



MEMORANDUM

Council Agenda
Item No. IX. Q.1&2
6/21/2022

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

1. Pricing agreement award and approval, Action Appliance Service (C233023), commercial appliances and kitchen equipment repair services, estimated cost \$50,000, July 1, 2022 through June 30, 2023; and
2. Resolution authorizing the open market purchase of related services not available on a pricing agreement (OM23-C233024), estimated cost \$35,000, July 1, 2022 through June 30, 2023.

Purpose:

To enter into pricing agreement(s) for commercial appliance and kitchen equipment repair services to meet the needs of various City departments and Trusts.

Specifications Advertised:

May 11, 2022

Bid(s) Received:

June 1, 2022

Bid(s):

(C233023)

Action Appliance Service

Labor Rate - \$80.00 per hour (\$20 per quarter hour after first 30 minutes. Labor is not billed by full hour. Labor is billed in ¼ hour increments only after the initial 30 minutes (included in base service charge) have passed.

Service Calls - \$165.00 (includes trip charge and first 30 minutes of labor)

Repair Parts – 35% discount

Bidding Information:

The current pricing agreement for commercial appliances and kitchen equipment repair services will expire on June 30, 2022.

The specifications were advertised in the Journal Record and posted in the electronic bidding system. Thirteen potential bidders viewed the specifications with one bid submitted. Staff is recommending award to the single bidder, Action Appliance Service. Action Appliance Service is the current vendor for this commodity. Based on past performance, staff has determined the

single bid response to be a fair price and does not believe any advantage would be gained from rebidding this service.

The estimated cost for this pricing agreement is based on previous expenditures for this commodity. There is no obligation to purchase from this agreement. All purchases are subject to future appropriations and the availability of fund.

Staff requests open market authority for the purchase of commercial appliances and kitchen equipment repair services not available on a pricing agreement (OM23-C233024), estimated cost \$35,000, July 1, 2022 through June 30, 202. Purchases made with this authority will comply with the City's open market purchasing policies.

Estimated Cost:

Pricing Agreement	\$50,000
Open Market	<u>\$35,000</u>
	\$85,000

Source of Funds

Various funds and accounts

Review:

Finance Department

Recommendation: Agreement(s) be awarded and approved and Resolution be adopted.