

AGENDA
BOARD OF COUNTY COMMISSIONERS
MONDAY, MAY 13, 2024
TULSA COUNTY HEADQUARTERS BUILDING
218 W. 6TH ST., TULSA, OKLAHOMA
ROOM 132 - 9:30 AM



3:17 pm, May 09, 2024

- I. CALL TO ORDER
- II. PROCLAMATION
 - A. Recognizing the month of May 2024 as National Military Appreciation Month in Tulsa County, Oklahoma
- III. MINUTES
 - A. Board of County Commissioner's Meeting of May 6, 2024
- IV. REPORTS
 - A. Elected Officials:
 - 1. Assessor - Revolving Fee for 4/2024
 - 2. County Clerk - Monthly for 4/2024
 - 3. Court Clerk:
 - a. Monthly for 4/2024
 - b. Management and Preservation Monthly for 4/2024
 - 4. Treasurer - Depository Summary of Daily Analysis for 4/2024
 - B. County Department - (Election Board) - Monthly for 4/2024
 - C. Annual Inventory Certifications:
 - 1. Procurement
 - 2. Treasurer
- V. UNFINISHED BUSINESS
 - A. Bid Openings
 - 1. Highways - Reflective Sheeting & Pavement Tape
 - B. Bid Awards & Recommendations:
 - 1. Parks - Chandler Park Recreation Center Roof Replacement - Deferred
 - C. Amendments
 - 1. Board of County Commissioners - #2 to the agreement with Lilly Architects, PLLC, for Architectural and Engineering Services for the Tulsa County Courthouse Renovation, CMF# 20221790, to expand the scope of services and time schedule
 - 2. Election Board - #7 to the award for Truck Rental to Budget Truck Rental, CMF #247870, the most recent renewal, CMF #20231041, to exercise the option for an additional one-year, from 7/7/2024 through 7/6/2025, with no changes to the terms

3. Parks - #5 to the agreement with PDG, LLC, dba Planning Design Group, for landscape architectural services for the LaFortune Park Tennis Center Phase III Improvement, CMF# 20190358. This agreement has been amended several times, with the last amendment being approved on 10/23/2023, CMF #20231788. This amendment is to reflect the increase to the Design Consultant's Basic Services to add Construction Administration Services for all work related to the redesign of the Tennis Building site and Croquet Restroom site layout, in coordination with the project architect
- D. Request for Approval - (Board of County Commissioners) - of Emergency Action Plan for HQ - deferred from 5/6

VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending 5/20/2024
- B. New or Replacement Procurement Officers - (Tulsa Area Emergency Management Agency) - designating Steven Spyres as new Receiving Specialist
- C. Memorandum of Understanding - (Sheriff) - INCOG, for maintenance duties of the NG 911 electronic map street layer, address point layer, ESN, Fire, Law, Ambulance, Public Service Answering Point boundaries, the master street guide, and address guide to assist with locating callers and directing emergency personnel to the correct location; cost \$37,830, paid in 12 equal payments from 7/1/2024 through 6/30/2025
- D. Requests for Approval
 1. Engineers:
 - a. Acceptance of Right-of-Way Easement from Brandon Holland and Ruth Ann Mattison (LLA-524)
 - b. City of Tulsa, Oklahoma, to grant and convey unto the City a perpetual easement to construct a water main or mains
 2. Juvenile Bureau - Kimberly-Clark Professional, to accept the installation terms and conditions for the installation of paper product dispensers at the Family Center for Juvenile Justice, located at 500 W. Archer Street, Tulsa
 3. Social Services - to accept donations of medications from various nursing homes and various items from various individuals for the month of 4/2024
- E. Resolutions - Engineers:
 1. County Improvements for Road and Bridges (CIRB) Funding Applications to be included in the 5-year plan:
 - a. Bridge 19, NBI 08667 156th Street N. over Horsepen Creek
 - b. Bridge 21, NBI 02887 E. 156th Street N. over Cherry Creek
 - c. Bridge 49, NBI 00331 E. 106th Street N. over Bird Creek
 - d. Bridge 57, NBI 05039 96th Street N. over Bird Creek
 - e. Bridge 83, NBI 17945 56th Street N. over Bird Creek
 - f. Bridge 200, NBI 14754 S. 161st E. Avenue over unnamed creek
 - g. Bridge 226, NBI 00909 N. 72nd W. Avenue over Bigheart Creek

2. Cancelling the 101st Street - Memorial to Mingo ODOT Project, JP293445(08), and removing from the CIRB transportation plan as the project is being annexed by the City of Bixby

F. Agreements

1. Court Clerk - Kofile Technologies, Inc., for the imaging, processing, clean up and enhancement of Historical Records
2. Building Operations - Fluke Reliability, dba eMaint Enterprises, LLC, for a one-year subscription to their web-based fleet maintenance management software, effective June 1, 2024; cost \$41,306.17
3. Election Board - MessageMedia USA, Inc., for commercial messaging services; cost \$3,288
4. Engineers - City of Tulsa, Oklahoma for jointly planned waterline and sewer line relocations on 51st Street South at the intersections of 177th East Avenue and at 193rd East Avenue
5. Juvenile Bureau - Accurate Controls, Inc., for security automation systems service agreement for 500 W. Archer Street, Tulsa, OK
6. Parks:
 - a. Ernest Morgan, to provide a Car Show at Chandler Park on 6/15/2024, from 9:00 a.m. to 5:00 p.m.; fee \$2,925
 - b. Green Country Aircraft Exhaust, for a company picnic at Haikey Creek Pavilion 5 on 5/18/2024, from 9:00 a.m. to 2:00 p.m.; fee \$75
 - c. Jumpin Jiminy, Inc., to provide concessions at all Tulsa County Parks from 5/13/2024 through 2/17/2025
 - d. RecDesk, LLC., for access to RecDesk Director as well as administrative access to the RecDesk Community portal software from 6/1/2024 through 5/31/2025; cost \$8,300
7. Sheriff - Action Target, Inc., for the removal and recycling of expended brass cartridge scrap and range lead scrap from the Sheriff's shooting range located at 6080 East 66th Street North Tulsa, Oklahoma 74117
8. Treasurer:
 - a. JRW, Inc., dba Financial Equipment Company, for annual service and maintenance of equipment for FY 2024-2025; cost \$8,179
 - b. Southwest Solutions Group, for maintenance and service of three KardexRemstar Inc Vertical Carousel-Lektrievers, serial numbers 20002007/001, 20002007/002 and 03004996/001, from 7/22/2024 through 7/21/2025; cost \$2,078.78

G. Agreement Renewals

1. Election Board - Final Touch Cleaning Service, for renewal of CMF #20231081 for FY 2024-2025
2. Human Resources:
 - a. Atlantic American Employee Benefits, for renewal of CMF #20230683 for FY 2024-2025

- b. Delta Dental:
 - 1) for renewal of CMF #20230819 for FY 2024-2025
 - 2) for renewal of CMF #20230820 for FY 2024-2025
 - c. United Safety and Claims, for renewal of CMF #20230966 for FY 2024-2025
 - 3. Sheriff
 - a. First Responder Support Services, PLLC, for renewal of CMF #20230756 for FY 2024-2025
 - b. M&M Micro Systems, Inc., for renewal of CMF #20230395 for FY 2024-2025
- H. Inventory Resolutions
 - 1. Assessor:
 - a. Asset disposal: junked - lateral file
 - b. Asset transfer - to Human Resources - Desk
 - 2. Budget Division - Asset disposal: junked - software
 - 3. Highway District #1 - Request to surplus: tractor, pickup truck, dump truck
 - 4. Highway District #2 - Request to surplus: dump truck and snowplow
 - 5. Highway District #3:
 - a. Asset Registration: Caterpillar dozer removed from inventory 9/7/2021 with intention to sell; has not sold; District #3 would like to repair and put into service
 - b. Request to surplus: crew cab truck
 - 6. Parks - Asset disposal: junked - desk
 - 7. Sheriff - Asset disposal: transferred to outside government entity - Motorola mobile radios
 - 8. Treasurer - Asset disposal: junked - Windows server
- I. Sole Source - (IT) - OneNet, a Division of the Oklahoma State Regents for Higher Education, for the redundancy to the Oklahoma State Network. OneNet can accommodate dark fiber via these managed assets in addition to network engineering support that can accommodate the Border Gateway Protocol
- J. Utility Permits - Engineers:
 - 1. Cox Communications - for the parallel of W. 49th St., approximately 0.04 mi. W. of the W. 49th St. and S. 45th W. Ave. junction
 - 2. ONE Gas, Inc.:
 - a. for the cross of E. 91st Street, approximately 4.60 mi. W. & 2.54 S. of the US 169 & SH 20 junction
 - b. for the parallel of N. Memorial Dr., approximately 0.25 mi. S. and 2.04 mi. E. of the US 75 & SH 20 junction
- K. Travel/Training - (IT) - Dan Pease to Edmond, OK to participate in the OK Higher Education IT Summit on 5/20/2024; cost \$150
- L. Claims

- M. Payroll claims - Biweekly for 4/20-5/3/2024
- N. Blanket Purchase Orders and Emergency Purchase Orders
- O. Consideration and Approval of Construction Program Payments
 - 1. Vision 2025
 Creditor: Program Management Group; Trust 816421-59; Item: 10,526-V2025
 Program Management; Purpose: Program Administration; Amt. Paid: \$34,343.70

 Creditor: Guy Engineering; Trust #719384-J1; Item: 10,525 - PJ1031 - H51SO - E.
 51st St. So. between 177th & 193rd E. Ave; Purpose: Design/Engineering; Amt.
 Paid: \$9,000
 - 2. Vision Tulsa County
Sales Tax/Bond Funded Projects Recommended for Payment
 Creditor: Meshek & Associates; Fund HW86N/PJ1047; Item: 86th St. N. Memorial to
 HWY 75 Improvements; Purpose: ROWs; Amt. Paid: \$928.14

 Creditor: Meshek & Associates; Fund: H41SO/PJ1030; Item: 41st St. Improvements
 137th W. Ave. to 193rd W. Ave.; Purpose: ROWs; Amt. Paid: \$14,265

 Creditor: Meshek & Associates; Fund: H91SO/PJ1033; Item: 91st So. Improvements
 from HWY 75 to Elwood; Purpose: Final Payment; Amt. Paid: \$360

 Creditor: Guy Engineering; Fund H193E/PJ1028; Item: 31st, 41st, 51st Roundabouts on
 193rd (County Line); Purpose: Design; Amt. Paid: \$1,569.77

SALES TAX FUNDED PROJECTS RECOMMENDED FOR PAYMENT
 Creditor: Program Management Group, LLC; Fund ADMIN/PJ1001; Item: Vision
 Tulsa County Administration; Purpose: Administration; Amt. Paid: \$12,171.30
- P. Zoning Application Hearing and Possible Action - (Tulsa Metropolitan Area Planning Commission) - CZ-551 - Applicant/Owner: Cody/Morgan LLC, Location 4811 W. 41st St. S.; 4809 W. 41st St. The request is to rezone 1.23 ± acres/54670.5 square feet from RS to CS to permit commercial uses. On Meeting Date of April 3, 2024, TMAPC voted 8-1-0 to recommend that the County Commission Approve rezoning of 1.23 + acres from RS to CS

VII. ANNOUNCEMENTS

County Events and Status Updates for Comment and Discussion from: Administrative Services, Building Operations, Court Services, Early Settlement, Election Board, Engineers, Highways, Human Resources, Information Technology, Inspections, Parks, Social Services, Procurement, Assessor, County Clerk, Court Clerk, Sheriff, Treasurer, District Attorney, Drainage District #12, Expo Square, Juvenile Justice, OSU Extension, Presiding Judge, River Parks Authority, Tulsa Area Emergency Management Agency, Public Defender, Chief Deputies and County Commissioners

VIII. 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.

IX. ADJOURN