



MEMORANDUM

Council Agenda
Item No. IX. O
5/20/2025

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 food and beverage (COKC01726), estimated cost \$250,000, July 1, 2025 through June 30, 2026.

Purpose:

To provide purchasing authority for City departments and trusts when purchasing food and beverage for various types of business-related meetings and events; including items for the golf course restaurants.

Background:

The achievement of the City and Trusts public service missions occasionally necessitates the hosting of conferences, seminars, receptions, trainings, community outreach, employee engagement events, retirement events, board and commission meetings, as well as various non-routine meetings. Staff believe it is not advantageous to bid for these services as the individual purchases are completed from a variety of food and beverage vendors and the amounts are usually minimal, but collectively, exceeds the competitive bidding threshold for this commodity in a one-year period.

Staff requests Council waive formal competitive bidding and authorize the open market purchase of food and beverage (COKC01726), estimated cost \$250,000, July 1, 2025 through June 30, 2026. Purchases made with this authority will comply with the City's open market purchasing procedures.

Estimated Cost:

\$250,000

Source of Funds:

Various funds and accounts

Recommendation: Resolution be adopted.