



The City of  
**OKLAHOMA CITY**  
DEPARTMENT OF FINANCE

February 14, 2022

**APPROVED**

4-26-2022

BY THE CITY COUNCIL  
*Amey H. Simpson* CITY CLERK

BRYCER LLC  
4355 Weaver Parkway  
Suite 230  
Warrenville, IL 60555

Dear Vendor:

The Contracting Entity and the contracting vendor have the option of renewing Contract/Pricing Agreement No. **R22-C215005 for Third Party Inspection Reporting Solution for the Fire Department (The Compliance Engine)** for the term **5/12/2022 through 5/11/2023** under the same terms, conditions and provisions as originally awarded, including price(s).

Please indicate your concurrence or non-concurrence by completing the below listed information, including signature, and return to me by **February 28, 2022**. If the individual signing below is not the owner or an officer of the business or corporation, a letter of authorization should also be attached. Corporate Seal will be accepted in lieu of an authorization letter if affixed to this document.

**YOUR CONCURRENCE DOES NOT GUARANTEE RENEWAL.** Should the Contracting Entity decide not to renew the above contract, you will be notified in writing or electronically. **This form may be mailed, faxed, emailed, scanned or otherwise electronically submitted for contract/pricing agreement renewal.**

If you have any questions, please contact me at (405) 297-3600, Fax (405) 552-6037 or Email: [Pennie.Leck@okc.gov](mailto:Pennie.Leck@okc.gov).

Thank you,

*Pennie Leck*  
Pennie Leck, Management Specialist  
Fire Department

☒ Yes, I would like to renew  
per the above mentioned.  
☐ No, I do not wish to renew.

[INTERNAL USE ONLY]

☐ The Contracting Entity  
chooses not to renew the  
above contract/pricing  
agreement.

*Bryan Schultz*  
PRINTED NAME  
*Director*  
TITLE  
*[Signature]*  
AUTHORIZED SIGNATURE  
*BRYCER LLC*  
COMPANY NAME  
*4355 Weaver Pkwy*  
STREET ADDRESS  
*Warrenville, IL 60555*  
CITY, STATE AND ZIP CODE  
*(630) 913-9613*  
BUSINESS TELEPHONE  
*Bschultz@mybrycer.com*  
CONTACT E-MAIL

## LETTER OF AUTHORIZATION

**THIS LETTER OF AUTHORIZATION MUST BE COMPLETED AND SIGNED IF THE RENEWAL LETTER WAS NOT SIGNED BY THE OWNER, A GENERAL PARTNER, OR AN OFFICER OF THE CORPORATION**

City of Oklahoma City or related Public Trust:

This letter authorizes Bryan Schultz to sign

Renewal Letters and all forms related to the City of Oklahoma City's pricing agreement/contract

on behalf of Brycer LLC  
Company Name

Sincerely,

  
Signature of Authorized Agent

Owner  
Print Title

4/13/24  
Date

Bryan Schultz  
Print Name

Email Address: Bschultz@mybrycer.com

Title: (must be checked)

- ☒ Owner
- ☐ Chief Executive Officer [CEO]
- ☐ Chief Financial Officer [CFO]
- ☐ Chief Operating Officer [COO]
- ☐ Chairman or Chairman of the Board
- ☐ Vice-President

- ☐ Treasurer
- ☐ Corporate Secretary
- ☐ Assistant Secretary
- ☐ Secretary-Treasurer
- ☐ President