

Contract Committee Review Request  
**MUST BE COMPLETED IN FULL**

Date: 7/20/21

Contract/Agreement Vendor: Enduro Group, LLC

Name of Vendor		
Kevin McWatters	405-641-6006	
Contact Person		
PO Box 6006	Phone Number	
Address		
Moore	OK	73153
City	State	Zip
kevin@runenduro.com		
Email address		
9/11/21	9/25/21	
Date of services		

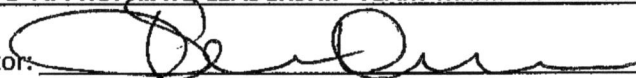
**IS THIS A NEW VENDOR? IF SO, PLEASE PROVIDE : W9** \_\_\_\_\_  
**And** \_\_\_\_\_  
  
**Vendor Registration**  
 \_\_\_\_\_

Person Submitting Contract/Agreement for Review: Steve Dunn Athletics  
Name Site

Reason for Review: (New Agreement, Renewal...): New Agreement

Audience/Group to benefit from Contract/Agreement: Cross Country Program

**Routing Approval: PLEASE SEND TO APPROPRIATE LEADERSHIP TEAM MEMBER BEFORE SENDING TO STACIE CHASE**

Principal and Director or Administrator:   
Signature

Does this Contract/Agreement utilize technology? No  Yes   
 Has it been reviewed by the Chief Technology Officer? No  Yes

If yes, Approved by:   
(Signature) Technology /Approval

Leadership Team Member: \_\_\_\_\_  
Signature

Funding Source: Athletic Activity Funds and Sanctioned Cross Country Booster  
Description OCAS Coding

- Process: PLEASE FOLLOW ALL STEPS
1. The Contract/Agreement is reviewed and approved by site Principal/ Director/ Administrator.
  2. If Technology related, the Contract/Agreement is reviewed and approved Technology.
  3. Prepare Board Agenda Memorandum and attach to Contract/Agreement.
  4. Begin the requisition process and place a comment in the Notes section that says, "Please hold req pending board approval on 8/9/21"  
Date of Board Meeting
  5. Attach this form with Contract/Agreement and Board Memo
  6. **The appropriate Leadership Team Member will review and submit to the Contract Committee**
  7. Keep copy for your records

*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 8:30a.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 Stacie Chase. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.*

## MEMORANDUM

To: Dr. Janet Vinson

From: Steve Dunn

Date: August 9, 2021

Re: Enduro Group, LLC: Consent Agenda

---

### SUBJECT

Accept and approve the NEW agreement between Broken Arrow Public Schools and Enduro Group, LLC, to provide Timing Service for the Broken Arrow Cross Country Meet September 11, 2021 and the Broken Arrow Cross Country Elementary meet September 25, 2021. The Athletic activity account will pay \$975.00 for the timing system on September 11, 2021 leaving the balance of \$975.00 for the timing system on September 25, 2021 to be paid by the sanctioned Cross Country Booster Club. S. Dunn

### ENCLOSURES/ATTACHMENTS

Agreement

### SUMMARY

The agreement between the District and Enduro Group, LLC for the Timing Service for the two Broken Arrow Cross Country Meets to be held September 11, 2021 and September 25, 2021.

### FUNDING

Fund 61, Project 803  
Sanctioned Cross Country Booster Club

### RECOMMENDATION

Approve

**The ENDURO Group, LLC**

PO Box 6006  
Moore, OK 73153 US  
405.641.6006  
jane@enduroussa.com  
www.enduroussa.com

# Estimate

**ADDRESS**

Broken Arrow Public Schools  
Athletic Director  
301 W New Orleans  
Broken Arrow, OK 74013

**ESTIMATE # 1071**

**DATE 07/19/2021**

---

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
09/11/2021	<b>Timing Service</b>	Timing Service - Broken Arrow Cross Country Meet - 9/11/2021 High School/JV/MS	1	975.00	975.00
09/25/2021	<b>Timing Service</b>	Timing Service - Broken Arrow Cross Country Meet - 9/25/2021 Elementary	1	975.00	975.00

---

Tax ID #26-3449830

**TOTAL**

**\$1,950.00**

Accepted By

Accepted Date