

BOARD OF COUNTY COMMISSIONERS

MINUTES

TUESDAY, MAY 31, 2016

Darry Stacy led in **prayer** and **pledge of allegiance**.

The regularly scheduled meeting of the Board of Cleveland County Commissioners was called to order this 31st day of May 2016 in the meeting Room 200 of the Cleveland County Office Building by Chairman Rod Cleveland. Tammy Belinson, County Clerk/Secretary, called roll and those present were:

Rod Cleveland, Chairman
Harold Haralson, Vice-Chairman
Darry Stacy, Member
Tammy Belinson, Secretary

Others present: Assistant District Attorney James Robertson, Linda Atkins, Melinda Duke, Susan Reese, Sarita Scott, Joy Hampton, Christine Cartmell, Susan Burr, Jacob McHughes, George Mauldin, John Roberts, Laura Smith, Bryan Jenkins, Rhiana Caldwell, Earl Cox, Annette Pretty and Todd Gibson.

After the reading of the minutes of the Regular Meeting of May 23, 2016, and there being no additions or corrections, Darry Stacy moved that the minutes be approved. Harold Haralson seconded the motion.

The vote was: Harold Haralson, yes; Darry Stacy, yes; Rod Cleveland, abstain.
Motion carried.

A. Bid Openings:

1. Upon the recommendation of Purchasing Agent Melinda Duke, Rod Cleveland moved, seconded by Harold Haralson, to **accept** the bids and to **table** the awarding and/or rejecting of the bids until a later date for **Bid #BE-1752** – One (1) Year Non-Encumbered Contract for Building Maintenance Supplies for Cleveland County. The bid term will be from July 1, 2016 through June 30, 2017.

The vote was: Darry Stacy, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.

The bids each accompanied by properly executed non-collusion form are as follows:

CLEVELAND COUNTY BID SUMMARY												
List of Individual Bidders												
	Batteries & Bulbs	Harvey Sales Janitorial Supplies	Jadcore, Inc.	Treats Solutions LLC	Voss Lighting	Bob Barker Company	Empire Paper	Fabriclean Supply	MSC Industrial Supply	Southwest Paper	Tronex International Inc.	Page
BID: #BE-1752	1	2	3	4	5	6	7	8	9	10	11	
DEPT: Bldg. Maint.												Awarded to:
DATE OPENED: 5-31-16												Tabled 5-31-16
List of Individual Items												
One-Year (1) Non-Encumbered												
Contract for Building												
Maintenance Supplies.												
The bid term will be from July 1, 2016 through June 30, 2017.												
DELIVERY:	stacking items (over 15,000 in-stock nationally) 3-5 business days	4-7 days	21 days	5 days	7-10 days	5-30 days	_____	2 days	7 days	_____	_____	
	no-stocking items: 7-10 business day		2500 lbs min. order, can combine sizes.									
	special order items; up to 5 weeks		We are not a distributor but a direct manufacturer of plastic bags									
COMMENTS/EXCEPTIONS:	all other lighting & lighting accessories are list - 10%	_____	33x43 is our stock 33x3915. Note: As a direct manufacturer our products ship common carrier so freight based on at least combo of 2500 lbs or 2 full skids is a min. shipment. Can combine different sizes to meet 2500 lbs.								Minimum order \$150.00 or a \$10.00 small order fee will be added to order	Pricing are based on Net 30 Days and they are FOB destination. Prices are fixed for the 12 months of the contract. Individual cases cannot be split.
CONTACT PERSON:	Jennifer Harrison	Les Wright	Judie A Dierdorf	Jess Maxey	Randy Tidwell	Robin Finn	Dewayne Leath	Angie Christian	Mark Williams	Ted Barba	Damian Kalabratzidis	
TITLE:	Contract Administrator	President	Mfg Rep for Jadcore, Inc.	Sales Consultant	Sales Representative	Contract Specialist	Bus. Dev. Mgr	Janitorial Sales Mgr	_____	Sales Rep.	Bus. Dev. Mgr	
ADDRESS	4100 Will Rogers Parkway, ST 300 OKC, OK 73106	1330 W Main St, OKC, OK 73106	300 N Fruitridge Ave, Terre Haute, IN 47803	6220 Melrose Ln OKC, OK 73127	721N Ann Arbor OKC, OK 73127	84 N Main St, Fuquay-Varina, NC 27526	2708 Central FRWY E, Wichita Falls, TX 76301	201N Ann Arbor OKC, OK 73127	4325 SW 23rd OKC, OK 73108	4201 W Reno OKC, OK 73107	300 International Dr, Mount Olive, NJ 07858	
TELEPHONE NUMBER:	405-601-0680	405-236-3438	812-240-1818	405-808-9819	405-706-6183	800-334-9880	940-766-3216	405-232-9289	405-946-9090	01c 405-236-8411 cell 405-559-7915	800-833-1181 or 973-335-2888 x213	
FAX NUMBER:	405-605-1550	405-236-0754	812-466-9460	405-787-8221	405-942-2369	800-322-7537	940-766-3867	405-272-1034	405-946-9114	405-236-1658	973-402-2219 x213	
EMAIL:	government@okbatteries.us.com	les@harveysales.com	jwmarwoods@frontier.com	jmaxey@treatssolutions.com	randy.tidwell@vosslighting.com	robinfinn@bobarker.com	dewayne.leaf@empirepaper.com	anglec@fabriclean.com	branchokc@mscdirect.com	tbarba@swopa.com	dkalabratzidis@tronexcomp.any.com	
NON-COLLUSION AFFIDAVIT:	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	

- Upon the recommendation of Assistant Purchasing Agent Susan Reese, Rod Cleveland moved, seconded by Darry Stacy, to **accept** the bids and to **table** the awarding and/or rejecting of the bids until a later date for **Bid #EB-1753** – One (1) Year 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, 2016 through June 30, 2017 with the option to renew for one (1) additional year. The vote was: Rod Cleveland, yes; Harold Haralson, yes; Darry Stacy, yes. Motion carried. The bids each accompanied by properly executed non-collusion form are as follows:

CLEVELAND COUNTY BID SUMMARY			
BID: #EB-1753 Carrier Service Term 7-1-16 through 6-30-17			
List of Individual Bidders			
	A-1 Freeman Moving & Storage	PAB Moving LLC	
BID: #EB-1753			
DEPT: Election Board			
DATE OPENED: 5-31-16			AWARDED:
	1	2	Tabled on 5/31/16
List of Individual Items			
Non-Encumbered Contract for Voting Equipment Carrier Service for Ballot Boxes, Boxes, Voting Booths and any other additional equipment, for the Cleveland County Election Board.			AWARDED:
The bid term will be from July 1, 2016 through June 30, 2017 with the option to renew for one (1) additional year.			
ELECTRONIC EQUIPMENT			
CARRIER SERVICE PER HOUR:	\$114.00	\$85.00	
Bid Meet Specs: Yes or No	YES	YES	
Hauling Experience:	_____	PAB Moving has previous experience with delivery and placement of voting equipment since approx. 2006.	
Contact Information:	A-1 Freeman Moving & Storage	PAB Moving, LLC	
Contact Person:	Ken Hughen	Randi Boothe	
Telephone #:	405-775-5214	405-313-7219	
Fax #:	405-751-2759	405-329-6492	
e-mail:	khughen@a-1freeman.com	_____	
NON-COLLUSION AFFIDAVIT: PA-102(1982)	YES	YES	

3. Upon the recommendation of Assistant Purchasing Agent Susan Reese, Rod Cleveland moved, seconded by Harold Haralson, to **accept** the bids and to **table** the awarding and/or rejecting of the bids until a later date for **Bid #EB-1754** – One (1) Year Non-Encumbered Contract for the Printing of Election Ballots for the Cleveland County Election board. The bid term will be from July 1, 2016 through June 30, 2017 with the option to renew one (1) additional year.

The vote was: Harold Haralson, yes; Darry Stacy, yes; Rod Cleveland, yes. Motion carried.

The bids each accompanied by properly executed non-collusion form are as follows:

CLEVELAND COUNTY BID SUMMARY			
Bid #EB-1754 Printing of Election Ballots			
List of Individual Bidders			
	Royal Printing Company, Inc.	Mid-West Printing Company	
	1	2	
BID: #EB-1754			
DEPT: Election Board			
DATE OPENED: May 31, 2016			
List of Individual Items			Awarded To:
List of Individual Items			Tabled on 5-31-16
One-Year (1) Non-Encumbered Contract for the Printing of Election Ballots for the Election Board with the option to renew one (1) additional year.			Awarded To:
The bid term will be from July 1, 2016 through June 30, 2017			
REGULAR BALLOTS			
MAXIMUM QUANTITY PER ELECTION		Additional Cost for Color Paper (yellow, pink, ivory)	
UNIT PRICE PER BALLOT:			
8.5 X 14.0 Inches:	\$0.15	\$0.14	
Add'l Cost for Color Distinction:	\$0.00	\$0.00	
8.5 X 17.0 Inches:	\$0.1525	\$0.15	
Add'l Cost for Color Distinction:	\$0.00	\$0.00	
8.5 X 19.0 Inches:	\$0.155	\$0.16	
Add'l Cost for Color Distinction:	\$0.00	\$0.00	
ABSENTEE BALLOTS			
MAXIMUM QUANTITY PER ELECTION		Additional Cost for Color Paper (yellow, pink, ivory)	
UNIT PRICE PER BALLOT:			
8.5 X 14.0 Inches:	\$0.15	\$0.14	
Add'l Cost for Color Distinction:	\$0.00	\$0.00	
8.5 X 17.0 Inches:	\$0.1525	\$0.15	
Add'l Cost for Color Distinction:	\$0.00	\$0.00	
8.5 X 19.0 Inches:	\$0.155	\$0.16	
Add'l Cost for Color Distinction:	\$0.00	\$0.00	
SAMPLE BALLOTS			
MAXIMUM QUANTITY PER ELECTION		Additional Cost for Color Paper (yellow, pink, ivory)	
UNIT PRICE PER BALLOT:			
8.5 X 14.0 Inches:	\$0.15	\$0.14	
Add'l Cost for Color Distinction:	\$0.00	\$0.00	
8.5 X 17.0 Inches:	\$0.1525	\$0.15	
Add'l Cost for Color Distinction:	\$0.00	\$0.00	
8.5 X 19.0 Inches:	\$0.155	\$0.16	
Add'l Cost for Color Distinction:	\$0.00	\$0.00	
Note Exception:	A shipping charge of \$15.00 will be included on orders of 200 or fewer ballots.** **This charge will only be added if the entire county's quantity (all entities combined for month) is ≤200 ballots.	*Bid prices include all charges for freight, F.O.B. with inside delivery. Exception: A shipping charge of \$10.00 will be included on orders of 200 or fewer ballots.	
Contact Information:	Kelley Thomas	Scott Seay	
Title:	_____	_____	
Address:	1830 NW 4th Dr. Oklahoma City, OK 73106	PO Box 650 Sapulpa, OK 74067	
Phone Number:	405-235-8581	800-375-3494	
Fax Number:	405-235-0868	918-224-0636	
E-Mail:	_____	home@mwprint.net	
NON-COLLUSION AFFIDAVIT: PA-102(1982)	YES	YES	

as the low bidder and is awarded the contract for three (3) months for **Bid #COM-1751** – Non-Encumbered Contract for three (3) months for the Purchase of one (1) or more, various sizes fully assembled standing desks. The vote was: Rod Cleveland, yes; Harold Haralson, yes; Darry Stacy, yes. Motion carried.

2. Harold Haralson moved, seconded by Darry Stacy, to **table** until a later date for discussion and/or action on **Cleveland County Workers Compensation Coverage**. The vote was: Harold Haralson, yes; Darry Stacy, yes; Rod Cleveland, yes. Motion carried.

C. Items of Business:

Chairman Rod Cleveland said that the following Items, No. 1 through No. 12 are **Consent Items** and are routine in nature; therefore, Harold Haralson moved, seconded by Darry Stacy, to **approve** the following items:

1. **Service Agreement** between Cleveland County Health Department and Absolute Data Shredding for document destruction services for the Norman and Moore offices. The charge for Norman and Moore 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. This will be effective July 1, 2016 through June 30, 2017.
2. **Contract for Services** between Cleveland County Health Department (Both Norman and Moore locations) and Eureka Water Company for Water. The contract will run 12 months from July 1, 2016 through June 30, 2017 for \$6.20 per 5-gallon bottle of water.
3. **Renewal Maintenance Contract** between Cleveland County Clerk’s Office and R.B. Akins Company for the period July 1, 2016 through June 30, 2017. Full Service maintenance of Liebert Foundation ECM Cooling System Model HD788C000KC0968, Serial #129525-002 for the net purchase price of \$927.00 which includes four quarterly inspection & test visits per year. All parts for repair and/or maintenance are included in the contract as well as all emergency service work.
4. **Full Service Maintenance Agreement** between Cleveland County Sheriff’s Office and R.B. Akins Company to provide inspections and test visits on the Liebert Foundation ECM Cooling System Model – HD788C000KC0968 for the period July 1, 2016 through June 30, 2017 in the amount of \$927.00.
5. **Award** the low quote from Mill Creek Carpet & Tile in the amount of \$3,279.81 for labor and material to install carpet tile at 122 E. Eufaula Street per Title 61, Sec. 102 & 103.
6. **Renewal Agreement** between Cleveland County and Civic Plus for Hosting and Supporting websites July 1, 2016 through June 30, 2017 for the following:
Cleveland County Offices **\$12,851.84**

Human Resources	\$ 8,495.00
Sheriff’s Dept and Fairgrounds Subsites	\$ 3,307.50

7. **Renewal Agreement** between Cleveland County and ESRI for ArcGIS Standard Concurrent Use Primary Maintenance and ArcGIS Online Level 1 Plan to include up to five (5) named users in the amount of \$4,000.00 for the period July 1, 2016 through June 30, 2017.
8. **Accept the Monthly Report** of County Sheriff Cash Bonds for the Month of March and April 2016.
9. **Resolution to Declare Surplus the following items from Cleveland County District #3:**
D315-17 1986 PH Crane
D302-151 425 Chevy Kodiak Flatbed Dump Truck
D356-9 1997 Gradall XL 4100 Excavator
D421-60 Robinair 12134A Recycler and Recharger
10. **Approval of the following Blanket Purchase Orders submitted for the following Departments:**

Commissioner

16-4780-D2	Staples Business Advantage	\$ 250.00
16-4781-D2	Copelin’s Office Center	\$ 400.00

Sheriff

16-4702-B2A	Oklahoma Copier Solutions	\$ 175.00
16-4757-CFBC2	Aramark Correctional Services	\$ 43,000.00
16-4764-B2A	Pearson Lumber	\$ 200.00

11. **Approval of the Certificate of Requesting Officers on Blanket Purchase Order Numbers:**

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General:

16-0003-H2	16-0011-H2	16-1631-B2A	16-1800-B2A
16-2706-CCJC2	16-2963-B2A	16-3434-B2A	16-3600-B2A

Highway:

16-2530-T2A	16-3256-T2A	16-3506-T2A
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Health

16-0327-MD2	16-4522-MD2
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12. **Review, Audit, and Approve Purchase Orders for Payment of Personal Services, Travel, Maintenance & Operations, and Capital Outlay from:**

FY 15/16

a. General Fund	\$ 60,253.93
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b. Highway Fund	\$ 13,271.52
c. Health Fund	\$ 3,395.78
d. CDBG Grant Disaster Recovery Fund	\$1,195,086.37
e. Sheriff Service Fee Fund	\$ 358.02
f. Sheriff Commissary Fund	\$ 13,367.69
g. Sheriff Courthouse Security Fund	\$ 29.95
h. Sheriff Jail Fund	\$ 203.89
i. Treasurer’s Certification Fee Fund	\$ 244.00
j. County Clerk Preservation Fee Fund	\$ 12,918.85
k. Local Emergency Planning Fund	\$ 750.00
l. Fairgrounds Fund	\$ 2,544.94

The vote was: Darry Stacy, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.

END OF CONSENT DOCKET.

- D. There was no **new business** to come before the **Board** for discussion.

- E. During **Commissioners** discussions regarding **County Business**, Commissioner Haralson said a pre-bid meeting was held for Bid #COM3-1756 for Construction of a bridge structure located on Moffat Road.

- F. There were no **comments** made by the **Public**.

- G. There being no further business to come before the Board, Darry Stacy moved that the meeting be **adjourned** at 1:09 pm. Harold Haralson seconded the motion. The vote was: Rod Cleveland, yes; Harold Haralson, yes; Darry Stacy, yes. Motion carried.

BOARD OF COUNTY COMMISSIONERS
CLEVELAND COUNTY , OKLAHOMA

Rod Cleveland, Chairman

ATTEST:

Tammy Belinson, County Clerk and Secretary to the Board

Minutes Prepared by: _____
Deputy County Clerk