

The City of Muskogee encourages participation from all its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting and necessary accommodations will be made (ADA 28 CFR/36).

(Public Comment during Public Hearing or Agenda item comment)

Council Rules of Decorum limit citizen comments on agenda items and public hearings to five (5) minutes and general comments for non-agenda items to (3) minutes.. Any person desiring to address the Committee during such period is required to sign in with the City Clerk prior to the Committee meeting between 5:00 p.m. and 5:15 p.m. on the third floor of City Hall or any time between 8:00 a.m. and 5:00 p.m. in the Office of the City Clerk, They shall provide their name, address and specify the agenda item they wish to address. Remarks shall be directed to the matter being considered and the speaker is allowed to speak only one time. If written materials are to be submitted twelve (12) copies should be made available, and may not be returned.

Agenda
Finance Committee
March 5, 2018
5:30 P.M. - City Council Chambers

MAYOR BOB COBURN TO RECOGNIZE KARISSA WALLIS AS EMPLOYEE OF THE MONTH FOR MARCH 2018.

1. Consider approval of Finance Committee minutes of February 20, 2018.
2. Consider approval of claims for all City departments February 15, 2018 through February 28, 2018.
3. Consider approval of a contract with Midwest Employers for excess workers compensation insurance in the amount of \$85,101.00, or take any other necessary action. (Roy D. Tucker)
4. Consider approval of a contract with Cowan Group Engineering for the design of Water System Project A, Tank Mixing and Project B, Water Distribution Improvements or take other necessary action. (Greg Riley)

Finance Committee**1.**

Meeting Date: 03/05/2018
Initiator: Ashley Wallace, Office Adm 1
Department: City Clerk
Staff Information Source:

Information**AGENDA ITEM TITLE:**

Consider approval of Finance Committee minutes of February 20, 2018.

BACKGROUND:**RECOMMENDED ACTION:**

Fiscal Impact**Attachments**

02-20-2018 finmin

MINUTES
FINANCE COMMITTEE
February 20, 2018

The Finance Committee of the City of Muskogee, Oklahoma, met at 5:30 p.m. on Monday, February 20, 2018 in Council Chambers, Third Floor, Municipal Building, with the following in attendance:

Present: Mayor John R. Coburn; Deputy Mayor James Gulley; Committee Member Janey Boydston; Committee Member Patrick Cale; Committee Member Marlon Coleman; Committee Member Dan Hall; Committee Member Wayne Johnson; Committee Member Ivory Vann

Absent: Committee Member Derrick Reed

Staff Mike Miller, City Manager; Mike Stewart, Assistant City Manager; Roy Tucker, City

Present: Attorney; Tammy L. Tracy, City Clerk; Gary Garvin, City Planner; Greg Riley, Public Works Director; Matthew Beese, Assistant City Attorney; Rex Eskridge, Police Chief

1. Consider approval of Finance Committee minutes of February 5, 2018.

Motion was made by Deputy Mayor James Gulley, seconded by Committee Member Janey Boydston to approve Finance Committee minutes of February 5, 2018.

AYE: Mayor John R. Coburn, Deputy Mayor James Gulley, Committee Member Janey Boydston, Committee Member Patrick Cale, Committee Member Marlon Coleman, Committee Member Dan Hall, Committee Member Wayne Johnson, Committee Member Ivory Vann

Carried - Unanimously

2. Consider approval of claims for all city departments February 01, 2018 through February 14, 2018.

Motion was made by Deputy Mayor James Gulley, seconded by Committee Member Janey Boydston to approve claims for all City departments February 01, 2018 through February 14, 2018.

AYE: Mayor John R. Coburn, Deputy Mayor James Gulley, Committee Member Janey Boydston, Committee Member Patrick Cale, Committee Member Marlon Coleman, Committee Member Dan Hall, Committee Member Wayne Johnson, Committee Member Ivory Vann

Carried - Unanimously

3. **(No action necessary):** Receive report from the Muskogee City-County Port Authority regarding their Industrial Development projects, goals and activities for 2017, and take other necessary action. (Mike Miller)

Muskogee City-County Port Authority, Industrial Development Director, Marie Synar presented the 2017 Muskogee City-County Port Authority report.

4. Consider approval of receiving donated funds for the months of December, 2017 in the amount of \$2,588.60 and January, 2018 in the amount of \$242.00 for a total of \$2,830.60 for the City's Animal Shelter Sponsorship Program as per the attached list, or take necessary action. (Rex Eskridge)

Motion was made by Committee Member Wayne Johnson, seconded by Mayor John R. Coburn to approve receiving donated funds for the months of December, 2017 in the amount of \$2,588.60 and January, 2018 in the amount of \$242.00 for a total of \$2,830.60 for the City's Animal Shelter Sponsorship Program as per the attached list.

AYE: Mayor John R. Coburn, Deputy Mayor James Gulley, Committee Member Janey Boydston, Committee Member Patrick Cale, Committee Member Marlon Coleman, Committee Member Dan Hall, Committee Member Wayne Johnson, Committee Member Ivory Vann

Carried - Unanimously

CHAIRMAN DERRICK REED
FINANCE COMMITTEE

finmin
TT/aw

Finance Committee

2.

Meeting Date: 03/05/2018
Initiator: Donnie Wimbley, Purchasing Director
Department: Purchasing
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of claims for all City departments February 15, 2018 through February 28, 2018.

BACKGROUND:

Claims List for all City Departments.

RECOMMENDED ACTION:

Approve of the claims for all City Departments February 15, 2018 through February 28, 2018.

Fiscal Impact

Attachments

Claims List

CITY OF MUSKOGEE CLAIMS
2.15.18 TO 2.28.18

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT
197036	121	MCLAURIN, LILLIE B	2/15/2018	30.52
197037	121	ROWLAND, ROBERT	2/15/2018	12.56
197038	121	SAPIENZA, CORY	2/15/2018	49.52
197039	121	TITSWORTH, TIMOTHY L	2/15/2018	25.67
197040	121	WILLIAMS, ANNETTE	2/15/2018	53.70
197041	1319	A-MAX SIGNS	2/16/2018	748.74
197042	1003	ABBOTT-IPCO	2/16/2018	531.66
197043	2	ACCURATE LABS & TRAINING CENTE	2/16/2018	1,637.37
197044	155	ACECO RENTAL AND SALES	2/16/2018	797.00
197045	2713	ACTION GROUP STAFFING	2/16/2018	929.81
197046	2461	ADVANCE AUTO PARTS 6477111100	2/16/2018	301.66
197047	1369	ALL-STATE ELECTRIC MOTORS INC	2/16/2018	161.90
197048	3653	AMERICAN LAW ENFORCEMENT RAC	2/16/2018	1,950.00
197049	5166	ANIMAL MEDICAL CENTER #15597	2/16/2018	1,880.95
197050	3976	AT&T #918 A04-0694 003 3	2/16/2018	760.00
197051	4267	AT&T #918 147-0140 002 4	2/16/2018	1,012.00
197052	11	B & J OIL CO INC	2/16/2018	593.35
197053	162	B & M OIL COMPANY INC	2/16/2018	16,923.97
197054	4361	BANCFIRST	2/16/2018	13,125.00
197055	871	BAYSINGER POLICE SUPPLY	2/16/2018	103.99
197056	780	BG PRODUCTS INC	2/16/2018	6,103.50
197057	2072	BRAINERD CHEMICAL COMPANY INC	2/16/2018	9,522.00
197058	259	BRENNTAG SOUTHWEST INC	2/16/2018	255.00
197059	3836	BRITE COMPUTERS	2/16/2018	1,550.00
197060	3238	BROKEN ARROW ELECTRIC	2/16/2018	39.22
197061	2696	BROWNELLS, INC	2/16/2018	25.47
197062	5138	C & C SUPPLY AND SERVICE CO.	2/16/2018	100.00
197063	578	CAGLE AUTO CRUSHERS & SALVAGE	2/16/2018	20.00
197064	294	CDW GOVERNMENT INC	2/16/2018	192.60
197065	3640	CHARBONNEAU, BILLY JO	2/16/2018	36.00
197066	3626	CLARK EQUIPMENT	2/16/2018	235.00
197067	3994	CLUBCOM LLC	2/16/2018	1,200.00
197068	3066	COMMUNITY CARE EAP	2/16/2018	323.05
197069	2292	CORE & MAIN LP	2/16/2018	8,208.60
197070	4418	CROP PRODUCTION SERVICES	2/16/2018	840.00
197071	26	DELL MARKETING LP	2/16/2018	683.93
197072	650	DIRECT TRAFFIC CONTROL INC	2/16/2018	565.11
197073	3991	DIRT WORK DONE RIGHT	2/16/2018	10,506.25
197074	170	EAST CENTRAL ELECTRIC	2/16/2018	728.40

CITY OF MUSKOGEE CLAIMS
2.15.18 TO 2.28.18

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT
197075	4862	SARAH EATON	2/16/2018	108.00
197076	953	EXPRESS EMPLOYMENT PROFESSION	2/16/2018	2,409.99
197077	29	FASTENAL COMPANY	2/16/2018	912.72
197078	4555	FRANKIE STAR FIELDS	2/16/2018	2,200.00
197079	5308	MEGAN FILANDA	2/16/2018	36.00
197080	133	FIVE STAR OFFICE SUPPLY	2/16/2018	5.91
197081	3509	FLEETPRIDE INC	2/16/2018	2.86
197082	5335	FORREST SHOEMAKER AC INC. DBA	2/16/2018	2,848.00
197083	5247	NIKYA GIVENS	2/16/2018	216.00
197084	34	GRAINGER	2/16/2018	282.20
197085	2764	GRISSOMS LLC	2/16/2018	644.19
197086	337	HACH COMPANY	2/16/2018	918.06
197087	181	HIX AIR CONDITIONING SERVICE	2/16/2018	1,024.00
197088	377	HOFFMAN PRINTING CO INC	2/16/2018	89.50
197089	42	HOGLE COMPANY	2/16/2018	952.35
197090	1414	HOMELAND STORES INC	2/16/2018	288.36
197091	3105	HONOR HEIGHTS VET CLINIC #6530	2/16/2018	525.89
197092	4902	IMPERIAL LLC	2/16/2018	301.70
197093	2899	INTERSTATE ELECTRIC CORPORATIO	2/16/2018	4,694.00
197094	47	THE J & E CORPORATION	2/16/2018	144.95
197095	112	J&E SUPPLY & FASTENER CO	2/16/2018	13.02
197096	1732	J P COOKE CO.	2/16/2018	62.74
197097	5103	JACK HOOPES	2/16/2018	3.29
197098	779	JOHN DEERE FINANCIAL F.S.B.	2/16/2018	149.94
197099	983	JOHNSON'S SERVICE COMPANY	2/16/2018	982.20
197100	2551	KEMP STONE	2/16/2018	4,157.70
197101	5348	KENNESAW STATE UNIVERSITY RESE	2/16/2018	65.00
197102	3185	LABOR LAW CENTER INC	2/16/2018	838.60
197103	53	LAKE REGION ELECTRIC COOPERATI	2/16/2018	603.89
197104	4742	KAREN LAUDERDALE	2/16/2018	72.00
197105	399	LOCKE SUPPLY CO	2/16/2018	1,029.08
197106	56	LOWES	2/16/2018	2,931.52
197107	5316	MARKETING TOOLS LLC	2/16/2018	1,033.00
197108	5332	MAZZIO'S LLC	2/16/2018	73.85
197109	5344	MOORE SYSTEMS, LLC (DRIVEN DIG	2/16/2018	149.00
197110	921	MOTION INDUSTRIES INC	2/16/2018	84.47
197111	508	MUNICIPAL CODE CORPORATION	2/16/2018	375.03
197112	1992	MUNICIPALH2O.COM	2/16/2018	500.00
197113	110	MUSKOGEE CHAMBER OF COMMERCE	2/16/2018	428.00
197114	195	MUSKOGEE COUNTY CLERK	2/16/2018	767.00

CITY OF MUSKOGEE CLAIMS
2.15.18 TO 2.28.18

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT
197115	63	MUSKOGEE DAILY PHOENIX	2/16/2018	123.42
197116	341	MUSKOGEE LOCK & KEY	2/16/2018	1,510.00
197117	1696	MUSKOGEE READY MIX LLC	2/16/2018	6,301.75
197118	197	MUSKOGEE YOUTH SERVICES	2/16/2018	2,462.72
197119	1061	NAFECO INC	2/16/2018	200.00
197120	1944	OFFICE CONNECTIONS LLC	2/16/2018	66.53
197121	114	OFFICE DEPOT	2/16/2018	97.75
197122	2108	OKLAHOMA CHILLER CORPORATION	2/16/2018	1,125.09
197123	521	OKLAHOMA CORRECTIONAL INDUST	2/16/2018	14,056.25
197124	348	OKLAHOMA DEPARTMENT OF AGRIC	2/16/2018	20.00
197125	67	OKLAHOMA NATURAL GAS	2/16/2018	2,843.06
197126	529	ONE SOURCE MANAGED SVCS	2/16/2018	1,567.35
197127	2763	ONE SOURCE WATER LLC	2/16/2018	50.50
197128	70	OREILLY AUTO PARTS	2/16/2018	1,126.61
197129	2820	OVERHEAD DOOR SOLUTIONS LLC	2/16/2018	202.00
197130	3745	P & H SUPPLY INC	2/16/2018	1,593.70
197131	73	PATE INDUSTRIAL SUPPLY INC	2/16/2018	80.84
197132	3959	PERSONNEL EVALUATION INC	2/16/2018	80.00
197133	2154	PITNEY BOWES GLOBAL FINANCIAL	2/16/2018	2,000.00
197134	4795	PREMIER TRUCK GROUP	2/16/2018	771.41
197135	1594	R J THOMAS MFG CO INC	2/16/2018	1,329.00
197136	2523	RAILROAD MANAGEMENT COMPAN'	2/16/2018	214.01
197137	4538	RETAIL ATTRACTIONS LLC	2/16/2018	4,000.00
197138	1865	RICHEY'S MUFFLER, BRAKES & MOR	2/16/2018	162.49
197139	149	ROSSON WHEEL SERVICE	2/16/2018	50.00
197140	1058	ROY'S UPHOLSTERY	2/16/2018	125.00
197141	84	SADLER PAPER COMPANY	2/16/2018	79.04
197142	1103	SANDERS NURSERY & DISTRIBUTION	2/16/2018	441.00
197143	209	SIGNS FOR THE TIMES	2/16/2018	92.00
197144	3739	SLAPE, INETTE	2/16/2018	72.00
197145	92	STUART C IRBY CO	2/16/2018	151.22
197146	39	SUNGARD PUBLIC SECTOR INC	2/16/2018	4,175.00
197147	93	SUPERIOR LINEN SERVICE INC	2/16/2018	141.90
197148	3628	TEXAS ASSOC OF EMERGENCY VEHIC	2/16/2018	300.00
197149	117	TAMMY TRACY	2/16/2018	7.50
197150	94	TECHNICAL PROGRAMMING SERVICE	2/16/2018	2,708.77
197151	362	TENDER TOUCH AUTO WASH INC	2/16/2018	737.00
197152	4183	TONY'S TIRE SERVICE INC	2/16/2018	150.00
197153	3636	TYLER TECHNOLOGIES INC	2/16/2018	30,056.00
197154	97	UNIFIRST HOLDINGS LP	2/16/2018	1,087.35

CITY OF MUSKOGEE CLAIMS
2.15.18 TO 2.28.18

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT
197155	2325	UNITED FORD FLEET & COMMERCIAL	2/16/2018	7.08
197156	61	US TREASURY - CREDIT TO	2/16/2018	900.00
197157	796	UTILITY SUPPLY CO	2/16/2018	5,312.80
197158	3972	VANCE BROTHERS INC	2/16/2018	125,353.17
197159	215	WASTE MANAGEMENT OF OKLAHOM	2/16/2018	19,336.59
197160	717	WAYMAN, CINDY	2/16/2018	254.00
197161	309	WEST GROUP	2/16/2018	766.94
197162	1128	WHITTINGHILL DISPOSAL SERVICE	2/16/2018	3,509.00
197163	4901	LAURA WICKIZER	2/16/2018	54.00
197164	121	BRANDT, WILL	2/21/2018	50.16
197165	121	CAVIN, LARRY W	2/21/2018	7.75
197166	121	EASY PARTNERS II LLC	2/21/2018	42.58
197167	121	HUGHES, HELEN PAULINE	2/21/2018	27.93
197168	121	JOHNSON, CYNTHIA	2/21/2018	76.28
197169	121	NEWPORT, JOAN T	2/21/2018	26.87
197170	121	PETTIT, JARROD	2/21/2018	41.28
197171	121	SPURLOCK, DENNIS	2/21/2018	58.69
197172	121	SULLIVAN PROPERTIES	2/21/2018	52.58
197173	121	VARGA, SHERRY	2/21/2018	45.72
197174	121	WISE, TYLER D	2/21/2018	100.00
197175	4468	BLUECROSS/BLUE SHIELD OF OK	2/22/2018	37,738.06
197176	2	ACCURATE LABS & TRAINING CENTE	2/23/2018	400.00
197177	155	ACECO RENTAL AND SALES	2/23/2018	1,356.15
197178	2713	ACTION GROUP STAFFING	2/23/2018	6,484.58
197179	2461	ADVANCE AUTO PARTS 6477111100:	2/23/2018	12.52
197180	2801	ADVANCED TRAINING SYSTEMS, INC	2/23/2018	1,570.00
197181	5355	ALERT MEDIA, INC. DBA ALERTMED	2/23/2018	2,850.00
197182	1911	AMERICAN MUNICIPAL SERVICES	2/23/2018	349.34
197183	52	AUFFENBERG CHEVROLET CADILLAC	2/23/2018	513.91
197184	3746	B & R ELECTRIC SERVICE INC	2/23/2018	1,525.00
197185	2072	BRAINERD CHEMICAL COMPANY INC	2/23/2018	4,698.00
197186	259	BRENNTAG SOUTHWEST INC	2/23/2018	3,594.00
197187	3238	BROKEN ARROW ELECTRIC	2/23/2018	490.78
197188	3089	CAMPBELL PET COMPANY	2/23/2018	305.71
197189	3365	CHUPP IMPLEMENT COMPANY	2/23/2018	99.20
197190	4933	CINTAS CORPORATION #2	2/23/2018	140.25
197191	522	CORPORATE TO CASUAL SCREEN PRI	2/23/2018	622.00
197192	3154	CREATIVE APPAREL AND MORE INC	2/23/2018	1,291.30
197193	3024	DAVID THOMPSON	2/23/2018	12.00
197194	4311	DAVID'S DISCOUNT TIRES INC	2/23/2018	208.48

CITY OF MUSKOGEE CLAIMS
2.15.18 TO 2.28.18

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT
197195	25	DEALERS ELECTRICAL SUPPLY	2/23/2018	153.78
197196	3991	DIRT WORK DONE RIGHT	2/23/2018	4,800.00
197197	3024	DYLAN SIMMONS	2/23/2018	89.00
197198	953	EXPRESS EMPLOYMENT PROFESSION	2/23/2018	545.60
197199	29	FASTENAL COMPANY	2/23/2018	331.87
197200	5308	MEGAN FILANDA	2/23/2018	234.00
197201	133	FIVE STAR OFFICE SUPPLY	2/23/2018	24.99
197202	4644	ANDRAE FREEMAN	2/23/2018	400.00
197203	34	GRAINGER	2/23/2018	236.54
197204	4996	H & G PAVING CONSTRUCTORS, INC	2/23/2018	12,181.50
197205	344	HARCROS CHEMICALS INC	2/23/2018	403.75
197206	40	HARRISON TIRE & SUPPLY	2/23/2018	33.00
197207	3024	HEIDI MASTERSON	2/23/2018	19.00
197208	42	HOGLE COMPANY	2/23/2018	585.35
197209	289	HOLLOWAY UPDIKE AND BELLEN INC	2/23/2018	23,375.00
197210	1414	HOMELAND STORES INC	2/23/2018	129.35
197211	4902	IMPERIAL LLC	2/23/2018	64.20
197212	5103	JACK HOOPES	2/23/2018	35.12
197213	186	JAMES HODGE FORD-LINCOLN-MERC	2/23/2018	41.13
197214	4362	KBC CONSTRUCTION INC	2/23/2018	52,525.40
197215	3024	KEN YATES	2/23/2018	12.00
197216	3128	LA QUINTA INN & SUITE- MIDWEST	2/23/2018	368.00
197217	125	LANDON GANN	2/23/2018	100.00
197218	1133	THE LIFEGUARD STORE	2/23/2018	165.24
197219	5132	LACEY LOMAX	2/23/2018	14.00
197220	5343	BOBBY G. LONG	2/23/2018	2,500.00
197221	964	LOVE BOTTLING CO - #111902	2/23/2018	16.80
197222	56	LOWES	2/23/2018	0.00
197223	56	LOWES	2/23/2018	2,869.37
197224	3757	MHC KENWORTH - TULSA	2/23/2018	386.59
197225	5344	MOORE SYSTEMS, LLC (DRIVEN DIG	2/23/2018	298.00
197226	5195	MUSKOGEE STAFFING SOLUTIONS, L	2/23/2018	236.25
197227	110	MUSKOGEE CHAMBER OF COMMERCE	2/23/2018	5,000.00
197228	110	MUSKOGEE CHAMBER OF COMMERCE	2/23/2018	51,541.66
197229	195	MUSKOGEE COUNTY CLERK	2/23/2018	13.00
197230	341	MUSKOGEE LOCK & KEY	2/23/2018	49.00
197231	5182	NATIONAL SAFETY COUNCIL	2/23/2018	40.00
197232	4754	NEWTON, BRYCE DBA	2/23/2018	1,370.00
197233	3024	NICK FRAZEE	2/23/2018	12.00
197234	1944	OFFICE CONNECTIONS LLC	2/23/2018	341.23

CITY OF MUSKOGEE CLAIMS
2.15.18 TO 2.28.18

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT
197235	114	OFFICE DEPOT	2/23/2018	826.91
197236	2108	OKLAHOMA CHILLER CORPORATION	2/23/2018	4,491.56
197237	510	OKLAHOMA CONSTRUCTION IND BO	2/23/2018	200.00
197238	521	OKLAHOMA CORRECTIONAL INDUST	2/23/2018	5,683.20
197239	67	OKLAHOMA NATURAL GAS	2/23/2018	5,053.59
197240	239	OKLAHOMA TAX COMMISSION	2/23/2018	43.50
197241	529	ONE SOURCE MANAGED SVCS	2/23/2018	3,979.44
197242	2763	ONE SOURCE WATER LLC	2/23/2018	193.00
197243	70	OREILLY AUTO PARTS	2/23/2018	1,062.68
197244	73	PATE INDUSTRIAL SUPPLY INC	2/23/2018	60.04
197245	4795	PREMIER TRUCK GROUP	2/23/2018	82.11
197246	4610	PRIME AUTOMOTIVE WAREHOUSE LI	2/23/2018	310.50
197247	206	PUBLIC AGENCY TRAINING COUNCIL	2/23/2018	295.00
197248	5263	MARYAH REAVIS	2/23/2018	42.00
197249	3420	RIVERSIDE AUTOPLEX OF MUSKOGEE	2/23/2018	454.88
197250	3311	ROBERTS SALVAGE INC	2/23/2018	143.00
197251	149	ROSSON WHEEL SERVICE	2/23/2018	50.00
197252	84	SADLER PAPER COMPANY	2/23/2018	548.14
197253	3024	SCOTT CROW	2/23/2018	104.00
197254	116	SECURITY ALARMS CO	2/23/2018	150.00
197255	2433	SIGNAL TEK, INC	2/23/2018	1,125.00
197256	2018	STATE-BY-STATE GARDENING	2/23/2018	260.00
197257	2104	SUDDENLINK	2/23/2018	8,368.08
197258	1861	SUEZ WTS ANALYTICAL INSTRUMENT	2/23/2018	396.65
197259	3102	TIGER NATURAL GAS INC	2/23/2018	8,182.94
197260	3024	TIM DOERNER	2/23/2018	12.00
197261	3024	TYLER GRIFFITH	2/23/2018	78.00
197262	97	UNIFIRST HOLDINGS LP	2/23/2018	918.23
197263	2398	UNIQUE DRY CLEANERS	2/23/2018	249.40
197264	572	USA BLUEBOOK	2/23/2018	299.00
197265	717	WAYMAN, CINDY	2/23/2018	126.00
197266	99	WHEELER METALS	2/23/2018	5,073.44
197267	121	WALKER, BRANDON J	2/23/2018	446.79
197268	2154	PITNEY BOWES GLOBAL FINANCIAL	2/23/2018	89.26
197269	3952	BANK OF AMERICA	2/26/2018	0.00
197270	3952	BANK OF AMERICA	2/26/2018	6,090.79
197271	5272	BURLEY, BRANDON DBA LAZY B FLO	2/26/2018	564.13
197272	4468	BLUECROSS/BLUE SHIELD OF OK	2/26/2018	37,816.98
197273	121	BOSWELL, STEPHANIE D	2/28/2018	20.84
197274	121	CAPPARELLO III, CARMINE	2/28/2018	31.09

CITY OF MUSKOGEE CLAIMS
2.15.18 TO 2.28.18

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT
197275	121	CONARD, STACY	2/28/2018	0.74
197276	121	DRYWATER, SUSIE	2/28/2018	7.38
197277	121	FRIX, EDICE ANN	2/28/2018	90.00
197278	121	HENSLEY, MICHELLE D	2/28/2018	33.14
197279	121	HOLLOWAY UPDIKE & BELLEN, INC.	2/28/2018	135.15
197280	121	JACKSON PROPERTIES	2/28/2018	132.03
197281	121	JOHNSON, ERIKA L	2/28/2018	19.25
197282	121	LIN, YU	2/28/2018	60.00
197283	121	LUSCOMB, SAMANTHA	2/28/2018	55.36
197284	121	MACKEY, PENNY M	2/28/2018	0.01
197285	121	MEYERS, DAN	2/28/2018	42.59
197286	121	MRE MUSK HOUSING PARTNERS	2/28/2018	24.75
197287	121	SHANKS, JOSHUA W	2/28/2018	38.63
197288	121	SPURLOCK, DENNIS	2/28/2018	38.15
197289	121	STACY, MARK	2/28/2018	31.49
197290	121	SULLIVAN PROPERTIES	2/28/2018	50.92

Finance Committee

3.

Meeting Date: 03/05/2018

Submitted For: Roy Tucker, City Attorney

Initiator: Leslie Arnold,
Attorney Secretary

Department: City Attorney

Staff Information Source: City Attorney

Information

AGENDA ITEM TITLE:

Consider approval of a contract with Midwest Employers for excess workers compensation insurance in the amount of \$85,101.00, or take any other necessary action. (Roy D. Tucker)

BACKGROUND:

The current excess policy expires March 15, 2018 with Safety National Casualty Company, and has a premium of .4432 per \$100 of payroll and a \$500,000 self-insured retention (sort of like a deductible per incident). The options are as follows:

Safety National:

Expiring policy Period 3-15-17 to 3-15-18
Self Insured Retention \$500,000 to all employees
Specific Liability Statutory Limits
Employers Liability \$1,000,000
Prem per \$100 payroll 0.4432
Deposit Prem \$92,791

Option 1 Renewal policy Period 3-15-18 to 3-15-19
Self Insured Retention \$500,000 to all employees
Specific Liability Statutory Limits
Employers Liability \$1,000,000
Prem per \$100 payroll 0.4171
Deposit Prem \$89,080

Option 2 Renewal policy Period 3-15-18 to 3-15-19 (two year option)
Self Insured Retention \$500,000 to all employees
Specific Liability Statutory Limits
Employers Liability \$1,000,000
Prem per \$100 payroll 0.4171
Deposit Prem \$89,080

Midwest Employers Casualty Corporation

Option 3 policy Period 3-15-18 to 3-15-19
Self Insured Retention \$500,000 to all employees
Specific Liability Statutory Limits
Employers Liability \$1,000,000

Prem per \$100 payroll 0.3985
Deposit Prem \$85,101

Option 4 policy Period 3-15-18 to 3-15-19 (2 year option)
Self Insured Retention \$500,000 to all employees
Specific Liability Statutory Limits
Employers Liability \$1,000,000
Prem per \$100 payroll 0.3985
Deposit Prem \$85,101

Option 5 policy Period 3-15-18 to 3-15-19
Self Insured Retention \$550,000 to all employees
Specific Liability Statutory Limits
Employers Liability \$1,000,000
Prem per \$100 payroll 0.377
Deposit Prem \$80,510

New York Marine and General Insurance

Option 6 policy Period 3-15-18 to 3-15-19
Self Insured Retention \$500,000 to all employees
Specific Liability Statutory Limits
Employers Liability \$1,000,000
Prem per \$100 payroll 0.325
Deposit Prem \$69,908

RECOMMENDED ACTION:

Approve a contract with Midwest Employers Casualty Corporation for excess workers compensation insurance in the amount of \$85,101.00.

Fiscal Impact

Attachments

Renewal Spreadsheet

City of

Workers' Compensation Excess Insurance Renew

	Safety National (Expiring Policy)	Safety National (Renewal Quote)	Safety National (2 year option) Option 2
<u>Specific:</u>			
Specific Limit	Statutory	Statutory	Statutory
Specific Retention	\$500,000	500,000	500,000
<u>Employers Liability</u>			
Employers Liability Limit	1,000,000	1,000,000	1,000,000
Employers Liability Retention	500,000	500,000	500,000
<u>Rating Basis</u>			
Estimated Annual Payroll	20,936,689	21,355,422	21,355,422
Length of policy period	1 year	1 year	2 year
Rate per \$100 payroll or % of normal premium	0.4432	0.4171	0.4171
<u>Premium</u>			
Estimated Manual Premium	949,524	821,068	821,068
Total Estimated Policy Premium	92,791	89,080	178,160
Policy Period Minimum Premium	83,512	80,172	160,344
Total Deposit Premium Due	92,791	89,080	89,080

Terrorism Risk Insurance Act of 2002 is included in the above quotes

Statutory coverage is an unlimited amount - as much as it takes over the life of the claim

New York Marine & General Insurance - \$750K SIR for fire, police and first responders (all others at \$5

Muskogee

valuation options for Policy Period 3/15/2018 to 3/15/2019

Midwest Employers Casualty Corporation Option 3	Midwest Employers Casualty Corporation (2 year option) Option 4	Midwest Employers Casualty Corporation Option 5	New York Marine & General Insurance Co. Option 6
Statutory	Statutory	Statutory	Statutory
500,000	500,000	550,000	500,000 all others
			750,000 fire / police
1,000,000	1,000,000	1,000,000	1,000,000
500,000	500,000	550,000	500,000
			750,000 fire / police
21,355,422	21,355,422	21,355,422	21,355,422
1 year	2 year	1 year	1 year
0.3985	0.3985	0.377	0.325
973,582	973,582	973,582	885,046
85,101	170,202	80,510	69,908
76,591	153,182	72,459	62,917
85,101	85,101	80,510	69,908

00K)

|

Finance Committee**4.**

Meeting Date: 03/05/2018

Submitted For: Greg Riley, Public Works Initiator: Greg Riley, Public Works Director

Department: Public Works

Staff Information Source: Greg Riley, Public Works Director; George Kingston, Assistant Public Works Director; Tim Ward, Cowan Group

Information**AGENDA ITEM TITLE:**

Consider approval of a contract with Cowan Group Engineering for the design of Water System Project A, Tank Mixing and Project B, Water Distribution Improvements or take other necessary action. (Greg Riley)

BACKGROUND:

In 2017 Cowan Group Engineering completed a water model for the City of Muskogee. This model identified problems within the system that need correction and allowed us to develop solutions for these problems. One objective was to replace the two 24" water mains that feed the central part of the city. We were able to model different options to determine the best solution for replacement. The best solution is to install a new 30" line to replace these lines on an alignment that follows the bicycle trail to the Honor Heights area which replaces the two 24" lines and feeds the tank in a more efficient way resulting in a significant decrease in water age. This solution also saves a significant amount of money over replacing the two lines in place.

There is \$18 million remaining to be used with OWRB after the sewer system loan that was approved last year. They are requesting an initial approved project with a plan for all the projects to be completed with the loan money. The initial project will be the Phase A Tank Mixing project that can be completed in a short time frame along with the planning for the other future projects. Once this project and plan are presented, we will secure the remaining loan money for the much needed water system improvements. The money for this contract will be funded out of MMA and is reimbursable through the loan money being requested.

RECOMMENDED ACTION:

Approve contract with Cowan Group Engineering in the amount of \$534,400 for the design of Project A, Tank Mixing Design and Project B, Water Distribution Improvements.

Fiscal Impact**Attachments**Cowan Contract

February 14, 2018

Mike Stewart
Assistant City Manager
Muskogee Municipal Authority
229 W. Okmulgee Street
PO Box 1927
Muskogee, OK 74402

RE: Project A: Tank Mixing Design
Project B: Water Distribution Improvements
Muskogee, OK

Dear Mr. Stewart:

Pursuant to our meeting and conversations with the Oklahoma Department of Environmental Quality (ODEQ) and the Oklahoma Water Resources Board (OWRB), Cowan Group Engineering, LLC (CGE) (Consultant) appreciates your interest in our professional services and welcomes the opportunity to present a proposal to you for engineering services for the subject projects. The following outlines general project data and detailed scope of services for the subject projects:

GENERAL PROJECT DATA

Our proposal for services is based on the following site data:

- Project A Name – Tank Mixing Design
- Project A Location – City of Muskogee, OK (See Attachment “A”)
- Project B Name – Water Distribution Improvements
- Project B Location – City of Muskogee, OK (See Attachment “A1”)
- Project Owner – Muskogee Municipal Authority (Owner or City)
- Project A & B Type – Water

GENERAL CORRESPONDENCE & MEETINGS

- Owner to provide water storage tank drawings, water line drawings, pump information, GIS shape files
- Owner to deliver to Consultant all record drawings, land surveys, sketches in electronic format
- General correspondence & meetings with Owner

BASIC SCOPE OF SERVICES

Project A: Tank Mixing Design

The basic scope of services includes the planning, design, construction administration, inspection and permitting documents for improvements on two (2) ground storage tanks, located at Honor Heights and Radio Hill. The scope is to add a tank aeration and mixing system to each tank for removal of disinfection by-products, reduce stratification and provide consistent water quality throughout the tank. Consultant shall provide construction drawings and specifications for the improvements and bid the project to allow the Owner

to receive funding from the Drinking Water State Revolving Loan fund for improvements outlined in the approved Muskogee Capital Improvement Plan.

Project B: Water Distribution Improvements

The basic scope of services includes the planning, design, construction administration, inspection and permitting documents for approximately 17,000 linear feet of 30-inch water line, 13,000 linear feet of 8-inch and 2000 linear feet of 12-inch water line to serve areas once served by the two 24-inch transmission lines to be decommissioned once construction is completed. The 8-inch and 12-inch water lines are described below:

Item No.	Location	Diameter (in)	Approx. Length
1	Doering St between Helena Dr. and E. Harris	8	550
2	Doering and E. Harris west to complete loop	12	1500
3	N. Country Club Drive between E. Harris and Kimberlea Park	8	750
4	Kimberlea Park between N. Country Club Drive and Robin Lane	8	900
5	N. Country Club Drive and Severs Ave east to serve Muskogee Club House	8	1100
6	Severs St. between Robin St. and St. Andrews Ct.	8	600
7	E. Shawnee Rd. between York St. and Old Bacone Rd.	8	2200
8	N. York St and Shawnee Expressway to serve Curtis Shopping Mall	12	500
9	Old Bacone Rd and York St east to complete loop	8	644
10	N. Main between Kaad St and W Shawnee	8	2000
11	Summit St. between North St. and Enid Ave Loop	8	2500
12	Mill St. between Kaad St. and Kinsley St.	8	1867

Design includes connection(s) to the existing water lines, relocation of existing water and wastewater lines in conflict with proposed water lines, abandonment of existing water lines, state highway crossing, and all appurtenances. Below is a more detail project scope and tasks for Projects A and B:

PROJECT A – TANK MIXING DESIGN

Task A1 – Concept Report and Preliminary Design

- Coordinate and attend one (1) project kick-off meeting with Owner.
- Gather and review existing conditions and record drawings.
- Field reconnaissance to inspect existing conditions.
- Prepare Environmental Categorical Exclusion request for Project A, Honor Heights and Radio Hill Ground Storage Tanks and submit to the Oklahoma Water Resources Board for approval.

- Solicit proposals from tank mixing equipment manufacturers.
- Prepare conceptual tank modification plans as necessary.
- Prepare conceptual construction cost estimate.
- Prepare conceptual design report and submit to Owner for review and comment.
- Attend (1) reviewing meeting for tank mixing manufacturer selection and secure Owner approval.
- Concur with Owner approval and initiate the preparation of preliminary drawings.
- Prepare preliminary plan submittal.
- Develop tank mixing performance specification.
- Develop technical specifications for tank modifications.
- Prepare preliminary construction cost estimate.
- Prepare and deliver three (3) hard copies (11x17) and preliminary contract documents and electronic PDF format.
- Attend one (1) review meeting with Owner.

Task A2 – Final Design

- Concur and incorporate Owner comments from Preliminary Design.
- Prepare final construction drawings and specifications to be approved and permitted by the Oklahoma Department of Environmental Quality.
- Prepare final construction drawings, contract documents, and project cost estimate. Drawings shall include, but not limited to the final construction drawing sheets:
 - Cover Sheet
 - Pay Quantities and Notes
 - Summary Sheets
 - Proposed Tank Mixing Design Plans
 - Proposed Tank Modification Plans
 - Standard Details
 - Special Details
 - Erosion Control
 - Construction Phasing
- Prepare and submit construction drawings and contract documents along with ODEQ reports, permits and applications, including but not limited to:
 - ODEQ Construction Permit Application
- Prepare final quantities and construction cost estimate.
- Deliver three (3) hard copy drawings (11x17) and contract documents, and electronic PDF.
- Attend one (1) review meeting with Owner and project team.
- Incorporate comments into Bidding Documents.

Task A3 – Bidding

- Finalize the construction drawings and contract documents into one (1) bid package.
- Coordinate bid advertisement and attend pre-bid meeting.
- Prepare bid tabulations and review with Owner and make recommendation.
- Assist in preparation of agreement with selected Contractor for Owner/Contractor execution.
- Issue Notice to Proceed to Contractor with Owner approval.

PROJECT B – WATER DISTRIBUTION IMPROVEMENTS

Task B1 – Planning and Land Survey

- Coordinate and attend one (1) project kick-off meeting with Owner.
- Gather and review existing conditions and record drawings.
- Field reconnaissance to inspect existing conditions.
- Refine proposed alignment of 30-inch water line from Scenario 2B of the approved City of Muskogee Water Model dated November 2017.
- Prepare Environmental Categorical Exclusion request for Project B, proposed 30-inch water line alignment and submit to the Oklahoma Water Resources Board for approval.
- Contact public agencies in writing having potential environmental jurisdiction along the proposed alignment, receive comments, and report results back to the City.
- Gather current legal deeds, rights-of-way, and easements along the proposed 30-inch water line alignment.
- Scope includes horizontal control, vertical control, land ties according to the Oklahoma State Plane coordinate system and City of Muskogee land control. Provide primary and secondary project control based on available NGS monumentation and/or ties to NGS CORS/OPUS. Project horizontal datum will be NAD1983 projected on Oklahoma State Plane Coordinates North Zone.
- Topographic Survey. Field survey of topographic features including: buildings, roads, railroads, drainage features, bridges, culverts, fences, driveways, poles, sidewalks, edge of tree groupings, fire hydrants, manholes, catch basins, existing utilities, etc. Locate above-ground natural and man-made features, including fences, drainage structures and trees greater than 8-inches in diameter. Existing underground utilities will be shown based upon available records and Call-Okie locates.
- Research and secure property ownerships, and easements.
- Final survey shall include a grid of ground points along with break lines will be collected for the purpose of creating a digital terrain model (DTM). Provide contours at 1-foot intervals from the DTM data.
- Scope includes geo-referencing the project according to the Sponsor's GIS mapping and layering system.
- Set and identify ten (10) bench marks relative to NAVD 88 for vertical control.
- Contact and locate each privately-owned utility.
- Coordinate underground piping locations and provide a detailed drawing for each pipe to include, but not limited to depth, size, type, surveyed location of findings.
- Identify utility conflicts with respect to water and wastewater lines.
- Attend (1) reviewing meeting for final alignment and secure Owner approval.

Task B2 - Preliminary Design

- Concur with final alignment approval, initiate remaining land survey tasks and preliminary drawings.
- Coordinate state highway crossing and requirements.
- Conduct or cause to be conducted a Subsurface Exploration and Evaluation of insitu soil conditions and corresponding engineering properties associated with the project.

- Drill a minimum of ten (10) bores associated with project. Each hole will be filled with sand and/or like kind of surface material upon completion.
 - Locate soil borings (one (1) trip for all borings).
- Obtain geotechnical and structural recommendations in accordance with standard engineering practices and minimum requirements.
- Submit Geotechnical Exploration and Evaluation Report to Owner for review and approval.
- Prepare legal descriptions and exhibits for proposed easements/right-of-way (as required).
- Incorporate Owner comments and prepare plan and profile sheets of proposed preliminary alignment, including:
 - Proposed 30-inch water line and appurtenances.
 - Details for reconnection of water lines to the water distribution system due to the abandonment of the existing two (2) 24-inch water lines.
 - Details for relocation of existing water and sanitary sewer utilities due to the proposed 30-inch water line alignment.
- Prepare preliminary construction cost estimate.
- Coordinate and distribute drawings to utilities.
- Coordinate and conduct one (1) utility meeting.
- Prepare and deliver three (3) hard copies (11x17) and preliminary contract documents and electronic PDF format.
- Attend one (1) review meeting with Owner.

Task B3 – Final Design

- Concur and incorporate Owner comments from Preliminary Design.
- Analyze locations of existing private utilities and note areas of conflict.
- Contact private utility companies and provide plans, list specific conflicts.
- Coordinate and organize a meeting with private utilities to address relocations.
- Prepare final construction drawings and specifications to be approved and permitted by the Oklahoma Department of Environmental Quality.
- Prepare final construction drawings, contract documents, project cost estimate. Drawings shall include, but not limited to the final construction drawing sheets:
 - Cover Sheet
 - Pay Quantities and Notes
 - Survey Data
 - Summary Sheets
 - Proposed 30-inch Waterline Plan and Profiles
 - Abandonment of Existing 24-inch Water Lines
 - Reconnection of Water Lines from Abandoned 24-inch Water Lines
 - Relocation of Water and Sanitary Sewer Lines
 - Standard Details
 - Special Details
 - Erosion Control
 - Construction Phasing
- Prepare necessary drawings and permit applications for the Oklahoma Department of Transportation.

- Prepare and submit construction drawings and contract documents along with ODEQ reports, permits and applications, including, but not limited to:
 - Form 626-WER: Water Distribution Engineering Report Form
 - ODEQ Construction Permit Application
- Prepare legal descriptions and exhibits.
- Submit proposed easements and/or permanent right-of-way documents to Owner.
- Prepare pay quantities and specifications for one (1) base bid.
- Prepare final quantities and construction cost estimate.
- Deliver three (3) hard copy drawings (11x17) and contract documents, and electronic PDF.
- Attend one (1) review meeting with Owner and project team.
- Incorporate comments into Bidding Documents.

Task B4 – Bidding

- Finalize the construction drawings and contract documents into one (1) bid package.
- Coordinate bid advertisement.
- Attend pre-bid meeting.
- Prepare bid tabulations and review with Owner and make recommendation.
- Assist in preparation of agreement with selected Contractor for Owner/Contractor execution.
- Issue Notice to Proceed to Contractor with Owner approval.

Construction Administration (To Be Determined)

Consultant shall provide Construction Administration services for the Project(s) and will be considered additional services. The scope and Consultant fee will be negotiated through an amendment to this agreement.

Resident Project Representative (To Be Determined)

Consultant shall provide daily Resident Project Representative (RPR) services for the project(s) and will be considered additional services. The scope and Consultant fee will be negotiated through an amendment to this agreement.

ADDITIONAL SERVICES

Services associated with the agreed Scope of Services that cannot be completely defined at the time of execution of this agreement shall be considered additional services. The fee structure for additional services shall be based on time and expense effort unless otherwise negotiated prior to services being rendered. See Attachment "B". Additional services may include the following, but not limited to:

- Construction Administration services
- Construction Resident Project Representative
- Title examination
- Right-of-way or easement acquisition
- Construction, right-of-way, and easement staking
- Underground utility locating (daylighting) on both public and private property

EXCLUDED SERVICES

Other services that are not associated with the agreed Scope of Services shall be considered excluded services. Excluded services may include the following, but not limited to:

- Special studies required for project funding including but not limited to archaeological survey, American Burying Beetle survey
- Preparation of an Environmental Information Document (EID)
- Aerial topography
- Water flows or metering
- OWRB water rights updates or revisions
- Phase I environmental study and clearance
- Permit fees for city, county, or state
- FEMA floodplain modeling
- Construction materials testing

BASE CONTRACT FEE STRUCTURE (as outlined above)

ITEM	DESCRIPTION	FEE
	Basic Scope of Services – PROJECT A	
A1	Concept Report and Preliminary Design	\$20,800
A2	Final Design	\$8,100
A3	Bidding	\$3,800
	Subtotal – PROJECT A	\$32,700
	Basic Scope of Services – PROJECT B	
B1	Planning and Land Survey	\$74,400
B2	Preliminary Design	\$270,000
B3	Final Design	\$135,200
B4	Bidding	21,800
	Subtotal – PROJECT B	\$501,700
	TOTAL– PROJECTS A & B	\$534,400
	Construction Administration	TBD
	Resident Project Representative	TBD

SCHEDULE

Schedules shall be coordinated with Owner, and/or as described:

PROJECT A

- Concept Report and Preliminary Design 12 weeks from NTP
- Final Design 16 weeks from NTP
- Bidding 20 weeks from NTP

PROJECT B

- | | |
|----------------------------|-------------------|
| • Planning and Land Survey | 12 weeks from NTP |
| • Preliminary Design | 20 weeks from NTP |
| • Final Design | 36 weeks from NTP |
| • Bidding | 44 weeks from NTP |

REIMBURSABLE EXPENSES

The following expenses shall be considered as reimbursable expenses:

- Travel expenses to include lodging, transportation & meals
- Shipping and postage
- Plotting and reproduction for progress meetings, presentations and submittals
- Large format scans (11" x 17" and larger documents)
- Large format colored plots (11" x 17" and larger documents)
- Board mounted presentation graphics

COMPENSATION

PROJECT A

For BASIC CONTRACT engineering design services performed under this agreement, the Owner shall pay the Consultant **a lump sum amount of \$32,700.00** including reimbursable expenses as defined in the TOTAL BASE CONTRACT FEE STRUCTURE.

PROJECT B

For BASIC CONTRACT engineering design services performed under this agreement, the Owner shall pay the Consultant **a lump sum amount of \$501,700.00** including reimbursable expenses as defined in the TOTAL BASE CONTRACT FEE STRUCTURE.

The combined **TOTAL BASE CONTRACT FEE** for Projects A and B shall be **a total lump sum amount of \$534,400.00** including reimbursable expenses. If you concur with this proposal, please sign and date this letter, then return stating your approval for Cowan Group Engineering to begin work on this project. This proposal will become void after 60-days from the date submitted.

ATTACHMENTS

As a supplement to this proposal please find the following documents:

- **Attachments "A & A1"** – Project Locations
- **Attachment "B"** – CGE 2018 Hourly Rate Schedule

TERMS AND CONDITIONS

See Cowan Group Engineering, LLC's Mandatory STANDARD TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES at <http://www.cowangroup.co/terms-conditions>.

Should you have any questions, please do not hesitate to contact Mr. Tim Ward at 405.463.3369.

Sincerely,

COWAN GROUP ENGINEERING, LLC



Jeff Cowan, P.E.

Principal

Cc: file

NOTICE TO PROCEED

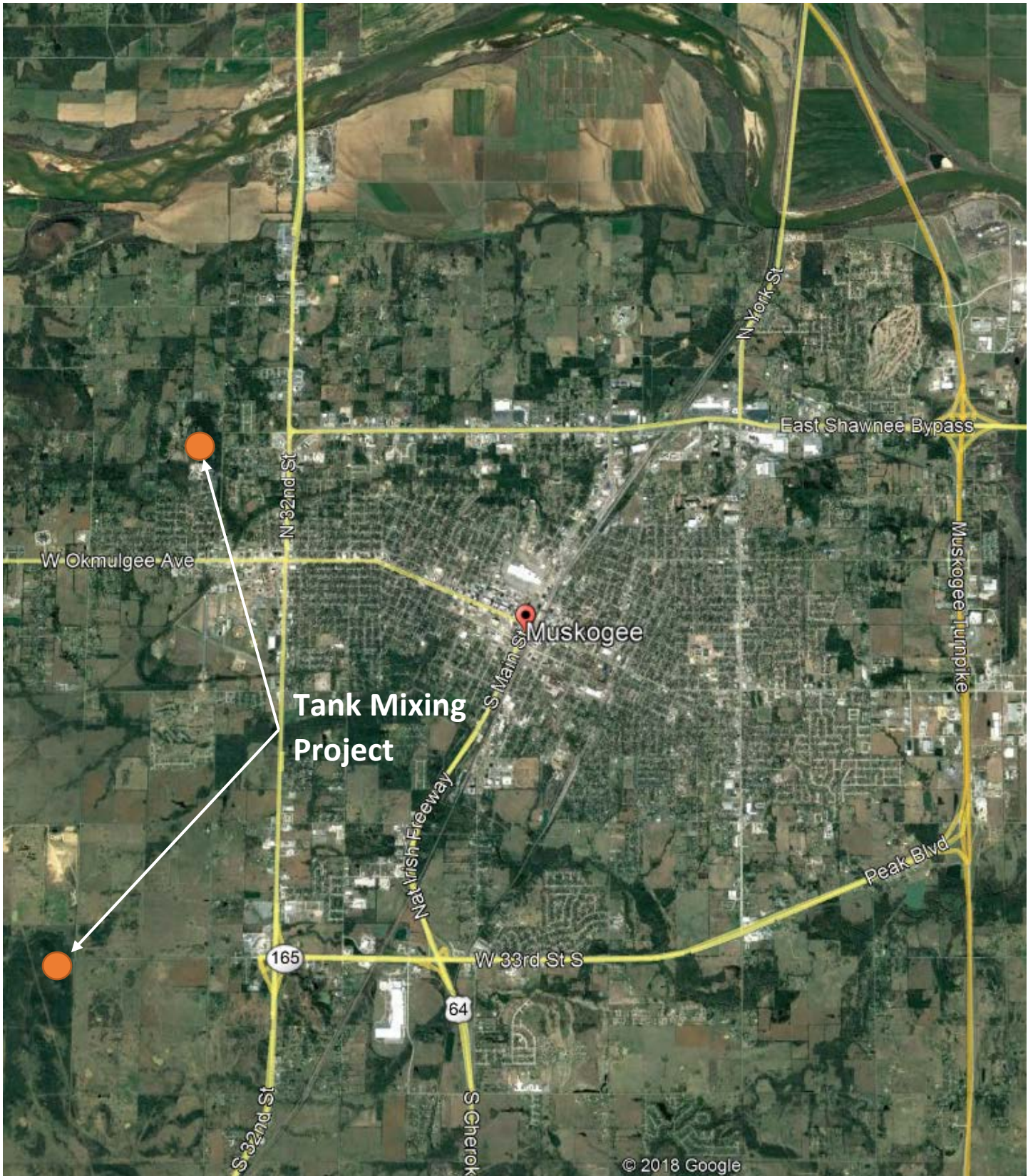
The above proposal is understood and accepted. By accepting this proposal, you are also agreeing to Cowan Group Engineering, LLC GENERAL CONDITIONS (PROFESSIONAL SERVICES).

By: _____
(Signature)

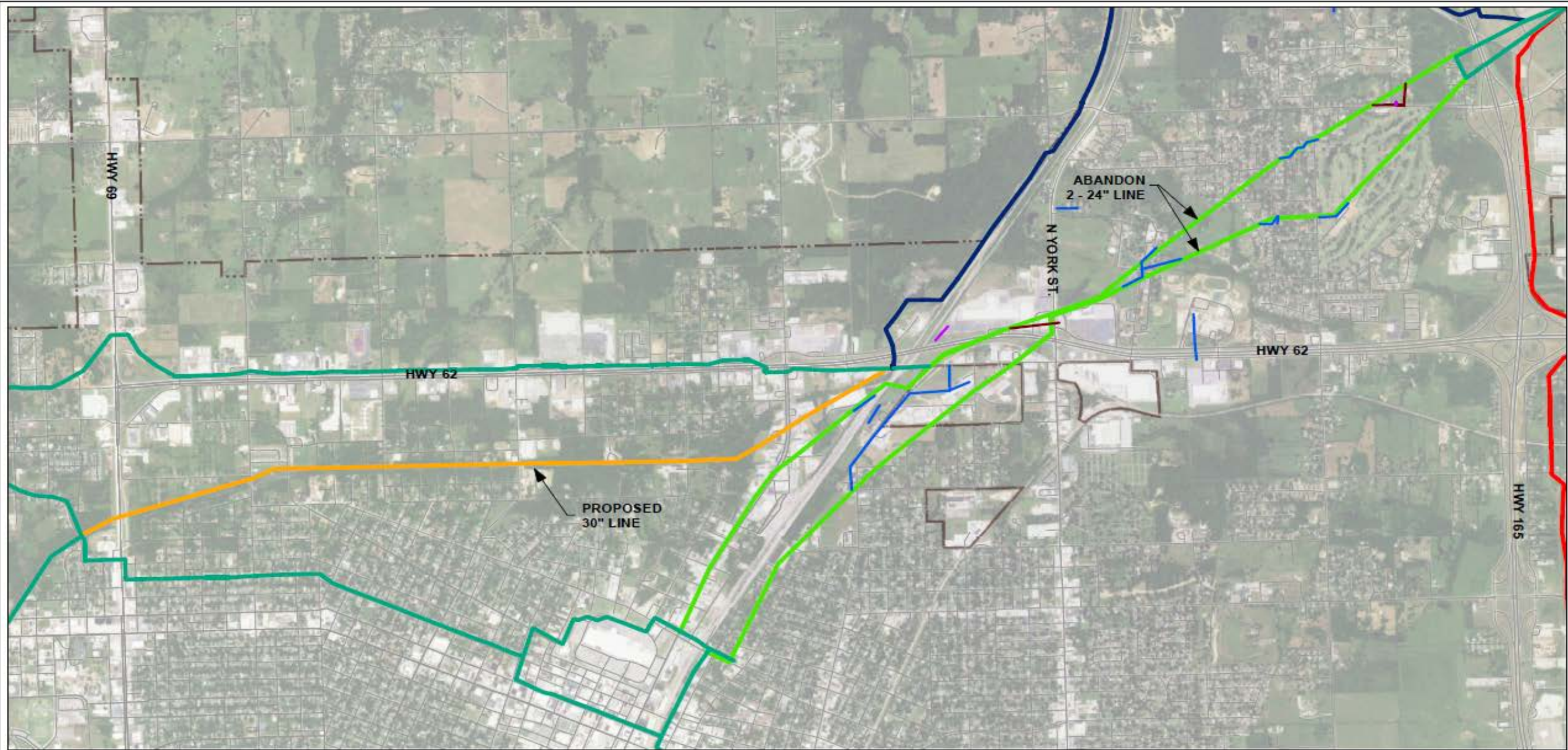
For: _____
(Organization)

Date: _____

ATTACHMENT "A"



ATTACHMENT "A1"



MUSKOGEE WATER DISTRIBUTION MODEL
SCENARIO 2B: WEST MUSKOGEE ALIGNMENT
CONCEPTUAL PLAN



MAP DATE: **OCTOBER, 2017**
PREPARED BY: COWAN GROUP ENGINEERING, LLC

WATER LINES

- 6" LOOP
- 8" LOOP
- 12" LOOP
- 24" LOOP
- TO BE ABANDONED
- PROPOSED 30" LINE
- EXISTING 24" LINE
- EXISTING 30" LINE
- EXISTING 42" LINE

WATER MODEL ELEMENTS

- PUMP
- RESERVOIR
- TANK

OTHER

- MUSKOGEE CITY LIMITS



CITY OF MUSKOGEE

SHEET NO: **SCENARIO 2B**

ATTACHMENT "B"



2018 Professional Hourly Rates

Professional Services

Principal	\$215.00
Associate	\$171.00
Client Manager	\$164.00
Project Manager	\$161.00
Project Engineer III	\$148.00
Project Engineer II	\$140.00
Project Engineer I	\$130.00
Engineer Level II	\$117.00
Engineer Level I	\$107.00
Engineering Technician II	\$101.00
Engineering Technician I	\$93.00
CAD Technician	\$84.00
Survey Manager	\$135.00
Survey Crew	\$167.00
Survey Crew - Scanner	\$257.00
Construction Services Administrator	\$125.00
Resident Project Representative II	\$99.00
Resident Project Representative I	\$92.00
Administrative	\$95.00
Clerical	\$67.00
Intern	\$45.00

Expenses:

Xerox Copies Letter or Legal	\$0.15 per copy
Xerox Copies Ledger	\$0.25 per copy
Plot Prints	\$0.75 per S.F.
Color/Mylar Plot Prints	\$1.75 per S.F.
Mileage	IRS Allowable

The rates and expenses described may be revised annually