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 and 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 (1) time. If written materials are to be submitted, twelve (12) copies should be made available, and may not be returned.

AGENDA
FINANCE COMMITTEE
APRIL 13, 2026

Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item.

When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee or the recommending body.

Under certain circumstances, items are deferred to a specific date or stricken from the agenda entirely.

REGULAR SESSION - 5:30 P.M., 3RD FLOOR, COUNCIL CHAMBERS, MUNICIPAL BUILDING, 229 W. OKMULGEE, MUSKOGEE, OKLAHOMA

MAYOR W. PATRICK CALE TO PROCLAIM APRIL 2026 AS SEXUAL ASSAULT AWARENESS MONTH

MAYOR W. PATRICK CALE TO RECOGNIZE JOHNNY COOPER AS MARCH 2026 EMPLOYEE OF THE MONTH

INVOCATION - DEPUTY MAYOR DERRICK A. REED

FLAG SALUTES - DEPUTY MAYOR DERRICK A. REED

1. Consider approval of Finance Committee minutes of March 9, 2026, or take other necessary action.

2. Consider approval of claims for all City departments February 28, 2026, through April 3, 2026, or take other necessary action.

3. Consider approval of Resolution No. 3085 declaring items of personal property presently in the possession of the City of Muskogee, to be surplus to the needs of the City of Muskogee, and authorize the City Manager, or his designee, to offer for sale or dispose of the same, all as per attached list, or take other necessary action. (Kendal Francis)

4. Consider approval of the lowest and/or best bid from Otis Elevator Company, for an elevator maintenance contractor for maintenance of four (4) elevators within City facilities at a cost of $563.68 per month for FY2026-2027, or take other necessary action. (Kendal Francis)

5. Consider approval of the lowest and/or best bid from Gordon's Heating and Air, for a mechanical (HVAC) contractor for maintenance of all City facilities at the following rates: Apprentice $75.00/hourly; Journeyman $75.00/hourly; and material cost markup at 20% for FY2026-2027, or take other necessary action. (Kendal Francis)

6. Consider approval of the low bid from B & R Electric, for an electrical contractor for maintenance of all City facilities at the following rates: Contractor $60.00/hourly; Apprentice $15.00/hourly; Journeyman $20.00/hourly; and material cost markup at 10% for FY2026-2027, or take other necessary action. (Kendal Francis)

7. Consider approval to accept the lowest and/or best bid for Pest Control Services from JL's Land Management, LLC, at a cost of $1,250.00/monthly for FY2026-2027, or take other necessary action. (Kendal Francis)

8. Consider approval to accept the lowest and/or best bid for generator maintenance service from Entech Sales & Service, at a cost of $1,459.46 per visit for PM Level II service for FY2026-2027, or take other necessary action. (Kendal Francis)

9. Consider approval of the lowest and only bid from McIntosh Service, LLC, for a plumbing contractor for the maintenance of all City facilities at the following rates: Contractor $99.00/hourly; Apprentice $74.00/hourly; Journeyman $99.00/hourly; and material cost markup at 20% for FY2026-2027, or take other necessary action. (Kendal Francis)

10. Consider approval to accept the recommended bids for Water Treatment Plant Chemicals as follows: 1) Chlorine at $1.2455 per pound to Brenntag Southwest LLC; 2) Fluorosilicic Acid at $0.5995 per pound to Pencco, Inc.; 3) Poly-phosphate at $0.665 per pound to Hawkins, Inc.; 4) Aluminum/polymer liquid blend coagulant at $0.45 to Chemtrade Chemicals US, LLC; 5) Sodium Chlorite solution at $0.675 per pound to Evoqua Water Technologies, LLC; 6) Ferric Chloride at $0.2429 per pound to Brenntag Southwest, LLC.; 7) Copper Sulfate at $0.6897 per pound to Brenntag Southwest LLC; and 8) Sodium Bisulfite at $0.20 to Catalynt Solutions, Inc., for FY2026-2027, or take other necessary action. (Mike Stewart)

11. Consider approval to award the following bids for the Public Works Drainage Easement/Mowing Maintenance Service Agreements for FY2026-27 per the attached bid tab: 1) Blessed Ground Maintenance for Turnpike trimming and spraying $3,195.00/monthly; L&M Crane & Tree, LLC, for Peak Blvd. trimming and spraying $1,800.00/monthly; South Main Street trimming $1,800.00/monthly; and Avery Lawn & Landscape, LLC, Base Bid No. 5 mowing and trimming maintenance, Parcel A, $225.00/monthly, Parcel B $300.00/monthly, and Parcel C $250.00/monthly for FY2026-2027, or take other necessary action. (Mike Stewart)

12. Consider approval of the lowest and/or best bids from Eagle Redi-Mix Concrete, LLC, for a concrete material contractor for Citywide repair and maintenance projects at $154.00 per cubic yard for 3,500 psi concrete, $164.00 per cubic yard for 3,500 high early strength concrete, $150.00 per cubic yard for 3,000 psi concrete, $125.00 per cubic yard for Flow Fill concrete, and $100.00 for City Pay Dray 2 yards or less for FY2026-2027, or take other necessary action. (Mike Stewart)

13. Consider approval of the lowest and/or best bids for road materials contractors per the attached list: Youngman Asphalt aka Youngman Rock aka Glover & Associates, Inc., Cooks Consulting, LLC, APAC Central dba Arkhola, and Tulsa Asphalt, LLC, for fiscal year 2026-2027, per the attached bid sheet, or take other necessary action. (Mike Stewart)

14. Consider approval to authorize the City Manager, or his designee, to negotiate and execute a contract between the City of Muskogee and Cook Consulting, LLC, for water system maintenance for waterline leak repairs, fire hydrant replacement, and street cut repairs, in an amount not-to-exceed $600,000.00 for FY2026-2027, or take other necessary action. (Mike Stewart)

15. Consider approval to authorize the City Manager, or his designee, to negotiate and execute a contract between the City of Muskogee and York & Main Group dba Utilicore Municipal Solutions Inc., for sanitary sewer leak repair contract, in an amount not-to-exceed $600,000.00, or take other necessary action. (Mike Stewart)

16. Consider approval of a proposal from TLS Group Inc., for the maintenance and/or repair of traffic signal controlled intersections, battery backups, and solar flashing school zone signals with signs, and all associated equipment, in an amount not-to-exceed $180,000.00 for FY2026-2027, or take other necessary action. (Mike Stewart)

17. Consider approval to authorize the City Manager to negotiate and execute a contract in the amount of $83,500.00, between the City of Muskogee and GH2 Architects, to provide design and engineering services related to the air handler units (AHUs) and control upgrades located at the Muskogee Civic Center, or take other necessary action. (Jeff Reeves)

18. Consider approval of the lowest and best bid in the amount of $2,167,942.00, from Cook Consulting, LLC, for Interconnect Waterlines Package "D", Project No. 2025016, or take other necessary action. (Mike Stewart)

19. Consider approval of the lowest and best bid in the amount of $199,900.00, from Cook Consulting, LLC, for the Water Treatment Plant Chemical Feed System Improvements, Project No. 2026008, or take other necessary action. (Mike Stewart)

20. Consider approval to purchase a 2026 Ford F-350, Regular Cab Chassis Truck, with a 9-foot CM Steel Platform Bed and electric hoist, for the Parks & Recreation Department, in the amount of $72,857.25, utilizing State Contract Pricing No. SW035, or take other necessary action. (Rick Ewing)

21. Consider approval for the City Manager to execute an agreement accepting grant funding in the amount of $52,835.44, from the Centers for Disease Control and Prevention, for a basic swimming and water safety skills training program, to be implemented at the Muskogee Swim and Fitness Center, in partnership with Muskogee Public Schools, or take other necessary action. (Rick Ewing)

ADJOURN

Finance Committee **1.**

Meeting Date: 04/13/2026
Initiator: Jennifer Sharp, Admin II
Department: City Clerk
Staff Information Source:

Information

AGENDA ITEM TITLE:
Consider approval of Finance Committee minutes of March 9, 2026, or take other necessary action.

BACKGROUND:

RECOMMENDED ACTION:

Fiscal Impact

Attachments

03092026 finmin

MINUTES

OF THE FINANCE COMMITTEE
OF THE CITY OF MUSKOGEE, OKLAHOMA
MET IN REGULAR SESSION
IN COUNCIL CHAMBERS OF CITY HALL
MARCH 9, 2026

The Finance Committee of the City of Muskogee, Oklahoma, met in Regular Session at 5:30 p.m. on March 9, 2026, in Council Chambers, Municipal Building, 229 W. Okmulgee Ave., Muskogee, Oklahoma.

Present:	Patrick Cale, Mayor; Derrick Reed, Chair; Jaime Stout, Vice Chair; Shirley Hilton-Flanary, Committee Member; Melody Cranford, Committee Member; Dan Hall, Committee Member; Mike Brawley, Committee Member
Absent:	Tracy Hoos, Committee Member; Tom Martindale, Committee Member
Staff Present:	Kendal Francis, City Manager; Katrina Bodenhamer, City Attorney; Tammy L. Tracy, City Clerk; Tera Shows, Assistant City Manager; Johnny Teehee, Police Chief; Avery Rigney, Assistant Public Works Director; Sarah Winkle, Director of Planning; Keri Spencer, Deputy City Attorney; Jeff Reeves, Project Manager; Brent Roberts, Deputy Planning Director; Schuyler Carter, Associate Planner; Maxine Slusser, Office Administrator

Mayor W. Patrick Cale recognized Ernie Naydan as the Employee of the Month for February 2026.

Invocation was led by Deputy Mayor Derrick A. Reed.

Flag Salutes were led by Deputy Mayor Derrick A. Reed.

1. Consider approval of Finance Committee minutes of February 9, 2026, or take other necessary action.

   Motion was made by Committee Member Shirley Hilton-Flanary, seconded by Committee Member Mike Brawley to approve Finance Committee minutes of February 9, 2026.

   AYE: Mayor Patrick Cale, Chair Derrick Reed, Vice Chair Jaime Stout, Committee Member Shirley Hilton-Flanary, Committee Member Melody Cranford, Committee Member Dan Hall, Committee Member Mike Brawley

   Carried - Unanimously

2. Consider approval of claims for all City departments January 31, 2026 through February 27, 2026, or take other necessary action.

Motion was made by Vice Chair Jaime Stout, seconded by Committee Member Melody Cranford to approve claims for all City departments January 31, 2026, through February 27, 2026.

AYE: Mayor Patrick Cale, Chair Derrick Reed, Vice Chair Jaime Stout, Committee Member Shirley Hilton-Flanary, Committee Member Melody Cranford, Committee Member Dan Hall, Committee Member Mike Brawley

Carried - Unanimously

3. (Stricken) Consider approval to award the contract for the lowest and/or best bid to Cook's Consulting, LLC, in the amount of $400,000.00, for the Demolition/Abatement of 26 West Broadway Street, aka 26 East Broadway Street, or take other necessary action. (Sarah Winkle)

4. Discuss and consider approval of Resolution No. 3080, a Resolution of the City of Muskogee, amending Appendix A, pertaining to the Schedule of Fees and Charges for Open Records Requests and Copies, amending the fees for digital/email records and flash drives, adding per hour fees for document searches and legal review and redaction, and amending the fees for city maps, pursuant to Section 24 A.5, Title 51,Oklahoma Open Records Act, or take other necessary action (Katrina Bodenhamer)

Deputy City Attorney Keri Spencer stated this resolution brings the City fee schedule into compliance with State Law and the Office of the Attorney General, based on the changes made to the statute in 2025. Staff recommended approval.

Motion was made by Committee Member Mike Brawley, seconded by Committee Member Shirley Hilton-Flanary to approve Resolution No. 3080, a Resolution of the City of Muskogee, amending Appendix A, pertaining to the Schedule of Fees and Charges for Open Records Requests and Copies, amending the fees for digital/email records and flash drives, adding per hour fees for document searches and legal review and redaction, and amending the fees for city maps, pursuant to Section 24 A.5, Title 51,Oklahoma Open Records Act.

AYE: Mayor Patrick Cale, Chair Derrick Reed, Vice Chair Jaime Stout, Committee Member Shirley Hilton-Flanary, Committee Member Melody Cranford, Committee Member Dan Hall, Committee Member Mike Brawley

Carried - Unanimously

5. Consider approval of the lowest and/or best bids for pricing per square yard for Asphalt Milling Service from Ross Construction, LLC, and Laid in Place Concrete, from Good Concrete Finishing, for city-wide street maintenance and repair projects for the City for the FY2026-2027, or take other necessary action. (Mike Stewart)

Assistant Public Works Director Avery Rigney stated there were three (3) bids each submitted for asphalt milling and concrete finishing. These companies were selected as the lowest and best bids.

Motion was made by Vice Chair Jaime Stout, seconded by Committee Member Mike Brawley to approve the lowest and/or best bids for pricing per square yard for Asphalt Milling Service from Ross Construction, LLC, and Laid in Place Concrete, from Good Concrete Finishing, for city-wide street maintenance and repair projects for the City for the FY2026-2027.

AYE: Mayor Patrick Cale, Chair Derrick Reed, Vice Chair Jaime Stout, Committee Member Shirley Hilton-Flanary, Committee Member Melody Cranford, Committee Member Dan Hall, Committee Member Mike Brawley

Carried - Unanimously

6. Consider approval of final payment to Cook Consulting LLC, in the amount of $96,071.61, for the North Country Club Civitan Drainage, Project No. 2024011, or take other necessary action. (Mike Stewart)

Motion was made by Vice Chair Jaime Stout, seconded by Committee Member Dan Hall to approve the final payment to Cook Consulting LLC, in the amount of $96,071.61, for the North Country Club Civitan Drainage, Project No. 2024011.

AYE: Mayor Patrick Cale, Chair Derrick Reed, Vice Chair Jaime Stout, Committee Member Shirley Hilton-Flanary, Committee Member Melody Cranford, Committee Member Dan Hall, Committee Member Mike Brawley

Carried - Unanimously

7. Consider approval of the retirement and surplus of the Police Department Canine "Max", allowing the current handler, Officer Taylor Hignite, to take possession of said canine, or take other necessary action. (Johnny Teehee)

Motion was made by Committee Member Dan Hall, seconded by Vice Chair Jaime Stout to approve the retirement and surplus of the Police Department Canine "Max", allowing the current handler, Officer Taylor Hignite, to take possession of said canine.

AYE: Mayor Patrick Cale, Chair Derrick Reed, Vice Chair Jaime Stout, Committee Member Shirley Hilton-Flanary, Committee Member Melody Cranford, Committee Member Dan Hall, Committee Member Mike Brawley

Carried - Unanimously

There being no further business, the meeting was adjourned.

CHAIR DERRICK A. REED
FINANCE COMMITTEE

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Finance Committee **2.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of claims for all City departments February 28, 2026, through April 3, 2026, or take other necessary action.

BACKGROUND:

Claims for all City departments.

RECOMMENDED ACTION:

Approve claims February 28, 2026 through April 3, 2026.

Fiscal Impact

Attachments

Purchasing Claims 4/13/2026
Purchasing Claims (Tourism) 4/13/2026

CITY OF MUSKOGEE CLAIMS

CHECK NO.	VENDOR	AMOUNT	DESCRIPTION
255811	BEIGHTS PROPERTIES, LLC	21.87	utility refund
255812	CARSON, JONATHAN	30.87	utility refund
255813	CAVIN LAND HOLDING	22.74	utility refund
255814	COOK PROPERTY MANAGEMENT	100.00	utility refund
255815	CROSBY, CINDY	9.65	utility refund
255816	DOKE HOLDINGS LLC	127.78	utility refund
255817	GLIDEWELL, JEANETTE	17.57	utility refund
255818	HULSEY, DON ADMIRAL	60.00	utility refund
255819	INTERSTATE PROPERTIES, INC	11.52	utility refund
255820	MANHATTAN ROAD AND BRIDGE	775.56	utility refund
255821	NO PLACE LIKE HOME LLC,	25.99	utility refund
255822	SANDERSFIELD, JOHN E	11.87	utility refund
255823	WETSELLINE, BREEANN S	13.75	utility refund
255824	AC-OWEN CONSTRUCTION, LLC	271,348.89	OK Music Hall of Fame remodel project
255825	ACCURATE LABS & TRAINING CENTE	2,110.00	water testing/lab
255826	ACTION GROUP STAFFING	5,340.33	temp employees
255827	AMERICAN LAW ENFORCEMENT RADAR	1,645.00	miscellaneous
255828	MERCEDES ARIAS	1,285.38	tort claim CA-04-2026
255829	ATLAS MATERIAL HANDLING LLC	2,618.74	cylinder rebuilds for heavy truck & equipment
255830	BANK OF OKLAHOMA-WEALTH MANAGE	2,850.00	bond fees
255831	BANNER FIRE EQUIPMENT INC	3,558.65	Fire parts/equipment
255832	MARI BARNETTE	50.00	swim&fit instructor
255833	BCS INSURANCE COMPANY	72,786.37	insurance
255834	VIDA BERRY	458.33	swim&fit instructor
255835	BG PRODUCTS INC	2,473.90	miscellaneous
255836	BROKEN ARROW ELECTRIC	560.46	electrical supplies/service
255838	CARE AROUND THE CLOCK INC	23,628.16	medical services
255839	SHEENA CAUTHON	50.00	swim&fit instructor
255840	CENTRAL SALT LLC	2,348.75	bulk deicing salt
255841	CHARBONNEAU, BILLY JO	100.00	swim&fit instructor
255842	CHRIS CUMMINGS	268.83	travel/education
255843	CINCINNATI RADIATOR SERVICE IN	160.00	fleet miscellaneous
255844	CINTAS CORPORATION #2	2,325.07	uniforms/janitorial
255845	COOK CONSULTING LLC	5,715.00	daily use road materials
255846	CORE & MAIN LP	2,441.37	public works parts
255847	CRAWFORD & ASSOCIATES, P.C.	34,197.50	FY25 audit work
255848	CUMMINS SOUTHERN PLAINS LTD	80.66	miscellaneous
255849	DEBRA DELZEIT	150.00	swim&fit instructor
255850	KENYONNE DERRICK	810.00	teen center fitness
255851	DEVONTE GANDY	175.00	employee miscellaneous
255852	DANIELLE DEZSO-JONES	650.00	swim&fit instructor
255853	JERRY EATON SCOTT	480.00	teen center tutoring
255854	EXPRESS EMPLOYMENT PROFESSIONA	4,498.80	temp employees
255855	FASTENAL COMPANY	774.86	parts/supplies/janitorial
255856	FIRE SERVICE TRAINING	350.00	miscellaneous
255857	FITNESS ON DEMAND LLC	229.00	swim&fit app
255858	FIVE STAR DEMOLITION	7,817.66	demo contractor
255859	FLEETPRIDE INC	175.35	fleet miscellaneous
255860	FM CONSTRUCTION LLC RAFE FORD	900.00	EM command tables
255861	CADENCE PETROLEUM GROUP	18,424.79	fuel
255862	KARLA D GIBSON	100.00	swim&fit instructor
255863	GLOVER & ASSOCIATES INC	877.70	asphalt contractor
255864	LORNA K. GOOD DBA GOOD CONCRET	990.00	concrete

255865	GRACE WHITAKER	598.00	travel/education
255866	GRAINGER	707.97	parts/supplies/janitorial
255867	HARRISON TIRE & SUPPLY	245.00	fleet miscellaneous
255868	HUGHES VENTURES, INC	10,650.00	FOD-Razor Airport Runway Sweeper
255869	IDEXX DISTRIBUTION, INC.	146.13	miscellaneous
255870	INTERSTATE ALL BATTERY CTR OF	136.00	fleet miscellaneous
255871	LORI JEFFERSON	460.00	teen center tutoring
255872	JODY MOORE	175.50	travel/education
255873	JOHN DEERE FINANCIAL F.S.B.	514.97	miscellaneous/uniforms
255874	TRAINING KAMP, LLC	240.00	miscellaneous
255877	KAREN LAUDERDALE	50.00	swim&fit instructor
255878	LAZY J PROPERTIES, ANGELA JACK	150.00	swim&fit instructor
255879	LESLIE HAMIL	360.00	travel/education
255880	LOCKE SUPPLY CO	270.17	miscellaneous
255881	LOVE BOTTLING CO - #208410	65.76	miscellaneous/concessions
255882	LOWES	1,670.85	supplies/parts
255883	LUM ENTERPRISES INC DBA	35,000.00	Fleet rotary lift
255884	MARVIN'S MOWERS AND OUTDOOR LL	1,007.97	miscellaneous parts
255885	MASCO SWEEPERS INC	1,160.00	miscellaneous
255886	MATLOCK SECURITY SERVICES	90.00	miscellaneous
255887	JANE MILLER	2,187.05	tort claim CA-01-2022
255888	MMSGS	602.65	Fire miscellaneous
255889	MORGAN SERVICES COMPANY LLC	75.00	tow services
255890	MULLENS AUTOMOTIVE GROUP LLC	800.90	fleet parts/repair
255891	MUNICIPALH2O.COM	500.00	miscellaneous
255892	KELLY MURRY	281.25	airport janitorial services
255893	MUSKOGEE COUNTY CLERK	368.00	filing fees
255894	MUSKOGEE COUNTY ELECTION BOARD	5,662.75	election expenses
255895	MUSKOGEE COUNTY TRANSIT AUTHOR	13,271.51	transportation services
255896	MUSKOGEE DAILY PHOENIX	1,835.44	ad/subscriptions
255897	MUSKOGEE LOCK & KEY	210.95	miscellaneous
255898	MUSKOGEE MEDICAL CENTER AUTHOR	14,720.28	MAR26 loan payment
255900	MUSKOGEE REDI-MIX LLC	9,140.00	concrete contractor
255901	MUSKOGEE YOUTH SERVICES	2,462.72	juvenile program
255902	NATIONAL MINORITY UPDATE	195.00	miscellaneous
255903	NUTRICA AG SOLUTIONS	4,353.00	chemicals & herbicides
255904	OFFICE CONNECTIONS LLC	1,002.94	office supplies
255905	OFFICE DEPOT	113.18	office supplies
255906	OKLAHOMA NATURAL GAS	3,168.35	city utility
255907	ONE SOURCE WATER LLC	187.64	miscellaneous
255908	OPTIMUM BUSINESS	26.00	communications
255909	OREILLY AUTO PARTS	4,826.73	fleet parts
255910	PATE INDUSTRIAL SUPPLY INC	68.34	miscellaneous
255911	PREMIER USA INC.	11,809.14	temp employees
255912	RA OUTDOORS, LLC DBA ASPIRA	3.50	miscellaneous
255913	REED CAPITAL GROUP LLC	40,000.00	rehab property housing incentive work completed
255914	RETAIL ATTRACTIONS LLC	4,000.00	consultation retail development
255915	SHERRY S. RICE	100.00	swim&fit instructor
255917	RUPE BUILDING COMPANY, LLC	3,536.00	demo bond refund
255918	RUSH TRUCK CENTERS OF OKLAHOMA	127.56	fleet miscellaneous
255919	SADLER PAPER COMPANY	142.76	janitorial supplies/paper goods
255920	SANDERS NURSERY & DISTRIBUTION	576.00	miscellaneous
255921	JENNIFER SARGENT	420.00	teen center tutoring
255922	SBA 2012 TC ASSETS	638.14	tower rent
255923	SCOTT PUCKETT	175.50	travel/education

255924	SHERWIN-WILLIAMS COMPANY	239.75	miscellaneous
255925	SIRCHIE FINGER PRINT	86.77	miscellaneous
255926	SOUTHERN TIRE MART, LLC	551.25	fleet miscellaneous
255927	SPECIAL OPS UNIFORMS	197.00	Police uniforms
255928	SPRING CREEK NURSERY INC	1,050.00	miscellaneous
255929	STANDARD INSURANCE COMPANY	18,523.96	insurance
255930	STEVE BEAUVAIS	175.50	travel/education
255931	STEWART MARTIN EQUIPMENT	524.75	miscellaneous parts
255932	CHARLES STONE BENJAMIN	5,474.96	Police wellness training instructor
255933	SUPERIOR LINEN SERVICE INC	369.66	towels service
255934	TECHNICAL PROGRAMMING SERVICES	2,696.21	bill notices
255935	TERA SHOWS	604.65	travel/education
255936	TIGER NATURAL GAS INC	4,930.81	city utility
255937	TOTAL ADMINISTRATIVE SERVICES	213.58	miscellaneous
255938	TRAILQUIP PLUS, LLC	3,640.00	Parks tandem utility trailer
255939	TRANSUNION RISK & ALTERNATIVE	165.00	miscellaneous
255940	TULSA TURN OUT GEAR REPAIR	350.00	miscellaneous
255941	TWIN CITIES READY MIX INC	235.88	concrete
255942	TYLER EVANS	81.00	travel/education
255943	UNIVERSAL ENVIRONMENTAL SERVIC	15.00	miscellaneous
255944	UTILITY TECHNOLOGY SERVICES IN	32,309.75	meter software/supplies
255945	VISION SERVICES PLAN, OKLAHOMA	21,485.50	insurance
255946	WASTE MANAGEMENT OF OKLAHOMA I	90.39	landfill
255947	WASTEQUIP INCORPORATED	44,392.00	yard metal dumpers
255948	CINDY WAYMAN	250.00	swim&fit instructor
255949	WELDON PARTS - MUSKOGEE	561.26	miscellaneous
255950	WHEELER METALS	40.16	miscellaneous
255951	LAURA WICKIZER	50.00	swim&fit instructor
255952	RANDI WILLIAMS	50.00	swim&fit instructor
255953	WIN-DOR SUPPLY & MANUFACTURING	1,170.13	miscellaneous
255954	WOOD LAWN & LANDSCAPING LLC	1,889.41	miscellaneous
255955	XEROX CORPORATION	3,840.00	IT-copier lease
255956	YORK & MAIN EQUITY GROUP INC	12,965.00	sanitary/storm sewer repair
255957	DELTA DENTAL PLAN OF OKLAHOMA	27,404.56	insurance
255958	THE ZERO CARD, INC.	81,942.14	insurance
255959	MUSKOK AOS PARTNERS LLC	750,000.00	final pay URA incentive to Academy developer
255960	AGUILAR, JULIO	239.58	utility refund
255961	BARRETT, ROY N	33.09	utility refund
255962	BRANDT, BETH	192.92	utility refund
255963	CASKEY, KIMBERLY MAYE	40.78	utility refund
255964	CASTILLO, JOSE	58.55	utility refund
255965	CATTERSON, ANDREW W	100.00	utility refund
255966	COLLINS, MEGAN P	100.00	utility refund
255967	COTTRELL, MACKENZIE D	100.00	utility refund
255968	DISMANG, CHAD C	7.08	utility refund
255969	DREW, GREGORY ELMER	13.70	utility refund
255970	E&C HOMES, LLC	6.34	utility refund
255971	GAFFORD, CALEB	18.60	utility refund
255972	MONTES FREITEZ, ENDER	7.08	utility refund
255973	MOORE, WILLIAM D	18.60	utility refund
255974	MUSCOGEE CREEK NATION	175.24	utility refund
255975	PHIKIM PROPERTIES	22.43	utility refund
255976	REYNOLDS, JOHN H JR	7.08	utility refund
255977	SIMMONS, FRED OTIS III	40.00	utility refund
255978	TATE, DEBRA	0.81	utility refund

255979	BLUECROSS/BLUE SHIELD OF OK	36,833.12	insurance
255980	BLUECROSS/BLUE SHIELD OF OK	59,387.06	insurance
255981	BLUECROSS/BLUE SHIELD OF OK	64,340.54	insurance
255982	THE ZERO CARD, INC.	37,877.93	insurance
255983	CITY OF MUSKOGEE	234.61	to customer utility account
255984	ACCURATE LABS & TRAINING CENTE	1,490.00	water testing/lab
255985	ACE TELEVISION & APPLIANCE	39.99	miscellaneous
255986	ACTION GROUP STAFFING	7,461.40	temp employees
255987	ADVANCE AUTO PARTS 64771111001	41.73	fleet parts
255988	AIRGAS USA LLC	549.58	miscellaneous
255989	APAC CENTRAL INC	1,658.47	road materials contractor
255990	ARCHERS CLEANERS INC	215.31	cleaning services
255991	ATLAS MATERIAL HANDLING LLC	2,324.02	cylinder rebuilds for heavy truck & equipment
255992	B & R ELECTRIC SERVICE INC	5,125.00	electrical contractor
255993	BEN E. KEITH	2,475.51	concessions
255994	BG PRODUCTS INC	382.00	miscellaneous
255995	BRANT & ASSOCIATES	3,689.01	Feb26 collection fee
255996	BRENNTAG SOUTHWEST INC	25,814.87	chemical contractor
255997	BROCK SUPPLY CO	45.90	miscellaneous
255998	CAGLE'S FLOWERS & GIFTS	260.00	miscellaneous
255999	CARE AROUND THE CLOCK INC	7,829.18	medical services
256000	CINCINNATI RADIATOR SERVICE IN	650.00	fleet miscellaneous
256001	CINTAS CORPORATION #2	2,169.54	uniforms/janitorial
256002	CLEET	9,542.19	monthly cleet fees
256003	COMMUNITY CARE EAP	520.70	miscellaneous
256004	COMPASS COUNSELING SERVICES PL	375.00	miscellaneous
256005	CONNECT DME, LLC	12,768.05	medical equipment
256006	CREATIVE APPAREL & MORE	1,236.40	miscellaneous
256007	CUMMINS SOUTHERN PLAINS LTD	24.00	miscellaneous
256009	CURTS REALTY LLC	53,784.35	Dunham's sales tax remittance
256010	DAVID BERRY	35.00	employee miscellaneous
256011	DAVID'S DISCOUNT TIRES INC	1,015.42	fleet miscellaneous
256012	DEALERS ELECTRICAL SUPPLY	193.04	miscellaneous
256013	DEPARTMENT OF ENVIRONMENTAL QU	98.00	miscellaneous
256014	DIGI SECURITY SYSTEMS LLC	210.78	miscellaneous
256015	DRIVE SHAFTS INC	285.33	fleet miscellaneous
256016	EAST CENTRAL ELECTRIC	936.50	city utility
256017	EXPRESS EMPLOYMENT PROFESSIONA	3,486.40	temp employees
256018	FASTENAL COMPANY	805.00	parts/supplies/janitorial
256019	FIVE STAR OFFICE SUPPLY	338.20	office supplies
256020	CADENCE PETROLEUM GROUP	20,116.92	fuel
256021	GARRETT MARTIN	79.20	employee miscellaneous
256022	GORDON'S HEATING-AIR CONDITION	1,548.00	HVAC maintenance contractor
256023	GRAINGER	530.43	parts/supplies/janitorial
256024	G2 MANAGEMENT LLC	5,000.00	ICSC Woodmont reception
256025	HARCROS CHEMICALS INC	1,007.20	chemical contractor
256026	HARRISON TIRE & SUPPLY	210.00	fleet miscellaneous
256027	USA BLUEBOOK	388.14	Public works lab equipment
256028	HOLLOWAY UPDIKE AND BELLEN INC	18,480.00	project contractor
256029	HOMELAND STORES INC	23.98	miscellaneous
256030	HR DIRECT	237.14	miscellaneous
256031	HUGG AND HALL EQUIPMENT COMPAN	2,756.60	boom lift rental
256032	IDEXX DISTRIBUTION, INC.	1,045.93	miscellaneous
256033	JAMES HODGE FORD-LINCOLN-MERC	112.12	fleet miscellaneous
256034	JARED CAPTIAL, LLC	3,200.00	solar lease

256035	LORI JEFFERSON	400.00	teen center tutoring
256036	JEFFREY HILLHOUSE	99.65	employee miscellaneous
256037	JEREMY ROSS MC PLLC	95.00	drug&alcohol screens
256038	JOHN DEERE FINANCIAL F.S.B.	759.54	miscellaneous/uniforms
256039	JOHN WOOD	43.92	employee miscellaneous
256040	JONAS FITNESS, INC	847.32	swim&fit monthly pos service
256041	KTNT	1,000.00	radio adveritising
256042	KIRBY - SMITH	4,520.45	fleet heavy truck repairs
256044	LAKE REGION ELECTRIC COOPERATI	3,433.00	city utility
256045	LAKES COUNTRY RADIO (KEOK/KTLQ	900.00	radio ad
256046	THE LIFEGUARD STORE	560.00	miscellaneous
256047	LOCKE SUPPLY CO	25.19	miscellaneous
256048	LOGAN JONES	25.00	employee miscellaneous
256049	LOVE BOTTLING CO - #170700	1,908.00	miscellaneous
256050	LOVE BOTTLING CO - #515580	17.28	miscellaneous
256051	LOWES	1,895.49	supplies/parts
256052	MARC MILLER BUICK-GMC, INC.	107.17	miscellaneous
256053	MARVIN'S MOWERS AND OUTDOOR LL	112.95	miscellaneous parts
256054	MATTHEW MAXWELL	35.00	employee miscellaneous
256055	MAZZIO'S LLC	112.87	miscellaneous
256056	MHC KENWORTH - TULSA	380.30	fleet miscellaneous
256057	MMSGS	576.81	Fire miscellaneous
256058	KELLY MURRY	277.50	airport janitorial services
256059	MUSKOGEE COUNTY ELECTION BOARD	7,443.93	election expenses
256060	MUSKOGEE DAILY PHOENIX	4,974.58	ad/subscriptions
256061	MUSKOGEE FENCE & DECK CO	27.60	miscellaneous
256062	MUSKOGEE REDI-MIX LLC	595.00	concrete contractor
256063	MUSKOGEE SIGN AND BANNER	75.00	miscellaneous
256064	OFFICE DEPOT	66.22	office supplies
256065	OKLAHOMA MUNICIPAL LEAGUE	95.00	miscellaneous
256066	OKLAHOMA NATURAL GAS	5,535.56	city utility
256067	OKLAHOMA TURNPIKE AUTHORITY (O	22.80	tolls
256068	OKLAHOMA UNIFORM BUILDING CODE	996.00	miscellaneous
256069	ONE SOURCE WATER LLC	64.31	miscellaneous
256070	OREILLY AUTO PARTS	2,623.78	fleet parts
256071	OSBI	9,278.73	monthly fees
256072	OSBI	8,910.77	monthly fees
256073	P & K EQUIPMENT	208.80	miscellaneous
256074	PARADE SPECIALTIES	1,860.00	miscellaneous
256075	PATE INDUSTRIAL SUPPLY INC	1,218.61	miscellaneous
256076	PREMIER USA INC.	1,078.66	temp employees
256077	ROY'S UPHOLSTERY	200.00	miscellaneous
256078	SADLER PAPER COMPANY	2,511.45	janitorial supplies/paper goods
256079	SAFETY-KLEEN SYSTEMS INC	440.04	miscellaneous
256080	SHERWIN-WILLIAMS COMPANY	260.46	miscellaneous
256081	SLIGAR MECHANICAL, LLC	14,453.15	Civic Center HVAC remodel
256082	SOUTHERN TIRE MART, LLC	610.25	fleet miscellaneous
256083	SPORTSMITH	151.29	miscellaneous
256084	STAUB INVESTMENTS INC. DBA GAL	80.00	miscellaneous
256085	STEWART MARTIN EQUIPMENT	1,887.35	miscellaneous parts
256086	SUPERIOR LINEN SERVICE INC	164.08	towels service
256087	TECHNICAL PROGRAMMING SERVICES	3,589.69	bill notices
256088	TENDER TOUCH AUTO WASH INC	1,105.00	fleet miscellaneous
256089	THYSSENKRUPP ELEVATOR CORP	590.60	elevator service
256090	TLS GROUP, INC	7,576.25	signal maintenance

256091	TULSA TECHNOLOGY CENTER	4,122.00	Peace Officer certification
256092	TULSA WINWATER CO.	22,725.99	Public Works hydrants/pipes/fittings
256093	UNITED WAY	120.00	miscellaneous
256094	UTILITY TECHNOLOGY SERVICES IN	34,184.93	meter software/supplies
256095	WASTE MANAGEMENT OF OKLAHOMA I	18,243.44	landfill
256096	PARKER WILKERSON	500.00	public defender
256097	YORK & MAIN EQUITY GROUP INC	8,180.00	sanitary/storm sewer repair
256098	THE ZERO CARD, INC.	15,902.53	insurance
256099	BELTRAN CASTRO, ARACELY	30.13	utility refund
256100	BLUE RING, LLC	5.57	utility refund
256101	CAMPBELL, BRAD D	67.11	utility refund
256102	CHAVEZ, ISABEL	311.80	utility refund
256103	CROSS WIRELESS, LLC	2.00	utility refund
256104	MUSK CO COMMUNITY ACTION	92.92	utility refund
256105	MUSKOGEE COMM ACTION	48.28	utility refund
256106	MUSKOGEE COMMUNITY ACTION	75.01	utility refund
256107	MUSKOGEE HOUSING AUTH	71.64	utility refund
256108	MUSKOGEE HOUSING AUTHORITY	70.74	utility refund
256109	OKIE NUTRITION	36.43	utility refund
256110	ROYSE, BRANDON K	129.29	utility refund
256111	SACKS, EDDIE	60.00	utility refund
256112	SEGREO PEREZ, YADIRA	2.99	utility refund
256113	VANG, XEE	540.05	utility refund
256114	WALKER, JEFFERY L	33.09	utility refund
256115	WHITAKER, RAYLENE	30.13	utility refund
256116	WILLIAMS, ANNETTE	26.25	utility refund
256117	OKLAHOMA WATER RESOURCES BOARD	336,909.68	MMA construction loan interest
256118	OKLAHOMA WATER RESOURCES BOARD	408,549.55	MMA construction loan interest
256119	BLUECROSS/BLUE SHIELD OF OK	76,322.20	insurance
256120	ACTION GROUP STAFFING	4,942.75	temp employees
256121	AIRGAS USA LLC	101.25	miscellaneous
256122	ARROWHEAD TRUCK EQUIPMENT INC	275.00	miscellaneous
256123	ATLAS MATERIAL HANDLING LLC	1,013.56	cylinder rebuilds for heavy truck & equipment
256124	B & R ELECTRIC SERVICE INC	4,000.00	electrical contractor
256125	MARI BARNETTE	25.00	swim&fit instructor
256126	BENJAMIN MOORE	189.00	travel/education
256127	BG PRODUCTS INC	1,090.15	miscellaneous
256128	BREANNA BROWN	132.00	travel/education
256129	BRENT ROBERTS	63.00	travel/education
256130	BROCK SUPPLY CO	17.95	miscellaneous
256131	BROKEN ARROW ELECTRIC	232.15	electrical supplies/service
256132	BSN SPORTS	307.00	miscellaneous
256133	CAGLE'S FLOWERS & GIFTS	130.00	miscellaneous
256134	SHEENA CAUTHON	50.00	swim&fit instructor
256135	CHARBONNEAU, BILLY JO	100.00	swim&fit instructor
256136	CHRIS CUMMINGS PHOTOGRAPHY, LL	340.00	miscellaneous
256137	CINCINNATI RADIATOR SERVICE IN	160.00	fleet miscellaneous
256138	CINTAS CORPORATION #2	1,771.54	uniforms/janitorial
256140	COMPASS COUNSELING SERVICES PL	225.00	miscellaneous
256141	CONNECT DME, LLC	2,725.88	medical equipment
256142	COWAN GROUP ENGINEERING LLC	2,741.00	project contractor
256143	CREATIVE APPAREL & MORE	238.10	miscellaneous
256144	DAVID'S DISCOUNT TIRES INC	322.95	fleet miscellaneous
256145	DEBRA DELZEIT	150.00	swim&fit instructor
256146	DIGI SECURITY SYSTEMS LLC	502.00	miscellaneous

256148	EMILY PIPPIN	189.00	travel/education
256149	ENGRAVING & AWARDS OF N.E., IN	313.60	miscellaneous
256150	EXPRESS EMPLOYMENT PROFESSIONA	2,747.20	temp employees
256151	FLEETPRIDE INC	463.31	fleet miscellaneous
256152	CADENCE PETROLEUM GROUP	6,829.19	fuel
256153	KARLA D GIBSON	100.00	swim&fit instructor
256154	GREEN COUNTRY TESTING	485.00	stormwater testing
256155	JMDG	156.75	miscellaneous
256156	KIMBALL MIDWEST	123.70	miscellaneous
256157	KIRBY - SMITH	360.72	fleet heavy truck repairs
256158	LA QUINTA INN & SUITE- MIDWEST	713.00	travel stay
256159	KAREN LAUDERDALE	50.00	swim&fit instructor
256160	LAZY J PROPERTIES, ANGELA JACK	100.00	swim&fit instructor
256161	LINDY BROWN	307.00	travel/education
256162	LORI PAULSON	44.00	travel/education
256163	LOVE BOTTLING CO - #170700	630.00	miscellaneous
256164	LOVE BOTTLING CO - #208410	65.76	miscellaneous/concessions
256165	LOWES	2,150.01	supplies/parts
256166	MARTIN LUTHER KING TRUST AUTHO	36,250.00	fiscal year allocations
256167	MARVIN'S MOWERS AND OUTDOOR LL	121.60	miscellaneous parts
256168	MORGAN SERVICES COMPANY LLC	70.00	tow services
256169	MULLENS AUTOMOTIVE GROUP LLC	240.24	fleet parts/repair
256170	KELLY MURRY	315.00	airport janitorial services
256171	MUSKOGEE CHAMBER OF COMMERCE	35.00	miscellaneous
256172	MUSKOGEE CITY-COUNTY PORT AUTH	193.57	security
256173	MUSKOGEE COUNTY CLERK	270.00	filing fees
256174	MUSKOGEE FENCE & DECK CO	75.00	miscellaneous
256175	NATIONAL MINORITY UPDATE	585.00	miscellaneous
256176	NUESYNERGY, INC.	411.25	insurance
256177	OFFICE CONNECTIONS LLC	98.56	office supplies
256178	OFFICE DEPOT	240.47	office supplies
256179	OKLAHOMA FLOODPLAIN MANAGERS A	135.00	miscellaneous
256180	OKLAHOMA NATURAL GAS	2,932.04	city utility
256181	ONE SOURCE WATER LLC	203.37	miscellaneous
256182	OREILLY AUTO PARTS	1,404.77	fleet parts
256183	PATE INDUSTRIAL SUPPLY INC	617.87	miscellaneous
256184	PIED PIPER SERVICES	276.00	miscellaneous services
256185	PRECISION DELTA CORP	4,990.40	Police ammo
256186	PREMIER TRUCK GROUP	1,952.00	fleet miscellaneous/parts
256187	DERRICK REED	195.85	allowance
256188	RETAIL ATTRACTIONS LLC	15,000.00	consulting services
256189	SHERRY S. RICE	100.00	swim&fit instructor
256190	ROBIN AGUIRRE	44.00	travel/education
256191	RUSH TRUCK CENTERS OF OKLAHOMA	587.62	fleet miscellaneous
256192	SADLER PAPER COMPANY	431.02	janitorial supplies/paper goods
256193	SARAH WINKLE	63.00	travel/education
256194	SCHUYLER CARTER	63.00	travel/education
256195	SHERWIN-WILLIAMS COMPANY	239.75	miscellaneous
256196	STANARD & ASSOCIATES INC	1,075.00	miscellaneous
256197	STANDARD INSURANCE COMPANY	1,315.71	insurance
256198	STEWART MARTIN EQUIPMENT	100.44	miscellaneous parts
256199	SUNBURST SEED	9,810.75	Parks infield conditioner
256200	TECHNICAL PROGRAMMING SERVICES	4,321.95	bill notices
256201	TERRACON CONSULTANTS, INC	19,200.00	Three Rivers Museum-Limited building enclosure
256202	TIGER NATURAL GAS INC	5,056.73	city utility

256203	UNIFIRST FIRST AID CORP	58.48	fleet first aid
256204	UTILITY TECHNOLOGY SERVICES IN	32,016.90	meter software/supplies
256205	WASTE MANAGEMENT OF OKLAHOMA I	71.14	landfill
256206	CINDY WAYMAN	250.00	swim&fit instructor
256207	LAURA WICKIZER	150.00	swim&fit instructor
256208	RANDI WILLIAMS	50.00	swim&fit instructor
256210	DREAMBOUND ENTERPRISES, INC	35,000.00	Jo Dee Messina concert
256211	ALFRED, DEVIN M	11.18	utility refund
256212	BLUE RING, LLC	7.08	utility refund
256213	CUSTOM ELITE PROPERTY MGMT	11.49	utility refund
256214	DIAMOND CREEK / MONTA HOLDINGS	90.00	utility refund
256215	EPOCH PROPERTIES, LLC	12.26	utility refund
256216	GAZI, LLC	289.08	utility refund
256217	KW PREMIER PROPERTIES, LLC	39.58	utility refund
256218	MOODY, JUDY	7.08	utility refund
256219	PETERS, NANCY G	24.51	utility refund
256220	REAL PROPERTY MANAGEMENT	3.73	utility refund
256221	REDO, ARMA LENE	16.68	utility refund
256222	WHEELER, TIMOTHY & ANGELA	61.12	utility refund
256223	DREAMBOUND ENTERPRISES, INC	35,000.00	Jo Dee Messina concert
256226	AC-OWEN CONSTRUCTION, LLC	211,602.25	OK Music Hall of Fame remodel project
256227	ACCURATE LABS & TRAINING CENTE	2,760.00	water testing/lab
256228	ACTION GROUP STAFFING	6,622.49	temp employees
256230	ADVANCED WORKZONE SERVICES, LL	90.00	traffic miscellaneous supplies
256231	AED SUPERSTORE	111.95	miscellaneous
256232	AIR CAPITAL EQUIPMENT, INC	798.38	miscellaneous
256233	ALLSTATE TERMITE&PEST SOLUTION	2,719.00	pest control services
256234	APAC CENTRAL INC	13,466.79	road materials contractor
256235	AT&T #918 682-2825 211 0	204.92	communications
256236	BANNER FIRE EQUIPMENT INC	68.72	Fire parts/equipment
256237	BEN E. KEITH	2,263.96	concessions
256238	EASY CONTRACTOR'S LLC	2,692.00	repair damages on Honor Heights Park gazebo
256239	BEST VERSION MEDIA LLC	353.60	Civic Center advertising
256240	BOONE & BOONE SALE CO INC	492.81	miscellaneous
256242	BROKEN ARROW ELECTRIC	491.47	electrical supplies/service
256243	CDW GOVERNMENT INC	147.72	miscellaneous
256244	CINTAS CORPORATION #2	2,140.15	uniforms/janitorial
256245	CITYWIDE PROPERTY MAINTENANCE	700.00	mowing contractor
256246	COMMUNITY CARE EAP	520.70	miscellaneous
256247	CORE & MAIN LP	1,036.90	public works parts
256248	CRAWFORD ELECTRIC SUPPLY CO, I	472.80	miscellaneous parts
256249	DAVID'S DISCOUNT TIRES INC	1,020.48	fleet miscellaneous
256250	DOBSON FIBER	8,528.91	IT communications
256251	EON APPLICATIONS, INC	2,577.00	applicant tracking
256252	EXPRESS EMPLOYMENT PROFESSIONA	7,206.41	temp employees
256253	FASTENAL COMPANY	1,381.04	parts/supplies/janitorial
256254	FIVE STAR DEMOLITION	1,477.25	demo contractor
256255	CADENCE PETROLEUM GROUP	2,019.60	fuel
256256	GH2 ARCHITECTS, LLC	450.00	miscellaneous
256257	GLOBAL MACHINE COMPANY	80.00	miscellaneous
256258	GRAINGER	3,323.25	parts/supplies/janitorial
256259	GREEN COUNTRY BEHAVIORAL HEALT	4,434.47	clinical sessions
256260	GREEN COUNTRY TESTING	975.00	stormwater testing
256261	GUARD TRONIC INC	686.73	security services
256262	HARRISON TIRE & SUPPLY	80.00	fleet miscellaneous

256263	USA BLUEBOOK	709.40	Public works lab equipment
256264	HEARTLAND BUSINESS SYSTEMS, LL	1,631.25	migrate exchange email server
256265	HIGHLINE AFTERMARKET	898.12	fleet parts
256266	I 40 RACE SERVICE LLC	156.00	miscellaneous
256267	INCOR	2,070.00	recycle center support
256268	GAS AND SUPPLY	308.00	miscellaneous
256269	INHOUSE ADVERTISING LLC	3,115.00	Civic Center events advertising
256270	EVERON, LLC	356.25	miscellaneous
256271	JAMES HODGE FORD-LINCOLN-MERC	430.91	fleet miscellaneous
256272	JOHN DEERE FINANCIAL F.S.B.	189.99	miscellaneous/uniforms
256273	JOHNSTONE SUPPLY OF TULSA	255.63	miscellaneous
256274	KIMBALL MIDWEST	87.20	miscellaneous
256275	KING, JODY REID	13.91	utility refund
256276	HOLLY KNIPP BETH	5,000.00	entertainment support JoDee Messina
256277	KTFX FM RADIO STATION	200.00	radio ad
256278	LEXISNEXIS RISK SOLUTIONS	4,604.32	online police reports
256279	LOCKE SUPPLY CO	812.80	miscellaneous
256280	LOT MAINTENANCE OF OKLAHOMA, I	14,000.00	street sweeping
256281	LOVE BOTTLING CO - #208400	72.00	concessions
256283	LOWES	1,801.93	supplies/parts
256284	LUM ENTERPRISES INC DBA	447.00	Garage lift repair
256285	MAIN STREET MUSKOGEE, INC	25,000.00	3rd quarter FY2025/2026
256286	MARC MILLER BUICK-GMC, INC.	1,781.05	miscellaneous
256287	MARVIN'S MOWERS AND OUTDOOR LL	121.89	miscellaneous parts
256288	LEIGH ANN MATTHEWS	200.00	Hatbox Farm Show entertainment
256289	MCINTOSH CORP	11,222.51	plumbing contractor
256290	MORGAN SERVICES COMPANY LLC	275.00	tow services
256291	KELLY MURRY	112.50	airport janitorial services
256292	MUSKOGEE CHAMBER OF COMMERCE	50.00	miscellaneous
256293	MUSKOGEE COUNTY BAR ASSOCIATIO	300.00	annual dues
256294	MUSKOGEE COUNTY CLERK	314.00	filing fees
256295	MUSKOGEE DAILY PHOENIX	2,016.90	ad/subscriptions
256296	MUSKOGEE LOCK & KEY	62.00	miscellaneous
256297	MUSKOGEE REDI-MIX LLC	760.00	concrete contractor
256298	MUSKOGEE YOUTH SERVICES	2,462.72	juvenile program
256299	OFFICE DEPOT	80.99	office supplies
256300	OKLAHOMA NATURAL GAS	583.86	city utility
256301	OLSSON ASSOCIATES	21,400.95	new sewer plant engineering
256303	OREILLY AUTO PARTS	6,352.23	fleet parts
256304	OTA/PIKE PASS	12.68	tolls
256305	PRECISION DELTA CORP	9,842.70	Police ammo
256306	PREMIER TRUCK GROUP	2,562.25	fleet miscellaneous/parts
256307	PREMIER USA INC.	2,857.05	temp employees
256308	TEN-EIGHT OUTFITTERS	15,951.45	lights and graphics for Fire vehicle
256309	RETAIL ATTRACTIONS LLC	4,000.00	consultation retail development
256310	RUSSELL BRANAN PLUMBING	3,550.00	replace Hatbox navien tankless
256311	SADLER PAPER COMPANY	1,713.49	janitorial supplies/paper goods
256312	SHERWIN-WILLIAMS COMPANY	239.75	miscellaneous
256313	SMITH FARM & GARDEN (TULSA)	45.15	miscellaneous
256314	STEWART MARTIN EQUIPMENT	510.30	miscellaneous parts
256315	SUPERIOR LINEN SERVICE INC	488.93	towels service
256316	SW FIREFIGHTING FOAM & EQPT. L	6,739.45	novacool foam for Fire trucks
256317	T-MOBILE USA INC.	3,380.84	communications
256318	TAHLEQUAH DAILY PRESS	600.00	ad
256319	TECHNICAL PROGRAMMING SERVICES	3,291.38	bill notices

256321	TIGER NATURAL GAS INC	29,793.06	city utility
256322	TRUCK & INDUSTRIAL PARTS, LLC.	1,173.86	fleet parts
256323	UNITED ENGINES LLC	45.56	miscellaneous
256324	WARREN CAT	56.17	miscellaneous
256325	WASTE MANAGEMENT OF OKLAHOMA I	20,493.34	landfill
256326	XEROX BUSINESS SOLUTIONS SOUTH	7.65	miscellaneous
256327	XEROX CORPORATION	3,840.00	IT-copier lease
256328	ZOHO CORPORATION	5,717.00	renewal helpdesk software
256329	4IMPRINT, INC.	797.69	miscellaneous
256330	BANCFIRST	162,976.62	sales tax/advalorem Feb26/Mar26
256331	GARLAND ALLEN	86.36	employee miscellaneous
256332	JAMES FOLSOM	70.00	travel/education
256333	LARHONDA GRAYSON	16.00	travel/education
256334	LORI PAULSON	600.00	Depot Green Events startup
256335	TAMMY TRACY	332.55	travel/education
256336	TINA ENGLE	16.00	travel/education
256337	BLUECROSS/BLUE SHIELD OF OK	68,570.23	insurance
256338	THE ZERO CARD, INC.	18,190.01	insurance
256339	THE ZERO CARD, INC.	4,824.41	insurance
256349	BANK OF AMERICA	63,105.41	purchasing card service
256350	BAXTER, JERRY W	25.70	utility refund
256351	BELONG CHURCH	71.47	utility refund
256352	BLUE RING LLC	7.08	utility refund
256353	BLUE RING, LLC	7.08	utility refund
256354	BOSWELL, DEREK	7.91	utility refund
256355	BROWN, ADRIANNA N	13.45	utility refund
256356	BUREAU OF INDIAN AFFAIRS	2,351.44	utility refund
256357	CAMPBELL, BRAD D	90.00	utility refund
256358	COL-DEN PROPERTIES	51.14	utility refund
256359	CR CRAWFORD CONSTRUCTION LLC	815.64	utility refund
256360	DREW, CAMERON	27.17	utility refund
256361	E&C HOMES, LLC	90.00	utility refund
256362	GREAT LIFE INVESTAMENTS	0.78	utility refund
256363	LEHMAN, ERIN G	18.17	utility refund
256364	MID CONTINENT CONSTRUCTION	6.69	utility refund
256365	MORRISON, LISA ANN	1.94	utility refund
256366	MUSK CO COMM ACTION	90.00	utility refund
256367	MUSKOGEE COMMUNITY ACTION	22.74	utility refund
256368	PETERSON, AURORA V	20.08	utility refund
256369	PHIKIM PROPERTIES	4.91	utility refund
256370	PHIKIM PROPERTIES, LLC	83.34	utility refund
256371	PHIKIM PROPERTIES, LLC	221.57	utility refund
256372	TIDWELL, LEON G	31.03	utility refund
256373	BLUECROSS/BLUE SHIELD OF OK	51,870.57	insurance
256374	DELTA DENTAL PLAN OF OKLAHOMA	26,586.24	insurance
256375	DELTA DENTAL PLAN OF OKLAHOMA	571.62	insurance
256376	DELTA DENTAL PLAN OF OKLAHOMA	90.06	insurance
256377	THE ZERO CARD, INC.	100,835.55	insurance
256378	ABIGAIL WRIGHT	30.45	travel/education
256379	ACCURATE LABS & TRAINING CENTE	5,950.00	water testing/lab
256380	ACTION GROUP STAFFING	4,345.37	temp employees
256381	ACTION IMPRINTS	1,228.00	uniform print
256382	ADVANCE AUTO PARTS 64771111001	1,085.05	fleet parts
256383	AIR CAPITAL EQUIPMENT, INC	974.05	miscellaneous
256384	AIR COMPRESSOR SERVICES	3,501.11	oil/equipment for Water Plant compressors

256385	ALLSTATE TERMITE&PEST SOLUTION	2,719.00	pest control services
256386	APAC CENTRAL INC	9,679.07	road materials contractor
256387	APPLIED MEDIA CONCEPTS INC	2,686.65	Civic Center event setup
256388	ASSOCIATED SUPPLY CO INC	691.73	miscellaneous
256389	ATLAS MATERIAL HANDLING LLC	696.40	cylinder rebuilds for heavy truck & equipment
256390	B & R ELECTRIC SERVICE INC	125.00	electrical contractor
256391	BANNER FIRE EQUIPMENT INC	1,600.00	Fire parts/equipment
256393	TIMOTHY BARNES	40.00	1st place Esports tournament
256394	MARI BARNETTE	25.00	swim&fit instructor
256395	BCS INSURANCE COMPANY	72,590.79	insurance
256396	EASY CONTRACTOR'S LLC	2,089.00	repair damages on Honor Heights Park gazebo
256397	VIDA BERRY	458.33	swim&fit instructor
256398	BG PRODUCTS INC	351.61	miscellaneous
256399	BRENNTAG SOUTHWEST INC	63,500.44	chemical contractor
256400	BROKEN ARROW ELECTRIC	581.98	electrical supplies/service
256401	BURTON POOLS AND SPAS, LLC	5,921.40	Spaulding Pool pulsar precision feeder
256402	CAGLE'S FLOWERS & GIFTS	65.00	miscellaneous
256403	CARE AROUND THE CLOCK INC	32,065.20	medical services
256404	CDW GOVERNMENT INC	368.82	miscellaneous
256405	CHARBONNEAU, BILLY JO	100.00	swim&fit instructor
256406	CINTAS CORPORATION #2	2,588.27	uniforms/janitorial
256408	CONNECT DME, LLC	1,852.00	medical equipment
256409	COOK CONSULTING LLC	96,071.61	final pay Country Club box culvert
256410	CORE & MAIN LP	3,900.00	public works parts
256411	CRAWFORD & ASSOCIATES, P.C.	10,880.00	FY25 audit work
256412	CRAWFORD ELECTRIC SUPPLY CO, I	291.75	miscellaneous parts
256413	TIMOTHY CUMMINGS	40.00	1st place Esports tournament
256414	C5 INDUSTRIAL AUTOMATION	16,014.22	Water Plant communications for Taft pump station
256415	CHRIS DANIEL	20.00	2nd place Esports tournament
256416	DAVID'S DISCOUNT TIRES INC	247.48	fleet miscellaneous
256417	DEBRA DELZEIT	150.00	swim&fit instructor
256418	DIGI SECURITY SYSTEMS LLC	62,369.00	Water Park security camera
256419	MERCURY PRESS PLUS	292.60	miscellaneous
256420	DUBOIS CHEMICALS INC	429.00	public works chemical
256421	EXPRESS EMPLOYMENT PROFESSIONA	6,207.45	temp employees
256422	FASTENAL COMPANY	1,175.18	parts/supplies/janitorial
256423	FIRSTLINE FILTERS LLC	1,718.00	water filters
256424	FIVE STAR DEMOLITION	175,266.00	demo contractor
256425	FIVE STAR OFFICE SUPPLY	425.70	office supplies
256426	FM CONSTRUCTION LLC RAFE FORD	4,800.00	Davis Field T-160 roof repair
256427	KARLA D GIBSON	100.00	swim&fit instructor
256428	LORNA K. GOOD DBA GOOD CONCRET	31,700.00	concrete
256429	GORDON'S HEATING-AIR CONDITION	634.00	HVAC maintenance contractor
256430	GRAINGER	729.75	parts/supplies/janitorial
256431	GUARD TRONIC INC	740.00	security services
256432	HACH COMPANY	2,532.24	water lab supplies/equipment
256433	USA BLUEBOOK	85.95	Public works lab equipment
256434	HEARTLAND SURVEYING & MAPPING	550.00	miscellaneous
256435	HIX AIR CONDITIONING SERVICE	11,800.00	Davis Field HVAC unit replacement
256436	HOLT TRUCK CENTERS OF OKLAHOMA	257.18	fleet miscellaneous
256437	HONOR HEIGHTS VET CLINIC #6530	297.12	veterinarian services
256438	I 40 RACE SERVICE LLC	250.50	miscellaneous
256439	IBT INC	74.50	miscellaneous
256440	INDIAN CAPITAL TECHNOLOGY CENT	800.00	miscellaneous
256441	JAMES HODGE FORD-LINCOLN-MERC	54.75	fleet miscellaneous

256442	JERAMIE GARCIA	567.00	travel/education
256443	JOEL EVERETT	300.00	Azalea Run startup
256444	JOEL EVERETT	300.00	Flower Power startup
256445	JOHNSTONE SUPPLY OF TULSA	140.45	miscellaneous
256446	KATRINA BODENHAMER	69.93	travel/education
256447	KENDAL FRANCIS	202.09	travel/education
256448	KERI SPENCER	582.69	travel/education
256449	KAREN LAUDERDALE	100.00	swim&fit instructor
256450	LAZY J PROPERTIES, ANGELA JACK	125.00	swim&fit instructor
256451	LIBERTY FLAGS	1,188.00	miscellaneous
256452	LOCKE SUPPLY CO	191.67	miscellaneous
256453	LOVE BOTTLING CO - #111902	691.20	miscellaneous
256454	LOVE BOTTLING CO - #208400	330.00	concessions
256456	LOWES	1,848.26	supplies/parts
256457	MAIN STREET MUSKOGEE, INC	500.00	miscellaneous
256458	MARVIN'S MOWERS AND OUTDOOR LL	214.70	miscellaneous parts
256459	MCINTOSH CORP	1,517.71	plumbing contractor
256460	MCINTOSH SERVICE LLC	5,369.82	plumbing contractor
256461	CONNER MILLER	20.00	2nd place Esports tournament
256462	MORGAN SERVICES COMPANY LLC	75.00	tow services
256463	KELLY MURRY	277.50	airport janitorial services
256464	MUSKOGEE COUNTY EMS	110.00	miscellaneous
256466	MUSKOGEE LOCK & KEY	309.75	miscellaneous
256467	NAFECO INC	19,185.00	Fire bunker gear
256468	OFFICE DEPOT	80.30	office supplies
256469	OKLAHOMA MUNICIPAL ASSURANCE G	510.00	miscellaneous
256470	OKLAHOMA NATURAL GAS	1,458.54	city utility
256471	OKLAHOMA TURNPIKE AUTHORITY (O	12.41	tolls
256472	OLSSON ASSOCIATES	10,365.00	EDA medical district
256473	ONE SOURCE WATER LLC	127.77	miscellaneous
256474	OPTIMUM BUSINESS	26.00	communications
256476	OREILLY AUTO PARTS	3,253.57	fleet parts
256477	PANDA'S DRYWALL AND REMODELING	8,300.00	new wall airport catering room/Davis Field shotgun building roof repair/Davis Field storage building roof repair
256478	PATE INDUSTRIAL SUPPLY INC	75.43	miscellaneous
256479	PREMIER TRUCK GROUP	1,719.45	fleet miscellaneous/parts
256480	PREMIER USA INC.	1,076.81	temp employees
256481	PROSEGUR EAS USA, LLC	3,778.25	City Hall security
256482	MR GLASS	3,650.00	replace windows animal shelter
256483	NIKOLAS REYNOLDS	20.00	2nd place Esports tournament
256484	SHERRY S. RICE	100.00	swim&fit instructor
256485	RONALD MAYES	141.00	travel/education
256486	ROUTEWARE, INC	16,428.99	Sanitation Routeware
256487	SADLER PAPER COMPANY	1,661.36	janitorial supplies/paper goods
256488	SBA 2012 TC ASSETS	638.14	tower rent
256489	SOUTHERN TIRE MART, LLC	1,530.00	fleet miscellaneous
256490	STANARD & ASSOCIATES INC	35.00	miscellaneous
256491	STANDARD INSURANCE COMPANY	18,870.07	insurance
256492	WILS COMPLETE MOBILE HOME SERV	3,000.00	Public Works office trailer moving
256493	STAUB INVESTMENTS INC. DBA GAL	32.00	miscellaneous
256494	STEIDLEY & NEAL, PLLC	437.50	miscellaneous
256495	STEWART MARTIN EQUIPMENT	18,989.79	Parks UTV forestry
256496	SUPERIOR LINEN SERVICE INC	167.13	towels service
256497	T-MOBILE USA INC.	3,334.88	communications

256498	TAYLOR MILLS	141.00	travel/education
256499	TERA SHOWS	79.20	travel/education
256500	THYSSENKRUPP ELEVATOR CORP	590.60	elevator service
256501	TIGER NATURAL GAS INC	4,481.93	city utility
256502	TULSA WINWATER CO.	10,719.23	Public Works hydrants/pipes/fittings
256503	UNION PACIFIC RAILROAD COMPANY	2,000.00	UPRR land lease
256504	VISION SERVICES PLAN, OKLAHOMA	31,528.52	insurance
256505	WALKER COMPANIES	200.00	notary renewals
256506	WASTE MANAGEMENT OF OKLAHOMA I	15.96	landfill
256507	WATER TECH, INC.	20,250.00	chemical contractor
256508	CINDY WAYMAN	988.00	swim&fit instructor
256509	WEBB'S HEAVY EQUIPMENT REPAIR	1,900.00	fleet transmission repair/parts
256510	WELDON PARTS - MUSKOGEE	480.44	miscellaneous
256511	WHEELER METALS	2,054.70	miscellaneous
256512	LAURA WICKIZER	50.00	swim&fit instructor
256513	RANDI WILLIAMS	50.00	swim&fit instructor
256514	TYLER YAUSSY	40.00	1st place Esports tournament
256515	YORK & MAIN EQUITY GROUP INC	33,170.00	sanitary/storm sewer repair
256517	SEAN CUNNINGHAM	41,089.78	Grandview Park restrooms

MUSKOGEE TOURISM CLAIMS

CHECK NO.	VENDOR	AMOUNT	DESCRIPTION
255875	SARAH KELLEY-MOORE	250.00	International Womens' Group of Muskogee
255876	KTFX FM RADIO STATION	500.00	radio ad-Lee Hardin Comedy
255882	LOWES	187.88	Arena stage ceiling tile, paint, brushes, tape, wood fill
255899	MUSKOGEE PUBLIC SCHOOLS	10,000.00	NJCAA rougher village rental fee
255916	RR DONNELLEY AND SONS COMPANY	1,740.16	rack cards
255919	SADLER PAPER COMPANY	22.85	janitorial supplies/paper goods
255924	SHERWIN-WILLIAMS COMPANY	867.91	malabar paint, thinner, brush
256043	KTFX FM RADIO STATION	300.00	radio ad-Simply Segar
256076	PREMIER USA INC.	164.40	SETA movie night temp employees
256139	MIKE COMBS	2,500.00	Grid Iron Royalty Showcase Sponsorship
256147	EASTERN OKLAHOMA STATE COLLEGE	1,400.00	MIX93.1 coverage for NJCAA
256209	EXCHANGE CLUB OF MUSKOGEE	18,810.00	NJCAA Region II expenses
256229	ACTION IMPRINTS	2,445.00	NJCAA shirt merchandise
256241	BIG WHEEL DIGITAL MEDIA	6,250.00	Tourism-April digital marketing
256281	LOVE BOTTLING CO - #208400	202.88	concessions
256300	OKLAHOMA NATURAL GAS	699.06	gas utility
256320	THE PC LANDING ZONE, INC	149.00	SSL certification fee
256340	CLEAR CREEK PRODUCTIONS	7,500.00	artist for Muskogee Bass Fest 2026
256349	BANK OF AMERICA	312.17	Homeland Store; Walmart; Amazon; Muskogee Lock&Key
256392	BAREDOWN PRO RODEO, LLC	3,000.00	due to promotor BRI2026
256407	CLAREMORE DAILY PROGRESS	400.00	THIS IS US magazine
256438	I 40 RACE SERVICE LLC	924.00	Sky Kings tickets, signs/NJCAA programs, medals
256465	MUSKOGEE DAILY PHOENIX	216.50	digital ad-Livestock Show
256516	COLE CAMERON G	5,000.00	Farm Show Horsemanship demos

Finance Committee **3.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of Resolution No. 3085 declaring items of personal property presently in the possession of the City of Muskogee, to be surplus to the needs of the City of Muskogee, and authorize the City Manager, or his designee, to offer for sale or dispose of the same, all as per attached list, or take other necessary action. (Kendal Francis)

BACKGROUND:

Items are listed within Resolution 3085 to be considered for surplus from this fiscal year and include computer equipment, cameras, book case, and miscellaneous parts and equipment.

RECOMMENDED ACTION:

Approve the Resolution

Fiscal Impact

Attachments

Resolution 3085 Surplus

RESOLUTION NO. 3085

A RESOLUTION DECLARING CERTAIN ITEMS OF PERSONAL PROPERTY PRESENTLY IN THE POSSESSION OF THE CITY OF MUSKOGEE, TO BE SURPLUS TO THE NEEDS OF THE CITY OF MUSKOGEE AND AUTHORIZING THE CITY MANAGER TO OFFER FOR SELL OR DISPOSE OF THE SAME AS ATTACHED LIST.

WHEREAS, the City of Muskogee, Oklahoma has in its possession certain items of personal property which can no longer be put to good use; and

WHEREAS, the City of Muskogee desires to dispose of items of personal property, which are no longer needed, as surplus properties, according to the provisions of the Charter and the Ordinances of the City;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MUSKOGEE, OKLAHOMA;

SECTION 1: The property listed herein is hereby declared to be surplus to the needs of the City of Muskogee, Oklahoma.

ITEM DESCRIPTION	QTY	WORKS?	SERIAL #	BRAND	MODEL
Water Plant					
Welder	1	Yes		Miller	AEAD-200LE
Generator	1	Yes		Onan Engine	B48M-GA018-4107A
Commercial Sewer Machine	1	Yes		Gorlitz	GO 68HD
9" gas powered Lawn Edger	1	Yes		Troy-Built/Briggs & Stratton 140cc	25B-554M711
Safety Eye/Face Wash & Bracket	2	Yes		Speakman Co	18 Gallon
Quartz Lights	22	Yes		Regent, Atlas Electric & NCI	500 Watt
Ballast	21	Yes		GE/Universal	Use with 2 F40 T12 Lamps
Hydraulic Garage Jack	1	No		Westward by Grainger	5ML65A
7.5 HP motor	1	Yes		US Electrical Motor	
15 HP motor	2	Yes		US Electrical Motor	
50 HP motor	1	Yes		US Electrical Motor	

ITEM DESCRIPTION	QTY	WORKS?	SERIAL #	BRAND	MODEL
Information Tech (IT)					
Desktop PC	1	Unknown/Parts Taken Out	81032598JK	Generic PC	91.90834.001
Desktop PC	1	Unknown/Parts Taken Out	6SB1022	Dell	Optipex 7010
Desktop PC	1	Unknown/Parts Taken Out	HJH5FB2	Dell	Optiplex 7020
Desktop PC	1	Unknown/Parts Taken Out	4RP6GZ1	Dell	Optiplex 7010
Desktop PC	1	Unknown/Parts Taken Out	CP5FXG2	Dell	Optiplex 7040
Desktop PC	1	Unknown/Parts Taken Out	9CLXDB2	Dell	Optiplec 7020
Desktop PC	1	Unknown/Parts Taken Out	JJTP052	Dell	Optiplex 7020
Desktop PC	1	Unknown/Parts Taken Out	DRRQG42	Dell	Optiplex 7020
Desktop PC	1	Unknown/Parts Taken Out	6NSLRP2	Dell	Optiplex 7050
Desktop PC	1	Unknown/Parts Taken Out	HJK5FB2	Dell	Optiplex 7020
Desktop PC	1	Unknown/Parts Taken Out	6FTP052	Dell	Optiplex 7020
Desktop PC	1	Unknown/Parts Taken Out	1ZG4223	Dell	OptiPlex 5070
Desktop PC	1	Unknown/Parts Taken Out	CK06FZ3	Dell	OptiPlex 7020
Desktop PC	1	Unknown/Parts Taken Out	1TLHZ44	Dell	OptiPlex 7020
Desktop PC	1	Unknown/Parts Taken Out	CHBMZB3	Dell	OptiPlex 5080
Desktop PC	1	Unknown/Parts Taken Out	1ZF2Z23	Dell	D11S
Desktop PC	1	Unknown/Parts Taken Out	1ZG5Z23	Dell	OptiPlex 5070
Desktop PC	1	Unknown/Parts Taken Out	21HVTV1	Dell	D03S
Desktop PC	1	Unknown/Parts Taken Out	39ZL4V1	Dell	D09M
Desktop PC	1	Unknown/Parts Taken Out	3WW1343	Dell	OptiPlex 3070
Desktop PC	1	Unknown/Parts Taken Out	91TRQW1	Dell	OptiPlex 7010
Desktop PC	1	Unknown/Parts Taken Out	21HVTV1	Dell	Optiplex 990
Desktop PC	1	Unknown/Parts Taken Out	9CLZDB2	Dell	D07S

ITEM DESCRIPTION	QTY	WORKS?	SERIAL #	BRAND	MODEL
Desktop PC	1	Unknown/Parts Taken Out	9CTYDB2	Dell	D07S
Desktop PC	1	Unknown/Parts Taken Out	CLTP052	Dell	OptiPlex 7020
Desktop PC	1	Unknown/Parts Taken Out	CP4DXG2	Dell	Optiplex 7040
Desktop PC	1	Unknown/Parts Taken Out	CP3DXG2	Dell	Optiplex 7040
Desktop PC	1	Unknown/Parts Taken Out	F2RP052	Dell	OptiPlex 7020
Desktop PC	1	Unknown/Parts Taken Out	HJS3FB2	Dell	OptiPlex 7020
Desktop PC	1	Unknown/Parts Taken Out	HJV1FB2	Dell	OptiPlex 7020
Desktop PC	1	Unknown/Parts Taken Out	JKRJ0T2	Dell	OptiPlex 7060
Desktop PC	1	Unknown/Parts Taken Out	JKRS0T2	Dell	OptiPlex 7060
Desktop PC	1	Unknown/Parts Taken Out	DZ6B842	Dell	Optiplex 9020
Laptop	1	Unknown/Parts Taken Out	FVCZ302	Dell	P28F
Laptop	1	Unknown/Parts Taken Out	72XSSK1	Dell	Lattitude E6500
Laptop	1	Unknown/Parts Taken Out	942BQH1	Dell	Lattitude E5500
Laptop	1	Unknown/Parts Taken Out	B150VL1	Dell	PP30L
Laptop	1	Unknown/Parts Taken Out	DKK0LX1	Dell	P28G
Laptop	1	Unknown/Parts Taken Out	9SVSBS1	Dell	P15G
Laptop	1	Unknown/Parts Taken Out	HS9G5S1	Dell	P16G
Laptop	1	Unknown/Parts Taken Out	FTLBF12	Dell	P29F
Laptop	1	Unknown/Parts Taken Out	R0604056	Fujitsu	T939
Laptop	1	Unknown/Parts Taken Out	R8Y00744	Fujitsu	T938
Laptop	1	Unknown/Parts Taken Out	R9401557	Fujitsu	T938
Laptop	1	Unknown/Parts Taken Out	R8Y00739	Fujitsu	T938
Laptop	1	Unknown/Parts Taken Out	Q1Z02167	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02171	Fujitsu	T731

ITEM DESCRIPTION	QTY	WORKS?	SERIAL #	BRAND	MODEL
Laptop	1	Unknown/Parts Taken Out	Q1Z02172	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02173	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02176	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02182	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02183	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02185	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02200	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02201	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02202	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02230	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02231	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02233	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02235	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02238	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02241	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02242	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02243	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02245	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02247	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02248	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02249	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02252	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02253	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	Q1Z02255	Fujitsu	T731

ITEM DESCRIPTION	QTY	WORKS?	SERIAL #	BRAND	MODEL
Laptop	1	Unknown/Parts Taken Out	Q1Z02256	Fujitsu	T731
Laptop	1	Unknown/Parts Taken Out	997QJV1	Dell	P19F
Laptop	1	Unknown/Parts Taken Out	R0604062	Fujitsu	T939
Monitor	1	Unknown/Parts Taken Out	CN-0FH8MW-74445-083-BNNL	Dell	2009WT
Monitor	1	Unknown/Parts Taken Out	CN-0H5J5G-74445-0AB-918S	Dell	E2011HT
Monitor	1	Unknown/Parts Taken Out	CN-0H5J5G-74445-0AB-921S	Dell	E2011HT
Monitor	1	Unknown/Parts Taken Out	CN-0NDMRP-74261-2CO-2V8U	Dell	P2212Hb
Monitor	1	Unknown/Parts Taken Out	CN-0NDMRP-74261-2CO-2VDU	Dell	P2212Hb
Monitor	1	Unknown/Parts Taken Out	CN-0H9WTF-64180-3BE-05CM	Dell	E2213C
Monitor	1	Unknown/Parts Taken Out	CN-0F4WW6-74261-4CT-83DU	Dell	E2214HB
Monitor	1	Unknown/Parts Taken Out	cn-0T6116-71618-56B-AQC7	Dell	1905FP
Monitor	1	Unknown/Parts Taken Out	CN-0RW195-72872-79E-26TS	Dell	E198WFPF
Monitor	1	Unknown/Parts Taken Out	CN-0MM266-73731-7B3-71CS	Dell	E198WFPV
Monitor	1	Unknown/Parts Taken Out	MX-0HF730-74262-825-1CVL	Dell	2007WFPB
Monitor	1	Unknown/Parts Taken Out	CN-0XF9MR-72872-56N-AD9I-A00	Dell	E2216Hf
Monitor	1	Unknown/Parts Taken Out	CN-01WV02-72872-61I-AK3S-A00	Dell	E2216Hf
Monitor	1	Unknown/Parts Taken Out	CN-0RW195-72872-79E-26US	Dell	E198WFPf
Monitor	1	Unknown/Parts Taken Out	CN-07R1K3-74445-39P-BLFL	Dell	P2314Ht
Monitor	1	Unknown/Parts Taken Out	CN-02H2VM-64180-22D-2DAS	Dell	E2011Hc
Monitor	1	Unknown/Parts Taken Out	CN-0NDMRP-74261-2CO-2VA	Dell	B0-110
Monitor	1	Unknown/Parts Taken Out	CN-0663YC-QDC00-1AA-6L9B-A01	Dell	P2422H
Monitor	1	Unknown/Parts Taken Out	CN-0VXV49-72872-CA2L	Dell	E2311Hf
Monitor	1	Unknown/Parts Taken Out	CN-07R1K3-74445-39P-803L	Dell	P2314Ht
Monitor	1	Unknown/Parts Taken Out	CN-0G433H-74445-984-311L	Dell	2009Wt

ITEM DESCRIPTION	QTY	WORKS?	SERIAL #	BRAND	MODEL
Monitor	1	Unknown/Parts Taken Out	CN-0G433H-74445-970-CXQL	Dell	2009Wt
Monitor	1	Unknown/Parts Taken Out	CN-0H5J5G-74445-0B2-C0XL	Dell	E2011Ht
Monitor	1	Unknown/Parts Taken Out	CN-0VXV49-72872-274-CA2L	Dell	E2311Hf
Monitor	1	Unknown/Parts Taken Out	CN-0DW711-71623-08U-337	Dell	E2011Ht
Monitor	1	Unknown/Parts Taken Out	VN-0209FH-WS700-4BR-ARKW-A00	Dell	E2425H
Monitor	1	Unknown/Parts Taken Out	CN-0F532H-74442-8AD-426M	Dell	2208WFPt
Monitor	1	Unknown/Parts Taken Out	CN-0VXV49-72872-274-DMVL	Dell	E2311Hf
Monitor	1	Unknown/Parts Taken Out	HFN1TU2KACACHNE	AOC	27G2
Monitor	1	Unknown/Parts Taken Out	CN-01WV02-72872-61I-AKCS-A00	Dell	E2216Hf
Monitor	1	Unknown/Parts Taken Out	CN-0VXV49-72872-26Q-D7CS	Dell	E2311Hf
Monitor	1	Unknown/Parts Taken Out	CN-0Y858D-72872-91A-0KAS	Dell	E1909Wf
Monitor	1	Unknown/Parts Taken Out	CN-0MM226-73731-7B3-71KS	Dell	E198WFPv
Monitor	1	Unknown/Parts Taken Out	CN-0D3J3C-64180-177-0XZL	Dell	E2210c
Monitor	1	Unknown/Parts Taken Out	CN-0GRNWX-72872-0CF-ACEI	Dell	P190Sf
Monitor	1	Unknown/Parts Taken Out	CN-0F4WW6-74261-47F-3Y9B	Dell	E2214Hb
Monitor	1	Unknown/Parts Taken Out	CN-00FDPN-WS200-96B-A4TI-A07	Dell	P2217
Monitor	1	Unknown/Parts Taken Out	LED191609210273	Northern	NTH-LED19ST
TV	1	Unknown/Parts Taken Out	LTT6SLCR3709452	VIZIO	D24h-C1
Police Department					
Digital Camera	1	No	3492820	Nikon	BM10
Office Chairs	2	Yes	ZNN7CO	HON	HVL693.SB11
Finance					
Book case	1	Yes			
Correcting Typewriter	1	Yes		IBM	Selectric III
10-key calculator	2	No		Canon	MPD11X
2-drawer metal file cabinet	1	Yes			

ITEM DESCRIPTION	QTY	WORKS?	SERIAL #	BRAND	MODEL
Planning					
Office Chair	1	No			
Paper Shredder	1	No		ATIVA	
Wire drawer storage unit	1	Yes			
Large scale scanner	1	No			
Wooden storage cabinet	1	Yes			

SECTION 2: The City of Muskogee authorizes the City Manager to sell or otherwise dispose of said real property and personal property listed above.

PASSED AND APPROVED by the City Council of the City of Muskogee, Oklahoma this _____day of _____, 2026.

CITY OF MUSKOGEE,
A municipal corporation,

_____
MAYOR

ATTEST

_____
TAMMY L. TRACY, CITY CLERK

APPROVED as to form and legality this _____ day of _____, 2026.

_____
KATRINA BODENHAMER, CITY ATTORNEY

Finance Committee **4.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the lowest and/or best bid from Otis Elevator Company, for an elevator maintenance contractor for maintenance of four (4) elevators within City facilities at a cost of $563.68 per month for FY2026-2027, or take other necessary action. (Kendal Francis)

BACKGROUND:

Requests for Bids were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on March 20, 2026, for an elevator maintenance contractor for the maintenance and upkeep of the following elevators: City Hall (one elevator), 229 W Okmulgee; Civic Center (one elevator), 425 Boston Street, and the Muskogee Public Library (two elevators), 800 West Okmulgee, for FY 2026-2027.Otis Elevator Company was the lowest and/or best bid with a lump sum of $563.68 per month for all four (4) elevators. It is recommended to award the elevator maintenance contract to Otis Elevator Company, with the option to renew an additional two (2) one-year periods, dependent upon future funding, under the same terms and conditions.

RECOMMENDED ACTION:

Approve the lowest and/or best bid from Otis Elevator Company for Elevator Maintenance contractor for maintenance and upkeep of all four City elevators for fiscal year 2027.

Fiscal Impact

FUNDING SOURCE:
General Fund

Attachments

Bid Tabulation for Elevator Maintenance Contractor for FY27

Tabulation Sheet

City of Muskogee

Bid Item: ELEVATOR MAINTENANCE
Date: March 20, 2026 4PM
Department: Facilities/Buildings & Grounds

Approved by Purchasing: _____

Approved by City Council: _____

Vendors	ATTA Elevators	OTIS Elevator	KONE Elevators	TK Elevator		
$/Monthly Maintenance	1200	542+4%	952	814.98		
$/Annual Full Inspection	Included		2,010/yr	Included		
Emergency callout $/per incident	289/hr		978			
Replacement parts cost markup %	10%		35%	30%		

Witnessed by:

Facilities Maint.

Facilities

Approved by:

Finance Committee **5.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the lowest and/or best bid from Gordon's Heating and Air, for a mechanical (HVAC) contractor for maintenance of all City facilities at the following rates: Apprentice $75.00/hourly; Journeyman $75.00/hourly; and material cost markup at 20% for FY2026-2027, or take other necessary action. (Kendal Francis)

BACKGROUND:

Requests for Bids were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on March 20, 2026 for Mechanical (HVAC) contractor for the maintenance and upkeep of the mechanical (Heat/Air) equipment within all City facilities and buildings for fiscal year 2027, July 1, 2026 through June 30, 2027. Gordon's Heat and Air was the lowest bid with the Contractor's hourly rate at $75, Apprentice hourly rate at $75, and Journeyman hourly rate at $75, with a 20% markup on materials cost. This bid does comply with the requirements of the City of Muskogee. It is recommended to award the Mechanical (HVAC) contract to Gordon's Heat and Air for the maintenance and upkeep of all City facilities and buildings with the option to renew for up to two (2) one-year periods, subject to appropriate fiscal funding being made available each year, under the same terms and conditions.

RECOMMENDED ACTION:

Approve the item

Fiscal Impact

FUNDING SOURCE:

General Fund

Attachments

Bid Tabulation for Mechanical (HVAC) contractor for FY27

Tabulation Sheet

City of Muskogee

Bid Item: Mechanical Contractor (HVAC) 2026-27
Date: March 20, 2026 4PM
Department: Facilities/Buildings & Grounds

Approved by Purchasing: _____

Approved by City Council: _____

Vendors	McIntosh Corp	Gordon's Heating/Air	Air Technologies				
Material Cost Markup %	20	20	25				
Service Years-Muskogee							
Contractor's Hourly Rate	99	75	200				
Apprentice Hourly Rate	74	75	98				
Journeyman Hourly Rate	99	75	145				

Witnessed by:

_____ Facilities Maint.

Patricia Wilson Facilities Maint.

_____

_____

_____

Approved by:

_____

_____

_____

_____

_____

Finance Committee **6.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the low bid from B & R Electric, for an electrical contractor for maintenance of all City facilities at the following rates: Contractor $60.00/hourly; Apprentice $15.00/hourly; Journeyman $20.00/hourly; and material cost markup at 10% for FY2026-2027, or take other necessary action. (Kendal Francis)

BACKGROUND:

Requests for Bids were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on March 20, 2026 for Electrical Contractor for the maintenance and upkeep of the electrical system within all City facilities and buildings for fiscal year 2027, July 1, 2026 through June 30, 2027. B & R Electric was the low bid with Contractor's hourly rate at $60, Apprentice hourly rate at $15 and Journeyman hourly rate at $20 with 10% markup on materials cost and does comply with the requirements of the City of Muskogee. It is recommended to award the Electrical contract to B & R Electric for the maintenance and upkeep of all City facilities and buildings with the option to renew for up to two (2) one-year periods if funding is available under the same terms and conditions.

RECOMMENDED ACTION:

Approve the item

Fiscal Impact

FUNDING SOURCE:

General Fund

Attachments

Bid Tabulation for Electrical Contractor for FY27

Tabulation Sheet

City of Muskogee

Bid Item: Electrical Contractor 2026-27

Date: March 20, 2026 3PM

Department: Facilities/Buildings & Grounds

Approved by Purchasing: _____

Approved by City Council: _____

Vendors	Prompt Electric	BIG General contracting	BBR Electric				
Material Cost Markup %	15		10				
Service Years-Muskogee							
Contractor's Hourly Rate	90	110	60				
Apprentice Hourly Rate	90	95	15				
Journeyman Hourly Rate	90	60	20				

Witnessed by:

Facilities Maint.

Facilities Maint.

Approved by:

Finance Committee **7.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval to accept the lowest and/or best bid for Pest Control Services from JL's Land Management, LLC, at a cost of $1,250.00/monthly for FY2026-2027, or take other necessary action. (Kendal Francis)

BACKGROUND:

Bids were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on March 20, 2026 for Pest Control Services and the recommended contractor is JL's Land Management LLC for the following locations:
Municipal Building ~100 S 3rd Street
City Hall ~ 229 W. Okmulgee
Payment Center ~ 113 S 4th Street
Muskogee Police Department & Garage ~ 112 South 3rd Street
Muskogee Public Works Department ~ 301 South Cherokee + exterior service
Muskogee Environmental Control ~ 501 South 3rd Street
Muskogee Davis Field Airport ~1200 Sabre
Muskogee Material Yard ~ 1503 South Cherokee
Muskogee Automotive & Facility ~ 1400 S C Street
Muskogee Water Distribution ~ 1444 S Cherokee Street
Muskogee Recycle Yard ~ Corner of Main & Iola
Muskogee Pollution Control Department ~ 5006 E. Hancock + exterior service
Muskogee Sewer Treatment Plant ~ 5000 E. Hancock + exterior service
Muskogee Park & Recreation ~ 837 E. Okmulgee
Muskogee Teen Center ~ 322 Callahan Street + exterior service
Muskogee Swim & Fitness ~566 N. 6th Street + exterior service
Muskogee Senior Citizen Center ~ 2001 W. Okmulgee
Muskogee Martin Luther King Center ~ 300 W Martin Luther King Street + exterior service
Muskogee River Country Family Water Park (seasonal) ~ 3600 Arline Ave + exterior service
Muskogee Hatbox Concession Stands (3 buildings) ~ 2601 Arline Ave
Muskogee Hatbox FBO Building ~ 2601 Arline Ave + exterior service
Muskogee Civic Center ~ 425 Boston Street + exterior service
Muskogee Roxy Theater ~ 220 West Okmulgee + exterior service
Muskogee Animal Shelter (2 buildings) ~ 4002 Border Ave
Muskogee Fire Department – Office ~ 505 Columbus
Station #1 ~ 505 Columbus + exterior service
Station #3 ~ 2603 Border + exterior service
Station #4 ~ 100 South Country Club + exterior service

Station #5 ~ 1800 North York + exterior service
Station #6 ~ 513 East Peak Blvd + exterior service
Station #7 ~ 200 North 40th Street + exterior service
Muskogee Human Resources Department ~ 505 Columbus
Muskogee Greenhill Cemetery ~ 1500 North York
Muskogee Water Treatment Plant ~ 3500 Port Place
Spaulding Park Scout House ~ 820 Dorchester + exterior service
Honor Heights Maintenance ~ 4531 Palm Dr.
Facilities Maintenance ~ 1401 S B Street + exterior service
Fire Department Training Center + exterior service

RECOMMENDED ACTION:

Approve the award

Fiscal Impact

FUNDING SOURCE:

General Fund

Attachments

Bid Tabulation for Pest Control services FY2027

Tabulation Sheet

City of Muskogee

Bid Item: PEST CONTROL SERVICES
Date: March 20, 2026 3PM
Department: Facilities/Buildings & Grounds

Approved by Purchasing: _____

Approved by City Council: _____

Vendors	McCauley Services	JL's Land Management LLC	West Termite Pest & Lawn	Erwin Affordable Pest Control	Allstate Termite Pest Solution	Termax Pest Control	
Lump sum per month	1,900	1,250	1,505 35 per stop	1,900	1,816	1,950	

Witnessed by:

Facilities Maint.

Facilities Maint.

Approved by:

Finance Committee **8.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval to accept the lowest and/or best bid for generator maintenance service from Entech Sales & Service, at a cost of $1,459.46 per visit for PM Level II service for FY2026-2027, or take other necessary action. (Kendal Francis)

BACKGROUND:

Request for Bids were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on March 20, 2026 for Generator Maintenance Service for the following locations:

Generator Location	Address	Model/Serial	Quantity/Brand
City Hall	229 W. Okmulgee Ave.	6430454 (150KW)	(1) Generac
Muskogee Police Department	112 S. 3rd Street	6430455 (150KW)	(1) Generac
Fire Station 1	515 Columbus St.	K990018800 (125KW)	(1) ONAN
Fire Station 3	2603 Border St.	6650086 (25KW)	(1) Generac
Fire Station 4	100 S. Country Club Rd.	6708351 (25KW)	(1) Generac
Muskogee Civic Center	425 Boston St.	7846170400 (130KW)	(1) Generac

The recommended contractor is Entech Sales & Service for fiscal year 2027 with option to renew for up to two (2) one-year periods if funding is available and under the same terms and conditions.

RECOMMENDED ACTION:

Approve the item

Fiscal Impact

Attachments

Bid Tabulation Generator Maintenance Service FY2027

Tabulation Sheet

City of Muskogee

Bid Item: Generator Maintenance Service
Date: March 20, 2026 4PM
Department: Facilities/Buildings & Grounds

Approved by Purchasing: _____

Approved by City Council: _____

Vendors	Entech Sales & Service, LLC	Chouteau Emergency Generator Service	Clifford Power Systems Inc.	Oklahoma Generator	Emergency Power Systems Inc.	Taylor Sudden Service Inc.
PM Level I Inspection						
(Semiannual) cost per visit	1,016.36	1,300.00	1,205.00	3,604.00	1,579.50	2,670.00
PM Level II Inspection						
(Annual) cost per visit	1,459.46	2,930.00	2,540.00	5,134.00	3,585.59	6,280.00
Load Bank Service						
(Annual) cost per visit	1,018.02	4,085.00	5,400.00	14,640.00	3,725.00	4,800.00
Oil Sample Testing Annually						
Cost during regular PM visit	86.71	45.00	Included	100.00	45.00	50.00
Cost dedicated trip	713.96	165.00	550.00	410.00	180.00	650.00
Fuel Sample Testing Annually						
Cost during regular PM visit	165.54	295.00	150.00	120.00	150.00	125.00
Cost dedicated trip	792.79	415.00	650.00	430.00	285.00	725.00
Jacket Water Coolant Test Annually						
Cost during regular PM visit	39.41	45.00	75.00	0	45.00	70.00
Cost dedicated trip	664.74	165.00	550.00	310.00	180.00	670.00
Fuel Tank Top Off Service						
$/gallon	Cost+20% + Delivery	.20	8.00	4.75	Cost + $1	Cost + $4.50
Fuel Treatment						
$/half gallon container	47.30	64.00	250.00	95.00	48.00	

Facilities Maint / Brenda Wilson Facil Maint

Benita Hotema, Purchasing

Finance Committee **9.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the lowest and only bid from McIntosh Service, LLC, for a plumbing contractor for the maintenance of all City facilities at the following rates: Contractor $99.00/hourly; Apprentice $74.00/hourly; Journeyman $99.00/hourly; and material cost markup at 20% for FY2026-2027, or take other necessary action. (Kendal Francis)

BACKGROUND:

Requests for Bids were advertised in the local newspaper and on the City website, as well as communicated to all known vendors. Only one bid was received on March 20, 2026, from a Plumbing Contractor for the maintenance and upkeep of the plumbing within all City facilities and buildings for fiscal year 2027, which runs July 1, 2026, through June 30, 2027. McIntosh Service LLC was the only bid with Contractor's hourly rate at $99, Apprentice hourly rate at $74 and Journeyman hourly rate at $99, with 20% markup on materials cost and this does comply with the requirements of the City of Muskogee. It is recommended to award the Plumbing contract to McIntosh Service LLC for the maintenance and upkeep of all plumbing for City facilities and buildings with the option to renew for up to two (2) one-year periods if funding is available under the same terms and conditions. Staff recommends acceptance of the sole bid from McIntosh Service LLC since the business has established an acceptable history with the City of Muskogee and the services provided.

RECOMMENDED ACTION:

Approve the item

Fiscal Impact

FUNDING SOURCE:

General Fund

Attachments

Bid Tabulation for Plumbing Contractor for FY27

Tabulation Sheet

City of Muskogee

Bid Item: Plumbing Contractor 2026-27
Date: March 20, 2026 3PM
Department: Facilities/Buildings & Grounds

Approved by Purchasing: _____

Approved by City Council: _____

Vendors	McIntosh Service LLC						
Material Cost Markup %	20						
Service Years-Muskogee	20						
Contractor's Hourly Rate	99						
Apprentice Hourly Rate	74						
Journeyman Hourly Rate	99						

Witnessed by:

Facilities Maint.
Brenda Wilson Facilities Mtnce

Approved by:

Finance Committee **10.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval to accept the recommended bids for Water Treatment Plant Chemicals as follows: 1) Chlorine at $1.2455 per pound to Brenntag Southwest LLC; 2) Fluorosilicic Acid at $0.5995 per pound to Pencco, Inc.; 3) Poly-phosphate at $0.665 per pound to Hawkins, Inc.; 4) Aluminum/polymer liquid blend coagulant at $0.45 to Chemtrade Chemicals US, LLC; 5) Sodium Chlorite solution at $0.675 per pound to Evoqua Water Technologies, LLC; 6) Ferric Chloride at $0.2429 per pound to Brenntag Southwest, LLC.; 7) Copper Sulfate at $0.6897 per pound to Brenntag Southwest LLC; and 8) Sodium Bisulfite at $0.20 to Catalynt Solutions, Inc., for FY2026-2027, or take other necessary action. (Mike Stewart)

BACKGROUND:

Bid Requests were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on March 19, 2026 for Water Treatment Plant Chemicals for fiscal year 2027 and the recommended suppliers are listed below:

Brenntag Southwest LLC	Chlorine	$1.2455 per pound
Pencco Inc.	Fluorosilicic Acid	$0.5995 per pound
Hawkins Inc.	Poly-phosphate	$0.665 per pound
Chemtrade Chemicals US LLC	Aluminum Polymer Coagulant	$0.45 per pound
Evoqua Water Technologies LLC	Sodium Chlorite	$0.675 per pound
Brenntag Southwest LLC	Ferric Chloride	$0.2429 per pound
Brenntag Southwest LLC	Copper Sulfate	$0.6897 per pound
Catalynt Solutions Inc.	Sodium Bisulfite	$0.20 per pound

Pricing for all chemicals have increased for FY 2026-2027. It is recommended to award all lowest and/or best bids.

RECOMMENDED ACTION:

Approve awarding the rccommended lowest and/or best bids for chemicals used for water treatment.

Fiscal Impact

FUNDING SOURCE:

100-6530-461.52-60
100-6550-432.52-60

Attachments

Chemical Bid Tab FY 2026-27

Tabulation Sheet

City of Muskogee

Bid Item: Water Plant Chemicals 2026-27
Date: March 19, 2026 3PM
Department: Public Works - Water Plant

Approved by Purchasing: _____

Approved by City Council: _____

Vendors	Catalynt Solutions Inc.	Watertech Inc.	International Dioxide Inc.	Shannon Chemical Corporation	Chemtrade Chemicals US, LLC	Hawkins, Inc.	Evoqua Water Technologies LLC
230,000 lbs M/L Chlorine							
Price							
Ext. Price							
180,000 lbs M/L Fluorosilicic Acid							
Price							
Ext. Price							
170,000 lbs M/L Poly-Phosphate							
Price				.677		.665	
Ext. Price				115,090		113,050	
750,000 lbs M/L Alum./Polymer Coag.							
Price		.458			.45		
Ext. Price		343,500			337,500		
250,000 lbs M/L 25%Sodium Chlorite							
Price			.675				.675
Ext. Price			168,750				168,750
1,000,000 lbs M/L Ferric Chloride (38-42% solution)							
Price							
Ext. Price							
100,000 lbs M/L Copper Sulfate							
Price	.75			1.37		.72	
Ext. Price	75,000			137,000		72,000	
130,000 lbs M/L Sodium Bisulfite							
Price	.20					.213	
Ext. Price	26,000					27,690	

Witnessed by:

Approved by:

Tabulation Sheet

City of Muskogee

Bid Item: Water Plant Chemicals 2026-27
Date: March 19, 2026 3PM
Department: Public Works - Water Plant

Approved by Purchasing: _____

Approved by City Council: _____

Vendors	Pencco, Inc.	Chemrite Incorporated	Brenntag Southwest LLC	Gasochem International LLC			
230,000 lbs M/L Chlorine							
Price			1.2455				
Ext. Price			286,465				
180,000 lbs M/L Fluorosilicic Acid							
Price	.5995						
Ext. Price	107,910						
170,000 lbs M/L Poly-Phosphate							
Price			.7766				
Ext. Price			132,022				
750,000 lbs M/L Alum./Polymer Coag.							
Price			.4749				
Ext. Price			356,175				
250,000 lbs M/L 25%Sodium Chlorite							
Price							
Ext. Price							
1,000,000 lbs M/L Ferric Chloride (38-42% solution)							
Price	.214		.2429	.245			
Ext. Price	214,000*		242,900	245,000			
	* 36-38% solution						
100,000 lbs M/L Copper Sulfate							
Price		.734	.16897				
Ext. Price		73,400	168,970				
130,000 lbs M/L Sodium Bisulfite							
Price			.2789	.21			
Ext. Price			36,257	27,300			

Witnessed by:

Benita Hatcher

Russ Andrus

Approved by:

_____

_____

_____

_____

Finance Committee **11.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval to award the following bids for the Public Works Drainage Easement/Mowing Maintenance Service Agreements for FY2026-27 per the attached bid tab: 1) Blessed Ground Maintenance for Turnpike trimming and spraying $3,195.00/monthly; L&M Crane & Tree, LLC, for Peak Blvd. trimming and spraying $1,800.00/monthly; South Main Street trimming $1,800.00/monthly; and Avery Lawn & Landscape, LLC, Base Bid No. 5 mowing and trimming maintenance, Parcel A, $225.00/monthly, Parcel B $300.00/monthly, and Parcel C $250.00/monthly for FY2026-2027, or take other necessary action. (Mike Stewart)

BACKGROUND:

The Public Works department requested bids for the following locations for mowing, spraying and trimming maintenance, communicated to all known vendors, advertised in the local newspaper and on the City website. Bids were received on March 12th, 2026. The recommended vendors are listed as follows per their awarded locations per the lowest and/or best bid:

LOCATION DESCRIPTION	VENDORS	MONTHLY COST
Base Bid No. 5 (Mowing/Trimming Maintenance)		
Parcel A - Eagle Crest Drainage Easement	Avery Lawn & Landscape LLC	$225/month
Parcel B - Admiral and Georgia Ave Drainage Easement	Avery Lawn & Landscape LLC	$300/month
Parcel C - Admiral & Canterbury Drainage Easement	Avery Lawn & Landscape LLC	$250/month
Trimming		
South Main-West Madison Ave head south on Main St to Smith Ferry Rd	L&M Crane & Tree LLC	$1800/month
Trimming & Spraying		
Peak Blvd-Between 3100 Peak Blvd to South Cherokee St., back upon east of Queens Rd to east of Country Club	L&M Crane & Tree LLC	$1800/month
Turn Pike-Between mile marker 33 and 37 on HWY 351 and access roads	Blessed Ground Maintenance	$3195/month

RECOMMENDED ACTION:
Approve the item

Fiscal Impact

Attachments

Drainage Eastement/Mowing Maintenance Service Agreements bid tab

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Tabulation Sheet

City of Muskogee

Bid Item: Drainage Easement Maintenance Service Agreer
Date: 3/12/2026 3PM
Department: Public Works

Approved by Purchasing: _____

Approved by City Council: _____

Vendors:	Avery Lawn & Landscape LLC	JL's Land Management LLC	L&M Crane & Tree LLC	Blessed Ground Maintenance	Citywide Property Maintenance		
Base Bid No. 5							
Parcel A - Eagle Crest Drainage Easement	225	760	480	500	400		
Parcel B - Admiral and Georgia Ave Drainage Easement	300	455	480	500	400		
Parcel C - Admiral & Canterbury Drainage Easement	250	950	820	500	400		
Trimming							
South Main-West Madison Ave head south on Main St to Smith Ferry Rd, ends South Smith Ferry		3500	1800	1800			
Trimming & Spraying							
Peak Blvd-Between 3100 Peak Blvd to South Cherokee St, back upon east of Queens Rd to east of Country Club		1105	1800	3075			
TurnPike-Between mile marker 33 and 37 on HWY 351 and access roads		3285	4500	3195			

Witnessed by:

Jason Green

Benita Hatcher

Approved by:

Finance Committee **12.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the lowest and/or best bids from Eagle Redi-Mix Concrete, LLC, for a concrete material contractor for Citywide repair and maintenance projects at $154.00 per cubic yard for 3,500 psi concrete, $164.00 per cubic yard for 3,500 high early strength concrete, $150.00 per cubic yard for 3,000 psi concrete, $125.00 per cubic yard for Flow Fill concrete, and $100.00 for City Pay Dray 2 yards or less for FY2026-2027, or take other necessary action. (Mike Stewart)

BACKGROUND:

Requests for Bids were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received on March 19, 2026 for Ready Mix Concrete for City repair and maintenance projects for fiscal year 2027, July 1, 2026 through June 30, 2027. Eagle Redi-Mix Concrete LLC is the lowest bidder for all requested concrete materials and is the recommended supplier per the prices below:

Vendor	Eagle Redi-Mix Concrete LLC
3,500 psi concrete per cubic yard	$154.00
3,500 psi high early strength concrete per cubic yard	$164.00
3,000 psi concrete per cubic yard	$150.00
Flow Fill concrete per cubic yard	$125.00
City Pay Dray	$100.00

Pricing for all concrete materials are for Fiscal Year 2026-2027 and shall remain the same beginning July 1st, 2026 through June 30, 2027. It is recommended to award all lowest and/or best bids.

RECOMMENDED ACTION:

Approve the lowest and/or best bids for concrete materials for repair and maintenance projects.

Fiscal Impact

FUNDING SOURCE:

375-6030-431.52-90

Attachments

Bid Tabulation Ready Mix Concrete FY27

Tabulation Sheet

City of Muskogee

Bid Item: READY MIX CONCRETE FY 2026-27
Date: March 19, 2026 at 4:00 PM
Department: PUBLIC WORKS-STREET DEPT

Approved by Purchasing: _____

Approved by City Council: _____

Vendors	Arkhola/APAC		Eagle Redi-Mix				
6000 Cubic Yards M/L 3500# P.C. (5 1/2 sack mix)							
unit price	215		154				
ext. price							
1000 Cubic Yards M/L 3500# P.C. High Early Strength (7 sack mix)							
unit price	330		164				
ext. price							
100 Cubic Yards M/L 3000# P.C.							
unit price	210		150				
ext. price							
100 Cubic Yards M/L Flow Fill							
unit price	180		125				
ext. price							
City pay dray/2yds or less							
			100				

Witnessed by: _____

Approved by: _____

Finance Committee **13.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the lowest and/or best bids for road materials contractors per the attached list: Youngman Asphalt aka Youngman Rock aka Glover & Associates, Inc., Cooks Consulting, LLC, APAC Central dba Arkhola, and Tulsa Asphalt, LLC, for fiscal year 2026-2027, per the attached bid sheet, or take other necessary action. (Mike Stewart)

BACKGROUND:

Bid requests were advertised in the local newspaper and on the City website and communicated to all known vendors. Bids were received March 19th, 2026 for Road Materials for repair and maintenance projects for fiscal year 2027 and the recommended suppliers are listed below.

VENDORS	YOUNGMAN ASPHALT LLC	COOKS CONSULTING LLC	APAC CENTRAL DBA ARKHOLA	TULSA ASPHALT LLC
1000T NUMBER 2 COVER MAT			$20.40/TON pickup	
10000T AGGREGATE			$16/TON pickup	
5000T ASPHALT SAND		$15/TON pickup $19/TON delivery		
5000T FILL SAND		$15/TON pickup $19/TON delivery		
30000T ASPHALTIC CONCRETE:				
BMIX 64-22	$69/TON pickup $76/TON delivery			

BMIX RAP 64-22	$69/TON pickup $76/TON delivery			
CMIX 64-22	$72/TON pickup $80.50/TON delivery			
CMIX RAP 64-22	$72/TON pickup $80.50/TON delivery			
S3 64-22	$67.25/TON pickup $73.99/TON delivery			
S3 RAP 64-22	$67.25/TON pickup $73.99/TON delivery			
S4 64-22	$69/TON pickup $75.10/TON delivery			
S4 RAP 64-22	$69/TON pickup $75.10/TON delivery			
S5 RAP 64-22	$75/TON pickup $84.55/TON delivery			
1500T HOTMIX-COLD PATCHING				$115/TON pickup $130/TON delivery
1000T 12"PIT RUN			$28.45/TON pickup	
1000T I1 67 WASHED ROCK			$22.70/TON pickup	
SS1 EMULSION				
5000T 6"GABION ROCK			$19.10/TON pickup	

HYDROMULCH BERMUDA MIX				
$/0-4,999 SQ FT		$0.25/sq ft		
$/5,000-9,999 SQ FT		$0.20/sq ft		
$/10,000+ SQ FT		$0.18/sq ft		
TRAFFIC STRIPING-MULTIPOLYMER				
CATCH BASIN MATERIALS				
$/GRATE AND FRAMES (left,right, or center)		$578		
$/CURB HOOD INLET		$286		
SOD $/ROLL		$200		

Pricing will remain for one (1) year for FY 2026-2027, July 1, 2026 through June 30, 2027. It is recommended to award all lowest and/or best bids as per the listed results above.

RECOMMENDED ACTION:

Approve the item

Fiscal Impact

FUNDING SOURCE:

375-6030-431.52-90

Attachments

Bid Tabulation Road Materials 2026-2027

Tabulation Sheet

City of Muskogee

Bid Item: ROAD MATERIALS 2025-26
Date: March 19, 2026 at 4:00pm
Department: PUBLIC WORKS STREET DEPT.

Approved by Purchasing: _____ Date: _____

Approved by City Council: _____ Date: _____

Vendors	Cooks Consulting LLC	Youngman Asphalt	Arkhola/APAC	Tulsa Asphalt LLC			
1,000T(M/L) NUMBER 2 COVER MAT							
ALT#1: LOCATION OF PLANT per ton			20.40				
ALT#2: STOCKPILE per ton							
10,000T(M/L) AGGREGATE							
ALT#1:LOCATION OF PLANT per ton			16.00				
ALT#2:STOCKPILE DELIVERY per ton							
5,000T(M/L)ASPHALT SAND							
ALT#1:LOCATION OF PLANT per ton	15.00		15.60				
ALT#2:STOCKPILE DELIVERY per ton	19.00						
5,000T(M/L)FILL SAND							
ALT#1:LOCATION OF PLANT per ton	15.00		15.60				
ALT#2:STOCKPILE DELIVERY per ton	19.00						
30,000T(M/L) ASPHALTIC CONCRETE							
B MIX 64-22							
ALT#1: LOCATION OF PLANT per ton		69.00	85.61				
ALT#2: STOCKPILE per ton							
ALT#3: LAYDOWN MACHINE per ton		76.00					
B MIX RAP 64-22							
ALT#1: LOCATION OF PLANT per ton		69.00	77.00				
ALT#2: STOCKPILE per ton							
ALT#3: LAYDOWN MACHINE per ton		76.00					
C MIX 64-22							
ALT#1: LOCATION OF PLANT per ton		72.00	89.00				
ALT#2: STOCKPILE per ton							
ALT#3: LAYDOWN MACHINE per ton		80.50					

Vendors							
30,000T(M/L) ASPHALTIC CONCRETE							
C MIX RAP 64-22							
ALT#1: LOCATION OF PLANT per ton		72.00	80.00				
ALT#2: STOCKPILE per ton							
ALT#3: LAYDOWN MACHINE per ton		80.50					
S3 64-22							
ALT#1: LOCATION OF PLANT per ton		67.25	86.00				
ALT#2: STOCKPILE per ton							
ALT#3: LAYDOWN MACHINE per ton		73.99					
S3 RAP 64-22							
ALT#1: LOCATION OF PLANT per ton		67.25	77.00				
ALT#2: STOCKPILE per ton							
ALT#3: LAYDOWN MACHINE per ton		73.99					
S4 64-22							
ALT#1: LOCATION OF PLANT per ton		69.00	89.00				
ALT#2: STOCKPILE per ton							
ALT#3: LAYDOWN MACHINE per ton		75.10					
S4 RAP 64-22							
ALT#1: LOCATION OF PLANT per ton		69.00	77.00				
ALT#2: STOCKPILE per ton							
ALT#3: LAYDOWN MACHINE per ton		75.10					
S5 RAP 64-22							
ALT#1: LOCATION OF PLANT per ton		75.00	95.00				
ALT#2: STOCKPILE per ton							
ALT#3: LAYDOWN MACHINE per ton		84.55					
1,500T(M/L)HOTMIX-COLD PATCHING							
ALT#1:LOCATION OF PLANT per ton				115			
ALT#2:MATERIAL YARD per ton				130			
1,000T(M/L)12" PIT RUN							
ALT#1:LOCATION OF PLANT per ton			28.45				
ALT#2:MATERIAL YARD per ton							
1,000T(M/L)I1 67 WASHEDROCK							
ALT#1: LOCATION OF PLANT per ton			22.70				
ALT#2: STOCKPILE DELIVERY per ton							

Vendors							
SSI EMULSION							
PER GALLON PICKUP							
PER GALLON DELIVERY							
5,000T(M/L)6"GABION ROCK							
ALT#1:LOCATION OF PLANT per ton			19.10				
ALT#2:STOCKPILE DELIVERY per ton							
HYDROMULCH BERMUDA MIX							
$/0-4,999 SQ FT	.25						
$/5,000-9,999 SQ FT	.20						
$/10,000+ SQ FT	.18						
TRAFFIC STRIPING-MULTIPOLYMER							
$/LINEAR FOOT							
CATCH BASIN MATERIALS							
$/GRATE AND FRAMES (LEFT,RIGHT,OR CENTER)	$578						
$/CURB HOOD INLET	$286						
SOD							
$/ROLL	$200						

Witnessed by:

Benita Hokema

Approved by:

Finance Committee **14.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval to authorize the City Manager, or his designee, to negotiate and execute a contract between the City of Muskogee and Cook Consulting, LLC, for water system maintenance for waterline leak repairs, fire hydrant replacement, and street cut repairs, in an amount not-to-exceed $600,000.00 for FY2026-2027, or take other necessary action. (Mike Stewart)

BACKGROUND:

The MMA budget allows for contractual work to assist in the repair of water leaks and water street cuts within the City.

Bids were requested and two (2) bids were received from Cook's Consulting LLC and York & Main Equity dba Utilicore Municipal Solutions Inc. Staff reviewed the bids and decided Cook's Consulting LLC bid was the best and/or lowest bid. This will be a unit price contract that allows for repair of water leaks, street cut repairs related to water leaks and fire hydrant repairs and replacements. The unit prices have been reviewed and are reasonable. This will assist City crews in catching up with the backlog of leaks throughout the City.

RECOMMENDED ACTION:

Approve

Fiscal Impact

FUNDING SOURCE:

500-6540-461.39-90

Attachments

Water Line Leak Repair Bid Tab FY26-27

Tabulation Sheet

City of Muskogee

Bid Item: Water Line Leak Repair, Fire Hydrant Replacement and Street Cut Repair

Date: March 19, 2026 3PM

Department: Public Works

Approved by Purchasing: _____

Approved by City Council: _____

Vendors:	York & Main Equity Utilicore		Cooks Consulting LLC			
Per/hour						
Base Crew hour "A", under 6" main depth under 6 feet	265		255			
Base Crew hour "B", 6" to 12" main depth under 6 feet	300		280			
Base Crew hour "C", over 12" main depth under 6 feet	310		305			
Base Crew hour "D", under 6" main depth over 6 feet	300		280			
Base Crew hour "E", 6" to 12" main depth over 6 feet	315		305			
Base Crew hour "F", over 12" main depth over 6 feet	340		330			
Paving removal/replacement crew (including haul off)	315		305			
Overtime Pay, Hourly cost to cover crew labor overtime % increase	25%		25%			
Soil Backfill import in green area $/CY	14		12			
Washed Gravel backfill in paved areas $/Ton	25		25			
4" of Topsoil and Sod Replacement $/SY	8		7.50			
4" of Topsoil and Seed Restoration $/SY	4		3			
3500 (High Early)PSI Concrete for utility cut repairs $/CY	180		175			
Concrete Curb $/LF	45		40			
Concrete Sidewalk $/SY	90		80			
Blocking Concrete $/LF	55		50			
Low strength High flow concrete (Flowable Fill) $/SY	120		100			
Water Pipe and Fittings Cost+%	10%		10%			
Fire Hydrant Assembly (complete) $/EA	5,000		5,000			
Traffic Control Devices $/Day/Device	4		4			

Witnessed by:

Approved by:

Finance Committee **15.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval to authorize the City Manager, or his designee, to negotiate and execute a contract between the City of Muskogee and York & Main Group dba Utilicore Municipal Solutions Inc., for sanitary sewer leak repair contract, in an amount not-to-exceed $600,000.00, or take other necessary action. (Mike Stewart)

BACKGROUND:

Bids were requested and two (2) were received from Cook's Consulting LLC and York & Main Group dba Utilicore Municipal Solutions Inc. Staff reviewed the bids and chose York & Main Group dba Utilicore Municipal Solutions Inc., as the best bid. This will be a unit price contract that allows for Sanitary Sewer Leak Repair maintenance in an amount not to exceed $600,000.00. The unit prices have been reviewed and are reasonable.

RECOMMENDED ACTION:

Approve authorizing the City Manager to negotiate and execute a contract between the City of Muskogee and York & Main Group dba Utilicore Municipal Solutions Inc., for Sanitary Sewer Leak Repairs in an amount not to exceed $600,000.

Fiscal Impact

FUNDING SOURCE:

500-6570-432.62-20

Attachments

Sanitary Sewer Leak Repair Bid Tabulation 2026-27

Tabulation Sheet

City of Muskogee

Bid Item: Sanitary Sewer Leak Repair Contract
Date: March 19, 2026 3PM
Department: Public Works

Approved by Purchasing: _____

Approved by City Council: _____

Vendors:		York & Main Utilicore	Equity Group	Cooks Consulting LLC		
$/hour						
Base crew hour Sanitary sewer repair trench at depth 10ft or less		300		305		
Base crew hour Sanitary sewer repair trench depth greater than 10ft		350		355		
CCTV $/HR		150				

Witnessed by:

Benita Hotema

Russ Cooks

Approved by:

Finance Committee **16.**

Meeting Date: 04/13/2026
Submitted For: Dennis Read, Finance
Initiator: Benita Hotema, Assistant Financial Analyst
Department: Finance
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of a proposal from TLS Group Inc., for the maintenance and/or repair of traffic signal controlled intersections, battery backups, and solar flashing school zone signals with signs, and all associated equipment, in an amount not-to-exceed $180,000.00 for FY2026-2027, or take other necessary action. (Mike Stewart)

BACKGROUND:

A Request for Proposals was advertised in the local newspaper and on the City website, and communicated to all known vendors for the maintenance and/or repair of Traffic Signal Controlled Intersections and Solar Flashing School Signals. Two proposals were received on March 19, 2026, one from TLS Group, Inc. and one from Lighthouse Transportation Group. TLS Group Inc. was the best/lowest bid for fiscal year 2027, and staff recommends awarding the bid to TLS Group, Inc. The anticipated term for the contract will begin July 1st, 2026 and run through June 30th, 2027, with the option to extend the contract for two additional full one (1) year periods, subject to available fiscal funding.

Services include preventative maintenance and/or repairs to traffic signal controlled intersections, solar flashing school zone signals with signs, battery backups, pre-emption and all associated equipment that is needed to make sure that each signalized intersection is in working order and safe for the public. The service will ensure that all traffic signals, solar flashing school zone signals and any associated equipment are maintained and in proper working order, not to exceed $180,000.

RECOMMENDED ACTION:

Approve.

Fiscal Impact

FUNDING SOURCE:

375-6030-431.30-35

Attachments

TLS Group Proposal
Lighthouse Proposal

March 19, 2026

Attn: Avery Rigney
City of Muskogee
229 W. Okmulgee Ave
Muskogee, OK 74401

Re: Maintenance Proposal for Traffic Signal Controlled Intersections and Solar Flashing School Signals

Mr. Rigney,

TLS Group, Inc. has received and fully understands the City of Muskogee's Request for Proposals for the maintenance and repair of traffic signal controlled intersections, solar flashing school zone signals, battery backups, and all associated equipment within the City limits of Muskogee.

The individual authorized to conduct negotiations on behalf of TLS Group, Inc. is:

Wayne Kennedy
TLS Group, Inc.
PO Box 14788
Oklahoma City, OK 73113
Wayne.Kennedy@tlsgroupinc.net
918-524-3636

This proposal shall remain valid for 60 days from the date of submission.

TLS Group, Inc. agrees to furnish the City of Muskogee any additional information regarding technical, financial, and production ability to perform any contract resulting from this request for services. We are willing to enter into a contract with the City of Muskogee under the conditions set forth in the proposed agreement.

We appreciate the opportunity to submit this proposal and look forward to continuing our relationship with the City of Muskogee.

Respectfully submitted,

Wayne Kennedy
President
TLS Group, Inc.

Work Statement

Services to be Performed

- Provide 24-hour technical response and/or repair services for traffic signal-controlled intersections, flashing school zone signals with signs, battery backups, pre-emption equipment and all other components of the traffic signal intersection.

- Provide annual preventative maintenance and testing of critical components of the traffic signal system at each intersection in Muskogee. We will test and provide certification of each conflict monitor every year. For all other items (controller, loop detectors, etc.) we will ensure normal operation while on-site. This maintenance will include upkeep of the controller cabinet interior, including changing their air filter, checking the thermostat, fan, vacuuming the cabinet, etc.

- Respond to the need for significant infrastructure repairs, such as damage to signal poles, footings, cabinets, battery backup systems, conduit, wiring, etc. We are a full-service traffic signal contractor and can take care of anything that might arise.

- When making repairs, we will provide loaner equipment when needed at no cost to the City of Muskogee

- We will maintain in a computerized database record of all services requests, annual maintenance, testing and/or repair of equipment, and conflict monitor certifications. We will provide this information to the City of Muskogee any time upon request.

Cost of Services

- The cost of these services will be $30 per each signalized intersection and $12.50 for each school zone sign (or $25.00 / pair).

- The cost of flashing/signal flashing warning signed will be $25.00 for each.

- The cost of 24-hour technical response will be $150 per hour for a traffic signal between the hours of 8:00 AM and 5:00 PM, Monday – Friday.

- For technical response outside these hours or on weekends and holidays, the hourly rate will be $225 per hour for a traffic signal technician.

- We will charge $1 per mile round trip from our Tulsa office to the location in Muskogee

- We will charge a minimum of 1.5 hours per trouble call.

Full Client List available upon request

OKC Office
13305 N. Santa Fe Ave.
Oklahoma City, OK 73114
Ph: (405) 524-1341
Fax: (405) 524-2386

Tulsa Office
1326 W. 37th Pl.
Tulsa, OK 74107
Ph: (918) 584-3636
Fax: (918) 582-6118

Arkansas Office
783 W. Morris Ave.
Springdale, AR 72764
Ph: (479) 419-9320
Fax: (479) 419-9321

www.tlsokc.com

Statutes & Regulations

TLS Group, Inc. understands this contract will contain the contract resulting from this proposal will contain appropriate clauses and attachments to ensure compliance with applicable statues and regulations.

We hereby acknowledge we fully understand these statutes and regulations and will comply with them.

We also commit to performing all work in accordance with City of Muskogee, ODOT, NEC or other applicable standards.

All construction traffic control will be performed in accordance with MUTCD standards.

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School Zone Flashers

TLS Group, Inc. typically programs school zone flashers in accordance with the following:

- The City would notify TLS Group, Inc. of the upcoming school year schedule at least 1 month prior to the start of school in the fall.
- Before school starts, we would program all school zone flashers for the rest of the year
  - Until the following fall
- This work would take 2 – 3 days to complete
- This service is included in the monthly rate of $12.50 per school zone flasher
- One mobilization is included in this rate. If changes are needed, TLS Group, Inc. would bill the hourly rate in accordance with maintenance agreement terms in effect at the time

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Price Escalation

For the purposes of this proposal, TLS Group, Inc. hereby agrees to renew the contract resulting from this proposal at the following rates for Years 2 and 3:

- **Year 2**
  - Annual Maintenance
    - Signalized Intersection - $30.00 per month, per intersection (no change)
    - School Zone Flashers - $12.50 per month, per intersection (no change)
  - 24 Hour Technical Response
    - Signal Technician - $150.00 per hour during normal business hours (no change)
    - Signal Technician - $225.00 per hour during overtime hours (no change)

- **Year 3**
  - Annual Maintenance
    - Signalized Intersection - $30.00 per month, per intersection (no change)
    - School Zone Flashers - $12.50 per month, per intersection (no change)
  - 24 Hour Technical Response
    - Signal Technician - $150.00 per hour during normal business hours (no change)
    - Signal Technician - $225.00 per hour during overtime hours (no change)

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Springdale, AR 72764
Ph: (479) 419-9320
Fax: (479) 419-9321

www.tlsokc.com

Resumes for Key Personnel

The following personnel will be primarily responsible for the activities on this contract:

Wayne Kennedy, President

- wayne.kennedy@tlsgroupinc.net
- 918-584-3636 ext. 204
- 20 years in the industry
- 8 years with the company
- State of Oklahoma Unlimited Electrical Contractor License # 00141085
- BA in Business from Oklahoma State University
- Oversees company operations
- Responsible for developing policies and procedures
- Develops strategy and sets priorities

Heath Ross, Division Manager

- heath.ross@tlsgroupinc.net
- 918-584-3636 ext. 207
- 5 years with the company
- Previously served as Project Manager
- BA in Business from Oklahoma State University
- Responsible for estimating and management of daily operations

John Fissel, General Manager

- jfissel@tlsokc.com
- 918-830-7750
- 29 years in the industry
- Prior to joining TLS was a signal technician with City of Broken Arrow
- Oversees all signal technicians
- Makes site visits to provide technical services or evaluate for repair or upgrade
- Develops customer relationships
- Manages vendor relationships

Amanda Smedley, Office Manager

- asmedley@tlsokc.com
- 918-584-3636 ext. 210
- 9 years with the company
- Responsible for all billing
- Responsible for all storage of maintenance records and repair data

Inventory

TLS Group, Inc. keeps the following items in stock, in sufficient quantity to be ready for installation when needed:

- Cabinets
- Controllers
- Conflict Monitors
- Battery Backup Systems (complete)
- Battery Backup Systems (inverter only)
- Loop Detectors
- Emergency Pre-Emption Detectors
- Emergency Pre-Emption Phase Selectors
- Time Switches for School Zone Flashers (RTC AP-22)
- Rader Detection Sensors
- Radar Detection Cabinet Interface Devices
- Traffic Signal Heads
- Backplates
- LEDs
- Load Switches
- Flashers
- Flash Transfer Relays
- Mercury Contactors
- Loop Wire
- Loop Sealant
- Traffic Signal Cable
- Electrical Cable
- Pedestrian Push Buttons
- Pedestrian Push Button Isolator Board
- Power Supplies (cabinet)
- Power Supplies (loop detector rack)
- And more...

Office Location

For the purposes of this proposal, all printings and mailings will be processed from our Tulsa office, located at:

1326 W 37th Place
Tulsa, OK 74107
918-584-3636

We will also maintain all files on a secured server with backups.

The office hours for this location are 8:00 AM to 5:00 PM Monday through Friday.

TRAFFIC SIGNAL MAINTENANCE AGREEMENT

EFFECTIVE DATE: **May 1, 2026**

BETWEEN: **City Of Muskogee**
229 W Okmulgee Ave
Muskogee, OK 74401
(918) 684-6333
("Agency")

AND: **TLS Group, Inc.**
1326 W. 37th Pl.
Tulsa, OK 74107
(844) 318-9941
("TLS")
Mailing Address:
P.O. Box 14788
Oklahoma City, OK 73113

TLS is a traffic signal maintenance company designed to provide a complete program to ensure all traffic signals operate safely and as efficiently as possible for cities, towns, counties, and municipalities. TLS presently works with more than 80 agencies in Oklahoma and Arkansas, maintaining more than 500 signalized intersections and 200 flashing signs and signals. Our technicians and engineering staff have over 70 years of combined experience in traffic signal engineering, maintenance, electrical engineering, and have been tested and certified by the International Municipal Signal Association (IMSA) as Level I, and Level II Traffic Signal Technicians and are on call 24 hours a day, every day.

Contract eligible items include but are not limited to:

- Signalized Intersections
- Signalized Crosswalks
- Flashing Signals
- Flashing Signs (Beacons/RRFBs, Warning Signs, School ZoneSigns)

Policies and Services

1. Upon notification of any trouble at an intersection, we will send a technician to assess the problem, and make repairs on-site, if possible. If the equipment cannot be repaired on-site and it requires to be taken to the lab for testing and repairs, we will install loaner equipment at no rental charge until your equipment is either repaired or replaced. We keep an inventory of cabinets, controllers, conflict monitors, detectors, time switches and other traffic signal related equipment to relieve you of the need to keep your own inventory of spare equipment. Specialized equipment could possibly need to be ordered, i.e., un-interruptible power supplies.
2. Your signal equipment is covered by the Traffic Signal Maintenance Agreement and will be checked and tested for proper operation annually. Records of these checks and tests (and all subsequent service) are kept in our computer database. The periodic testing of critical monitoring equipment at each signalized intersection includes a test of the conflict monitor and its associated circuitry to verify proper operation. Also included in the annual inspection is maintenance of the control cabinet interior (such as changing the air filter and testing the cooling fan). If there are any minor parts needing to be replaced, we wil install them, and you will be invoiced for parts only.
3. We create a Repair and Maintenance Activities Log of any service calls, repairs, maintenance, testing, or signal timing modifications. A printed report will be furnished with your monthly invoice reflecting date, time, nature of the service call, and activities we performed at any location covered under this agreement. These records are kept in our database indefinitely, and additional reports are available to you upon request.

Terms

1. **Monthly Rate:**
   The monthly rate is:
   $30.00 per signalized intersection
   $25.00 per flashing signal/flashing warning sign
   $12.50 per school zone sign (or $25.00 / pair).

   This covers all preventive and scheduled maintenance work and reports. The addition or deletion of a signalized intersection, flashing signal, or school zone sign installed or removed from service after the initial agreement, will affect the monthly rate. The hourly rate will not be affected.

2. **Activity & Repair / Hourly Rate:**
   The hourly rate for labor under this agreement is $150.00 per hour. This applies to services performed on-site or in our shop during regular business hours weekdays M – F (7 A.M. - 3 P.M.). Service calls made at the Agency's request after regular business hours, including weekends and holidays, will be charged an overtime rate of $225.00 per hour. A minimum of 1 ½ hour is charged per service call. Charges are accumulated and are invoiced monthly. No mileage will be charged for service calls to municipalities within a 40-mile radius of our office in Tulsa, OK. The mileage exceeding a 40-mile radius of our office in Tulsa, OK will be charged at $1.00 per mile.

3. **Materials Used for Repairs:**
   Authorization by the Agency will be required for repair parts costing more than $100.00 prior to installation. However, when emergency repairs due to signal damage or failure creates an immediate and clear hazard to the public, and requires expeditious action, additional and separate authorization for such parts exceeding $100.00 in cost will not be required. TLS will however make every effort to seek authorization for such parts if Agency staff members are available to make such authorization. Repair parts will be charged at a cost plus 30% markup, which includes any applicable sales and/or use tax.
4. **Preventive and Scheduled Maintenance Work:**
   All on-site visits to service Agency equipment will be coordinated with the Public Works Department Maintenance Technician and/or Field Operations Supervisor prior to work being performed. This person will be designated later by the Agency after this agreement is executed.
5. **Duration of Agreement:**
   The duration of this agreement will be for the period of (12) twelve months from the date the agreement was made (not necessarily the date signed). Invoicing will be done on the 1st of each month. If effective date of this agreement is not on the first of the month, the first month will be pro-rated and billed accordingly. This agreement will automatically renew unless notified by the Agency within 60 days of the end date of the agreement. If TLS deems it necessary to change the terms of this agreement in any way, a notice will be sent 60 days prior to renewal date. If you require a new agreement to be signed each year, you will need to request it each year.

TLS agrees to provide **City Of Muskogee** with this maintenance agreement for the attached list of signalized intersections, signalized crosswalks, flashing signals, and/or school zone signs/flashing signs for a total of:

47 Signalized Intersections
36 Flashing Signs

R. Wayne Kennedy, President Date
TLS Group, Inc.

Authorized Representative Date
City Of Muskogee

Locations

ID	N/S Street	E/W Street	Location Type
100	11th St W	Shawnee St	Signalized Intersection
102	12th St	Okmulgee Ave	Signalized Intersection
105	24th St W	Okmulgee Ave	Signalized Intersection
107	24th St W	Shawnee St	Signalized Intersection
108	32nd St	Arline Ave	Signalized Intersection
109	32nd St	Border Ave	Signalized Intersection
110	32nd St	Broadway St	Signalized Intersection
111	32nd St	Hancock Rd	Signalized Intersection
112	32nd St	Harris Rd	Signalized Intersection
113	32nd St	Okmulgee Ave	Signalized Intersection
114	32nd St	Shawnee St	Signalized Intersection
115	32nd St	Tahlequah St	Signalized Intersection
117	40th St	Okmulgee Ave	Signalized Intersection
118	41st St E	Chandler Rd	Signalized Intersection
119	43rd St E	Chandler Rd	Signalized Intersection
120	4th St	Columbus Ave	Signalized Intersection
123	6th St	Shawnee St	Signalized Intersection
124	7th St	Okmulgee Ave	Signalized Intersection
125	B St	Cincinnati Ave	Signalized Intersection
129	Cherokee St	Callahan St	Signalized Intersection
130	Cherokee St	Okmulgee Ave	Signalized Intersection
131	Cherokee St	Peak Blvd (SH-165)	Signalized Intersection
133	Chicago St	Shawnee St	Signalized Intersection
134	Country Club Rd	Chandler Rd	Signalized Intersection
136	Country Club Rd	Peak Blvd (SH-165)	Signalized Intersection
137	Country Club Rd	Shawnee St	Signalized Intersection
138	David Ln	Chandler Rd	Signalized Intersection
139	East Side Blvd	Broadway St	Signalized Intersection
140	East Side Blvd	Callahan St	Signalized Intersection
141	East Side Blvd	Okmulgee Ave	Signalized Intersection

Locations

ID	N/S Street	E/W Street	Location Type
150	Main St	Broadway St	Signalized Intersection
151	Main St	Court St	Signalized Intersection
152	Main St	Denison Ave	Signalized Intersection
153	Main St	Mall Entrance	Signalized Intersection
154	Main St	ML King St	Signalized Intersection
155	Main St	Okmulgee Ave	Signalized Intersection
156	Main St	Shawnee St	Signalized Intersection
157	Main St	W Southside Blvd	Signalized Intersection
158	Muskogee High School	Shawnee St	Signalized Intersection
167	US-64	Smith Ferry Rd	Signalized Intersection
170	York St	Chandler Rd	Signalized Intersection
172	York St	Gibson St	Signalized Intersection
173	York St	Hancock St	Signalized Intersection
174	York St	Haskell Blvd	Signalized Intersection
178	York St	North St	Signalized Intersection
179	York St	Peak Blvd (SH-165)	Signalized Intersection
180	York St	Shawnee St	Signalized Intersection
101	12th St	Denison St	NB School Zone
103	12th St	Prospect Pl	SB School Zone
104	24th St W	Elizabeth Ave	NB School Zone
106	24th St W	Pine St	SB School Zone
116	3rd St	ML King St	WB School Zone
122	5th St	ML King St	EB School Zone
126	Blind School	Gibson St	EB School Zone
127	Blind School	Gibson St	WB School Zone
128	Country Club Rd	Okmulgee St	SB School Zone
132	Chestnut St	Haskell Blvd	SB School Zone
135	Country Club Rd	Monta Pl	NB School Zone
142	Ellsworth St	Monta Ave	EB School Zone
143	Grandview Park Blvd	Hilldale School	EB School Zone

Locations

ID	N/S Street	E/W Street	Location Type
144	Grandview Park Blvd	Hilldale School	WB School Zone
145	Hilldale HS	Smith Ferry Rd	EB School Zone
146	Hilldale HS	Smith Ferry Rd	WB School Zone
147	Indiana St	Monta Ave	WB School Zone
148	Irving School	Gibson St	EB School Zone
149	Irving School	Gibson St	WB School Zone
159	Pershing School	Okmulgee Ave	EB School Zone
160	Pershing School	Okmulgee Ave	WB School Zone
161	R St	Callahan St	EB School Zone
162	R St	Chandler Rd	EB School Zone
163	Rodman Cir	Peak Rd	WB School Zone
164	STEM School	Okmulgee Ave	EB School Zone
165	STEM School	Okmulgee Ave	WB School Zone
166	T St	Chandler Rd	WB School Zone
168	Virginia St	Callahan St	WB School Zone
169	Windsor Dr	Peak Rd	EB School Zone
171	York St	Georgia Ave	NB School Zone
175	York St	Hilltop St	SB School Zone
176	York St	Houston St	SB School Zone
177	York St	Manila St	NB School Zone
182	Robin Ln	Harris Rd	EB School Zone
183	Hickory Creek Dr	Harris Rd	WB School Zone
184	Country Club Rd	Harris-Jobe School	NB School Zone



City of Muskogee

Annual Inspection

24th St. W. & Okmulgee Ave.

ANNUAL INSPECTION

INSPECTION YEAR:

TECHNICIAN						
CITY/TOWN/AGENCY	City of Muskogee					
LOCATION	24th St. W. & Okmulgee Ave.					
DATE				BEG/END TIME		
CONTROLLER BRAND		MODEL #		SERIAL #		
CONFLICT MONITOR BRAND		MODEL #		SERIAL #		
VEHICLE DETECTOR BRAND		MODEL #		MOUNT		
FIXED MESSAGE SIGNS (TEXT)						
# OF POLES			# OF MAST ARMS			
# PED POLES			# SCHOOL ZONE SIGNS			
# OF PHASES			# OF PED PHASES			
# OF SIGNAL HEADS			SIGNAL HEAD TYPE			
# OF PEDESTRIAN HEADS			PED HEAD TYPE			
FILTER SIZE			IS FILTER REUSABLE?	YES ○	NO ◉	

	MAINTENANCE CHECKLIST	Yes/No
1	CHANGE/CLEAN FILTER	
2	TEST FAN	
3	TEST UPS	
4	VACUUM OUT CABINET	
5	CHECK CONTROLLER OPERATION & DISPLAY	
6	CHECK CONFLICT MONITOR	
7	CHECK VEHICLE DETECTION	
8	CHECK CABINET LIGHT & SWITCH	
9	CHECK MERCURY CONTACTOR	
10	TEST POLARITY & VOLTAGE OF INCOMING POWER & TIGHTEN LUGS	
11	CHECK LEDS/LAMPS ON ALL SIGNAL INDICATION & PED HEADS	
12	CHECK PED PUSH BUTTONS & SIGNS	
13	CHECK POLES/ARMS/CAPS/HH COVERS	
14	CHECK ALL FIXED SIGNS	
15	CHECK ALL SPAN WIRE POLES/DOWN GUYS/GUARDS/SPANS	
16	CHECK STREET LIGHTING	
17	CHECK RAILROAD AND/OR EMERGENCY PREEMPTION	
18	CHECK SIGNAL VISIBILITY (3M MASKS/LOUVERS)	

CONTROLLER PROGRAMMING

INSPECTION YEAR:

TECHNICIAN								
CITY/TOWN/AGENCY	City of Muskogee							
LOCATION	24th St. W. & Okmulgee Ave.							
DATE								
CONTROLLER BRAND			Model			Serial #		
Phase	*1*	*2*	*3*	*4*	*5*	*6*	*7*	*8*
Movement								
Minimum Green								
Gap or Passage								
Max 1								
Max 2								
Yellow								
Red								
Walk								
Ped Clear (Don't Walk)								
Minimum Recall								
Phases in use								
Barrier Phases	*1*	*2*	*3*	*4*	*5*	*6*	*7*	*8*
Barrier 1								
Barrier 2								
Barrier 3								
Barrier 4								
Pre-Emption	*1*	*2*	*3*	*4*	*5*	*6*	*7*	*8*
Pre-Emption 1								
Pre-Emption 2								
Pre-Emption 3								
Pre-Emption 4								
Railroad Pre-Emption								
Clearances								
Track Clear								

INSPECTION NOTES

CERTIFICATE OF LIABILITY INSURANCE

1/1/2027

DATE (MM/DD/YYYY): 12/18/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies, LLC DBA Lockton Insurance Brokers, LLC in CA CA license #0F15767 444 W. 47th St., Ste. 900 Kansas City MO 64112-1906 (816) 960-9000 kcasu@lockton.com	**CONTACT NAME:** **PHONE (A/C, No, Ext):** **FAX (A/C, No):** **E-MAIL ADDRESS:**
INSURED 1312719 TLS GROUP, INC. 13305 N. SANTA FE AVENUE OKLAHOMA CITY OK 73114	**INSURER(S) AFFORDING COVERAGE** — **NAIC #** INSURER A : The Travelers Indemnity Company — 25658 INSURER B : Travelers Property Casualty Company of America — 25674 INSURER C : The Travelers Indemnity Company of America — 25666 INSURER D : Travelers Casualty and Surety Co of America — 31194 INSURER E : The Travelers Indemnity Company of Connecticut — 25682 INSURER F :

COVERAGES **CERTIFICATE NUMBER:** 21367213 **REVISION NUMBER:** XXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR X CONTRACTUAL LIAB GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC OTHER:	N	N	VTC2K-CO-5K009477-IND-26	1/1/2026	1/1/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 2,000,000 $ 300,000 $ 10,000 $ 2,000,000 $ 4,000,000 $ 4,000,000 $
C	AUTOMOBILE LIABILITY X ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY	N	N	VTC2H-CAP-5K009489-T1A-26	1/1/2026	1/1/2027	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 2,000,000 $ XXXXXXX $ XXXXXXX $ XXXXXXX $ XXXXXXX
B	X UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED [X] RETENTION $ 10,000	N	N	CUP-5K009490-26-25	1/1/2026	1/1/2027	EACH OCCURRENCE AGGREGATE $	$ 10,000,000 $ 10,000,000 $ XXXXXXX
B D E B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	UB-A2145935-26-25-K UB-A6557540-26-25-D UB-A2145775-26-25-R UB-A7670767-26-25-D	1/1/2026 1/1/2026 1/1/2026 1/1/2026	1/1/2027 1/1/2027 1/1/2027 1/1/2027	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

21367213
EVIDENCE OF COVERAGE

CANCELLATION See Attachment

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Joseph M Agnello

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Lighthouse

Lighthouse

A. **General**

1. *A cover letter under the appropriate letterhead stating:*

March 19, 2026
RE: "Maintenance Proposal for Traffic Signal Controlled Intersections and Solar Flashing School Signals"

To address specific bullet points:

a. The request for the proposer has been received and understood
b. John Behan, General Manager, 8009 Cal Dr Edmond OK 73034, 303-898-9116
c. The proposal will remain valid during the duration of the solicitation and until the end of 2028.
d. Lighthouse agrees to furnish the City of Muskogee any additional information related to our technical, financial, and production ability.
e. Lighthouse is willing to enter into a contract with the City of Muskogee under the conditions set forth in the proposed agreement.

—

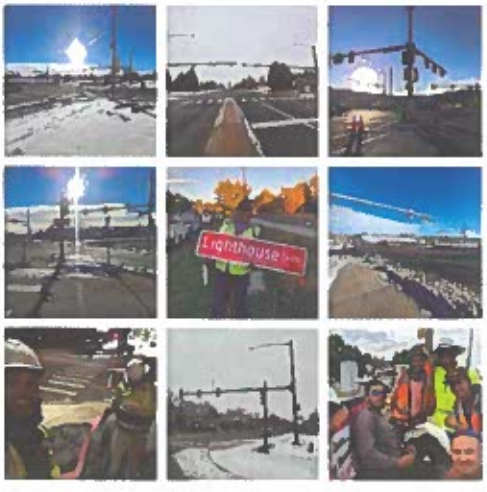
To Whom It May Concern,

Founded in 2022, Lighthouse is a traffic signal, outdoor lighting, and intelligent transportation systems builder and servicer located in Oklahoma with branches in Colorado & Idaho.

Lighthouse's vision is to be a partner, not a contractor. This means we're focused on partnering responsibilities such as: communication, quality of work, and relationships.

Lighthouse is an operator-owned, self-funded LLC. Lighthouse, as of writing, has over 120 employees, multiple physical locations, and over 100 vehicles/ pieces of equipment. We maintain all necessary resources (labor, material, equipment, subcontract) to tackle all emergency repairs related to traffic signal infrastructure.

We are thankful for the opportunity to submit this proposal.



Sincerely,
Lighthouse Transportation Group

Principal Contact Information:

John Behan
General Manager
303-898-9116
John.behan@lighthouseteg.org

Lighthouse

2. *A work statement or performance specifications along with a list of clients for whom the proposer has performed similar services. List to include organization names, names of contact person, addresses and telephone numbers.*

Lighthouse is capable of performing construction and maintenance work related to traffic signal, outdoor lighting, intelligent transportation systems, and dry utilities scopes. Lighthouse maintains all the associated certifications for our scopes (IMSA for signal work, electrician's for electrical work, etc.)

Lighthouse completes over $30M in work annually and is the #1 service/maintenance provider in Colorado with over 35 active maintenance contracts. Our team in Oklahoma is fully supported by staff in both Colorado and Idaho.

Lighthouse has created a one-stop shop to perform anything and everything traffic signal – including MMU testing, NDT testing, annual preventative maintenance, inventory, RMA procedures, etc.

Lighthouse will plan to provide a 1.5hr – 2hr response time for all emergency and on-call responses.

List of Clients for Similar Service (more available upon request):

Jurisdiction:	Type of Work:	Since:	Reference:	Contact Info:
Jefferson County	Traffic Signal	2023	Adam James	ajames@co.jefferson.co.us
Douglas County	Traffic Signal	2023	Danny Montoya	dmontoya@douglas.co.us
City of Englewood	Traffic Signal, Lighting	2023	Shawn Delmargo	sdelmargo@englewoodco.gov
City of Aurora	Traffic Signal, Lighting	2023	Carlie Campuzano	ccampuza@auroragov.org
CDOT R4	Lighting	2023	Rod Dudley	Rodrick.dudley@state.co.us
CDOT R1	On-Call	2023	Alvin Stamp	Alvin.stamp@state.co.us
Town of Superior	Traffic Signal	2023	Alex Bullen	alexb@superiorcolorado.gov
City of Lafayette	Traffic Signal	2023	Michelle Melonakis	Michelle.melonakis@lafayetteco.gov
Arapahoe County	Traffic Signal	2023	Karl Packer	kpacker@arapahoegov.com
City of Castle Pines	Traffic Signal, Lighting	2023	Larry Nimmo	Larry.nimmo@castlepinesco.gov
City of Centennial	Traffic Signal	2023	Anna Bunce	abunce@centennialco.gov
City of Fort Collins	Traffic Signal	2023	Britney Sorenson	bsorenson@fcgov.com

Lighthouse

3. *Specify the city and state where the printings/mailings will be processed and where the files will be kept and maintained. Location of the proper(s) office serving the City of Muskogee's mailing services will be considered when evaluating this proposal. Office hours will also be a consideration.*

Lighthouse files for City of Muskogee would be held at 8009 Cal Dr Edmond OK 73034. Our staff will always be available by phone, but Lighthouse's typical business hours are 7am – 5pm, Mon-Fri.

4. *The contract for services arising out of this request will contain appropriate clauses and attachments to ensure compliance with applicable statutes and regulations. The proposal shall contain assurances and evidence that the proposer fully understands and will comply with these statues and regulations.*

Lighthouse here by acknowledges that we fully understand applicable statues and regulations that will be a part of the contract if awarded, and will comply with said statues and regulations.

5. *Resumés of Key Personnel*

Resumés are attached to this proposal.

6. *Define and list the current inventory that you have in stock and can install to get the problem intersection or flashing school flasher back into working order, (controllers, conflict monitors, detectors, load switches, RTC AP-22 time clocks, and any related miscellaneous items that might be needed.)*

Lighthouse maintains stock of the following equipment:

Traffic Signal	**School Flasher**
LED (red, yellow, green, arrow, ball)	LED (yellow ball)
Signal Housing (3-sec, 4-sec, 5sec)	Signal Housing (1-sec)
Pedestal Poles, Push Button Post Assemblies	Pedestal Poles
Pedestal Pole Bases, Collars, Caps	Pedestal Pole Bases, Collars, Caps
Cabinets including: CMUs, MMUs, load switches, FTRs, flash cubes, flashers, conflict monitor cards, controllers, ethernet switches,	Cabinet with back panels including RTC AP-22 time clocks
Temporary traffic signal trailers, span poles, used detection, temporary and used equipment for a all aspects of traffic signal	

And more. Lighthouse is willing to stock material based on our customers needs.

Lighthouse

B. Specific

1. *Provide an explanation of the fee schedule to be charged for the requested preventative maintenance services.*

Lighthouse offers (2) structures for a fee schedule – a) time and material (T&M, or hourly rates), and b) signals as a service (SaaS) fixed rates.

a) T&M Rates

2026 T&M Rates					
ID	**Item**	**Rate**	**After Hours**	**Unit**	**Notes**
		Labor			
1	Build - All Labor	$ 100.00	$ 125.00	HR	
2	Service - All Labor	$ 100.00	$ 125.00	HR	
3	Professional - All Labor	$ 150.00	$ 200.00	HR	
		Equipment			
4	Equipment (Tier I) - Trailers	$ 25.00	$ 25.00	HR	
5	Equipment (Tier II) - Bucket/Utility Truck	$ 50.00	$ 50.00	HR	
6	Equipment (Tier III) - Crane / Derrick / Pothole	$ 150.00	$ 150.00	HR	
7	Project / Program Manager	Included	N/A	LS	
8	Misc. Material	Included	N/A	LS	Includes material <$50
9	Material	Cost +15%		LS	
10	Subcontractors	Cost +15%		LS	

Note: "After Hours" are Mon-Fri 5pm-7am, Saturday, Sunday & Holidays.

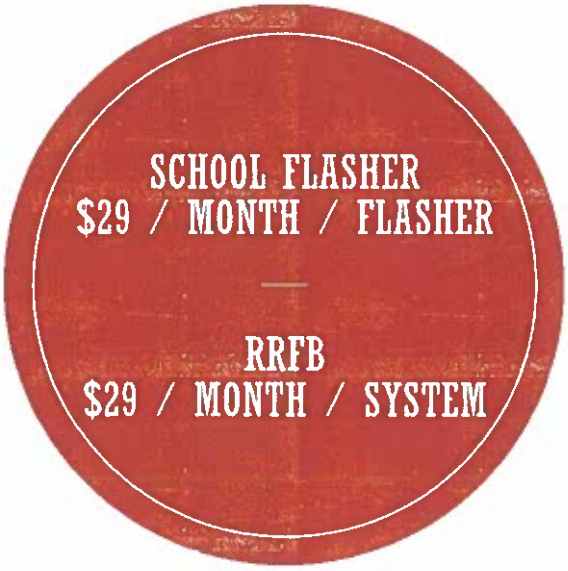
Lighthouse

b) SaaS rates (customizable plans exist, more information available upon request)



Lighthouse as your traffic signal program manager

- Everything in intermediate
- 24/7/365 on-call included
- Temporary emergency fixes included
- APM / Inventory / MMU & NDT testing included
- Rust prevention & painting included
- Failed parts at direct material cost
- **Upgrades excluded**



- 24/7/365 On-Call Included
- All troubleshooting labor and equipment included
- Failed parts replaced at direct material cost
- **Upgrades excluded**

Lighthouse

2. *Provide a schedule of how the annual programming of the Solar Flashing School Signals will be addressed and include a time frame in which the work will begin with an estimated completion date for both.*

Typically, Lighthouse will receive confirmed school schedules by the end of June. Lighthouse will then begin work by the beginning of July and complete all work including testing by end of July – typically at least 2 weeks in advance of the first school start date.

Overall anticipated timeframe – 1 week

3. *Provide rates for guaranteed renewal for second and third year contracts.*

Lighthouse will commit to holding rates for second and third year contracts (2027 and 2028).

4. *Insurance requirements are as follows; evidence of compliance with the requirements listed below shall accompany the proposal for the proposal to be considered.*

An example certificate of insurance for Lighthouse is attached. We maintain all statutory insurances including comprehensive general liability, automobile liability, workers compensation insurance, umbrella, profession & pollution, crime, cyber and more.

BIDDER AFFIDAVIT – TITLE 74 O.S. (1974 SUPP.) 85.22-85.25

STATE OF

} SS

COUNTY OF

John Behan, OF LAWFUL AGE, BEING FIRST DULY SWORN, ON OATH SAYS, THAT HE/SHE IS THE AGENT AUTHORIZED BY THE BIDDER HAS NOT BEEN A PARTY TO ANY COLLUSION AMONG BIDDERS IN REATRAINT OF COMPETITION BY AGREEMENT TO BID AT A FIXED PRICE OR TO REFRAIN FROM BIDDING; OR WITH ANY MUNICIPAL OFFICIAL OR EMPLOYEE AS TO QUANTITY, QUALITY OR PRICE IN THE PROSPECTIVE CONTRACT, OR ANY OTHER TERMS OF SAID PROSPECTIVE CONTRACT; OR IN ANY DISCUSSIONS BETWEEN BIDDERS AND MUNICIPAL OFFICIAL CONCERNING EXCHANGE OF MONEY OR OTHER THING OF VALUE FOR SPECIAL CONSIDERATION IN THE LETTTING OF A CONTRACT.

John Behan

SIGNATURE

SUBSCRIBED AND SWORN TO BEFORE ME THIS 17th DAY OF March 2026.

MY COMMISION EXPIRES November 15, 2029.

Samantha Larson

NOTARY PUBLIC (OR CLERK OR JUDGE)

SAMANTHA LARSON
Notary Public
State of Colorado
Notary ID # 20174047270
My Commission Expires 11-15-2029

CITY OF MUSKOGEE

BUSINESS RELATIONSHIPS AFFIDAVIT

STATE OF Colorado)

SS

COUNTY OF Broomfield)

John Behan , OF LAWFUL AGE, BEING FIRST DULY SWORN, ON OATH, SAYS (S)HE IS THE AGENT AUTHORIZED BY THE BIDDER TO SUBMIT THE ATTACHED BID. AFFIANT FURTHER STATES THAT THE NATURE OF ANY PARTNERSHIP, JOINT VENTURE, OR OTHER BUSINESS RELATIONSHIP PRESENTLY IN EFFECT OR WHICH EXISTED WITHIN ONE (1) YEAR PRIOR TO THE DATE OF THIS STATEMENT WITH THE ARCHITECT, ENGINEER, OR OTHER PARTY TO THE PROJECT IS AS FOLLOWS:

AFFIANT FURTHER STATES THAT THE NAMES OF ALL PERSONS HAVING ANY SUCH BUSINESS RELATIONSHIPS AND POSITIONS THEY HOLD WITH THEIR RESPECTIVE COMPANIES OR FIRMS ARE AS FOLLOWS:

John Behan

SIGNATURE

IF NONE OF THE BUSINESS RELATIONSHIPS HEREIN ABOVE MENTIONED EXIST, AFFIANT SHOULD SO STATE)

SUBSCRIBED AND SWORN TO BEFORE ME THIS 17th DAY OF March, 20 26.

Samantha Larson

NOTARY PUBLIC

MY COMMISSION EXPIRES 11-15-2029

SAMANTHA LARSON
Notary Public
State of Colorado
Notary ID # 20174047270
My Commission Expires 11-15-2029

INTEREST AFFIDAVIT

STATE OF Colorado

} SS

COUNTY OF Broomfield

John Behan, OF LAWFUL AGE, BEING DULY SWORN, STATES THAT (S)HE IS THE AGENT AUTHORIZED BY THE BIDDER TO SUBMIT THE ATTACHED BID. AFFIANT FURTHER STATES THAT NO OFFICER OR EMPLOYEE OF THE CITY OF MUSKOGEE EITHER DIRECTLY OR INDIRECTLY, OWNS ANY INTEREST IN THE BIDDER'S BUSINESS.

AFFIANT FURTHER STATES THAT THE FOLLOWING OFFICERS AND/OR EMPLOYEE OF THE CITY OF MUSKOGEE HAVE SOME DIRECT OR INDIRECT INTEREST IN THE BIDDER'S BUSINESS.

BY John Behan Digitally signed by John Behan DN: C=US, E=john.behan@lighthousetg.org, O=Lighthouse, CN=John Behan Date: 2026.03.17 13:33:20-06'00'
SIGNATURE

General Manager
TITLE

SUBSCRIBED AND SWORN TO BEFORE ME THIS 17th DAY OF March 2026

Samantha Larson
NOTARY PUBLIC

MY COMMISSION EXPIRES: 11-15-2029

SAMANTHA LARSON
Notary Public
State of Colorado
Notary ID # 20174047270
My Commission Expires 11-15-2029

NONCOLLUSION AFFIDAVIT

STATE OF Colorado)
COUNTY OF Broomfield)

John Behan, of lawful age, being first duly sworn, on oath says, that (s)he is the agent authorized by Lighthouse Transportation Group, LLC, the Contractor herein, to submit the attached bid to the City of Muskogee. Affiant further states that the said contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the City of Muskogee any money or thing of value, either directly or indirectly, for special consideration in the letting of a contract.

John Behan
Signature

Subscribed and sworn to me this 17th day of March, 2026

Samantha Larson
Notary Public

My commission expires: 11-15-2026

SAMANTHA LARSON
Notary Public
State of Colorado
Notary ID # 20174047270
My Commission Expires 11-15-2029

BRENT THOMAS

CONTACT

Edmond, OK 73034

720-519-2288

35bmft@gmail.com

SKILLS

- Traffic signal and civil construction expertise
- Traffic signal Maintenance skills
- Staff training and development
- Excellent communication
- Critical thinking
- Coordination
- Task Prioritization
- Microsoft software efficiency
- MUTCD Regulator compliance

CERTIFICATIONS

- CDL- Class A
- OSHA Certified
- Traffic Signal Technician 3 Field Senior - International Municipal Signal Association

Results-driven management professional with proven ability to lead teams to success. Strong focus on team collaboration, operational efficiency, and achieving measurable outcomes. Adept at strategic planning, process improvement, and fostering culture of accountability and excellence, with expertise in troubleshooting and resolving complex technical issues. Proven ability to manage large-scale projects with budgets exceeding $2.5 million, ensuring timely delivery and adherence to safety and regulatory standards. A dedicated leader committed to delivering innovative, cost-effective solutions while fostering collaboration among technicians, engineers, and local agencies to enhance traffic flow, minimize congestion, and improve roadway safety.

WORK HISTORY

May 2025 - Current

Oklahoma Operations Manager ***Lighthouse Transportation Group,*** Westminster, CO

- Conducted regular performance reviews, identifying areas for improvement and developing action plans to address them.
- Led hiring, onboarding and training of new hires to fulfill business requirements.
- Developed and maintained relationships with external vendors and suppliers.
- Managed budgets effectively, consistently delivering projects on-time and within financial constraints.
- Negotiated contracts with vendors and suppliers to obtain best pricing and terms.
- Assisted in recruiting, hiring and training of team members.
- Interacted well with customers to build connections and nurture relationships.

March 2022 - May 2025

Traffic Signal Manager ***City Of Denver,*** Denver, CO

- Managed daily operations of traffic signal system, including installation, repair, and optimization of traffic flow across 1386 intersections, 300 pedestrian lights, and over 400 RRFB/school flashers.
- Supervised a team of 35 technicians, providing training, scheduling, and performance evaluations to ensure operational efficiency and compliance with safety standards.
- Oversaw maintenance schedules for traffic signal equipment, ensuring functionality and minimizing downtime.
- Collaborated with engineering teams and local agencies to coordinate infrastructure upgrades, construction projects, and traffic management plans.
- Managed yearly project budget over 2.5 million, ensuring efficient allocation of resources and adherence to timelines.
- Designed and deployed safety initiatives, such as pedestrian signal improvement and emergency vehicle preemption systems, enhancing

public safety.

February 2019 - March 2022
Project Inspector ***City and County of Denver,*** Denver, USA
- Developed strong relationships with clients and contractors, fostering open communication channels for addressing concerns or potential issues during projects.
- Assisted in the development of more efficient inspection processes by suggesting improvements to existing protocols based on field experience and industry best practices.
- Contributed to successful project completion by consistently meeting deadlines for inspection reports and follow-up evaluations.
- Enhanced project efficiency by conducting thorough inspections and providing timely feedback to construction teams.

September 2017 - February 2019
Operations Supervisor ***City and County of Denver,*** Denver, USA
- Managed daily operations for optimal performance, ensuring smooth workflows and timely completion of tasks.
- Maintained open lines of communication with upper management to provide regular updates on operational progress and challenges faced by the team.
- Conducted regular performance evaluations for direct reports, identifying areas for improvement and setting development goals accordingly.
- Enhanced team productivity by providing ongoing training, coaching, and mentoring to staff members.
- Ensured compliance with company policies, industry regulations, safety standards, and local laws during daily operations.
- Reduced employee turnover by fostering a positive work environment and addressing employee concerns promptly.

May 2015 - September 2017
Traffic Signal Technician III ***City and County of Denver,*** Denver, USA
- Supported city-wide special events by adjusting signal timings according to event requirements, facilitating smooth traffic flow patterns throughout the area.
- Promoted safe working conditions by adhering to OSHA regulations during all field tasks.
- Ensured pedestrian safety by maintaining crosswalk signals and ADA-compliant infrastructure.
- Completed installations of advanced traffic management systems, enhancing overall transportation network functionality.
- Reduced traffic congestion by troubleshooting and repairing signal malfunctions in a timely manner.
- Collaborated with engineers for the design and installation of new traffic signals, contributing to improved roadway performance.

May 2000 - May 2015
Project Foreman ***W.L Contractors,*** Denver, CO
- Supervised installation and maintenance of traffic signal systems, ensuring projects were completed on time and within specifications.
- Led a team of over 20 technicians, delegating tasks, providing on-site training, and monitoring performance to maintain high-quality standards.
- Interpreted blueprints, schematics, and plans for traffic signal installations, ensuring proper placement and adherence to engineering



designs.

- Managed project timelines and materials, ensuring equipment and supplies were delivered on schedule to prevent delays.
- Trained new team members in traffic signal construction techniques, safety procedures, and equipment operation, contributing to workforce development.

John Behan

Cell: (303) 898-9116 Email: john.behan@lighthousetg.org
11861 Bradburn Blvd
Westminster, CO 80031

OBJECTIVE

I'm an avid learner and go-getter.

EDUCATION

College: University of Colorado-Boulder — Bachelor's Degree: May, 2015
Major in Civil Engineering — GPA in major: 3.6

EXPERIENCE

Lighthouse Transportation Group, Westminster, Colorado — 3/2022 – Present
Managing Member

- Oversight/self-performance capability in all aspects of business operations, including but not limited to: Operations, Project Management, Estimation, Scheduling, AR, AP, Payroll, HR, and financial reporting.

WL / Lumin8, Arvada, Colorado — 11/2017 – 2/2022
Director of Construction

- Oversight of construction division, responsible for approximately $50m in annual revenue
- Problem solver – address concerns with project teams on various self-performed and subcontracted scope
- Management of financials to include accurate projections, estimates, and work in progress

City of Thornton, Thornton, Colorado — 10/2016 – 11/2017
Project Manager

- Project manager for the design and construction of Thornton's traffic signal and lighting capital improvements projects
- Program Manager for the iwatch™ Residential Speed Awareness Program
- Review of transportation related project documents such as: construction drawings, traffic impact studies, project manuals, bid tabs, and others

OTHER

- Licensed Professional Engineer in CO (2022)

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 3/18/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
IMA, Inc. - Colorado
1705 17th Street, Suite 100
Denver CO 80202

CONTACT NAME: IMA Certificate Team
PHONE (A/C, No, Ext): | **FAX (A/C, No):**
E-MAIL ADDRESS: certificates@imacorp.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Berkley Assurance Company	39462
INSURER B : Zurich Insurance Company Limited	
INSURER C : Zurich American Insurance Company	16535
INSURER D :	
INSURER E :	
INSURER F :	

INSURED LIGHTRA-01
Lighthouse Transportation Group, LLC
11861 Bradburn Blvd.
Westminster CO 80031

COVERAGES **CERTIFICATE NUMBER:** 793292879 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
C	X COMMERCIAL GENERAL LIABILITY			GLO442620101	4/29/2025	4/29/2026	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
	X Contractual Liab						MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY [X] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
C	AUTOMOBILE LIABILITY			BAP430610001	4/29/2025	4/29/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
B	UMBRELLA LIAB [X] OCCUR			SXS442620301	4/29/2025	4/29/2026	EACH OCCURRENCE	$ 10,000,000
	X EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$ 10,000,000
	DED [X] RETENTION $ $0							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						PER STATUTE / OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Professional Liability			PCXB50276770425	4/29/2025	4/29/2026	Each Claim Aggregate Deductible	$1,000,000 $1,000,000 $10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Automobile Physical Damage Coverage: Policy #BAP430610001
Effective Dates 4/29/2025-4/29/2026 Insurer: Zurich American Insurance Company
$1,000 Comprehensive Deductible; $1,000 Collision Deductible

Pollution Liability Coverage: Policy #PCXB50276770425
Effective Dates 4/29/2025-4/29/2026 Insurer: Berkley Assurance Company
$1,000,000 Aggregate; $1,000,000 Occurrence, $10,000 Deductible

See Attached...

CERTIFICATE HOLDER

City of Muskogee
229 W Okmulgee Ave.
Muskogee OK 74401

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Brenda Vinsant

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AGENCY CUSTOMER ID: LIGHTRA-01

LOC #:

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
IMA, Inc. - Colorado	Lighthouse Transportation Group, LLC 11861 Bradburn Blvd. Westminster CO 80031
POLICY NUMBER	
CARRIER / NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Leased & Rented Equipment Coverage: Policy #IH4J08842104
Effective Dates: 4/29/2025-4/29/2026 Insurer: The Hanover Insurance Company
$250,000 Limit; $1,000 Deductible; Replacement Cost

Installation Floater Coverage: Policy #IH4J08842104
Effective Dates: 4/29/2025-4/29/2026 Insurer: The Hanover Insurance Company
$1,000,000 Limit; $5,000 Deductible; $1,000,000 Temporary Storage/ $1,000,000 Transit Limit

Contractors Equipment Coverage: Policy #IH4J08842104
Effective Dates: 4/29/2025-4/29/2026 Insurer: The Hanover Insurance Company
$334,878 Scheduled Contractors Equipment; $1,000 Deductible Per Occurrence

Certificate Holder and all other parties required by the contract are included as Additional Insured on the General Liability Policy, if required by written contract or agreement, subject to the policy terms and conditions.

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Blanket Notification to Others of Cancellation or Non-Renewal

ZURICH®

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.	
Policy No. GLO 4426201 - 01	Effective Date: 06/27/2025

This endorsement applies to insurance provided under the:

Commercial General Liability Coverage Part

A. If we cancel or non-renew this Coverage Part by written notice to the first Named Insured, we will mail or deliver notification that such Coverage Part has been cancelled or non-renewed to each person or organization shown in a list provided to us by the first Named Insured if you are required by written contact or written agreement to provide such notification. Such list:

1. Must be provided to us prior to cancellation or non-renewal;
2. Must contain the names and addresses of only the persons or organizations requiring notification that such Coverage Part has been cancelled or non-renewed; and
3. Must be in an electronic format that is acceptable to us.

B. Our notification as described in Paragraph **A.** of this endorsement will be based on the most recent list in our records as of the date the notice of cancellation or non-renewal is mailed or delivered to the first Named Insured. We will mail or deliver such notification to each person or organization shown in the list:

1. Within 10 days of the effective date of the notice of cancellation, if we cancel for non-payment of premium; or
2. At least 30 days prior to the effective date of:
   a. Cancellation, if cancelled for any reason other than nonpayment of premium; or
   b. Non-renewal, but not including conditional notice of renewal,

unless a greater number of days is shown in the Schedule of this endorsement for the mailing or delivering of such notification with respect to Paragraph **B.1.** or Paragraph **B.2.** above.

C. Our mailing or delivery of notification described in Paragraphs **A.** and **B.** of this endorsement is intended as a courtesy only. Our failure to provide such mailing or delivery will not:

1. Extend the Coverage Part cancellation or non-renewal date;
2. Negate the cancellation or non-renewal; or
3. Provide any additional insurance that would not have been provided in the absence of this endorsement.

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D. We are not responsible for the accuracy, integrity, timeliness and validity of information contained in the list provided to us as described in Paragraphs **A.** and **B.** of this endorsement.

SCHEDULE	
The total number of days for mailing or delivering with respect to Paragraph **B.1.** of this endorsement is amended to indicate the following number of days:	*
The total number of days for mailing or delivering with respect to Paragraph **B.2.** of this endorsement is amended to indicate the following number of days:	**
* If a number is not shown here, 10 days continues to apply. ** If a number is not shown here, 30 days continues to apply.	

All other terms and conditions of this policy remain unchanged.

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Additional Insured – Automatic – Owners, Lessees Or Contractors

ZURICH

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.	
Policy No. GLO 422620101	Effective Date: 4/29/2025

This endorsement modifies insurance provided under the:

Commercial General Liability Coverage Part

A. Section **II – Who Is An Insured** is amended to include as an additional insured any person or organization whom you are required to add as an additional insured under a written contract or written agreement executed by you, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" and subject to the following:

1. If such written contract or written agreement specifically requires that you provide that the person or organization be named as an additional insured under one or both of the following endorsements:

   a. The Insurance Services Office (ISO) ISO CG 20 10 (10/01 edition); or

   b. The ISO CG 20 37 (10/01 edition),

   such person or organization is then an additional insured with respect to such endorsement(s), but only to the extent that "bodily injury", "property damage" or "personal and advertising injury" arises out of:

   (1) Your ongoing operations, with respect to Paragraph **1.a.** above; or

   (2) "Your work", with respect to Paragraph **1.b.** above,

   which is the subject of the written contract or written agreement.

   However, solely with respect to this Paragraph **1.**, insurance afforded to such additional insured:

   (a) Only applies if the "bodily injury", "property damage" or "personal and advertising injury" offense occurs during the policy period and subsequent to your execution of the written contract or written agreement; and

   (b) Does not apply to "bodily injury" or "property damage" caused by "your work" and included within the "products-completed operations hazard" unless the written contract or written agreement specifically requires that you provide such coverage to such additional insured.

2. If such written contract or written agreement specifically requires that you provide that the person or organization be named as an additional insured under one or both of the following endorsements:

   a. The Insurance Services Office (ISO) ISO CG 20 10 (07/04 edition); or

   b. The ISO CG 20 37 (07/04 edition),

   such person or organization is then an additional insured with respect to such endorsement(s), but only to the extent that "bodily injury", "property damage" or "personal and advertising injury" is caused, in whole or in part, by:

   (1) Your acts or omissions; or

   (2) The acts or omissions of those acting on your behalf,

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in the performance of:

(a) Your ongoing operations, with respect to Paragraph **2.a.** above; or

(b) "Your work" and included in the "products-completed operations hazard", with respect to Paragraph **2.b.** above,

which is the subject of the written contract or written agreement.

However, solely with respect to this Paragraph **2.**, insurance afforded to such additional insured:

(i) Only applies if the "bodily injury", "property damage" or "personal and advertising injury" offense occurs during the policy period and subsequent to your execution of the written contract or written agreement; and

(ii) Does not apply to "bodily injury" or "property damage" caused by "your work" and included within the "products-completed operations hazard" unless the written contract or written agreement specifically requires that you provide such coverage to such additional insured.

3. If neither Paragraph **1.** nor Paragraph **2.** above apply and such written contract or written agreement requires that you provide that the person or organization be named as an additional insured:

a. Under the ISO CG 20 10 (04/13 edition, any subsequent edition or if no edition date is specified); or

b. With respect to ongoing operations (if no form is specified),

such person or organization is then an additional insured only to the extent that "bodily injury", "property damage" or "personal and advertising injury" is caused, in whole or in part by:

(1) Your acts or omissions; or

(2) The acts or omissions of those acting on your behalf,

in the performance of your ongoing operations, which is the subject of the written contract or written agreement.

However, solely with respect to this Paragraph **3.**, insurance afforded to such additional insured:

(a) Only applies to the extent permitted by law;

(b) Will not be broader than that which you are required by the written contract or written agreement to provide for such additional insured; and

(c) Only applies if the "bodily injury", "property damage" or "personal and advertising injury" offense occurs during the policy period and subsequent to your execution of the written contract or written agreement.

4. If neither Paragraph **1.** nor Paragraph **2.** above apply and such written contract or written agreement requires that you provide that the person or organization be named as an additional insured:

a. Under the ISO CG 20 37 (04/13 edition, any subsequent edition or if no edition date is specified); or

b. With respect to the "products-completed operations hazard" (if no form is specified),

such person or organization is then an additional insured only to the extent that "bodily injury" or "property damage" is caused, in whole or in part by "your work" and included in the "products-completed operations hazard", which is the subject of the written contract or written agreement.

However, solely with respect to this Paragraph **4.**, insurance afforded to such additional insured:

(1) Only applies to the extent permitted by law;

(2) Will not be broader than that which you are required by the written contract or written agreement to provide for such additional insured;

(3) Only applies if the "bodily injury" or "property damage" occurs during the policy period and subsequent to your execution of the written contract or written agreement; and

(4) Does not apply to "bodily injury" or "property damage" caused by "your work" and included within the "products-completed operations hazard" unless the written contract or written agreement specifically requires that you provide such coverage to such additional insured.

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B. Solely with respect to the insurance afforded to any additional insured referenced in Section **A.** of this endorsement, the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or failure to render, any professional architectural, engineering or surveying services including:

1. The preparing, approving or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
2. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional architectural, engineering or surveying services.

C. Solely with respect to the coverage provided by this endorsement, the following is added to Paragraph **2. Duties In The Event Of Occurrence, Offense, Claim Or Suit** of Section **IV – Commercial General Liability Conditions**:

The additional insured must see to it that:

(1) We are notified as soon as practicable of an "occurrence" or offense that may result in a claim;

(2) We receive written notice of a claim or "suit" as soon as practicable; and

(3) A request for defense and indemnity of the claim or "suit" will promptly be brought against any policy issued by another insurer under which the additional insured may be an insured in any capacity. This provision does not apply to insurance on which the additional insured is a Named Insured if the written contract or written agreement requires that this coverage be primary and non-contributory.

D. Solely with respect to the coverage provided by this endorsement:

1. The following is added to the **Other Insurance** Condition of Section **IV – Commercial General Liability Conditions**:

   Primary and Noncontributory insurance

   This insurance is primary to and will not seek contribution from any other insurance available to an additional insured provided that:

   a. The additional insured is a Named Insured under such other insurance; and

   b. You are required by written contract or written agreement that this insurance be primary and not seek contribution from any other insurance available to the additional insured.

2. The following paragraph is added to Paragraph **4.b.** of the **Other Insurance** Condition under Section **IV – Commercial General Liability Conditions**:

   This insurance is excess over:

   Any of the other insurance, whether primary, excess, contingent or on any other basis, available to an additional insured, in which the additional insured on our policy is also covered as an additional insured on another policy providing coverage for the same "occurrence", offense, claim or "suit". This provision does not apply to any policy in which the additional insured is a Named Insured on such other policy and where our policy is required by a written contract or written agreement to provide coverage to the additional insured on a primary and non-contributory basis.

E. This endorsement does not apply to an additional insured which has been added to this Coverage Part by an endorsement showing the additional insured in a Schedule of additional insureds, and which endorsement applies specifically to that identified additional insured.

F. Solely with respect to the insurance afforded to an additional insured under Paragraph **A.3.** or Paragraph **A.4.** of this endorsement, the following is added to Section **III – Limits Of Insurance**:

Additional Insured – Automatic – Owners, Lessees Or Contractors Limit

The most we will pay on behalf of the additional insured is the amount of insurance:

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1. Required by the written contract or written agreement referenced in Section **A.** of this endorsement; or
2. Available under the applicable Limits of Insurance shown in the Declarations,

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

All other terms, conditions, provisions and exclusions of this policy remain the same.

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Waiver Of Subrogation (Blanket) Endorsement

ZURICH

Policy No.	Eff. Date of Pol.	Exp. Date of Pol.	Eff. Date of End.	Producer	Add'l. Prem	Return Prem.
GLO 4426201-01	4/29/2025	4/29/2026	4/29/2025	02493000	$0	$0

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the:

Commercial General Liability Coverage Part

The following is added to the **Transfer Of Rights Of Recovery Against Others To Us Condition:**

If you are required by a written contract or agreement, which is executed before a loss, to waive your rights of recovery from others, we agree to waive our rights of recovery. This waiver of rights shall not be construed to be a waiver with respect to any other operations in which the insured has no contractual interest.

Coverage Extension Endorsement

ZURICH

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.	
Policy No. BAP4306101	Effective Date: 4/29/2025

This endorsement modifies insurance provided under the:

Business Auto Coverage Form
Motor Carrier Coverage Form

A. Amended Who Is An Insured

1. The following is added to the **Who Is An Insured** Provision in **Section II – Covered Autos Liability**

   Coverage: The following are also "insureds":

   a. Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow for acts performed within the scope of employment by you. Any "employee" of yours is also an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

   b. Anyone volunteering services to you is an "insured" while using a covered "auto" you don't own, hire or borrow to transport your clients or other persons in activities necessary to your business.

   c. Anyone else who furnishes an "auto" referenced in Paragraphs **A.1.a.** and **A.1.b.** in this endorsement.

   d. Where and to the extent permitted by law, any person(s) or organization(s) where required by written contract or written agreement with you executed prior to any "accident", including those person(s) or organization(s) directing your work pursuant to such written contract or written agreement with you, provided the "accident" arises out of operations governed by such contract or agreement and only up to the limits required in the written contract or written agreement, or the Limits of Insurance shown in the Declarations, whichever is less.

2. The following is added to the **Other Insurance** Condition in the Business Auto Coverage Form and the **Other Insurance – Primary and Excess Insurance Provisions Condition** in the Motor Carrier Coverage Form:

   Coverage for any person(s) or organization(s), where required by written contract or written agreement with you executed prior to any "accident", will apply on a primary and non-contributory basis and any insurance maintained by the additional "insured" will apply on an excess basis. However, in no event will this coverage extend beyond the terms and conditions of the Coverage Form.

B. Amendment – Supplementary Payments

Paragraphs **a.(2)** and **a.(4)** of the **Coverage Extensions** Provision in **Section II – Covered Autos Liability Coverage** are replaced by the following:

(2) Up to $5,000 for the cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

(4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to $500 a day because of time off from work.

C. Fellow Employee Coverage

The **Fellow Employee** Exclusion contained in **Section II – Covered Autos Liability Coverage** does not apply.

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D. Driver Safety Program Liability and Physical Damage Coverage

1. The following is added to the **Racing** Exclusion in **Section II – Covered Autos Liability Coverage**:

   This exclusion does not apply to covered "autos" participating in a driver safety program event, such as, but not limited to, auto or truck rodeos and other auto or truck agility demonstrations.

2. The following is added to Paragraph **2.** in **B. Exclusions** of **Section III – Physical Damage Coverage** of the Business Auto Coverage Form and Paragraph **2.b.** in **B. Exclusions** of **Section IV – Physical Damage Coverage** of the Motor Carrier Coverage Form:

   This exclusion does not apply to covered "autos" participating in a driver safety program event, such as, but not limited to, auto or truck rodeos and other auto or truck agility demonstrations.

E. Lease or Loan Gap Coverage

The following is added to the **Coverage** Provision of the **Physical Damage Coverage** Section:

Lease Or Loan Gap Coverage

In the event of a total "loss" to a covered "auto", we will pay any unpaid amount due on the lease or loan for a covered "auto", less:

a. Any amount paid under the **Physical Damage Coverage** Section of the Coverage Form; and

b. Any:

(1) Overdue lease or loan payments at the time of the "loss";

(2) Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;

(3) Security deposits not returned by the lessor;

(4) Costs for extended warranties, credit life insurance, health, accident or disability insurance purchased with the loan or lease; and

(5) Carry-over balances from previous leases or loans.

F. Towing and Labor

Paragraph **A.2.** of the **Physical Damage Coverage** Section is replaced by the following:

We will pay up to $75 for towing and labor costs incurred each time a covered "auto" that is a "private passenger type", light truck or medium truck is disabled. However, the labor must be performed at the place of disablement.

As used in this provision, "private passenger type" means a private passenger or station wagon type "auto" and includes an "auto" of the pickup or van type if not used for business purposes.

G. Extended Glass Coverage

The following is added to Paragraph **A.3.a.** of the **Physical Damage Coverage** Section:

If glass must be replaced, the deductible shown in the Declarations will apply. However, if glass can be repaired and is actually repaired rather than replaced, the deductible will be waived. You have the option of having the glass repaired rather than replaced.

H. Hired Auto Physical Damage – Increased Loss of Use Expenses

The **Coverage Extension** for **Loss Of Use Expenses** in the **Physical Damage Coverage** Section is replaced by the following:

Loss Of Use Expenses

For Hired Auto Physical Damage, we will pay expenses for which an "insured" becomes legally responsible to pay for loss of use of a vehicle rented or hired without a driver under a written rental contract or written rental agreement. We will pay for loss of use expenses if caused by:

(1) Other than collision only if the Declarations indicate that Comprehensive Coverage is provided for any covered "auto";

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(2) Specified Causes Of Loss only if the Declarations indicate that Specified Causes Of Loss Coverage is provided for any covered "auto"; or

(3) Collision only if the Declarations indicate that Collision Coverage is provided for any covered "auto".

However, the most we will pay for any expenses for loss of use is $100 per day, to a maximum of $3000.

I. Personal Effects Coverage

The following is added to the **Coverage** Provision of the **Physical Damage Coverage** Section:

Personal Effects Coverage

a. We will pay up to $750 for "loss" to personal effects which are:

(1) Personal property owned by an "insured"; and

(2) In or on a covered "auto".

b. Subject to Paragraph **a.** above, the amount to be paid for "loss" to personal effects will be based on the lesser of:

(1) The reasonable cost to replace; or

(2) The actual cash value.

c. The coverage provided in Paragraphs **a.** and **b.** above, only applies in the event of a total theft of a covered "auto". No deductible applies to this coverage. However, we will not pay for "loss" to personal effects of any of the following:

(1) Accounts, bills, currency, deeds, evidence of debt, money, notes, securities, or commercial paper or other documents of value.

(2) Bullion, gold, silver, platinum, or other precious alloys or metals; furs or fur garments; jewelry, watches, precious or semi-precious stones.

(3) Paintings, statuary and other works of art.

(4) Contraband or property in the course of illegal transportation or trade.

(5) Tapes, records, discs or other similar devices used with audio, visual or data electronic equipment.

Any coverage provided by this Provision is excess over any other insurance coverage available for the same "loss".

J. Tapes, Records and Discs Coverage

1. The Exclusion in Paragraph **B.4.a.** of **Section III – Physical Damage Coverage** in the Business Auto Coverage Form and the Exclusion in Paragraph **B.2.c.** of **Section IV – Physical Damage Coverage** in the Motor Carrier Coverage Form does not apply.

2. The following is added to Paragraph **1.a. Comprehensive Coverage** under the **Coverage** Provision of the **Physical Damage Coverage** Section:

We will pay for "loss" to tapes, records, discs or other similar devices used with audio, visual or data electronic equipment. We will pay only if the tapes, records, discs or other similar audio, visual or data electronic devices:

(a) Are the property of an "insured"; and

(b) Are in a covered "auto" at the time of "loss".

The most we will pay for such "loss" to tapes, records, discs or other similar devices is $500. The **Physical Damage Coverage Deductible** Provision does not apply to such "loss".

K. Airbag Coverage

The Exclusion in Paragraph **B.3.a.** of **Section III – Physical Damage Coverage** in the Business Auto Coverage Form and the Exclusion in Paragraph **B.4.a.** of **Section IV – Physical Damage Coverage** in the Motor Carrier Coverage Form does not apply to the accidental discharge of an airbag.

L. Two or More Deductibles

The following is added to the **Deductible** Provision of the **Physical Damage Coverage** Section:

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If an accident is covered both by this policy or Coverage Form and by another policy or Coverage Form issued to you by us, the following applies for each covered "auto" on a per vehicle basis:

1. If the deductible on this policy or Coverage Form is the smaller (or smallest) deductible, it will be waived; or
2. If the deductible on this policy or Coverage Form is not the smaller (or smallest) deductible, it will be reduced by the amount of the smaller (or smallest) deductible.

M. Temporary Substitute Autos – Physical Damage

1. The following is added to **Section I – Covered Autos**:

   Temporary Substitute Autos – Physical Damage

   If Physical Damage Coverage is provided by this Coverage Form on your owned covered "autos", the following types of vehicles are also covered "autos" for Physical Damage Coverage:

   Any "auto" you do not own when used with the permission of its owner as a temporary substitute for a covered "auto" you do own but is out of service because of its:

   1. Breakdown;
   2. Repair;
   3. Servicing;
   4. "Loss"; or
   5. Destruction.

2. The following is added to the Paragraph **A. Coverage** Provision of the **Physical Damage Coverage** Section:

   Temporary Substitute Autos – Physical Damage

   We will pay the owner for "loss" to the temporary substitute "auto" unless the "loss" results from fraudulent acts or omissions on your part. If we make any payment to the owner, we will obtain the owner's rights against any other party.

   The deductible for the temporary substitute "auto" will be the same as the deductible for the covered "auto" it replaces.

N. Amended Duties In The Event Of Accident, Claim, Suit Or Loss

Paragraph **a.** of the **Duties In The Event Of Accident, Claim, Suit Or Loss** Condition is replaced by the following:

a. In the event of "accident", claim, "suit" or "loss", you must give us or our authorized representative prompt notice of the "accident", claim, "suit" or "loss". However, these duties only apply when the "accident", claim, "suit" or "loss" is known to you (if you are an individual), a partner (if you are a partnership), a member (if you are a limited liability company) or an executive officer or insurance manager (if you are a corporation). The failure of any agent, servant or employee of the "insured" to notify us of any "accident", claim, "suit" or "loss" shall not invalidate the insurance afforded by this policy.

Include, as soon as practicable:

(1) How, when and where the "accident" or "loss" occurred and if a claim is made or "suit" is brought, written notice of the claim or "suit" including, but not limited to, the date and details of such claim or "suit";

(2) The "insured's" name and address; and

(3) To the extent possible, the names and addresses of any injured persons and witnesses.

If you report an "accident", claim, "suit" or "loss" to another insurer when you should have reported to us, your failure to report to us will not be seen as a violation of these amended duties provided you give us notice as soon as practicable after the fact of the delay becomes known to you.

O. Waiver of Transfer Of Rights Of Recovery Against Others To Us

The following is added to the **Transfer Of Rights Of Recovery Against Others To Us** Condition:

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This Condition does not apply to the extent required of you by a written contract, executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of operations contemplated by such contract. This waiver only applies to the person or organization designated in the contract.

P. Employee Hired Autos – Physical Damage

Paragraph **b.** of the **Other Insurance** Condition in the Business Auto Coverage Form and Paragraph **f.** of the **Other Insurance – Primary and Excess Insurance Provisions** Condition in the Motor Carrier Coverage Form are replaced by the following:

For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

(1) Any covered "auto" you lease, hire, rent or borrow; and

(2) Any covered "auto" hired or rented under a written contract or written agreement entered into by an "employee" or elected or appointed official with your permission while being operated within the course and scope of that "employee's" employment by you or that elected or appointed official's duties as respect their obligations to you.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

Q. Unintentional Failure to Disclose Hazards

The following is added to the **Concealment, Misrepresentation Or Fraud** Condition:

However, we will not deny coverage under this Coverage Form if you unintentionally:

(1) Fail to disclose any hazards existing at the inception date of this Coverage Form; or

(2) Make an error, omission, improper description of "autos" or other misstatement of information.

You must notify us as soon as possible after the discovery of any hazards or any other information that was not provided to us prior to the acceptance of this policy.

R. Hired Auto – World Wide Coverage

Paragraph **7.b.(5)** of the **Policy Period, Coverage Territory** Condition is replaced by the following:

(5) Anywhere else in the world if a covered "auto" is leased, hired, rented or borrowed for a period of 60 days or less,

S. Bodily Injury Redefined

The definition of "bodily injury" in the **Definitions** Section is replaced by the following:

"Bodily injury" means bodily injury, sickness or disease, sustained by a person including death or mental anguish, resulting from any of these at any time. Mental anguish means any type of mental or emotional illness or disease.

T. Expected Or Intended Injury

The **Expected Or Intended Injury** Exclusion in Paragraph **B. Exclusions** under **Section II – Covered Auto Liability Coverage** is replaced by the following:

Expected Or Intended Injury

"Bodily injury" or "property damage" expected or intended from the standpoint of the "insured". This exclusion does not apply to "bodily injury" or "property damage" resulting from the use of reasonable force to protect persons or property.

U. Physical Damage – Additional Temporary Transportation Expense Coverage

Paragraph **A.4.a.** of **Section III – Physical Damage Coverage** is replaced by the following:

4. Coverage Extensions

a. Transportation Expenses

We will pay up to $50 per day to a maximum of $1,000 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type. We will pay only for those covered "autos" for which you carry either Comprehensive or Specified Causes of Loss Coverage. We will pay for temporary transportation expenses incurred during the period beginning 48 hours after the theft and ending, regardless of the policy's expiration, when the covered "auto" is returned to use or we pay for its "loss".

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V. Replacement of a Private Passenger Auto with a Hybrid or Alternative Fuel Source Auto

The following is added to Paragraph **A. Coverage** of the **Physical Damage Coverage** Section:

In the event of a total "loss" to a covered "auto" of the private passenger type that is replaced with a hybrid "auto" or "auto" powered by an alternative fuel source of the private passenger type, we will pay an additional 10% of the cost of the replacement "auto", excluding tax, title, license, other fees and any aftermarket vehicle upgrades, up to a maximum of $2500. The covered "auto" must be replaced by a hybrid "auto" or an "auto" powered by an alternative fuel source within 60 calendar days of the payment of the "loss" and evidenced by a bill of sale or new vehicle lease agreement.

To qualify as a hybrid "auto", the "auto" must be powered by a conventional gasoline engine and another source of propulsion power. The other source of propulsion power must be electric, hydrogen, propane, solar or natural gas, either compressed or liquefied. To qualify as an "auto" powered by an alternative fuel source, the "auto" must be powered by a source of propulsion power other than a conventional gasoline engine. An "auto" solely propelled by biofuel, gasoline or diesel fuel or any blend thereof is not an "auto" powered by an alternative fuel source.

W. Return of Stolen Automobile

The following is added to the **Coverage Extension** Provision of the **Physical Damage Coverage** Section:

If a covered "auto" is stolen and recovered, we will pay the cost of transport to return the "auto" to you. We will pay only for those covered "autos" for which you carry either Comprehensive or Specified Causes of Loss Coverage.

All other terms, conditions, provisions and exclusions of this policy remain the same.

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PINNACOL ASSURANCE

02/25/2026

Policy # 4236824
Policy Name Lighthouse Transportation Group LLC
NCCI # WC000313B

Insurer Pinnacol Assurance
7501 E. Lowry Blvd
Denver, CO 80230
303.361.4000 / 800.873.7242
pinnacol.com

Agent Orcutt Insurance Group, LLC
8361 Sangre de Cristo Rd., Ste 200
Littleton, Colorado 80127
303.233.2828

Endorsement: Blanket Waiver of Subrogation Endorsement

Endorsement issued to:
Lighthouse Transportation Group LLC
11861 Bradburn Blvd
Westminster, Colorado 80031

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

SCHEDULE

To any person or organization when agreed to under a written contract or agreement, as defined above and with the insured, which is in effect and executed prior to any loss.

Effective Date: 04/01/2026
Pinnacol Assurance has issued this endorsement on 02/25/2026
Policy Period: 04/01/2026 - 04/01/2027

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/17/26

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Orcutt Insurance Group, LLC
8361 Sangre de Cristo Rd., Ste 200
Littleton, Colorado 80127

CONTACT NAME:
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Pinnacol Assurance	41190
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Lighthouse Transportation Group LLC
11861 Bradburn Blvd
Westminster, Colorado 80031

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	☐ OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N	N/A	Y	4236824	04/01/2026	04/01/2027	X PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [N] (Mandatory in NH)						E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Unless otherwise stated in the policy provisions, coverage in Colorado only.

RE: - Waiver of Subrogation in favor of Certificate Holder and any other person or organization as required per written contract.

CERTIFICATE HOLDER

2293089
City of Muskogee

229 W Okmulgee Ave
Muskogee, OK 74401

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Pinnacol Assurance

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CERTIFICATE HOLDER COPY

City of Muskogee

229 W Okmulgee Ave
Muskogee, OK 74401

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT (CONT)

AGENCY CUSTOMER ID: N/A
LOC #: N/A

ACORD

ADDITIONAL REMARKS SCHEDULE

AGENCY		NAMED INSURED
Orcutt Insurance Group, LLC		Lighthouse Transportation Group LLC 11861 Bradburn Blvd Westminster, Colorado 80031
POLICY NUMBER 4236824		
CARRIER Pinnacol Assurance	NAIC CODE 41190	EFFECTIVE DATE: 03/17/26

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: Acord 25 (2016/03) FORM TITLE: Certificate of Liability Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO PROVIDE 30 DAYS WRITTEN NOTICE TO THE NAMED CERTIFICATE HOLDER, BUT FAILURE TO PROVIDE SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

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Finance Committee **17.**

Meeting Date: 04/13/2026

Submitted For: Jeff Reeves, Public Works **Initiator:** Ashley Wallace, Project Designer

Department: City Manager

Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval to authorize the City Manager to negotiate and execute a contract in the amount of $83,500.00, between the City of Muskogee and GH2 Architects, to provide design and engineering services related to the air handler units (AHUs) and control upgrades located at the Muskogee Civic Center, or take other necessary action. (Jeff Reeves)

BACKGROUND:

GH2 Architects was previously approved as the Architectural and Engineering firm for the project and will provide basic and supplemental services. These services include architecture, mechanical, electrical, and professional design services.

The scope of the project is to upgrade ten (10) outdated and nonfunctional Air Handling Unit (AHU) controls, hardware and software. The design and engineering of the project will provide new Direct Digital Controls (DDC) for the air handlers servicing the building.

RECOMMENDED ACTION:

Staff recommends approval.

Fiscal Impact

Attachments

GH2 Proposal

GH2 ARCHITECTS

March 10, 2026

Kendal Francis
City Manager
& Jeffrey Reeves
Senior Project Manager
City of Muskogee
918-684-6262
Muskogee, OK

Sent via email to jreeves@muskogeeok.gov

RE: Muskogee Civic Center AHU Components and Controls Upgrades (Updated in March of 2026)

Dear Mr. Francis,

Please see the following proposal to provide professional design services for the upgrades to the Civic Center Air handling units components and controls. The original proposal was provided to the City on October 25, 2024, this proposal has been updated to reflect any changes.

SCOPE OF PROJECT

The scope of the project is to upgrade ten of the twelve existing, outdated, and nonfunctional Air Handling Unit (AHU) controls hardware and software. The project will provide new Direct Digital Controls (DDC) for ten of twelve air handlers serving the building and connect them to the new Building Automation System (BAS) that will be installed as part of the boiler/chiller replacement project. It is assumed that Mechanical, Plumbing, and Gas Piping serving the HVAC systems throughout is anticipated to be sufficiently sized and in a usable condition.

- Hardware to be replaced at the ten (10) AHUs includes:
  - Replace hot water coil pumps with new coil pumps & controls.
  - Replace heating hot water control valves and valve actuators & controls.
  - Replace chilled water control valves and valve actuators & controls.
  - Replace dampers and damper actuators & controls.
  - Replace temperature sensors within the AHUs themselves.

Architectural and electrical work is limited to facilitate work to the AHUs, including but not limited to, removal and replacement of finishes. It is anticipated that during the demolition of existing systems, asbestos abatement will need to be performed.

Note: Replacing the control hardware and software along with the AHU components listed above but not replacing the AHUs themselves may cause other components within the AHUs to be damaged and/or fail. This scope assumes the existing AHU components and cases are in good working order.

To account for cost increases since the original 2024 estimate, a 3% per year increase has been added. The updated preliminary estimated cost for the project is $583,000.00, including contingency.

SCOPE OF SERVICES

GH2 will provide basic and supplemental services based upon those outlined in AIA Document B101-2017, Standard Form of Agreement between Owner and Architect. Our basic and supplemental services include architecture, mechanical, and electrical. GH2 shall provide professional design services to develop the design, acquire building permit, and construct the project as follows:

A. Schematic Design Phase:
    1. Architect and Engineer will visit the site to inventory and detail AHU controls hardware and software and equipment to be replaced.
        i. The engineer will investigate the existing AHU capabilities and reverse-engineer the system.
    2. Attend one (1) in-person meeting onsite with the Owner and review schematic design, walk the portions of the site that pertain to the scope of work, receive Owner comments, and modify the Schematic Design, as necessary.
    3. Provide a Schematic Design narrative and high-level Schematic Design drawings.
        i. A preliminary estimate of the cost of construction.
        ii. Identify anticipated replacement constraints, accessibility concerns, space availability, etc.
        iii. Identify architectural impacts related to control wiring, and access to AHUs.
        iv. Provide a digital PDF copy of the report and drawings.

B. Construction Documents Phase:
    1. Attend up to two (2) in-person meetings to discuss progress with the Construction Documents.
        i. 50% completion.
        ii. 95% completion.
    2. Provide sealed Construction Documents, including drawings and specifications, suitable for permitting and construction of those systems included in the Scope of Work.

C. Bidding Phase:
    1. GH2 to provide Bidding Documents to Bid Houses for distribution to prospective bidders.
    2. Design team will lead pre-bid/site walk meeting.
        i. Owner to provide access to existing facilities.
    3. Design team will respond to Requests for Information (RFIs) and provide clarifications and interpretations of the Bidding Documents to prospective bidders in the form of Addenda.

4. GH2 to manage the Bid Opening. Design Team will review the bids received and provide comments and recommendations to the Owner.

D. Construction Administration Phase:
   1. Respond to RFIs from the Contractor.
   2. Provide document modifications as required in response to conditions that arise in the field, clarifications, etc.
   3. Review submittals for product data and shop drawings.
   4. Provide two (2) site visits during the Construction.
   5. Provide one (1) site visit after the completion of construction.

E. Commissioning Phase:
   1. The Engineer of Record to perform functional performance testing on the air handling units after construction to ensure the air handlers perform as designed.

Subconsultants include Mechanical, Electrical and Plumbing Engineering.

FEE PROPOSAL

A. Our stipulated sum fee proposal for Design and Construction phase services is eighty-three thousand and five hundred dollars ($83,500.00).

Any items not included under Scope of Services shall be an Additional Service as a negotiated fee.

Invoices will be prepared monthly based upon work completed.

PRELIMINARY PROJECT SCHEDULE

We will work closely with you to provide documents on a schedule that meets your requirements.

SPECIAL TERMS

1. GH2 shall have no responsibility for the discovery, presence, handling, removal, or disposal of or exposure of persons to hazardous materials or toxic substances in any form at the project site.

OWNER PROVIDED ITEMS

1. Provide access to the existing facility as required during the project effort.
2. Peak load monitoring data (provided by power company).
3. Environmental hazardous material identification, testing, and abatement.

We sincerely appreciate the opportunity to assist with this exciting project. We are prepared to begin work on your proposed schedule.

Sincerely,
GH2 Architects, LLC



Daniel Smith, RA, NCARB
Associate Principal

cc:
Project File
Sara Andrews
Timothy Herzer

Approved by:_____

Date:_____

Finance Committee **18.**

Meeting Date: 04/13/2026

Submitted For: Mike Stewart, Public Works **Initiator:** Ashley Wallace, Project Designer

Department: Public Works

Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the lowest and best bid in the amount of $2,167,942.00, from Cook Consulting, LLC, for Interconnect Waterlines Package "D", Project No. 2025016, or take other necessary action. (Mike Stewart)

BACKGROUND:

The Interconnects Waterline Package "D" project involves the connection of waterlines to facilitate water throughout the system, eliminating stagnant areas. The project will include the installation of 12,000 Linear Feet (LF) of 6"-12" C-900 PVC Pipe, 92 service connections to commercial and residential structures, plus repair and replacement of any streets or drives damaged in the course of installation. The current streets included in the project are 3rd St., 9th St., 10th St., Boston St., Fredonia St., L St., Gulick Ave., Spaulding Blvd., E St., and Martin Luther King Street. Funding for the project is provided through the Drinking Water State Revolving Fund (DWSRF).

Bids were solicited in the newspaper and multiple plan rooms and consisted of seven (7) responsive bidders.

Cook Consulting, LLC was the apparent low bidder with the following bid amount:

- **Base Bid - $1,456,024.00**
- **Add Alternate No. 1 - $711,918.00**

For a total bid in the amount of $2,167,942.00.

Base bid consists of 3rd St, 9th St, 10th St. Boston, Fredonia St., and Martin Luther King St.

Add Alternate No. 1 will include L St., Gulick Ave., and Spaulding Blvd.

Cowan Group Engineering and City Staff recommend awarding the project to Cook Consulting, LLC.

RECOMMENDED ACTION:

Staff recommends approval.

Fiscal Impact

FUNDING SOURCE:

Account # 500-6530-461.62-26

Attachments

Engineer's Recommendation
Bid Tab

March 6, 2026

Ashley Wallace
Projects and Contracts Coordinator
City of Muskogee
P.O. Box 1927
Muskogee, OK 74401

Reference: Interconnect Waterlines Package "D" Bid Award Recommendation
City of Muskogee/ Muskogee Municipal Authority
DWSRF: P40-1021607-02

Dear Ms. Wallace:

Pursuant to the bid opening held on March 5, 2026, please find attached the bid tabulation for the subject project. The bid consisted of seven (7) responsive bidders. The bid was determined to be complete.

The apparent low bidder for the subject project is Cook Consulting, LLC, with the following bid amount:

Base Bid	$1,456,024.00
Add Alternate 1	$711,918.00

Pursuant to the review of the bid package, bonds, and bid tabulation the low bid is acceptable.

After careful review and consideration, Cowan Group Engineering recommends the City of Muskogee award both the Base Bid and Add Alternate for the subject contract to the low bidder, Cook Consulting, LLC, at the Total Bid price of $2,167,942.00.

Should you have any questions, please contact the undersigned at 405.463.3369.

Sincerely,

COWAN GROUP ENGINEERING, LLC

Mihcael Taylor, P.E.
Project Manager

cc: File

COWAN GROUP ENGINEERING, LLC
7100 N. CLASSEN BLVD., SUITE 500
OKLAHOMA CITY, OK 73116
405.463.3369 O
405.463.3381 F

Client City of Muskogee/Muskogee Municipal Authority
Project Name Interconnect Waterlines Package "D"
Bid No. DWSRF P40-1021607-02
Date March 5, 2026

I do solemnly swear that the below amount is correct, reasonable and just.

LICENSED PROFESSIONAL ENGINEER
MICHAEL TAYLOR
3/6/26
27655
OKLAHOMA

Michael Taylor, P.E.

BASE BID

ITEM NUMBER	DESCRIPTION	QTY	UNIT	COOKS CONSULTING, LLC		MACH ENERGY SERVICES, LLC		MARSAU ENTERPRISES, INC		HEARTLAND UTILITY SERVICES		CIRCLE B UNDERGROUND, LLC		MCGUIRE BROTHERS CONSTRUCTION, INC		TIMBER WOLF EXCAVATING, LLC	
1	MOBILIZATION	1	LSUM	$ 60,000.00	$ 60,000.00	$ 30,000.00	$ 30,000.00	$ 100,750.00	$ 100,750.00	$ 106,250.00	$ 106,250.00	$ 124,440.00	$ 124,440.00	$ 250,000.00	$ 250,000.00	$ 185,000.00	$ 185,000.00
2	CLEARING & GRUBBING	1	LSUM	$ 20,000.00	$ 20,000.00	$ 10,000.00	$ 10,000.00	$ 10,200.00	$ 10,200.00	$ 10,000.00	$ 10,000.00	$ 66,300.00	$ 66,300.00	$ 18,000.00	$ 18,000.00	$ 35,000.00	$ 35,000.00
3	STORMWATER POLLUTION PREVENTION PLAN	1	LSUM	$ 3,000.00	$ 3,000.00	$ 20,000.00	$ 20,000.00	$ 2,300.00	$ 2,300.00	$ 8,500.00	$ 8,500.00	$ 6,630.00	$ 6,630.00	$ 2,500.00	$ 2,500.00	$ 15,000.00	$ 15,000.00
4	18" STEEL CASING (BORING)	504	LF	$ 280.00	$ 141,120.00	$ 850.00	$ 428,400.00	$ 960.00	$ 483,840.00	$ 540.00	$ 272,160.00	$ 716.00	$ 360,864.00	$ 800.00	$ 403,200.00	$ 980.00	$ 493,920.00
5	12" PVC C-900 PIPE DR - 18 (BORING)	504	LF	$ 175.00	$ 88,200.00	$ 90.00	$ 45,360.00	$ 114.00	$ 57,456.00	$ 316.00	$ 159,264.00	$ 132.00	$ 66,528.00	$ 198.00	$ 99,792.00	$ 590.00	$ 297,360.00
6	12" PVC C-900 PIPE DR - 18 (TRENCHING)	4649	LF	$ 85.00	$ 395,165.00	$ 75.00	$ 348,675.00	$ 104.50	$ 485,820.50	$ 88.00	$ 409,112.00	$ 112.00	$ 520,688.00	$ 218.00	$ 1,013,482.00	$ 210.00	$ 976,290.00
7	6" PVC C-900 PIPE DR-18 (TRENCHING)	2152	LF	$ 55.00	$ 118,360.00	$ 50.00	$ 107,600.00	$ 71.30	$ 153,437.60	$ 53.00	$ 114,056.00	$ 48.00	$ 103,296.00	$ 168.00	$ 361,536.00	$ 102.00	$ 219,504.00
8	TRENCHING 0' TO 10'	6802	LF	$ 1.00	$ 6,802.00	$ 65.00	$ 442,130.00	$ 15.75	$ 107,131.50	$ 4.00	$ 27,208.00	$ 6.00	$ 40,812.00	$ 10.00	$ 68,020.00	$ 98.00	$ 666,596.00
9	12" GATE VALVE & BOX	4	EA	$ 4,000.00	$ 16,000.00	$ 5,000.00	$ 20,000.00	$ 4,880.00	$ 19,520.00	$ 6,400.00	$ 25,600.00	$ 7,076.00	$ 28,304.00	$ 4,700.00	$ 18,800.00	$ 5,600.00	$ 22,400.00
10	6" GATE VALVE & BOX	15	EA	$ 2,000.00	$ 30,000.00	$ 3,000.00	$ 45,000.00	$ 2,360.00	$ 35,400.00	$ 3,200.00	$ 48,000.00	$ 2,794.00	$ 41,910.00	$ 2,000.00	$ 30,000.00	$ 2,450.00	$ 36,750.00
11	6" X 6" TAPPING SLEEVE & VALVE W/BOX	5	EA	$ 4,500.00	$ 22,500.00	$ 5,000.00	$ 25,000.00	$ 5,880.00	$ 29,400.00	$ 6,100.00	$ 30,500.00	$ 7,100.00	$ 35,500.00	$ 4,500.00	$ 22,500.00	$ 6,500.00	$ 32,500.00
12	10" X 6" TAPPING SLEEVE & VALVE W/BOX	1	EA	$ 5,000.00	$ 5,000.00	$ 7,500.00	$ 7,500.00	$ 6,090.00	$ 6,090.00	$ 9,500.00	$ 9,500.00	$ 10,000.00	$ 10,000.00	$ 4,500.00	$ 4,500.00	$ 8,500.00	$ 8,500.00
13	12" X12" TAPPING SLEEVE & VALVE W/BOX	3	EA	$ 8,000.00	$ 24,000.00	$ 7,500.00	$ 22,500.00	$ 11,600.00	$ 34,800.00	$ 13,500.00	$ 40,500.00	$ 15,970.00	$ 47,910.00	$ 10,000.00	$ 30,000.00	$ 10,000.00	$ 30,000.00
14	24" X 12" TAPPING SLEEVE & VALVE W/BOX	2	EA	$ 10,000.00	$ 20,000.00	$ 15,000.00	$ 30,000.00	$ 12,990.00	$ 25,980.00	$ 15,300.00	$ 30,600.00	$ 30,658.00	$ 61,316.00	$ 12,000.00	$ 24,000.00	$ 24,500.00	$ 49,000.00
15	2" MIN. VENT PIPE FOR CASING	2	EA	$ 500.00	$ 1,000.00	$ 4,000.00	$ 8,000.00	$ 615.00	$ 1,230.00	$ 1,750.00	$ 3,500.00	$ 1,231.00	$ 2,462.00	$ 750.00	$ 1,500.00	$ 1,250.00	$ 2,500.00
16	FIRE HYDRANT ASSEMBLY	10	EA	$ 6,500.00	$ 65,000.00	$ 8,000.00	$ 80,000.00	$ 7,490.00	$ 74,900.00	$ 8,200.00	$ 82,000.00	$ 8,660.00	$ 86,600.00	$ 6,000.00	$ 60,000.00	$ 7,500.00	$ 75,000.00
17	MECHANICAL JOINT FITTINGS	12342	LB	$ 11.50	$ 141,933.00	$ 10.00	$ 123,420.00	$ 13.60	$ 167,851.20	$ 23.00	$ 283,866.00	$ 20.00	$ 246,840.00	$ 10.00	$ 123,420.00	$ 14.00	$ 172,788.00
18	CONNECT TO EXISTING	9	EA	$ 3,000.00	$ 27,000.00	$ 5,000.00	$ 45,000.00	$ 4,815.00	$ 43,335.00	$ 4,500.00	$ 40,500.00	$ 7,960.00	$ 71,640.00	$ 4,000.00	$ 36,000.00	$ 5,000.00	$ 45,000.00
19	WET CONNECTION	8	EA	$ 4,000.00	$ 32,000.00	$ 5,000.00	$ 40,000.00	$ 3,200.00	$ 25,600.00	$ 7,550.00	$ 60,400.00	$ 7,658.00	$ 61,264.00	$ 5,000.00	$ 40,000.00	$ 10,000.00	$ 80,000.00
20	WATER SERVICE RECONNECTION (SHORT)	32	EA	$ 1,000.00	$ 32,000.00	$ 2,500.00	$ 80,000.00	$ 2,430.00	$ 77,760.00	$ 2,200.00	$ 70,400.00	$ 1,693.00	$ 54,176.00	$ 2,500.00	$ 80,000.00	$ 1,850.00	$ 59,200.00
21	WATER SERVICE RECONNECTION (LONG)	23	EA	$ 2,000.00	$ 46,000.00	$ 3,500.00	$ 80,500.00	$ 3,650.00	$ 83,950.00	$ 5,740.00	$ 132,020.00	$ 2,793.00	$ 64,239.00	$ 3,500.00	$ 80,500.00	$ 3,500.00	$ 80,500.00
22	REMOVE & REPLACE CONCRETE PAVEMENT	44	SY	$ 75.00	$ 3,300.00	$ 200.00	$ 8,800.00	$ 175.00	$ 7,700.00	$ 210.00	$ 9,240.00	$ 357.00	$ 15,708.00	$ 130.00	$ 5,720.00	$ 250.00	$ 11,000.00
23	REMOVE & REPLACE CONCRETE DRIVE	182	SY	$ 75.00	$ 13,650.00	$ 200.00	$ 36,400.00	$ 175.00	$ 31,850.00	$ 210.00	$ 38,220.00	$ 332.00	$ 60,424.00	$ 120.00	$ 21,840.00	$ 240.00	$ 43,680.00
24	REMOVE & REPLACE ASPHALT PAVEMENT	378	SY	$ 75.00	$ 28,350.00	$ 220.00	$ 83,160.00	$ 200.00	$ 75,600.00	$ 210.00	$ 79,380.00	$ 383.00	$ 144,774.00	$ 130.00	$ 49,140.00	$ 240.00	$ 90,720.00
25	REMOVE & REPLACE ASPHALT DRIVE	63	SY	$ 75.00	$ 4,725.00	$ 220.00	$ 13,860.00	$ 190.00	$ 11,970.00	$ 175.00	$ 11,025.00	$ 337.00	$ 21,231.00	$ 120.00	$ 7,560.00	$ 230.00	$ 14,490.00
26	REMOVE & REPLACE GRAVEL DRIVE	39	SY	$ 60.00	$ 2,340.00	$ 85.00	$ 3,315.00	$ 58.00	$ 2,262.00	$ 125.00	$ 4,875.00	$ 46.00	$ 1,794.00	$ 30.00	$ 1,170.00	$ 95.00	$ 3,705.00
27	REMOVE & REPLACE CONCRETE SIDEWALK	41	SY	$ 75.00	$ 3,075.00	$ 200.00	$ 8,200.00	$ 150.00	$ 6,150.00	$ 175.00	$ 7,175.00	$ 255.00	$ 10,455.00	$ 90.00	$ 3,690.00	$ 115.00	$ 4,715.00
28	REMOVE & REPLACE CURB & GUTTER	134	SY	$ 100.00	$ 13,400.00	$ 85.00	$ 11,390.00	$ 120.00	$ 16,080.00	$ 1,035.00	$ 138,690.00	$ 306.00	$ 41,004.00	$ 50.00	$ 6,700.00	$ 60.00	$ 8,040.00
29	REMOVE & REPLACE PIPE FENCE	12	LF	$ 200.00	$ 2,400.00	$ 45.00	$ 540.00	$ 10.00	$ 120.00	$ 95.00	$ 1,140.00	$ 217.00	$ 2,604.00	$ 200.00	$ 2,400.00	$ 200.00	$ 2,400.00
30	CONSTRUCTION SIGNING AND TRAFFIC CONTROL	1	LSUM	$ 5,000.00	$ 5,000.00	$ 10,000.00	$ 10,000.00	$ 39,000.00	$ 39,000.00	$ 32,000.00	$ 32,000.00	$ 35,190.00	$ 35,190.00	$ 45,000.00	$ 45,000.00	$ 41,200.00	$ 41,200.00
31	TEMPORARY EROSION AND SEDIMENT CONTROL	1	LSUM	$ 5,000.00	$ 5,000.00	$ 10,000.00	$ 10,000.00	$ 11,900.00	$ 11,900.00	$ 7,500.00	$ 7,500.00	$ 10,838.00	$ 10,838.00	$ 20,000.00	$ 20,000.00	$ 29,500.00	$ 29,500.00
32	PRESSURE AND LEAKAGE TESTING	1	LSUM	$ 5,000.00	$ 5,000.00	$ 15,000.00	$ 15,000.00	$ 12,000.00	$ 12,000.00	$ 14,000.00	$ 14,000.00	$ 7,523.00	$ 7,523.00	$ 15,000.00	$ 15,000.00	$ 21,000.00	$ 21,000.00
33	DISINFECTION AND TESTING	1	LSUM	$ 5,000.00	$ 5,000.00	$ 10,000.00	$ 10,000.00	$ 12,600.00	$ 12,600.00	$ 10,000.00	$ 10,000.00	$ 8,160.00	$ 8,160.00	$ 15,000.00	$ 15,000.00	$ 6,500.00	$ 6,500.00
34	SOLID SLAB SOD	4534	SY	$ 6.00	$ 27,204.00	$ 5.00	$ 22,670.00	$ 12.10	$ 54,861.40	$ 18.00	$ 81,612.00	$ 7.00	$ 31,738.00	$ 6.00	$ 27,204.00	$ 6.90	$ 31,284.60
56	DEMOLITION OF VALVE VAULT	1	EA	$ 2,500.00	$ 2,500.00	$ 4,000.00	$ 4,000.00	$ 10,750.00	$ 10,750.00	$ 10,000.00	$ 10,000.00	$ 10,200.00	$ 10,200.00	$ 2,000.00	$ 2,000.00	$ 15,000.00	$ 15,000.00
57	24" GATE VALVE & BOX	1	EA	$ 40,000.00	$ 40,000.00	$ 25,000.00	$ 25,000.00	$ 34,750.00	$ 34,750.00	$ 5,500.00	$ 5,500.00	$ 50,637.00	$ 50,637.00	$ 36,000.00	$ 36,000.00	$ 41,000.00	$ 41,000.00
	BASE BID TOTAL			$	**1,456,024.00**	$	**2,301,420.00**	$	**2,354,345.20**	$	**2,414,293.00**	$	**2,553,999.00**	$	**3,026,174.00**	$	**3,947,042.60**

ADD ALTERNATE 1

ITEM NUMBER	DESCRIPTION	QTY	UNIT	COOKS CONSULTING, LLC		MACH ENERGY SERVICES, LLC		MARSAU ENTERPRISES, INC		HEARTLAND UTILITY SERVICES		CIRCLE B UNDERGROUND, LLC		MCGUIRE BROTHERS CONSTRUCTION, INC		TIMBER WOLF EXCAVATING, LLC	
35	12" PVC C-900 PIPE DR-18 (TRENCHING)	1662	LF	$ 85.00	$ 141,270.00	$ 45.00	$ 74,790.00	$ 108.00	$ 179,496.00	$ 74.00	$ 122,988.00	$ 112.00	$ 186,144.00	$ 218.00	$ 362,316.00	$ 210.00	$ 349,020.00
36	10" PVC C-900 PIPE DR-18 (TRENCHING)	2667	LF	$ 70.00	$ 186,690.00	$ 40.00	$ 106,680.00	$ 88.50	$ 236,029.50	$ 61.00	$ 162,687.00	$ 89.00	$ 237,363.00	$ 210.00	$ 560,070.00	$ 209.00	$ 557,403.00
37	6" PVC C-900 PIPE DR-18 (TRENCHING)	88	LF	$ 55.00	$ 4,840.00	$ 35.00	$ 3,080.00	$ 81.25	$ 7,150.00	$ 87.00	$ 7,656.00	$ 75.00	$ 6,600.00	$ 168.00	$ 14,784.00	$ 102.00	$ 8,976.00
38	TRENCHING 0' TO 10'	4417	LF	$ 1.00	$ 4,417.00	$ 50.00	$ 220,850.00	$ 15.75	$ 69,567.75	$ 4.00	$ 17,668.00	$ 6.00	$ 26,502.00	$ 10.00	$ 44,170.00	$ 98.00	$ 432,866.00
39	12" GATE VALVE & BOX	3	EA	$ 4,500.00	$ 13,500.00	$ 5,000.00	$ 15,000.00	$ 4,880.00	$ 14,640.00	$ 6,400.00	$ 19,200.00	$ 7,058.00	$ 21,174.00	$ 4,700.00	$ 14,100.00	$ 5,600.00	$ 16,800.00
40	6" GATE VALVE & BOX	17	EA	$ 2,000.00	$ 34,000.00	$ 3,000.00	$ 51,000.00	$ 2,360.00	$ 40,120.00	$ 3,300.00	$ 56,100.00	$ 2,764.00	$ 46,988.00	$ 2,000.00	$ 34,000.00	$ 2,450.00	$ 41,650.00
41	6"X 6" TAPPING SLEEVE & VALVE W/BOX	2	EA	$ 4,200.00	$ 8,400.00	$ 5,000.00	$ 10,000.00	$ 5,880.00	$ 11,760.00	$ 5,900.00	$ 11,800.00	$ 7,100.00	$ 14,200.00	$ 4,500.00	$ 9,000.00	$ 6,500.00	$ 13,000.00
42	10"X10" TAPPING SLEEVE & VALVE W/BOX	1	EA	$ 6,000.00	$ 6,000.00	$ 7,500.00	$ 7,500.00	$ 8,700.00	$ 8,700.00	$ 12,775.00	$ 12,775.00	$ 14,272.00	$ 14,272.00	$ 7,000.00	$ 7,000.00	$ 10,000.00	$ 10,000.00
43	FIRE HYDRANT ASSEMBLY	13	EA	$ 5,800.00	$ 75,400.00	$ 7,500.00	$ 97,500.00	$ 7,490.00	$ 97,370.00	$ 7,470.00	$ 97,110.00	$ 8,915.00	$ 115,895.00	$ 6,000.00	$ 78,000.00	$ 7,500.00	$ 97,500.00
44	MECHANICAL JOINT FITTINGS	7018	LB	$ 11.50	$ 80,707.00	$ 10.00	$ 70,180.00	$ 9.20	$ 64,565.60	$ 24.00	$ 168,432.00	$ 20.00	$ 140,360.00	$ 10.00	$ 70,180.00	$ 14.00	$ 98,252.00
45	CONNECT TO EXISTING	3	EA	$ 3,000.00	$ 9,000.00	$ 5,000.00	$ 15,000.00	$ 4,740.00	$ 14,220.00	$ 4,270.00	$ 12,810.00	$ 8,286.00	$ 24,858.00	$ 4,000.00	$ 12,000.00	$ 5,000.00	$ 15,000.00
46	WET CONNECTION	8	EA	$ 4,000.00	$ 32,000.00	$ 5,000.00	$ 40,000.00	$ 3,200.00	$ 25,600.00	$ 7,590.00	$ 60,720.00	$ 6,038.00	$ 48,304.00	$ 5,000.00	$ 40,000.00	$ 10,000.00	$ 80,000.00
47	WATER SERVICE RECONNECTION (SHORT)	21	EA	$ 1,000.00	$ 21,000.00	$ 2,500.00	$ 52,500.00	$ 2,470.00	$ 51,870.00	$ 2,380.00	$ 49,980.00	$ 1,707.00	$ 35,847.00	$ 2,500.00	$ 52,500.00	$ 1,850.00	$ 38,850.00
48	WATER SERVICE RECONNECTION (LONG)	16	EA	$ 2,000.00	$ 32,000.00	$ 3,500.00	$ 56,000.00	$ 3,670.00	$ 58,720.00	$ 5,730.00	$ 91,680.00	$ 2,755.00	$ 44,080.00	$ 3,500.00	$ 56,000.00	$ 3,500.00	$ 56,000.00
49	REMOVE & REPLACE CONCRETE DRIVE	68	SY	$ 75.00	$ 5,100.00	$ 200.00	$ 13,600.00	$ 175.00	$ 11,900.00	$ 210.00	$ 14,280.00	$ 332.00	$ 22,576.00	$ 120.00	$ 8,160.00	$ 240.00	$ 16,320.00
50	REMOVE & REPLACE ASPHALT PAVEMENT	175	SY	$ 75.00	$ 13,125.00	$ 220.00	$ 38,500.00	$ 200.00	$ 35,000.00	$ 210.00	$ 36,750.00	$ 383.00	$ 67,025.00	$ 130.00	$ 22,750.00	$ 240.00	$ 42,000.00
51	REMOVE & REPLACE GRAVEL PAVEMENT	17	SY	$ 75.00	$ 1,275.00	$ 85.00	$ 1,445.00	$ 58.00	$ 986.00	$ 135.00	$ 2,295.00	$ 69.00	$ 1,173.00	$ 30.00	$ 510.00	$ 95.00	$ 1,615.00
52	REMOVE & REPLACE GRAVEL DRIVE	248	SY	$ 60.00	$ 14,880.00	$ 85.00	$ 21,080.00	$ 58.00	$ 14,384.00	$ 125.00	$ 31,000.00	$ 46.00	$ 11,408.00	$ 30.00	$ 7,440.00	$ 95.00	$ 23,560.00
53	REMOVE & REPLACE CONCRETE SIDEWALK	14	SY	$ 75.00	$ 1,050.00	$ 200.00	$ 2,800.00	$ 150.00	$ 2,100.00	$ 175.00	$ 2,450.00	$ 255.00	$ 3,570.00	$ 90.00	$ 1,260.00	$ 120.00	$ 1,680.00
54	REMOVE & REPLACE 12" DRAINAGE PIPE	128	LF	$ 75.00	$ 9,600.00	$ 140.00	$ 17,920.00	$ 82.40	$ 10,547.20	$ 65.00	$ 8,320.00	$ 146.00	$ 18,688.00	$ 100.00	$ 12,800.00	$ 150.00	$ 19,200.00
55	SOLID SLAB SOD	2944	SY	$ 6.00	$ 17,664.00	$ 5.00	$ 14,720.00	$ 12.10	$ 35,622.40	$ 18.00	$ 52,992.00	$ 6.00	$ 17,664.00	$ 6.00	$ 17,664.00	$ 6.50	$ 19,136.00
	ADD ALTERNATE 1 TOTAL			$	**711,918.00**	$	**930,145.00**	$	**990,348.45**	$	**1,039,693.00**	$	**1,104,691.00**	$	**1,424,704.00**	$	**1,938,828.00**
	BASE BID + ADD ALTERNATE 1 TOTAL			$	**2,167,942.00**	$	**3,231,565.00**	$	**3,344,693.65**	$	**3,453,986.00**	$	**3,658,690.00**	$	**4,450,878.00**	$	**5,885,870.60**

Low Bidder

Finance Committee **19.**

Meeting Date: 04/13/2026

Submitted For: Mike Stewart, Public Works **Initiator:** Ashley Wallace, Project Designer

Department: Public Works

Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval of the lowest and best bid in the amount of $199,900.00, from Cook Consulting, LLC, for the Water Treatment Plant Chemical Feed System Improvements, Project No. 2026008, or take other necessary action. (Mike Stewart)

BACKGROUND:

The WTP Chemical Feed System Improvements is providing all equipment and materials needed for chemical feed system improvements.

The following description outlines items of work to be completed.

- Installation of two (2) horizontal manifolds for three (3) ton containers and gauge connection. Includes a 6-ft flexible connector, isolation valve assembly, and manifold union.
- Installation of two (2) C-100 chlorine gas filters.
- Installation of two (2) prominent pump metering skid for influent and effluent flow.
- Installation of two (2) pressure reducing valves.
- Installation of two (2) vacuum regulators.
- Installation of one (1) automatic switchover module.
- Installation of one (1) chlorine gas sensor and alarm system.
- Installation of four (4) remote meter panels.
- Installation of two (2) pressure gauges.
- Installation of controls and required electrical improvements.
- Miscellaneous demolition and removal of concrete pads, piping, and electrical controls.

Cowan Group Engineering, stated pursuant to the review of the bid package, bonds, and bid tabulation, the low bid is accurate and complete. While only one (1) bid was received, the bid is in line with estimates previously reviewed and compiled prior to bidding on the project. The mandatory pre-bid had a good turnout, but the small size of the project most likely led most plan holders not to bid.

Cowan Group Engineering and City Staff recommend approval.

RECOMMENDED ACTION:

Approve the item

Fiscal Impact

Attachments

Engineer's Recommendation
Bid Tab

March 17, 2026

Ashley Wallace
Projects and Contracts Coordinator
P.O. Box 1927
Muskogee, OK 74401

RE: WTP Chemical Feed Improvements – Engineer's Recommendation for Award

Dear Ms. Wallace,

Pursuant to the bid opening held on March 12, 2026, attached please find the bid tabulation for the subject project. The bid opening consisted of one (1) responsive bid.

The apparent low base bidder for the subject project is Cooks Consulting, LLC with:

Base Bid: $199,900.00

Pursuant to the review of the bid package, bonds, and bid tabulation, the low bid is accurate and complete. While only one bid was received the bid is in line with estimates previously reviewed and compiled prior to bidding the project. Interest in the project was good but the size of the project most likely led most plan holders not to bid.

After careful review and consideration, Cowan Group Engineering, LLC recommends the City of Muskogee award the Base Bid for the subject contract to **Cooks Consulting, LLC** at **$199,900.00**.

Should you have any questions, please contact the undersigned at 405.463.3369.

Sincerely,

COWAN GROUP ENGINEERING, LLC

Michael Taylor, P.E.
Project Manager

Enclosure (1): Bid Tabulation

Cc:

COWAN GROUP ENGINEERING, LLC
7100 N Classen, Suite 500
OKLAHOMA CITY, OK 73116
405.463.3369 O

City of Muskogee

MUSKOGEE WTP CHECMICAL FEED SYSTEM IMPROVEMENTS

BID NO. 24-150

DATE March 2026

I do solemnly swear that the below amount is correct, reasonable and just.

Michael Taylor, P.E.

LICENSED PROFESSIONAL ENGINEER
MICHAEL TAYLOR
3/16/26
27655
OKLAHOMA

BASE BID **BID: MUSKOGEE WTP CHEMICAL FEED SYSTEM IMPROVEMENTS**

ITEM NUMBER	DESCRIPTION	QTY	UNIT	COOKS CONSULTING, LLC	
1	MOBILIZATION AND BONDS	1	LSUM	$ 10,000.00	$ 10,000.00
2	DEMOLITION	1	LSUM	$ 10,000.00	$ 10,000.00
3	CL2/SO2 AUTOMATIC VALVE	4	EA	$ 4,000.00	$ 16,000.00
4	REMOTE METER PANEL	4	EA	$ 3,900.00	$ 15,600.00
5	EJECTOR	4	EA	$ 3,900.00	$ 15,600.00
6	TON CONTAINER ACTUATOR	6	EA	$ 2,900.00	$ 17,400.00
7	SUPERIOR 6 ACTUATOR	1	EA	$ 13,400.00	$ 13,400.00
8	AUTOMATIC SWITCH OVER	2	EA	$ 6,900.00	$ 13,800.00
9	SWITCHOVER PRESSURE RELIEF VALVE	1	EA	$ 12,900.00	$ 12,900.00
10	HORIZONTAL MANIFOLD	2	EA	$ 6,900.00	$ 13,800.00
11	GAS SENSOR	1	EA	$ 12,900.00	$ 12,900.00
12	VACUUM GAUGE	4	EA	$ 3,900.00	$ 15,600.00
13	PRESS GAUGE	2	EA	$ 6,900.00	$ 13,800.00
14	TEMPORARY PUMPING	2	EA	$ 900.00	$ 1,800.00
15	ALL ASSOCIATED PIPING	1	LSUM	$ 17,300.00	$ 17,300.00
			BASE BID TOTAL		$ 199,900.00

Finance Committee **20.**

Meeting Date: 04/13/2026
Submitted For: Rick Ewing, Parks & Recreation
Initiator: Rick Ewing, Assistant Director Parks & Recreation
Department: Parks & Recreation
Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval to purchase a 2026 Ford F-350, Regular Cab Chassis Truck, with a 9-foot CM Steel Platform Bed and electric hoist, for the Parks & Recreation Department, in the amount of $72,857.25, utilizing State Contract Pricing No. SW035, or take other necessary action. (Rick Ewing)

BACKGROUND:

The current 1-ton dump truck *(#2218*) used by the Parks & Recreation Department was put into service in 1991. For 35 years, this unit has performed its duties. But this unit is now having serious operational issues that continue to arise. It is now costing the city a significant sum of money and lost man-hours in productivity to keep this unit operational.

The unit is offered by John Vance Fleet Services to the City of Muskogee under State Contract #SW035 and the purchase has been endorsed by Fleet Director Robert Swepston. The purchase amount is already funded in account 213-7520-452.64-10.

RECOMMENDED ACTION:

Approve the item

Fiscal Impact

FUNDING SOURCE:

The purchase amount is funded in account 213-7520-452.64-10.

Attachments

2026 Ford 1-ton Dump

John Vance Motors - Guthrie, OK

VANCE COUNTRY FORD

FLEET & GOVERNMENT SALES
PO BOX 1600, GUTHRIE, OK 73044
405-282-3800
Ok Vendor #0000075466

QUOTE

DATE	3/9/2026
QUOTE NUMBER	000Q19031
EXPIRATION DATE	3/31/2026
SHIP VIA	Factory Order
TERMS	SW035 - STATE CONTRACT

SOLD TO:
City of Muskogee
Richard Ellison

918-348-0451

SHIP TO:
City of Muskogee
Richard Ellison
,
918-348-0451

Any Questions? Call 405-282-3800
Jonathan Riedlinger

jonathan@VanceFleet.Com

Qty	OPTION	Description	Unit Price	Ext. Price
1	F3G	2026 FORD F350 REGULAR CAB CHASSIS	$49,772.00	$49,772.00
1	DRW	DUAL REAR WHEELS	$0.00	$0.00
1	2WD	2 WHEEL DRIVE	$0.00	$0.00
1	W45	145" WHEELBASE/ 60" CAB TO AXLE	$0.00	$0.00
1	640A	XL EQUIPMENT GROUP	$0.00	$0.00
1	99T	ENGINE: 6.7L POWER STROKE V8 DIESEL	$9,751.00	$9,751.00
1	44G	TRANSMISSION: 10 SPEED AUTOMATIC	$0.00	$0.00
1	41H	ENGINE BLOCK HEATER	$190.00	$190.00
1	X37	3.73 AXLE RATIO	$0.00	$0.00
1	64K	WHEELS: 17" ARGENT PAINTED STEEL	$0.00	$0.00
1	TD8	TIRES: LT245/75Rx17E BSW PLUS A/S	$0.00	$0.00
1	86M	DUAL AGM 68 AH BATTERY	$210.00	$210.00
1	67B	410 AMP DUAL ALTERNATOR	$115.00	$115.00
1	18B	BLACK PLATFORM RUNNING BOARDS	$320.00	$320.00
1	512/61J	SPARE TIRE, WHEEL, & JACK	$0.00	$0.00
1	52B	TRAILER BRAKE CONTROLLER	$300.00	$300.00
1	872	REAR VIEW CAMERA & PREP KIT	$489.25	$489.25
1	1S	INTERIOR: MEDIUM DARK SLATE, CLOTH 40/20/40 SPLIT BENCH	$0.00	$0.00
1	Z1	EXTERIOR: OXFORD WHITE	$0.00	$0.00
		SubTotal		**$61,147.25**
		Additional dump bed option:		
1		9ft CM PLS Bed	$5,700.00	$5,700.00
1		9ft electric hoist for dump	$4,500.00	$4,500.00
1		Receiver hitch, ICC bumper, & 7-way plug	$675.00	$675.00
1		Steel / Wiring Harness / Fuel / Supplies	$400.00	$400.00
1		Touch-up Paint	$135.00	$135.00
1		Freight	$300.00	$300.00
		SubTotal		**$11,710.00**

Accepted By: _____

Terms:
THIS QUOTE DOES NOT GUARANTEE THE FACTORY WILL BUILD THE VEHICLE.
1) TAG & TAXES ARE NOT INCLUDED UNLESS ITEMIZED ON QUOTE
2) ALL REBATES & INCENTIVES HAVE BEEN INCLUDED IN TOTAL PRICE

SUB-TOTAL	$72,857.25
	$0.00
TOTAL DUE	$72,857.25

Finance Committee **21.**

Meeting Date: 04/13/2026

Submitted For: Rick Ewing, Parks & Recreation

Initiator: Brooke Hall, Assistant Director of Parks and Recreation

Department: Parks & Recreation

Staff Information Source:

Information

AGENDA ITEM TITLE:

Consider approval for the City Manager to execute an agreement accepting grant funding in the amount of $52,835.44, from the Centers for Disease Control and Prevention, for a basic swimming and water safety skills training program, to be implemented at the Muskogee Swim and Fitness Center, in partnership with Muskogee Public Schools, or take other necessary action. (Rick Ewing)

BACKGROUND:

Kevin Anthis, Swim & Fitness Center Facility Manager, submitted a Request for Interest in a grant opportunity for the 2nd year with the Center for Disease Control and Prevention to implement a basic swimming and water safety skills training program. In partnership and with the support of the Muskogee Public Schools, the City of Muskogee was selected for the program for a second year. Once acceptance of funding is secured, this program will be implemented in the 2026/2027 school year.

GRANT - SUMMARY OF REQUEST:

The CDC Foundation is announcing a Request for Interest (RFI) from eligible community-serving organizations interested in partnering with the CDC Foundation to expand access to basic swimming and water safety skills training among children aged 6-15 years. Eligible applicants will operate in Alaska, Arizona, California, Florida, Georgia, Louisiana, Michigan, New York, Oklahoma and Texas. Applicants that have a collaborative relationship with their local school board to facilitate program activities and reach African American, American Indian and Alaska Native (AIAN) communities will be given priority consideration. Selected partners will work with the CDC Foundation to implement a basic swimming and water safety program to reduce drowning in communities that are disproportionately impacted by drowning.

The CDC Foundation will fund at least two programs in each state. Interested organizations are asked to respond to the RFI with a brief program plan and the requested supporting documents. Program plans will be reviewed by subject-matter experts on drowning prevention. Finalists will be invited to submit a full proposal and work in partnership with the CDC Foundation to finalize program activities.

RECOMMENDED ACTION:

Approve the item

Fiscal Impact

Attachments

CDC Program Agreement Water Safety Program

Docusign Envelope ID: 794EFC47-A20E-4C1A-923D-658503C38C40

NON-FEDERAL SUBGRANTEE AGREEMENT

Subgrantee Name:	City of Muskogee
Agreement Number:	11119
Program ID:	10100323
Project Name:	Understanding and Preventing Drowning
Term:	August 24, 2026 – December 31, 2026
Grant Funds Amount:	$52,835.44

This Agreement (the "Agreement") is entered into on **August 24, 2026** ("Effective Date") by and between City of Muskogee ("Subgrantee") and National Foundation for the Centers for Disease Control and Prevention, Inc. ("CDC Foundation").

WHEREAS, the CDC Foundation was established by P.L 102 - 531, 42 U.S.C. § 280e-11, to carry out activities for the prevention and control of diseases, disorders, injuries, and disabilities, and for promotion of public health; and

WHEREAS, Subgrantee represents it possesses the requisite experience and skills to complete the Grant Activities; and

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the CDC Foundation and Subgrantee hereby agree to the following terms, conditions, standards, and provisions of the contract as follows:

AGREEMENT:

ARTICLE 1
RELATIONSHIP

1.1 **Term.** Unless otherwise terminated as provided herein, the "Term" of this Agreement will commence on the Effective Date and end on **December 31, 2026** ("Termination Date"). All Grant Activities (as defined in Section 2.1 below) must be completed by the Termination Date.

1.2 **Relationship.** It is expressly understood that Subgrantee is not an employee or agent of the CDC Foundation or a federal employee but is an independent Subgrantee to the CDC Foundation. Subgrantee may not exercise administrative or managerial control over any federal employee or employee of the CDC Foundation. It is expressly understood that Subgrantee and/or any person performing Grant Activities under this Agreement is not eligible to participate as the primary beneficiary in health insurance, life insurance, retirement, and sick and annual leave programs of the CDC Foundation.

1.3 **Reserved.**

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ARTICLE 2
GRANT ACTIVITIES & OBLIGATIONS

2.1 **Grant Activities.** Subgrantee is responsible for performing the Grant Activities listed in Attachment 1: Scope of Grant Activities (the "Scope of Grant Activities").

2.2 **Performance of Grant Activities.** Subgrantee represents and warrants that it will, in the performance of this Agreement, comply with all applicable federal, state, and local laws, rules, regulations, orders, and ordinances. Subgrantee will determine the methods, details, and means of performing the Grant Activities.

2.3 **Records.** Subgrantee agrees to maintain books and records ("Records") in sufficient detail to properly reflect all work done and results achieved in the performance of the Grant Activities for a period of no less than seven (7) years. At any time before or after final payment under this Agreement, except where limited by law, the CDC Foundation may request, and Subgrantee agrees to allow examination of the Records to the extent necessary to substantiate the performance of its obligations under this Agreement and applicable law. Any such examination will be conducted at reasonable times and upon reasonable notice.

2.4 **Reporting.** Subgrantee may be required to submit progress reports and/or financial reports to the CDC Foundation to indicate progress toward accomplishment of program outputs and the use of any funds advanced to it under the Agreement (the "Reports"). Where Financial reports are required, such Reports shall include budgeted and actual costs, exchange rates, gains and applied interest, if applicable in addition to a signed expense report. Upon request, a receipt log and verified exchange rate receipt should be provided. See Attachment 1 for applicable reporting schedule.

2.5 **Assignment.** Subgrantee may not assign or delegate any rights, obligations, or duties under this Agreement without first obtaining CDC Foundation's written approval.

2.6 **Ethical Standards.** Subgrantee shall at all times act in accordance with the professional and ethical rules of the applicable industry and shall adhere to ethical standards required of it by virtue of the professional nature of its business.

2.7 **Confidentiality.** Subgrantees shall comply with the following provisions:

2.7.1 While providing Grant Activities under the Agreement, Subgrantee will have access to certain Confidential Information in order to carry out recipient obligations, including information that may identify individuals and/or companies or establishments. In addition to personally identifiable information regarding individuals and/or companies or establishments, "Confidential Information" also means all non-public information of a competitively sensitive nature concerning the CDC Foundation, including any non-public information (whether in writing, or retained as mental impressions) concerning the Agreement; research and development; operational costs and processes; pricing, cost or profit factors; quality programs; annual and long-range business plans; marketing plans and methods; customers or suppliers; donors; contracts and bids; and personnel. "Confidential Information" may also constitute a trade secret under applicable law. Subgrantee acknowledges that Confidential Information may be contained in various media, including, without limitation, computer programs, flow charts, manuals, plans, drawings, designs, technical specifications, notebooks, donor and prospective donor lists, internal financial data and other documents, surveillance, data and publications under development, and records of the CDC Foundation. Subgrantee recognizes that Confidential Information includes ways of doing business which may be generally known but whose use by the CDC Foundation is not generally known. Confidential Information includes information generated by the CDC Foundation, or information provided to the CDC Foundation by other entities or individuals.

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2.7.1.1 Exclusions. Information of the CDC Foundation is not Confidential Information if (i) it is already or becomes, known to the public other than as a result of any act or omission of Subgrantee; (ii) it is lawfully received from a third party having the right to disseminate the information without restriction on disclosure; or (iii) it is voluntarily furnished to others by the CDC Foundation without restriction on disclosure.

2.7.2 **Non-Disclosure.** During the Term of the Agreement and thereafter, Subgrantee will not disclose, reveal, or transfer (directly or indirectly) (hereinafter "Disclose"), any Confidential Information to any person or entity who is not specifically authorized by the CDC Foundation to receive it and Subgrantee will not use the Confidential Information for any purpose other than that for which it was provided to Subgrantee, without the express written consent of the CDC Foundation, and that Subgrantee will only use the Confidential Information for the fulfillment of their obligations under the Agreement. Subgrantee acknowledges that all Confidential Information, whether or not in writing and whether or not labeled or identified as confidential or proprietary, is and shall remain the exclusive property of the CDC Foundation or the third party providing such information to Subgrantee or the CDC Foundation.

2.7.2.1 Unauthorized Disclosures. Notwithstanding anything to the contrary, to the extent Subgrantee has access to trade secrets or confidential business information, Subgrantee will abide by Health and Human Services (HHS) regulations and the applicable provisions of the Freedom of Information Act regarding subsequent disclosure of such information. Any unauthorized disclosure of this information, in any form, including in published or unpublished reports, may subject Subgrantee to criminal prosecution under the Federal Trade Secrets Act, 10 U.S.C. § 1905.

2.7.2.2 Required Disclosures. If Subgrantee is legally required to disclose Confidential Information by law or pursuant to the order of a court or a governmental agency, Subgrantee shall, unless legally prohibited, immediately notify the CDC and the CDC Foundation of such disclosure.

2.7.3 **Personally Identifiable Information (PII).** Subgrantee agrees not to publish any PII obtained from the CDC Foundation in any publicly available document. Moreover, Subgrantee will notify the CDC Foundation of any efforts to use or obtain PII for purposes other than research or for other public health activities.

2.7.4 **Standard of Care.** Subgrantee agrees: (i) to protect any and all Confidential Information from unauthorized use or disclosure with at least the same degree of care such Subgrantee uses to protect its own confidential information of a similar nature; (ii) to not copy or reproduce any Confidential Information in any form, except to the extent contemplated by this Agreement; (iii) not to disclose to or otherwise permit any third person or entity access to any Confidential Information except with prior written consent of the CDC Foundation; (iv) to adhere to the administrative, technical, and physical safeguards that are in place to prevent unauthorized use or disclosure of the records; and (v) to take commercially reasonable steps necessary to safeguard Confidential Information against unauthorized access or disclosure. Subgrantee agrees, to assist CDC and the CDC Foundation in identifying any access, disclosure, or use of Confidential Information in a manner inconsistent with the provisions of this Agreement, by informing CDC Foundation of all individuals or entities to whom Confidential Information has been disclosed or been afforded access to.

2.7.5 **Termination.** Upon termination of the Agreement, Subgrantee agrees to voluntarily surrender all Confidential Information of the CDC Foundation in Subgrantee's possession, custody, or control including, without limitation, any originally, drafts, copies, or other non-originals.

2.8 **Reserved.**

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2.9 **Work Product Ownership.** Subgrantee shall retain title to and use of all copyrights, patents, trade secrets, or other intellectual property rights associated with any procedures, work-flow methods, reports, manuals, visual aids, documentation, ideas, concepts, techniques, inventions, processes, articles, papers, or other works of authorship developed, provided, or created by Subgrantee during the course of performing Grant Activities pursuant to this Agreement (collectively "Work Product"). Subgrantee hereby grants to the CDC Foundation a non-exclusive, irrevocable, perpetual, fully-paid right and license to reproduce, publish, copy, alter, or otherwise practice and use the Work Product, including the right to modify or create derivative works from the Work Product, and the right to license others to use the Work Product, or as otherwise required for the CDC Foundation to comply with its obligations to the donor.

ARTICLE 3
GRANT FUNDS & INVOICING

3.1 **Grant Funds.** CDC Foundation will pay the Subgrantee an amount not to exceed $52,835.44 ("Grant Funds") pursuant to Attachment 1: Scope of Grant Activities.

3.2 **Use of Funds** Subgrantee may not use Grant Funds for any purpose other than the Project. Subgrantee may not use Grant Funds to reimburse any expenses Subgrantee incurred prior to the Effective Date. At CDC Foundation's request, Subgrantee will repay any portion of Grant Funds used and/or obligated in material breach of this Agreement, as determined by the CDC Foundation in its sole discretion.

3.3 **Budget.** When a budget is required, the budget for this Agreement is attached hereto as Attachment 2: Budget and incorporated herein by reference (the "Approved Budget"). No deviation from the Approved Budget is authorized absent the express written approval of the CDC Foundation.

3.4 **Invoice.** Subgrantee will provide an invoice to the CDC Foundation that is materially consistent with the invoice in Attachment 3. Such invoice should be provided to the CDC Foundation as directed in Attachment 1: Scope of Grant Activities, and failure to do so may be deemed a material breach of this Agreement in CDC Foundation's sole discretion. The CDC Foundation Financial Contact and Programmatic Contact listed in 6.18 below must also be copied on all emails regarding invoices.

Once an invoice is approved for payment, CDC Foundation will issue payment to Subgrantee within 45 days of approval of the invoice and all reporting requirements having been met. In case of a dispute over amounts or satisfactory performance, the CDC Foundation may withhold amounts equal to the disputed amount until resolution. Subgrantee shall continue performing all of its obligations under this Agreement during such dispute.

3.5 **Final Invoice.** All invoices, including the final invoice, must be submitted to CDC Foundation no later than thirty (30) days following the Termination of this Agreement.

3.6 **Improper Expenditures.** Any item of expenditure by Subgrantee under the terms of this Agreement which is found by auditors, investigators, and other authorized representatives of the CDC Foundation to be in violation of the terms of this Agreement, or involving any fraudulent, deceptive, or misleading representations or activities of Subgrantee, shall become Subgrantee's liability, to be paid by Subgrantee from funds other than those provided by the CDC Foundation under this Agreement or any other agreements between the CDC Foundation and Subgrantee. Subgrantee shall immediately reimburse CDC Foundation for any improper expenditures. This provision shall survive the expiration or termination of this Agreement.

3.7 **Management of Funds.** For the duration of this Agreement, Subgrantee shall establish and maintain a system or separate bank account for the management of funds received under this Agreement. If a system is utilized rather than a separate bank account, it should have the capability to track and report all credits, debits and balances related to the Agreement, including any earned interest or foreign gains. Any interest or gains must be credited back to the project funds.

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ARTICLE 4
TERMINATION

4.1 **Right to Termination.** CDC Foundation may terminate this Agreement without cause or further liability upon fifteen (15) days' written notice to the other Party and either Party may terminate this Agreement immediately in the event of a material default hereunder by the other Party if such default is not cured within 10 days after written notice to the other party.

4.2 **Reserved**.

4.3 **Payment Upon Termination.** The CDC Foundation's sole and exclusive obligation to the Subgrantee upon termination shall be the payment for Grant Activities properly performed up to the effective date of termination. In the event Subgrantee was advanced payment, then upon termination, the Subgrantee shall, within 30 days, return any non-cancellable and unexpended Grant Funds to CDC Foundation and provide a final report detailing the use of funds and any remaining balance.

4.4 **Return of Funds.** Any Grant Funds that have not been used, or committed to, the Project upon termination of this Agreement must be (a) returned promptly to CDC Foundation, as set forth in Section 4.3, or (b) applied to another mutually agreed upon charitable purpose, as directed in writing by CDC Foundation.

ARTICLE 5
BRANDING AND PUBLICATION GUIDELINES

5.1 **Disclaimer for Training/Meeting/Seminar Materials.** If Grant Funds from this Agreement will be used for a training/meeting or seminar, wholly or in part, the Subgrantee must include the below statement on all materials, including promotional materials, agenda and internet sites. A final draft of any materials created must be submitted for review and approval to the CDC Foundation prior to print and dissemination.

> *Funding for this conference was made possible (in part) by the CDC Foundation. The views expressed in written conference materials or publications and by speakers and moderators do not necessarily reflect the official policies of the CDC Foundation, nor does the mention of trade names, commercial practices, or organizations imply endorsement by the CDC Foundation.*

5.2 **Logo Usage.** The Subgrantee shall not use the name, logo, likeness, trademarks, image or other intellectual property of the CDC Foundation for any advertising, marketing, endorsement, or any other purposes without the expressed, written consent of an authorized representative of the CDC Foundation.

5.3 **Publications.** Publications, journal articles, etc. produced under this Agreement must bear an acknowledgement of financial assistance using the following or a similar statement as listed below. A final draft of the publications created must be submitted for review and approval to the CDC Foundation prior to print and dissemination. "The source of this information is the *Understanding and Preventing Drowning* program, with financial support provided by CDC Foundation through a grant from Bloomberg Philanthropies."

ARTICLE 6
MISCELLANEOUS PROVISIONS

6.1 **Entire Agreement of the Parties.** This Agreement sets forth the entire agreement between the Parties and fully supersedes any and all prior agreements or understandings between the Parties pertaining to the subject matter hereof. None of the provisions, terms, and conditions contained in this Agreement may be added to, modified, superseded or otherwise altered, except by written instrument executed by both Parties.

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6.2 **Limitation of Liability.** In no event shall CDC Foundation be liable to Subgrantee for consequential, indirect, special, incidental, or similar damages, including without limitation anticipated fees, revenues, or lost profits.

6.3 **Reserved.**

6.4 **Reserved.**

6.5 **Severability.** If any provision or portion of this Agreement becomes, or is found by any governmental agency or court to be, illegal, unenforceable, invalid, null or void or against public policy, that provision or portion shall be severed from this Agreement and the Agreement shall, to the maximum extent legally permissible be construed such that the legality, validity or enforceability of all other provisions of this Agreement shall be unaffected thereby and shall remain in full force and effect. The parties may negotiate any voided term.

6.6 **Interpretation**. This Agreement shall be construed and interpreted as if drafted jointly by all Parties. In the event of an ambiguity in or dispute regarding the interpretation of this Agreement, the ambiguity or dispute shall not be resolved by any rule of interpretation providing for interpretation against the party who causes the uncertainty to exist or against the draftsman. In the event of a conflict between this Agreement and any Attachment hereto, the former will prevail.

6.7 **Section Headings; Gender.** Section headings used herein are for convenience only and shall not affect the construction of any provisions of this Agreement. All pronouns and common nouns shall be deemed to refer to the masculine, feminine, neutral, singular, and plural, as the context may require.

6.8 **Survival**. The terms of this Agreement, which by their nature, are reasonably intended by the parties to survive Termination shall so survive.

6.9 **Waiver.** No waiver of any breach of any provision of this Agreement shall constitute a waiver of any prior, concurrent or subsequent breach of the same or any other provisions hereof, and no waiver shall be effective unless made in writing and signed by an authorized representative of the waiving party.

6.10 **Anti-Terrorism Statement.** Subgrantee hereby certifies that, it does not advocate, support, assist or engage in, and has not advocated, supported, assisted or engaged in, any illegal or terrorist activity. The Subgrantee further certifies that it does not employ, support, assist or otherwise associate with any entities, organizations or individuals that the Subgrantee knows, or has reason to know, support terrorism, or that appear on any official terrorist lists published by the Department of the Treasury Office of Foreign Assets Control Specially Designated Nationals List (OFAC SDN).

6.11 **Lobbying.** Subgrantee will not use funds provided under the Agreement to influence the outcome of any election for public office or to carry on any voter registration drive. No funds are earmarked to support lobbying activity or to otherwise support attempts to influence local, state, federal or foreign legislation.

6.12 **Conflict of Interest.** Subgrantee warrants that it is under no obligation or restriction, nor will Subgrantee assume any obligation or restriction that would in any way interfere, be inconsistent, or present a conflict of interest with the Grant Activities and deliverables furnished by Subgrantee under this Agreement.

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6.12.1 **No Tobacco Industry Relationships.** Subgrantee warrants that it does not have any business relationship with and/or knowingly receive payment or other support from, any tobacco product manufacturer or wholesaler, or any parent, affiliate or subsidiary, or organization or foundation with majority support from any of the aforesaid entities, of a tobacco product manufacturer or wholesaler, or any person, interest group, advocacy organization or other business or organization (other than a law firm, advertising agency or accounting firm) that represents the interest of the tobacco industry, has not done so in the past five years, and will not enter into any such relationship during the Agreement Term or for one year thereafter.

6.13 **Debarment and Suspension.** Subgrantee affirms and certifies that it has never been, nor is it currently, suspended, debarred or, to the Subgrantee's knowledge, proposed for suspension or debarment from government contracting. Additionally, Subgrantee certifies, by signature of this Agreement, that any and all prospective Subgrantees, or its principals, are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal or state department or agency.

6.14 **Equal Employment Opportunity.** CDC Foundation will not do business with any person or entity who discriminates against members of a protected class. Subgrantee certifies that it does not discriminate against members of a protected class.

6.15 **Equipment.** At all times during the term of this Agreement, the Subgrantee shall maintain a complete inventory of all equipment purchased in whole or in part with funds made available under this Agreement. The Subgrantee shall submit a copy of said inventory to CDC Foundation promptly following any request by CDC Foundation. Upon termination or earlier expiration of this Agreement, the Subgrantee shall comply with directions from CDC Foundation regarding the final disposition of such equipment.

6.16 **Notices.** Any notice required to be given by any party to this Agreement shall be in writing and hand delivered or sent by certified mail, return receipt requested, email, or by confirmed facsimile transmission to the address indicated in Section 6.18 or such other address as either party may specify to the other.

6.17 **Offer Expiration Date.** Subgrantee must return a countersigned copy of this Agreement to CDC Foundation within 30 business days of signature by CDC Foundation or this offer of Agreement will be considered cancelled.

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6.18 **Contact Information.** If different representatives or addresses are designated by either party after execution of this Agreement, notification of the name, title and address of the new representative will be provided to the other party.

CDC Foundation Contacts	Subgrantee Contacts
Programmatic Contact Name: Madeline Whitcomb Title: Program Specialist Address: 600 Peachtree Street NE, Suite 1000 Atlanta, Georgia 30308 Email: mwhitcomb@cdcfoundation.org Phone: 404.653.0790	*Programmatic Contact* Name: Kevin Anthis Title: Fitness and Aquatic Facility Manager Address: 566 North 6th Street Muskogee, Oklahoma 74401 Email: kanthis@muskogeeparks.org Phone: 918.684.6304
Financial Contact Name: Shivangi Panchal Title: Program Operations Coordinator Address: 600 Peachtree Street NE, Suite 1000 Atlanta, Georgia 30308 Email: spanchal@cdcfoundation.org Phone: 404.653.0790	*Financial Contact* Name: Dennis Read Title: City Treasurer/Finance Director Address: 837 East Okmulgee Street Muskogee, Oklahoma 74403 Email: dread@muskogeeok.gov Phone: 918.682.6602
Authorized Official Name: Helen Tovar Title: General Counsel and Vice President of Legal Affairs Address: 600 Peachtree Street NE, Suite 1000 Atlanta, Georgia 30308 Email: htovar@cdcfoundation.org Phone: 404.653.0790	*Authorized Official* Name: Kendal Francis Title: City Manager Address: 837 East Okmulgee Street Muskogee, Oklahoma 74403 Email: kfrancis@muskogeeok.gov Phone: 918.684.6201

IN WITNESS WHEREOF, the undersigned, as authorized officials on behalf of the parties, have executed this agreement:

	DocuSigned by: Helen Tovar 34E10D02350E40F...
City of Muskogee	National Foundation for the Centers for Disease Control and Prevention, Inc.
Kendal Francis City Manager	Helen Tovar General Counsel and Vice President of Legal Affairs
	4/3/2026 | 4:32:55 PM EDT
Date	Date

Attachments
Attachment 1: Scope of Grant Activities
Attachment 2: Budget (No Budget Required)
Attachment 3: Invoice
Attachment 4: Deliverable Payment Schedule

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ATTACHMENT 1: SCOPE OF GRANT ACTIVITIES

1. Project Summary: The following is a brief summary of the project.

The *Understanding and Preventing Drowning* program aims to conduct research and implementation activities to better understand the circumstances of and prevent drownings in the United States. Implementing drowning prevention strategies can save lives, but there are gaps in understanding which interventions are most applicable for groups at the highest risk of drowning, and how to effectively implement those interventions. This program aims to address these gaps by strengthening drowning data and surveillance and building the evidence base for effective drowning prevention strategies in 11 pilot states. This will be accomplished in part through the provision of basic swimming and water safety skills training for school-aged children in partnership with community-serving organizations.

2. Project Approach: The overall project approach for the Agreement includes the following activities and outputs as detailed below.

2.1. Project Activities: The following is the Subgrantee's planned approach for Grant Activities and a detailed list of tasks and/or activities supported under this Agreement.

City of Muskogee was selected through a Request for Proposals to deliver a basic swimming and water safety skills training program in partnership with local schools to 600 children at a cost per child of $88. Activities under this agreement include:

Administrative

- Attend a virtual onboarding meeting with the CDC Foundation to discuss project objectives, roles and responsibilities, and communication and collaboration.
- Provide required supporting documentation prior to payment:
    - School letter(s) of support – written acknowledgement from a school or school district indicating their intent to engage with the grantee to provide swim lessons. Examples of school support may include transportation, teacher supervision and the provision of pool facilities.
    - Staff certifications – list of staff certifications for those engaged in the program. Certification documents are not required but can be provided in lieu of a summary list. Personnel must be appropriately certified based on their role (i.e., instructors must possess a swimming and water safety certification from the American Red Cross, YMCA or equivalent; lifeguards must possess a lifeguarding certification from the American Red Cross, YMCA or equivalent).
- Complete a final narrative and financial report using the template provided by the CDC Foundation.
- Return any unspent funds to the CDC Foundation within 30 days following the end date of the award agreement.

Evaluation Training

- Evaluate participants' swim skills on the first and last lesson of the program and submit these data to the CDC Foundation. All personnel participating in the evaluation process must attend a two-hour virtual training course to learn the swim skills evaluation process. The training will include an overview of the evaluation metrics, data collection and data submission processes. Ongoing support will be available as needed.
- Designate staff time for a data manager role to organize and process collected data and quality control role to oversee the evaluation process and collection of data. Individuals in these roles will receive an additional one-hour training to support quality control and provide evaluation guidance for onsite staff.

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Metrics Reporting and Engagement Requirements

- Collect swim skills data on the first and last lesson using an evaluation form provided by the CDC Foundation.
- Participate in a site visit with CDC Foundation program staff, at a site determined by the grantee.
- Submit monthly evaluation data and key metrics through forms provided by the CDC Foundation.
- Attend a monthly status update meeting, and may attend an optional monthly development session with other participating grantees.
- Respond to CDC Foundation email inquiries within five business days.

2.2. Project Activity Outputs: The Subgrantee will produce and/or deliver the following tangible project events, products, and/or deliverables.

#	Event/Product/Deliverable	Due Date
1	Complete Project Activities Outlined in Section 2.1.	Ongoing

3. Invoice & Payment- Payment for this Agreement is based on the following invoice and payment method:

Invoice		
Submission Method	**Frequency**	**Due Date(s)**
Email to: mwhitcomb@cdcfoundation.org spanchal@cdcfoundation.org accountspayable@cdcfoundation.org	As deliverables are completed	As deliverables are completed

Payment Type	
☐	Cost Reimbursable: reported expenditures that conform to approved Budget: Attachment 2.
☒	Fixed Price (Deliverables): achievement of deliverables and milestones. Attachment 4.
☐	Time and Materials/Labor Hours: Direct labor hours ([insert]) at a fixed hourly rate of [insert] which include service fees, overhead and general and administrative expenses; plus actual material costs consisting of [insert].
☐	Hybrid: A combination of [insert]

3.1. Payment Advance

Subgrantee will receive a payment advance of $0.00 within thirty days of receipt of the fully executed Agreement.

4. Reporting – The Subgrantee must submit reports as detailed below:

Report	Submission Method	Frequency	Due Date(s)
School Letter(s) of Support	Email to mwhitcomb@cdcfoundation.org	Once	Prior to payment disbursement
List of Certifications for Staff Operating under this Funding	Email to mwhitcomb@cdcfoundation.org	Once	Prior to payment disbursement

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Pre/Post Swim Skills Data Submission with Demographics	Email to gfield@cdcfoundation.org	Monthly	Monthly
Final Programmatic Report	Email to drowningprevention@cdcfoundation.org	Once	December 31, 2026
Final Financial Report	Email to drowningprevention@cdcfoundation.org	Once	December 31, 2026

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ATTACHMENT 2: BUDGET

No budget required.

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ATTACHMENT 3: SUBGRANTEE INVOICE

Subgrantee:	City of Muskogee
Project Number:	10100323
Project Name:	Understanding and Preventing Drowning
Purchase Order#:	

This invoice requests the payment of **$XXXX** from the CDC Foundation for the following Grant Activities:

(Basis for payment)

I certify that I have met the terms and conditions set forth in the Subgrantee Agreement during the period covered by this invoice.

Subgrantee's Signature

Date

ALL INVOICES MUST BE EMAILED TO: accountspayable@cdcfoundation.org
Please cc: Program Specialist, Madeline Whitcomb: mwhitcomb@cdcfoundation.org and Program Operations Coordinator, Shivangi Panchal: spanchal@cdcfoundation.org.

Please notify the CDC Foundation immediately if you have a change of address, email, or phone number.

Subgrantee's Name: City of Muskogee
Program ID Number: 10100323

ATTACHMENT 4: DELIVERABLE PAYMENT SCHEDULE

Number	Deliverable	Description	Required Documentation	Anticipated Completion Date	Unit Rate	# of Units	Deliverable Total	% of Total Agreement Amount
1	Evaluation Training with the CDC Foundation	All personnel participating in the evaluation process attended a two-hour virtual training course to learn the swim skills evaluation process.	No documentation required. The CDC Foundation will verify completion.	Prior to program implementation	$10,567.09	1	$10,567.09	20%
2	25% of Proposed Number of Children Served and their Data Submitted	Grantee provided swim lessons and submitted pre/post swim skill data for 25% of their proposed number of children served.	Swim skills evaluation data is collected and submitted to the CDC Foundation in the format requested by the CDC Foundation for 25% of the proposed number of children served under this project.	October 31, 2026	$10,567.09	1	$10,567.09	20%
3	75% of Proposed Number of Children Served and their Data Submitted	Grantee provided swim lessons and submitted pre/post swim skill data for 75% of their proposed number of children served. *If less than 75% of the proposed number of children are served, funds for this agreement will shift to being paid out on a cost per child basis using the following formula:*	Swim skills evaluation data is collected and submitted to the CDC Foundation in the format requested by the CDC Foundation for 75% of the proposed number of children served under this project.	November 30, 2026	$26,417.72	1	$26,417.72	50%

Subgrantee's Name: City of Muskogee
Program ID Number: 10100323

		*(Grant Total/Proposed Number of Children Served) * (Number of Children Served)*						
4	All Data Sets and Final Report Submitted	Pre/post swim skill data is submitted for all children served. The final report for the project is submitted in the format requested by the CDC Foundation.	Swim skills evaluation data is collected and submitted to the CDC Foundation in the format requested by the CDC Foundation for all children served under this project. The final report is submitted.	December 31, 2026	$5,283.54	1	$5,283.54	10%
						Total:	**$52,835.44**	**100%**

Note: No funds will be distributed until the school letter(s) of support and staff certifications are received by the CDC Foundation.