

BROKEN ARROW  PUBLIC SCHOOLS  
Educating Today Leading Tomorrow

Contract Committee Review Request  
MUST BE COMPLETED IN FULL

Date: Sept. 28, 2021

Contract/Agreement Vendor:

Name of Vendor & Contact Person  
World's Finest Chocolate  
Vendor Email Address  
4801 S Lawndale  
Chicago, IL 60632

Summary  
fundraiser  
Reason/Audience to benefit  
Expand Your Horizons \$1745.00  
BOE Date Amount of agreement

Person Submitting Contract/Agreement for Review: Michelle Stoermer

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator: 

Does this Contract/Agreement utilize technology? YES/NO

If yes, Technology Admin: 

Leadership Team Member: Michelle Stoermer

Funding Source: Expand Your Horizon #892

Fund/Project

OCAS Coding

Consent Item: Accept and approve the NEW/RENEWAL agreement between Broken Arrow Public Schools and the vendor listed above. (ie. New fiscal year &/or Renewal services)

Action Item: Discussion, motion and vote on motion to approve or disapprove the NEW agreement between Broken Arrow Public Schools and the vendor listed above. (ie. Purchase over \$50,000 &/or new service)

*The Contract/Agreement should be received at least 2 weeks prior to a Board Meeting to ensure placement on the Agenda. The Contract Committee meets most Tuesdays at 8:00a.m. All Contracts/Agreements, regardless the amount, must be first approved by the Contract Committee and then presented to the Board of Education for approval and signature. The item will be placed on Electronic School Board for the board agenda by Janet Brown. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.*



**Organization and Contact Information**

|  |  |
|--|--|
| Organization Name: Expanding Your Horizons Club-Broken Arrow High School |  |
| Street Address: 1901 E Albany St   |  |
| City/State/Zip: Broken Arrow, Oklahoma 74012-9275                        |  |
| Organizational Email: <u>mstoermer@baschools.org</u>                     |  |
| Shipping Address   | <input checked="" type="checkbox"/> Same as above <input type="checkbox"/> Ship to:  |
| Organization Type  | <input type="checkbox"/> Elementary School <input type="checkbox"/> Middle School <input checked="" type="checkbox"/> High School <input type="checkbox"/> Music/Sport<br><input type="checkbox"/> Charter School <input type="checkbox"/> Private School <input type="checkbox"/> PTO <input type="checkbox"/> PTA <input type="checkbox"/> Other |
| Contact Name   | Michelle Stoermer  |
| Contact Title  | Instructor   |
| Contact Email  | <u>mstoermer@baschools.org</u>   |
| Contact Phone  | Organization #: 918-259-4700      Cell #: 918-639-9904   |
| Tax Exempt Status  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  |
| Resale   | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Form attached<br><small>Tax will be charged on invoice if exemption form or resale certificate is not provided when the order is placed.</small>   |
| Purchase Order   | <input type="checkbox"/> Not Required <input type="checkbox"/> Required. My PO# is:  |
| Existing Customer  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  |

**Order and Dates**

|             |   |                     |               |
|-------------|---|---------------------|---------------|
| Dates       | Start:  | End:                | Delivery:     |
|             | Assembly Date:  | Assembly Time(s):   |               |
| Product(s)  | Item #: 5609WFC   | Qty/Price: 50       | Total: \$1650 |
|             | Item #:   | Qty/Price:          | Total:        |
|             | Item #:   | Qty/Price:          | Total:        |
|             | Freight Surcharge   |                     | \$95          |
|             | Estimated Invoice   |                     | Total: \$1745 |
| Prize Cases | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A  | # of Prize Cases: 3 |               |
|             | <input checked="" type="checkbox"/> Delivered with WFC main order <input type="checkbox"/> Prize Cases from ISR inventory<br><small>Prize cases based on account using an approved prize program and the total number of cases sold. Prize cases will be delivered with your initial order; however, they will not be charged on the invoice.</small> |                     |               |

**Program Details**

Selling organization agrees to pay for prizes using the funds generated from the prize chocolate.

| Prize Level | Prize Description |
|-------------|-------------------|
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|                      |   |
|----------------------|---|
| <b>Return Policy</b> | Returns will be accepted with unopened, undamaged cases within 30 days. Return fees may apply. Prize chocolate will be prorated back at the same rate it was received. Contact your ISR for more information or to start your return. |
|----------------------|---|

**Authorization**

|  |  |
|--|--|
| Signature <u>M. Stoermer</u>   | Signature WFC Independent Sales Representative |
| Printed Name/Date <u>Michelle Stoermer 9-28-21</u>   | Printed Name/Date                              |
| <small>All invoices are due 30 days after delivery. A 1.5% per month interest charge will be applied to all accounts past 30 days. Buyer acknowledges that he/she has received and read a copy of "World's Finest<sup>®</sup> Chocolate - Terms and Conditions of Sale," and agrees that this order form includes the additional terms and conditions described therein.</small> | ISR Phone#:                                    |
|  | ISR Email:                                     |

**Shipping Address****Shipping Information**

Broken Arrow High School Travel Clu  
 Michelle Stoermer  
 1901 E Albany St  
 Broken Arrow, OK  
 74012-9275

Method: Standard  
 Requested Delivery: 9/30/2021

**Order Summary:**

| Item                                  | SKU     | QTY | Subtotal |
|---------------------------------------|---------|-----|----------|
| \$1 Stock Bar Variety Pack - 60 count | 5609WFC | 50  | 1,650.00 |
| \$1 Stock Bar Variety Pack - 60 count | 5609WFC | 3   | 0.00     |

Subtotal: 1,650.00  
 Shipping and Handling: 95.00  
 Tax: 0.00  
 Grand Total: 1,745.00

**This is a quote, not an invoice.**

**Your Local Fundraising Specialist Is:**

{ISR FIRST NAME} {ISR LAST NAME}

**Long, Pam**

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**From:** Stoermer, Michelle R  
**Sent:** Monday, September 27, 2021 12:51 PM  
**To:** Long, Pam  
**Subject:** FW: Quote for World's Finest Chocolate

Is this what you need before I can schedule the delivery?

**From:** World's Finest Chocolate <chocolate@wfchocolate.com>  
**Sent:** Friday, September 24, 2021 6:07 PM  
**To:** Stoermer, Michelle R <mstoermer@baschools.org>  
**Subject:** Quote for World's Finest Chocolate

Thank you for your recent quote.

Email not displaying correctly?  
[View It in your browser.](#)



**WORLD'S FINEST® CHOCOLATE**  
WE FUND COMMUNITIES™

Thank You For Your Recent Quote

Here's Your Saved Quote Summary.

Your Quote # 00128277

**Billing Address**

Broken Arrow High School Travel Clu  
Michelle Stoermer  
1901 E Albany St  
Broken Arrow, OK 74012-9275