

MINUTES

May 4, 2009

The regularly scheduled meeting of the Board of County Commissioners was called to order this 4th day of May, 2009, in meeting room 240 of the Cleveland County Office Building by Chairman Rod Cleveland. Tammy Howard, County Clerk/Secretary, called roll and those present were:

Rod Cleveland, Chairman
Rusty Sullivan, Vice-Chairman
George Skinner, Member
Tammy Howard, Secretary

Others present were: Christine Brannon, David Batton, Joe Lester, Melinda Duke, Denise Ellison, Peggy Laizure, Deborah VanWye, Jennifer Griswold, Doug McKenzie, Michael Vahabzadegan, Richard Murnan and Dave Spaulding.

Chairman Cleveland began the meeting with the Pledge of Allegiance.

George Skinner moved, seconded by Rusty Sullivan, to approve the minutes of the Regular Meeting of April 27, 2009.

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; George Skinner, yes.
Motion Carried.

Upon the request of Melinda Duke, Purchasing Agent, Rod Cleveland moved, seconded by Rusty Sullivan, to accept the bids and table the awarding to a later date, County Bid #HWY-1410 – Non-Encumbered Contract for Bulk Oils, Lubricants & Antifreeze for the County Commissioners. The bid term will be from May 22, 2009 and ending on September 21, 2009.

The vote was: Rusty Sullivan, yes; George Skinner, yes; Rod Cleveland, yes.
Motion Carried.

The bidders, each with properly executed non-collusion affidavits are listed on the following page:

CLEVELAND COUNTY BID SUMMARY					
List of Individual Bidders					
	Clark Oil Distribution, Inc.	Hooten Oil Co. Inc.	Jim Johnson Oil Company	Performance Lubricants & Chemicals Inc.	
BID: #HWY-1410					
DEPT: Commissioner's					
DATE OPENED: 5-04-09					
	1	2	3	4	
					Awarded To:
Non-Encumbered					Tabled on 5-04-09
Contract for Bulk Oils, Lubricants & Antifreeze for the County Commissioners.					
The bid term will be from May 22, 2009 thru September 21, 2009					
NON-COLLUSION AFFIDAVIT:	YES	YES	YES	YES	

Upon the request of Joe Lester, County Sheriff, Rod Cleveland moved, seconded by George Skinner, to accept the bids and table the awarding to a later date, County Bid #SHE-1412 – Non-Encumbered Contract for the purchase of Laptop Computers & Accessories for the Sheriff’s Office. This agreement shall be in effect for one (1) year, commencing from the bid award date through and including twelve (12) months, with the option to renew up to three (3) years on an annual basis.

The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, yes.

Motion Carried.

The bidders, each with properly executed non-collusion affidavits are listed on the following page:

CLEVELAND COUNTY BID SUMMARY			
List of Individual Bidders			
	CDW Government, Inc.	Insight Public Sector, Inc.	
BID: #SHE-1412			
DEPT: Sheriff's Office			
DATE OPENED: 5-04-09			
List of Individual Items			Awarded To:
One-Year (1) Non-Encumbered			Tabled on 5-4-09
Contract for the purchase of			
Laptop Computers and Accessories,			
for the Cleveland County Sheriff's			
Office.			
This agreement shall be in effect for one			
(1) year, commencing from the bid award			
date through and including 12 months,			
with the option to re-new up to three (3)			
years on an annual basis.			
PROPOSED ITEMS:			
Panasonic Toughbook Laptops & Accessories :			
Panasonic Toughbook Fully Rugged - % off MLP:	20% off MLP	15%	
Panasonic Toughbook Semi Rugged - % Off MLP:	19% off MLP	14%	
Panasonic Toughbook Business Rugged -% Off MLP:	15% off MLP	11%	
Panasonic Toughbook Accessories:	16% off MLP	11%	
Panasonic Toughbook Mounting & Installation Equipment - % Off MLP:	(if Panasonic Brand): 15% off MLP	13% (if Panasonic brand)	
	Optional: Panasonic Ultra Mobil U1 Device: 20% off MLP	Ultra Mobile U1 Device: 16%	
Panasonic Arbitrator In-Car Video Equipment:			
Panasonic Arbitrator In-Car Video Equipment - % Off	18% off MLP	13%	
Panasonic Arbitrator In-Car Video Accessories - % Off	16% off MLP	13%	
Panasonic Arbitrator In-Car Video Mounting & Installation Equipment - % Off MLP:	(if Panasonic Brand): 15% off MLP	13% (if Panasonic brand)	
Technical Assistance Hourly Rate \$:	*When purchasing a Toughbook with Preferred level service, you will have access to a 1-800 tech support number, at no charge.	see attached Svc Pkg	
	The tech support number is based in the United States and has a hold time of less than 60 seconds and is available 24x7x365. We also offer online chat, 24x7, as well, for assistance.		
	Additionally, you will qualify for 1 annual 8-hr onsite visit from a Panasonic Technical Field Manager (TFM) to be scheduled upon request.		
	Additional visits by a TFM can be requested, and based on the type of assistance, might be billable (not to exceed \$1200/day).		
	However, with that being said, Panasonic TFM's frequently call our agencies to be proactive and offer assistance for issues before they would need to be escalated into a billable service call.		
Delivery:	No more than 21 calendar days after	Within 21 calendar days ARO	

CLEVELAND COUNTY BID SUMMARY			
List of Individual Bidders			
	CDW Government, Inc.	Insight Public Sector, Inc.	
BID: #SHE-1412			
DEPT: Sheriff's Office			
DATE OPENED: 5-04-09			
List of Individual Items			
One-Year (1) Non-Encumbered			
Contract for the purchase of			
Laptop Computers and Accessories,			
for the Cleveland County Sheriff's			
Office.			
This agreement shall be in effect for one			
(1) year, commencing from the bid award			
date through and including 12 months,			
with the option to re-new up to three (3)			
years on an annual basis.			
Warranty:	**This can vary depending on customer's needs. 0% Discount applies to Toughbook Warranty and/or Arbitrator Warranty. Protection Plus is highly recommended for the Panasonic Toughbooks. Please see the attachment on the Protection Plus.	3-year standard warranty on Toughbooks - see attached for extended warranty coverages.	
	Arbitrator Warranties are recommended for the minimum of the 2 year extended warranty; In-Car Installs; & Incident Packs. Further information is attached. Warranty Options vary and depend on customer's needs. 0% Discounts on Panasonic Warranties.	Arbitrator Warranty: 1 year Video Camera; 1 year - Recorder Unit; 1 year - Wireless Receiver Unit; 1 year - Storage Media Cards; 90 Days Wireless Microphone; 90 Days all system component interconnect cables.	
EXCEPTIONS:	***CDWG can also offer Gamber Johnson or Ledco Mounts. % Discount Available Upon Request***	\$2900 to train and certify their installers for installation of the hardware in the vehicle.	
	Services Are Required/Non-Negotiable and must be ordered in conjunction with all Panasonic Arbitrator In-Car Video Equipment & Accessories. Services are 0% Discount. (This applies to Toughbook Services and/or Arbitrator Services--the 0% Discount)		
	IF customer decides to renew this contract for 3 (1) year renewals, renegotiation is needed to verify discounts on all items in case of changes to products over time. CDWG will act in good faith to extend comparable discount levels where possible.		
Contact Information:			
Contact Person:	Katie Drugan	Pam Potter	
Title:	Account Manager	Proposal Manager	
Telephone Number:	866-232-6130	800-321-2437 x6810	
Fax Number:	312-705-9247	630-924-6694	
NON-COLLUSION AFFIDAVIT:	YES	YES	
PA-102(1982)			

Per the recommendation of Melinda Duke, Purchasing Agent, Rusty Sullivan moved, seconded by George Skinner, to award the bid per the bid summary, where the low bid was not awarded there is an explanation, County Bid #HWY-1409 – Non-Encumbered Contract for Road Oils, Emulsions and Sealants for the County Commissioners. The bid term will be from May 5, 2009 and ending on August 4, 2009.

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; George Skinner, yes.

Motion Carried.

Rusty Sullivan moved, seconded by George Skinner, to approve the Amendment No. 1 in connection with Contract #K-0708-114 for the Recycling Area located at the County Fairgrounds by and between the Board of County Commissioners and Norman Municipal Authority to extend the term of the contract to April 22, 2010. All other terms and conditions will remain the same.

The vote was: Rusty Sullivan, yes; George Skinner, yes; Rod Cleveland, yes.

Motion Carried.

George Skinner moved, seconded by Rusty Sullivan, to strike from the agenda the discussion, consideration, and/or action on whether the conditions warrant approval of a Burn Ban Resolution.

The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, yes.

Motion Carried.

Rusty Sullivan moved, seconded by George Skinner, to approve the Notice of Appointment for Gayla Sukenis as Receiving Officer on all Sheriff's Department Accounts.

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; George Skinner, yes.

Motion Carried.

George Skinner moved, seconded by Rusty Sullivan, to approve the renewal of County Bid #HD-1369 – Janitorial Service Contract for the Cleveland County Health Department located at 224 S. Chestnut, Moore, and 250 12th Avenue, N.E., Norman, OK, with Facility Care Inc. All terms and conditions will remain the same. The renewal period will be from May 5, 2009 through May 4, 2010.

The vote was: Rusty Sullivan, yes; George Skinner, yes; Rod Cleveland, yes.

Motion Carried.

George Skinner moved, seconded by Rusty Sullivan, to approve the renewal of County Bid #HD-1371 – Lawn Care Services for the Cleveland County Health Department located at 224 S. Chestnut, Moore, and 250 12th Avenue, N.E., Norman, OK, with A-Deal Services. All terms and conditions will remain the same. The renewal period will be from May 12, 2009 through May 11, 2010.

The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, yes.

Motion Carried.

Rusty Sullivan moved, seconded by George Skinner, to approve or ratify an agreement with the Cleveland County Home Loan Authority to lease available office buildings for County purposes and to provide maintenance and insurance for a one (1) year period from May 1, 2009 through April 30, 2010 and authorizing the Chairman to execute the contract.

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; George Skinner, yes.

Motion Carried.

George Skinner moved, seconded by Rusty Sullivan, to approve disposal and appropriate transfer of real property previously provided to the County for road purposes from Walter and Fay Raney on November 9, 1959 described as North 30 feet of the S1/2 of the N1/2 of the S1/2 of the NE1/4 of Section 1, Township 8 North, Range 2 west of the Indian Meridian, and authorizing the Chairman to execute necessary transfer documents as required.

The vote was: Rusty Sullivan, yes; George Skinner, yes; Rod Cleveland, yes.

Motion Carried.

George Skinner moved, seconded by Rusty Sullivan, to approve the Copier Maintenance Agreement between the Cleveland County Sheriff's Office and Sooner Copy Machines for Copiers: Sharp, Model #MX4501N and Toshiba, Model #ES450S. The Contract will be in effect March 1, 2009 through February 28, 2010. The cost will be \$.009 for Black & White and \$.08 for Color. Agreement includes parts, drums, labor, and toner on both machines.

The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, yes.

Motion Carried.

Rusty Sullivan moved, seconded by George Skinner, to approve the Allocation of Alcoholic Beverage Tax in the amount of \$28,851.19.

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; George Skinner, yes.

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve with the DA's amendments to the contract for Auctioneer Services between Cleveland County and Spaulding Auctions. The Auction will be held on May 14 & 15, 2009. The fees shall be greater of \$1,000.00 or 12%.

The vote was: Rusty Sullivan, yes; George Skinner, yes; Rod Cleveland, yes.

Motion Carried.

Rusty Sullivan moved, seconded by George Skinner, to approve the request for the release of funds for payment to Murphy & Associates in the amount of \$3,750.00 for services rendered for the Cleveland County Rural Water District #1 Grant.

The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, yes.

Motion Carried.

George Skinner moved, seconded by Rusty Sullivan, to approve the following Blanket Purchase Orders:

a. General Fund		
09-5365 – SM2	J.D. Thompson & Associates	\$1,000.00
09-5366 – SM2	Ace Hardware	650.00
09-5374 – HR2	Copelin’s Office Center	1,500.00
09-5381 – B2A-300	Rod’s Pest Control	240.00
09-5384 – B2A-500	Radio Shack Corporation	300.00
09-5385 – B2A-500	Hy-Pride Janitorial Supply	300.00
09-5387 – B2A-300	Glenn A. Mead, D.D.S.	1,000.00
b. Highway Fund		
09-5316 – T2A	Hoseco, Inc.	600.00
09-5329 – T2A	Noble Hardware	500.00
09-5346 – T2A	Locke Supply Company	500.00
09-5353 – T2A	O’Reilly Automotive	1,000.00
09-5361 – T2A	Grissoms LLC	1,000.00
09-5362 – T2A	Fred’s Tire & Battery, LLC	3,000.00
09-5376 – T2A	Fred’s Tire & Battery, LLC	2,000.00
09-5377 – T2A	Hercules Tire Sales, Inc.	1,500.00
09-5379 – T2A	Copelin’s Office Center	1,800.00
09-5388 – T2A	Fleet Pride	1,500.00
09-5389 – T2A	C.L. Boyd Company, Inc.	1,500.00
09-5390 – T2A	Dub Ross Company	2,000.00
09-5391 – T2A	Southern Tire Mart	2,000.00
09-5392 – T2A	Bruckner’s Truck Sales, Inc.	1,500.00
c. Health Fund		
09-5351 – MD2	United Mechanical, Inc.	2,000.00

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; George Skinner, yes.
Motion Carried.

Rusty Sullivan moved, seconded by George Skinner, to approve Certificate of Requesting Officers on Blanket Purchase Order Numbers:

09-0347 – SM2	09-0103 – T2A
09-0360 – SM2	09-0949 – T2A
09-1732 – SM2	09-4776 – T2A
09-3778 – SM2	
09-4079 – SM2	09-4650 – CFBRE2-300
09-4308 – B2B-300	09-5013 – CFBRE2-300
09-4958 – SM2	
09-5311 – B2A-300	09-0310 – CFC2
09-2861 – MD2	
09-5059 – MD2	

The vote was: Rusty Sullivan, yes; George Skinner, yes; Rod Cleveland, yes.
Motion Carried.

George Skinner moved, seconded by Rusty Sullivan, to approve Purchase Orders for Payment of Personal Services, Travel, Maintenance & Operation, and Capital Outlay from:

<u>FY 08/09</u>	
a. General Fund	\$ 32,492.75
b. Highway Fund	98,633.83
c. Health Fund	225,002.99
d. Sheriff Service Fee Fund	501.13
e. Sheriff Revolving Fund	3,757.18
f. Sheriff Jail Fund	1,076.38
g. Fair Board Fund	566.82

The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, yes.

Motion Carried.

(For a complete listing of warrants and original signatures, see warrant registers.)

There being no further business to come before the Board, George Skinner moved, that the meeting be adjourned. Rusty Sullivan seconded the motion.

The vote was: Rod Cleveland, yes, Rusty Sullivan, yes; George Skinner, yes.

Motion Carried.

(Clerk's note: Agenda was posted on 5-01-09 @ 8:36 a.m.)