

CHICKASHA MUNICIPAL AUTHORITY
MINUTES

JUNE 16, 2008

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AUTHORITY** was held in the council chambers in city hall on the 16th of June, 2008, as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. The Mayor called the meeting to order at 6:25 p.m.

CHAIRMAN AND TRUSTEES

PRESENT:

Gregory Elliott, Mayor
J.E. Epperson
Paul Powell
Phyllis Steelman
Hank Ross
Chris Mosley
Joseph Young
Chuck Fletcher
Howard Carpenter

STAFF

Larry Shelton, City Manager
Tom Frailey, City Attorney
Lynn Williams, Police Chief
Gina Snedeker, City Treasurer, Interim Secretary
Steve Chapman, Special Projects Director

Item 2: Consent Docket: Items 2a through 2c

Motion by Fletcher, second by Mosley, to approve consent docket, items 2a through 2c.

Roll call vote:

“Ayes:” Powell, Steelman, Ross, Elliott, Mosley, Young, Fletcher Carpenter,
Epperson

“Nayes:” None
Motion Carried.

Item 2a. Approve minutes June 2, 2008, regular meeting.

Item 2b. Approve the Purchase Order list ratifying special utility payments made on June 6, 2008 in the amount of \$5317.47, and approve the Purchase Order list in the amount of \$456,248.10.

Item c. Approve sale of surplus property located at 1209 Dakota; and reject the sale of surplus property located at 610 South 5th Street.

Item 3. Discussion/Approval of Items Removed from Consent Docket:

There was no action taken on Item 3.

Item 4. Consideration and Discussion Items:

Item 4a. Approve Administration and Escrow Agreement for the Southeast Oklahoma Raw Water Study; authorizing payment in the amount of \$15,130.00; and authorize Chairman to execute.

This is an Escrow Agreement that the ten (10) communities in central Oklahoma have agreed to regarding paying for the preliminary study for the feasibility of Lake Sardis or Kiamichi Water. It is based on a per capita population. Authorize payment in the amount of \$15,130.00, which represents our pro rata share of the costs; and authorize Chairman to execute the Agreement.

Motion by Mosley, second by Young, to approve the agreement.

Roll call vote:

“Ayes:” Steelman, Ross, Elliott, Mosley, Young, Fletcher, Carpenter, Epperson, and Powell

“Nayes:” None

Motion carried.

Item 5. Bid Openings and Awards:

Item 5a. Award Bid 2008-039 – Janitorial Service for City Hall, Library Police Station No. 1, Police Station No. 2, Bathhouse, and the Public Works Facility.

Bids were opened on May 19, 2008 for Janitorial Services for the Police Department Station No. 1 & Station No. 2, Library, City Hall, Public Works Facility, and the

Bathroom. Four bids were received. Item # 6 for the bathroom will not be awarded at this time. Vendor Michael Munguia did not meet bid specifications.

Staff recommends awarding Bid No. 2008-038 – Janitorial Services to all vendors with the low vendor being the first award, with the remaining vendors as alternates. Staff is requesting authorization for the City Manager to monitor the janitorial service performance and terminate service, if necessary; and award to the next low vendor.

Item # 1 City Hall (twice a week)

<u>Recommended Vendor:</u>	<u>Austin Hussey</u>	<u>\$500.00</u>
Alternate:	The Professionals	\$560.00
Alternate:	All Clean Services & Supplies	\$568.00

Item # 2 Library (3 times per wk)

<u>Recommended Vendor:</u>	<u>Austin Hussey</u>	<u>\$400.00</u>
Alternate:	All Clean Services & Supplies	\$462.00
No Bid	The Professionals	-

Item # 3A Library Restrooms (7days)

<u>Recommended Vendor:</u>	<u>Austin Hussey</u>	<u>\$100.00</u>
Alternate:	All Clean Services & Supplies	\$198.00
No Bid	The Professionals	

Item # 3 Police Station # 1

<u>Recommended Vendor:</u>	<u>All Clean Services & Supplies</u>	<u>\$368.00</u>
Alternate:	Austin Hussey	\$305.00
No Bid	The Professionals	-

Item # 3A Police Station # 1 (Locked Offices)

<u>Recommended Vendor</u>	<u>All Clean Services & Supplies</u>	<u>\$ 95.42</u>
Alternate:	Austin Hussey	\$500.00
No Bid	The Professionals	-

Item # 3B Police Station # 1 (locked offices no time frame)

<u>Recommended Vendor:</u>	<u>All Clean Services & Supplies</u>	<u>included</u>
Alternate:	Austin Hussey	\$300.00
No Bid:	The Professionals	-

Item # 4 Police Station # 2

<u>Recommended Vendor:</u>	<u>Austin Hussey</u>	<u>\$194.99</u>
Alternate:	All Clean Services & Supplies	\$264.00
Alternate:	The Professionals	\$300.00

Item # 3A Police Station # 1 (Locked Offices)

<u>Recommended Vendor</u>	<u>All Clean Services & Supplies</u>	<u>\$ 95.42</u>
Alternate:	Austin Hussey	\$500.00
No Bid	The Professionals	-

Item # 3B Police Station # 1 (locked offices no time frame)

<u>Recommended Vendor:</u>	<u>All Clean Services & Supplies</u>	<u>included</u>
Alternate:	Austin Hussey	\$300.00
No Bid:	The Professionals	-

Item # 4 Police Station # 2

<u>Recommended Vendor:</u>	<u>Austin Hussey</u>	<u>\$194.99</u>
Alternate:	All Clean Services & Supplies	\$264.00
Alternate:	The Professionals	\$300.00

Item # 5 Public Works

<u>Recommended Vendor</u>	<u>The Professionals</u>	<u>\$499.00</u>
Alternate:	Austin Hussey	\$561.99
Alternate:	All Clean Services & Supplies	\$574.00

Option B –

City Hall Windows

<u>Recommended Vendor</u>	<u>Austin Hussey</u>	<u>\$1,000.00</u>
Alternate:	All Clean Services & Supplies	\$1,112.00
No Bid	The Professionals	

Option C

Library Windows

<u>Recommended Vendor:</u>	<u>All Clean Services & Supplies</u>	<u>\$294.00</u>
Alternate:	Austin Hussey	\$600.00
No Bid	Capitol Cleaning	
No Bid	The Professionals	

Motion by Mosley, seconded by Young, to Award Bid 2008-038

Roll call vote:

“Ayes:” Steelman, Ross, Elliott, Mosley, Young, Fletcher, Carpenter, Epperson,
and Powell

Nays:” None

Motion carried.

Item 5b. Award Bid No. 2008-039 – Commonly Used Items

Bids were opened on Monday May 19, 2008 for Commonly Used Items. Six bids were received. Bids were submitted to Larry Fuchs, Public Works Director, and Ken Chaney, Street Supervisor, for their review and recommendation.

Staff recommends awarding to all bidders that meet specifications, with the low vendor to be contacted first for the purchase of the items.

Bid tabulations can be viewed in the purchasing department.

Motion by Mosley, seconded by Fletcher, to Award Bid No. 2008-039 – Commonly Used Items.

Roll call vote:

“Ayes:” Elliott, Mosley, Young, Fletcher, Carpenter, Epperson, Powell, Steelman, and Ross

“Nayes:” None

Motion Carried

Item 5c. Award Bid No. 2008-040 – Water Line Materials

Staff opened bids for the purchase of Water Line Utility Materials on Monday May 19, 2008 for Bid No. 2008-040.

The bids were submitted to William Clift, Water Supervisor, for his review and recommendation. Staff reviewed the bids submitted and recommends that all vendors, who meet specifications, be awarded the bid, with the vendor submitting the lowest bid receiving first priority with the exception of E7 to E11. Items E7 to E11 are to be awarded to the vendors who bid the Romac Couplers.

The Water Line Utility Materials Award CD is in the office of the Purchasing Agent for your review.

Motion by Young, seconded by Mosley, to Award Bid No. 2008-040.

Roll call vote:

“Ayes:” Mosley, Young, Fletcher, Carpenter, Epperson, Powell, Steelman, Ross, and Elliott

“Nayes:” None

Motion carried.

Item 6. Motion for Adjournment.

Motion by Fletcher, second by Mosley to adjourn the meeting.

Roll call vote:

“Ayes:” Young, Fletcher, Carpenter, Epperson, Powell, Steelman, Ross, Elliott, and Mosley

“Nayes:” None

Motion carried.

Chickasha Municipal Authority Meeting 6-16-2008
6:25 p.m.

Meeting adjourned at 6:31 p.m.

Gregory Elliott, Chairman

ATTEST:

Gina L. Snedeker, Interim Secretary

(Seal)

Approved this _____ day of _____, 2008.