

**AGENDA OF A REGULAR MEETING  
OF THE CHAIRPERSON AND TRUSTEES OF  
THE  
ARDMORE PUBLIC WORKS AUTHORITY,  
TO BE HELD ON 06/05/2023 AT 7:00 PM IN  
THE COMMISSION CHAMBERS FOLLOWING  
REGULAR CITY COMMISSION MEETING**

NOTICE: "Official action can only be taken on items which appear on the agenda. The Trustees may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any item. When more information is needed to act on an item, the Trustees may refer the matter to the Manager or the Municipal Counselor. The Trustees may also refer items to standing committees of the City Commission or to a board or commission for additional study. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

1. **CALL TO ORDER**
  
2. **ROLL CALL**
  
3. **APPROVE AGENDA - ORDER OF BUSINESS  
AND CONTENTS**
  
4. **APPROVE MINUTES**
  - 4.A. **Ardmore Public Works Authority Regular Minutes**  
of the Meeting held on May 15, 2023

Documents:

[APWA MINUTES 05-15-23.PDF](#)

5. **CONSENT AGENDA**

All items listed are considered to be routine by the Authority and will be enacted by one motion. There will be no separate discussion of these items unless a Trustee 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 and approval or

**rejection of any amendments proposed and considered by the Trustees at the meeting.**

5.A. **Consent A**

Consideration and Possible Action to Consent to Ratify an Approval by the Ardmore City Commission of the Annual Maintenance Renewal with Azteca Systems, Incorporated for Cityworks Application for Update and Software Support for Fiscal Year 2023/2024 with Ardmore Public Works Authority Paying \$30,000.00 and the City of Ardmore Paying \$27,000.00 for a Total Amount of \$57,000.00

(Submitted by Robert Newell, Chief Information Officer)

Documents:

[CONSENT A.PDF](#)

6. **NEW BUSINESS**

(As defined by the Oklahoma Open Meeting Act 25 OK Statutes § 311 (A) (9) as “matters not known about or which could not have reasonably been foreseen prior to the time of posting the agenda”).

7. **ADJOURN**

**MINUTES OF A REGULAR MEETING OF THE TRUSTEES OF THE  
ARDMORE PUBLIC WORKS AUTHORITY HELD ON  
MAY 15, 2023 AT 7:00 PM IN THE COMMISSION CHAMBERS**

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Present:	Sheryl Ellis Nancy Sjulín	Chairwoman Vice-Chairwoman
	John Credle, Jr. David Plesher	Trustee Trustee
	Kevin Boatright Lori Linney	Manager Secretary
Absent:	Doug Pfau	Trustee

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

**1. CALL TO ORDER BY THE CHAIRPERSON**

Chairwoman Ellis called the meeting to order.

**2. ROLL CALL**

The Secretary called roll. All were present except Trustee Pfau.

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

Motion was made by Vice-Chairwoman Sjulín and seconded by Trustee Credle to approve the agenda as written.

Ayes:	Credle, Plesher, Sjulín, Ellis
Nays:	None
Absent:	Pfau

**4. APPROVE MINUTES**

**A. of the Ardmore Public Works Authority Regular Meeting held on May 1, 2023**

Motion was made by Vice-Chairwoman Sjulín and seconded by Trustee Plesher to approve the minutes of May 1, 2023 as written.

Ayes:	Credle, Plesher, Sjulín, Ellis
Nays:	None
Absent:	Pfau

## 5. CONSENT

### **A. Consideration and Possible Action to Consent to Ratify an Approval by the Ardmore City Commission to Declare a Water Distribution Department, 2001 Chevrolet 1/2 Ton Pickup, 2007 Ford 1 Ton Pickup and 3" Honda Pump; and a Sewer Collection Department, 2008 Ford 1 Ton Pickup and Sreco Sewer Rodder; and a Water Plant Department, Kawasaki Utility Vehicle and 2022 Kubota Utility RTV; and a Wastewater Treatment Plant, 1984 Hobbs Semi Dump Trailer as Surplus to be Disposed of in Accordance with City Code**

The Trustees consented to ratify an approval by the Ardmore City Commission to declare a Water Distribution Department, 2001 Chevrolet 1/2 Ton Pickup (Asset Number: 004672), a 2007 Ford 1 Ton Pickup (Asset Number: 007748), and a 3" Honda Pump (Asset Number: 008716); and a Sewer Collection Department, 2008 Ford 1 Ton Pickup (Asset Number: 007719), and a Sreco Sewer Rodder (Asset Number: 007913); and a Water Plant Department, Kawasaki Utility Vehicle (Asset Number 007752), and a 2022 Kubota Utility RTV (Asset Number 010724); and a Wastewater Treatment Plant, 1984 Hobbs Semi Dump Trailer (Asset Number: 004155) as surplus to be disposed of in accordance with City Code.

Motion was made by Trustee Credle and seconded by Trustee Plesher to approve Consent Item 5.A.

Ayes:	Credle, Plesher, Sjulín, Ellis
Nays:	None
Absent:	Pfau

## 6. NEW BUSINESS

None

## 7. ADJOURN

Motion was made by Trustee Credle and seconded by Trustee Plesher to adjourn from this meeting.

Ayes:	Credle, Plesher, Sjulín, Ellis
Nays:	None
Absent:	Pfau

CITY OF ARDMORE  
Information Technology Department

Council Letter No. 5750  
Meeting Date: June 5th, 2023

Ardmore Public Works Authority  
City of Ardmore, Oklahoma

RE: Continuing Maintenance Agreement with Azteca Systems, Inc. for Cityworks Application

Dear Trustees:

The Public Works Authority currently uses Cityworks by Azteca to maintain inventory and infrastructure as well as a work order system, permitting and licensing in conjunction with other City entities. This is the annual update and software support fee for fiscal year 23/24 in the amount of \$57,000.00.

Server AMS Standard Enterprise License Agreement (ELA), Includes Unlimited Quantities of the Identified Products:

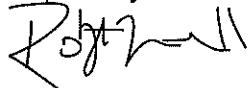
Respond, Mobile Native Apps (for iOS/Android), Storeroom, Equipment Checkout, Contracts, Cityworks for Excel, Cityworks Analytics for AMS, eURL (Enterprise URL), Workload, Web Hooks, Local Government Templates (LGT) and Use of Cityworks AMS Application Programming Interfaces (APIs) with commercially available Cityworks-centric applications that are licensed and maintained by authorized Cityworks partners.

Server PLL Standard Enterprise License Agreement (ELA), Includes Unlimited Quantities of the Identified Products:

Respond, Mobile Native Apps (for iOS/Android), eURL (Enterprise URL), Public Access, Cityworks Analytics for PLL, Workload, Web Hooks and Use of Cityworks PLL Application Programming Interfaces (APIs) with commercially available Cityworks-centric applications that are licensed and maintained by authorized Cityworks partners.

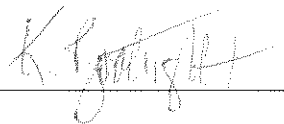
It is staff's recommendation that the City approve the maintenance renewal with Azteca Systems, Inc. with APWA paying \$30,000.00 and the City of Ardmore paying \$27,000.00 for a total amount of \$57,000.00 for the renewal period of 7/1/23 to 6/30/24. This is a budgeted item for fiscal year 23/24, Legal has reviewed the existing contract which this is year two of. Azteca is a sole source provider.

Respectfully submitted,



Robert Dewell  
Chief Information Officer

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





**Azteca Systems, LLC - Cityworks**  
 11075 S State St, Suite 24 | Sandy, UT 84070  
 801-523-2751 | Fax # 801-523-3734

Quote Number Q-28672-1  
 Created Date 5/3/2023

**Contact Information**

Contact Name:	Robert Newell	Prepared By Name:	Jenn Miya
Customer:	Ardmore (OK), City of	Prepared By Phone:	(801) 872-9528
Contact Address:	POST OFFICE BOX 249 23 SOUTH WASHINGTON Ardmore, OK 73402	Prepared By Email:	jmiya@cityworks.com

**Quote Lines**

Product Name	Quantity	Net Unit Price
AMS ELA Standard	1.00	USD 30,000.00
Respond - AMS	1.00	Included
Mobile Native Apps (iOS/Android) - AMS	1.00	Included
Storeroom	1.00	Included
Equipment Checkout	1.00	Included
Contracts	1.00	Included
Cityworks for Excel	1.00	Included
Cityworks Analytics - AMS	1.00	Included
eURL - AMS	1.00	Included
Workload - AMS	1.00	Included
Web Hooks - AMS	1.00	Included
PLL ELA Standard	1.00	USD 27,000.00
Respond - PLL	1.00	Included
Mobile Native Apps (iOS/Android) - PLL	1.00	Included
eURL - PLL	1.00	Included
Public Access - PLL	1.00	Included
Cityworks Analytics - PLL	1.00	Included
Workload - PLL	1.00	Included
Web Hooks - PLL	1.00	Included
<b>TOTAL:</b>		USD 57,000.00

**Maintenance Start Date: 7/1/2023    Maintenance End Date: 6/30/2024**

Quote Notes:

## Terms and Conditions

### Payment Terms

Payment due within 30 days

**IF YOUR ORGANIZATION REQUIRES A PURCHASE ORDER, PLEASE CONTACT YOUR FINANCE DEPARTMENT TO BEGIN THE APPROVAL PROCESS TO AVOID PAYMENT DELAYS.**

All quotations are valid for ninety-days (90) from the date above, unless otherwise stated in this quotation form. All prices quoted are in USD, unless specifically provided otherwise, above. These prices and terms are valid only for items purchased for use and delivery for the Customers listed above.

Unless otherwise referenced, this quotation is for the Cityworks software products referenced above only. Pricing for implementation services (installation, configuration, training, etc.), or other software applications is provided separately and upon request.

The procurement, installation and administration of the Esri software or any other third-party software utilized in conjunction with Cityworks will be the responsibility of the Customer.

For "on-prem" installations, the procurement, installation and administration of the RDBMS utilized in conjunction with Cityworks will be the responsibility of the Customer. Currently, Cityworks supports Oracle and SQL Server. The procurement, installation and administration of the infrastructure (hardware and networking) utilized in conjunction with Cityworks will be the responsibility of the Customer.

This quotation and the pricing information herein is confidential and proprietary and may not be copied or released other than for the express purpose of the current system Software and Product selection and purchase. This information may not be given to outside parties or used for any other purpose without written consent from Azteca Systems, LLC or unless otherwise specifically permitted by law. If a "public access" or similar request is made, Customer, shall notify Azteca Systems, prior to any disclosure.

### Software Licensing

All Azteca Systems software offered in this quotation are commercial off-the-shelf (COTS) software developed at private expense, and is subject to the terms and conditions of the signed "Cityworks Software License and Maintenance Agreement" ("Agreement") and any and all addendums or amendments thereto. A fully executed copy of the Agreement and any addendum(s) is required before delivery and installation and usage of the software is subject to the terms of the current license agreement.

The terms and conditions of the executed Cityworks Software License Agreement apply to this Quote unless otherwise specifically stated herein. Any additional or conflicting terms set forth in any purchase orders, invoices, or other standard form documents exchanged during the ordering process, other than product descriptions, quantities, pricing, and dates are void and of no effect.

Delivery method is by way of download through Azteca Systems, LLC. customer support web portal.

### Taxes

Prices quoted do not include any applicable state, sales, local, or use taxes unless so stated. In preparing your budget and/or Purchase Order, please allow for any applicable taxes, including, sales, state, local or use taxes as necessary. Azteca Systems reserves the right to collect any applicable sales, use or other taxes tax assessed by or as required by law. Azteca Systems reserves the right to add any applicable tax to the invoice, unless proof with the order is shown that your organization or entity is tax exempt or if it pays any applicable tax directly.

### International Customers

These items are controlled by the U.S. government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

Your signature indicates your acceptance of this Quote, and that you have read and accepted the Terms and Conditions set forth above.

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Accepted by:

\_\_\_\_\_  
Title

\_\_\_\_/\_\_\_\_/\_\_\_\_\_  
Date

Azteca Systems, LLC - Cityworks | 11075 South State Street Suite 24, Sandy, UT 84070 | Corporate Main 801-523-2751 | Corporate Fax 801-523-3734