



The City of
OKLAHOMA CITY
DEPARTMENT OF FINANCE

June 6, 2024

Renewal No. 2

APPROVED
9-10-2024

Paragon Press Inc
3029 S Ann Arbor Ave
Oklahoma City, OK 73179

BY THE CITY COUNCIL
Arny M. Simpson CITY CLERK

Dear Vendor:

The Contracting Entity and the contracting vendor have the option of renewing Contract/Pricing Agreement No. **R24-C233050 for Printing Services** for the term **9/11/2024 through 9/10/2025** under the same terms, conditions and provisions as originally awarded, including price(s).

Please indicate your concurrence or non-concurrence by completing the below listed information, including signature, and return to me by **August 9, 2024**. If the individual signing below is not the owner or an officer of the business or corporation, a letter of authorization should also be attached. Corporate Seal will be accepted in lieu of an authorization letter if affixed to this document.

YOUR CONCURRENCE DOES NOT GUARANTEE RENEWAL. Should the Contracting Entity decide not to renew the above contract, you will be notified in writing or electronically. **This form may be mailed, faxed, emailed, scanned, or otherwise electronically submitted for contract/pricing agreement renewal.**

If you have any questions, please contact me at (405) 297-3394 or Email:
Carla.jack@okc.gov.

Thank you,

Carla Jack

Carla Jack, Senior Buyer
Procurement Services

☒ Yes, I would like to renew
per the above mentioned.
☐ No, I do not wish to renew.

[INTERNAL USE ONLY]

☐ The Contracting Entity
chooses not to renew the
above contract/pricing
agreement.

Edna Spears
PRINTED NAME
Vice President
TITLE
Edna Spears
AUTHORIZED SIGNATURE
Paragon Press Inc
COMPANY NAME
3029 S Ann Arbor Ave
STREET ADDRESS
Oklahoma City, OK 73179
CITY, STATE AND ZIP CODE
(405) 681-5757
BUSINESS TELEPHONE
Paragon Press 3029@gmail.com
CONTACT E-MAIL



The City of
OKLAHOMA CITY
DEPARTMENT OF FINANCE

June 6, 2024

Renewal No. 2

APPROVED

9-10-2024

ProServ Business Products LLC
3848 NW 10th
Oklahoma City, OK 73107

Dear Vendor:

BY THE CITY COUNCIL
Amy M. Simpson CITY CLERK

The Contracting Entity and the contracting vendor have the option of renewing Contract/Pricing Agreement No. **R24-C233051 for Printing Services** for the term **9/11/2024 through 9/10/2025** under the same terms, conditions and provisions as originally awarded, including price(s).

Please indicate your concurrence or non-concurrence by completing the below listed information, including signature, and return to me by **August 9, 2024**. If the individual signing below is not the owner or an officer of the business or corporation, a letter of authorization should also be attached. Corporate Seal will be accepted in lieu of an authorization letter if affixed to this document.

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Email: Carla.jack@okc.gov.

Thank you,

Carla Jack

Carla Jack, Senior Buyer
Procurement Services

☒ Yes, I would like to renew
per the above mentioned.
☐ No, I do not wish to renew.

[INTERNAL USE ONLY]

☐ The Contracting Entity
chooses not to renew the
above contract/pricing
agreement.

RONALD J. SKRASEK
PRINTED NAME
SALES
TITLE
[Signature]
AUTHORIZED SIGNATURE
Proserv Business Products
COMPANY NAME
3848 NW 10th
STREET ADDRESS
OKLA CITY OK 73107
CITY, STATE AND ZIP CODE
405-947-3676
BUSINESS TELEPHONE
RON.SKRASEK@PROSERVBP.COM
CONTACT E-MAIL

LETTER OF AUTHORIZATION

THIS LETTER OF AUTHORIZATION MUST BE COMPLETED IF THE ATTACHED
LEGALLY BINDING DOCUMENT WAS NOT SIGNED BY THE STATUTORILY
AUTHORIZED OFFICER ON BEHALF OF THE CONTRACTING ENTITY.

City of Oklahoma City or related Public Trust:

This letter authorizes _____

RONALD SKRASEK to
(PRINTED NAME OF AUTHORIZED AGENT)

sign the attached legally binding document on behalf of _____

PROSERV
(CONTRACTING ENTITY)

Business Products

Sincerely,

David L. Smith

Signature of Authorizing Officer

PRESIDENT / OWNER

Printed Title

8-7-24

Date

DAVID L. SMITH

Printed Name of Authorizing Officer

david.smith@proservbp.com

Email Address of Authorizing Officer

NOTE: If the Contracting Entity is a(n):

Corporation	The authorizing officer <u>must</u> be: President, Vice-President, Chairperson, or Vice-Chairperson
LLC	The authorizing officer <u>must</u> be: Manager, Managing Member, President, or Vice-President
Partnership	The authorizing officer <u>must</u> be: General Partner
Joint Venture	The authorizing officer <u>must</u> be: An Authorized Officer of Each of the Ventures



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OKLAHOMA CITY
DEPARTMENT OF FINANCE

June 6, 2024

Renewal No. 2

APPROVED

9-10-2024

Southwestern Stationery and Bank Supply
PO Box 18697
Oklahoma City, OK 73154

Dear Vendor:

BY THE CITY COUNCIL

Amy K. Simpson CITY CLERK

The Contracting Entity and the contracting vendor have the option of renewing Contract/Pricing Agreement No. **R24-C233052 for Printing Services** for the term **9/11/2024 through 9/10/2025** under the same terms, conditions and provisions as originally awarded, including price(s).

Please indicate your concurrence or non-concurrence by completing the below listed information, including signature, and return to me by **August 9, 2024**. If the individual signing below is not the owner or an officer of the business or corporation, a letter of authorization should also be attached. Corporate Seal will be accepted in lieu of an authorization letter if affixed to this document.

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If you have any questions, please contact me at (405) 297-3394 or
Email: Carla.jack@okc.gov.

Thank you,

Carla Jack

Carla Jack, Senior Buyer
Procurement Services

☒ Yes, I would like to renew
per the above mentioned.
☐ No, I do not wish to renew.

[INTERNAL USE ONLY]

☐ The Contracting Entity
chooses not to renew the
above contract/pricing
agreement.

DICK REBERSON

PRINTED NAME

Vice President Sales

TITLE

James R. Simpson

AUTHORIZED SIGNATURE

SOUTHWESTERN PRINTING

COMPANY NAME

4500 N. Santa Fe

STREET ADDRESS

OKLAHOMA City, OK 73154

CITY, STATE AND ZIP CODE

405-525-9411

BUSINESS TELEPHONE

dick.reberson@southwesternok.com

CONTACT E-MAIL