



# MEMORANDUM

Council Agenda  
Item No. X. N  
12/3/2024

## The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Concurrence with the Oklahoma City Water Utilities Trust in adopting a Resolution authorizing the General Manager or designee to review and approve amendments to contracts for software, licenses, services, and associated hardware to maintain, expand, and/or improve the applications, functionality, versatility, and/or flexibility of the construction, operation, administration, and/or maintenance of water, wastewater, and/or solid waste systems, not more than \$50,000 and in accordance with the unit prices and provisions of the contract previously approved by the Oklahoma City Water Utilities Trust; and directing Utilities staff to provide the executed amendments to the Oklahoma City Water Utilities Trust at the next available meeting for ratification.

### **Background:**

The City of Oklahoma City owns and operates, and the Oklahoma City Water Utilities Trust (OCWUT) leases and finances the Oklahoma City water, wastewater, and solid waste systems (collectively utility systems). The utility systems are administered by the Oklahoma City Utilities Department under the direction of the Utilities Director, who is the General Manager of OCWUT.

OCWUT has a process for soliciting, evaluating, awarding, and administering the procurement of software, licenses, services, and associated hardware. As the software and hardware systems are implemented and utilized and as the utility systems expand and improve additional applications, functionality, versatility, and flexibility become necessary. Software, licenses, services, and associated hardware often include unit prices and/or provisions for procuring additional software, licenses, services, and hardware at established prices.

New or different compatible or necessary software, licenses, services, and associated hardware is constantly being developed and released that would improve the functionality, versatility, and flexibility of the existing software and hardware systems utilized by the utility systems. There is a distinct advantage and efficiency in procuring software, licenses, services, and associated hardware from existing contractors and providing continuity and compatibility of software systems and services. From time to time, OCWUT has the need to secure such functionality, versatility, and flexibility for existing and new or expanded utility systems within a time frame that does not coincide with OCWUT meetings.

### **Source of Funds:**

OCWUT-Water Trust Operations-W Customer Services Billing-Miscellaneous Services Contracts (6010-3901100-W6055-52010028)

OCWUT-Sewer Trust Operations-WW Customer Services Billing-Miscellaneous Services Contracts (6510-3801100-W7055-52010028)

**Review:**

Utilities Department

**Recommendation:** Concur with the Oklahoma City Water Utilities Trust in adopting the Resolution.