



City of Bixby Bixby Public Works Authority Meeting Agenda

Tuesday, November 12, 2024 Immediately Following the City Hall Municipal Building
City Council Meeting 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 Meeting Minutes dated 10/28/24.
- 2) Consideration and approval of the sole source expenditure of up to \$21,091.91 from Capital Equipment funds for Network Equipment for City Hall and labor from BTC Broadband.

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 November 8, 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 Meeting Minutes dated 10/28/24.

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

1. BPWA Minutes 10.28.24

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

November 12, 2024

Meeting

20241112 Bixby Public Works Authority Agenda

Bixby Public Works Authority Meeting Minutes

City Hall Municipal Building
116 W. Needles Ave., Bixby, OK 74008
October 28, 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 October 25, 2024, on or before 5:00 p.m.

Call to Order

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 6:22 pm.

Roll Call

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

Members Present

Mayor Guthrie
Vice Mayor Founds (Not Present)
Councilor Girard
Councilor Hirshey
Councilor Schultz

Staff Present

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

Consent Agenda

- 1) Approve Bixby Public Works Authority minutes dated 10/14/24.
- 2) Consider and approve the correction of the Neptune 360 subscription amount for AMR readers to reflect the correct total of \$18,550.00 due to a Scrivener's error from the 9/23/24 Agenda.
- 3) Approve reimbursement to Jacobs for expenditures exceeding the repair allowance for the FY24 Contract; \$17,607.11.

Mayor Guthrie said Items 1-3 on the Consent Agenda is up for discussion and consideration.

Mayor Guthrie asks for a motion to approve items 1-3. Councilor Girard made a motion to approve, seconded by Councilor Hirshey. The vote was taken with the following results:

Carried:4-0
Ayes: Girard, Hirshey, Schultz, 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.
- 2) Adjournment
Adjournment was called at 6:22 pm

Mayor

City Clerk

Consent Agenda Item Commentary

Item Title

Consideration and approval of the sole source expenditure of up to \$21,091.91 from Capital Equipment funds for Network Equipment for City Hall and labor from BTC Broadband.

Initiator

Bryan Toney

Staff Information Source

Bryan Toney

Background

The networking equipment at Bixby City Hall needs to be replaced because it is nearing the end of its life. BTC Broadband, the City of Bixby's Internet Service Provider, will be the sole source for purchasing the new equipment. This is important because the city's telephone system is managed through the same network. The new equipment will be from the same manufacturer and will adhere to the same specifications and management software currently in use at other city facilities. This consistency will enable City and BTC staff to efficiently manage the city's network and security across these additional locations. This purchase will be made out of the B.P.W.A. Capital Improvement fund.

Exhibits

1. City Of Bixby - Dawes Building Equipment Quote 11.4.2024

Key Issue

Purchase of Equipment

Council Action

Approval or Denial

Recommendation

Approval

Item No: 2.

Meeting Date

November 12, 2024

Meeting

20241112 Bixby Public Works Authority Agenda



Business Services Agreement

BTC Account Rep:

Office Number:

Cell Number:

Fax Number:

Email:

Quote Date:

LAURA KONSHAK

918-366-0216

918-480-0104

918-364-4978

LKonshak@MyBTC.com

11/4/2024

11134 S Memorial, Bixby, OK 74008

*Valid for 60 days

Customer Information

Legal Company Name:

Service Address:

City/State/Zip:

Billing Address:

City/State/Zip:

City Of Bixby - City Hall- Network

116 W Needles

Bixby, Ok. 74008

PO Box 70

Bixby, Ok. 74008

Authorized Customer Contact Information

Name:

Contact Phone:

Fax:

Cell Phone:

Email Address:

Bryan Toney

918-366-0417

BToney@BixbyOk.gov

BTC Account & Order Information

Fed Tax ID / EIN:

BTC Account #:

BTC Deal ID:

BTC SR #:

73-6005091

2862

BTC Services

Product Category	Product Name	Product Description	Code	Term	Quantity	Item Price	Total MRC	Total NRC
Tech Protect (NaaS)	MX95-HW	Meraki MX95 Router/Security Appliance	9DM542	1	2	\$4,785.90	\$0.00	\$9,571.80
Tech Protect (NaaS)	LIC-MX95-SEC-3Y	Meraki MX95 3 Yr Adv Sec Lic & Support	9DM532	1	2	\$8,941.19	\$0.00	\$17,882.38
Tech Protect (NaaS)	MS130-48X-HW	Meraki MS130-48X PoE Switch	HL8513	1	4	\$4,672.65	\$0.00	\$18,702.60
Tech Protect (NaaS)	LIC-MS130-48-3Y	Meraki MS130-48 3Yr Ent Lic & Support	HL8528	1	4	\$425.97	\$0.00	\$1,703.88
Tech Protect (NaaS)	MS130-24X-HW	Meraki MS130-24X PoE Switch	HL8512	1	3	\$3,134.09	\$0.00	\$9,402.27
Tech Protect (NaaS)	LIC-MS130-24-3Y	Meraki MS130-24 3Yr Ent Lic & Support	HL8522	1	3	\$246.40	\$0.00	\$739.20
Tech Protect (NaaS)	MR44-HW	Meraki MR44 WiFi 6 Indoor AP	8NB796	1	7	\$735.83	\$0.00	\$5,150.81
Tech Protect (NaaS)	LIC-ENT-3YR	Meraki MR Enterprise License 3YR	QX9285	1	7	\$317.01	\$0.00	\$2,219.07
Labor	Labor	Labor	TPO103	1	30	\$150.00	\$0.00	\$4,500.00
Total:							\$0.00	\$69,872.01

The undersigned represents that he/she is the Customer or is the Authorized Customer Representative identified above and is authorized to sign this Agreement on behalf of the Customer for the service in this Agreement and that the customer information is true and correct. This Agreement binds Customer to the Rates, Terms, and Conditions of Service applicable to each of the service selected above. The services will be provided by BTC or one of its affiliated companies and are governed by BTC Tariffs and Acceptable Use Agreements and may not be resold without the express written consent of BTC. The term of the agreement will begin upon installation of services which will be coordinated to upon the signing of this document. BTC Texting customers shall use commercially reasonable efforts to conduct their business in compliance with all applicable laws, rules, and regulations. Customers will not send more than 5,000 texts per month per license; doing so may incur additional charges. This agreement shall constitute an Individual Case Basis Tariff and may not be available to all customers. This agreement is governed by BTC Broadband's Terms and Conditions, Service Level Agreement and State and Federal Tariffs which can be found at: <https://www.btcbroadband.com/legal/>.

Customer Authorized Signature:

Printed Name:

Title:

Date:

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Regular Agenda Item Commentary

Item Title

New Business

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November 12, 2024

Meeting

20241112 Bixby Public Works Authority Agenda