the District and CROKS agree to the terms of the above MOU.

Witnessed:

Union Public School

CROKS Behavioral Health Services, Inc

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date



Phil Back

Vice President

2/13/2020



# Memorandum

**To:** Dr. Kirt Hartzler, Superintendent  
**From:** John Federline, Executive Director of Secondary Education  
**Date:** May 4, 2020  
**Re:** Clinical Rotation Agreement and Addendum between Union Public Schools and The University of Tulsa

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## **RECOMMENDATION:**

I recommend the Board approve and authorize Dr. Hartzler to sign the Clinical Rotation Agreement and Addendum with The University of Tulsa for the 2020-21 school year.

## **DISCUSSION:**

The purpose of this agreement is to outline each party's requirements and responsibilities for students of TU to perform clinical rotations for athletic training and exercise and sports science students at Union facilities and with Union students and staff.

## **ATTACHMENTS:**

Clinical Rotation Agreement  
Addendum to The University of Tulsa Clinical Rotation Agreement

## **FUNDING:**

This program would run at no cost to Union Public Schools.

**cc:** Sandi Calvin  
Trish Williams  
Barbara Swinburne  
David Young

## OXLEY COLLEGE OF HEALTH SCIENCES CONTRACT CHECKLIST REVIEW FORM

This form is to be completed and signed by the individual initiating request for approval. The purpose is to verify content of the contract and notify the person signing on behalf of the University of any new content, modified content, or other circumstances that warrant further review by legal counsel.

### I. Contract Information.

OCHS Department Kinesiology & Rehabilitative Sciences

Contact Person Eric Wickel, PhD

Contract between TU and Union Public Schools

Effective Date July 1, 2020

End Date June 30, 2021

### II. Type of Contract. (check all that are appropriate)

☒ clinical training ☐ sales ☐ event ☐ purchase ☐ services  
☐ consulting ☐ research ☐ donation/gift/trust ☐ student/faculty  
☐ other (identify) \_\_\_\_\_

### III. Content that may warrant additional review. (check all that are appropriate)

☐ amount involved is over \$50,000  
☐ the length is longer than 3 years  
☐ involves intellectual property rights  
☐ includes information relating to collection of student or patient information or storage of information electronically  
☐ involves a company or person who will be receiving, processing, or accessing patient records  
☐ other \_\_\_\_\_

### IV. For clinical contracts only.

1. If this is a contract with a new agency, has it been reviewed by legal counsel?

☐ Yes. Attach documentation  
☐ No  
☒ N/A, this is not a new contract

2. Is the contract different than the standard citywide contract approved for Nursing and other health programs?

☐ Yes, explain \_\_\_\_\_  
☒ No

3. If TU has secured a contract with this agency in the past, have any new or additional requirements / addenda have been added as compared to the last contract?

☐ Yes, explain \_\_\_\_\_  
☒ No  
☐ N/A

4. Are there any aspects of this contract that you feel need further review by legal counsel?

☐ Yes, explain \_\_\_\_\_  
☒ No

**V. For all other contracts.**

1. If this is a new contract, has it been reviewed by legal counsel?

☐ Yes. Attach documentation  
☐ No  
☒ N/A, this is not a new contract

2. If TU has secured a contract with this agency/organization/foundation in the past, have any new or additional requirements / addenda have been added as compared to the last contract? ☐

Yes  
☐ No  
☒ N/A, this is a new contract

3. Are there any aspects of this contract that you feel need further review by legal counsel?

☐ Yes, explain \_\_\_\_\_  
☒ No

**VI. Other comments** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Faculty/Staff initiating the contract Eric Wickel, PhD

Date 4/14/2020

Academic Unit Head Eric Wickel Date 4/14/2020

## **CLINICAL ROTATION AGREEMENT**

**between INDEPENDENT SCHOOL DISTRICT NUMBER NINE OF TULSA  
OKLAHOMA and THE UNIVERSITY OF TULSA**

THIS AGREEMENT is made and entered into as of July 1, 2020 between **The University of Tulsa** (the “School”), and **Independent School District Number Nine of Tulsa Oklahoma (Union Public Schools)** (the “Facility”), an Oklahoma corporation.

1. Clinical Rotations. The School shall arrange clinical rotation experience (“Clinical Rotations”) for athletic training and exercise and sports science students (“Students”) at the Facility. The School and the Facility shall mutually determine the scope of the Clinical Rotation programs, the schedule of student assignments and the number of Students who may participate in the Clinical Rotations.

2. Term. The term of this Agreement shall be for the period of the Clinical Rotations, approximately one (1) year, commencing July 1, 2020, and ending June 30, 2021, unless terminated earlier as provided in this Agreement. After the initial term, this Agreement may be renewed annually, unless terminated earlier. Notification by a party of its intent not to renew shall not affect students currently enrolled and participating in Clinical Rotations.

3. Responsibilities of the School.

a. The School shall designate a School employee or another individual retained by the School (the “Clinical Instructor”) to serve as the coordinator for the Clinical Rotations to work directly with Facility personnel and coordinate all the activities of Students.

b. The School shall designate one or more of its instructors or faculty members (“Instructors”) to instruct and supervise Students during the Clinical Rotations.

c. The School shall provide a roster of the names of the Clinical Instructors, Instructors and Students (the “Roster”), along with a rotation schedule, to the coordinator at the Facility before the Clinical Rotations begin.

d. For each Instructor and Student who will participate in the Clinical Rotations, the School shall provide to the Facility verification of the following immunizations and tests: (i) a complete Hepatitis B vaccination series (series of three or waiver) or proof of immunity; (ii) negative PPD or chest x-ray within the past year; (iii) MMR vaccination(s) or positive titer(s); (iv) a written verification of varicella history, varicella vaccination or a varicella titer by a physician or a physician’s designee; and (v) influenza vaccination or waiver, and (vi) a background check.



e. The School shall require that each Student and Instructor before beginning the Clinical Rotations have current CPR certification that meets standards acceptable to the Facility.

f. The School shall instruct Students that they are not permitted to accept orders from physicians or other health care professional in person or by telephone or call a physician or physician's office to obtain an order.

g. The School shall require Students to have transportation to and from the Facility, to arrive and depart promptly, and to park in areas designated by the Facility.

h. The School shall be responsible for planning and implementing the educational program, including administration, programming, curriculum content, books and materials, faculty appointments, eligibility and admission criteria, Student selection, matriculation, promotion, graduation, Student performance evaluation, Instructor performance evaluation, references and all academic aspects of the Clinical Rotation programs.

4. Responsibilities of the Facility.

a. The Facility shall designate a Facility employee to serve as its coordinator (the "Facility Coordinator") for the Clinical Rotations and to work directly with the Clinical Instructor and Instructors to plan and coordinate the Clinical Rotations. The Facility may also designate one or more employees to serve as Clinical Instructors.

b. The Facility shall provide the Clinical Instructor with copies of the Facility's policies, rules, regulations and procedures that are applicable to Students' and Instructors' participation in the Clinical Rotations.

c. The Facility shall provide an orientation to the Clinical Instructor that includes a tour of the Facility and addresses any facilities or procedures of a particular Facility department pertinent to the Clinical Rotations.

d. The Facility shall permit Students and Instructors to assist in the provision of other ancillary health care services to Facility patients, but the Facility may restrict their activities, including any patient care activities, at the Facility.

e. The Facility shall provide parking in designated areas for Students and Instructors.

f. The Facility shall permit the School and its accreditation agencies to visit, tour and inspect the Facility's facilities and records relating to the Clinical Rotations on reasonable notice during the Facility administration's regular business

hours, subject to requirements of patient confidentiality, legal compliance requirements of the Facility, and minimizing disruption or interference with Facility operations, including patient care activities.

g. The Facility shall make its classrooms, conference rooms and library facilities available to the School for the Clinical Rotations, without charge, subject to availability and Facility policies regarding use of its facilities.

h. The Facility shall make available emergency care and treatment to Students and Instructors, as necessary, subject to its usual charges.

5. Conflicts and Removal of Students or Instructors. If a conflict arises between an employee of the Facility, on the one hand, and an Instructor or Student, on the other, the Clinical Instructor and Facility Coordinator shall intervene in an attempt to resolve the matter. The Facility may require that the School immediately remove a Student or Instructor from a Clinical Rotation when the Facility believes that the individual exhibits inappropriate behavior, is disruptive, does not comply with Facility rules or policies, or poses a threat to the health, safety or welfare of a patient, employee or any other person.

6. Representations and Warranties of the School. The School represents and warrants to, and covenants with, the Facility as follows:

a. Each Student is currently enrolled at the School. Students who are under 18 years of age have obtained written permission of a parent or guardian to participate in the Clinical Rotation; if the Student is an emancipated minor, then the Student has furnished written authorization to participate in the Clinical Rotation.

b. Students are required to wear designated professional attire with name badges issued by the School, be well-groomed and make a neat appearance while at the Facility.

c. A Student may perform duties and procedures for which he or she has been prepared academically, but not any others.

d. The School shall continuously monitor and evaluate the competence and performance of each Student and shall remove from a Clinical Rotation any Student who is not competent or qualified to participate in the Clinical Rotation.

e. The Instructors are duly licensed or credentialed to practice in Oklahoma; the license or credential of each Instructor is unrestricted; and each Instructor must keep his or her license or credential current, in good standing and unrestricted during the entire term of this Agreement.

f. The Instructors are experienced, qualified and currently competent to provide the services that are required of them for the Clinical Rotations and any services required of them under this Agreement.

g. The School has provided the Clinical Instructor, Instructors and Students with training on the Facility's policies and procedures with respect to protected health information that is necessary and appropriate for them to carry out the activities contemplated by this Agreement as required by applicable provisions of the Health Information Portability and Accountability Act of 1996 and regulations as amended.

h. The School has not been excluded, debarred, or otherwise made ineligible to participate in any federal healthcare program as defined in 42 USC § 1320a-7b(f).

i. All information that has been furnished to the Facility concerning the School, Students and Instructors is true and correct in all respects.

j. All representations and warranties in this Agreement shall remain true and correct during the term of this Agreement. If any of the representations and warranties become inaccurate in any way, the School shall immediately notify the Facility.

7. Employees of the School. Other than any Facility employee designated as an Instructor as permitted in this Agreement, the School, and not the Facility, is the employer of the Instructors and Clinical Instructors. The School shall be responsible for (a) the compensation and benefits payable and made available to the Instructors and Clinical Instructors, and (b) withholding any applicable federal and state taxes and other payroll deductions as required by law.

8. Insurance Coverage.

a. State-Operated Institutions. This provision is applicable to Schools that are owned and operated by the State of Oklahoma. The School represents that it and its faculty are self-insured according to the Oklahoma Governmental Tort Claims Act. The School agrees to furnish verification of professional liability insurance covering the participating Students and Instructors. The Facility shall maintain insurance in amounts sufficient to cover its responsibilities under this Agreement. During the term of this Agreement, the School shall require Students and Instructors to maintain, and each Student and Instructor shall continuously maintain professional liability insurance in the minimum amount of \$1,000,000 per occurrence and \$3,000,000 in the aggregate, and with such coverages as may be acceptable to the Facility. Upon request, the School shall arrange for the Students to provide a certificate of insurance to the Facility evidencing such coverage and shall notify the Facility immediately if any adverse change in coverage occurs for any reason. The policies shall provide that they may not be cancelled or terminated without giving the Facility at least 30 days advance notice of cancellation or termination.

b. Institutions That Are Not State-Operated. This provision is applicable to Schools that are not owned and operated by the State of Oklahoma. During the term of this Agreement, the School shall continuously maintain for itself and for Students and Instructors professional liability insurance in the minimum amount of \$1,000,000 per occurrence and \$3,000,000 in the aggregate, and with such coverages as may be acceptable to the Facility. Upon request, the School shall provide a certificate of insurance to the Facility evidencing such coverage and shall notify the Facility immediately if any adverse change in coverage occurs for any reason. The policy shall provide that it may not be cancelled or terminated without giving the Facility at least 30 days advance notice of cancellation or termination. The Facility shall maintain insurance in amounts sufficient to cover its responsibilities under this Agreement.

9. Termination.

a. Termination for Cause. The Facility may immediately terminate this Agreement for cause upon notice to the School upon the occurrence of any of the following events: (i) the failure of the School to maintain insurance coverage as required by this Agreement; or (ii) the School fails to bar a Student from participating in a Clinical Rotation after the Facility has informed the School to remove a Student for reasons permitted under this Agreement.

b. Termination for Material Breach. If either party defaults by the failure to comply in all material respects with the terms of this Agreement, the other party may terminate this Agreement by giving at least 30 days prior written notice to the defaulting party, specifying in reasonable detail the nature of the default, unless the defaulting party remedies the default within the 30 day period.

This provision shall not constitute an election of remedies by either party, and each party shall have and retain all rights and remedies that may be available at law or in equity in the event of breach or default by the other party.

10. Responsibility for Actions. Each party shall be responsible for its own acts and omission and the acts and omissions of its employees, officers, directors and affiliates. A party shall not be liable for any claims, demands, actions, costs expenses and liabilities, including reasonable attorneys' fees, which may arise in connection with the failure of the other party or its employees, officers, directors, or agents to perform any of their obligations under this Agreement. If the School is an agency or institution of the State of Oklahoma, the School's liability shall be governed by the Oklahoma Governmental Tort Claims Act.

11. Disclaimer of Intent to Become Partners. The Facility and the School shall not by virtue of this Agreement be deemed to be partners or joint venturers. Neither party shall incur any financial obligation on behalf of the other.

12. Notices. Any and all notices, consents or other communications by one party intended for the other shall be deemed to have been properly given if in writing and personally

delivered, transmitted by electronic means, or deposited in the United States first class mails, postpaid, to the addresses or numbers set forth below the signatures of the parties.

13. Confidentiality. The School shall, and the School must require Clinical Instructors, Instructors and Students to, keep confidential and not divulge to anyone else any of the proprietary, confidential information of the Facility, including patient information, unless such information (a) is or becomes generally available to the public other than as a result of disclosure by the School or any of the Students, or (b) is required to be disclosed by law or by a judicial, administrative or regulatory authority. The School, Clinical Instructors, Instructors and Students shall not use such information except as required to provide patient care services in the Clinical Rotations.

14. HIPAA Compliance.

a. The School must, and the School shall require the Clinical Instructors, Instructors and Students to, appropriately safeguard the protected health information of patients, in accordance with applicable provisions of the Health Insurance Portability and Accountability Act of 1996, as it may be amended from time to time ("HIPAA") and applicable law. Instructors and Students may use and disclose protected health information solely for the education and treatment purposes contemplated by this Agreement.

b. With respect to information obtained or received from the Facility, the School shall: (i) not use or further disclose the information other than as permitted or required by this Agreement or as required by law; (ii) use appropriate safeguards to prevent use or disclosure of the information other than as provided for by this Agreement; (iii) report to the Facility any use or disclosure of the information not provided for by this Agreement of which the School becomes aware; and (iv) require that any agents, including a subcontractor, to whom the School provides protected health information received from, or created or received by the School on behalf of, the Facility agrees to the same restrictions and conditions that apply to the Facility with respect to such information.

15. Rights in Property. All supplies, fiscal records, patient charts, patient records, medical records, X-rays, computer-generated reports, pharmaceutical supplies, drugs, drug samples, memoranda, correspondence, instruments, equipment, furnishings, accounts and contracts of the Facility shall remain the sole property of the Facility.

16. Non-Discrimination. Except to the extent permitted by law, the Facility, the School, Instructors and Students shall not discriminate on the basis of race, color, creed, sex, age, religion, national origin, disability or veteran's status in the performance of this Agreement. As applicable to the School, the provisions of Executive Order 11246, as amended by EO 11375 and EO 11141 and as supplemented in Department of Labor regulations (41 CFR Part 60 et. Seq.) are incorporated into this Agreement and must be included in any subcontracts awarded involving this Agreement. The School represents that, except as permitted by law, all services are provided without discrimination on the basis of, race, color, creed, sex, age, religion, national origin, disability or veteran's status; that it does not maintain nor provide for its employees any segregated

facilities, nor will the School permit its employees to perform their services at any location where segregated facilities are maintained. In addition, the School agrees to comply with Section 504 of the Rehabilitation Act and the Vietnam Era Veteran's Assistance Act of 1974, 38 U.S.C. Section 4212.

17. Facility Policies and Procedures. The School shall, and the School must require Instructors and Students to, comply with the policies, rules, and regulations of the Facility as provided to the School by the Facility.

18. Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision.

19. No Assignment. Neither party may assign its rights or delegate its duties under this Agreement without the prior written consent of the other.

20. Binding Effect. This Agreement shall be binding upon, and shall inure to the benefit of, the parties and their respective legal representatives, successors and permitted assigns.

21. Governing Law. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Oklahoma.

22. Rights Cumulative; No Waiver. No right or remedy conferred in this Agreement upon or reserved to the Facility is intended to be exclusive of any other right or remedy. Each and every right and remedy shall be cumulative and in addition to any other right or remedy provided in this Agreement. The failure by either the Facility or the School to insist upon the strict observance or performance of any of the provisions of this Agreement or to exercise any right or remedy shall not impair any such right or remedy or be construed as a waiver or relinquishment with respect to subsequent defaults.

23. No Third-Party Beneficiaries. This Agreement is not intended to confer any right or benefit upon, or permit enforcement of any provision by, anyone other than the parties to this Agreement.

24. Entire Agreement. This Agreement constitutes the entire understanding and agreement of the parties with respect to its subject matter and cannot be changed or modified except by another agreement in writing signed by the parties.

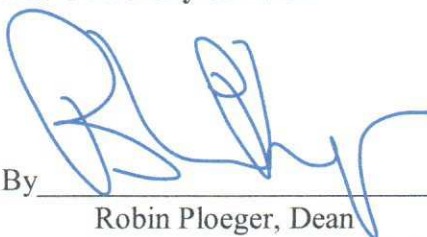
#### ADDENDUM:

- A. When the student is supervised by a FACILITY'S preceptor; the parties agree that such supervision, as monitored by the SCHOOL faculty members, comes with the faculty supervisor duties as set out herein.
- B. The SCHOOL shall carry general liability insurance in the minimum amount of \$1,000,000 per occurrence and \$2,000,000 in the aggregate.
- C. The SCHOOL shall have Workers Compensation Insurance for the SCHOOL instructors.



SCHOOL:

**The University of Tulsa**



By \_\_\_\_\_

Robin Ploeger, Dean  
Oxley College of Health Sciences  
800 South Tucker Drive  
Tulsa, OK 74104-9700

Email: [robin-ploeger@utulsa.edu](mailto:robin-ploeger@utulsa.edu)



By \_\_\_\_\_

Eric Wickel, Department Chair  
Kinesiology and Rehabilitative Sciences  
800 South Tucker Drive  
Tulsa, OK 74104-9700

Email: [eric-wickel@utulsa.edu](mailto:eric-wickel@utulsa.edu)



FACILITY:

**Independent School District Number Nine of  
Tulsa, Oklahoma**

By: \_\_\_\_\_  
Dr. Kirt Hartzler, Superintendent

Address: 8506 East 61<sup>st</sup> Street  
Tulsa, OK 74133-1926

Email: \_\_\_\_\_

**ADDENDUM TO THE UNIVERSITY OF TULSA CLINICAL ROTATION  
AGREEMENT Athletic Training & Exercise and Sports Science Students  
Between Union Public Schools (the "Facility") and The University of Tulsa (the "School")**

Felony and Sex Offender Compliance. The Facility has the responsibility to assure contractor's compliance with 70 O.S. §6-101.48(B) regarding felony and sex and violent offender compliance. In order to insure compliance, the School agrees:

- a. not permit any person under its authority, whether employee, intern or volunteer, to come on to school premises for any activity covered by this Agreement if that person is currently registered or required to register under the Oklahoma Sex Offenders Registration Act, or the Mary Rippey Violent Crime Offenders Registration Act; and Program agrees that, where work is to be performed by a company employee which would otherwise be performed by a school employee on a full-time or part-time basis, the Program shall not permit any person(s) to performing work on school premises if said person(s) has been convicted in this state, the United States, or another state of a felony offense unless ten (10) years has elapsed since the date of the criminal conviction or the employee has received a presidential or gubernatorial pardon for the offense;
- b. to require all persons under its authority to register through the Facility's visitor tracking system and clearly display the printed visitor badge while performing activities on school premises.

**Facility's Student Privacy.** The Facility is required to protect the privacy of the Facility's student information and educational records in accordance with the Family Educational Rights and Privacy Act of 1974, as Amended (FERPA).

The School agrees that no one under its authority, including student interns, shall gather, release, or make public in any way any information related to or that could lead to identification of a student. This includes taking photographs, making recordings (video and/or sound), collecting student's written or oral statements, or using records made in connection with the activities that are the subject of this Agreement. The only exception, is where written permission that specifically authorizes gathering, releasing, or otherwise using the types of information described

in this paragraph is obtained from the parent (if the student is under the age of 18), or the student (if the student is age 18 or older).

Furthermore, the School agrees to instruct its intern(s) on the privacy and confidentiality of the Facility's student information.

- a. A student's social security number or student identification number, race/ethnicity, citizenship, nationality, gender, grades, or class schedule is always protected information which should solely be used internally and even then only when essential and among authorized individuals, and which should never be shared with any third party.
- b. Other records that are directly related to a student or students are also considered educational records that are protected under FERPA. They can be items that contain a student's name, or several students' names, or information from which an individual student or students can be personally (individually) identified. Educational records include files, documents and materials in whatever medium (handwriting, print, monitor screen, tapes, disks, film, microfilm, microfiche or notes) that contain information directly related to students and from which students can be personally identified. No educational record should ever be shared with a third party without express written permission from the parent or guardian (if the student is under the age of 18), or the student (if the student is age 18 or older).



**TO:** Dr. Kirt Hartzler  
**FROM:** Chris Payne, Chief Communications Officer  
**DATE:** May 4, 2020  
**RE:** Website hosting service

---

**RECOMMENDATION:**

I recommend the Board of Education approve an agreement with Gabbart Communications to provide website hosting for Union's public and campus websites and to complete enhancements to the sites for an amount not to exceed \$15,750.00 from the general fund for one year.

**DISCUSSION:**

Gabbart Enterprises LLC, headquartered in Durant, Oklahoma, is a multi-million dollar educational technology company that has provided web design and hosting services for K-12 school districts since 2003. For the last year, they have hosted Union's new website and we are extremely happy with them. The security and customer service levels they provide have been exceptional. Using Harmony CMS, a website content management system, Gabbart provides ADA-compliant websites that enable districts to connect students, parents and community patrons. All Gabbart website designs are responsive, with mobile optimization on all devices. They currently serve more than 500 school districts, 1.2 million students and 75,000 teachers.

The company will continue to be responsible for providing management, and administration of the Harmony content management system for [www.unionps.org](http://www.unionps.org). They will be responsible for maintenance, troubleshooting and management/backup of all data, including database, photos, video, and audio files. All of the company's servers are maintained in a redundant system, which is hosted by Amazon Web Services in a secure VPN environment, which is considered best in class.

**FUNDING:**

\$15,750.00 - General Fund (2020-2021 budget)

**ATTACHMENTS:**

Web Hosting License and Service Agreement

cc: Todd Borland, Executive Director of Technology  
Barbara Swinburne, Board Secretary  
Trish Williams, Chief Financial Officer  
David Young, Director of Purchasing



218 North Third Ave  
Durant, OK 74701  
Office: (877) 810-6894  
Fax: (866) 870-7198

Bid# DC777-Union-  
102

04/23/2020

## CONTRACT SUMMARY

### Union Public Schools

Attn: Dr. Kirt Hartzler (Superintendent)  
8506 E. 61st Street  
Tulsa, OK 74133

### Annual District & Campus Websites Renewal

DISTRICT & CAMPUS WEBSITES		
QTY Part #	Description	Price
1 DC15999	District & Campus Websites (Multiple URLs)	\$15,750.00
Subtotal		\$15,750.00
Total		\$15,750.00

Thank you for the opportunity to serve Union Public Schools,

A handwritten signature in cursive script that reads 'Brian Allen'.

Brian Allen, Senior Territory Manager





218 North Third Ave  
Durant, OK 74701  
Office: (877) 810-6894  
Fax: (866) 870-7198

## Web Hosting License and Service Agreement

School Name	Union Public Schools	Service Dates	07/01/2020 - 6/30/2021
Address	8506 E. 61st Street	Bid Number	DC777-Union-102
City, State, Zip	Tulsa, OK 74133	Main Phone	918-357-4321
Total Cost	\$15,750.00		
Authorized Person	Dr. Kirt Hartzler	Authorized Title	Superintendent
Direct Phone	918-357-4321	E-Mail	

This Web Hosting contract is made and entered into on the date signed below, by and between Gabbart Enterprises, LLC dba Gabbart Communications, a corporation located in Durant, Oklahoma ("Provider") and Union Public Schools ("School").

### SERVICES

Provider agrees to provide to the School the license and services as specified in the attached contract summary, referencing Bid #: DC777-Union-102.

### RECITALS

School requested proposal for certain Gabbart Services. Provider submitted proposal to provide same. In accordance with the requirements of the regulations implementing the Act, School considered the bid and determined that it should be accepted. The parties are now ready to enter into a contract for the furnishing of such services and/or products and they set their agreement in writing as follows:

### AGREEMENT

For and in consideration of the payment of the sums of money specified herein, together with other good and valuable consideration, Provider does hereby agree to furnish, and School does hereby agree to accept and pay for the services quoted. By Signing below, I the undersigned state that I have read fully and understand all terms and conditions represented in the contract, its attachments and addendums. Furthermore, I agree to the aforementioned terms and conditions listed in the full agreement.

The term of this contract shall be commence on 07/01/2020 and shall terminate on 6/30/2021. The total cost of the Gabbart Services is based upon multiple factors including the total number of students, based upon the Average Daily Membership (ADM). This contract is billed annually.

Executed and delivered on the day and year first written above.

#### Accepted By:

Teddy Gabbart

President

Gabbart Communications

218 N. Third Ave.

Durant, OK 74701

04/23/2020

Date

#### Accepted By:

Signature

Ken Kinnear

Name

May 15, 2020

Date

President, Board of Education

Title





218 North Third Ave  
Durant, OK 74701  
Office: (877) 810-6894  
Fax: (866) 870-7198

Page 3

# Terms & Conditions

This agreement ("Terms and Conditions"), in addition to Bid Number listed above between Gabbart Communications ("Provider") and School, represents the complete understanding and agreement between Gabbart Communications and School. This Terms and Conditions agreement supersedes any other written agreement including, without limitation, digitized, computerized, oral agreement, and/or agreement by conduct, except when expressly agreed to the contrary in writing by Gabbart Communications.

In accordance with the Terms and Conditions, Gabbart Communications will provide services to the School in exchange for fees and full compliance with the following Terms and Conditions:

## 1. Provision of Gabbart Services

### A) License

Gabbart Communications grants to School a limited, nonexclusive and nontransferable license to Gabbart Services. Exclusive proprietary title to all rights, patents, trademarks, copyrights, source code, graphic design, and images created by Gabbart Communications and trade secrets in all Gabbart Services shall remain with Gabbart Communications and no title to or ownership interest in Gabbart Services shall be transferred to School.

### B) Installation, Training, Technical, and Support Services

Gabbart Communications shall provide Installation and Technical Services associated with the installation, management, and administration of Gabbart Services. Web based Training for district and campus website administrators is included. Training for teachers and support personnel is based upon proposal. Graphic Design services are included. Support is provided to all website users via telephone, chat, email, support portal and remote access on Monday - Saturday from 8am - 9pm. Email support, FAQ, and Video Training is available 24/7. Technical assistance needed for Registrar and DNS help is also provided at no additional charge.

### C) Payment Method and Charges

Gabbart Communications will invoice School as specified in the Agreement. Payment by School will be Net 45 of receipt of Correct Invoice. School agrees to pay for the services defined in contract. Gabbart Communications reserves the right to amend the fees and/or charges Annually.

### D) Domain Name Submissions and Registration

It is the schools responsibility to maintain ownership and renewal of their Domain Name. Gabbart Communications will assist in the services related to the registration of a domain name if needed. Provider is limited to the submission of the registration request to the appropriate registrar. Please note that each individual domain name constitutes a single submission. It is the School's sole responsibility to provide accurate domain name spelling and contact information.

### E) Registry/Registrars' Terms & Conditions

Upon the School's registration of a domain name with any registry, the School will also be subject to the terms and conditions of the domain name dispute policy.

### F) Management & Backup of Data

The School is solely responsible for adding content to contracted Gabbart Services. Gabbart Communications manages disaster recovery backups of all data including database, photos, videos, and audio files by the second for 30 days. After 30 days, a daily backup is kept for 5 years.

### H) License to Occupy Only

The School acknowledges and agrees that any provision of Gabbart Services by Gabbart Communications to the School grants the School only a license to occupy the space on a server, and that the School has no real property interest in the space, software, server and equipment. Payment by the School for Gabbart Services does not create or vest in the School (or in any other party) any leasehold estate, easement, ownership interest, or other proprietary right or interest of any nature in any part of Gabbart Communications premises or facilities including, without limitation, the space, software, servers and equipment.





218 North Third Ave  
Durant, OK 74701  
Office: (877) 810-6894  
Fax: (866) 870-7198

## **2. Obligations of School**

**Page 4**

In addition to the covenants provided by School within this Agreement, School specifically agrees to the following:

### **A) Gabbart Services Implementation**

School shall designate a primary contact person and implementation team to work directly with Gabbart's Client Success Agents in the implementation of Gabbart Services and training personnel.

### **B) Promoting School Site**

Permit Gabbart Communications or its designees and assigns to utilize School's Gabbart Services in sales demonstrations, marketing materials, and conferences to highlight how School is using Gabbart Services to existing and/or potential Schools.

### **C) Logos & Branding**

Permit Gabbart Communications or its designees and assigns to place a logo at the bottom of the Gabbart Services, with a link to their website.

## **3. Copyright and Trademarks**

### **A) Submitted Artwork**

The school unconditionally guarantees that any elements of text, graphics, photos, designs, trademarks, or other artwork furnished to Gabbart Communications for inclusion in Gabbart Services are owned by the school, or that the school has permission from the rightful owner to use each of these elements, and to the extent under Oklahoma law, will hold harmless, protect and defend Gabbart Communications from any claim or suit arising from the use of such elements furnished by the School.

### **B) Public Domain Materials Defined**

"Public Domain Materials" means materials (including, without limitation, information, artwork, images, pictures, text, video, audio, and programs) that are not subject to copyright, trademark, service mark, or any other intellectual property right restrictions or prohibitions. Except when prohibited by law, Public Domain Materials may be downloaded or uploaded using Gabbart Services. The School assumes all risks regarding the determination of whether or not any material is Public Domain Material.

### **C) Use of Copyrighted Materials**

As provided by United States federal law and international treaties, copyrighted materials may not be uploaded using Gabbart Services without the express written permission of the copyright holder. Copyrighted materials may be downloaded using Gabbart Services FOR PERSONAL, NON-COMMERCIAL, and NON-PROFIT USE ONLY. Except as expressly permitted by law, copyrighted materials may not be distributed to others. The School may not change copyrighted materials and notices, including, without limitation, any author attribution notice.

### **D) Trademark & Copyright**

All Gabbart Communications trademarks and logos contained in any and all materials and information are the property of Gabbart Communications. Use of such trademarks, logos, or copyrighted materials are strictly prohibited without the prior permission for use from the rightful owners.

## **4. Use of Gabbart Services**

### **A) Gabbart Communications Right of Refusal & Termination**

Gabbart Communications may, at its sole discretion, refuse Gabbart Services to any School, whether new or existing, and/or terminate the supply of Gabbart Services to the School, without any prior notice, if Gabbart Communications deems the School to be in violation of the Terms and Conditions, notwithstanding that the School may be in breach of any other agreement by complying with the Terms and Conditions.

### **B) School's Lawful Use**

The School agrees to use the Gabbart Services as permitted by applicable laws, including, without limitation, local, state, and federal laws. The School agrees that the School may NOT use Gabbart Services to conduct or solicit any business or activity that is prohibited by law, libelous, or against any Gabbart Communications policy.





218 North Third Ave  
Durant, OK 74701  
Office: (877) 810-6894  
Fax: (866) 870-7198

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## 5. Electronic Commerce Laws

Page 5

The School agrees that the School is solely responsible for complying with such laws, taxes and tariffs, and will hold harmless, protect, and defend Gabbart Communications from any claim, suit, penalty, tax or tariff arising from the school's exercise of Internet electronic commerce.

## 6. Legal Notice

Gabbart Communications does not warrant that the functions contained in Gabbart Services will be uninterrupted or error-free. The entire risk as to the quality and performance of the web design tools is with the school. Gabbart Communications expressly disclaims any responsibility for the content developed by School or its agents as allowed by the edit features available in and utilized through Gabbart Services. Further, no representations or warranties are made concerning the accuracy, completeness, timeliness, or reliability of any information contained in any site linked through Gabbart Services.

In no event will Gabbart Communications be liable to the school or any third party for any damages, including, but not limited to service interruptions caused by Acts of God or any other circumstances beyond our control, any lost profits, lost savings or other incidental, consequential or special damages arising out of the operation of or inability to operate this Gabbart Services project, failure of any service provider, of any telecommunications carrier, of the Internet backbone, of any Internet servers, or School's internal network, even if Gabbart Communications has been advised of the possibility of such damages. In no event shall Gabbart Communications, its officers, affiliates, agents, licensors, employees, or internet service providers be liable to School or any third party for any direct, indirect, incidental, special, or consequential damages whatsoever including, but not limited to, lost revenue, lost or damaged data, or other commercial or economical loss, whether based in contract, tort, or any other theory of liability.

## 7. Release of Liability

Gabbart Communications provides many communications tools for School Districts, Campuses, and Teachers to use in communicating with Parents, Students, and Community Members. These include but are not limited to web sites, lesson plans, Cashless Campus, mobile APP, SMS text, e-mail, and calling. Although Gabbart Communications provides the engine to deliver content, they are not liable for any actual content sent through their communications tools. Any and all liability is the sole responsibility of the individual who creates the content.

By signing BID #: DC777-Union-102 and to the extent permitted under Oklahoma law, you are releasing Gabbart Communications from any liability for information transmitted using any of Gabbart Communications tools.

## 8. Complete Agreement

The Terms and Conditions, in addition to any other specific agreement (if any) between Gabbart Communications and the School, constitute the complete understanding and agreement between the School and Gabbart Communications. Except when expressly agreed to the contrary in writing by Gabbart Communications, the Terms and Conditions supersedes any other written (including, without limitation, digitized/computerized) agreement, oral agreement, and/or agreement by conduct. Both parties agree that a purchase order will be required to complete the contractual agreement, and that Gabbart Communication agrees to reference the issued purchase order number on the invoice for payment.





Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12100002-00 FY 2021

Acct No:  
11.1010.1031.52560.0342.000.0000.000.050  
Review:  
Buyer:  
Status: Allocated

Page 1

Vendor  
GABBART ENTERPRISES LLC  
218 NORTH 3RD AVENUE

Ship To  
SHIP TO ADDRESS DOES NOT APPLY

DURANT, OK 74701

swinburne.barbara@unionps.org

Tel#877-810-6894  
Fax 866-870-7198

Delivery Reference  
SWINBURNE-918.357.6015

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/04/20	014664				COMMUNICATIONS
LN	Description / Account		Qty	Unit Price	Net Price
	Vendor Sourcing Notes				
	BOARD APPROVED - MAY 15, 2020				
	CONSENT AGENDA ITEM				
001	WEBSITE HOSTING AND		1.00	15750.00000	15750.00
	MAINTENANCE-ANNUAL CONTRACT		EACH		
1	11.1010.1031.52560.0342.000.0000.000.050				15750.00
	<a href="#">Requisition Link</a>				
	Requisition Total				15750.00
	***** General Ledger Summary Section *****				
	Account		Amount	Remaining Budget	
	11.1010.1031.52560.0342.000.0000.000.050		15750.00	-15750.00	
	COMMUNICATIONS INFORMATION SVC				

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature



Union Public Schools  
Independent District #9

Jay Loegering, SPHR  
Executive Director  
of Human Resources

# MEMORANDUM

TO: Dr. Kirtis Hartzler, Superintendent

FROM: Jay Loegering *JK*

DATE: May 15, 2020

RE: Resignations/Terminations for the 2019-2020 School Year

## Recommendation

I recommend the Board consider and vote to approve the resignations/terminations listed below:

## CERTIFIED

NAME	POSITION	LOCATION	REASON	EFFECTIVE DATE
Campbell, Abigail	2nd Grade	Rosa Parks	Resignation	6/30/2020
Crafton, Alisha	Music	McAuliffe	Resignation	6/30/2020
Crites, Jessica	Kindergarten	McAuliffe	Resignation	6/30/2020
Danley, Mary	Art	Ochoa	Resignation	6/30/2020
Dupont, Jackie	Elementary Principal	Rosa Parks	Resignation	5/29/2020
Harvel, Traci	Language Arts	6th/7th Grade Center	Resignation	6/30/2020
Inbody, Courtney	1st Grade	McAuliffe	Resignation	6/30/2020
Linehan, Molly	Reading Specialist	Ochoa	Resignation	6/30/2020
McMahon, Kimberly	Tutor	Darnaby	Resignation	3/13/2020
Rogers, Rendi	Biology	Freshman Academy	Resignation	6/30/2020
Ryan, Katelyn	Art	Rosa Parks	Resignation	6/30/2020
Sparkman, Elizabeth	4th Grade	Cedar Ridge	Resignation	6/30/2020
Thorman, Katherine	Tutor	Darnaby	Resignation	3/13/2020
Vanfossen, Jane	5th Grade	Moore	Retirement	6/30/2020
Wilber, Sabrina	2nd Grade	Rosa Parks	Resignation	6/30/2020
Wilson, Michael	Physical Ed	Ochoa	Resignation	6/30/2020

## SUPPORT

NAME	POSITION	LOCATION	REASON	EFFECTIVE DATE
Aguilar Velasquez, Glendy	Custodian	Freshman Academy	Resignation	3/12/2020
Armstrong, David	Bus Driver	Transportation	Resignation	2/25/2020
Auld, Dakota	Custodian	6th/7th Grade Center	Resignation	3/10/2020

**Resignations & Terminations****5/15/2020****Page 2**

Auld, Renee	Aide	Jefferson	Resignation	5/22/2020
Chavez Maciel, Ma De La Luz	Child Nutrition Worker	McAuliffe	Resignation	3/10/2020
Davis, Ivin	Building Engineer	8th Grade Center	Retirement	6/30/2020
Fields, Essence	Aide	Ochoa	Resignation	5/22/2020
Garcia, Lucero	Receptionist	Ochoa	Resignation	5/29/2020
Gerroux, Steven	Mechanic	Transportation	Resignation	3/6/2020
Konkler, Terry	ERI Roll Off	ESC	Retirement	6/30/2020
McLeod, Pamela	ERI Roll Off	ESC	Retirement	6/30/2020
Medina Colin, Gloria	PT-Child Nutrition Worker	Darnaby	Retirement	2/28/2020
Morales Cintron, Alice	PT-Child Nutrition Worker	8th Grade Center	Resignation	5/22/2020
Nubine, Willie	Custodian	Moore	Resignation	2/28/2020
Paul, Judy	Receptionist	Boevers	Retirement	5/22/2020
Regis Castaneda, Erika	Aide	Rosa Parks ECEC	Resignation	3/27/2020
Robles Vergara, Carolina	Child Nutrition Worker	High School	Retirement	2/26/2020
Smith, Amanda	ERI Roll Off	ESC	Retirement	6/30/2020
Thomas, Gail	Aide	Rosa Parks	Retirement	5/22/2020
Valkanias, Maria	ERI Roll Off	ESC	Retirement	6/30/2020
Why, Dianne	Aide	8th Grade Center	Retirement	5/26/2020

**Recommendation**

I recommend the Board consider and vote to affirm the resignations/terminations listed below for the 2018-2019 school year:

**CERTIFIED**

<b>NAME</b>	<b>POSITION</b>	<b>LOCATION</b>	<b>REASON</b>	<b>EFFECTIVE DATE</b>
Addison, Carmen	Tutor	Boevers	Resignation	6/30/2019
Berry, Alicea	Tutor	Boevers	Resignation	6/30/2019
Calderwood, Kimberly	Tutor	Boevers	Resignation	6/30/2019
DeVore, Elizabeth	Tutor	Boevers	Resignation	6/30/2019
Downs, Hannah	Tutor	Boevers	Resignation	6/30/2019
Herbert, Brittany	Tutor	Boevers	Resignation	6/30/2019
Leslie, Lydia	Tutor	Boevers	Resignation	6/30/2019
Newburn, Allison	Tutor	Boevers	Resignation	6/30/2019
Benjamin, Carrie	Tutor	Clark	Resignation	6/30/2019

**SUPPORT**

<b>NAME</b>	<b>POSITION</b>	<b>LOCATION</b>	<b>REASON</b>	<b>EFFECTIVE DATE</b>
Wiles, Jack	Special Ed Aide Sub	Grove	Resignation	6/30/2019




Union Public Schools  
Independent District #9

Jay Loegering, SPHR  
Executive Director  
of Human Resources

## MEMORANDUM

TO: Dr. Kirtis Hartzler, Superintendent

FROM: Jay Loegering 

DATE: May 15, 2020

RE: Personnel Recommended To Be Hired for the 2019-2020 School Year

### Recommendation

I recommend the Board consider and vote to approve the effective dates of those employees the Board authorized the Executive Director of Human Resources to hire/rehire on their behalf and to authorize the employment changes and other payments between July 1, 2019 and June 30, 2020.

### CERTIFIED - CHANGE/TRANSFER

NAME	POSITION	LOCATION	REASON	EFFECTIVE DATE
Ambler, Andrew	Physical Science	High School	Change/Transfer	3/2/2020
Cobb, Elmer	JH Head Coach	8th Grade Center	Change/Transfer	9/1/2019
Durante III, Clifton	Indian Education	Various	Change/Transfer	2/16/2020
Pattison, Ryan	JH Head Coach	8th Grade Center	Change/Transfer	9/1/2019
Reece, David	JH Assistant Coach	8th Grade Center	Change/Transfer	9/1/2019
Schwartz, Devin	JH Head Coach	8th Grade Center	Change/Transfer	9/1/2019
Washington, Jessica	JH Assistant Coach	8th Grade Center	Change/Transfer	9/1/2019
Wiste-Rodriguez, Megan	3rd Grade	Cedar Ridge	Change/Transfer	8/10/2020
Wright, Zechariah	JH Assistant Coach	8th Grade Center	Change/Transfer	9/1/2019

### CERTIFIED - ADDITIONAL ASSIGNMENTS

NAME	POSITION	LOCATION	REASON	EFFECTIVE DATE
Blankenship, Allistir	Stipend	Rosa Parks	Additional	3/23/2020
Gibson, Chanda	Counselor	High School	Additional	4/28/2020
Harvey, Allison	Stipend	Boevers	Additional	4/13/2020
Rabun, Benjamin	Stipend	Freshman Academy	Additional	3/23/2020



**Recommendations to Hire****5/15/2020****Page 2****SUPPORT - HIRES**

<b>NAME</b>	<b>POSITION</b>	<b>LOCATION</b>	<b>CONTRACT TYPE</b>	<b>EFFECTIVE</b>
				<b>DATE</b>
Armstrong, David	Bus Driver	Transportation	Temporary	3/16/2020
Clabaugh, Carter	Aide	Rosa Parks	Temporary	3/12/2020
Clayton, Sarah	Aide	Grove	Temporary	3/9/2020
Perez Vivas, Bienvenido	Equipment Operator	Operations	Temporary	4/28/2020
Rose, Ronald	Custodian	Rosa Parks	Temporary	3/16/2020

Employees hired for provisional duties similar to primary assignment may be paid their regular rate of pay per USPA schedule.

**SUPPORT - CHANGE/TRANSFER**

<b>NAME</b>	<b>POSITION</b>	<b>LOCATION</b>	<b>REASON</b>	<b>EFFECTIVE</b>
				<b>DATE</b>
Castellanos DeMoreno, Sar	Custodian	Moore	Change/Transfer	3/3/2020
Macias, Karina	Aide	Rosa Parks ECEC	Change/Transfer	4/23/2020

Employees hired for provisional duties similar to primary assignment may be paid their regular rate of pay per USPA schedule.

**SUPPORT - ADDITIONAL ASSIGNMENTS**

<b>NAME</b>	<b>POSITION</b>	<b>LOCATION</b>	<b>REASON</b>	<b>EFFECTIVE</b>
				<b>DATE</b>
Bodenstab, Jo Ann	Receptionist	ESC	Additional	4/1/2020
Word, Diane	Receptionist	ESC	Additional	4/1/2020
Bodenstab, Jo Ann	Receptionist	ESC	Additional	4/16/2020
Word, Diane	Receptionist	ESC	Additional	4/16/2020

To: Dr. Kirt Hartzler  
From: Cathy Bentley  
Date: May 05, 2020  
Re: Gray CPA programming and consulting services for Caseware

RECOMMENDATION:

I recommend the Board of Education consider and approve the purchase of programming and consulting services performed by Gray CPA Consulting PC for GASB audit and ASBO/GFOA Budget reporting using the Caseware software system and allow Cathy Bentley to sign the letter of engagement.

DISCUSSION:

We purchased Caseware software in 2016 and migrated the audited financials from excel to Caseware. Gray CPA Consulting PC was instrumental in that implementation. They have continued to assist us with the annual financial audit with programming and consulting services to implement new GASB changes. We have recently submitted our annual budget to ASBO under the Pathway to the Meritorious Budget Award. This document uses a lot of the information in the financial statements but we are mainly using excel to complete the budget process. We would like to convert this document into Caseware to streamline the process by removing duplication and possible human errors. This will not be possible without the assistance of Gray CPA Consulting PC.

FUNDING:

Vendor: Gray CPA Consulting PC  
Amount: \$10,000  
Funding Source: General funds

ATTACHMENTS

RQs# 12007255  
Gray CPA Consulting PC Letter of Engagement

cc: Trish Williams  
Becky Byers

## Letter of Engagement

### Gray CPA Consulting PC

6606 FM 1488, STE 148-621, Magnolia, TX 77354

[sales@graycpaconsulting.com](mailto:sales@graycpaconsulting.com), (936) 647-0427

Cathy Bentley

Union Public Schools

8506 E. 61st Street, Tulsa OK 74133-1926

[bentley.cathy@unionps.org](mailto:bentley.cathy@unionps.org)

Subject: Service and Consultation Intent

Dear Client:

This letter confirms the terms of the CaseWare consulting services Gray CPA Consulting, PC will provide. All information provided to us will be confidential and privileged information. We will not utilize the client information provided in any manner other than to assist in providing consultation services. It will be our policy to schedule meetings utilizing the appropriate software to provide consultation and services to your team from off site. Any services, including technical support and consultation, will occur after being scheduled and at an appointed time. At that time, we will log in and assist your staff with specific tasks required to resolve your issue.

This engagement letter is a contract for one of the following contract options that is selected. The terms of renewal contracts may be subject to change. Any amount paid, or purchase order submitted that remains after the expiration of a contract may be applied to a new contract or services with updated rates. Contract can also be transferred to a new purchase order. Monthly invoices for the Pay-as-you-go Service contracts are billed on the first of each month. Invoices are due and payable within 45 days upon receipt. [A service charge of 15% (or to the extent permitted under the law) will be assessed on account balances 30 days past due monthly or to the extent permitted under the law.] This also includes all fees for collection agencies. If overtime work is requested by the client, standard overtime rates of time and a half will apply.

We reserve the right to stop work at any time when above agreed upon payment schedule is not met. By not complying, you have voluntarily elected to not receive our services on a given project, even if such project may have a deadline subject to federal, state, or economic needs which may create a penalty or forfeiture on your part by not complying with the proper completion date. Gray CPA's reserves the right to assess the scope of any project submitted under this contract and determine if it requires an additional implementation contract and to make determinations on delivery details. CPE cannot be issued for consulting and technical support provided within these contracts. Please let us know if your team is interested in official CaseWare Training.

During the term of this Agreement and subject to the limitations set forth herein, Gray CPA Consulting shall devote such time and effort to the affairs of the Client as Gray CPA's and the Client mutually deem reasonably necessary to implement the CaseWare Software more fully set forth on Project Management Documents to Follow in a prompt, competent and diligent manner.

In connection with the engagement, each of us will have access to confidential &/or personal information made available by the other; each shall protect such confidential information in the same manner as it protects its own confidential information of like kind. Gray CPA's shall not be required to keep as confidential information which is or becomes publicly known, is already within Gray CPA's possession or knowledge, is independently developed by Gray CPA's outside the scope hereof or is rightfully obtained from third parties. For marketing purposes, Gray CPA's may refer to the Client's name and to the general nature of the services performed, unless specifically denied by the Client in writing.

CPA's shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Gray CPA's keeps and maintains public records upon completion of the Agreement, Gray CPA's shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Client, upon request from the Client's custodian of public records, in a format that is compatible with the information technology systems of the Client. Failure to comply with the requirements of this Article shall be deemed a default as defined under the terms of this Agreement and constitute grounds for termination.

Best Regards,

*Jaeson Freitas*

Major Accounts Manager

Gray CPA Consulting

[sales@graycpaconsulting.com](mailto:sales@graycpaconsulting.com), (936) 828-4587

## Recommendations

GRAY CPA CONSULTING



EMPOWER YOUR TEAM



Please Refer to the latest SLA for Terms of Service

It is recommended that the official point of contact between the client and our staff be a qualified Power-User to achieve maximum efficiency and to prevent user error that may result in redundant work. Power User requirements depend on the product usage of your organization. To get a list of these requirements that are specific to your team's needs, please contact us and we will be happy to provide it. All courses for power-users qualify for NASBA-certified CPE. This hourly contract cannot be used for providing NASBA-certified CPE.

## Scope

*Unlimited Scope of Gray CPA Consulting PC's Professional Services*

To Include (but not be limited to):

Provide consulting services and Build and Customization of the CaseWare template:

Hourly Consulting Rates:

Gail, Managing Principal: \$185

Matt, CPA Candidate: \$150

Ruan, Senior Accountant and programmer: \$145

Jordan, Support Manager and programmer: \$110

## Cost of Contract


*Standard Hourly Rates*

Our rates range between \$75 - \$200 per hour, depending on expertise level of the Gray CPA's team member you want to assist with the support.

*Summary of Cost (to be completed by client):*

<b>Amount to be prepaid:</b>
<b>Any Consultant-Recommended Hours:</b>
<b>Any "Do-Not-Exceed" amount for this contract:</b>

<b>Authorized Client Representative</b>	Cathy Bentley
<b>Acceptance Date:</b>	(1 year from this date is expiration of this contract)
<b>Signature:</b>	

<b>Authorized Client Representative</b>	Gail Gray, CPA
<b>Acceptance Date:</b>	(1 year from this date is expiration of this contract)
<b>Signature:</b>	





Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12007255-00 FY 2020

Acct No:  
11.2010.2042.52515.0346.000.0000.000.050  
Review:  
Buyer:  
Status: Released

Page 1

Vendor  
GRAY CPA CONSULTING PC  
6606 FM 1488 STE 148-621

Ship To  
SHIP TO ADDRESS DOES NOT APPLY

MAGNOLIA, TX 77354

Tel#936-828-4587  
Fax 832-553-2617

Delivery Reference  
SBROWN/CBENTLEY

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/29/20	012601				FINANCIAL REPORTING/TREASUR
LN Description / Account					
			Qty	Unit Price	Net Price
General Notes					
SERVICE AND CONSULTATION					
Vendor Sourcing Notes					
THIS IS A BLANKET PURCHASE ORDER FOR THE ITEM(S)/SERVICE(S) LISTED ABOVE TO BE PURCHASED THROUGHOUT THE YEAR ENDING JUNE 30, 2020.					
GOODS AND/OR SERVICES TO BE ORDERED AS NEEDED. THE TOTAL AMOUNT OF THIS PURCHASE ORDER DOES NOT REPRESENT A GUARANTEE OF ORDER PLACEMENT.					
BLANKET PURCHASE ORDERS ABOVE \$5,000 ARE SUBJECT TO THE DISTRICT'S PURCHASING POLICY 3010. NO SINGLE ORDER OVER \$5,000 MAY BE MADE FROM A BLANKET PO WITHOUT FIRST OBTAINING AT LEAST ONE COMPETITIVE QUOTE. AWARD OF THE PROCUREMENT MUST BE MADE TO THE LOWEST RESPONSIVE BIDDER. PER BOARD POLICY 3010, ORDERS CANNOT BE SPLIT TO AVOID BIDDING REQUIREMENTS. SINGLE ORDERS OVER \$10,000 ARE NOT PERMITTED FROM BLANKET POS.					
001	CONSULTANT WORK ON ASBO BUDGET		1.00	10000.00000	10000.00
	BOOK AND/OR AUDIT ON CASEWARE				
1	11.2010.2042.52515.0346.000.0000.000.050				10000.00



Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12007255-00 FY 2020

Acct No:  
11.2010.2042.52515.0346.000.0000.000.050  
Review:  
Buyer:  
Status: Released

Page 2

Vendor 14-1941576  
GRAY CPA CONSULTING PC  
6606 FM 1488 STE 148-621

Ship To  
SHIP TO ADDRESS DOES NOT APPLY

MAGNOLIA, TX 77354

Tel#936-828-4587  
Fax 832-553-2617

Delivery Reference  
SBROWN/CBENTLEY

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/29/20	012601				FINANCIAL REPORTING/TREASUR

LN Description / Account	Qty	Unit Price	Net Price
--------------------------	-----	------------	-----------

[Requisition Link](#)

Requisition Total 10000.00

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*  
Account

11.2010.2042.52515.0346.000.0000.000.050

Amount	Remaining Budget
10000.00	4844.96

FINANCIAL REPORTING/ FINANCIAL

\*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk
Approved	04/30/20	Bentley, Cathy
Approved	05/01/20	Williams, Patricia
Forward	05/01/20	Haynes, Stacy
Unknown	05/04/20	Young, David
Approved	05/04/20	Haynes, Stacy
Approved	05/04/20	Young, David
Queued	05/04/20	Andrues, Shannon
Queued	05/04/20	Coday, Melanie
Queued	05/04/20	Frentzel, Kurt
Queued	05/04/20	Helt, Julianna
Queued	05/04/20	Peace, Rose
Queued	05/04/20	Todd, Leah
Queued	05/04/20	Yandell, Lindsey
Pending		Frentzel, Kurt
Pending		Harkrider, Julie
Pending		Peterson, Laura
Pending		Witmer, Sherri

Comment

Automatic Forward to young.dav

Auto approved by: young.david



Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12007255-00 FY 2020

Acct No:  
11.2010.2042.52515.0346.000.0000.000.050  
Review:  
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Status: Released

Page 3

Vendor 14-1941576  
GRAY CPA CONSULTING PC  
6606 FM 1488 STE 148-621

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SHIP TO ADDRESS DOES NOT APPLY

MAGNOLIA, TX 77354

Tel#936-828-4587  
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Delivery Reference  
SBROWN/CBENTLEY

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/29/20	012601				FINANCIAL REPORTING/TREASUR

LN Description / Account	Qty	Unit Price	Net Price
--------------------------	-----	------------	-----------

Authorized By: \_\_\_\_\_

Signature

Date: \_\_\_\_\_



## Consent Agenda



**Union Public Schools**  
*Independent District #9*

**Patricia Williams, Ed. D.**  
*Chief Financial Officer*

To: Dr. Kirt Hartzler  
From: Dr. Trish Williams  
Date: May 15, 2020  
Re: Activity Fund Transfers

### **RECOMMENDATION:**

I recommend the Board of Education consider and vote to approve the following resolution for activity fund transfers:

Resolved that Dr. Trish Williams, Chief Financial Officer/Treasurer or Cathy Bentley, Financial Reporting/Treasury Director or Julie Harkrider, Accounting Director/Encumbrance Clerk are authorized to perform any transactions for the activity fund projects 8880, 8881, 8802, and 8933 described herein including, but not limited to, transfer of money from activity fund projects 8880, 8881, 8802, and 8933 to or from other district activity fund projects; processing of activity projects in 8880, 8881, 8802, 8933; or processing of district-wide activity projects in 8880, 8881, 8802, and 8933 for 2020-21 fiscal year.

It is further resolved that the total transactions for this authorization shall not exceed \$900,000 in each fiscal year.

### **DISCUSSION:**

Oklahoma state law requires a separate resolution for board approval to allow transfers from one activity fund sub-account budget or project to another activity fund project.

Project 8881 is the Coke Committee's yearly allocation of Coke commission. The committee's projects are to enhance the learning of students, leadership, employee activities and to assist in fundraising capabilities. Examples of committee funded transfers from project 8881 are: free student tutoring at school sites, high school graduation, the play at the PAC, etc.

Projects 8880 and 8802 are the ESC (district-wide) and the site staff courtesy accounts. The Superintendent, CFO, Assistant Superintendents, Principals, and their staff members utilize these accounts. The projects are to enhance staff development and leadership activities, employee activities, and to assist in other activity fund projects. Examples of expenses charged to 8880 or 8802 are: employee service pins, meeting refreshments, and award plaques. Project 8933 is used for advertising.

cc: Barbara Swinburne  
Julie Harkrider  
Cathy Bentley

## Consent Agenda



**Union Public Schools**  
*Independent District #9*

**Patricia Williams, Ed. D.**  
*Chief Financial Officer*

To: Dr. Kirt Hartzler  
From: Dr. Trish Williams  
Date: May 15, 2020  
Re: Investment Security Safekeeping and Financial Services

### **RECOMMENDATION:**

I recommend to the Board of Education to consider and vote to authorize Dr. Trish Williams, CFO/Treasurer; Cathy Bentley, Financial Reporting/Treasury Director; and Becky Byers, Budget Director to direct and place the investments, financial services, and investment security safekeeping services of the District; create and maintain checking and investment accounts; to oversee the placement of monies and preparation and posting of year end accruals into the proper fund with appropriate audit trails; and to approve the following financial institutions for the remainder of the 2019-20 and the 2020-21 fiscal years:

Bank of Oklahoma, N.A.  
Bank of Oklahoma Securities Corporation  
Federal Reserve Bank  
Bank of New York

Further resolve that Dr. Trish Williams, CFO/Treasurer; Cathy Bentley, Financial Reporting/Treasury Director, or Rebecca Byers, Budget Director are authorized to perform any transactions for the account described herein including, but not limited to, change of payment information, purchase, transfer, or sale of securities and investments; purchase by ACH debit (pay direct); or reinvestments. The authorized individuals may not appoint an attorney-in-fact with authority in turn to appoint one or more substitutes.

It is further resolved that any action taken by the individuals listed above is hereby ratified and that this authorization shall remain in effect for two years from the date of certification.

### **DISCUSSION:**


In accordance with state law and to keep the Board of Education informed, it is necessary annually to authorize individuals to direct and place the investments, safekeeping, authorize security transactions and financial services, oversee proper placement of District monies and to authorize financial institutions that will be used on a depository and safekeeping basis.

The Federal Reserve Bank requires certain language to authorize security transactions and to enable the District to maintain the highest safekeeping category available for a governmental entity for purposes of investment and for the Comprehensive Annual Financial Report (CAFR).

If additional financial institutions are awarded financial services through our request for proposal process, then those financial institutions will be brought to the Board of Education.

cc: Barbara Swinburne  
Cathy Bentley  
Rebecca Byers

To: Dr. Kirt Hartzler, Superintendent

From: Julie Harkrider, Director of Accounting 

Date: May 11, 2020

Re: Board Agenda Items

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### RECOMMENDATION

I recommend the Board of Education approve the attached "Revised Budgets" for School Activity Sub-accounts for the Student Activity Fund for fiscal year 2019-2020.

### DISCUSSION

The law (Article V, Section 87 of the Oklahoma School Code) requires School Board approval of all school activity fund budgets, budget revisions, fundraiser requests, and transfers before any revenues are collected or expenditures are made.

### ATTACHMENTS

Two (2) Revised Activity Fund Budgets for fiscal year 2019-2020

cc: Barbara Swinburne





UNION PUBLIC SCHOOLS  
BUDGET FOR SCHOOL ACTIVITY SUBACCOUNT

School Name COMMUNITY SCHOOLS  
Subaccount Name COMMUNITY SCHOOLS  
Munis Project Code 8843

Site Code 050

RECEIVED  
UNION FINANCE DIVISION  
2019 APR -5 A H: 52

For the period of July 1, 2019 through June 30, 2020

I. Estimated Beginning Cash Balance, July 1, 2019 \$ 25,000.00

II. Source of All REVENUES and Estimated Amounts:

Description	Amount	Revisions
Fundraiser	20,000.00	
Dues/Memberships/Donations	2,000.00	
Revenue from Merchandise Purchased for Resale	100.00	

Total Revenue \$ 22,100.00

III. Total Beginning Cash Balance plus Revenue: \$ 47,100.00  
(Total Revenue + Beginning Cash Balance)

BOARD APPROVED

JUN 10 2019

CONSENT AGENDA  
ITEM II.QQ.

IV. EXPENDITURES and Estimated Amounts:

Description	Amount	Revisions
Salaries/Benefits	28,000.00	
Professional Services	4,000.00	
Supplies	2,000.00	
Merchandise Purchased for Resale - Fundraiser	200.00	
Merchandise Purchased for Resale - Nont fundraiser	300.00	
Awards, Gifts, Decorations, Regalia, Refreshments	4,000.00	
Dues/Fees	300.00	
Refunds	3,000.00	

Total Expenses \$ 38,800.00 41,800.00

V. Ending Cash Balance, June 30, 2020 \$ 8,300.00 5,300.00  
(Total Revenue + Beginning Cash Balance - Total Expenses)

Eileen Thieser  
Signature of Teacher/Sponsor  
Theresa Keger  
Signature of Principal/Activity Custodian

Admin. Assistant  
Position  
4-5-19  
Date

Revised 3/2019

Questions? Need Help? Contact Laura Fuller at 918-357-6248 for assistance.

Theresa Keger  
4-25-20





# BUDGET FOR SCHOOL ACTIVITY SUBACCOUNT

School Name McAuliffe Elem

Site Code 135

Subaccount Name General Activity

Munis Project Code 8801

RECEIVED  
UNION FINANCE DIVISION

2019 APR -3 A 10:20

For the period of July 1, 2019 through June 30, 2020

## I. Estimated Beginning Cash Balance, July 1, 2019

\$ 3,850.00

## II. Source of All REVENUES and Estimated Amounts:

Description	Amount	(Initial & Date) Revisions
Admissions/Tickets	100.00	
Fundraiser	2,100.00	
Transfers	100.00	
Fees/Penalties/Fines	50.00	
Dues/Memberships/Donations	200.00	
Revenue from Merchandise Purchased for Resale	500.00	
Reimbursements	50.00	

Total Revenue

\$ 3,100.00

## III. Total Beginning Cash Balance plus Revenue:

\$ 6,950.00

(Total Revenue + Beginning Cash Balance)

BOARD APPROVED

JUN 10 2019

CONSENT AGENDA  
ITEM II. Q.Q.

## IV. EXPENDITURES and Estimated Amounts:

Description	Amount	(Initial & Date) Revisions
Salaries/Benefits	150.00	
Staff Travel/Student Travel	100.00	
On-Line Subscriptions	150.00	
Postage/Advertising	50.00	
Printing and Binding	100.00	
Supplies	1,200.00	
Merchandise Purchased for Resale - Nonfundraiser	150.00	
Merchandise Purchased for Resale - Fundraiser	<del>1,000.00</del> 500.00	
Awards, Gifts, Decorations, Regalia, Refreshments	150.00	
Dues/Fees	100.00	
Staff Registration and Tuition	150.00	
Refunds	75.00	
Purchased Property Services	500.00	

Total Expenses

\$ 3,375.00

## V. Ending Cash Balance, June 30, 2020

\$ 3,575.00

(Total Revenue + Beginning Cash Balance - Total Expenses)

[Signature]  
Signature of Teacher/Sponsor

[Signature]  
Signature of Principal/Activity Custodian

Principal  
Position

4-2-19  
Date

Revised 3/2019

Questions? Need Help? Contact Laura Fuller at 918-357-6248 for assistance.





Union Public Schools ISD 009  
Purchase Orders by Number Report  
April 1, 2020 to April 30, 2020



PO Number	PO Date	Vendor #	Vendor Name	DBA	Description	Fund *	PO Amount
22005514	4/15/2020	858000	TULSA AUTO SPRING COMPANY		PARTS AND REPAIRS FOR BUS	11	3,500.00
22005530	4/3/2020	91	DELL MARKETING LP		COMPUTER MONITOR	39	179.99
22005531	4/3/2020	1506	FOUR STATE MAINTENANCE SUPPLY INC		EMERGENCY SUPPLIES MASKS	11	2,500.00
22005532	4/3/2020	11687	OKLAHOMA COPIER SOLUTIONS LLC		PRINTER	39	927.40
22005533	4/3/2020	11687	OKLAHOMA COPIER SOLUTIONS LLC		PRINTER	39	450.81
22005534	4/3/2020	13564	TRINITY 3 LLC	TRINITY 3 TECHNOLOGY	COMPUTER	39	1,064.00
22005535	4/3/2020	76040	B AND H FOTO AND ELECTRONICS	B & H PHOTO AND VIDEO	EQUIPMENT FOR AV CLASS	39	331.36
22005536	4/7/2020	378	FASTENAL COMPANY		WH CUSTODIAL	11	1,221.40
22005537	4/7/2020	728	APPLE INC		IPADS	39	2,156.00
22005538	4/7/2020	1506	FOUR STATE MAINTENANCE SUPPLY INC		WH CUSTODIAL	11	9,243.00
22005539	4/7/2020	2145	PYRAMID PAPER COMPANY	PYRAMID SCHOOL PRODUCTS	WH CUSTODIAL	11	1,486.04
22005540	4/7/2020	14656	HOME DEPOT USA INC	HOME DEPOT PRO	WH CUSTODIAL	11	23,164.10
22005541	4/7/2020	603050	OFFICE DEPOT INC	WORKSPACE INTERIORS BY OFFICE DEPOT	CUSTODIAL INVENTORY SUPPLIES	11	2,177.28
22005542	4/7/2020	672010	HERTZBERG NEW METHOD INC	PERMA BOUND BOOKS	MEDIA BOOKS	39	289.93
22005543	4/7/2020	1027	COMMUNICATIONS SUPPLY CORP		IT PARTS	11	795.04
22005544	4/7/2020	12006	DIGI SECURITY SYSTEMS LLC		ALARMNET SERVICES	11	2,580.00
22005545	4/7/2020	13564	TRINITY 3 LLC	TRINITY 3 TECHNOLOGY	ADAPTERS	11	1,260.00
22005546	4/7/2020	14844	WINBURY ENTERPRISE INVESTMENTS INC	ADEPT INNOVATION AND TECHNOLOGY	HEALTH SUPPLIES	11	1,915.00
22005547	4/7/2020	72890	ATWELL ROOFING CO INC		ROOFING REPAIRS	11	3,000.00
22005548	4/7/2020	231150	CONTRACT DRAPERY AND BLIND INC		SHADES FOR CHC	21	587.00
22005549	4/7/2020	238000	PLATINUM VENTURES INC	CURTIS RESTAURANT SUPPLY	CARTS	22	320.76
22005550	4/7/2020	553300	MURRAY WOMBLE INC		BLEACHER REPAIRS	11	1,000.00
22005551	4/13/2020	4099	TANKERSLEY FOODSERVICE LLC		FOOD	22	45,000.00
22005552	4/13/2020	7526	SIRIUS XM RADIO INC		SUBSCRIPTION RENEWAL	11	350.00
22005553	4/13/2020	8471	EMPIRE PAPER		PAPER AND SUPPLIES	22	20,000.00
22005554	4/13/2020	12547	MLC METRO LANDSCAPING AND CONSTRUCTION INC		CONSTRUCTION SERVICES	39	4,950.00
22005555	4/13/2020	14617	DISTRICT WIDE EDP REFUNDS		DISTRICT WIDE EDP REFUNDS	11	165,000.00
22005556	4/13/2020	462453	KEITH CONSTRUCTION COMPANY LLC		CONSTRUCTION SERVICES	39	5,600.00
22005557	4/13/2020	475000	L AND M OFFICE FURNITURE LLC		FF&E OCHOA	38	3,865.26
22005558	4/14/2020	14349	ESKIMO JOE'S PROMOTIONAL PRODUCTS GROUP INC		PRINTING SERVICES	60	5,492.42
22005559	4/14/2020	14826	HEATHER TURNER	ANTHEM ROAD ACADEMY LLC	AFTER SCHOOL PROGRAMS	11	350.00
22005560	4/14/2020	25246	ADMIRAL EXPRESS INC		OFFICE SUPPLIES	11	1,000.00
22005561	4/14/2020	166143	CDW LLC	CDW GOVERNMENT LLC	SCANNERS	21	4,563.79
22005562	4/15/2020	728	APPLE INC		EARPHONES	11	2,490.00
22005563	4/15/2020	6449	GREENWOOD PUBLISHING GROUP	HEINEMANN	CLASSROOM BOOKS	11	412.50
22005564	4/15/2020	9736	TALXC UCM SERVICES	TALX CORPORATION	UNEMPLOYMENT	11	10,000.00
22005565	4/15/2020	10567	BH MEDIA GROUP HOLDINGS INC	TULSA WORLD	SUBSCRIPTION	11	539.55
22005566	4/15/2020	11964	ALL AMERICAN SPORTS CORP	RIDDELL ALL AMERICAN	UNIFORM/HELMETS	11	9,644.95
22005567	4/15/2020	11964	ALL AMERICAN SPORTS CORP	RIDDELL ALL AMERICAN	HELMET RECONDITIONING	11	4,011.50
22005568	4/15/2020	11964	ALL AMERICAN SPORTS CORP	RIDDELL ALL AMERICAN	HELMET RECONDITIONING	11	6,177.25
22005569	4/15/2020	12006	DIGI SECURITY SYSTEMS LLC		ALARM MONITORING	11	129.00
22005570	4/15/2020	14113	MAX TEACHING, INC		PROF DEV BOOKS	11	2,186.00
22005571	4/15/2020	14603	JOHN M ADAMS		GAME OFFICIAL	11	250.00
22005572	4/15/2020	14611	CHARLES J BECKER & BRO INC	BECKERS SCHOOL SUPPLIES	CLASSROOM SUPPLIES	11	478.67
22005573	4/15/2020	15233	FREE SPIRIT PUBLISHING INC		CLASSROOM BOOKS	11	201.70
22005574	4/15/2020	15303	JOSH FRIDRICH		GAME OFFICIAL	11	100.00
22005575	4/15/2020	90200	BARNES AND NOBLE BOOKSELLERS INC	BARNES & NOBLE #2585	PROF DEV BOOKS	11	628.04
22005576	4/15/2020	90200	BARNES AND NOBLE BOOKSELLERS INC	BARNES & NOBLE #2585	PROF DEV BOOKS	11	694.63





Union Public Schools ISD 009  
Purchase Orders by Number Report  
April 1, 2020 to April 30, 2020



PO Number	PO Date	Vendor #	Vendor Name	DBA	Description	Fund *	PO Amount
22005577	4/15/2020	90200	BARNES AND NOBLE BOOKSELLERS INC	BARNES & NOBLE #2585	PROF DEV BOOKS	60	359.90
22005578	4/15/2020	457100	JONES SCHOOL SUPPLY CO INC		MEDIA SUPPLIES	11	193.86
22005579	4/15/2020	758027	SCHOOL SPECIALTY INC		AUDIO SYSTEM	11	2,717.76
22005580	4/15/2020	6500	ADI		BURGLAR ALARM REPLACEMENT	39	4,668.43
22005581	4/15/2020	12425	HILLTOP HOLDINGS INC	HILLTOP SECURITIES ASSET MANAGEMENT	ARBITRAGE SERVICES	11	10,000.00
22005582	4/15/2020	13564	TRINITY 3 LLC	TRINITY 3 TECHNOLOGY	TEACHER LAPTOPS	37	367,584.00
22005583	4/15/2020	643615	OK STATE REGENTS FOR HIGHER ED	ONENET	DISTRICTWIDE INTERNET ACCESS	11	14,174.40
22005584	4/17/2020	91	DELL MARKETING LP		LAPTOP SCREEN	11	134.32
22005585	4/17/2020	1101	US FOODS INC		PAPER AND SUPPLIES	22	30,000.00
22005586	4/17/2020	1506	FOUR STATE MAINTENANCE SUPPLY INC		MASKS	11	2,500.00
22005587	4/17/2020	14842	UNITED SYSTEMS, INC		FORTINET LICENSING	39	765.10
22005588	4/17/2020	14914	PETERSON FARMS FRESH INC		COMMODITY PROCESSING FY 2019/2	22	20,000.00
22005589	4/17/2020	71000	ARTS AND HUMANITIES COUNCIL OF TULSA		AFTER SCHOOL PROGRAM	11	206.25
22005590	4/17/2020	166143	CDW LLC	CDW GOVERNMENT LLC	POWER ADAPTERS	11	8,688.00
22005591	4/17/2020	633000	OKLAHOMA STATE SCHOOL BOARDS ASSOCIATION OSSBA		REGISTRATION FEE	11	200.00
22005592	4/21/2020	521	MELISSA B ZUMWALT		OFFICIAL JUDGE FEE	11	75.00
22005593	4/21/2020	6667	ACTION PUBLISHING INC		STUDENT PLANNERS SY 20-21	60	8,536.00
22005594	4/21/2020	8189	CORWIN PRESS INC		PROFESSIONAL DEVELOPMENT BOOKS	11	378.20
22005595	4/21/2020	8424	MANDT SYSTEM INC THE		REGISTRATION	11	4,965.00
22005596	4/21/2020	12777	ANDREA GAINES		EDP REFUND	11	192.00
22005597	4/21/2020	13780	WONDER WORKSHOP INC		INSTRUCTIONAL MATERIALS	11	1,599.89
22005598	4/21/2020	13946	CONNECTED KIDS INC		REGISTRATION	11	100.00
22005599	4/21/2020	14042	WALMART INC		INSTRUCTIONAL SUPPLIES	11	550.00
22005600	4/21/2020	14073	BOBBI BIGBY		EDP REFUND	11	200.00
22005601	4/21/2020	14208	LISA ENGLISH		MILEAGE	11	750.00
22005602	4/21/2020	14359	MEGAN NEUMANN		OFFICIAL JUDGE FEE	11	75.00
22005603	4/21/2020	14591	JENNIFER KLEIBER	PRESSING ONWARD LLC	PROFESSIONAL DEVELOPMENT BOOKS	11	1,485.00
22005604	4/21/2020	15304	DAVID DAN		AP TEST REFUND	60	40.00
22005605	4/21/2020	15313	LOUANN GEORGE		EDP REFUND	11	100.00
22005606	4/21/2020	15317	MICHELLE LUSTER		EDP REFUND	11	100.00
22005607	4/21/2020	15321	MARIA BARROSO		EDP REFUND	11	30.00
22005608	4/21/2020	15322	LILLIAN MCGEE		EDP REFUND	11	323.00
22005609	4/21/2020	15324	JACQUELYN MANUSZAK		EDP REFUND	11	30.00
22005610	4/21/2020	15326	ATHENA MCKEEVER		EDP REFUND	11	100.00
22005611	4/21/2020	15332	YENG THAO		EDP REFUND	11	100.00
22005612	4/21/2020	15333	MELINDA TURNER		EDP REFUND	11	60.00
22005613	4/21/2020	15334	CHERYL WELLS		EDP REFUND	11	135.00
22005614	4/21/2020	15337	KATHLEEN AVERY		EDP REFUND	11	30.00
22005615	4/21/2020	15338	ALLISON ISAACSON		EDP REFUND	11	810.00
22005616	4/21/2020	15339	JILL DICKERSON		EDP REFUND	11	630.00
22005617	4/21/2020	15344	JENNIFER RACKLEY		EDP REFUND	11	630.00
22005618	4/21/2020	15348	JENNIFER GREENAWAY		EDP REFUND	11	300.00
22005619	4/21/2020	15351	ERIN TAYLOR		EDP REFUND	11	724.00
22005620	4/21/2020	15352	BETH MASTERSON		EDP REFUND	11	532.00
22005621	4/21/2020	15353	NIKKI FRASIER		EDP REFUND	11	387.50
22005622	4/21/2020	15356	BELINDA WHITE		EDP REFUND	11	152.50
22005623	4/21/2020	15358	ASHLI COFFMAN		EDP REFUND	11	848.00
22005624	4/21/2020	15359	DAVID POEPPERLING		EDP REFUND	11	240.00





Union Public Schools ISD 009  
Purchase Orders by Number Report  
April 1, 2020 to April 30, 2020



PO Number	PO Date	Vendor #	Vendor Name	DBA	Description	Fund *	PO Amount
22005625	4/21/2020	15360	ANDREA LUKER		EDP REFUND	11	300.00
22005626	4/21/2020	15361	AMIE SCHLOSBERG		EDP REFUND	11	300.00
22005627	4/21/2020	15366	LISA KIRK		EDP REFUND	11	259.00
22005628	4/21/2020	15367	KRISTI RICHARDS		EDP REFUND	11	100.00
22005629	4/21/2020	15369	DANA HARRIS		EDP REFUND	11	600.00
22005630	4/21/2020	15370	KAREN OYLER		EDP REFUND	11	300.00
22005631	4/21/2020	15371	CASEY RICE		EDP REFUND	11	80.00
22005632	4/21/2020	15372	BRYAN COX		EDP REFUND	11	300.00
22005633	4/21/2020	15373	TIMOTHY PRESCOTT		EDP REFUND	11	630.00
22005634	4/21/2020	15375	CHERIE ALMEIDA		EDP REFUND	11	300.00
22005635	4/21/2020	15376	FAITH EMORY		EDP REFUND	11	240.00
22005636	4/21/2020	15377	CARLOS FOSTER		EDP REFUND	11	405.00
22005637	4/21/2020	15378	FERNANDA COOLEY		EDP REFUND	11	100.00
22005638	4/21/2020	15380	SAPNA DAS-BRADOO		EDP REFUND	11	300.00
22005639	4/21/2020	15381	KYMBERLY MCCRARY		EDP REFUND	11	439.00
22005640	4/21/2020	15388	LACI DILIBERO		EDP REFUND	11	300.00
22005641	4/21/2020	15389	KAT COHEN		EDP REFUND	11	310.00
22005642	4/21/2020	15390	KIMBERLY GUALNAM		EDP REFUND	11	500.00
22005643	4/21/2020	15391	MICHELLE COONFIELD		EDP REFUND	11	300.00
22005644	4/21/2020	15392	JERI POTTER		EDP REFUND	11	800.00
22005645	4/21/2020	15393	COQUICE BOYKINS		EDP REFUND	11	245.00
22005646	4/21/2020	15395	SVETLANA KOT		EDP REDUND	11	300.00
22005647	4/21/2020	15396	MANDY ROBERTS		EDP REFUND	11	315.00
22005648	4/21/2020	15397	JEFFREY SHORES		EDP REFUND	11	405.00
22005649	4/21/2020	15398	STACEY HICKS		EDP REFUND	11	98.00
22005650	4/21/2020	15401	PAUL FEHRENBACHER		EDP REFUND	11	300.00
22005651	4/21/2020	15403	FLOYD GOODE		EDP REFUND	11	300.00
22005652	4/21/2020	15404	LESLIE HUMPHREY		EDP REFUND	11	80.00
22005653	4/21/2020	15405	NEALE PASHLEY		EDP REFUND	11	500.00
22005654	4/21/2020	15406	ASHLEY CLABORN		EDP REFUND	11	510.00
22005655	4/21/2020	15407	ERIN GODLEY		EDP REFUND	11	500.00
22005656	4/21/2020	15408	ELIZABETH RIDGWAY		EDP REFUND	11	60.00
22005657	4/21/2020	15413	JASMINE PENNY		EDP REFUND	11	110.00
22005658	4/21/2020	15414	TILAY GAYGAY		EDP REFUND	11	100.00
22005659	4/21/2020	15418	VANESSA STARNES		EDP REFUND	11	163.00
22005660	4/21/2020	15420	PAIGE MAYER		EDP REFUND	11	266.00
22005661	4/21/2020	15422	SHELLEY YOUNG		EDP REFUND	11	570.00
22005662	4/21/2020	15423	PHILLISE BROOKS		EDP REFUND	11	300.00
22005663	4/21/2020	15424	JONATHAN HANCOCK		EDP REFUND	11	145.00
22005664	4/21/2020	15425	KIMBERLEY MASON		EDP REFUND	11	330.00
22005665	4/21/2020	192180	COSTLEY ENTERPRISES INC	CICIS PIZZA	FOOD FOR WORKERS	60	675.00
22005666	4/21/2020	479400	LAKESHORE EQUIPMENT COMPANY	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	11	396.00
22005667	4/21/2020	479400	LAKESHORE EQUIPMENT COMPANY	LAKESHORE LEARNING MATERIALS	SENSORY ITEMS	11	264.96
22005668	4/21/2020	672010	HERTZBERG NEW METHOD INC	PERMA BOUND BOOKS	MEDIA BOOKS	39	724.10
22005669	4/21/2020	754300	SCHOLASTIC INC		CLASSROOM SUPPLIES	11	403.74
22005670	4/21/2020	758027	SCHOOL SPECIALTY INC		ART SUPPLIES	11	74.20
22005671	4/22/2020	758027	SCHOOL SPECIALTY INC		CLASSROOM SUPPLIES	11	506.33
22005672	4/22/2020	15311	DARLENE WHEELER		REFUND OF SCHOOL LUNCH MONEY	22	48.95





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22005673	4/22/2020	15312	KATHLEEN BELCHER		REFUND OF SCHOOL LUNCH MONEY	22	104.10
22005674	4/22/2020	8203	CONTINENTAL BATTERY COMPANY		BATTERIES FOR BUS FLEET	11	4,968.00
22005675	4/22/2020	100041	LAZEL INC	LEARNING A TO Z	SOFTWARE	11	4,534.60
22005676	4/22/2020	15336	RAMONA VAUGHT		EDP REFUND	11	405.00
22005677	4/22/2020	15343	ELIZABETH CARVAJAL		EDP REFUND	11	232.50
22005678	4/22/2020	5172	CHARLES PISARRA		EDP REFUND	11	235.00
22005679	4/22/2020	15386	TEGAN GOULD		EDP REFUND	11	30.00
22005680	4/22/2020	733	PEARSON EDUCATION		UPGRADING SOFTWARE LICENSE	37	3,842.00
22005681	4/22/2020	14648	BRYAN NORRIS		GAME OFFICIAL	11	135.00
22005682	4/22/2020	12436	TERRENCE OWENS		GAME OFFICIAL	11	120.00
22005683	4/22/2020	11551	JEREMY LANOY		GAME OFFICIAL	11	80.00
22005684	4/22/2020	12704	MILLER PRODUCTS LLC	GEM DIRT	LANDSCAPING	11	2,000.00
22005685	4/22/2020	746280	SANDERS NURSERY & DISTRIBUTION CENTER		LANDSCAPING MATERIALS	11	2,000.00
22005686	4/22/2020	10921	NORTHERN SAFETY COMPANY		SAFETY SUPPLIES	11	2,300.00
22005687	4/22/2020	672010	HERTZBERG NEW METHOD INC	PERMA BOUND BOOKS	LIBRARY BOOK	11	11.22
22005688	4/22/2020	492250	THE LIBRARY STORE INC		MEDIA SUPPLIES	11	145.48
22005689	4/22/2020	479400	LAKESHORE EQUIPMENT COMPANY	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	11	339.92
22005690	4/22/2020	4432	ALYCIA PENNINGTON		EDP REFUND	11	60.00
22005691	4/22/2020	10237	SHANNON RITTER		EDP REFUND	11	624.00
22005692	4/22/2020	12851	YAN YU		EDP REFUND	11	300.00
22005693	4/22/2020	13965	THI LE		EDP REFUND	11	600.00
22005694	4/22/2020	14274	CARRIE RIMMER		EDP REFUND	11	300.00
22005695	4/22/2020	15314	LISA AGUILAR		EDP REFUND	11	405.00
22005696	4/22/2020	15316	MIKE GRAVES		EDP REFUND	11	300.00
22005697	4/22/2020	15318	STEPHANIE ROBERTS		EDP REFUND	11	405.00
22005698	4/22/2020	15319	ANA GABRIELA PEREZ		EDP REFUND	11	226.00
22005699	4/22/2020	15327	JAMIE KIRBY		EDP REFUND	11	56.00
22005700	4/22/2020	15329	CRISTINA BECERRA		EDP REFUND	11	100.00
22005701	4/22/2020	15330	TONNETTA CHATMON-MATTHEW		EDP REFUND	11	200.00
22005702	4/22/2020	15331	BLANCA PEREZ-RIVERA		EDP REFUND	11	300.00
22005703	4/22/2020	15335	JOETTA COX		EDP REFUND	11	630.00
22005704	4/22/2020	15340	RUTH THOMASON		EDP REFUND	11	300.00
22005705	4/22/2020	15341	TIFFANY BRIGHT		EDP REFUND	11	424.00
22005706	4/22/2020	15345	MARISOL TRUJILLO		EDP REFUND	11	832.50
22005707	4/22/2020	15354	SUZANNE CARUSO		EDP REFUND	11	300.00
22005708	4/22/2020	15355	SARAH CARR		EDP REFUND	11	100.00
22005709	4/22/2020	15363	CHEBON WACOCHE		EDP REFUND	11	200.00
22005710	4/22/2020	15364	AMIE FRAMEL		EDP REFUND	11	300.00
22005711	4/22/2020	15365	DEREK BRUNSON		EDP REFUND	11	424.00
22005712	4/22/2020	15368	MALLORY GOETZ		EDP REFUND	11	592.50
22005713	4/22/2020	15374	JASMINE HOLMQUIST		EDP REFUND	11	950.00
22005714	4/22/2020	15379	ROSEMARY BARHAM		EDP REFUND	11	255.00
22005715	4/22/2020	15382	ARACELI RODRIGUEZ		EDP REFUND	11	310.00
22005716	4/22/2020	15387	MELANIE WILLIAMS		EDP REFUND	11	300.00
22005717	4/22/2020	15394	JAMIE WASHINGTON		EDP REFUND	11	529.00
22005718	4/22/2020	15399	LILLA HARRIS		EDP REFUND	11	480.00
22005719	4/22/2020	15400	AMY NGUYEN		EDP REFUND	11	300.00
22005720	4/22/2020	15410	CONNIE RICE		EDP REFUND	11	300.00





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22005721	4/22/2020	15412	JENNY FITZGERALD		EDP REFUND	11	300.00
22005722	4/22/2020	15415	AMBER GRAVES		EDP REFUND	11	60.00
22005723	4/22/2020	15416	KELLY BRIGGS		EDP REFUND	11	60.00
22005724	4/22/2020	15419	LINDSAY STABLER		EDP REFUND	11	300.00
22005725	4/22/2020	15421	COURTNEY LONG		EDP REFUND	11	272.00
22005726	4/22/2020	15426	LAUREN PIERCE		EDP REFUND	11	600.00
22005727	4/22/2020	15460	KELLEY BLAKNEY		EDP REFUND	11	530.00
22005728	4/23/2020	1506	FOUR STATE MAINTENANCE SUPPLY INC		CUSTODIAL INVENTORY SUPPLIES	11	21,436.80
22005729	4/23/2020	6449	GREENWOOD PUBLISHING GROUP	HEINEMANN	CLASSROOM MATERIALS	11	2,344.59
22005730	4/23/2020	11053	FOLLETT SCHOOL SOLUTIONS		SUMMER BACKPACK BOOKS	11	11,312.55
22005731	4/23/2020	14656	HOME DEPOT USA INC	HOME DEPOT PRO	CUSTODIAL INVENTORY SUPPLIES	11	27,714.96
22005732	4/23/2020	15315	JESSIE CONTRERAS		EDP REFUND	11	78.00
22005733	4/23/2020	15320	SANJUANA AVALOS		EDP REFUND	11	121.00
22005734	4/23/2020	15323	TEKIA DAVIS		EDP REFUND	11	75.00
22005735	4/23/2020	15325	ASHLEY BROWN		EDP REFUND	11	72.00
22005736	4/23/2020	15384	LIZBETH INIGUEZ		EDP REFUND	11	56.00
22005737	4/23/2020	479400	LAKESHORE EQUIPMENT COMPANY	LAKESHORE LEARNING MATERIALS	CLASSROOM MATERIALS	11	519.96
22005738	4/23/2020	479400	LAKESHORE EQUIPMENT COMPANY	LAKESHORE LEARNING MATERIALS	AUDIO VISUAL EQUIPMENT	11	1,957.95
22005739	4/23/2020	744700	PERFORMANCE HEALTH SUPPLY INC	MEDCO SUPPLY MASUNE & SURGICAL	MEDICAL SUPPLIES	11	5,000.00
22005740	4/28/2020	1786	MARLA ROBINSON		TUITION REIMBURSEMENT	11	450.00
22005741	4/28/2020	7036	DEBBIE GREEVER		TUITION REIMBURSEMENT	11	900.00
22005742	4/28/2020	9768	AMY MCCREADY		TUITION REIMBURSEMENT	11	225.00
22005743	4/28/2020	9790	JOSHUA ROBINSON		TUITION REIMBURSEMENT	11	600.00
22005744	4/28/2020	10475	CELESTA CATCHER		TUITION REIMBURSEMENT	11	1,050.00
22005745	4/28/2020	10727	DIANA BLAND		TUITION REIMBURSEMENT	11	1,125.00
22005746	4/28/2020	11385	BRANDY MCCOMBS		TUITION REIMBURSEMENT	11	1,125.00
22005747	4/28/2020	11688	CATHY L DAMEN		TUITION REIMBURSEMENT	11	675.00
22005748	4/28/2020	11760	JENNIFER OCHWO		TUITION REIMBURSEMENT	11	900.00
22005749	4/28/2020	11820	LUKE BROWN		TUITION REIMBURSEMENT	11	900.00
22005750	4/28/2020	12012	MIKE PEARSON		TUITION REIMBURSEMENT	11	675.00
22005751	4/28/2020	12258	LAUREN STAUFFER		TUITION REIMBURSEMENT	11	900.00
22005752	4/28/2020	13235	NICOLE WHEELER		TUITION REIMBURSEMENT	11	1,125.00
22005753	4/28/2020	13437	MARCO HERRERA		TUITION REIMBURSEMENT	11	1,125.00
22005754	4/28/2020	13725	JULIE SKIDMORE		TUITION REIMBURSEMENT	11	1,350.00
22005755	4/28/2020	13764	ASHLEY HAMILTON		TUITION REIMBURSEMENT	11	900.00
22005756	4/28/2020	13850	CHANDA GIBSON		TUITION REIMBURSEMENT	11	900.00
22005757	4/28/2020	14059	JENNY FLOWER		TUITION REIMBURSEMENT	11	450.00
22005758	4/28/2020	14433	SHAWNA BRISCOE		TUITION REIMBURSEMENT	11	1,200.00
22005759	4/28/2020	14492	YVETTE LOPEZ		TUITION REIMBURSEMENT	11	975.00
22005760	4/28/2020	14531	JENNIFER RAGLAND		TUITION REIMBURSEMENT	11	1,350.00
22005761	4/28/2020	14625	JONATHAN BUSHYHEAD		TUITION REIMBURSEMENT	11	900.00
22005762	4/28/2020	14630	DANIELLE RENTZ		TUITION REIMBURSEMENT	11	900.00
22005763	4/28/2020	14674	TAYA OELZE		TUITION REIMBURSEMENT	11	900.00
22005764	4/28/2020	15043	JAMIE COLE		TUITION REIMBURSEMENT	11	1,275.00
22005765	4/28/2020	1855	JULIE BORGELT		INTRAMURAL REFUND	60	25.00
22005766	4/28/2020	10844	TERRY SLAGLE		INTRAMURAL REFUND	60	25.00
22005767	4/28/2020	14520	SUE MOUA		INTRAMURAL REFUND	60	25.00
22005768	4/28/2020	15427	ANDREA ROGERS		INTRAMURAL REFUND	60	25.00





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22005769	4/28/2020	15428	APRIL MEADORS		INTRAMURAL REFUND	60	12.50
22005770	4/28/2020	15429	CHRYSTAL PROCTOR		INTRAMURAL REFUND	60	25.00
22005771	4/28/2020	15430	DANIEL ELIAS		INTRAMURAL REFUND	60	25.00
22005772	4/28/2020	15431	DARIN BEHARA		INTRAMURAL REFUND	60	25.00
22005773	4/28/2020	15432	ELIZABETH WILLIAMS		INTRAMURAL REFUND	60	12.50
22005774	4/28/2020	15433	HONG VO		INTRAMURAL REFUND	60	25.00
22005775	4/28/2020	15434	HOPE MORGAN		INTRAMURAL REFUND	60	25.00
22005776	4/28/2020	15435	JAQUELINE BAMBOKILE		INTRAMURAL REFUND	60	25.00
22005777	4/28/2020	15436	JOE CLEARY		INTRAMURAL REFUND	60	25.00
22005778	4/28/2020	15437	JUANA LOZANO		INTRAMURAL REFUND	60	25.00
22005779	4/28/2020	15438	KIM BORLAND		INTRAMURAL REFUND	60	25.00
22005780	4/28/2020	15439	KISHA HARGREAVES		INTRAMURAL REFUND	60	25.00
22005781	4/28/2020	15440	MELISSA TIGER		INTRAMURAL REFUND	60	25.00
22005782	4/28/2020	15441	MEREDITH CROWELL		INTRAMURAL REFUND	60	25.00
22005783	4/28/2020	15442	NEVAEH MCGOUGAN		INTRAMURAL REFUND	60	25.00
22005784	4/28/2020	15443	RIANA SARI		INTRAMURAL REFUND	60	25.00
22005785	4/28/2020	15444	SAMINA DILLIHAY		INTRAMURAL REFUND	60	12.50
22005786	4/28/2020	15445	TRACY MCMANUS		INTRAMURAL REFUND	60	50.00
22005787	4/28/2020	15446	YASMIN VAZQUEZ		INTRAMURAL REFUND	60	25.00
22005788	4/28/2020	91	DELL MARKETING LP		BATTERY	11	715.76
22005789	4/28/2020	728	APPLE INC		IPADS AND CASES	11	15,949.60
22005790	4/28/2020	1058	PROFESSIONAL TURF PRODUCTS LP		GROUNDS SUPPLIES	11	791.79
22005791	4/28/2020	1160	LUBER BROS INC		GROUNDS SUPPLIES	11	4,882.22
22005792	4/28/2020	11393	UNITED STATES TREASURY		ACA PCORI FEES	11	10,000.00
22005793	4/28/2020	12375	TAMMY WARD		PERSONAL REIMBURSEMENT	11	81.93
22005794	4/28/2020	12657	CRAFCO INC	PAVING MAINTENANCE SUPPLY	GROUNDS SUPPLIES	11	4,000.00
22005795	4/28/2020	13946	CONNECTED KIDS INC		CONFERENCE FEES	60	100.00
22005796	4/28/2020	14327	SPORTS SURFACE MANAGEMENT LLC		SPORTS COMPLEX MAINTENANCE	11	4,400.00
22005797	4/28/2020	14844	WINBURY ENTERPRISE INVESTMENTS INC	ADEPT INNOVATION AND TECHNOLOGY	HEALTH SUPPLIES	11	3,069.69
22005798	4/28/2020	15459	LEDFORD DESIGNS LLC		WOOD FLOOR REFINISH	11	7,052.40
22005799	4/28/2020	25246	ADMIRAL EXPRESS INC		PPE FOR DISTRIBUTION CENTER	11	1,950.00
22005800	4/28/2020	137000	BROKEN ARROW ELECTRIC SUPPLY INC	LIGHTNING INC/BA ELECTRIC SUPPLY	ELECTRICAL LED UPGRADE	11	4,673.02
22005801	4/28/2020	262610	DEMCO INC		MEDIA SUPPLIES	11	60.39
22005802	4/28/2020	262610	DEMCO INC		MEDIA CENTER SUPPLIES	11	325.88
22005803	4/28/2020	372679	SCHOLASTIC SALES INC	JOSTENS GRADUATE SERVICES	GRADUATION SERVICES	11	250.00
22005804	4/28/2020	393500	HAJOCA CORPORATION		PLUMBING SUPPLIES	11	2,309.50
22005805	4/28/2020	406000	HEATWAVE MANUFACTURING & SUPPLY CO	HEATWAVE SUPPLY	PLUMBING PARTS	11	6,594.10
22005806	4/28/2020	475000	L AND M OFFICE FURNITURE LLC		OFFICE FURNITURE	21	3,984.42
22005807	4/28/2020	719210	REALLY GOOD STUFF LLC		CLASSROOM SUPPLIES	11	389.40
22005808	4/28/2020	751001	SCHOLASTIC BOOK FAIRS	SCHOLASTIC BOOK FAIRS	SPRING BOOK FAIR FINAL PAYMENT	60	913.75
22005809	4/28/2020	758027	SCHOOL SPECIALTY INC		CLASSROOM MATERIALS	11	377.50
22005810	4/28/2020	919000	W W GRAINGER INC	GRAINGER INC	TOOLS	11	1,414.51
22005811	4/28/2020	91	DELL MARKETING LP		CONSUMMABLE SUPPLIES	11	2,000.00
22005812	4/28/2020	91	DELL MARKETING LP		DELL LAPTOP COMPONENTS	11	2,285.47
22005813	4/28/2020	9026	SITEONE LANDSCAPE SUPPLY LLC		GROUNDS SUPPLIES	11	3,040.00
22005814	4/28/2020	10704	BECKY DAVIS		PERSONAL REIMBURSEMENT	60	51.23
22005815	4/28/2020	12269	ROBERTS TRUCK CENTER OF OKLAHOMA LLC	SUMMIT TRUCK GROUP OF TULSA	COLLISION REPAIRS FOR 1912	86	4,928.99
22005816	4/28/2020	13043	KEVIN BRANNON		TUITION REIMBURSEMENT	11	900.00





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22005817	4/28/2020	14473	TONYA HUDSON		TUITION REIMBURSEMENT	11	675.00
22005818	4/28/2020	14905	ALLISON HARVEY		TUITION REIMBURSEMENT	11	1,125.00
22005819	4/28/2020	15461	RENEE HARNEY		REFUND OF SCHOOL LUNCH MONEY	22	40.55
22005820	4/28/2020	118000	MARTIN SALES & RENTAL LLC	BLOSS SALES & RENTAL	OPERATIONS PARTS	11	7,316.47
22005821	4/28/2020	269000	BLICK ART MATERIALS LLC	DICK BLICK COMPANY	ART SUPPLIES	11	464.16
22005822	4/28/2020	536500	METRO BUILDERS SUPPLY INC	METRO APPLIANCES & MORE ACCT 2309	REFRIGERATOR	21	1,166.00
22005823	4/28/2020	541500	MIDWEST RAQUETBALLS AND SPORTING GOODS DIST INC	MIDWEST SPORTING GOODS	SPORT SUPPLIES	11	1,594.11
22005824	4/28/2020	563150	NATIONAL ASSOC FOR THE EDUCATION OF YOUNG CHILDREN	NAEYC	YEARLY ACCREDITATION	11	775.00
22005825	4/28/2020	564030	NATIONAL ASSOC. OF SECONDARY SCHOOL PRINCIPALS		NATIONAL STUDENT COUNCIL AFFIL	60	95.00
22005826	4/28/2020	564030	NATIONAL ASSOC. OF SECONDARY SCHOOL PRINCIPALS		UHS NATIONAL HONOR SOCIETY AFF	60	385.00
22005827	4/28/2020	820790	SUTHERLAND'S BUILDING MATERIAL CO LP		LANDSCAPING	11	4,700.00
22005828	4/28/2020	941000	WEST MUSIC COMPANY INC		CLASSROOM MUSIC SUPPLIES	11	278.47
22005829	4/29/2020	24	EARLYCHILDHOOD LLC	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES	11	434.44
22005830	4/29/2020	6500	ADI		PARTS AND SUPPLIES	11	900.00
22005831	4/29/2020	12576	GRACE MARKES		TUITION REIMBURSEMENT	11	1,125.00
22005832	4/29/2020	13946	CONNECTED KIDS INC		CONFERENCE FEES	11	1,000.00
22005833	4/29/2020	14188	WHITNEY HESTER		EDP REFUND	11	168.00
22005834	4/29/2020	15138	DANIELLE HROMANIK		EDP REFUND	11	283.00
22005835	4/29/2020	15516	MELISSA MOORE		EDP REFUND	11	300.00
22005836	4/29/2020	15517	DORA MARTINEZ		EDP REFUND	11	100.00
22005837	4/29/2020	15518	ANDALON MARIA		EDP REFUND	11	300.00
22005838	4/29/2020	15519	KYLE FELDMAN		EDP REFUND	11	100.00
22005839	4/29/2020	15520	DWIGHT STRAYER		EDP REFUND	11	550.00
22005840	4/29/2020	15521	STEPHEN MARTINEZ		EDP REFUND	11	295.00
22005841	4/29/2020	15522	CASEY KEEFER		EDP REFUND	11	305.00
22005842	4/29/2020	15524	DANIELLE HARRIS		EDP REFUND	11	100.00
22005843	4/29/2020	76040	B AND H FOTO AND ELECTRONICS	B & H PHOTO AND VIDEO	AUDIOVISUAL EQUIPMENT	11	1,026.67
22005844	4/29/2020	118000	MARTIN SALES & RENTAL LLC	BLOSS SALES & RENTAL	GROUNDS SUPPLIES	11	2,348.54
22005845	4/29/2020	541500	MIDWEST RAQUETBALLS AND SPORTING GOODS DIST INC	MIDWEST SPORTING GOODS	INTRAMURAL SUPPLIES	60	855.93
22005846	4/29/2020	679260	PLANK ROAD PUBLISHING INC		SUBSCRIPTION	11	119.45
22005847	4/30/2020	5776	BRIAN M BRYAN	COMBAT ZONE KARATE SCHOOLS LLC	COMMUNITY EDUCATION REFUND	11	25.00
22005848	4/30/2020	14074	SARAH MCGOWEN		COMMUNITY EDUCATION REFUND	11	100.00
22005849	4/30/2020	15492	KALI ANDERSON		COMMUNITY EDUCATION REFUND	11	25.00
22005850	4/30/2020	15493	KENNETH OBRECHT		COMMUNITY EDUCATION REFUND	11	50.00
22005851	4/30/2020	15494	MARY PALMERI		COMMUNITY EDUCATION REFUND	11	25.00
22005852	4/30/2020	15495	MIRANDA PANNELL		COMMUNITY EDUCATION REFUND	11	25.00
22005853	4/30/2020	15496	AISHA PATTERSON		COMMUNITY EDUCATION REFUND	11	12.50
22005854	4/30/2020	15497	MANDY ROBERTS		COMMUNITY EDUCATION REFUND	11	112.50
22005855	4/30/2020	15498	ANDRES VARELLA		COMMUNITY EDUCATION REFUND	11	12.50
22005856	4/30/2020	15499	LEAH VINCENT		COMMUNITY EDUCATION REFUND	11	52.50
22005857	4/30/2020	15500	WATENE WATENE		COMMUNITY EDUCATION REFUND	11	50.00
22005858	4/30/2020	15501	RAVI BANDA		COMMUNITY EDUCATION REFUND	11	25.00
22005859	4/30/2020	100374	CARISSA TROST		COMMUNITY EDUCATION REFUND	11	52.50
22005860	4/30/2020	8494	STEPHANIE SOLNOK		TUITION REIMBURSEMENT	11	450.00
22005861	4/30/2020	9885	LINDSAY SMITH		TUITION REIMBURSEMENT	11	900.00
22005872	4/30/2020	8130	CHALKS TRUCK PARTS INC		PARTS FOR UNION BUS FLEET	11	1,500.00





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22005873	4/30/2020	9509	ARROWHEAD TRUCK EQUIPMENT INC		TOMMY GATE	11	2,800.00
22005874	4/30/2020	10732	SANFORD BROTHERS CO INC & SUBSIDIARIES	CLAUDE NEON FEDERAL SIGNS INC	CHC SIGNAGE FOR MARQUEE	21	977.00
22005875	4/30/2020	13695	HOOTEN OIL LLC		OIL FOR BUSES	11	4,500.00
22005876	4/30/2020	13889	MYSTERY SCIENCE INC		SOFTWARE SUBSCRIPTION	39	1,498.00
22005877	4/30/2020	13912	RESPONDUS INC		LICENSE RENEWAL	37	9,190.00
22005878	4/30/2020	13946	CONNECTED KIDS INC		CONFERENCE FEES	11	200.00
22005879	4/30/2020	13946	CONNECTED KIDS INC		CONFERENCE FEES	11	100.00
22005880	4/30/2020	14656	HOME DEPOT USA INC	HOME DEPOT PRO	ELECTROSTATIC SPRAYER	39	21,623.85
22005881	4/30/2020	14656	HOME DEPOT USA INC	HOME DEPOT PRO	TOOLS	11	18,385.50
22005882	4/30/2020	15502	MAYFONK ATHLETIC LLC	VERT	SOFTWARE LICENSE SUBSCRIPTION	11	1,324.87
22005883	4/30/2020	269000	BLICK ART MATERIALS LLC	DICK BLICK COMPANY	CLASSROOM SUPPLIES	11	212.88
22005884	4/30/2020	571400	NATIONAL INSTITUTE OF GOVERNMENTAL PURCHASING INC		VIRTUAL CONFERENCE REGISTRATIO	11	258.00
22005885	4/30/2020	912000	VARSITY BRANDS HOLDING CO INC	VARSITY SPIRIT FASHIONS AND	SPORTS EQUIPMENT	11	1,867.00
22005886	4/30/2020	949550	WILLIAM V MACGILL AND COMPANY	MCGILL & CO	NURSE SUPPLIES	11	106.62
22005887	4/30/2020	948	STATE OF OKLAHOMA	CAREER TECH	REFUND GRANT FUNDS UNUSED	11	22,424.65
22005888	4/30/2020	14249	COMMUNITY HEALTH CONNECTION INC		REFUND-ACTIVITY FAIR REGIST	60	500.00
22005889	4/30/2020	15385	ERIC GOODYEAR		EDP REFUND	11	1,248.00
22005890	4/30/2020	15448	BRIDGES FOUNDATION		REFUND-ACTIVITY FAIR REGIST	60	75.00
22005891	4/30/2020	15451	LYNN BEAIRD		REFUND-ACTIVITY FAIR REGIST	60	75.00
22005892	4/30/2020	15453	NEW HAVEN DAY SCHOOL		REFUND-ACTIVITY FAIR REGIST	60	75.00
22005893	4/30/2020	15454	RACQUET AND HEALTH 91		REFUND-ACTIVITY FAIR REGIST	60	175.00
22005894	4/30/2020	15455	ROBERTSON TIRES		REFUND-ACTIVITY FAIR REGIST	60	500.00
22005895	4/30/2020	15456	THEATRE ARTS		REFUND-ACTIVITY FAIR REGIST	60	200.00
22005896	4/30/2020	15457	KJM EQUESTRIAN		REFUND-ACTIVITY FAIR REGIST	60	175.00
22005897	4/30/2020	15556	ANDREINA VALDERRAMA MORENA		EDP REFUND	11	220.00
22005898	4/30/2020	15557	ALISHA AXMAN		EDP REFUND	11	200.00
22005899	4/30/2020	15559	DONNA GRIDER		EDP REFUND	11	20.09
22005900	4/30/2020	414950	HOLLAND HALL SCHOOL		REFUND-ACTIVITY FAIR REGIST	60	75.00
22005901	4/30/2020	536625	METRO CHRISTIAN ACADEMY		REFUND-ACTIVITY FAIR REGIST	60	75.00
22005902	4/30/2020	4859	MATTHEW MCCREADY		TUITION REIMBURSEMENT	11	150.00
22005903	4/30/2020	10193	TERESA BURGESS		AP TEST REIMBURSEMENT	11	138.00
22005904	4/30/2020	10309	CRYSTAL SOLTOW		TUITION REIMBURSEMENT	11	900.00
22005905	4/30/2020	10696	JULIA GARDNER		TUITION REIMBURSEMENT	11	900.00
22005906	4/30/2020	11907	ASHLEY BATES		TUITION REIMBURSEMENT	11	900.00
22005907	4/30/2020	12980	KENNETH MOORE		TUITION REIMBURSEMENT	11	450.00
22005908	4/30/2020	14280	DAVID BURNS		AP TESTING REIMBURSEMENT	11	207.00
22005909	4/30/2020	14467	MICHAEL LINDSAY		TUITION REIMBURSEMENT	11	225.00
22005910	4/30/2020	14515	LAUREN CROW		TUITION REIMBURSEMENT	11	450.00
22005911	4/30/2020	14540	MEZYUNEH SCOTT		TUITION REIMBURSEMENT	11	225.00
22005912	4/30/2020	15190	GLORIA CUNNINGHAM		AP TEST REIMBURSEMENT	11	40.00
22005913	4/30/2020	15528	LESLIE CONSTIEN		TUITION REIMBURSEMENT	11	450.00
22005914	4/30/2020	15529	BRITTANY GROVE		TUITION REIMBURSEMENT	11	450.00
22005915	4/30/2020	15530	MEGAN HALL		TUITION REIMBURSEMENT	11	1,125.00
22005916	4/30/2020	15531	BRIAN JAYNES		TUITION REIMBURSEMENT	11	750.00
22005917	4/30/2020	15533	MARY MURRAY		TUITION REIMBURSEMENT	11	1,350.00
22005918	4/30/2020	15534	VICTORIA OLSEN		TUITION REIMBURSEMENT	11	900.00
22005919	4/30/2020	15535	ANDREA ORR		TUITION REIMBURSEMENT	11	900.00
22005920	4/30/2020	15536	ANGELA RAIBER		TUITION REIMBURSEMENT	11	1,125.00





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22005921	4/30/2020	15537	SADIE REDBURN		TUITION REIMBURSEMENT	11	900.00
22005922	4/30/2020	15538	LE ROBERTS		TUITION REIMBURSEMENT	11	450.00
22005923	4/30/2020	15540	STEPHANIE STARKEY		TUITION REIMBURSEMENT	11	1,350.00
22005924	4/30/2020	91	DELL MARKETING LP		COMPUTER, KEYBOARD, MOUSE	11	1,382.71
22005925	4/30/2020	91	DELL MARKETING LP		COPY/PRINTER SUPPLIES	11	500.00
22005926	4/30/2020	6449	GREENWOOD PUBLISHING GROUP	HEINEMANN	PROF DEVELOPMENT BOOKS	11	603.90
22005927	4/30/2020	11866	GREEN COUNTRY SHREDDING AND RECYCLING INC		DOCUMENT DESTRUCTION	11	1,500.00
22005928	4/30/2020	13946	CONNECTED KIDS INC		CONFERENCE FEES	11	300.00
22005929	4/30/2020	13995	SHOW ME THE MONEY INC		FUEL ADDITIVES	11	25,854.00
22005930	4/30/2020	25246	ADMIRAL EXPRESS INC		INVENTORY SAFETY SUPPLIES	11	3,000.00
22005931	4/30/2020	83500	VARSITY BRANDS HOLDING CO	BSN SPORTS	SPORTS EQUIPMENT	11	325.00
22005932	4/30/2020	237600	HAND2MIND INC		PROF DEVELOPMENT BOOKS	11	607.20
22005933	4/30/2020	269000	BLICK ART MATERIALS LLC	DICK BLICK COMPANY	ART SUPPLIES	11	607.69
22005934	4/30/2020	340195	FLAGHOUSE INC		EQUIPMENT / SUPPLIES	11	844.78
22005935	4/30/2020	758027	SCHOOL SPECIALTY INC		STUDENT EQUIPMENT / SUPPLIES	11	515.66
22005936	4/30/2020	941000	WEST MUSIC COMPANY INC		CLASSROOM MUSIC SUPPLIES (BUYB	11	278.47
Report total							\$1,267,863.10

\* Fund Descriptions:

11	General Fund
21	Building Fund
22	Child Nutrition Fund
30-39	Bond Funds by year
60	Activity Fund
81	Gift Funds



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22005937	5/1/2020	13564	TRINITY 3 LLC	TRINITY 3 TECHNOLOGY	1:1 STUDENT LAPTOPS	38	1,227,600.00
22005938	5/1/2020	13564	TRINITY 3 LLC	TRINITY 3 TECHNOLOGY	1:1 STUDENT LAPTOPS	39	1,039,500.00
22005939	5/1/2020	8471	EMPIRE PAPER		PAPER AND SUPPLIES	22	25,000.00
22005940	5/1/2020	83500	VARSITY BRANDS HOLDING CO	BSN SPORTS	UNIFORMS	39	33,258.55
22005941	5/1/2020	874300	TULSA COMMUNITY COLLEGE		TCC SPRING 2020 TUITION BALANC	60	20,559.05
22005942	5/5/2020	5702	JENNIFER COLE		EDP REFUND	11	75.00
22005943	5/5/2020	15543	ALLISON HALL		EDP REFUND	11	862.50
22005944	5/5/2020	15545	ALEJANDRA CORDOVA		EDP REFUND	11	300.00
22005945	5/5/2020	15546	KAYLEE HARGROVE		EDP REFUND	11	330.00
22005946	5/5/2020	15547	TIFFANY EDWARDS		EDP REFUND	11	317.50
22005947	5/5/2020	15548	MONTENETTE MARROW		EDP REFUND	11	126.00
22005948	5/5/2020	15549	ERICA DOUGLASS		EDP REFUND	11	200.00
22005949	5/5/2020	15552	KEN HUYNH		EDP REFUND	11	330.00
22005950	5/5/2020	15553	JEFF LITTLE		EDP REFUND	11	255.00
22005951	5/5/2020	15554	DIANA REED		EDP REFUND	11	224.00
22005952	5/5/2020	15555	SHEONTEL SCOTT		EDP REFUND	11	97.00
22005953	5/5/2020	15560	KIE' BARTEE		EDP REFUND	11	92.00
22005954	5/5/2020	15561	ANTONIO MARTINEZ		EDP REFUND	11	300.00
22005955	5/5/2020	15562	KATIA NARVAEZ		EDP REFUND	11	100.00
22005956	5/5/2020	15563	GRICELDA MONTOYA		EDP REFUND	11	100.00
22005957	5/5/2020	15564	LACHER THOMPSON		EDP REFUND	11	77.50
22005958	5/5/2020	15572	STEPHANIE YOUNT		EDP REFUND	11	110.00
22005959	5/5/2020	74	STACEY JENKINS		CHOREOGRAPHY	11	2,500.00
22005960	5/5/2020	91	DELL MARKETING LP		COMPUTERS FOR TESTING LAB	11	3,266.82
22005961	5/5/2020	728	APPLE INC		IPAD COVERS	11	1,048.50
22005962	5/5/2020	11234	CREATIVE NOTEBOOK SOLUTIONS LLC		CLASSROOM SUPPLIES	11	725.00
22005963	5/5/2020	11823	CROSSLAND CONSTRUCTION COMPANY INC		GMP SERVICES (HS EXPANSION/REN	39	169,128.00
22005964	5/5/2020	13019	TEAMBUILDR LLC		INTERNET SUBSCRIPTION	39	1,220.00
22005965	5/5/2020	13564	TRINITY 3 LLC	TRINITY 3 TECHNOLOGY	COMPUTERS	39	9,576.00
22005966	5/5/2020	13796	MARIA SMITH		MILEAGE REIMBURSEMENT	11	200.00
22005967	5/5/2020	13872	US SIGN & SCREENPRINTING LLC		EDP SUMMER CAMP SHIRTS	60	3,400.00
22005968	5/5/2020	14841	CMC NEPTUNE LLC		SUBSCRIPTION LICENSE	11	2,700.00
22005969	5/5/2020	15145	JULIE WEATHERFORD		PROF DEVELOPMENT MILEAGE	11	750.00
22005970	5/5/2020	15449	CLARK YOUTH THEATRE		REFUND-ACTIVITY FAIR REGIST	60	75.00
22005971	5/5/2020	15450	GATHERING PLACE		REFUND-ACTIVITY FAIR REGIST	60	75.00
22005972	5/5/2020	15452	MAIN EVENT ENTERTAINMENT		REFUND-ACTIVITY FAIR REGIST	60	175.00
22005973	5/5/2020	15458	TULSA DEBATE LEAGUE		REFUND-ACTIVITY FAIR REGIST	60	75.00
22005974	5/5/2020	76040	B AND H FOTO AND ELECTRONICS	B & H PHOTO AND VIDEO	AUDIO VISUAL EQUIPMENT AND SUP	39	855.36
22005975	5/5/2020	237600	HAND2MIND INC		CLASSROOM SUPPLIES	11	549.39
22005976	5/5/2020	262610	DEMCO INC		MEDIA SUPPLIES	11	85.51
22005977	5/5/2020	479400	LAKESHORE EQUIPMENT COMPANY	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	11	473.06
22005978	5/5/2020	479400	LAKESHORE EQUIPMENT COMPANY	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	11	1,279.76
22005979	5/5/2020	729260	LYCO MANUFACTURING INC	ANDY B'S	REFUND-ACTIVITY FAIR REGIST	60	200.00
22005980	5/5/2020	744700	PERFORMANCE HEALTH SUPPLY INC	MEDCO SUPPLY MASUNE & SURGICAL	ATHLETIC EQUIPMENT AND PARTS	11	1,355.70
22005981	5/5/2020	754000	SCHOLASTIC INC	SCHOLASTIC MAGAZINES	MEDIA BOOKS	11	125.74
22005982	5/5/2020	757800	SCHOOL NURSE SUPPLY INC		MEDICAL SUPPLIES	11	524.54
22005983	5/5/2020	895640	VARSITY BRANDS HOLDING CO	U S GAMES	CLASSROOM SUPPLIES	11	484.41
22005984	5/5/2020	949550	WILLIAM V MACGILL AND COMPANY	MCGILL & CO	MEDICAL SUPPLIES	11	323.37





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22005985	5/7/2020	7855	GL GROUP INC	BOOKSOURCE	CLASSROOM BOOKS	11	456.38
22005986	5/7/2020	8130	CHALKS TRUCK PARTS INC		SEAT CUSHIONS FOR BUS	11	1,582.00
22005987	5/7/2020	9613	ERIN VELEZ		EDP REFUND	11	100.00
22005988	5/7/2020	10164	FUN EXPRESS LLC		CLASSROOM SUPPLIES	11	159.99
22005989	5/7/2020	12269	ROBERTS TRUCK CENTER OF OKLAHOMA LLC	SUMMIT TRUCK GROUP OF TULSA	FILTERS FOR BUS FLEET	11	3,733.74
22005990	5/7/2020	14451	DEREK FREY		TUITION REIMBURSEMENT	11	450.00
22005991	5/7/2020	15300	MIDWEST WRAP & THE SIGN MAKER LLC		BOOK VAN IMPROVEMENTS	60	4,065.42
22005992	5/7/2020	15526	SARA BLAKLEY		TUITION REIMBURSEMENT	11	900.00
22005993	5/7/2020	15558	STACEY MOREY		EDP REFUND	11	200.00
22005994	5/7/2020	25246	ADMIRAL EXPRESS INC		OFFICE SUPPLIES	11	825.00
22005995	5/7/2020	348105	FRANKLIN COVEY CLIENT SALES INC	FRANKLIN COVEY COMPANY	REGISTRATION	60	29.99
22005996	5/7/2020	679260	PLANK ROAD PUBLISHING INC		CDS AND BOOKS	11	221.21
22005997	5/7/2020	758027	SCHOOL SPECIALTY INC		CLASSROOM SUPPLIES	11	1,877.38
22005998	5/7/2020	820890	SWEETWATER SOUND INC		AUDIOVISUAL EQUIPMENT	11	110.00
22005999	5/7/2020	938000	WELDON PARTS INC		STARTERS FOR BUS FLEET	11	2,589.90
22006000	5/7/2020	5780	PALEN MUSIC CENTER INC	PALEN MUSIC CENTER	REPLACEMENT STRINGS	11	1,240.00
22006001	5/7/2020	8130	CHALKS TRUCK PARTS INC		SEATS FOR BUS FLEET	11	3,204.00
22006002	5/7/2020	9302	MICHAEL GOODALL		ASSIGNOR FEE	60	25.00
22006003	5/7/2020	11823	CROSSLAND CONSTRUCTION COMPANY INC		GMP SERVICES (HS EXPANSION/REN	30	10,216,445.00
22006004	5/7/2020	13610	SLIGAR MECHANICAL LLC		CONSTRUCTION SERVICES	30	237,000.00
22006005	5/7/2020	13854	SOUTHERN TIRE MART LLC		TIRES FOR BUS FLEET	11	14,326.00
22006006	5/7/2020	13876	AUSTIN DOCKERY		TUITION REIMBURSEMENT	11	779.99
22006007	5/7/2020	14736	4IMPRINT INC		OFFICE SUPPLIES	11	441.64
22006008	5/7/2020	15541	SHANNON HENRY		REFUND OF SCHOOL LUNCH MONEY	22	15.65
22006009	5/7/2020	15568	JORGE HENAO		REFUND OF SCHOOL LUNCH MONEY	22	115.65
22006010	5/7/2020	15573	POWERCORE 360 LLC		SPORTS EQUIPMENT	60	398.00
22006011	5/7/2020	15574	TAMEKA PATTON		INTRAMURAL REFUND	60	25.00
22006012	5/7/2020	15575	JEROME PORTLEY		INTRAMURAL REFUND	60	25.00
22006013	5/7/2020	12384	KRISTI WILSON		BPA THUNDER TICKET REFUND	60	24.00
22006014	5/7/2020	13134	RIMA OBAGI		BPA THUNDER TICKET REFUND	60	24.00
22006015	5/7/2020	13144	DARA XIONG		BPA THUNDER TICKET REFUND	60	24.00
22006016	5/7/2020	14668	CARRIE RING		BPA THUNDER TICKET REFUND	60	24.00
22006017	5/7/2020	15462	JIMMY THOMPSON SR		BPA THUNDER TICKET REFUND	60	24.00
22006018	5/7/2020	15463	REYNA CASTRO		BPA THUNDER TICKET REFUND	60	24.00
22006019	5/7/2020	15464	ZACHARY XU		BPA THUNDER TICKET REFUND	60	24.00
22006020	5/7/2020	15465	ANGEL BELTRAN GALVEZ		BPA THUNDER TICKET REFUND	60	24.00
22006021	5/7/2020	15466	MELLISSA PROCTOR		BPA THUNDER TICKET REFUND	60	24.00
22006022	5/7/2020	15467	HERBERT COLLINS		BPA THUNDER TICKET REFUND	60	24.00
22006023	5/7/2020	15468	MARIA JONES		BPA THUNDER TICKET REFUND	60	24.00
22006024	5/7/2020	15469	ARTI PATEL		BPA THUNDER TICKET REFUND	60	24.00
22006025	5/7/2020	15470	KAREEM AHMED		BPA THUNDER TICKET REFUND	60	24.00
22006026	5/7/2020	15471	CASEY ANTONELLI		BPA THUNDER TICKET REFUND	60	24.00
22006027	5/7/2020	15472	MACHEL LOPEZ		BPA THUNDER TICKET REFUND	60	24.00
22006028	5/7/2020	15473	YVONNE MARTIN		BPA THUNDER TICKET REFUND	60	24.00
22006029	5/7/2020	15474	CING NIANG		BPA THUNDER TICKET REFUND	60	24.00
22006030	5/7/2020	15475	TYRIE ACKERSON		BPA THUNDER TICKET REFUND	60	24.00
22006031	5/7/2020	15476	KEVIN LOCKRIDGE		BPA THUNDER TICKET REFUND	60	24.00
22006032	5/7/2020	15477	THANH TRAN		BPA THUNDER TICKET REFUND	60	24.00





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22006033	5/7/2020	15478	FELIPE BERNAL BECERRA		BPA THUNDER TICKET REFUND	60	24.00
22006034	5/7/2020	15479	ANNE VUE		BPA THUNDER TICKET REFUND	60	24.00
22006035	5/7/2020	15480	ERIKA GALLEGOS TELLEZ		BPA THUNDER TICKET REFUND	60	24.00
22006036	5/7/2020	15481	AMY CONOLLEY		BPA THUNDER TICKET REFUND	60	24.00
22006037	5/7/2020	15482	MARIA ALEMAN TORRES		BPA THUNDER TICKET REFUND	60	24.00
22006038	5/7/2020	15483	WENDY RIVAS		BPA THUNDER TICKET REFUND	60	24.00
22006039	5/7/2020	15484	MIRIAN VASQUEZ		BPA THUNDER TICKET REFUND	60	24.00
22006040	5/7/2020	15485	MARKO LANGSTON		BPA THUNDER TICKET REFUND	60	24.00
22006041	5/7/2020	15486	NATHAN THOMPSON		BPA THUNDER TICKET REFUND	60	24.00
22006042	5/7/2020	15487	DALLAS METZER		BPA THUNDER TICKET REFUND	60	24.00
22006043	5/7/2020	15488	SCOTT HUNT		BPA THUNDER TICKET REFUND	60	24.00
22006044	5/7/2020	15489	WENDI HAYES		BPA THUNDER TICKET REFUND	60	24.00
22006045	5/7/2020	15490	KARA SCHATZ		BPA THUNDER TICKET REFUND	60	24.00
22006046	5/7/2020	100589	MEAGAN BROWNING		BPA THUNDER TICKET REFUND	60	24.00
22006047	5/7/2020	443100	J W PEPPER AND SON INC.		SHEET MUSIC & CDS	11	571.73
22006048	5/8/2020	7008	GENUINE PARTS COMPANY	NAPA AUTO PARTS	TOOLS	39	1,457.00
22006049	5/8/2020	9498	AIRE MASTER OF AMERICA INC		SANITATION SERVICE & PRODUCTS	11	100.00
22006050	5/8/2020	11823	CROSSLAND CONSTRUCTION COMPANY INC		PRE-CONSTRUCTION SERVICES	30	20,000.00
22006051	5/8/2020	13995	SHOW ME THE MONEY INC		EQUIPMENT	39	3,500.00
22006052	5/8/2020	15150	KATHLEEN STUTZMAN		TRAVEL	11	12.90
22006053	5/8/2020	15542	PAYTON DILL		CHOREOGRAPHY	11	1,700.00
22006054	5/8/2020	541500	MIDWEST RAQUETBALLS AND SPORTING GOODS DIST INC	MIDWEST SPORTING GOODS	SPORTS EQUIPMENT	11	247.20
22006055	5/8/2020	941000	WEST MUSIC COMPANY INC		FURNITURE & FIXTURES (BUYBOARD	11	191.85
22006056	5/12/2020	8	BUREAU OF NATIONAL AFFAIRS INC		SUBSCRIPTION	11	2,019.00
22006057	5/12/2020	91	DELL MARKETING LP		TECHNOLOGY EQUIPMENT	11	5,910.03
22006058	5/12/2020	91	DELL MARKETING LP		BATTERY	11	715.76
22006059	5/12/2020	332	LEARNING FOR LIVING INC		TRIBE RETREAT SPEAKER DEPOSIT	60	2,000.00
22006060	5/12/2020	668	SCHOOLHOUSE OUTFITTERS LLC	SCHOOL OUTFITTERS	CLASSROOM FURNITURE	11	500.81
22006061	5/12/2020	728	APPLE INC		STUDENT IPADS	11	26,577.00
22006062	5/12/2020	2584	PIONEER DRAMA SERVICE INC		CLASSROOM BOOKS	11	288.25
22006063	5/12/2020	4180	NOODLE TOOLS INC		LICENSE RENEWAL	37	1,408.00
22006064	5/12/2020	5012	TULSA RUNNER LLC		UNIFORMS	39	6,676.00
22006065	5/12/2020	5780	PALEN MUSIC CENTER INC	PALEN MUSIC CENTER	INSTRUMENT PARTS & REPAIR	11	5,000.00
22006066	5/12/2020	6449	GREENWOOD PUBLISHING GROUP	HEINEMANN	CLASSROOM SUPPLIES	11	603.90
22006067	5/12/2020	10685	REBECCA BYERS		OFFICE SUPPLIES	11	193.73
22006068	5/12/2020	11053	FOLLETT SCHOOL SOLUTIONS		LIBRARY BOOKS	11	275.79
22006069	5/12/2020	11191	JONATHAN VANDERKOLFF		CLINICIAN DESIGN FEE	11	5,000.00
22006070	5/12/2020	11901	LEE ALLMAN		CLINICIAN DESIGN FEE	11	1,000.00
22006071	5/12/2020	12269	ROBERTS TRUCK CENTER OF OKLAHOMA LLC	SUMMIT TRUCK GROUP OF TULSA	TOLL FEE	11	14.79
22006072	5/12/2020	13388	BLUE RIDGE VISUAL COMMUNICATIONS, CO	BANGOR CORK	CORK STRIPS	39	834.27
22006073	5/12/2020	14113	MAX TEACHING, INC		PROFESSIONAL DEVELOPMENT TRAIN	11	6,000.00
22006074	5/12/2020	14284	AMERICAN LEBANESE SYRIAN ASSOCIATED CHARITIES INC	ALSAC/ST JUDE CHILDRENS RESEARCH	SHAKA DONATION	60	2,491.60
22006075	5/12/2020	14586	HEATHER T FORBES	BEYOND CONSEQUENCES INSTITUTE LLC	TRAINING BOOKS	11	558.00
22006076	5/12/2020	14656	HOME DEPOT USA INC	HOME DEPOT PRO	MASKS	11	6,595.00
22006077	5/12/2020	14844	WINBURY ENTERPRISE INVESTMENTS INC	ADEPT INNOVATION AND TECHNOLOGY	TECHNOLOGY - TABLETS	39	297.13
22006078	5/12/2020	14844	WINBURY ENTERPRISE INVESTMENTS INC	ADEPT INNOVATION AND TECHNOLOGY	THERMAL DETECTION CAMERA	39	698.60
22006079	5/12/2020	14855	BEST BUY STORES LP	BEST BUY BUSINESS	CLASSROOM SUPPLIES	11	1,492.54





Union Public Schools ISD 009  
Purchase Orders by Number Report  
May 1, 2020 to May 13, 2020



PO Number	PO Date	Vendor #	Vendor Name	DBA	Description	Fund *	PO Amount
22006080	5/12/2020	15297	VISAUDIO DESIGNS LLC		CLINICIAN DESIGN FEE	11	1,700.00
22006081	5/12/2020	15491	J.A.M DISTRIBUTING COMPANY	BRENNTAG LUBRICANTS CENTRAL	GROUNDS EQUIPMENT SUPPLIES	11	3,750.00
22006082	5/12/2020	15566	THE WEEDEN GROUP LLC	LUXE ATHLETICS	CLINICIAN - TUMBLING	11	4,500.00
22006083	5/12/2020	25246	ADMIRAL EXPRESS INC		MEDICAL EQUIPMENT AND SUPPLIES	11	3,448.50
22006084	5/12/2020	76040	B AND H FOTO AND ELECTRONICS	B & H PHOTO AND VIDEO	AUDIO VISUAL EQUIPMENT	11	252.86
22006085	5/12/2020	76040	B AND H FOTO AND ELECTRONICS	B & H PHOTO AND VIDEO	TECHNOLOGY-RELATED SUPPLIES	11	66.42
22006086	5/12/2020	83500	VARSITY BRANDS HOLDING CO	BSN SPORTS	UNIFORMS	60	4,638.00
22006087	5/12/2020	83500	VARSITY BRANDS HOLDING CO	BSN SPORTS	UNIFORMS	60	4,650.00
22006088	5/12/2020	83500	VARSITY BRANDS HOLDING CO	BSN SPORTS	SPORTS EQUIPMENT	11	5,352.35
22006089	5/12/2020	90200	BARNES AND NOBLE BOOKSELLERS INC	BARNES & NOBLE #2585	BOOKS FOR NEWCOMER CLASSES	11	646.45
22006090	5/12/2020	96920	BEAR COMMUNICATIONS INC	BEARCOM	PARTS FOR WALKIES	11	1,500.00
22006091	5/12/2020	166143	CDW LLC	CDW GOVERNMENT LLC	EXTERNAL STORAGE DEVICES	11	18,876.00
22006092	5/12/2020	166143	CDW LLC	CDW GOVERNMENT LLC	TECHNOLOGY INVENTORY ITEMS	11	5,867.15
22006093	5/12/2020	166143	CDW LLC	CDW GOVERNMENT LLC	TECHNOLOGY SUPPLIES	11	1,000.00
22006094	5/12/2020	269000	BLICK ART MATERIALS LLC	DICK BLICK COMPANY	ART SUPPLIES	11	3,909.83
22006095	5/12/2020	479210	JSJ INC		SPORTS EQUIPMENT - GOLF	11	2,153.00
22006096	5/12/2020	498136	LOWES COMPANIES INC		TECHNOLOGY SUPPLIES	11	1,000.00
22006097	5/12/2020	579370	NATIONAL FORENSIC LEAGUE	NATIONAL SPEECH AND DEBATE TOURN	ENTRY FEE	11	350.00
22006098	5/12/2020	672010	HERTZBERG NEW METHOD INC	PERMA BOUND BOOKS	MEDIA BOOKS	39	1,352.85
22006099	5/12/2020	737911	RUTH KELLY STUDIO INC		YEAR BOOK	60	2,231.75
22006100	5/12/2020	744700	PERFORMANCE HEALTH SUPPLY INC	MEDCO SUPPLY MASUNE & SURGICAL	MEDICAL SUPPLIES	11	3,000.00
22006101	5/12/2020	758027	SCHOOL SPECIALTY INC		CLASSROOM SUPPLIES	11	496.06
22006102	5/12/2020	758027	SCHOOL SPECIALTY INC		PAPER	11	177.00
22006103	5/12/2020	919000	W W GRAINGER INC	GRAINGER INC	HVAC	11	598.00
22006104	5/12/2020	9359	JASMIN ALCOCER		REFUND DRIVERS ED	11	225.00
22006105	5/12/2020	11926	NASTASSIA WASHINGTON		TCC REFUND	60	78.50
22006106	5/12/2020	14623	JENNIFER TRAN		REFUND OF SCHOOL LUNCH MONEY	22	64.90
22006107	5/12/2020	15567	ESTHER GUTIERREZ		REFUND OF SCHOOL LUNCH MONEY	22	21.40
22006108	5/12/2020	15569	HAWA GADAKHEL		DRIVERS EDUCATION REFUND	11	225.00
22006109	5/12/2020	15577	JESSICA ARREAGA		REFUND OF SCHOOL LUNCH MONEY	22	187.50
22006110	5/12/2020	15578	KAREN BRYAN		REFUND OF SCHOOL LUNCH MONEY	22	124.55
22006111	5/12/2020	15579	TIFFANY GUO		KEY CLUB REFUND	60	13.00
22006112	5/12/2020	15580	ALISA GRIGORIEVA		KEY CLUB REFUND	60	26.00
22006113	5/12/2020	15581	JUSTIN CHONG		KEY CLUB REFUND	60	13.00
22006114	5/12/2020	10387	MEREDITH RAUSCH		SITE MILEAGE	11	100.00
22006115	5/12/2020	11688	CATHY L DAMEN		MEALS	11	38.19
22006116	5/12/2020	11688	CATHY L DAMEN		MILEAGE	11	131.10
22006117	5/12/2020	12725	ERIKA MCGHEE		MILEAGE	60	76.96
22006118	5/12/2020	15129	JENNIFER VAN TREESE		TRAVEL REIMBURSEMENT	11	45.70
22006119	5/12/2020	15129	JENNIFER VAN TREESE		TRAVEL MILEAGE	11	131.10
22006120	5/12/2020	15565	SUMMER DYSINGER		AP EXAM FEE REIMBURSEMENT	11	40.00
22006121	5/12/2020	15585	MARY MYERS		TUITION REIMBURSEMENT	11	930.00
22006122	5/12/2020	14284	AMERICAN LEBANESE SYRIAN ASSOCIATED CHARITIES INC	ALSAC/ST JUDE CHILDRENS RESEARCH	FINAL PAYMENT	60	1,534.00
22006123	5/12/2020	15309	CHAN M HELLMAN	CHAN HELLMAN LLC	IMPLEMENTATION OF UNION'S HOPE	11	7,000.00
22006124	5/12/2020	406000	HEATWAVE MANUFACTURING & SUPPLY CO	HEATWAVE SUPPLY	PLUMBING PARTS	11	3,927.29
22006125	5/12/2020	679260	PLANK ROAD PUBLISHING INC		MUSIC CLASSROOM SUPPLIES	11	189.17
22006126	5/12/2020	683000	POPPLERS MUSIC INC		MUSIC CLASSROOM SUPPLIES	11	283.82
22006127	5/12/2020	820890	SWEETWATER SOUND INC		SOFTWARE	11	145.00



Union Public Schools ISD 009  
Purchase Orders by Number Report  
May 1, 2020 to May 13, 2020



PO Number	PO Date	Vendor #	Vendor Name	DBA	Description	Fund *	PO Amount
22006128	5/12/2020	919000	W W GRAINGER INC	GRAINGER INC	TOOLS	11	920.60
22006129	5/12/2020	919000	W W GRAINGER INC	GRAINGER INC	BATTERIES	11	367.92
22006130	5/13/2020	224000	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	FIRST LIGHT OF TULSA	ELECTRICAL WAREHOUSE REPLENISH	11	11,510.02
22006131	5/13/2020	751001	SCHOLASTIC BOOK FAIRS	SCHOLASTIC BOOK FAIRS	FINAL PAYMENT BOOK FAIR	60	4,128.12

Report total \$13,252,068.14

\* Fund Descriptions:

11	General Fund
21	Building Fund
22	Child Nutrition Fund
30-39	Bond Funds by year
60	Activity Fund
81	Gift Funds





Todd Borland  
Executive Director of Technology

To: Dr. Kirt Hartzler, Superintendent  
From: Todd Borland, Executive Director of Technology  
Date: April 20, 2020  
Re: Student Laptops

**RECOMMENDATION:**

I recommend the Board of Education approve the purchase of four thousand, five hundred and eighty (4,580) student laptops and accessories from Trinity 3 for a total cost of \$2,267,100.00.

**DISCUSSION:**

This purchase includes 1,250 Lenovo 14W laptops and 3,330 Dell 3310 Laptops. The purchase price includes the laptop, a snap on cover, and a license for internet filter.

This purchase, when combined with existing assets, will provide a dedicated device for every student in the District. Existing devices will be redistributed to create a standard device platform across the district described as follows:

- The District will redistribute all iPads to assign one for every student in Kindergarten to second grade.
- Existing student laptops will be redistributed from secondary sites to provide a laptop for every third and fourth grade student.
- All current 1:1 laptops will be redistributed to be able to assign a laptop to every 5<sup>th</sup> through 8<sup>th</sup> grade student.
- All students at the Union Freshman Academy will be assigned a new Lenovo 14W laptop.
- All students at the High School will be assigned a new Dell 3310 laptop.

This project was authorized as an emergency purchase by Dr. Hartzler on April 18, 2020. This was a one-time purchase authorized by Dr. Hartzler due to the emergency nature which explains the absence of a formal RFP/Bid or prior Board approval. Any subsequent purchases for additional units must abide by all bidding requirements.

**FUNDING:**

General Fund  
2018 Bond Fund  
2019 Bond Fund

**ATTACHMENTS:**

cc: Board of Education  
Dr. Kirt Hartzler



Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12007063-00 FY 2020

Acct No:  
39.3050.9112.51000.0653.100.0000.000.705  
Review:  
Buyer:  
Status: Allocated

Page 1

Vendor  
TRINITY 3 LLC  
2550 UNIVERSITY AVE, STE 315-S

ST PAUL, MN 55114  
USA  
Tel#651-888-7922  
Fax 651-888-7916

Ship To  
UNION PUBLIC SCHOOLS I-009  
DISTRIBUTION CENTER  
5526 SOUTH 129TH EAST AVENUE  
TULSA, OK 74134  
warehouse@unionps.org

Delivery Reference  
MICHELLE HINKLE 918-357-6170

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/22/20	013564				TECHNOLOGY
LN Description / Account					
General Notes					
BOARD APPROVED (date of meeting)					
(type of agenda) AGENDA ITEM (specific #)					
1:1 INITIATIVE					
.					
FOR HIGH SCHOOL					
Vendor Sourcing Notes					
FREIGHT TERMS:					
F.O.B. DESTINATION TO SHIPPING ADDRESS AS SHOWN ABOVE.					
.					
QUOTE SQ014231					
.					
THE PRICE QUOTED INCLUDES: 4 YEAR PLATINUM WARRANTY PLAN- INCLUDING					
ACCIDENTAL: TRADITIONAL HARDWARE FAILURE WARRANTY, UNLIMITED ACCIDENTAL					
DAMAGE PROTECTION(ADP)- SPILLS, ETC, FREE SHIPPING- BOTH DIRECTIONS FOR ANY					
PARTS OR REPAIRS THEFT/LOSS, OPTIONAL "PARTS CLOSET" TO MAINTAIN ONSITE -					
WHITE GLOVE - CUSTOM IMAGING, ASSET TAGGING OF EACH DEVICE WITH UNION ASSET					
TAGS - WILL SEND EXCEL DOC WITH ASSET TAGS WITH CORRESPONDING SERIAL NUMBERS					
PRIOR TO DELIVERY, FREE SHIPPING, "GREEN" PACKAGING - SLOTTED PACKING SYSTEM					
ON PALLETS					
002	T0004727 DELL 3310 4205U 1.8 4G		2100.00	495.00000	1039500.00
	128G SSD CAM 10P * PROTECTIVE CASE		EACH		
	INCLUDED * 4 YEAR LIGHTSPEED				
	RELAY INCLUDED				
1	39.3050.9112.51000.0653.100.0000.000.705				1039500.00





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8506 E 61ST ST  
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74133  
[accts.payable@unionps.org](mailto:accts.payable@unionps.org)

Requisition 12007063-00 FY 2020

Acct No:  
39.3050.9112.51000.0653.100.0000.000.705  
Review:  
Buyer:  
Status: Allocated

Page 2

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ST PAUL, MN 55114  
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Tel#651-888-7922  
Fax 651-888-7916

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TULSA, OK 74134  
[warehouse@unionps.org](mailto:warehouse@unionps.org)

Delivery Reference  
MICHELLE HINKLE 918-357-6170

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/22/20	013564				TECHNOLOGY

LN Description / Account	Qty	Unit Price	Net Price
<a href="#">Requisition Link</a>			
Requisition Total			1039500.00
***** General Ledger Summary Section *****			
Account		Amount	Remaining Budget
39.3050.9112.51000.0653.100.0000.000.705		1039500.00	1036903.87
TECHNOLOGY			

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature



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UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12006997-00 FY 2020

Acct No:  
38.3050.9112.51000.0653.100.0000.000.720  
Review:  
Buyer:  
Status: Allocated

Page 1

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TRINITY 3 LLC  
2550 UNIVERSITY AVE, STE 315-S

ST PAUL, MN 55114  
USA  
Tel#651-888-7922  
Fax 651-888-7916

Ship To  
UNION PUBLIC SCHOOLS I-009  
DISTRIBUTION CENTER  
5526 SOUTH 129TH EAST AVENUE  
TULSA, OK 74134  
warehouse@unionps.org

Delivery Reference  
MICHELLE HINKLE 918-357-6170

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/22/20	013564				TECHNOLOGY
LN Description / Account					
			Qty	Unit Price	Net Price
General Notes					
BOARD APPROVED (date of meeting)					
(type of agenda) AGENDA ITEM (specific #)					
1:1 INITIATIVE					
9TH GRADE - 1250 LENOVO UNITS					
HIGH SCHOOL - 1230 DELL UNITS					
Vendor Sourcing Notes					
FREIGHT TERMS:					
F.O.B. DESTINATION TO SHIPPING ADDRESS AS SHOWN ABOVE.					
QUOTE SQ014231					
THE PRICE QUOTED INCLUDES: 4 YEAR PLATINUM WARRANTY PLAN- INCLUDING					
ACCIDENTAL: TRADITIONAL HARDWARE FAILURE WARRANTY, UNLIMITED ACCIDENTAL					
DAMAGE PROTECTION(ADP)- SPILLS, ETC, FREE SHIPPING- BOTH DIRECTIONS FOR ANY					
PARTS OR REPAIRS THEFT/LOSS, OPTIONAL "PARTS CLOSET" TO MAINTAIN ONSITE -					
WHITE GLOVE - CUSTOM IMAGING, ASSET TAGGING OF EACH DEVICE WITH UNION ASSET					
TAGS - WILL SEND EXCEL DOC WITH ASSET TAGS WITH CORRESPONDING SERIAL NUMBERS					
PRIOR TO DELIVERY, FREE SHIPPING, "GREEN" PACKAGING - SLOTTED PACKING SYSTEM					
ON PALLETS					
001	T0004473 LENOVO 14W A6-9220C 1.8G		1250.00	495.00000	618750.00
	4G 128G SSD CAM 10P L3W *		EACH		
	PROTECTIVE CASE INCLUDED *4 YEAR				
	LIGHTSPEED RELAY INCLUDED				
1	38.3050.9112.51000.0653.100.0000.000.720				618750.00





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Requisition 12006997-00 FY 2020

Acct No:  
38.3050.9112.51000.0653.100.0000.000.720  
Review:  
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Delivery Reference  
MICHELLE HINKLE 918-357-6170

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/22/20	013564				TECHNOLOGY

LN	Description / Account	Qty	Unit Price	Net Price
002	T0004727 DELL 3310 4205U 1.8 4G 128G SSD CAM 10P * PROTECTIVE CASE INCLUDED * 4 YEAR LIGHTSPEED RELAY INCLUDED	1230.00 EACH	495.00000	608850.00
1	38.3050.9112.51000.0653.100.0000.000.705			608850.00

[Requisition Link](#)

Requisition Total 1227600.00

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
38.3050.9112.51000.0653.100.0000.000.720	618750.00	790216.80
TECHNOLOGY		
38.3050.9112.51000.0653.100.0000.000.705	608850.00	790216.80
TECHNOLOGY		

\*\*\*\*\* Approval/Conversion Info \*\*\*\*\*

Activity	Date	Clerk	Comment
Approved	04/22/20	Borland, Todd	
Rejected	04/22/20	Yandell, Lindsey	NEED TO SPLIT RQ INTO TWO

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature



Todd Borland  
Executive Director of Technology

To: Dr. Kirt Hartzler, Superintendent  
From: Todd Borland, Director of Technology  
Date: May 8, 2020  
Re: E-Rate Approval

RECOMMENDATION:

Vote to approve or disapprove Resolution for Schools and Libraries Universal Services (E-Rate) for 2020-21. This resolution authorizes filing of the Form 471 application(s) for funding year 2020-21 and the payment of the applicant's share upon approval of funding and receipt of services."

DISCUSSION:

The final step in the E-Rate application process for FY 2016-17 is to have board approval to pay Union Public Schools' share of the application subject to E-Rate funding and receipt of services. The attachment defines the Pre-Discount amount, the amount E-Rate will reimburse the District, and the amount the District will have to pay for services after all discounts and refunds have been applied.

Application #2010171391 covers the cost for Category 1 expenses such as Internet and WAN connectivity. The Pre-Discount amount totals \$507,525.36 with an eRate discount of \$406,020.29 leaving a balance of \$101,505.07.

Application #201032817 covers the cost for Category 2 expenses such as network switches. The Pre-Discount amount totals \$107,451.74 with an eRate discount of \$85,961.39 leaving a balance of \$21,490.35. Subsequent board memos will be submitted once USAC approves our funding and prior to the ordering of any equipment.

NOTE: The applicants share on Application #161040111 will be reduced after the OUSF credits are applied.

FUNDING:

General, Bond, and/or Building Fund

ATTACHMENTS:

Unit\_Board Resolution\_2021.pdf

cc: Board of Education



## E-Rate Board Resolution

**We have completed your E-Rate Application(s) for the 2020-21 funding year.**

**The final requirement is approval by your Board to pay your share of the requested services subject to E-Rate funding and receipt of services.**

**Include the FOLLOWING WORDING on your next board agenda:**

Vote to approve or disapprove Resolution for Schools and Libraries Universal Services (E-Rate) for 2020-21. This resolution authorizes filing of the Form 471 applications for funding year 2020-21 and the payment of the applicant's share upon approval of funding and receipt of services.

### **RETURN TO KELLOGG & SOVEREIGN:**

1. The approved E-Rate Board Resolution
2. INCLUDE the Board Agenda
3. AND the Approved Minutes (when available).

Send all documents once your minutes have been approved.

Contact your account manager if you have any questions: 580-332-1444

# RESOLUTION

Be it resolved that the governing board for UNION INDEP SCHOOL DISTRICT 9

1. Authorizes the filing of FCC Form 471, Schools and Libraries Universal Service Program Services Ordered and Certification Form for the services and/or products as detailed in the attached report, "E-Rate Requests, FY 2020", for the fiscal year 07/01/2020-06/30/2021.
2. Authorizes payment of the applicant's share subject to the following conditions:
  - (1) approval of funding of the discounted portion by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC) and
  - (2) receipt of services during the fiscal year 07/01/2020-06/30/2021.

Application #	Pre-Discount Amount	E-Rate Amount	Applicant's Share
201017139	\$507,525.36	\$406,020.29	\$101,505.07
201032817	\$107,451.74	\$85,961.39	\$21,490.35
Totals	\$614,977.10	\$491,981.68	\$122,995.42

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

## E-Rate Requests, FY 2020 (07/01/2020-06/30/2021)

**Applicant Name:** UNION INDEP SCHOOL DISTRICT 9

**Billed Entity #:** 140122

471 App #	FRN	Service Provider	SPIN	Category	Pre-Disct Amount	Disct	Requested Amount	Applicant Share
201017139	2099022858	OneNet (Oklahoma State Regents)	143015254	Data Transmission And/or Internet Access	70,872.00	80%	56,697.60	14,174.40
	2099022863	LightStream Networks, LLC	143048432	Data Transmission And/or Internet Access	436,653.36	80%	349,322.69	87,330.67

Totals for 471 App # 201017139: 507,525.36 406,020.29 101,505.07

471 App #	FRN	Service Provider	SPIN	Category	Pre-Disct Amount	Disct	Requested Amount	Applicant Share
201032817	2099057159	United Systems, Inc.	143004698	Internal Connections	86,500.06	80%	69,200.05	17,300.01
	2099057164	Pinnacle Business Systems, Inc.	143027227	Internal Connections	8,242.20	80%	6,593.76	1,648.44
	2099062233	United Systems, Inc.	143004698	Basic Maintenance Of Internal Connection	12,709.48	80%	10,167.58	2,541.90

Totals for 471 App # 201032817: 107,451.74 85,961.39 21,490.35

Totals for Billed Entity # 140122: 614,977.10 491,981.68 122,995.42





# Memorandum

**To:** Dr. Kirt Hartzler, Superintendent  
**From:** Charlie Bushyhead  
**Re:** Purchase of Custodial Chemicals

---

## **RECOMMENDATION:**

I recommend the Board of Education consider and vote to approve the purchase of custodial chemicals from Buckeye International Inc. in the amount of \$59,298.04.

## **DISCUSSION:**

This purchase is for custodial cleaning products needed for the 2020-2021 fiscal year.

Sourcing Method: Buyboard Cooperative Purchasing Contract

## **FUNDING:**

Funding Source: End of year money

## **ATTACHMENTS:**

RQ 120006998

CC: Barbara Swinburne



Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12006998-00 FY 2020

Acct No:  
11.6000.2200.55300.0618.000.0000.000.040  
Review:  
Buyer:  
Status: Allocated

Page 1

Vendor  
BUCKEYE INTERNATIONAL INC  
1500 CENTRAL COMMERCE CIRCLE  
SUITE B  
PFLUGERVILLE, TX 78660  
Tel#314-406-8083  
Fax 314-785-6995

Ship To  
UNION PUBLIC SCHOOLS I-009  
DISTRIBUTION CENTER  
5526 SOUTH 129TH EAST AVENUE  
TULSA, OK 74134  
warehouse@unionps.org

Delivery Reference  
RWRAY 918-357-6176

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/21/20	014590				SUPPORT SERVICES DIVISION
LN	Description / Account	Qty	Unit Price	Net Price	
	General Notes				
	SEND PO TO RUTH WRAY				
	Vendor Sourcing Notes				
	CONTACT BRIAN PECK FOR DELIVERY				
	PECK.BRIAN@UNIONPS.ORG				
	DELIVERY TIME WILL 10 CALENDAR DAYS AFTER RECEIPT IS ORDERED.				
	BUYBOARD PRICING				
	FREIGHT TERMS:				
	F.O.B. DESTINATION TO SHIPPING ADDRESS AS SHOWN ABOVE.				
001	BUCKYEYE ORDER# 60511400 E51	46.00	144.28000	6636.88	
	CARPET SPOTTER, BUCKEYE ECO, 1.25L	CASE			
	BAG-IN-BOX, 4/CASE, BAG				
	Vendor Item				
	Inventory Item/Loc 02119 OPS				
	Manufacturer: BUCKEYE				
	Manufacturer Item No.: E51				
1	11.6000.2200.55300.0618.000.0000.000.040			6636.88	



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UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
[accts.payable@unionps.org](mailto:accts.payable@unionps.org)

Requisition 12006998-00 FY 2020

Acct No:  
11.6000.2200.55300.0618.000.0000.000.040  
Review:  
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Status: Allocated

Page 2

Vendor  
BUCKEYE INTERNATIONAL INC  
1500 CENTRAL COMMERCE CIRCLE  
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PFLUGERVILLE, TX 78660

Tel#314-406-8083  
Fax 314-785-6995

Ship To  
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TULSA, OK 74134  
[warehouse@unionps.org](mailto:warehouse@unionps.org)

Delivery Reference  
RWRAY 918-357-6176

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department	
04/21/20	014590				SUPPORT SERVICES DIVISION	
LN Description / Account				Qty	Unit Price	Net Price
002	BUCKEYE ORDER# 60131400 E13 GLASS MULTI-PURPOSE CLEANER, BUCKEYE ECO, 1.25L BAG-IN-BOX, 4 BAG/CASE, BAG Vendor Item Inventory Item/Loc 02124 OPS Manufacturer: BUCKEYE Manufacturer Item No.: E13			91.00 CASE	71.16000	6475.56
1	11.6000.2200.55300.0618.000.0000.000.040					6475.56
003	BUCKEYE ORDER# 52950600 CERT CREME CLEANSER, BUCKEYE, 1QT., 12/CASE, CASE Vendor Item Inventory Item/Loc 02128 OPS Manufacturer: BUCKEYE			25.00 CASE	51.96000	1299.00
1	11.6000.2200.55300.0618.000.0000.000.040					1299.00
004	BUCKEYE ORDER# 60331400 E33 FLOOR CLEANER,ECO BUCKEYE, 4 BAG/CASE, BAG Vendor Item Inventory Item/Loc 02129 OPS Manufacturer: BUCKEYE Manufacturer Item No.: S32			150.00 CASE	92.76000	13914.00





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8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12006998-00 FY 2020

Acct No:  
11.6000.2200.55300.0618.000.0000.000.040  
Review:  
Buyer:  
Status: Allocated

Page 3

Vendor  
BUCKEYE INTERNATIONAL INC  
1500 CENTRAL COMMERCE CIRCLE  
SUITE B  
PFLUGERVILLE, TX 78660

Ship To  
UNION PUBLIC SCHOOLS I-009  
DISTRIBUTION CENTER  
5526 SOUTH 129TH EAST AVENUE  
TULSA, OK 74134  
warehouse@unionps.org

Tel#314-406-8083  
Fax 314-785-6995

Delivery Reference  
RWRAY 918-357-6176

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department	
04/21/20	014590				SUPPORT SERVICES DIVISION	
LN	Description / Account			Qty	Unit Price	Net Price
1	11.6000.2200.55300.0618.000.0000.000.040					13914.00
005	BUCKEYE ORDER# 60231400 E23 NEUTRAL DISINFECTANT, BUCKEYE ECO, 1.25L BAG-IN-BOX, 4/CASE Vendor Item Inventory Item/Loc 02131 OPS Manufacturer: BUCKEYE Manufacturer Item No.: E23			256.00 CASE	71.92000	18411.52
1	11.6000.2200.55300.0618.000.0000.000.040					18411.52
006	BUCKEYE ORDER# 51785000 WOOD FLOOR CLEANER, REFLECTIONS SCREEN CLEAN, BUCKEYE, 5GAL/BOX Vendor Item Inventory Item/Loc 02198 OPS Manufacturer: BUCKEYE			40.00 BOX	61.41000	2456.40
1	11.6000.2200.55300.0618.000.0000.000.040					2456.40
007	BUCKEYE ORDER# 60141400 E14 MUSCLE CLEANER, BUCKEYE ECO, 1.25L BAG-IN-BOX, 4 BAG/CASE, BAG Vendor Item Inventory Item/Loc 02205 OPS Manufacturer: BUCKEYE Manufacturer Item No.: E14			50.00 CASE	77.40000	3870.00



Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
[accts.payable@unionps.org](mailto:accts.payable@unionps.org)

Requisition 12006998-00 FY 2020

Acct No:  
11.6000.2200.55300.0618.000.0000.000.040  
Review:  
Buyer:  
Status: Allocated

Page 4

Vendor  
BUCKEYE INTERNATIONAL INC  
1500 CENTRAL COMMERCE CIRCLE  
SUITE B  
PFLUGERVILLE, TX 78660

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DISTRIBUTION CENTER  
5526 SOUTH 129TH EAST AVENUE  
TULSA, OK 74134  
[warehouse@unionps.org](mailto:warehouse@unionps.org)

Tel#314-406-8083  
Fax 314-785-6995

Delivery Reference  
RWRAY 918-357-6176

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/21/20	014590				SUPPORT SERVICES DIVISION
LN Description / Account		Qty	Unit Price	Net Price	
1 11.6000.2200.55300.0618.000.0000.000.040				3870.00	
008 BUCKEYE ORDER # 60161400 E16 ECO ACID CLEANER, BUCKEYE, 1.25L. BAGS/BOX, 4/CASE, BOX Vendor Item Inventory Item/Loc 02207 OPS Manufacturer: BUCKEYE		17.00 CASE	63.04000	1071.68	
1 11.6000.2200.55300.0618.000.0000.000.040				1071.68	
009 BUCKEYE CUSTOMER # 44016016 E16 SPRAY BOTTLE, ECO ACID CLEANER, 12/CASE, EACH Inventory Item/Loc 02207-SB OPS Manufacturer: BUCKEYE		17.00 CASE	0.00000	0.00	
1 11.6000.2200.55300.0618.000.0000.000.040				.00	
010 BUCKEYE CUSTOMER# 60171400 E17 ECO TUB, TILE, BOWL CLEANER, BUCKEYE, 1. 25L BAGS, 4/CASE, CASE. Vendor Item Inventory Item/Loc 02123 OPS Manufacturer: BUCKEYE		75.00 CASE	68.84000	5163.00	
1 11.6000.2200.55300.0618.000.0000.000.040				5163.00	





Bill To  
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ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12006998-00 FY 2020

Acct No:  
11.6000.2200.55300.0618.000.0000.000.040  
Review:  
Buyer:  
Status: Allocated

Page 5

Vendor  
BUCKEYE INTERNATIONAL INC  
1500 CENTRAL COMMERCE CIRCLE  
SUITE B  
PFLUGERVILLE, TX 78660  
Tel#314-406-8083  
Fax 314-785-6995

Ship To  
UNION PUBLIC SCHOOLS I-009  
DISTRIBUTION CENTER  
5526 SOUTH 129TH EAST AVENUE  
TULSA, OK 74134  
warehouse@unionps.org

Delivery Reference  
RWRAY 918-357-6176

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/21/20	014590				SUPPORT SERVICES DIVISION

LN	Description / Account	Qty	Unit Price	Net Price
011	BUCKEYE CUSTOMER # 44016017 E17 SPRAY BOTTLE, ECO TUB,TILE,BOWL CLEANER, BUCKEYE, 12/CASE, EACH Inventory Item/Loc 02123-SB OPS	17.00 CASE	0.00000	0.00
1	11.6000.2200.55300.0618.000.0000.000.040			.00

[Requisition Link](#)

Requisition Total 59298.04

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*  
Account

11.6000.2200.55300.0618.000.0000.000.040

SUPPORT SERVICES DIVISION

Amount Remaining Budget  
59298.04 190701.96

Authorized By: \_\_\_\_\_  
Signature

Date: \_\_\_\_\_





# Memorandum

**To:** Dr. Kirt Hartzler, Superintendent  
**From:** Fred Isaacs, Director of Construction Services  
**Date:** May 11, 2020  
**Re:** High School Expansion and Renovation Construction, Amendment 8

---

## **RECOMMENDATION:**

I recommend the Board of Education consider and vote to accept the bids for construction of the High School Expansion and Renovation project. I further recommend the Board of Education approve and award the construction contracts, assign such construction contracts to Crossland Construction Company, Inc. with price Amendment No. 8 in the amount of \$1,434,873.00.

## **DISCUSSION:**

This GMP Amendment will provide for award of trade packages for the West Stadium Construction that were re-evaluated in an effort to reduce cost from their original bid amount. By executing some re-design and selecting different construction materials, re-bid of these trade packages has provided a reduced cost to the project. We believe the re-bids that have transpired are acceptable and these trade packages are ready for award. Through this process we are making an effort to do the cost reductions without changing the original intent or concept architecture for the West Side Stadium Project.

## **Bid Tabulation Summary:**

Direct Construction Cost	\$1,275,751.52
Professional Services	\$159,121.48
Guaranteed Maximum Price	\$1,434,873.00

## **FUNDING:**

Vendor: Crossland Construction Company, Inc.  
Contract Amount: \$1,434,873.00  
Funding Source: 2020 Bond Funds

## **ATTACHMENTS:**

RQ; Contract

CC: Barbara Swinburne

## Attachment A

<u>2019 Bond Money</u>		<u>2020 Bond Money</u>		<u>2021 Bond Money</u>
Starting Bond Allocation	\$10,751,534.00	Starting Bond Allocation	\$14,600,000.00	
Amendment #1	\$ 1,200,190.00	Amendment #7	\$10,216,445.00	
Amendment #2	\$ 3,126,352.00	Amendment #8	\$ 1,434,873.00	
Amendment #3	\$ 164,744.60			
Amendment #4	\$ 445,754.77			
Amendment #5	\$ 5,603,303.00			
Amendment #6	\$ 169,128.00			
<b>Amendment Subtotal</b>	<b>\$10,709,472.37</b>	<b>Amendment Subtotal</b>	<b>\$11,651,318.00</b>	
Other POs for Project	\$ 41,716.94	Other POs for Project		
<b>Remaining Bond Funds</b>	<b>\$ 344.69</b>	<b>Remaining Bond Funds</b>	<b>\$4,383,555.00</b>	



# AIA Document A133™ – 2009 Exhibit A

## Guaranteed Maximum Price Amendment 8

for the following PROJECT:

*(Name and address or location)*

Union Fine Arts & Stadium – BP7 – West Stadium

THE OWNER:

*(Name, legal status and address)*

Union Public Schools  
8506 E. 61<sup>st</sup> St.  
Tulsa, OK 74113-1926

THE CONSTRUCTION MANAGER:

*(Name, legal status and address)*

Crossland Construction Company, Inc., General Corporation  
420 S. 145<sup>th</sup> E. Ave., Suite K  
Tulsa, OK 74108

### ARTICLE A.1

#### § A.1.1 Guaranteed Maximum Price

Pursuant to Section 2.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of this Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed one million, four hundred thirty-four thousand, five hundred thirty-eight (\$ 1,434,873 ), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, allowances, contingencies, alternates, the Construction Manager's Fee, and other items that comprise the Guaranteed Maximum Price.

*(Provide below or reference an attachment.)*

Exhibit A

§ A.1.1.3 The Guaranteed Maximum Price is based on the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner: *(State the numbers or other identification of accepted alternates. If the Contract Documents permit the Owner to accept other alternates subsequent to the execution of this Amendment, attach a schedule of such other alternates showing the amount for each and the date when the amount expires.)*

#### ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.



Exhibit B

§ A.1.1.4 Allowances included in the Guaranteed Maximum Price, if any:  
(Identify allowance and state exclusions, if any, from the allowance price.)

Item	Price (\$0.00)
------	----------------

§ A.1.1.5 Assumptions, if any, on which the Guaranteed Maximum Price is based:

§ A.1.1.6 The Guaranteed Maximum Price is based upon the following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
----------	-------	------	-------

§ A.1.1.7 The Guaranteed Maximum Price is based upon the following Specifications:  
(Either list the Specifications here, or refer to an exhibit attached to this Agreement.)  
Refer to Trade Contract Attachment D for BP7

Section	Title	Date	Pages
---------	-------	------	-------

§ A.1.1.8 The Guaranteed Maximum Price is based upon the following Drawings:  
(Either list the Drawings here, or refer to an exhibit attached to this Agreement.)  
Refer to Trade Contract Attachment D for BP7

Number	Title	Date
--------	-------	------

§ A.1.1.9 The Guaranteed Maximum Price is based upon the following other documents and information:  
(List any other documents or information here, or refer to an exhibit attached to this Agreement.)

ARTICLE A.2

§ A.2.1 The anticipated date of Substantial Completion established by this Amendment:

\_\_\_\_\_  
OWNER (Signature)

\_\_\_\_\_  
President, Board of Education  
(Printed name and title)

  
\_\_\_\_\_  
CONSTRUCTION MANAGER (Signature)

\_\_\_\_\_  
Greg Smith – Vice President Tulsa Division  
(Printed name and title)

Init.

## **Additions and Deletions Report for** **AIA® Document A133™ – 2009 Exhibit A**

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 17:44:23 ET on 05/08/2020.

### **PAGE 1**

Union Fine Arts & Stadium – BP7 – West Stadium

...

Union Public Schools  
8506 E. 61<sup>st</sup> St.  
Tulsa, OK 74113-1926

...

*(Name, legal status and address)*

Crossland Construction Company, Inc., General Corporation  
420 S. 145<sup>th</sup> E. Ave., Suite K  
Tulsa, OK 74108

...

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed one million, four hundred thirty-four thousand, five hundred thirty-eight (\$ 1,434,873 ), subject to additions and deductions by Change Order as provided in the Contract Documents.

...

Exhibit A

### **PAGE 2**

Exhibit B

...

Refer to Trade Contract Attachment D for BP7

...

Refer to Trade Contract Attachment D for BP7

...

President, Board of Education

Greg Smith – Vice President Tulsa Division

## **Certification of Document's Authenticity**

AIA® Document D401™ – 2003

I, , hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 17:44:23 ET on 05/08/2020 under Order No. 8780448077 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A133™ – 2009 Exhibit A, Guaranteed Maximum Price Amendment, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)



(Title)

Vice President - Tulsa Div.

(Dated)

5/8/20



# Union West Stadium

## Bid Package 7

Exhibit A

### Bid Tab

**CROSSLAND**  
CONSTRUCTION COMPANY, INC.

Union West Stadium		BP7	Subcontractors
SF:	75,874		
Date:	5/11/2020	\$ 1,433,538	
BP#	Description	Bid Price	
4A	Masonry	\$ 195,000.00	Sun Valley
6A	Architectural Millwork	\$ -	Rebid
7B	Joint Sealant & Waterproofing	\$ 411,930.00	Alpha
9C	Epoxy Flooring	\$ 65,500.00	Macht
9D	Rubber Sports Flooring - Combo w/ 9D.1	\$ 161,370.47	PLAE
9D.1	Turf Sports Flooring	\$ -	PLAE
9E	Paintings & Coatings	\$ 197,211.00	Talon
28A	Fire Alarm	\$ 49,990.00	Techsico
33A	Storm Sewer	\$ 94,000.00	Crossland
XX	Concession Framing/FRP	\$ 40,000.00	SW Drywall
	5% Project Contingency	\$ 60,750.07	
	Subtotal	\$ 1,275,751.54	
	General Conditions	\$ 78,149.00	
	Project Requirements	\$ 20,294.00	
	Bonds - Subs over \$50k bonded		
	Insurance	\$ 7,016.63	
	Building Permit Fee Allowance	\$ 3,850.00	
	Material Testing Allowance		
	Preconstruction Fee - Separate Contract		
	CM Fee - 3.5%	\$ 48,477.14	
	Construction Total	\$ 1,433,538.32	
	Total Accepted Alternates	\$ 1,334.71	
	Base BP#7 Total w/ Accepted Alternates:	\$ 1,434,873.03	
	Total GMP 8 w/ \$0.03 Discount	\$1,434,873.00	

Union West Stadium  
Division 4  
Bid Package #7

**CROSSLAND**  
CONSTRUCTION COMPANY, INC.

Trade Contract Identification

4A CMU

Trade Contractor - Bid Summary

Contractor:	C&N Masonry	DMG Masonry	Smithco	Sun Valley				
Base Bid:	\$ 236,306	\$ 256,357	\$ 229,000	\$ 195,000				
Alt 1	\$ 82,607	\$ 79,732	\$ 114,330	\$ 65,000				
Alt 5	\$ 1,200	\$ 1,040	\$ -	\$ -				
Days	7	14	10	10				
Total:	\$ 236,306	\$ 256,357	\$ 229,000	\$ 195,000	\$ -	\$ -	\$ -	\$ -
Total w/ Alt:	\$ 320,120	\$ 337,143	\$ 343,340	\$ 260,010	\$ -	\$ -	\$ -	\$ -

Crossland Construction Recommendation

	Recommended Trade Contractor	Price
BASE BID :	Sun Valley	\$ 195,000.00
TOTAL ALT:	#N/A	\$ -

Union West Stadium  
Division 7  
Bid Package #7



Trade Contract Identification
78 Joint Sealants & Waterproofing

Trade Contractor - Bid Summary

Contractor:	Alpha	Chamberlin	NDN Waterproofing	OK Building Solutions	OK Waterproofing			
Base Bid:								
Hot Fluid	\$ 116,536	\$ 121,021			\$ 150,823			
Cold Fluid	\$ 78,812	\$ 105,661	\$ 16,210.50		\$ 78,583			
Bentonite	\$ 3,075	\$ 2,300	\$ 3,800		\$ 1,132			
Air Barrier	\$ 74,602	\$ 66,691			\$ 104,610			
Insulation	\$ 113,385	\$ 111,553			\$ 123,512			
Site JS	\$ 29,690	\$ 56,566	\$ 29,542.48	\$ 39,000	\$ 61,830			
Total								
Total w/ Alt:	\$ 411,930	\$ 463,792	\$ 49,552.98	\$ 39,000	\$ 520,490	\$ -	\$ -	\$ -

Crossland Construction Recommendation

	Recommended Trade Contractor	Price
BASE BID :	Alpha	\$ 411,930.00
TOTAL ALT:	#N/A	\$ -



Union West Stadium  
Division 9  
Bid Package #7

**CROSSLAND**  
CONSTRUCTION COMPANY, INC.

Trade Contract Identification  
9C Epoxy Flooring

Trade Contractor - Bid Summary

Contractor:	Allied Ind. Coatings	Macht							
Base Bid:	\$ 85,662	\$ 65,500							
Total w/ Alt:	\$ 85,662	\$ 65,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Crossland Construction Recommendation

BASE BID :	Macht	\$ 65,500.00
TOTAL ALT:	#N/A	\$ -

Trade Contract Identification  
9D Rubber Sports Flooring

Trade Contractor - Bid Summary

Contractor:	Macht	Performance Sol	PLAE	Vector					
Base Bid:		\$ 113,056	\$ 121,253.31	\$ 96,855					
Alternate 2									
Total:									
Total w/ Alt:	\$ -	\$ 113,056	\$ 121,253	\$ 96,855	\$ -	\$ -	\$ -	\$ -	\$ -

Crossland Construction Recommendation

Recommended Trade Contractor		Price
BASE BID :	PLAE	\$ 121,253.31
TOTAL ALT:	#N/A	\$ -

Trade Contract Identification  
9D.1 Turf Sports Flooring

Trade Contractor - Bid Summary

Contractor:	Performance Surfaces	PLAE	Vector						
Base Bid:	\$ 40,117.16								
Alt 3	\$ 3,894	\$ 4,437.40	\$ 935						
Alt 4	\$ 32,384		\$ 29,220						
Total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total w/ Alt:	\$ 36,278	\$ 44,554.56	\$ 30,155	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Crossland Construction Recommendation

Recommended Trade Contractor		Price
BASE BID :	PLAE	\$ 40,117.16
TOTAL ALT:	#N/A	\$ -

Trade Contract Identification  
9E Painting & Coatings

Trade Contractor - Bid Summary

Contractor:	River Paint	Talon	Vale						
Base Bid:	\$ 217,370	\$ 197,211	\$ 208,954						
Total w/ Alt:	\$ 217,370	\$ 197,211	\$ 208,954	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Crossland Construction Recommendation

Recommended Trade Contractor		Price
BASE BID :	Talon	\$ 197,211.00
TOTAL ALT:	#N/A	\$ -

Union West Stadium  
Division 28  
Bid Package #7



Trade Contract Identification  
28A Fire Alarm

Trade Contractor - Bid Summary

Contractor:	Adept Patriot Services	Lighthouse	Techsico					
Base Bid:	\$ 59,476	\$ 63,506	\$ 49,990					
Total w/ Alt:	\$ 59,476	\$ 63,506	\$ 49,990	\$ -	\$ -	\$ -	\$ -	\$ -

Crossland Construction Recommendation

Recommended Trade Contractor		Price	
BASE BID :	Techsico	\$	49,990.00
TOTAL ALT:	#N/A	\$	-

Union West Stadium  
Division 33  
Bid Package #7



Trade Contract Identification
33A Storm Sewer

Trade Contractor - Bid Summary

Contractor:	Crossland	Duncan and Sons	Timberwolf					
Base Bid:	\$ 94,000	\$ 139,366	\$ 108,700					
Total w/ Alt:	\$ 94,000	\$ 139,366	\$ 108,700	\$ -	\$ -	\$ -	\$ -	\$ -

Crossland Construction Recommendation

	Recommended Trade Contractor	Price
BASE BID :	Crossland	\$ 94,000.00
TOTAL ALT:	#N/A	\$ -



## BP7 Alternates

Exhibit B

Alternate 1 – CMU Non Structural Walls	Alternate 2 – 9D Logos	Alternate 3 --9D.1 Add Logo	Alternate 4 – 9D.1 Alt Turf
\$ 71,027	\$ -	\$ 1,335	\$ (2,732)
Bid Price	Bid Price	Bid Price	Bid Price
\$ 65,000.00			
		\$ 1,221.45	\$ (2,500.55)
\$ 3,250.00		\$ 61.07	\$ (125.03)
\$ 68,250.00		\$ 1,282.52	\$ (2,625.58)
\$ 375.38		\$ 7.05	\$ (14.44)
\$ 2,401.89		\$ 45.14	\$ (92.40)
\$ 71,027.26		\$ 1,334.71	\$ (2,732.42)
Rejected		Accepted	Rejected

TRADE CONTRACT ATTACHMENT “D”

**Trade Contract Drawing/Specification Package  
Union High School-West Stadium**

**Drawings dated: 1/17/2020 which have been updated with Addendum 1, 2, & PR1, and as may be amended via additional addenda during the bidding process:**

Drawing Number	Description	Date Issued
G-C-001	INDEX	4/10/2020
G-C-100	SITE CODE PLAN	1/17/2020
G-C-101	CODE PLAN – FIELD AND CONCOURSE LEVELS	3/5/2020
G-C-102	CODE PLAN – PRESS BOX/SEATING	1/17/2020
S-C-101	STRUCTURAL NOTES	2/17/2020
S-C-102	STRUCTURAL NOTES	2/6/2020
S-C-103	SPECIAL INSPECTIONS	1/17/2020
S-C-201N	FOUNDATION PLAN-NORTH	3/20/2020
S-C-201S	FOUNDATION PLAN-SOUTH	3/20/2020
S-C-202N	CONCOURSE FRAMING PLAN-NORTH	2/17/2020
S-C-202S	CONCOURSE FRAMING PLAN-SOUTH	3/20/2020
S-C-203N	CONCOURSE ROOF FRAMING PLAN-NORTH	2/17/2020
S-C-203S	CONCOURSE ROOF FRAMING PLAN-SOUTH	2/17/2020
S-C-204N	INTERMEDIATE FRAMING PLAN-NORTH	2/17/2020
S-C-204S	INTERMEDIATE FRAMING PLAN-SOUTH	2/17/2020
S-C-205N	PRESSBOX FRAMING PLAN-NORTH	3/20/2020
S-C-205S	PRESSBOX FRAMING PLAN-SOUTH	3/20/2020
S-C-206	PRESSBOX ROOF FRAMING PLANS	2/6/2020
S-C-210	ENLARGED STAIR PLAN	1/17/2020
S-C-211	ENLARGED PLANS	3/20/2020
S-C-301	TYPICAL CONCRETE DETAILS	2/17/2020
S-C-302	TYPICAL CONCRETE DETAILS	1/17/2020
S-C-303	TYPICAL CONCRETE DETAILS	2/6/2020
S-C-304	CONCRETE DETAILS	2/17/2020
S-C-305	CONCRETE DETAILS	2/6/2020
S-C-306	CONCRETE DETAILS	1/17/2020
S-C-307	CONCRETE DETAILS	2/17/2020
S-C-308	CONCRETE DETAILS	3/20/2020
S-C-309	CONCRETE DETAILS	2/17/2020
S-C-320	TYPICAL PRECAST DETAILS	2/17/2020
S-C-401	TYPICAL MASONRY DETAILS	2/6/2020
S-C-402	TYPICAL MASONRY DETAILS	2/6/2020
S-C-403	TYPICAL MASONRY DETAILS	2/17/2020
S-C-404	ELEVATIONS AND DETAILS	2/17/2020
S-C-501	TYPICAL STEEL DETAILS	3/20/2020
S-C-502	TYPICAL STEEL DETAILS	2/6/2020
S-C-503	TYPICAL STEEL DETAILS	1/17/2020
S-C-504	TYPICAL STEEL DETAILS	2/6/2020
S-C-505	STEEL DETAILS	1/17/2020
S-C-506	STEEL DETAILS	2/6/2020
S-C-507	STEEL DETAILS	2/6/2020
S-C-508	STEEL DETAILS	2/6/2020
S-C-509	STEEL DETAILS	2/6/2020
S-C-510	STEEL DETAILS	1/17/2020
S-C-511	STEEL DETAILS	2/6/2020
S-C-512	STEEL DETAILS	2/6/2020
S-C-550	FRAMING ELEVATIONS	1/17/2020



Union High School – Bid Package #7 – West Stadium

S-C-551	TYPICAL BRACE DETAILS	1/17/2020
S-C-552	BRACE ELEVATIONS	2/17/2020
S-C-553	BRACE ELEVATIONS	2/17/2020
S-C-554	BRACE ELEVATIONS	2/6/2020
S-C-555	BRACE ELEVATIONS	1/17/2020
AS-C-100	ARCHITECTURAL SITE PLANS	1/17/2020
A-C-100	OVERALL REFERENCE PLANS	2/17/2020
A-C-101N	FIELD LEVEL-NORTH ANNOTATION PLAN	3/5/2020
A-C-101S	FIELD LEVEL-SOUTH ANNOTATION PLAN	3/5/2020
A-C-102N	FIELD LEVEL-NORTH DIMENSION PLAN	1/17/2020
A-C-102S	FIELD LEVEL-SOUTH DIMENSION PLAN	1/17/2020
A-C-103N	FIELD LEVEL-NORTH REFLECTED CEILING PLAN	2/17/2020
A-C-103S	FIELD LEVEL-SOUTH REFLECTED CEILING PLAN	2/17/2020
A-C-104N	FIELD LEVEL-NORTH FINISH PLAN	2/17/2020
A-C-104S	FIELD LEVEL-SOUTH FINISH PLAN	2/17/2020
A-C-111N	CONCOURSE LEVEL-NORTH ANNOTATION PLAN	2/17/2020
A-C-111S	CONCOURSE LEVEL-SOUTH ANNOTATION PLAN	2/17/2020
A-C-112N	CONCOURSE LEVEL-NORTH DIMENSION PLAN	2/17/2020
A-C-112S	CONCOURSE LEVEL-SOUTH DIMENSION PLAN	2/17/2020
A-C-113N	CONCOURSE LEVEL-NORTH REFLECTED CEILING PLAN	3/5/2020
A-C-113S	CONCOURSE LEVEL-SOUTH REFLECTED CEILING PLAN	3/5/2020
A-C-114N	CONCOURSE LEVEL-NORTH FINISH PLAN	3/5/2020
A-C-114S	CONCOURSE LEVEL-SOUTH FINISH PLAN	3/5/2020
A-C-121	PENTHOUSE LEVEL-ANNOTATION & DIMENSION PLAN	1/17/2020
A-C-131N	PRESS BOX LEVEL-NORTH ANNOTATION/DIMENSION PLAN	3/5/2020
A-C-131S	PRESS BOX LEVEL-SOUTH ANNOTATION/DIMENSION PLAN	3/5/2020
A-C-133	PRESS BOX LEVEL-REFLECTED CEILING/FINISH PLAN	2/17/2020
A-C-141	CAMERA DECK LEVEL-ANNOTATION/DIMENSION PLAN	3/5/2020
A-C-201	EXTERIOR ELEVATIONS	2/6/2020
A-C-202	EXTERIOR ELEVATIONS	2/6/2020
A-C-203	EXTERIOR ELEVATIONS	2/6/2020
A-C-204	EXTERIOR ELEVATIONS	2/6/2020
A-C-205	EXTERIOR ELEVATIONS	2/6/2020
A-C-301	BUILDING SECTIONS	3/5/2020
A-C-302	BUILDING SECTIONS	1/17/2020
A-C-311	WALL SECTIONS	2/6/2020
A-C-312	WALL SECTIONS	2/6/2020
A-C-313	WALL SECTIONS	2/6/2020
A-C-314	WALL SECTIONS	1/17/2020
A-C-315	WALL SECTIONS	1/17/2020
A-C-316	WALL SECTIONS	2/6/2020
A-C-317	WALL SECTIONS	1/17/2020
A-C-318	WALL SECTIONS	1/17/2020
A-C-319	WALL SECTIONS	1/17/2020
A-C-321	LIGHT STANDARD ENLARG. PLANS, SECTIONS, DETAILS	2/17/2020
A-C-322	ARCHITECTURAL COLUMNS ENLARG PLANS, SECTIONS, DETAILS	1/17/2020
A-C-401	ENLARGED FLOOR PLANS	2/17/2020
A-C-402	ENLARGED RESTROOMS & SPECIALTIES SCHEDULE	2/6/2020
A-C-403	ENLARGED RESTROOMS ELEVATIONS	1/17/2020
A-C-404	ENLARGED CONCESSIONS	2/17/2020
A-C-405	ENLARGED CAMERA DECK, PLANS, SECTIONS, AND DETAILS	3/5/2020
A-C-411	INTERIOR ELEVATIONS	2/17/2020
A-C-451	STAIR PLANS AND SECTIONS	1/17/2020
A-C-452	STAIR PLANS, SECTIONS, AND DETAILS	3/5/2020
A-C-452	STAIR PLANS, SECTIONS AND DETAILS	1/17/2020
A-C-453	STAIR PLANS, SECTIONS AND DETAILS	3/12/2020
A-C-454	STAIR PLANS, SECTIONS AND DETAILS	3/5/2020
A-C-455	STAIR PLANS, SECTIONS AND DETAILS	3/5/2020
A-C-461	ELEVATOR PLANS, SECTIONS, AND DETAILS	2/17/2020
A-C-462	ELEVATOR DETAILS	1/17/2020



Union High School – Bid Package #7 – West Stadium

A-C-501	EXTERIOR DETAILS	2/6/2020
A-C-502	EXTERIOR DETAILS	2/6/2020
A-C-503	EXTERIOR DETAILS	2/6/2020
A-C-504	EXTERIOR DETAILS	1/17/2020
A-C-505	EXTERIOR DETAILS	1/17/2020
A-C-506	EXTERIOR DETAILS	2/6/2020
A-C-507	EXTERIOR DETAILS	1/17/2020
A-C-508	EXTERIOR DETAILS	1/17/2020
A-C-509	EXTERIOR DETAILS	1/17/2020
A-C-510	EXTERIOR DETAILS	1/17/2020
A-C-511	EXTERIOR DETAILS	2/6/2020
A-C-551	GUARDRAIL AND HANDRAIL DETAILS	1/17/2020
A-C-552	GUARDRAIL AND HANDRAIL DETAILS	3/12/2020
A-C-561	INTERIOR DETAILS	2/6/2020
A-C-562	MILLWORK SECTIONS	2/6/2020
A-C-601	DOOR SCHEDULES, ELEVATIONS AND DETAILS	3/5/2020
A-C-602	DOOR DETAILS	1/17/2020
A-C-611	GLAZING SCHEDULES, ELEVATIONS AND DETAILS	1/17/2020
A-C-612	GLAZING SCHEDULES, ELEVATIONS AND DETAILS	2/6/2020
A-C-613	GLAZING SCHEDULES, ELEVATIONS AND DETAILS	1/17/2020
A-C-621	FINISH LIST, NOTES & FIXTURE MTG. HTS	3/5/2020
A-C-622	FIELD LEVEL-NORTH SIGNAGE PLAN	1/17/2020
A-C-623	FIELD LEVEL-SOUTH SIGNAGE PLAN	1/17/2020
A-C-624	CONCOURSE LEVEL-NORTH SIGNAGE PLAN	1/17/2020
A-C-625	CONCOURSE LEVEL-SOUH SIGNAGE PLAN	1/17/2020
A-C-625	PRESS BOX LEVEL SIGNAGE PLAN & SIGNAGE SCHEDULE	1/17/2020
A-C-631	WALL PARTITIONS, ASSEMBLIES AND DETAILS	2/17/2020
FP-C-001	FIRE PROTECTION LEGEND AND NOTES	1/24/2020
FP-C-100	FIELD LEVEL OVERALL-FIRE PROTECTION	1/24/2020
FP-C-101N	FIELD LEVEL NORTH-FIRE PROTECTION	3/11/2020
FP-C-101S	FIELD LEVEL SOUTH-FIRE PROTECTION	3/11/2020
FP-C-110	CONCOURSE LEVEL OVERALL-FIRE PROTECTION	1/24/2020
FP-C-111N	CONCOURSE LEVEL NORTH-FIRE PROTECTION	1/24/2020
FP-C-111S	CONCOURSE LEVEL SOUTH-FIRE PROTECTION	1/24/2020
FP-C-120	CONCOURSE PENTHOUSE LEVEL-FIRE PROTECTION	1/24/2020
FP-C-131	PRESS BOX-FIRE PROTECTION	1/24/2020
FP-C-411	FIRE PROTECTION ENLARGED PLANS	1/24/2020
FP-C-500	FIRE PROTECTION DETAILS	1/24/2020
FP-C-501	FIRE ALARM SEQUENCE AND DETAILS	1/24/2020
FP-D-111	FIELD LEVEL-FIRE PROTECTION	1/24/2020
P-C-001	PLUMBING LEGEND AND GENERAL NOTES	1/24/2020
P-C-101N	FIELD LEVEL NORTH-PLUMBING PLAN	3/11/2020
P-C-101S	FIELD LEVEL SOUTH-PLUMBING PLAN	3/11/2020
P-C-111N	CONCOURSE LEVEL NORTH-PLUMBING PLAN	1/24/2020
P-C-111S	CONCOURSE LEVEL SOUTH-PLUMBING PLAN	1/24/2020
P-C-121N	CONCOURSE PENTHOUSE NORTH-PLUMBING PLAN	1/24/2020
P-C-121S	CONCOURSE PENTHOUSE SOUTH-PLUMBING PLAN	1/24/2020
P-C-131	PRESS BOX-PLUMBING PLAN	1/24/2020
P-C-411	PLUMBING ENLARGED PLANS	3/11/2020
P-C-412	PLUMBING ENLARGED PLANS	3/11/2020
P-C-413	PLUMBING ENLARGED PLANS	3/11/2020
P-C-414	PLUMBING ENLARGED PLANS	3/11/2020
P-C-415	PLUMBING ENLARGED PLANS	1/24/2020
P-C-500	PLUMBING DETAILS	1/24/2020
P-C-501	PLUMBING DETAILS	1/24/2020
P-C-502	PLUMBING DETAILS	3/11/2020
P-C-600	PLUMBING SCHEDULES	3/11/2020
P-C-700	PLUMBING RISERS	1/24/2020
P-C-701	PLUMBING RISERS	2/17/2020
P-C-702	PLUMBING RISERS	1/24/2020



P-C-703	PLUMBING RISERS	1/24/2020
P-C-704	PLUMBING RISERS	1/24/2020
Union High School Bid Package #7 General Notes		
M-C-101N	FIELD LEVEL NORTH-HVAC PLAN	3/11/2020
M-C-101S	FIELD LEVEL SOUTH-HVAC PLAN	3/11/2020
M-C-111	CONCOURSE LEVEL OVERALL-HVAC PLAN	2/17/2020
M-C-121	CONCOURSE PENTHOUSE-HVAC PLAN	1/24/2020
M-C-131	PRESS BOX-HVAC PLAN	1/24/2020
M-C-141	PRESS BOX ROOF-HVAC PLAN	1/24/2020
M-C-200	MECHANICAL UNDERGROUND PIPING	3/11/2020
M-C-201N	FIELD LEVEL NORTH-PIPING PLAN	2/17/2020
M-C-201S	FIELD LEVEL SOUTH-PIPING PLAN	3/11/2020
M-C-211	CONCOURSE LEVEL OVERALL-PIPING PLAN	1/24/2020
M-C-231	PRESS BOX-PIPING PLAN	1/24/2020
M-C-500	MECHANICAL DETAILS	1/24/2020
M-C-501	MECHANICAL DETAILS	1/24/2020
M-C-502	MECHANICAL DETAILS	1/24/2020
M-C-503	MECHANICAL DETAILS	1/24/2020
M-C-600	MECHANICAL SCHEDULES	2/17/2020
M-C-601	MECHANICAL SCHEDULES	1/24/2020
M-C-700	MECHANICAL CONTROLS	1/24/2020
M-C-701	MECHANICAL CONTROLS	1/24/2020
M-C-702	MECHANICAL CONTROLS	1/24/2020
M-C-703	MECHANICAL CONTROLS	1/24/2020
M-C-704	MECHANICAL CONTROLS	1/24/2020
M-C-705	MECHANICAL CONTROLS	1/24/2020
M-C-706	MECHANICAL CONTROLS	1/24/2020
M-C-707	MECHANICAL CENTRAL PLAN CONTROLS	1/24/2020
M-C-708	MECHANICAL CENTRAL PLAN CONTROLS	1/24/2020
M-C-709	MECHANICAL CENTRAL PLAN CONTROLS	1/24/2020
M-C-800	MECHANICAL FLOW SCHEMATICS	1/24/2020
M-C-801	MECHANICAL FLOW SCHEMATICS	1/24/2020
MD-E-211	UMAC FIELD LEVEL-PIPING DEMO PLAN	1/24/2020
M-E-211	UMAC FIELD LEVEL-PIPING PLAN	1/24/2020
E-C-000	ELECTRICAL LEGEND AND NOTES	1/24/2020
E-C-001	ELECTRICAL SITE PLAN	2/7/2020
E-C-101N	FIELD LEVEL NORTH-LIGHTING RCP	3/11/2020
E-C-101S	FIELD LEVEL SOUTH-LIGHTING RCP	3/11/2020
E-C-111N	CONCOURSE LEVEL NORTH-LIGHTING RCP	1/24/2020
E-C-111S	CONCOURSE LEVEL SOUTH-LIGHTING RCP	3/11/2020
E-C-131	PRESS BOX – LIGHTING RCP	2/7/2020
E-C-201N	FIELD LEVEL NORTH-POWER PLAN	2/7/2020
E-C-201S	FIELD LEVEL SOUTH-POWER PLAN	3/11/2020
E-C-211N	CONCOURSE LEVEL NORTH-POWER PLAN	2/7/2020
E-C-211S	CONCOURSE LEVEL SOUTH-POWER PLAN	2/7/2020
E-C-221	CONCOURSE PENTHOUSE-ELECTRICAL PLAN	1/24/2020
E-C-231	PRESS BOX-POWER PLAN	2/7/2020
E-C-171	PRESS BOX ROOF-ELECTRICAL PLANS	1/24/2020
E-C-301N	FIELD LEVEL NORTH-EQUIPMENT CONNECTION PLAN	1/24/2020
E-C-301S	FIELD LEVEL SOUTH-EQUIPMENT CONNECTION PLAN	1/24/2020
E-C-311N	CONCOURSE LEVEL NORTH-EQUIPMENT CONNECTION PLAN	1/24/2020
E-C-311S	CONCOURSE LEVEL SOUTH-EQUIPMENT CONNECTION PLAN	1/24/2020
E-C-331	PRESSBOX- EQUIPMENT CONNECTION PLAN	1/24/2020
E-C-500	ELECTRICAL DETAILS	1/24/2020
E-C-600	ELECTRICAL SCHEDULES	2/7/2020
E-C-601	ELECTRICAL SCHEDULES	2/7/2020
E-C-602	ELECTRICAL SCHEDULES	2/7/2020
E-C-700	LIGHT FIXTURE SCHEDULE	1/24/2020
E-C-701	LIGHTING CONTROLS AND DETAILS	2/7/2020
E-C-800	ELECTRICAL ONE-LINE DIAGRAM	1/24/2020
E-C-801	ELECTRICAL FAULT CONNECTION PLAN	1/24/2020
E-E-311N	UMAC-FIELD LEVEL-EQUIPMENT CONNECTION PLAN	1/24/2020
E-E-800	UMAC-ELECTRICAL ONE-LINE	1/24/2020
T-C-101N	FIELD LEVEL NORTH LOW VOLTAGE	2/17/2020



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T-C-101S	FIELD LEVEL SOUTH LOW VOLTAGE	2/17/2020
T-C-111N	CONCOURSE LEVEL NORTH LOW VOLTAGE	2/17/2020
T-C-111S	CONCOURSE LEVEL SOUTH LOW VOLTAGE	2/17/2020
T-C-131	PRESS BOX LOW VOLTAGE	2/17/2020
AV-000	GENERAL NOTES AND LEGENDS	1/17/2020
AV-100	OVERALL REFERENCE PLAN	1/17/2020
AV-B-111	BAND ADDITION FIRST FLOOR	1/17/2020
AV-C-101N	STADIUM WEST-FIELD LEVEL-NORTH	1/17/2020
AV-C-101S	STADIUM WEST-FIELD LEVEL-SOUTH	1/17/2020
AV-C-103N	STADIUM WEST-FIELD LEVEL-NORTH RCP	1/17/2020
A-V-103S	STADIUM WEST-FIELD LEVEL-SOUTH RCP	1/17/2020
AV-C-111N	STADIUM WEST-CONCOURSE LEVEL-NORTH	1/17/2020
AV-C-111S	STADIUM WEST-CONCOURSE LEVEL-SOUTH	1/17/2020
AV-C-113N	STADIUM WEST-CONCOURSE LEVEL-NORTH RCP	1/17/2020
AV-C-113S	STADIUM WEST-CONCOURSE LEVEL-SOUTH RCP	1/17/2020
AV-C-131N	STADIUM WEST-PRESS BOX-NORTH	1/17/2020
AV-C-131S	STADIUM WEST-PRESS BOX-SOUTH	1/17/2020
AV-C-141	STADIUM WEST-PRESS BOX-ROOF	1/17/2020
AV-C-301	WEST STADIUM SECTIONS	1/17/2020
AV-C-411	WEST STADIUM ELEVATIONS	1/17/2020
AV-D-411	STADIUM EAST-FIELD LEVEL	1/17/2020
AV-E-112	UMAC-MAIN LEVEL	1/17/2020
AV-E-301	UMAC SECTIONS	1/17/2020
AV-1110	AUDIO FUNCTIONAL DIAGRAM	1/17/2020
AV-1111	AUDIO FUNCTIONAL DIAGRAM	1/17/2020
AV-1112	AUDIO FUNCTIONAL DIAGRAM	1/17/2020
AV-1113	AV FUNCTIONALS-UMAC	1/17/2020
AV-1115	AUDIO FUNCTIONAL DIAGRAM-WEIGHTS AND WRESTLING	1/17/2020
AV-1170	PLATE AND PANEL DETAILS	1/17/2020
AV-1180	RACK ELEVATIONS AND DETAILS	1/17/2020
AV-1200	VIDEO PRODUCTION LEGEND AND NOTES	1/17/2020
AV-1201	VIDEO PRODUCTION FUNCTIONALS-TECHNICAL ELEVATIONS	1/17/2020
AV-1210	VIDEO PRODUCTION FUNCTIONALS-CABLING DETAILS	1/17/2020
AV-1211	VIDEO PRODUCTION FUNCTIONALS-MOUNTING DETAILS	1/17/2020
AV-1220	VIDEO PRODUCTION FUNCTIONALS-CAMERAS	1/17/2020
AV-1221	VIDEO PRODUCTION FUNCTIONALS-ROUTING SWITCHER	1/17/2020
AV-1222	VIDEO PRODUCTION FUNCTIONALS-PRODUCTION EQUIPMENT	1/17/2020
AV-1223	VIDEO PRODUCTION FUNCTIONALS-UTILITY EQUIPMENT	1/17/2020
AV-1224	VIDEO PRODUCTION FUNCTIONALS-INTERCOM	1/17/2020
AV-1230	VIDEO PRODUCTION FUNCTIONALS-OPERATIONAL POSITIONS	1/17/2020
AV-1232	VIDEO PRODUCTION FUNCTIONALS-SYNC	1/17/2020

**Project Specifications 1/17/2020 which have been updated with Addendum 1, 2, & PR1, and as may be amended via additional addenda during the bidding process:**

Specification	Description	Date Issued
00 0001	COVER & SIGNATURES PAGE	01/17/20
00 0002	TABLE OF CONTENTS	02/17/20
00 0115	LIST OF DRAWING SHEETS	02/17/20
00 2110	SUPPLEMENTAL INSTRUCTIONS TO BIDDERS	01/17/20
00 3132	GEOTECHNICAL DATA	04/03/18
A201-2017	GENERAL CONDITIONS OF THE CONSTRUCTION CONTRACT FOR CONSTRUCTION	01/17/20
01 0000	GENERAL REQUIREMENTS	01/17/20
01 2100	ALLOWANCES	01/17/20
01 2300	ALTERNATES	01/17/20
01 7329	CUTTING AND PATCHING	01/17/20
01 9113	GENERAL COMMISSIONING REQUIREMENTS	01/17/20



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02 4119	SELECTIVE DEMOLITION	01/17/20
03 3000	CAST-IN-PLACE CONCRETE (STADIUM)	02/06/20
03 3500	CONCRETE FLOOR FINISHING	01/17/20
03 4100	PLANT-PRECAST STRUCTURAL CONCRETE	01/17/20
04 2000	UNIT MASONRY ASSEMBLIES	01/17/20
05 1200	STRUCTURAL STEEL FRAMING (STADIUM)	02/17/20
05 1213	ARCHITECTURALLY EXPOSED STRUCTURAL STEEL	01/17/20
05 3100	STEEL DECK	01/17/20
05 4000	COLD-FORMED METAL FRAMING	01/17/20
05 5000	METAL FABRICATIONS	01/17/20
05 5100	METAL STAIRS	01/17/20
05 5200	ILLUMUMINATED METAL RAILINGS	01/17/20
05 5213	PIPE AND TUBE RAILINGS	01/17/20
05 7300	DECORATIVE METAL RAILINGS	01/17/20
06 1053	ROUGH CARPENTRY	01/17/20
06 4023	INTERIOR ARCHITECTURAL WOODWORK	04/09/20
07 1413	HOT FLUID-APPLIED WATERPROOFING, SPLIT SLAB	01/17/20
07 1416	COLD FLUID-APPLIED WATERPROOFING, FOUNDATION WALL	01/17/20
07 1700	BENTONITE WATERPROOFING	01/17/20
07 2100	THERMAL INSULATION	01/17/20
07 2119	FOAMED-IN-PLACE INSULATION	01/17/20
07 1713	EXTERIOR INSULATION FINISH SYSTEM	01/17/20
07 2729	WATER RESISTIVE MEMBRANE AND AIR-BARRIER COATINGS	01/17/20
07 4213.13	FORMED METAL SOFFIT PANEL	01/17/20
07 4213.20	CORRUGATED PERFORATED METAL WALL PANELS	01/17/20
07 4213.17	ALUMINUM METAL PLATE WALL PANELS	01/17/20
07 5213	ATACTIC POLYPROPYLENE (APP) MODIFIED BITUMINUS MEMBRANE ROOFING	01/17/20
07 6100	PREFORMED SHEET METAL ROOFING	01/17/20
07 6200	SHEET METAL FLASHING AND TRIM	01/17/20
07 7253	SNOW GUARDS	01/17/20
07 7273	MEMBRANE LEAK DETECTION SYSTEM	02/17/20
07 8400	FIRESTOPPING	01/17/20
07 9200	JOINT SEALANTS	01/17/20
08 1113	HOLLOW METAL DOOR FRAMES	02/17/20
08 1416	FLUSH WOOD DOORS	01/17/20
08 3113	ACCESS DOORS and FRAMES	01/17/20
08 3300	ROLLING GRILLS OPEN DESIGN	01/17/20
08 3310	ROLLING COUNTER FIRE SHUTTER	01/17/20
08 3323	OVERHEAD COILING DOORS	01/17/20
08 4113	ALUMINUM FRAMED ENTRANCES AND STOREFRONTS	01/17/20
08 4413	FIELD PRESSBOX WINDOW SYSTEMS	01/17/20
08 7100	DOOR HARDWARE	01/17/20
08 8000	GLAZING	01/17/20
09 2116	GYPSUM BOARD ASSEMBLIES	01/17/20
09 3000	TILING	01/17/20
09 5110	METAL PANEL CEILINGS	01/17/20
09 5113	ACOUSTICAL PANEL CEILINGS	01/17/20
09 6519	RESILIENT FLOORING	01/17/20
09 6556	RESILIENT ATHLETIC FLOORING	02/06/20
09 6813	CARPET TILE	02/06/20
09 7250	RESINOUS EPOXY FLOORING	01/17/20
09 9123	PAINTING	01/17/20
09 9600	HIGH-PERFORMANCE COATINGS	04/09/20
10 1100	VISUAL DISPLAY SURFACES	01/17/20
10 1400	SIGNAGE	01/17/20
10 2113	PLASTIC TOILET COMPARTMENTS & SHOWER PARTITIONS	01/17/20
10 2116	SHOWER SURROUNDS	01/17/20
10 2600	WALL PROTECTION	01/17/20
10 2800	TOILET ACCESSORIES	01/17/20



Union High School – Bid Package #7 – West Stadium

10 4400	FIRE-PROTECTION SPECIALTIES	01/17/20
10 7500	FLAGPOLES	01/17/20
11 4000	FOODSERVICE EQUIPMENT	01/17/20
11 4100	WALK-IN COLD STORAGE & REFRIGERATION	01/17/20
11 6350	VIDEO PRODUCTION SYSTEM	01/17/20
12 1713	ROLLER WINDOW SHADES	01/17/20
12 3100	MANUFACTURED METAL CASEWORK	01/17/20
12 3616	METAL COUNTERTOPS	01/17/20
12 6100	ALUMINUM PLANK (BLEACHER) SEATING	01/17/20
12 6300	STADIUM AND ARENA SEATING	01/17/20
12 6400	MEETING ROOM SEATING, FIXED WITH BACK	01/17/20
21 0000	TABLE OF CONTENTS	01/24/20
21 0010	GENERAL FIRE SUPPRESSION REQUIREMENTS	01/24/20
21 0500	COMMON WORK RESULTS FOR FIRE SUPPRESSIONS	01/24/20
21 0515	BASIC FIRE SUPPRESSION PIPING METHODS AND MATERIALS	01/24/20
21 0553	IDENTIFICATION FOR FIRE-SUPPRESSION PIPING AND EQUIPMENT	01/24/20
21 1100	FIRE SUPPRESSION WATER SERVICE PIPING	01/24/20
21 1200	FIRE SUPPRESSION STANDPIPES	01/24/20
21 1313	WATER BASED FIRE SUPPRESSION SYSTEMS	01/24/20
21 3113	ELECTRIC DRIVE, CENTRIFUGAL FIRE PUMPS	01/24/20
22 0000	DIVISION 22 TABLE OF CONTENTS	01/24/20
22 0010	GENERAL PLUMBING REQUIREMENTS 22	01/24/20
22 0015	COORDINATION	01/24/20
22 0500	COMMON WORK RESULTS FOR PLUMBING	01/24/20
22 0513	COMMON MOTOR REQUIREMENTS FOR PLUMBING EQUIPMENT	01/24/20
22 0515	BASIC PIPING MATERIALS AND METHODS	01/24/20
22 0519	METERS AND GAUGES FOR PLUMBING PIPING	01/24/20
22 0523	GENERAL-DUTY VALVES FOR PLUMBING PIPING	01/24/20
22 0529	HANGERS AND SUPPORTS FOR PLUMBING PIPING	01/24/20
22 0550	VIBRATION ISOLATION FOR PLUMBING PIPING AND EQUIPMENT	01/24/20
22 0553	IDENTIFICATION FOR PLUMBING PIPING & EQUIPMENT	01/24/20
22 0700	PLUMBING INSULATION	01/24/20
22 0800	COMMISSIONING PLUMBING SYSTEMS	01/24/20
22 1100	WATER DISTRIBUTION PIPING & SPECIALTIES	01/24/20
22 1111	MECHANICALLY JOINED PLUMBING PIPING SYSTEMS	01/24/20
22 1123	DOMESTIC WATER PUMPS	01/24/20
22 1300	SANITARY DRAINAGE & VENT PIPING & SPECIALTIES	01/24/20
22 4000	PLUMBING FIXTURES	01/24/20
22 1489	SUMP PUMPS	01/24/20
22 3300	ELECTRIC DOMESTIC WATER HEATERS	01/24/20
22 3400	FUEL FIRED DOMESTIC WATER HEATERS	01/24/20
22 4000	PLUMBING FIXTURES	01/24/20
22 7000	NATURAL GAS SYSTEMS	01/24/20
22 7010	MECHANICALLY JOINED NATURAL GAS PIPING SYSTEMS	01/24/20
23 0000	DIVISION 23 TABLE OF CONTENTS	01/24/20
23 0010	GENERAL MECHANICAL REQUIREMENTS	01/24/20
23 0015	ELECTRICAL COORDINATION FOR MECHANICAL EQUIPMENT	01/24/20
23 0500	COMMON WORK RESULTS FOR HVAC	01/24/20
23 0510	BASIC PIPING MATERIALS AND METHODS	01/24/20
23 0513	COMMON MOTOR REQUIREMENTS FOR HVAC EQUIPMENT	01/24/20
23 0514	VARIABLE FREQUENCY DRIVES	01/24/20
23 0516	EXPANSTION FITTINGS AND LOOPS FOR HVAC PIPING	01/24/20
23 0519	METERS AND GAUGES FOR HVAC PIPING	01/24/20
23 0523	GENERAL DUTY VALVES FOR HVAC PIPING	01/24/20
23 0529	HANGERS AND SUPPORTS FOR HVAC PIPING AND EQUIPMENT	01/24/20
23 0550	VIBRATION ISOLATION FOR HVAC PIPING AND EQUIPMENT	01/24/20
23 0553	IDENTIFICATION FOR HVAC PIPING AND EQUIPMENT	01/24/20
23 0593	TESTING, ADJUSTING, AND BALANCING FOR HVAC	01/24/20
23 0700	HVAC INSULATION	01/24/20
23 0800	VP, ODDOPMOMH HVAC SYSTEMS	01/24/20



Union High School – Bid Package #7 – West Stadium

23 0913	INSTRUMENTATION AND CONTROL DEVICES FOR HVAC	01/24/20
23 0923	DIRECT DIGITAL CONTRROL OF HVAC	01/24/20
23 2113	HYDRONIC PIPING	01/24/20
23 2113.13	UNDERGRUOND HYDRONIC PIPING	01/24/20
23 2114	MECHANICALLY JOINED HYDRONIC PIPING SYSTEMS	01/24/20
23 2116	HYDRONIC SPECIALTIES	01/24/20
23 2123	HYDRONIC PUMPS	01/24/20
23 2300	REFRIGERANT PIPING	01/24/20
23 2500	HVAC WATER TREATMENT	01/24/20
23 3113	METAL DUCTS	01/24/20
23 3300	AIR DUCT ACCESSORIES	01/24/20
23 3600	AIR TERMINAL UNITS	01/24/20
23 3423	HVAC POWER VENTILATORS	01/24/20
23 3713	DIFFUSERS, REGISTERS & GRILLES	01/24/20
23 3813	COMMERCIAL KITCHEN HOODS	01/24/20
23 5100	BRECHINGS, CHIMNEYS AND STACKS	01/24/20
23 5216	CONDENSING BOILERS	01/24/20
23 6500	COOLING TOWERS	01/24/20
23 7313	MODULAR INDOOOR CENTRAL STATION AIR HANDLING UNITS	01/24/20
23 7323	CUSTOM CENTRAL STATION AIR HANDLING UNITS	01/24/20
23 7339	DIRECT FIRED H AND V UNITS	01/24/20
23 8126	SPLIT SYSTEM AIR CONDITIONERS	01/24/20
23 8500	ELECTRIC HEATING UNITS	01/24/20
260000	DIVISION 26 TABLE OF CONTENTS	01/24/20
26 0010	GENERAL ELECTRICAL REQUIREMENTS	01/24/20
26 0500	COMMON WORK RESULTS FOR ELECTRICAL	01/24/20
26 0502	EQUIPMENT WIRING SYSTEMS	01/24/20
26 0519	LOW-VOLTAGE ELECTRICAL POWER CONDUCTORS AND CABLES	01/24/20
26 0526	GROUNDING AND BONDING FOR ELECTRICAL SYSTEMS	01/24/20
26 0529	HANGERS AND SUPPORTS FOR ELECTRICAL SYSTEMS	01/24/20
26 0533	RACEWAYS AND BOXES FOR ELECTRICAL SYSTEMS	01/24/20
26 0553	IDENTIFICATION FOR ELECTRICAL SYSTEMS	01/24/20
26 0573	OVERCURRENT PROTECTIVE DEVICE COORDINATION STUDY	01/24/20
26 0800	COMMISSIONING ELECTRICAL SYSTEMS	01/24/20
26 0910	CENTRALIZED DIMMING SYSTEM	01/24/20
26 0923	LIGHTING CONTROL DEVICES	01/24/20
26 2200	LOW-VOLTAGE TRANSFORMERS	01/24/20
26 1713	SWITCHBOARDS	01/24/20
26 1716	PANELBOARDS	01/24/20
26 2726	WIRING DEVICES	01/24/20
26 2816	ENCLOSED SWITCHES AND CIRCUIT BREAKERS	01/24/20
26 2813	FUSES	01/24/20
26 2913	ENCLOSED CONTROLLERS	01/24/20
26 5100	INTERIOR LIGHTING	01/24/20
26 5600	EXTERIOR LIGHTING	01/24/20
27 0500	COMMON WORK RESULTS FOR TELECOMMUNICATIONS	01/24/20
27 1116	CABINETS AND ENCLOSURES FOR TELECOMMUNICAITONS	01/24/20
27 1300	BACKBONE CABLING FOR TELECOMMUNICATIONS	01/24/20
27 1500	HORIZONTAL CABLING FOR TELECOMMUNICATIONS	01/24/20
27 1700	HDMI IN WALL CABLES	01/24/20
27 4116	AUDIO SYSTEMS AND EQUIPMENT	01/24/20
28 0000	TOC SECURITY FIRE ALARM	01/24/20
28 4600	FIRE DETECTION AND ALARM	01/24/20
31 2323	EXPANDED POLYSTYRENE FILL	01/17/20
31 3116	TERMITE CONTROL	02/06/20
31 6329	DRILLED PIERS (STADIUM)	01/17/20
32 3113	CHAIN LINK FENCES AND GATES	01/17/20
32 3119	ORNAMENTAL METAL FENCES AND GATES	01/17/20
32 8400	IRRIGATION	01/17/20
32 9200	SODDING	01/17/20



Union High School – Bid Package #7 – West Stadium

32 9300	PLANT MATERIALS AND OPERATION	01/17/20
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**Other Reports to be included as part of the contract documents:**

- **Crossland Construction Bid Package #7, Dated 04/9/20**
- **Geotechnical Engineering Report as prepared by Terracon, Dated 04/03/18**
- **Previously Issued Addenda 1 & 2: Contains information on previously submitted substitution requests & RFIs along with specification/drawing changes not captured by a new sheet.**

**I hereby attest by my signature that I have read and understand the drawings, as listed below, for their intended use. I also understand that they may be jobsite specific amended or modified at any time at the discretion of Crossland Construction, but not without prior written notification to the Trade Contractor.**

NAME OF BIDDER: \_\_\_\_\_

By: \_\_\_\_\_

Subscribed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_ My Commission Expires: \_\_\_\_\_



Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12007459-00 FY 2020

Acct No:  
30.6040.9140.54720.0450.000.0000.000.715  
Review:  
Buyer:  
Status: Allocated

Page 1

Vendor  
CROSSLAND CONSTRUCTION COMPANY INC  
833 S EAST AVENUE  
P O BOX 45

Ship To  
SHIP TO ADDRESS DOES NOT APPLY

COLUMBUS, KS 66725

ISAACS.SHERRILL@UNIONPS.ORG

Tel#918-712-1441  
Fax 918-712-2044

Delivery Reference  
FRED ISAACS 918-357-6184

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/11/20	011823				CONSTRUCTION
LN Description / Account					
General Notes					
PO GOES TO KELLY LEAHEY					
BOARD APPROVED 05/15/2020					
BUSINESS AGENDA ITEM					
Vendor Sourcing Notes					
C04-19-705					
CONTRACTOR SHALL FURNISH ALL LABOR, MATERIALS, EQUIPMENT, SUPPLIES AND INSURANCE, AND PERFORM ALL WORK IN ACCORDANCE WITH THE SCOPE OF WORK, TERMS, CONDITIONS, PROVISIONS, PLANS AND SPECIFICATIONS OF PROJECT NO. C04-19-705 AND THE ASSOCIATED PROJECT MANUAL INCORPORATED HEREIN BY REFERENCE.					
INSURANCE REQUIREMENTS:					
*GENERAL LIABILITY: \$2,000,000 AGGREGATE, \$1,000,000 PER OCCURRENCE					
*BUSINESS AUTO: \$1,000,000 AGGREGATE, \$1,000,000 COMBINED SINGLE LIMIT					
*WORKERS' COMPENSATION: PER OKLAHOMA STATUTORY REQUIREMENTS					
UNION PUBLIC SCHOOLS MUST BE NAMED AS THE ADDITIONAL INSURED WITH WAIVER OF SUBROGATION IN FAVOR OF UNION PUBLIC SCHOOLS					
SUBMIT CERTIFICATE(S) TO:					
UNION PURCHASING DEPARTMENT -					
EMAIL: UNION.PURCHASING@UNIONPS.ORG OR					
FAX TO 918-357-6188					
001	GMP SERVICES FOR THE HIGH SCHOOL EXPANSION AND RENOVATION PROJECT FOR AMENDMENT #8			1.00 1434873.00000 EACH	1434873.00



Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12007459-00 FY 2020

Acct No:  
30.6040.9140.54720.0450.000.0000.000.715  
Review:  
Buyer:  
Status: Allocated

Page 2

Vendor  
CROSSLAND CONSTRUCTION COMPANY INC  
833 S EAST AVENUE  
P O BOX 45

Ship To  
SHIP TO ADDRESS DOES NOT APPLY

COLUMBUS, KS 66725

ISAACS.SHERRILL@UNIONPS.ORG

Tel#918-712-1441  
Fax 918-712-2044

Delivery Reference  
FRED ISAACS 918-357-6184

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/11/20	011823				CONSTRUCTION

LN	Description / Account	Qty	Unit Price	Net Price
1	30.6040.9140.54720.0450.000.0000.000.715			1434873.00

[Requisition Link](#)

Requisition Total 1434873.00

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
30.6040.9140.54720.0450.000.0000.000.715	1434873.00	-15250194.00
CONSTRUCTION		

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature





# Memorandum

**To:** Dr. Kirt Hartzler, Superintendent  
**From:** Fred Isaacs, Director of Construction Services  
**Date:** May 11, 2020  
**Re:** Amendment No. 2, Baseball/Softball Complex Renovation project

---

## **RECOMMENDATION:**

I recommend the Board of Education consider and vote to accept the bids for construction of the Baseball/Softball Complex Renovation project. I further recommend the Board of Education approve and award the construction contracts, assign such construction contracts to Crossland Construction Company, Inc. with price Amendment No. 2 in the amount of \$3,578,876.00.

## **DISCUSSION:**

This GMP amendment will provide new upgrades to both the baseball and softball athletic fields and the baseball/softball athletic complex. Improvements will be made to both game fields which include new sunken dugouts and equipment, new perimeter fencing, including special outfield perimeter fencing, new synthetic turf, and under drainage for both fields. The new turf and drainage system will reduce maintenance cost associated with keeping game fields ready for play and also provide excellent drainage which will significantly decrease game and schedule delays due to our spring weather.

## **Bid Tabulation Summary:**

Direct Construction Cost	\$3,368,325.00
Professional Services	\$210,551.00
Guaranteed Maximum Price	\$3,578,876.00

## **FUNDING:**

Vendor: Crossland Construction Company, Inc.  
Contract Amount: \$3,578,876.00  
Funding Source: Bond Funds

## **ATTACHMENTS:**

Contract; RQ

CC: Barbara Swinburne

# AIA<sup>®</sup> Document A133<sup>™</sup> – 2009 Exhibit A

## **Guaranteed Maximum Price Amendment**

for the following PROJECT:

*(Name and address or location)*

Union Baseball & Softball Field Improvements  
Tulsa, OK

### **THE OWNER:**

*(Name, legal status and address)*

Union Public Schools  
8506 E. 61<sup>st</sup>. St.  
Tulsa, OK 74113

### **THE CONSTRUCTION MANAGER:**

*(Name, legal status and address)*

Crossland Construction Company Inc., General Corporation  
420 South 145<sup>th</sup> East Avenue  
Suite K  
Tulsa, OK 74108

### **ARTICLE A.1**

#### **§ A.1.1 Guaranteed Maximum Price**

Pursuant to Section 2.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of this Agreement.

**§ A.1.1.1** The Contract Sum is guaranteed by the Construction Manager not to exceed three million, five hundred seventy-eight thousand, eight hundred seventy-six (\$ 3,578,876 ), subject to additions and deductions by Change Order as provided in the Contract Documents.

**§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price.** Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, allowances, contingencies, alternates, the Construction Manager's Fee, and other items that comprise the Guaranteed Maximum Price.  
*(Provide below or reference an attachment.)*

Exhibit A

**§ A.1.1.3** The Guaranteed Maximum Price is based on the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:  
*(State the numbers or other identification of accepted alternates. If the Contract Documents permit the Owner to accept other alternates subsequent to the execution of this*

### **ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201<sup>™</sup>–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.



Amendment, attach a schedule of such other alternates showing the amount for each and the date when the amount expires.)

Exhibit B

§ A.1.1.4 Allowances included in the Guaranteed Maximum Price, if any:  
(Identify allowance and state exclusions, if any, from the allowance price.)

Item	Price (\$0.00)
Rock Surface & Fabric	\$8,500
HM Doors at Dugouts	\$9,000
Misc. Painting	\$10,000

§ A.1.1.5 Assumptions, if any, on which the Guaranteed Maximum Price is based:

§ A.1.1.6 The Guaranteed Maximum Price is based upon the following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
----------	-------	------	-------

§ A.1.1.7 The Guaranteed Maximum Price is based upon the following Specifications:  
(Either list the Specifications here, or refer to an exhibit attached to this Agreement.)

Trade Attachment D – BP1

Section	Title	Date	Pages
---------	-------	------	-------

§ A.1.1.8 The Guaranteed Maximum Price is based upon the following Drawings:  
(Either list the Drawings here, or refer to an exhibit attached to this Agreement.)

Trade Attachment D – BP1

Number	Title	Date
--------	-------	------

§ A.1.1.9 The Guaranteed Maximum Price is based upon the following other documents and information:  
(List any other documents or information here, or refer to an exhibit attached to this Agreement.)

## ARTICLE A.2

§ A.2.1 The anticipated date of Substantial Completion established by this Amendment:

December 1<sup>st</sup>, 2020

\_\_\_\_\_  
OWNER (Signature)

\_\_\_\_\_  
(Printed name and title)

  
\_\_\_\_\_  
CONSTRUCTION MANAGER (Signature)

\_\_\_\_\_  
Greg Smith – Vice President Tulsa Division  
(Printed name and title)



## Additions and Deletions Report for AIA® Document A133™ – 2009 Exhibit A

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 12:44:30 ET on 05/11/2020.

### PAGE 1

Union Baseball & Softball Field Improvements  
Tulsa, OK

...

Union Public Schools  
8506 E. 61<sup>st</sup>. St.  
Tulsa, OK 74113

...

Crossland Construction Company Inc., General Corporation  
420 South 145<sup>th</sup> East Avenue  
Suite K  
Tulsa, OK 74108

...

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed three million, five hundred seventy-eight thousand, eight hundred seventy-six (\$ 3,578,876 ), subject to additions and deductions by Change Order as provided in the Contract Documents.

...

Exhibit A  
**PAGE 2**

Exhibit B

...

<u>Rock Surface &amp; Fabric</u>	<u>\$8,500</u>
<u>HM Doors at Dugouts</u>	<u>\$9,000</u>
<u>Misc. Painting</u>	<u>\$10,000</u>

...

Trade Attachment D – BP1

...

Trade Attachment D – BP1

...

December 1<sup>st</sup>, 2020

...

---

Greg Smith – Vice President Tulsa Division

## **Certification of Document's Authenticity**

AIA® Document D401™ – 2003

I, , hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 12:44:30 ET on 05/11/2020 under Order No. 8780448077 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A133™ – 2009 Exhibit A, Guaranteed Maximum Price Amendment, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

  
(Signed)

Vice President - Tulsa Div.  
(Title)

5 / 11 / 20  
(Dated)



# Union High School - Baseball -Softball Complex

## Bid Package - 1

**CROSSLAND**  
CONSTRUCTION COMPANY, INC.

Exhibit A

### Bid Tab

Union High School – Baseball –Softball Complex		BP1	Subcontractor
SF:	XXXXXXX		
Date:	5/11/2020	\$ 3,765,383	
BP#	Description	Bid Price	Subcontractor
2A	Demolition – Combo w/ 3A, 31A, 33A	\$ 755,800.00	Timberwolf
3A	Concrete	\$ -	Timberwolf
4A	Masonry	\$ 70,000.00	Sun Valley
5A	Structural Steel	\$ 58,000.00	Allowance
7A	Roofing	\$ 32,567.00	Allowance
7B	Joint Sealants & Waterproofing	\$ 8,408.00	OK Waterproofing
10A	Sepcialties	\$ 6,124.00	Crossland/Eder
11A	Sports Equipment	\$ 1,094,158.00	H21
22A	Plumbing	\$ 30,000.00	Allowance
23A	HVAC	\$ -	Remove
26A	Electrical	\$ 68,776.00	Third Generation
31A	Earthwork	\$ -	Timberwolf
32A	Synthetic Turf Surfaces	\$ 610,085.00	Shaw
32B	Playing Field Bases	\$ 413,212.00	Mid-America
32C	Fencing	\$ 95,588.00	Owasso
32D	Retaining Walls	\$ -	Remove
33A	Storm Sewer System	\$ -	Timberwolf
	Allowances	\$ 27,500.00	
	3% Project Contingency	\$ 98,107	
	<b>Subtotal</b>	\$ 3,368,325	
	General Conditions	\$ 140,665	
	Project Requirements	\$ 89,610	
	Bonds		
	Insurance	\$ 18,526	
	Building Permit Fee Allowance – ?	\$ 8,926	
	Testing Allowance	\$ 12,000	
	Preconstruction Fee – Separate Contract		
	CM Fee – 3.5%	\$ 127,332	
	<b>Construction Total</b>	\$ 3,765,383	
	Total Accepted Alternates	\$ (186,508)	
	<b>Base BP# w/ Accepted Alternates Total:</b>	<b>\$3,578,876</b>	

Union High School - Baseball -Softball Complex  
Division 2  
Bid Package - 1



Trade Contract Identification  
2A Demolition

Trade Contractor - Bid Summary

Contractor:	Ark	Timberwolf						
Base Bid:	\$ 29,146	\$ 38,500						
Total w/ Alt:	\$ 29,146	\$ 38,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Crossland Construction Recommendation

Recommended Trade Contractor		Price
BASE BID :	Ark	\$ 29,146.00
TOTAL ALT:	#N/A	\$ -

## Union High School - Baseball -Softball Complex

Division 3  
Bid Package - 1**CROSSLAND**  
CONSTRUCTION COMPANY, INC.

## Trade Contract Identification

3A Concrete

## Trade Contractor - Bid Summary

Contractor:	Crossland	Timberwolf						
Base Bid:	\$ 352,000	\$ 323,450						
Unit Price	\$ 27							
	*non-responsive							
Total:	\$ 352,000	\$ 323,450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total w/ Alt:	\$ 352,027	\$ 323,450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

## Crossland Construction Recommendation

	Recommended Trade Contractor	Price
BASE BID :	Timberwolf	\$ 323,450.00
TOTAL ALT:	#N/A	\$ -



# Union High School - Baseball -Softball Complex

Division 4  
Bid Package - 1

**CROSSLAND**  
CONSTRUCTION COMPANY, INC.

## Trade Contract Identification

4A Masonry

## Trade Contractor - Bid Summary

Contractor:	C&N Masonry	Sun Valley	Smitcho					
Base Bid:	\$ 85,700	\$ 70,000	\$ 96,000					
Total:	\$ 85,700	\$ 70,000	\$ 96,000	\$ -	\$ -	\$ -	\$ -	\$ -

## Crossland Construction Recommendation

	Recommended Trade Contractor	Price
BASE BID :	Sun Valley	\$ 70,000.00
TOTAL ALT:	#N/A	\$ -

## Union High School - Baseball -Softball Complex

Division 5  
 Bid Package - 1

**CROSSLAND**  
 CONSTRUCTION COMPANY, INC.

## Trade Contract Identification

5A Structural Steel

## Trade Contractor - Bid Summary

Contractor:	Crossland							
Base Bid:	\$ 58,000							
Unit Price Hand Rails	\$ 165							
	*non-responsive							
Total w/ Alt:	\$ 58,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

## Crossland Construction Recommendation

Recommended Trade Contractor		Price
BASE BID :	Reject Bid	\$ 58,000.00
TOTAL ALT:	#N/A	\$ -

Union High School - Baseball -Softball Complex

Division 7  
Bid Package - 1

**CROSSLAND**  
CONSTRUCTION COMPANY, INC.

Trade Contract Identification  
7A Roofing

Trade Contractor - Bid Summary

Contractor:	Turner								
Base Bid:	\$ 32,567								
Total w/ Alt:	\$ 32,567	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Crossland Construction Recommendation

Recommended Trade Contractor		Price
BASE BID :	Turner	\$ 32,567.00
TOTAL ALT:	#N/A	\$ -

Trade Contract Identification  
7B Joint Sealants & Waterproofing

Trade Contractor - Bid Summary

Contractor:	OK Waterproofing	Bone Dry							
Base Bid:	\$ 8,408	\$ 9,949							
Total w/ Alt:	\$ 8,408	\$ 9,949	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Crossland Construction Recommendation

Recommended Trade Contractor		Price
BASE BID :	OK Waterproofing	\$ 8,408.00
TOTAL ALT:	#N/A	\$ -



Union High School - Baseball -Softball Complex  
Division 10  
Bid Package - 1



Trade Contract Identification  
10A Specialties

Trade Contractor - Bid Summary

Contractor:	Crossland/Eder	Crossland/Liberty						
Base Bid:	\$ 2,924	\$ 3,431						
Pole Base	\$ 2,000	\$ 2,000						
Dry Erase Boards	\$ 1,200	\$ 1,200						
Total w/ Alt:	\$ 6,124	\$ 6,631	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

w/ Eder

Crossland Construction Recommendation

Recommended Trade Contractor		Price
BASE BID :	Crossland/Eder	\$ 6,124.00
TOTAL ALT:	#N/A	\$ -

**Union High School - Baseball -Softball Complex**  
**Division 11**  
**Bid Package - 1**



**Trade Contract Identification**

11A Athletic Equipment

**Trade Contractor - Bid Summary**

<b>Contractor:</b>				H21					
<b>Base Bid:</b>				\$ 1,094,158					
<b>Alt 1-PF Netting</b>				\$ 84,000					
<b>Alt 2 -Dugout netting</b>				\$ 96,029					
<b>Alt 6-Champion Wall</b>				\$ (192,675.00)					
<b>Total:</b>	\$ -	\$ -	\$ 1,094,158	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total w/ Alt:</b>	\$ -	\$ -	\$ 1,081,512	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Crossland Construction Recommendation**

	<b>Recommended Trade Contractor</b>		<b>Price</b>
<b>BASE BID :</b>	H21		\$ 1,094,158.00
<b>TOTAL ALT:</b>	#N/A		\$ -

Union High School - Baseball -Softball Complex

Division 22  
Bid Package - 1

**CROSSLAND**  
CONSTRUCTION COMPANY, INC.

Trade Contract Identification

22A Plumbing

Trade Contractor - Bid Summary

Contractor:	Wiseco							
Base Bid:	\$ 49,000							
Total w/ Alt:	\$ 49,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Crossland Construction Recommendation

	Recommended Trade Contractor	Price
BASE BID :	Reject Bid	\$ -
TOTAL ALT:	#N/A	\$ -



Union High School - Baseball -Softball Complex

Division 23

Bid Package - 1

**CROSSLAND**  
CONSTRUCTION COMPANY, INC.

Trade Contract Identification

23A HVAC

Trade Contractor - Bid Summary

Contractor:	Air Comfort	Sligar						
Base Bid:	\$ 38,288	\$ 17,895						
Total w/ Alt:	\$ 38,288	\$ 17,895	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Crossland Construction Recommendation

	Recommended Trade Contractor	Price
BASE BID :	Reject Bid	\$ 17,895.00
TOTAL ALT:	#N/A	\$ -

**Union High School - Baseball -Softball Complex**  
**Division 26**  
**Bid Package - 1**



**Trade Contract Identification**

26A Electrical

**Trade Contractor - Bid Summary**

Contractor:	Colburn	Collins	Mid-Town	TGE-3				
Base Bid:	\$ 190,700	\$ 134,300	\$ 120,799	\$ 68,776				
Alternate 5-Field Conduit	\$ 48,301	\$ 67,350	\$ 20,340	\$ 18,680				
<b>Total w/ Alt:</b>	\$ 239,001	\$ 201,650	\$ 141,139	\$ 87,456	\$ -	\$ -	\$ -	\$ -

**Crossland Construction Recommendation**

	Recommended Trade Contractor	Price
BASE BID :	TGE-3	\$ 68,776.00
TOTAL ALT:	#N/A	\$ -

Union High School - Baseball -Softball Complex

Division 31  
Bid Package #1

**CROSSLAND**  
CONSTRUCTION COMPANY, INC.

Trade Contract Identification

31A Earthwork

Trade Contractor - Bid Summary

Contractor:	Crossland	Triple C	Timber Wolf					
Base Bid:	\$ 347,000	\$ 340,000	\$ 285,000					
Alt 7		\$ 25,000	\$ 28					
	*non-responsive							
Total w/ Alt:	\$ 347,000	\$ 365,000	\$ 285,028	\$ -	\$ -	\$ -	\$ -	\$ -

Crossland Construction Recommendation

	Recommended Trade Contractor	Price
BASE BID :	Timber Wolf	\$ 285,000.00
TOTAL ALT:	#N/A	\$ -



**Union High School - Baseball -Softball Complex**  
**Division 32**  
**Bid Package #1**

**CROSSLAND**  
**CONSTRUCTION COMPANY, INC.**

**Trade Contract Identification**  
32A Synthetic Turf Surfaces

**Trade Contractor - Bid Summary**

Contractor:	ATG	Hellas	FieldTurf	Shaw	United Turf and Track	PCC		
Base Bid:	\$ 780,618	\$ 758,758	\$ 648,371	\$ 610,085	\$ 779,000	\$ 649,765		
Total:	\$ 780,618	\$ 758,758	\$ 648,371	\$ 610,085	\$ 779,000	\$ 649,765	\$ -	\$ -
Total w/ Alt:	\$ 780,618	\$ 758,758	\$ 648,371	\$ 610,085	\$ 779,000	\$ 649,765	\$ -	\$ -

**Crossland Construction Recommendation**

	Recommended Trade Contractor	Price
BASE BID :	Shaw	\$ 610,085.00
TOTAL ALT:	#N/A	\$ -

**Trade Contract Identification**  
32B Playing Field Bases

**Trade Contractor - Bid Summary**

Contractor:	Hellas	Mid-America		ATG	United Turf and Track	FieldTurf	PCC	
Base Bid:	\$ 519,453	\$ 413,212		\$ 506,400	\$ 812,000	\$ 572,046	\$ 557,060	
Total:	\$ 519,453	\$ 413,212	\$ -	\$ 506,400	\$ 812,000	\$ 572,046	\$ 557,060	\$ -

**Crossland Construction Recommendation**

	Recommended Trade Contractor	Price
BASE BID :	Mid-America	\$ 413,212.00
TOTAL ALT:	#N/A	\$ -

**Trade Contract Identification**  
32C Fencing

**Trade Contractor - Bid Summary**

Contractor:	Aarons Fence	Deep South	Owasso					
Base Bid:			\$ 95,588					
Total:	\$ -	\$ -	\$ 95,588	\$ -	\$ -	\$ -	\$ -	\$ -

**Crossland Construction Recommendation**

	Recommended Trade Contractor	Price
BASE BID :	Owasso	\$ 95,588.00
TOTAL ALT:	#N/A	\$ -

**Trade Contract Identification**  
32D Retaining Wall

**Trade Contractor - Bid Summary**

Contractor:	Duncan and Sons	PGMC						
Base Bid:	\$ 95,236	\$ 40,000						
		**Quote						
Total:	\$ 95,236	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Crossland Construction Recommendation**

	Recommended Trade Contractor	Price
BASE BID :	Reject Bid	\$ -
TOTAL ALT:	#N/A	\$ -

## Union High School Baseball-Softball Complex

Div 33

Bid Package #1

**CROSSLAND**  
CONSTRUCTION COMPANY, INC.

## Trade Contract Identification

33A Storm Sewer System

## Trade Contractor - Bid Summary

Contractor:	TWX	Duncan and Sons						
Base Bid:	\$ 157,090	\$ 119,300						
Unit Price #1 - 10" HP								
Unit Price #2 - 12" HP								
Unit Price #3 - 18" HP								
Total w/ Alt:	\$ 157,090	\$ 119,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

## Crossland Construction Recommendation

	Recommended Trade Contractor	Price
BASE BID :	Duncan and Sons	\$ 119,300.00
TOTAL ALT:	#N/A	\$ -



## Project Requirements

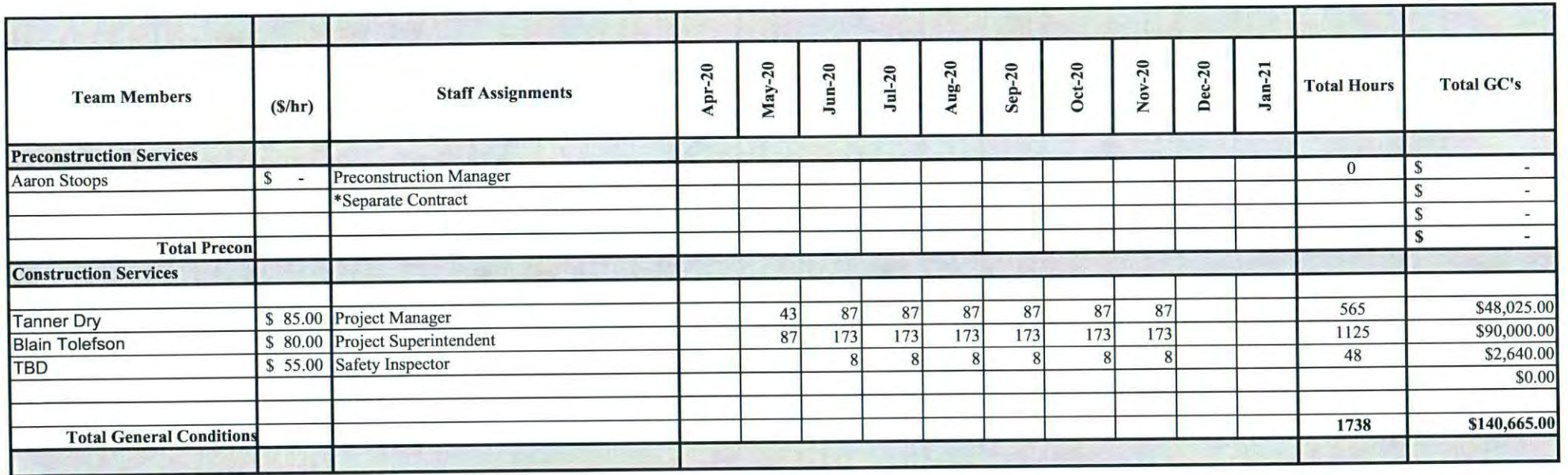


# Union Baseball & Softball Field Improvements

PRECONSTRUCTION SERVICES		Notes for Clarity
	\$ -	
	\$ -	
MISC PRECONSTRUCTION EXPENSES		\$ -
CONSTRUCTION SERVICES		
1	CM Field Office, Furniture, & Furnishings	\$ 8,500.00 1 Job Trailer at \$1,000 per month plus \$1,500 for furnishings
2	Office Supplies	\$ 1,750.00 \$250 per mo
3	Project Sign	\$ 1,000.00 Allowance
4	Superintendent / PM Vehicles	\$ 14,000.00 2 vehicles @ \$1000/mo
5	Fuel Expense	\$ 4,200.00 \$600 per month per vehicle
6	Jobsite Radios & Phones	\$ 2,100.00 2 phones @ \$150/mo
7	Copy Machine & Maintenance	\$ 1,050.00 \$150/mo
8	Computers, Usage, Software & Maintenance	\$ 1,400.00 \$200/mo
9	Reproduction Expenses	\$ 1,200.00
10	Field Office Telephone & Internet	\$ 1,250.00 \$200 Setup, \$150/mo
11	Postage & Expressage	\$ -
12	Office Janitorial	\$ 700.00 \$100/mo
13	Mobilization / Demobilization	\$ 1,500.00
14	Punchlist/Misc	\$ 2,800.00 1 carpenter - 2 weeks @ \$35/hour
15	Construction Photo's & Video's	\$ 2,450.00 Drone Footage: \$350 per Month
16	Job Meetings & Ceremony Expenses	\$ -
17	Record Drawings / Closeout Manuals	\$ 750.00
18	Material Handling	\$ 3,500.00 \$500 per Month
19	Temporary Electric Service	\$ 10,000.00 Setup, Service, Generators, etc.
20	Temporary Water	\$ - By Owner
21	Temporary Gas	\$ - By Owner
22	Temporary Construction Services: Fencing	\$ - To Be Included in Bid Package
23	Security	\$ - By Owner
24	Temporary Toilets	\$ 7,560.00 6 each at \$180 per month
25	Temporary Tool /Storage Trailers	\$ 2,800.00 Tool / Storage Trailer @ \$200 per month - 2 each
26	Dumpsters	\$ 9,800.00 4 per month at \$350/mo
27	Safety	\$ 1,500.00
28	Cleanup	\$ 9,800.00 40 hours per month at \$30 per hour
29	Final Cleanup	\$ - To Be Included in Bid Package
30	Meals & Lodging	\$ - na
31	Utility Connection Permits	\$ - Shall included in cost of construction
32	Concrete Testing & Inspections	\$ - To Be Included in Bid Package
33	Operational Permits	\$ - Shall be included in cost of construction.
34	Testing Laboratory Services	\$ - To Be Included in Bid Package
35	Building Permit	\$ - By Owner
36	Misc Site Repairs/Sod at Demobilization	\$ - To Be Included in Bid Package
37	Site Survey Control Points	\$ - To Be Included in Bid Package
<b>TOTAL CONSTRUCTION PROJECT REQUIREMENTS</b>		<b>\$ 89,610.00</b>



## Union Baseball & Softball Field Improvements



# Alternates

Exhibit B

**CROSSLAND**  
CONSTRUCTION COMPANY, INC.

Alt 1 Practice Field Netting	Alt 2 Softball Rightfield Net	Alt 5 Field Conduit & Wire	Alternate 6 – Outfield Wall	Alternate 7 – Haul Off
\$ 90,041	\$ 102,935	\$ 20,023	\$ (206,531)	\$ –
Bid Price	Bid Price	Bid Price	Bid Price	Bid Price
\$ 84,000.00	\$ 96,029.00		\$ (192,675.00)	
		\$ 18,680.00		
\$ 2,520	\$ 2,881	\$ 560	\$ (5,780)	
\$ 86,520	\$ 98,910	\$ 19,240	\$ (198,455)	
\$ 476	\$ 544	\$ 106	\$ (1,092)	
\$ 3,045	\$ 3,481	\$ 677	\$ (6,984)	
\$ 90,041	\$ 102,935	\$ 20,023	\$ (206,531)	
Rejected	Rejected	Accepted	Accepted	



## TRADE CONTRACT ATTACHMENT “D”

**Trade Contract Drawing/Specification Package**

I hereby attest by my signature that I have read and understand the drawings, as listed below, for their intended use. I also understand that they may be jobsite specific amended or modified at any time at the discretion of Crossland Construction, but not without prior written notification to the Trade Contractor.

**Union High School Baseball-Softball Complex**

Drawings dated 04/15/2020 as may be amended via addenda during the bidding process:

Drawing Number	Description	Date Issued
C000	COVER SHEET	4/15/2020
C100	GENERAL NOTES	4/15/2020
C200	SURVEY	4/15/2020
C300	DEMOLITION AND EROSION CONTROL	4/15/2020
C301	DEMOLITION AND EROSION CONTROL NORTH	4/15/2020
C302	DEMOLITION AND EROSION CONTROL SOUTH	4/15/2020
C400	SITE PLAN OVERALL	4/15/2020
C401	SITE PLAN NORTH	4/15/2020
C402	SITE PLAN SOUTH	4/15/2020
C500	GRADING PLAN OVERALL	4/15/2020
C501	GRADING PLAN NORTH	4/15/2020
C502	GRADING PLAN SOUTH	4/15/2020
C503	DRAINAGE MAP NORTH	4/15/2020
C504	DRAINAGE MAP SOUTH	4/15/2020
C600	OVERALL UTILITY PLAN	4/15/2020
C601	UTILITY PLAN NORTH	4/15/2020
C602	UTILITY PLAN SOUTH	4/15/2020
C800	DETAILS	4/15/2020
C801	DETAILS	4/15/2020
C802	DETAILS	4/15/2020
S001	GENERAL NOTES	4/10/2020
S002	STRUCTURAL SPECIAL INSPECTIONS	4/10/2020
S100	FOUNDATION PLAN	4/10/2020
S101	ROOF FRAMING PLAN	4/10/2020
S201	TYPICAL FOUNDATION DETAILS	4/10/2020
S301	TYPICAL WALL DETAILS	4/10/2020
S401	FRAMING DETAILS	4/10/2020
S402	FRAMING DETAILS	4/10/2020
PF001.B	BASEBALL MATERIALS AND REFERENCE PLAN	4/10/2020
PF101.B	BASEBALL LAYOUT PLAN	4/10/2020
PF110.B	BASEBALL LAYOUT ENLARGEMENT PLANS	4/10/2020
PF111.B	BASEBALL LAYOUT ENLARGEMENT PLANS	4/10/2020
PF200.B	PRACTICE FIELD FENCING PLAN	4/10/2020
PF201.B	BASEBALL FENCING PLAN	4/10/2020
PF301.B	BASEBALL SUBGRADE PLAN	4/10/2020
PF401.B	SOFTBALL SUBGRADE PLAN	4/10/2020
PF501.B	BASEBALL GRADING PLAN	4/10/2020
PF601.B	SOFTBALL IRRIGATION PLAN	4/10/2020



Union High School Baseball-Softball Complex

PF701.B	BASEBALL TURF AND MARKING PLAN	4/10/2020
PF710.B	BASEBALL MARKING ENLARGEMENTS	4/10/2020
PF001.S	SOFTBALL MATERIALS AND REFERENCE PLAN	4/10/2020
PF101.S	SOFTBALL LAYOUT PLAN	4/10/2020
PF110.S	SOFTBALL LAYOUT ENLARGEMENT PLANS	4/10/2020
PF201.S	SOFTBALL FENCING PLAN	4/10/2020
PF210.S	SOFTBALL FENCING ENLARGEMENT PLANS	4/10/2020
PF301.S	SOFTBALL SUBGRADE	4/10/2020
PF401.S	SOFTBALL SUBDRAINAGE PLAN	4/10/2020
PF501.S	SOFTBALL GRADING PLAN	4/10/2020
PF601.S	SOFTBALL IRRIGATION PLAN	4/10/2020
PF701.S	SOFTBALL TURF AND MARKING PLAN	4/10/2020
PF710.S	SOFTBALL MARKING ENLARGEMENTS	4/10/2020
PF901	DETAILS	4/10/2020
PF902	DETAILS	4/10/2020
PF903	DETAILS	4/10/2020
PF904	DETAILS	4/10/2020
PF905	DETAILS	4/10/2020
PF906	DUGOUT DETAILS	4/10/2020
E000	ELECTRICAL LEGEND AND GENERAL NOTES	4/10/2020
ME101	ELECTRICAL SITE PLAN NORTH	4/10/2020
ME102	ELECTRICAL SITE PLAN SOUTH	4/10/2020
E201	ELECTRICAL SITE PLAN NORTH	4/10/2020
E500	ELECTRICAL SCHEDULES AND DETAILS	4/10/2020
E800	ELECTRICAL SOUTH ONE LINE DIAGRAM	4/10/2020
E801	ELECTRICAL NORTH ONE LINE DIAGRAM	4/10/2020
M000	MECHANICAL LEGEND AND GENERAL NOTES	4/10/2020
M201	MECHANICAL ENLARGED PLANS	4/10/2020

- Specifications Manual dated 04/10/2020 as may be amended via addenda during the bidding process.

Specification	Description	Date Issued
014000	GENERAL REQUIREMENTS	4/10/2020
033300	CAST IN PLACE CONCRETE	4/10/2020
042200	CONCRETE UNIT MASONRY	4/10/2020
051200	STRUCTURAL STEEL FRAMING	4/10/2020
053100	STEEL DECKING	4/10/2020
116500	ATHLETIC EQUIPMENT	4/10/2020
221113	FACILITY WATER DISTRIBUTION	4/10/2020
230010	MECHANICAL EQUIPMENT	4/10/2020
230015	ELECTRICAL COORDINATION FOR MECHANICAL EQUIP	4/10/2020
230500	GENERAL REQUIREMENTS	4/10/2020
230553	HVAC PIPING AND EQUIPMENT	4/10/2020
230913	INSTRUMENTATION AND CONTROL DEVICES FOR HVAC	4/10/2020
238500	ELECTRIC HEATING UNITS	4/10/2020
260010	GENERAL ELECTRICAL REQUIREMENTS	4/10/2020
260500	COMMON WORK RESULTS FOR ELECTRICAL	4/10/2020
260519	LOW VOLTAGE ELECTRICAL POWER CONDUCTORS AND CABLES	4/10/2020
260526	GROUNDING AND BONDING FOR ELECTRICAL SYSTEMS	4/10/2020
260529	HANGERS AND SUPPORTS FOR ELECTRICAL SYSTEMS	4/10/2020
260533	RACEWAY AND BOXES FOR ELECTRICAL SYSTEMS	4/10/2020

Union High School Baseball-Softball Complex

260553	IDENTIFICATION FOR ELECTRICAL SYSTEMS	4/10/2020
260573	OVERCURRENT PROTECTIVE DEVICE COORDINATION STUDY	4/10/2020
260923	LIGHTING CONTROL DEVICES	4/10/2020
262416	PANELBOARDS	4/10/2020
262726	WIRING DEVICES	4/10/2020
265100	INTERIOR LIGHTING	4/10/2020
311000	SITE CLEARING	4/10/2020
311110	SWPPP	4/10/2020
312000	EARTH MOVING	4/10/2020
321313	CONCRETE PAVING	4/10/2020
321373	CONCRETE PAVING JOINT SEALANTS	4/10/2020
323113	CHAIN LINK FENCES, GATES AND NETTING	4/10/2020
323300	PLAYING FIELD BASE CONSTRUCTION	4/10/2020
328400	IRRIGATION	4/10/2020
329200	TURF AND GRASSES	4/10/2020
334100	STORM DRAINAGE UTILITY PIPING	4/10/2020

**Other reports to be included as part of the contract documents:**

Crossland Construction – Bid Package #1 Dated 4/15/2020

**I hereby attest by my signature that I have read and understand the drawings, as listed below, for their intended use. I also understand that they may be jobsite specific amended or modified at any time at the discretion of Crossland Construction, but not without prior written notification to the Trade Contractor.**

NAME OF BIDDER: \_\_\_\_\_

By: \_\_\_\_\_

Subscribed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_





Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12007460-00 FY 2020

Acct No:  
30.6040.9140.54720.0450.000.0000.000.720  
Review:  
Buyer:  
Status: Allocated

Page 1

Vendor  
CROSSLAND CONSTRUCTION COMPANY INC  
833 S EAST AVENUE  
P O BOX 45

Ship To  
SHIP TO ADDRESS DOES NOT APPLY

COLUMBUS, KS 66725

LEAHEY.KELLY@UNIONPS.ORG

Tel#918-712-1441  
Fax 918-712-2044

Delivery Reference  
KELLY LEAHEY 918-357-6183

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/11/20	011823				CONSTRUCTION

LN Description / Account	Qty	Unit Price	Net Price
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General Notes

BOARD APPROVED 5/15/2020  
BUSINESS AGENDA ITEM

PO GOES TO KELLY LEAHEY  
Vendor Sourcing Notes

CONTRACTOR SHALL FURNISH ALL LABOR, MATERIALS, EQUIPMENT, SUPPLIES AND INSURANCE, AND PERFORM ALL WORK IN ACCORDANCE WITH THE SCOPE OF WORK, TERMS, CONDITIONS, PROVISIONS, PLANS AND SPECIFICATIONS OF BASEBALL/SOFTBALL COMPLEX RENOVATION PROJECT AND THE ASSOCIATED PROJECT MANUAL INCORPORATED HEREIN BY REFERENCE.

INSURANCE REQUIREMENTS:

\*GENERAL LIABILITY: \$2,000,000 AGGREGATE, \$1,000,000 PER OCCURRENCE

\*BUSINESS AUTO: \$1,000,000 AGGREGATE, \$1,000,000 COMBINED SINGLE LIMIT

\*WORKERS' COMPENSATION: PER OKLAHOMA STATUTORY REQUIREMENTS

UNION PUBLIC SCHOOLS MUST BE NAMED AS THE ADDITIONAL INSURED WITH WAIVER OF SUBROGATION IN FAVOR OF UNION PUBLIC SCHOOLS

SUBMIT CERTIFICATE(S) TO:

UNION PURCHASING DEPARTMENT -

EMAIL: UNION.PURCHASING@UNIONPS.ORG OR

FAX TO 918-357-6188

001	GMP SERVICES FOR THE BASEBALL/SOFTBALL COMPLEX RENOVATION AMENDMENT #2	1.00 EACH	3578876.00000	3578876.00
-----	--	--------------	---------------	------------

1 30.6040.9140.54720.0450.000.0000.000.720

3578876.00





Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12007460-00 FY 2020

Acct No:  
30.6040.9140.54720.0450.000.0000.000.720  
Review:  
Buyer:  
Status: Allocated

Page 2

Vendor  
CROSSLAND CONSTRUCTION COMPANY INC  
833 S EAST AVENUE  
P O BOX 45

Ship To  
SHIP TO ADDRESS DOES NOT APPLY

COLUMBUS, KS 66725

LEAHEY.KELLY@UNIONPS.ORG

Tel#918-712-1441  
Fax 918-712-2044

Delivery Reference  
KELLY LEAHEY 918-357-6183

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
05/11/20	011823				CONSTRUCTION

LN Description / Account	Qty	Unit Price	Net Price
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[Requisition Link](#)

Requisition Total 3578876.00

\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
30.6040.9140.54720.0450.000.0000.000.720	3578876.00	-15250194.00
CONSTRUCTION		

Authorized By: \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_



**Union Public Schools**  
*Independent District #9*

**Patricia Williams, Ed. D.**  
*Chief Financial Officer*

To: Dr. Kirt Hartzler  
From: Dr. Trish Williams, CFO  
Date: May 15, 2020  
Re: Audit Contract for 2019-20 Fiscal Year

**RECOMMENDATION:**

I recommend the Board of Education consider and vote to approve the contract with RSM US LLP (formerly Cole & Reed) Certified Public Accountants to perform an external financial audit of the 2019-20 fiscal year at a fee not to exceed \$89,000 for professional fees for audit services of Comprehensive Annual Financial Report (CAFR) under a GASB Statement No. 34 format from the 2019-20 and/or 2020-21 general fund. This audit will include a financial and compliance examination of the federal programs.

**DISCUSSION:**

State law requires that each school district contract with a state approved and licensed professional auditor to perform an annual external audit on the financial records and internal controls of the district. The audit must also include a financial and compliance examination of federal programs in accordance with the Standards for Financial and Compliance Audits contained in Standards for Audit of Governmental Organizations, Programs, Activities, and Functions, issued by the U. S. General Accounting Office; the Single Audit Act; and the provisions of the U. S. Office of Management and Budget's (OMB) Compliance Supplement; and the provisions of the Single Audit Act; Subpart F of Title 2 U.S. CFR Part 200, Uniform Administrative requirements, Cost Principles, and Audit Requirements for Federal Awards; and Audits of States Local Governments and Non-Profit Organizations.

The District issued a Request for Proposal (RFP) for professional audit services in the spring of 2004. The notification that Union was distributing a Request for Proposal for audit services was sent to every audit firm on the state-approved list of auditors. Over fifty notifications were mailed, but only four audit firms responded. The four firms were: Cole & Reed, P.C. (now RSM); Tullius, Taylor, Sartain and Sartain; Sander, Bledsoe and Hewett; and Kerry Patton, CPA. The RFP contemplated a six-year relationship beginning with the 2003-04 fiscal year with options for an annual review and approval by the Board of Education. After careful review of the audit services, and cost proposals, the committee selected Cole & Reed, P.C. (now RSM) to perform the financial audit for the District. The committee believed that because Union prepares its financial statements and maintains its records in accordance with GAAP that it is critical that the audit firm be highly conversant with current governmental accounting practices and procedures and have a high degree of expertise with grant reporting. The District is also

responsible for a large number of federal and state grants which require specific reporting in accordance with the Federal Office of Management and Budget's (OMB) Compliance Supplement. The District also prepares an audited annual financial report under a GAAP and a GASB Statement No. 34 format. The committee believed the auditor's experience in preparing a governmental audit under a GASB Statement No. 34 format was important because Union is one of only a small number of school districts who operate under a GAAP accounting format.

RSM US LLP (formerly Cole & Reed) has offices in Oklahoma City and continues to have the best overall credentials, staffing expertise, and experience of the four companies that responded to our RFP in 2004. They have served as the independent auditors for over sixteen state agencies, primarily higher education institutions, most of which have implemented GASB Statement No. 34. Their clients have included Tulsa Public Schools, Oklahoma City Public Schools, OSU, OU, and Tulsa Community College. RSM US LLP is a nation-wide network of locally owned CPA firms that are strategically aligned and affiliated with McGladrey and Pullen, LLP and the previously named Cole and Reed. RSM US LLP is one of the larger CPA firms in the United States. One of their associates, Allen, Gibbs, Houlik, LC (AGH) is the leading provider of auditing services to governmental organizations, including school districts in the state of Kansas. Union was McGladrey, LLP (formerly Cole & Reed's) first public school audit engagement in 2004. Cole & Reed merged with McGladrey, LLP in spring of 2015 and later that year McGladrey, LLP merged with RSM US LLP.

**ATTACHMENTS:**

Audit Contract for 2019-20 Fiscal Year

State Department of Education Required Annual Contract Form for the 2019-20 Audit

**FUNDING:**

2019-20 and/or 2020-21 General Fund as appropriate based on date of services

cc: Barbara Swinburne  
Cathy Bentley  
Julie Harkrider





Dr. Kirt Hartzler, Superintendent  
Ms. Trish Williams, Chief Financial Officer  
Union Public Schools  
Tulsa, Oklahoma

This letter is intended to communicate certain matters related to the planned scope and timing of our audit of Union Public Schools' (the District) financial statements and compliance as of and for the year ending June 30, 2020.

Effective two-way communication between our firm and the Board of Education is important to understanding matters related to the audit and developing a constructive working relationship.

We will timely communicate to you any fraud involving senior management and other fraud that causes a material misstatement of the financial statements, illegal acts, instances of noncompliance, or abuse that come to our attention (unless they are clearly inconsequential), and disagreements with management and other serious difficulties encountered in performing the audit. We also will communicate to you and to management any significant deficiencies or material weaknesses in internal control that become known to us during the course of the audit. Other matters arising from the audit that are, in our professional judgment, significant and relevant to you in your oversight of the financial reporting process will be communicated to you in writing after the audit.

Our independence policies and procedures are designed to provide reasonable assurance that our firm and its personnel comply with applicable professional independence standards. Our policies address financial interests, business and family relationships, and non-audit services that may be thought to bear on independence. For example, without our permission no partner or professional employee of RSM US LLP is permitted to have any direct financial interest or a material indirect financial interest in a client or any affiliate of a client. Also, if an immediate family member or close relative of a partner or professional employee is employed by a client in a key position, the incident must be reported and resolved in accordance with firm policy. In addition, our policies restrict certain non-audit services that may be provided by RSM US LLP and require audit clients to accept certain responsibilities in connection with the provision of permitted non-attest services.



### **The Audit Planning Process**

Our audit approach places a strong emphasis on obtaining an understanding of how your entity functions. This enables us to identify key audit components and tailor our procedures to the unique aspects of your operations. The development of a specific audit plan will begin by meeting with you and with management to obtain an understanding of business objectives, strategies, risks and performance.

As part of obtaining an understanding of your organization and its environment, we will obtain an understanding of internal control. We will use this understanding to identify risks of material misstatement and noncompliance, which will provide us with a basis for designing and implementing responses to the assessed risks of material misstatement and noncompliance. We will also obtain an understanding of the users of the financial statements in order to establish an overall materiality level for audit purposes. We will conduct formal discussions among engagement team members to consider how and where your financial statements might be susceptible to material misstatement due to fraud or error or to instances of noncompliance, including abuse.

### **The Concept of Materiality in Planning and Executing the Audit**

We apply the concept of materiality in both planning and performing the audit, evaluating the effect of identified misstatements or noncompliance on the audit and the effect of uncorrected misstatements, if any, on the financial statements, forming the opinion in our report on the financial statements, and determining or reporting in accordance with *Government Auditing Standards* and other compliance reporting requirements. Our determination of materiality is a matter of professional judgment and is affected by our perception of the financial and compliance informational needs of users of the financial statements. We establish performance materiality at an amount less than materiality for the financial statements as a whole to allow for the risk of misstatements that may not be detected by the audit. We use performance materiality for purposes of assessing the risks of material misstatement and determining the nature, timing and extent of further audit procedures. Our assessment of materiality throughout the audit will be based on both quantitative and qualitative considerations. Because of the interaction of quantitative and qualitative considerations, misstatements of a relatively small amount could have a material effect on the current financial statements as well as financial statements of future periods. We will accumulate misstatements identified during the audit, other than those that are clearly trivial. At the end of the audit, we will inform you of all individual uncorrected misstatements aggregated by us in connection with our evaluation of our audit test results.

### **Significant Risks of Material Misstatement**

Our audit of the financial statements includes the performance of risk assessment procedures in order to identify risks of material misstatement, whether due to fraud or error. As part of these risk assessment procedures, we determine whether any risks identified are a significant risk. A significant risk is an identified and assessed risk of material misstatement that, in our professional judgment, requires special audit consideration. As part of our risk assessment procedures, we identified management override of controls as a significant risk. Additional significant risks may be identified as we perform additional audit procedures.

### **Our Approach to Internal Control and Compliance Relevant to the Audit**

Our audit of the financial statements, including compliance, will include obtaining an understanding of internal control sufficient to plan the audit and determine the nature, timing and extent of audit procedures to be performed. An audit is not designed to provide assurance on internal control or identify significant deficiencies or material weaknesses. Our review and understanding of the entity's internal control is not undertaken for the purpose of expressing an opinion on the effectiveness of internal control.

We will issue reports on internal control related to the financial statements and major programs. These reports describe the scope of testing of internal control and the results of our tests of internal control. Our reports on internal control will include any significant deficiencies and material weaknesses in the system of which we become aware as a result of obtaining an understanding of internal control and performing

tests of internal control consistent with the requirements of *Government Auditing Standards* issued by the Comptroller General of the United States, the Single Audit Act, and *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* at 2 CFR 200 (Uniform Guidance).

We will issue reports on compliance with laws, regulations, and the provisions of contracts or grant agreements. We will report on any noncompliance that could have a material effect on the financial statements and any noncompliance that could have a direct and material effect on each major program. Our reports on compliance will address material errors, fraud, abuse, violations of compliance requirements, and other responsibilities imposed by state and federal statutes and regulations and assumed contracts; and any state or federal grant, entitlement or loan program questioned costs of which we become aware, consistent with the requirements of the standards identified above.

#### **Timing of the Audit**

We will present the audit to the Board of Education at the December 2020 board meeting. In order to meet deadlines established by management to meet this objective, we will work with the District finance staff and prepare a detailed audit calendar with mutually agreed to goals and milestones. This will include us performing preliminary audit field work in June-August 2020, and beginning final fieldwork in October 2019. Management's adherence to its closing schedule and commitment to timely completion of information used by us in performance of the audit is essential to timely completion of the audit.

#### **Closing**

We will be pleased to respond to any questions you have about the foregoing. We appreciate the opportunity to continue to be of service to Union Public Schools.

This communication is intended solely for the information and use of the Board of Education and is not intended to be, and should not be, used by anyone other than this specified party.

*RSM US LLP*





RSM US LLP

## The Objective and Scope of the Audit of the Financial Statements

Our audit will be conducted with the objective of our expressing an opinion on the financial statements. We will also report on whether certain supplemental information (the combining financial statements, the statement of changes in assets and liabilities-agency funds, the budgetary and actual comparison schedules for special revenue funds, and the schedule of expenditures of federal awards) is fairly stated in all material respects in relation to the financial statements as a whole. The accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the respective budgetary and actual comparison schedule for the General Fund, the schedule of funding progress for other post-employment benefits, the schedule of the District's proportionate share of the net pension liability, and the schedule of the District's contributions to Teachers' Retirement System of Oklahoma be presented to supplement the basic financial statements. We will apply certain limited procedures to this required supplementary information, but will not express an opinion or provide any assurance on this information.

## The Responsibilities of the Auditor

THE POWER OF BEING UNDERSTOOD  
AUDIT | TAX | CONSULTING

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS. Also, an audit is not designed to detect errors or fraud that are immaterial to the financial statements. The determination of abuse is subjective; therefore, GAS does not expect us to provide reasonable assurance of detecting abuse.

In making our risk assessments, we consider internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will also communicate to the Board of Education (a) any fraud involving senior management and fraud (whether caused by senior management or other employees) that causes a material misstatement of the financial statements that becomes known to us during the audit, and (b) any instances of noncompliance with laws and regulations that we become aware of during the audit (unless they are clearly inconsequential).

The funds that you have told us are maintained by the District and that are to be included as part of our audit are those listed in the District's prior year June 30, 2019 financial report. Any additional funds or deleted funds will be communicated to you upon the commencement of fieldwork.

There are no component units that are required to be included in the financial statements of the District.

The federal financial assistance programs and awards that you have told us that Union participates in and that are to be included as part of the single audit are significantly the same as those reported in the District's June 30, 2019 compliance report. Any changes to federal programs will be communicated to you upon commencement of fieldwork.

We are responsible for the compliance audit of major programs under the Uniform Guidance, including the determination of major programs, the consideration of internal control over compliance, and reporting responsibilities.

Our report(s) on internal control will include any significant deficiencies and material weaknesses in controls of which we become aware as a result of obtaining an understanding of internal control and performing tests of internal control consistent with requirements of the standards and regulations identified above. Our report(s) on compliance matters will address material errors, fraud, abuse, violations of compliance obligations, and other responsibilities imposed by state and federal statutes and regulations or assumed by contracts; and any state or federal grant, entitlement or loan program questioned costs of which we become aware, consistent with requirements of the standards and regulations identified above.

#### **The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework**

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;

2. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not evaluate subsequent events earlier than the date of the management representation letter referred to below;
3. For the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
4. For establishing and maintaining effective internal control over financial reporting, and for informing us of all significant deficiencies and material weaknesses in the design or operation of such controls of which it has knowledge;
5. For report distribution; and
6. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters;
  - b. Additional information that we may request from management for the purpose of the audit; and
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence;

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this letter; and
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Management is responsible for identifying and ensuring that the District complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud or abuse, and for informing us about all known or suspected fraud or abuse affecting the entity involving management, employees who have significant roles in internal control, and others where the fraud or abuse could have a material effect on the financial statements or compliance. Management is also responsible for informing us of its knowledge of any allegations of fraud or abuse, or suspected fraud or abuse, affecting the entity received in communications from employees, former employees, analysts, regulators or others.

Management is responsible for the preparation of the required supplementary information (RSI) and supplementary information in accordance with accounting principles generally accepted in the United States of America. Management agrees to include the auditor's report on the RSI and supplementary information in any document that contains the supplementary information and indicates that the auditor has reported on such RSI and supplementary information. Management also agrees to present the supplementary information with the audited financial statements or, if the supplementary information will not be presented with audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance of the supplementary information and the auditor's report thereon.



Because the audit will be performed in accordance with the Single Audit Act and the Uniform Guidance, management is responsible for (a) identifying all federal awards received and expended; (b) preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with Uniform Guidance requirements; (c) internal control over compliance; (d) compliance with federal statutes, regulations, and the terms and conditions of federal awards; (e) making us aware of significant vendor relationships where the vendor is responsible for program compliance; (f) following up and taking corrective action on audit findings, including the preparation of a summary schedule of prior audit findings and a corrective action plan; and (g) submitting the reporting package and data collection form.

The Board of Education is responsible for informing us of its views about the risks of fraud or abuse within the entity, and its knowledge of any fraud or abuse or suspected fraud or abuse affecting the entity.

You have informed us that you may issue public debt in the future and that you may include our report on your financial statements in the offering statement. You have further informed us that you do not intend for us to be associated with the proposed offering.

We agree that our association with any proposed offering is not necessary, providing Union Public Schools agrees to clearly indicate that we are not associated with the contents of any such official statement or memorandum. Union Public Schools agrees that the following disclosure will be prominently displayed in any such official statement or memorandum:

RSM US LLP, our independent auditor, has not been engaged to perform, and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. RSM US LLP also has not performed any procedures relating to this official statement.

#### **Records and Assistance**

If circumstances arise relating to the condition of the District's records, the availability of appropriate audit evidence or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting or misappropriation of assets which, in our professional judgment, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

During the course of our engagement, we may accumulate records containing data that should be reflected in the District's books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by District personnel, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Trish Williams, Chief Financial Officer. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

#### **Other Relevant Information**

RSM US LLP may mention the District's name and provide a general description of the engagement in RSM US LLP's client lists and marketing materials.

From time to time and depending upon the circumstances, we may use third-party service providers to assist us in providing professional services to you. In such circumstances, it may be necessary for us to disclose confidential client information to them. We enter into confidentiality agreements with all third-party service providers and we are satisfied that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others.

In accordance with GAS, a copy of our most recent peer review report is enclosed for your information.

**Parties' Understandings Concerning Situation Around COVID-19**

RSM US LLP and the District acknowledge that, at the time of the execution of this arrangement letter, federal, state and local governments, both domestic and foreign, have restricted travel and/or the movement of their citizens due to the ongoing and evolving situation around COVID-19. In addition, like many organizations and companies in the United States and around the globe, RSM US LLP has restricted its employees from travel and onsite work, whether at a client facility or RSM US LLP facility, to protect the health of both RSM US LLP's and its clients' employees. Accordingly, to the extent that any of the services described in this arrangement letter requires or relies on RSM US LLP or District personnel to travel and/or perform work onsite, either at the District's or RSM US LLP's facilities, including, but not limited to, maintaining business operations and/or IT infrastructure, RSM US LLP and the District acknowledge and agree that the performance of such work may be delayed, significantly or indefinitely, and thus certain services described herein may need to be rescheduled and/or suspended at either RSM US LLP's or the District's sole discretion. RSM US LLP and the District agree to provide the other with prompt written notice (email will be sufficient) in the event any of the services described herein will need to be rescheduled and/or suspended. RSM US LLP and the District also acknowledge and agree that any delays or workarounds due to the situation surrounding COVID-19 may increase the cost of the services described herein. RSM US LLP will obtain the District's prior written approval (email will be sufficient) for any increase in the cost of RSM US LLP services that may result from the situation surrounding COVID-19.

**Fees, Costs, and Access to Workpapers**

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement plus directly billed expenses, including report processing, travel, meals, and fees for services from other professionals, as well as a charge of 5 percent of fees for all other expenses, including indirect administrative expenses such as technology, research and library databases, communications, photocopying, postage and clerical assistance. Our fee estimate and completion of our work are based upon the following criteria:

1. Anticipated cooperation from District personnel
2. Timely responses to our inquiries
3. Timely completion and delivery of client assistance requests
4. Timely communication of all significant accounting and financial reporting matters
5. The assumption that unexpected circumstances will not be encountered during the engagement

If any of the aforementioned criteria are not met, then fees may increase.

For the year ended June 30, 2020, our total professional fees will not exceed \$89,000, which includes all direct-out-of-pocket expenses and the 5% indirect technology and administrative fee, which will be separately displayed on our invoices to you. If any of the aforementioned criteria are not met, however, then our fees may increase. We will discuss with you the circumstances which might require a fee adjustment prior to submitting an invoice. Interim billings will be submitted as work progresses and as expenses are incurred. We will submit our final invoice for these services promptly upon rendering the report. Billings are due upon submission.

Our total professional fees do not include additional procedures required to audit the implementation of GASB Statement No. 84, *Fiduciary Activities*. The GASB has announced that the effective date of Statement No. 84 may be delayed for one year. Final determination of the effective date will be made by

the GASB in May 2020. As an optional professional service, if the District chooses or is required to implement GASB Statement No. 84 in FY 2020, we will bill separately for the time and effort required to audit the implementation. Our professional fees for these procedures will not exceed \$3,000.

The audit documentation for this engagement is the property of RSM US LLP and constitutes confidential information.

In the event we are requested or authorized by the District or are required by government regulation, subpoena or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for the District, the District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The documentation for this engagement is the property of RSM US LLP. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency. Access to requested documentation will be provided under the supervision of RSM US LLP audit personnel and at a location designated by our firm.

You have informed us that you intend to prepare a comprehensive annual financial report (CAFR) and submit it for evaluation by the Government Finance Officers Association's and the Association of School Business Officials International's Certificate of Achievement for Excellence in Financial Reporting Program. Our association with the CAFR is to consist of technical review.

#### **Information Security - Miscellaneous Terms**

RSM US LLP is committed to the safe and confidential treatment of the District's proprietary information. RSM US LLP is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. Union Public Schools agrees that it will not provide RSM US LLP with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of the District's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

RSM US LLP may terminate this relationship immediately in its sole discretion if RSM US LLP determines that continued performance would result in a violation of law, regulatory requirements, applicable professional standards or RSM US LLP's client acceptance or retention standards, or if Union is placed on a verified sanctioned entity list or if any director or executive of, or other person closely associated with, Union or its affiliates is placed on a verified sanctioned person list, in each case, including but not limited to lists promulgated by the Office of Foreign Assets Control of the U.S. Department of the Treasury, the U.S. State Department, the United Nations Security Council, the European Union or any other relevant sanctioning authority.

If any term or provision of this arrangement letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

#### **Reporting**

We will issue a written report upon completion of our audit of the District's financial statements. Our report will be addressed to the Board of Education of Union Public Schools. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.



In addition to our report on the District's financial statements, we will also issue the following types of reports:

1. A report on the fairness of the presentation of the District's schedule of expenditures of federal awards for the year ending June 30, 2020;
2. Reports on internal control related to the financial statements and major programs. These reports will describe the scope of testing of internal control and the results of our tests of internal control;
3. Reports on compliance with laws, regulations, and the provisions of contracts or grant agreements. We will report on any noncompliance that could have a material effect on the financial statements and any noncompliance that could have a material effect, as defined by Subpart F of Title 2 U.S. CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, on each major program; and
4. An accompanying schedule of findings and questioned costs; and

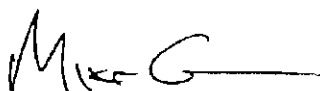
This letter constitutes the complete and exclusive statement of agreement between RSM US LLP and the District, superseding all proposals, oral or written, and all other communications with respect to the terms of the engagement between the parties.

#### **Electronic Signatures and Counterparts**

Each party hereto agrees that any electronic signature of a party to this agreement or any electronic signature to a document contemplated hereby (including any representation letter) is intended to authenticate such writing and shall be as valid, and have the same force and effect, as a manual signature. Any such electronically signed document shall be deemed (i) to be "written" or "in writing," (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. Each party hereto also agrees that electronic delivery of a signature to any such document (via email or otherwise) shall be as effective as manual delivery of a manual signature. For purposes hereof, "electronic signature" includes, but is not limited to, (i) a scanned copy (as a "pdf" (portable document format) or other replicating image) of a manual ink signature, (ii) an electronic copy of a traditional signature affixed to a document, (iii) a signature incorporated into a document utilizing touchscreen capabilities or (iv) a digital signature. This agreement may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement. Paper copies or "printouts," of such documents if introduced as evidence in any judicial, arbitral, mediation or administrative proceeding, will be admissible as between the parties to the same extent and under the same conditions as other original business records created and maintained in documentary form. Neither party shall contest the admissibility of true and accurate copies of electronically signed documents on the basis of the best evidence rule or as not satisfying the business records exception to the hearsay rule.

Please sign and return a copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements, including our respective responsibilities.

RSM US LLP



Mike Gibson, Partner

**Confirmed on behalf of Union Public Schools:**

\_\_\_\_\_  
Business Subcommittee Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Financial Officer

\_\_\_\_\_  
Date

## Report on the Firm's System of Quality Control

To the Partners of RSM US LLP and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of RSM US LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended April 30, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### ***Firm's Responsibility***

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### ***Peer Reviewer's Responsibility***

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### ***Required Selections and Considerations***

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans, audits performed under FDICIA, audits of broker-dealers and examinations of service organizations [SOC 1 and SOC 2 engagements].

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### ***Opinion***

In our opinion, the system of quality control for the accounting and auditing practice of RSM US LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended April 30, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. RSM US LLP has received a peer review rating of *pass*.

BKD, LLP

*BKD, LLP*

December 5, 2019





**Peer Review Program**

Administered by the National Peer Review Committee

American Institute of CPAs  
220 Leigh Farm Road  
Durham, NC 27707-8110

December 12, 2019

Joseph Adams  
RSM US LLP  
1 S Wacker Dr Ste 800  
Chicago, IL 60606

Dear Joseph Adams:

It is my pleasure to notify you that on December 12, 2019, the National Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is October 31, 2022. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

Michael Fawley  
Chair, National PRC  
[nprc@aicpa.org](mailto:nprc@aicpa.org)  
+1.919.402.4502

National Peer Review Committee

cc: Gary Schafer, John Edwardson

Firm Number: 900010046712

Review Number: 570673





Bill To  
UNION PUBLIC SCHOOLS I-009  
ACCOUNTS PAYABLE DEPARTMENT  
8506 E 61ST ST  
TULSA, OK  
74133  
accts.payable@unionps.org

Requisition 12007333-00 FY 2020

Acct No:  
11.2000.2040.52318.0331.000.0000.000.050  
Review:  
Buyer:  
Status: Allocated

Page 1

Vendor  
RSM US LLP  
531 COUCH DRIVE # 200

Ship To  
SHIP TO ADDRESS DOES NOT APPLY

OKLAHOMA CITY, OK 73102-2251

estep.letha@unionps.org

Delivery Reference  
LETHA ESTEP/918-357-6005

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
04/30/20	011813				FINANCE DIVISION

LN Description / Account	Qty	Unit Price	Net Price
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General Notes

THIS IS A BLANKET PURCHASE ORDER FOR THE ITEM(S)/SERVICE(S) LISTED ABOVE TO BE PURCHASED THROUGHOUT THE YEAR ENDING JUNE 30, 2020.

GOODS AND/OR SERVICES TO BE ORDERED AS NEEDED. THE TOTAL AMOUNT OF THIS PURCHASE ORDER DOES NOT REPRESENT A GUARANTEE OF ORDER PLACEMENT.

BLANKET PURCHASE ORDERS ABOVE \$5,000 ARE SUBJECT TO THE DISTRICT'S PURCHASING POLICY 3010. NO SINGLE ORDER OVER \$5,000 MAY BE MADE FROM A BLANKET PO WITHOUT FIRST OBTAINING AT LEAST ONE COMPETITIVE QUOTE. AWARD OF THE PROCUREMENT MUST BE MADE TO THE LOWEST RESPONSIVE BIDDER. PER BOARD POLICY 3010, ORDERS CANNOT BE SPLIT TO AVOID BIDDING REQUIREMENTS. SINGLE ORDERS OVER \$10,000 ARE NOT PERMITTED FROM BLANKET POS.

001 AUDIT SERVICES AND FEES	1.00	89000.00000	89000.00
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1 11.2000.2040.52318.0331.000.0000.000.050			89000.00
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[Requisition Link](#)

Requisition Total	89000.00
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\*\*\*\*\* General Ledger Summary Section \*\*\*\*\*

Account	Amount	Remaining Budget
11.2000.2040.52318.0331.000.0000.000.050	89000.00	-46947.02