

BROKEN ARROW PUBLIC SCHOOLS

Educating Today Leading Tomorrow

Contract Committee Review Request

MUST BE COMPLETED IN FULL

Date: 2/2/22

Contract/Agreement Vendor: Enduro Group, LLC

Name of Vendor		
<u>Kevin McWatters</u>	<u>405-641-6006</u>	
Contact Person		Phone Number
<u>PO Box 6006</u>		
Address		
<u>Moore</u>	<u>OK</u>	<u>73153</u>
City	State	Zip
<u>kevin@runenduro.com</u>		
Email address – if vendor wants the agreement returned via email		

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

Person Submitting Contract/Agreement for Review: Darren Melton Athletic Department
Name Site

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


Audience/Group to benefit from Contract/Agreement: Track 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) Ben Stout, Chief Technology Officer

Leadership Team (formally Cabinet Member): 
Signature

Funding Source: Athletics
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 by Ben Stout, Chief Technology Officer
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 _____"
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: Mr. Chuck Perry

From: Darren Melton

Date: March 7, 2022

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 Track Meets scheduled for April 9, 2022, April 15, 2022 and April 19, 2022. Total cost to the District will be \$2,285.00 and will be paid by Athletics. S. Dunn

ENCLOSURES/ATTACHMENTS

Agreement

SUMMARY

The agreement between the District and Enduro Group, LLC for the Timing Service for the Broken Arrow Elementary, Broken Arrow High School and Middle School Conference track meets.

FUNDING

Fund 61, Project 803

RECOMMENDATION

Approve

The ENDURO Group, LLC
PO Box 6006
Moore, OK 73153 US
405.613.1213
jane@enduroussa.com
www.enduroussa.com

Estimate

ADDRESS

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

ESTIMATE # 1131
DATE 01/25/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
04/09/2022	Timing Service	Timing Service - Broken Arrow Elem T&F meet - 4/9/2022	1	495.00	495.00

A final invoice will be sent following the event.

TOTAL **\$495.00**

Accepted By

Accepted Date

The ENDURO Group, LLC
PO Box 6006
Moore, OK 73153 US
405.613.1213
jane@enduroussa.com
www.enduroussa.com

Estimate

ADDRESS

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

ESTIMATE # 1132
DATE 01/25/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
04/15/2022	Timing Service	Timing Service - Broken Arrow High School T&F meet - 4/15/2022	1	895.00	895.00

A final invoice will be sent following the event.

TOTAL

\$895.00

Accepted By

Accepted Date

The ENDURO Group, LLC
PO Box 6006
Moore, OK 73153 US
405.613.1213
jane@enduroussa.com
www.enduroussa.com

Estimate

ADDRESS

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

ESTIMATE # 1133
DATE 01/25/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
04/19/2022	Timing Service	Timing Service - MS Conference T&F meet at Broken Arrow - 4/19/2022	1	895.00	895.00

A final invoice will be sent following the event.

TOTAL **\$895.00**

Accepted By

Accepted Date