



MEMORANDUM

Council Agenda
Item No. IX. A
6/20/2023

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Renewal of pricing agreements, Pacific East Industries (R24-C221026) and Turn Key Mobile, Inc. (R24-C221027), Brother mobile printers and accessories, estimated cost \$100,000, July 6, 2023 through July 5, 2024.

Purpose:

To renew pricing agreements to provide Brother mobile printers and accessories for Information Technology Department and other City departments and Trusts. The City and its Trusts have a continuing need to purchase Brother mobile printers and accessories.

Background:

The pricing agreements were originally awarded July 6, 2021 (Item No. IX.P) for the period ended July 5, 2022. The agreements were renewed on June 7, 2022 (Item No. IX.B) for the period ending July 5, 2023. The pricing agreements included two one-year renewal options. This is the second and final renewal for these pricing agreements.

The pricing agreements meet the City's policy on renewal of contracts for goods and services. Staff has notified the vendors that the City wishes to renew the pricing agreements under the same terms and conditions, including price, as previously awarded. A letter agreeing to the renewal has been received from each vendor.

The estimated cost for these pricing agreements is based on previous expenditures for this commodity. There is no obligation to purchase from these agreements. All purchases are subject to future appropriations and the availability of funds.

Pricing Agreements:

(R24-C221026)

Pacific East Industries

All items as bid.

(R24-C221027)

Turn Key Mobile, Inc.

All items as bid

Estimated Cost:

\$100,000

Source of Funds:

Various funds and accounts.

Review:

Finance Department

Recommendation: Agreements be renewed.