



MEMORANDUM

Council Agenda
Item No. IX. G
4/8/2025

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Resolution waiving formal competitive bidding and authorizing the open market purchase of custodial services (COKC01560), estimated cost \$500,000, April 11, 2025 through April 10, 2026.

Background:

The City and Trusts have a continuing need for custodial services in various City-owned facilities. There are times when custodial service providers can no longer perform the services under the agreement to which they were awarded. In case a custodial service provider does terminate its agreement with the City with little or no notice, this open market resolution would allow Procurement staff to quickly obtain a new provider in the interim until staff can issue a new solicitation and a pricing agreement can be awarded.

Maintaining open market authority and applying the City's open market purchasing procedures provides City Departments and Trusts the most flexibility and competition. It would also allow more small businesses to participate in the bidding process for this commodity. Locations requiring services under the \$50,000 bid limit will be purchased on open market with department(s) obtaining at least three quotes.

Staff requests the City Council waive formal competitive bidding and authorize the open market purchase of custodial services (COKC01560), estimated cost \$500,000, April 11, 2025 through April 10, 2026. Purchases made with this authority will comply with the City's open market purchasing procedures. Custodial services exceeding \$50,000 at any one location will be formally bid or approved by the City Council through a separate agreement or resolution.

Estimated Cost:

\$500,000

Source of Funds:

Various funds and accounts

Recommendation: Resolution be adopted.