



# MEMORANDUM

Council Agenda  
Item No. IX. B  
3/12/2024

## The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Renewal of pricing agreement, SourceOne Management Services, Inc. (R25-C248001), custodial services for various City buildings managed by the General Services Department, estimated cost \$400,000, March 15, 2024 through March 14, 2025; and approving performance bond.

### **Background:**

The pricing agreement was originally awarded March 14, 2023 (Item No. IX.F.) for the period ending March 14, 2024. The pricing agreement includes two one-year renewal options. This is the first renewal option.

The pricing agreement meets the City's policy on renewal of contracts for goods and services. Staff has notified the vendor that 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-C248001)

SourceOne Management Services, Inc.

All items as bid.

### **Estimated Cost:**

\$400,000

### **Source of Funds:**

Various funds and accounts

### **Review:**

Finance Department

**Recommendation:** Agreement be renewed and performance bond approved.