



City of
Lawton

Human Resources Department

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MEMORANDUM

TO: Colbie Garrett, Buyer, Financial Services
THRU: Craig Akard, Human Resources Director *CA*
FROM: Candy Brown, Human Resources Deputy Director *CB*
RE: RFP CL 23-032 Temporary Employment Services
Recommendation to Extend Contract
DATE: March 12, 2024

The current contract for the City of Lawton Temporary Employment Services, RFPCL23-032 will expire on June 30, 2024. I've reviewed the contract and confirmed that there is an extension available.

Please take action to execute the renewal agreement with Express Employment Professionals for the upcoming policy year, per the agreement contract.

Candy Brown
Human Resources Deputy Director