



Contract Committee Review Request  
MUST BE COMPLETED IN FULL

Date: 5/15/2024

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

6/3/2024

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 RD/CD

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

Accept and approve the RENEWAL agreement between Broken Arrow Public Schools and Duty Station to provide uniforms to all sites for the 2024-2025 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: June 3, 2024

Re: Duty Station

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### SUBJECT

Accept and approve the RENEWAL agreement between Broken Arrow Public Schools and Duty Station to provide uniforms to all sites for the 2024-2025 school year. The approximate cost to the District will be \$26,000.00 and will be paid with Child Nutrition Funds. E.McNally

### ENCLOSURES

Renewal

### SUMMARY

### FUNDING

Child Nutrition Fund

### RECOMMENDATION

Approve



Amy Wickersham  
Broken Arrow Public Schools  
Senior CN Coordinator  
109 S. 5th St.  
Broken Arrow, OK 74012  
Mailing address 1810 W. Detroit  
918.259.4565

March 19, 2024

Duty Station Uniforms & Gear® gives notice that it wishes to exercise the option to extend the term of the contract for the 2024, in accordance with the attached clause Broken Arrow Public Schools Child Nutrition Programs 2022 solicitation.

If you need more information or would like to discuss this matter further, please contact Bret Kennedy at 918-893-5800 or at [bret@dutystationuniforms.com](mailto:bret@dutystationuniforms.com)

Yours sincerely,

A handwritten signature in black ink that reads "Bret Kennedy". The signature is stylized, with the first name "Bret" written in a cursive-like script and the last name "KENNEDY" in all caps.

Bret Kennedy  
Duty Station Uniforms & Gear™  
8128 S Memorial Drive  
Tulsa OK 74133

REPRINTED



**Duty Station Uniforms & Gear**

8128 S Memorial Dr  
Tulsa, OK 74133  
918-893-5800

Item Name	Item Description	Attribute	Size	Orig Price	Disc % Type	Qty	Price	Ext Price	Tax
18C	Spectrum jacket	Black	XXS	\$25.98	24%	1	\$19.74	\$19.74	T
18C	Spectrum jacket	Black	XL	\$25.98	24%	1	\$19.74	\$19.74	T
18CX	Spectrum jacket	Black	2XL	\$29.98	24%	1	\$22.78	\$22.78	T
18CX	Spectrum jacket	Black	3XL	\$29.98	24%	1	\$22.78	\$22.78	T
18CY	Spectrum jacket	Black	4XL	\$34.98	24%	1	\$26.58	\$26.58	T
18CY	Spectrum jacket	Black	5XL	\$34.98	24%	1	\$26.58	\$26.58	T
Subtotal:							\$138.20		
Sales Tax 8.517 % Tax							+ \$11.77		
<b>RECEIPT TOTAL:</b>							<b>\$149.97</b>		

Total Sales Discounts: \$43.68

Thank you for shopping with us! If you should need to return or exchange merchandise, you may do so up to 14 days from date of purchase. For returns with valid receipts, we will refund. \*Credit cards will be refunded back to the credit card.

\*Cash if your purchase was made with cash/debit card. \*In-store credit if purchase was made with a check less than 5 days ago. Returns without a valid receipt will be handled on a case by case basis. Merchandise returns will only be accepted if in

New/undamaged/unused condition with product tags.

Stethoscopes, embroidered, altered, WHITE SCRUBS, LAB COATS, and clearance item sales are final and may not be returned. Unclaimed items left over 100 days will be donated.

HELD

## Schmidt, Jason C

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**From:** bret dutystationuniforms.com <bret@dutystationuniforms.com>  
**Sent:** Tuesday, March 19, 2024 3:15 PM  
**To:** Schmidt, Jason C  
**Cc:** Wickersham, Amy  
**Subject:** Re: Renewal, Tee's, Pricing  
**Attachments:** 2024 extension contract agreement.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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CAUTION: This email originated from outside of the district. Do not click links or open attachments unless you recognize the sender and know the content is safe.

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Hello Jason,

The pricing for the K683 (are you wanting Black or dark Grey) will be as follows with the B.A. Nutrition embroidery included:

XS - XL \$21.04

2XL \$22.60

3XL \$25.72

4XL \$27.28

I have also attached the extension agreement.

Sincerely,

Bret Kennedy  
Duty Station Uniforms & Gear®  
8128 S Memorial Drive  
Tulsa OK 74133  
918-893-5800  
<https://www.facebook.com/DutyStationUniforms>

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**From:** Schmidt, Jason C <jschmidt@baschools.org>  
**Sent:** Friday, March 15, 2024 7:29 AM  
**To:** bret dutystationuniforms.com <bret@dutystationuniforms.com>  
**Cc:** Wickersham, Amy <awickersham@baschools.org>  
**Subject:** Renewal, Tee's, Pricing

Bret,

Good day!

I'm following up on a few things with you:

- Renewal letter, needed ASAP
- Tee options
- Shirt price K683. We had discussed that you would confirm the shirt price. Starts at 26.00 per shirt? If the price was lower we may not need the tee's