



# MEMORANDUM

Council Agenda  
Item No. IX. B  
4/22/2025

## The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Renewal No. 3 of Professional Services Agreement with Harris & Harris, Ltd. (R25-C233003), collection of delinquent accounts and skip tracing for the Municipal Court, estimated cost \$250,000, April 25, 2025 through April 24, 2026; and approving performance bond.

### **Background:**

This professional services agreement was originally awarded April 12, 2022, (Item IX.C.) for the period ended April 24, 2023. The agreement was renewed on April 11, 2023 (Item IX.D.), for the period ended April 24, 2024. The agreement was renewed on April 23, 2024 (Item IX.D.), for the period ending April 24, 2025. The agreement included four one-year renewal options. This is the third renewal for this agreement.

Staff has notified the vendor that the City wishes to renew the professional services agreement under the same terms and conditions, including price, as previously approved. A letter agreeing to the renewal has been received.

### **Professional Services Agreement:**

(R25-C233003)

Harris & Harris, Ltd.

Professional Services as proposed. Collection Fee 8.45%

### **Estimated Cost:**

\$250,000

### **Estimated Collections:**

\$2,250,000

### **Source of Funds:**

General Operations – OCITY – Court Case Support – Collection Expense  
(1001 – 1000602 – 52490004)

### **Review:**

Finance Department

**Recommendation:** Agreement be renewed and Performance Bond be approved.