Contract Committee Review Request

Summary

MUST BE COMPLETED IN FULL		Date: April 30, 2025			
Contract/Agreement Vendor:	Andolini's				
	Name of Vendor & Contact Pe				
	catering@andopiz	za.com			
	Vendor Email Address				
	Dinner for the AP Scholar's banquet at COM. Andolini's kept the buffet full and cleaned up afterwards.				
	Describe Contract (Technology, program, consultant-prof Development, etc.)				
	Please use Summary below to fully explain the contract parchase , any titles, and details for the Board of Education to review.				
	AP Scholar's banquet				
	Reason/Audience to benefit				
	05/06/25	\$ 3,855.00			
	BOE Date	Amount of agreement			
PLEASE SEND THROUGH A Principal &/or Director or Add Does this Contract/Agreemer If yes, Technology Admin:	APPROPRIATE APPRO	VAL ROUTING BEFORE SENDING TO BOARD CLERK			
Cabinet Team Member:	Ja Z	Dus			
Funding Source: 62/896	62/896/2	199/682/900/0000/000/720			
Fund/Pr	oject	OCAS Coding			
Dinner for th up afterward Consent	e AP Scholar's banqu ls.	et at COM. Andolini's kept the buffet full and cleaned			
Action					

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.

This area must be complete with full explanation of contract



Invoice Number #002810 4/21/25 **Invoice Date** 4/19/25 **Order Date** 4/21/25 **Payment Due**

Invoice

Andolini's - Catering

1548 E 15th St Suite 200 Tulsa, OK 74120 (918) 505-4850

Bill To

Chris Bailey

1901 East Albany Street Broken Arrow, OK 74012 mbailey@baschools.org (918) 760-0045

Delivery Time

Sat, April 19, 2025

5:15 PM

Deliver To

210 N Main St in Broken Arrow

Broken Arrow, OK 74012

Delivery Notes

Out @ 4:45 On Site @ 5:15 Apps @ 5:

45 Dinner @ 6:30

\$3,855.00 due April 21, 2025

Guest Count

200

Order

Item		Qty	Unit Price	Amount
Garlic Knots Pan	арр	15	\$35.00	\$525.00
Appian Way Meatball Pan	арр	20	\$50.00	\$1,000.00
Caesar Salad Pan		20	\$40.00	\$800.00
Spaghetti & Meat Sauce Pan		10	\$50.00	\$500.00
Fettuccine Alfredo Pan		10	\$50.00	\$500.00
Service Staff	3 hours, restock buffet, take out trash.	2	\$250.00	\$500.00
Delivery Fee		1	\$30.00	\$30.00
			Subtotal	\$3,855.00
			Tax	\$0.00
			Total	\$3,855.00
		A	mount Due	\$3,855.00

Pay this invoice in person or online.

Purchase Order

Broken Arrow Public Schools

Ship To:
Broken Arrow Public Schools
Broken Arrow Public Schools
Central Warehouse
1810 West Detroit
Broken Arrow OK 74012

Vendor No:
113
To: ANDOLINIS LLC

1548 E 15 ST, #200 TULSA OK 74120

	PO No				
	2025-62-63				
	PO Date				
	4/17/2025				
Amount					
		\$3,900.00			
Date Requested 4/16/2025		Date Approved			
		4/17/2025			
Requested 6	Зу				
		GENA ZWART			
Encumbered	d By				

Description	Vendor Item No	Qty	Unit Price	Amount
BI ANKET: PIZZA & REFRESHMENTS FOR AP CLUB BANQUET		1.000	\$3,900.00	\$3,900.00