



MEMORANDUM

Council Agenda
Item No. IX. C
8/29/2023

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

1. Renewal of pricing agreements, Bay Promo, LLC (R24-C233043), J. Brandt Recognition, LTD (R24-C233044), and MTM Recognition Corporation (R24-C233045), recognition awards, service pins and related supplies, estimated cost \$75,000, September 24, 2023 through September 23, 2024; and
2. Resolution authorizing the open market purchase of related supplies not available on a pricing agreement (OM24-C233046), estimated cost \$50,000, September 24, 2023 through September 23, 2024.

Background:

The pricing agreements were originally awarded September 13, 2022 (Item No. IX. H. 1&2.) for the period ending September 23, 2023. The pricing agreements include two one-year renewal options. This is the first renewal.

The 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 pricing agreements under the same terms and conditions, including price, as previously awarded. Letters agreeing to the renewals have been received from the vendors.

The estimated cost for these pricing agreements is based on previous 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.

Pricing Agreements:

(R24-C233043)

Bay Promo, LLC

All items as bid.

(R24-C233044)

J. Brandt Recognition, LTD

All items as bid.

(R24-C233045)

MTM Recognition Corporation

All items as bid.

Estimated Cost:

Pricing Agreement	\$ 75,000
Open Market	<u>\$ 50,000</u>
Total	\$125,000

Source of Funds

Various funds and accounts

Review:

Finance Department

Recommendation: Agreements be renewed and Resolution be adopted.