

The City of Durant encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged in order to make the necessary accommodations. The City of Durant may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for limited English proficient (LEP) individuals are not the necessary accommodation.

DURANT CITY COUNCIL

8:30 AM

**Durant Regional Airport -
Eaker Field, Conference
Room, 10 Waldron Road,
Durant, Oklahoma
SPECIAL AGENDA**

February 25, 2017

CALL TO ORDER

ROLL CALL

ORDER OF BUSINESS

1. Consider Approval of Request For Authorization to Purchase for Durant Public Pool Liner Repair Service (RFAP #2017-028)
2. Consider Approval of Request for Authorization to Purchase Services for Water Tower Clean Up (RFAP #2017-27)
3. 2017 City Council Strategic Planning/Budget Workshop (8:30 am - 3:30 pm)

ADJOURNMENT

CERTIFICATE

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 4th day of February, 2017 and that an agenda of said meeting was posted at the place of such meeting at 11:30 a.m. on the 23rd day of February, 2017.

Cynthia J. Price, City of Durant



The City of Durant

Office of Projects Manager

Memorandum

Date: 2/22/2017
To: Mayor and City Council
From: Jacque Wilson
Re: Consider Approval of Request For Authorization to Purchase for Durant Public Pool Liner Repair Service (RFAP #2017-028)

Request Approval to Purchase Durant Public Pool Liner repair service. This is sole source purchase as only one vendor has stated expertise and willingness to attempt this repair. Due to age, the repair will be done without warranty.

Council Information / Action Requested

Request approval to purchase Durant Public Pool Liner repair service

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

Description	Type	Upload Date
RFAP 2017-028 Pool Liner Repair Service	Exhibit	2/23/2017

SPEND/CNTRCT#

INCODE PROJ#

RFAP#

REQUEST FOR AUTHORIZATION TO PURCHASE

2017-028

Ref: 11 O.S. §10:114 (B) and 61 O.S. §103 (D) and & City of Durant Code: § 37.003-37.010

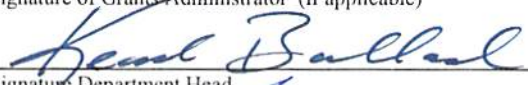

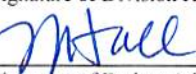

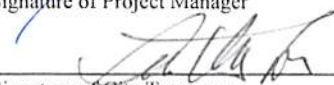
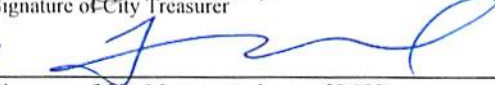
Item #

- 1 Item planned for spending (provide details):
Pool Liner Repair
- 2 Department requesting authorization:
Parks
- 3 Bidding recommendation (award or reject along with name and contact information of vendor):
Lynn Heeter/Vinyl Star Liner
- 4 Estimated date
March 1, 2017
- 5 What are the financing or lease purchase terms (APR %, length of financing, payments, etc.)
- 6 Is this item included in the current FY budget (Yes/No)
No
- 7 GL account code:
001-012-536-50-58 7th
- 8 Spending / purchase request details (complete below blanks):
- 8a Amount requested to spend
\$17,000.00
- 8b Item (new or replacement, if a capital item complete fixed asset form)?
Replacement
- 8c Old Item to be Traded-In (Yes / No). Note: if a capital item complete fixed asset form?
No
- If a Replacement Item, give description, age and condition of item to be replaced (including model & serial or VIN, trade allowance)*
- 8d Is a contractor written agreement involved (Yes / No), if yes include a copy of the contract after City Attorney Review
No
- 8e Does the purchase involve Grant Funding (Yes or No)
No
- 8f What is the City Cash Match for the Grant
\$ -
- 8g What other match or financial obligation is involved with the City accepting this Grant (explain with details)
- 9 Purchase is Planned By (complete appropriate item(s) below):
17-Mar
- 9a **Informal Quotes** – Purchases of \$2000-\$15,000 City Manager approval required. Purchases with an estimated cost over \$15,000 use formal bids. Specifications & at least 3 quotes must be attached for items over \$5,000 (city manager can require quotes for below \$5,000):
- 9b **Formal Bids** – Purchases with an estimated cost over \$15,000 Council approval required. Attach complete specifications and a bidders list with at least 3 bidders. Include bidder name, address, phone number, fax number and email address of recommended vendor:
- 9c **State Contract** – Purchases of \$2,000-\$15,000 City Manager approval required. Purchases over \$15,000 Council approval required. Include name, address, phone number, fax number, email address of state contract vendor and state contract number:

- 9d **Buy Board** – Purchases of \$2,000-\$15,000 City Manager approval required. Purchases more than \$15,000 Council approval required. Include name, address, phone number, fax number, email address of Buy Board:
- 9e **Professional Services Agreement** – Purchases over \$2,000 and less than \$15,000 via an engineering, surveying, architect, computer services, janitorial, etc. firm covered by a council approved professional services agreement, City Manager approval required.
- 9f **Emergency Purchase** – To be utilized only when immediate action must be taken to protect the public health or safety or to prevent damage to property, prior council approval not required. Notify the City Manager immediately that an emergency purchase is needed.
- 9g **Sole Source Purchase** – Purchases of \$2,000-\$15,000 City Manager approval required. Purchases with an estimated cost over \$15,000 Council approval required in addition to City Manager approval. Attach to this request a memo detailing the nature of the Sole source designation, that is explain how this purchase fulfills the requirements to be considered a sole source purchase:

XXX Only contractor willing to attempt a liner this large.

- 10 Signature & date blocks (complete appropriate sections):

N/A	
10a	Signature of Grants Administrator (if applicable)  date (M/D/Y): 2/22/17
10b	Signature Department Head  date (M/D/Y): 2/22/17
10c	Signature of Division Head  date (M/D/Y): 2-22-17
10d	Signature of Budget Administrator  date (M/D/Y): 2-22-17
10e	Signature of Project Manager  date (M/D/Y): 2-22-2017
10f	Signature of City Treasurer  date (M/D/Y): 2-22-17
10g	Signature of City Manager (only over \$2,000) _____ date (M/D/Y): _____
11h	City Manager Comments:

Keach

--

Jacque J. Wilson
City Projects Manager
Durant, OK 74701
Office: (580) 931-6657
Cell Ph: (580) 579-4407

Lynn Heeter <lheeter@yahoo.com>

Wed, Feb 22, 2017 at 9:23 PM

Reply-To: Lynn Heeter <lheeter@yahoo.com>

To: Keach Ballard <kballard@durant.org>

Cc: Tim Rundel <trundel@durant.org>, "Jacque (JJ) Wilson" <jwilson@durant.org>

This is the agreement keach and I reached concerning the Durant municipal pool. Sincerely Lynn R. Heeter and Vinylstarliners.com

On Wednesday, February 22, 2017 2:18 PM, Keach Ballard <kballard@durant.org> wrote:

Lynn,

Please "reply-to-all", an email that is your agreement to a \$17,000 repair on the pool liner that was agreed to between you and me verbally? The City Mgr. Tim Rundel and Project Mgr. Jacque Wilson's emails are CC on this email. They need this for City Council –ASAP

Thanks,
Keach



The City of Durant

Office of Projects Manager

Memorandum

Date: 2/23/2017
To: Mayor and City Council
From: Jacque J. Wilson, Projects Manager
Re: Consider Approval of Request for Authorization to Purchase Services for Water Tower Clean Up (RFAP #2017-27)

Request for Authorization to Purchase Services for major clean up of the City Water tower on 1225 W Arkansas. After many years of occupation by buzzards, the walkways and human access areas are heavily covered in excrement. Clean surfaces, repair damage areas (superficial), and paint as needed.

Council Information / Action Requested

Request for Authorization to Purchase Services for Water Tower Clean up

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

Description	Type	Upload Date
Water Tower Clean Up	Exhibit	2/22/2017
RFAP Water Tower Clean Up	Exhibit	2/23/2017

Water Tower Bird Cleanup

1225 W. Arkansas



SPEND/CNTRCT#

INCODE PROJ#

RFAP#

2017-027

REQUEST FOR AUTHORIZATION TO PURCHASE

Ref: 11 O.S. §10:114 (B) and 61 O.S. §103 (D) and City of Durant Code: § 37.003-37.010

Item #

- 1 Item planned for spending (provide details):
Requesting approval for funding to clean and the City water tower at 1225 W. Arkansas.

- 2 Department requesting authorization:
Public Works

- 3 Bidding recommendation (award or reject along with name and contact information of vendor):

Recommend PTTG maintenance division as the lowest cost vendor

- 4 Estimated Purchase Date (M/D/Y):

March 1, 2017

- 5 What are the financing or lease purchase terms (APR %, length of financing, payments, etc.)

- 6 Is this item included in the current FY budget (Yes/No)

No

- 7 GL account code:

405-027-552-30-50

- 8 Spending / purchase request details (complete below blanks):

\$16,420

- 8a Amount requested to spend

- 8b Item (new or replacement, if a capital item complete fixed asset form)?

- 8c Old Item to be Traded-In (Yes / No). Note: if a capital item complete fixed asset form?

If a Replacement Item, give description, age and condition of item to be replaced (including model & serial or VIN, trade allowance)

- 8d Is a contractor written agreement involved (Yes / No), if yes include a copy of the contract after City Attorney Review

- 8e Does the purchase involve Grant Funding (Yes or No)

- 8f What is the City Cash Match for the Grant

\$

- 8g What other match or financial obligation is involved with the City accepting this Grant (explain with details)

- 9 Purchase is Planned By (complete appropriate item(s) below): 1 Mar 2017

- 9a **Informal Quotes** – Purchases of \$2000-\$15,000 City Manager approval required. Purchases with an estimated cost over \$15,000 use formal bids. Specifications & at least 3 quotes must be attached for items over \$5,000 (city manager can require quotes for below \$5,000):

- 9b **Formal Bids** – Purchases with an estimated cost over \$15,000 Council approval required. Attach complete specifications and a bidders list with at least 3 bidders. Include bidder name, address, phone number, fax number and email address of recommended vendor:

\$16,420.00

- 9c **State Contract** – Purchases of \$2,000-\$15,000 City Manager approval required. Purchases over \$15,000 Council approval required. Include name, address, phone number, fax number, email address of state contract vendor and state contract number:

9d **Buy Board** – Purchases of \$2,000-\$15,000 City Manager approval required. Purchases more than \$15,000 Council approval required. Include name, address, phone number, fax number, email address of Buy Board:

9e **Professional Services Agreement** – Purchases over \$2,000 and less than \$15,000 via an engineering, surveying, architect, computer services, janitorial, etc. firm covered by a council approved professional services agreement, City Manager approval required.

9f **Emergency Purchase** – To be utilized only when immediate action must be taken to protect the public health or safety or to prevent damage to property, prior council approval not required. Notify the City Manager immediately that an emergency purchase is needed.

9g **Sole Source Purchase** – Purchases of \$2,000-\$15,000 City Manager approval required. Purchases with an estimated cost over \$15,000 Council approval required in addition to City Manager approval. Attach to this request a memo detailing the nature of the Sole source designation, that is explain how this purchase fulfills the requirements to be considered a sole source purchase:

10 Signature & date blocks (complete appropriate sections):

N/A

10a Signature of Grants Administrator (if applicable)

date (M/D/Y):

10b Signature Department Head

date (M/D/Y):

10c Signature of Division Head

date (M/D/Y):

10d Signature of Budget Administrator

date (M/D/Y):

10e Signature of Project Manager

date (M/D/Y):

10f Signature of City Treasurer

date (M/D/Y):

10g Signature of City Manager (only over \$2,000)

date (M/D/Y):

11h City Manager Comments:



DATE: February 14, 2017

Page 1 of 2

TO: City of Durant
PO Box 578
Durant, OK 74701
EMAIL: mpope@durant.org

ATTN: Marty Pope
Building Inspector
PHONE: 580-931-6612

Re: 1225 Arkansas Street, Durant, OK 74701

In accordance with price, terms and conditions quoted below, we propose to furnish all labor, material, equipment and insurance necessary to complete the following to one (1) 250,000 gallon elevated water tank:

EXTERIOR RECOATING

Pressure wash using an anti-fungal biodegradable solution and hand tool clean as necessary from the top of the catwalk to the roof. This includes the wire harnesses, wires, railing, netting, spikes. Touch-up paint any rust spots. Apply a chemical to these areas to repel birds.

Exterior recoating to be completed for the sum of.....\$16,420.00

CONTRACTOR FURTHER AGREES

- An inspection will be performed at this time; Owner will be informed of any defects found.
- This quote does not provide for the shrouding or containment of blast media and paint.
- Warning: Do not attach any additional loading to your tank/tower unless structural integrity is known to be sufficient. For analysis call Pittsburg Tank & Tower Maintenance.
- All workmanship is guaranteed for twelve (12) months after completion.

TERMS

50% With Order; Balance Upon Completion OR Mutually Agreed Payment Terms

MasterCard, Visa and American Express are accepted, with prior authorization

The parties approving this contract certify that they are fully authorized to do so, and that all legal requirements have been complied with. You are hereby authorized to furnish all labor, material, equipment and insurance required to complete the work mentioned in the above proposal, for which the undersigned agrees to pay the amount mentioned in said proposal. OWNER / CONTRACTOR agree that the exclusive venue for any litigation arising out of or relating to this Agreement shall be in the Circuit Court of Henderson County, Kentucky and that this Agreement and any litigation arising thereunder shall be governed, construed and interpreted according to Kentucky law. In the event OWNER initiates any litigation against PTM in contravention of this venue provision, OWNER shall pay PTM's attorney's fees and costs incurred in obtaining a dismissal and transfer of the litigation to the proper venue in the Circuit Court of Henderson County, Kentucky. OWNER and PTM hereby waive any right they may otherwise have to venue in a federal court including, but not limited to, any right arising under federal question or diversity jurisdiction

ALL QUOTATIONS SUBJECT TO ACCEPTANCE WITHIN 90 DAYS

Accepted: _____, 20____

Respectfully Submitted by:

City of Durant, OK

PITTSBURG TANK & TOWER MAINTENANCE CO, INC.

By: _____

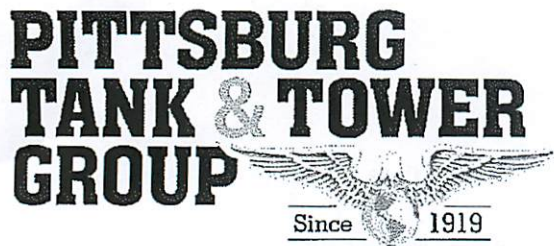
By: _____

Title: _____

Patrick Heltsley, Vice President

Please visit our web site at www.watertank.com

Paint • Repair • Dismantle • Inspect • Reinsulate • Tanks Raised, Lowered, and Moved
New and Used Tanks



1 Watertank Place
PO Box 36
Henderson, KY 42419
P: (270) 826-9000
F: (270) 215-5705
www.pttg.com

Marty Pope
Building Inspector
City of Durant
PO Box 578
Durant, OK 74701
580-931-6612
mpope@durant.org

Marty,

Since 1919, Pittsburg Tank & Tower Group Maintenance Division has been providing tank services to our customers in over 50 countries, proudly making us a Global Company. Our wealth of experience not only includes maintenance services from paint, repair, dismantle and inspections, but we also offer tank design, fabrication, erection and professional engineering services for new tanks, modifications to existing tanks along with raising, lowering and moving services.

Having been ranked in the Top 600 Specialty Contractors by McGraw-Hill Engineering News Record and among the top 15 steel erectors, it was natural to expand our offerings into the Custom Engineering and Manufacturing Industry. AllState Tower Inc. manufactures components for tower and agriculture, including complete turn-key systems and installation services.

Being a Veteran owned and family operated company with a commitment to the Safety and Health of our family of employees, we have worked with the Commonwealth of Kentucky's Labor Cabinet to achieve our SHARP Certification (Safety and Health Achievement Recognition Program), and we are recognized as a Drug Free Workplace in accordance with the standards set forth by the regulation; 803 KAR 25:280 Certification of Drug-Free Workplace

Therefore, we are proud to provide you with this quotation and look forward to working with you should you decide to accept it. To accept the proposal, simply sign and date one (1) copy and return it to our Henderson, KY office either by mail, fax or email.

Please feel free to contact us should you have any questions or concerns or simply want to discuss the proposal further.

Respectfully,

Pittsburg Tank & Tower Group
Maintenance Division
Patrick Heltsley
Vice President
270-869-9400 Ext. 4601
270-748-1325 Cell
270-767-6912 Fax
pheltsley@pttg.com

Cc: Tia Huddleston
Sales Account Executive
(270) 869-9400 Ext. 4618
(270) 873-8305 Fax
thuddleston@pttg.com

Paint • Repair • Dismantle • Inspect • Reinsulate • Tanks Raised, Lowered, and Moved
New and Used Tanks

DATE: February 14, 2017

Page 2 of 2

TO: City of Durant
PO Box 578
Durant, OK 74701
EMAIL: mpope@durant.org

ATTN: Marty Pope
Building Inspector
PHONE: 580-931-6612

Terms & Conditions

- 1) Prior to start of work, Owner will be furnished a certificate of Insurance covering Workman's Compensation, Occupational Disease, Employer's Liability, and General Liability.
- 2) If tank is to be drained prior to our arrival, it shall be drained by owner, if it becomes necessary to drain the tank while on site, it must be drained by the Owner/Customer
- 3) If needed a pressure release valve will be furnished during the cleaning and painting operation. Owner required to notify PTTM prior to mobilization if required.
- 4) In the event interior and/or exterior complete tank repainting is not included in this scope of work, all new tank appurtenances furnished and installed by PTTM as part of this scope of work shall be field primed and finish coated to match existing coating system(s), unless specifically excluded from our scope of work. Color to match as close as possible.
- 5) No paint shall be applied during wet, damp, or inclement weather.
- 6) All paint will be delivered to the job site in original containers with contents identified by the manufacturer.
- 7) If necessary, customer will be required to clear/move vehicles and equipment a safe distance from the job site to prevent damage and place physical barricades around the perimeter to restrict access.
- 8) Work to be performed using our standard wage scale with Open Shop personnel, by mechanics skilled in their trade.
- 9) All workmanship is guaranteed for twelve (12) months after completion.
- 10) Handling, removal, and/or disposal of hazardous or contaminated material (e.g., asbestos, lead, chemicals, heavy metals, etc.) requiring special handling or transportation to a specific disposal site are not included in the submitted quotation for work. Unless specifically included in our scope of work.
- 11) This quote does not provide for the shrouding or containment of blast media and paint.
- 12) Owner understands and agrees any Federal, State, and Municipal taxes imposed on Contractor with respect to the outlined work are additional expenses not included in the contract and further assumes the obligation of paying said additional costs incurred by Contractor. PTTM does not include costs for any permits, local licenses, fees, etc. in this proposal.
- 13) OWNER / CONTRACTOR agree that the exclusive venue for any litigation arising out of or relating to this Agreement shall be in the Circuit Court of Henderson County, Kentucky and that this Agreement and any litigation arising thereunder shall be governed, construed and interpreted according to Kentucky law.
- 14) In the event OWNER initiates any litigation against PTTM in contravention of this venue provision, OWNER shall pay PTTM's attorney's fees and costs incurred in obtaining a dismissal and transfer of the litigation to the proper venue in the Circuit Court of Henderson County, Kentucky.
- 15) OWNER and PTTM hereby waive any right they may otherwise have to venue in a federal court including, but not limited to, any right arising under federal question or diversity jurisdiction.

Doc: 07/11/2016

This bid is based on a 3-day work procedure.

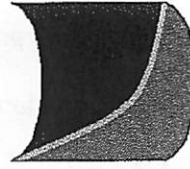
Total Cost: \$ 11,270.50 / day

This does not include Transportation or Disposal of Waste.

\$33,811.50 + ↑

Thank You,
Gary Lytle
Project Manager

A CLEAN ENVIRONMENT



"Meeting Today's Environmental Needs"

2-9-2017

B & D Electric
Sprint / Water Tower 150'
1225 W. Arkansas St.
Durant, OK.
Site # DA13XC594
RE: Bird Excrement Removal
To: Mr. Bill Butler

Thank you for allowing A Clean Environment (ACE) the opportunity to provide a bid on this project. ACE will provide the following work procedures to remove the bird excrement from the Durant Water Tower, Hand Rails, Kick Plate, and the 3' Catwalk. The 2 Radio Cabinets (3'x2'x4') and the Sprint Concrete Pad (8'x 10'). The Water Tower portion of the cleanup is approximately 120' elevation from the ground. ACE will utilize confined entry, climbing and fall protection procedures in accordance with the OSHA protocols. This will be accomplished with the utmost focus on safety. All personnel will utilize proper Personnel Protective Equipment (PPE) such as Poly – Coated Tyvek, Fall Protection Harness, Fall Suppression Safety Lines, Respirators, Rubber Gloves, and Rubber Boots, etc. ACE will use a Personal RF Monitor to follow FCC and OSHA for workplace safety requirements. ACE will have Medical / Rescue personnel on site to meet the requirements for confined and high angle rescue requirements.

Once all safety procedures are in place, ACE will utilize a dry method cleanup of the excrement. ACE will utilize a 125' Straight Boom Jib Lift to be able to clean the wires connected to the angled support beams. We will remove the bulk of the material with scrapers and shovels placing into U-Line 6 mil. Bags and lower to the ground with a mechanical advantage system. All waste and spent PPE will be placed into a Water Tight Container for later landfill disposal. After the bulk removal is accomplished a Biological Digester Blend Material (Bird Poop Remover) will be sprayed utilizing a pump-up sprayer on to the remains of the excrement. This will help eliminate any Bird waste residues. A disinfectant will be used as a final rinse on the excrement removal. This will eliminate all the bacterial effects from the excrement from the birds. A SDS accompanies this report for the Bird Poop Remover. After final cleaning of the catwalk and hand rails, all rusted exposed areas will be wire brushed and scraped for painting. ACE will utilize an Acrylic Modified Enamel Paint that is corrosion resistant and finish coat protection. Once the Aerial work is completed ACE will then utilize the same method to clean the ground items, such as the Radio Cabinets and Concrete Pad area. All waste from this will also be placed into 6 -mil. Bags for later disposal at a Landfill. ACE will then dismantle all the climbing / Fall protection Equipment and demobilize to the Wilson, OK. facility. All Fall Suppression Equipment, PPE and items used in the removal process will be decontaminated utilizing a Power Washer.



Ron Perrin Water Technologies

PO Box 101614
Fort Worth, Texas 76185

Phone 1-888-481-1768
(817) 246-1740

Email tankinspections@aol.com FAX

Thursday, February 16, 2017

Mr. Pope,

Our business does not clean the outside exterior of water storage tanks and towers. We do not have access to the equipment or the personal in order for us to do this.

We do however inspect and clean the interior of water storage tanks and towers using certified commercial divers with minimal water loss.

Please contact us if you have any further questions.

Thank You,

Ali Martinez

Ron Perrin Water Technologies

Toll-Free: 1-888-481-1768
817-377-4988
Fax: 817-246-1740



The City of Durant

Office of City Clerk

Memorandum

Date: 2/23/2017
To: Mayor and City Council
From: Tim Rundel, City Manager
Re: 2017 City Council Strategic Planning/Budget Workshop (8:30 am - 3:30 pm)

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action: