



MEMORANDUM

Council Agenda
Item No. IX. D
6/4/2024

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

1. Pricing agreement awards and approvals, Safety-Kleen Systems, Inc. (COKC00236) and Tulco Oils, Inc. (COKC00237), automotive oils and lubricants, estimated cost \$300,000, July 1, 2024 through June 30, 2025; and
2. Resolution authorizing the open market purchase of no bid items and related items not available on a pricing agreement (COKC00238), estimated cost \$75,000, July 1, 2024 through June 30, 2025.

Purpose:

To purchase automotive oils and lubricants for various City departments and trusts. These agreements will have two one-year renewal options.

Specifications Advertised:

April 10, 2024

Bids Received:

May 8, 2024

Bid(s):

(COKC00236)

Safety-Kleen Systems, Inc.

All items as bid. No on-site services.

(COKC00237)

Tulco Oils, Inc.

All items as bid. No on-site services.

Bidding Information:

The current agreement for this commodity will expire on June 30, 2024.

The specifications were advertised in the Journal Record and posted in the electronic bidding system. On May 1, 2024, Addendum No. 1 was issued to extend the deadline to May 8, 2024. Thirty-four potential bidders viewed the specifications with three bids submitted. Staff is recommending award to the two most responsive bidders to ensure adequate coverage for this commodity.

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 automotive oil and lubricants no bid items and related items not available on a pricing agreement (COKC00238), estimated cost \$75,000, July 1, 2024, through June 30, 2025. Purchases made with this authority will comply with the City's open market purchasing procedures. Individual purchases exceeding \$50,000 under this open market resolution will be approved by the City Council through a separate agreement or resolution.

Estimated Cost:

Pricing Agreement(s)	\$ 300,000
Open-Market Resolution	<u>\$ 75,000</u>
Total	\$ 375,000

Source of Funds:

Various funds and accounts.

Review:

Finance Department

Recommendation: Agreements be awarded and approved and Resolution be adopted.