



MEMORANDUM

Council Agenda
Item No. IX. B
3/25/2025

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

1. Renewal No. 2 of pricing agreement, Fox Scientific, Inc. (R25-C247007), laboratory chemicals, supplies, consumables, and equipment, estimated cost \$350,000, March 28, 2025 through March 27, 2026; and
2. Resolution authorizing the open market purchase of related items not available on a pricing agreement (COKC01537), estimated cost \$100,000, March 28, 2025 through March 27, 2026.

Background:

This agreement was originally awarded on March 28, 2023 (Item No. IX. C.) for the period ended March 27, 2024. This agreement was renewed on March 26, 2024 (Item No. IX. D.) for the period ending March 27, 2025. This agreement has two one-year renewal options. This is the second and final renewal for this agreement.

Staff has notified the vendors that the City wishes to renew the pricing agreements under the same terms and conditions as previously awarded. A letter agreeing to the renewal has been received from one vendor. Thomas Scientific, LLC (R25-C247009) declined to renew for the upcoming period. Staff will be able to meet its need through the other vendor's agreement or through the open market resolution.

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

Staff requests open market authority for the purchase of laboratory chemicals, supplies, consumables, and equipment related items not available on a pricing agreement (COKC01537), estimated cost \$100,000, March 28, 2025 through March 27, 2026. Individual purchases exceeding \$50,000 under this open market resolution will be approved by the City Council through a separate agreement or resolution. Purchases made with this authority will comply with the City's open market purchasing procedures.

Pricing Agreement:

(R25-C247007)

Fox Scientific, Inc.

All items as bid.

Estimated Cost:

Pricing Agreement	\$350,000
Open Market Resolution	<u>\$100,000</u>
	\$450,000

Source of Funds:

Police Sales Tax – Police Investigation Support – Police DNA Lab – Other Supplies (1201-4200732-11053-53890022)

Review:

Finance Department

Recommendation: Agreement be renewed and Resolution be adopted.