

**BROKEN ARROW PUBLIC SCHOOLS**  
*Educating Today      Leading Tomorrow*

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

Date: August 1, 2022

Contract/Agreement Vendor:

Name of Vendor & Contact Person

Vendor Email Address

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.

Reason/Audience to benefit

BOE Date

Amount of agreement

Person Submitting Contract/Agreement for Review:

**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:

Funding Source:

Fund/Project

OCAS Coding

**Consent**

**Action**

Accept and approve the NEW agreement between Broken Arrow Public Schools and At Your Service Rentals, providing setup and rental of 6 portable restrooms, to include a handicap restroom, for the BA Cross Country meet to be held September 24, 2022. Total cost to the District is \$615.00 and will be paid by Athletics. D. Melton

**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: Chuck Perry

From: Darren Melton

Date: August 1, 2022

Re: **At Your Service Rentals: Consent Agenda**

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### **SUBJECT**

Accept and approve the NEW agreement between Broken Arrow Public Schools and At Your Service Rentals, providing setup and rental of 6 portable restrooms, to include a handicap restroom, for the BA Cross Country meet to be held **September 24, 2022**. Total cost to the District is \$615.00 and will be paid by Athletics. D. Melton

### **ENCLOSURES/ATTACHMENTS**

Agreement

### **SUMMARY**

The agreement between the District and At Your Service Rentals for the set up and rental of six portable restrooms for the BA Cross Country meet.

### **FUNDING**

Fund 61, Project 803

### **RECOMMENDATION**

Approve



**Broken Arrow Athletics - 2022 XC Meets**

*Elementary meet  
9/24/2022*

Mickie Wyatt  
mwyatt@baschools.org  
918-259-5911

Delivery Date: **Friday, September 23, 2022**  
Pick Up Date: Monday, September 26, 2022

	<u>Quantity</u>	<u>Price</u>	<u>Total</u>
Portable Restroom	5	\$ 70.00	\$ 350.00
Handicap Restroom	1	\$ 140.00	\$ 140.00
Service of Units		\$ -	\$ -
Hand Wash Station		\$ -	\$ -
Delivery	1	\$ 125.00	\$ 125.00
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Total Event Price			\$ 615.00

*Jim Talley*