



MEMORANDUM

Council Agenda
Item No. IX. G.1&2
4/26/2022

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

1. Renewal of pricing agreements, Inland Associates, Inc. (R23-C221020), Pacific East Industries (R23-C221021), Staples Technology Solutions, formerly known as Staples Business Advantage (R23-C221022) and Turn Key Mobile, Inc. (R23-C221023), computers, software, related supplies, and services, estimated cost \$850,000, May 19, 2022 through May 18, 2023; and
2. Resolution authorizing the open market purchase of related supplies and services not available on a pricing agreement (OM23-C221028), estimated cost \$500,000, May 19, 2022 through May 18, 2023.

Background:

These pricing agreements were originally awarded May 11, 2021, (Item No. VII.E.) for the period ending May 4, 2022. The pricing agreements include two one-year renewal options. This is the first renewal for the pricing agreements.

The pricing agreements meet the City's policy on renewal of pricing agreements 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 renewal have been received from all vendors.

Departments and Trusts will be required to obtain three quotes for products or services offered by more than one vendor when the cost is greater than \$2,500, to ensure the greatest cost saving is provided to the City and its Trusts.

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.

Pricing Agreement(s):

(R23-C221020)

Inland Associates, Inc.

All items as bid.

(R23-C221021)
Pacific East Industries
All items as bid.

(R23-C221022)
Staples Technology Solutions, formerly known as Staples Business Advantage
All items as bid.

(R23-C221023)
Turn Key Mobile, Inc.
All items as bid

Staff requests open market authority for the purchase of computers, software, related supplies and services not available on a pricing agreement, estimated cost \$500,000, May 19, 2022 through May 18, 2023. Purchases made with this authority will comply with the City's open market purchasing procedures.

Estimated Cost:

Pricing Agreements	\$850,000
Open Market Resolution	<u>\$500,000</u>
Total	\$1,350,000

Source of Funds:

Various funds and accounts.

Review:

Finance Department

Recommendation: Agreements be renewed and Resolution be adopted.