



The City of  
**OKLAHOMA CITY**  
FINANCE DEPARTMENT  
PROCUREMENT SERVICES DIVISION

**Amendment No. 1**

March 18, 2025

Cox Maintenance LLC  
1920 Magnolia Lane  
Edmond OK 73013

Dear Vendor:

The Contracting Entity requests to amend Contract No. **COKC00387 -Right of Way and Median Mowing for the Parks Department** for the period of April 12, 2025 through April 11, 2026. The Contracting Entity would like to amend the contract by adding locations. The annual cost is estimated at \$9,700. Locations are as follows:

Item # and Location	Frequency	Annual Mows	Annual Cost
Item No. 24722-01-36 Hwy 152 - S Macarthur to County Line RD (Fence to Fence)	Annual	1	\$4100
Item No. 24722-01-104 Memorial Road - Santa Fe to Corp Park Dr (center median)	3 Week	10	\$4000
Item No. 24722-01-185 Eden Court Center Median - SE 52nd St & Eden Court	3 Week	10	\$1600

Please indicate your concurrence or non-concurrence by completing the requested information, including signature and return it to me. 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. This document will be attached to your contract as an amendment.

If you have any questions, please contact me at (405) 297-3172 or [jennifer.swann@okc.gov](mailto:jennifer.swann@okc.gov).

Thank you,  
Jennifer Swann, MPA, CPO  
Finance Department - Procurement Services

☒ Yes, I agree to the contract amendment per the above mentioned.

☐ No, I do not agree to amend the contract.

Sign Here

Signature of Individual

Title

Note: If individual signing is not the owner or an officer of the business or corporation a letter of authorization is to be included. For instance, if a Salesperson or Manager signs this form, a letter of authorization is to be attached. Corporate Seal will be accepted in lieu of an authorization letter if affixed to this document.

Printed Name of Individual

Company Name and Address (Please Print)

Zip Code

Telephone Number and Fax Number

TO BE COMPLETED BY THE NOTARY:

State of Oklahoma

County of Oklahoma

[\*State and County where notarized must be written in.]

Signed and sworn to before me this 18<sup>th</sup> day of March, 2025 by

Richard Harold Cox  
[Printed Name of Individual who signed above]

My Commission Number: 22009759 My Commission Expires: 07.18.2026

Patricia Barrientos  
Notary Public Printed Name

Patricia Barrientos  
Notary Public Signature



County of Oklahoma  
[\*State and County where notarized must be written in.]

Signed and sworn to before me this

[Printed Name of Individual who signed above]

My Commission Number

My Commission Expires

APPROVED by Council and signed by the Mayor of the City of Oklahoma City this 8TH

day of APRIL, 2025.

ATTEST:

Amy K. Simpson  
CITY CLERK



Daryl Holt  
MAYOR

REVIEWED for form and legality.

Jonathan Garcia  
ASSISTANT MUNICIPAL COUNSELOR