



MEMORANDUM

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

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Amendment No. 1 to Agreement with Brycer LLC (R25-C215005), Third Party Inspection Reporting Solution for the Fire Department, extending the term through December 31, 2025 or until a new agreement is approved.

Purpose:

To continue the agreement with Brycer LLC for The Compliance Engine, a third party inspection reporting solution for the Fire Department until December 31, 2025 or until a new agreement is approved. This extension will assist staff with the additional time needed to advertise a new RFP, evaluate proposals, and select the best solution to meet the needs of the City of Oklahoma City. It will also provide an effective date for the new agreement to begin at the start of the new year if a new solution is selected.

Background:

On May 12, 2020 (Item No. VI.A.), after completion of an RFP process, the City Council approved an agreement for a Third Party Inspection Reporting Solution for the period ended May 11, 2021. The agreement was awarded for one year with four renewal options. The agreement was renewed April 27, 2021 (Item No. VII.A.) for the period ended May 11, 2022. The agreement was renewed April 26, 2022 (Item No. IX.C.) for the period ended May 11, 2023. The agreement was renewed April 25, 2023 (Item No. IX.B.) for the period ended May 11, 2024. The agreement was renewed April 23, 2024 (Item No. IX.F.) for the period ending May 11, 2025.

The Compliance Engine by Brycer is a web-based application designed to provide electronic submission of specific inspection reports. It provides a secure cloud environment in which third party contractors, that inspect, test, and maintain fire protections systems, can submit their reports via Brycer's web portal directly to the City, facilitating a more efficient review, tracking, and follow-up process with occupants to correct deficiencies and maintain systems. There is no cost to the City of Oklahoma City and contractors are required to pay Brycer a fee per report submitted.

Staff notified the vendor that the City wishes to extend the agreement through December 31, 2025 or until a new agreement is approved, 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.

Agreement:

(R25-C215005)

Brycer LLC

The Compliance Engine

Review:

Fire Department

Recommendation: Amendment be approved.