

**BOARD OF COUNTY COMMISSIONER'S NOTICE AND
AGENDA FOR THE REGULAR SCHEDULED MEETING OF**

**TUESDAY, MAY 29, 2018
AT 1:00 P.M.**

**CLEVELAND COUNTY OFFICE BUILDING
201 SOUTH JONES, SUITE 200, NORMAN, OKLAHOMA 73069**

Prayer and Pledge of Allegiance

- A. Meeting called to order**
- B. Quorum call.**
- C. Approve, Amend, or Modify the Minutes** of the Regular Meeting of May 21, 2018.
- D. Bid Openings:** Accept, Award, and/or Reject the following: (State Law requires bids to be opened in house meeting of the Board of County Commissioners.)
 - 1. Bid #BE-1850** – One-Year (1) Non-Encumbered Contract for Building Maintenance Supplies for Cleveland County. The Bid Term will be from July 1, 2018 through June 30, 2019.
- E. Old Business - Discussion, Consideration and/or Action regarding the following:**
 - 1. Bid #COM-1851** One-Year (1) Non-Encumbered Contract for the Publication of Commissioners Proceedings and any Legal Notices required by law per the Oklahoma Statutes. The bid term will be from July 1, 2018 through June 30, 2019.
 - 2. Bid #HD-1852** – Multiple year agreement for HVAC maintenance for the Moore and Norman Health Departments.
 - 3. Bid #EB-1853** – One-Year (1) Non-Encumbered Contract for Voting Equipment delivery Service for Ballot Boxes, Voting Booths and any other additional equipment for the Election Board. The bid term will be from July 1, 2018 through June 30, 2019 with the option to renew for one (1) additional year.
 - 4. Bid #EB-1854** – One-Year (1) Non-Encumbered Contract for the Printing of Election Ballots for the Cleveland County Election Board. The bid term will be from July 1, 2018 through June 30, 2019 with the option to renew one (1) additional year.

F. Items of Business - Discussion, Consideration and/or Action regarding the following:

The following items, F1 – F39 are Consent Items and are routine in nature

1. **Quote** from Sooner Overhead Doors for Electrical switches on the overhead doors at Cleveland County District #2 Shop Building, 6706 Alameda Norman OK in the amount of \$6,800.00. (Per Title 61. Sec. 102 & 103)
2. **Standard Service Agreement** between the Board of Cleveland County Commissioners on behalf of Cleveland County Human Resources and Oklahoma Copier Solutions for Maintenance of a Sharp Copier MX2640 ID#004885 at \$.005 per output Black & White and \$.06 per output color for the period July 1, 2018 through June 30, 2019.
3. **Pest Control Agreement** between Cleveland County OSU Extension Service and Schendel Pest Services for spraying insects, etc. at a monthly cost of \$50.00 per month for the period July 1, 2018 through June 30, 2019.
4. **Contract** between Cleveland County OSU Extension Service and Eureka Water Company for 5Gal Bottles Ozarka Drinking Water as needed, cost \$6.20 per bottle for the period July 1, 2018 through June 30, 2019.
5. **Contract** between Cleveland County OSU Extension Service and Del Nero Communications for Monthly Internet Service 6 Mbps Plan, 12 month term @ \$75.00 per month and Public Static IP monthly fee @ \$10.00 per month July 1, 2018 through June 30, 2019.
6. **Software Maintenance and Technical Support Agreement** between Cleveland County Sheriff’s Department and PERCS Index, Inc. to provide maintenance of Evidence Manager v4.7 – 1 for the period May 22, 2018 through May 21, 2019.
7. **Agreement** between Cleveland County Sheriff’s Department and TransUnion Risk and Alternative Data Solutions, Inc. (TLO, LLC) for 500 monthly transactions to do searches and receive reports for a monthly fee of \$150.00. All transactional overage pricing shall be in addition to the monthly fee at \$0.30 per transaction for the period July 1, 2018 through June 30, 2019.
8. **Invoice** from OneBeacon Insurance Group for Deductible Billing dated May 14, 2018 in the amount of \$10,213.75 on policy 791000859.
9. **Annual Renewal** for Support and Hosting by Civic Plus July 1, 2018 through June 30, 2019 for Cleveland County. Invoice #172216 in the amount of \$14,169.16, Invoice #172217 in the amount of \$9,365.74, and Invoice #172218 in the amount of \$3,796.52.
10. **Application for Funds** by Cleveland County District #2 in the amount of \$13,000.00 from CED #5 to assist with the purchase of a John Deere 333G Skid Steer.

- 11. Application for Funds** by Cleveland County District #1 in the amount of \$13,000.00 from CED #5 to assist with the purchase of gate security for the District #1 Moore yard and the Westminster yard.
- 12. ODOT Claim Form 324a** to Pinnacle Consulting management Group, Inc. in the amount of \$14,200.00 for 71 Title Reports on J/P 31129(04) 156th Ave.
- 13. Interlocal Agreement** for Veteran Services provided through the Cleveland County Health Department for FY 18/19.
- 14. Lease** for space at 1650 W. Tecumseh Rd, Norman, OK between the Board of County Commissioners and CommunityWorks to include all of Suite 100 for the period July 1, 2018 through June 30, 2019.
- 15. Lease** for space at 1650 W. Tecumseh Rd, Norman OK between the Board of County Commissioners and Crossroads Youth and Family Services to include all of Suite 500 for the period July 1, 2018 through June 30, 2019.
- 16. Alliance** between The Oklahoma Department of Labor Public Employee Occupational Safety and Health Division and Cleveland County with an emphasis on safety, health training, and outreach.
- 17. Contract** between The Board of County Commissioners and Thyssenkrupp Elevator Corporation for the period of May 29, 2018 through June 30th, 2018 as per Bid# COM-1849 awarded May 21, 2018.
- 18. Maintenance Service Agreement** between Cleveland County and P/PM Services to supply water treatment products and service as needed for cooling towers, A.C. Condensers closed loops, Hot and Cold Steam Boilers, and Hot Water Boilers for the period July 1, 2018 through June 30, 2019.
- 19. Agreement** between Cleveland County Board of County Commissioners and Chem Can Building and Construction Services for the period July 1, 2018 through June 30, 2019 for once a week holding tank services, monthly charge in the amount of \$165.00.
- 20. Standard Service Agreement** between Cleveland County Commissioners and R.K. Black for service of one (1) Sharp MX-3640N. This agreement includes Parts, Labor, Travel, and toner covered at a base rate of \$99.90/month for 3000 B&W impressions and 1000 Color impressions. Overages shall be billed at .01443 B&W and .0600 Color impressions. Agreement is from July 1, 2018 through June 30, 2019.
- 21. Contract** between Cleveland County Health Department and Kasey Kimball to provide coordination of services between the NorthHaven Day School and Early Foundations Replication Project. The Health Department will pay \$12.00 per hour for coordination services and \$0.47 per mile as per State Travel Reimbursement Act not to exceed \$11,209.20. The contract is to be effective July 1, 2018 through June 30, 2019.

- 22. Contract** between Cleveland County Health Department and Sophia Lyn Elrod to provide coordination of services between the NorthHaven Day School and Early Foundations Replication Project. The Health Department will pay \$14.00 per hour for coordination services and \$0.47 per mile as per State Travel Reimbursement Act not to exceed \$13,049.20. The contract is to be effective July 1, 2018 through June 30, 2019.
- 23. Contract** between Cleveland County Health Department and Kim Divelbiss to provide coordination of services between the NorthHaven Day School and Early Foundations Replication Project. The Health Department will pay \$20.00 per hour for coordination services and \$0.47 per mile as per State Travel Reimbursement Act not to exceed \$2,854.00. The contract is to be effective July 1, 2018 through June 30, 2019.
- 24. Contract** between Cleveland County Health Department and Krystal Gean Heflin to provide coordination of services between the NorthHaven Day School and Early Foundations Replication Project. The Health Department will pay \$12.00 per hour for coordination services and \$0.47 per mile as per State Travel Reimbursement Act not to exceed \$11,209.20. The contract is to be effective July 1, 2018 through June 30, 2019.
- 25. Contract** between Cleveland County Health Department and Amanda K. Miller to provide coordination of services between the NorthHaven Day School and Early Foundations Replication Project. The Health Department will pay \$16.00 per hour for coordination services and \$0.47 per mile as per State Travel Reimbursement Act not to exceed \$14,889.20. The contract is to be effective July 1, 2018 through June 30, 2019.
- 26. Contract** between Cleveland County Health Department and Kerri Renee Webb to provide coordination of services between the NorthHaven Day School and Early Foundations Replication Project. The Health Department will pay \$13.00 per hour for coordination services and \$0.47 per mile as per State Travel Reimbursement Act not to exceed \$12,129.20. The contract is to be effective July 1, 2018 through June 30, 2019.
- 27. Agreement** between Cleveland County Health Department and NorthHaven Church to provide a location and support services for the Early Foundation Replication Project. The Agreement is to be effective July 1, 2018 until June 30, 2019 not to exceed \$2,806.00.
- 28. Contract** between Cleveland County Health Department and Joyce Clement to provide Directly Observed Therapy (DOT) and related services to Tuberculosis (TB) from July 1, 2018 through June 30, 2019 at a rate of \$10.00 per visit and mileage in accordance with State Travel Reimbursement Act (STRA) which is currently \$0.47 per mile for a maximum reimbursement of \$8,666.00.
- 29. Contract** between Cleveland County Health Department and Vivian Gibson to provide Directly Observed Therapy (DOT) and related services to Tuberculosis (TB) from July 1, 2018 through June 30, 2019 at a rate of \$10.00 per visit and mileage in accordance with State Travel Reimbursement Act (STRA) which is currently \$0.47 per mile for a maximum reimbursement of \$8,666.00.

- 30. Contract** between Cleveland County Health Department and Stacey Clement to provide Directly Observed Therapy (DOT) and related services to Tuberculosis (TB) from July 1, 2018 through June 30, 2019 at a rate of \$10.00 per visit and mileage in accordance with State Travel Reimbursement Act (STRA) which is currently \$0.47 per mile for a maximum reimbursement of \$8,666.00.
- 31. Contract** between Cleveland County Health Department and Laura Matlock for Community Coordinator and Health Education services. Services will be paid at \$40.00 per hour up to a maximum of \$70,000.00 for the period July 1, 2018 through June 30, 2019.
- 32. Contract** for Services between Cleveland County Health Department and Pitney Bowes. The Cleveland County Health Department agrees to pay \$276.09/quarterly to Pitney Bowes for Postage Meter Leasing. The equipment will be in use at the Moore office.
- 33. Contract** for Services between Cleveland County Health Department (Both Norman and Moore locations) and Eureka Water Company for 5 gallon bottles of water in the amount of \$6.20 each for the period July 1, 2018 through June 30, 2019.
- 34. Service Agreement** between Cleveland County Health Department (Both Norman and Moore Offices) and Absolute Data Shredding for document destruction. The charge is \$18.75 per secure consoles (8 total) and \$40.00 per secure poly cart (3 total, for a total of \$270.00 every 4 weeks. Special purge is \$5.00 per letter box and \$7.50 per legal box. The agreement is from July 1, 2018 through June 30, 2019.
- 35. Maintenance Agreement** between OSU and Oklahoma Copier Solutions for Model Sharp MX5141N Digital Copier. Monthly cost per copy is \$.006 per B&W copy and \$.008 per Color copy for the period July 1, 2018 through June 30, 2019.
- 36. Approval of the following Cash Fund Appropriations:**
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| a. Assessor Revolving Fund | \$ 962.00 |
| b. Bridge Capital Improvement Fund | \$ 127.08 |
| c. CDB Grant Disaster Recovery Fund | \$ 246,217.58 |
| d. Child Abuse Prevention Fund | \$ 74.34 |
| e. County Bridge and Road Improvement Fund | \$ 36,339.00 |
| f. Commissioners Building Fund | \$ 291.49 |
| g. County Clerk Lien Fee Fund | \$ 4,474.80 |
| h. County Clerk Preservation Fee Fund | \$ 26,907.58 |
| i. Court Clerk Revolving Fund | \$ 12,282.94 |
| j. Early Settlement Central Cleveland County Fund | \$ 8,831.34 |
| k. Fairgrounds Fund | \$ 31,461.05 |
| l. Health Fund | \$ 3,430.43 |
| m. Highway Unrestricted Fund | \$ 411,924.34 |
| n. Juvenile Drug Court Revolving Fund | \$ 4,179.34 |
| o. Sales Tax Fund | \$ 796,258.50 |
| p. Sheriff Commissary Fund | \$ 35,321.39 |
| q. Sheriff Courthouse Security Service Fee Fund | \$ 12,539.63 |

r. Sheriff Donations Fund	\$	250.00
s. Sheriff Environmental Reward Fund	\$	40.00
t. Sheriff Federal Share Revenue Fund	\$	13.28
u. Sheriff Jail Fund	\$	4,547.41
v. Sheriff Revolving Fund	\$	93,126.40
w. Sheriff Service Fees Fund	\$	48,956.23
x. Treasurer Certification Fee Fund	\$	4,732.71

37. Approval of the following Blanket Purchase Orders submitted for the following Departments:

Dist. #2:

18-4600-T2A	Locke Supply Company	\$	1,000.00
18-4601-T2A	Rush Truck Centers of Oklahoma	\$	500.00

Dist. #3:

18-4560-T2A	Bruckner’s Truck Sales	\$	3,000.00
18-4640-T2A	P & K Equipment	\$	1,000.00
18-4641-T2A	Alfred and Coy A. Keesee	\$	1,000.00

Health Dept.:

18-4558-MD2	VI Marketing and Branding	\$	15,000.00
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Sheriff Dept.:

18-4577-CFBRE2-300	P & K Equipment	\$	146.42
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Treasurer:

18-4644-C2	Eureka Water Company	\$	200.00
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38. Approval of the Certificate of Requesting Officers on Blanket Purchase Order Numbers:

FY 17/18

General:

18-1090-SFG2	18-2777-C2
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Highway:

18-0032-T2A	18-0712-T2A	18-0792-T2A	18-0863-T2A
18-1452-T2A	18-4030-T2A		

Health Dept.:

18-0125-MD1C	18-0220-MD2	18-0241-MD2
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Fairgrounds:

18-0451-FG2	18-1862-FG2	18-3300-FG2
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39. Review, Audit, and approve Purchase Orders for Payment of Personal Services, Travel, maintenance & Operations, and Capital Outlay from:

FY 17/18

a. General Fund	\$ 721,659.74
b. Highway Fund	\$ 136,248.43
c. Health Fund	\$ 21,529.52
d. Sheriff Service Fee Fund	\$ 1,414.16
e. Sheriff Commissary Fund	\$ 399.30
f. Sheriff Cleveland County Justice Center Fund	\$ 190,312.14
g. Sheriff Courthouse Security Fund	\$ 23.96
h. Sheriff Revolving Fund	\$ 300.00
i. County Clerk Preservation Fund	\$ 70.00
j. Fairgrounds Fund	\$ 3,175.55

END OF CONSENT

G. New Business:

(As per 2001 O.S. 25 § 311.A.9 – “New Business”, as used herein, shall mean any matter not known about or which could not have been reasonably foreseen prior to the time of posting.)

H. Commissioner’s Discussions regarding County Business.

I. Public Comment:

(Comments from public will be allowed on any item listed in the agenda or discussed by the Commissioners in the meeting. Public comment is limited to two (2) minutes per item. Persons wishing to be heard must sign up at the beginning of the meeting and identify items they wish to speak about.)

J. Adjourn.

Filed and Recorded in the County Clerk’s Office

Date and Time Posted: May 25, 2018 @ 12:22 pm

Jimmy Belmon
County Clerk or Deputy
Linda Atkins

