



# MEMORANDUM

Council Agenda  
Item No. IX. C  
12/31/2024

## The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

1. Renewal No. 1 of pricing agreements, Audrey Parks & Associates (C253001), Harvey Sales (C253002), HD Supply Facilities Maintenance, formerly known as Home Depot U.S.A., Inc. dba The Home Depot Pro (C253003), Oklahoma Janitorial Supply (C253004) and Envoy Solutions dba Waxie Sanitary Supply dba SWPlus (C253006), janitorial supplies and equipment, estimated cost \$650,000, January 6, 2025 through January 5, 2026; and
2. Resolution authorizing the open market purchase of related items not available on a pricing agreement (OM25-C253007), estimated cost \$25,000, January 6, 2025 through January 5, 2026.

### **Background:**

The pricing agreements were awarded January 2, 2024 (Item No. IX.F) for the period ending January 5, 2025. The agreements include two one-year renewal options. This is the first renewal option.

These pricing agreements meet the City's policy on renewal of contracts for goods and services. Staff has notified the vendors that the City wishes to renew the agreement under the same terms and conditions as previously awarded. Letters agreeing to the renewals have been received from the vendors. Pacific Star Corporation (C253005) chose not to renew their pricing agreement. These items will be purchased from the other vendors or through the open market resolution.

The estimated cost for these pricing agreements is based on previous and anticipated expenditures for this commodity. There is no obligation to purchase from these pricing agreements. All purchases are subject to future appropriations and the availability of funds. The line item for urinal and toilet sanitizing services was not awarded, because staff believed the bids received are not in line with the market and better pricing can be obtained through the open market.

Staff also requests Council authorization for the open market purchase of janitorial supplies and equipment related items not available on a pricing agreement (OM25-C253007), estimated cost \$25,000, January 6, 2025 through January 5, 2026. Purchases made with this authority will comply with the City's open market purchasing procedures.

**Pricing Agreements:**

(C253001)

Audrey Parks & Associates

All items as bid.

(C253002)

Harvey Sales

All items as bid.

(C253003)

HD Supply Facilities Maintenance,

formerly known as Home Depot U.S.A., Inc. dba The Home Depot Pro

All items as bid.

(C253004)

Oklahoma Janitorial Supply

All items as bid.

(C253006)

Envoy Solutions dba Waxie Sanitary Supply dba SWPlus

All items as bid.

**Estimated Cost:**

Pricing Agreement    \$650,000

Open Market            \$ 25,000

\$675,000

**Source of Funds:**

Various funds and accounts

**Review:**

Finance Department

**Recommendation:**    Agreements be renewed and Resolution be adopted.