



The City of
OKLAHOMA CITY
DEPARTMENT OF FINANCE

APPROVED

1-2-2024

BY THE CITY COUNCIL
Amy K. Simpson CITY CLERK

December 8, 2023

Chris Tatham
CEO of ETC Institute
725 W. Frontier Lane
Olathe, Kansas 66061

Dear Vendor:

The Contracting Entity and the contracting vendor have the option of renewing Contract/Pricing Agreement No. **R24-D2398003-ETC PROFESSIONAL SERVICES AGREEMENT with ETC Institute for the term 1/1/2024 through 12/31/2024** under the same terms, conditions and provisions as originally awarded, including price(s).

Please indicate your concurrence or non-concurrence by completing the below listed information, including signature, and return to me by **12/12/2023**. 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.

YOUR CONCURRENCE DOES NOT GUARANTEE RENEWAL. Should the Contracting Entity decide not to renew the above contract, you will be notified in writing or electronically. **This form may be mailed, faxed, emailed, scanned or otherwise electronically submitted for contract/pricing agreement renewal.**

If you have any questions, please contact me at (405) 297-3375 or Email: christian.york@okc.gov

Thank you,

Christian York, Budget Director
City of Oklahoma City

 X Yes, I would like to renew
per the above mentioned.
 No, I do not wish to renew.

[INTERNAL USE ONLY]

 The Contracting Entity
chooses not to renew the
above contract/pricing
agreement.

Gregory S Emas
PRINTED NAME
CFO
TITLE
Gregory S Emas
AUTHORIZED SIGNATURE
ETC Institute
COMPANY NAME
725 W Frontier Lane
STREET ADDRESS
Olathe, KS 66061
CITY, STATE AND ZIP CODE
913-829-1215
BUSINESS TELEPHONE
greg.emas@etcinstitute.com
CONTACT E-MAIL