

(Agenda of meeting was posted in the central lobby and outside of the Ray Jordan Tulsa County Administration building on September 12, 2019 at 2:27 p.m.)

MINUTES
Monday, September 16, 2019

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 9:30 a.m. with the following members present: Chief Deputy Michael Craddock, Commissioner Ron Peters, Commissioner Karen Keith; Others present: Michael Willis, County Clerk.

Karen Keith, Chairman, called the meeting to order at 9:30 a.m. and the following business was transacted:

II. MINUTES

A. Board of County Commissioner's Meeting of September 9, 2019

Motion made by Ron Peters, seconded by Michael Craddock, to approve the Minutes. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

III. REPORT

A. Elected Official - Treasurer - Depository Summary of Daily Analysis for 8/19 (Clerk's Misc. File No. 20190544)

Motion made by Ron Peters, seconded by Michael Craddock, to approve the Report. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

IV. UNFINISHED BUSINESS

A. Bid Openings - TC Departments:

1. Temporary Labor:

- a. Allied Forces (Clerk's Misc. File No. 20190545)
- b. Archon Resources, LLC - Bid Rejected Affidavit Not Fully Executed (Clerk's Misc. File No. 20190546)
- c. Central Staffing Solutions (Clerk's Misc. File No. 20190547)
- d. Chloeta Fire, LLC (Clerk's Misc. File No. 20190548)
- e. Diskriter, Inc. (Clerk's Misc. File No. 20190549)
- f. Shirley's Employment Service, Inc. (Clerk's Misc. File No. 20190550)
- g. Tulsa's Green Country Staffing, LLC - Bid Rejected - Submitted Pricing Not Aligned with Bid Requirements (Clerk's Misc. File No. 20190551)

Motion made by Ron Peters, seconded by Michael Craddock, to refer the bids to TC Departments and Purchasing for analysis, review and recommendation on September 23, 2019. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

2. Temporary to Hire Staffing:

- a. Archon Resources, LLC (Clerk's Misc. File No. 20190602)
- b. Chloeta Fire, LLC (Clerk's Misc. File No. 20190603)
- c. Diskriter, Inc. (Clerk's Misc. File No. 20190604)
- d. Inceed, LLC (Clerk's Misc. File No. 20190605)
- e. PeopleReady, Inc. - Bid Rejected Unauthorized Change of General Terms and Conditions (Clerk's Misc. File No. 20190606)
- f. Shirley's Employment Service, Inc. (Clerk's Misc. File No. 20190607)
- g. System One Holdings, LLC dba The Rowland Group (Clerk's Misc. File No. 20190608)

- h. Tulsa's Green County Staffing, LLC (Clerk's Misc. File No. 20190609)
- i. 22nd Century Technologies, Inc. (Clerk's Misc. File No. 20190610)

Motion made by Michael Craddock, seconded by Ron Peters, to refer the bids to TC Departments and Purchasing for analysis, review and recommendation on September 23, 2019. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

B. Bid Awards/Recommendations:

- 1. Sheriff - Four (4) or More Used 2017, 2018, 2019 and 2020 Dodge Charger Pursuit AWD Vehicles - to Terminate Bid, No Bids were Received (Clerk's Misc. File No. 20190552)
- 2. TC Departments:
 - a. Automotive Glass Replacement - to Robinson Glass of Tulsa, Inc., the overall best bid received. This award is for one year beginning 9/17/19 (Clerk's Misc. File No. 20190553)
 - b. Portable Toilets - Porta John Company of Tulsa, the lowest bid received with pricing that meets specifications. This award is for one year beginning 9/20/19. (Clerk's Misc. File No. 20190554)

Motion made by Ron Peters, seconded by Michael Craddock, to approve the Bid Awards and Recommendations. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

- C. Amendment #1 - (Engineers) - to the Agreement with Guy Engineering Services, Inc. for Engineering Services for Intersection Reconstruction for Roundabouts along S. 193rd E. Ave. at E. 51st St. S., E. 41st St. S. and E. 31st St. S., CMF #245534, for additional services in the amount of \$17,962 for a new total contract amount of \$684,374 (Clerk's Misc. File No. 20190555)

Motion made by Michael Craddock, seconded by Ron Peters, to approve and authorize execution by the Chairman. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

D. Change Orders - Board of County Commissioners:

- 1. #1 to the Agreement with S&A Installation, LLC for the Tulsa County "HQ" Administration Building Renovations Bid Package 08D (Installation of Doors and Hardware), CMF #247997, for labor required for the basement door changes. The contract time is unaffected by this change order. The contract sum will be increased by \$120 with a new total contract sum of \$59,494 (Clerk's Misc. File No. 20190556)
- 2. #2 to the Agreement with Oakridge Builders, a Division of Flintco, LCC for the Tulsa County "HQ" Administration Building Renovations Bid Package 03A (Concrete), CMF #248131, for a credit for equipment, fuel, and manpower not required for removal of the masonry wall found buried in the south parking lot where the new stair tower footings are to be constructed. The contract time is unaffected by this change order. The contract sum will be decreased by \$12,686 with a new total contract sum of \$522,646 (Clerk's Misc. File No. 20190557)
- 3. #3 to the Bid Award for Builders Supply, Inc. for the Tulsa County "HQ" Administration Building Renovations Bid Package 08A (Hollow Metal Doors and Frames), CMF #247245, for hollow metal doors for the basement where it was originally planned to re-use existing door as well changing and labeling select openings to a 20-minute fire rating. The contract sum will be increased by \$6,720 with a new total contract sum of \$60,315 (Clerk's Misc. File No. 20190558)

4. #3 to the Bid Award for PDI Door & Hardware, LLC dba Precision Door & Hardware for the Tulsa County "HQ" Administration Building Renovations Bid Package 08B (Wood Doors), CMF #247245, for wood doors for the basement where it was originally planned to re-use existing doors. The contract sum will be increased by \$1,719 with a new total contract sum of \$71,487 (Clerk's Misc. File No. 20190559)

Motion made by Ron Peters, seconded by Michael Craddock, to approve and authorize execution by the Chairman. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

V. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending September 23, 2019 (Clerk's Misc. File No. 20190560)

Motion made by Michael Craddock, seconded by Ron Peters, to approve the Gasoline and Diesel Fuel Quotes. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

- B. Resolution on Disposition of Funds/Cash Fund Estimate of Needs from August 15, 2019 to September 11, 2019 (Clerk's Misc. File No. 20190561)

Motion made by Michael Craddock, seconded by Ron Peters, to approve and authorize execution by the Chairman. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

- C. Reappointments - (Board of County Commissioners) - Commissioner Keith:
 1. LaTonya Cundiff to the Tulsa County Home Finance Authority for five year term expiring 10/16/24 (Clerk's Misc. File No. 20190562)
 2. Deborah Judah to the Tulsa County Juvenile Justice Trust Authority for five year term expiring 9/30/2024 (Clerk's Misc. File No. 20190563)

Motion made by Ron Peters, seconded by Michael Craddock, to approve the Reappointments. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

- D. Requests for Approval:
 1. Board of County Commissioners - 2020 Holiday Schedule (Clerk's Misc. File No. 20190564)
 2. Human Resources - Gallagher Benefit Services, Inc. - for Client Coverage Acknowledgement and Compensation Disclosure Statement (Clerk's Misc. File No. 20190565)
 3. Parks - Zurich American Insurance Company - to Add Tulsa County Industrial Authority to Loss Claim that Occurred in May 2019 (Clerk's Misc. File No. 20190566)

Motion made by Michael Craddock, seconded by Ron Peters, to approve and authorize execution, as needed. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

- E. Resolutions:
 1. Board of County Commissioners:
 - a. 2020 Board of County Commissioners Meeting Schedule (Clerk's Misc. File No. 20190567)
 - b. 2020 Management Conference Meeting Schedule (Clerk's Misc. File No. 20190568)

2. County Clerk - to Designate Tiffany Dobson as Requisitioning Officer replacing Stephen Leonard (Clerk's Misc. File No. 20190569)
3. Engineers - to Designate Alex Mills as Requisitioning Officer replacing Tom Rains (Clerk's Misc. File No. 20190570)
4. Public Defender - to Designate Stacey Crawford as Requisitioning Officer (Clerk's Misc. File No. 20190571)

Motion made by Ron Peters, seconded by Michael Craddock, to approve and authorize execution, as needed. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

F. Agreements:

1. Board of County Commissioners - City of Broken Arrow:
 - a. for FY 2019 CDBG Urban County Funds for Public Improvements: East Detroit Street Rehabilitation and Storm Sewer Improvements; amount of funds allocated \$399,942.85 (Clerk's Misc. File No. 20190572)
 - b. for FY 2019 CDBG Urban County Funds for Public Services for sub-receipting to local social service providers; amount of funds allocated \$70,578 (Clerk's Misc. File No. 20190601)

Motion made by Michael Craddock, seconded by Ron Peters, to approve and authorize execution by the Chairman. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

2. Engineers:
 - a. Muscogee (Creek) Nation - for Reconstruction of a Segment of Garnett Road; Muscogee (Creek) Nation will reimburse the County all reasonable and agreed upon costs (Clerk's Misc. File No. 20190573)
 - b. Public Service Company of Oklahoma - for Contracting Services Including Preventative Maintenance, Emergency Service Restoration and Equipment Repairs (Clerk's Misc. File No. 20190574)
3. Juvenile Bureau - Rogers County - for Temporary Custody of Juveniles for FY 2019-2020 (Clerk's Misc. File No. 20190575)
4. Parks:
 - a. Northeast Oklahoma Association of Homeschool (NOAH) - for Use of O'Brien Park Facilities for Cross Country Events from 9/1/19 to 10/31/19 every Monday, Tuesday and Thursday from 5 p.m. to 7 p.m.; fee of \$20 per event (Clerk's Misc. File No. 20190576)
 - b. Oklahoma Hitmen Baseball - for Use of O'Brien Park Baseball Fields from 9/1/19 to 10/31/19; fee of \$20 per usage (Clerk's Misc. File No. 20190577)

Motion made by Ron Peters, seconded by Michael Craddock, to approve and authorize execution, as needed. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

G. Agreement Renewal - (Sheriff) - Cox Business - for renewal of CMF #245099 for FY 2019-2020 (Clerk's Misc. File No. 20190578)

Motion made by Michael Craddock, seconded by Ron Peters, to approve and authorize execution by the Chairman. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

H. Requests to Advertise for Bids:

1. Building Operations - Electrician Services (Clerk's Misc. File No. 20190579)
2. Juvenile Bureau - Family Center for Juvenile Justice Visitor Parking Lot (Clerk's Misc. File No. 20190580)

3. TC Departments - Plumbing Services (Clerk's Misc. File No. 20190581)
Bids #1 & #3 to be received by 4:00 p.m. on 10/4/19 and to open 10/7/19 at 9:30 a.m.
Bid #2 to be received by 4:00 p.m. on 10/11/19 and to open 10/14/19 at 9:30 a.m.

Motion made by Ron Peters, seconded by Michael Craddock, to approve the Requests to Advertise. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

I. Inventory Resolutions - Sheriff:

1. Junked (Clerk's Misc. File No. 20190582)
2. Junked (Clerk's Misc. File No. 20190583)
3. Retired to Chris Pearce (Clerk's Misc. File No. 20190584)

Motion made by Michael Craddock, seconded by Ron Peters, to approve and authorize execution by the Chairman. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

- J. Sole Source - (Sheriff) - Colossus, Inc., dba InterAct Public Safety Systems - for InterCAD and InterAct Mobile Applications. These applications reside on a unique data sharing platform throughout the State of Oklahoma, called InterDEX. Since Tulsa County currently owns software licensing for the InterAct MobileCop solution allowing access to InterDEX for information sharing, the CAD/MAP applications are simply an upgrade to enhance communications. (Clerk's Misc. File No. 20190585)

Motion made by Ron Peters, seconded by Michael Craddock, to approve and authorize execution by the Chairman. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

K. Utility Permits - Engineers:

1. Creek County RWD #2 - to cross S. Elwood Ave. +/- 500' N. of the S. Elwood & W. 171st St. S. Intersection and further described as Section 25, Township 17N, Range 12E by boring 36' ditch to ditch for 1" line with 2" casing (Clerk's Misc. File No. 20190586)
2. Oklahoma Natural Gas Company, a Division of ONEOK, Inc. - to cross E. 141st St. +/- 3.72 miles E. and 1-mile N. of US Hwy 75 and SH 67 junction and further described as 1,602' W. of the SE/NE Corner of Section 8/17, Township 17N, Range 13E by boring for 6" line (Clerk's Misc. File No. 20190587)

Motion made by Michael Craddock, seconded by Ron Peters, to approve and authorize execution by the Chairman. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

L. Travel/Training:

1. Board of County Commissioners - John Fothergill to 2019 Tulsa Regional Chamber Inter-City Visit from 10/1-3/19 in Minneapolis, MN; cost of \$2,358 (Clerk's Misc. File No. 20190588)
2. Engineers - Alex Mills and Eddy Barclay to Oklahoma Traffic Engineering Association Fall Conference on 10/9/19 in OKC, OK; cost of \$200 (Clerk's Misc. File No. 20190589)

Motion made by Ron Peters, seconded by Michael Craddock, to approve the Travel/Training Requests. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

M. Personnel Actions:

1. Administrative Services (Clerk's Misc. File No. 20190590)
2. Highways (Clerk's Misc. File No. 20190591)
3. Parks (Clerk's Misc. File No. 20190592)

Motion made by Michael Craddock, seconded by Ron Peters, to approve the Personnel Actions. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

N. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20190593)

Motion made by Ron Peters, seconded by Michael Craddock, to accept and file the Juvenile Bureau Personnel Actions. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

O. CC Health Department Documents to Accept & File:

1. Personnel Actions (Clerk's Misc. File No. 20190594)
2. Travel/Training (Clerk's Misc. File No. 20190595)

Motion made by Michael Craddock, seconded by Ron Peters, to accept and file the CC Health Documents. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

P. Claims to be Disallowed (payments cancelled as of 9/9-13/19)

There were no claims to be disallowed.

Q. Claims (payments for bills to be paid by 9/3-6/19)

Motion made by Ron Peters, seconded by Michael Craddock, to approve and authorize execution by the Commission. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

R. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 9/9-13/19

Motion made by Michael Craddock, seconded by Ron Peters, to approve and authorize execution by the Commission. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

VI. ANNOUNCEMENTS

County Events and Status Updates for Comment and Discussion from: Administrative Services, Building Operations, Court Services, Election Board, Human Resources, Information Technology, Parks, Purchasing, Social Services, Engineering, Highways, Inspections, Sheriff, Assessor, County Clerk, Court Clerk, Treasurer, District Attorney, Presiding Judge, Juvenile Justice, Expo Square, INCOG, Tulsa Area Emergency Management Agency, OSU Extension, CC Library, CC Health Department, River Parks Authority, Levee Drainage District #12, Board of County Commissioners Chief Deputies, Director of Governmental Affairs

Chairman advised the announcements and County Events and Status updates were open for comment and discussion. The Departments with information gave a report.

VII. NEW BUSINESS

In accordance with the Open Meeting Act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

There was no new business.

VIII. ADJOURN

Motion made by Ron Peters, seconded by Michael Craddock, to adjourn the meeting. Upon roll call, Yes - Michael Craddock, Ron Peters, Karen Keith. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS

Karen Keith, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk