



MEMORANDUM

Council Agenda
Item No. IX. F
1/2/2024

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

1. Pricing agreement awards and approvals, Audrey Parks & Associates (C253001), Harvey Sales (C253002), Home Depot U.S.A., Inc. dba The Home Depot Pro (C253003), Oklahoma Janitorial Supply (C253004), Pacific Star Corporation (C253005) and Envoy Solutions dba Waxie Sanitary Supply dba SWPlus (C253006), janitorial supplies and equipment, estimated cost \$650,000, January 6, 2024 through January 5, 2025; and
2. Resolution authorizing the open market purchase of related items not available on a pricing agreement (OM25-C253007), estimated cost \$25,000, January 6, 2024 through January 5, 2025.

Purpose:

To enter into pricing agreements for the purchase of janitorial supplies and equipment to meet the needs of various City departments and Trusts.

Specification Advertised:

November 15, 2023

Bids Received:

December 6, 2023

Bids:

(C253001)

Audrey Parks & Associates

All items as bid.

(C253002)

Harvey Sales

All items as bid.

(C253003)

Home Depot U.S.A., Inc. dba The Home Depot Pro

All items as bid.

(C253004)

Oklahoma Janitorial Supply

All items as bid.

(C253005)

Pacific Star Corporation

All items as bid.

(C253006)

Envoy Solutions dba Waxie Sanitary Supply dba SWPlus

All items as bid.

Bidding Information:

Current pricing agreements for the purchase of janitorial supplies and equipment will expire on January 5, 2024.

The specifications were advertised in the Journal Record and posted in the electronic bidding system. Fifty-nine potential bidders viewed the specifications with eleven bids submitted. Staff is recommending award to the six lowest and best bidders to ensure adequate coverage for this commodity. The awarded vendors are offering discounted pricing for a variety of manufacturer's products needed by City departments and Trusts.

The line item for urinal and toilet sanitizing services was not awarded, because staff believes the bids received are not in line with the market and better pricing can be obtained through the open market.

Staff requests open market authority for the purchase of janitorial supplies, equipment, and related items not available on a pricing agreement (OM25-C253007), estimated cost \$25,000, January 6, 2024 through January 5, 2025.

Estimated Cost:

Pricing Agreement	\$650,000
Open Market	<u>\$ 25,000</u>
	\$675,000

Source of Funds:

Various funds and accounts

Review:

Finance Department

Recommendation: Agreements be awarded and approved and Resolution be adopted.