



# MEMORANDUM

Council Agenda  
Item No. IX. C  
2/13/2024

## The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Renewal of pricing agreement, American Elevator Co., Inc. (R25-C236001), preventive maintenance, inspections, and minor repair services for elevators and escalators, estimated cost \$300,000, March 1, 2024 through February 28, 2025.

### **Background:**

The pricing agreement was originally awarded March 1, 2022 (Item No. IX. B.) for the period ended February 28, 2023. The pricing agreement was renewed on February 14, 2023 (Item No. IX. A.) for the period ending February 28, 2024. The pricing agreement included two one-year renewal options. This is the second renewal option.

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

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

### **Pricing Agreement:**

(R25-C236001)

American Elevator Co., Inc.

All items as bid.

### **Estimated Cost:**

\$300,000

### **Source of Funds:**

Various funds and accounts

### **Review:**

Finance Department

**Recommendation:** Agreement be renewed.