

Donation

Version 2.4 released on 7/24/23

Updated RFA for donations including travel donations (use employee reimbursement process for travel approvals)

**CITY COUNCIL USE ONLY**Date Received: _____
Committee Date: _____
1st Agenda Date: _____Tracking #: _____
Committee: _____
Hearing Date: _____
2nd Agenda Date: _____**CITY CLERK USE ONLY**☐ Scanned
☐ PostedDate: 04.17.2024
Item #: 2404.00907

All department items requiring Council approval must be submitted through the Mayor's Office.

Primary Details

Board Approval**Other Board Name****City Council Approval**☒ Yes ☐ NoDepartment
Information TechnologyContact Name
Michael DellingerEmail
mdellinger@cityoftulsa.orgPhone
918-576-5600

Bid/Project Number

Project Title

Donator

RTM Business Group

Type of Donation
Other

Enter a Bid or Project Number (not a Title or Description)

Travel Event Title
RTM Summer Government IT CongressTraveler's Name
Michael DellingerEvent Date
6/9/24Donation Amount/Value
\$1,034.27

City Council requires a dollar value

Budget

Funding Source(s)

Donation of hotel accommodations
and meal expenses
Dallas, TX 6/9-11/24**TOTAL:**

Enter the funding source(s) using the appropriate Munis funding format: Org (Allocation Code)-Object-Amount (1001211-531401-\$10.00) or Project String-Amount (144104.AbstrTitle5413102.6001-4043122-541102-\$30,000.01)

Approvals

Department:

DocuSigned by:

Jack Neely

Legal:

30A60F5345774BD...

Board:

Mayor:

Other:

Date: 4/9/2024

Date:

Date:

Date:

Date:

APR 17 2024

Policy Statement

Background Information

This event is to Empower Government IT LEaders to Pioneer Innovation in Public Service. The RTM Summer Government IT Congress will provide a unique opportunity for attendees to connect with like-minded professional, share ideas, and explore potential collaborations.

Provide background information on the requested action.

Summation of the Requested Action

Michael Dellinger has been invited to speak and he has accepted the invitation. He will speak about Organization Change to foster innovation and modernization or on our ransomware event, recovery, insights and lessons learned.

Summarize the pertinent details of the requested action

Other Pertinent Details

Provide any additional information that should be considered when considering approval of this contract document

Processing Information for City Clerk's Office

Post Execution Processing

- ☐ Mail vendor copy (addt'l signature copies attached)
- ☐ Must be filed with other governmental entity
- ☐ Addt'l governmental entity approval(s) required

Additional Routing and Processing Details

FW: Nomination to Speak | RTM Summer Government IT Congress

Dellinger, Michael <mdellinger@cityoftulsa.org>

Fri 3/22/2024 9:11 AM

To: Martin, Leah <lmartin@cityoftulsa.org>

Please prepare another donation RFA for the IT Congress meeting in Dallas in June. I will be speaking at this event and will be driving down.

June 9th through the 11th

Company Name: RTM Business Group

Address: 260 W. 39th St, 8th floor New York, NY 10018

Breakdown of cost to attend: 2 Nights' Hotel: \$404.54 + Food & Beverage: \$629.73 (**Total:** \$1034.27)

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Michael Dellinger

Chief Information Officer

City of Tulsa – Information Technology Department

T: 918-576-5600

C: 918-851-4911

mdellinger@cityoftulsa.org

From: Charles Barbieri <cbarbieri@rtmbusinessgroup.com>

Date: Thursday, March 21, 2024 at 2:16 PM

To: Dellinger, Michael <mdellinger@cityoftulsa.org>

Subject: Re: Nomination to Speak | RTM Summer Government IT Congress

Hi Michael,

See below for the requested information!

Company Name: RTM Business Group

Address: 260 W. 39th St, 8th floor New York, NY 10018

Breakdown of cost to attend: 2 Nights' Hotel: \$404.54 + Food & Beverage: \$629.73 (**Total:** \$1034.27)

Best,

Charlie Barbieri

Charlie Barbieri

Content Producer

m. 518-669-7764

RTM Business Group

[LinkedIn](#)

On Thu, Mar 21, 2024 at 1:02 PM Dellinger, Michael <mdellinger@cityoftulsa.org> wrote:

When you get a chance, I will need to complete an RFA to accept the donation of the accommodations and meals. Please provide me with your Company Name and Address and the approximate value of the hotel and meals.

Thanks!

--

Michael Dellinger
Chief Information Officer
City of Tulsa – Information Technology Department
T: 918-576-5600
C: 918-851-4911
mdellinger@cityoftulsa.org

From: Charles Barbieri <cbarbieri@rtmbusinessgroup.com>
Date: Wednesday, March 20, 2024 at 2:35 PM
To: Dellinger, Michael <mdellinger@cityoftulsa.org>
Subject: Re: Nomination to Speak | RTM Summer Government IT Congress

Hi Michael,

I am able to view it, thank you so much for sharing me on this. I am very excited to sit in on this session!

Best,
Charlie Barbieri

Charlie Barbieri

Content Producer

m. 518-669-7764

RTM Business Group

[LinkedIn](#)

On Tue, Mar 19, 2024 at 5:45 PM Dellinger, Michael <mdellinger@cityoftulsa.org> wrote:

Charles,

I just sent you link to the slide presentation as it was too large to attach. Let me know if you can access it.

Thanks

--

Michael Dellinger
Chief Information Officer

City of Tulsa – Information Technology Department

T: 918-576-5600

C: 918-851-4911

mdellinger@cityoftulsa.org

From: Charles Barbieri <cbarbieri@rtmbusinessgroup.com>

Date: Tuesday, March 12, 2024 at 2:54 PM

To: Dellinger, Michael <mdellinger@cityoftulsa.org>

Subject: Re: Nomination to Speak | RTM Summer Government IT Congress

Hi Michael,

Thank you for getting that to me this week! I will still need a few things for your speaking portion (most important at the moment is the title):

- Session Title
- Synopsis
- Headshot
- Bio

Also, please let me know if either of your IT Directors will be joining to present alongside you at the event!

Best,

Charlie Barbieri

Charlie Barbieri

Delegate Account Executive

m. 518-669-7764

RTM Business Group

[LinkedIn](#)

On Tue, Mar 12, 2024 at 10:57 AM Dellinger, Michael <mdellinger@cityoftulsa.org> wrote:

Charles,

I have completed the registration. I am looking forward to the event. If you have any questions or need anything else, let me know.

Michael Dellinger

Chief Information Officer

City of Tulsa – Information Technology Department

T: 918-576-5600

C: 918-851-4911

mdellinger@cityoftulsa.org

From: Charles Barbieri <cbarbieri@rtmbusinessgroup.com>

Sent: Tuesday, March 12, 2024 9:17 AM

To: Dellinger, Michael <mdellinger@cityoftulsa.org>

Subject: Re: Nomination to Speak | RTM Summer Government IT Congress

Hi Michael,

That password expired at the end of last week, please see below for the updated registration link and password! Of course, fee free to reach out if you have any questions.

[Registration Link](#)

PW: vip24bm761

Best,
Charlie Barbieri

Charlie Barbieri

Delegate Account Executive

m. 518-669-7764

RTM Business Group

[LinkedIn](#)

On Tue, Mar 12, 2024 at 10:02 AM Dellinger, Michael <mdellinger@cityoftulsa.org> wrote:

Sorry I haven't followed back up. The link you sent wouldn't let me register. Can you resend?

Michael Dellinger
Chief Information Officer
City of Tulsa – Information Technology Department
T: 918-576-5600
C: 918-851-4911
mdellinger@cityoftulsa.org

From: Charles Barbieri <cbarbieri@rtmbusinessgroup.com>

Sent: Tuesday, March 12, 2024 9:00 AM

To: Dellinger, Michael <mdellinger@cityoftulsa.org>

Subject: Re: Nomination to Speak | RTM Summer Government IT Congress

Hi Michael,

Please let me know when you are available to fill out the registration link and I will send over the updated registration form for you to reserve your spot on the program as a speaker!

Best,
Charlie Barbieri

Charlie Barbieri

Delegate Account Executive

m. 518-669-7764

RTM Business Group

[LinkedIn](#)

On Fri, Mar 8, 2024 at 9:33 AM Charles Barbieri <cbarbieri@rtmbusinessgroup.com> wrote:

Hi Michael,

If you could please complete the registration link before the end of the week that would be great! We can fill in the rest of the materials (headshot, bio, title, synopsis) next week. For now, I just need you to complete the registration so I can link you to the program on our end and reserve your speaking spot!

[Registration Link](#)

PW: vip24bm852

Please reach out if you have any questions.

Best,
Charlie Barbieri

Charlie Barbieri

Delegate Account Executive

m. 518-669-7764

RTM Business Group

[LinkedIn](#)

On Wed, Mar 6, 2024 at 12:31 PM Charles Barbieri
<cbarbieri@rtmbusinessgroup.com> wrote:

Hi Michael,

Below is our edited registration form without cancellation terms. Please fill this out and contact me with any questions or concerns. I look forward to hearing back from you regarding the availability of your IT directors to attend alongside you. Additionally, included below is a list of other materials I will need eventually (if you could get me the title this week (or ASAP), that would be great!)

[Registration Link](#)

PW: vip24bm852

Once your registration is complete, please send over the following materials for your speaking engagement:

- Headshot
- Bio (no longer than a paragraph)
- Title for your Fireside Chat topic