

**AGENDA OF A MEETING OF THE TRUSTEES
OF
THE ARDMORE PUBLIC WORKS
AUTHORITY
HELD ON 03/02/2020 AT 7:00 PM IN THE
COMMISSION CHAMBERS AFTER REGULAR
CITY COMMISSION MEETING**

- 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 October 21, 2019**

Documents:

[APWA MINUTES 10-21-19.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.

- 5.A. Consent A**

**Consideration and Possible Action to Consent to Ratify an Approval by the Ardmore City Commission for the Purchase of Orion Cellular Meter Modules for the Customer Service Department from Atlas Utility Supply Company a Single Source Vendor in the Total Amount of \$300,000.00
(Sheila McLaughlin, Customer Service Supervisor)**

Documents:

[CONSENT A.PDF](#)

6. **ADJOURN**

**MINUTES OF
A REGULAR MEETING OF THE TRUSTEES OF THE
ARDMORE PUBLIC WORKS AUTHORITY HELD ON
OCTOBER 21, 2019 AT 7:00 PM IN THE COMMISSION CHAMBERS**

Present:	John Moore	Chairman
	Doug Pfau	Vice-Mayor
	Sheryl Ellis	Trustee
	Beth Windel	Trustee
	Martin Dyer	Trustee
	J.D. Spohn	Manager
	Lori Linney	Secretary

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

1. CALL TO ORDER BY THE CHAIRMAN

Chairman Moore called the meeting to order.

2. ROLL CALL

The Secretary called roll. All were present.

3. APPROVE AGENDA – ORDER OF BUSINESS AND CONTENTS

Motion was made by Trustee Dyer and seconded by Vice-Chairman Pfau to approve the agenda as written.

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

4. APPROVE MINUTES

A. of the Ardmore Public Works Authority Meeting held on September 16, 2019

Motion was made by Trustee Ellis and seconded by Trustee Windel to approve the minutes of the Ardmore Public Works Authority Regular Meeting of September 16, 2019 as written.

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

5. CONSENT

A. Consideration and Possible Action to Consent to Ratify an Approval by the Ardmore City Commission of an Ordinance Pertaining to Rate and Fee Changes for the Use of City Utility Services Including Water, Wastewater and Sanitation Services

The Finance Department and the Ardmore Public Works Authority requests the consideration and action to adopt an Ordinance revision for proposed rate changes that would go into effect November 1, 2019. The process to move towards a one (1) month billing would be phased in on July 1, 2020.

B. Consideration and Possible Action to Consent to Ratify an Approval by the Ardmore City Commission of a Resolution Adopting Rates, Fees and Charges for Use of City Utility Services Including Water, Wastewater and Sanitation

The Finance Department and the Ardmore Public Works Authority requests the consideration and action to adopt a Resolution for a utility fee schedule. The proposed rate changes would go into effect on November 1, 2019, while the process to move towards a one (1) month billing would be phased in on July 1, 2020.

Motion was made by Vice-Chairman Pfau and seconded by Trustee Ellis to approve Consent Agenda Items 5.A - B.

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

6. ADJOURN

Motion was made by Trustee Dyer and seconded by Vice-Chairman Pfau to adjourn from this meeting.

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

ARDMORE PUBLIC WORKS AUTHORITY

Authority Letter No. 4767
Meeting Date: March 2, 2020

Chairman and Trustees
Ardmore Public Works Authority

Re: Purchase of Orion Cellular Meter Modules for the Customer Service-Meter
Maintenance Department

Dear Trustees:

The Customer Service/Finance Department is requesting ratification of an approval by the City of Ardmore for the purchase of Orion Cellular Meter Modules in the amount of \$300,000.00 from Atlas Utility Supply Company a single source vendor. Staff budgeted \$ 150,000.00 in FY 19/20 GAPS, but need to purchase additional modules to finish the project. The Finance Director is aware of the additional cost required to make this purchase and will make the funds available for the entire purchase.

Staff respectfully recommends the Authority ratify the approval to purchase of the Orion Meter Modules, utilizing the attached single source affidavit, from Atlas Utility Supply Company, in the amount of \$300,000.00

Respectfully,



Sheila McLaughlin
Customer Service Supervisor

Reviewed by: _____

City Manager

**SOLE SOURCE OR SOLE BRAND ACQUISITION
AFFIDAVIT**

Municipality: City of Ardmore

Supplier Name: Atlas Supply Company

Supplier Address: 2301 Carson Street
Fort Worth, Texas 76117-5212

Supplier Telephone: (817)831-4275

I hereby affirm that pursuant to the provisions of the attached requisition or contract that

Atlas Utility Supply Company
Name of Supplier

is the only person or business entity singularly qualified to provide the acquisition, and if a product is the only brand or product which is unique, for the following reasons:
Atlas is the only distributor for Badger Meter in the State of Oklahoma

The following is a brief description of all efforts which were made to verify that the products to be purchased pursuant to the provisions of the attached requisition or contract qualify as a sole source or sole brand acquisition:

All meters have been consolidated to Badger because of the Orion Wireless Meter reading system. Orion wireless system is solely dependent upon the Badger Meter

I understand that the signing of this affidavit knowing such information to be false may subject me to punishment for perjury.

Department Head