



Canutillo Independent School District

7965 Artercraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Ron Gatlin
Purchasing Agent

Voice (915) 877-7426
Fax (915) 877-7415
rgatlin@canutillo-isd.org

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Ron Gatlin, Purchasing Agent

DATE: November 6, 2013

SUBJECT: Approval of Purchase of School Marquees for CMS and AMS

As stated in Board Policy CH (Local), any purchase that costs or aggregates to a cost of \$10,000 or more shall require board approval before a transaction may take place. This request is to approve the Purchase of School Marquees for CMS and AMS in the amount of \$37,314.54. The Buyboard purchasing cooperative contract #423-13 will be utilized for this purchase.

ADMINISTRATIVE RECOMMENDATION:

Administration recommends the Purchase of School Marquees for CMS and AMS in the amount of \$37,314.54 utilizing the Buyboard purchasing cooperative contract #423-13 contract as presented.

The Canutillo Independent School District does not discriminate on the basis of race, color, national origin, gender, age or disability in its employment practices, or in providing education services, activities and programs, including technical education programs. For more information regarding the Canutillo Independent School District's policy of non-discrimination contact: Executive Director for Human Resources, (915) 877-7423, 7965 Artercraft Rd., El Paso, TX 79932.

El Distrito Escolar Independiente de Canutillo no discrimina en cuanto a raza, color, origen, género, edad o discapacidad en lo que se refiere a sus prácticas de empleo, o al proveer servicios, actividades y programas educativos y vocacionales. Para mayor información respecto a la política de no discriminación del Distrito Escolar Independiente de Canutillo, favor de contactar a: Director Ejecutivo de Recursos Humanos, (915) 877-7423, 7965 Artercraft Rd., El Paso, TX 79932.



Request for Board Agenda Item

Purchasing Department

Date: 11/4/13

Campus/Department: Facilities

Vendor Name: Stewart Signs

Total Cost: \$ 37,314.54 *MS ✓*

Item Description and Justification for Purchase:

1. Marquee for Canutillo Middle School (Material only)
2. Marquee for Jose Aldrete Middle School (Material only)

SHIPPING INCLUDED IN DOLLAR AMOUNT ABOVE

Participating Schools/Departments: CMS and AMS

Funding Source: 199.81.6639.00.999.99 *51 ✓*
(Account number to charge)

Campus/Department Administrator

11/5/13

Date Signed

**** (Form must be received by the Purchasing Department by the last Wednesday of the month) ****

(To be completed by the Financial Services Division)

Purchasing Method: BUY BOARD CONTRACT # 423-13

Purchasing Agent

11/5/13

Date Signed

Executive Director of Financial Services

11/6/13

Date Signed



Purchasing Approval Sheet For Presentation to Board of Trustees Purchasing Department

Financial Services (Verification of Funding Availability and Account Coding)

☒ Approved

☐ Denied

Comment: _____

Signature: _____

Date: 11/6/13

Federal Programs (For Compliance with Grant Requirements)

☒ Not Required

☐ Approved

☐ Denied

Comment: _____

Signature: _____

Date: _____

Curriculum & Instruction (For all Curriculum Related Purchases)

☒ Not Required

☐ Approved

☐ Denied

Comment: _____

Signature: _____

Date: _____

Technology (For all Computer/Software/Peripheral Purchases)

☒ Not Required

☐ Approved

☐ Denied

Comment: _____

Signature: _____

Date: _____

Legal Review

☒ Not Required

☐ Approved

☐ Denied

Comment: _____

Signature: _____

Date: _____

Purchasing

☒ Approved

☐ Denied

Comment: _____

Signature: _____

Date: 11/6/13



Canutillo Middle School
7311 Bosque Rd.
Canutillo, TX 79835-0100

Attn: Dominic Padilla
915-877-7712

Consultant:
Nancy Underwood, x203
nlunderwood@stewartsigns.com

Customer ID: 1738387
Quote #: 799045 / 2
Quoted: 10/31/2013

DESCRIPTION	
20m INT 48x96 DS 24x112 CLR Outdoor LED Sign	
Face / Cabinet Details	Structural Details
Double Sided Double Sided TekStar Full Color with 20mm 24x112 matrix Header Area Decorated with Internal Photo-Real Graphics	Mount Style: Dual Leg Mount Cowling (Creates Pedestal Appearance) Customized Mount Size: Leg Height: 10 Ft 0 In Leg Width: 2 Ft 8 In Overall Sign Height: 14 Ft 0 In Minimum Wind Load Rating: 120mph, Exposure B
Electrical Information	Miscellaneous Items
Horizontal Lamp Illumination with Electronic Ballast(s) Identification Cabinet Requires One One 20 Amp Circuit, 120 Volts; Max Draw: 11.9 AmpsV Dedicated Circuit LED Communication Method: Short-range Wireless; connectivity requires line-of-sight between sign antenna and wireless device antenna mounted on building by customer. Maximum distance of 1,500 feet* between antennas.	
*** Review Custom Artwork for Text, Graphic and Layout Details ***	
I.D. Cabinet: Silver Gray	Mount: Silver Gray
	Draft: White
Special Instructions: THE FREIGHT IS IN ADDITION TO THE PRICE OF THE SIGN. PLEASE ADD THE ESTIMATED FREIGHT OF: \$1060.00 NOTE: This quote does NOT include installation but does include template and installation kit. For installation details, look at our website using this link: http://www.stewartsigns.com/support/ COMMUNICATION METHODS (A USB PORT, located on the sign or the support structure of the sign is included in the price) There is no charge for communication by way of Ethernet Cable. **IMPORTANT: The Wireless Device MUST have Direct Line of Sight and be no more than 1500' from the sign to the transceiver the customer will install on the building. NOTE: The software may be downloaded on as many computers as desired. The only stipulation is a complimentary license must be obtained from our Customer Support Department, at 855-841-4624, for each computer. NOTE: The Special Pricing reflects the BuyBoard discount. Our BuyBoard Approved and Contracted Vendor Number is #423-13, under the name J.M. Stewart (aka Stewart Signs). Please note that Freight is not included in this BuyBoard Pricing quote and is in addition to the price of the sign.	Investment: \$17,956.40 Special Price: \$17,597.27 Unless otherwise noted in Special Instructions, these prices are valid for 60 days. Freight and applicable sales tax will be added to your invoice. Organizations exempt from sales tax must include exempt certificate with order. Terms: 50% Down, Balance due 10 days after shipment

Customer's Authorized Signature

10/31/2013

Print Name

Date

Nancy Underwood, Regional Manager - School
Division
(800) 237-3928, x203

Date



Jose Alderete Middle School
801 Talbot Road
Canutillo, TX 79835

Attn: Dominic Padilla
915-877-7712

Consultant:
Nancy Underwood, x203
nlunderwood@stewartsigns.com

Customer ID: 3021822
Quote #: 799046 / 2
Quoted: 10/31/2013

DESCRIPTION

20m INT 48x96 DS 24x112 CLR Outdoor LED Sign

Face / Cabinet Details

Double Sided
Double Sided TekStar Full Color with 20mm 24x112 matrix
Header Area Decorated with Internal Photo-Real Graphics

Electrical Information

Horizontal Lamp Illumination with Electronic Ballast(s)
Identification Cabinet Requires One One 20 Amp Circuit, 120
Volts; Max Draw: 11.9 AmpsV Dedicated Circuit
LED Communication Method: Short-range Wireless;
connectivity requires line-of-sight between sign antenna and
wireless device antenna mounted on building by customer.
Maximum distance of 1,500 feet* between antennas.

Structural Details

Mount Style: Dual Leg Mount
Cowling (Creates Pedestal Appearance)
Customized Mount Size:
Leg Height: 10 Ft 0 In
Leg Width: 2 Ft 8 In
Overall Sign Height: 14 Ft 0 In
Minimum Wind Load Rating: 120mph, Exposure B

Miscellaneous Items

*** Review Custom Artwork for Text, Graphic and Layout Details ***

I.D. Cabinet: Bristol Blue

Mount: Bristol Blue

Draft: White

Special Instructions:

THE FREIGHT IS IN ADDITION TO THE PRICE OF THE SIGN. PLEASE ADD THE
ESTIMATED FREIGHT OF: \$1060.00

NOTE: This quote does NOT include installation but does include template and
installation kit. For installation details, look at our website using this link:
<http://www.stewartsigns.com/support/>

COMMUNICATION METHODS

A USB PORT, located on the sign or the support structure of the sign is included in
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SHORT RANGE WIRELESS

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quote and is in addition to the price of the sign.

Investment: \$17,956.40
Special Price: \$17,597.27

Unless otherwise noted in Special
Instructions, these prices are valid for 60
days.
Freight and applicable sales tax will be added
to your invoice.
Organizations exempt from sales tax must
include exempt certificate with order.

Terms: 50% Down, Balance due 10 days
after shipment

Customer's Authorized Signature

10/31/2013

Print Name

Date

Nancy Underwood, Regional Manager - School
Division
(800) 237-3928, x203

Date

J.M. STEWART CORPORATION • 2201 CANTU COURT • SUITE 215 • SARASOTA, FL 34232-6255

PHONE: (800) 237-3928 FAX: (800) 485-4280 WEB: WWW.STEWARTSIGNS.COM TAX ID: 63-1287054

Rev. L

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Last Printed: 10/31/2013, 12:46:24PM



Cabinet: 4' x 8'
Mount: Pedestal Custom (10' x 2' 8")

Cabinet Color: Silver Gray
Face Color: Gradient (222 95 4,255 255 255,300)
Line Colors: White, Black

Fonts: Intramural, Arial(b)
Logos: atexaslogostring5, cmseaglelogo1



stewartsigns

America's Premier Sign Company

1-800-237-3928 WWW.STEWARTSIGNS.COM

ORIGINAL DESIGN DO NOT DUPLICATE

DUE TO THE PHYSICAL LIMITATIONS OF THE PAPER AND INK-BASED PRINTING PROCESS THIS CUSTOM ARTWORK IS NOT INTENDED TO PROVIDE AN EXACT MATCH BETWEEN INK, VINYL, PAINT, OR LED COLOR. ARTIST'S RENDITION OF BRICKWORK, MASONRY AND LANDSCAPING IS NOT INCLUDED IN THE PROPOSAL. ALL MEASUREMENTS SHOWN ARE APPROXIMATIONS; DIMENSIONS OF FINAL PRODUCT MAY VARY.

APPROVED AS SHOWN.

X _____ DATE _____ 1. _____

APPROVED WITH LISTED CHANGES.

X _____ DATE _____ 2. _____

X _____ DATE _____ 3. _____

Sketch #149771 Customer #1738387
10/29/2013 Nancy Underwood -PROPOSAL-



Cabinet: 4' x 8'
Mount: Pedestal Custom (10' x 2' 8")

Cabinet Color: Silver Gray
Face Color: Gradient (255 102 0, 255 255 255)
Line Color: White

Fonts: Intramural(b), Accidental Presidency
Logos: atexaslogostring5, alderetelogo11

TekStar 20mm 24x112 4'x8'



stewart signs

America's Premier Sign Company

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APPROVED AS SHOWN.

X _____ DATE _____ 1. _____

APPROVED WITH LISTED CHANGES.

X _____ DATE _____ 2. _____

X _____ DATE _____ 3. _____

Sketch #149769 Customer #3021822
10/29/2013 Nancy Underwood -PROPOSAL-