

BROKEN ARROW PUBLIC SCHOOLS

Educating Today  *Leading Tomorrow*

Contract Committee Review Request

MUST BE COMPLETED IN FULL

Date: 7/8/2021

Contract/Agreement Vendor: Harris Baking Company

Name of Vendor
James Weiser, Sales Manager 479-636-3313

Contact Person Phone Number
2301 South First Sstreet (PO Box 129)

Address
Rogers Arkansas 72757-0129

City State Zip
james@harrisbaking.com

James@harrisbaking.com
 Email address

July 1, 2021 - June 30, 2022
 Date of services

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

Person Submitting Contract/Agreement for Review: Luanne Goodacre Child Nutrition

Name Site

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

Audience/Group to benefit from Contract/Agreement: Students

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

Principal and Director or Administrator: *Luanne Goodacre*
 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: *Stacie Chase*
 Signature

Funding Source: CN
 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 7/19/21"
 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
Lori Kerns

From: Luanne Goodacre

Date: July 8, 2021

Re: Bread and Bakery

SUBJECT

Discussion, motion and vote on motion to approve or disapprove the bread/bakery quote from Harris Baking Company to provide bakery items to all school sites for the 2021-2022 school year. The approximate cost to the district will be \$150,000.00. L. Goodacre

ENCLOSURES

Quote

SUMMARY

Quotes were solicited from Harris Baking, Bimbo Baking and Ben E. Keith Foods. Harris was the only quote received.

FUNDING

Child Nutrition Funds

RECOMMENDATION

Approve

BREAD & BAKERY ITEMS
2021-2022 SY

Wheat Bread	24 oz. 51/49%- SB041 , 24 oz. pkg. Blended Wheat sandwich. \$1.42 pkg.
Wheat 4" Hamburger Bun	12 ct. 51/49% - SB004 , 12 ct. 2 oz bun. \$1.65 pkg.
Wheat Slider	12 ct. 51/49% - SB031 12 ct 1 oz slider. \$1.49 pkg.
Wheat Hot Dog Buns	8 ct. 51/49% 2oz. - SB038 , 8 ct 2 oz bun. \$1.45 pkg
2 oz. Wheat Hoagie	8 ct. 51/49% - SB039 8 ct 2 oz bun. \$1.45 pkg.
Wheat Dinner Roll	12 ct. 51/49% 2oz. - SB022 12 ct 2 oz roll. \$1.55 pkg.
Wheat Hamburger	8 ct. 51/49% - SB 034 8 ct. 1.5 oz bun. \$1.40 pkg.
Wheat Hoagie	6 ct. 8" 51/49% 3.3oz. (N/A)
Wheat Hot Dog Bun	8 ct. 51/49% 12oz. - SB019 , 8ct. 1.5 oz bun. \$1.40 pkg.
Whole Wheat Sandwich	24 oz. 100% - SB 002 24 oz loaf (22 usable slices. \$1.55 loaf
Whole Wheat Texas Toast	34 oz. 100% (N/A)