

AGENDA

FOR A REGULAR MEETING ON MONDAY, SEPTEMBER 27, 2004
OF THE BOARD OF COUNTY COMMISSIONERS OF CLEVELAND COUNTY
CLEVELAND COUNTY FAIRGROUNDS 9:00 A.M.
605 E. ROBINSON NORMAN, OKLAHOMA 73071

- A. Meeting called to order.
- B. Quorum call.
- C. Pledge of Allegiance.
- D. Approve minutes of the Regular Meeting of September 20, 2004.
- E. Bid Openings: (State Law requires bids be opened in an open meeting of the Board of County Commissioners.)
 - 1. Accept, Award, and/or Reject County #COM-1244 – One –Year (1) Non-Encumbered Contract with the option to renew up to two (2) consecutive years, for the Rental/Cleaning of New 100% Cotton and New polyester/Cotton Blend Uniforms, Coveralls, and Overalls.
- F. Bid Old Business:
 - 1. Award and/or Reject County Bid #DA-1243 – The Purchase and Tabbing of Legal Size, End and Top Tab Folders for the District Attorney’s Office.
- G. New Business:
 - 1. Discussion, Consideration, and/or Action to Approve the Contract between the Cleveland County Election Board and Cox Business Services for Internet Service at \$59.95 and Basic Video at \$70.50 per month. Contract shall begin on October 1, 2004, for 1 year thru September 30, 2005.
 - 2. Discussion, Consideration, and/or Action to Approve the Maintenance Agreement between the Assessor’s Office and Summit Mailing & Shipping for Postage Scale, model #IJ37AI SE37IJ at a rate of \$255.00 per year for parts and labor. To be billed quarterly at \$63.75. Agreement is for one year after a 90 day warranty period.
 - 3. Discussion, Consideration, and/or Action to Approve the Agreement between the Assessor’s Office and Neopost for Meter Rental on a Digital Postage Meter Model #IJ35BAI at a rate of \$25.00 per month to be billed quarterly at \$75.00. Pricing is guaranteed for 69 months.

4. Discussion, Consideration, and/or Action to Approve the Maintenance Agreement between the Treasurer's Office and Midcom Data Technologies, Inc. for nine (9) Printex FormsPro 4503 model printers with the following S/N#'s CBA25040, CBA25037, CBA24878, CBA25035, CBA43404, CBL50753, CBL50752, CBA43403, and CBA25065 at \$656 per printer starting September 17, 2004, thru September 16, 2005, for a total annual cost of \$5,904.00.
5. Discussion, Consideration, and/or Action to Approve the Agreement between the Treasurer's Office and Summit Mailing & Shipping Systems, Inc., for the purchase of a Auto Feed Digital Mail Machine with a five (5) pound scale Model IJ65AL/SE37IJ for a one time charge of \$5,895.00 and to approve the Maintenance Agreement at \$135.00 per quarter for sixty-nine (69) months for a total annual cost of \$540.00 to begin after the ninety day warranty. This includes the trade-in of old postal machine SM78 and old scale.
6. Discussion, Consideration, and/or Action to Approve the Maintenance Agreement between the Treasurer's Office and Summit Mailing & Shipping Systems, Inc., for new Postal Scale, IJ65AL/SE37IJ, Model MEZ37IJ. To be billed at \$123.75 quarterly for a total annual agreement of \$495.00. To begin after the ninety day warranty. Treasurer's Office will also receive a credit on trade-in of old postal equipment.
7. Discussion, Consideration, and/or Action to Approve the Contract Agreement between the Treasurer's Office and Neopost Leasing on a Digital Meter, Model #IJ65BAI at \$135.00 per quarter for sixty-nine (69) months at a total annual cost of \$540.00. To begin once the mail machine is installed.
8. Discussion, Consideration, and/or Action to Approve the Contract Addendum for Juvenile Detention Services at Canadian County Juvenile Detention Center in El Reno, Oklahoma, and the Board of County Commissioners of Cleveland County. The new rate will be \$16.95 per child per day effective October 1, 2004, through June 30, 2005.
9. Discussion, Consideration, and/or Action on the Federal Emergency Management Agency Community Partner Memorandum of Agreement between Cleveland County and Federal Emergency Management Agency (FEMA).
10. Discussion, Consideration, and/or Action to Approve the Maintenance Agreement between the Cleveland County Health Department and Security Designers, Inc., to provide maintenance on the burglar alarm equipment located at 250 12th Ave. N. E., Norman, Oklahoma for \$30.00 per quarter commencing on December 1, 2004.
11. Discussion, Consideration, and/or Action to Approve the Resolution Disposing of Equipment a Clarke Vacuum Cleaner S/N# 2340-001-003844. The item is from Building Maintenance and was junked.

12. Discussion, Consideration, and/or Action to Approve the Allocation for Alcoholic Beverage Tax in the amount of \$25,125.31.

13. Approve the following Cash Fund Appropriation Lapsed Balances:

a. Highway Unrestricted Fund	\$	526,651.64
b. Sheriff's Service Fee Fund		12,818.37
c. Sheriff's Commissary Fund		300.00
d. Treasurer's Certification Fee Fund		2,239.47
e. Assessor's Revolving Fund		1,303.00
f. Fair Board Fund		6,604.31
g. Bridge Capital Improvement Fund		10,000.00
h. Sheriff's Revolving Fund		10,189.99

14. Approve the following Cash Fund Appropriations:

a. District Attorney's Incarceration	\$	244.00
b. District Attorney's Witness Fee		865.86
c. Sheriff's Service Fee Fund		31,188.64
d. Sheriff's Commissary Fee Fund		6,405.97
e. Sheriff's D.A.R.E. Program		100.00
f. Sheriff's Federal Share Revenue		16.63
g. Sheriff's Jail Fund		225.00
h. Sheriff's Revolving Fee Fund		23,258.70
i. Treasurer's Certification Fee Fund		8,225.00
j. Commissioners Bldg. Fund		205.47
k. County Clerk's Lien Fee		4,833.50
l. County Clerk's Preservation Fee Fund		34,001.47
m. County Assessor's Revolving Fund		842.00
n. Court Clerk's Revolving Fund		92,370.92
o. Highway Unrestricted Fund		406,536.16
p. Bridge Capital Improvement		70.92
q. Local Law Enforcement Block Grant		.58
r. Safe Room FEMA Grant Fund		3,101.21
s. Fair Board Fund		6,929.45

15. Approve the following Blanket Purchase Orders:

a. General Fund		
05-1664 – SL2	Eureka Water Company	\$ 200.00
05-1734 – SQ2	Wal-Mart Community	2,000.00
05-1764 – B2B	Sysco Food Services	300.00
b. Highway Unrestricted Fund		
05-1683 – T2A	Warren Cat	3,000.00
05-1684 – T2A	Metro Glass, Inc.	750.00
05-1741 – T2A	Southwest Trailers & Equip.	750.00

05-1742 – T2A	Hall Signs, Inc.	500.00
05-1747 – T2A	Thomas Wire Rope	300.00
05-1752 – T2A	P & K Riverside	750.00

c. Health Department Fund

05-1681 – MD2	Norman Radiology Services	2,500.00
05-1699 – MD2	Pitney Bowes	2,541.00
05-1700 – MD2	Treat's Solutions	2,500.00

d. Sheriff's Service Fee

05-1765 – CFB2	FleetCor Technologies	10,000.00
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e. Sheriff's Revolving Fee

05-1761 – CFBRE2	Ben E. Keith	1,000.00
05-1762 – CFBRE2	Tankersley Foodservice	2,000.00
05-1763 – CFBRE2	Sysco Food Services of Okla.	2,000.00

f. Sheriff's Commissary Fund

05-1753 – CFBC2	Thompson Commissary Supply	7,500.00
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16. Approve Certificate of Requesting Officers on Blanket Purchase Order Numbers:

04-0412 – SM2	05-0054 – T2A
	05-0232 – T2A
05-0155 – SL2	05-0474 – T2A
	05-1110 – T2A
05-0106 – MD2	05-1564 – T2B
05-0113 – MD2	

17. Review, Audit, and Approve Purchase Orders for Payment of Personal Services, Travel, Maintenance & Operation, and Capital Outlay from:

FY04/05

a. General Fund	\$ 757,511.62
b. Highway Fund	253,001.83
c. Health Fund	18,731.34
d. Sheriff's Revolving Fund	8,379.35
e. Treasurer's Certification Fee Fund	6,035.95

H. Miscellaneous Discussion.

I. Adjourn.

Date posted: September 23, 2004

County Clerk