

**AGENDA OF A REGULAR MEETING OF THE  
MAYOR AND BOARD OF COMMISSIONERS  
OF  
THE CITY OF ARDMORE, OKLAHOMA,  
HELD ON 03/05/2018 AT 7:00 PM IN THE  
COMMISSION CHAMBERS**

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL**
- 5. APPROVE AGENDA - ORDER OF BUSINESS  
AND CONTENTS**
- 6. PRESENTATIONS**
  - 6.A. Presentation A**

Presentation of the City of Ardmore Fiscal Year 2016-2017 Audit  
from Casey Russell, CPA and Possible Acceptance from City  
Commission
- 7. APPROVE MINUTES**
  - 7.A. City Commission Minutes**

of the Regular City Commission Meeting of February 20, 2018

Documents:

MINUTES OF 02-20-18.PDF
- 8. CONSENT AGENDA**

All items listed are considered to be routine by the City Commission  
and will be enacted by one motion. There will be no separate  
discussion of these items unless a Commissioner or a citizen so  
requests, in which event the item will be removed from the consent  
status and considered in its normal sequence on the agenda.

8.A. **Consent A**

**Consider and Take Action to Confirm Mayor and City Commissions Appointments to the Ardmore Public Library Board to Serve a First Three (3) Year Term to be Rita Elledge and to Serve a Second Three (3) Year Term to be Whitney Stedman with Terms to Expire in May of 2021  
(Daniel Gibbs, Director of Ardmore Public Library)**

Documents:

CONSENT A.PDF

8.B. **Consent B**

**Consider and Take Action on Approval to Accept Two (2) Utility Easements and Rights of Way from the Ardmore Main Street Authority for Property located at Caddo Street Southeast for the East Main Streetscape Project Phase 1  
(Kevin Boatright, Assistant City Manager)**

Documents:

CONSENT B.PDF

8.C. **Consent C**

**Consider and Take Action on Approval to Apply for a Grant from the Federal Fiscal Year 2018 Certified Local Governments Fund Application of the Oklahoma Historical Society in the Total Amount of \$5,625.00  
(Kristi McElroy, Purchasing Coordinator/Grant Administrator)**

Documents:

CONSENT C.PDF

9. **REGULAR BUSINESS**

9.A. **AGREEMENT(S)**

9.A.1. **Agreement 1**

**Consider and Take Action on Approval for the Renewal of the Annual Maintenance Agreement for Incode from April 1, 2018 to March 31, 2019 from Tyler Technologies, Inc. in the Total Amount of \$9,706.89  
(Robert Newell, Director of Information Technology)**

Documents:

AGREEMENT 1.PDF

9.B. **PURCHASE(S)**

9.B.1. **Purchase 1**

**Consider and Take Action on Approval for the Purchase of a 1 Ton Truck (Cab and Chassis) for the Cemetery Division of the Ardmore Parks and Recreation Department from the Oklahoma State Contract SW035 from Vance Country Ford in the Total Amount of \$25,673.00  
(Teresa Ervin, Director of Parks and Recreation)**

Documents:

PURCHASE 1.PDF

9.B.2. **Purchase 2**

**Consider and Take Action on Approval for the Purchase of a Flat Bed for the Cemetery Division of the Ardmore Parks and Recreation Department from the Oklahoma State Contract SW198 from Southwest Trailers and Equipment in the Total Amount of \$9,257.35  
(Teresa Ervin, Director of Parks and Recreation)**

Documents:

PURCHASE 2.PDF

10. **ADJOURN**

**MINUTES  
OF  
A REGULAR MEETING OF THE MAYOR AND BOARD OF COMMISSIONERS OF  
THE CITY OF ARDMORE, OKLAHOMA, HELD ON FEBRUARY 20, 2018  
AT 7:00 PM IN THE COMMISSION CHAMBERS**

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Present:	Martin Dyer Sheryl Ellis	Mayor Vice-Mayor
	Keith King John Moore Doug Pfau	Commissioner Commissioner Commissioner
	J.D. Spohn Ken Campbell Jen O'Steen	City Manager City Clerk City Attorney

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This meeting was held in compliance with the Oklahoma Open Meeting Act (OSS 25)

**1. CALL TO ORDER, BY THE MAYOR**

Mayor Dyer called the meeting to order.

**2. INVOCATION**

The invocation was led by Commissioner Pfau.

**3. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Commissioner Moore.

**4. ROLL CALL**

The City Clerk called roll. All were present.

**5. APPROVE AGENDA – ORDER OF BUSINESS AND CONTENTS**

Motion was made by Commissioner Pfau and seconded by Vice-Mayor Ellis to approve the agenda as written.

Ayes:	King, Moore, Pfau, Ellis, Dyer
Nays:	None

**6. APPROVE MINUTES**

**A. Regular Meeting of February 5, 2018**

Motion was made by Commissioner Moore and seconded by Commissioner Pfau to approve the minutes of the Regular Meeting of February 5, 2018 as written.

Ayes: King, Moore, Pfau, Ellis, Dyer  
Nays: None

**7. PUBLIC HEARING(S)**

**A. Public Hearing for the Purpose of Hearing and Considering Any Objections and/or Complaints Concerning the Request to Rezone 4.0 Acres located at 1215 Potter Street Southeast from RS-6 (Single Family Detached/Attached) to RS-40 (Suburban Residential)**

A presentation was made by Jessica Scott, Director of Development Services, to the Commission. She stated that the City of Ardmore received a Rezoning Application from the property owner of 4.0 acres located at 1215 Potter Street Southeast, requesting rezoning of the subject property from RS-6 (Single Family Detached/Attached) to RS-40 (Suburban Residential). In keeping with the requirements of Section 319 of the Unified Development Code, a public hearing was held before the Planning Commission on February 8, 2018. Per Section 319, a public hearing is now required before the City Commission.

No One Present to Speak Against

Public Hearing Closed

**B. Public Hearing for the Purpose of Hearing and Considering Any Objections and/or Complaints Concerning the Request for a Minor Subdivision Plat of 5 Lots on 5.0 Acres of the Robins Acres Addition located at the Corner of Springdale Road and West Springdale Loop**

A presentation was made by Jessica Scott, Director of Development Services, to the Commission. She stated that the City of Ardmore received a Minor Subdivision Plat Application from the property owner on the corner of Springdale Road and West Springdale Loop requesting approval of a Minor Subdivision Plat at this location. In keeping with the requirements of Section 319 of the Unified Development Code, a public hearing was held before the Planning Commission on February 8, 2018. Per Section 319, a public hearing is now required before the City Commission.

No One Present to Speak Against

Public Hearing Closed

**8. REGULAR BUSINESS**

**A. ORDINANCE(S)**

- 1. Consider and Take Action on Approval of an Ordinance to Rezone 4.0 Acres located at 1215 Potter Street Southeast from RS-6 (Single Family Detached/Attached) to RS-40 (Suburban Residential)**

A presentation was made by Jessica Scott, Director of Development Services, to the Commission. She stated that staff received a request from Jose Acosta, property owner of property located at 1215 Potter Street Southeast to rezone this property from RS-6 (Single Family Detached/Attached) to RS-40 (Suburban Residential). The Planning Commission voted (5-0) to recommend approval of rezoning to RS-40 (Suburban Residential) zoning district.

Motion was made by Commissioner Pfau and seconded by Commissioner Moore to approve Ordinance No. 3024.

Ayes: King, Moore, Pfau, Ellis, Dyer  
Nays: None

**B. RESOLUTION(S)**

- 1. Consider and Take Action on Approval of a Resolution for a Minor Subdivision Plat of 5 Lots on 5.0 Acres of the Robins Acres Addition located at the Corner of Springdale Road and West Springdale Loop**

A presentation was made by Jessica Scott, Director of Development Services, to the Commission. She stated that on February 8, 2018, the Planning Commission considered the application to approve the Minor Subdivision Plat of the Robins Acres Addition. The Planning Commission voted (5-0) to recommend approval of the Minor Subdivision Plat.

Motion was made by Commissioner Moore and seconded by Commissioner King to approve Resolution No. 4057.

Ayes: King, Moore, Pfau, Ellis, Dyer  
Nays: Nays

**C. AGREEMENT(S)**

- 1. Consider and Take Action on Approval for the Continuation of Annual Equipment/Software Warranty and Support Renewal of the Cisco Network System from the Presidio Technologies Inc. from May 2018 to December 2018 in the Total Amount of \$8,362.87**

A presentation was made by J.D. Spohn, City Manager, to the Commission. He stated that SMARTnet is an equipment/software warranty and support service offered by Cisco. Cisco is the makers of the City's phone system and network that is administered by Presidio Inc., the holder of an Oklahoma State Contract for Cisco. This equipment/software warranty and support agreement provides updates on software and protects the City against major hardware failure. The support renewal will be valid from May 1, 2018 thru December 21, 2018 in the total amount of \$8,362.87. This is a budgeted item in Fiscal Year 2017/2018 to be taken out of Fund 01-5125-2095.

Motion was made by Vice-Mayor Ellis and seconded by Commissioner Pfau to approve the continuation of Annual Equipment/Software Warranty and Support Renewal of the Cisco Network System from the Presidio Technologies Inc. from May 2018 to December 2018 in the total amount of \$8,362.87.

Ayes: King, Moore, Pfau, Ellis, Dyer  
 Nays: Nays

**2. Consider and Take Action on Approval to Declare Fourteen (14) Ardmore Police Department Units as Surplus and Authorize Disposal of Said Property to be Sold at the Next City Auction**

A presentation was made by J.D. Spohn, City Manager, to the Commission. He stated that that Ardmore Police Department requests the City Commissioners declare units surplus to be sold at the next City Auction. Units to be declared surplus as follows:

<u>Unit</u>	<u>Vehicle Description</u>	<u>Asset #</u>	<u>Purchase Value</u>
17	2007 Ford Crown Victoria	007690	\$20,213.00
21	2011 Ford Crown Victoria	008436	\$22,813.38
51	2013 Ford Taurus	008794	\$24,610.00
63	2007 Dodge Charger	007703	\$20,125.00
97	2007 Dodge Charger	007702	\$20,125.00
110	2013 Ford Taurus	008783	\$24,230.90
111	2006 Dodge Charger	007692	\$20,213.00
148	2008 Ford Crown Victoria	007782	\$20,960.00
162	2005 Chevrolet Impala	007226	\$17,508.00
212	2008 Ford Crown Victoria	007799	\$21,729.00
213	2008 Ford Crown Victoria	007798	\$21,729.00
214	2008 Ford Crown Victoria	007797	\$21,729.00
217	2008 Ford Crown Victoria	007800	\$21,729.00
235	1997 Ford Crown Victoria	000782	\$20769.00

These units are obsolete

Motion was made by Commissioner Pfau and seconded by Vice-Mayor Ellis to approve to declare fourteen (14) Ardmore Police Department Units as surplus and authorize disposal of said property to be sold at the next City Auction.

Ayes: King, Moore, Pfau, Ellis, Dyer  
Nays: Nays

**3. Consider and Take Action on Approval to Declare Items located at the Ardmore Parks and Recreation Department as Surplus and Authorize Disposal of Said Property by Destruction at OK Iron and Metal Company**

A presentation was made by Teresa Ervin, Director of Parks and Recreation, to the Commission. She stated that the Ardmore Parks and Recreation Department requests permission from the City Commission to declare the following items as surplus:

Items

30	Irrigation Boxes
2	Broken Picnic Tables
90	Old Mower Blades
6	Iron Fence Panels
25	Pieces of Miscellaneous Pipe and Fence Post
10	Spindles

The items will be disposed by destruction at OK Iron and Metal Company located in Ardmore, Oklahoma.

Motion was made by Commissioner King and seconded by Vice-Mayor Ellis to approve to declare items located at the Ardmore Parks and Recreation Department as surplus and authorize disposal of said property by destruction at OK Iron and Metal Company.

Ayes: King, Moore, Pfau, Ellis, Dyer  
Nays: Nays

**D. PURCHASE(S)**

**1. Consider and Take Action on Approval for the Purchase of a 3/4 Ton Truck for the Parks and Recreation Department from the State Contract SW190 from Carter Chevrolet Agency, LLC in the Total Amount of \$23,568.00**



A presentation was made by Teresa Ervin, Director of Parks and Recreation, to the Commission. She stated that Ardmore Parks and Recreation Department requests permission to purchase a ¾ Ton Truck. The vehicle will be purchased from Carter Chevrolet Agency, LLC from the State Contract SW190 in the total amount of \$23,568.00. The total budgeted for this purchase is \$25,000.00 in Fiscal Year 2017/2018.

Motion was made by Commissioner Pfau and seconded by Commissioner Moore to approve the purchase of a ¾ Ton Truck for the Parks and Recreation Department from the State Contract SW190 from Carter Chevrolet Agency, LLC in the total amount of \$23,568.00.

Ayes: King, Moore, Pfau, Ellis, Dyer  
Nays: Nays

**2. Consider and Take Action on Approval for the Purchase of a 1/2 Ton Crew Cab, Four-Wheel Drive Truck for the Ardmore Fire Department from the Oklahoma State Contract SW035 from Bill Knight Ford in the Total Amount of \$29,412.00**

A presentation was made by Cary Williamson, Fire Chief, to the Commission. He stated that the Ardmore Fire Department has \$30,000.00 budgeted in Fiscal Year 2017/2018 for a truck to replace Unit 200, a 2005 Ford F-250, which has exceeded its serve life with over 125,000 miles. Funding for the replacement unit will be allotted from the GAPS Tax Fund. The purchase of a ½ Ton Crew Cab, Four-Wheel Drive Truck will be from the Oklahoma State Contract SW035 from Bill Knight Ford in the amount of \$29,412.00.

Motion was made by Vice-Mayor Ellis and seconded by Commissioner Pfau to approve the purchase of a 1/2 Ton Crew Cab, Four-Wheel Drive Truck for the Ardmore Fire Department from the Oklahoma State Contract SW035 from Bill Knight Ford in the total amount of \$29,412.00.

Ayes: King, Moore, Pfau, Ellis, Dyer  
Nays: Nays

**3. Consider and Take Action on Approval for the Purchase of Ten (10) Breathing Air Cylinders for the Ardmore Fire Department from the Oklahoma State Contract SW241 from Central Services in the Total Amount of \$10,400.00**

A presentation was made by Cary Williamson, Fire Chief, to the Commission. He stated that for Fiscal Year 2017/2018 the Ardmore Fire Department budgeted \$15,000.00 for the purchase of ten (10) breathing air cylinders as part of a replacement program. The funds have been allocated from the GAPS Tax Fund. The cylinders are available from the Oklahoma State Department of Central Services Contract SW241 in the total amount of \$10,400.00.

Motion was made by Commissioner King and seconded by Commissioner Moore to approve the purchase of ten (10) Breathing Air Cylinders for the Ardmore Fire Department from the Oklahoma State Contract SW241 from Central Services in the total amount of \$10,400.00.

Ayes: King, Moore, Pfau, Ellis, Dyer  
Nays: Nays

**4. Consider and Take Action on Approval for the Sole Source Purchase of an Interis Video System for the Traffic Signals located at the Commerce and Broadway Intersection from Gades Sales in the Total Amount of \$11,995.00**

A presentation was made by Blake Rudd, Interim Director of General Services, to the Commission. He stated that staff requests permission to purchase an Interis Video System for the traffic signals located at the Commerce and Broadway Intersection. The current camera system operating the traffic signals at this intersection is inoperable. Traffic operation of the signals has been locked to rotate on timed sequence instead of by traffic flow. The price for this replacement video system is \$11,995.00 and is a sole source purchase from Gades Sales. This purchase will be funded from the Technical Service Budget.

Motion was made by Commissioner Pfau and seconded by Commissioner Moore to approve the sole source purchase of an Interis Video System for the traffic signals located at the Commerce and Broadway Intersection from Gades Sales in the total amount of \$11,995.00.

Ayes: King, Moore, Pfau, Ellis, Dyer  
Nays: Nays

**10. ADJOURN**

Motion was made by Commissioner Pfau and seconded by Commissioner Moore to adjourn from this meeting.

Ayes: King, Moore, Pfau, Ellis, Dyer  
Nays: None

CITY OF ARDMORE  
Ardmore Public Library

Council Letter No. 4063  
Meeting Date: 03-05-2018

Mayor and City Commission  
City of Ardmore, Oklahoma

Re: Ardmore Public Library Board Appointments

Dear Commission Members:

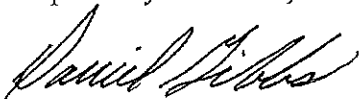
The Commission is requested to consent to the Mayor's re-appointment of the following individuals to the Ardmore Public Library Board:

Re-appointment of Rita Elledge to serve a first three (3) year term (Expire Date: May 2021)

Re-appointment of Whitney Stedman to serve a second three (3) year term (Expire Date: May 2021)

Staff respectfully recommends approval of the re-appointments to the Ardmore Public Library Board.

Respectfully submitted,



Daniel Gibbs  
Library Director

Reviewed by \_\_\_\_\_

  
City Manager

City of Ardmore  
Office of the City Manager

Commission Letter No. 4064  
Meeting Date: March 5, 2018

Mayor and Board of Commissioners  
City of Ardmore, Oklahoma

Re: Consider and Take Action to Accept Two Utility Easements and Rights of Way from the Ardmore Main Street Authority for property located at Caddo Street Southeast for the East Main Streetscape Project Phase 1

Dear Mayor and Commissioners:

The City of Ardmore has recently completed the successful bidding necessary to begin the East Main Streetscape Project Phase 1. In order to assist the City, various property owners have agreed to give the City a temporary construction easement in connection with the performance of the construction work needed on East Main Street and Caddo Street.

Attached you will find two separate Utility Easements and Rights of Way from the Ardmore Main Street Authority for property located on the east side of Caddo Street Southeast, between Main Street and Broadway. This is necessary in order to move an ONG gas line to the east side of Caddo. Staff respectfully requests that the Commission accept the Utility Easements and Rights of Way from the Ardmore Main Street Authority and authorize the Mayor to execute necessary documents on the behalf of the Commission.

Respectfully Submitted,



Kevin Boatright  
Assistant City Manager

Reviewed by: J. D. Spol  
City Manager

CITY OF ARDMORE  
Finance Department

Council Letter No. 4065  
Meeting Date: March 5, 2018

Mayor and City Commission  
City of Ardmore, Oklahoma

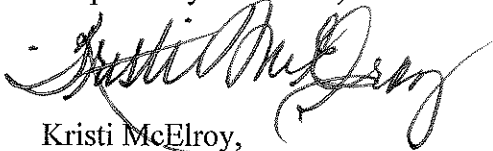
Re: Apply for a Grant from the Federal Fiscal Year 2018 Certified Local Governments Fund Application of the Oklahoma Historical Society

Dear Commission Members:

The City of Ardmore would like to apply for a grant in the amount of \$5,625,00, from the Federal Fiscal Year 2018 Certified Local Governments Fund Application of the Oklahoma Historical Society. The funding will be used for a National Register Nomination of the Ardmoreite Building; Website and Walking Tour Electronic Resources; Travel and Training; and Membership Dues. There is a 40% match requirement, which will be made in kind, by the employees involvement with the Ardmore Historic Preservation and administration of the grant.


Staff respectfully, recommends applying for a grant from the Certified Local Governments Fund of the Oklahoma Historical Society.

Respectfully submitted,



Kristi McElroy,  
Purchasing Coordinator/  
Grant Administrator

Reviewed by: \_\_\_\_\_

  
City Manager



## Oklahoma Historical Society

Founded May 27, 1893

### State Historic Preservation Office

Oklahoma History Center • 800 Nazih Zuhdi Drive • Oklahoma City, OK 73105-7917  
(405) 521-6249 • Fax (405) 522-0816 • [www.okhistory.org/shpo/shpom.htm](http://www.okhistory.org/shpo/shpom.htm)

February 2, 2018

The Honorable Martin Dyer  
City of Ardmore  
PO Box 249  
Ardmore, OK 73402

### **RE: Fiscal Year 2018 Certified Local Governments Fund Allocation and Application**

Dear Mayor Dyer:

We are pleased to inform you that the City of Ardmore has been allocated \$5,625 from the State Historic Preservation Office's (SHPO) Federal Fiscal Year 2017 Certified Local Governments Fund (CLGF) to foster development of your local historic preservation program. Further information about the CLG program is found in Certified Local Governments Program for Oklahoma (state procedures). The CLGF pass-through subgrants are from the SHPO's share of the U.S. Department of Interior's Historic Preservation Fund (HPF). Because Congress has not completed the appropriations process, partially funding the federal government through continuing resolutions, your CLGF allocation could change, and we cannot be certain when the funds will be available to you.

To request your city's CLGF allocation, complete the Certified Local Governments Fund annual application, now available at <http://www.okhistory.org/shpo/clg.htm>, and submit it to the SHPO by 5:00pm, Friday, April 30, 2018. If we do not receive your application by the deadline, we will assume you do not wish to receive funding this year, and your allocation will be awarded to other CLGs. If you know you will not apply for funding this year, we ask that you notify us in writing or by e-mail to [lozan@okhistory.org](mailto:lozan@okhistory.org) at your earliest possible convenience.

In accordance with the state procedures, CLGF-assisted projects must produce tangible results. We encourage you to include projects and activities in your application that concern the identification and documentation of historic properties associated with underrepresented communities and/or that help build their capacity to use the full range of historic preservation tools and incentives (e.g. investment tax credits). Also, we encourage you to consider ways to increase the effective use of technology in your local preservation program and to use the CLGF to support these initiatives. These issues and other matters associated with the application process are on the agenda for our annual roundtable discussion with city staff from Oklahoma's CLGs on March 28, 2018 at 1:00 PM in the OK/SHPO conference room.

In accordance with federal program requirements and the state procedures, the CLGF subgrant must be matched from nonfederal sources on a 60% federal/40% nonfederal basis. Because funding from our program is limited, you may decide to overmatch the grant in order to accomplish your project(s) for this year. Because some CLGs may not apply for all or only a portion of their allocation, additional funds may become available to you.

Mayor Dyer  
February 2, 2018  
Page 2

If you have questions about the CLGF, or if we can be of assistance in any way, please do not hesitate to contact me at 405/522-4484 or [lozan@okhistory.org](mailto:lozan@okhistory.org).

We look forward to our continued working relationship in the coming year.

Sincerely,

A handwritten signature in black ink, appearing to read "Lynda Ozan". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Lynda Ozan  
Deputy State Historic  
Preservation Officer

LO:jm

cc: Ms. Stephanie Keyser

**CITY OF ARDMORE**  
Information Technology Department

Council Letter No. 4066  
Meeting Date: March 5, 2018

Mayor and City Commission  
City of Ardmore, Oklahoma

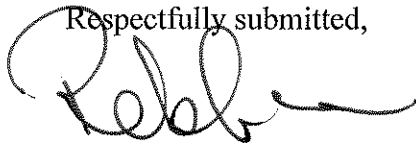
Re: Continuation of Maintenance Agreement with Tyler Technologies for  
Incode Application Modules

Dear Commission Members:

Incode is an application suite that handles the financial workflow for the City of Ardmore. The modules renewed at this time include: CRM Mobile Server Software, Fixed Assets Mobile Interface and the HR Base Package.

It is staff's recommendation that the city renew the annual maintenance agreement for Incode valid from 4/1/18 thru 3/31/19 from Tyler Technologies for the total cost of \$9,706.89. This is budgeted item in the 17-18 fiscal year.

Respectfully submitted,



Robert Newell  
Director of Information Technology

Reviewed by: \_\_\_\_\_







**Remittance:**  
 Tyler Technologies, Inc.  
 (FEIN 75-2303920)  
 P.O. Box 203556  
 Dallas, TX 75320-3556

# Invoice

<b>Invoice No</b>	<b>Date</b>	<b>Page</b>
025-214529	03/01/2018	1 of 1

**Empowering people who serve the public®**

**Questions:**  
 Tyler Technologies - Local Government  
 Phone: 1-800-772-2260 Press 2, then 2  
 Email: ar@tylertech.com



Bill To: City of Ardmore  
 23 S. Washington  
 Ardmore, OK 73401

Ship To: City of Ardmore  
 23 S. Washington  
 Ardmore, OK 73401

<b>Customer No.</b>	<b>Ord No</b>	<b>PO Number</b>	<b>Currency</b>	<b>Terms</b>	<b>Due Date</b>
42108	89929		USD	NET30	03/31/2018

Date	Description	Units	Rate	Extended Price
Contract No.: Ardmore, City of				
	CRM Mobile Server Software	1	1,226.28	1,226.28
Maintenance: Start: 01/Apr/2018, End: 31/Mar/2019				
	Fixed Assets Mobile Interface	1	132.97	132.97
Maintenance: Start: 01/Apr/2018, End: 31/Mar/2019				
	HR Base Package	1	8,347.64	8,347.64
Maintenance: Start: 01/Apr/2018, End: 31/Mar/2019				

**\*\*ATTENTION\*\***

Order your checks and forms from  
 Tyler Business Forms at 877-749-2090 or  
[tylerbusinessforms.com](http://tylerbusinessforms.com) to guarantee  
 100% compliance with your software.

Subtotal	9,706.89
Sales Tax	0.00
Invoice Total	9,706.89

CITY OF ARDMORE  
Parks and Recreation Department

Council Letter No. 4067

Meeting Date: March 6, 2018

Mayor and City Commission  
City of Ardmore, Oklahoma

Re: Purchase of a 1 Ton Truck in the amount of \$25,673

Dear Commission Members:

Staff respectfully requests permission to purchase a 1ton truck (cab and chasis) for the Cemetery Division of the Parks and Recreation Department. This 1 ton regular truck will be purchased from Vance Country Ford of Guthrie, Oklahoma thru the Oklahoma State Contract SW 035 in the amount of \$25,673.

The total amount budgeted for this purchase in the FY 17-18 budget is \$36,000 for the entire purchase.

Respectfully submitted,



Teresa Ervin  
Interim Parks and Recreation Director

Reviewed by: J. D. [Signature]

City Manager

Category #25101507

Item #100009341

1 Ton Regular Cab/ Cab  
& Chassis

Dealer Name: Vance Country Ford

Make Bidding: Ford

Model Bidding: F350

Model Code: F3G

Body & Chassis	Minimum Req.	Enter Vehicle Specification and Manufacturer Option Codes
Gross Vehicle Weight Rating	10,000 # GVW Dual Rear Wheels	13700# GVRW
Wheelbase/CA	CA 60"	145" Wheelbase 60" CA
<b>Engine</b>		
Engine Type (Cylinder/Liter)	8 Cyl / List Liters/HP	8 Cyl / 6.2L / 385 HP
Alternate Fuel Engine	List Type	Diesel 8 Cyl / 6.7L / 330
<b>Transmission</b>		
Automatic	Automatic - List	6 Speed Automatic
<b>Drive Axle</b>		
Primary Drive Axle	Rear Wheel Drive	Rear Wheel Drive
Differential Type/Ratio	Reg. / List Ratio	3.73 Regular Axle
<b>Electrical</b>		
Alternator/Min (amps)	Mfg. Std. List Size	200 Amp Alternator
Battery min. (CCA)	Mfg. Std. List Size	650 CCA Battery
<b>Fuel</b>		
Fuel Capacity min Liters(Gals)	List Standard	40 Gallon Gasoline
<b>Exterior</b>		
Paint	One Color Paint	Standard
Mirrors	Manual Telescoping Trailer Mirrors	Standard
<b>Doors &amp; Windows</b>		
Doors	2 Doors, 1 Keyed	2 Doors 1 Keyed
Door Locks	Power Locks	90L Power Equipment
Windows	Power Windows	90L Power Equipment
<b>Floor</b>		
Floor Covering	Vinyl/Rubber	Full Vinyl/Rubber Floor Covering
<b>Interior</b>		
Air Conditioning	Front AC Req.	Standard
Radio	AM/FM	Standard
Tilt & Cruise	Tilt Wheel & Cruise Control	525 Cruise Control w/Tilt Wheel
<b>Seats</b>		
Seating Capacity min.	3 Passenger	3 Passenger
Seats	Cloth Bench Seat	Cloth 40/20/40 Bench
<b>Safety</b>		
Brakes	4 Wheel Antilock/ List Disc/Drums	4 Wheel Antilock Brakes
Restraint System All Pass	Req.	Standard
Air Bags Both Sides	Req.	Standard
<b>Tires &amp; Wheels</b>		
Tires & Wheels	Mfg. Std. List Size	LT245/75Rx17E BSW A/S
Spare	Full Size Spare	Full Size Spare Tire
<b>Warranty</b>		
Bumper to Bumper Warranty	List Warranty	3 Years / 36000 Miles
Drive Train Warranty	List Warranty	5 Years / 60000 Miles
<b>PURCHASE PRICE:</b>		<b>\$25,398</b>
<b>3YR LEASE PRICE</b>		<b>\$757</b>
<b>4YR LEASE PRICE</b>		<b>\$578</b>
<b>5YR LEASE PRICE</b>		<b>\$472</b>
<b>MSRP FOR BASE PRICE:</b>		<b>\$37,540</b>

Category #25101507

Item #100009341

1 Ton Regular Cab/  
Cab & Chassis

Dealer Name: Vance Country Ford

Make Bidding: Ford

Model Bidding: F-350

Model Code: F3G

Body & Chassis		Enter Optional Equipment Description and Manufacturer Option Codes	Purchase Price
Chassis	Increase CA to 84"	169" Wheelbase 84" CA	\$153
Chassis	Increase CA to 108"	N/A	\$0
Single Rear Wheels	Add Single Rear Wheels/List GVW	Single Rear Wheels 10200 # GVWR	\$988
<b>Engine</b>			
Engine Type	Larger Gas Engine List /Cyl/Liters/HP	N/A	\$0
Engine Type	Diesel Engine List Cyl/Liters/HP	8 Cyl / 6.7L / 330 HP	\$8,276
CNG Engine	List Size/HP/Liters	N/A	\$0
<b>Transmission</b>			
Four Wheel Drive	Add Four Wheel Drive (4WD) w/ skid plates	F3H 4WD W/Skid Plates	\$3,998
Transmission	Manual Trans. List Size	N/A	\$0
PTO	Add PTO Provision	62R PTO Provision	\$275
<b>Drive Axle</b>			
Differential Type/Ratio	Limited Slip/Locking Diff	X4L 4.3 Limited Slip Axle	\$323
Ratio	Optional Rear Ratio List	X4L 4.3 Limited Slip Axle	\$323
<b>Electrical</b>			
Alternator	Larger Alternator List Amps	67E 240 Amp Alternator	\$79
Dual Alternator	Add Dual Alternator List Amps	Requires Diesel Engine	\$0
Battery	Add Dual Batteries	86M Dual 78AH Batteries	\$193
Power	Add 12 Volt Power Supply to Cab	2 12 Volt Outlets Standard	\$0
Lights	Add Spot Light Driver Side	Drivers Side Spotlight	\$475
Lights	Add Daytime Running Lights	Standard	\$50
Lights	Disable Daytime Running Lights	942 DRL Switch on Dash	\$50
Block Heater	Add Block Heater	41H Engine Block Heater	\$69
<b>Exterior</b>			
Side Steps	Black	18B Black Running Boards	\$375
Side Steps	Chrome	Chrome Step Bars	\$525
Trailer Mirrors	Delete Manual Telescoping Trailer Mirrors	N/A	\$0
Front Bumper	Add Chrome Front Bumper	17F XL Décor	\$203
Spot Mirror	Add Spot Mirror	Included	\$0
<b>Doors &amp; Windows</b>			
Door Locks & Windows	Power Door Locks/Windows	Delete Power Locks/Windows/Mirrors/Keyless	-\$641
Mirrors	Add Power Mirrors	Included in 90L Power Group	\$0
Locks	Add Keyless Entry	Included in 90L Power Group	\$0
Locks	Add Burglar Alarm	Alarm System	\$389
Keys	Cost of Additional Keys	Additional Key	\$98
Tinted Windows	Add Deep Tinted Glass	Deep Tinted Glass	\$268
<b>Floor</b>			
Floor Covering	Carpet with Floor Mats	XLT Trim	\$1,875
Mats	HD Floor Mats/ Husky Type Front Only - Available only when ordered with carpet	16S All Weather Floor Mats	\$124
<b>Interior</b>			
Air Conditioning	Delete AC	Also Deletes Power Windows/Locks/Mirrors/Keyless	(\$1,624)
Radio	Add AM/FM CD	585 AM/FM/Single CD	\$253
Upgrade	Upgrade to next Model Level	XLT Trim	\$1,875
<b>Seats</b>			
Seat	Delete Cloth	HD Vinyl Seating	\$0
Bucket Seats	Add Bucket Seats with Console	40/Mini-Console/40 Front Cloth	\$381
<b>Tires &amp; Wheels</b>			
Tires & Wheels	All Terrain Tires	TBM LT245/75Rx17E BSW A/T	\$175
Wheels	Add Chrome/Aluminium	64J Polished Aluminum Wheels	\$552
<b>Towing</b>			
Hitch	Add Hitch Wiring, Receiver	N/A	\$0
Electric Brake Controller	Add Electric Brake Controller	52B Trailer Brake Controller	\$275
Hooks	Add Front Tow Hooks	Standard	\$0
<b>Delivery</b>			
Delivery Cost	Price to Deliver Truck more than 150 miles	Deliver Over 150 Miles	\$175
<b>Other</b>			
Options not listed	Discount off MSRP for options not listed		5%

CITY OF ARDMORE  
Parks and Recreation Department

Council Letter No. 4068

Meeting Date: March 6, 2018

Mayor and City Commission  
City of Ardmore, Oklahoma

Re: Purchase of a Flat Bed in the amount of \$9,257.35


Dear Commission Members:

Staff respectfully requests permission to purchase a flat bed for the Cemetery Division of the Parks and Recreation Department. This Platform Cadet for Phoenix Bodies will be purchased from Southwest Trailers and Equipment in Oklahoma City in the amount of \$9,257.35 through the Oklahoma State Contract SW 198. This budgeted item is less than the FY 17-18 budgeted amount of \$36,000 for the entire purchase.

Respectfully submitted,



Teresa Ervin  
Interim Parks and Recreation Director

Reviewed by: 

City Manager



Southwest Trailers & Equipment  
 10400 West Reno  
 Oklahoma City, OK 73127  
 Phone: (405) 943-9851 / (800) 375-6307  
 Fax: (405) 488-1904 Kurt Olson  
 Fax: (405) 488-1906 Kurt Schroeder  
[kolson@swtrailer.com](mailto:kolson@swtrailer.com) or  
[kschroeder@swtrailer.com](mailto:kschroeder@swtrailer.com)  
[www.swtrailer.com](http://www.swtrailer.com)

**QUOTATION**

Quote ID: KS02007

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**Customer:** ARDMORE - CEMETERY\*CITY OF  
 23 S WASHINGTON  
 ARDMORE OK 73402-0249

**Quote Number:** KS02007  
**Quote Date:** 2/5/2018  
**Quote valid until:** 3/7/2018

**Contact:** MIKE THOMAS  
**Phone:** (580) 220-2838  
**Fax:** (580) 221-2575  
**Email:**

**Salesperson:** KURT SCHROEDER

QUANTITY	PART NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
		<b>PLATFORM CADET FOR PHOENIX BODIES</b>		
1 EA	PB-CP9X96	FURNISH AND INSTALL P9X96 CADET PLATFORM •1/8" Tread Plate Floor •7" Structural Channel Long Sills on 8' — 12' •3" Structural Channel CM On 18" Centers •5" Structural Channel Perimeter •7 Red & 2 Amber L.E.D Clearance Lights w/Weatherproof Wiring Harness •Paint: Black Polyurethane •All Weather Under-Coating FOB OKC	\$2,997.00	\$2,997.00
1 EA	PB-BH-42	FURNISH AND INSTALL CADET BULKHEAD W/ FULL WINDOW HEIGHT: 40 MATERIAL 10 GA.	\$796.00	\$796.00
1 Q	PB-BH-CABSHEILD	FURNISH CABSHEILD TO BULKHEAD MATERIAL 10 GA.	\$614.00	\$614.00
1 EA	PB-CP-3/16 T 8-10	UPGRADE TO 3/16" SMOOTH FLOOR 1/8" 8' TO 10' BEDS FACTORY INSTALLED	\$197.00	\$197.00
1 EA	PB-CP-CM4X12 8-10	CROSSMEMBERS 4" ON 12" CENTERS 8' TO 10' BEDS FACTORY INSTALLED	\$255.00	\$255.00
1 EA	CH-415DE	OMAHA STANDARD SCISSOR CONVERSION HOIST TAPERED DROP HINGE MOUNTING HEIGHT 6 1/4" DOUBLE ACTING ELECTRIC PUMP, 3250 PSI, MONARCH M-3551 ONE 4 1/2" X 15 1/2" DOUBLE ACTING CYLINDER APPROX. WEIGHT 424 LBX. FOR BODY LENGTH 8' TO 12' ALL HOSES, AND FITTINGS INSTALLED FOB OKLAHOMA CITY	\$4,382.00	\$4,382.00
1 EA	PB-CR-C10X14X96	6" CADET CONTRACTOR SIDES, 9'X96 10 GA SIDES AND TAILGATE ;;;;;;;;;;NO HEADBOARD;;;;;;;;;;;;;OPTIONAL PAINT BLACK INSTALLED	\$945.00	\$945.00
1 EA	PI-RH5TON	MANUFACTURE ICC BUMPER WITH RECEIVER TUBE AND ELECTRIC TRAILER PLUG RECEPTACLE - CUSTOMER'S CHOICE ON PLUG RECEPTACLE REINFORCED ON ICC BUMPER	\$248.00	\$248.00



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[www.swtrailer.com](http://www.swtrailer.com)

**QUOTATION**

Quote ID: KS02007

Page 2 of 2

QUANTITY	PART NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
		INSTALLED AND PAINTED - FOB OKC		
1 EA	PB-BRAKE	FURNISH AND INSTALL BRAKE CONTROLLER WITH WIRING HARNESS PLUG AND 6 WAY TRAILER PLUG UNIT HAS TO BE SETUP WITH TOWING PACKAGE	\$457.00	\$457.00
			Quote Total:	\$10,891.00
			15.00% Discount:	(\$1,633.65)
			Sales Tax:	\$0.00
			Total Due:	\$9,257.35

The following options may be added:

QUANTITY	PART NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT	ADD TO QUOTE
					Yes / No

Customer must fill out the information below before the order can be processed...

Accepted by:	
Date:	
P.O. number:	

- ◆ Labor and installation is included in all pricing if stated in verbiage.
- ◆ Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- ◆ Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis

**Notes:**