



City of Bixby Bixby Public Works Authority Meeting Agenda

**Monday, September 23,
2024**

**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 dated 8/26/24.
- 2) Discuss and/or approve purchasing 2024 Ford F350 for the Water Department from John Vance Fleet Services; total \$64,596.40.
- 3) Discuss and/or approve purchase of maintenance parts for the UV System at the WWTP from Nuvonic; cost is \$27,713.99.
- 4) Consider and/or approve a contract for an annual subscription to Neptune 360 for AMR readers in the amount of \$13,850.00.

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 September 20, 2024, on or before 5:00 p.m., at City Hall, 116 W. Needles Avenue, 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 dated 8/26/24.

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

1. Bixby Public Works Authority Minutes 8.26.24

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

September 23, 2024

Meeting

20240923 Bixby Public Works Authority Agenda

Bixby Public Works Authority Meeting Minutes

City Hall Municipal Building
116 W. Needles Ave., Bixby, OK 74008
August 26, 2024 at 6:00 PM

The agenda for the regularly scheduled meeting of the Bixby Public Works Authority of the city of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on August 23, 2024, on or before 5:00 p.m.

Call to Order

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 7:55 pm.

Roll Call

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

Members Present

Mayor Guthrie
Vice Mayor Founds
Councilor Girard (not present)
Councilor Hirshey
Councilor Schultz

Staff Present

Jared Cottle, City Manager
Shannon Duran, City Clerk
Phil Frazier, City Attorney
Charles Barnes, Finance Director
Bea Aamodt, Public Works Director
Joey Wiedel, Development Services Director
Todd Blish, Police Chief
Joe Sherrell, Fire Chief
Justin Dowd, City Engineer
Bryan Toney, Public Information Officer

Consent Agenda

- 1) Approve minutes for Bixby Public Works Authority Meeting dated 8/12/24.
- 2) Consider and/or approve the annual renewal of website hosting and software package from CivicPlus, Inc. for FY25 in the amount of \$20,832.02. (BPWA portion is \$10,918.81)

Mayor Guthrie said Item 1-2 on the Consent Agenda is up for discussion and consideration.

Mayor Guthrie asks for a motion to approve items 1-2. Vice Mayor Founds made a motion to approve, seconded by Councilor Hirshey. The vote was taken with the following results:

Carried:4-0

Ayes: Founds, Hirshey, Schultz, Guthrie

Nays: 0

Absent: Girard

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.

Mayor Guthrie says no new business to discuss.

2) Adjournment

Adjournment was called at 7:56 pm

Mayor

City Clerk

Consent Agenda Item Commentary

Item Title

Discuss and/or approve purchasing 2024 Ford F350 for the Water Department from John Vance Fleet Services; total \$64,596.40.

Initiator

Staff Information Source

Background

The 2024 Ford F350 will replace a 2011 Ford F550 which has almost 200,000 miles. The engine in this truck needs to be replaced for a second time for a cost of \$10,000 and, due to parts shortage, getting a new engine is expected to be a 4 to 5 months wait. The bed from the old truck will be installed in the new F350.

Exhibits

1. F350 Quote John Vance

Key Issue

Fleet maintenance and replacement

Council Action

Approve

Recommendation

Approve

Item No: 2.

Meeting Date

September 23, 2024

Meeting

20240923 Bixby Public Works Authority Agenda

VANCE COUNTRY FORD

FLEET & GOVERNMENT SALES
PO BOX 1600, GUTHRIE, OK 73044
405-282-3800
Ok Vendor #0000075466



QUOTE

DATE	9/10/2024
QUOTE NUMBER	000Q15185
EXPIRATION DATE	9/16/2024
SHIP VIA	Stock Purchase
TERMS	SW035 - STATE CONTRACT

SOLD TO:

SHIP TO:

City of Bixby

City of Bixby

Any Questions? Call 405-282-3800

Paul Jordan
PO Box 70
116 W. Needles
BIXBY, OK 74008
(918)366-8294

Paul Jordan
PO Box 70
116 W. Needles
BIXBY, OK 74008
(918)366-8294

Jason Williamson

Jason@vancefleet.com

Qty	OPTION	Description	Unit Price	Ext. Price
1	X3H	2024 FORD F350 SUPER CAB CHASSIS	\$48,871.00	\$48,871.00
1	DRW	DUAL REAR WHEELS	\$0.00	\$0.00
1	168	168' WHEEL BASE 60' CA	\$0.00	\$0.00
1	4WD/41P	4 WHEEL DRIVE W/SKID PLATES	\$3,598.00	\$3,598.00
1	GVWR	14000# GVWR PACKAGE	\$0.00	\$0.00
1	99T	ENGINE: 6.7L POWER STROKE V8 DIESEL	\$9,751.00	\$9,751.00
1	44G	TRANSMISSION: 10-SPEED AUTOMATIC	\$0.00	\$0.00
1	640A	XL TRIM PACKAGE Power windows, locks, mirrirs, Remote Keyless Entry	\$0.00	\$0.00
1	X4N	4.10 RATIO LIMITED SLIP	\$405.00	\$405.00
1	41H	ENGINE BLOCK HEATER	\$98.00	\$98.00
1	43C	120V/400W OUTLET	\$175.00	\$175.00
1	67A	350 AMP ALTERNATOR	\$0.00	\$0.00
1	86M	DUAL BATTERY	\$210.00	\$210.00
1	872	REAR VIEW CAMERA & PREP KIT	\$398.40	\$398.40
1	96V	XL CHROME PACKAGE Black glass defrost, Power sliding rear window, Fog lamps, Remote start system	\$225.00	\$225.00
1	TBM	LT245/75R17E BSW ALL-TERRAIN	\$265.00	\$265.00
1	64J	17' FORGED ALUMINUM WHEELS	\$600.00	\$600.00
1	Z1	EXTERIOR: OXFORD WHITE	\$0.00	\$0.00
1		INTERIOR: MEDIUM DARK SLATE CLOTH 40 MINI CONSOLE 40 SEAT	\$0.00	\$0.00

Accepted By: _____

Terms:

THIS QUOTE DOES NOT GUARANTEE THE FACTORY WILL BUILD THE VEHICLE.

- 1) TAG & TAXES ARE NOT INCLUDED UNLESS ITEMIZED ON QUOTE
- 2) ALL REBATES & INCENTIVES HAVE BEEN INCLUDED IN TOTAL PRICE.
- 3) PURCHASE ORDER REQUIRED TO ORDER VEHICLE

SUB-TOTAL	\$64,596.40
	\$0.00
TOTAL DUE	\$64,596.40

Consent Agenda Item Commentary

Item Title

Discuss and/or approve purchase of maintenance parts for the UV System at the WWTP from Nuvonic; cost is \$27,713.99.

Initiator

Bea Aamodt

Staff Information Source

Bea Aamodt

Background

In order to maintain the Ultraviolet disinfection system at the Waste Water Treatment Plant, various parts need to be kept in inventory. Parts include: O-Rings, spare UV lamps, Seals, Wiper Rods, Sensor Service Kits. This will be an annual O&M purchase.

Exhibits

1. Q#60626_REV1_CityofBixby_PMSpares

Key Issue

BWRF Maintenance

Council Action

Approve

Recommendation

Approve

Item No: 3.**Meeting Date**

September 23, 2024

Meeting

20240923 Bixby Public Works Authority Agenda



Quote

Quote Number 0060626
Quote Date 9/3/2024
Quote Expiration Date 11/2/2024

Sold To: **Ship To:** **Salesperson:** AF
Customer ID: 30-BIXBY

City of Bixby
116 West Needles Ave
P.O. Box 70
Bixby, OK 74008
Telephone: 918-366-0494
Bixby WWTP
9499 East 151st Street
Bixby, OK 74008
Dakota.Johnston@jacobs.com

Confirm To: Dakota Johnston

Customer P.O.	Ship VIA	F.O.B.	Terms
Quote-PMSpares	BEST WAY	Origin	NET 30

Item Number	Unit	Ordered	Shipped	Back Ordered	Price	Discount	Amount
PM Spares for (1) InLine 16000+							
24MWV025-01	EACH	12.00	0.00	0.00	745.00	0.00	8,940.00
MP LAMP, UV-C B6050E+							
24QBV017	EACH	12.00	0.00	0.00	92.55	0.00	1,110.60
QUARTZ SLEEVE -2-55-015							
(24QBV017: 1-2 week lead)							
26SE032S5V01	EACH	24.00	0.00	0.00	9.32	0.00	223.68
O-RING QUARTZ SLEEVE STD							
26PR34T2V001	EACH	24.00	0.00	0.00	6.33	0.00	151.92
TEFLON RING 34*4MM - 2-56-260							
180060-2000-01	EACH	1.00	0.00	0.00	367.66	0.00	367.66
DVGW SENSOR PORT SERVICE KIT							
Wiper Rebuild							
211385	EACH	1.00	0.00	0.00	12.26	0.00	12.26
CIRCLIP, WIPER - 2-11-385							
2703V004	EACH	1.00	0.00	0.00	47.48	0.00	47.48
WIPER,BEARING 2-11-384							

Continued



Quote

Quote Number 0060626
Quote Date 9/3/2024
Quote Expiration Date 11/2/2024

Sold To: **Ship To:** **Salesperson:** AF
Customer ID: 30-BIXBY

City of Bixby
 116 West Needles Ave
 P.O. Box 70
 Bixby, OK 74008
Telephone: 918-366-0494
 Bixby WWTP
 9499 East 151st Street
 Bixby, OK 74008
 Dakota.Johnston@jacobs.com

Confirm To: Dakota Johnston

Customer P.O.		Ship VIA		F.O.B.		Terms	
Quote-PMSpares		BEST WAY		Origin		NET 30	
Item Number	Unit	Ordered	Shipped	Back Ordered	Price	Discount	Amount
23M1V007 BEARING RING - 2-11-382*RING	EACH	1.00	0.00	0.00	23.84	0.00	23.84
26UR10B8V001 Pressure Seal 10*25*8 2-56-304	EACH	1.00	0.00	0.00	27.71	0.00	27.71
26UR10B10V001 PRESSURE SEAL -2-56-301	EACH	1.00	0.00	0.00	22.97	0.00	22.97
410032-0121-02 O-RING 20*3.0	EACH	2.00	0.00	0.00	2.01	0.00	4.02
(410032-0121-02: 1-2 week lead)							
211386 ROLL PIN 5/32*1 410SS	EACH	1.00	0.00	0.00	2.16	0.00	2.16
23WRSV01 WIPER RING W/FLAP D33-STANDAR	EACH	12.00	0.00	0.00	24.77	0.00	297.24
23T2V003 BOSS, WIPER ROD A - 2-21-315	EACH	1.00	0.00	0.00	112.01	0.00	112.01
23T2V004	EACH	1.00	0.00	0.00	112.01	0.00	112.01

Continued



Quote

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Quote Date 9/3/2024
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Telephone: 918-366-0494

Ship To: Bixby WWTP
 9499 East 151st Street
 Bixby, OK 74008

Salesperson: AF
Customer ID: 30-BIXBY

Dakota.Johnston@jacobs.com

Confirm To: Dakota Johnston

Customer P.O.		Ship VIA		F.O.B.		Terms	
Quote-PMSpares		BEST WAY		Origin		NET 30	
Item Number	Unit	Ordered	Shipped	Back Ordered	Price	Discount	Amount
BOSS, WIPER ROD B - 2-21-316							
430294-01	EACH	2.00	0.00	0.00	2.06	0.00	4.12
SPLIT PIN - 2-11-165							
23WBV003	EACH	12.00	0.00	0.00	13.08	0.00	156.96
SPRING, SECURITY-WIPER BOSS -							
23WFSV02	EACH	1.00	0.00	0.00	48.51	0.00	48.51
WPR flap IL16000 +/- IL18000 s							
Quartz Sleeve Tools							
32T1V05	EACH	1.00	0.00	0.00	44.14	0.00	44.14
M44 NUT TOOL - 2-55-105							
32T1V10R1	EACH	1.00	0.00	0.00	429.51	0.00	429.51
QUARTZ SLEEVE REMOVAL TOOL-							
Additional Spares Requested							
650065-2600-01	EACH	3.00	0.00	0.00	3,699.09	0.00	11,097.27
LAMP DRIVER, ELD 400-480V 6KW							
(650065-2600-01: 3 - 4 week lead)							
170033-0002-03	EACH	1.00	0.00	0.00	1,189.34	0.00	1,189.34

Continued



Quote

Quote Number 0060626
Quote Date 9/3/2024
Quote Expiration Date 11/2/2024

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Salesperson: AF
Customer ID: 30-BIXBY

Confirm To: Dakota Johnston

Customer P.O.	Ship VIA	F.O.B.	Terms
Quote-PMSpares	BEST WAY	Origin	NET 30

Item Number	Unit	Ordered	Shipped	Back Ordered	Price	Discount	Amount
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SENSOR, TEMPERATURE T/STAT

680050-1000-01	EACH	1.00	0.00	0.00	3,288.58	0.00	3,288.58
SENSOR, DVGW 1000W/m2 MP							

Net Order:	27,713.99
Less Discount:	0.00
Shipping & Handling	0.00
Sales Tax:	0.00
Order Total:	27,713.99

All currency is in US Dollars

For Standard Terms & Conditions of Sale, please contact orders.us@nuvonicuv.com
Aquionics, Inc. 4215 Stuart Andrew Blvd. Suite E Charlotte, NC 28217 || P 980.256.5700 || www.nuvonicuv.com

— A —
HALMA GROUP
C O M P A N Y

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

1. Annual Quote

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

Item No: 4.

Meeting Date

September 23, 2024

Meeting

20240923 Bixby Public Works Authority Agenda



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 #	V456607
Date Ordered	08/15/24
Job #	
Job Name	
Customer Reference	SOFTWARE/MAINT.
Purchase Order #	
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
	/45017893480	NEP 360 AMR SUB SAAS 14099-106	1			14250.00000	EA	14250.00
		** 12,318 SERVICES **						
	42YEARLYMRX920	YEARLY MAINTENANCE MRX920	2			2150.00000	EA	4300.00
		12507-100						
		** MRX400040, MRX402169 **						

Terms in accordance with shipping manifest.

Special Instructions/Comments:

SERVICE DATES
11/02/24 - 11/01/25

Total Ordered:	18550.00
Tax Amount:	.00
Other Charges:	.00
Total:	18550.00

Regular Agenda Item Commentary

Item Title

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.

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

September 23, 2024

Meeting

20240923 Bixby Public Works Authority Agenda