

AGENDA
BOARD OF COUNTY COMMISSIONERS
MONDAY, JUNE 16, 2025
TULSA COUNTY HEADQUARTERS BUILDING
218 W. 6TH ST., TULSA, OKLAHOMA
ROOM 132 - 9:30 AM

RECEIVED



4:52 pm, Jun 12, 2025

- I. CALL TO ORDER
- II. ROLL CALL
- III. MINUTES
 - A. Board of County Commissioner's Meeting of June 9, 2025
- IV. REPORTS TO ACCEPT & FILE
 - A. Elected Officials:
 - 1. Assessor - Monthly Revolving Fund for 5/2025
 - 2. County Clerk - Annual Inventory Certification for FY 2024-2025
 - 3. Court Clerk:
 - a. Monthly for 5/2025
 - b. Management and Preservation for 5/2025
 - 4. Treasurer - Depository Summary of Daily Analysis for 5/2025
 - B. County Departments
 - 1. Drainage District #12 - Annual Inventory Certification for FY 2024-2025
 - 2. Highways District #1 - Annual Inventory Certification for FY 2024-2025
 - 3. Social Services - Annual Inventory Certification for FY 2024-2025
- V. UNFINISHED BUSINESS
 - A. Bid Openings
 - 1. Parks - Request for Proposals for O'Brien Park LED Baseball Lighting
 - B. Bid Awards & Recommendations:
 - 1. Building Operations - Architectural and Engineering Services for the Tulsa County Courthouse Emergency Alert System, to Lilly Architects, PLLC
 - 2. Highways - PHPM-50 Tack Oil, to KAZ Companies, LLC, the overall lowest and best bid
 - 3. TC Depts - Coffee Service - Deferred
 - 4. TC Departments - Correctional-Institutional Supplies, to ACME Supply Co., Ltd, Victory Supply, LLC, Bob Barker Company, Charm-Tex, Mini Wing USA and Pyramid School Products, the lowest and best bids received
 - C. Addendum - (County Clerk) - #1 to the Request for Proposals for Tulsa County Clerk Storage Shelving, set to open 7/14/2025, to update the solicitation conditions and specifications as well as to provide answers to vendor questions

D. Amendments

1. Board of County Commissioners - #1 to the agreement with Drainage District #12, CMF #20250279, amending the first sentence of Paragraph 2 ("Duration") to 6/30/2026
2. Engineers - #1 to the Sole Source with Meshek & Associates, LLC, as the sole provider of maintenance, updates, alterations, and support of the custom GIS dashboard (base map data and engineering databases), CMF#20242143, to change the company name to WSB, LLC
3. INCOG - #1 to the HUD agreement for Tulsa County HOME Investment Partnerships - American Rescue Plan Program, to increase funding from its original allocation of \$4,094,107 to \$4,100,280
4. Sheriff:
 - a. #1 to the agreement with Summit Food Service, LLC, to adjust the pricing rate for Food Services to the inmate population at David L. Moss Criminal Justice Center for FY 2025-2026
 - b. #4 to the agreement with Turn Key Health Clinics, LLC, for comprehensive health services at David L. Moss Criminal Justice Center, for monthly cost of \$786,638.51 for FY 2025-2026

VI. ACTION ITEMS

- A. New or Replacement Procurement Officers - (County Clerk) - designating Natalia Melnik as new Receiving Specialist, Christa McAlester and Traci Scullawl as Requesting Officers, and Aaron Wiedman and Stephen Leonard as Requisitioning Officers for cost center CC4850 - Opioid Abatement Settlement
- B. Resolution on Disposition of Funds/Cash Fund Estimate of Needs from May 15, 2025 through June 11, 2025
- C. Memorandum of Understanding - (Sheriff) with Tulsa Job Corps, for law enforcement services at the Tulsa Job Corps Center campus, effective 7/1/2025
- D. Requests for Approval
 1. Board of County Commissioners:
 - a. Crowe & Dunlevy Attorneys and Counselors at Law, for representation in the matter of the purchase of Billy Frazier property in West Tulsa
 - b. INCOG - for the acceptance of proposals and funding for the HOME Consortium program submitted by Vintage Housing, Inc., in the amount of \$981,439.17
 - c. Revocation of Tulsa County Policy (TCP 123), Shared Leave Bank Program
 2. County Clerk - of Tedford & Associates, LLC, recommendation of change to Alliant (PE/360 Property Program) for FY 2025-2026 Property Insurance
 3. Engineers:
 - a. Acceptance of Right-of-Way Easement in Tulsa County from Dustin and Brandi Adcock (CLLA-52)
 - b. Acceptance of Right-of-Way Easement in Tulsa County from Angela and Bradley Denton (CLLA-52)

4. Human Resources - BOK Sponsor Web Portal User Access Form for Vince Butler, CC Health, for TC 401(a), 457 and PEHP plans
 5. Parks - to accept donation from NatureWorks, Inc. of the installation of the bison "first family" at LaFortune Park, CMF #20190510, consisting of a bull, cow and baby bison, estimated value of \$150,000
 6. Tulsa Area Emergency Management Agency (TAEMA) - of letter to the State Historic Preservation Office for tier 2 reviews of applications for the Voluntary Buyout Program, #933, 954, 1168, 1051 and 1180
- E. Sign Contractor's Bond - Highway Man Signs, as principal and American Surety Company of Peoria, Illinois as Surety, in the amount of \$10,000; time period 6/6/2025 - 6/6/2026
- F. Agreements
1. Assessor:
 - a. OMECorp Genesis Business Systems for maintenance on Postage Machine IX7, serial #ZC2338501735 located at 218 W. 6th St., 5th floor, Tulsa, OK 74119 for FY 2025-2026; annual cost \$1,404
 - b. The Sidwell Company, for ArcGIS Assessment and Enterprise Planning Services; cost \$9,911
 2. Board of County Commissioners - INCOG:
 - a. Vintage Housing, Inc., to undertake a project of rehabilitation and capital improvement of the Autumn Park Senior Living Apartments, located at 8401 E. 134th St. S., Bixby, OK 74008 with HOME Consortium funds from FY 2022, 2023 and 2024, in the amount of \$1,182,148 for new construction and rehabilitation of multi-family housing, CMF #20240964
 - b. Award of Proposal for HOME Consortium FY2025 Rehabilitation of multi-family housing to Vintage Housing, Inc., in the amount of \$981,439.17 for single-phase rehabilitation of West Oak Village, a 22-year-old multifamily apartment complex for the elderly, located in Skiatook, Osage County
 3. Building Operations:
 - a. Cox Business, for Cox TV services at 218 W. 6th St., Ste 110, Tulsa, OK 74119, for FY 2025-2026; monthly cost \$227.84
 - b. SourceOne Maintenance Services, Inc., for janitorial services, as specified in the Request for Proposals, for FY 2025-2026; monthly cost \$42,020
 4. County Clerk - CivicPlus Media, to provide access to proprietary community engagement and government content, workflow, and general management software solutions, platforms and associated services, effective through 6/18/2026; annual cost \$8,669.04
 5. Court Clerk - Jordan Strategies, LLC, for consulting on governmental and legislative affairs for FY 2025-2026; monthly cost not to exceed \$2,500
 6. Employees' Retirement System of Tulsa County - Robbins Geller Rudman & Dowd LLP, for portfolio monitoring services
 7. Engineers - Oklahoma Department of Transportation (ODOT), for street improvements, maintenance and right-of-way for Project STP-272N(423)IG located at 21st Street from SH 344 to 23rd Street; cost of project not to exceed \$1,542,400

8. Human Resources - Tedford Insurance, LLC, to provide client broker and insurance consulting services for Tulsa County for the procurement of Excess Workers Compensation Insurance for FY 2025-2026; annual cost \$6,000
9. IT:
 - a. Global Vision Technologies, Inc., as a Business Associate under the agreement for professional services for the configuration and implementation of their Case Management Software Platform, CMF# 20250421, as it receives, maintains, or transmits PHI possessed by Tulsa County
 - b. Syncfusion, Inc., for subscription licenses for up to five developers to their Essential Studio Enterprise Edition software. This agreement began 9/12/2024 for one year; cost \$4,740, with the option to renew for four consecutive one-year terms
10. Juvenile Bureau:
 - a. Accurate Controls, Inc., for the service agreement including technical assistance and annual service for the security automation systems installed at Family Center for Juvenile Justice located at 500 W. Archer St., Tulsa, OK; annual cost \$18,265.76
 - b. Legend-Lifts, LLC, for the preventative maintenance and servicing of hydraulic lifts located at 500 W. Archer Street, Tulsa, OK 74103 from 5/1/2025 through 4/30/2026; cost \$2,832.60 per month
11. Parks - Metropolitan Environmental Trust, for the lease of a parking area at LaFortune Park from 7/1/ through 8/31/2025; fee \$50/month
12. Sheriff:
 - a. Cherokee Nation, for detention services for housing and transporting of Tribal Inmates at the David L. Moss Criminal Justice Center, beginning 10/1/2025; daily rate per inmate \$75
 - b. Oklahoma Communication Systems, LLC, to provide Tulsa County with facilities and services to establish an Enhanced Emergency Number Service (E-911) for the public of Tulsa County effective for FY 2025-2026; monthly cost \$21
13. Social Services:
 - a. Brooks Grease Service, Inc., for pumping and cleaning of grease traps and grease removal at 2401 Charles Page Blvd., Tulsa, OK 74127; cost \$250
 - b. Cox TV, for services at 2401 Charles Page Blvd., Tulsa, OK 74127 for FY 2025-2026; monthly cost \$67.94
 - c. Housing Solutions, Inc., for the use of the Homeless Management Information System through 6/30/2026
14. Treasurer - Gifford Auction and Realty for Auctioneer services for the June 2026 Tax Resale; cost \$3,900

G. Agreement Renewals

1. Assessor:
 - a. LexisNexis Risk Solutions FL, Inc., for renewal of CMF #20240983 for FY 2025-2026
 - b. Standley Systems, for renewal of CMF #20241056 for FY 2025-2026
 - c. Standley Systems, for renewal of CMF #20241057 for FY 2025-2026
 - d. Standley Systems, for renewal of CMF #20241058 for FY 2025-2026
2. Building Operations:
 - a. CoxCom, Inc., for renewal of CMF #20240984 for FY 2025-2026
 - b. Garratt-Callahan Company, for renewal of CMF #20240893 for FY 2025-2026
 - c. Harrison Energy Partners, for renewal of CMF #20240894 for FY 2025-2026
3. Engineers - Center for Employment Opportunities, Inc., for renewal of CMF #20241401 for FY 2025-2026
4. Human Resources - Allstate Cancer, for renewal of CMF #20240929 for FY 2025-2026
5. Procurement:
 - a. Standley Systems, for renewal of CMF #20240988 for FY 2025-2026
 - b. Thomson Reuters, for renewal of CMF #20240955 for FY 2025-2026
6. Social Services:
 - a. Baughman Services, LLC, for renewal of CMF #20241208 for FY 2025-2026
 - b. Board of Regents of the University of Oklahoma on behalf of the College of Pharmacy, for renewal of CMF #20241226 for FY 2025-2026
 - c. Counseling and Recovery Services of Oklahoma, Inc., for renewal of CMF #20240222 for FY 2025-2026
 - d. Dispensary of Hope, LLC, for renewal of CMF #20241228 for FY 2025-2026
 - e. City-County Health Department - MCH Outreach, for renewal of CMF #20241229 for FY 2025-2026
7. Treasurer - Wycom Systems, Inc., for renewal of CMF #20241142 for FY 2025-2026

H. Inventory Resolutions

1. Administrative Services - Asset disposal: junked - office furniture and desks
2. Board of County Commissioners - Asset transfer to IT - computers
3. Building Operations - Asset disposal: junked - Fluke insulation resistance tester; hutches, desks, Mitsubishi M-Net diagnostic Interface sterilizer, hot water heater, hot water tanks, plaza lighting, bore scope, Tech 2 engine tool; sold - vehicles
4. County Clerk - Asset disposal: junked - computer
5. Court Services - Asset disposal: junked - office furniture and desks, portable radios
6. District Attorney - Asset disposal: junked - computers
7. Engineers - Asset disposal: junked - New Holland tractor, mobile radios

8. Parks - Asset disposal: junked - lawn & garden equipment
9. Sheriff - Asset disposal: sold - vehicles
- I. Utility Permits - Engineers:
 1. Cox Communications, for the cross of S. Gilcrease Museum Rd., approximately 0.24 mi. S. of Hwy 412
 2. Lightsource Communications, for the parallel of W. 23rd St. S. Waco Ave. & W. 21st St. S., approximately 1.56 mi. W. of Highway 244
 3. Washington County Rural Water District #3, for the crossing of N. Sheridan Rd., approximately 0.6 mi. S. of E.146th St. N.
- J. Travel/Training
 1. Board of County Commissioners:
 - a. Darren Gantz, for expenses incurred with travel, training, conferences, and meetings (including, but not limited to, registration, lodging, per diem, airfare, mileage, tolls, parking, uber/taxi/subway, subscriptions and memberships) which are required for County business during FY 2025-2026; not to exceed \$3,000
 - b. Michael Craddock for expenses incurred, in addition to travel, expenses for training for training, conferences, and meetings (including, but not limited to, registration, lodging, per diem, parking, general transportation, airfare and tolls) which are required for County business during FY 2025-2026; not to exceed \$3,000
 2. Human Resources - Cheryl King and Eddy Tijerina to the 2025 ACCO Summer Conference in Oklahoma City, OK on 7/30-31/2025; Registration will be \$35 each, and we have the funds available within our FY25 budget for this expense. Travel expense reimbursement to Cheryl King will include hotel for 2 nights not to exceed \$500. Mileage reimbursement not to exceed \$210 & per diem of \$200
- K. Claim to be Disallowed: Vendor/Vendor # State of Oklahoma Council of Law Enforcement, #29710 Fund #360 PO # 150267 Warrant #500081633 Amount Paid: \$100 Reason: Duplicate payment
- L. Claims
- M. Blanket Purchase Orders and Emergency Purchase Orders
- N. Consideration and Approval of Construction Program Payments
 1. Vision 2025
 - a. Creditor: Program Management Group, L.L.C.; Trust # 244097-59; Item: 10,562-Vision 2025 Program Management; Purpose: Program Administration; Amount Paid: \$26,819.30
 - b. Creditor: Guy Engineering; Trust # 094026-J1; Item: 10,561-PJ1031 E. 51st St. S. between 177th & 193rd E. Ave. County; Purpose: Design/Engineering; Amount Paid: \$1,300

2. Vision Tulsa County

a. **Sales Tax/Bond Funded Projects Recommended for Payment**

- 1) Creditor: Marquardt Engineering, PLLC; Fund#: HW86N/PJ1047; Item: 86th St. N. Improvements Memorial to HWY 75; Purpose: Design; Amount Paid: \$28,500
- 2) Creditor: Meshek & Assoc., LLC; Fund#: H41SO/PJ1030; Item: 41st St. Improvements 137th W Ave. to 193rd Ave.; Purpose: Design; Amount Paid: \$1,561.50
- 3) Creditor: On Call Services and Rentals, LLC; Fund H171S/PJ1027; Item: 171st St. S. Improvements US Hwy 64 to 161st E. Ave.; Purpose: Rental; Amount Paid \$52.50
- 4) Creditor: Guy Engineering; Fund#: H193E/PJ1028; Item: 31st, 41st, 51st Roundabouts on 193rd (County Line); Purpose: Design; Amount Paid: \$1,082.76

b. **Sales Tax Funded Projects Recommended for Payment**

- 1) Creditor: Program Management Group, LLC; Fund#: ADMIN/PJ1001; Item: Vision Tulsa County Administration; Purpose: Administration; Amount Paid: \$11,383

c. **Use Tax Funded Projects Recommended for Payment**

- 1) Creditor: Daii Za Mung; Fund#: H91SO/PJ1033; Item: 91st S. HWY 75 to Elwood Ave.; Purpose: ROW; Amount Paid: \$1,515

O. Juvenile Detention Home Update to Accept & File for June 4-11, 2025

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, Public Information Officer, Office of Government Efficiency & Transparency, Social Services, Procurement, Assessor, County Clerk, Court Clerk, Sheriff, Treasurer, District Attorney, Drainage District #12, Expo Square, Juvenile Bureau, Juvenile Detention, 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