



Canutillo Independent School District

7965 Arcraft 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: February 3, 2014

SUBJECT: Approval of Purchase of Musical Instruments for CHS School of Music

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 musical instruments from Olivas Music in the total amount of \$11,298.00 for the CHS School of Music. Please find attached quotation and funding source letter.

ADMINISTRATIVE RECOMMENDATION:

Administration recommends approval of the Contracted purchase of musical instruments from Olivas Music in the total amount of \$11,298.00 for the CHS School of Music 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 Arcraft 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 Arcraft Rd., El Paso, TX 79932.



Request for Board Agenda Item

Purchasing Department

Date: 1-31-14

Campus/Department: CHS / School of Music

Vendor Name: Olivas Music

Total Cost: \$ 11298.⁰⁰

Item Description and Justification for Purchase:

- 2. Sets of Timpani for AMS & CMS - For Classroom use and performance of UIL music
- 1 - Adams Symphonic Chimes / w/field frame - marching band and concert band percussion - current equipment is worn and not fit for High school use.
- 1 - Yamaha Concert Bells - For use with marching, concert band and percussion ensembles.

Participating Schools/Departments: CISD School of Music / CHS - AMS - CMS use.

Funding Source: 199.11.6397.44.999.11
(Account number to charge)

[Signature] / 1-31-14
 Campus/Department Administrator School of Music 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: BUYER'S PURCHASING COOPERATIVE CONTRACT # 381-11

[Signature] / 2/3/14
 Purchasing Agent Date Signed

[Signature] / 2/4/14
 Executive Director of Financial Services 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: *[Signature]* Date: 2/4/14

=====

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: *[Signature]* Date: 2/5/14

Olivas Music

To: Canutillo High School Band
 Attn: Mr. Reggie Ramos - Director
 Re: TASB Instrument Price Quote

Date: 21-Jan-14

Vendor Name: Olivas Music
 Vendor Contact: Jaime Olivas
 Phone: (915) 858-6700
 Fax: (915) 858-8711

Item #	Qty:	Description:	List Price:	Disc. Price (ea)	Total:
1	2	(set) Ludwig #LKS402FG Timpani w/tuning gauges (26" & 29")	\$ 6,005.00	\$ 3,049.50	\$ 6,099.00
2	1	Adams Symphonic Chimes w/Endurance Field Frame	\$ 7,850.00	\$ 4,149.50	\$ 4,149.50
		#BK3003CF 1 1/2" Silver Tubes			\$ -
		Shipping/Handling Included			\$ -
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			TOTAL	\$	10,248.50

1320 N. Zaragoza **NOTES:**
 El Paso, TX 79936

e-mail: colivasmusic@elp.rr.com

Woodwind and Brasswind.

Call Our Product Specialists (800) 348-5003

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Your Items



Ludwig LKS402FG Standard Fiberglass Timpani Set
 Item #: 501025 Condition: New
 In Stock

Unit Price	Quantity	Total Price
3199.99 \$5,295.00	2	\$6,399.98
	Remove	

[Add Platinum Coverage \[?\]](#)

Benefits include: Accidental Damage Protection - Coverage on unintentional & unexpected drops and spills
 3 Years: \$299.99 2 Years: \$249.99



Yamaha YG1210 2 1/2 Octave Concert Bells
 Item #: 473517 968 Condition: New
 In Stock

stand is additional 400⁰⁰

969.99 \$1,808.00	1	\$969.99
	Remove	



Adams Symphonic Chimes 1.5 Octave with Endurance Field Frame
 Item #: H70859 Condition: New
 Special Order

4219.99 \$7,850.00	1	\$4,219.99
	Remove	

[Promotion or Source Code \[?\]](#)

Your Subtotal: \$11,589.96

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Earn 57,950 [Woodwind & Brasswind Rewards Program](#) points when you order today!

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Recommended Accessories

Shipping

11,589.96
 528.89

 \$12,118.85

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TX, El Paso QUOTATION Canutillo ISD 1-28-2014
 Steph Ekenstam MF [Steph.Ekenstam@musiciansfriend.com]

Sent: Tuesday, January 28, 2014 4:11 PM
 To:
 Cc:



Regino,
 Thank you for presenting us this bid opportunity. The Miraphone 121 was the Tuba I was able to find for you that was closest to the 339 Bore. This is at a \$35. Let me know if this will work or not OK.
 We appreciate the opportunity to serve you in the future. The quoted pricing is valid for 60 days.

Bid Proposal 1/28/2014

QUOTED FOR:
 Regino Ramos
 Canutillo ISD
 El Paso, TX
 rramos@canutillo-isd.org
 915-8778112

Musicians Friend
 PO Box 7479
 Westlake Village, CA 91359
 Phone (866) 543-0750
 Fax (800) 421-5173

Item Number	Description	Qty	Unit price	Total
56102500905090	Ludwig LKS402FG Standard Fiberglass Tompani Set	1	\$ 3,115.00	\$ 3,115.00
	* 3 Year Gold Coverage	1	\$ 299.00	\$ 299.00
473517009968000	Yamaha YG1210 2 1/2 Octave Concert Bells Standard	1	\$ 930.00	\$ 930.00
117289900600600	Adams Symphonic Chimes 1 1/2 Octave with Endurance Field Frame	1	\$ 4,219.00	\$ 4,219.00
473517009968000	Miraphone 121 Series 1 1/2 Bore 1 1/2 Octave Brass Valves Mallet Driver Stiles	1	\$ 4,219.00	\$ 4,219.00
473517009968000	* 3 Year Gold Coverage	1	\$ 299.00	\$ 299.00
473517009968000	Miraphone 121 Series 1 1/2 Bore 1 1/2 Octave Brass Valves Mallet Driver Stiles	1	\$ 4,219.00	\$ 4,219.00
473517009968000	* 3 Year Gold Coverage	1	\$ 299.00	\$ 299.00
	Sub Total		\$ 14,276.00	\$ 14,276.00
	Shipping & Handling		Included in price	
	Totals		\$ 14,276.00	\$ 14,276.00

Pair - 6230.00

Pricing provided by: Steph Ekenstam

Account representatives for your school:
 Jason Bohman ext. 219
 Steph Ekenstam ext. 215

Standard Yamaha YG1210 is additional 400.00

Terms:

- All shipping and handling charges are included to delivery and freight within the 48 contiguous states unless specified above.
- Invoice terms are Net 30; please submit your tax exempt certificates with your signed school purchase order.
- Quoted pricing is the final price, no other promotions, coupons or discounts are available.
- Call to confirm these quoted prices after 60 days.
- Shipment ARO 7-14 business days; for stock items, expected track order dates are available at the time of order.
- All products are shipped with dock delivery using a common carrier (i.e. UPS, USPS or FED EX Truck Freight).
- Delivery appointments may be requested by the shipper for truck length, arrangements for unloading product are the responsibility of the customer. Please allow an extra week for delivery.
- To obtain automatic shipping and backorder notifications sent to an district business office email address, please provide one Music Department contact for all locations. Additional protection against accidental damage and handling is available through our optional Platinum Coverage. All standard Manufacturer's warranties apply.
- Band Boxes and PIA-PTO groups, please send a check with orders or call with credit card.
- Orders accepted via fax (866) 543-0750 or email (steph@musiciansfriend.com).
- Purchase Order Department phone (866) 543-0750.