



Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 4/30/2025

Contract/Agreement Vendor: Duty Station Uniforms & Gear- Bret Kennedy

Name of Vendor & Contact Person

bret@dutystationuniforms.com

Vendor Email Address

Uniforms

Describe Contract (Technology, program, consultant-prof Development, etc.)

Please use Summary below to fully explain the contract purchase, any titles, and details for the Board of Education to review.

CN

Reason/Audience to benefit

5/12/2025

BOE Date

\$ 26,000.00

Amount of agreement

Person Submitting Contract/Agreement for Review: Jesse Cole

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator: Emily McNally RP/CP

Does this Contract/Agreement utilize technology? YES/NO

If yes, Technology Admin: NO

Cabinet Team Member: [Signature]

Funding Source: 022

Fund/Project

000-3160-737-700-0000-000-022

OCAS Coding

☐

Consent

☐

Action

Discussion, motion & vote on motion to approve or disapprove the agreement between Broken Arrow Public Schools and Duty Station to provide uniforms to all sites for the 2025-2026 school year. The approximate cost to the District will be \$26,000.00 and will be paid with Child Nutrition Funds. E.McNally

Summary

This area must be complete with full explanation of contract

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



MEMORANDUM

To: Mr. Perry

From: Emily McNally

Date: May 12, 2025

Re: Duty Station

SUBJECT

Discussion, motion & vote on motion to approve or disapprove the agreement between Broken Arrow Public Schools and Duty Station to provide uniforms to all sites for the 2025-2026 school year. The approximate cost to the District will be \$26,000.00 and will be paid with Child Nutrition Funds. E.McNally

ENCLOSURES

Agreement & Pricing List

SUMMARY

FUNDING

Child Nutrition Fund

RECOMMENDATION

Approve



Hello Ms. Wickersham,

April 30, 2025

Please see the attached pricing for polo's and jackets with embroidery per your solicitation for pricing. Also included is availability, service, and any additional items.

Cost:

Attached are cost for Port Authority ST405 polo, OGIO OG138 polo, and the Spectrum 418C jacket. Embroidery is included per each item. Tax exempt. Payment shall be 30 days or less.

Availability:

All quoted pricing will be held for the duration of one school calendar year. These prices are based on today's published cost. Any additional future tariffs imposed will result in a price adjustment.

Service:

Delivery - barring any manufacturer's discontinuation of product, or back orders on said items. The initial order will be delivered between 10 and 20 business days, new employees after the initial shipment will receive their order between 5 and 10 business days from the purchase order date received. Delivery will be made either in person or via carrier.

Return Policy:

There are no returns on embroidered, altered, clearly worn, or laundered items.

Thank you for your consideration.

Respectfully,
Bret Kennedy

Duty Station Uniforms & Gear



Item Style GREY	Size	Unit Price w/Embroidery
OG138	XS - XL	\$24.74
	2XL	\$25.19
	3XL	\$28.07
	4XL	\$29.51

ST405	XS - XL	\$14.38
	2XL	\$15.98
	3XL	\$19.18
	4XL	\$20.78

418C Jacket	XS - XL	\$20.24
	2XL - 3XL	\$23.99
	4XL - 5XL	\$26.99