

CHICKASHA MUNICIPAL AUTHORITY

AGENDA

LOCATION OF MEETING
CITY HALL COUNCIL CHAMBERS
117 NORTH FOURTH STREET
CHICKASHA, OKLAHOMA 73018

TIME OF MEETING
6:30 PM

DATE OF MEETING
FEBRUARY 3, 2020

1. **Call to Order / Roll Call.**
2. **Consent Docket:**
 - a. Acceptance of the Minutes of the January 21, 2020 regular meeting.
 - b. Acceptance of Claims List.
3. **Discussion/Approval of Items Removed from Consent Docket:**
4. **Consideration and Discussion Items:**
 - a. Discussion, consideration and possible action to waive the bidding requirement for roof replacement of roofing at City Hall and authorize Crawford Roofing to complete replacement in an amount not to exceed \$11,000.00
5. **Motion for Adjournment.**



City of
CHICKASHA

Meeting Type: CMA Agenda 2-03-2020

Meeting Date: 2/3/2020

Department: City Clerk

Agenda Item No. 2.a.

AGENDA ITEM: Acceptance of the Minutes of the January 21, 2020 regular meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the Minutes of the January 21, 2020 regular meeting.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Susan M. McDaniel, City Clerk	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: February 3, 2020	(From)		

V. ATTACHMENTS:

1. CMA Minutes 1-21-2020



*Office of the
City Clerk*

January 21, 2020

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AUTHORITY** was held in the Council Chambers in City Hall on the 21st day of January 2020, as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Chairman Mosley called the meeting to order at 6:43 p.m.

ITEM 1. **Call to Order / Roll Call**

CHAIRMAN AND TRUSTEES

PRESENT: Chris Mosley, Chairman
Kimberly Loggins, Vice-Chairman
Oscar Nelson
Jim Hopkins
Zachary Grayson
Joseph Molder
Tom Rose

ABSENT: David Sikes
R. P. Ashanti-Alexander

STAFF

PRESENT: John Noblitt, City Manager
Deborah Sterkel, City Attorney
Leasa Furr, Administrative Services Director
Susan M. McDaniel, City Clerk
Kathryn Rowell, Police Chief
Brian Zalewski, Fire Chief
Shae Mortimer, Marketing & Civic Engagement Manager
Tracey Austin, Executive Asst.

ITEM 2. **Consent Docket: ITEM 2a – ITEM 2d**

ITEM 2a. **Acceptance of the minutes for the January 21, 2020 regular meeting.**
ITEM 2b. **Acceptance of Claims List.**
ITEM 2c. **Acceptance of Financial Reports for the month of December 2019.**

ITEM 2d. Acceptance of Resolution 2020-02R amending the FY 19-20 Budget.

*Motion by Trustee Loggins, second by Trustee Nelson to approve Consent Docket: ITEM 2a – ITEM 2d.

Roll call vote:

Ayes:"	Hopkins, Nelson, Loggins, Grayson, Molder, Rose and Mosley.
"Nays:"	None
"Abstain:"	None
Motion carried.	7-0

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

No action taken on Item 3.

ITEM 4. Motion to Adjourn.

*Motion by Trustee Grayson, second by Trustee Loggins to adjourn.

Roll call vote:

Ayes:"	Grayson, Molder, Rose, Hopkins, Nelson, Loggins and Mosley.
"Nays:"	None.
"Abstain:"	None
Motion passed.	7-0

TIME: 6:44 P.M.

Chris Mosley, Chairman

ATTEST:

Susan M. McDaniel, City Clerk

(SEAL)

Approved this 3rd day of February 2020.



City of
CHICKASHA

Meeting Type: CMA Agenda 2-03-2020

Meeting Date: 2/3/2020

Department: Finance

Agenda Item No. 2.b.

AGENDA ITEM: Acceptance of Claims List.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept Claims List.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Leasa Furr, Administrative Services Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: February 3, 2020	(From)		

V. ATTACHMENTS:



City of
CHICKASHA

Meeting Type: CMA Agenda 2-03-2020

Meeting Date: 2/3/2020

Department: Administration

Agenda Item No. 4.a.

AGENDA ITEM: Discussion, consideration and possible action to waive the bidding requirement for roof replacement of roofing at City Hall and authorize Crawford Roofing to complete replacement in an amount not to exceed \$11,000.00

I. BACKGROUND/DESCRIPTION:

- During the installation of the new HVAC units at City Hall, it was discovered that the two roofs on the second floor are in need of replacement.
- It is more economical to replace the roofs while they are clear rather than waiting until the new ones are installed.
- The work will be over the spending limitations.
- Staff requested quotes from Ground Zero Roofing, Crawford Roofing, and Cantrell Roofing.
- Cantrell did not submit a quote.
- Ground Zero and Crawford Roofing submitted quotes.
- Staff requests to waive the bid process so that we may move forward with the install of the new HVAC.

II. RECOMMENDED ACTION:

Staff recommends waiving the bidding requirement and awarding the job to Crawford Roofing in Chickasha, OK in an amount not to exceed \$11,000.00

III. FISCAL INFORMATION - 31-38-6400-008

IV. FUND INFORMATION:

Dept. Director: Leasa Furr, Administrative Services Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: February 3, 2020	(From)31-38-6400-008		\$11,000.00

V. ATTACHMENTS:

1. City Hall Chickasha (3)
2. City Hall

**Ground Zero Roofing
& Construction Co., LLC**

PO Box 1272

Newcastle, OK 73065-1240

405-274-4235

groundzerorooftingsb@gmail.com

OK License # 80002107

Date: January 22nd, 2020

Name: City of Chickasha

Work Performed at: City Hall

Address: 117 N 4th st

City: Chickasha, OK

Phone: 405-222-6013

We hereby propose to furnish the materials and perform the labor necessary for the completion of the following described
Upper Roof

1. Remove loose gravel to a clean service
2. Install 1" ISO using Twin Jet Foam over existing roof.
3. Install New 60 Mil TPO over 1" ISO fully adhered.
4. Install new retro fit drains.
5. Flash all parapet walls using 60 mil TPO; fully adhered.
6. Flash all penetrations using TPO Accessories
7. Clean up & haul off all debris from job site.
8. 10-year NDL warranty.

Lower Roof:

1. Clean roof to a smooth surface.
2. Install new 1" iso over existing roof system; mechanically fastened.
3. Install new 60 Mil TPO over iso; fully adhered.
4. Install new counter flashing around perimeter and strip in with TPO accessories; color to match existing.
5. Flash parapet wall with 60 mil TPO; fully adhered.
9. Clean up & haul off all debris from job site.
10. 10-year NDL warranty.

Option: 20 year NDL Warranty _____ **+\$3,500.00**

Note: this is a total cost on both roof systems, if separated cost for Upper Roof by itself is \$9,000.00 and lower roof by itself is \$5,000.00

All material is guaranteed to be as specified, and the above work to be performed in accordance with drawings and specifications submitted for above work and completed in a workmanlike manner for the sum of:

Twelve Thousand five Hundred Dollars

\$12,500.00

*with payments to be made as follows: **balance due on completion.***

NOTE: This proposal may be withdrawn by us if not accepted with 30 days or should there be a substantial increase in the cost of materials or labor.

Terms: The Total amount due to be paid upon completion unless other arrangements have been made. You are to notify us five (5) days prior to the date on which you wish to begin and afford us an opportunity for executing our part of the work promptly. It is understood that the building and all surfaces on or against which our material is to be installed will be in condition for us to proceed to complete our work without delay. We are not responsible for damages caused by wind, hail, tomado, rising water, floods, mold, riots, insurrections, or acts of god. It is the Owners responsibility to notify Ground Zero Roofing & Construction, LLC of any work to be performed on roof top to keep roof warranty in effect. ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined. Your acceptance of this proposal will constitute a contract. Please sign and return one copy, or fax to number above

Signature: _____ Date of Acceptance: _____



PROPOSAL

January 24, 2020

City Hall
117 N. 4th
Chickasha, OK 73018

Attn: Leasa Furr

Lower Roof

- Clean and smooth existing roof
- Foam adhere at 1/2" layer of secure shield to existing roof
- Add fully adhered layer of 60 Carlisle TPO ml Membrane to secure shield
- Add new Med Bronze colored metal edge on perimeter of roof
- We will be able to lift the conduits for roofing below them
- This roof will have a 15 yr Carlisle Warranty

Material and Labor Price to be.....\$6,000.00

Upper Roof

- Remove gravel roof down to existing built up roof
- Foam adhere a 1/2" layer of secure shield insulation to built up roof
- Then fully adhere one layer of TPO 60 ml Carlisle roof membrane to secure shield insulation
- Cover Fire Walls with TPO material
- Make a cricket on west wall to make water travel to the drains
- This roof will have a 15 yr Warranty

Material and Labor Price to be.....\$4800.00

Tim Crawford
Crawford Roofing, Inc.

Accepted: _____ Date: _____