

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).

## **PURCHASING COMMITTEE AGENDA**

### **CITY OF MUSKOGEE**

**October 15, 2018**

**CITY HALL 2ND FLOOR CONFERENCE ROOM, 5:00 P.M.**

1. Consider approval of Purchasing Committee Minutes September 17, 2018.
2. Consider approval of claims for all City departments September 27, 2018 through October 10, 2018.
3. Consider approval of the sole bid from Whittinghill Disposal Services, Inc., in the amount of \$2.85 per square foot for the demolition of dilapidated structures through a grant from the City of Muskogee Foundation, or take other necessary action. (Gary D. Garvin)
4. Consider approval to contract with JD Young to replace the City's obsolete Fortis document archival system with Square9 and convert existing documents in the amount of \$40,015.80, or take other necessary action. (Chris Cummings)
5. Consider approval to authorize the City Manager to negotiate and execute a sole-source contract with Joe Goddard Enterprises, LLC. to upgrade all existing storm sirens, and add one (1) additional storm siren, for an amount not to exceed \$75,000, or take other necessary action. (Jeremy Frazier)

**Purchasing Committee**

**1.**

Meeting Date: 10/15/2018  
Initiator: Tammy Tracy, City Clerk  
Department: City Clerk  
Staff Information Source:

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Information

AGENDA ITEM TITLE:

Consider approval of Purchasing Committee Minutes September 17, 2018.

BACKGROUND:

RECOMMENDED ACTION:

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Fiscal Impact

Attachments

Minutes

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**MINUTES  
PURCHASING COMMITTEE  
September 17, 2018**

The Purchasing Committee meeting was called to order Tuesday, September 17, 2018 with the following in attendance:

Committee Members:

Wayne Johnson  
Patrick Cale  
Jamie Stout

Staff:

Mike Miller, City Manager  
Mike Stewart, Assistant City Manager  
Marcie Gilliam, Strategic Financial Analyst  
Russ Andis, Purchasing Assistant  
Greg Riley, Public Works Director  
Jeremy Frazier, Emergency Management Director

1. Consider approval of Purchasing Committee Minutes September 4, 2018.  
Motion: Patrick Cale                      Seconded: Jamie Stout
2. Consider approval of claims for all city departments August 24, 2018 through September 12, 2018.  
Motion: Patrick Cale                      Seconded: Jamie Stout

**There is no further business presented for discussion. Meeting Adjourned.**

**Purchasing Committee**

**2.**

Meeting Date: 10/15/2018  
Initiator: Russ Andis, Purchasing Asst.  
Department: Purchasing  
Staff Information Source:

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Information

AGENDA ITEM TITLE:

Consider approval of claims for all City departments September 27, 2018 through October 10, 2018.

BACKGROUND:

RECOMMENDED ACTION:

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Fiscal Impact

Attachments

Claims

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CITY OF MUSKOGEE CLAIMS  
9.27.18 TO 10.10.18

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT
202113	2713	ACTION GROUP STAFFING	9/28/2018	7,834.62
202114	3990	ALL-IN-ONE SUPPLY LLC	9/28/2018	14.16
202115	6	AMERICAN INDUSTRIAL SUPPLY CO	9/28/2018	72.00
202116	914	APAC CENTRAL INC	9/28/2018	9,678.34
202117	5435	AROUND YOUR CITY.COM LLC	9/28/2018	1,113.75
202118	11	B & J OIL CO INC	9/28/2018	2,423.86
202119	5046	BANCFIRST	9/28/2018	24,078.75
202120	3928	BANK OF OKLAHOMA - VISA	9/28/2018	278.51
202121	342	THE BECKMAN COMPANY	9/28/2018	60.00
202122	4543	VIDA BERRY	9/28/2018	458.33
202123	2853	BLESSED GROUND MAINTENANCE	9/28/2018	1,125.00
202124	647	BOB BOATMAN	9/28/2018	600.00
202125	117	BRANDON BLEVINS	9/28/2018	15.00
202126	259	BRENNTAG SOUTHWEST INC	9/28/2018	3,870.00
202127	3238	BROKEN ARROW ELECTRIC	9/28/2018	69.90
202128	4033	BROKEN ARROW LAWN & GARDEN	9/28/2018	891.43
202129	2552	BROWN'S SHOE FIT CO #87	9/28/2018	135.00
202130	3640	CHARBONNEAU, BILLY JO	9/28/2018	72.00
202131	3442	CITY OF MUSKOGEE FOUNDATION	9/28/2018	0.00
202132	4738	CITYWIDE PROPERTY MAINTENANCE	9/28/2018	2,225.41
202133	4300	CLIFFORD POWER SYSTEMS INC	9/28/2018	7,741.00
202134	5447	CMT CONSULTANTS, INC.	9/28/2018	320.75
202135	1560	THE COLLISION CENTER OF MUSKOG	9/28/2018	420.00
202136	5020	COWAN GROUP ENGINEERING LLC	9/28/2018	132,795.00
202137	3154	CREATIVE APPAREL AND MORE INC	9/28/2018	177.95
202138	101	CROWL OIL CO INC	9/28/2018	17,422.09
202139	3455	D & F SERVICES LLC	9/28/2018	11,682.69
202140	4311	DAVID'S DISCOUNT TIRES INC	9/28/2018	179.44
202141	224	DICKMANN GLASS CO	9/28/2018	3,763.50
202142	4263	DIRECTV LLC	9/28/2018	77.99
202143	551	DRIVE SHAFTS INC	9/28/2018	91.28
202144	4862	SARAH EATON	9/28/2018	108.00
202145	3024	EDIE MCJUNKINS	9/28/2018	24.00
202146	3435	ERGON ASPHALT & EMULSIONS INC	9/28/2018	9,964.09
202147	953	EXPRESS EMPLOYMENT PROFESSIONA	9/28/2018	5,141.60
202148	29	FASTENAL COMPANY	9/28/2018	474.73
202149	5308	MEGAN FILANDA	9/28/2018	54.00
202150	133	FIVE STAR OFFICE SUPPLY	9/28/2018	256.47
202151	3509	FLEETPRIDE INC	9/28/2018	70.00

202152	2989 GELLCO CLOTHING & SHOES INC	9/28/2018	215.98
202153	5247 NIKYA GIVENS	9/28/2018	144.00
202154	34 GRAINGER	9/28/2018	1,050.00
202155	5436 GULF STATES DISTRIBUTORS, INC.	9/28/2018	13,720.00
202156	798 HAMBY TV & APPLIANCE WAREHOUSE	9/28/2018	249.00
202157	1793 HARBOR FREIGHT TOOLS	9/28/2018	54.99
202158	289 HOLLOWAY UPDIKE AND BELLEN INC	9/28/2018	41,250.00
202159	1414 HOMELAND STORES INC	9/28/2018	116.45
202160	4902 IMPERIAL LLC	9/28/2018	469.55
202161	545 MIKE INGLE	9/28/2018	2,000.00
202162	5103 JACK HOOPES	9/28/2018	13.99
202163	117 JEREMY JENKINS	9/28/2018	75.78
202164	117 JOHNNY TEEHEE	9/28/2018	127.63
202165	1500 KEITH HARDWARE & SUPPLY INC	9/28/2018	133.28
202166	3024 KEITH TITSWORTH	9/28/2018	24.00
202167	705 KIRBY - SMITH	9/28/2018	688.12
202168	5324 KYLE EDWARDS AUTO GROUP	9/28/2018	37.84
202169	53 LAKE REGION ELECTRIC COOPERATI	9/28/2018	79.00
202170	4742 KAREN LAUDERDALE	9/28/2018	72.00
202171	399 LOCKE SUPPLY CO	9/28/2018	23.45
202172	3376 LOT MAINTENANCE OF OKLAHOMA IN	9/28/2018	1,814.94
202173	964 LOVE BOTTLING CO - #111902	9/28/2018	34.00
202174	56 LOWES	9/28/2018	1,045.68
202175	4246 MARVIN'S MOWERS AND OUTDOOR LL	9/28/2018	513.05
202176	5508 MATTIE JANE'S ON MAIN LLC	9/28/2018	8,000.00
202177	4707 MD SOLUTIONS INC	9/28/2018	6,624.74
202178	194 MORGAN SERVICES COMPANY LLC	9/28/2018	150.00
202179	2920 SHARON MORGAN	9/28/2018	18.00
202180	5195 MUSCOGEE STAFFING SOLUTIONS, L	9/28/2018	1,861.13
202181	195 MUSKOGEE COUNTY CLERK	9/28/2018	221.00
202182	63 MUSKOGEE DAILY PHOENIX	9/28/2018	45.20
202183	5469 MUSKOGEE HOTEL LLC DBA STUDIO	9/28/2018	9,183.21
202184	5082 MUSKOGEE MANUFACTURING LLC	9/28/2018	50.00
202185	4754 NEWTON, BRYCE DBA	9/28/2018	260.00
202186	3024 NICHOLAS FRAZEE	9/28/2018	24.00
202187	125 NORMA NAVA	9/28/2018	125.00
202188	114 OFFICE DEPOT	9/28/2018	892.27
202189	4760 OG&E - ACCT #35947999-5	9/28/2018	132,275.78
202190	974 OKLAHOMA BAR ASSOCIATION	9/28/2018	75.00
202191	2108 OKLAHOMA CHILLER CORPORATION	9/28/2018	5,880.00
202192	67 OKLAHOMA NATURAL GAS	9/28/2018	1,244.20
202193	349 OKLAHOMA SECRETARY OF STATE	9/28/2018	10.00
202194	529 ONE SOURCE MANAGED SVCS	9/28/2018	4,152.32
202195	70 OREILLY AUTO PARTS	9/28/2018	0.00
202196	70 OREILLY AUTO PARTS	9/28/2018	0.00
202197	70 OREILLY AUTO PARTS	9/28/2018	2,198.58
202198	73 PATE INDUSTRIAL SUPPLY INC	9/28/2018	514.48

202199	4212 PEAK UP TIME	9/28/2018	16,695.85
202200	146 PENCCO INC	9/28/2018	10,433.56
202201	1597 PIONEER'S JANITORIAL SVC	9/28/2018	345.00
202202	3666 PITNEY BOWES INC	9/28/2018	2,816.88
202203	4795 PREMIER TRUCK GROUP	9/28/2018	741.15
202204	5008 PREMIER USA INC.	9/28/2018	1,132.80
202205	4571 RAD-MANS GLASS ART	9/28/2018	166.70
202206	3024 RANDALL HULL	9/28/2018	24.00
202207	3024 RICHARD RANDELL	9/28/2018	24.00
202208	149 ROSSON WHEEL SERVICE	9/28/2018	240.00
202209	1058 ROY'S UPHOLSTERY	9/28/2018	395.00
202210	84 SADLER PAPER COMPANY	9/28/2018	312.31
202211	435 SAFETY-KLEEN SYSTEMS INC	9/28/2018	238.82
202212	5343 SALLISAW OVERHEAD DOOR	9/28/2018	1,210.00
202213	3739 INETTE SLAPE	9/28/2018	72.00
202214	5267 STAUB INVESTMENTS INC. DBA GAL	9/28/2018	48.00
202215	3652 STEWART MARTIN EQUIPMENT	9/28/2018	520.52
202216	212 SUNSET CHEMICAL COMPANY	9/28/2018	200.00
202217	93 SUPERIOR LINEN SERVICE INC	9/28/2018	129.05
202218	94 TECHNICAL PROGRAMMING SERVICES	9/28/2018	5,396.28
202219	3102 TIGER NATURAL GAS INC	9/28/2018	447.64
202220	3024 TIM DOERNER	9/28/2018	24.00
202221	4446 TULSA ASPHALT LLC	9/28/2018	1,088.62
202222	3636 TYLER TECHNOLOGIES INC	9/28/2018	40.00
202223	796 UTILITY SUPPLY CO	9/28/2018	10,746.80
202224	3386 UTILITY TECHNOLOGY SERVICES IN	9/28/2018	1,180.00
202225	4436 W T AND S BUTTERFLY FARM	9/28/2018	1,175.00
202226	215 WASTE MANAGEMENT OF OKLAHOMA I	9/28/2018	915.95
202227	717 CINDY WAYMAN	9/28/2018	198.00
202228	1128 WHITTINGHILL DISPOSAL SERVICE	9/28/2018	33,701.25
202229	4901 LAURA WICKIZER	9/28/2018	72.00
202230	117 WILLIAM PETERS	9/28/2018	63.48
202231	62 MUSKOGEE COUNTY SHERIFFS DEPAR	9/28/2018	17,257.00
202232	121 BARBER, COLTON LUKE	10/1/2018	40.72
202233	121 BJ BRIGGS CONSULTING	10/1/2018	35.16
202234	121 COLDWELL BANKERS SELECT	10/1/2018	74.06
202235	121 DIAMOND CREEK LLC	10/1/2018	53.73
202236	121 FLOYD-CARNEY, TERILYN M	10/1/2018	44.84
202237	121 HARRIS, DENNALIA M	10/1/2018	13.00
202238	121 JAYNE, LILLIAN	10/1/2018	100.00
202239	121 SMITH, THOMAS N	10/1/2018	75.09
202240	121 STILWELL, BRITTANY NICOLE	10/1/2018	39.77
202241	4468 BLUECROSS/BLUE SHIELD OF OK	10/1/2018	116,209.70
202242	121 ANDERSON, NEEKA	10/3/2018	24.19
202243	121 ANDREWS, DEBBIE	10/3/2018	47.51
202244	121 CLARK. EARL DAVID	10/3/2018	29.29
202245	121 DOW, ALLISON	10/3/2018	6.08

202246	121 FINNEY, KRISTY M	10/3/2018	37.51
202247	121 GRAY, ELZIE JR.	10/3/2018	50.57
202248	121 HAMMER CONSTRUCTION	10/3/2018	841.43
202249	121 HUMPFREY, AMBER N	10/3/2018	28.16
202250	121 JONES, DANIEL L	10/3/2018	55.55
202251	121 MLC MEDICAL GROUP, LLC	10/3/2018	43.66
202252	121 MOONEN, DANESSA K	10/3/2018	49.37
202253	121 MORONEY, JAMES J	10/3/2018	47.78
202254	121 POWELL, EARSIE E	10/3/2018	6.16
202255	121 ROBISON, WHITNEY D	10/3/2018	18.87
202256	121 ROSS, BRITTANY N	10/3/2018	9.55
202257	121 SAPIENZA, LINDA	10/3/2018	60.08
202258	121 THOMAS, KYMBER	10/3/2018	47.21
202259	121 WALKER, JUSTIN	10/3/2018	21.53
202260	121 WAYMAN, ASHLEY L	10/3/2018	55.55
202261	2 ACCURATE LABS & TRAINING CENTE	10/5/2018	850.00
202262	2713 ACTION GROUP STAFFING	10/5/2018	5,908.40
202263	3 AIRGAS USA LLC	10/5/2018	92.14
202264	914 APAC CENTRAL INC	10/5/2018	7,413.07
202265	3761 ARKANSAS AQUATICS LLC	10/5/2018	2,808.00
202266	4968 ASSOC. FOR FACILITIES ENGINEER	10/5/2018	350.00
202267	3976 AT&T #918 A04-0694 003 3	10/5/2018	1,000.00
202268	4612 AT&T MOBILITY #918-577-2585 (C	10/5/2018	23.54
202269	1079 AUTOMATIC ENGINEERING INC	10/5/2018	525.00
202270	871 BAYSINGER POLICE SUPPLY	10/5/2018	7,591.58
202271	780 BG PRODUCTS INC	10/5/2018	720.00
202272	5290 JANEY C BOYDSTON	10/5/2018	75.00
202273	259 BRENNTAG SOUTHWEST INC	10/5/2018	5,220.73
202274	4701 BROCK SUPPLY CO	10/5/2018	323.20
202275	4033 BROKEN ARROW LAWN & GARDEN	10/5/2018	23.61
202276	2552 BROWN'S SHOE FIT CO #87	10/5/2018	320.00
202277	586 CAGLE'S FLOWERS & GIFTS	10/5/2018	116.00
202278	488 CAMPBELL WHOLESALE CO INC	10/5/2018	62.16
202279	992 CARE AROUND THE CLOCK INC	10/5/2018	4,812.64
202280	4739 JUSTIN CAWVEY	10/5/2018	3,988.00
202281	3797 CERTIFIED LABORATORIES	10/5/2018	249.95
202282	820 CHIEF FIRE & SAFETY	10/5/2018	2,391.00
202283	3442 CITY OF MUSKOGEE FOUNDATION	10/5/2018	90,000.00
202284	3051 CITY OF TULSA - PARK DEPARTMEN	10/5/2018	285.00
202285	4738 CITYWIDE PROPERTY MAINTENANCE	10/5/2018	1,537.75
202286	3626 CLARK EQUIPMENT	10/5/2018	850.00
202287	472 CLEET	10/5/2018	8,329.42
202288	117 CLYDE BROWN JR	10/5/2018	12.00
202289	4390 BOB COBURN	10/5/2018	75.00
202290	4838 MARLON COLEMAN	10/5/2018	75.00
202291	2292 CORE & MAIN LP	10/5/2018	159.45
202292	101 CROWL OIL CO INC	10/5/2018	18,797.84



202293	4311 DAVID'S DISCOUNT TIRES INC	10/5/2018	2,547.06
202294	3024 DERRELL JONES	10/5/2018	19.50
202295	224 DICKMANN GLASS CO	10/5/2018	276.76
202296	4263 DIRECTV LLC	10/5/2018	82.24
202297	5505 ALEX DOMINGUEZ	10/5/2018	140.00
202298	5034 DUBOIS CHEMICALS INC	10/5/2018	350.00
202299	5516 SETH DUNLAP	10/5/2018	105.00
202300	715 EMERGENCY VEHICLE PARTS & PROD	10/5/2018	72.35
202301	1035 ESRI INC	10/5/2018	4,250.00
202302	5378 JAMES E. EVANS II	10/5/2018	150.00
202303	297 EXCHANGE CLUB OF MUSKOGEE	10/5/2018	110.00
202304	953 EXPRESS EMPLOYMENT PROFESSIONA	10/5/2018	7,319.20
202305	29 FASTENAL COMPANY	10/5/2018	148.62
202306	298 FEDERAL CORPORATION	10/5/2018	318.77
202307	884 FERGUSON ENTERPRISES INC	10/5/2018	2,675.54
202308	5308 MEGAN FILANDA	10/5/2018	210.00
202309	678 FISHER SCIENTIFIC COMPANY LLC	10/5/2018	673.35
202310	3509 FLEETPRIDE INC	10/5/2018	38.78
202311	4407 FRANKLIN DIGITAL, INC	10/5/2018	270.75
202312	34 GRAINGER	10/5/2018	113.85
202313	337 HACH COMPANY	10/5/2018	1,142.45
202314	4819 HALL, DAN	10/5/2018	75.00
202315	5377 TONY HENSON	10/5/2018	150.00
202316	181 HIX AIR CONDITIONING SERVICE	10/5/2018	570.00
202317	42 HOGLE COMPANY	10/5/2018	15.50
202318	111 HUGHES LUMBER CO	10/5/2018	50.00
202319	5412 JACOB LESTER HUNN III	10/5/2018	105.00
202320	5503 IN THE SWIM - CORTZ, INC.	10/5/2018	342.32
202321	545 MIKE INGLE	10/5/2018	2,000.00
202322	3024 IVORY VANN	10/5/2018	167.50
202323	5494 TYLER JACKSON S	10/5/2018	105.00
202324	3024 JEFF WATKINS	10/5/2018	39.00
202325	4984 WAYNE A JOHNSON	10/5/2018	75.00
202326	983 JOHNSON'S SERVICE COMPANY	10/5/2018	789.81
202327	3024 JOSHUA SMITH	10/5/2018	313.00
202328	5324 KYLE EDWARDS AUTO GROUP	10/5/2018	358.71
202329	3070 LAFERRY'S PROPANE CO	10/5/2018	74.73
202330	4855 KELSEY LAMB	10/5/2018	150.00
202331	3024 LINDY BROWN	10/5/2018	168.00
202332	5394 GARY LIVELY	10/5/2018	105.00
202333	399 LOCKE SUPPLY CO	10/5/2018	59.18
202334	1154 LOVE BOTTLING CO - #107510	10/5/2018	26.64
202335	661 LOVE BOTTLING CO - #170700	10/5/2018	772.33
202336	56 LOWES	10/5/2018	4,497.80
202337	5409 DALTON BRICE MARTIN	10/5/2018	140.00
202338	4246 MARVIN'S MOWERS AND OUTDOOR LL	10/5/2018	238.11
202339	5379 RODNEY L. MATHEWS	10/5/2018	140.00

202340	2654 MATLOCK SECURITY SERVICES	10/5/2018	195.00
202341	5515 TY MAXWELL	10/5/2018	105.00
202342	5506 CODY MCBRIDE	10/5/2018	105.00
202343	4163 MEDIC BATTERIES	10/5/2018	57.51
202344	4956 MEDNOW URGENT CARE LLC	10/5/2018	1,730.00
202345	194 MORGAN SERVICES COMPANY LLC	10/5/2018	725.00
202346	921 MOTION INDUSTRIES INC	10/5/2018	191.33
202347	5195 MUSCOGEE STAFFING SOLUTIONS, L	10/5/2018	2,625.35
202348	139 MUSKOGEE CITY-COUNTY PORT AUTH	10/5/2018	42,338.83
202349	195 MUSKOGEE COUNTY CLERK	10/5/2018	728.00
202350	232 MUSKOGEE MEDICAL CENTER AUTHOR	10/5/2018	14,720.29
202351	712 OCT EQUIPMENT INC	10/5/2018	239.26
202352	1944 OFFICE CONNECTIONS LLC	10/5/2018	65.98
202353	114 OFFICE DEPOT	10/5/2018	252.23
202354	5512 OG&E #131178697-2	10/5/2018	102.19
202355	2108 OKLAHOMA CHILLER CORPORATION	10/5/2018	1,642.59
202356	201 OKLAHOMA CODE ENFORCEMENT ASSO	10/5/2018	50.00
202357	2285 OKLAHOMA DEPT OF LABOR	10/5/2018	225.00
202358	2285 OKLAHOMA DEPT OF LABOR	10/5/2018	240.00
202359	223 OKLAHOMA DEPT OF PUBLIC SAFETY	10/5/2018	350.00
202360	67 OKLAHOMA NATURAL GAS	10/5/2018	360.17
202361	4847 OKLAHOMA PUBLIC FLEET	10/5/2018	350.00
202362	4847 OKLAHOMA PUBLIC FLEET	10/5/2018	125.00
202363	68 OKLAHOMA TURNPIKE AUTHORITY (O	10/5/2018	80.00
202364	2763 ONE SOURCE WATER LLC	10/5/2018	466.35
202365	70 OREILLY AUTO PARTS	10/5/2018	2,763.64
202366	4280 OSBI	10/5/2018	7,761.91
202367	477 OSBI	10/5/2018	7,437.62
202368	1947 OSU CONFERENCE SERVICES	10/5/2018	239.00
202369	73 PATE INDUSTRIAL SUPPLY INC	10/5/2018	368.16
202370	146 PENCCO INC	10/5/2018	5,562.52
202371	379 PETROLEUM MARKETERS EQUIPMENT	10/5/2018	793.83
202372	1621 PLANNING DESIGN GROUP	10/5/2018	950.00
202373	4795 PREMIER TRUCK GROUP	10/5/2018	1,513.00
202374	5008 PREMIER USA INC.	10/5/2018	1,005.36
202375	4610 PRIME AUTOMOTIVE WAREHOUSE LLC	10/5/2018	2,071.98
202376	3256 HAROLD QUANTIE	10/5/2018	111.45
202377	5263 MARYAH REAVIS	10/5/2018	126.00
202378	4801 DERRICK REED	10/5/2018	75.00
202379	3024 ROGER RUFFNER	10/5/2018	5.18
202380	1058 ROY'S UPHOLSTERY	10/5/2018	115.00
202381	84 SADLER PAPER COMPANY	10/5/2018	194.30
202382	2433 SIGNAL TEK, INC	10/5/2018	9,626.25
202383	5421 JAIME LYNN STOUT	10/5/2018	75.00
202384	2104 SUDDENLINK	10/5/2018	7,003.10
202385	93 SUPERIOR LINEN SERVICE INC	10/5/2018	44.27
202386	3868 SUREEXPRESS	10/5/2018	25.00

202387	94 TECHNICAL PROGRAMMING SERVICES	10/5/2018	2,261.78
202388	3636 TYLER TECHNOLOGIES INC	10/5/2018	240.00
202389	97 UNIFIRST HOLDINGS LP	10/5/2018	0.00
202390	97 UNIFIRST HOLDINGS LP	10/5/2018	2,155.44
202391	1306 UNITED RENTALS (NORTH AMERICA)	10/5/2018	310.28
202392	4166 UNIVAR USA INC	10/5/2018	7,497.22
202393	4595 OKLAHOMA SWIMMING, INC	10/5/2018	100.00
202394	4789 IVORY L VANN	10/5/2018	75.00
202395	4988 WARFEATHER, LLC	10/5/2018	8,500.00
202396	335 WARREN CAT	10/5/2018	296.06
202397	215 WASTE MANAGEMENT OF OKLAHOMA I	10/5/2018	13,579.80
202398	2418 DWIGHT WEBB TERRELL	10/5/2018	150.00
202399	2923 ANGELA MCNABB	10/5/2018	27.00
202400	2923 BRANDON CURRENT	10/5/2018	27.00
202401	2923 CLARENCE MCBRIDE	10/5/2018	27.00
202402	2923 DANNY DUPONT	10/5/2018	27.00
202403	2923 DANNY GABLE	10/5/2018	27.00
202404	2923 DONNIE BENNETT	10/5/2018	27.00
202405	2923 GREG DAVIS	10/5/2018	27.00
202406	2923 HELEN HULL	10/5/2018	27.00
202407	2923 JACOB IRELAND	10/5/2018	27.00
202408	2923 JEFF GULLETT	10/5/2018	27.00
202409	2923 JESSICA ZWIRTZ	10/5/2018	27.00
202410	2923 LESLIE ARNOLD	10/5/2018	27.00
202411	2923 MARK WILKERSON	10/5/2018	27.00
202412	2923 NICHOLAS FRAZEE	10/5/2018	27.00
202413	2923 SHAWN BROWN	10/5/2018	27.00
202414	2923 STORMIE RICE	10/5/2018	27.00
202415	2923 SUSAN ROSS	10/5/2018	27.00
202416	2923 THOMAS HOWARD III	10/5/2018	27.00
202417	2923 TIM DOERNER	10/5/2018	27.00
202418	117 NOAH EVANS	10/5/2018	92.30
202419	4468 BLUECROSS/BLUE SHIELD OF OK	10/8/2018	56,198.66
202420	121 ADELAIDE HERSHEY	10/9/2018	4.84
202421	121 ARTERBURN, SHELLEY	10/9/2018	10.23
202422	121 BLACK, RASHEENA C	10/9/2018	14.46
202423	121 CLARK, WANDA LUCILLE	10/9/2018	3.17
202424	121 COLVIN, BROOKLYN S	10/9/2018	4.89
202425	121 CROSBY, CINDY	10/9/2018	42.20
202426	121 HART, JIMMY E	10/9/2018	56.12
202427	121 KAY'S KITCHEN	10/9/2018	64.35
202428	121 LEWIS, WESLEY	10/9/2018	68.26
202429	121 MORSE, CODY A	10/9/2018	51.63
202430	121 PIORKOWSKI, AMBER D	10/9/2018	20.13
202431	121 STANDIFIRD, EDWARD	10/9/2018	100.00

**Purchasing Committee****3.**

Meeting Date: 10/15/2018

Initiator: Gary Garvin, Planning Director

Department: Planning

Staff Information Source: Gary D. Garvin, Director of Planning and Economic Development

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**Information****AGENDA ITEM TITLE:**

Consider approval of the sole bid from Whittinghill Disposal Services, Inc., in the amount of \$2.85 per square foot for the demolition of dilapidated structures through a grant from the City of Muskogee Foundation, or take other necessary action. (Gary D. Garvin)

**BACKGROUND:**

The project consists of the demolition of dilapidated structures located within the City of Muskogee. Bid advertisement notices were mailed to demolition contractors and published in the local newspaper. Three (3) contractors attended the mandatory pre-bid meeting on September 18, 2018. The City only received one bid for the demolition project from Whittinghill Disposal Service in the amount of \$2.85 a square foot. The sole bid is consistent with bids received on previous demolition projects. Whittinghill has completed demolition projects for the City and private individuals in the past without issues. Therefore we are recommending to award the contract to Whittinghill Disposal Service.

**RECOMMENDED ACTION:**

Award contract to Whittinghill Disposal Service, Inc., in the amount of \$2.85 per square foot for demolition of dilapidated structures through a grant from the City of Muskogee Foundation.

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**Fiscal Impact****FUNDING SOURCE:**

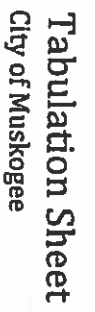
City of Muskogee Foundation Grant in the amount of \$50,000.

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**Attachments**

Tabulation Sheet

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**Bid Item: Demolition 2018**

**Date: 9/28/2018**

**Department: Inspections**

**Approved by Purchasing:**

**Approved by City Council:**

[illegible]

Witnessed by:

**Approved by:**

Witnessed by: James H. H. H. H.  
James H. H. H. H.

**Purchasing Committee****4.**

Meeting Date: 10/15/2018  
Submitted For: Chris Cummings, Information Technology  
Initiator: Chris Cummings, IT Director  
Department: Information Technology  
Staff Information Source:

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**Information****AGENDA ITEM TITLE:**

Consider approval to contract with JD Young to replace the City's obsolete Fortis document archival system with Square9 and convert existing documents in the amount of \$40,015.80, or take other necessary action. (Chris Cummings)

**BACKGROUND:**

We were notified last year about this time that the system we currently use for document archival and retrieval is at end of life and support by November of this year. We researched other systems and found two that met our needs: Laserfiche and Square9. ImageNet quoted Laserfiche on Oklahoma State Contract \$48,903.30 for software and conversion and JD Young quoted Square9 on a GSA Contract in the amount of \$40,015.80 for software and conversion.

**RECOMMENDED ACTION:**

Approve purchase of Square9 from JD Young in the amount of \$40,015.80.

---

**Fiscal Impact****FUNDING SOURCE:**

Approved budget in capital outlay #213-4010-419.64-60

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**Attachments**

ImageNet  
JD Young

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## *Recommendation for the City of Muskogee:*





*ImageNet Consulting  
Corporate HQ  
913 North Broadway OKC, OK*

*Established in 1956 as a one-man garage-based typewriter repair service focused on customer service. ImageNet is a family ran business with customer service rooted at our core. Under our corporate umbrella, we have grown to 450+ employees in 21 branch offices across seven states supporting nearly 15,000 clients. Reselling hardware, software and providing consulting services, ImageNet is known as an industry leader and innovator in delivering proven technology solutions.*

*Value-added solutions provider with a simple mission: **Provide technology solutions that improve our client's bottom line.***



*Laserfiche- International HQ  
3545 Long Beach Blvd  
Long Beach, CA*

*Established in 1987 for parts tracking at American Honda, Laserfiche now has 35,000+ server implementations & nearly 5 mil users of the product world-wide.*

*Laserfiche offers a standard-setting DoD Certified, Teir-1 Electronic Content Management Software. Sold primarily through a partner-channel, ImageNet is a top 10 VAR of Laserfiche internationally.*

*Laserfiche develops solutions for capture, workflow, forms, e-signatures & integration that help organizations drive business value—while make timely, informed decisions.*



# Sample Solutions for Municipalities

## Police

Reduction in officer admin

## Customer Service

On-line bill pay

Permitting



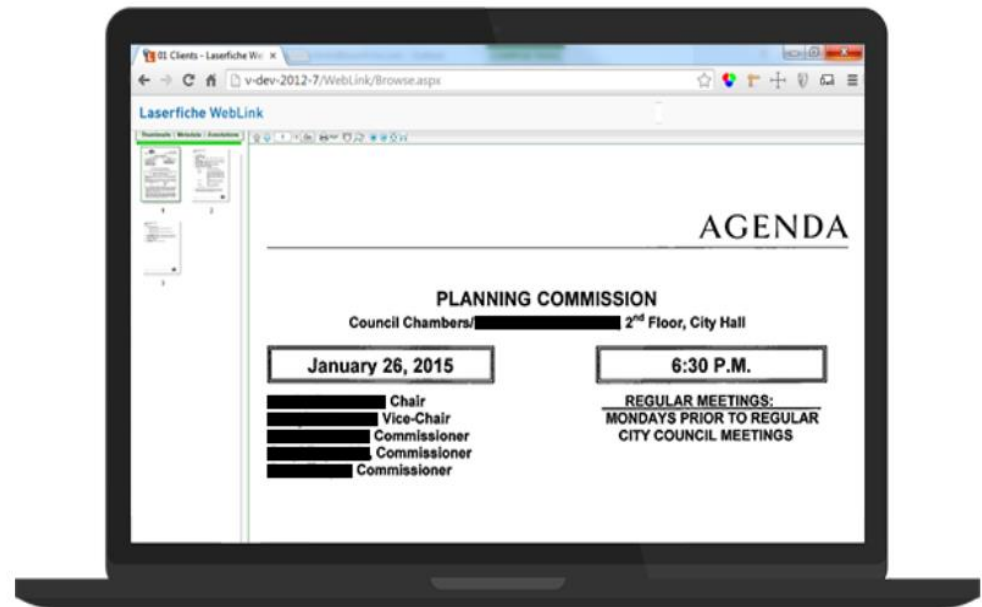
- **City Clerk & Courts**
  - *Meeting minutes & agendas*
  - *Ordinances & resolutions*
  - *Public access*
  - *Customer service*
  - *Warrants*
- **Human Resources**
  - *Employment Applications*
  - *Personnel Files*
  - *Employee On-boarding*
  - *Time off requests*
  - *Medical records*
- **Finance & Accounting**
  - *Purchasing – A/P*
  - *Approval Processing*
- **Contracts Management**
- **Code Enforcement**

# Open Records Act

## Increase transparency with digital public records

Make vital public information easily accessible.

- Expedite document search and retrieval with instant, digital access to records.
- Provide public access to agendas, permits and other documents with simple, Section 508-compliant web portals.
- Speed response times to permit requests and other applications with customizable electronic forms.
- Enable council members, case workers, public works employees, law enforcement and others to view and submit the most up-to-date files on mobile devices.



# Oklahoma Municipality References

*City of Bethany*

*City of Cleveland*

*City of Edmond*

*City of Enid*

*City of Jenks*

*City of Midwest City*

*City of Oklahoma City*

*City of Seminole*

*City of Woodward*

*City of Bixby*

*City of Durant*

*City of El Reno*

*City of Guthrie*

*City of Lindsay*

*City of Norman*

*City of Piedmont*

*City of The Village*

*City of Yukon*

## *City of Midwest City Testimonial*

“ImageNet has exhibited outstanding implementation strategies throughout our installation process. Not only has the installation process been efficient but it has allowed our organization to further develop new business practices that are improving the level of services we are providing our customers--the citizens of Midwest City. We have seen our supervisors embrace the software in order to integrate very complex systems in a very short period of time. ImageNet Consulting staff has made this project one of the most productive enterprise solutions in our City's history.”

*Tim Lyon*  
*Assistant City Manager of Administration*  
*City of Midwest City, OK*



# City of Norman Case Study

*ImageNet Consulting initially met the City of Norman IT staff and quickly discovered there was an incumbent legacy (approximately 15 years old) document management system, Fortis, at the municipality. The SQL Express version of Fortis the City of Norman was on was not only outdated, but the CoN was outgrowing the DB limits of the system. To this point, there was a \$50,000 consideration for an upgrade-not including the increase that would come to the support.*

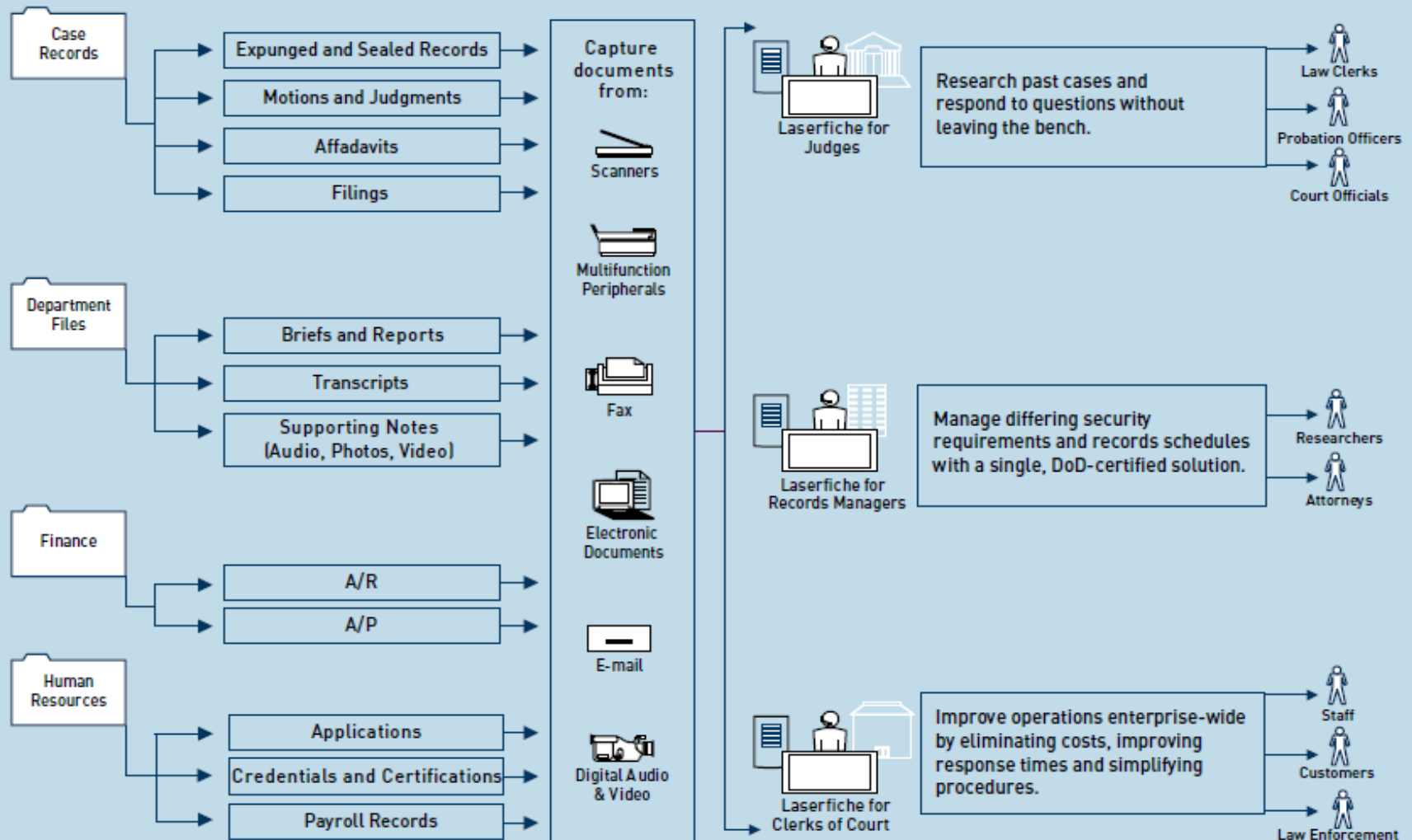
*After further conversation, it was identified that City of Norman was using Fortis as a scan and retrieve system only, and that the software did not have workflow, eForm, advanced image capture, integration, web & mobile access, audit trail, business process management or many other features available with the Laserfiche suite. With the assistance of the IT Offices, ImageNet Engineers began educating the end users of nine departments, showing them the value-adds inherent to automating processes with Laserfiche.*

*After several departmental conversations, it became apparent that there were many departments within the municipality that were still working with and storing/ retrieving paper content-despite having a document management system in Fortis. ImageNet was brought in to perform analysis on the various departments and identified that it was possible to migrate the City of Norman off of Fortis and into Laserfiche, and build date-forward workflow for a scan-retrieve system—all within the budgetary constraints and for about the same money as being considered for the Fortis upgrade.*

*The plan was set, and the project began. Included in the project was migration from Fortis, which included custom scripting to convert the proprietary .MAG file to a .TIFF image while also collecting the metadata and folder structure from Fortis and get them into Laserfiche. Once the conversion was complete, our Engineers conducted one-on-one training with the nearly 50 users that were licensed on Laserfiche.*

*Since Laserfiche bundles all the functionality into the named user, the City of Norman is poised for more phases from a licensing standpoint. Several prospective projects have been mentioned, to include eRequisition and AP approval processing, automation in the Court and HR Application-Onboarding-Digital Personnel Records development.*

# City of Yukon Case Study



# State of Oklahoma Contract

*The State of Oklahoma has awarded us a contract under the Lifecycle of a Document heading – SW1013i.*

[ImageNet State of Oklahoma Contract](#)



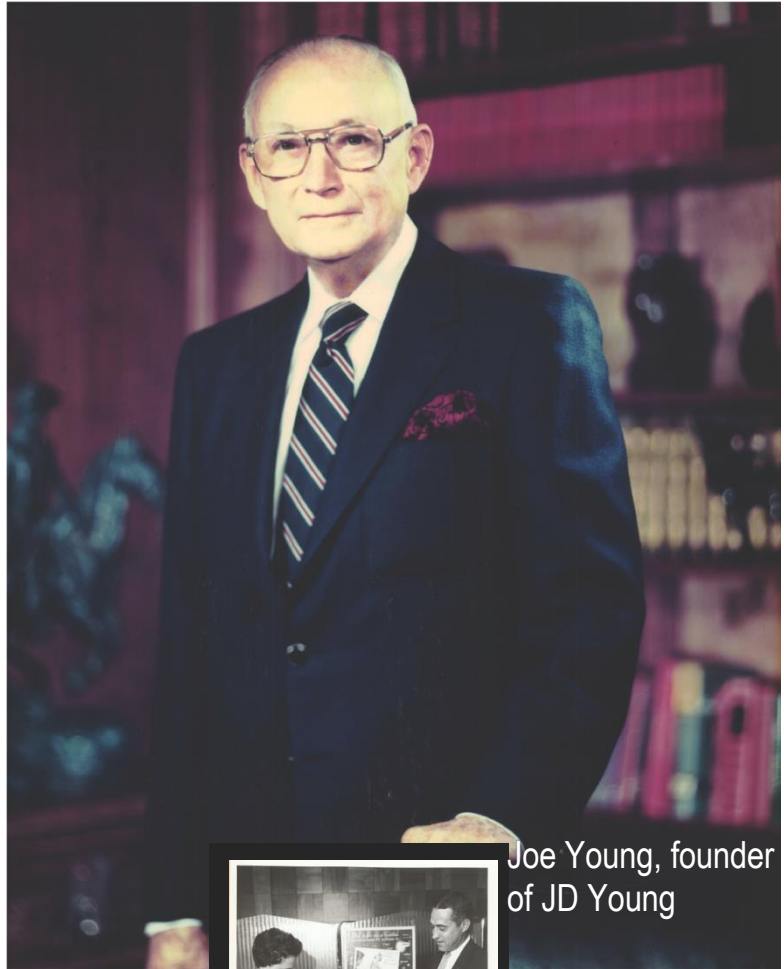
# Pricing

<b>Software with 1st year LSAP</b>	
Product	Quantity
MS SQL Server	1
Named Full User	5
Starter Audit Trail	1
Import Agent	1
Scan Connect	1
Starter Public Portal - Starter Public Portal includes Laserfiche WebLink and 10 WebLink-only retrieval connections.	1
<b>Professional Services</b>	
Design, installation, implementation, and training of the Laserfiche software platform.	
<b>Migration</b>	
A combined effort of both parties. ImageNet would configure scripts and workflows involved in order to preform the conversion, then relegating to a support role for client staff to take ownership of converting the .MAG proprietary files to a nonproprietary image format.	
<b>State of Oklahoma Pricing for Project</b>	<b>\$ 58,903.30</b>
<b>New Customer Discount</b>	<b>\$ 10,000.00</b>
<b>Total Project Cost</b>	<b>\$ 48,903.30</b>
<b>LSAP in years 2 and on</b>	<b>\$ 4,312.05</b>

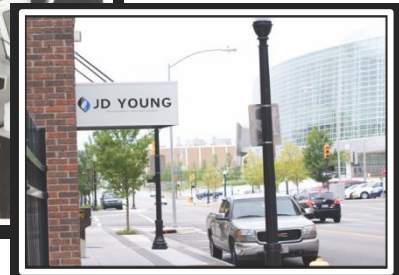
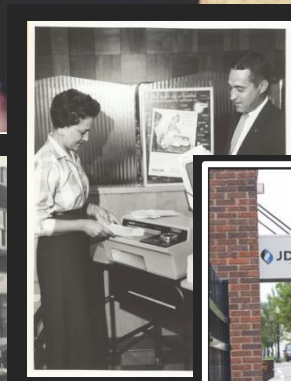
## Who We Are

As a company founded on family values, JD Young has branded itself as the company you turn to when looking for a solution to your business problems. Since 1949, JD Young has prided itself on supplying their customers with the [most advanced solution](#) by continuously searching for the latest technology that will ultimately make our clients lives a bit easier. To us, it's not about selling the most copiers or business solutions; it's about easing the stress documents can bring. It's about [minimizing your costs](#) so you are able to focus your attention elsewhere. We don't do this to be "different", we do this because [it's the only way to achieve what we set out to do](#): ensure that when a client begins a partnership with us their lives become easier. If at the end of it all if we haven't simplified things on your end, we haven't done our job right.

This is what we're about. This is what we've spent nearly 70 years doing. [Making your life easier](#) so you can move on to the next task at hand. We hope to partner with you some day and play a small part in creating the best business solution for your company.



Joe Young, founder of JD Young



## The JD Young Advantage

### **JD Young Leasing**

JD Young owns its leasing company which means no surprises for our leasing customers. We are an Oklahoma based company so there are no out-of-state property taxes to surprise you with later. We own our leases. No banks. No hurdles. You will not be directed to a third party company if you have a question about your JD Young lease; just contact your JD Young sales representative.

### **Contract Flexibility**

Contract upgrades at any time without pre-payment penalty.

### **Certified Service/ Largest Service Staff in Eastern Oklahoma**

Whether you need to place a service call or order supplies, our service department is always available during business hours. With 33+ certified technicians, JD Young has more than double the amount of trained service technicians compared to our nearest competitor. We employ a higher number of qualified service technicians in order to tend to our customer in the most efficient manner.

### **\$750,000 Locally Available Parts/Supplies in Stock and / Free Loaner Machine**

If something goes wrong on your machine, our service department is able to fix it in the least amount of time because of parts stored in our Tulsa facilities. If your office equipment will be out of service more than 16 working hours, JD Young will happily supply a free loaner machine until your device has been fixed.

### **Fast Response Time**

If a service call is placed on a machine, JD Young will respond in 4 hours or less in the Tulsa metro area. JD Young employs 6 full-time Dispatch/ Customer Service employees in order to reduce your overall wait time.

City employees enjoy working with JD Young because they are very professional and are always trying to help the City meet their needs in a timely/responsive manner. They are very flexible and always have a solution that meets or exceeds the City's expectations.

– City of Tulsa employees

### **Customer Friendly**

JD Young offers convenient Online meter readings, supply ordering, and service calls.

### **In-House Print Shop**

Have a large print job you need in a hurry? No problem. Using [painlessprinting.com](http://painlessprinting.com), our online print submission software, you are able to submit print jobs online and our full-service print shop will execute the job and deliver right to your office.

## Proposed Solutions for City of Muskogee

August 28, 2018

### GSA Contract # GS-35F-502DA Proposed Conversion Solution

Data Conversion		
Quantity	Make	Description
8d	S9	Per Diem Data Conversion Services(per Day)

Purchase Price \$14,073.52

### Maintenance Agreement

- Maintenance provided by Square 9
- Maintenance is a 5yr term
- More info to come

Prepared By: Donnie Lugafet | (918) 740-3064 | [dlugafet@jdyoung.com](mailto:dlugafet@jdyoung.com)

## Square 9 – (5 full license and 51read only) + 1yr M&S

### Proposed Solutions for City of Muskogee

September 11, 2018

GSA Contract # GS-35F-502DA Proposed Software Solution 1yr

Quantity	M&S	Description
1		Content Search - Single Core Full Page OCR Value Bndl
1		GlobalSearch 5 User Professional Edition Lic
51		GlobalSearch Read Only License (51-100)
1		Single Core Image Processing Eng w/ Zonal OCR/BCR
1yr	\$3,713.05	Content Search Single Core Full Page OCR Value Bndl M&S
1yr		GlobalSearch 5 User Professional Edition Lic M&S
1yr		GlobalSearch Read Only License (51-100) Lic M&S
1yr		Single Core Image Processing Eng w/ Zonal OCR/BCR M&S
3d		Per Diem Remote Access Services(per Day)

Purchase Price \$25,942.28

#### Maintenance & Support Agreement

- Maintenance provided by Square 9
- Maintenance is a 1yr term
- More info to come

Prepared By: Donnie Lugafet | (918) 740-3064 | [dlugafet@jdyoung.com](mailto:dlugafet@jdyoung.com)

This quote supersedes all quotes previously provided.

## Purchasing Committee

5.

Meeting Date: 10/15/2018

Submitted For: Johnny Teehee, Police

Initiator: Chad Farmer, Deputy Chief

Department: Police

Staff Information Source: Jeremy Frazier

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### Information

#### AGENDA ITEM TITLE:

Consider approval to authorize the City Manager to negotiate and execute a sole-source contract with Joe Goddard Enterprises, LLC. to upgrade all existing storm sirens, and add one (1) additional storm siren, for an amount not to exceed \$75,000, or take other necessary action. (Jeremy Frazier)

#### BACKGROUND:

The first part of this project is to add a siren to the area of the hotels in the area of 32nd and Shawnee. The site we are looking at is the lift station just south of the Quick Trip store. The reason for this additional siren is due to the fact of the high number of potential citizens staying at any one time in the hotels. The closest siren is at Honor Heights just north of the VA Hospital by the water reservoir. The sound from that siren projects over the top of the hotels and is not easy to hear. The next closest siren is at Junction and Okmulgee and the sound from that siren is on the extreme edge of the effective range. See quote (\$23,457.00). Taken from Capital Outlay.

The second part of this project has been in the works for sometime. It will upgrade our existing sirens from a one way to a two way communication. Currently most our sirens can only receive a signal to be activated. With this upgrade the sirens can send a signal back to the computer letting us know it is working properly. It will also give us real time information on whether the siren is functional. The only way for us to determine that now is to drive around to all 19 sirens and do a manual test. This takes about 3 hours to complete and should be done once a month and after every storm so that we know the siren was not hit by lightening. The new system will do that for us multiple times per day and will alert us to any issues. See quote (\$52,175.00) Taken from Capital Outlay and EM budget.

The third quote is for the ability for us to activate the storm sirens through a mobile application on our cell phones or from anywhere we can access the internet. This will be an invaluable tool that will not require someone to physically be inside the EOC to manually push the activation button. This will have a reoccurring cost each year of \$1,600.00. See quote (\$2,500.00) Taken from EM budget.

If we do all three items, Goddard has agreed to lower the price to \$75,000 which we have budgeted for this project.

Here is a list of Storm Siren Locations:

1. Muskogee Fair Grounds
2. Grant Foreman
3. Maple and Manitou
4. Civitan Park
5. Muskogee Water Plant

6. Creek School
7. Meadows Lift Station
8. Prairie Dog Road
9. 24<sup>th</sup> St. and Hancock
10. 24<sup>th</sup> and Cheri
11. Love Hatbox
12. Honor Heights
13. Pershing School
14. Staples Shawnee and Country Club
15. Whittier School
16. Peak Blvd Fire Station
17. 17<sup>th</sup>/Junction and Okmulgee
18. Meter Shop Chicago Street
19. City Hall
20. Proposed – 32<sup>nd</sup> and Military Lift Station

RECOMMENDED ACTION:

Approve the upgrade of all existing storm sirens and adding one additional siren in the amount of \$75,000.

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Fiscal Impact

FUNDING SOURCE:

Total price of the project is \$78,132.00.

Funding for the storm siren project is \$75,000.00 from Capital Outlay that has already been budgeted (Account #213-5070-421.64-50). The additional \$632.00 will come out of the Emergency Management maintenance budget (Account #100-5070-421.43-30).

The other portion of this project for the mobile access is \$2,500.00. This can be taken out of the Communications Operating Expense account (Account 100-5070-421.41-10)

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Attachments

Storm Siren Upgrade Quote

Storm Siren Addition Quote

Siren map

Mobile Application Quote

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11950 THOUSAND OAKS DRIVE  
EDMOND, OK 73034

<b>Date</b>	<b>Proposal#</b>
<b>10/5/2018</b>	<b>1118</b>

Name / Address
City of Muskogee Muskogee, Ok.

Project

Description	Qty	Rate	Total
This proposal is for the upgrade of communication system of the early warning siren system.			
This upgrade will allow two-way status monitoring of the entire siren system			
25 Site Federal Signal Commander Software	1	6,000.00	6,000.00
(1) SS2000+ Encoder	1	3,950.00	3,950.00
(1) Desktop PC Computer with LCD Monitor	1	1,800.00	1,800.00
(14)Q-DCFC-2H DCFCB 1 way to 2 way upgrade kits	14	1,800.00	25,200.00
Upgrade each Site (19) Sites	14	750.00	10,500.00
Opt & Training	1	2,350.00	2,350.00
Configure existing (5) DCFCTBDH Cabinets from 1 way to 2 way	5	475.00	2,375.00
Thank you for your business.		<b>Total</b>	<b>\$52,175.00</b>



JOE GODDARD ENTERPRISES LLC

11950 THOUSAND OAKS DRIVE  
EDMOND, OK 73034

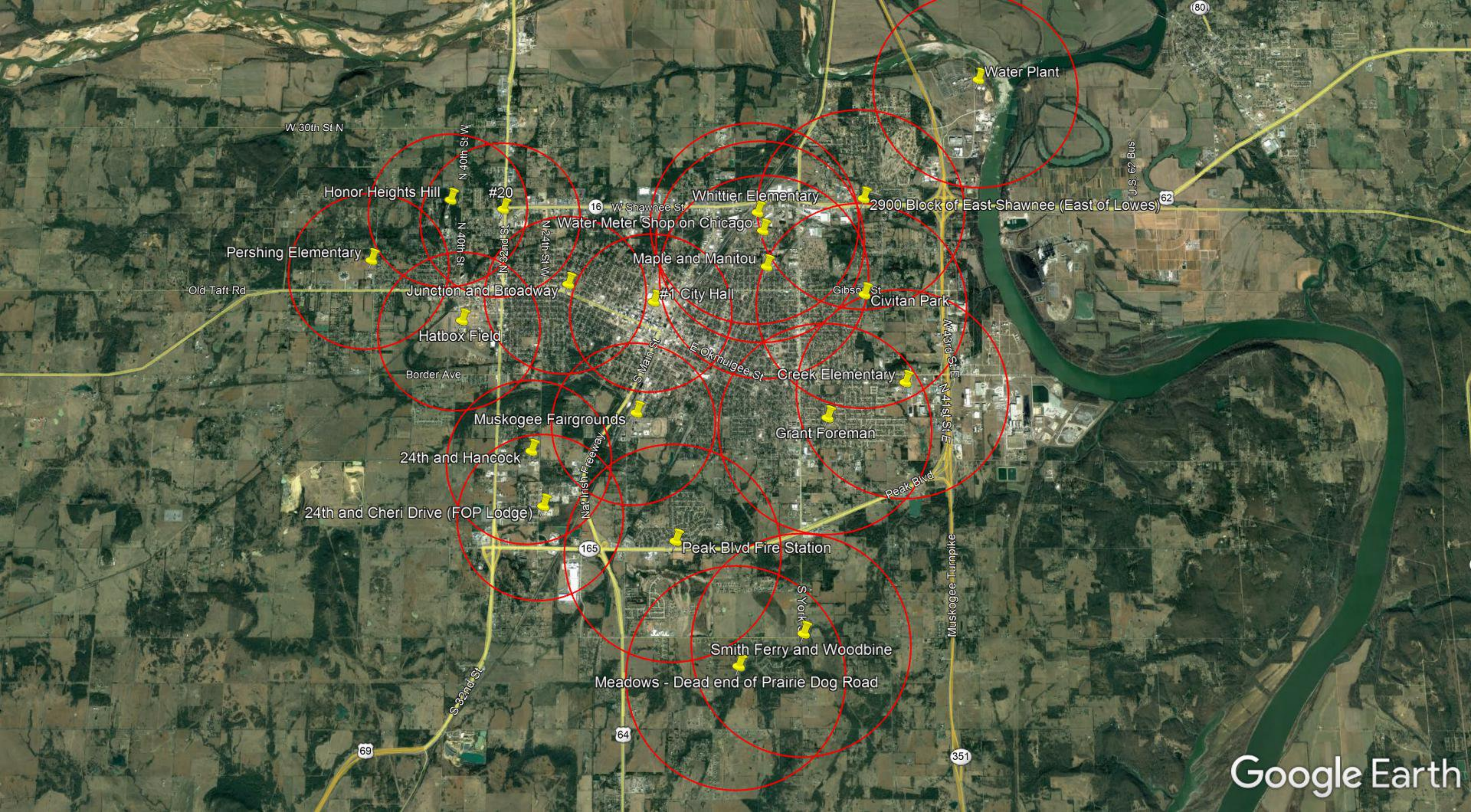
# PROPOSAL

Date	Proposal#
10/5/2018	1310

Name / Address
City of Muskogee Muskogee, Ok.

			Project
Description	Qty	Rate	Total
This proposal is for the addition of (1) Federal Signal 2001 AC/DC rotating early warning siren  (1) Federal Signal 2001-130 rotating mechanical sirens (1) DCFCTBDH Siren Control Cabinet (1) AMB-P antenna bracket with antenna (1) TK-I-Cust standard installation of mechanical siren on class 2-50ft wooden pole (1) TRB-2001 transformer Shipping		23,457.00	23,457.00
		<b>Total</b>	<b>\$23,457.00</b>









# ESTIMATE

# Quote000219

## Joe Goddard Enterprises, LLC

11950 Thousand Oaks Drive  
Edmond Oklahoma 73034  
U.S.A

Bill To  
**Muskogee the city of**

Estimate Date : October 09, 2018

Expiry Date : December 31, 2018

Reference# : Commander one

#	Item & Description	Qty	Rate	Amount
1	CommanderOne CommanderOne cloud based Service  Includes: Installation Training Support	1.00 1	2,500.00	2,500.00
			Sub Total	2,500.00
			<b>Total</b>	<b>\$2,500.00</b>

## Notes

For questions in regard to this quote, please contact Andy Goddard.  
Andy Goddard  
405-830-9057  
Annual subscription service. Renews yearly

## Terms & Conditions

NET 30