

AGENDA
SHAWNEE MUNICIPAL AUTHORITY
November 7, 2022 AT 6:00 P.M.
COMMISSION CHAMBERS AT CITY HALL
16 WEST 9TH STREET
SHAWNEE, OKLAHOMA

Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee or the recommending body. Under certain circumstances, items are deferred to a future date or stricken from the agenda entirely.

CALL TO ORDER

DECLARATION OF A QUORUM

1. Consider approval of Consent Agenda:
 - a. Minutes from the October 17, 2022 regular meeting.
2. Consideration of a resolution of the Shawnee Municipal Authority ratifying executed Cooperative Purchasing Agreements.
3. Consideration of a resolution of the Shawnee Municipal Authority approving the purchase of root control services from Duke's Root Control Inc., under the Cooperative Purchasing Agreement with Houston-Galveston Area Council.
4. New Business

(Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda)
5. Adjournment

Respectfully submitted,

Lisa Lasyone, CMC, City Clerk

The City of Shawnee encourages participation from its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting and necessary accommodations will be made. (ADA 28 CFR/36)

Shawnee Municipal Authority

1. a.

Meeting Date: 11/07/2022

Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the October 17, 2022 regular meeting.

Fiscal Impact

Attachments

Minutes

THE TRUSTEES OF THE SHAWNEE MUNICIPAL AUTHORITY OF THE CITY OF SHAWNEE, COUNTY OF POTTAWATOMIE, STATE OF OKLAHOMA, MET IN REGULAR SCHEDULED SESSION, MONDAY, OCTOBER 17, 2022, DURING THE BOARD OF CITY COMMISSIONER MEETING AT 6:00 P.M., PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW AT 4:56 P.M. ON OCTOBER 13, 2022. UPON ROLL CALL, A QUORUM WAS DECLARED WITH THE FOLLOWING MEMBERS IN ATTENDANCE:

PRESENT: Matthews, Engles, Flood, Bolt, Rutherford, Richter
ABSENT: Sehorn

Call to Order
Declaration of a Quorum

AGENDA ITEM NO. 1: Consider approval of Consent Agenda:

a. Minutes from the October 3, 2022 regular meeting.

A motion was made by Trustee Engles, seconded by Trustee Flood, to approve Consent Agenda Item No. 1(a). Motion carried 6-0.

AYE: Engles, Flood, Bolt, Rutherford, Richter, Matthews
NAY: None

AGENDA ITEM NO. 2: New Business (Any matter not known, or which could not have been reasonably foreseen prior to the posting of the agenda)

There was no New Business.

AGENDA ITEM NO. 3: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (8:02 p.m.)

ED BOLT, CHAIRMAN

ATTEST:

LISA LASYONE, CMC, CITY CLERK

Shawnee Municipal Authority

2.

Meeting Date: 11/07/2022

Resolution

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of a resolution of the Shawnee Municipal Authority ratifying executed Cooperative Purchasing Agreements.

Fiscal Impact

Attachments

Ratification



City Manager's Office

16 W. 9th St.
Shawnee, OK 74801
ShawneeOK.org

Date: November 2, 2022
To: City Commission
From: Jacob Foos, Assistant City Manager
Subject: Consideration of a resolution of the Shawnee Municipal Authority ratifying executed cooperative purchasing agreements.

Background: The utilization of a cooperative purchasing agreement is similar to purchasing an item through a contract awarded by the State of Oklahoma. Both processes must meet the procurement guidelines established in state law. One benefit of a cooperative purchasing agreement is that with a large collective of agencies ordering, vendors generally provide more competitive pricing.

In reviewing the use of cooperative purchasing agreements, City staff identified an opportunity to implement policies and procedures that safeguard taxpayer funds while meeting the operational needs of the City. In that review it was determined that a formal ratification of past cooperative purchasing agreements by the Shawnee Municipal Authority would provide a proper transition to the new process.

Future uses of cooperative purchasing agreements will be conducted through individual resolutions, as seen in a companion item on the agenda.

Financial Impact: None.

Attachment: Resolution and associated financial policy.

Staff Recommendation: Approval of the item.

RESOLUTION NO. _____

A RESOLUTION OF THE SHAWNEE MUNICIPAL AUTHORITY RATIFYING EXECUTED COOPERATIVE PURCHASING AGREEMENTS.

WHEREAS, the Shawnee Municipal Authority has previously entered into cooperative purchasing agreements inside and outside the State of Oklahoma, and

WHEREAS, said cooperative purchasing agreements were entered into for an item or service that no bid or match on the product or service was listed on the procurement schedule provided by the State of Oklahoma Use Committee, and

WHEREAS, the product or service considered in the cooperative purchasing agreements satisfied all competitive bidding requirements of the Oklahoma Central Purchasing Act when the pricing was obtained.

NOW, THEREFORE, BE IT RESOLVED by the Shawnee Municipal Authority, that in accordance with Oklahoma law, any prior cooperative purchasing agreements entered into by the Shawnee Municipal Authority were legally entered into via the procedure stated above and pursuant to the Oklahoma Central Purchasing Act requiring the purchase of certain products or services to be made in accordance with the Act and are hereby ratified.

PASSED, APPROVED AND ADOPTED this 7th day of November, 2022, by the Shawnee Municipal Authority.

ED BOLT, CHAIRMAN

ATTEST:

LISA LASYONE, CMC, SECRETARY

(Seal)

Shawnee Municipal Authority

3.

Meeting Date: 11/07/2022

Resolution

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of a resolution of the Shawnee Municipal Authority approving the purchase of root control services from Duke's Root Control Inc., under the Cooperative Purchasing Agreement with Houston-Galveston Area Council.

Fiscal Impact

Attachments

Purchase



Shawnee Municipal Authority

111 S. Kickapoo St.
Shawnee, OK 74801
ShawneeOK.org

Date: November 3, 2022
To: City Commission
From: Brad Schmidt, Public Works Director
Subject: Consideration of a resolution approving purchase of root control services from Duke's Root Control under the cooperative purchasing agreement with Houston-Galveston Area Council.

Background: Staff's request will allow for root treatment of approximately 55,000 linear feet of the wastewater collection system. This proactive treatment will significantly reduce maintenance costs, overflows and other issues associated with root intrusion. This initial phase will concentrate on the southern portion of the wastewater collection system.

Financial Impact: \$100,000 of budgeted funds from Shawnee Municipal Authority Fund, Sewer Collection, Capital Outlay – Equipment, 501-5-1070-54500.

Attachment: Agreement and Resolution.

Staff Recommendation: Approval of the item.

RESOLUTION NO. _____

A RESOLUTION OF THE SHAWNEE MUNICIPAL AUTHORITY APPROVING THE PURCHASE OF ROOT CONTROL SERVICES FROM DUKE'S ROOT CONTROL INC, UNDER THE COOPERATIVE PURCHASING AGREEMENT WITH HOUSTON-GALVESTON AREA COUNCIL.

WHEREAS, the Shawnee Municipal Authority desires to enter into a cooperative purchasing agreement with Houston-Galveston Area Council for the purchase of root control services from Duke's Root Control Inc, under Cooperative Agreement 20-01507, and

WHEREAS, said cooperative purchasing agreement is for an item and/or service that no bid or match on the product or service is listed on the procurement schedule provided by the State of Oklahoma Use Committee, and

WHEREAS, all competitive bidding requirements of the Oklahoma Central Purchasing Act were followed when the pricing was obtained by the cooperative purchasing procurement unit and said pricing is reflected in the cooperative purchase agreement.

NOW, THEREFORE, BE IT RESOLVED by the Shawnee Municipal Authority, that in accordance with Oklahoma law, and the policy of the Shawnee Municipal Authority, the cooperative purchasing agreement identified herein is approved in the amount of \$100,000.00.

PASSED, APPROVED AND ADOPTED this 7th day of November, 2022, by the Shawnee Municipal Authority.

ED BOLT, CHAIRMAN

ATTEST:

LISA LASYONE, CMC, SECRETARY

(Seal)