



City of Bixby Bixby Public Works Authority Meeting Agenda

Monday, October 9, 2023

**Immediately Following the
City Council Meeting**

**City Hall Municipal Building
116 W. Needles Ave., Bixby,
OK 74008**

Public comments are limited to items on the agenda. Those wishing to speak on agenda items will need to appear in the City Council Chamber.

Call to Order

Chairman

Roll Call

Shannon Duran, City Clerk

Consent Agenda

Secretary's Report

Consider and Approve:

- 1) Approve Bixby Public Works Authority Minutes dates 09/25/23.
- 2) Public notice schedule of the Bixby Public Works Authority meeting for calendar year 2024.
- 3) Consider and/or approve a contract for an annual subscription to Neptune 360 for AMR readers in the amount of \$13,850.00.
- 4) Discuss and/or approve purchasing a Kubota U17VR1 Mini-Excavator for the Water Dept. in the amount of \$28,792.47 from Stewart Martin Kubota.

Regular Agenda

- 1) New Business
In accordance with the Open Meeting act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.
- 2) Adjournment

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of October 6, 2023, on or before 6:00 p.m., at City Hall, 116 W. Needles Bixby, Oklahoma.

Respectfully Submitted

Shannon Duran
City Clerk

Note: All cell phones and pagers must be turned off or operated silently during all meetings.

21 O.S. Section 280 provides the following: A. It is unlawful for any person, alone or in concert with others and without authorization, to willfully disturb, interfere or disrupt state business, agency operations or any employee, agent, official or representative of the state. B. It is unlawful for any person who is without authority or who is causing any disturbance, interference or disruption to willfully refuse to disperse or leave any property, building or structure owned, leased or occupied by state officials, employees, agents or representatives or used in any manner to conduct state business or operations after proper notice by a peace officer, sergeant-at-arms, or other security personnel. C. Any violation of the provisions of this section shall be a misdemeanor punishable by imprisonment in the county jail for a term Oklahoma Statutes - Title 21. Crimes and Punishments Page 94 of not more than one (1) year, by a fine not exceeding One Thousand Dollars (\$1,000.00), or by both such fine and imprisonment. D. For purposes of this section, "disturb, interfere or disrupt" means any conduct that is violent, threatening, abusive, obscene, or that jeopardizes the safety of self or others.

For Special Accommodations

Persons who require a special accommodation to participate in this meeting should contact City Clerk, Shannon Duran: 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk, Shannon Duran](mailto:sduran@bixbyok.gov) (sduran@bixbyok.gov), as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact Oklahoma Relay at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

Consent Agenda Item Commentary

Item Title

Approve Bixby Public Works Authority Minutes dates 09/25/23.

Initiator

Shannon Duran

Staff Information Source

Shannon Duran

Background**Exhibits**

1. 9.25.23 BPWA Minutes

Key Issue**Council Action****Recommendation****Item No:** 1.**Meeting Date**

October 9, 2023

Meeting

20231009 Bixby Public Works Authority

Bixby Public Works Authority Meeting Minutes

City Hall Municipal Building
116 W. Needles Ave., Bixby, OK 74008
September 25, 2023 at 6:00 PM

Call to Order

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 8:33 p.m.

Roll Call

Shannon Duran, City Clerk, called the roll, and the following were present:

Members Present

Mayor Guthrie
Vice Mayor Founds
Councilor Girard
Councilor Revelis
Councilor Hirshey

Staff Present

Jared Cottle, City Manager
Shannon Duran, City Clerk
Phil Frazier, City Attorney
Charles Barnes, Finance Director
Bea Aamodt, Public Works Director
OC Walker, City Planner
Todd Blish, Police Chief
Mike Butler, Fire Chief
Justin Dowd, City Engineer
Bryan Toney, Public Information Officer

Consent Agenda

- 1) Minutes for the Bixby Public Works Authority Meeting dated September 11, 2023.
- 2) Approve reimbursement to Jacobs for expenditures exceeding the repair allowance for the FY23 Contract; \$16,855.56

Mayor Guthrie asked for a motion to approve items 1-2 on the consent agenda. Councilor Girard made a motion to approve, seconded by Councilor Revelis. The vote was taken with the following results:

Carried: 5-0

Ayes: Girard, Revelis, Hirshey, Founds, Guthrie
Nays: 0

Regular Agenda

1) New Business

In accordance with the Open Meeting act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

No new business to discuss.

2) Adjournment

An adjournment was called at 8:34 p.m.

Mayor

City Clerk

Consent Agenda Item Commentary

Item Title

Public notice schedule of the Bixby Public Works Authority meeting for calendar year 2024.

Initiator

Shannon Duran

Staff Information Source

Shannon Duran

Background

Bixby Public Works Authority meeting for the calendar year 2024.

Exhibits

1. 2024- PUBLIC NOTICE BPWA MEETING DATES FOR 2024

Key Issue

2024 scheduled meetings

Council Action

Approve

Recommendation

Approve

Item No: 2.**Meeting Date**

October 9, 2023

Meeting

20231009 Bixby Public Works Authority

PUBLIC NOTICE

THE SCHEDULE OF REGULAR MEETINGS FOR CALENDAR YEAR 2024 OF THE BIXBY PUBLIC WORKS AUTHORITY, IN AND FOR THE CITY OF BIXBY, OKLAHOMA, MUNICIPAL CORPORATION.

Public Notice is given and filed with the Bixby City Clerk that, for Calendar Year 2024, except as otherwise noted below, the Bixby City Council of the City of Bixby, Oklahoma will hold its first regular monthly meeting on the second Monday of each month and its second regular monthly meeting on the fourth Monday of each month. Should a meeting fall on a holiday, the regular meeting will be held on the following Tuesday. These regular work session meetings will be held at 5:00 P.M. in Dawes or City Hall, located at 113 West Dawes Avenue 116 W Needles, in the City of Bixby, Oklahoma (Authority: Title 25 Oklahoma Statutes, Section 311(A))

REGULAR MEETING DATES

January	08
January	22
February	12
February	26
March	11
March	25
April	08
April	22
May	13
May	28
June	10
June	24
July	08
July	22
August	12
August	26
September	09
September	23
October	14
October	28
November	12
December	09

Consent Agenda Item Commentary

Item Title

Consider and/or approve a contract for an annual subscription to Neptune 360 for AMR readers in the amount of \$13,850.00.

Initiator

Bea Aamodt

Staff Information Source

Bea Aamodt

Background

The current meter reading system, N_Sight, will no longer be in service and will not be supported by Core and Main to store the AMR reader data. The new system has been converted to a cloud-based platform, Neptune 360. The fee is \$13,500 for the first initial setup for the year and a \$12,300.00 annual fee thereafter. The new subscription will cover data being transferred straight to the cloud for storage, regular system updates, around-the-clock support from Core and Main, training, retraining, and field support both onsite and remote.

Exhibits

1. T474824

Key Issue

The current meter reading system being used, N_Sight, will no longer be supported for data storage of the AMR readings. Due to the system conversion, the City will not have server support or software updates for readers. If meter reading data was lost it would be a detriment to the City.

Council Action

Approve

Recommendation

Approve

Item No: 3.

Meeting Date

October 9, 2023

Meeting

20231009 Bixby Public Works Authority



Sold To:
BIXBY PUBLIC WORKS AUTHORITY
PO BOX 70
BIXBY, OK 74008-0070

Ship To:
BIXBY PUBLIC WORKS AUTHORITY
116 W. NEEDLES
BIXBY, OK 74008

Customer #	213403
Order #	T474824
Date Ordered	08/25/23
Job #	
Job Name	
Customer Reference	SOFTWARE UPGRAD
Purchase Order #	YES
Method of Shipment	OUR TRUCK
Contract Order #	0000000
Ordered By	
Ship Via	CORE & MAIN LP

Branch:
OWASSO OK
BRANCH - 343
14701 E 116TH ST N
OWASSO, OK 74055

Phone: 918-586-7100

Bid Seq#	Product Code	Description	Qty Ordered	Qty Shipped	Qty B/O	Net Price	UOM	Ext Price
	/45017482545	NEP 360 AMR SUB SAAS 13980-106	1			13850.00000	EA	13850.00
	42NE13980001	12206 SERVICES						
		NEPTUNE 360 AMR SET UP FEE	1			N/C	EA	
		(SAAS PF)						

Terms in accordance with shipping manifest.

Special Instructions/Comments:

Total Ordered:	13850.00
Tax Amount:	.00
Other Charges:	.00
Total:	13850.00

Consent Agenda Item Commentary

Item Title

Discuss and/or approve purchasing a Kubota U17VR1 Mini-Excavator for the Water Dept. in the amount of \$28,792.47 from Stewart Martin Kubota.

Initiator**Staff Information Source****Background****Exhibits**

1. Water Excavator

Key Issue**Council Action****Recommendation**

Item No: 4.

Meeting Date

October 9, 2023

Meeting

20231009 Bixby Public Works Authority

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Discuss and/or approve purchasing a Kubota U17VR1 Mini-Excavator for the Water Dept. in the amount of \$28,792.47 from Stewart Martin Kubota

INITIATOR: Bea Aamodt

STAFF INFORMATION SOURCE: Erik Dye

BACKGROUND: The Mini-Excavator will be used to facilitate the repair of waterlines in yards and places where access with trucks is difficult.

The Excavator will be acquired through State Bid.

EXHIBITS: Quote

KEY ISSUE: Infrastructure Maintenance

COUNCIL ACTION: Approve or deny

RECOMMENDATION: Approve.

ITEM NO: _____

MEETING DATE: 10-09-23

MEETING: BPWA

CITY OF BIXBY REQUISITION FORM

COST CODE		PURCHASE ORDER #
	water dept	

V E N D O R	<u>Stewart Martin Kubota</u> <u>6327 e 151st st s</u> <u>Bixby, ok 74008</u>
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QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	U-17 excavator		\$ 28,792.47
		TOTAL	\$28,792.47

Erik Dye	Bea Aamodt, Public Works Director	Charles Barnes, Finance Director
10/02/23	10/2/2023	10/2/2023

Dye, Eric
City of Bixby
edye@bixbyok.gov
9182610222

Quote Provided By
KUBOTA CONST SLS & RENTAL OF
TULSA
Bobo Newton
10601 S MEMORIAL DR
TULSA, OK 74133
email: bobo@tulsakubota.com
phone: 8706920458

-- Standard Features --

-- Custom Options --



U Series

U17VR1

*** EQUIPMENT IN STANDARD MACHINE ***

FEATURES

Zero Tail Swing
Rubber Track Model, Variable
Track Gauge
ROPS/OPG (Top Guard, Level
I) 4-Post Canopy
High Back Suspension Seat
Kubota 3 Hydraulic Pump
Design
1 Gear, 2 Variable
Displacement Pumps
Hydraulic Joystick Controls
With Wrist Rests
Two Operating Pattern
Selection System
Standard Front Dozer Blade
with Extensions
360 Degree Full Rotation
65 Degree Left, 58 Degree
Right Boom Swing
7.3 Gpm Auxiliary Hydraulics
Port
Five Second Quick Preheat
System
Key Switch Stop System
Short Pitch Rubber Tracks
Self Bleed Fuel System
Two Speed Travel

ENGINE

D902 Kubota E-TVCS Tier 4 Diesel
Engine
3 Cylinder, 4 Cycle
15.1 Net HP @ 2300 rpm

OPERATIONAL

DIMENSIONS

Max Digging Depth 7' 7"
Max Digging Radius @ Ground
Level 12' 7"
Max Vertical Digging Depth 6' 3"
Max Dumping Height 8' 0"

DOZER BLADE

DIMENSIONS

Width 3' 3" / 4' 1"
Height 10.3"
Lift Above Ground 11.0"
Drop Below Ground 7.5"

PERFORMANCE

Digging Force @ Bucket 3417 lbs
Digging Force @ Dipper Arm 1918
lbs
Travel Speed (Low) 1.4 mph
Travel Speed (High) 2.6 mph
Climbing Ability 36% / 20°
Lift Capacity 1,140 lbs
Over End
Blade Grounded
2.0 ft Load Point Height
8.0 ft Load radius

DIMENSIONS AND OPERATING WEIGHT

Overall Length 11' 7"
Overall Width 3' 3" / 4' 1"
Overall Height 7' 8"
Operating Weight 3814 lbs*
Ground Clearance 5.9"
* Includes operator's weight,
175 lbs.

U17VR1 Base Price: \$33,712.00

(1) 12" QA TRENCHING BUCKET K7968A-12" QA TRENCHING BUCKET	\$775.00
(1) CANOPY WORK LIGHT KIT K9919-CANOPY WORK LIGHT KIT	\$117.00
(1) QUICK COUPLER FOR KX41-3 K7966A-QUICK COUPLER FOR KX41-3	\$1,159.00
(1) AT&T TELEMATICS MODEM DCU6700-AT&T TELEMATICS MODEM	\$444.00
(1) U17, KX080, R430 TELEMATICS HARNESS K6706-U17, KX080, R430 TELEMATICS HARNESS	\$140.00

Configured Price: \$36,347.00

Sourcewell Discount: (\$8,723.28)

SUBTOTAL: \$27,623.72

Dealer Assembly: \$275.00

Freight Cost: \$493.75

PDI: \$400.00

Total Unit Price: \$28,792.47

Quantity Ordered: 1

Final Sales Price: \$28,792.47

To order, place your Purchase Order directly with the quoting dealer

*Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.

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Regular Agenda Item Commentary

Item Title

New Business

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Initiator**Staff Information Source****Background****Exhibits****Key Issue****Council Action****Recommendation****Item No:** 1.**Meeting Date**

October 9, 2023

Meeting

20231009 Bixby Public Works Authority