



MEMORANDUM

Council Agenda
Item No. IX. AV
2/25/2025

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Resolution waiving professional consultant selection procedures and ratifying approval of a Professional Services Agreement with AAA CPA LLC, and approving Amendment No. 1 for consulting services and implementation services of new Governmental Accounting Standards Board pronouncements, implementation guides and other accounting and financial reporting guidance, cost increase of \$30,000 to a total not to exceed \$80,000, through May 31, 2025.

Background:

On December 9, 2024, the City entered into an informal agreement with AAA CPA LLC to provide consulting services and implementation services of the City and its Trusts and other financial reporting guidance, not to exceed \$50,000.

AAA CPA LLC proposed work for an amount estimated not to exceed \$50,000 for a period of December 9, 2024 through March 31, 2024. An informal agreement was entered into between the parties pursuant to Section 2-441 of the Oklahoma City Municipal Code, which allows such a contract to be approved by the procurement purchasing agent on the open market upon approval from the City Manager, the Municipal Counselor, and the Finance Director.

An informal agreement was executed by all Parties on December 9, 2024. Since that date, the City continues to work with technical consultants on the implementation of Oracle, a new financial system, necessitating an increase in the number of hours of consultation needed from AAA CPA LLC with regard to the financial reporting related thereto.

The amount needed in additional hours for consulting services related to new implementation Oracle issues, which are immediate and extremely problematic, are now estimated not to exceed \$80,000 and extend to May 31, 2025. Finance staff certifies that this is an emergency situation and there is not adequate time to follow the City's Guidelines and Procedures for Professional Consultant Selection (Request for Proposals).

Cost:

\$80,000 (not to exceed)

Source of Funds:

General Operations - OCITY - Financial Administration – Independent Audit
(1001-2800100-52040007) \$50,000

Capital Improvement – OCITY – CIP Finance – Consulting Service - PeopleSoft Replacement Support (1611-2803900-52040022-C10421) \$30,000

Review:

Finance Department

Recommendation: Resolution be adopted.