



# MEMORANDUM

Council Agenda  
Item No. IX. C  
5/21/2024

## The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

1. Renewal of pricing agreements, GreenShade Trees, LLC (R25-C237023) and Madison Turf Farms (R25-C237024), grass sod, estimated cost \$100,000, July 1, 2024 through June 30, 2025; and
2. Resolution authorizing the open market purchase of related items not available on a pricing agreement (COKC00188), estimated cost \$50,000, July 1, 2024 through June 30, 2025.

### **Background:**

These pricing agreements were originally awarded on June 21, 2022 (Item No. IX.S.1&2.) for the period ended June 30, 2023. These pricing agreements were renewed on May 23, 2023 (Item No. IX.B) for the period ending June 30, 2024. These agreements include two one-year renewal options. This is the second and final renewal for this item.

The pricing agreements meet the City's policy on renewal of pricing agreements for goods and services. Staff has notified the vendors the City wishes to renew the pricing agreements under the same terms and conditions, including price, as previously awarded. A letter agreeing to the renewal has been received from both vendors.

The estimated cost for these pricing agreements is based on previous expenditures for this commodity. There is no obligation to purchase from these agreements. All purchases are subject to future appropriations and the availability of funds.

Staff requests open market authority for the purchase of grass sod related items not available on a pricing agreement (COKC00188), estimated cost \$50,000, July 1, 2024 through June 30, 2025. Purchases made with this authority will comply with the City's open market purchasing procedures. City Departments and Trusts will be required to obtain three price quotes for projects exceeding \$5,000 to ensure the greatest cost savings are provided for these services. Individual purchases exceeding \$50,000 under this open market resolution will be approved by the City Council through a separate agreement or resolution.

### **Pricing Agreements:**

(R25-C237023)

GreenShade Trees, LLC

All items as bid.

(R25-C237024)

Madison Turf Farms

All items as bid.

**Estimate Cost:**

|                        |                  |
|------------------------|------------------|
| Pricing Agreement(s)   | \$100,000        |
| Open Market Resolution | <u>\$ 50,000</u> |
| Total                  | \$150,000        |

**Source of Funds:**

Various funds and accounts.

**Review:**

Finance Department

**Recommendation:**

Agreements be renewed and Resolution be adopted.