



MEMORANDUM

Council Agenda
Item No. IX. B
3/11/2025

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Amendment No. 3 to Agreement with JP Morgan Chase Bank, N.A. (R25-C178000), to extend the term of the agreement for purchasing card services, retroactive to February 9, 2025 until a new agreement is approved.

Purpose:

To continue operating the MasterCard program with JP Morgan Chase Bank, N.A for the purchase of goods and services for the City of Oklahoma City and its Trusts until a new agreement is awarded. This extension will assist staff with the additional time needed to evaluate proposals submitted for RFP25801 and to select the best supplier to meet the needs of the City of Oklahoma City and its Trusts. We currently have 166 cardholders making purchases for various departments throughout the City. It is the City's policy for routine purchases in the amount of \$5,000 or less to be made on a purchasing card when possible.

Background:

On February 9, 2016 (Item No. VII. AP.), the City Council approved an agreement for the period ended February 8, 2017. The agreement was awarded for one year with six one-year renewal options. On January 31, 2017 (Item No. VII.B.), the City Council renewed this agreement for the period ended February 8, 2018. On January 16, 2018 (Item No. VII.B.), the City Council renewed this agreement for the period ended February 8, 2019. On January 15, 2019 (Item No. VII.C.), the City Council renewed this agreement for the period ended February 8, 2020. On February 4, 2020 (Item No. II.A.), the City Council renewed this agreement for the period ended February 8, 2021. On February 2, 2021 (Item No. VII.A), the City Council renewed this agreement for the period ended February 8, 2022. The agreement was renewed on February 1, 2022 (Item No. IX.A.) for the period ended February 8, 2023. On December 20, 2022 (Item No. IX. A.), the City Council approved Amendment No. 1 to extend the agreement for the period ended February 8, 2024. On December 19, 2023 (Item No. IX.A), the City Council approved Amendment No. 2 to extend the agreement for the period ending February 8, 2025.

Staff notified the vendor that the City wishes to amend the agreement until a new agreement is awarded under the same terms and conditions as previously approved. A letter agreeing to the amendment has been received from the vendor. Staff is recommending the amendment be approved retroactive to February 9, 2025.

Agreement:

(R25-C178000)

JP Morgan Chase Bank, N.A.
Purchasing Card Services

Estimated Revenue:

\$33,333.00

Revenue Account:

1001-REV1700-44200027(General Operations-UASN > OCITY > General Revenue > Rebates)

Review:

Finance Department

Recommendation: Amendment be approved.