



MEMORANDUM

Council Agenda
Item No. IX. F
4/26/2022

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Renewal of pricing agreements, Oklahoma Building Services, Inc. (R23-C221007) and ESMA Janitorial Services, LLC (R23-C221008), custodial services for various Police Department locations, estimated cost \$60,000, May 1, 2022 through April 30, 2023; and approving performance bonds.

Background:

These pricing agreements were originally awarded on April 27, 2021 (Item No. VII.H.) for the period ending April 30, 2022. The pricing agreements include two one-year renewal options. 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. A letter agreeing to the renewal has 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 agreements. All purchases are subject to future appropriations and the availability of funds.

Pricing Agreement:

(R23-C221007)

Oklahoma Building Services, Inc.

Bricktown Briefing Station	\$1,000 per month
Santa Fe Briefing Station	\$1,250 per month
Southwest Briefing Station	\$1,250 per month

(R23-C221008)

ESMA Janitorial Services, LLC

Hathaway Center	\$700 per month
Regional Multiagency Coordination Center	\$800 per month

Estimated Cost:

\$60,000

Source of Funds:

General Fund – Police Patrol, Police Administration – Maintenance and Operations – Custodial Services (001-0001-4200621, 4200101 – 11054-52340028)

Review:

Finance Department

Recommendation: Agreement(s) be renewed and performance bonds be approved.