CHICKASHA MUNICIPAL AUTHORITY

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

TIME OF MEETING — **DATE OF MEETING**
6:30 PM — **MARCH 4, 2024**

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to amendment, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same amendment language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.

The governing 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 governing body may refer the matter to its City/Trust Manager, staff, attorney or to the recommending board, commission or committee.

1. Call to Order / Roll Call.

2. Consent Docket:

a. Acceptance of the minutes of the February 19, 2024, regular meeting.
b. Acceptance of the claims list.
c. Accept and ratify Resolution 2024-05R amending the FY 23/24 Budget.

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

4. Consideration and Discussion Items:

a. Discussion, consideration, and possible action to approve Pay Request No. 1 in the amount of $64,665.50 -Water Distribution Improvements 18608 CDBG 22 to Marsau Enterprises, Inc.

5. Motion for Adjournment.

CHICKASHA

Meeting Type: CMA Agenda 3-4-2024

Meeting Date: 3/4/2024

Department: City Clerk

Agenda Item No. 2.a.

AGENDA ITEM: Acceptance of the minutes of the February 19, 2024, regular meeting.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the minutes of the February 19, 2024, regular meeting.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Susan M. McDaniel, City Clerk	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: March 4, 2024	(From)		

V. ATTACHMENTS:

1. CMA 2-19-2024

February 19, 2024

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL** was held in the council chambers in city hall on the 19th day of February 2024 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 6:44 p.m.

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

CHAIRMAN AND TRUSTEES

PRESENT:
Chris Mosley, Chairman
Zachary Grayson, Vice Chairman
Oscar Nelson
Kea Ginn
Georgianne Hebblethwaite
R. P. Ashanti-Alexander

ABSENT:
Kelly Boyd
Rick Croslin
Brian Gerdes

STAFF

PRESENT:
Keith Johnson, City Manager
Amanda Mullins, City Attorney
Rachel Bernish, Asst. City Manager
Susan M. McDaniel, City Clerk
G. G. Music, Police Chief
Tony Samaniego, Fire Chief
Darren Martin, Chief Building Inspector
Spencer Winzenried, Parks and Recreation Director
Robert Brooks, Comptroller
Jim Crosby, Public Works Director
Lillie Huckaby, Library Director
Tracey Austin, HR Director
Edward Perez, Emergency Management
Elaine Jensen, Finance Director
Shae Mortimer, Marketing and Civic Engagement Manager

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

ITEM 2a. **Acceptance of the Minutes of February 5, 2024, regular meeting.**
ITEM 2b. **Acceptance of the Claims List.**

ITEM 2c.	**Accept and ratify the Master Services Agreement Task Agreement No. 2 for the Water Treatment Plant Improvement project for Freese and Nichols, Inc. and authorize the Mayor to execute the same.**
ITEM 2d.	**Acceptance of the Financials.**

<u>*Motion by Trustee Nelson, second by Trustee Grayson to approve Items 2a – 2d.</u>

Roll call vote:	
Ayes:"	Nelson, Ginn, Hebblethwaite, Ashanti-Alexander, Grayson, and Mosley.
"Nays:"	None
"Abstain:"	None
Motion carried.	6-0

<u>ITEM 3.</u> **<u>Discussion / Approval of Items Removed from Consent Docket:</u>**

No action taken on Item 3.

<u>ITEM 4.</u> **<u>Motion to Adjourn</u>.**

<u>*Motion by Trustee Hebblethwaite, second by Trustee Grayson to adjourn.</u>

Meeting adjourned.

TIME: 6:45 PM

Approved this 4 day of March 2024.

____
Chris Mosley, Chairman

(ATTEST)

____
Susan M. McDaniel, CMC
City Clerk

CHICKASHA

Meeting Type: CMA Agenda 3-4-2024

Meeting Date: 3/4/2024

Department: Finance **Agenda Item No. 2.b.**

AGENDA ITEM: Acceptance of the claims list.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the claims list.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: March 4, 2024	(From)		

V. ATTACHMENTS:

Meeting Type: CMA Agenda 3-4-2024

Meeting Date: 3/4/2024

Department: Finance **Agenda Item No. 2.c.**

AGENDA ITEM: Accept and ratify Resolution 2024-05R amending the FY 23/24 Budget.

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept and ratify Resolution 2024-05R amending the FY 23/24 Budget.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director:	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: March 4, 2023	(From)		

V. ATTACHMENTS:

CHICKASHA

Meeting Type: CMA Agenda 3-4-2024

Meeting Date: 3/4/2024

Department: Public Works **Agenda Item No. 4.a.**

AGENDA ITEM: Discussion, consideration, and possible action to approve Pay Request No. 1 in the amount of $64,665.50 -Water Distribution Improvements 18608 CDBG 22 to Marsau Enterprises, Inc.

I. BACKGROUND/DESCRIPTION:

Marsau Enterprises, Inc. has submitted Pay Request No. 1 in the amount of $64,665.50 for payment.

Scott Vaughn has reviewed and recommended payment.

II. RECOMMENDED ACTION:

Approve Pay Request No. 1 in the amount of $64,665.50 -Water Distribution Improvements 18608 CDBG 22 to Marsau Enterprises, Inc.

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Jim Crosby, Public Works Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: March 4, 2024	(From) 31-530-6450-006		$64,665.50

V. ATTACHMENTS:

1. 20240301112210493

CITY OF CHICKASHA PURCHASE REQUEST

☐ open ☒ rec

PO #

VENDOR # 0161

DATE: 3/1/2024

DEPT: LINE MAINTENANCE

DELIVER TO: PUBLIC WORKS

VENDORS	Vendor # 1 ☐	Vendor # 2 ☐	Vendor # 3 ☐
NAME	MARSAU ENTERPRISES, INC		
ADDRESS	161909 STATE HWY 76		
CITY	FOSTER, OK 73434		

BUDGET BALANCE	ITEM-DESCRIPTION	QTY	TOTAL PRICE VENDOR # 1	TOTAL PRICE VENDOR # 2	TOTAL PRICE VENDOR # 3
	WATER DISTRIBUTION IMPROVEMENTS		$ 64,665.50		
		TOTAL	$ 64,665.50	$ 0.00	$ 0.00
		CASH DISCOUNT	( )	( )	( )
		TOTAL GROSS PRICE	$ 64,665.50	$ 0.00	$ 0.00
		TOTAL FREIGHT			
		TOTAL	$ 64,665.50	$ 0.00	$ 0.00

DISBURSEMENT
FUND: 31
DEPT: 530
ITEM: 6450-006

COMMENTS: q INVOICE #

ALL EXPENDITURES OF MORE THAN $500 MUST BE SUPPORTED BY VERBAL OR WRITTEN QUOTATIONS, MORE THAN $1,000 MUST BE SUPPORTED BY FORMAL WRITTEN QUOTATIONS AND MORE THAN $3,500 MUST BE DONE THROUGH A FORMAL BID PROCESS.
QUOTATIONS MUST BE FROM AT LEAST THREE (3) RESPONSIBLE BIDDERS AND MUST BE ATTACHED.

QUOTATIONS TAKEN BY:(Printed Name/Signature)________________

CIRCLE ONE			APPROVAL
BID ONLY	RUSH	CONTRACT ONLY	DEPARTMENT HEAD James D. Crowl
			DIRECTOR OF FINANCE
QUOTATIONS ONLY	EMERGENCY PURCHASE		CITY MANAGER

10/14/2013

Contractor's Application for Payment

Owner:	Chickasha Municipal Authority	**Owner's Project No.:**	RFP CMA-2302
Engineer:	Chisholm Trail Consulting, LLC	**Engineer's Project No.:**	
Contractor:	Marsau Enterprises, Inc.	**Contractor's Project No.:**	78091
Project:	Chickasha WATER DISTRIBUTION IMPROVEMENTS 18608 CDBG 22		
Contract:	18608 CDBG 22		

Application No.: 1 **Application Date:** 2/28/2024

Application Period: **From** 2/12/2024 **to** 2/23/2024

1. Original Contract Price	$ 568,304.00
2. Net change by Change Orders	$ 56,830.40
3. Current Contract Price (Line 1 + Line 2)	$ 625,134.40
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column P Unit Price Total)	$ 71,850.56
5. Retainage	
a. 10% X $ 71,850.56 Work Completed	$ 7,185.06
b. 10% X $ - Stored Materials	$ -
c. Total Retainage (Line 5.a + Line 5.b)	$ 7,185.06
6. Amount eligible to date (Line 4 - Line 5.c)	$ 64,665.50
7. Less previous payments (Line 6 from prior application)	
8. Amount due this application	$ 64,665.50
9. Balance to finish, including retainage (Line 3 - Line 4)	$ 553,283.84

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Marsau Enterprises, Inc.

Signature: [signature] Marlin L. Escu, President **Date:** 02/28/2024

Recommended by Engineer		**Approved by Owner**	
By:	R Scott Vaughn	**By:**	
Title:	Project Engineer	**Title:**	
Date:	2/29/2024	**Date:**	
Approved by Funding Agency			
By:		**By:**	
Title:		**Title:**	
Date:		**Date:**	

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: Chickasha Municipal Authority
Engineer: Chisholm Trail Consulting, LLC
Contractor: Marsau Enterprises, Inc.
Project: Chickasha WATER DISTRIBUTION IMPROVEMENTS 18608 CDBG 22
Contract: 18608 CDBG 22

Owner's Project No.: RFP CMA-2302
Engineer's Project No.:
Contractor's Project No.: 78091

Application: 1 Application Period: From 02/12/24 to 02/23/24 Application Date: 02/28/24

Bid Item No.	Description	Contract Information: Original Bid Quantity	Installed Quantity	Units	Bid Unit Price	Original Contract Amount As-Bid	Installed Extension ($) Original Contract	Previous Pay App Quantity of Work in Place	Work Completed: This Pay App Quantity of Work in Place	Total Work in Place Job to Date	Materials Currently Stored (Not incl. in Completed Work)	Work Completed and Materials Stored to Date	% Complete (%)	Balance to Finish ($)
	LINE A Missouri Avenue From 4th St to 3rd St					$0.00	$0.00		0	0	$0.00	$0.00		$0.00
A1	6" PVC WL, TRENCHED	420	320	LF	$166.80	$70,056.00	$53,376.00		320	320	$0.00	$53,376.00	76%	$16,680.00
A2	6" X 6" MJ TEE, INSTALLED	2	1	EA	$890.00	$1,780.00	$890.00		1	1	$0.00	$890.00	50%	$890.00
A3	6" X 45° MJ BEND, INSTALLED	2	2	EA	$770.00	$1,540.00	$1,540.00		2	2	$0.00	$1,540.00	100%	$0.00
A4	6" MJ GATE VALVE W/ BOX, INSTALLED	5	1	EA	$2,320.00	$11,600.00	$2,320.00		1	1	$0.00	$2,320.00	20%	$9,280.00
A5	FIRE HYDRANT ASSY (4'-6" BURY) INSTALLED	1		EA	$6,500.00	$6,500.00	$0.00		0	0	$0.00	$0.00	0%	$6,500.00
A6	PAVEMENT REPAIR	143		SY	$250.00	$35,750.00	$0.00		0	0	$0.00	$0.00	0%	$35,750.00
A7	REPLACE CURB AND GUTTER	30		LF	$65.00	$1,950.00	$0.00		0	0	$0.00	$0.00	0%	$1,950.00
A8	DISINFECTION	1		LSUM	$2,740.00	$2,740.00	$0.00		0	0	$0.00	$0.00	0%	$2,740.00
A9	HYDROSTATIC PRESSURE TESTING	1		LSUM	$2,000.00	$2,000.00	$0.00		0	0	$0.00	$0.00	0%	$2,000.00
A10	CONSTRUCTION TRAFFIC CONTROL	1	1	LSUM	$5,200.00	$5,200.00	$5,200.00		1	1	$0.00	$5,200.00	100%	$0.00
A11	Solid Slab Sod	236		SY	$9.00	$2,124.00	$0.00		0	0	$0.00	$0.00	0%	$2,124.00
	LINE B Virginia Avenue From Henderson St to Alley					$0.00	$0.00		0	0	$0.00	$0.00		$0.00
B1	6" PVC WL, TRENCHED	620		LF	$133.50	$82,770.00	$0.00		0	0	$0.00	$0.00	0%	$82,770.00
B2	6" X 6" MJ TEE, INSTALLED	2		EA	$890.00	$1,780.00	$0.00		0	0	$0.00	$0.00	0%	$1,780.00
B3	6" X 45° MJ BEND, INSTALLED	2		EA	$770.00	$1,540.00	$0.00		0	0	$0.00	$0.00	0%	$1,540.00
B4	6" MJ GATE VALVE W/ BOX, INSTALLED	5		EA	$2,320.00	$11,600.00	$0.00		0	0	$0.00	$0.00	0%	$11,600.00
B5	FIRE HYDRANT ASSY (4'-6" BURY) INSTALLED	1		EA	$6,500.00	$6,500.00	$0.00		0	0	$0.00	$0.00	0%	$6,500.00
B6	PAVEMENT REPAIR	11		SY	$250.00	$2,750.00	$0.00		0	0	$0.00	$0.00	0%	$2,750.00
B7	REPLACE CURB AND GUTTER	15		LF	$65.00	$975.00	$0.00		0	0	$0.00	$0.00	0%	$975.00
B8	Fence Remove and Relocate	125		LF	$36.00	$4,500.00	$0.00		0	0	$0.00	$0.00	0%	$4,500.00
B9	DISINFECTION	1		LSUM	$2,860.00	$2,860.00	$0.00		0	0	$0.00	$0.00	0%	$2,860.00
B10	HYDROSTATIC PRESSURE TESTING	1		LSUM	$2,000.00	$2,000.00	$0.00		0	0	$0.00	$0.00	0%	$2,000.00
B11	CONSTRUCTION TRAFFIC CONTROL	1		LSUM	$2,200.00	$2,200.00	$0.00		0	0	$0.00	$0.00	0%	$2,200.00
B12	Solid Slab Sod	347		SY	$9.00	$3,123.00	$0.00		0	0	$0.00	$0.00	0%	$3,123.00
	LINE C Provisional Waterline from Alley to Tennessee Ave					$0.00	$0.00		0	0	$0.00	$0.00		$0.00
C1	6" PVC WL, TRENCHED	220		LF	$95.00	$20,900.00	$0.00		0	0	$0.00	$0.00	0%	$20,900.00
C2	PAVEMENT REPAIR	22		SY	$250.00	$5,500.00	$0.00		0	0	$0.00	$0.00	0%	$5,500.00
C3	REPLACE CURB AND GUTTER	25		LF	$65.00	$1,625.00	$0.00		0	0	$0.00	$0.00	0%	$1,625.00
C4	DISINFECTION	1		LSUM	$620.00	$620.00	$0.00		0	0	$0.00	$0.00	0%	$620.00
C5	HYDROSTATIC PRESSURE TESTING	1		LSUM	$1.00	$1.00	$0.00		0	0	$0.00	$0.00	0%	$1.00
C6	CONSTRUCTION TRAFFIC CONTROL	1		LSUM	$600.00	$600.00	$0.00		0	0	$0.00	$0.00	0%	$600.00
C7	Solid Slab Sod	122		SY	$9.00	$1,098.00	$0.00		0	0	$0.00	$0.00	0%	$1,098.00
	LINE F Hydrants and Valves					$0.00	$0.00		0	0	$0.00	$0.00		$0.00
F1	FIRE HYDRANT ASSY (4'-6" BURY) INSTALLED	10		EA	$9,270.00	$92,700.00	$0.00		0	0	$0.00	$0.00	0%	$92,700.00
F2	6-INCH FIRE HYDRANT EXTENSION	8		EA	$775.00	$6,200.00	$0.00		0	0	$0.00	$0.00	0%	$6,200.00
F3	12-INCH FIRE HYDRANT EXTENSION	3		EA	$850.00	$2,550.00	$0.00		0	0	$0.00	$0.00	0%	$2,550.00
F4	6" MJ GATE VALVE W/ BOX, INSTALLED	30		EA	$3,220.00	$96,600.00	$0.00		0	0	$0.00	$0.00	0%	$96,600.00
F5	PAVEMENT REPAIR	211		SY	$295.00	$62,245.00	$0.00		0	0	$0.00	$0.00	0%	$62,245.00
F6	REPLACE CURB AND GUTTER	120		LF	$80.00	$9,600.00	$0.00		0	0	$0.00	$0.00	0%	$9,600.00
F7	PAINT EXISTING FIRE HYDRANT	5		EA	$795.00	$3,975.00	$0.00		0	0	$0.00	$0.00	0%	$3,975.00
F8	Solid Slab Sod	28		SY	$9.00	$252.00	$0.00		0	0	$0.00	$0.00	0%	$252.00
					Total Amounts:	$568,304.00	$ 63,326.00				$ -	$ 63,326.00	9%	$ 504,978.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	Chickasha Municipal Authority	Owner's Project No.:	RFP CMA-2302
Engineer:	Chisholm Trail Consulting, LLC	Engineer's Project No.:	
Contractor:	Marsau Enterprises, Inc.	Contractor's Project No.:	78091
Project:	Chickasha WATER DISTRIBUTION IMPROVEMENTS 18608 CDBG 22		
Contract:	18608 CDBG 22		

Application 1 | Application Period: From 02/12/24 to 02/23/24 | Application Date: 02/28/24

Bid Item No.	Description	Contract Information: Original Bid Quantity	Installed Quantity	Units	Bid Unit Price	Original Contract Amount As-Bid	Installed Extension ($)	Work Completed: Previous Pay App Quantity of Work in Place	This Pay App Quantity of Work in Place	Total Work in Place Job to Date	Materials Currently Stored (Not incl. in Completed Work)	Work Completed and Materials Stored to Date	% Complete (%)	Balance to Finish ($)
Change Orders/Quantity Changes														
1	Cost Increase Compensation	1	0.15	LS	$56,830.40	$56,830.40	$8,524.56	0	0.15	0.15		8,524.56	15%	48,305.84
A2	6" X 6" MJ TEE, INSTALLED	1	0	Ea	$0.00	$0.00	$0.00		0	0		-	0%	-
						$0.00	$0.00		0	0	-	-		-
						$0.00	$0.00		0	0	-	-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
						$0.00	$0.00		0	0		-		-
					Change Order Totals	$56,830.40	$ 8,524.56				$ -	$ 8,524.56	8%	$ 48,305.84
Original Contract and Change Orders														
					Project Totals	$ 625,134.40	$ 71,850.56				$ -	$ 71,850.56		$ 553,283.84

CLAIM OR INVOICE AFFIDAVIT

STATE OF OKLAHOMA)
) ss.
COUNTY OF Garfield)

The undersigned Marlin L. Esau, of lawful age, being first duly sworn upon oath, states that this invoice is true and correct. Affiant further states that the work, services and/or materials, as shown by this invoice or claim, have been completed or supplied in accordance with the plans, specifications, orders or requests furnished to the Affiant. Affiant further states that (s)he has not paid, given or donated or agree to pay, give or donate, either directly or indirectly, to any elected official, officer or employee of the State of Oklahoma any money or any other thing of value to obtain payment or the award of this contract.

Affiant (Supervisory Official)
Marlin L. Esau, President

Subscribed and sworn to before me this 28th day of February, 2024.

Notary Public

My Commission Expires:
06/16/2024

KRISTINA G. TABER
NOTARY
16005858
EXP. 06/16/24
PUBLIC
STATE OF OKLAHOMA