

AGENDA
BOARD OF COUNTY COMMISSIONERS
MONDAY, JUNE 10, 2019
RAY JORDAN TULSA COUNTY ADMINISTRATION BUILDING
500 S. DENVER, TULSA, OKLAHOMA
ROOM 119 - 9:30 AM

I. CALL TO ORDER

II. ANNOUNCEMENTS

County Events and Status Updates for Comment and Discussion from: Administrative Services, Building Operations, Court Services, Election Board, Fiscal Officer, Human Resources, Information Technology, Parks, Purchasing, Social Services, Engineering, Highways, Inspections, Sheriff, Assessor, County Clerk, Court Clerk, Treasurer, District Attorney, Presiding Judge, Juvenile Justice, Expo Square, INCOG, Tulsa Area Emergency Management Agency, OSU Extension, CC Library, CC Health Department, River Parks Authority, Levee Drainage District #12, Board of County Commissioners Chief Deputies, Director of Governmental Affairs

III. MINUTES

A. Board of County Commissioner's Meeting of June 3, 2019

IV. REPORTS

A. Elected Official - County Clerk

B. Annual Inventory Certification - Assessor

V. UNFINISHED BUSINESS

A. Bid Openings - (TC Departments) - Agricultural Supplies

B. Bid/Proposal Awards:

1. Juvenile Bureau and Sheriff - Inmate Clothing, Uniforms, Linens and Bedding - **to Bob Barker Company, Inc. and Victory Supply, Inc.**
2. Sheriff - Video Visitation for David L. Moss (DLM) Criminal Justice Center - **Deferred**
3. TC Departments - Dodge Automotive Repair - **to Mark Allen Buick GMC**
4. TC Departments - Paper Products - **to Veritiv Operating Company**

C. Amendment #1 - (TC Departments) - to the Award for Restaurant, Kitchen and Concessionary Supplies to Ben E. Keith

D. Change Order #1 - (Board of County Commissioners) - to the Agreement with All American Fire Systems, Inc, for Fire Protection for the Tulsa County "HQ" Administration Building Renovations

E. Amendatory Resolution - (Inspections) - to Temporarily Waive County Inspections Permit Fees for Victims of the Current Flood Emergency

VI. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes
- B. Appointment - (Commissioner Sallee) - Bud York to the Tulsa County Criminal Justice Authority
- C. Request - (Board of County Commissioners) - to Accept and File Proposal for Property Insurance from Zurich
- D. Requests for Approval - Engineers:
 - 1. to Reserve Drainage Easement to the County on a Piece of County Owned Property
 - 2. Notice of Sale of County Real Estate - County Property Located at 6010 North Rockford in Turley, OK, to Highest and Best Bidder for Cash, Subject to the Determination of said Commission, on or after 7/1/19; Bids Must be in Writing, Sealed in an Envelope, and may be left at the Office of Tulsa County Clerk prior to 4:00 p.m. on 6/28/19
- E. Requests for Approval - INCOG:
 - 1. Adopt the Tulsa County HOME Consortium and Tulsa County CDBG Urban County FY2019 Annual Action Plan and required Certifications, and Authorize Submittal to HUD
 - 2. Proposal Acceptance Recommendation for Home Consortium FY 2019 Rental Housing to A New Leaf, Inc., in the Amount of \$450,000
- F. Request for Approval - (Social Services) - for Renewal of Application for Tulsa County Pharmacy and Training Area Licenses for The George Prothro, MD Pharmacy
- G. Resolution - (Board of County Commissioners) - for Partial Distribution of Vision Tulsa Capital Improvement Program Sales Tax Funds-Bond Proceeds for Renovation of the Ray Jordan Building Design and Construction
- H. Resolution - (Inspections) - to Temporarily Allow RVs on Private Property in the Areas of the County Affected by Flood Waters and Being Addressed by FEMA
- I. Agreements:
 - 1. Board of County Commissioners:
 - a. Bennett Steel, Inc. - Trade Contractor Agreement for Structural Steel for the Tulsa County "HQ" Administration Building Renovations
 - b. ReliaStar Life Insurance Company dba Voya Financial - for Renewal of Insurance Plans - (4)
 - c. Talon Commercial Services, LLC - Trade Contractor Agreement for Drywall for Tulsa County "HQ" Administration Building Renovations
 - 2. District Attorney - Thomson Reuters:
 - a. Order Form (Subscription Agreement) for West Products for Civil Division
 - b. Order Form (Subscription Agreement) for West Products for Criminal Division
 - 3. Engineers - State of Oklahoma Department of Transportation - Project Maintenance, Financing and Right-of-Way Agreement for County Rd 137th E. Ave. over Horsepen Creek Between 161st St. N. & 166th St. N.
 - 4. Human Resources - Delta Dental Plan of Oklahoma:
 - a. for Administrative Services for FY 2019-2020
 - b. for Fully Insured Plan for FY 2019-2020

- J. Agreement Renewals:
 - 1. Board of County Commissioners - Pythian, LLC
 - 2. County Clerk:
 - a. American Eagle Title & Abstract, LLC
 - b. Civic Plus
 - c. Corporation Services Company
 - d. First American Title
 - e. Indecomm Holdings, Inc.
 - f. Underground Vaults & Storage, LLC
 - g. Xerox Corporation - (2)
 - 3. Employees' Retirement System of Tulsa County:
 - a. Chickasaw Capital
 - b. Phillips Murrah P.C.
 - c. Toqueville Asset Management L.P.
 - 4. Human Resources - Arthur J. Gallagher Risk Management Services
 - 5. Parks:
 - a. JSJ, Inc.
 - b. York Electronic Systems, Inc.
 - 6. Sheriff - BOKF, NA dba Bank of Oklahoma
- K. Request to Advertise for Bids:
 - 1. TC Departments - Vehicle Lubricants and Antifreeze
Bids to be received by 4:00 p.m. on 6/28/19 & to open on 7/1/19 at 9:30 a.m.
- L. Inventory Resolutions:
 - 1. Administrative Services
 - 2. County Clerk
 - 3. Highways
 - 4. Human Resources
 - 5. Sheriff
- M. Sole Sources:
 - 1. CC Health - Littlefield, Inc.
 - 2. IT:
 - a. OneNet - Oklahoma State Regents for Higher Education
 - b. Tyler Technologies, Inc.
 - 3. Sheriff - Security Trend Corporation dba ProxiGuard
- N. Utility Permits - (Engineers) - Oklahoma Natural Gas Company, a division of ONEOK, Inc. - (2)
- O. Travel/Training - IT - (2)
- P. Personnel Actions:
 - 1. Building Operations
 - 2. Highways
 - 3. Parks
- Q. Juvenile Bureau Personnel Actions to Accept & File

- R. CC Health Department Documents to Accept & File:
 - 1. Agreements:
 - a. Tulsa Public Schools
 - b. Indian Health Care Resource Center
 - c. Littlefield Agency
 - 2. Personnel Actions
 - 3. Travel/Training
- S. Claims to be Disallowed (payments cancelled as of 6/3-7/19)
- T. Claims (payments for bills to be paid by 5/28-31/19)
- U. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 6/3-7/19
- V. Executive Sessions - (District Attorney) - Requested by Nicholas Williams:
 - 1. Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Carolyn Parks v. Tulsa County*, Workers' Compensation Claim, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest
 - 2. Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Jerry Quinton v. Tulsa County*, Workers' Compensation Court No. CM-16-04248X, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest
- W. Discussion and Possible Action Regarding Executive Session Items

VII. PUBLIC COMMENT REGARDING 287(g) CONTRACT

VIII. ADJOURN

(Amended Agenda of meeting was posted in the central and outside lobby of the Ray Jordan Tulsa County Administration Building on May 31, 2019 at 9:22 a.m.)

MINUTES
Monday, June 3, 2019

The Board of County Commissioners for Tulsa County met at the hour of 9:30 a.m. with the following members present: Karen Keith, Chairman; Ron Peters, Member; Stan Sallee, Member, represented by Chief Deputy Mike Craddock; and Michael Willis, Tulsa County Clerk, represented by Whitney Alexander.

Karen Keith, Chairman, called the meeting to order at 9:30 a.m. and the following business was transacted:

Chief Deputy Mike Craddock led the Pledge of Allegiance.

Chairman advised the announcements and County Events and Status updates were open for comment and discussion. The departments with information gave a report.

Moved by Peters, seconded by Craddock, to approve the minutes of the Board of County Commissioners Meeting of May 28, 2019. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Craddock, seconded by Peters, to approve the annual inventory certification reports for FY 2018-2019 from the following departments:

1. Election Board (Clerk's Misc. File No. 247979)
2. Purchasing (Clerk's Misc. File No. 247980)

Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

NOTICE: A complete listing of all information relating to the following bids is on file and available for public inspection in the offices of County Purchasing and County Clerk.

Sealed bid for Dodge Automotive Repair was received and opened. The bidder being one (1) in number is as follows:

1. Marc Allen Buick GMC by item (Clerk's Misc. File No. 247981)

Moved by Peters, seconded by Craddock, to refer the bid to TC Departments and Purchasing for analysis, report and recommendation on June 10, 2019. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Craddock, seconded by Peters, to approve the following bid/proposal awards:

1. CC Health - Video Photo Suite Media Services - to Buddy FX, LLC, despite not being the least expensive of the vendors, Buddy FX, LLC has a better handle and

- understanding on the desired product and most importantly they could meet the timeline without issues (Clerk's Misc. File No. 247982)
2. Juvenile Bureau and Sheriff - Inmate Clothing, Uniforms, Linens and Bedding - Deferred
 3. Sheriff - Video Visitation Services for the David L. Moss (DLM) Criminal Justice Center - Deferred
 4. TC Departments - Paper Products - Deferred

Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Craddock, to approve and authorize execution by the Chairman, Amendment #1 from Building Operations, to the award for Generator Repair to Emergency Power Systems, Inc., CMF #245340, to extend award for one year beginning 7/14/19 with no changes to pricing or terms of the bid. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247983)

Moved by Craddock, seconded by Peters, to approve Amendment #2 from TC Departments, to the award for Clinical Supplies to Concordance Healthcare Solutions, LLC, CMF #247561, for price increases on several items and alternate items due to clerical error by Concordance Healthcare Solutions, LLC. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247984)

Moved by Peters, seconded by Craddock, to approve Amendment #2 from TC Departments, to the award for Paper Products to Office Depot, Inc., to extend the award for additional twenty (20) day period from 5/29/19 to 6/17/19 to allow time to evaluate bids opened 5/28/19. Office Depot, Inc. has agreed to hold original bid prices for the next two weeks. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247985)

Moved by Craddock, seconded by Peters, to approve and authorize execution by the Chairman, Change Order #3 from the Board of County Commissioners, to the agreement with A.C. Owen Construction, LLC, for the Tulsa County Maintenance Buildings, Districts #1 and #3, CMF #247111, for three additional gates in the perimeter fencing: two at District 1 and one at District 3. The contract sum will increase in the amount of \$1,021.45 with a new total contract sum of \$6,860,298.12. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247986)

Moved by Peters, seconded by Craddock, to approve and authorize execution by the Chairman, Change Order #6 from the Board of County Commissioners, to the agreement with Magnum Construction, Inc., for the Chandler Water Play Area, CMF #245580, for

partial removal of reinstallation of existing playground equipment. After inspection of the playground equipment it was determined that the cost of repairs and retrofit would be too extensive and cost prohibitive. The contract sum will be decreased by \$7,617 with a new total contract sum of \$2,337,633. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247987)

Moved by Craddock, seconded by Peters, to approve the gasoline and diesel fuel quotes for the week ending 6/10/19. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247988)

Moved by Peters, seconded by Craddock, to approve and authorize execution by the Chairman, the Memorandum of Understanding from the Board of County Commissioners with the Tulsa Authority for the Recovery of Energy, for use of green waste mulch site for Tulsa County Residents located at 2100 North 145th East Avenue, Tulsa, OK; cost of \$0.55 per cubic yard. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247989)

Moved by Craddock, seconded by Peters, to approve and authorize execution by the Chairman, the application for new membership and electric service with Verdigris Valley Electric Cooperative, to apply for membership and purchase electric energy service for Tulsa County Maintenance Facility at 116th and Yale. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247990)

Moved by Peters, seconded by Craddock, to approve and authorize execution by the Chairman, the following resolutions from the Board of County Commissioners:

1. to designate Sherry Langston as Requesting Officer in addition to BOCC Chief Deputies (Clerk's Misc. File No. 247991)
2. for Tulsa County Floodplain Manager to execute a letter to the Oklahoma Floodplain Managers Association to request mutual aid assistance from their Disaster Response Team for damage that Tulsa County suffered due to flooding in the Special Flood Hazard Area (Clerk's Misc. File No. 247992)
3. to temporarily waive any fees related to demolition or electrical inspections for the victims of the current flood emergency (Clerk's Misc. File No. 247993)

Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Craddock, seconded by Peters, to approve and authorize execution by the Chairman, the resolution from the Treasurer to name certain banks located in Tulsa County as county depositories. Details available in the offices of the County Clerk and the

Treasurer. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 247994)

Moved by Peters, seconded by Craddock, to approve and authorize execution, as needed, the following agreements:

1. Board of County Commissioners:
 - a. Apax Glass, Inc. - trade contractor agreement for aluminum and glazing for the Tulsa County "HQ" Administration Building Renovations (Clerk's Misc. File No. 247995)
 - b. The Metropolitan Environmental Trust (M.e.t.) - for solid waste management services for residents in the unincorporated areas of Tulsa County from 7/1/19 to 6/30/20. The County will pay the M.e.t. a total of \$26,431 payable in two equal installments on 7/15/19 and 1/15/20 and \$40 per appointment in excess of the agreed number of appointments (Clerk's Misc. File No. 247996)
 - c. S&A Installation, LLC - trade contractor agreement for installation of doors and hardware for Tulsa County "HQ" Administration Building Renovations (Clerk's Misc. File No. 247997)
2. Engineers - ONEOK Gas Transportation, LLC - for right-of-way agreement for permanent easement 50' in width and a temporary construction easement of an additional 25' in width across the Southwest Quarter (SW/4) of Section 8 and Lots 1 and 2, Block 9, Township 19, Range 12E, I.M., Tulsa County, OK (Clerk's Misc. File No. 247998)
3. Parks:
 - a. Bottoms Up - for performance at First Friday Concert Series at LaFortune Park on 8/2/19 from 7:00 p.m. to 9:00 p.m.; cost of \$500 (Clerk's Misc. File No. 247999)
 - b. Groves Blues Machine - for performance at First Friday Concert Series at LaFortune Park on 6/7/19 from 7:00 p.m. to 9:00 p.m.; cost of \$500 (Clerk's Misc. File No. 248000)
 - c. House Party - for performance at First Friday Concert Series at LaFortune Park on 7/12/19 from 7:00 p.m. to 9:00 p.m.; cost of \$600 (Clerk's Misc. File No. 248001)
 - d. Rusty Meyers Band - for performance at First Friday Concert Series at LaFortune Park on 9/6/19 from 7:00 p.m. to 9:00 p.m.; cost of \$600 (Clerk's Misc. File No. 248002)

Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Craddock, seconded by Peters, to approve and authorize execution by the Chairman, the following agreement renewals:

1. Human Resources - Allstate - for renewal of CMF #245227 for FY 2019-2020 (Clerk's Misc. File No. 248003)
2. Treasurer:
 - a. Business Imaging Systems - for renewal of CMF #245073 for FY 2019-2020 (Clerk's Misc. File No. 248004)
 - b. Holder's Security - for renewal of CMF #244846 for FY 2019-2020 (Clerk's Misc. File No. 248005)
 - c. Pitney Bowes - for renewal of CMF #244847 for FY 2019-2020 (Clerk's Misc. File No. 248006)
 - d. Xerox Corporation - for renewal of CMF #244851 for FY 2019-2020 (Clerk's Misc. File No. 248007)
 - e. Xerox Corporation - for renewal of CMF #244852 for FY 2019-2020 (Clerk's Misc. File No. 248008)
 - f. Xerox Corporation - for renewal of CMF #244853 for FY 2019-2020 (Clerk's Misc. File No. 248009)

- g. Xerox Corporation - for renewal of CMF #247516 for FY 2019-2020 (Clerk's Misc. File No. 248010)

Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Craddock, to approve and authorize execution by the Chairman, the following inventory resolutions:

1. Highways - duplicate; Manitowoc Ice Machine and Bin, Asset No. 18067, purch. 12/18/14 for \$3,700 (Clerk's Misc. File No. 248011)
2. Highways - junked; MTS 2000 Model 1 Portable Radio, SN 432AUQ0402, purch. 9/9/04 for \$1,756; Motorola MTS 2000 Portable Radio, SN 466AWQ7003, purch. 9/9/96 for \$1,756; Motorola Hand Held MTS 2000 RADIO SN 466AZC1975, purch. 2/5/99 for \$1,966 (Clerk's Misc. File No. 248012)
3. Sheriff - junked; 2-Dell Optiplex 990 SFF, Intel Core I, SN 34Z86V1, 34ZC6V1, purch. 7/10/12 for \$1,443.74 ea.; Dell Optiplex 780 SFF, Quad Core Processor, SN H017KN1, purch. 9/14/10 for \$1,309.74; Dell Optiplex 780 SFF, Quad Core Processor, SN 1D3QDQ1, purch. 4/21/11 for \$1,411.50; Dell Optiplex 990 SFF, Intel Core I, SN 60834V1 purch. 5/30/12 for \$1,443.74; Dell Optiplex 990 SFF, Intel Core I, SN 8FN4MS1, purch. 3/28/12 for \$1,245.64; Dell Optiplex 990 SFF, Intel Core I, SN FT5XWR1, purch. 12/1/11 for \$1,217.30; Optiplex 9020 Small Form Factor, SN 8DPQJ02, purch. 4/30/14 for \$1,530.58; 3-Dell Optiplex 990 SFF, SN J4KXKS1, J4KTKS1, J4KWKS1, purch. 3/14/12 for \$1,277.98 ea.; Dell Optiplex 990 MT, Core I7 2600, SN H99S7V1, purch. 8/9/12 for \$1,934.07; Optiplex 9010 Computer, SN 26DL9Y1, purch. 9/5/13 for \$1,422.90; 4-Dell Optiplex 780 SFF, Quad Core Processors, SN 10RWKM1, 10QWKM1, 10SSKM1, 10RRKM1, purch. 6/25/10 for \$1,477.56 ea.; 3-Dell Optiplex 780 SFF, Quad Core Processors, SN 9Y11LM1, 9Y16LM1, 9Y13LM1, purch. 6/28/10 for \$1,475.04 ea.; 4-Dell Optiplex 780 SFF, Quad Core Processors, SN 63NZBP1, 63M1CP1, 63N0CP1, 63P1CP1, purch. 2/15/11 for \$1,370.65 ea.; Dell Optiplex 780 SFF, Quad Core Processors, SN H9SXPM1, purch. 5/18/10 for \$1,638; 3-Dell Optiplex 780 SFF, Quad Core Processors, SN J9SXPM1, 3BSXPM1, 1BSXPM1, purch. 5/18/10 for \$1,293.60 ea.; Dell Optiplex 780 SFF, Duo Core Processor, SN CBK1NN1, purch. 11/7/10 for \$1,415.15; Dell Optiplex 780 SFF, Quad Core Processor, SN BWJ0LM1, purch. 7/6/10 for \$1,475.04; Dell Optiplex 760 Computer & Monitor, SN 5L124J1, purch. 2/3/09 for \$1,077.30; Dell Optiplex GX620 Desktop Computer, SN 4GNWHC1, purch. 2/9/07 for \$913.14; Dell Computer, SN DG5M0G1, purch. 4/9/08, for \$1,171.05; Dell Optiplex 780 SFF, Quad Core Processor, SN HN1LPM1, purch. 10/22/10 for \$1,309.74; Dell Optiplex Computer 2GB Ram, SN 8BGL9G1, purch. 5/12/08 for \$1,171.05; Dell Optiplex 745 Small Form Factor, SN 8BVR5D1, purch. 7/6/07 for \$1,011.12; Processor, Dell Optiplex 755 SFF, Duo Core, SN 9JBMRH1, purch. 12/3/08 for \$1,239.33; Dell Optiplex 780 SFF, Quad Core Processor, SN 1D2SDQ1, purch. 4/21/11 for \$1,411.50; Dell Optiplex Computer, SN C99ZTH1, purch. 12/16/08 for \$1,087.33; Processor: Dell Optiplex 780 SFF, SN 48GTHM1, purch. 5/6/10 for \$1,884.12; Dell Optiplex GX270 Computers, SN F1CF251, purch. 6/15/04 for \$1,566.96; 2-Optiplex 760 PSU, SN 8X7S3J1, CX7S3J1, purch. 2/2/09 for \$1,077.30 ea.; 9-Dell Optiplex 780 SFF, Quad Core Processors, SN 1Z2VCP1, 1YWVCP1, 1Z0VCP1, 1YPVCP1, 1YJTCP1, 1YNWCP1, 1YPTCP1, 1YXSCP1, 1Z5VCP1, purch. 3/2/11 for \$1,023.67 ea.; Dell Optiplex 780 SFF, Quad Core Processor, SN 9JV59P1, purch. 1/11/11 for \$1,348.75; 7-Dell Optiplex 755 SFF Duo Core Processors, SN FCXV4G1, DBXV4G1, 93YV4G1, BZ3S4G1, 3CXV4G1, 9GXV4G1, 4Z3S4G1, purch. 4/28/08 for \$860.69 ea.; Dell Optiplex Computer, SN 3TB1SH1, purch. 12/15/08 for \$1,043.35; 2-Dell Optiplex, SN J8QFLG1, J8R3JG1, purch. 3/11/09 for \$1,061.69 ea.; Optiplex 760 PSU, SN 4X7S3J1, purch. 2/2/09 for \$1,077.30; Dell Optiplex 780 SFF, Quad Core Processor, SN 2K8PNN1, purch. 11/18/10 for \$1,276.54; 2-Dell Optiplex Duo Core Processors, SN 4RDLQG1, 2RDLQG1, purch. 7/2/08 for \$1,177.43 ea. (Clerk's Misc. File No. 248013)
4. Sheriff - junked; 4-Dell Optiplex 755 SFF Duo Core Processors, SN HY3S4G1, JCXV4G1, 1CXV4G1, 83YV4G1, purch. 4/28/08 for \$860.69 ea.; 2-Optiplex 760 PSU, SN 9X7S3J1, 2X7S3J1, purch. 2/2/09 for \$1,077.30 ea.; 33-Dell Optiplex

- 780 SFF, Quad Core Processors, SN 1YRVCP1, 1YJVC1, 1YSTCP1, 1YNSCP1, 1YZVCP1, 1YMWCP1, 1YLWCP1, 1YWTCP1, 1Z6WCP1, 1YPWCP1, 1Z8WCP1, 1Z9WCP1, 1YXTCP1, 1YSSCP1, 1YTTCP1, 1YVVC1, 1Z3TCP1, 1YYTCP1, 1Z8TCP1, 1Z0TCP1, 1Z1WCP1, 1YXVCP1, 1Z9TCP1, 1YQTCP1, 1Z1TCP1, 1YQWCP1, 1YQSCP1, 1Z8VCP1, 1YNVCP1, 1YKWCP1, 1Z3VCP1, 1Z6VCP1, 1Z2WCP1, purch. 3/2/11 for \$1,023.67 ea.; Dell Optiplex Duo Core Processor, SN 5RDLQG1, purch. 7/2/08 for \$1,177.43; 8-Dell Optiplex, SN J8QDJG1, J8QJJG1, J8QFJG1, J8R4JG1, J8R2JG1, J8R5JG1, J8QHJG1, J8R7JG1, purch. 3/11/09 for \$1,061.69 ea.; 4-Dell Pentium 4 Computers with Monitors, SN 5V2ZQ91, 1V2ZQ91, 8HQ3R91, CP2ZQ91, purch. 4/5/06 for \$922.89 ea.; Optiplex Duo Core Processor, SN 9M96NF1, purch. 2/20/08 for \$1,084.53; 2-Dell Optiplex Computers, SN 1TB1SH1, JSB1SH1, purch. 12/15/08 for \$1,043.35 ea.; 2-Dell Optiplex 780 SFF, Quad Core, SN CXC5ZQ1, CXC3ZQ1, purch. 8/2/11 for \$1,115.25 ea.; 2-Dell Optiplex 760 SFF, Duo Core Processors, SN FVZZLL1, DVZZLL1, purch. 12/20/09 for \$1,044.14 ea.; Dell Optiplex 780 SFF, Quad Core Processor, SN CTMCPM1, purch. 9/9/10 for \$1,276.54; 2-Dell Optiplex 780 SFF, Quad Core Processors, SN 1D4QDQ1, 1D1SDQ1, purch. 4/21/11 for \$1,411.50 ea.; Dell Optiplex 780 SFF, Quad Core Processor, SN 1XQXML1, purch. 7/11/10 for \$1,267.56; Optiplex 9020 Small Form Factor, SN 8DPQJ02, purch. 4/30/14 for \$1,530.58; 2-Dell Optiplex 760 SFF-Duo Core Processors, SN 2LB0GK1, 2L91GK1, purch. 10/21/09 for \$1,090.60 ea.; Processor: Dell Optiplex 760 SFF, SN J51N4J1, purch. 6/16/09 for \$1,144.06 (Clerk's Misc. File No. 248014)
4. Sheriff - junked; Yaesu Radio Walkie-Talkie w/charger, SN 9C040176, purch. 3/25/93 for \$650; Motorola Gang Charger Multi Rapid Model, SN 52006010619, purch. 6/3/96 for \$594; Motorola Maintenance Charger, SN M107331, purch. 6/28/01 for \$520; 2-Motorola Multi Unit Chargers for XTS H/H, SN WPLN4121BR, WPLN4108BR, purch. 2/11/08 for \$575.24 ea.; 2-Motorola Radio Chargers, SN 947932, 021259, purch. 7/1/09 for \$583 ea. (Clerk's Misc. File No. 248015)

Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Craddock, seconded by Peters, to approve and authorize execution by the Chairman, the following sole sources from CC Health:

1. Interstate Promotional Distributors, Inc. dba Interstate Books4School - for proprietarily published product for Little by Little Program (Clerk's Misc. File No. 248016)
2. Veldstra Communications, Inc. dba GTW Systems - for original installation of cellular telephone booster system which utilizes a specialized radio frequency employed at the Tulsa Health Department's North Facility (Clerk's Misc. File No. 248017)

Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Craddock, to approve the following Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
<u>Administrative Services</u>			
Nelson, Sharon (Clerk's Misc. File No. 248018)	End Intermittent FMLA	\$3,556.63	5/23/19
<u>Inspections</u>			
Keeter, Justin (Clerk's Misc. File No. 248019)	Resignation		5/23/19
<u>IT</u>			
Snell, David (Clerk's Misc. File No. 248020)	Resignation		6/3/19

Parks

Bartel, Scott	Return from FMLA		
	w/pay	\$2,194.52	5/2/19
Hackler, Luke	Seasonal	\$9.25/hr.	5/29/19
Brown, Madeline	Seasonal	\$9.25/hr.	5/29/19
Pearson, Theodore	Seasonal	\$9.25/hr.	5/29/19
Fitzgibbon, Serenity	Seasonal Rehire	\$9.25/hr.	5/29/19
Duncan, Hillary	Part Time	\$10.00/hr.	5/30/19
Williamson, Hannah	Seasonal	\$8.00/hr.	5/29/19
Bauer, Corina	Seasonal	\$9.25/hr.	5/29/19
Koss, Joseph	Workers Comp	\$15.00/hr.	5/10/19

(Clerk's Misc. File No. 248021)

Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Craddock, seconded by Peters, to accept and file the following Juvenile

Bureau Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
Taylor, Anthony	Temporary Additional Duties	\$7,083.34	5/24/19
Brown, Rosemary	Temporary Additional Duties	\$6,706.68	6/1/19
Jones, Justin	FMLA w/pay	\$8,326.54	5/24/19
Strickland, Kimberly	FMLA w/o pay		5/21/19

(Clerk's Misc. File No. 248025)

Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Craddock, to accept and file the following CC Health

Documents:

Agreements:

1. YWCA Immigrant & Refugee Services - for interpreter services from 2/6/19 to 2/5/20; cost of \$50/hr. (Clerk's Misc. File No. 248026)
2. Oklahoma City-County Health Department - for ESSENCE system tech support ESSENCE system upgrade (50% of cost) from 5/1/19 to 4/30/20; cost of \$50/hr. (\$1,000 max.) \$15,000 Max. (Clerk's Misc. File No. 248027)

Personnel Actions:

A. Name	B. Action	C. Salary	D. Eff. Date
Splawn, James T.	Salary adj. PDIP #3	\$4,872.12	5/1/19
Flint, Sylvia	Salary adj.; End of Probation (2% incr.)	\$2,380.01	6/1/19
Austin, Trina	Salary adj.; End of Probation (2% incr.)	\$2,380.01	6/1/19
Lopez-Gomez, Maria	Reclassification/Change Org. to 41507450-505010	\$2,400.00	6/1/19
Chicas, Stephanie	Resignation		6/4/19
Clark, Lindsay	End of Temporary Assignment		6/14/19

(Clerk's Misc. File No. 248028)

Travel/Training:

1. Karla Hutton and Michael Meador to NEHA Annual Education Conference & Exhibition from 7/8-12/19 in Nashville, TN; cost of \$4,496
2. Deedra Bryant to courses; Mathematics Concepts and World Regional Geography, TCC, Summer 2019; cost of \$905

3. Melissa Guillen to course; Finance, OSU, Summer 2019; cost of \$1,718.59

4. Isaiah Persson to course; Non-parametric Data Analyses, OSU, Summer 2019; cost of \$1,383.50

(Clerk's Misc. File No. 248029)

Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Craddock, seconded by Peters, to approve and authorize execution by the Commission, the claims, (payments for bills to be paid 5/20-24/19) that are in order as required by Title 19 O.S. §1505 D 11 providing all claims involving wages and/or salaries be subject to state and federal withholding tax, retirement fund and social security deductions.

Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Peters, seconded by Craddock, to approve and authorize execution by the Commission, Blanket Purchase Orders and Emergency Purchase Orders submitted from 5/28-31/19. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Executive Session from the District Attorney, requested by Matt Kehoe, pursuant to 25 O.S. § 307(B)(4), I am requesting that this matter be discussed in Executive Session between the Board and its attorney, for the purpose of confidential communications concerning possible official action regarding a potential claim by the County against the City of Tulsa involving an automobile accident occurring on February 9, 2019, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest.

Moved by Peters, seconded by Craddock, to go into Executive Session. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Executive Session commenced at 9:47 a.m.

Moved by Craddock, seconded by Peters, to reconvene the regular meeting at 9:50 a.m. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Moved by Craddock, seconded by Peters, to authorize District Attorney to file tort claim against the City of Tulsa. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried. (Clerk's Misc. File No. 248030)

Chairman recognized members of the public signed up to speak regarding the 287(g) contract. Brad Helton of Jenks; John Smucker of Jenks; David Hughes of Tulsa; Mike Schultz of Tulsa; Marvin Duensency of Cleveland; and Peggy Burgess of Tulsa spoke in favor


of the 287(g) contract. Amy Hernandez of Broken Arrow and Maria Carmona of Broken Arrow spoke in opposition of the 287(g) contract.

Moved by Peters, seconded by Craddock, that this meeting be adjourned. Upon roll call, Craddock, yes; Peters, yes; Keith, yes. Motion carried.

Memorandum

Date: June 5, 2019

To: Karen Keith, Chairman
Board of County Commissioners

From:  Georgeann Hiebert, Deputy County Clerk

Re: May 2019 – County Clerk Monthly Report

Please place the attached Monthly Report on the Agenda for the regular Board of County Commissioners meeting scheduled for Monday, June 10, 2019.

cc: Georgeann Hiebert, Original
pdf via email to BOCCAgendas@tulsacounty.org

RECONCILEMENT

The following is a reconciliation of the within report with the report of the County Treasurer for the month of

May, 2019

Beginning Depository Balance	\$	637,348.20
ADD: Collections	\$	908,810.25
Cancelled Vouchers/Adjustments	\$	-140.00
SUBTRACT: Vouchers Issued	\$	767,004.56
Ending Depository Balance	\$	779,013.89
ADD: Vouchers Issued, Not. Reg.	\$	17.00
Deposits in Transit: Beginning	\$	(42,767.00)
End	\$	(42,597.00)
Treasurer Errors	\$	
County Clerk Errors	\$	
TREASURER'S BALANCE	\$	693,666.89

Vouchers Written	<u>May</u>	<u>20 19</u>
Voucher Nos.:	<u>85780</u>	Through <u>85825</u>
Receipt Nos.:	<u>19-22690</u>	Through <u>19-9082</u>
Receipt Nos.:	<u>OL19-1756</u>	Through <u>OL19-1845</u>

Reconcile:

\$	164,978.29	
	275,934.00	
	4,967.50	
	-	
	-	
	-	
	(129,206.86)	
\$	316,672.93	Voucher # 85825
Lien Fees	21,490.00	Voucher # 85824
Record	61,885.00	Voucher # 85823
Preservation		
OTC	378,965.96	Voucher # 85822
\$	779,013.89	

COUNTY CLERK'S MONTHLY REPORT FOR THE
MONTH OF May 20 19

APPROVED BY THE BOARD OF COUNTY
COMMISSIONERS THIS 10th DAY OF
June 20 19

CHAIRMAN

MEMBER

MEMBER

MONTHLY REPORT

Of Tulsa

County Clerk of Tulsa County, Okla.

For month ending on 31st day of

May, 20 19

Reconciled and Filed this 5th day of

June, 20 19

Kathy Semler First Deputy
County Clerk



I, Michael Willis County Clerk,
duly elected, qualified and acting in and for
Tulsa County, Oklahoma, do

solemnly swear that the above is a true and correct
report of all fees charged and collected in my office

for the month ending on the 31st day
of May, 20 19

Kathy Semler First Deputy
County Clerk

Subscribed and sworn to before me this 5th

of June, 20 19

Tracy M. Scullaw
Notary Public

My Commission Expires 3/29/2022

Notary Public
State of Oklahoma
TRACI M. SCULLAW
ROGERS COUNTY
COMMISSION # 02005648



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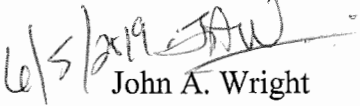
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Official Use Only
Not to be used for
any other purpose
TULSA COUNTY
OKLAHOMA
JANUARY 1, 1907

[illegible]

MEMO

TO: Commissioner Karen Keith
Chairman BOCC

FROM:  John A. Wright
Tulsa County Assessor

SUBJECT: Annual Inventory Certification

DATE: June 5, 2019

In accordance with TCP 002: Capital Inventory Certification, attached is the Tulsa County Assessor's annual inventory certification for fiscal year 2019.

**ORIGINAL SENT TO COUNTY CLERK'S OFFICE FOR PLACEMENT ON
THE BOARD OF COUNTY COMMISSIONERS' MEETING AGENDA OF
JUNE 10, 2019.**

xc: Commissioner Ron Peters
Commissioner Stan Sallee

Attachment



Where History and Progress Meet

06/04/2019 13:37
6373csmi
TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019
P 1
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
CUSTODIAN: 003050 ASSR-VISUAL INSP										
02200	46701020472 0005945	CHAIRS BROWN HON SIDE CHAIR WITH ARMS	46701020472	ASSR-VISUAL	1	01/26/1993 10	183.00 183.00	183.00	ACTIVE	Y
02200	46701020473 0005946	CHAIRS BROWN HON SIDE CHAIR WITH ARMS	46701020473	ASSR-VISUAL	1	02/16/1993 10	183.00 183.00	183.00	ACTIVE	Y
02200	46701020505 0005959	CHAIRS CHAIR HON #2403 SLED-BASED (GU	46701020505	ASSR-VISUAL	1	04/19/1999 10	125.00 125.00	125.00	ACTIVE	Y
02200	46701020507 0005960	CHAIRS HAWORTH/UNITED CHAIR NS-2 W/AR	46701020507	ASSR-VISUAL	1	04/28/1999 10	113.50 113.50	113.50	ACTIVE	Y
02200	46701020520 0005971	CHAIRS HAWORTH/UNITED CHAIR NS-2 W/AR	46701020520	ASSR-VISUAL	1	04/28/1999 10	113.50 113.50	113.50	ACTIVE	Y
02200	46701020522 0005973	CHAIRS HAWORTH/UNITED CHAIR NS-2 W/AR	46701020522	ASSR-VISUAL	1	04/28/1999 10	113.50 113.50	113.50	ACTIVE	Y
02200	46701020601 0005985	CHAIRS CHAIR; HON M94V6P; SWIVEL; ADJ	46701020601	ASSR-VISUAL	1	05/05/2005 10	291.10 291.10	291.10	ACTIVE	Y
02200	46701020604 0005988	CHAIRS CHAIR; LAZYBOY FABRIC TASK W/AR	46701020604	ASSR-VISUAL	1	07/18/2005 10	296.95 296.95	296.95	ACTIVE	Y
02200	46701020608 0005992	CHAIRS CHAIR; LAZYBOY FABRIC TASK NO A	46701020608	ASSR-VISUAL	1	07/18/2005 10	230.53 230.53	230.53	ACTIVE	Y
02200	46701020609 0005993	CHAIRS CHAIR; LAZYBOY FABRIC TASK NO A	46701020609	ASSR-VISUAL	1	07/18/2005 10	230.53 230.53	230.53	ACTIVE	Y
02200	46701020610 0005994	CHAIRS CHAIR; LAZYBOY FABRIC TASK NO A	46701020610	ASSR-VISUAL	1	07/18/2005 10	230.53 230.53	230.53	ACTIVE	Y
02200	46701040189 0005996	FILING CABINETS STEELCASE 5 DRAWER LEGAL FILE	46701040189	ASSR-VISUAL	1	03/07/1984 10	300.95 300.95	300.95	ACTIVE	Y
02200	46701040243 0005997	FILING CABINETS WALNUT LATERAL FILE 30" X 20"	46701040243	ASSR-VISUAL	1	07/20/1990 10	553.00 553.00	553.00	ACTIVE	Y
02200	46701040244 0005998	FILING CABINETS WALNUT LATERAL FILE 30" X 20"	46701040244	ASSR-VISUAL	1	07/20/1990 10	553.00 553.00	553.00	ACTIVE	Y
02200	46701040248 0005999	FILING CABINETS STEELCASE 4 DRAWER FILE TAN	46701040248	ASSR-VISUAL	1	05/15/1991 10	313.80 313.80	313.80	ACTIVE	Y
02200	46701040250 0006001	FILING CABINETS 4 DRAWER LEGAL STEELCASE FILE	46701040250	ASSR-VISUAL	1	10/28/1991 10	352.50 352.50	352.50	ACTIVE	Y
02200	46701040251 0006002	FILING CABINETS 4 DRAWER LEGAL STEELCASE FILE	46701040251	ASSR-VISUAL	1	10/28/1991 10	352.50 352.50	352.50	ACTIVE	Y



Where History and Progress Meet

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 2
faloc1st

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46701040255 0006003	FILING CABINETS STEELCASE FOUR DRAWER FILE	46701040255	ASSR-VISUAL	1	10/16/1992 10	433.60 433.60	433.60	ACTIVE	Y
02200	46701040258 0006004	FILING CABINETS 5 DRAWER STEELCASE LATERIAFILE	46701040258	ASSR-VISUAL	1	03/23/1995 10	632.00 632.00	632.00	ACTIVE	Y
02200	46701040259 0006005	FILING CABINETS LATERAL FILE CAB. HON #693L BL	46701040259	ASSR-VISUAL	1	09/21/1998 10	302.00 302.00	302.00	ACTIVE	Y
02200	46701040261 0006007	FILING CABINETS FILE CABINET 2-DRAWER HON 312	46701040261	ASSR-VISUAL	1	02/04/1999 10	115.00 115.00	115.00	ACTIVE	Y
02200	46701040262 0006008	FILING CABINETS FILE CABINET 2-DRAWER HON 312	46701040262	ASSR-VISUAL	1	02/04/1999 10	115.00 115.00	115.00	ACTIVE	Y
02200	46701040263 0006009	FILING CABINETS FILE CABINET 2-DRAWER HON 312	46701040263	ASSR-VISUAL	1	02/04/1999 10	115.00 115.00	115.00	ACTIVE	Y
02200	46701040264 0006010	FILING CABINETS FILE CABINET 2-DRAWER HON 312	46701040264	ASSR-VISUAL	1	02/04/1999 10	115.00 115.00	115.00	ACTIVE	Y
02200	46701040265 0006011	FILING CABINETS FILE CABINET HON# 434LL 4-DRAW	46701040265	ASSR-VISUAL	1	11/21/2000 10	202.32 202.32	202.32	ACTIVE	Y
02200	46701040266 0006012	FILING CABINETS FILE LATERAL HON # 10563 2-DWR	46701040266	ASSR-VISUAL	1	08/08/2001 10	278.00 278.00	278.00	ACTIVE	Y
02200	46701040267 0006013	FILING CABINETS FILE CABINET 3-DWR. MOBILE MOD	46701040267	ASSR-VISUAL	1	11/21/2001 10	272.43 272.43	272.43	ACTIVE	Y
02200	46701040268 0006014	FILING CABINETS FILE CABINET 3-DWR. MOBILE MOD	46701040268	ASSR-VISUAL	1	11/21/2001 10	272.43 272.43	272.43	ACTIVE	Y
02200	46701050167 0006015	DESKS DESK; NATIONAL BRAND W/SHELL,	46701050167	ASSR-VISUAL	1	05/05/2005 10	885.30 885.30	885.30	ACTIVE	Y
02200	46701050168 0006016	DESKS DESK; NATIONAL BRAND W/SHELL,	46701050168	ASSR-VISUAL	1	05/05/2005 10	885.30 885.30	885.30	ACTIVE	Y
02200	46701050368 0006019	DESKS DESK DMI #7210-36 ECLIPSE (MAH	46701050368	ASSR-VISUAL	1	04/19/1999 10	629.00 629.00	629.00	ACTIVE	Y
02200	46701050369 0006020	DESKS DESK DMI#7210-36 W/CENTER DRAW	46701050369	ASSR-VISUAL	1	07/27/1999 10	718.00 718.00	718.00	ACTIVE	Y
02200	46701050370 0006021	DESKS DESK EXECUTIVE LH "U" 7350-59,	46701050370	ASSR-VISUAL	1	08/16/2001 10	1,375.00 1,375.00	1,375.00	ACTIVE	Y
02200	46701050371 0006022	DESKS DESK EXECUTIVE RH "U" 7350-59,	46701050371	ASSR-VISUAL	1	08/16/2001 10	1,375.00 1,375.00	1,375.00	ACTIVE	Y



Where History and Progress Meet

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 3
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46701060319 0006023	BOOKCASES/SHELV WALNUT BOOKCASE	46701060319	ASSR-VISUAL	1	07/20/1990 10	79.56 79.56	79.56	ACTIVE	Y
02200	46701060329 0006025	BOOKCASES/SHELV BOOKCASE HON 94225-WW	46701060329	ASSR-VISUAL	1	08/12/1998 10	315.45 315.45	315.45	ACTIVE	Y
02200	46701060330 0006026	BOOKCASES/SHELV BOOKCASE HON 94225-WW	46701060330	ASSR-VISUAL	1	08/12/1998 10	315.45 315.45	315.45	ACTIVE	Y
02200	46701060331 0006027	BOOKCASES/SHELV BOOKCASE DMI #7225-08 (ECLIPSE	46701060331	ASSR-VISUAL	1	04/19/1999 10	298.00 298.00	298.00	ACTIVE	Y
02200	46701060332 0006028	BOOKCASES/SHELV BOOKCASE DMI #7225-08 ECLIPSE	46701060332	ASSR-VISUAL	1	04/19/1999 10	298.00 298.00	298.00	ACTIVE	Y
02200	46701060333 0006029	BOOKCASES/SHELV BOOKCASE HON# 10755 71X36X33-1	46701060333	ASSR-VISUAL	1	08/16/2001 10	299.00 299.00	299.00	ACTIVE	Y
02200	46701060334 0006030	BOOKCASES/SHELV BOOKCASE HON# 10755 71X36X33-1	46701060334	ASSR-VISUAL	1	08/16/2001 10	299.00 299.00	299.00	ACTIVE	Y
02200	46701060335 0006031	BOOKCASES/SHELV BOOKCASE HON# 10755 71X36X33-1	46701060335	ASSR-VISUAL	1	08/16/2001 10	299.00 299.00	299.00	ACTIVE	Y
02200	46701060336 0006032	BOOKCASES/SHELV BOOKCASE HON# 10755 71X36X33-1	46701060336	ASSR-VISUAL	1	08/16/2001 10	299.00 299.00	299.00	ACTIVE	Y
02200	46701060337 0006033	BOOKCASES/SHELV BOOKCASE HON #10755 71X36X33-1	46701060337	ASSR-VISUAL	1	08/08/2001 10	299.00 299.00	299.00	ACTIVE	Y
02200	46701090022 0006034	STORAGE CABINET EX CREDENZA 60" X 20" WALNUT	46701090022	ASSR-VISUAL	1	07/20/1990 10	814.80 814.80	814.80	ACTIVE	Y
02200	46701090023 0006035	STORAGE CABINET CREDENZAS DMI #7210-22 (ELIPSE	46701090023	ASSR-VISUAL	1	04/19/1999 10	629.00 629.00	629.00	ACTIVE	Y
02200	46701090025 0006036	STORAGE CABINET CREDENZA DMI# 7210-22 (MEDIUM	46701090025	ASSR-VISUAL	1	07/27/1999 10	639.00 639.00	639.00	ACTIVE	Y
02200	46701100147 0006039	TABLES STEELCASE TABLE 45 X 30" CROME	46701100147	ASSR-VISUAL	1	03/13/1986 10	257.00 257.00	257.00	ACTIVE	Y
02200	46701100165 0006041	TABLES COMPUTER TABLE 60X30	46701100165	ASSR-VISUAL	1	04/10/1995 10	180.00 180.00	180.00	ACTIVE	Y
02200	46701140003 0006043	MISC OFFICE FUR HUTCH DM#7210-44 (MEDIUM CHERR	46701140003	ASSR-VISUAL	1	07/27/1999 10	289.00 289.00	289.00	ACTIVE	Y
02200	46701140004 0006044	MISC OFFICE FUR HUTCH 66X14X46 MAHOGANY 7350-6	46701140004	ASSR-VISUAL	1	08/16/2001 10	419.00 419.00	419.00	ACTIVE	Y



Where History and Progress Meet

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 4
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46701140005 0006045	MISC OFFICE FUR HUTCH 66X14X46	46701140005 MAHOGANY 7350-6	ASSR-VISUAL	1	08/16/2001 10	419.00 419.00	419.00	ACTIVE	Y
02200	46701160001 0006047	MISC OFFICE FUR WORKSTATION, MODULAR	46701160001 HAWORTH P	ASSR-VISUAL	1	02/19/1999 10	1,887.00 1,887.00	1,887.00	ACTIVE	Y
02200	46701160002 0006048	MISC OFFICE FUR WORKSTATION, MODULAR	46701160002 HAWORTH P	ASSR-VISUAL	1	02/19/1999 10	1,887.00 1,887.00	1,887.00	ACTIVE	Y
02200	46701160003 0006049	MISC OFFICE FUR WORKSTATION, MODULAR	46701160003 HAWORTH P	ASSR-VISUAL	1	02/19/1999 10	1,887.00 1,887.00	1,887.00	ACTIVE	Y
02200	46701160004 0006050	MISC OFFICE FUR WORKSTATION, MODULAR	46701160004 HAWORTH P	ASSR-VISUAL	1	02/19/1999 10	1,887.00 1,887.00	1,887.00	ACTIVE	Y
02200	46701160005 0006051	MISC OFFICE FUR WORKSTATION, MODULAR	46701160005 HAWORTH P	ASSR-VISUAL	1	02/19/1999 10	1,887.00 1,887.00	1,887.00	ACTIVE	Y
02200	46701160006 0006052	MISC OFFICE FUR WORKSTATION, MODULAR	46701160006 HAWORTH P	ASSR-VISUAL	1	02/19/1999 10	1,887.00 1,887.00	1,887.00	ACTIVE	Y
02200	46701160007 0006053	MISC OFFICE FUR WORKSTATION, MODULAR	46701160007 HAWORTH P	ASSR-VISUAL	1	02/19/1999 10	1,887.00 1,887.00	1,887.00	ACTIVE	Y
02200	46701160008 0006054	MISC OFFICE FUR WORKSTATION, MODULAR	46701160008 HAWORTH P	ASSR-VISUAL	1	02/19/1999 10	1,887.00 1,887.00	1,887.00	ACTIVE	Y
02200	46701160009 0006055	MISC OFFICE FUR WORKSTATION, MODULAR	46701160009 HAWORTH P	ASSR-VISUAL	1	02/19/1999 10	1,887.00 1,887.00	1,887.00	ACTIVE	Y
02200	46701160010 0006056	MISC OFFICE FUR WK. STATION MOD.	46701160010 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE	Y
02200	46701160011 0006057	MISC OFFICE FUR WK. STATION MOD.	46701160011 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE	Y
02200	46701160012 0006058	MISC OFFICE FUR WK. STATION MOD.	46701160012 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE	Y
02200	46701160013 0006059	MISC OFFICE FUR WK. STATION MOD.	46701160013 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE	Y
02200	46701160014 0006060	MISC OFFICE FUR WK. STATION MOD.	46701160014 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE	Y
02200	46701160015 0006061	MISC OFFICE FUR WK. STATION MOD.	46701160015 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE	Y
02200	46701160016 0006062	MISC OFFICE FUR WK. STATION MOD.	46701160016 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE	Y



Where History and Progress Meet

06/04/2019 13:37
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TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

P 5
faloc1st

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS CAPITALIZE?
02200	46701160017 0006063	MISC OFFICE FUR WK. STATION MOD.	46701160017 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160018 0006064	MISC OFFICE FUR WK. STATION MOD.	46701160018 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160019 0006065	MISC OFFICE FUR WK. STATION MOD.	46701160019 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160020 0006066	MISC OFFICE FUR WK. STATION MOD.	46701160020 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160021 0006067	MISC OFFICE FUR WK. STATION MOD.	46701160021 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160022 0006068	MISC OFFICE FUR WK. STATION MOD.	46701160022 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160023 0006069	MISC OFFICE FUR WK. STATION MOD.	46701160023 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160024 0006070	MISC OFFICE FUR WK. STATION MOD.	46701160024 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160025 0006071	MISC OFFICE FUR WK. STATION MOD.	46701160025 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160026 0006072	MISC OFFICE FUR WK. STATION MOD.	46701160026 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160027 0006073	MISC OFFICE FUR WK. STATION MOD.	46701160027 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160028 0006074	MISC OFFICE FUR WK. STATION MOD.	46701160028 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160029 0006075	MISC OFFICE FUR WK. STATION MOD.	46701160029 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160030 0006076	MISC OFFICE FUR WK. STATION MOD.	46701160030 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160031 0006077	MISC OFFICE FUR WK. STATION MOD.	46701160031 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160032 0006078	MISC OFFICE FUR WK. STATION MOD.	46701160032 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160033 0006079	MISC OFFICE FUR WK. STATION MOD.	46701160033 HAWORTH PREMI	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y



Where History and Progress Meet

06/04/2019 13:37
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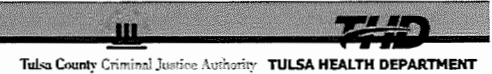
TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

P 6
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS CAPITALIZE?
02200	46701160034 0006080	MISC OFFICE FUR WK. STATION MOD. HAWORTH PREMI	46701160034	ASSR-VISUAL	1	04/29/1999 10	1,815.00 1,815.00	1,815.00	ACTIVE Y
02200	46701160035 0006081	MISC OFFICE FUR WORKSTA HON#38942NS/38925NS/13	46701160035	ASSR-VISUAL	1	10/20/1999 10	744.91 744.91	744.91	ACTIVE Y
02200	46701160036 0006082	MISC OFFICE FUR HAWORTH PREMISE 64" W/OVERSIZE	46701160036	ASSR-VISUAL	1	06/17/2002 10	3,300.00 3,300.00	3,300.00	ACTIVE Y
02200	46701160037 0006083	MISC OFFICE FUR HAWORTH PREMISE 64" W/OVERSIZE	46701160037	ASSR-VISUAL	1	06/17/2002 10	3,300.00 3,300.00	3,300.00	ACTIVE Y
02200	46701160038 0006084	MISC OFFICE FUR HAWORTH PREMISE 64" W/OVERSIZE	46701160038	ASSR-VISUAL	1	06/17/2002 10	3,300.00 3,300.00	3,300.00	ACTIVE Y
02200	46701160039 0006085	MISC OFFICE FUR HAWORTH PREMISE 64" W/OVERSIZE	46701160039	ASSR-VISUAL	1	06/17/2002 10	3,300.00 3,300.00	3,300.00	ACTIVE Y
02200	46701160040 0006086	MISC OFFICE FUR HAWORTH PREMISE 64" W/OVERSIZE	46701160040	ASSR-VISUAL	1	06/17/2002 10	3,300.00 3,300.00	3,300.00	ACTIVE Y
02200	46701160041 0006087	MISC OFFICE FUR HAWORTH PREMISE 64" W/OVERSIZE	46701160041	ASSR-VISUAL	1	06/17/2002 10	3,300.00 3,300.00	3,300.00	ACTIVE Y
02200	46701160042 0006088	MISC OFFICE FUR HAWORTH PREMISE 64" W/OVERSIZE	46701160042	ASSR-VISUAL	1	06/17/2002 10	3,300.00 3,300.00	3,300.00	ACTIVE Y
02200	46701160043 0006089	MISC OFFICE FUR HAWORTH PREMISE 42" W/OVERSIZE	46701160043	ASSR-VISUAL	1	06/17/2002 10	3,300.00 3,300.00	3,300.00	ACTIVE Y
02200	46701160044 0006090	MISC OFFICE FUR HAWORTH PREMISE 42" W/OVERSIZE	46701160044	ASSR-VISUAL	1	06/17/2002 10	3,300.00 3,300.00	3,300.00	ACTIVE Y
02200	46701160045 0006091	MISC OFFICE FUR HAWORTH PARTIAL UNIT 64" END A	46701160045	ASSR-VISUAL	1	06/17/2002 10	1,555.39 1,555.39	1,555.39	ACTIVE Y
02200	46701160201 0006092	MISC OFFICE FUR PANEL/DIVIDER HON NP8136; GREY	46701160201	ASSR-VISUAL	1	05/05/2005 10	254.96 254.96	254.96	ACTIVE Y
02200	46701160202 0006093	MISC OFFICE FUR PANEL/DIVIDER HON NP8136; GREY	46701160202	ASSR-VISUAL	1	05/05/2005 10	254.96 254.96	254.96	ACTIVE Y
02200	46701160203 0006094	MISC OFFICE FUR PANEL/DIVIDER HON NP8136; GREY	46701160203	ASSR-VISUAL	1	05/05/2005 10	254.96 254.96	254.96	ACTIVE Y
02200	46702030345 0006103	CALCULATORS CALCULATOR 5130 SN AR307287	46702030345	ASSR-VISUAL	1	10/06/1998 8	140.00 140.00	140.00	ACTIVE Y
02200	46702030352 0006109	CALCULATORS CALCULATOR 5130 SN AR307354	46702030352	ASSR-VISUAL	1	10/06/1998 8	140.00 140.00	140.00	ACTIVE Y



Where History and Progress Meet

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 7
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS CAPITALIZE?
02200	46702030360 0006114	CALCULATORS CALCULATOR MOD 5130	46702030360 S/N AR3175	ASSR-VISUAL	1	02/25/1999 8	124.32 124.32	124.32	ACTIVE Y
02200	46702030364 0006117	CALCULATORS CALCULATOR MOD 5130	46702030364 S/N AR3175	ASSR-VISUAL	1	02/25/1999 8	124.32 124.32	124.32	ACTIVE Y
02200	46702030366 0006119	CALCULATORS CALCULATOR MOD 5130	46702030366 S/N AR3175	ASSR-VISUAL	1	02/25/1999 8	124.32 124.32	124.32	ACTIVE Y
02200	46702030367 0006120	CALCULATORS CALCULATOR MOD 5130	46702030367 S/N AR3175	ASSR-VISUAL	1	02/25/1999 8	124.32 124.32	124.32	ACTIVE Y
02200	46702030370 0006122	CALCULATORS CALCULATOR MOD 5130	46702030370 S/N AR3175	ASSR-VISUAL	1	02/25/1999 8	124.32 124.32	124.32	ACTIVE Y
02200	46702050040 0006139	PHOTO REC M&E, CAMERA, DIGITAL POWERSHOT S3IS	4428521007	ASSR-VISUAL	1	06/18/2007 8	314.10 314.10	314.10	ACTIVE Y
02200	46702050042 0006141	PHOTO REC M&E, CAMERA, DIGITAL POWERSHOT S3IS	4428521010	ASSR-VISUAL	1	06/18/2007 8	314.10 314.10	314.10	ACTIVE Y
02200	46702300000 0006148	BINDERS AND PUN COMBO BINDER	46702300000	ASSR-VISUAL	1	07/27/1964 8	199.00 199.00	199.00	ACTIVE Y
02200	46702360001 0006150	COMPUTER EQUIPM VIEWSONIC 27" MONITOR; MODEL N	PJL051200479	ASSR-VISUAL	1	05/03/2005 8	968.36 968.36	968.36	ACTIVE Y
02200	46702360307 0006194	COMPUTER EQUIPM SOFTWARE UPGRADE; AUTOCAD 2006	343-21223652	ASSR-VISUAL	1	07/13/2005 8	1,292.80 1,292.80	1,292.80	ACTIVE Y
02200	46702360308 0006195	COMPUTER EQUIPM SOFTWARE UPGRADE; AUTOCAD 2006	343-21223751	ASSR-VISUAL	1	07/13/2005 8	1,292.80 1,292.80	1,292.80	ACTIVE Y
02200	46702360309 0006196	COMPUTER EQUIPM SOFTWARE UPGRADE; AUTOCAD 2006	343-21223553	ASSR-VISUAL	1	07/13/2005 8	1,292.80 1,292.80	1,292.80	ACTIVE Y
02200	46702360310 0006197	COMPUTER EQUIPM SOFTWARE UPGRADE; AUTOCAD 2006	343-21223256	ASSR-VISUAL	1	07/13/2005 8	1,292.80 1,292.80	1,292.80	ACTIVE Y
02200	46702360311 0006198	COMPUTER EQUIPM SOFTWARE UPGRADE; AUTOCAD 2006	343-21223355	ASSR-VISUAL	1	07/13/2005 8	1,292.80 1,292.80	1,292.80	ACTIVE Y
02200	46702360312 0006199	COMPUTER EQUIPM SOFTWARE UPGRADE; AUTOCAD 2006	343-21223454	ASSR-VISUAL	1	07/13/2005 8	1,292.80 1,292.80	1,292.80	ACTIVE Y
02200	46702370002 0006206	PAPER SHREDDERS PAPER SHREDDER DESTORIT SN 247	46702370002	ASSR-VISUAL	1	09/17/1986 8	395.00 395.00	395.00	ACTIVE Y
02200	46702390006 0006207	COMPUTER SOFTWA VISUAL STUDIO UPGRADE VERS. 6.	46702390006	ASSR-VISUAL	1	03/31/1999 8	949.00 949.00	949.00	ACTIVE Y



Where History and Progress Meet

Tulsa County Criminal Justice Authority **TULSA HEALTH DEPARTMENT**06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 8
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46704400009 0006234	MEASURING DEVIC LASER RANGE METER, HILTI PD 42	0206080213	ASSR-VISUAL	1	12/12/2008 10	499.00 499.00	499.00	ACTIVE	Y
02200	46706000003 0006238	TV, VIDEO & AUD MICROWAVE OVEN SHARP	46706000003	ASSR-VISUAL	1	01/27/1993 8	228.84 228.84	228.84	ACTIVE	Y
02200	46706460001 0006240	AIR PACK LIFE S UTILITY CART SAFCO	46706460001	ASSR-VISUAL	1	09/11/1996 8	145.00 145.00	145.00	ACTIVE	Y
02200 215	10540 10540	REMODELING CARPET TILE, BASE AND INSTALLA		ASSR-VISUAL	1	06/30/2009 40	1,400.00 1,400.00	1,400.00	ACTIVE	Y
Commodity code: 18250030017										
02200 215	10796 10796	MISCELLANEOUS E NEOPOST 5060 LETTER OPENER W/	U990005380	ASSR-VISUAL	1	06/12/2009 8	4,207.00 4,207.00	4,207.00	ACTIVE	Y
Commodity code: 59000030001										
02200 215	10797 10797	DESKS DESK W/RETURN, ENVYWORKS, AMBE		ASSR-VISUAL	1	06/11/2009 10	1,038.62 1,038.62	1,038.62	ACTIVE	Y
Commodity code: 64010030070										
02200 215	10798 10798	DESKS DESK W/RETURN, ENVYWORKS, AMBE		ASSR-VISUAL	1	06/11/2009 10	1,038.62 1,038.62	1,038.62	ACTIVE	Y
Commodity code: 64010030070										
02200 215	10799 10799	DESKS DESK W/RETURN, ENVYWORKS, AMBE		ASSR-VISUAL	1	06/11/2009 10	1,038.62 1,038.62	1,038.62	ACTIVE	Y
Commodity code: 64010030070										
02200 215	10802 10802	MISC OFFICE FUR 81" PANELS GRADE 3 #NR8130F		ASSR-VISUAL	1	06/16/2009 10	323.00 323.00	323.00	ACTIVE	Y
Commodity code: 64010130001										
02200 215	10803 10803	MISC OFFICE FUR 81" PANELS GRADE 3 #NR8130F		ASSR-VISUAL	1	06/16/2009 10	323.00 323.00	323.00	ACTIVE	Y
Commodity code: 64010130001										
02200 215	10847 10847	CHAIRS HIGH BACK TASK-ARMS, SYNCRO TI		ASSR-VISUAL	1	08/06/2009 10	333.32 333.32	333.32	ACTIVE	Y
Commodity code: 64010010094										
02200 215	10848 10848	CHAIRS HIGH BACK TASK-ARMS, SYNCRO TI		ASSR-VISUAL	1	08/06/2009 10	333.32 333.32	333.32	ACTIVE	Y
Commodity code: 64010010094										
02200 QM	11032 11032	COMPUTER EQUIPM COOLPIX L100 CAMERA - DELL P/N	30391676	ASSR-VISUAL	1	01/14/2010 8	237.49 237.49	237.49	ACTIVE	Y
Commodity code: 14010130028										
02200 215	11034 11034	COMPUTER EQUIPM COOLPIX L100 CAMERA- DELL P/N	30391702	ASSR-VISUAL	1	01/14/2010 8	237.49 237.49	237.49	ACTIVE	Y
Commodity code: 14010130028										



06/04/2019 13:37
6373csmi

TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

p 9
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200 215	11422 <u>11422</u>	TABLES RECTANGULAR 30 X 60 TABLE, MAH	30136695	ASSR-VISUAL	1	07/26/2010 10	662.70 662.70	662.70	ACTIVE	Y
Commodity code: 64010030130										
02200 215	11423 <u>11423</u>	TABLES RECTANGULAR 30 X 60 TABLE, MAH	30136698	ASSR-VISUAL	1	07/26/2010 10	662.70 662.70	662.70	ACTIVE	Y
Commodity code: 64010030130										
02200 215	11424 <u>11424</u>	TABLES RECTANGULAR 30 X 60 TABLE, MAH	30136699	ASSR-VISUAL	1	07/26/2010 10	662.70 662.70	662.70	ACTIVE	Y
Commodity code: 64010030130										
02200 215	11991 <u>11991</u>	PHOTO REC M&E, COOLPIX L120 CAMERA - DELL P/N	30136700	ASSR-VISUAL	1	04/18/2011 8	257.55 257.55	257.55	ACTIVE	Y
Commodity code: 14010130081										
02200 215	11992 <u>11992</u>	PHOTO REC M&E, COOLPIX L120 CAMERA - DELL P/N	30136738	ASSR-VISUAL	1	04/18/2011 8	257.55 257.55	257.55	ACTIVE	Y
Commodity code: 14010130081										
02200 215	11993 <u>11993</u>	PHOTO REC M&E, COOLPIX L120 CAMERA - DELL P/N	30136740	ASSR-VISUAL	1	04/18/2011 8	257.55 257.55	257.55	ACTIVE	Y
Commodity code: 14010130081										
02200 215	11994 <u>11994</u>	PHOTO REC M&E, COOLPIX L120 CAMERA - DELL P/N	30136741	ASSR-VISUAL	1	04/18/2011 8	257.55 257.55	257.55	ACTIVE	Y
Commodity code: 14010130081										
02200 215	11996 <u>11996</u>	PHOTO REC M&E, COOLPIX L120 CAMERA - DELL P/N	30136777	ASSR-VISUAL	1	04/18/2011 8	257.55 257.55	257.55	ACTIVE	Y
Commodity code: 14010130081										
02200 215	11998 <u>11998</u>	PHOTO REC M&E, COOLPIX L120 CAMERA - DELL P/N	30136785	ASSR-VISUAL	1	04/18/2011 8	257.55 257.55	257.55	ACTIVE	Y
Commodity code: 14010130081										
02200 215	11999 <u>11999</u>	PHOTO REC M&E, COOLPIX L120 CAMERA - DELL P/N	30136785	ASSR-VISUAL	1	04/18/2011 8	257.55 257.55	257.55	ACTIVE	Y
Commodity code: 14010130081										
02200 215	12111 <u>12111</u>	MEASURING DEVIC LEICA DISTRO LASER MEASURING D	311030977	ASSR-VISUAL	1	05/31/2011 10	454.10 454.10	454.10	ACTIVE	Y
Commodity code: 40510030819										
02200 215	12112 <u>12112</u>	MEASURING DEVIC LEICA DISTRO LASER MEASURING D	311030785	ASSR-VISUAL	1	05/31/2011 10	454.10 454.10	454.10	ACTIVE	Y
Commodity code: 40510030819										
02200 215	12727 <u>12727</u>	MEASURING DEVIC HILTI MEASURING LASER, PD 42	280110124	ASSR-VISUAL	1	04/02/2012 10	513.48 513.48	513.48	ACTIVE	Y
Commodity code: 87010020220										



TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

Tulsa County Criminal Justice Authority **TULSA HEALTH DEPARTMENT**

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P      10
faloclst
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DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	12729	MEASURING DEVIC	280110236		1	04/02/2012	513.48	513.48		
215	<u>12729</u>	HILTI MEASURING LASER, PD 42		ASSR-VISUAL	INS	10	513.48		ACTIVE	Y
Commodity code:		87010020220								
02200	12949	PHOTO REC M&E,	30060599		1	04/27/2012	228.62	228.62		
215	<u>12949</u>	NIKON COOLPIX L810 DIGITAL CAM		ASSR-VISUAL	INS	8	228.62		ACTIVE	Y
Commodity code:		22000490698								
02200	12953	COMPUTER EQUIPM	4H22PS1		1	04/27/2012	1,832.24	1,832.24		
215	<u>12953</u>	DELL OPTIPLEX 990 SFF, INTEL C		ASSR-VISUAL	INS	8	1,832.24		ACTIVE	Y
Commodity code:		22070040065								
02200	12962	COMPUTER EQUIPM	7F72PS1		1	04/27/2012	1,551.04	1,551.04		
215	<u>12962</u>	DELL OPTIPLEX 990 SFF, INTEL C		ASSR-VISUAL	INS	8	1,551.04		ACTIVE	Y
Commodity code:		22070040066								
02200	12963	COMPUTER EQUIPM	7F7WNS1		1	04/27/2012	1,551.04	1,551.04		
215	<u>12963</u>	DELL OPTIPLEX 990 SFF, INTEL C		ASSR-VISUAL	INS	8	1,551.04		ACTIVE	Y
Commodity code:		22070040066								
02200	12965	COMPUTER EQUIPM	7F7ZNS1		1	04/27/2012	1,551.04	1,551.04		
215	<u>12965</u>	DELL OPTIPLEX 990 SFF, INTEL C		ASSR-VISUAL	INS	8	1,551.04		ACTIVE	Y
Commodity code:		22070040066								
02200	12966	COMPUTER EQUIPM	7F80PS1		1	04/27/2012	1,551.04	1,551.04		
215	<u>12966</u>	DELL OPTIPLEX 990 SFF, INTEL C		ASSR-VISUAL	INS	8	1,551.04		ACTIVE	Y
Commodity code:		22070040066								
02200	12985	COMPUTER EQUIPM	SC02HC33DDHJP		1	04/27/2012	1,665.02	1,665.02		
215	<u>12985</u>	APPLE IMAC CORE 15 2.7GHZ - 27		ASSR-VISUAL	INS	8	1,665.02		ACTIVE	Y
Commodity code:		22000490702								
02200	12986	PHOTO REC M&E,	30136737		1	04/18/2011	257.55	257.55		
215	<u>12986</u>	COOLPIX L120 CAMERA-DELL P/N A		ASSR-VISUAL	INS	8	257.55		ACTIVE	Y
02200	13015	COMPUTER EQUIPM	SC02HF4MUF2GC		1	05/17/2012	969.03	969.03		
	<u>13015</u>	APPLE THUNDERBOLD DISPLAY 27"		ASSR-VISUAL	INS	8	969.03		ACTIVE	Y
Commodity code:		22000490706								
02200	13967	DESKS			1	03/27/2012	1,091.00	1,091.00		
215	<u>13967</u>	DOUBLE PED DESK W/ PENCIL DRAW		ASSR-VISUAL	INS	10	1,091.00		ACTIVE	Y
Commodity code:		64010030200								
02200	13968	DESKS			1	02/01/2013	824.50	824.50		
215	<u>13968</u>	DOUBLE PED CREDENZA, MAHOGANY,		ASSR-VISUAL	INS	10	824.50		ACTIVE	Y
Commodity code:		64010100023								
02200	13969	STORAGE CABINET			1	02/01/2013	383.50	383.50		
215	<u>13969</u>	HUTCH, MAHOGANY, BASYX BW2183N		ASSR-VISUAL	INS	10	383.50		ACTIVE	Y
Commodity code:		64010090096								



Where History and Progress Meet

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 11
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	14616 14616	COMPUTER EQUIPM LEXMARK CS 410DN - PRINTER	S50273794507WN	ASSR-VISUAL	INS	05/20/2013 8	344.84 344.84	344.84	ACTIVE	Y
Commodity code: 22000489799										
02200	14631 14631	COMPUTER EQUIPM LEXMARK CS 410DN - PRINTER	S50273794507WR	ASSR-VISUAL	INS	05/20/2013 8	344.84 344.84	344.84	ACTIVE	Y
Commodity code: 22000489799										
02200	14632 14632	COMPUTER EQUIPM LEXMARK CS 410DN - PRINTER	S50273794507WV	ASSR-VISUAL	INS	05/20/2013 8	344.84 344.84	344.84	ACTIVE	Y
Commodity code: 22000489799										
02200	14634 14634	COMPUTER EQUIPM LEXMARK CS 410DN - PRINTER	S50273794507WZ	ASSR-VISUAL	INS	05/20/2013 8	344.84 344.84	344.84	ACTIVE	Y
Commodity code: 22000489799										
02200	14635 14635	COMPUTER EQUIPM LEXMARK CS 410DN - PRINTER	S5027379450FY0	ASSR-VISUAL	INS	05/20/2013 8	344.84 344.84	344.84	ACTIVE	Y
Commodity code: 22000489799										
02200	14636 14636	COMPUTER EQUIPM CANON IMAGE FORMULA DR	21FW310869	ASSR-VISUAL	INS	1 05/20/2013 8	493.95 493.95	493.95	ACTIVE	Y
Commodity code: 22000489800										
02200	14637 14637	COMPUTER EQUIPM CANON IMAGE FORMULA DR	21FW310874	ASSR-VISUAL	INS	1 05/20/2013 8	493.95 493.95	493.95	ACTIVE	Y
Commodity code: 22000489800										
02200 215	14717 14717	MEASURING DEVIC HILTI LASER RANGE METER, PD 42	326120020	ASSR-VISUAL	INS	1 05/07/2013 10	546.41 546.41	546.41	ACTIVE	Y
Commodity code: 87010020235										
02200 215	14718 14718	MEASURING DEVIC HILTI LASER RANGE METER, PD 42	326120182	ASSR-VISUAL	INS	1 05/07/2013 10	546.41 546.41	546.41	ACTIVE	Y
Commodity code: 87010020235										
02200 215	14719 14719	MEASURING DEVIC HILTI LASER RANGE METER, PD 42	326120196	ASSR-VISUAL	INS	1 05/07/2013 10	546.41 546.41	546.41	ACTIVE	Y
Commodity code: 87010020235										
02200 215	14721 14721	COMPUTER EQUIPM MICROSOFT SURFACE PRO TABLET 1	030861330853	ASSR-VISUAL	INS	1 05/29/2013 8	999.00 999.00	999.00	ACTIVE	Y
Commodity code: 22070011061										
02200 215	14729 14729	PHOTO REC M&E, CAMERA, NIKON COOLPIX LB20	30186176	ASSR-VISUAL	INS	1 05/24/2013 8	228.62 228.62	228.62	ACTIVE	Y
Commodity code: 22000489829										
02200 215	14730 14730	PHOTO REC M&E, CAMERA, NIKON COOLPIX LB20	30186177	ASSR-VISUAL	INS	1 05/24/2013 8	228.62 228.62	228.62	ACTIVE	Y
Commodity code: 22000489829										

06/04/2019 13:37
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TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

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p      12
faloclst
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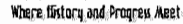
DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF CUSTODIAN	SERIAL #	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200 215	14731 <u>14731</u>	PHOTO REC M&E, CAMERA, NIKON COOLPIX LB20	30186178	ASSR-VISUAL	1	05/24/2013 8	228.62 228.62	228.62	ACTIVE	Y
Commodity code:		22000489829								
02200 215	14732 <u>14732</u>	PHOTO REC M&E, CAMERA, NIKON COOLPIX LB20	30186179	ASSR-VISUAL	1	05/24/2013 8	228.62 228.62	228.62	ACTIVE	Y
Commodity code:		22000489829								
02200 215	14733 <u>14733</u>	PHOTO REC M&E, CAMERA, NIKON COOLPIX LB20	30186180	ASSR-VISUAL	1	05/24/2013 8	228.62 228.62	228.62	ACTIVE	Y
Commodity code:		22000489829								
02200 215	14743 <u>14743</u>	MEASURING DEVIC HILTI MEASURING LASER, PD 42	354120002	ASSR-VISUAL	1	05/03/2013 10	513.48 513.48	513.48	ACTIVE	Y
02200 215	15537 <u>15537</u>	COMPUTER EQUIPM LEXMARK CS410N-PRINTER - COLOR	S50270694519FT	ASSR-VISUAL	1	06/27/2013 8	387.59 387.59	387.59	ACTIVE	Y
Commodity code:		22070120632								
02200 215	15540 <u>15540</u>	COMPUTER EQUIPM LEXMARK CS410N-PRINTER - COLOR	S50270694519GW	ASSR-VISUAL	1	06/27/2013 8	387.59 387.59	387.59	ACTIVE	Y
Commodity code:		22070120632								
02200 215	16084 <u>16084</u>	MISC LICENSE - DEVEXPRESS WINFORMS 13.1.7 - (ASSR-VISUAL	1	11/04/2013 3	764.99 764.99	764.99	ACTIVE	Y
Commodity code:		22070060859								
02200 215	16085 <u>16085</u>	MISC LICENSE - DEVEXPRESS WINFORMS 13.1.7 - (ASSR-VISUAL	1	11/04/2013 3	764.99 764.99	764.99	ACTIVE	Y
Commodity code:		22070060859								
02200 215	16086 <u>16086</u>	MISC LICENSE - SOFTWARE; RESIDENTIAL ESTIMATO		ASSR-VISUAL	1	11/12/2013 3	1,039.20 1,039.20	1,039.20	ACTIVE	Y
Commodity code:		22070060864								
02200 215	16218 <u>16218</u>	MEASURING DEVIC LASER RANGE METER, PD 42	340130187	ASSR-VISUAL	1	03/28/2014 10	568.27 568.27	568.27	ACTIVE	Y
Commodity code:		40510031676								
02200 215	16219 <u>16219</u>	MEASURING DEVIC LASER RANGE METER, PD 42	340130218	ASSR-VISUAL	1	03/28/2014 10	568.27 568.27	568.27	ACTIVE	Y
Commodity code:		40510031676								
02200 215	16440 <u>16440</u>	COMPUTER EQUIPM LEXMARK CS410DN COLOR 25PPM (M	S5027039464N03	ASSR-VISUAL	1	04/15/2014 8	310.54 310.54	310.54	ACTIVE	Y
Commodity code:		22000481075								
02200 215	16442 <u>16442</u>	COMPUTER EQUIPM LEXMARK CS410DN COLOR 25PPM (M	S5027039464N3H	ASSR-VISUAL	1	04/15/2014 8	310.54 310.54	310.54	ACTIVE	Y
Commodity code:		22000481075								



TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

P 13
faloclst

DEPT	TAG #	SUB CLASS	MANUF	SERIAL #	QTY	ACQUIS DATE	ACQUIS COST	REPLACE COST	REMARKS
ROOM	ASSET #	DESCRIPTION			CUSTODIAN	EST LIFE	CURR BOOK	STATUS	CAPITALIZE?
02200	16450	COMPUTER EQUIPM	009342341053		1	04/17/2014	1,284.50	1,284.50	
215	16450	MICROSOFT SURFACE PRO 2 256GB	ASSR-VISUAL	INS	8		1,284.50	ACTIVE	Y
		Commodity code: 22000481090							
02200	16451	COMPUTER EQUIPM	013026241053		1	04/17/2014	1,284.50	1,284.50	
215	16451	MICROSOFT SURFACE PRO 2 256GB	ASSR-VISUAL	INS	8		1,284.50	ACTIVE	Y
		Commodity code: 22000481090							
02200	16452	COMPUTER EQUIPM	019877341053		1	04/17/2014	1,284.50	1,284.50	
215	16452	MICROSOFT SURFACE PRO 2 256GB	ASSR-VISUAL	INS	8		1,284.50	ACTIVE	Y
		Commodity code: 22000481090							
02200	16459	DESKS			1	04/30/2014	953.40	953.40	
215	16459	DESK, BASYX - 72" X 36"	ASSR-VISUAL	INS	10		953.40	ACTIVE	Y
		Commodity code: 64010030242							
02200	16462	STORAGE CABINET			1	04/30/2014	707.44	707.44	
215	16462	CREDENZA, BASYX 72"X24" W/FILE	ASSR-VISUAL	INS	10		707.44	ACTIVE	Y
		Commodity code: 64010100030							
02200	16464	STORAGE CABINET			1	04/30/2014	329.56	329.56	
215	16464	HUTCH, BASYX 72" X 14"	ASSR-VISUAL	INS	10		329.56	ACTIVE	Y
		Commodity code: 64010090119							
02200	16488	COMPUTER EQUIPM	B7539RK1237		1	05/14/2014	5,681.19	5,681.19	
215	16488	KODAK 3610 TRUPER SCANNER	ASSR-VISUAL	INS	8		2,130.39	ACTIVE	Y
		Commodity code: 22000481077							
02200	16495	PHOTO REC M&E,	30096983		1	05/14/2014	224.99	224.99	
215	16495	NIKON COOLPIX L620 - 18.1 MP C	ASSR-VISUAL	INS	8		224.99	ACTIVE	Y
		Commodity code: 22070060979							
02200	16497	PHOTO REC M&E,	30096986		1	05/14/2014	224.99	224.99	
215	16497	NIKON COOLPIX L620 - 18.1 MP C	ASSR-VISUAL	INS	8		224.99	ACTIVE	Y
		Commodity code: 22070060979							
02200	16498	PHOTO REC M&E,	30096988		1	05/14/2014	224.99	224.99	
215	16498	NIKON COOLPIX L620 - 18.1 MP C	ASSR-VISUAL	INS	8		224.99	ACTIVE	Y
		Commodity code: 22070060979							
02200	16743	COMPUTER EQUIPM	2TC3X12		1	07/02/2014	1,533.61	1,533.61	
215	16743	OPTIPLEX 9020 SMALL FORM FACTO	ASSR-VISUAL	INS	8		1,533.61	ACTIVE	Y
		Commodity code: 22070060980							
02200	16744	COMPUTER EQUIPM	2TC0X12		1	07/02/2014	1,533.61	1,533.61	
215	16744	OPTIPLEX 9020 SMALL FORM FACTO	ASSR-VISUAL	INS	8		1,533.61	ACTIVE	Y
		Commodity code: 22070060980							
02200	16745	COMPUTER EQUIPM	2TC2X12		1	07/02/2014	1,533.61	1,533.61	
215	16745	OPTIPLEX 9020 SMALL FORM FACTO	ASSR-VISUAL	INS	8		1,533.61	ACTIVE	Y
		Commodity code: 22070060980							



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p      14
faloclst
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DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF	SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200 215	17527 <u>17527</u>	ELECTRIC STAPLE ELECTRIC STAPLER HIGH CAPACITY			ASSR-VISUAL	1 INS	02/10/2015 8	370.61 370.61	370.61	ACTIVE	Y
Commodity code:		66010180006									
02200 215	17674 <u>17674</u>	ELECTRIC STAPLE ELECTRIC STAPLER HIGH CAPACITY			ASSR-VISUAL	1 INS	03/24/2015 8	370.61 370.61	370.61	ACTIVE	Y
Commodity code:		66010180006									
02200 215	17675 <u>17675</u>	ELECTRIC STAPLE ELECTRIC STAPLER HIGH CAPACITY			ASSR-VISUAL	1 INS	03/24/2015 8	370.61 370.61	370.61	ACTIVE	Y
Commodity code:		66010180006									
02200 215	17908 <u>17908</u>	PHOTO REC M&E, FUJIFILM FINEPIX S8600 DIGITAL	5SA22533		ASSR-VISUAL	1 INS	06/10/2015 8	219.06 219.06	219.06	ACTIVE	Y
Commodity code:		22000481526									
02200 215	17909 <u>17909</u>	PHOTO REC M&E, FUJIFILM FINEPIX S8600 DIGITAL	5SA22535		ASSR-VISUAL	1 INS	06/10/2015 8	219.06 219.06	219.06	ACTIVE	Y
Commodity code:		22000481526									
02200 215	17910 <u>17910</u>	PHOTO REC M&E, FUJIFILM FINEPIX S8600 DIGITAL	5SA22538		ASSR-VISUAL	1 INS	06/10/2015 8	219.06 219.06	219.06	ACTIVE	Y
Commodity code:		22000481526									
02200 215	17911 <u>17911</u>	PHOTO REC M&E, FUJIFILM FINEPIX S8600 DIGITAL	5SA22539		ASSR-VISUAL	1 INS	06/10/2015 8	219.06 219.06	219.06	ACTIVE	Y
Commodity code:		22000481526									
02200 215	17912 <u>17912</u>	PHOTO REC M&E, FUJIFILM FINEPIX S8600 DIGITAL	5SA22540		ASSR-VISUAL	1 INS	06/10/2015 8	219.06 219.06	219.06	ACTIVE	Y
Commodity code:		22000481526									
02200 215	18092 <u>18092</u>	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFW		ASSR-VISUAL	1 INS	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code:		22000481527									
02200 215	18093 <u>18093</u>	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MG1		ASSR-VISUAL	1 INS	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code:		22000481527									
02200 215	18094 <u>18094</u>	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFG		ASSR-VISUAL	1 INS	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code:		22000481527									
02200 215	18095 <u>18095</u>	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFQ		ASSR-VISUAL	1 INS	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code:		22000481527									
02200 215	18096 <u>18096</u>	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MG0		ASSR-VISUAL	1 INS	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code:		22000481527									



Where History and Progress Meet

06/04/2019 13:37
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TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019
P 15
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS CAPITALIZE?
02200 215	18097 <u>18097</u>	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFY	ASSR-VISUAL	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE Y
Commodity code: 22000481527									
02200 215	18098 <u>18098</u>	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFJ	ASSR-VISUAL	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE Y
Commodity code: 22000481527									
02200 215	18099 <u>18099</u>	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFR	ASSR-VISUAL	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE Y
Commodity code: 22000481527									
02200 215	18100 <u>18100</u>	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFK	ASSR-VISUAL	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE Y
Commodity code: 22000481527									
02200 215	18101 <u>18101</u>	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MG7	ASSR-VISUAL	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE Y
Commodity code: 22000481527									
02200 215	18203 <u>18203</u>	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5261GQS	ASSR-VISUAL	1	07/02/2015 8	878.00 878.00	878.00	ACTIVE Y
Commodity code: 22000481527									
02200 215	18204 <u>18204</u>	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5261GQM	ASSR-VISUAL	1	07/02/2015 8	878.00 878.00	878.00	ACTIVE Y
Commodity code: 22000481527									
02200 215	18427 <u>18427</u>	METERING AND ME HILTI LASER PD-E	182153371	ASSR-VISUAL	1	10/21/2015 10	483.22 483.22	483.22	ACTIVE Y
Commodity code: 86010010338									
02200 215	18428 <u>18428</u>	METERING AND ME HILTI LASER PD-E	182153372	ASSR-VISUAL	1	10/21/2015 10	483.22 483.22	483.22	ACTIVE Y
Commodity code: 86010010338									
02200 215	18430 <u>18430</u>	METERING AND ME HILTI LASER PD-E	182156718	ASSR-VISUAL	1	10/21/2015 10	483.22 483.22	483.22	ACTIVE Y
Commodity code: 86010010338									
02200 215	19294 <u>19294</u>	COMPUTER EQUIPM MS SURFACE PRO4 I5 256GB 8GB	002424261853	ASSR-VISUAL	1	05/27/2016 8	1,220.00 1,220.00	1,220.00	ACTIVE Y
Commodity code: 22000480828									
02200 215	19295 <u>19295</u>	COMPUTER EQUIPM MS SURFACE PRO4 I5 256GB 8GB	002445661853	ASSR-VISUAL	1	05/27/2016 8	1,220.00 1,220.00	1,220.00	ACTIVE Y
Commodity code: 22000480828									
02200 215	19296 <u>19296</u>	COMPUTER EQUIPM MS SURFACE PRO4 I5 256GB 8GB	002460261853	ASSR-VISUAL	1	05/27/2016 8	1,220.00 1,220.00	1,220.00	ACTIVE Y
Commodity code: 22000480828									



TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

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P      16
faloclst

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DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF	SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	COST REMARKS	STATUS	REMARKS CAPITALIZE?
02200 215	19297 <u>19297</u>	COMPUTER EQUIPM MS SURFACE PRO4 I5	006708761853	256GB 8GB	ASSR-VISUAL	1	05/27/2016 8	1,220.00 1,220.00	1,220.00		ACTIVE	Y
Commodity code: 22000480828												
02200 215	19298 <u>19298</u>	COMPUTER EQUIPM MS SURFACE PRO4 I5	010104161853	256GB 8GB	ASSR-VISUAL	1	05/27/2016 8	1,220.00 1,220.00	1,220.00		ACTIVE	Y
Commodity code: 22000480828												
02200 215	19299 <u>19299</u>	COMPUTER EQUIPM MS SURFACE PRO4 I5	010752661853	256GB 8GB	ASSR-VISUAL	1	05/27/2016 8	1,220.00 1,220.00	1,220.00		ACTIVE	Y
Commodity code: 22000480828												
02200 215	19300 <u>19300</u>	COMPUTER EQUIPM MS SURFACE PRO4 I5	062476361753	256GB 8GB	ASSR-VISUAL	1	05/27/2016 8	1,220.00 1,220.00	1,220.00		ACTIVE	Y
Commodity code: 22000480828												
02200 215	19346 <u>19346</u>	PHOTO REC M&E, KODAK AZ251 CAMERA	M005028983	16MP 25X WH	ASSR-VISUAL	1	06/08/2016 8	145.00 145.00	145.00		ACTIVE	Y
Commodity code: 22000481794												
02200 215	19347 <u>19347</u>	PHOTO REC M&E, KODAK AZ251 CAMERA	M005028984	16MP 25X WH	ASSR-VISUAL	1	06/08/2016 8	145.00 145.00	145.00		ACTIVE	Y
Commodity code: 22000481794												
02200 215	19348 <u>19348</u>	PHOTO REC M&E, KODAK AZ251 CAMERA	M005028985	16MP 25X WH	ASSR-VISUAL	1	06/08/2016 8	145.00 145.00	145.00		ACTIVE	Y
Commodity code: 22000481794												
02200 215	19349 <u>19349</u>	PHOTO REC M&E, KODAK AZ251 CAMERA	M005028986	16MP 25X WH	ASSR-VISUAL	1	06/08/2016 8	145.00 145.00	145.00		ACTIVE	Y
Commodity code: 22000481794												
02200 215	19350 <u>19350</u>	PHOTO REC M&E, KODAK AZ251 CAMERA	M005029027	16MP 25X WH	ASSR-VISUAL	1	06/08/2016 8	145.00 145.00	145.00		ACTIVE	Y
Commodity code: 22000481794												
02200 215	19361 <u>19361</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700	MXL6180Z01	512GB 16	ASSR-VISUAL	1	05/23/2016 8	1,369.00 1,369.00	1,369.00		ACTIVE	Y
Commodity code: 22000480783												
02200 215	19362 <u>19362</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700	MXL6180Z02	512GB 16	ASSR-VISUAL	1	05/23/2016 8	1,369.00 1,369.00	1,369.00		ACTIVE	Y
Commodity code: 22000480783												
02200 215	19363 <u>19363</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700	MXL6180Z03	512GB 16	ASSR-VISUAL	1	05/23/2016 8	1,369.00 1,369.00	1,369.00		ACTIVE	Y
Commodity code: 22000480783												
02200 215	19364 <u>19364</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700	MXL6180Z04	512GB 16	ASSR-VISUAL	1	05/23/2016 8	1,369.00 1,369.00	1,369.00		ACTIVE	Y
Commodity code: 22000480783												



Where history and Progress Meet

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
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ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 17
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS CAPITALIZE?
02200 215	19365 <u>19365</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512GB 16	MXL6180Z05 17-6700 512GB 16	ASSR-VISUAL	1	05/23/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE Y
Commodity code: 22000480783									
02200 215	19411 <u>19411</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXY 17-6700 512 GB 1	ASSR-VISUAL	1	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE Y
Commodity code: 22000480832									
02200 215	19412 <u>19412</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXZ 17-6700 512 GB 1	ASSR-VISUAL	1	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE Y
Commodity code: 22000480832									
02200 215	19413 <u>19413</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KY0 17-6700 512 GB 1	ASSR-VISUAL	1	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE Y
Commodity code: 22000480832									
02200 215	20111 <u>20111</u>	MEASURING DEVIC LASER DISTANCE / RANGE METER,	342163380	ASSR-VISUAL	1	04/03/2017 10	502.55 502.55	502.55	ACTIVE Y
Commodity code: 87010020144									
02200 215	20112 <u>20112</u>	MEASURING DEVIC LASER DISTANCE / RANGE METER,	342163381	ASSR-VISUAL	1	04/03/2017 10	502.55 502.55	502.55	ACTIVE Y
Commodity code: 87010020144									
02200 215	20114 <u>20114</u>	MEASURING DEVIC LASER DISTANCE / RANGE METER,	342166716	ASSR-VISUAL	1	04/03/2017 10	502.55 502.55	502.55	ACTIVE Y
Commodity code: 87010020144									
02200 215	20115 <u>20115</u>	MEASURING DEVIC LASER DISTANCE / RANGE METER,	342166717	ASSR-VISUAL	1	04/03/2017 10	502.55 502.55	502.55	ACTIVE Y
Commodity code: 87010020144									
02200 215	20116 <u>20116</u>	MEASURING DEVIC LASER DISTANCE / RANGE METER,	342166725	ASSR-VISUAL	1	04/03/2017 10	502.55 502.55	502.55	ACTIVE Y
Commodity code: 87010020144									
02200 215	20117 <u>20117</u>	COMPUTER EQUIPM MICROSOFT SURFACE PRO 12.3 COR	024477470253	ASSR-VISUAL	1	04/07/2017 8	1,139.05 1,139.05	1,139.05	ACTIVE Y
Commodity code: 22000482037									
02200 215	20118 <u>20118</u>	COMPUTER EQUIPM MICROSOFT SURFACE PRO 12.3 COR	024511170253	ASSR-VISUAL	1	04/07/2017 8	1,139.05 1,139.05	1,139.05	ACTIVE Y
Commodity code: 22000482037									
02200 215	20119 <u>20119</u>	COMPUTER EQUIPM MICROSOFT SURFACE PRO 12.3 COR	024620770253	ASSR-VISUAL	1	04/07/2017 8	1,139.05 1,139.05	1,139.05	ACTIVE Y
Commodity code: 22000482037									
02200 215	20120 <u>20120</u>	COMPUTER EQUIPM MICROSOFT SURFACE PRO 12.3 COR	025426270253	ASSR-VISUAL	1	04/07/2017 8	1,139.05 1,139.05	1,139.05	ACTIVE Y
Commodity code: 22000482037									



TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019



Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

P 18
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200 215	20121 <u>20121</u>	COMPUTER EQUIPM MICROSOFT SURFACE PRO 12.3 COR	025518770253	ASSR-VISUAL	1	04/07/2017 8	1,139.05 1,139.05	1,139.05	ACTIVE	Y
Commodity code: 22000482037										
02200 215	20189 <u>20189</u>	PHOTO REC M&E, KODAK PIXPRO ASTROZOOM AZ251 -	A020059157	ASSR-VISUAL	1	05/10/2017 8	142.82 142.82	142.82	ACTIVE	Y
Commodity code: 22000482033										
02200 215	20190 <u>20190</u>	PHOTO REC M&E, KODAK PIXPRO ASTROZOOM AZ251 -	A020059224	ASSR-VISUAL	1	05/10/2017 8	142.82 142.82	142.82	ACTIVE	Y
Commodity code: 22000482033										
02200 215	20191 <u>20191</u>	PHOTO REC M&E, KODAK PIXPRO ASTROZOOM AZ251 -	A020061474	ASSR-VISUAL	1	05/10/2017 8	142.82 142.82	142.82	ACTIVE	Y
Commodity code: 22000482033										
02200 215	20192 <u>20192</u>	PHOTO REC M&E, KODAK PIXPRO ASTROZOOM AZ251 -	A020080694	ASSR-VISUAL	1	05/10/2017 8	142.82 142.82	142.82	ACTIVE	Y
Commodity code: 22000482033										
02200 215	20193 <u>20193</u>	PHOTO REC M&E, KODAK PIXPRO ASTROZOOM AZ251 -	A020088217	ASSR-VISUAL	1	05/10/2017 8	142.82 142.82	142.82	ACTIVE	Y
Commodity code: 22000482033										
02200 215	20288 <u>20288</u>	COMPUTER EQUIPM MICROSOFT SURFACE PRO 4	026157770853	ASSR-VISUAL	1	05/30/2017 8	1,103.00 1,103.00	1,103.00	ACTIVE	Y
Commodity code: 22000482078										
02200 215	20289 <u>20289</u>	COMPUTER EQUIPM MICROSOFT SURFACE PRO 4	026286470853	ASSR-VISUAL	1	05/30/2017 8	1,103.00 1,103.00	1,103.00	ACTIVE	Y
Commodity code: 22000482078										
02200 215	20290 <u>20290</u>	COMPUTER EQUIPM MICROSOFT SURFACE PRO 4	026644670853	ASSR-VISUAL	1	05/30/2017 8	1,103.00 1,103.00	1,103.00	ACTIVE	Y
Commodity code: 22000482078										
02200 215	20291 <u>20291</u>	COMPUTER EQUIPM MICROSOFT SURFACE PRO 4	026714170853	ASSR-VISUAL	1	05/30/2017 8	1,103.00 1,103.00	1,103.00	ACTIVE	Y
Commodity code: 22000482078										
02200 215	20292 <u>20292</u>	COMPUTER EQUIPM MICROSOFT SURFACE PRO 4	031777370853	ASSR-VISUAL	1	05/30/2017 8	1,103.00 1,103.00	1,103.00	ACTIVE	Y
Commodity code: 22000482078										
02200 215	20543 <u>20543</u>	MEASURING DEVIC HILTI PD-E LASER DISTANCE/RAN	181176697	ASSR-VISUAL	1	12/05/2017 10	536.05 536.05	536.05	ACTIVE	Y
Commodity code: 86010160029										
02200 215	20544 <u>20544</u>	MEASURING DEVIC HILTI PD-E LASER DISTANCE/RAN	183176682	ASSR-VISUAL	1	12/05/2017 10	536.05 536.05	536.05	ACTIVE	Y
Commodity code: 86010160029										



TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019






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|P      19
|faloclst
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DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200 215	20545 <u>20545</u>	MEASURING DEVIC HILTI PD-E LASER	183176685	DISTRANCE/RAN	1	12/05/2017 10	536.05 536.05	536.05	ACTIVE	Y
Commodity code: 86010160029										
02200 215	20546 <u>20546</u>	MEASURING DEVIC HILTI PD-E LASER	241176684	DISTRANCE/RAN	1	12/05/2017 10	536.05 536.05	536.05	ACTIVE	Y
Commodity code: 86010160029										
02200 215	20584 <u>20584</u>	METERING AND ME HILTI LASER PD-E,	327176687	NEW REPLACEM	1	02/26/2018 10	225.00 225.00	225.00	ACTIVE	Y
Commodity code: 86010160032										
02200 215	20644 <u>20644</u>	COMPUTER EQUIPM MICOSOFT SURFACE	003814580253	PRO 12.3" COR	1	03/28/2018 8	1,267.58 1,267.58	1,267.58	ACTIVE	Y
Commodity code: 22000482194										
02200 215	20645 <u>20645</u>	COMPUTER EQUIPM MICOSOFT SURFACE	023939280253	PRO 12.3" COR	1	03/28/2018 8	1,267.58 1,267.58	1,267.58	ACTIVE	Y
Commodity code: 22000482194										
02200 215	20646 <u>20646</u>	COMPUTER EQUIPM MICOSOFT SURFACE	024173480253	PRO 12.3" COR	1	03/28/2018 8	1,267.58 1,267.58	1,267.58	ACTIVE	Y
Commodity code: 22000482194										
02200 215	20647 <u>20647</u>	COMPUTER EQUIPM MICOSOFT SURFACE	024198480253	PRO 12.3" COR	1	03/28/2018 8	1,267.58 1,267.58	1,267.58	ACTIVE	Y
Commodity code: 22000482194										
02200 215	20648 <u>20648</u>	COMPUTER EQUIPM MICOSOFT SURFACE	024214180253	PRO 12.3" COR	1	03/28/2018 8	1,267.58 1,267.58	1,267.58	ACTIVE	Y
Commodity code: 22000482194										
02200 215	20649 <u>20649</u>	COMPUTER EQUIPM MICOSOFT SURFACE	024227480253	PRO 12.3" COR	1	03/28/2018 8	1,267.58 1,267.58	1,267.58	ACTIVE	Y
Commodity code: 22000482194										
02200 215	20650 <u>20650</u>	COMPUTER EQUIPM MICOSOFT SURFACE	025069680253	PRO 12.3" COR	1	03/28/2018 8	1,267.58 1,267.58	1,267.58	ACTIVE	Y
Commodity code: 22000482194										
02200 215	20651 <u>20651</u>	COMPUTER EQUIPM MICOSOFT SURFACE	025079580253	PRO 12.3" COR	1	03/28/2018 8	1,267.58 1,267.58	1,267.58	ACTIVE	Y
Commodity code: 22000482194										
02200 215	20652 <u>20652</u>	COMPUTER EQUIPM MICOSOFT SURFACE	025160780253	PRO 12.3" COR	1	03/28/2018 8	1,267.58 1,267.58	1,267.58	ACTIVE	Y
Commodity code: 22000482194										
02200 215	20653 <u>20653</u>	COMPUTER EQUIPM MICOSOFT SURFACE	046023680153	PRO 12.3" COR	1	03/28/2018 8	1,267.58 1,267.58	1,267.58	ACTIVE	Y
Commodity code: 22000482194										



TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

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P      20
faloclst
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DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	COST REMARKS STATUS	CAPITALIZE?
02200 215	21064 <u>21064</u>	COMPUTER EQUIPM DELL POWERSHIELD LTO-6 EXTERNAL	FQC8G52	ASSR-VISUAL	1	06/11/2018 8	2,826.11 2,826.11	2,826.11	ACTIVE	Y
Commodity code: 22070080163										
02200 215	21451 <u>21451</u>	MEASURING DEVIC LASER DISTANCE / RANGE METER,	261183372	ASSR-VISUAL	1	03/11/2019 10	502.55 502.55	502.55	ACTIVE	Y
02200 215	21675 <u>21675</u>	MEASURING DEVIC MEASURING LASER, HILTI RANGE M	271186785	ASSR-VISUAL	1	04/08/2019 10	483.06 483.06	483.06	ACTIVE	Y
Commodity code: 87010020276										
02200 215	21676 <u>21676</u>	MEASURING DEVIC MEASURING LASER, HILTI RANGE M	274186667	ASSR-VISUAL	1	04/08/2019 10	483.06 483.06	483.06	ACTIVE	Y
Commodity code: 87010020276										
02200 215	21677 <u>21677</u>	MEASURING DEVIC MEASURING LASER, HILTI RANGE M	274186698	ASSR-VISUAL	1	04/08/2019 10	483.06 483.06	483.06	ACTIVE	Y
Commodity code: 87010020276										
02200 215	21678 <u>21678</u>	MEASURING DEVIC MEASURING LASER, HILTI RANGE M	274186699	ASSR-VISUAL	1	04/08/2019 10	483.06 483.06	483.06	ACTIVE	Y
Commodity code: 87010020276										
02200 215	21679 <u>21679</u>	MEASURING DEVIC MEASURING LASER, HILTI RANGE M	345186685	ASSR-VISUAL	1	04/08/2019 10	483.06 483.06	483.06	ACTIVE	Y
Commodity code: 87010020276										
02200 215	21783 <u>21783</u>	COMPUTER EQUIPM DELL CTO 5060 I5-8500 256/16 W	CT290W2	ASSR-VISUAL	1	04/29/2019 8	903.00 903.00	903.00	ACTIVE	Y
Commodity code: 22070120222										
02200 215	21784 <u>21784</u>	COMPUTER EQUIPM DELL CTO 5060 I5-8500 256/16 W	CT260W2	ASSR-VISUAL	1	04/29/2019 8	903.00 903.00	903.00	ACTIVE	Y
Commodity code: 22070120222										
02200 215	21785 <u>21785</u>	COMPUTER EQUIPM DELL CTO 5060 I5-8500 256/16 W	CT350W2	ASSR-VISUAL	1	04/29/2019 8	903.00 903.00	903.00	ACTIVE	Y
Commodity code: 22070120222										
02200 215	21786 <u>21786</u>	COMPUTER EQUIPM DELL CTO 5060 I5-8500 256/16 W	CT270W2	ASSR-VISUAL	1	04/29/2019 8	903.00 903.00	903.00	ACTIVE	Y
Commodity code: 22070120222										
02200 215	21787 <u>21787</u>	COMPUTER EQUIPM DELL CTO 5060 I5-8500 256/16 W	CT250W2	ASSR-VISUAL	1	04/29/2019 8	903.00 903.00	903.00	ACTIVE	Y
Commodity code: 22070120222										
02200 215	21788 <u>21788</u>	COMPUTER EQUIPM DELL CTO 5060 I5-8500 256/16 W	CT280W2	ASSR-VISUAL	1	04/29/2019 8	903.00 903.00	903.00	ACTIVE	Y
Commodity code: 22070120222										



Where History and Progress Meet

Tulsa County Criminal Justice Authority **TULSA HEALTH DEPARTMENT**06/04/2019 13:37
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ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 21
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	21789	COMPUTER EQUIPM	CT1B0W2		1	04/29/2019	903.00	903.00		
215	21789	DELL CTO 5060 I5-8500 256/16 W	ASSR-VISUAL	INS	8		903.00		ACTIVE	Y
Commodity code: 22070120222										
02200	21790	COMPUTER EQUIPM	CT370W2		1	04/29/2019	903.00	903.00		
215	21790	DELL CTO 5060 I5-8500 256/16 W	ASSR-VISUAL	INS	8		903.00		ACTIVE	Y
Commodity code: 22070120222										
02200	21791	COMPUTER EQUIPM	CT360W2		1	04/29/2019	903.00	903.00		
215	21791	DELL CTO 5060 I5-8500 256/16 W	ASSR-VISUAL	INS	8		903.00		ACTIVE	Y
Commodity code: 22070120222										
02200	21792	COMPUTER EQUIPM	CT2B0W2		1	04/29/2019	903.00	903.00		
215	21792	DELL CTO 5060 I5-8500 256/16 W	ASSR-VISUAL	INS	8		903.00		ACTIVE	Y
Commodity code: 22070120222										
CUSTODIAN 003050 TOTALS							COUNT: 293	264,767.35 261,216.55	264,767.35	
CUSTODIAN: 003075 ASRS HARDWARE UPGRADE										
02200	46602360002	COMPUTER EQUIPM	46602360002		1	04/14/2001	1,910.00	1,910.00		
	0005940	RACK ASSY CHATSWORTH W/CABLE L	ASRS HARDWARE	U	8		1,910.00		ACTIVE	Y
CUSTODIAN 003075 TOTALS							COUNT: 1	1,910.00 1,910.00	1,910.00	
CUSTODIAN: 003100 ASSESSORS FEES										
02200	46902030003	CALCULATORS	46902030003		1	11/02/1999	129.50	129.50		
	0006272	CALCULATOR MONROE MOD #7130 S/	ASSESSORS FEES		8		129.50		ACTIVE	Y
02200	46902030005	CALCULATORS	46902030005		1	11/02/1999	129.50	129.50		
	0006274	CALCULATOR MONROE MOD #7130 S/	ASSESSORS FEES		8		129.50		ACTIVE	Y
02200	46902030009	CALCULATORS	46902030009		1	08/11/2000	129.50	129.50		
	0006278	CALCULATOR MONROE #7130 S/N AA	ASSESSORS FEES		8		129.50		ACTIVE	Y
02200	46902030012	CALCULATORS	46902030012		1	08/11/2000	129.50	129.50		
	0006281	CALCULATOR MONROE #7130 S/N AA	ASSESSORS FEES		8		129.50		ACTIVE	Y
02200	46902030015	CALCULATORS	46902030015		1	08/11/2000	129.50	129.50		
	0006284	CALCULATOR MONROE #7130 S/N AA	ASSESSORS FEES		8		129.50		ACTIVE	Y
02200	46902030016	CALCULATORS	46902030016		1	08/11/2000	129.50	129.50		
	0006285	CALCULATOR MONROE #7130 S/N AA	ASSESSORS FEES		8		129.50		ACTIVE	Y
02200	46902050003	PHOTO REC M&E,	2528001593		1	09/07/2006	339.00	339.00		
	0006289	CAMERA, DIGITAL CANON POWERSHO	ASSESSORS FEES		8		339.00		ACTIVE	Y
02200	46902160001	ADDRESSING/MAIL	MM2113200		1	11/29/2001	4,000.00	4,000.00		
	0006305	LETTER OPENER ULTRA SYS. MILLY	ASSESSORS FEES		8		4,000.00		ACTIVE	Y



TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

Tulsa County Criminal Justice Authority **TULSA HEALTH DEPARTMENT**

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|P      22
|faloclst
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DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	COST REMARKS STATUS	REMARKS CAPITALIZE?
02200	46902280001 0006306	PROJECTORS AND PROJECTOR DELL 1800MP	CN0NY3595008183P0001	ASSESSORS FEES	1	05/27/2008 8	652.00 652.00	652.00	ACTIVE	Y
02200	46902390022 0006370	COMPUTER SOFTWA MICROSOFT VISUAL BASIC ENT. 6.	46902390022	ASSESSORS FEES	1	02/18/2000 8	1,210.88 1,210.88	1,210.88	ACTIVE	Y
02200	10801 215 10801	COMPUTER EQUIPM HP COLOR LASER JET CP3525DN PR	SCNCC97N001	ASSESSORS FEES	1	06/05/2009 8	688.80 688.80	688.80	ACTIVE	Y
Commodity code: 65010040025										
02200	10865 215 10865	COMPUTER EQUIPM DELL ULTRASHARP 2709W 27INCH F	1359RF1	ASSESSORS FEES	1	10/21/2009 8	818.36 818.36	818.36	ACTIVE	Y
Commodity code: 22070040001										
02200	16217 215 16217	COMPUTER EQUIPM HP DESIGNJET T520 36-IN EPRINT	CN3C24M04R	ASSESSORS FEES	1	03/20/2014 8	2,556.00 2,556.00	2,556.00	ACTIVE	Y
Commodity code: 22000481061										
02200	17730 215 17730	COMPUTER EQUIPM HP800G1I7-4790 500GB 16GB W8P	MXL5140WFT	ASSESSORS FEES	1	04/06/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481418										
02200	17731 215 17731	COMPUTER EQUIPM MS SURFACE PRO 3 I5 128GB 4GB	057899450653	ASSESSORS FEES	1	04/06/2015 8	979.99 979.99	979.99	ACTIVE	Y
Commodity code: 22000481433										
02200	17913 215 17913	COMPUTER EQUIPM LEXMARK CS410DN	S5027139459KNG	ASSESSORS FEES	1	06/10/2015 8	264.66 264.66	264.66	ACTIVE	Y
Commodity code: 22000500244										
02200	17916 215 17916	COMPUTER EQUIPM LEXMARK CS410DN	S5027029458HN9	ASSESSORS FEES	1	05/20/2015 8	264.66 264.66	264.66	ACTIVE	Y
Commodity code: 22000500244										
02200	18209 215 18209	COMPUTER EQUIPM LEXMARK CS410DN COLOR PRINTER	S50270794693NH	ASSESSORS FEES	1	08/10/2015 8	409.65 409.65	409.65	ACTIVE	Y
Commodity code: 22000500268										
02200	19002 215 19002	METERING AND ME HILTI LASER RANGE METER PD-E	335156715	ASSESSORS FEES	1	02/04/2016 10	568.27 568.27	568.27	ACTIVE	Y
02200	19208 215 19208	COMPUTER EQUIPM HP COLORJET LJ PRO M452DN	VNB3B14795	ASSESSORS FEES	1	04/19/2016 8	238.42 238.42	238.42	ACTIVE	Y
Commodity code: 22000500360										
02200	19209 215 19209	COMPUTER EQUIPM HP COLORJET LJ PRO M452DN	VNB3B14856	ASSESSORS FEES	1	04/19/2016 8	238.42 238.42	238.42	ACTIVE	Y
Commodity code: 22000500360										
02200	19210 215 19210	COMPUTER EQUIPM HP COLORJET LJ PRO M452DN	VNB3B14859	ASSESSORS FEES	1	04/19/2016 8	238.42 238.42	238.42	ACTIVE	Y
Commodity code: 22000500360										



P 23
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	QTY CUSTODIAN	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST STATUS	REMARKS CAPITALIZE?
02200 215	19211 <u>19211</u>	COMPUTER EQUIPM HP COLORJET LJ PRO	VNB3M19584 M452DN	1 ASSESSORS FEES	04/19/2016 8	238.42 238.42	238.42 ACTIVE	<u>Y</u>
Commodity code:		22000500360						
02200 215	19212 <u>19212</u>	COMPUTER EQUIPM HP COLORJET LJ PRO	VNB3M19590 M452DN	1 ASSESSORS FEES	04/19/2016 8	238.42 238.42	238.42 ACTIVE	<u>Y</u>
Commodity code:		22000500360						
02200 215	19288 <u>19288</u>	COMP SERVER CAS TRIPP 42U RACK	2548HYNAC816300006 ENCLOSURE NEMA	1 ASSESSORS FEES	05/03/2016 8	1,735.23 1,735.23	1,735.23 ACTIVE	<u>Y</u>
Commodity code:		22000481796						
02200 215	19289 <u>19289</u>	COMPUTER EQUIPM HP COLORJET LJ PRO	VNB3B17122 M452DN	1 ASSESSORS FEES	05/27/2016 8	238.42 238.42	238.42 ACTIVE	<u>Y</u>
Commodity code:		22000500369						
02200 215	19290 <u>19290</u>	COMPUTER EQUIPM HP COLORJET LJ PRO	VNB3B17124 M452DN	1 ASSESSORS FEES	05/27/2016 8	238.42 238.42	238.42 ACTIVE	<u>Y</u>
Commodity code:		22000500369						
02200 215	19291 <u>19291</u>	COMPUTER EQUIPM HP COLORJET LJ PRO	VNB3B17125 M452DN	1 ASSESSORS FEES	05/27/2016 8	238.42 238.42	238.42 ACTIVE	<u>Y</u>
Commodity code:		22000500369						
02200 215	19293 <u>19293</u>	COMPUTER EQUIPM HP COLORJET LJ PRO	VNB3M16522 M452DN	1 ASSESSORS FEES	05/27/2016 8	238.42 238.42	238.42 ACTIVE	<u>Y</u>
Commodity code:		22000500369						
02200 215	20012 <u>20012</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3B34967 M452DN, #380	1 ASSESSORS FEES	02/21/2017 8	254.21 254.21	254.21 ACTIVE	<u>Y</u>
Commodity code:		22000500396						
02200 215	20013 <u>20013</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3B34969 M452DN, #380	1 ASSESSORS FEES	02/21/2017 8	254.21 254.21	254.21 ACTIVE	<u>Y</u>
Commodity code:		22000500396						
02200 215	20014 <u>20014</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3B34974 M452DN, #380	1 ASSESSORS FEES	02/21/2017 8	254.21 254.21	254.21 ACTIVE	<u>Y</u>
Commodity code:		22000500396						
02200 215	20015 <u>20015</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3M46072 M452DN, #380	1 ASSESSORS FEES	02/21/2017 8	254.21 254.21	254.21 ACTIVE	<u>Y</u>
Commodity code:		22000500396						
02200 215	20016 <u>20016</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3M46074 M452DN, #380	1 ASSESSORS FEES	02/21/2017 8	254.21 254.21	254.21 ACTIVE	<u>Y</u>
Commodity code:		22000500396						
02200 215	20293 <u>20293</u>	COMPUTER EQUIPM HP SCANJET PRO3000	CN712B607J S3 SHEET-FE	1 ASSESSORS FEES	05/30/2017 8	404.00 404.00	404.00 ACTIVE	<u>Y</u>
Commodity code:		22000482076						

06/04/2019 13:37
6373csmi

TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

P 24
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	QTY CUSTODIAN	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST STATUS	REMARKS CAPITALIZE?
02200 215	20294 <u>20294</u>	COMPUTER EQUIPM HP SCANJET PRO3000	CN712B608X S3 SHEET-FE	1 ASSESSORS FEES	05/30/2017 8	404.00 404.00	404.00 ACTIVE	<u>Y</u>
02200 215	20295 <u>20295</u>	COMPUTER EQUIPM HP SCANJET PRO3000	CN712B609M S3 SHEET-FE	1 ASSESSORS FEES	05/30/2017 8	404.00 404.00	404.00 ACTIVE	<u>Y</u>
Commodity code:		22000482076						
02200 215	20296 <u>20296</u>	COMPUTER EQUIPM HP SCANJET PRO3000	CN712B609Q S3 SHEET-FE	1 ASSESSORS FEES	05/30/2017 8	404.00 404.00	404.00 ACTIVE	<u>Y</u>
Commodity code:		22000482076						
02200 215	20297 <u>20297</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3M59089 PRO M452DN	1 ASSESSORS FEES	05/30/2017 8	424.00 424.00	424.00 ACTIVE	<u>Y</u>
Commodity code:		22000500397						
02200 215	20298 <u>20298</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3M59090 PRO M452DN	1 ASSESSORS FEES	05/30/2017 8	424.00 424.00	424.00 ACTIVE	<u>Y</u>
Commodity code:		22000500397						
02200 215	20299 <u>20299</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3M59092 PRO M452DN	1 ASSESSORS FEES	05/30/2017 8	424.00 424.00	424.00 ACTIVE	<u>Y</u>
Commodity code:		22000500397						
02200 215	20300 <u>20300</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3M59097 PRO M452DN	1 ASSESSORS FEES	05/30/2017 8	424.00 424.00	424.00 ACTIVE	<u>Y</u>
Commodity code:		22000500397						
02200 215	20301 <u>20301</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3M59101 PRO M452DN	1 ASSESSORS FEES	05/30/2017 8	424.00 424.00	424.00 ACTIVE	<u>Y</u>
Commodity code:		22000500397						
02200 215	20752 <u>20752</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3M93347 PRO M452DN	1 ASSESSORS FEES	04/27/2018 8	255.62 255.62	255.62 ACTIVE	<u>Y</u>
Commodity code:		22000500451						
02200 215	20753 <u>20753</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3M93348 PRO M452DN	1 ASSESSORS FEES	04/27/2018 8	255.62 255.62	255.62 ACTIVE	<u>Y</u>
Commodity code:		22000500451						
02200 215	20754 <u>20754</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3M93350 PRO M452DN	1 ASSESSORS FEES	04/27/2018 8	255.62 255.62	255.62 ACTIVE	<u>Y</u>
Commodity code:		22000500451						
02200 215	20755 <u>20755</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3M93352 PRO M452DN	1 ASSESSORS FEES	04/27/2018 8	255.62 255.62	255.62 ACTIVE	<u>Y</u>
Commodity code:		22000500451						
02200 215	20756 <u>20756</u>	COMPUTER EQUIPM HP COLOR LASERJET	VNB3M93353 PRO M452DN	1 ASSESSORS FEES	04/27/2018 8	255.62 255.62	255.62 ACTIVE	<u>Y</u>
Commodity code:		22000500451						



Where History and Progress Meet

06/04/2019 13:37
6373csmi

TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

P 25
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS CAPITALIZE?
02200 215	20757 <u>20757</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	VNB3M93357	ASSESSORS FEES	1	04/27/2018 8	255.62 255.62	255.62	ACTIVE Y
Commodity code: 22000500451									
02200 215	20758 <u>20758</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	VNB3M93359	ASSESSORS FEES	1	04/27/2018 8	255.62 255.62	255.62	ACTIVE Y
Commodity code: 22000500451									
02200 215	20759 <u>20759</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	VNB3M93362	ASSESSORS FEES	1	04/27/2018 8	255.62 255.62	255.62	ACTIVE Y
Commodity code: 22000500451									
02200 215	21793 <u>21793</u>	COMPUTER EQUIPM BTO APPLE IM 27" RET 5K QC 3.8	C02YH0REJVV3X	ASSESSORS FEES	1	04/29/2019 8	2,750.00 2,750.00	2,750.00	ACTIVE Y
Commodity code: 22070120221									
CUSTODIAN 003100 TOTALS				COUNT: 52			28,090.29 28,090.29	28,090.29	
CUSTODIAN: 003125 ASSESSOR'S REGULAR BUDGET									
02200 215	10460 <u>10460</u>	MEASURING DEVIC HILTI LASER RANGER METER PD 42	28090613	ASSESSOR'S REGU	1	06/23/2009 10	499.00 499.00	499.00	ACTIVE Y
Commodity code: 87010020029									
02200 215	10463 <u>10463</u>	MEASURING DEVIC HILTI LASER RANGER METER PD 42	240080215	ASSESSOR'S REGU	1	06/23/2009 10	499.00 499.00	499.00	ACTIVE Y
Commodity code: 87010020029									
02200 <u>10515</u>	10515	COMPUTER SOFTWA SPSS STATISTICS UPGRADE	10122204	ASSESSOR'S REGU	1	07/01/2009 8	900.00 900.00	900.00	ACTIVE Y
02200 <u>10516</u>	10516	COMPUTER SOFTWA SPSS STATISTICS UPGRADE	10122334	ASSESSOR'S REGU	1	07/01/2009 8	900.00 900.00	900.00	ACTIVE Y
02200 <u>10517</u>	10517	COMPUTER SOFTWA SPSS STTISTICS UPGRADE	10122375	ASSESSOR'S REGU	1	07/01/2009 8	900.00 900.00	900.00	ACTIVE Y
02200 <u>10518</u>	10518	COMPUTER SOFTWA SPSS STATISTICS UPGRADE	10122376	ASSESSOR'S REGU	1	07/01/2009 8	900.00 900.00	900.00	ACTIVE Y
02200 <u>10519</u>	10519	COMPUTER SOFTWA SPSS STATISTICS UPGRADE	10122205	ASSESSOR'S REGU	1	07/01/2009 8	900.00 900.00	900.00	ACTIVE Y
02200 <u>10669</u>	10669	COMPUTER SOFTWA COLORADO CUSTOMWARE		ASSESSOR'S REGU	1	06/30/2009 8	1,050,562.56 .00	1,050,562.56	ACTIVE Y
02200 <u>11352</u>	11352	COMPUTER SOFTWA GDPICTURE 1D BARCODE RECOGNITI	PART # GSA-531972-29	ASSESSOR'S REGU	1	06/30/2010 8	436.63 436.63	436.63	ACTIVE Y
02200 <u>11499</u>	11499	TENTS & CANOPIE 10' SQUARE EVENT TENT		ASSESSOR'S REGU	1	09/24/2010 8	536.03 536.03	536.03	ACTIVE Y



Where history and Progress Meet

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 26
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	11589 11589	MEASURING DEVIC HILTI LASER RANGER METER PD 42	173090120	ASSESSOR'S REGU	1	01/21/2010 10	499.00 499.00	499.00	ACTIVE	Y
02200	11592 11592	MEASURING DEVIC HILTI LASER RANGER METER PD 42	338070178	ASSESSOR'S REGU	1	11/17/2010 10	499.00 499.00	499.00	ACTIVE	Y
02200	12305 12305	STOOLS HIGH BACKERGONOMIC STOOL W/AR		ASSESSOR'S REGU	1	08/02/2011 10	269.00 269.00	269.00	ACTIVE	Y
02200	12988 12988	CHAIRS HON 7828 TASK CHAIR, BLACK/MID		ASSESSOR'S REGU	1	05/18/2012 10	323.00 323.00	323.00	ACTIVE	Y
02200	12989 12989	CHAIRS HON 7828 TASK CHAIR, BLACK/MID		ASSESSOR'S REGU	1	05/18/2012 10	323.00 323.00	323.00	ACTIVE	Y
02200	12990 12990	CHAIRS HON 7828 TASK CHAIR, BLACK/MID		ASSESSOR'S REGU	1	05/18/2012 10	323.00 323.00	323.00	ACTIVE	Y
02200	12991 12991	CHAIRS HON 7828 TASK CHAIR, BLACK/MID		ASSESSOR'S REGU	1	05/18/2012 10	323.00 323.00	323.00	ACTIVE	Y
02200	12992 12992	CHAIRS HON 7828 TASK CHAIR, BLACK/MID		ASSESSOR'S REGU	1	05/18/2012 10	323.00 323.00	323.00	ACTIVE	Y
02200	12993 12993	CHAIRS HON 7828 TASK CHAIR, BLACK/MID		ASSESSOR'S REGU	1	05/18/2012 10	323.00 323.00	323.00	ACTIVE	Y
02200	12994 12994	CHAIRS HON 7828 TASK CHAIR, BLACK/MID		ASSESSOR'S REGU	1	05/18/2012 10	323.00 323.00	323.00	ACTIVE	Y
02200	12995 12995	CHAIRS HON 7828 TASK CHAIR, BLACK/MID		ASSESSOR'S REGU	1	05/18/2012 10	323.00 323.00	323.00	ACTIVE	Y
02200	12996 12996	CHAIRS HON 7828 TASK CHAIR, BLACK/MID		ASSESSOR'S REGU	1	05/18/2012 10	323.00 323.00	323.00	ACTIVE	Y
CUSTODIAN 003125 TOTALS					COUNT: 22		1,061,207.22 10,644.66	1,061,207.22		
CUSTODIAN: 003150 FRONT OFFICE-ASRS										
02200	46001020000 0005411	CHAIRS CHAIR VINYL YELLOW W/ARMS	46001020000	FRONT OFFICE-AS	1	07/01/1976 10	170.00 170.00	170.00	ACTIVE	Y
02200	46001020050 0005412	CHAIRS CHAIR VINYL STRAIGHT	46001020050	FRONT OFFICE-AS	1	07/01/1976 10	105.00 105.00	105.00	ACTIVE	Y
02200	46001020129 0005413	CHAIRS CHAIR VINYL CHAISE COLOR YELLO	46001020129	FRONT OFFICE-AS	1	09/01/1977 10	200.00 200.00	200.00	ACTIVE	Y
02200	46111020059 0005414	CHAIRS CHAIR - MONARCH SMOKE OLIVE W/	46111020059	FRONT OFFICE-AS	1	09/01/1977 10	106.00 106.00	106.00	ACTIVE	Y



Where History and Progress Meet

06/04/2019 13:37
6373csmi
TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019
P 27
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46111020062 0005415	CHAIRS CHAIR - MONARCH SMOKE OLIVE W/	46111020062	FRONT OFFICE-AS	1	09/01/1977 10	106.00 106.00	106.00	ACTIVE	Y
02200	46111020118 0005417	CHAIRS CHAIR - MONARCH SMOKE OLIVE W/	46111020118	FRONT OFFICE-AS	1	09/01/1977 10	106.00 106.00	106.00	ACTIVE	Y
02200	46111020140 0005418	CHAIRS CHAIR MONARCH SMOKE OLIVE	06111020140	FRONT OFFICE-AS	1	06/29/1971 10	112.00 112.00	112.00	ACTIVE	Y
02200	46111020155 0005419	CHAIRS CHAIR INDIANA LEA. W/WOOD ARMS	46111020155	FRONT OFFICE-AS	1	09/01/1977 10	140.00 140.00	140.00	ACTIVE	Y
02200	46111020161 0005420	CHAIRS CHAIR - MONARCH SMOKE OLIVE -	46111020161	FRONT OFFICE-AS	1	09/01/1977 10	106.00 106.00	106.00	ACTIVE	Y
02200	46111020509 0005432	CHAIRS CHAIR #2402 BLUE EXEC SWIVAL M	46111020509	FRONT OFFICE-AS	1	05/21/1999 10	175.00 175.00	175.00	ACTIVE	Y
02200	46111020510 0005433	CHAIRS CHAIR #2403 BLUE GUEST SLED-BA	46111020510	FRONT OFFICE-AS	1	05/21/1999 10	127.00 127.00	127.00	ACTIVE	Y
02200	46111020512 0005434	CHAIRS CHAIR HON# 3106BP19T SLED BASE	46111020512	FRONT OFFICE-AS	1	05/26/1999 10	118.00 118.00	118.00	ACTIVE	Y
02200	46111020516 0005436	CHAIRS CHAIR #LZBLLG92252BGB GUEST CH	46111020516	FRONT OFFICE-AS	1	10/06/1999 10	189.25 189.25	189.25	ACTIVE	Y
02200	46111020517 0005437	CHAIRS CHAIR #LZBLLG92252BGB GUEST CH	46111020517	FRONT OFFICE-AS	1	10/06/1999 10	189.25 189.25	189.25	ACTIVE	Y
02200	46111020522 0005442	CHAIRS CHAIR, HON #2091 EXECUTIVE HIG	46111020522	FRONT OFFICE-AS	1	08/02/2000 10	199.00 199.00	199.00	ACTIVE	Y
02200	46111020531 0005451	CHAIRS CHAIR, HON #2093 GUEST SLED-BA	46111020531	FRONT OFFICE-AS	1	08/02/2000 10	179.00 179.00	179.00	ACTIVE	Y
02200	46111020532 0005452	CHAIRS CHAIR, HON #2093 GUEST SLED-BA	46111020532	FRONT OFFICE-AS	1	08/02/2000 10	179.00 179.00	179.00	ACTIVE	Y
02200	46111020533 0005453	CHAIRS CHAIR, HON #2093 GUEST SLED-BA	46111020533	FRONT OFFICE-AS	1	08/02/2000 10	179.00 179.00	179.00	ACTIVE	Y
02200	46111020534 0005454	CHAIRS CHAIR, HON #2093 GUEST SLED-BA	46111020534	FRONT OFFICE-AS	1	08/02/2000 10	179.00 179.00	179.00	ACTIVE	Y
02200	46111020535 0005455	CHAIRS CHAIR, HON #2093 GUEST SLED-BA	46111020535	FRONT OFFICE-AS	1	08/02/2000 10	179.00 179.00	179.00	ACTIVE	Y
02200	46111020536 0005456	CHAIRS CHAIR, HON #2093 GUEST SLED-BA	46111020536	FRONT OFFICE-AS	1	08/02/2000 10	179.00 179.00	179.00	ACTIVE	Y



Where History and Progress Meet

06/04/2019 13:37
6373csmi

TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

P 28
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46111020537 0005457	CHAIRS CHAIR HON HIGHBACK	46111020537 EXEC #2091	FRONT OFFICE-AS	1	09/06/2000 10	199.00 199.00	199.00	ACTIVE	Y
02200	46111020538 0005458	CHAIRS CHAIR HON SLED-BASED	46111020538 GUEST #20	FRONT OFFICE-AS	1	09/20/2000 10	179.00 179.00	179.00	ACTIVE	Y
02200	46111020539 0005459	CHAIRS CHAIR HON SLED-BASED	46111020539 GUEST #20	FRONT OFFICE-AS	1	09/20/2000 10	179.00 179.00	179.00	ACTIVE	Y
02200	46111020540 0005460	CHAIRS CHAIR HON HIGHBACK	46111020540 EXEC #2091	FRONT OFFICE-AS	1	09/20/2000 10	199.00 199.00	199.00	ACTIVE	Y
02200	46111020542 0005462	CHAIRS CHAIR TASK LAZBOY	46111020542 L8464T COLOR	FRONT OFFICE-AS	1	06/18/2002 10	293.50 293.50	293.50	ACTIVE	Y
02200	46111020551 0005470	CHAIRS CHAIR TASK W/ARMS	46111020551 ALLSTEEL TRH	FRONT OFFICE-AS	1	07/01/2002 10	381.00 381.00	381.00	ACTIVE	Y
02200	46111020552 0005471	CHAIRS CHAIR NATIONAL HIGH	46111020552 BACK SWIVA	FRONT OFFICE-AS	1	07/24/2002 10	559.00 559.00	559.00	ACTIVE	Y
02200	46111020553 0005472	CHAIRS CHAIR GUEST LAZBOY	46111020553 E493284 ROY	FRONT OFFICE-AS	1	09/17/2002 10	318.00 318.00	318.00	ACTIVE	Y
02200	46111020554 0005473	CHAIRS CHAIR GUEST LAZBOY	46111020554 E493284 ROY	FRONT OFFICE-AS	1	09/17/2002 10	318.00 318.00	318.00	ACTIVE	Y
02200	46111020555 0005474	CHAIRS CHAIR GUEST LAZBOY	46111020555 E493284 ROY	FRONT OFFICE-AS	1	09/17/2002 10	318.00 318.00	318.00	ACTIVE	Y
02200	46111020556 0005475	CHAIRS CHAIR GUEST LAZBOY	46111020556 E493284 ROY	FRONT OFFICE-AS	1	09/17/2002 10	318.00 318.00	318.00	ACTIVE	Y
02200	46111020557 0005476	CHAIRS CHAIR GUEST LAZBOY	46111020557 E493284 ROY	FRONT OFFICE-AS	1	09/17/2002 10	318.00 318.00	318.00	ACTIVE	Y
02200	46111020558 0005477	CHAIRS CHAIR GUEST LAZBOY	46111020558 E493284 ROY	FRONT OFFICE-AS	1	09/17/2002 10	318.00 318.00	318.00	ACTIVE	Y
02200	46111020568 0005487	CHAIRS HON LOW BACK TASK	46111020568 CHAIR	FRONT OFFICE-AS	1	03/17/2004 10	298.98 298.98	298.98	ACTIVE	Y
02200	46111020573 0005490	CHAIRS DESK, DMI ECLIPSE	46111020573 CHERRY, 34X6	FRONT OFFICE-AS	1	01/31/2007 10	827.00 827.00	827.00	ACTIVE	Y
02200	46111020574 0005491	CHAIRS CHAIR, HON 7608	CKRKLN BW90T	FRONT OFFICE-AS	1	04/18/2008 10	349.91 349.91	349.91	ACTIVE	Y
02200	46111040019 0005492	FILING CABINETS FILE CABINET - TWO	46111040019 DOOR - BRN.	FRONT OFFICE-AS	1	07/01/1977 10	130.00 130.00	130.00	ACTIVE	Y



Where history and progress meet

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 29
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46111040040 0005494	FILING CABINETS FILE CABINET - FOUR	46111040040 DRAWERS	FRONT OFFICE-AS	1	07/01/1975 10	270.00 270.00	270.00	ACTIVE	Y
02200	46111040062 0005497	FILING CABINETS FILE CABINET - FOUR	46111040062 DRAWERS	FRONT OFFICE-AS	1	07/01/1977 10	270.00 270.00	270.00	ACTIVE	Y
02200	46111040069 0005498	FILING CABINETS FILE CABINET - FOUR	46111040069 DRAWERS	FRONT OFFICE-AS	1	07/01/1977 10	270.00 270.00	270.00	ACTIVE	Y
02200	46111040072 0005500	FILING CABINETS FILE CABINET - FOUR	46111040072 DRAWERS	FRONT OFFICE-AS	1	07/01/1977 10	270.00 270.00	270.00	ACTIVE	Y
02200	46111040073 0005501	FILING CABINETS FILE CABINET - FOUR	46111040073 DRAWERS	FRONT OFFICE-AS	1	07/01/1978 10	270.00 270.00	270.00	ACTIVE	Y
02200	46111040075 0005503	FILING CABINETS FILE CABINET - FOUR	46111040075 DRAWERS	FRONT OFFICE-AS	1	07/01/1977 10	270.00 270.00	270.00	ACTIVE	Y
02200	46111040078 0005505	FILING CABINETS FILE CABINET FOUR DRAWER	46111040078	FRONT OFFICE-AS	1	10/06/1969 10	107.00 107.00	107.00	ACTIVE	Y
02200	46111040080 0005506	FILING CABINETS FILE CABINET - FOUR	46111040080 DRAWERS	FRONT OFFICE-AS	1	07/01/1978 10	280.00 280.00	280.00	ACTIVE	Y
02200	46111040081 0005507	FILING CABINETS FILE CABINET - FOUR	46111040081 DRAWERS	FRONT OFFICE-AS	1	07/01/1978 10	280.00 280.00	280.00	ACTIVE	Y
02200	46111040082 0005508	FILING CABINETS FILE CABINET - FOUR	46111040082 DRAWERS	FRONT OFFICE-AS	1	07/01/1978 10	280.00 280.00	280.00	ACTIVE	Y
02200	46111040083 0005509	FILING CABINETS FILE CABINET - FOUR	46111040083 DRAWERS	FRONT OFFICE-AS	1	07/01/1978 10	280.00 280.00	280.00	ACTIVE	Y
02200	46111040085 0005511	FILING CABINETS FILE CABINET - FOUR	46111040085 DRAWERS	FRONT OFFICE-AS	1	07/01/1978 10	270.00 270.00	270.00	ACTIVE	Y
02200	46111040086 0005512	FILING CABINETS FILE CABINET - FOUR	46111040086 DRAWERS	FRONT OFFICE-AS	1	07/01/1978 10	280.00 280.00	280.00	ACTIVE	Y
02200	46111040087 0005513	FILING CABINETS FILE CABINET - FOUR	46111040087 DRAWERS	FRONT OFFICE-AS	1	07/01/1978 10	270.00 270.00	270.00	ACTIVE	Y
02200	46111040089 0005515	FILING CABINETS FILE CABINET - FOUR	46111040089 DRAWERS	FRONT OFFICE-AS	1	07/01/1978 10	270.00 270.00	270.00	ACTIVE	Y
02200	46111040092 0005516	FILING CABINETS FILE CABINET - FOUR	46111040092 DRAWERS	FRONT OFFICE-AS	1	07/01/1978 10	270.00 270.00	270.00	ACTIVE	Y
02200	46111040104 0005517	FILING CABINETS FILE CABINET - FOUR	46111040104 DRAWERS	FRONT OFFICE-AS	1	07/01/1978 10	270.00 270.00	270.00	ACTIVE	Y



Where History and Progress Meet



Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 30
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46111040151 0005522	FILING CABINETS FILE CABINET - TUB ROLL-TYPE	46111040151	FRONT OFFICE-AS	1	09/01/1980 10	105.00 105.00	105.00	ACTIVE	Y
02200	46111040234 0005525	FILING CABINETS STEELCASE 4 DRAWER LATERAL FIL	46111040234	FRONT OFFICE-AS	1	04/24/1987 10	490.10 490.10	490.10	ACTIVE	Y
02200	46111040235 0005526	FILING CABINETS FILE CABINET LATERAL WALNUT WO	46111040235	FRONT OFFICE-AS	1	08/20/1987 10	427.00 427.00	427.00	ACTIVE	Y
02200	46111040239 0005529	FILING CABINETS HON 5 DRAWER LATERAR FILE	46111040239	FRONT OFFICE-AS	1	01/29/1990 10	396.50 396.50	396.50	ACTIVE	Y
02200	46111040240 0005530	FILING CABINETS HON 5 DRAWER LATERAR FILE	46111040240	FRONT OFFICE-AS	1	01/29/1990 10	396.50 396.50	396.50	ACTIVE	Y
02200	46111040241 0005531	FILING CABINETS HON 5 DRAWER LATERAR FILE	46111040241	FRONT OFFICE-AS	1	01/29/1990 10	396.50 396.50	396.50	ACTIVE	Y
02200	46111040242 0005532	FILING CABINETS HON 5 DRAWER LATERAR FILE	46111040242	FRONT OFFICE-AS	1	01/29/1990 10	396.50 396.50	396.50	ACTIVE	Y
02200	46111040245 0005533	FILING CABINETS STEELCASE 4 DRAWER FILE LEGAL	46111040245	FRONT OFFICE-AS	1	10/23/1990 10	339.95 339.95	339.95	ACTIVE	Y
02200	46111040246 0005534	FILING CABINETS STEELCASE 4 DRAWER FILE LEGAL	46111040246	FRONT OFFICE-AS	1	10/23/1990 10	339.95 339.95	339.95	ACTIVE	Y
02200	46111040247 0005535	FILING CABINETS STEELCASE 4 DRAWER LEGAL FILE	46111040247	FRONT OFFICE-AS	1	04/16/1991 10	313.80 313.80	313.80	ACTIVE	Y
02200	46111040252 0005536	FILING CABINETS 4 DRAWER LEGAL STEELCASE FILE	46111040252	FRONT OFFICE-AS	1	10/28/1991 10	352.50 352.50	352.50	ACTIVE	Y
02200	46111040254 0005538	FILING CABINETS FILE CABINET - FOUR DRAWER	46111040254	FRONT OFFICE-AS	1	09/01/1980 10	270.00 270.00	270.00	ACTIVE	Y
02200	46111040256 0005539	FILING CABINETS 4 DRAWER LATERAL FILE CABINET	46111040256	FRONT OFFICE-AS	1	09/06/1994 10	489.80 489.80	489.80	ACTIVE	Y
02200	46111040257 0005540	FILING CABINETS 4 DRAWER LATERAL FILE CABINET	46111040257	FRONT OFFICE-AS	1	09/22/1994 10	530.00 530.00	530.00	ACTIVE	Y
02200	46111040261 0005543	FILING CABINETS FILE CABINET - PRESIDENT LATER	46111040261	FRONT OFFICE-AS	1	02/12/2008 10	1,568.49 1,568.49	1,568.49	ACTIVE	Y
02200	46111040307 0005544	FILING CABINETS FILE LATERAL W/LOCK HON 94223W	46111040307	FRONT OFFICE-AS	1	08/12/1998 10	402.24 402.24	402.24	ACTIVE	Y
02200	46111040309 0005546	FILING CABINETS CABINET, OVERFILES (HON#9319L)	46111040309	FRONT OFFICE-AS	1	12/03/1998 10	194.90 194.90	194.90	ACTIVE	Y



Where history and progress meet



Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 31
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46111040312 0005547	FILING CABINETS FILE CABINET (LATERAL) HON#485	46111040312	FRONT OFFICE-AS	1	12/14/1998 10	379.25 379.25	379.25	ACTIVE	Y
02200	46111040314 0005548	FILING CABINETS FILE CABINET 2-DRAWER 42" HON#	46111040314	FRONT OFFICE-AS	1	12/16/1998 10	260.00 260.00	260.00	ACTIVE	Y
02200	46111040315 0005549	FILING CABINETS LATERAL FILE HON 4-DRAWER #884	46111040315	FRONT OFFICE-AS	1	02/18/2000 10	382.00 382.00	382.00	ACTIVE	Y
02200	46111040316 0005550	FILING CABINETS FILE MOBILE WORKSTA VERTIFLEX	46111040316	FRONT OFFICE-AS	1	04/12/2000 10	422.32 422.32	422.32	ACTIVE	Y
02200	46111040317 0005551	FILING CABINETS LATERAL FILE 4 DRW. #10516	46111040317	FRONT OFFICE-AS	1	06/06/2002 10	599.00 599.00	599.00	ACTIVE	Y
02200	46111040318 0005552	FILING CABINETS LATERAL FILE 4-DRAWER HON #105	46111040318	FRONT OFFICE-AS	1	06/19/2002 10	599.00 599.00	599.00	ACTIVE	Y
02200	46111040319 0005553	FILING CABINETS LATERAL FILE PRES. KIMBALL #90	46111040319	FRONT OFFICE-AS	1	06/19/2002 10	852.00 852.00	852.00	ACTIVE	Y
02200	46111040321 0005555	FILING CABINETS LATERAL FILE 2 DRAWER MAHOGANY	46111040321	FRONT OFFICE-AS	1	08/16/2004 10	258.00 258.00	258.00	ACTIVE	Y
02200	46111040322 0005556	FILING CABINETS LATERAL FILE 4 DRAWER MAHOGANY	46111040322	FRONT OFFICE-AS	1	08/16/2004 10	590.31 590.31	590.31	ACTIVE	Y
02200	46111040323 0005557	FILING CABINETS FILE CABINET; 5 DRAWER, LIGHT	46111040323	FRONT OFFICE-AS	1	09/26/2005 10	476.04 476.04	476.04	ACTIVE	Y
02200	46111050081 0005558	DESKS DESK JASPER LEFT L UNIT	46111050081	FRONT OFFICE-AS	1	11/06/1973 10	347.00 347.00	347.00	ACTIVE	Y
02200	46111050370 0005563	DESKS DESK DMI #7210-36 EXEC. TYPE E	46111050370	FRONT OFFICE-AS	1	05/21/1999 10	659.00 659.00	659.00	ACTIVE	Y
02200	46111050371 0005564	DESKS DESK DMI#7210-36 W/CTR DRAWERS	46111050371	FRONT OFFICE-AS	1	07/28/1999 10	650.00 650.00	650.00	ACTIVE	Y
02200	46111050372 0005565	DESKS DESK DMI# 7210-36 W/CTR DRAWER	46111050372	FRONT OFFICE-AS	1	08/31/2000 10	718.00 718.00	718.00	ACTIVE	Y
02200	46111050373 0005566	DESKS DESK DMI# 7225-36 W/CTR DRAWER	46111050373	FRONT OFFICE-AS	1	09/18/2000 10	718.00 718.00	718.00	ACTIVE	Y
02200	46111050374 0005567	DESKS DESK DMI# 7225-36 W/CTR DRAWER	46111050374	FRONT OFFICE-AS	1	06/14/2001 10	590.31 590.31	590.31	ACTIVE	Y
02200	46111050375 0005568	DESKS DESK DMI# 7210-36 W/CENTER DRA	46111050375	FRONT OFFICE-AS	1	07/03/2001 10	759.00 759.00	759.00	ACTIVE	Y



Where History and Progress Meet

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 32
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46111050376 0005569	DESKS DESK RH "U" MAIN, W/7350-59,-5	46111050376	FRONT OFFICE-AS	1	07/03/2001 10	1,375.00 1,375.00	1,375.00	ACTIVE	Y
02200	46111050377 0005570	DESKS DESK RH "U" 7350-59,-570,571 M	46111050377	FRONT OFFICE-AS	1	08/16/2001 10	1,375.00 1,375.00	1,375.00	ACTIVE	Y
02200	46111050378 0005571	DESKS DESK RH "U" 7350-59,-570,571 M	46111050378	FRONT OFFICE-AS	1	08/16/2001 10	1,375.00 1,375.00	1,375.00	ACTIVE	Y
02200	46111050379 0005572	DESKS DESK EXECUTIVE LH "U" 7350-59,	46111050379	FRONT OFFICE-AS	1	05/14/2002 10	1,399.00 1,399.00	1,399.00	ACTIVE	Y
02200	46111050380 0005573	DESKS DESK TOP PRESIDENT KIMBALL #90	46111050380	FRONT OFFICE-AS	1	06/19/2002 10	593.00 593.00	593.00	ACTIVE	Y
02200	46111050381 0005574	DESKS DESK CHASIS W/MOLDING KIM #90-	46111050381	FRONT OFFICE-AS	1	06/19/2002 10	1,577.00 1,577.00	1,577.00	ACTIVE	Y
02200	46111050382 0005575	DESKS DESK "U" W/MAIN-BRIDGE-CREDENZ	46111050382	FRONT OFFICE-AS	1	07/17/2003 10	939.00 939.00	939.00	ACTIVE	Y
02200	46111050383 0005576	DESKS DESK "U" W/MAIN-BRIDGE-CREDENZ	46111050383	FRONT OFFICE-AS	1	07/17/2003 10	939.00 939.00	939.00	ACTIVE	Y
02200	46111050384 0005577	DESKS DESK "U" W/MAIN-BRIDGE-TOP SHE	46111050384	FRONT OFFICE-AS	1	07/17/2003 10	914.00 914.00	914.00	ACTIVE	Y
02200	46111050385 0005578	DESKS DESK "U" W/MAIN-BRIDGE-TOP SHE	46111050385	FRONT OFFICE-AS	1	07/17/2003 10	914.00 914.00	914.00	ACTIVE	Y
02200	46111050386 0005579	DESKS DESK "L" W/MAIN-PEDESTAL- & RE	46111050386	FRONT OFFICE-AS	1	07/17/2003 10	599.00 599.00	599.00	ACTIVE	Y
02200	46111050387 0005580	DESKS DESK "L" W/MAIN-PEDESTAL- & RE	46111050387	FRONT OFFICE-AS	1	07/17/2003 10	599.00 599.00	599.00	ACTIVE	Y
02200	46111050388 0005581	DESKS ECLIPS SERIES EXECUTIVE DESK	46111050388	FRONT OFFICE-AS	1	04/08/2004 10	1,163.00 1,163.00	1,163.00	ACTIVE	Y
02200	46111050389 0005582	DESKS DESK, DMI ECLIPSE EXECUTIVE 72"	46111050389	FRONT OFFICE-AS	1	03/17/2009 10	823.50 823.50	823.50	ACTIVE	Y
02200	46111060305 0005583	BOOKCASES/SHELV BOOKCASE 46"HT 3 ADJUSTABLE SH	46111060305	FRONT OFFICE-AS	1	05/22/1986 10	76.95 76.95	76.95	ACTIVE	Y
02200	46111060328 0005585	BOOKCASES/SHELV BOOKCASE 4-SHELF #SIR60SFBMH	46111060328	FRONT OFFICE-AS	1	11/17/1998 10	265.00 265.00	265.00	ACTIVE	Y
02200	46111060329 0005586	BOOKCASES/SHELV BOOKCASE 4-SHELF #SIR60SFBMH	46111060329	FRONT OFFICE-AS	1	11/17/1998 10	265.00 265.00	265.00	ACTIVE	Y



Where History and Progress Meet

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 33
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS CAPITALIZE?
02200	46111060330 0005587	BOOKCASES/SHELV BOOKCASE #7225-08 W/3 ADJUSTAB	46111060330	FRONT OFFICE-AS	1	05/21/1999 10	298.00 298.00	298.00	ACTIVE Y
02200	46111060331 0005588	BOOKCASES/SHELV BOOKCASE DMI#7225-08 MEDIUM CH	46111060331	FRONT OFFICE-AS	1	07/28/1999 10	270.00 270.00	270.00	ACTIVE Y
02200	46111060332 0005589	BOOKCASES/SHELV BOOKCASE DMI# 7210-08 MED CHER	46111060332	FRONT OFFICE-AS	1	08/31/2000 10	279.00 279.00	279.00	ACTIVE Y
02200	46111060333 0005590	BOOKCASES/SHELV BOOKCASE DMI# 7225-08 MAHOGANY	46111060333	FRONT OFFICE-AS	1	09/18/2000 10	279.00 279.00	279.00	ACTIVE Y
02200	46111060334 0005591	BOOKCASES/SHELV BOOKCASE, DMI# 7225-08 ECLIPSE	46111060334	FRONT OFFICE-AS	1	06/14/2001 10	299.00 299.00	299.00	ACTIVE Y
02200	46111060335 0005592	BOOKCASES/SHELV BOOKCASE OPEN DMI# 7210-08	46111060335	FRONT OFFICE-AS	1	07/03/2001 10	299.00 299.00	299.00	ACTIVE Y
02200	46111060338 0005593	BOOKCASES/SHELV BOOKCASE W/DOORS; DMI ECLIPSE	46111060338	FRONT OFFICE-AS	1	03/17/2009 10	440.55 440.55	440.55	ACTIVE Y
02200	46111090022 0005594	STORAGE CABINET CREDENZA, COMPUTER #7210-22 MA	46111090022	FRONT OFFICE-AS	1	05/21/1999 10	659.00 659.00	659.00	ACTIVE Y
02200	46111090023 0005595	STORAGE CABINET CREDENZA DMI#7210-22 MEDIUM CH	46111090023	FRONT OFFICE-AS	1	07/28/1999 10	580.00 580.00	580.00	ACTIVE Y
02200	46111090024 0005596	STORAGE CABINET CREDENZA (COMPUTER) DMI# 7210-	46111090024	FRONT OFFICE-AS	1	08/31/2000 10	639.00 639.00	639.00	ACTIVE Y
02200	46111090025 0005597	STORAGE CABINET CREDENZA (COMPUTER) #7225-22 M	46111090025	FRONT OFFICE-AS	1	09/18/2000 10	639.00 639.00	639.00	ACTIVE Y
02200	46111090026 0005598	STORAGE CABINET CREDENZA, COMPUTER 7225-22 ECL	46111090026	FRONT OFFICE-AS	1	06/14/2001 10	679.00 679.00	679.00	ACTIVE Y
02200	46111090027 0005599	STORAGE CABINET CREDENZA COMPUTER 7210-22	46111090027	FRONT OFFICE-AS	1	07/03/2001 10	679.00 679.00	679.00	ACTIVE Y
02200	46111090028 0005600	STORAGE CABINET CREDENZA, PRESIDENT KNEESPACE	46111090028	FRONT OFFICE-AS	1	06/19/2002 10	1,400.00 1,400.00	1,400.00	ACTIVE Y
02200	46111090029 0005601	STORAGE CABINET CREDENZA STORAGE, DMI ECLIPSE	46111090028	FRONT OFFICE-AS	1	06/20/2002 10	673.50 673.50	673.50	ACTIVE Y
02200	46111090030 0005602	STORAGE CABINET STORAGE / WARDROBE WOOD NV1865	46111090030	FRONT OFFICE-AS	1	07/17/2003 10	279.00 279.00	279.00	ACTIVE Y
02200	46111090031 0005603	STORAGE CABINET LATERAL 4 DRAWER WOOD FILE	46111090031	FRONT OFFICE-AS	1	11/08/2004 10	1,451.00 1,451.00	1,451.00	ACTIVE Y



Where History and Progress Meet



Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 34
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46111090032 0005604	STORAGE CABINET LATERAL 4 DRAWER WOOD FILE	46111090032	FRONT OFFICE-AS	1	11/08/2004 10	1,451.00 1,451.00	1,451.00	ACTIVE	Y
02200	46111090033 0005605	STORAGE CABINET 2 DRAWER WOOD FILE CABINET	46111090033	FRONT OFFICE-AS	1	11/08/2004 10	499.00 499.00	499.00	ACTIVE	Y
02200	46111090034 0005606	STORAGE CABINET OVERHEAD STORAGE FOR CREDENZA,	46111090034	FRONT OFFICE-AS	1	03/17/2009 10	497.70 497.70	497.70	ACTIVE	Y
02200	46111100049 0005607	TABLES TABLE - TYPING	46111100049	FRONT OFFICE-AS	1	06/01/1979 10	140.00 140.00	140.00	ACTIVE	Y
02200	46111100116 0005608	TABLES TABLE SN 99984301 CONFERENCE	46111100116	FRONT OFFICE-AS	1	12/01/1972 10	495.00 495.00	495.00	ACTIVE	Y
02200	46111100158 0005610	TABLES EXECUTIVE DESK TABLE 36X72	46111100158	FRONT OFFICE-AS	1	08/22/1990 10	744.00 744.00	744.00	ACTIVE	Y
02200	46111100182 0005611	TABLES TABLE (WORKSTA) DELUXE BEVIS #	46111100182	FRONT OFFICE-AS	1	12/16/1998 10	184.49 184.49	184.49	ACTIVE	Y
02200	46111100183 0005612	TABLES TABLE (WORKSTA) DELUXE BEVIS #	46111100183	FRONT OFFICE-AS	1	12/16/1998 10	184.49 184.49	184.49	ACTIVE	Y
02200	46111100184 0005613	TABLES TABLE ROUND CONF. KIMBALL #TT2	46111100184	FRONT OFFICE-AS	1	07/08/2002 10	1,040.00 1,040.00	1,040.00	ACTIVE	Y
02200	46111100185 0005614	TABLES TABLE, RECTANGULAR 30X60 MAHOG	46111100185	FRONT OFFICE-AS	1	01/13/2005 10	453.24 453.24	453.24	ACTIVE	Y
02200	46111100186 0005615	TABLES TABLE, RECTANGULAR 30X60 MAHOG	46111100186	FRONT OFFICE-AS	1	01/13/2005 10	453.24 453.24	453.24	ACTIVE	Y
02200	46111100187 0005616	TABLES TABLE, RECTANGULAR 30X60 MAHOG	46111100187	FRONT OFFICE-AS	1	01/13/2005 10	453.24 453.24	453.24	ACTIVE	Y
02200	46111110001 0005617	TABLE TOP COUNT COUNTER, STAND-UP 29FT W/FORMI	46111110001	FRONT OFFICE-AS	1	06/20/2003 10	3,760.00 3,760.00	3,760.00	ACTIVE	Y
02200	46111120001 0005618	CHALK BOARDS AN MAGNETIC MARKER BOARD 4'X 6'	46111120001	FRONT OFFICE-AS	1	05/05/2008 10	286.24 286.24	286.24	ACTIVE	Y
02200	46111140003 0005619	MISC OFFICE FUR SIRCO WALNUT COMPUTER DESK	46111140003	FRONT OFFICE-AS	1	08/08/1994 10	207.00 207.00	207.00	ACTIVE	Y
02200	46111140007 0005622	MISC OFFICE FUR HUTCH #7210-44 FINISH MEDIUM C	46111140007	FRONT OFFICE-AS	1	05/21/1999 10	299.00 299.00	299.00	ACTIVE	Y
02200	46111140008 0005623	MISC OFFICE FUR HUTCH DMI#7210-44 MEDIUM CHERR	46111140008	FRONT OFFICE-AS	1	07/28/1999 10	275.00 275.00	275.00	ACTIVE	Y



Where History and Progress Meet

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 35
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS CAPITALIZE?
02200	46111140009 0005624	MISC OFFICE FUR COUCH A O M BACUS GOLD SKU#519	46111140009	FRONT OFFICE-AS	1	10/01/1999 10	899.00 899.00	899.00	ACTIVE Y
02200	46111140010 0005625	MISC OFFICE FUR AOM LOVESEAT BACUS GOLD SKU# 5	46111140010	FRONT OFFICE-AS	1	10/22/1999 10	899.00 899.00	899.00	ACTIVE Y
02200	46111140011 0005626	MISC OFFICE FUR HUTCH DMI# 7210-44 MEDIUM CHER	46111140011	FRONT OFFICE-AS	1	08/31/2000 10	289.00 289.00	289.00	ACTIVE Y
02200	46111140012 0005627	MISC OFFICE FUR HUTCH W/DOORS #7225-44 MAHOGAN	46111140012	FRONT OFFICE-AS	1	09/18/2000 10	359.00 359.00	359.00	ACTIVE Y
02200	46111140013 0005628	MISC OFFICE FUR HUTCH, W/DOORS 7225-47 ECLIPSE	46111140013	FRONT OFFICE-AS	1	06/14/2001 10	389.00 389.00	389.00	ACTIVE Y
02200	46111140014 0005629	MISC OFFICE FUR HUTCH, W/DOORS 7210-47 (ECLIPS	46111140014	FRONT OFFICE-AS	1	07/03/2001 10	389.00 389.00	389.00	ACTIVE Y
02200	46111140015 0005630	MISC OFFICE FUR HUTCH, TWO DOOR 7350-62	46111140015	FRONT OFFICE-AS	1	07/03/2001 10	549.00 549.00	549.00	ACTIVE Y
02200	46111140016 0005631	MISC OFFICE FUR HUTCH ADJUSTABLE SHELVES 7350-	46111140016	FRONT OFFICE-AS	1	08/16/2001 10	419.00 419.00	419.00	ACTIVE Y
02200	46111140017 0005632	MISC OFFICE FUR HUTCH ADJUSTABLE SHELVES 7350-	46111140017	FRONT OFFICE-AS	1	08/16/2001 10	419.00 419.00	419.00	ACTIVE Y
02200	46111140021 0005633	MISC OFFICE FUR HUTCH 66X13X46 MAHOGANY #7350-	46111140021	FRONT OFFICE-AS	1	05/14/2002 10	559.00 559.00	559.00	ACTIVE Y
02200	46111140022 0005634	MISC OFFICE FUR ORGANIZER TRADITIONAL HI-BK KI	46111140022	FRONT OFFICE-AS	1	08/13/2002 10	1,634.50 1,634.50	1,634.50	ACTIVE Y
02200	46111140023 0005635	MISC OFFICE FUR ORGANIZER, HIGHBACK NV1472HBH	46111140023	FRONT OFFICE-AS	1	07/17/2003 10	354.00 354.00	354.00	ACTIVE Y
02200	46111160002 0005636	MISC OFFICE FUR WK STATION MOD. HAWORTH PREMIS	46111160002	FRONT OFFICE-AS	1	08/22/2001 10	1,900.00 1,900.00	1,900.00	ACTIVE Y
02200	46111160003 0005637	MISC OFFICE FUR WK STATION MOD. HAWORTH PREMIS	46111160003	FRONT OFFICE-AS	1	08/22/2001 10	1,900.00 1,900.00	1,900.00	ACTIVE Y
02200	46111160004 0005638	MISC OFFICE FUR WK STATION MOD. HAWORTH PREMIS	46111160004	FRONT OFFICE-AS	1	08/22/2001 10	2,500.00 2,500.00	2,500.00	ACTIVE Y
02200	46112030372 0005647	CALCULATORS CALCULATOR, CANON MOD. P1211D	46112030372	FRONT OFFICE-AS	1	01/26/1998 8	120.59 120.59	120.59	ACTIVE Y
02200	46112040011 0005649	ELECTRIC FANS XL15 ALPINE AIR CLEANER SN 235	46112040011	FRONT OFFICE-AS	1	11/30/1996 8	550.00 550.00	550.00	ACTIVE Y



Where history and progress meet

06/04/2019 13:37
6373csmi
TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019
P 36
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46112050009 0005654	PHOTO REC M&E, CANON POWERSHOT S3IS; DIGITAL	4628523014	FRONT OFFICE-AS	1	01/24/2008 8	318.00 318.00	318.00	ACTIVE	Y
02200	46112050011 0005656	PHOTO REC M&E, CANON POWERSHOT S3IS; DIGITAL	4828501524	FRONT OFFICE-AS	1	01/24/2008 8	318.00 318.00	318.00	ACTIVE	Y
02200	46112050044 0005658	PHOTO REC M&E, SONY CYBERSHOT DSC50/B CAMARA	622705	FRONT OFFICE-AS	1	11/19/2008 8	325.15 325.15	325.15	ACTIVE	Y
02200	46112050045 0005659	PHOTO REC M&E, SONY CYBERSHOT DSC50/B CAMARA	622716	FRONT OFFICE-AS	1	11/19/2008 8	325.15 325.15	325.15	ACTIVE	Y
02200	46112050046 0005660	PHOTO REC M&E, SONY CYBERSHOT DSC50/B CAMARA	622763	FRONT OFFICE-AS	1	11/19/2008 8	325.15 325.15	325.15	ACTIVE	Y
02200	46112090001 0005662	AIR CONDITIONER APC AP7003 PORT A/C	2A0250G02561 7200BTU 12	FRONT OFFICE-AS	1	07/15/2003 8	825.00 825.00	825.00	ACTIVE	Y
02200	46112170061 0005671	MICROFILM EQUIP IRW-1000 KODAK MICR/FM RDR/PRT	46112170061	FRONT OFFICE-AS	1	07/05/2000 8	9,995.95 .00	9,995.95	ACTIVE	Y
02200	46112190001 0005672	VIDEO EQUIPMENT ROLL ABOUT FOR SHREDER	46112190001	FRONT OFFICE-AS	1	09/11/1990 8	136.00 136.00	136.00	ACTIVE	Y
02200	46112230001 0005673	WARRANTY-HARDWA PAPER FOLDER, PREMIER RAPIDFOL	804680	FRONT OFFICE-AS	1	02/28/2008 8	437.50 437.50	437.50	ACTIVE	Y
02200	46112360088 0005751	COMPUTER EQUIPM PROCURVE SWITCH 2510-24	CN816FWOGK	FRONT OFFICE-AS	1	05/14/2008 8	268.00 268.00	268.00	ACTIVE	Y
02200	46112360089 0005752	COMPUTER EQUIPM PROCURVE SWITCH 2510-24	CN816FW03Q	FRONT OFFICE-AS	1	05/14/2008 8	268.00 268.00	268.00	ACTIVE	Y
02200	46112360090 0005753	COMPUTER EQUIPM PROCURVE SWITCH 2510-24	CN816FWOHF	FRONT OFFICE-AS	1	05/14/2008 8	268.00 268.00	268.00	ACTIVE	Y
02200	46112370004 0005754	PAPER SHREDDERS GBC PAPER SHREEDER SN CHO1152	46112370004	FRONT OFFICE-AS	1	08/08/1990 8	711.00 711.00	711.00	ACTIVE	Y
02200	46112390019 0005761	COMPUTER SOFTWA MAPOBJECTS LITE US LICENSE AGR	46112390019	FRONT OFFICE-AS	1	06/03/2004 8	998.82 998.82	998.82	ACTIVE	Y
02200	46112390020 0005762	COMPUTER SOFTWA ADOBE ILLUSTRATOR CS4 COMPLETE	46112390020	FRONT OFFICE-AS	1	03/03/2009 8	571.18 571.18	571.18	ACTIVE	Y
02200	46112430001 0005767	COMP SERVER CAS SHOWMAX T-TOP DISPLAY W/LIGHTS	46112430001	FRONT OFFICE-AS	1	09/08/2005 8	920.00 920.00	920.00	ACTIVE	Y
02200	46114400001 0005768	MEASURING DEVIC LASER RANGE METER PD 40	319070047	FRONT OFFICE-AS	1	01/16/2008 10	299.00 299.00	299.00	ACTIVE	Y



Where History and Progress Meet



Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 37
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS CAPITALIZE?
02200	46114400003 0005770	MEASURING DEVIC LASER RANGE METER PD 40	320070648	FRONT OFFICE-AS	1	01/16/2008 10	299.00 299.00	299.00	ACTIVE Y
02200	46114400004 0005771	MEASURING DEVIC LASER RANGE METER PD 40	321070346	FRONT OFFICE-AS	1	01/16/2008 10	299.00 299.00	299.00	ACTIVE Y
02200	46114400005 0005772	MEASURING DEVIC LASER RANGE METER PD 40	321070363	FRONT OFFICE-AS	1	01/16/2008 10	299.00 299.00	299.00	ACTIVE Y
02200	46114400006 0005773	MEASURING DEVIC LASER RANGE METER PD 40	321070367	FRONT OFFICE-AS	1	01/16/2008 10	299.00 299.00	299.00	ACTIVE Y
02200	46114400007 0005774	MEASURING DEVIC LASER RANGE METER PD 40	322070022	FRONT OFFICE-AS	1	01/16/2008 10	299.00 299.00	299.00	ACTIVE Y
02200	46115140001 0005775	MISC MEDICAL EQ DEFIBRILLATOR; WALL MOUNT W/ST	46115140001	FRONT OFFICE-AS	1	06/22/2006 20	1,450.00 1,450.00	1,450.00	ACTIVE Y
02200	46116000001 0005776	TV, VIDEO & AUD TV- LCD HD SHARP AQUOS 52 IN	D803880694	FRONT OFFICE-AS	1	05/27/2008 8	2,364.00 2,364.00	2,364.00	ACTIVE Y
02200	46116160001 0005782	MISC KITCHEN EQ MICROWAVE OVEN/ GE 1.1 CU. FT.	GH904955U	FRONT OFFICE-AS	1	06/28/2005 8	89.98 89.98	89.98	ACTIVE Y
02200	46116160002 0005783	MISC KITCHEN EQ OVEN; GE SELF-CLEANING RADIANT	46116160002	FRONT OFFICE-AS	1	04/06/2006 8	613.46 613.46	613.46	ACTIVE Y
02200	46116210001 0005785	REFRIGERATORS AMANA TR25V2W REFRIGERATOR SN	46116210001	FRONT OFFICE-AS	1	07/20/1999 8	860.00 860.00	860.00	ACTIVE Y
02200	46116210002 0005786	REFRIGERATORS REFRIGERATOR, WHIRLPOOL 25 CF,	SS4646558	FRONT OFFICE-AS	1	09/01/2006 8	899.00 899.00	899.00	ACTIVE Y
02200	46121020138 0005788	CHAIRS CHAIR MONARCH SMOKE OLIVE	46121020138	FRONT OFFICE-AS	1	06/29/1971 10	112.00 112.00	112.00	ACTIVE Y
02200	46121020139 0005789	CHAIRS CHAIR MONARCH SMOKE OLIVE	46121020139	FRONT OFFICE-AS	1	06/29/1971 10	112.00 112.00	112.00	ACTIVE Y
02200	46121020141 0005790	CHAIRS CHAIR MONARCH SMOKE OLIVE	46121020141	FRONT OFFICE-AS	1	06/29/1971 10	112.00 112.00	112.00	ACTIVE Y
02200	46121020202 0005791	CHAIRS CHAIR MONARCH SMIKE OLIVE	46121020202	FRONT OFFICE-AS	1	04/01/1973 10	106.40 106.40	106.40	ACTIVE Y
02200	46121020203 0005792	CHAIRS CHAIR SMOKE OLIVE	46121020203	FRONT OFFICE-AS	1	04/01/1973 10	106.40 106.40	106.40	ACTIVE Y
02200	46121020204 0005793	CHAIRS CHAIR MONARCH SMOKE OLIVE	46121020204	FRONT OFFICE-AS	1	04/01/1973 10	106.40 106.40	106.40	ACTIVE Y



Where History and Progress Meet



Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 38
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46121020205 0005794	CHAIRS CHAIR MONARCH SMOKE OLIVE	46121020205	FRONT OFFICE-AS	1	04/01/1973 10	106.40 106.40	106.40	ACTIVE	Y
02200	46121020326 0005795	CHAIRS TASK II CHAIR STEELCASE BLUE F	46121020326	FRONT OFFICE-AS	1	02/18/1987 10	276.00 276.00	276.00	ACTIVE	Y
02200	46121020427 0005797	CHAIRS STEELCASE CHAIR GRAY W/NO ARMS	46121020427	FRONT OFFICE-AS	1	06/14/1988 10	308.00 308.00	308.00	ACTIVE	Y
02200	46121020489 0005799	CHAIRS CHAIR - MONARCH SMOKE OLIVE W/	46121020489	FRONT OFFICE-AS	1	08/01/1973 10	106.00 106.00	106.00	ACTIVE	Y
02200	46121020490 0005800	CHAIRS CHAIR - MONARCH SMOKE OLIVE W/	46121020490	FRONT OFFICE-AS	1	08/01/1973 10	106.00 106.00	106.00	ACTIVE	Y
02200	46121020491 0005801	CHAIRS CHAIR - MONARCH SMOKE OLIVE W/	46121020491	FRONT OFFICE-AS	1	08/01/1973 10	106.00 106.00	106.00	ACTIVE	Y
02200	46121020492 0005802	CHAIRS CHAIR - MONARCH SMOKE OLIVE W/	46121020492	FRONT OFFICE-AS	1	08/01/1973 10	106.00 106.00	106.00	ACTIVE	Y
02200	46121020493 0005803	CHAIRS CHAIR - MONARCH SMOKE OLIVE W/	46121020493	FRONT OFFICE-AS	1	08/01/1973 10	106.00 106.00	106.00	ACTIVE	Y
02200	46121020494 0005804	CHAIRS CHAIR - MONARCH SMOKE OLIVE W/	46121020494	FRONT OFFICE-AS	1	08/01/1973 10	106.00 106.00	106.00	ACTIVE	Y
02200	46121040103 0005809	FILING CABINETS FILE CABINET FOUR DRAWER	46121040103	FRONT OFFICE-AS	1	07/26/1973 10	125.60 125.60	125.60	ACTIVE	Y
02200	46121040118 0005810	FILING CABINETS FILE CABINET TWO DRAWR	46121040118	FRONT OFFICE-AS	1	10/18/1972 10	131.00 131.00	131.00	ACTIVE	Y
02200	46121040184 0005816	FILING CABINETS STEELCASE 4 DRAWER FILE P04045	46121040184	FRONT OFFICE-AS	1	02/11/1984 10	235.00 235.00	235.00	ACTIVE	Y
02200	46121040185 0005817	FILING CABINETS STEELCASE 4 DRAWER FILE P04075	46121040185	FRONT OFFICE-AS	1	02/01/1984 10	235.00 235.00	235.00	ACTIVE	Y
02200	46121040191 0005819	FILING CABINETS STEELCASE 1707 LEGAL 4 DRAWER	46121040191	FRONT OFFICE-AS	1	02/26/1985 10	235.00 235.00	235.00	ACTIVE	Y
02200	46121040194 0005820	FILING CABINETS STEELCASE FILE LEGAL 4 DRAWER	46121040194	FRONT OFFICE-AS	1	02/26/1985 10	235.00 235.00	235.00	ACTIVE	Y
02200	46121040195 0005821	FILING CABINETS STEELCASE FILE LEGAL 4 DRAWER	46121040195	FRONT OFFICE-AS	1	02/26/1985 10	235.00 235.00	235.00	ACTIVE	Y
02200	46121040198 0005822	FILING CABINETS STEELCASE FILE LEGAL 4 DRAWER	46121040198	FRONT OFFICE-AS	1	02/26/1985 10	235.00 235.00	235.00	ACTIVE	Y



Where History and Progress Meet

Tulsa County Criminal Justice Authority **TULSA HEALTH DEPARTMENT**06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 39
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	46121040207 0005826	FILING CABINETS STEELCASE FILE LEGAL 4 DRAWER	46121040207	FRONT OFFICE-AS	1	02/26/1985 10	235.00 235.00	235.00	ACTIVE	Y
02200	46121100144 0005836	TABLES TABLE 24 X 30 X 26 HIGH WALNUT	46121100144	FRONT OFFICE-AS	1	12/18/1984 10	125.00 125.00	125.00	ACTIVE	Y
02200	46121150010 0005838	CHAIR TRUCKS/DO RUBBERMAID UTILITY CART	46121150010	FRONT OFFICE-AS	1	04/24/1990 10	105.77 105.77	105.77	ACTIVE	Y
02200	46122010014 0005839	TYPEWRITERS TYPEWRITER SN 26 2256424IBM	46122010014	FRONT OFFICE-AS	1	10/01/1973 8	621.00 621.00	621.00	ACTIVE	Y
02200	46122010057 0005840	TYPEWRITERS TYPEWRITER 263483778 IBM	46122010057	FRONT OFFICE-AS	1	11/01/1977 8	774.00 774.00	774.00	ACTIVE	Y
02200	46122030343 0005841	CALCULATORS CANON CALCULATOR SN 724530 P06	46122030343	FRONT OFFICE-AS	1	06/24/1986 8	201.69 201.69	201.69	ACTIVE	Y
02200	46131040112 0005852	FILING CABINETS FILE CABINET FOUR DRAWER	46131040112	FRONT OFFICE-AS	1	02/26/1971 10	100.80 100.80	100.80	ACTIVE	Y
02200	46131040163 0005857	FILING CABINETS FILE CABINET FOUR DRAWER	46131040163	FRONT OFFICE-AS	1	07/06/1976 10	120.00 120.00	120.00	ACTIVE	Y
02200	46131040203 0005861	FILING CABINETS STEELCASE FILE LEGAL 4 DRAWER	46131040203	FRONT OFFICE-AS	1	02/26/1985 10	235.00 235.00	235.00	ACTIVE	Y
02200	46131040211 0005863	FILING CABINETS STEELCASE FILE LEGAL 4 DRAWER	46131040211	FRONT OFFICE-AS	1	01/28/1985 10	273.00 273.00	273.00	ACTIVE	Y
02200	46131040214 0005866	FILING CABINETS STEELCASE FILE LEGAL 4 DRAWER	46131040214	FRONT OFFICE-AS	1	01/28/1985 10	273.00 273.00	273.00	ACTIVE	Y
02200	46131040215 0005867	FILING CABINETS STEELCASE FILE LEGAL 4 DRAWER	46131040215	FRONT OFFICE-AS	1	01/28/1985 10	273.00 273.00	273.00	ACTIVE	Y
02200	46131040218 0005870	FILING CABINETS STEELCASE FILE LEGAL 4 DRAWER	46131040218	FRONT OFFICE-AS	1	01/28/1985 10	273.00 273.00	273.00	ACTIVE	Y
02200	46131040230 0005878	FILING CABINETS FILE STEELCASE LEGAL SIZE 4 DR	46131040230	FRONT OFFICE-AS	1	07/14/1986 10	283.24 283.24	283.24	ACTIVE	Y
02200	46131040233 0005879	FILING CABINETS FILE STEELCASE LEGAL SIZE 4 DR	46131040233	FRONT OFFICE-AS	1	07/14/1986 10	283.24 283.24	283.24	ACTIVE	Y
02200	46131060317 0005886	BOOKCASES/SHELV BOOKCASE - FOUR SHELF - WOOD	46131060317	FRONT OFFICE-AS	1	08/01/1980 10	260.00 260.00	260.00	ACTIVE	Y
02200	46131060319 0005887	BOOKCASES/SHELV BOOKCASE - THREE SHELF - WOOD	46131060319	FRONT OFFICE-AS	1	08/01/1988 10	280.00 280.00	280.00	ACTIVE	Y



Where History and Progress Meet

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 40
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS CAPITALIZE?
02200	46131060332 0005891	BOOKCASES/SHELV BOOKCASE - THREE SHELF - WOOD	46131060332	FRONT OFFICE-AS	1	08/01/1988 10	280.00 280.00	280.00	ACTIVE Y
02200	46131100107 0005894	TABLES TABLE INVINCIBLE DESERT SAGE	46131100107	FRONT OFFICE-AS	1	11/01/1973 10	126.35 126.35	126.35	ACTIVE Y
02200	46131100148 0005895	TABLES BROWN TABLE W/CROME LEGS 37" L	46131100148	FRONT OFFICE-AS	1	06/09/1986 10	201.67 201.67	201.67	ACTIVE Y
02200	46131100149 0005896	TABLES COMPUTER TABLE STEELCASE BEIGE	46131100149	FRONT OFFICE-AS	1	02/05/1987 10	299.62 299.62	299.62	ACTIVE Y
02200	46131100150 0005897	TABLES COMPUTER TABLE STEELCASE BEIGE	46131100150	FRONT OFFICE-AS	1	02/05/1987 10	299.62 299.62	299.62	ACTIVE Y
02200	46132010054 0005899	TYPEWRITERS TYPEWRITER 3443363 IBM	46132010054	FRONT OFFICE-AS	1	08/01/1977 8	747.00 747.00	747.00	ACTIVE Y
02200	46141040192 0005905	FILING CABINETS STEELCASE 1707 LEGAL 4 DRAWER	46141040192	FRONT OFFICE-AS	1	02/26/1985 10	235.00 235.00	235.00	ACTIVE Y
02200	46141040193 0005906	FILING CABINETS STEELCASE 1707 LEGAL 4 DRAWER	46141040193	FRONT OFFICE-AS	1	02/26/1985 10	235.00 235.00	235.00	ACTIVE Y
02200	46141040196 0005907	FILING CABINETS STEELCASE FILE LEGAL 4 DRAWER	46141040196	FRONT OFFICE-AS	1	02/26/1985 10	235.00 235.00	235.00	ACTIVE Y
02200	46141040197 0005908	FILING CABINETS STEELCASE FILE LEGAL 4 DRAWER	46141040197	FRONT OFFICE-AS	1	02/26/1985 10	235.00 235.00	235.00	ACTIVE Y
02200	46141040199 0005909	FILING CABINETS STEELCASE FILE LEGAL 4 DRAWER	46141040199	FRONT OFFICE-AS	1	02/26/1985 10	235.00 235.00	235.00	ACTIVE Y
02200	46141040210 0005910	FILING CABINETS STEELCASE FILE LEGAL 4 DRAWER	46141040210	FRONT OFFICE-AS	1	01/28/1985 10	273.00 273.00	273.00	ACTIVE Y
02200	46141040232 0005912	FILING CABINETS FILE STEELCASE LEGAL SIZE 4 DR	46141040232	FRONT OFFICE-AS	1	07/14/1986 10	283.24 283.24	283.24	ACTIVE Y
02200	46141090015 0005913	STORAGE CABINET CABINET HON STORAGE	46141090015	FRONT OFFICE-AS	1	07/10/1978 10	115.00 115.00	115.00	ACTIVE Y
02200	46151090006 0005915	STORAGE CABINET CREDENZA ALMA	46151090006	FRONT OFFICE-AS	1	10/27/1970 10	152.00 152.00	152.00	ACTIVE Y
02200	46161040011 0005918	FILING CABINETS FILE CABINET 5 DRAWER PLAN FIL	46161040011	FRONT OFFICE-AS	1	06/28/1974 10	248.00 248.00	248.00	ACTIVE Y
02200	46161040045 0005919	FILING CABINETS FILE CABINET FOUR DRAWER	46161040045	FRONT OFFICE-AS	1	07/26/1973 10	125.60 125.60	125.60	ACTIVE Y



Where History and Progress Meet

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 41
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS CAPITALIZE?
02200	46161040046 0005920	FILING CABINETS FILE CABINET 5 DRAWER PLAN FIL	46161040046	FRONT OFFICE-AS	1	06/28/1974 10	248.00 248.00	248.00	ACTIVE Y
02200	46161040047 0005921	FILING CABINETS FILE CABINET FIVE DRAWERS	46161040047	FRONT OFFICE-AS	1	06/28/1974 10	248.00 248.00	248.00	ACTIVE Y
02200	46161040102 0005924	FILING CABINETS FILE CABINET FOUR DRAWER	46161040102	FRONT OFFICE-AS	1	07/26/1973 10	125.60 125.60	125.60	ACTIVE Y
02200	46161040107 0005925	FILING CABINETS FILE CABINET FOUR DRAWER	46161040107	FRONT OFFICE-AS	1	07/09/1970 10	114.75 114.75	114.75	ACTIVE Y
02200	46161040109 0005926	FILING CABINETS FILE CABINET FOUR DRAWER	46161040109	FRONT OFFICE-AS	1	02/26/1971 10	100.80 100.80	100.80	ACTIVE Y
02200	46161050144 0005935	DESKS DESK HON L UNIT	46161050144	FRONT OFFICE-AS	1	11/23/1976 10	385.00 385.00	385.00	ACTIVE Y
02200	46161100141 0005936	TABLES TABLE TYPING WALNUT	46161100141	FRONT OFFICE-AS	1	06/30/1980 10	150.00 150.00	150.00	ACTIVE Y
02200	46161100143 0005937	TABLES TYPING TABLE STANDARD NO 1836C	46161100143	FRONT OFFICE-AS	1	06/26/1984 10	129.00 129.00	129.00	ACTIVE Y
02200	46801050362 0006243	DESKS 30X60 STEELCASE TAN DESK	46801050362	FRONT OFFICE-AS	1	08/27/1992 10	435.00 435.00	435.00	ACTIVE Y
02200	46801110000 0006244	TABLE TOP COUNT 60X60 OFFICE SCREEN	46801110000	FRONT OFFICE-AS	1	08/27/1992 10	105.00 105.00	105.00	ACTIVE Y
02200	46801110001 0006245	TABLE TOP COUNT 60X60 OFFICE SCREEN	46801110001	FRONT OFFICE-AS	1	08/27/1992 10	105.00 105.00	105.00	ACTIVE Y
02200	46801110002 0006246	TABLE TOP COUNT 60X60 OFFICE SCREEN	46801110002	FRONT OFFICE-AS	1	08/27/1992 10	105.00 105.00	105.00	ACTIVE Y
02200	46801110003 0006247	TABLE TOP COUNT 60X60 OFFICE SCREEN	46801110003	FRONT OFFICE-AS	1	08/27/1992 10	105.00 105.00	105.00	ACTIVE Y
02200 215	11299 11299	COMPUTER SOFTWA GDPICUTRE PRO IMAGING SDK VER.		FRONT OFFICE-AS	1	06/29/2010 8	655.38 655.38	655.38	ACTIVE Y
Commodity code: 22059990003									
02200 215	11300 11300	COMPUTER SOFTWA GDPICTURE NET DOCUMENT IMAGING		FRONT OFFICE-AS	1	06/29/2010 8	1,442.88 1,442.88	1,442.88	ACTIVE Y
Commodity code: 22059990004									
02200 215	11377 11377	MISC OFFICE FUR ARMLESS VINYL SOFA, HIGH POINT	N/A	FRONT OFFICE-AS	1	07/13/2010 10	1,481.15 1,481.15	1,481.15	ACTIVE Y
Commodity code: 64010110006									



Where History and Progress Meet



Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 42
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200 215	11378 11378	MISC OFFICE FUR ARMLESS VINYL SOFA, HIGH POINT	N/A	FRONT OFFICE-AS	1	07/13/2010 10	1,481.15 1,481.15	1,481.15	ACTIVE	Y
Commodity code: 64010110006										
02200 215	11417 11417	PHOTO REC M&E, NIKON COOLPIX L110 DIGITAL CAM	30271580	FRONT OFFICE-AS	1	07/09/2010 8	249.95 249.95	249.95	ACTIVE	Y
Commodity code: 14010130042										
02200 215	11420 11420	PHOTO REC M&E, NIKON COOLPIX L110 DIGITAL CAM	30271581	FRONT OFFICE-AS	1	07/09/2010 8	249.95 249.95	249.95	ACTIVE	Y
Commodity code: 14010130042										
02200 215	11498 11498	TV, VIDEO & AUD LG 55 INCH LCD HDTV 1080P - DE	SO18026383G	FRONT OFFICE-AS	1	09/02/2010 8	1,614.99 1,614.99	1,614.99	ACTIVE	Y
Commodity code: 22070010407										
02200 215	11737 11737	ADDRESSING/MAIL MAIL MACHINE; HASLER IM 460: M	DC1045519196	FRONT OFFICE-AS	1	02/23/2011 8	4,492.00 4,492.00	4,492.00	ACTIVE	Y
Commodity code: 65010040177										
02200 215	12113 12113	AIR CONDITIONER AIR CONDITIONER; MITSUBISHI 2	OZM00865	FRONT OFFICE-AS	1	05/25/2011 8	5,583.00 58.15	5,583.00	ACTIVE	Y
Commodity code: 11250050142										
02200 215	12210 12210	COMPUTER EQUIPM APC SMART - UPS 2200 LCD - MFG	SJS1107014279	FRONT OFFICE-AS	1	05/24/2011 8	711.17 711.17	711.17	ACTIVE	Y
Commodity code: 22000489109										
02200 215	12211 12211	COMPUTER EQUIPM APC SMART - UPS 2200 LCD - MFG	SJS1107014375	FRONT OFFICE-AS	1	05/24/2011 8	711.17 711.17	711.17	ACTIVE	Y
Commodity code: 22000489109										
02200 215	12219 12219	COMPUTER EQUIPM LEXMARK E462DTN PRINTER - MFG	S72HDK0X	FRONT OFFICE-AS	1	06/06/2011 8	415.13 415.13	415.13	ACTIVE	Y
Commodity code: 22000489093										
02200 215	12221 12221	COMPUTER EQUIPM LEXMARK E462DTN PRINTER - MFG	S72HDK14	FRONT OFFICE-AS	1	06/06/2011 8	415.13 415.13	415.13	ACTIVE	Y
Commodity code: 22000489093										
02200 215	12222 12222	COMPUTER EQUIPM LEXMARK E462DTN PRINTER - MFG	S72HCPL6	FRONT OFFICE-AS	1	06/06/2011 8	415.13 415.13	415.13	ACTIVE	Y
Commodity code: 22000489093										
02200 215	12327 12327	FILING CABINETS LATERAL FILE, HON 4 DRAWER 42"		FRONT OFFICE-AS	1	07/19/2011 10	634.13 634.13	634.13	ACTIVE	Y
Commodity code: 64010060127										
02200 215	12328 12328	FILING CABINETS LATERAL FILE, DMI ECLIPSE 4 DR		FRONT OFFICE-AS	1	08/02/2011 10	878.58 878.58	878.58	ACTIVE	Y
Commodity code: 64010060128										



TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019



 Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

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p      43
faloclst
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DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF	SERIAL #	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200	12329	FILING CABINETS			1	08/02/2011	878.58	878.58		
215	12329	LATERAL FILE, DMI ECLIPSE 4 DR	FRONT	OFFICE-AS	10		878.58		ACTIVE	Y
Commodity code:		64010060128								
02200	12330	CHAIRS			1	08/02/2011	551.48	551.48		
215	12330	EXEC CHAIR, HON HIGH-BACK PARK	FRONT	OFFICE-AS	10		551.48		ACTIVE	Y
Commodity code:		64010011166								
02200	12331	CHAIRS			1	08/02/2011	551.48	551.48		
215	12331	EXEC CHAIR, HON HIGH-BACK PARK	FRONT	OFFICE-AS	10		551.48		ACTIVE	Y
Commodity code:		64010011166								
02200	12332	CHAIRS			1	08/02/2011	551.48	551.48		
215	12332	EXEC CHAIR, HON HIGH-BACK PARK	FRONT	OFFICE-AS	10		551.48		ACTIVE	Y
Commodity code:		64010011166								
02200	12418	CHAIRS			1	09/28/2011	551.48	551.48		
215	12418	HON CHAIR HIGH-BACK PARK AVE C	FRONT	OFFICE-AS	10		551.48		ACTIVE	Y
Commodity code:		64010011187								
02200	12724	PAPER SHREDDERS	A330075325		1	01/20/2012	1,489.45	1,489.45		
215	12724	PAPER SHREDDER, HMS SECURITY L	FRONT	OFFICE-AS	8		1,489.45		ACTIVE	Y
Commodity code:		65010070022								
02200	12726	MISC LICENSE -			1	02/24/2012	1,044.75	1,044.75		
215	12726	GDPICTURE PRO.NET DOCUMENT IMA	FRONT	OFFICE-AS	3		1,044.75		ACTIVE	Y
Commodity code:		22070010783								
02200	13036	DESKS			1	06/15/2012	1,126.57	1,126.57		
215	13036	DESK, ENVYWORKS, AMBER	FRONT	OFFICE-AS	10		1,126.57		ACTIVE	Y
Commodity code:		64010040046								
02200	13037	DESKS			1	06/15/2012	1,126.57	1,126.57		
215	13037	DESK, ENVYWORKS, AMBER	FRONT	OFFICE-AS	10		1,126.57		ACTIVE	Y
Commodity code:		64010040046								
02200	13507	MISC OFFICE FUR			1	08/01/2012	255.50	255.50		
215	13507	RACEWAY FABRIC PANEL 68H 36W,	FRONT	OFFICE-AS	10		255.50		ACTIVE	Y
Commodity code:		64020050080								
02200	13508	MISC OFFICE FUR			1	08/01/2012	255.50	255.50		
215	13508	RACEWAY FABRIC PANEL 68H 36W,	FRONT	OFFICE-AS	10		255.50		ACTIVE	Y
Commodity code:		64020050080								
02200	13509	FILING CABINETS			1	08/10/2012	906.28	906.28		
215	13509	KIMBALL-PRESIDENT, TWO DRAWER,	FRONT	OFFICE-AS	10		906.28		ACTIVE	Y
Commodity code:		64010050299								
02200	13622	MISCELLANEOUS E	755001552		1	07/18/2012	30,044.00	30,044.00		
215	13622	WIDE FORMAT PRINTER; OCE TDS 7	FRONT	OFFICE-AS	20		20,507.06		ACTIVE	Y
Commodity code:		22070020777								



Where History and Progress Meet

Tulsa County Criminal Justice Authority **TULSA HEALTH DEPARTMENT**06/04/2019 13:37
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ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 44
faloclst

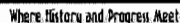
DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS CAPITALIZE?
02200 215	13623 13623	MISCELLANEOUS E WIDE FORMAT SCANNER, OCE TCS4,	451016906	FRONT OFFICE-AS	1	07/18/2012 20	7,240.00 4,959.82	7,240.00	ACTIVE Y
Commodity code: 22070090015									
02200 215	13625 13625	FLR BUFFERS, SC COMMERCIAL VACUUM WITH ATTACHM	259251571	FRONT OFFICE-AS	1	10/31/2012 10	580.00 580.00	580.00	ACTIVE Y
Commodity code: 91000010007									
02200 215	13964 13964	MISC OFFICE FUR HON PANEL: NR8148F, 81" X 48"		FRONT OFFICE-AS	1	12/11/2012 10	421.00 421.00	421.00	ACTIVE Y
Commodity code: 64010050310									
02200 215	13965 13965	MISC OFFICE FUR HON PANEL: NR8148F, 81" X 48"		FRONT OFFICE-AS	1	12/11/2012 10	421.00 421.00	421.00	ACTIVE Y
Commodity code: 64010050310									
02200 215	13966 13966	ICE MACHINES AN ICE MACHINE AND INSTALLATION,	1101175925	FRONT OFFICE-AS	1	01/25/2013 8	4,500.00 4,500.00	4,500.00	ACTIVE Y
Commodity code: 76010010004									
02200 215	13970 13970	COMPUTER EQUIPM LACIE 3TB D2 THUNDERBOLT USB 3	14621212190870	FRONT OFFICE-AS	1	02/15/2013 8	270.56 270.56	270.56	ACTIVE Y
Commodity code: 22000489724									
02200 215	13971 13971	MISC OFFICE FUR ADJUSTABLE WORK SURFACE FOR MO		FRONT OFFICE-AS	1	03/20/2013 10	499.00 499.00	499.00	ACTIVE Y
Commodity code: 64010030202									
02200 14023	14023	MISC OFFICE FUR HON PANEL:NR8124F 81"X24"		FRONT OFFICE-AS	1	12/11/2012 10	302.00 302.00	302.00	ACTIVE Y
02200 215	14319 14319	MISC MEDICAL EQ 18 IN WHEELCHAIR; ITEM # 4EKE3		FRONT OFFICE-AS	1	04/22/2013 20	361.13 361.13	361.13	ACTIVE Y
Commodity code: 81010210001									
02200 215	14320 14320	MISC MEDICAL EQ 18 IN WHEELCHAIR; ITEM # 4EKE3		FRONT OFFICE-AS	1	04/22/2013 20	361.13 361.13	361.13	ACTIVE Y
Commodity code: 81010210001									
02200 215	14615 14615	CHAIRS CHAIRS/STOOLS		FRONT OFFICE-AS		04/10/2013 10	265.50 265.50	265.50	ACTIVE Y
Commodity code: 64010011259									
02200 215	14701 14701	CHAIRS CHAIRS/STOOLS		FRONT OFFICE-AS		04/10/2013 10	265.50 265.50	265.50	ACTIVE Y
Commodity code: 64010011259									
02200 215	14722 14722	DESKS DOUBLE PED DESK W/PENCIL DRAWE		FRONT OFFICE-AS	1	06/06/2013 10	1,050.50 1,050.50	1,050.50	ACTIVE Y
Commodity code: 64010030208									



Where History and Progress Meet

06/04/2019 13:37
6373csmi
TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019
P 45
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200 215	14723 14723	STORAGE CABINET DOUBLE PED CREDENZA, BASYX BW2		FRONT OFFICE-AS	1	04/30/2013 10	824.50 824.50	824.50	ACTIVE	Y
Commodity code: 64010100025										
02200 215	14724 14724	STORAGE CABINET HUTCH, BASYX BW2180NN, MAHOGAN		FRONT OFFICE-AS	1	04/30/2013 10	383.50 383.50	383.50	ACTIVE	Y
Commodity code: 64010090099										
02200 215	15528 15528	COMPUTER EQUIPM DELL OPTIPLEX 9010 - SMALL FOR	5Y2PHX1	FRONT OFFICE-AS	1	07/03/2013 8	1,452.98 1,452.98	1,452.98	ACTIVE	Y
Commodity code: 22070120631										
02200 215	15529 15529	COMPUTER EQUIPM DELL OPTIPLEX 9010 - SMALL FOR	5Y2QHX1	FRONT OFFICE-AS	1	07/03/2013 8	1,452.98 1,452.98	1,452.98	ACTIVE	Y
Commodity code: 22070120631										
02200 215	15673 15673	MISC OFFICE FUR HAWORTH PREMISE WORKSTATION &		FRONT OFFICE-AS	1	08/20/2013 10	3,777.12 3,777.12	3,777.12	ACTIVE	Y
Commodity code: 64020050099										
02200 215	15674 15674	MISC OFFICE FUR HAWORTH PREMISE WORKSTATION &		FRONT OFFICE-AS	1	08/20/2013 10	3,777.12 3,777.12	3,777.12	ACTIVE	Y
Commodity code: 64020050099										
02200 215	15675 15675	MISC OFFICE FUR HAWORTH PREMISE WORKSTATION &		FRONT OFFICE-AS	1	08/20/2013 10	3,777.12 3,777.12	3,777.12	ACTIVE	Y
Commodity code: 64020050099										
02200 215	15676 15676	MISC OFFICE FUR HAWORTH PREMISE WORKSTATION &		FRONT OFFICE-AS	1	08/20/2013 10	3,777.12 3,777.12	3,777.12	ACTIVE	Y
Commodity code: 64020050099										
02200 215	15677 15677	MISC OFFICE FUR HAWORTH PREMISE WORKSTATION &		FRONT OFFICE-AS	1	08/20/2013 10	3,777.12 3,777.12	3,777.12	ACTIVE	Y
Commodity code: 64020050099										
02200 215	15678 15678	MISC OFFICE FUR HAWORTH PREMISE WORKSTATION &		FRONT OFFICE-AS	1	08/20/2013 10	3,777.12 3,777.12	3,777.12	ACTIVE	Y
Commodity code: 64020050099										
02200 215	15679 15679	MISC OFFICE FUR HAWORTH PREMISE WORKSTATION &		FRONT OFFICE-AS	1	08/20/2013 10	3,777.12 3,777.12	3,777.12	ACTIVE	Y
Commodity code: 64020050099										
02200 215	15680 15680	MISC OFFICE FUR HAWORTH PREMISE WORKSTATION &		FRONT OFFICE-AS	1	08/20/2013 10	3,777.12 3,777.12	3,777.12	ACTIVE	Y
Commodity code: 64020050099										
02200 215	15681 15681	MISC OFFICE FUR HAWORTH PREMISE WORKSTATION &		FRONT OFFICE-AS	1	08/20/2013 10	3,777.12 3,777.12	3,777.12	ACTIVE	Y
Commodity code: 64020050099										



TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

Tulsa County Criminal Justice Authority **TULSA HEALTH DEPARTMENT**

p 48
faloclst

DEPT	TAG #	SUB CLASS	MANUF	SERIAL #	QTY	ACQUIS DATE	ACQUIS COST	REPLACE COST	REMARKS
ROOM	ASSET #	DESCRIPTION				EST LIFE	CURR BOOK		STATUS CAPITALIZE?
02200	16506	COMPUTER EQUIPM	19R3L02		1	04/21/2014	1,504.34	1,504.34	
215	<u>16506</u>	OPTIPLEX 9020 SMALL FORM FACTO	FRONT OFFICE-AS			8	1,504.34	ACTIVE	Y
	Commodity code:	22070060980							
02200	16509	COMPUTER EQUIPM	19R0L02		1	04/21/2014	1,504.34	1,504.34	
215	<u>16509</u>	OPTIPLEX 9020 SMALL FORM FACTO	FRONT OFFICE-AS			8	1,504.34	ACTIVE	Y
	Commodity code:	22070060980							
02200	16734	MISC OFFICE FUR			1	04/30/2014	5,462.25	5,462.25	
215	<u>16734</u>	HAWORTH PREMISE WORKSTATION/ U	FRONT OFFICE-AS			10	2,776.57	ACTIVE	Y
	Commodity code:	64010040053							
02200	16735	MISC OFFICE FUR			1	04/30/2014	5,462.25	5,462.25	
215	<u>16735</u>	HAWORTH PREMISE WORKSTATION/ U	FRONT OFFICE-AS			10	2,776.57	ACTIVE	Y
	Commodity code:	64010040053							
02200	16736	MISC OFFICE FUR			1	04/30/2014	5,462.25	5,462.25	
215	<u>16736</u>	HAWORTH PREMISE WORKSTATION/ U	FRONT OFFICE-AS			10	2,776.57	ACTIVE	Y
	Commodity code:	64010040053							
02200	16737	MISC OFFICE FUR			1	04/30/2014	5,462.25	5,462.25	
215	<u>16737</u>	HAWORTH PREMISE WORKSTATION/ U	FRONT OFFICE-AS			10	2,776.57	ACTIVE	Y
	Commodity code:	64010040053							
02200	16738	MISC OFFICE FUR			1	04/30/2014	5,462.25	5,462.25	
215	<u>16738</u>	HAWORTH PREMISE WORKSTATION/ U	FRONT OFFICE-AS			10	2,776.57	ACTIVE	Y
	Commodity code:	64010040053							
02200	16739	MISC OFFICE FUR			1	04/30/2014	5,462.25	5,462.25	
215	<u>16739</u>	HAWORTH PREMISE WORKSTATION/ U	FRONT OFFICE-AS			10	2,776.57	ACTIVE	Y
	Commodity code:	64010040053							
02200	16740	MISC OFFICE FUR			1	04/30/2014	5,462.25	5,462.25	
215	<u>16740</u>	HAWORTH PREMISE WORKSTATION/ U	FRONT OFFICE-AS			10	2,776.57	ACTIVE	Y
	Commodity code:	64010040053							
02200	16741	MISC OFFICE FUR			1	04/30/2014	5,462.25	5,462.25	
215	<u>16741</u>	HAWORTH PREMISE WORKSTATION/ U	FRONT OFFICE-AS			10	2,776.57	ACTIVE	Y
	Commodity code:	64010040053							
02200	16899	COMPUTER SOFTWA			1	08/04/2014	2,340.00	2,340.00	
215	<u>16899</u>	MICROSOFT SQL SERVER 2012 STAN	FRONT OFFICE-AS			8	2,340.00	ACTIVE	Y
	Commodity code:	22070011156							
02200	16900	COMPUTER SOFTWA			1	08/04/2014	2,340.00	2,340.00	
215	<u>16900</u>	MICROSOFT SQL SERVER 2012 STAN	FRONT OFFICE-AS			8	2,340.00	ACTIVE	Y
	Commodity code:	22070011156							
02200	16901	COMPUTER SOFTWA			1	08/04/2014	2,340.00	2,340.00	
215	<u>16901</u>	MICROSOFT SQL SERVER 2012 STAN	FRONT OFFICE-AS			8	2,340.00	ACTIVE	Y
	Commodity code:	22070011156							



TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

Tulsa County Criminal Justice Authority **TULSA HEALTH DEPARTMENT**

P 49
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF	SERIAL #	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	COST REMARKS STATUS	REMARKS CAPITALIZE?
02200 215	16902 <u>16902</u>	COMPUTER SOFTWA MICROSOFT SQL SERVER 2012 STAN		2012 STAN	1	08/04/2014 8	2,340.00 2,340.00	2,340.00	ACTIVE	Y
Commodity code: 22070011156										
02200 215	16903 <u>16903</u>	COMPUTER SOFTWA MICROSOFT SQL SERVER 2012 STAN		2012 STAN	1	08/04/2014 8	2,340.00 2,340.00	2,340.00	ACTIVE	Y
Commodity code: 22070011156										
02200 215	16904 <u>16904</u>	COMPUTER SOFTWA MICROSOFT SQL SERVER 2012 STAN		2012 STAN	1	08/04/2014 8	2,340.00 2,340.00	2,340.00	ACTIVE	Y
Commodity code: 22070011156										
02200 215	16905 <u>16905</u>	COMPUTER SOFTWA MICROSOFT SQL SERVER 2012 STAN		2012 STAN	1	08/04/2014 8	2,340.00 2,340.00	2,340.00	ACTIVE	Y
Commodity code: 22070011156										
02200 215	16906 <u>16906</u>	COMPUTER SOFTWA MICROSOFT SQL SERVER 2012 STAN		2012 STAN	1	08/04/2014 8	2,340.00 2,340.00	2,340.00	ACTIVE	Y
Commodity code: 22070011156										
02200 215	16965 <u>16965</u>	CHAIRS ERGO CHAIR			1	08/28/2014 10	1,095.00 1,095.00	1,095.00	ACTIVE	Y
Commodity code: 64010010131										
02200 215	16966 <u>16966</u>	DISHWASHING MAC DISHWASHER, BOSCH MODEL; SHE3A	89907003071		1	10/15/2014 8	428.00 428.00	428.00	ACTIVE	Y
Commodity code: 11760010008										
02200 215	16987 <u>16987</u>	TIME STAMPS/CLO RAPIDPRINT TIME STAMP, CUSTOM	542555		1	12/09/2014 8	825.00 825.00	825.00	ACTIVE	Y
Commodity code: 65010040080										
02200 215	17827 <u>17827</u>	COMPUTER EQUIPM POWEREDGE R730 SERVER (INTEL X	7WB4D42		1	05/15/2015 8	13,699.59 6,849.84	13,699.59	ACTIVE	Y
Commodity code: 22070080130										
02200 215	17828 <u>17828</u>	COMPUTER EQUIPM POWEREDGE R730 SERVER (INTEL X	7WY7D42		1	05/07/2015 8	9,888.12 4,944.12	9,888.12	ACTIVE	Y
Commodity code: 22070080131										
02200 215	17829 <u>17829</u>	COMPUTER SOFTWA MICROSOFT WINDOWS SERVER 2012			1	05/15/2015 8	582.00 582.00	582.00	ACTIVE	Y
Commodity code: 22070061082										
02200 215	17830 <u>17830</u>	COMPUTER SOFTWA MICROSOFT WINDOWS SERVER 2012			1	05/15/2015 8	582.00 582.00	582.00	ACTIVE	Y
Commodity code: 22070061082										
02200 215	18078 <u>18078</u>	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFS		1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										



Where History and Progress Meet

Tulsa County Criminal Justice Authority TULSA HEALTH DEPARTMENT

06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 50
faloclst

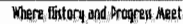
DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200 215	18079 18079	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MG5	FRONT OFFICE-AS	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										
02200 215	18080 18080	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MG4	FRONT OFFICE-AS	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										
02200 215	18081 18081	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFX	FRONT OFFICE-AS	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										
02200 215	18082 18082	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFL	FRONT OFFICE-AS	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										
02200 215	18083 18083	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFT	FRONT OFFICE-AS	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										
02200 215	18084 18084	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MG2	FRONT OFFICE-AS	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										
02200 215	18085 18085	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFM	FRONT OFFICE-AS	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										
02200 215	18086 18086	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MG3	FRONT OFFICE-AS	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										
02200 215	18087 18087	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MG6	FRONT OFFICE-AS	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										
02200 215	18088 18088	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFH	FRONT OFFICE-AS	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										
02200 215	18089 18089	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFP	FRONT OFFICE-AS	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										
02200 215	18090 18090	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFN	FRONT OFFICE-AS	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										
02200 215	18091 18091	COMPUTER EQUIPM BTO HP 800 G1 I7-4790 500 GB 1	MXL5212MFZ	FRONT OFFICE-AS	1	05/21/2015 8	878.00 878.00	878.00	ACTIVE	Y
Commodity code: 22000481527										



TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

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P      52
faloclst
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DEPT ROOM	TAG # ASSET #	SUB-CLASS DESCRIPTION	MANUF	SERIAL #	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	COST REMARKS STATUS CAPITALIZE?
02200 215	19213 <u>19213</u>	COMPUTER EQUIPM MS SURFACE PRO 4	15	008320161153 256GB 8GB	1	04/19/2016 8	1,220.00 1,220.00	1,220.00	ACTIVE Y
Commodity code: 22000480778									
02200 215	19214 <u>19214</u>	COMPUTER EQUIPM MS SURFACE PRO 4	15	008391761153 256GB 8GB	1	04/19/2016 8	1,220.00 1,220.00	1,220.00	ACTIVE Y
Commodity code: 22000480778									
02200 215	19215 <u>19215</u>	COMPUTER EQUIPM MS SURFACE PRO 4	15	008579661153 256GB 8GB	1	04/19/2016 8	1,220.00 1,220.00	1,220.00	ACTIVE Y
Commodity code: 22000480778									
02200 215	19216 <u>19216</u>	COMPUTER EQUIPM MS SURFACE PRO 4	15	029863760953 256GB 8GB	1	04/19/2016 8	1,220.00 1,220.00	1,220.00	ACTIVE Y
Commodity code: 22000480778									
02200 215	19217 <u>19217</u>	COMPUTER EQUIPM MS SURFACE PRO 4	15	030906360953 256GB 8GB	1	04/19/2016 8	1,220.00 1,220.00	1,220.00	ACTIVE Y
Commodity code: 22000480778									
02200 215	19218 <u>19218</u>	COMPUTER EQUIPM MS SURFACE PRO 4	15	031590360953 256GB 8GB	1	04/19/2016 8	1,220.00 1,220.00	1,220.00	ACTIVE Y
Commodity code: 22000480778									
02200 215	19219 <u>19219</u>	COMPUTER EQUIPM MS SURFACE PRO 4	15	044874160953 256GB 8GB	1	04/19/2016 8	1,220.00 1,220.00	1,220.00	ACTIVE Y
Commodity code: 22000480778									
02200 215	19220 <u>19220</u>	COMPUTER EQUIPM MS SURFACE PRO 4	15	046298660953 256GB 8GB	1	04/19/2016 8	1,220.00 1,220.00	1,220.00	ACTIVE Y
Commodity code: 22000480778									
02200 215	19351 <u>19351</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512GB 16		MXL6180YZQ FRONT OFFICE-AS	1	05/23/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE Y
Commodity code: 22000480783									
02200 215	19352 <u>19352</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512GB 16		MXL6180YZR FRONT OFFICE-AS	1	05/23/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE Y
Commodity code: 22000480783									
02200 215	19353 <u>19353</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512GB 16		MXL6180YZS FRONT OFFICE-AS	1	05/23/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE Y
Commodity code: 22000480783									
02200 215	19354 <u>19354</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512GB 16		MXL6180YZT FRONT OFFICE-AS	1	05/23/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE Y
Commodity code: 22000480783									
02200 215	19355 <u>19355</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512GB 16		MXL6180YZV FRONT OFFICE-AS	1	05/23/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE Y
Commodity code: 22000480783									



TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

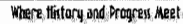
p 53
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	QTY CUSTODIAN	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200 215	19356 <u>19356</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512GB 16	MXL6180YZW 17-6700 512GB 16	1 FRONT OFFICE-AS	05/23/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code: 22000480783									
02200 215	19357 <u>19357</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512GB 16	MXL6180YZX 17-6700 512GB 16	1 FRONT OFFICE-AS	05/23/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code: 22000480783									
02200 215	19358 <u>19358</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512GB 16	MXL6180YZY 17-6700 512GB 16	1 FRONT OFFICE-AS	05/23/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code: 22000480783									
02200 215	19359 <u>19359</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512GB 16	MXL6180YZZ 17-6700 512GB 16	1 FRONT OFFICE-AS	05/23/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code: 22000480783									
02200 215	19360 <u>19360</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512GB 16	MXL6180Z00 17-6700 512GB 16	1 FRONT OFFICE-AS	05/23/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code: 22000480783									
02200 215	19366 <u>19366</u>	CHAIRS GUEST CHAIRS, MAHOGANY/WOOD &		1 FRONT OFFICE-AS	06/22/2016 10	360.24 360.24	360.24	ACTIVE	Y
Commodity code: 64010010208									
02200 215	19367 <u>19367</u>	CHAIRS GUEST CHAIRS, MAHOGANY/WOOD &		1 FRONT OFFICE-AS	06/22/2016 10	360.24 360.24	360.24	ACTIVE	Y
Commodity code: 64010010208									
02200 215	19399 <u>19399</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXK 17-6700 512 GB 1	1 FRONT OFFICE-AS	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code: 22000480832									
02200 215	19400 <u>19400</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXL 17-6700 512 GB 1	1 FRONT OFFICE-AS	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code: 22000480832									
02200 215	19401 <u>19401</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXM 17-6700 512 GB 1	1 FRONT OFFICE-AS	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code: 22000480832									
02200 215	19402 <u>19402</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXN 17-6700 512 GB 1	1 FRONT OFFICE-AS	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code: 22000480832									
02200 215	19403 <u>19403</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXP 17-6700 512 GB 1	1 FRONT OFFICE-AS	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code: 22000480832									
02200 215	19404 <u>19404</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXQ 17-6700 512 GB 1	1 FRONT OFFICE-AS	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code: 22000480832									



P 54
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	QTY CUSTODIAN	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200 215	19405 <u>19405</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXR	1 FRONT OFFICE-AS	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code:		22000480832							
02200 215	19406 <u>19406</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXS	1 FRONT OFFICE-AS	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code:		22000480832							
02200 215	19407 <u>19407</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXT	1 FRONT OFFICE-AS	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code:		22000480832							
02200 215	19408 <u>19408</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXV	1 FRONT OFFICE-AS	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code:		22000480832							
02200 215	19409 <u>19409</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXW	1 FRONT OFFICE-AS	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code:		22000480832							
02200 215	19410 <u>19410</u>	COMPUTER EQUIPM BTO HP 800 G1 17-6700 512 GB 1	MXL6261KXX	1 FRONT OFFICE-AS	07/15/2016 8	1,369.00 1,369.00	1,369.00	ACTIVE	Y
Commodity code:		22000480832							
02200 215	19522 <u>19522</u>	CHAIRS CHAIRS/STOOLS OFFICE FURNITURE		1 FRONT OFFICE-AS	08/26/2016 10	322.00 322.00	322.00	ACTIVE	Y
Commodity code:		64010010323							
02200 215	20194 <u>20194</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	VNB3B39360	1 FRONT OFFICE-AS	04/12/2017 8	254.21 254.21	254.21	ACTIVE	Y
Commodity code:		22000500424							
02200 215	20195 <u>20195</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	VNB3B39362	1 FRONT OFFICE-AS	04/12/2017 8	254.21 254.21	254.21	ACTIVE	Y
Commodity code:		22000500424							
02200 215	20196 <u>20196</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	VNB3B39367	1 FRONT OFFICE-AS	04/12/2017 8	254.21 254.21	254.21	ACTIVE	Y
Commodity code:		22000500424							
02200 215	20197 <u>20197</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	VNB3B39368	1 FRONT OFFICE-AS	04/12/2017 8	254.21 254.21	254.21	ACTIVE	Y
Commodity code:		22000500424							
02200 215	20198 <u>20198</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	VNB3B39370	1 FRONT OFFICE-AS	04/12/2017 8	254.21 254.21	254.21	ACTIVE	Y
Commodity code:		22000500424							
02200 215	20199 <u>20199</u>	COMPUTER EQUIPM HP ELITEDESK 800 G2 - CORE I7	MXL7141K1C	1 FRONT OFFICE-AS	05/03/2017 8	1,259.00 1,259.00	1,259.00	ACTIVE	Y
Commodity code:		22000482039							



TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

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P      55
faloclst
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DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	QTY CUSTODIAN	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST STATUS	REMARKS CAPITALIZE?
02200 215	20200 <u>20200</u>	COMPUTER EQUIPM HP ELITEDESK 800 G2	MXL7141K1D - CORE I7	1 FRONT OFFICE-AS	05/03/2017 8	1,259.00 1,259.00	1,259.00 ACTIVE	<u>Y</u>
Commodity code:		22000482039						
02200 215	20201 <u>20201</u>	COMPUTER EQUIPM HP ELITEDESK 800 G2	MXL7141K13 - CORE I7	1 FRONT OFFICE-AS	05/03/2017 8	1,259.00 1,259.00	1,259.00 ACTIVE	<u>Y</u>
Commodity code:		22000482039						
02200 215	20202 <u>20202</u>	COMPUTER EQUIPM HP ELITEDESK 800 G2	MXL7141K15 - CORE I7	1 FRONT OFFICE-AS	05/03/2017 8	1,259.00 1,259.00	1,259.00 ACTIVE	<u>Y</u>
Commodity code:		22000482039						
02200 215	20203 <u>20203</u>	COMPUTER EQUIPM HP ELITEDESK 800 G2	MXL7141K16 - CORE I7	1 FRONT OFFICE-AS	05/03/2017 8	1,259.00 1,259.00	1,259.00 ACTIVE	<u>Y</u>
Commodity code:		22000482039						
02200 215	20204 <u>20204</u>	COMPUTER EQUIPM HP ELITEDESK 800 G2	MXL7141K17 - CORE I7	1 FRONT OFFICE-AS	05/03/2017 8	1,259.00 1,259.00	1,259.00 ACTIVE	<u>Y</u>
Commodity code:		22000482039						
02200 215	20205 <u>20205</u>	COMPUTER EQUIPM HP ELITEDESK 800 G2	MXL7141K18 - CORE I7	1 FRONT OFFICE-AS	05/03/2017 8	1,259.00 1,259.00	1,259.00 ACTIVE	<u>Y</u>
Commodity code:		22000482039						
02200 215	20206 <u>20206</u>	COMPUTER EQUIPM HP ELITEDESK 800 G2	MXL7141K19 - CORE I7	1 FRONT OFFICE-AS	05/03/2017 8	1,259.00 1,259.00	1,259.00 ACTIVE	<u>Y</u>
Commodity code:		22000482039						
02200 215	20287 <u>20287</u>	COMPUTER EQUIPM DELL POWEREDGE R730	1288JH2 INCLUDED (1 FRONT OFFICE-AS	06/21/2017 8	18,172.85 13,818.95	18,172.85 ACTIVE	<u>Y</u>
Commodity code:		22000482061						
02200 215	20302 <u>20302</u>	COMPUTER EQUIPM HP ELITEDESK 800 G3	2UA71926YN - CORE I7	1 FRONT OFFICE-AS	05/30/2017 8	1,255.00 1,255.00	1,255.00 ACTIVE	<u>Y</u>
02200 215	20303 <u>20303</u>	COMPUTER EQUIPM HP ELITEDESK 800 G3	2UA71926YP - CORE I7	1 FRONT OFFICE-AS	05/30/2017 8	1,255.00 1,255.00	1,255.00 ACTIVE	<u>Y</u>
Commodity code:		22000482083						
02200 215	20304 <u>20304</u>	COMPUTER EQUIPM HP ELITEDESK 800 G3	2UA71926YT - CORE I7	1 FRONT OFFICE-AS	05/30/2017 8	1,255.00 1,255.00	1,255.00 ACTIVE	<u>Y</u>
Commodity code:		22000482083						
02200 215	20305 <u>20305</u>	COMPUTER EQUIPM HP ELITEDESK 800 G3	2UA71926YZ - CORE I7	1 FRONT OFFICE-AS	05/30/2017 8	1,255.00 1,255.00	1,255.00 ACTIVE	<u>Y</u>
Commodity code:		22000482083						
02200 215	20306 <u>20306</u>	COMPUTER EQUIPM HP ELITEDESK 800 G3	2UA71926Y2 - CORE I7	1 FRONT OFFICE-AS	05/30/2017 8	1,255.00 1,255.00	1,255.00 ACTIVE	<u>Y</u>
Commodity code:		22000482083						



P 56
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	QTY CUSTODIAN	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST STATUS	REMARKS CAPITALIZE?
02200 215	20307 <u>20307</u>	COMPUTER EQUIPM HP ELITEDESK 800 G3 - CORE I7	2UA71926Y9	1 FRONT OFFICE-AS	05/30/2017 8	1,255.00 1,255.00	1,255.00 ACTIVE	<u>Y</u>
Commodity code: 22000482083								
02200 215	20308 <u>20308</u>	COMPUTER EQUIPM HP ELITEDESK 800 G3 - CORE I7	2UA71926Z0	1 FRONT OFFICE-AS	05/30/2017 8	1,255.00 1,255.00	1,255.00 ACTIVE	<u>Y</u>
Commodity code: 22000482083								
02200 215	20459 <u>20459</u>	ADDRESSING/MAIL IN710 DIGITAL MAILING SYSTEM W	RC1709242753	1 FRONT OFFICE-AS	07/13/2017 8	6,299.00 5,052.35	6,299.00 ACTIVE	<u>Y</u>
Commodity code: 59000080001								
02200 215	20460 <u>20460</u>	FILING CABINETS LATERAL FILE CABINET, 5 DRAWER		1 FRONT OFFICE-AS	09/27/2017 10	748.50 748.50	748.50 ACTIVE	<u>Y</u>
Commodity code: 64010060254								
02200 215	20569 <u>20569</u>	DESKS HON VALIDO DESK, MAHOGANY - HO		1 FRONT OFFICE-AS	01/31/2018 10	1,175.16 1,175.16	1,175.16 ACTIVE	<u>Y</u>
Commodity code: 64010030340								
02200 215	20570 <u>20570</u>	STORAGE CABINET HON VALIDO KNEESPACE CREDENZA,		1 FRONT OFFICE-AS	01/31/2018 10	960.60 960.60	960.60 ACTIVE	<u>Y</u>
Commodity code: 64010100040								
02200 215	20571 <u>20571</u>	STORAGE CABINET HON VALIDO CLOSED HUTCH, MAHOG		1 FRONT OFFICE-AS	01/31/2018 10	599.73 599.73	599.73 ACTIVE	<u>Y</u>
Commodity code: 64010100041								
02200 215	20633 <u>20633</u>	MISC OFFICE FUR Victor High Rise Manual Dual M		1 FRONT OFFICE-AS	03/27/2018 10	341.24 341.24	341.24 ACTIVE	<u>Y</u>
Commodity code: 66000010062								
02200 215	20634 <u>20634</u>	MISC OFFICE FUR Victor High Rise Manual Dual M		1 FRONT OFFICE-AS	03/27/2018 10	341.24 341.24	341.24 ACTIVE	<u>Y</u>
Commodity code: 66000010062								
02200 215	20635 <u>20635</u>	MISC OFFICE FUR Victor High Rise Manual Dual M		1 FRONT OFFICE-AS	03/27/2018 10	341.24 341.24	341.24 ACTIVE	<u>Y</u>
Commodity code: 66000010062								
02200 215	20636 <u>20636</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	JPBDQ09917	1 FRONT OFFICE-AS	03/28/2018 8	394.72 394.72	394.72 ACTIVE	<u>Y</u>
Commodity code: 22000482199								
02200 215	20637 <u>20637</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	JPBDQ09918	1 FRONT OFFICE-AS	03/28/2018 8	394.72 394.72	394.72 ACTIVE	<u>Y</u>
Commodity code: 22000482199								
02200 215	20638 <u>20638</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	JPBDQ09922	1 FRONT OFFICE-AS	03/28/2018 8	394.72 394.72	394.72 ACTIVE	<u>Y</u>
Commodity code: 22000482199								



Where History and Progress Meet

Tulsa County Criminal Justice Authority **TULSA HEALTH DEPARTMENT**06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 57
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200 215	20639 <u>20639</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	JPBDQ09924	FRONT OFFICE-AS	1	03/28/2018 8	394.72 394.72	394.72	ACTIVE	Y
Commodity code: 22000482199										
02200 215	20640 <u>20640</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	JPBDQ09925	FRONT OFFICE-AS	1	03/28/2018 8	394.72 394.72	394.72	ACTIVE	Y
Commodity code: 22000482199										
02200 215	20641 <u>20641</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	JPBDQ10625	FRONT OFFICE-AS	1	03/28/2018 8	394.72 394.72	394.72	ACTIVE	Y
Commodity code: 22000482199										
02200 215	20642 <u>20642</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	JPBDQ10628	FRONT OFFICE-AS	1	03/28/2018 8	394.72 394.72	394.72	ACTIVE	Y
Commodity code: 22000482199										
02200 215	20643 <u>20643</u>	COMPUTER EQUIPM HP COLOR LASERJET PRO M452DN	JPBDQ10630	FRONT OFFICE-AS	1	03/28/2018 8	394.72 394.72	394.72	ACTIVE	Y
Commodity code: 22000482199										
02200 215	20675 <u>20675</u>	CHAIRS TASK CHAIR, BLACK MESH, IGNITI		FRONT OFFICE-AS	1	03/21/2018 10	343.20 343.20	343.20	ACTIVE	Y
Commodity code: 64010010508										
02200 215	20744 <u>20744</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	1TW5MN2	FRONT OFFICE-AS	1	04/05/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120180										
02200 215	20745 <u>20745</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	1TW6MN2	FRONT OFFICE-AS	1	04/05/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120180										
02200 215	20746 <u>20746</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	1TW7MN2	FRONT OFFICE-AS	1	04/05/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120180										
02200 215	20747 <u>20747</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	1TW9MN2	FRONT OFFICE-AS	1	04/05/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120180										
02200 215	20748 <u>20748</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	1TW8MN2	FRONT OFFICE-AS	1	04/05/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120180										
02200 215	20749 <u>20749</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	1TWBMN2	FRONT OFFICE-AS	1	04/05/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120180										
02200 215	20750 <u>20750</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	1TWCMMN2	FRONT OFFICE-AS	1	04/05/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120180										

06/04/2019 13:37
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TULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019

P 58
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	QTY CUSTODIAN	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	COST REMARKS STATUS	CAPITALIZE?
02200 215	20751 <u>20751</u>	COMPUTER EQUIPM DELL CTO 5480 I7-7820 HQ 256/1	H3XWNN2	1 FRONT OFFICE-AS	04/09/2018 8	1,462.00 1,462.00	1,462.00	ACTIVE	Y
Commodity code: 22070120181									
02200 215	20769 <u>20769</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	7S6DCP2	1 FRONT OFFICE-AS	05/11/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120186									
02200 215	20770 <u>20770</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	7S7BCP2	1 FRONT OFFICE-AS	05/11/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120186									
02200 215	20771 <u>20771</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	7S7CCP2	1 FRONT OFFICE-AS	05/11/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120186									
02200 215	20772 <u>20772</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	7S79CP2	1 FRONT OFFICE-AS	05/11/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120186									
02200 215	20773 <u>20773</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	7S6FCP2	1 FRONT OFFICE-AS	05/11/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120186									
02200 215	20774 <u>20774</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	7S6GCP2	1 FRONT OFFICE-AS	05/11/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120186									
02200 215	20775 <u>20775</u>	COMPUTER EQUIPM DELL CTO 5050 I7-7700 512/16 W	7S78CP2	1 FRONT OFFICE-AS	05/11/2018 8	1,025.00 1,025.00	1,025.00	ACTIVE	Y
Commodity code: 22070120186									
02200 215	21063 <u>21063</u>	COMPUTER EQUIPM DELL POWEREDGE R730	7SP3RP2	1 FRONT OFFICE-AS	06/13/2018 8	22,582.07 19,994.54	22,582.07	ACTIVE	Y
Commodity code: 22070080162									
02200 215	21213 <u>21213</u>	PROJECTORS AND DLP PROJECTOR, DELL M318WL, CD	FJS1FK2	1 FRONT OFFICE-AS	10/16/2018 8	471.66 471.66	471.66	ACTIVE	Y
Commodity code: 14010110029									
02200 215	21782 <u>21782</u>	MISC OFFICE FUR SIT STAND WORKSTATION, KANGARO		1 FRONT OFFICE-AS	04/22/2019 10	729.00 729.00	729.00	ACTIVE	Y
Commodity code: 64010040086									
02200 215	21943 <u>21943</u>	MISC LICENSE - MICROSOFT WINDOWS SERVER 2019		1 FRONT OFFICE-AS	05/06/2019 3	639.00 639.00	639.00	ACTIVE	Y
Commodity code: 22070061549									
02200 215	21944 <u>21944</u>	MISC LICENSE - MICROSOFT WINDOWS SERVER 2019		1 FRONT OFFICE-AS	05/06/2019 3	639.00 639.00	639.00	ACTIVE	Y
Commodity code: 22070061549									

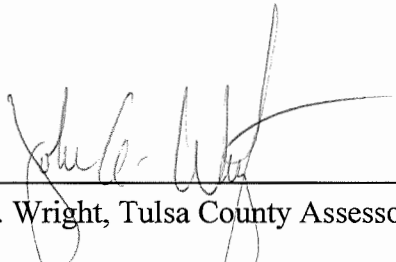


Where History and Progress Meet

Tulsa County Criminal Justice Authority **TULSA HEALTH DEPARTMENT**06/04/2019 13:37
6373csmiTULSA COUNTY
ACTIVE ASSETS FOR CUSTODIAN CODES 003050-003150
AS OF 06-04-2019P 59
faloclst

DEPT ROOM	TAG # ASSET #	SUB CLASS DESCRIPTION	MANUF SERIAL #	CUSTODIAN	QTY	ACQUIS DATE EST LIFE	ACQUIS COST CURR BOOK	REPLACE COST	REMARKS STATUS	CAPITALIZE?
02200 215	21945 <u>21945</u>	COMPUTER EQUIPM POWEREDGE R740	CWYY2W2	FRONT OFFICE-AS	1	05/06/2019 8	29,437.50 29,437.50	29,437.50	ACTIVE	Y
Commodity code: 22070100539										
02200 215	22046 <u>22046</u>	MISC LICENSE - MICROSOFT WINDOWS SERVER 2019		FRONT OFFICE-AS	1	05/28/2019 3	639.00 639.00	639.00	ACTIVE	Y
Commodity code: 22070061549										
02200 215	22047 <u>22047</u>	MISC LICENSE - MICROSOFT WINDOWS SERVER 2019		FRONT OFFICE-AS	1	05/28/2019 3	639.00 639.00	639.00	ACTIVE	Y
Commodity code: 22070061549										
CUSTODIAN 003150 TOTALS					COUNT:	482	565,280.24 477,455.65	565,280.24		
GRAND TOTALS					COUNT:	850	1,921,255.10 779,317.15	1,921,255.10		

** END OF REPORT - Generated by Carrie Smith **


 John A. Wright, Tulsa County Assessor

Date:

6/5/2019

TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: June 5, 2019

FROM: Megan L. Blackford
Assistant Purchasing Director



TO: Board of County Commissioners

SUBJECT: Bid Award Recommendation-Inmate Clothing, Uniforms, Linens, and Bedding

It is the recommendation of the Tulsa County Purchasing Department, the Tulsa County Sheriff's Office, and the Tulsa County Juvenile Bureau to award the bid for Inmate Clothing, Uniforms, Linens, and Bedding to the following vendor:

Bob Barker Company, Inc. and Victory Supply, LLC.

These bids are the overall lowest bids received on the majority of the most purchased and used items.

This bid is good for a one (1) year period beginning June 14, 2019 through June 13, 2020.

This recommendation is respectfully submitted for your approval.

MLB/ skb

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda.

SHERIFF VIC REGALADO



UNDERSHERIFF GEORGE W. BROWN

TULSA COUNTY SHERIFF'S OFFICE

INTEROFFICE MEMORANDUM

To: Sheriff Vic Regalado

From: Corporal Oyedele Oyedele 0.0

Date: 5/29/19

Subject: Bid Recommendation for Inmate Uniforms, Linens, and Bedding

It is the recommendation of David L. Moss Criminal Justice Center, Jail Services Unit to award the bid for Inmate Uniforms, Linens, and Bedding to Victory Supply^{and} Bob Barker, They have the lowest bid.

Undersh. Brown 6/5/19


CC: Jail Administrator David Parker

Assistant Jail Administrator George Roberts

**TULSA COUNTY
JUVENILE BUREAU**

Memorandum

To: Susan Belding
Purchasing

From: Rosemary Brown
Chief Financial Officer 

Date: May 29, 2019

Re: Bid Recommendation for Inmate Clothing, Linens and Bedding Bid

It is the recommendation of the Juvenile Bureau to award the bid for Inmate Clothing, Linens and Bedding Bid to Victory Supply LLC and Bob Barker.

They have the lowest bid on the majority of the most used items.

RB:cp

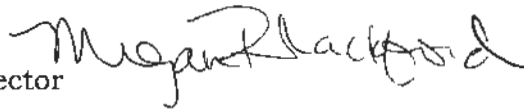
TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: June 5, 2019

FROM: Megan Blackford
Assistant Purchasing Director



TO: Board of County Commissioners

SUBJECT: Bid Award Recommendation-Dodge Automotive Repair

It is the recommendation of the Tulsa County Purchasing Department and the Using Tulsa County Departments and Related Agencies to award the bid for Dodge Automotive Repair to the following vendor:

Mark Allen Buick GMC

While this was the only bid received, it is within budget expectations.

This bid is good for a one (1) year period beginning June 11, 2019 through June 10, 2020.

This recommendation is respectfully submitted for your approval.

MLB / skb

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda.

**TULSA
COUNTY**
Engineering
Division

MEMORANDUM

DATE: June 4, 2019

TO: Matney Ellis, Purchasing Director

FROM: Tom Rains, County Engineer 

SUBJECT: Bid review for Dodge and Chrysler Car and Truck Repair

This office has reviewed the bids received for Dodge and Chrysler Car and Truck Repair and would recommend awarding the bid to Classic Tulsa BG, LLC, dba Mark Allen Buick GMC.

This was the only bid received.

TR: bd



BUILDING OPERATIONS

DEPARTMENT OF THE
BOARD OF COUNTY COMMISSIONERS

Tulsa County Administration Bldg.
500 South Denver
Tulsa, OK 74103

918.596.5000

DATE: Wednesday, June 05, 2019

TO: Tulsa County Purchasing

FROM: Troy McDaniel

RE: Dodge Auto Repair

It is the recommendation of Tulsa County Building Operations to award the bid for Dodge Auto Repair to:

Mark Allen Buick GMC

They were the only bid received.

TM:ac

TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: June 5, 2019

FROM: Megan L. Blackford
Assistant Purchasing Director

TO: Board of County Commissioners

SUBJECT: Recommendation – Paper Products



It is the recommendation of the Tulsa County Purchasing Department and all Tulsa County Departments to award the bid for Paper Products to the following vendor:

Veritiv

They were lowest on the most commonly purchased items. Advanced Industrial Solutions submitted samples that were deemed not equivalent to what Tulsa County requested.

This bid is good for a one (1) year period beginning June 18, 2019 through June 17, 2020.

This recommendation is respectfully submitted for your approval.

MLB / arh

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda.



BUILDING OPERATIONS

DEPARTMENT OF THE
BOARD OF COUNTY COMMISSIONERS

Tulsa County Administration Bldg.
500 South Denver
Tulsa, OK 74103

918.596.5000

DATE: Wednesday, June 05, 2019

TO: Tulsa County Purchasing

FROM: Troy McDaniel

RE: Paper Products

It is the recommendation of Tulsa County Building Operations to award the bid for Paper Products to:

Veritiv

They were the vendor that bid most of the spec items, while not the lowest price on all items, they are the lowest on most of the commonly used. We feel that Advanced Industrial Supply did not submit products equivalent to the spec items.

TM:ac

TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: June 3, 2019

FROM: Megan L. Blackford
Assistant Purchasing Director



TO: Board of County Commissioners

SUBJECT: Amendment #1-Restaurant, Kitchen, and Concessionary Supplies

On March 18, 2019, the bid for Restaurant, Kitchen, and Concessionary Supplies was awarded by the Board of County Commissioners to Ben E. Keith, CMF#247293.

The Tulsa County Purchasing Department was notified that there is a clerical error on their bid regarding the 10 oz., 12 oz. and 16 oz. cups. The bid was original quoted as cups are 500 count per pack. Ben E Keith has informed Purchasing, that there are 1000 count per pack. The original bid price of all cups remains the same.

This amendment is respectfully submitted for your approval.

MME / skb

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda.

Susan Belding

From: Susan Belding
Sent: Wednesday, June 05, 2019 10:20 AM
To: Susan Belding
Subject: FW: Restaurant Bid-16 oz. cups
Attachments: cups.pdf

From: Lance Ward [mailto:LBWard@benekeith.com]
Sent: Monday, June 03, 2019 5:42 PM
To: Susan Belding <sbelding@tulsacounty.org>
Subject: RE: Restaurant Bid-16 oz. cups

The attachment has the pack size.
The 10,12 and 16 are 1000 ct, 20 and 32oz are 500 ct.
The clear 9 and 12 oz are 1000 ct.
The 8 oz hot cup is 1000 ct.

Hope this helps.

Thanks

The information in this e-mail message (including any information contained in attachments hereto) is intended only for use of the addressee. This e-mail message may contain confidential or privileged information. If you receive this e-mail message unintentionally, please notify the sender promptly and then delete this message. E-mail transmission is not guaranteed to be secured or error free. The sender is in no way liable for any errors or omissions in the content of this e-mail message, which may arise as a result of e-mail transmission. E-mails, text messages, and other electronic communications made or received in connection with the conducting of public business, the expenditure of public funds, or the administration of public property are subject to the Oklahoma Open Records Act and the Records Management Act.

TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: June 5, 2019

FROM: Matney M. Ellis
Purchasing Director



TO: Board of County Commissioners

SUBJECT: Change Order 1 – All American Fire Systems, Inc.

We respectfully request the Board of County Commissioners approve Change Order 1 to the agreement with All American Fire Systems, Inc. for the Tulsa County "HQ" Administration Building Renovations bid package 21A (Fire Protection), which was approved in the Board of County Commission meeting, April 8, 2019, CMF# 247510.

This change order is for the purchase of the sprinkler system drawings from the original designer. The contract time is unaffected by this change order. The contract sum will be increased by this change order in the amount of \$7,475.00 which is within the allowable amount for change orders for this project as per O.S. 61. The revised total contract sum is \$288,435.00.

MME / mlb

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda.



Tulsa County Purchasing

Change Order Form

IMPORTANT NOTE: The Work described herein is **NOT** authorized until this Change Order is completed and signed by all entities listed below. Do **NOT** proceed with Work until the Change Order is completed and signed by each party. This form is required and shall be prepared by the Contractor. All costs must be broken down.

Change Order #: 211313-001

Change Order Date: 06/03/2019

Original Contract Date: 03/11/2019

Project (Name and Address):

HQ Building Renovation
218 W 6th Street
Tulsa, Ok 74119

Contractor
(Name and Address)

All American Fire Systems,
Inc.

Consultant/Architect (if applicable)
(Name and Address)

GH2 Architects
320 S Boston Ave
Tulsa, Ok 74107

Owner
(Name and Address)

Tulsa County Board of County Commissioners
500 South Denver Ave
Tulsa, Oklahoma 74103

Brief description of Change and Time Delay:

Purchase original sprinkler drawings from original designer.

The original Contract Sum was \$280,960.00

Net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was \$280,960.00

The Contract Sum will be increased by this Change Order in the amount of \$7,475.00

The new Contract Sum including this Change Order will be \$288,435.00

The Contract Time will be unchanged by calendar days and therefore the date of Substantial Completion as of the date of this

Change Order is

Not valid until signed by Contractor, Consultant/Architect (if applicable), and Owner.

APPROVALS:

Contractor

HARRY TROYER

(Contractor Representative Printed Name)

HARRY TROYER

(Contractor Representative Signature)

5/29/19

(Date)

Consultant/Architect (if applicable)

WAYNE NUNEMAKER

(Consultant/Architect Printed Name)

Wayne Nunemaker

(Consultant/Architect Signature)

06/03/19

(Date)

Owner

(Owner Printed Name)

(Owner Signature)

(Date)

ATTEST:

(County Clerk)

APPROVED AS TO FORM:

Nelson M. Feltz 6/5/19
(Assistant District Attorney)



Tulsa County Purchasing

Breakdown Sheet

If change order is \$10,000.00 or greater, subcontractor invoices MUST be included with breakdown of labor, materials, tax, overhead and profit.

(1) Materials	Unit	Unit Cost	Total
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
Subtotal (1)			\$0.00

(2) Labor	No. Of Hours	Hourly Cost	Total
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
Subtotal (2)			\$0.00

(3) Equipment	No. Of Hours	Hourly Cost	Total
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
Subtotal (3)			\$0.00

(4) Sub Contractors (List each Sub Contractor)	Total
ORIGINAL SPRINKLER CONTRACTOR EXISTING SPRINKLER DRAWINGS	6,500.00

Column 1	Column 2
Insurance Cost	Overhead Costs (15% Maximum of 1,2 & 3)
Bond Cost	Profit (10% Maximum of 1,2 & 3)
Social Security Taxes (FICA)	Overhead Costs & Profit (Total limited to 15% of 4)
Other Taxes	Total of Column 2
Worker's Compensation	
Employee Fringe Benefits	Total for this Page
Total of Column 1	(Subtotals 1 - 4, and Col. 1 & 2 Totals)
\$0.00	\$7,475.00



Tulsa County Purchasing

Explanation

Requested by: ☒ Contractor ☐ Consultant/Architect ☐ Owner

Reason for Change: (check box) Detailed explanation required below.

- ☐ Unforeseen site condition. ☐ Work not specified in Contract Documents, but essential to completion of the project.
- ☒ Scope change: Owner request. ☒ Other: (Describe) PURCHASE EXISTING SPRINKLER DRAWINGS

Provide a detailed description of the proposed change in the Work and provide detailed reasons why this change is necessary.

DETAILED REASON FOR CHANGE IN THE WORK:

Owner requested All American purchase original Sprinkler design drawings from contractor controlling the rights to the drawings.

CONTRACT TIME REQUEST EXPLANATION:

(Describe how the time requested will extend the "critical path" of the project schedule and will not be concurrent with other work.)

A time extension is not being requested at this time even though design has been pushed back 2 months from original schedule. Once drawings are designed and the State has finished review, any schedule impact to other trades or completion will be evaluated.



Groundbreaking Since 1908.

06/03/19

Matney Ellis
Tulsa County
500 South Denver
Tulsa, Ok 74103

Reference: Tulsa County Administration Building Renovations
Subject: CP 002 sprinkler drawing purchase

Mr. Ellis,

In accordance with Article 3 of Document C132, Flintco is providing notification that there was scope changes made to the project based upon the changes below:

Date of Change (Initiated):	May 14, 2019
Initiating Document / Action:	PMg request to purchase
Description of Change:	See attached cost spreadsheet
Current Status of Change:	Awaiting approval/ rejection
Cost Impact:	\$7,475
Proposed Funding Source:	Paid from Contingency

Your assistance with the review and approval of this proposal and incorporation of it in a change order is greatly appreciated.

Respectfully,

Mark Knowlton
Senior Project Manager // Flintco, LLC
Direct Phone (918)710-3275 // Cell (918)232-8631
www.flintco.com



CHANGE PROPOSAL

PROJECT: Tulsa County HQ Building

FO: Tulsa County

ATTN: Matney Ellis

FLINTCO'S PROPOSAL NO.

CP#

2

RFF #

FLINTCO

IOB #: 18117.000

DATE: May 28, 2019

DESCRIPTION: Purchase existing sprinkler drawings from original designer and convert to usable format for new sprinkler system design approval.

General Requirements	MATERIAL			LABOR			EQUIPMENT			Total
	Unit	Qty	Total	Unit	Qty	Total	Unit	Qty	Total	
			0.00			0.00			0.00	0.00
			0.00			0.00			0.00	0.00
			0.00			0.00			0.00	0.00
			0.00			0.00			0.00	0.00
Subtotals			\$ -			\$ -			\$ -	\$ -

SUBCONTRACTS & PURCHASE CONTRACTS

SUBCONTRACTOR/SUPPLIER	DESCRIPTIONS			SUB CHANGE AMOUNT	CODE
All American Fire	Purchase drawings and convert			\$ 7,475	
			SUBTOTAL SUB BOND AMOUNT:	incl above	
			SUBTOTAL SUB CHANGE AMOUNT:		\$ 7,475
			TOTAL PROPOSED SUBCONTRACT/SUPPLIER WORK:	\$	7,475

PROPOSAL SUMMARY

COST SUMMARY

Attachments:

TOTAL PROPOSED FUNTCO WORK:		\$	-
TOTAL PROPOSED SUBCONTRACT/SUPPLIER WORK:		\$	7,475
SUBTOTAL:		\$	7,475
UTILIZATION OF ALLOWANCES			
UTILIZATION BY OWNER/ARCHITECT/CM:			
TOTAL ADD / (DEDUCT) TO ALLOWANCE:		\$	-
UTILIZATION OF CONTINGENCY			
UTILIZATION BY OWNER CONTINGENCY			4500
TOTAL ADD / (DEDUCT) CONTINGENCY:		\$	(7,475)
CHANGE ORDER TO GMP			
COSTS TO BE INCL. BY CHANGE ORDER			
		\$	-
		\$	-
		\$	-
FEE @ 4.00%			6500
TOTAL ADD / (DEDUCT) TO GMP:		\$	9900
TOTAL COST OF THIS CHANGE:		\$	7,475
TOTAL ADD / (DEDUCT) DAYS TO PROJECT SCHEDULE:			0

ACCEPTANCE TO PROCEED & ISSUE CHANGE ORDER(S) TO TRADE CONTRACTOR(S):

Mark Knowlton 6/3/19
Mark Knowlton date
Flintco, LLC.

CHANGE ORDER ESTIMATE

Service For:
TULSA COUNTY ADMIN
FLINTCO



We are pleased to submit the following job estimate for your approval.

DATE: 6/3/2019

Job Details: EXISTING SPRINKLER DRAWINGS

COST OF EXISTING DRAWINGS		\$6,500.00
PROFIT & OVERHEAD		\$975.00
TOTAL CHANGE ORDER		\$7,475.00
OR COST OF REDESIGNING		APPROX \$15,000.00
<small>ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED. ALL WORK TO BE COMPLETED IN A WORKMANLIKE MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATION OR DEVIATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE DONE ONLY UPON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND BEYOND THE ESTIMATE.</small>		<small>WE PROPOSE THE ABOVE FOR THE SUM OF:</small> DOLLARS
		<small>PAYMENT MADE AS FOLLOWS: UPON COMPLETION</small>

Harry Troyer, President

ACCEPTANCE:

We accept the above mentioned estimate and authorize All American Firesprinklers, Inc. to proceed with the specified work.

Authorized Signature		Date	
All American Fire Systems, Inc.		21125 East 480 Road	Claremore, OK 74019
Office: 918-341-6977	Fax: 918-342-0674	E-mail: info@allamericanfiresystems.com	
OKLAHOMA STATE LICENSE #565 & #372			

AMENDATORY RESOLUTION

RESOLUTION TO TEMPORARILY WAIVE ANY COUNTY INSPECTIONS PERMIT FEES RELATED TO PLUMBING, ELECTRICAL, MECHANICAL, DEMOLITION OR REMODELING FOR THE VICTIMS OF THE CURRENT FLOOD EMERGENCY

WHEREAS, in May of 2019, the State of Oklahoma and Tulsa County residents were impacted by severe, historic flooding; and

WHEREAS, Tulsa County was included in a State disaster emergency in Executive Order 2019-19, related to flooding, that initially began on Apr. 30, 2019 and has subsequently been amended multiple times; and

WHEREAS, Tulsa County was included in a federal disaster declaration related to such flooding on June 1, 2019; and

WHEREAS, the Board of County Commissioners of the County of Tulsa (BOCC) passed a previous version of this Resolution that temporarily waived only demolition and electrical County permitting fees on June 3, 2019 (*see* CMF no. 247993); and

WHEREAS, the Tulsa County Inspections Division has reviewed its permit-related fees for the unincorporated areas of Tulsa County and recommends the plumbing, electrical, mechanical, demolition and remodeling County permitting fees be temporarily waived for victims of this current flood emergency; and

NOW, THEREFORE, be it resolved by the BOCC that the previous version of this Resolution be amended to reflect that the County Inspections permitting fees for plumbing, electrical, mechanical, demolition and remodeling be waived for victims of the current flood emergency until June 30, 2019, effective immediately.

Adopted by the BOCC on this 10th day of June, 2019.

Karen Keith, Chairman
Board of County Commissioners
of the County of Tulsa

ATTEST:

Michael Willis, Tulsa County Clerk

[SEAL]



INTER-OFFICE MEMO

Commissioner Stan Sallee – District 1
Tulsa County Board of County Commissioners

DATE: June 3, 2019

TO: Board of County Commissioners

FROM: Commissioner Stan Sallee
Tulsa County Board of County Commissioners

SUBJECT: Appointment – Tulsa County Criminal Justice Authority

Submitted for your approval is the reappointment of Bud York to the Tulsa County Criminal Justice Authority effective June 26, 2019.

The term of this appointment is for one years and expires July 31, 2020.

SS:jb

XC: Commissioner Karen Keith
Commissioner Ron Peters
John Fothergill
Vicki Adams
Mike Craddock

ORIGINAL TO COUNTY CLERK FOR JUNE 3, 2019 BOCC MEETING AGENDA

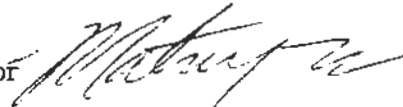
TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: June 5, 2019

FROM: Matney M. Ellis
Purchasing Director



TO: Board of County Commissioners

SUBJECT: Accept and File Insurance-Zurich

Submitted for your approval and execution is the Insurance Proposal between the Board of County Commissioners and Zurich Insurance for property insurance for Tulsa County Properties and for Tulsa County to continue with Zurich Insurance as our property insurance carrier.

Respectfully submitted for your approval and execution.

MME / skb

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda.



HUMAN RESOURCES

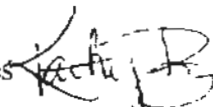
A Department of the Board of County Commissioners
Tulsa County Annex Building • 633 West 3rd Street
Tulsa, Oklahoma 74127-8942 • p: 918.596.5095
F: 918.596.5215 • kburrows@tulsacounty.org

Kathy Burrows
Director

Date: June 5, 2019

To: Commissioner Karen Keith, BOCC Chair

Cc: Commissioner Stan Sallee, Commissioner Ron Peters, Matney Ellis, Mitch Robinson

From: Kathy Burrows, Director Human Resources 

Subject: Tulsa County proposal for property insurance

We have met with our broker Mark Tedford, from Tedford Insurance and he has presented the best and lowest quote for our property insurance renewal. There were two companies that quoted our insurance for Tulsa County properties, Travelers and Zurich Insurance which was the lowest and best proposal.

I recommend that we accept and file at the next Board of County Commissioners meeting the proposal for property insurance for Tulsa County to continue with Zurich for our property insurance carrier.

Please let me know if you have any questions or request additional information.

AN AFFIRMATIVE ACTION / EQUAL OPPORTUNITY EMPLOYER

Insurance Proposal

Prepared for:

Tulsa County

Effective: 7/1/2019

Presented by: Mark A. Tedford, CRM, CIC



TABLE OF CONTENTS

Table of Contents	2
Dependable Professional Driven	3
Tedford Executive Team	4
Tulsa County Team	5
Additional Lines	6
When to Notify Tedford Insurance	7
Our Locations	8
Policy Information	9
Property	10
Equipment Floater Coverage	11
EDP Coverage	11
Premium Summary	13
Market Summary	14
Property Schedules	15

This presentation is designed to give you an overview of the insurance coverages we have quoted your company. It is meant only as a general understanding and should not be construed as a legal interpretation of the insurance policies that will be written for you. Please refer to your specific insurance contracts for details on coverages, conditions, and exclusions.



DEPENDABLE PROFESSIONAL DRIVEN

WHO WE ARE...

Tedford Insurance was established in 1978 to George and Kay Tedford. George Tedford had a single goal: providing sound insurance advice and coverage. George believed in the power of relationships; he knew the level of trust and responsibility that comes with this profession. He felt his value was in the process not the product. George Tedford passed away in 2004. The passion he had is still alive in the legacy of Tedford Insurance. His son, and owner, Mark Tedford leads a team of over 50 employees many of whom worked alongside his dad so many years ago. Mark tends to clients personally, as well as leads the staff. He takes every opportunity to mentor other employees, sharing the same wisdom his father shared with him as he learned the family business. Forty years later it's still about more than selling insurance.

WHY WE ARE IN BUSINESS...

At Tedford Insurance, we are passionate about protecting dreams. As a 2nd generation business owner, Mark, understands what's at stake for a business owner. He believes every insurance solution should be customized to fit the needs of the business. Many other insurance agencies commoditize their products. They bundle policies and offer a generic cookie cutter solution based on what they think you need. We reject this product-driven business model. Instead, Tedford Insurance is *people-driven*. Our priority isn't to push a product, but to truly understand your business and what drives your success. Customizing a coverage plan that protects the vision of your company, its assets and its people is what we mean when we say, "protecting dreams".



Tulsa County

OUR CORE VALUES...

Our core values are not lofty goals that we someday hope to achieve. They already exist at Tedford Insurance. These are our "non-negotiables." They are the ethos that define what it means to be part of Tedford Insurance.

- **Dependable**
 - We will be there when we say we will be there- for our customers and for each other
 - We will always do what we say we are going to do
 - Our work will be done right and on time
- **Professional**
 - We hold ourselves to high standards of personal and professional accountability
 - We are committed to being "students of the industry", always working to hone our craft
 - We conduct ourselves in a manner that is respectful of ourselves, our agency, and our customers
- **Driven**
 - We will never lose an account because someone out-worked us
 - We strive to be the best and do what is necessary and right for the customer
 - We will strive for a sense of urgency

TEDFORD EXECUTIVE TEAM

Mark Tedford

Chief Executive Officer/Owner

Phone: 918-299-2345

Email: mark@tedfordinsurance.com

Todd Waldeck

Chief Financial Officer

Phone: 918-299-2345

Email: todd@tedfordinsurance.com

Aaron Walton

Chief Operations Officer

Phone: 918-299-2345

Email: aaronw@tedfordinsurance.com

Chad Ferguson

Director of Sales and Development

Phone: 918-299-2345

Email: chadf@tedfordinsurance.com

Terri Eckel

Executive Administrative Assistant

Phone: 918-299-2345

Email: terri@tedfordinsurance.com



TULSA COUNTY TEAM

Risk Manager/Sales:

- *Monages your account regarding service, marketing, and renewal*
- *Coordinates meetings with the client and loss control, cloims, etc.*
- *Proposes coverages and risk management techniques*
- *Negotiates with companies on behalf of clients*

Account Manager/Service:

- *Point of cantact for policy questions or chonges*
- *Certificates of Insurance Management- ISNet, Avetta, PICS*
- *Processes audits*
- *Maintains oll activity on the account*

Claims Manager

- *New cloim reporting*
- *Point of cantact for claims questions*
- *Mediation on behalf of clients*

Mark A. Tedford, CRM, CIC

Email: mark@tedfordinsurance.com

Phone: (918)299-2345

Angela Holmstrom, CIC

Email: angelah@tedfordinsurance.com

Phone: (918)299-2345

Carmon Jones

Email: claims@tedfordinsurance.com

Phone: 888-423-0595

ADDITIONAL LINES

PERSONAL LINES DEPARTMENT

- Auto insurance
- Homeowners insurance
- Life insurance
- Umbrella policies
- Specialty Lines (boats and other watercraft, motorcycles, RVs, motor homes, etc.)
- Farm / ranch
- Dwelling fire
- Flood insurance

EMPLOYEE BENEFITS DEPARTMENT

- Group Medical, Group Dental, and Group Vision
- Group Life and Voluntary Life
- Long-Term and Short-Term Disability Plans
- Voluntary Products and Payroll Deduction Programs
- Section 125 Premium-Only Plans and Flex Spending Plans
- Employee Assistance Programs
- Wellness Programs
- Retirement Plans (401(k) & 403(b))

BOND DEPARTMENT

- Full Service Surety & Bond Department specializing in License and permit Bonds
- Construction Contract Bonds



WHEN TO NOTIFY TEDFORD INSURANCE

It is important that you keep us informed of changes which may impact your insurance program. The insurers have evaluated and accepted your risk based upon the information originally provided. Any changes to these conditions could have an impact in the event of a loss.

The types of changes may include, but are not limited to:

- A new mailing address, telephone, email, or other contact information
- A legal change in ownership or corporate structure
- Acquisition or creation of a new business or entity and/or mergers
- Moving your operations to a new location
- The purchase or construction of a new building; the alteration, remodel or demolition of an existing building; vacating the building
- Increase in value of a building or contents therein
- Removal of contents or stock to a new or temporary location
- Addition of vehicles or equipment, whether owned, hired, leased or borrowed
- Purchase or rental of aircraft or watercraft
- Addition of new drivers
- Operations in states you've previously not been working
- Personnel traveling out of the country on business
- A change in your business focus, business operations or building occupancy
- The addition, alteration or temporary disconnection of your fire or burglary protection systems
- Changes to your Board of Directors, CEO, COO
- Changes in ERISA Plan assets
- An accident, injury, or incident that may give rise to a claim against your insurance

OUR LOCATIONS

CHANDLER

907 Marvel Avenue
Chandler, OK 74834-3851
Phone: 405-258-1332
Toll Free: 800-969-4928
Fax: 405-258-2636

DRUMRIGHT

330 E Broadway St.
Drumright, OK 74030
Phone: 918-352-3779

MCALESTER

322 E. Wyandotte
McAlester, OK 74501
Phone: 918-423-0595
Toll Free: 888-423-0595
Fax: 918-423-8883

OKLAHOMA CITY

1900 NW Expressway,
Suite R-117
Oklahoma City, OK 73118
Phone: 405-608-2750

CLAREMORE

1330 West Will Rogers Boulevard
Claremore, OK 74018
Phone: 918-341-2362
Fax: 918-341-0576

JENKS

121 East Main Street
P.O. Box 1050 (mail)
Jenks, OK 74037-3954
Phone: 918-299-2345
Toll Free: 800-852-9062
Fax: 918-299-5441

MUSKOGEE

110 North 3rd Street
Muskogee, OK 74401-6603
Phone: 918-682-1991
Fax: 918-683-8334

POLICY INFORMATION

Policy #	Term	Carrier	Line of Business
MLP019819303	7/1/2019 - 7/1/2020	Zurich Insurance Services	Property

PROPERTY

<i>Property Description</i>	<i>Limit</i>	<i>Cause of Loss</i>	<i>Deductible</i>	<i>Wind/ Hail Deduct</i>	<i>Co- Ins %</i>	<i>Val</i>	<i>Blkt</i>
BLANKET TOTAL FOR ALL BUILDINGS, BPP, EDP, EQUIPMENT, BI	\$350,000,000	Special (Incl theft)	\$100,000	\$250,000	90	RC	Yes
Blanket Building	\$294,060,387	Special (Incl theft)	\$100,000	\$250,000	90	RC	Yes
Blanket Personal Property	\$40,271,349	Special (Incl theft)	\$100,000	\$250,000	90	RC	Yes
Golf Course Coverage – Subject to \$900,000 limit per location	\$2,700,000	Special (Incl theft)	\$100,000	\$250,000	90	RC	Yes
Blanket Business Income – Subject to \$250,000 limit per Golf Course	\$1,750,000	Special (Incl theft)	\$100,000	\$250,000	90	RC	Yes
Blanket Extra Expense	\$10,000,000	Special (Incl theft)	\$100,000	\$250,000	90	RC	Yes
Blanket Earthquake	\$50,000,000	Earthquake	\$100,000	N/A	90	RC	Yes
Blanket Flood – Subject to \$2,500,000 sub-limit for Special Flood Hazard Areas	\$50,000,000	Flood	\$100,000 (\$500,000 for SFHA Areas)	N/A	90	RC	Yes
Blanket Debris Removal	\$5,000,000	Special (Incl theft)	\$100,000	\$250,000	90	RC	Yes
Equipment Breakdown	\$50,000,000	Special (Incl theft)	\$100,000	\$250,000	90	RC	Yes

2018-19 TIV = \$369,099,868; Rate: .08908

2019-20 TIV = \$372,340,922; Rate: .09612



EQUIPMENT FLOATER COVERAGE

<i>Coverage Description</i>	<i>Limit</i>	<i>Deductible</i>
Scheduled Equipment – Total Values	\$23,944,580	\$10,000
Leased/Rented Equipment (coverage included in Miscellaneous Personal Property limit)	\$250,000	\$10,000

- Perils Insured: All Risks of Direct Physical Loss Unless Excluded
- Valuation: Actual Cash Value

**See attached schedule of equipment³

EDP COVERAGE

<i>Coverage Description</i>	<i>Limit</i>	<i>Deductible</i>
EDP – Hardware and Software	\$9,614,606	\$100,000
Electronic Data and Media	\$5,000,000 (Included in Valuable Papers sub-limit)	\$100,000

**See attached schedule of equipment

ZURICH ADDITIONAL COVERAGES

Zurich Additional Coverages	Sub-Limits
Accounts Receivable	\$5,000,000
Gross Earnings/Business Income	\$1,500,000
Gross Earnings/Business Income Per Golf Course	\$250,000
Civil or Military Authority	30 days/\$1,000,000 max
Computer Systems Damage (Virus)	\$50,000
Contingent Time Element	Not Covered
Debris Removal	\$5,000,000
Decontamination Costs	\$500,000
Increased Cost of Construction	\$10,000,000
Demolition & Increased Cost Of Construction - Coverage A	Policy Limits
Demolition & Increased Cost Of Construction - Coverage B	\$5,000,000
Demolition & Increased Cost Of Construction - Coverage C	\$10,000,000
Earth Movement	\$50,000,000
Electronic Data & Media	Included in Valuable Papers/Records
Equipment Breakdown	\$50,000,000
Errors & Omissions	\$1,000,000
Expediting Costs	\$1,000,000
Extended Period of Indemnity	Not Covered
Extra Expense	\$10,000,000
Fine Arts	\$500,000, not to exceed \$25K per item
Fire Brigade Charges	\$350,000,000
Flood	\$50,000,000
Flood in SFHA Zones	\$2,500,000
Flood in MFHA Zones	\$10,000,000
Ingress/Regress	30 days/\$1,000,000 max
Land & Water Contaminant Cleanup, Removal, and Disposal	\$250,000
Land Improvements	\$500,000
Leased/Rented Equipment	\$2,500,000
Leasehold Interest	\$750,000
Limited Pollution Coverage	\$250,000
Miscellaneous Personal Property	\$1,000,000
Miscellaneous Unnamed Locations	\$2,500,000
Mold / Fungus Resultant Damage	Covered at Insured Location
Named WindStorm	\$350,000,000
Newly acquired property / New Construction & Additions	90 days/ \$5,000,000
Off Premises Storage for property under construction	\$250,000
Ordinary Payroll	Not Covered
Outdoor Plants, Trees, Shrubs	\$500,000
Per Golf Course	\$900,000
Personal Property of Employees	Covered at Insured Location
Professional Fees	\$100,000
Services Interruption	\$5,000,000
Spoilage	\$250,000
Transit	\$500,000
Valuable Papers & Records	\$5,000,000



PREMIUM SUMMARY

<i>Description of Coverage</i>	<i>Expiring Premium</i>	<i>Renewal Premium (Includes fees/tax where applicable)</i>
Commercial Property	\$328,831.00	\$357,894.00
Contractor's Equipment	Included	Included
Electronic Data Processing	Included	Included
Wholesaler Brokerage Fee	\$5,000.00	\$5,000.00
Agency Fee	\$475.00	\$475.00
Policy Service Fee	\$30.00	\$30.00
Engineering Fees for Add'l Locations	\$10,000.00	\$5,000.00
Total Estimated Annual Premium	\$344,336.00	\$368,399.00

INCLUDES:

5 Inspections

***All quoted premiums are annual estimates and may change due to year end audits or mid-term policy changes.**



MARKET SUMMARY

The following carriers have been approached on your behalf:

<i>Carrier</i>	<i>Line of Business</i>	<i>Response</i>
CNA Insurance Co.	Property	Declined – Cannot write property for municipalities
Hartford Insurance Co.	Property	Declined – Property exposures ineligible in OK
Liberty Mutual Insurance Co.	Property	Declined – Cannot compete with renewal terms
Travelers Insurance Co.	Property	Indication: \$558,511 with 3% Wind/Hail Ded
Chubb Insurance Group	Property	Declined – Not writing standalone property in OK

**TULSA
COUNTY
Engineering
Division**

MEMORANDUM

DATE: June 5, 2019

TO: Board of County Commissioners

FROM: Tom Rains, County Engineer



SUBJECT: Drainage Easement

STATE OF OKLAHOMA
TULSA COUNTY
RECEIVED

2019 JUN -5 AM 10:54

MICHAEL WILLIS
TULSA COUNTY CLERK

We present for your approval a Drainage Easement that will reserve a drainage easement to the County on a piece of County owned property. This property has been declared surplus and will be sold, and the easement will reserve the needed right of way for an existing drainage channel.

This office would recommend approval of the document.

TR
Attachments

Original: Michael Willis, County Clerk, for June 10, 2019 Agenda

xc: File

DRAINAGE EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That Tulsa County Board of County Commissioners
of Tulsa County, State of Oklahoma, for and in consideration of the sum of
Ten
Dollars (\$ 10.00) and other good, valuable and sufficient consideration paid by the
County of Tulsa, State of Oklahoma, the receipt of which is hereby acknowledged, have this day
granted, bargained, sold and conveyed unto the said County of Tulsa, a perpetual easement over
and across the following described lots or parcels of land, to-wit:

The West 60.00 feet of Lots Twelve (12), Thirteen (13), Fourteen (14), Fifteen (15), Sixteen
(16) and Seventeen (17), Block Four (4), East Turley Addition, an addition to the Town of
Turley, Tulsa County, Oklahoma, according to the recorded plat thereof.

This easement is granted for the sole purpose of enabling the County of Tulsa, its officers, agents,
contractors and employees to go upon, construct, build, install drainage structures, and at all times
maintain a drainage ditch upon the above described tract of land and includes the permanent right
of ingress for employees, tools and equipment of Tulsa County, its officers, agents, contractors and
employees.

IN WITNESS WHEREOF, the grantor__ herein named ha__ hereunto set ____
hand and seal this the ____ day of _____, 20____.

Chairman

.....
State of Oklahoma)

County of _____) §

Before me a Notary Public in and for said County and State, on this ____ day of _____,
20____, personally appeared _____

to me known to be the identical person__ who executed the within and foregoing instrument and
each for himself acknowledged to me that _____ executed the same as _____ free and voluntary
act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission Expires: _____

Notary Public

Commission Number: _____

**TULSA
COUNTY
Engineering
Division**

MICHAEL WILLIS
TULSA COUNTY CLERK

2019 JUN -5 AM 10: 54

MEMORANDUM

STATE OF OKLAHOMA
TULSA COUNTY
RECEIVED

DATE: June 5, 2019

TO: Board of County Commissioners

FROM: Tom Rains, County Engineer *Tom Rains*

SUBJECT: Notice of Sale of Real Estate

We present for your approval a Notice of Sale of Real Estate for County-owned property located at 6010 North Rockford in Turley, and more particularly described on the attached Notice and Proposal.

Surplus CMF # 230204

TR
Attachments

Original: Michael Willis, County Clerk, for July 10, 2019 Agenda

xc: File

MICHAEL WILLIS
TULSA COUNTY CLERK

2019 JUN -5 AM 10: 54

NOTICE OF SALE OF REAL ESTATE

Notice is hereby given that, in pursuance of a Resolution of the Board of County Commissioners of Tulsa County, made on the 10th day of February, 2014, the said Commissioners will sell to the highest and best bidder for cash, subject to the determination of said Commission, on or after the 1st day of July, 2019, at the regular meeting of said Commission in said County of Tulsa, all the right title, interest and estate of the said Tulsa County, in and to the certain tract of land, together with all improvements situated thereon, described as follows:

Lots Twelve (12), Thirteen (13), Fourteen (14), Fifteen (15), Sixteen (16) and Seventeen (17), Block Four (4), East Turley Addition, an addition to the Town of Turley, Tulsa County, Oklahoma, according to the recorded plat thereof, subject to a Drainage Easement along the west 60 feet, and any other easements of record.

and upon the following terms and conditions, to wit:

Bids must be in writing, sealed in an envelope, and may be left at the Office of the Tulsa County Clerk prior to 4:00 p.m. on the 28th day of June, 2019.

Pursuant to the Second Report of Court Re-Appointed Appraisers dated May 21, 2019, bids for said property must be in the minimum amount of \$1,600 (80% of appraised value thereof) or same will be rejected as required by law.

The Board of County Commissioners reserves the right and power to reject any and all bids submitted.

Dated this 10th day of June, 2019.

BOARD OF COUNTY COMMISSIONERS
TULSA COUNTY

CHAIRMAN

ATTEST:

Michael Willis, County Clerk

APPROVED AS TO FORM:

Adam M. Fisher 6/15/19
Assistant District Attorney

PROPOSAL:

The Board of County Commissioners of Tulsa County will sell to the highest and best bidder for cash all the right, title, interest, and estate of the said County, in and to the certain tract of land, together with all improvements situated thereon, described as follows:

See attached Exhibit A

Bids must be in writing, notarized, sealed in an envelope and left at the office of the Tulsa County Clerk prior to 4:00 p.m. on the 28th day of June, 2019. Bids will be opened at a regular Commission meeting on the 1st day of July, 2019.

Pursuant to the Second Report of Court Re-Appointed Appraisers dated May 21, 2019, bids for said property must be in the minimum amount of \$1,600 (80% of appraised value thereof) or same will be rejected as required by law.

Funds for purchase of property shall be provided within 10 working days after bid award July 8, 2019.

Any questions regarding bid process may be answered by calling the Tulsa County Engineer's Office at 918-596-5730 from 8:00 - 5:00 Monday through Friday.

Lump Sum Bid: (\$_____)

(In Writing)

Submitted by: _____

Phone Number: _____

Subscribed and sworn to before me this _____ day of _____, 2015.

My Commission Expires:

Notary Public:

Exhibit A

Lots Twelve (12), Thirteen (13), Fourteen (14), Fifteen (15), Sixteen (16) and Seventeen (17), Block Four (4), East Turley Addition, an addition to the Town of Turley, Tulsa County, Oklahoma, according to the recorded plat thereof, subject to a Drainage Easement along the west 60 feet, and any other easements of record.



a voluntary association of local governments serving Creek, Osage, Rogers, Tulsa and Wagoner Counties

2 West 2nd Street, Suite 800 Tulsa, Oklahoma 74103-3123 918.584.7526 www.incog.org

MEMORANDUM

TO: Tulsa County Board of Commissioners

FROM: Claudia Brierre

DATE: June 5, 2019

RE: ADOPTION OF 2019 ANNUAL ACTION PLAN FOR HOME CONSORTIUM AND CDBG URBAN COUNTY

BACKGROUND: As part of the federal requirements for the Tulsa County HOME Consortium and the Community Development Block Grant Urban County, Tulsa County as the lead entity for both federal grant programs, must develop and adopt a Consolidated Annual Action Plan which outlines the programs to be funded in the coming fiscal year. The Consolidated Annual Action Plan provides for a consolidated planning document and a single performance report for all HUD community planning and development (CPD) formula grant programs. The Consolidated Annual Action Plan for FY2019 was developed with the assistance of the 11 member jurisdictions of the CDBG Urban County Policy Committee. The Annual Action Plan outlines the investment of available funds among the priority areas designated in the Consolidated Plan 2018-2022. The 2019 Annual Action Plan allocations for project activities are:

HOME Consortium Funds: \$1,001,261

Rehabilitation of Elderly Congregate Housing	\$451,135.00
New Construction of Rental Units for Disabled Individuals	\$450,000.00
Administration	\$100,126.00

Tulsa County CDBG Urban County Funds: \$1,391,322

City of Bixby Addition Storm Sewer Construction Phase III	\$ 82,972.41
City of Broken Arrow Street Rehabilitation	\$399,942.85
City of Collinsville Waterline/Fire Hydrant Improvements	\$117,630.50
City of Jenks Drainage Improvements	\$117,630.50
City of Owasso Sanitary Sewer Line Rehabilitation	\$133,117.11
City of Sand Springs Water Line Replacement	\$ 96,302.91
City of Sapulpa Street Rehabilitation	\$158,129.03
Public Services activities (Awarded by Broken Arrow)	\$ 70,578.15
Administration (18%)	\$215,018.00

REQUEST FOR ACTION: Request that the Board of County Commissioners:

1. Adopt the Tulsa County HOME Consortium and Tulsa County CDBG Urban County FY2019 Annual Action Plan and required Certifications, and authorize submittal to HUD.

FOR MONDAY JUNE 10, 2019 COMMISSION AGENDA



**Tulsa County HOME Consortium
&
Tulsa County
Community Development Block Grant
Urban County**

**Fiscal Year 2019
ANNUAL ACTION PLAN
Period July 1, 2019- June 30, 2020**

May 2019

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The Tulsa County HOME Consortium, formed in 1994, serves 24 members governments in Northeastern Oklahoma in a geographic area that covers 5,291 square miles. The Consortium includes 18 cities and 6 counties with an estimated total 2017 population of 545,441. The Consortium includes rapidly growing suburban areas adjacent to the corporate city limits of Tulsa and small communities under 5,000 population, as well as the unincorporated rural areas of six counties. The Tulsa County Community Development Block Grant Urban County, formed in 2008, is comprised of unincorporated Tulsa County and ten Tulsa County incorporated places, including the City of Sapulpa (whose city limits include a portion of Tulsa County). The City of Tulsa is not a member of the CDBG Urban County. This Annual Action Plan 2019 outlines the activities which will be undertaken during the 2019 program year, beginning July 1, 2019 and ending June 30, 2020 using federal funds allocated to the Tulsa County HOME Consortium and the Tulsa County CDBG Urban County Entitlement program. Programs and activities described in this Annual Action Plan will principally benefit low and moderate income populations of the service areas of the HOME Consortium and the Urban County.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Based on an assessment of needs across the Consortium region, priorities were selected to focus HOME and CDBG funding. Proposed goals and objectives for the Annual Action Plan period were developed to address those priorities.

HOME

Priority Need: Availability of Rental and Owner-Occupied Housing

Goal: New Construction of Multifamily Supportive Housing

Objective: Creation of affordable rental housing units for low income and disabled households

Outcome: Construction of 20 multi family rental units for extremely low income individuals with developmental disabilities.

Priority Need: Rental Housing for Elderly Households

Goal: Rental Housing for Elderly

Objective: Rehabilitation of existing affordable rental housing and supportive services within one complex to permit elderly to continue to lead independent life styles.

Outcome: Rental units rehabilitated: 40 Household Housing Units

CDBG

Priority Need: Sustainability of Community

Goal: Construction of Public Facilities and Services

Goal: Construction of Public Infrastructure

Objective: Communities participating in the CDBG Urban County will seek to improve the quality and increase the quantity of public improvements and services for low income residents within their jurisdictions.

Outcome: Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit:

3,282 Persons Assisted

Public service activities other than Low/Moderate Income Housing Benefit:

46,517 Persons Assisted

This **Second Program Year Annual Action Plan** outlines the activities which will be undertaken during the 2019 program year, beginning July 1, 2019 and ending June 30, 2020 using federal funds allocated to the Tulsa County HOME Consortium and the Tulsa County CDBG Urban County Entitlement program.

#	Project Name
1	City of Bixby Storm Sewer Construction Phase III
2	City of Broken Arrow Street Rehabilitation
3	City of Collinsville Waterline and Fire Hydrant Improvements
4	City of Owasso Sanitary Sewer Line Rehabilitation
5	City of Sand Springs Waterline Replacement
6	City of Sapulpa Street Rehabilitation
7	City of Jenks Drainage Improvements
8	Broken Arrow Neighbors Senior Complexes Outreach
9	Broken Arrow Neighbors
10	Child Abuse Network

#	Project Name
11	Broken Arrow Seniors
12	Rehabilitation of Congregate Rental Apartments for the Elderly
13	New Construction of Multifamily Supportive Housing
14	2019 Administration

Table 1 – Project Information

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

In recent years, significant contributions have been made by the HOME Consortium to supply new and rehabilitated affordable housing units to the member governments. This includes funding for the rehabilitation of affordable rental units for the elderly and families, construction of innovative single-family housing units to promote homeownership and affordable rental opportunities, and homebuyer assistance. To date, eleven MTHC Consortium cities have benefited from the construction of elderly congregate housing projects that were financed in part with the Consortium HOME funds. Two member communities, Sapulpa and Broken Arrow, have two HOME-funded elderly projects in their cities.

The City of Broken Arrow has utilized CDBG funds for numerous public works projects that have benefited low to moderate income residents of the residential neighborhoods in the Central City. Several social service agencies have also received CDBG funding for their programs that serve the special needs populations in the City of Broken Arrow.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Each of the member governments in the CDBG Urban County held public hearings to determine which projects to develop within their respective communities. HOME Consortium CHDOs were consulted to develop affordable housing activities based on area needs. The Tulsa County-Tulsa-Broken Arrow Continuum of Care members played a key role in the homelessness discussion.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

7. Summary

Tulsa County
CDBG Urban County Designation
Population Summary

Place/Geographic Area	Tulsa County part	Part in other Counties	Total Population
City of Bixby	26,503	221	26,724
City of Broken Arrow	88,479	19,824	108,303
City of Collinsville	6,894	3	6,897
City of Glenpool	13,814	0	13,814
City of Jenks	22,578	0	22,578
City of Owasso	33,106	3,109	36,215
City of Sand Springs	19,507	402	19,909
City of Sapulpa	69	20,774	20,843
City of Skiatook	2,403	5,521	7,924
Town of Sperry	1,271	30	1,301
Unincorporated Tulsa County	35,872	0	35,872
Total	250,496	49,884	300,380

Split places by other County

Creek County - Sapulpa

Osage County - Sand Springs, Skiatook and Sperry

Rogers County - Collinsville and Owasso

Wagoner County - Bixby and Broken Arrow

Source: U.S. Bureau of the Census

Population by Place by County: 2017 Census Estimate- May 2018

TULSA COUNTY
HOME CONSORTIUM
MEMBERS FY 2018

LOCAL UNIT OF GOVERNMENT
2017 POPULATION**

Tulsa County (lead entity)	*35,872
Creek County	*34,624
Osage County	*23,966
Rogers County	*54,085
Wagoner County	*36,611
Washington County	*10,100
Broken Arrow	108,303
Bartlesville	36,389
Owasso	36,215
Bixby	26,724
Jenks	22,578
Sapulpa	20,843
Sand Springs	19,909
Claremore	18,729
Glenpool	13,814
Coweta	9,668
Skiatook	7,924
Catoosa	7,024
Collinsville	6,897
Bristow	4,216
Hominy	3,430
Pawhuska	3,377
Drumright	2,842
Sperry	1,301
Total	545,441

*Unincorporated population of the County

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

06/14/2019

4. Applicant Identifier:

5a. Federal Entity Identifier:

OK409143

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

B. APPLICANT INFORMATION:

*** a. Legal Name:**

Tulsa County

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

73-6006419

*** c. Organizational DUNS:**

0645535710000

d. Address:

*** Street1:**

500 South Denver Ave

Street2:

*** City:**

Tulsa

County/Parish:

*** State:**

OK; Oklahoma

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

74103-3832

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

*** First Name:**

Claudia

Middle Name:

*** Last Name:**

Brierre

Suffix:

Title: Community Development Planner

Organizational Affiliation:

*** Telephone Number:** 918-579-9431

Fax Number:

*** Email:** cbrierre@incog.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnership Program

* 12. Funding Opportunity Number:

M-19-DC-40-0205

* Title:

HOME

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

HOME Consortium to promote partnerships for designing and implementing strategies for achieving affordable housing for low and moderate income households.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

001

* b. Program/Project

001002

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

07/01/2019

* b. End Date:

06/30/2020

18. Estimated Funding (\$):

* a. Federal

1,001,261.00

* b. Applicant

* c. State

* d. Local

* e. Other

* f. Program Income

* g. TOTAL

1,001,261.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Karen

Middle Name:

* Last Name:

Keith

Suffix:

* Title:

Chair, Tulsa County Board of Commissioners

* Telephone Number:

918-596-5000

Fax Number:

* Email:

kkeith@tulsacounty.org

* Signature of Authorized Representative:

* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Chair, Tulsa County Board of County Commission
APPLICANT ORGANIZATION Tulsa County	DATE SUBMITTED 06/10/2019

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

06/14/2019

4. Applicant Identifier:

5a. Federal Entity Identifier:

0K409143

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

Tulsa County

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

73-6006419

*** c. Organizational DUNS:**

0645535710000

d. Address:

*** Street1:**

500 South Denver Ave

Street2:

*** City:**

Tulsa

County/Parish:

*** State:**

OK; Oklahoma

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

74103-3832

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

*** First Name:**

Claudia

Middle Name:

*** Last Name:**

Brierre

Suffix:

Title: Community Development Planner

Organizational Affiliation:

*** Telephone Number:** 918-579-9431

Fax Number:

*** Email:** cbrierre@incog.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

CDBG Entitlement Program

* 12. Funding Opportunity Number:

B-19-UC-40-0001

* Title:

Community Development Block Grant Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Designed to develop viable urban communities, including decent housing, suitable living environment and expanding economic opportunities for persons of low and moderate incomes.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

001

* b. Program/Project

001002

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

07/01/2019

* b. End Date:

06/30/2020

18. Estimated Funding (\$):

* a. Federal

1,391,322.00

* b. Applicant

* c. State

* d. Local

* e. Other

* f. Program Income

* g. TOTAL

1,391,322.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

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21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Karen

Middle Name:

* Last Name:

Keith

Suffix:

* Title:

Chair, Tulsa County Board of Commissioners

* Telephone Number:

918-596-5000

Fax Number:

* Email:

kkeith@tulsacounty.org

* Signature of Authorized Representative:

* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


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As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
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14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
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18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

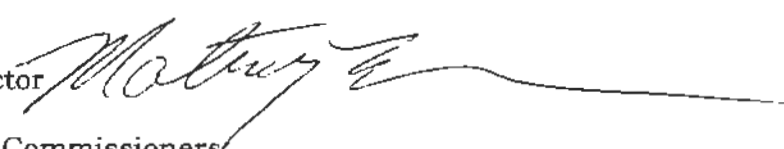
SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Chair, Tulsa County Board of County Commission
APPLICANT ORGANIZATION Tulsa County	DATE SUBMITTED 06/10/2019

TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: June 5, 2019

FROM: Matney M. Ellis
Purchasing Director 

TO: Board of County Commissioners

SUBJECT: Request for Approval – Proposal Acceptance Recommendation – Home Consortium FY 2019 Rental Housing

It is the recommendation of INCOG to accept the proposal from A New Leaf, Inc. for \$450,000.00 to assist in the construction of 62 units in Phase 1 of A New Leaf Community, to be located in Owasso, Oklahoma, and to be funded through the Fiscal Year 2019 Home Consortium Rental Housing fund.

This recommendation is respectfully submitted for your approval.

MME / mlb

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda.



a voluntary association of local governments serving Creek, Osage, Rogers, Tulsa and Wagoner Counties

2 West 2nd Street, Suite 800 Tulsa, Oklahoma 74103-3123 918.584.7526 www.incog.org

MEMORANDUM

TO: Matney Ellis, Purchasing Director
Tulsa County

FROM: Claudia Brierre

DATE: June 5, 2019

RE: AWARD OF PROPOSAL FOR HOME CONSORTIUM FY2019 RENTAL HOUSING

The Consortium has HOME funds from Fiscal Year 2018 and 2019 available to fund projects that promote affordable rental housing within the Consortium service area. On behalf of Tulsa County as lead entity for the Tulsa County HOME Consortium, INCOG solicited RFPs from Consortium-certified non-profit developers for the new construction of supportive single family or multi-family rental housing, as defined in the HOME regulations. Rental housing was identified as a priority need in the Metropolitan Tulsa HOME Consortium Consolidated Plan. Two non-profits were sent the RFP packet and the RFP was advertised in the Tulsa World.

The amount available for award for new construction of rental housing is a total of **\$880,000.00** from two fiscal years (2018 and 2019). The maximum amount of funds an applicant could request through this RFP was approximately **\$450,000**. A funding award to more than one applicant was anticipated, with funds split between FY2018 and FY2019 amounts. Proposals were received by INCOG by April 9, 2019.

This award memo pertains to the award of the FY2019 HOME funds only; a separate award memo will cover the FY2018 funds. A New Leaf, a non-profit providing services to individuals with developmental disabilities, is expanding their mission by constructing a residential campus which will enable their clients the opportunity to overcome challenges in securing safe, affordable housing. The new residential community, to be located in Owasso, is designed to encourage independent living and promote community engagement to enhance employment and recreational opportunities for tenants. The proposal submitted by A New Leaf Community requests \$450,000 in HOME funds to assist in the construction 62 units in Phase 1. HOME funds will be used for 20 units at a HOME investment of \$22,500 per unit.

The agency has expert and professional staff and meets the qualifications of the program. Staff recommends that A New Leaf be awarded funding in the full amount they requested because of their successful service delivery performance within the community for the past 40 years and because of the assembly of a highly qualified development team to carry out the project.

Attached are the Request For Proposal packet, Selection Criteria Point ranking, solicitation letters, responses from vendors, and the HOME Consortium's Developer Capacity certification.

Therefore, staff recommends that the Board of County Commissioners approve the following agency for funding in the following amount:

A New Leaf: \$450,000 (FY2019 HOME funds)

FOR COMMISSION AGENDA Monday, JUNE 10, 2019

By: _____, Chairman, Tulsa County Board of Commissioners

**Metropolitan Tulsa HOME Consortium
FY2018-2019 Rental Housing
Selection Criteria**

Selection Criteria	Maximum Points	A New Leaf
Documentation of Need: as evidenced by demand analysis	10	10
Leverage:	7	7
HOME Cost Per Unit:	8	8
Extent of Long-term Affordability <u>beyond</u> minimum required for HOME program:	10	0
Capacity of Development Team:	25	22
a. Sponsor's successful track record	7	7
b. Developer's successful track record	8	5
c. Management agent's successful experience	8	8
d. Oklahoma company/individual	2	2
Support Services:	10	10
a. On-site services provided (with commitment letters)	10	10
b. Off-site services provided only (with commitment letters)	5	
c. No service commitments provided	0	
Community Support:	10	10
a. Documentation of support from local government	5	5
b. Documentation of support from community organizations	5	5
c. No documentation provided	0	
Match Generation:	10	10
a. Generates 100% match for Consortium	10	10
b. Generates 75% match for Consortium	5	
c. Generates match for project only	2	
d. Generates no eligible match	0	
Readiness to Proceed:	10	4
a. Financing		
1. Funding commitments of other sources secured	5	
2. Funding applications of other sources pending	2	2
3. Funding applications of other sources to be submitted	0	
b. Environmental		0
1. Site has no known environmental problems	3	

2. Site has known environmental problems that can be remedied	0	0
c. Displacement		
1. No displacement will occur	2	2
2. Displacement will occur	0	
TOTAL	100	81

**Request for Taxpayer
Identification Number and Certification**

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <u>A New Leaf, Inc.</u>	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ►	
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) <u>5</u> Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
5 Address (number, street, and apt. or suite no.) See instructions. <u>PO Box 35903</u>	Requester's name and address (optional)
6 City, state, and ZIP code <u>Tulsa, OK 74153</u>	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

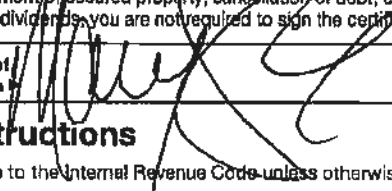
Social security number	
or	
Employer identification number	
73	1042760

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person 	Date <u>12/21/18</u>
------------------	---	-------------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (Interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1098-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

A New Leaf, Inc.

DUNS: 125444836 CAGE Code: 7STF7

Status: Active

2306 S 1st Pl

Broken Arrow, OK, 74012-7137 ,

UNITED STATES

Expiration Date: 05/25/2019

Purpose of Registration: Federal Assistance Awards Only

Entity Overview

Entity Registration Summary

Name: A New Leaf, Inc.

Business Type: Business or Organization

Last Updated By: Kevin Harper

Registration Status: Active

Activation Date: 06/08/2018

Expiration Date: 05/25/2019

Exclusion Summary

Active Exclusion Records? No

**Metropolitan Tulsa HOME Consortium
Request For Proposals for
FY2018-2019
Rental Housing**

Project Information

Project Sponsor: A New Leaf

Contact Person: Name : Mary C. Ogle
 Address P.O. Box 35903
 City, State, Zip Tulsa, OK 74153
 Phone 918-451-1491 x101
 Fax 918-451-1493
 Email : mogle@anewleaf.org

DUNS #: 12-544-4836 FEI#: 73-1042760

Applicant is: CHDO X Certified Developer

HOME funds requested: \$450,000 Total Project Cost: \$18,089,000

Number of HOME units: 20 Total Units in Project: 68

HOME investment per HOME unit: \$22,500 (\$HOME funds/# of HOME units)

Project Name: The Villages at A New Leaf

Location: 8535 N. Memorial Drive Owasso, OK
(attach map)

Proposed Project: New Construction of Single Family
 X New Construction of Multi-Family

Is this a Phased Project? X Phase I Phase II

Type of Structure: Multiple housing structures will be included in the neighborhood project including: five single family homes (4 bdrms), 1 six unit apartment building (1bdr), one community home (12 bdrms), and a Transition Academy (24 bdrms).

Square Footage: The Village is located on 20 acres. The square footage for the residential structures is 41,470

Project Description: A New Leaf is expanding its footprint by building a residential neighborhood, The Village, to provide individuals with developmental

disabilities an opportunity to overcome challenges in securing safe, affordable housing. This residential community is designed to encourage independent living and promote community engagement to enhance employment and recreational opportunities for tenants. Through different styles of housing available within the Village and unique features that enhance the community experience, A New Leaf staff will provide support services for tenants to identify appropriate transitional plans aimed to increase self-sufficiency at his/her own pace with all the supports necessary to do so successfully. When complete, The Village will offer housing to 75 tenants and 24 tenants who will live in the Transition Academy within the neighborhood. Additionally, The Village will serve as a satellite location for A New Leaf's Employment Training Program, allowing an additional 100 individuals with I/DD to be served.

Have HOME funds been used for this project previously? Yes___ No X

If so, when did/does Period of Affordability expire? _____

Property Information: Is this property in a flood plain? Yes___ No X
(attach map)

Neighborhood Market Analysis or Market Study.

Depending on the size of the development being assisted with HOME funds, one of two evaluations of the market must be conducted. For development of less than 20 units (homeownership or rental), a Neighborhood Market Analysis must be conducted by the applicant, and submitted with the request for HOME funds from the Consortium. For the development of over 20 units (homeownership or rental), applicants must submit a third party, independent housing Market Study. The market study must be prepared by a market analyst, unaffiliated with the applicant, owner or developer, who has experience with single or multi-family rental or single-family homeownership housing, depending on the proposal.

See Attachment B **Neighborhood Market Analysis/Market Study for the HOME Program under the 2013 HOME Rule** for requirements of each type of required analysis/study.

Label Market Analysis or Market Study submission as **Exhibit 1**.

Sources of Funds. List sources of financing and equity in the project including construction financing, permanent financing, grants, donations and sweat equity. Attach letters of commitment, if available. Identify each source as to type by noting (L) for Loan, (G) for Grant or (E) for Equity. Indicate whether proposed, requested or approved in status column.

Donor	Amount	Status
Charitable Donations (G) (Foundations/Individuals)	\$10,100,000	Secured
Charitable Donations (G)(Foundations/Individuals)	\$6,761,000	Pending
Affordable Housing Program (L)	\$1,000,000	Submit June 2019
National Housing Trust Program (L)	\$1,000,000	Submit June 2019
Total Funds	\$18,861,000	

Use of Funds- Pro Forma. Categorize and list the expected uses of funds. Please attach a separate 15-year Pro-forma analysis and label as **Exhibit 2**.

Line Item Budget: Provide a detailed line item budget of all project costs and label as **Exhibit 3**. Line items must be reflected on construction schedule and on pay request applications.

Match Generation. Describe how eligible match will be generated (if any provided).

Matching funds will be generated with a donation of the land for the project. The land was donated to A New Leaf in 12/2017. A New Leaf will be applying for the Affordable Housing Program in June 2019.

Number of Units by Type.

Number of Total Units: 62

Number of Non-income Units: 0

Number of units above 80% of median income: 0

Number of units between 60%-80% of median income: 0

Number of units between 51%-60% of median income: 26

Number of units at 50% or below of median income: 36

Number of units for physically disabled: 62

Number of units for sensory impaired: 62

Readiness to Proceed and Construction Schedule. Document readiness to proceed, as demonstrated by the below:

Estimated project start date: April 2020

Estimated project completion date: August 2021

Provide a schedule of all tasks to perform and a schedule for completing the tasks in sufficient detail for Grantor to provide a sound basis for the release and monitoring of the HOME funds. Label as **Exhibit 4**.

Support Services. Describe any support services (such as nutrition or transportation) available to residents of the project and indicate whether the services will be provided on-site or at sites off the property. Attach letters of commitment from service providers.

A New Leaf currently provides several services to individuals with disabilities. Services will be provided on-site including:

- **Health and Wellness:** Nutritional education, stress management, compliance with medical recommendations, and support in responding to health-related concerns and emergencies
- **Functional Skills:** Self-care and personal hygiene, housekeeping, mastery of transportation options, safety and hazard recognition, money management, meal planning, preparation and shopping, transportation, how to navigate communities safely from home or the community and technology assistance/social media safety
- **Executive Functioning Skills:** Self-advocacy, conflict resolution and interpersonal relations
- **Career Development:** Paid internships, employment or volunteer opportunities
- **Transition Services:** Benefits counseling, assistance with housing options and employment
- **Case Management:** Service coordination and crisis intervention

A New Leaf is a Tulsa Area United Way partner agency and works with several other partner agencies to ensure the clients we serve have access to all community services.

Community Support. Describe endorsements from local unit of government and other community organizations. Provide documentation of evidence of local support for the project in the form of letters of endorsement. Points will be

awarded only for those groups referenced that are supported by a letter or other suitable written documentation.

A New Leaf was founded in 1979 by Tulsans, Stan & Irene Burnstein. For the past forty years A New Leaf has worked with community partners including the Oklahoma Department of Human Services, Oklahoma Health Care Authority, the Tulsa Area United Way, INCOG (5310 Transportation Program), sixteen local school districts serving the Tulsa MSA. When the project land was purchased for A New Leaf the Owasso community came to three neighborhood meetings, city council meetings, and city planning meetings supporting the project in Owasso (Tulsa County). Attached are two letters of support.

-

Long-term Affordability. Indicate the number of years the project will be retained as affordable housing and how this will be accomplished (i.e. land covenants, deed restrictions, second liens, low-income housing tax credits, etc.)

The project will be retained as affordable housing for twenty years (20) and this will be through land covenants and deed restrictions.

Capacity of Development Team. Describe the sponsor's record of performance, qualifications and capacity to carry out project responsibilities. Describe the specific role of the sponsor (developer, owner, investor, manager, etc.). If a management firm will be used for operation of the project, describe the management firm's capacity.

A New Leaf has assembled a development team with a record of performance, qualifications and the capacity to carry out the project's responsibilities. A New Leaf will act as the sponsor and the developer for this project and has been a fiscally sound non-profit in the Tulsa MSA community since 1979. A New Leaf currently owns and operates two group homes, operates 22 additional property in the community, operates four retail locations for their garden stores, and manages 7,000 additional square feet of office and greenhouse space. A New Leaf has run in the black for several years, has a governing board of trustees, and has had clean audit for the past several years. A New Leaf has 174 employees and an operating budget of \$7,000,000.

Selser Schaefer Architects has experience working with clients to obtain tax credits. The firm has experience with both Historic Tax Credits (HTC) and Affordable Housing Tax Credits (AFTC) and understands how to ensure the design meets the requirements of each.

Most recently we have worked with the following clients to assist them in obtaining tax credits.

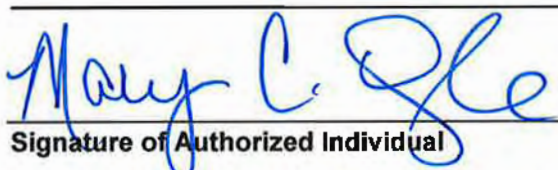

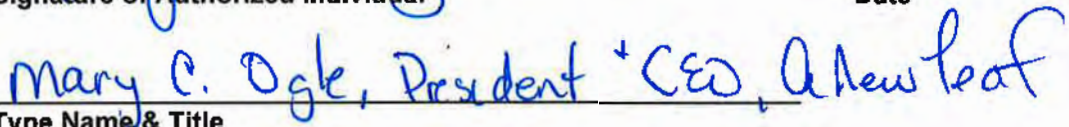
- International Harvester Adaptive Reuse: assisted the client with pursuing and obtaining HTC.

- Talmadge Powell Creative Adaptive Reuse: was the project lead for pursuing and obtaining HTC.
- West Park Apartments: assisted the client ensuring that the requirements for AHTC were met with the design and documentation of the design.

Stonebridge Group has experience working with clients to pursue and obtain tax credits. Our firm works with our clients and various agencies/lenders on project compliance during and after the completion of the project. Stonebridge has experience with Historic Tax Credits (HTC), New Market Tax Credits (NMTC), and Affordable Housing Tax Credits (AHTC) and to help ensure the development meets the requirements of each tax credit.

Most recently we have worked with the following clients to assist them in obtaining tax credits.

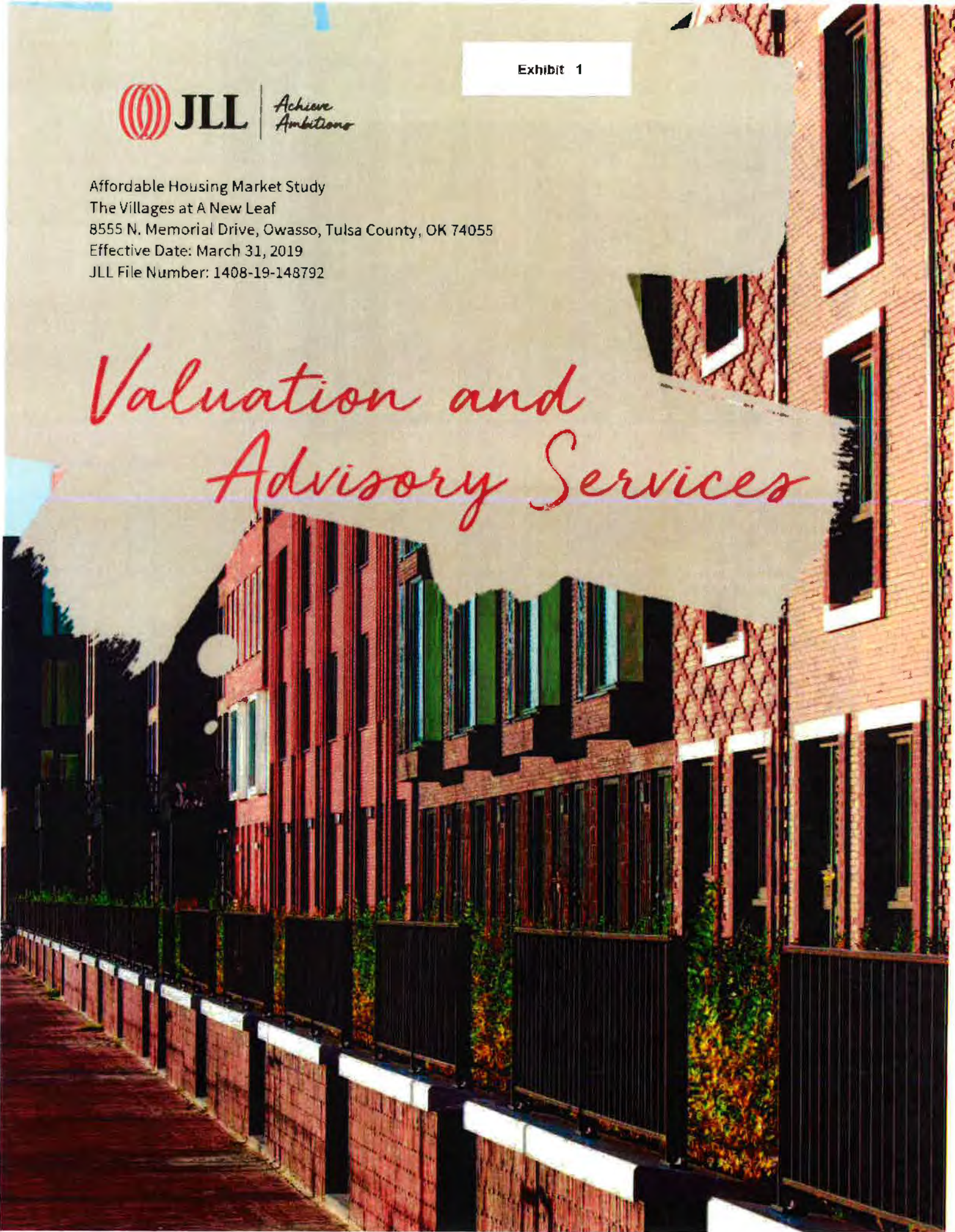
- Tulsa Paper Company: assisted the client with pursuing and obtaining HTC.
- Regal Hotel & Lofts: assisted the client with pursuing and obtaining HTC.
- Universal Ford & Hotel Fox: assisted the client with pursuing and obtaining HTC & NMTC.
- Archer Building: assisted the client with pursuing and obtaining HTC & NMTC.
- Talmadge Powell Creative Adaptive Reuse: was the project lead for pursuing and obtaining HTC.
- West Park Apartments Phase I : assisted the client ensuring that the requirements for AHTC.
- West Park Apartments Phase II : assisted the client ensuring that the requirements for AHTC.

	
Signature of Authorized Individual	Date
	
Type Name & Title	



Affordable Housing Market Study
The Villages at A New Leaf
8555 N. Memorial Drive, Owasso, Tulsa County, OK 74055
Effective Date: March 31, 2019
JLL File Number: 1408-19-148792

Valuation and Advisory Services





The Villages at A New Leaf
8555 N. Memorial Drive
Owasso, OK 74055



1323 E. 71st St., Suite 105
Tulsa, OK 74136

Phone: 918-492-4844
Fax: 918-493-7155

April 5, 2019

Ms. Mary Ogle
A New Leaf
PO Box 35903
Tulsa, OK 74153

Re: Affordable Housing Market Study

The Villages at A New Leaf
8555 N. Memorial Drive
Owasso, Tulsa County, OK 74055

JLL VAS File Number: 1408-19-148792

Dear Ms. Ogle:

In accordance with your request, we have inspected the site of the proposed development and have completed a market study regarding the feasibility of the addition of multifamily units to the Owasso area. This study has been prepared for the exclusive benefit or interest of Ms. Mary Ogle, A New Leaf and the Oklahoma Housing Finance Agency for use in the Federal Low-Income Housing Tax Credit and National Housing Trust Fund programs. This report may also be relied upon by any other entity related to the financing of the proposed property. Any other party who uses or relies upon any information in this report, without the preparer's written consent, does so at his or her own risk.

This report is intended to comply with the reporting requirements set forth by the Oklahoma Housing Finance Agency. As such, it presents only minimal discussions of the data, reasoning and analyses that were used in the process to develop the analyst's opinions and conclusions. Supporting documentation concerning the data, reasoning and analyses is retained in the analyst's file.

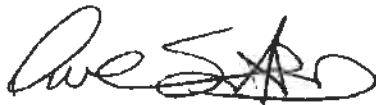
The market study is true and correct to the best of the professional's knowledge and belief, and there is no identity of interest between Andrea Gillman, Owen S. Ard, MAI or JLL Valuation & Advisory Services and the Applicant, Developer, or Owner.

The property and surrounding area was inspected on March 31, 2019. Conditions pertinent to or indicative of the market were investigated. Please note the Contingent and Limiting Conditions. The conclusions of this analysis are detailed at the end of this report.

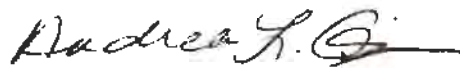
If you have any questions or comments, please contact the undersigned. Thank you for the opportunity to be of service.

Respectfully submitted,

JLL Valuation & Advisory Services, LLC

A handwritten signature in black ink, appearing to read 'Owen S. Ard' with a stylized flourish at the end.

Owen S. Ard, MAI
Certified General Real Estate Appraiser
OK Certificate # 11245CGA
Telephone: 918-523-5480
Email: chip.ard@am.jll.com

A handwritten signature in black ink, appearing to read 'Andrea L. Gillman' with a stylized flourish at the end.

Andrea Gillman
Certified General Real Estate Appraiser
OK Certificate # 13250CGA
Telephone: 918-523-5492
Email: andrea.gillman@am.jll.com

Contents

Market Study Summary	1
Summary of Salient Facts and Conclusions	3
General Information	4
Property Analysis	7
Site Description	7
Improvements Description and Analysis	12
Market Area Analysis	28
Definition of Primary Market Area	28
Demographic Analysis	31
Population and Households	31
Selection Criterion 3 – Population Growth	31
Disability Beneficiaries	34
Income Distribution	36
Employment and Economy	39
Employment and Unemployment	39
Employment and Wages by Industrial Supersector	41
Major Employers	46
Commuting Patterns	46
Current Housing Stock Evaluation	48
Housing Overview	48
Substandard Housing	48
Building Permits	50
Cost of Home Ownership	50
Size of Primary Market Area Apartment Market	51
Prior Awards	51
Analysis of Comparable Rentals	53
Market Rental Conclusion	61
Impact on Subsidized Housing Alternatives	61
Analysis of Occupancy in the Market	62
Subject Property Absorption Estimate	62
Evaluation of Need for Affordable Housing	64
Cost Burden by Income Threshold	64
Cost Burden by Household Type	66
CHAS Conclusions	68
Statewide Affordable Housing Study	68
Summary of Need for Affordable Housing	69
Market Demand and Capture Rate Analysis	70

Required Income Levels	70
Analysis of Affordability of Rental Units	71
Capture Rate Analysis	72
Overall Capture Rate	76
Conclusion	77
Certification	78
Assumptions and Limiting Conditions	80

Appendices

- A. Appraiser Qualifications
- B. Property Information
- C. Rent Comparables

Market Study Summary

Development Name: The Villages at A New Leaf

The Market Study prepared by: Owen S. Ard, MAI and Andrea Gillman, JLL Valuation & Advisory Services, LLC

Date of Study: March 31, 2019

- 29 A map delineating the primary market area (PMA) and Secondary Market Area (SMA).
- 27 A photograph of the site.
- 7 A full description of the site.
- 9 Discussion of the appropriateness of the location.
- 31 A demographic summary of the market area, including incomes, households, growth trends, economic factors relating to employment, labor force, and community facilities (i.e. parks, schools, etc.)
- 48 An evaluation of the current affordable housing stock existing in the market area, including an identification of geographical location, occupancy levels, age of stock, upkeep condition, bedroom mix, amenities and rents being charged.
- 51 Include comparable rental residential Developments in the primary market area and all Tax Credit Developments.
- 64 A discussion of any relevant information regarding existing rent overburden statistics. (Not applicable to rehabs with current occupancy of 90% or more.)
- 69 An evaluation of the need for affordable housing within the primary market area. (Not applicable to rehabs with current occupancy of 90% or more.)
- 61 A discussion of whether or not the proposed Development, in light of vacancy and absorption rates for the applicable market areas, is likely to result in an increased vacancy rate for comparable units within such market area, (i.e., standard, well-maintained units within such market area that are reserved for occupancy by low and very low Income tenants).
- 62 A projection of the time necessary for the Development to achieve sustaining occupancy. (Not applicable to rehabs with current occupancy of 90% or more.)
- 62 Provide the recommended vacancy rate.
- 72 Discussion of the capture rate for the secondary market area. A 30% affordability factor must be used when calculating the number of Income Qualified Renter Households.

71 An evaluation of whether the projected initial rents for the Development are or are not reasonably affordable by low and moderate Income tenants and within the rental range for the comparable Developments within the market area. Include market advantage/disadvantage analysis.

68 Analysis of the Oklahoma Housing Needs Assessment in relation to proposed Development, including analysis of number of units needed for County.

Addn A A summary of qualifications for the individuals who participated in the development of the market study.

78 A signed written statement is required from the preparer of the market study which certifies that the market study is true and correct to the best of the professional's knowledge and belief, and that there is no identity of interest between the professional and the Applicant, Developer, Owner or the entity for whom the report is prepared.

Summary of Salient Facts and Conclusions

1. The subject property is a proposed 62-unit tax credit development in Owasso, Oklahoma, intended for family occupancy. There is high demand for good quality affordable rental housing in this area. This demand will grow due to household growth in the surrounding area.
2. The site is generally level with some moderate slopes, and the site is not located within a flood plain. The site consists of approximately 49.86 acres. The site is located in a residential neighborhood and has all utilities in place.
3. The subject property will be rented to low and moderate income family households. The following table summarizes the proposed unit mix:

Unit Mix and Rent Summary

Unit Type	Developer's Asking Net Rent	Unit Size (SF)	Asking Rent per SF	Units
1 Bed- Dormitory- 30% AMI	\$387	180	\$2.15	20
1 Bed HC- Dormitory- 30% AMI	\$387	307	\$1.26	4
1 Bed- DLS- 60% AMI	\$560	160	\$3.50	10
1 BD HC- DLS- 60% AMI	\$560	271	\$2.07	10
1 Bed / 1 Bath- Single Placement- 60% AMI	\$560	1,047	\$0.53	2
1 Bed / 1 Bath HC- Single Placement- 60% AMI	\$560	1,047	\$0.53	4
1 Bed- Community Home- 30% AMI	\$387	178	\$2.17	8
1 Bed HC- Community Home- 30% AMI	\$387	271	\$1.43	4
Totals / Averages	\$460	289	\$1.59	62

Unit sizes for all unit types except Single Placement are bedroom square footages only. Each of the bedrooms will include use of common area kitchens/baths/patios/living areas, which are not included in the square footage. Single placement units include the total square footage for independent living units.

4. Based on the analysis in this report, we have concluded that there is demand for the subject property as proposed, and that the proposed rents will be sufficiently below market to attract tenants.
5. The proposed use should be adequately compatible with surrounding land uses. Other affordable housing developments in the area typically maintain nearly 100% occupancy among habitable units.
6. To achieve stabilized occupancy, the subject's units will need to capture 1.45% of all income-qualified renter households within the defined Secondary Market Area.

General Information

Identification of Subject

The subject property is Phase I of a proposed affordable housing "agrihood" development for individuals with developmental disabilities. Phase I will consist of 62 bedrooms within tiered living arrangements as an organized community that integrates agriculture into a residential neighborhood consisting of multiple living facilities around a field for food and flower production. Living arrangements will include a dormitory, community homes, daily living support homes, and single-placement units. Staff will live in each building type according to the support necessary for each arrangement. The community will include a cafeteria, recreation facilities, and retail space. The site area is 49.86 acres, or 2,171,902 square feet in size.

Property Identification

Property Name	The Villages at A New Leaf
Address	8555 N. Memorial Drive
	Owasso, OK 74055
Census Tract Number	400462-0058.08

Purpose and Function of the Market Study

The purpose of this market study is to evaluate the need for family rental units in Owasso, Oklahoma. The analysis will consider existing supply and projected demand and overall market trends in the Owasso area.

Property Rights and Effective Date

Fee simple estate, subject to zoning, easements, and restrictions of record. In relation to the proposed development site, this is for surface rights only and does not consider any mineral reservation which may be included with the property. The effective date of the market study is March 31, 2019. The date of the report is April 5, 2019. The market study is valid only as of the stated effective date or dates.

Definition of Market Value

Market value is defined as:

"The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- Buyer and seller are typically motivated;
- Both parties are well informed or well advised, and acting in what they consider their own best interests;
- A reasonable time is allowed for exposure in the open market;
- Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and

- The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.”

(Source: Code of Federal Regulations, Title 12, Chapter I, Part 34.42[g]; also Interagency Appraisal and Evaluation Guidelines, Federal Register, 75 FR 77449, December 10, 2010, page 77472)

Definition of Property Rights

Fee simple estate is defined as, “Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.”

Lease is defined as: “A contract in which rights to use and occupy land or structures are transferred by the owner to another for a specified period of time in return for a specified rent.”

(Source: The Dictionary of Real Estate Appraisal, Fifth Edition, Appraisal Institute, Chicago, Illinois, 2010)

Client, Intended User and Intended Use

The client and intended user is A New Leaf. This report is intended to assist the client and the Oklahoma Housing Finance Agency, for use in the Federal Low Income Housing Tax Credit and National Housing Trust Fund programs. This report is also intended for any other entity related to the financing of the proposed improvements. The report is designed to meet the specific needs of the client, and the guidelines of the National Council of Housing Market Analysts and the Oklahoma Housing Finance Agency, and should not be relied upon by any other party.

Applicable Requirements

This market study is intended to conform to the requirements of the following:

- Uniform Standards of Professional Appraisal Practice (USPAP);
- Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute;
- Market study guidelines of the National Council of Housing Market Analysts;
- Market study guidelines of the Oklahoma Housing Finance Agency.

Prior Services

USPAP requires appraisers to disclose to the client any other services they have provided in connection with the subject property in the prior three years, including valuation, consulting, property management, brokerage, or any other services. We have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.

Scope of Work

This analysis is a market study summary report written in compliance with the Uniform Standards of Appraisal Practice published by the Appraisal Foundation, the Professional Ethics and Standards of the Appraisal Institute, and the National Council of Housing Market Analysts guidelines. The analyst's adherence to these requirements involves the following.

1. The Owasso market area and site of the proposed development was originally inspected on March 31, 2019.
2. Regional and city data is based on information retained from the national, state, and local government entities, news publications, and other sources of economic indicators. This information is constantly updated and analyzed and is held as file memorandum.
3. Neighborhood data is based on the analyst's physical inspection of the area and information available from the City of Owasso, Federal Emergency Management Agency (FEMA), local utility purveyors, and individuals knowledgeable of the local real estate market. This information is constantly updated and analyzed and is held as file memorandum.
4. Information on the subject site was obtained from the client. Flood plain and zoning information is based on reference to FEMA Flood Maps and the City of Owasso. This information is constantly updated and analyzed and is held as file memorandum.
5. Improvement data is based on preliminary building plans supplied by the client.
6. The analyst interpreted data compiled in the previous steps with emphasis on neighborhood trends, the physical adaptability of the site and improvements, existing land use regulations, and financial feasibility.
7. This is a market study which attempts to determine the state of the rental market in Owasso, Oklahoma. The state of the market then leads this analyst to conclude as to the displayed need for new units.

Research and Analysis

The process employed to collect, verify, and analyze relevant data is detailed in individual sections of the report. This includes the steps we took to verify comparable rental properties, which are disclosed in the comparable rental profile sheets in the addenda to the report.

Inspection

Andrea Gillman performed an inspection of the subject property on March 31, 2019. Owen S. Ard, MAI has not inspected the subject property.

Report Format

To report the assignment results, we use the Appraisal Report option of Standards Rule 2-2(a) of USPAP. As such, it contains summary discussions of the data, reasoning, and analyses that are used in the market analysis process whereas supporting documentation is retained in our file. The depth of discussion contained in this report is specific to the needs of the client and the intended use of the market study.

A New Leaf Rental 20-Year Cash Flow Projection

Project Name: **A New Leaf - The Villages** Project Address: **8555 N Memorial Drive Owasso, OK**
 Income Adjuster: **2.25%** Expense Adjuster: **3.00%**

Income:	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Gross Effective Income	\$ 317,971	\$ 325,125	\$ 332,440	\$ 339,920	\$ 347,568	\$ 355,388	\$ 363,384	\$ 371,560	\$ 379,920	\$ 388,468

Expenses:

Administrative	\$ 42,610	\$ 43,898	\$ 45,205	\$ 46,561	\$ 47,958	\$ 49,397	\$ 50,879	\$ 52,405	\$ 53,977	\$ 55,596
Payroll	\$ 125,103	\$ 128,856	\$ 132,722	\$ 136,704	\$ 140,805	\$ 145,029	\$ 149,380	\$ 153,861	\$ 158,477	\$ 163,231
Maintenance	\$ 3,360	\$ 3,461	\$ 3,565	\$ 3,672	\$ 3,782	\$ 3,895	\$ 4,012	\$ 4,132	\$ 4,256	\$ 4,384
Operating	\$ 16,029	\$ 16,510	\$ 17,005	\$ 17,515	\$ 18,040	\$ 18,581	\$ 19,138	\$ 19,712	\$ 20,303	\$ 20,912
Taxes & Insurance	\$ 8,900	\$ 9,167	\$ 9,442	\$ 9,725	\$ 10,017	\$ 10,318	\$ 10,628	\$ 10,947	\$ 11,275	\$ 11,613
Total Expense:	\$ 196,002	\$ 201,882	\$ 207,939	\$ 214,177	\$ 220,602	\$ 227,220	\$ 234,037	\$ 241,057	\$ 248,288	\$ 255,736

NOI (w/o Res & Debt Svc)	\$ 121,969	\$ 123,243	\$ 124,501	\$ 125,743	\$ 126,966	\$ 128,168	\$ 129,347	\$ 130,503	\$ 131,632	\$ 132,732
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Replacement & Op Reserves	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520
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Debt Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Cashflow After Debt Svc:	\$96,449	\$97,723	\$98,981	\$100,223	\$101,446	\$102,648	\$103,827	\$104,983	\$106,112	\$107,212
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Income:	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20
Gross Effective Income	\$ 397,209	\$ 406,146	\$ 415,284	\$ 424,628	\$ 434,182	\$ 443,951	\$ 453,940	\$ 464,154	\$ 474,597	\$ 485,275

Expenses:

Administrative	\$ 57,284	\$ 58,992	\$ 60,751	\$ 62,574	\$ 64,451	\$ 66,382	\$ 68,371	\$ 70,428	\$ 72,541	\$ 74,717
Payroll	\$ 168,128	\$ 173,172	\$ 178,367	\$ 183,718	\$ 189,230	\$ 194,907	\$ 200,754	\$ 206,777	\$ 212,980	\$ 219,369
Maintenance	\$ 4,516	\$ 4,651	\$ 4,791	\$ 4,935	\$ 5,083	\$ 5,235	\$ 5,392	\$ 5,554	\$ 5,721	\$ 5,893
Operating	\$ 21,539	\$ 22,185	\$ 22,851	\$ 23,537	\$ 24,243	\$ 24,970	\$ 25,719	\$ 26,491	\$ 27,286	\$ 28,105
Taxes & Insurance	\$ 11,961	\$ 12,320	\$ 12,690	\$ 13,071	\$ 13,463	\$ 13,867	\$ 14,283	\$ 14,711	\$ 15,152	\$ 15,607
Total Expense:	\$ 263,408	\$ 271,310	\$ 279,450	\$ 287,835	\$ 296,470	\$ 305,364	\$ 314,525	\$ 323,961	\$ 333,680	\$ 343,691

NOI (w/o Res & Debt Svc)	\$ 133,801	\$ 134,836	\$ 135,834	\$ 136,793	\$ 137,712	\$ 138,587	\$ 139,415	\$ 140,193	\$ 140,917	\$ 141,584
--------------------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------------

Replacement & Op Reserves	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520	\$ 25,520
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Debt Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Cashflow After Debt Svc:	\$108,281	\$109,316	\$110,314	\$111,273	\$112,192	\$113,067	\$113,895	\$114,673	\$115,397	\$116,064
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A New Leaf Single-Family Rental Development Budget

Project Name: A New Leaf - The Villages
Developer: A New Leaf
Address: 8555 N. Memorial Dr Owasso, OK

Uses

Acquisition Costs:

Acquisition: Land	\$	1,169,000
Acquisition: Buildings	\$	-
Total Acquisition:	\$	1,169,000

Construction:

Contract with GC (incl profit, OH, gen conditions)	\$	12,210,100
Bond Premium		Incl Above
Design/Construction Contingency	\$	2,022,830
Total Construction:	\$	14,232,930

Soft Costs:

Building Permit, License & Fees	\$	75,000
Architect/Engineering	\$	1,073,000
Geotechnical Report/Testing/Insurance	\$	182,500
Builder's Risk and/or Casualty Insurance	\$	100,000
Furniture Fixtures & Equipment	\$	503,700
Prefunded Maintenance Reserve	\$	1,073,000
Campaign Cost	\$	365,000
Owners Consultant	\$	283,280
Other	\$	-
Soft Cost Contingency	\$	253,975
Developer Fee	0%	\$ -
Total Soft Costs:	\$	3,909,455

Total Development Cost:	\$	19,311,385
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Sources

Supportable Debt (see Operating Budget)	\$	-
Additional Sources of Funds:		
Donor Funds	\$	18,825,385
Home Program	\$	486,000
Total Development Sources:	\$	19,311,385
Gap/(Or Excess Sources):	\$	-



A New Leaf

A New Leaf Master Plan Budget



	Phase I	Project Total
Site Development		
Land Purchase	\$1,149,000	\$1,149,000
Dirt Work, Site Utilities, Streets & Sidewalks, & Site Lighting	\$2,920,000	\$2,920,000
Construction		
Buildings Construction	\$8,146,100	\$8,146,100
Pre-Engineered Maintenance	\$394,000	\$394,000
Landscape	\$750,000	\$750,000
Design/Construction Contingency	\$2,022,830	\$2,022,830
Owner Provided		
FF&E	\$503,700	\$503,700
Security & Access Control	-	-
Technology	\$100,000	\$100,000
Donor Signage	-	-
Signage	-	-
Maintenance Reserve	\$1,306,700	\$1,306,700
Architect, Consultants, and Fees		
Annexation/PUD	\$40,525	\$40,525
Architect/Engineer Design Fees	\$1,073,000	\$1,073,000
Owner's Representative Fee	\$283,280	\$283,280
Campaign Consultant	\$0	\$0
Campaign Cost	\$365,000	\$365,000
FF&E Design & Consultants	-	-
Utility Connection & Extension Fees	-	-
Testing, Inspections, and Commissioning		
MEP Systems Commissioning/Building Envelope	\$54,750	\$54,750
Geotechnical Report/Testing/Insurance	\$182,500	\$182,500
Total Project Budget	\$19,291,385	\$19,291,385

Exhibit - 3 - Line Item Budget[illegible]

A New Leaf - The Villages Project

Exhibit - 3 - Line Item Budget

	2020											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Architect/Engineering	\$71,995	\$71,995	\$71,995	\$71,995	\$0	\$0	\$18,804	\$18,804	\$18,804	\$18,804	\$18,804	\$18,804
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$256,000	\$456,786	\$659,898	\$786,890	\$1,232,346	\$1,567,659
Soft Costs	\$21,567	\$21,567	\$21,567	\$21,567	\$21,567	\$21,567	\$21,567	\$21,567	\$21,567	\$55,979	\$55,979	\$55,979
Hard Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Soft Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Maintenance Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$93,562	\$93,562	\$93,562	\$93,562	\$21,567	\$21,567	\$296,371	\$497,157	\$700,269	\$861,872	\$1,307,126	\$1,643,441

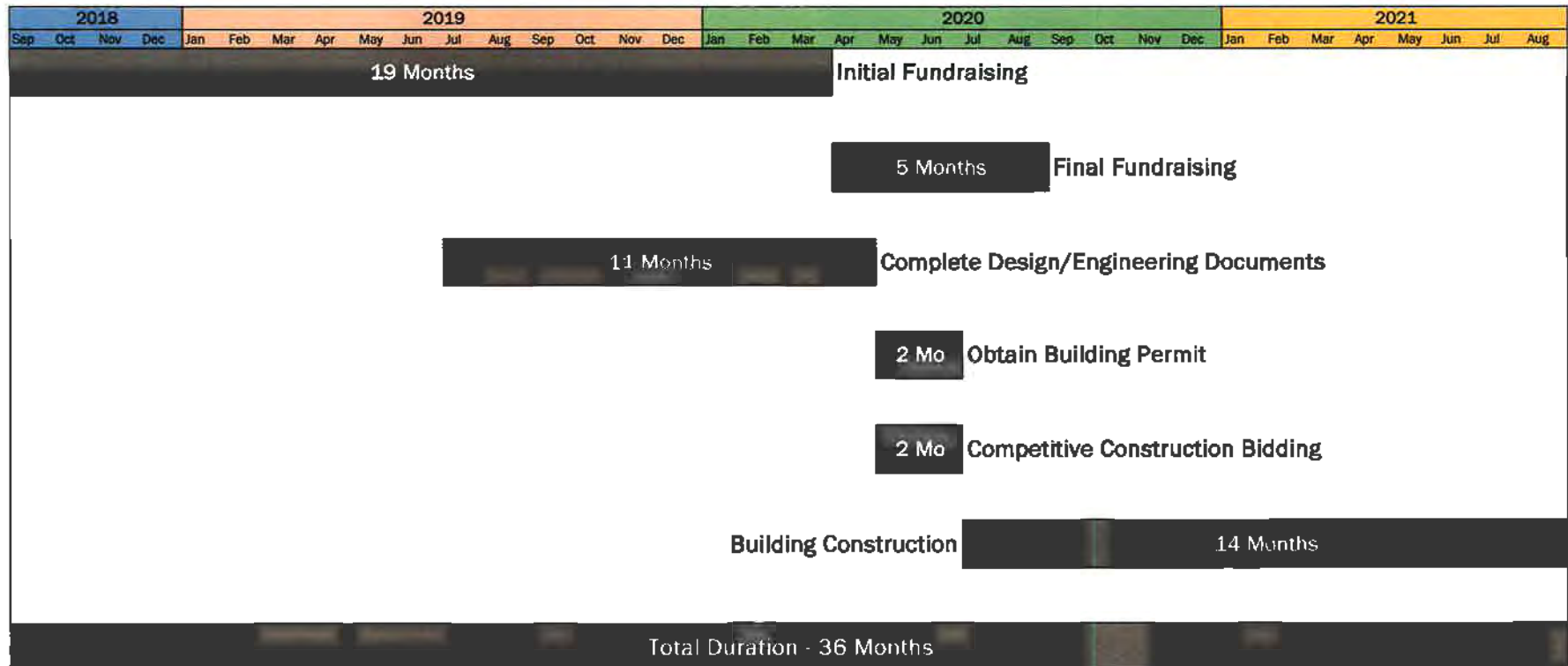
A New Leaf - The Villages Project

Exhibit - 3 - Line Item Budget

	2021								Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,169,000
Architect/Engineering	\$18,804	\$18,804	\$18,804	\$18,804	\$18,804	\$18,804	\$18,804	\$18,804	\$1,073,000
Construction	\$1,788,987	\$1,678,345	\$1,098,765	\$876,567	\$676,545	\$545,456	\$432,345	\$328,511	\$12,385,100
Soft Costs	\$55,979	\$55,979	\$55,979	\$122,307	\$122,307	\$122,307	\$122,307	\$122,307	\$1,334,480
Hard Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,022,830
Soft Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$253,975
Maintenance Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,073,000
Total	\$1,963,766	\$1,753,127	\$1,153,547	\$897,371	\$695,356	\$568,267	\$455,156	\$350,818	\$19,111,385



A New Leaf Project Schedule



Property

Home - FEMA's National Flood Hazard Layer (Official)

Modify Map & Sig

Details Basemap

About Content Legend

Legend

HL (click to expand)

NREs

Effective

MAAs

3M Panels

155-Sections

Hazard Boundaries

Limit Lines

SFHA / Flood Zone Boundary

Other Boundaries

Hazard Zones

1% Annual Chance Flood Hazard

Regulatory Floodway

Special Floodway

Area of Undetermined Flood Hazard

0.2% Annual Chance Flood Hazard

Future Conditions 1% Annual Chance Flood Hazard

Area with Reduced Risk Due to Levee

IGS Imagery Basemap (Large-scale)

IGSImageryOnlyLarge

HL_Mask

Hawaii

Images

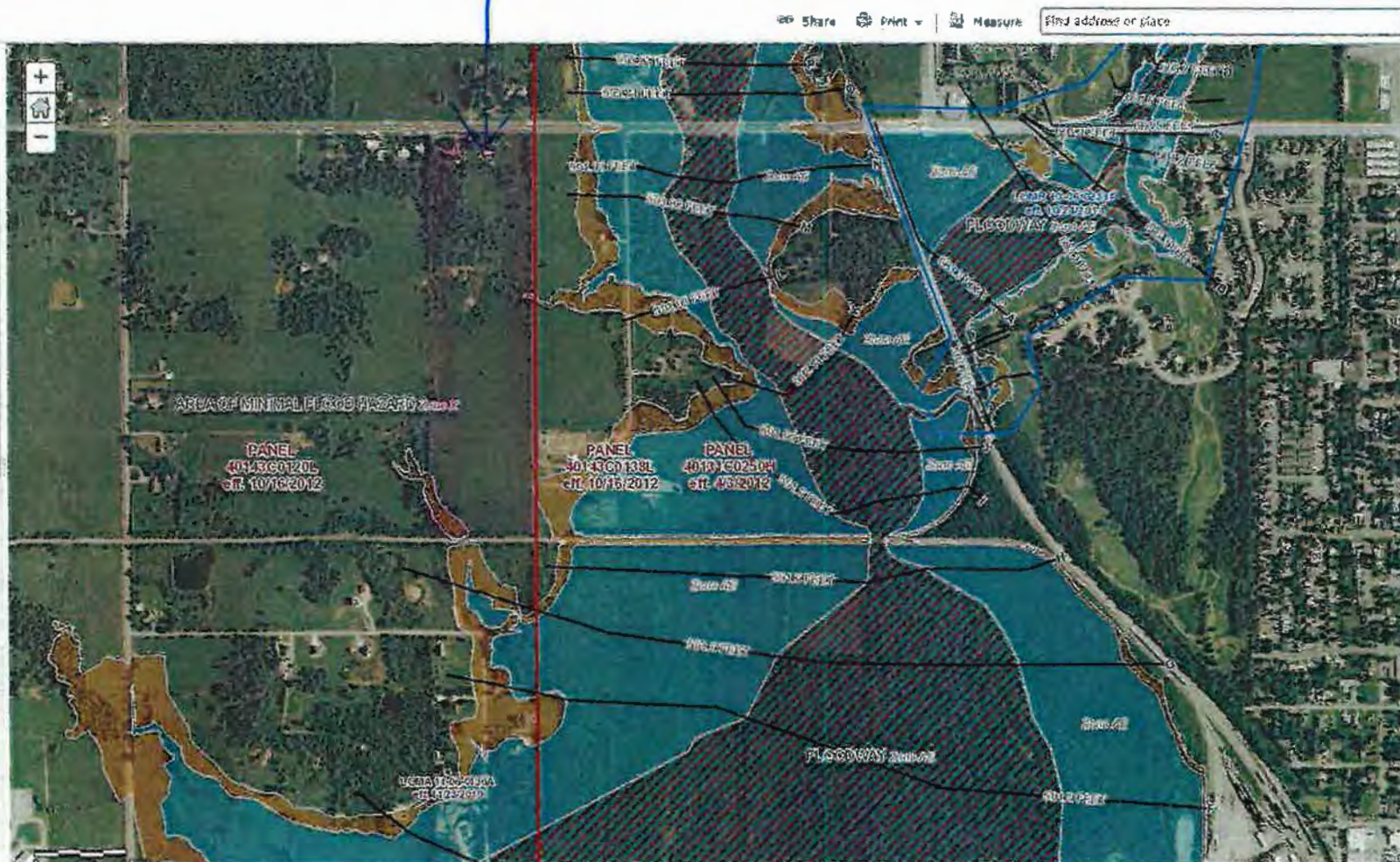
Red: Red

Green: Green

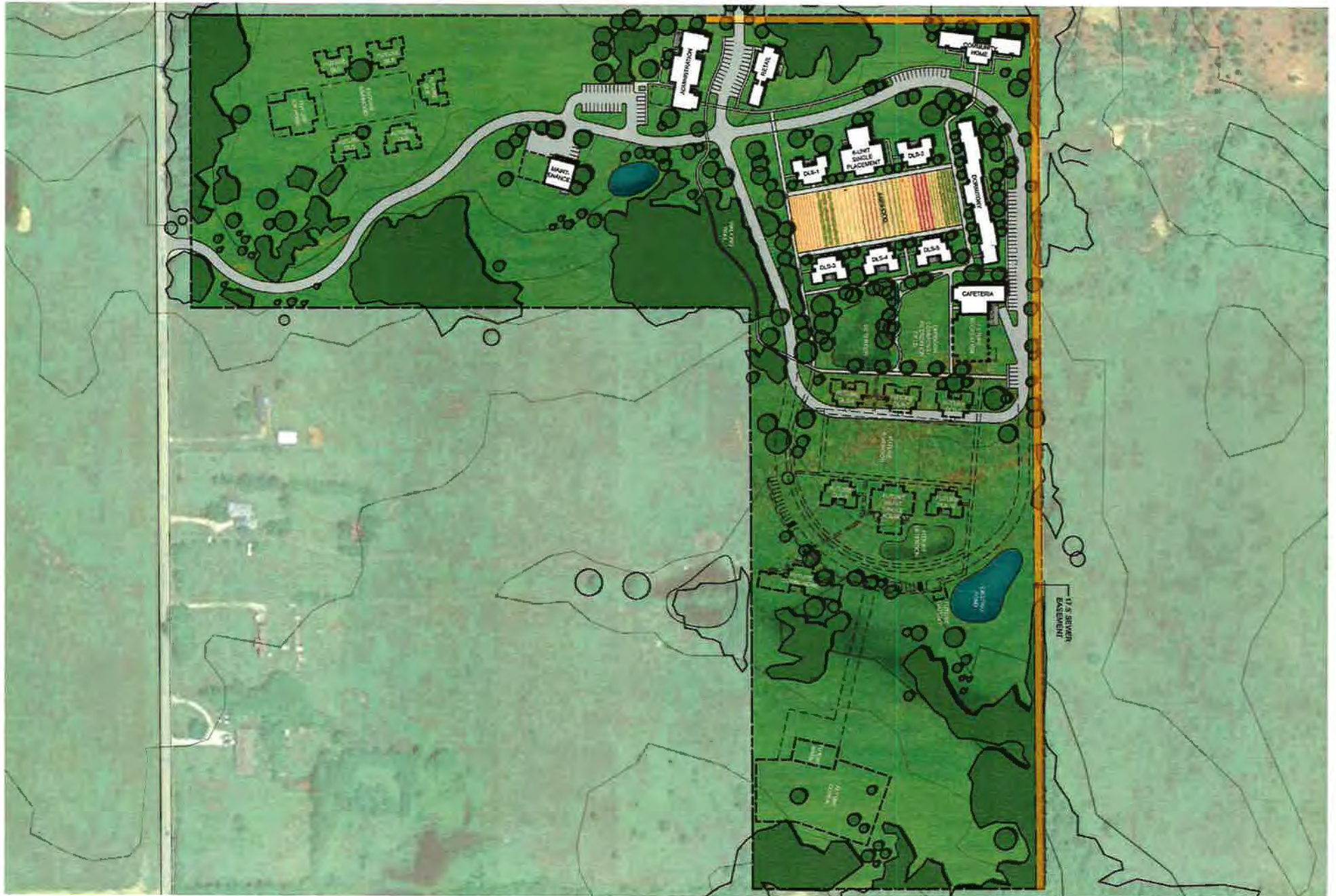
Blue: Blue

Virgin_Islands

Image







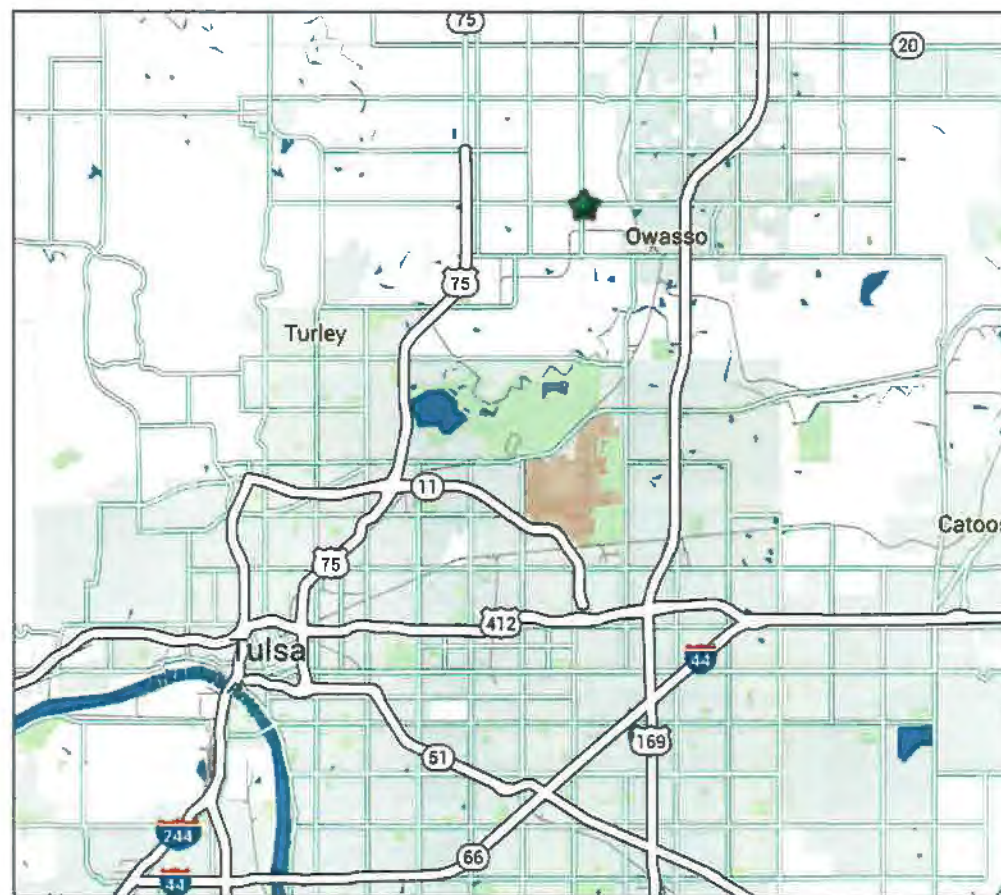
PROPERTY OVERVIEW

FEATURES

- 70± Acres
- Significant road frontage on 86th and Memorial
- Prime opportunity for multifamily or residential
- Great location — in between Hwy 75 and 169
- 3 Miles into the heart of Owasso
- Utilities close
- Located in one of the fastest growing cities in Oklahoma

AREA RETAILERS AND ATTRACTIONS

- Smith Farm Marketplace which has national retail tenants including Target, Old Navy, Hobby Lobby, Lowes, Walmart SuperCenter, Best Buy, Men's Warehouse, Ulta, Petsmart, Ashley Furniture Homestore, Kirklands, and more!
- Local restaurants include: Logan's Roadhouse, Olive Garden, Red Robin, Starbucks, Bricktown Brewery, Chic-Fil-A, Freddie's, Chili's, Panera Bread, Applebees, Lone Star Steakhouse and more!
- Lodging: Within 3 Miles to Hampton Inn & Suites, Towne Place, Holiday Inn Express
- Site is one mile west of the Bailey Ranch Golf Course
- Moments away from Downtown Tulsa, the Tulsa Drillers and more great food and entertainment options!



DEMOGRAPHICS

	1 Mile	3 Miles	5 Miles
Population	660	21,162	43,234
Household Income	\$79,977	\$66,663	\$67,491
Est. Avg. Housing Value	\$240,778	\$191,080	\$196,129



Smith Farm Marketplace



Walmart



SITE

E. 86th Street North — 11,270 VPD

E. 76th Street North — 10,670 VPD

Highway 75 — 33,500 VPD

Highway 169 — 49,644 VPD

8 Miles to
Downtown Tulsa



CBRE

PROPERTY SITUATION

STRENGTHS

- 86th is 4 lanes into Owasso
- General level topography
- Presently Zoned AG, surrounded by single family
- Prime location for multifamily or residential
- 2 Miles West to Highway 75
- 2 Miles East to Owasso and Highway 169
- 1 Mile West of Bailey Ranch Golf Course
- 3 Miles into the heart of Owasso
- 1,320' of frontage along N. Memorial
- 1,320' of frontage 86th Street North
- Owasso retail growth 2nd fastest among large OK markets of 9.6%
- Population growth - stable at 3.5%
- 12 Minutes to Downtown Tulsa

AREA EMPLOYERS*

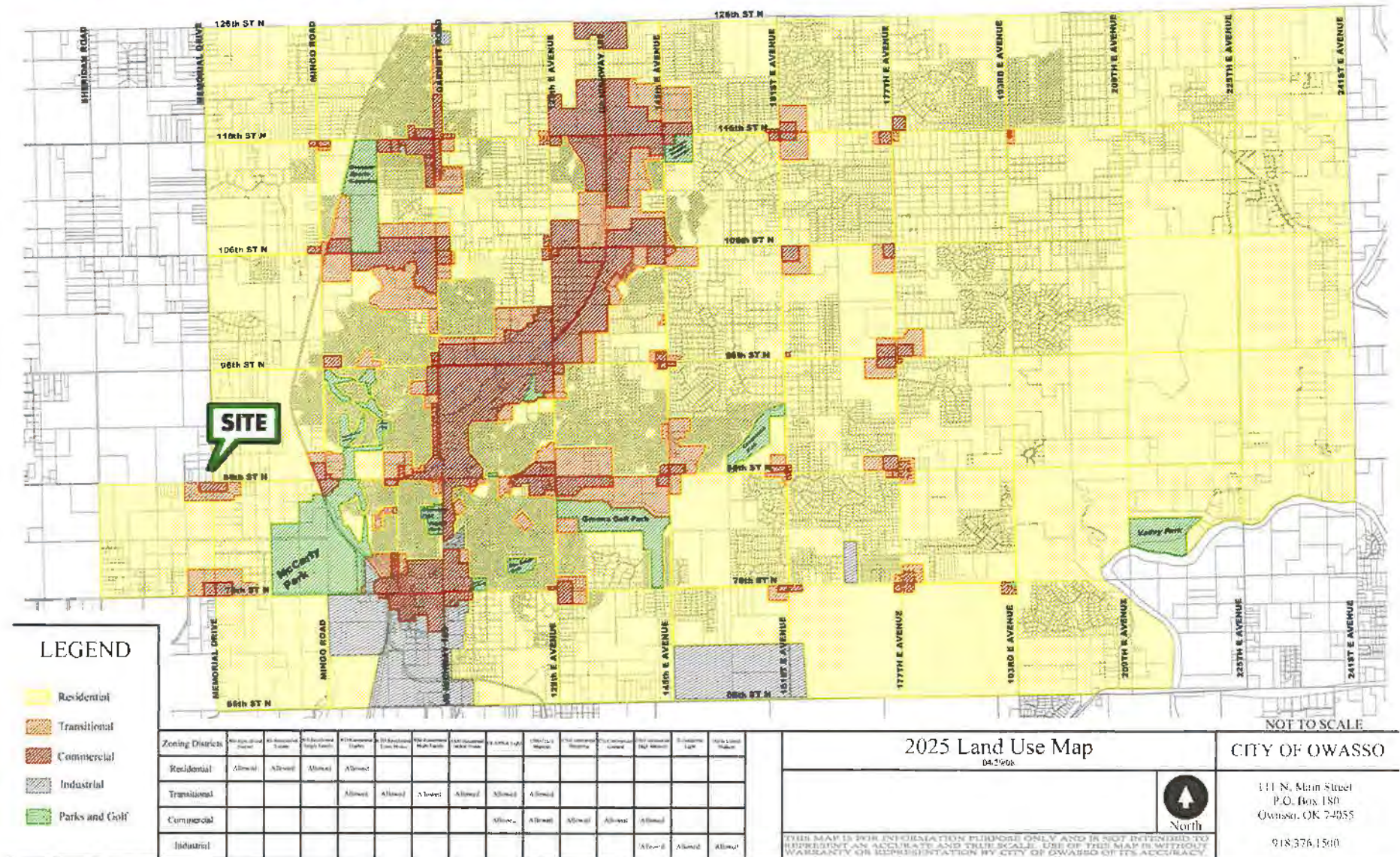
- American Airlines 6,000
- Macy's Distribution 4,000
- Whirlpool Appliances. 1,600
- Verizon Telecommunications. 1,500
- Owasso Public Schools 1,100
- Nordam Group. 700
- Capital One Financial Services. 600
- Walmart 550
- National Steak & Poultry 500
- Reosors Grocery 350
- City of Owasso 250
- Bailey Medical Center 228
- Bama Foods 225
- Honeywell Industrial Products. 215
- Target. 130
- Precision Components 100
- Hammco Heat Exchangers. 100
- Highlight: More than 65% of Owasso residents work in the Managerial, Financial, Professional, Administration or Sales Fields.

*cityofowassa.com

NEW & RECENTLY COMPLETED PROJECTS

- Academy Sports & Outdoors, under construction
- Dairy Queen, under construction
- Walmart Neighborhood Market, planned (2nd Location in Owasso)
- Taco Bell, under construction
- Arby's, planned
- A new Urgent Care Facility, under construction
- Firehouse Subs, under construction
- Buffalo Wild Wings, under construction
- Rejoice Christian School, under construction (Private school, \$50 million campus)
- Tulsa Technology Center (Recently completed, \$38.5 million campus)
- Macy's Distribution Center, under construction, 1.3 million SF

OWASSO MASTER DEVELOPMENT PLAN





E. 86th Street North

**FOR MORE
INFORMATION
PLEASE
CONTACT**

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dwayne.flynn@cbre.com

Bill Mizener, SIOR
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CBRE

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2019 Board of Directors

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ONEOK
Chair Elect: Kirk Hays
ARVEST
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AT&T/GWA, Local 8012
Treasurer: Cathy Gates
Community Advocate
Asst. Secretary: John Hewitt
Matrix Service Company
Asst. Treasurer: Anita Holloway
Ernst & Young LLP
Ethics Officer: Mike Meers
Magellan Midstream Partners, LP

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Tulsa Area United Way
Scott Asbjornson
AAON, Inc.
Akhilash Bajaj
The University of Tulsa
Monica Basu
George Kaiser Family Foundation
Thomas E. Bennett, Jr.
First Oklahoma Bank
Kaye Brewer
UAW, Local 952
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Matrix Service Company
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Global Gardens
Beth Downing
Avansic
Lee Eallicker
D & L Oil Tools
Jay Foley
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of America
Dr. Deborah Gist
Tulsa Public Schools
Kevin Gore
BKD, LLP
Mark R. Graham
Ret., Tulsa Area United Way
Cara Hair
Helmerich & Payne, Inc.
Tracy Herdin
TWU, Local 514
Ted Haynes
Community Volunteer
Alana Hughes
Charles & Lynn Schusterman
Family Foundation
Kimberly Johnson
Tulsa City County Library
Manju Kaul
Clinical Psych./Private Practice
Phil Lakin
Tulsa Community Foundation
Tim Lyons
Tulsa Teachers Credit Union
Marcia MacLeod
Community Volunteer
Brendon Maguffee
Tulsa Federal Credit Union
Robert McGraw
T.D. Williamson, Inc.
Lisa McLarty
Mabry Bank
Chuck Mitchell
OG&E - Sapulpa
Karl Neumaier
Hill, Inc.
Frauke Quiroga
Luxa Enterprises
Michael Redman
Neuens Mitchell Bonds, plc
Mike Rhoads
Oklahoma Dept. of Insurance
JoAnn Schaub
Bank of Oklahoma
Dr. John Henning Schumann
OU-Tulsa
Bailey J. Siegfried
NORDAM
Peggy Simmons
Public Service Company
of Oklahoma
Kevin Vann
WPX Energy, Inc.
Maggie Yar
The Hills Foundation

LIVE UNITED

United
Way



Tulsa Area United Way

REACH OUT A HAND TO ONE
INFLUENCE
THE CONDITION OF ALL

April 8, 2019

Mary Ogle
CEO
A New Leaf
P.O. Box 35903
Tulsa, OK 74153

Dear Ms. Ogle:

The Tulsa Area United Way (TAUW) is pleased to provide a letter of support to A New Leaf for the establishment of The Village in Owasso. TAUW recognizes the need to provide individuals with developmental disabilities an opportunity to overcome challenges in securing safe, affordable housing.

By establishing this new residential community in Owasso, we believe that A New Leaf will:

- Encourage independent living and promote community engagement to enhance educational, employment, and recreational opportunities for residents.
- Provide different styles of housing with unique features to enhance the resident's community experience.
- And, include a staff to work with individuals to identify appropriate transitional plans aimed to increase self-sufficiency at his/her own pace.

By offering housing to residents and providing a satellite location for A New Leaf's Vocational Training Program, A New Leaf will provide needed resources to those with developmental disabilities in the Owasso community and surrounding area. We support A New Leaf and their efforts in establishing The Village in Owasso.

Best regards,

Alison Anthony
President & CEO



...removing

March 25, 2019

obstacles

standing

A New Leaf
Mary Ogle, CEO
PO. Box 35903
Tulsa, OK 74153

in the way

Dear Ms. Ogle,

of people

celebrating

their lives.

Please accept this letter of support for A New Leaf's effort to locate the residential neighborhood, The Village, in Owasso. We understand that you are applying for funding through the INCOG HOME program, as this project will provide individuals with developmental disabilities an opportunity to overcome challenges in securing safe, affordable housing.

The Village is designed to encourage independent living and promote community engagement to enhance educational, employment and recreational opportunities for residents and we are so excited that you chose Owasso as the location for this project.

Sincerely,

Warren Lehr
City Manager



200 S. Main
P.O. Box 180
Owasso, Oklahoma 74055

City of Owasso
A City Of Character

(918) 376-1502
FAX (918) 376-1599
www.cityofowasso.com



April 3, 2019

Mary Ogle, CEO
A New Leaf
P.O. Box 35903
Tulsa, OK 74153

Dear Ms. Ogle,

Please accept this letter of support from the Owasso Chamber of Commerce backing A New Leaf's effort to locate The Village, a residential neighborhood, in Owasso. We support A New Leaf applying for funding through the INCOG Home program, as this project will provide individuals with developmental disabilities an opportunity to overcome challenges in securing safe, affordable housing.

We believe that A New Leaf will enhance to quality of life for the citizens of Owasso. The Village is designed to encourage independent living and promotes community engagement to enhance educational, employment, and recreational opportunities for residents. We are very excited that Owasso has been chosen as the location for this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary W. Akin".

Gary W. Akin
President/CEO
Owasso Chamber of Commerce

<p>Due date for this RFP is April 9, 2019</p> <p>Metropolitan Tulsa HOME Consortium FY2018-2019 Rental Housing Request for Proposals</p>

In accordance with its designation as the lead entity for the Metropolitan Tulsa HOME Consortium, Tulsa County is soliciting RFPs for New Construction of Rental Housing from Non Profit Certified Developers. The Consortium has HOME monies from Fiscal Years 2018 and FY2019 available to fund projects that promote affordable rental housing within the Consortium service area (see attached list of jurisdictions).

Funding Amount

The Consortium has available **\$880,000** for the development of rental units. The maximum amount of funds an applicant may request through this RFP is approximately **\$450,000**. A funding award to more than one applicant is anticipated.

Eligible Activities

Activities eligible for funding under this RFP will be the new construction of supportive single family or multi-family rental housing, as defined in the HOME regulations. Rental housing was identified as a priority need in the Metropolitan Tulsa HOME Consortium Consolidated Plan.

HOME Requirements

The federal regulations contain complex requirements pertaining to the rental housing activity. There are four important things to remember about HOME rental housing:

- Rents are strictly controlled in HOME-assisted units. (See Attachment A HOME Program Rents, September 2018).
- Tenants that are HOME-assisted must be low income.
- Both occupancy and rental requirements must be maintained and monitored for the period of affordability depending upon the amount of HOME funds provided per unit.
- Both the rent and income targeting requirements must be enforced by deed restriction.

If you need additional information regarding HOME rental housing requirements, contact Claudia Brierre, INCOG, at 584-7526. An electronic version of this application is available by request to cbrierre@incog.org.

Period of Affordability

The period of affordability tied to HOME funds is as follows:

Activity	Average HOME Funds	Period of Affordability
Rehabilitation/	<\$15,000/Unit	5 Years
Acquisition of Existing	\$15,000-40,000/Unit	10 Years
Structure	>\$40,000/Unit	15 Years
Construction of New Structure		20 Years

Other Federal Requirements

Applicants should be aware that there are other federal requirements that must be met if funds are awarded to an organization for a project. Tulsa County will be responsible for the majority of the implementation of these rules, but the applicant should be aware of the rules to help ensure compliance on a project.

- HOME Investment Partnership Program
- Equal Opportunity and Fair Housing
- Affirmative Marketing
- Section 504 (Handicapped Accessibility)
- Section 3 Economic Opportunity
- Minority/Women Business Enterprises
- Site and Neighborhood Standards
- Environmental Review
- Davis-Bacon Labor Standards (for a project with more than 12 HOME-assisted units)
- Property Standards

Match Generation

Applicants are encouraged, but not required, to provide matching funds from an eligible match source. The applicant should identify the source of the matching funds. Projects can provide match with cash or cash equivalents including local government contributions, local housing trust funds, Affordable Housing Program through the Federal Home Loan Bank, foundations and other donations, value of donated materials or labor, value of land or real property, investments in on-and off-site infrastructure. Unacceptable sources of match are owner equity in the project, CDBG funds, funds raised from Low-Income Housing Tax Credits, any federal funds, cash or other forms of contributions from applicants for, or recipients of HOME assistance or contracts, or investors who own, are working on, or are proposing to apply for assistance for HOME project.

Ranking Criteria/Project Selection

Attached is the point system that will be used as the criteria for selection of the project to be funded.

Submission of Request for Proposal

Request for Proposals will be received at the INCOG office, 2 West 2nd Street, Suite 800. Tulsa, OK 74103 attention: Claudia Brierre until **4:00 p.m.** on **April 9, 2019**. The funding announcement will be on or about **April 22, 2019**.

**Metropolitan Tulsa HOME Consortium
Request For Proposals for
FY2018-2019
Rental Housing**

Project Information

Project Sponsor: _____

Contact Person: Name _____
 Address _____
 City, State, Zip _____
 Phone _____
 Fax _____
 Email _____

DUNS #: _____ FEI#: _____

Applicant is: ____ CHDO ____ Certified Developer

HOME funds requested: \$ _____ Total Project Cost: \$ _____

Number of HOME units: _____ Total Units in Project: _____

HOME investment per HOME unit: \$ _____ (\$HOME funds/# of HOME units)

Project Name: _____

Location: _____
(attach map)

Proposed Project: ____ New Construction of Single Family
 ____ New Construction of Multi-Family

Is this a Phased Project? _____ Phase I _____ Phase II

Type of Structure: _____

Square Footage: _____

Project Description: _____

Have HOME funds been used for this project previously? Yes____ No ____
If so, when did/does Period of Affordability expire? _____

Property Information: Is this property in a flood plain? Yes____ No ____
(attach map)

Neighborhood Market Analysis or Market Study.

Depending on the size of the development being assisted with HOME funds, one of two evaluations of the market must be conducted. For development of less than 20 units (homeownership or rental), a Neighborhood Market Analysis must be conducted by the applicant, and submitted with the request for HOME funds from the Consortium. For the development of over 20 units (homeownership or rental), applicants must submit a third party, independent housing Market Study. The market study must be prepared by a market analyst, unaffiliated with the applicant, owner or developer, who has experience with single or multi-family rental or single-family homeownership housing, depending on the proposal.

See Attachment B **Neighborhood Market Analysis/Market Study for the HOME Program under the 2013 HOME Rule** for requirements of each type of required analysis/study.

Label Market Analysis or Market Study submission as **Exhibit 1**.

Sources of Funds. List sources of financing and equity in the project including construction financing, permanent financing, grants, donations and sweat equity. Attach letters of commitment, if available. Identify each source as to type by noting (L) for Loan, (G) for Grant or (E) for Equity. Indicate whether proposed, requested or approved in status column.

Source	Type	Amount	Terms	Status
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Total Development Cost \$_____

Use of Funds- Pro Forma. Categorize and list the expected uses of funds. Please attach a separate 15-year Pro-forma analysis and label as **Exhibit 2**.

Line Item Budget: Provide a detailed line item budget of all project costs and label as **Exhibit 3**. Line items must be reflected on construction schedule and on pay request applications.

Match Generation. Describe how eligible match will be generated (if any provided).

Number of Units by Type.

Number of Total Units _____
Number of Non-income Units _____
Number of units above 80% of median income _____
Number of units between 60%-80% of median income _____
Number of units between 51%-60% of median income _____
Number of units at 50% or below of median income _____
Number of units for physically disabled _____
Number of units for sensory impaired _____

Readiness to Proceed and Construction Schedule. Document readiness to proceed, as demonstrated by the below:

Estimated project start date _____

Estimated project completion date _____

Provide a schedule of all tasks to perform and a schedule for completing the tasks in sufficient detail for Grantor to provide a sound basis for the release and monitoring of the HOME funds. Label as **Exhibit 4**.

Support Services. Describe any support services (such as nutrition or transportation) available to residents of the project and indicate whether the services will be provided on-site or at sites off the property. Attach letters of commitment from service providers.

Community Support. Describe endorsements from local unit of government and other community organizations. Provide documentation of evidence of local support for the project in the form of letters of endorsement. Points will be awarded only for those groups referenced that are supported by a letter or other suitable written documentation.

Long-term Affordability. Indicate the number of years the project will be retained as affordable housing and how this will be accomplished (i.e. land covenants, deed restrictions, second liens, low-income housing tax credits, etc.)

Capacity of Development Team. Describe the sponsor's record of performance, qualifications and capacity to carry out project responsibilities. Describe the specific role of the sponsor (developer, owner, investor, manager, etc.). If a management firm will be used for operation of the project, describe the management firm's capacity.

Signature of Authorized Individual

Date

Type Name & Title

**Metropolitan Tulsa HOME Consortium
FY2018-2019 Rental Housing
Selection Criteria**

Selection Criteria	Maximum Points
Documentation of Need: as evidenced by demand analysis	10
Leverage:	7
HOME Cost Per Unit:	8
Extent of Long-term Affordability beyond minimum required for HOME program:	10
Capacity of Development Team:	25
a. Sponsor's successful track record	7
b. Developer's successful track record	8
c. Management agent's successful experience	8
d. Oklahoma company/individual	2
Support Services:	10
a. On-site services provided (with commitment letters)	10
b. Off-site services provided only (with commitment letters)	5
c. No service commitments provided	0
Community Support:	10
a. Documentation of support from local government	5
b. Documentation of support from community organizations	5
c. No documentation provided	0
Match Generation:	10
a. Generates 100% match for Consortium	10
b. Generates 75% match for Consortium	5
c. Generates match for project only	2
d. Generates no eligible match	0
Readiness to Proceed:	10
a. Financing	
1. Funding commitments of other sources secured	5
2. Funding applications of other sources pending	2
3. Funding applications of other sources to be submitted	0
b. Environmental	
1. Site has no known environmental problems	3
2. Site has known environmental problems that can be remedied	0

c. Displacement	
1. No displacement will occur	2
2. Displacement will occur	0
TOTAL	100

METROPOLITAN TULSA HOME CONSORTIUM

APPLICATION CHECKLIST

Required Documents to be submitted with Applications

- ✓ W-9 Form
- ✓ Documentation of Current Registration in SAM
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 - Categorized Expected Uses of Funds
 - Separate 15-year Pro-Forma Analysis
- ✓ Exhibit 3: Detailed Line item Budget of All Project Costs
- ✓ Exhibit 4: Detailed Listing of All Project Tasks and Completion Schedule for Each Task
- ✓ Attachment : Support Services Letters of Commitment from Service Providers
- ✓ Attachment : Community Support Letters

**Attachment A
HOME PROGRAM RENTS
TULSA METROPOLITAN AREA**

HIGH HOME RENT

The high HOME rent may not exceed the lesser of the Section 8 Existing FMR's or 30 percent of the adjusted income of a family whose income equals 65 percent of the median income for the area. The lesser amount (minus the utility allowance, if utilities are paid by the tenant) represents the maximum amount of rent that may be charged for HOME-assisted rental units to qualify as affordable housing.

Fair Market Rents:*

1 bedroom unit	\$649/month
2 bedroom unit	\$842/month
3 bedroom unit	\$1136/month

Thirty percent of adjusted income of a family whose income equals 65 percent of the median income for the area:*

1 bedroom unit	\$838/month
2 bedroom unit	\$1007/month
3 bedroom unit	\$1155/month

Lesser amount:

1 bedroom unit	\$649/month
2 bedroom unit	\$842/month
3 bedroom unit	\$1136/month

LOW HOME RENT

The low HOME rent may not exceed 30 percent of gross income of a family whose income equals 50 percent of the area median income. At least 20 percent of the HOME-assisted units in a HOME project must be occupied by very low-income families at rents not to exceed the low HOME rent. However, low HOME rents may not exceed the high-HOME rent limit as previously calculated.

Fifty Percent Rent Limits*

1 bedroom unit	\$629/month
2 bedroom unit	\$755/month
3 bedroom unit	\$872/month

Higher HOME Rent

1 bedroom unit	\$649/month
2 bedroom unit	\$842/month
3 bedroom unit	\$1136/month

Lesser amount:

1 bedroom unit	\$629/month
2 bedroom unit	\$755/month
3 bedroom unit	\$872/month

UTILITY ALLOWANCE**

Low and High HOME rents include utilities. If the tenant will be paying for utilities, the PJ must subtract out a local utility allowance to determine the maximum HOME rents that may be charged. A PJ may use the local utility allowance used by the local public housing authority, or it may develop its own. The Consortium uses OHFA's utility allowances.

*HOME Program Rent Limits effective September 2018

**Neighborhood Market Analysis/Market Study
for the HOME Program under the 2013 HOME Rule**

The 2013 HOME Rule requires that before entering into a legally binding written agreement to provide funds to a HOME activity set up in IDIS, the PJ must examine neighborhood market conditions to ensure adequate need for the project for which the funds are to be used. The PJ must evaluate the feasibility of all rental or homebuyer development projects, regardless of number of units or activity type (new construction, acquisition, rehabilitation). The requirement is not applicable to tenant-based rental assistance, homeowner rehabilitation, CHDO operating expenses, or downpayment assistance. A component of this evaluation is an assessment of the current market demand in the neighborhood planned for location of the development. Small development projects are not exempt from this requirement since the purpose of the requirement is to ensure that every unit in which the PJ invests HOME funds results in housing that will be rented or sold as quickly as possible, in order to provide affordable housing for low- and very low-income households. The level of review in the market assessment may vary, depending on project scale and complexity.

Depending on the size of the development being assisted with HOME funds, one of two evaluations of the market must be conducted. For development of less than 20 units (homeownership or rental), a Neighborhood Market Analysis must be conducted by the applicant, and submitted with the request for HOME funds from the Consortium. For the development of over 20 units (homeownership or rental), applicants must submit a third party, independent housing Market Study. The market study must be prepared by a market analyst, unaffiliated with the applicant, owner or developer, who has experience with single or multi-family rental or single-family homeownership housing, depending on the proposal.

Neighborhood Market Analysis (20 units or less)

For all developments of up to twenty (20) units, a Neighborhood Market Analysis must be included with the application that includes all of the documentation requirements listed below. For a development of up to twenty (20) units, applicants may perform their own scientifically based housing market analysis. Such studies must fully describe the methodology used and sources of all data and information.

The applicant/developer must define the physical boundaries of the neighborhood where development is proposed. The neighborhood market analysis must include an evaluation of the location and characteristics of the housing and residents in the proposed neighborhood, including:

Description of Proposed Site

A. General Location:

Address:

Census Tract:

Acreage:.

Zoning:

Locations of other Assisted or Subsidized Housing:

Physical Site Description:

Necessary utilities including water, sanitary sewer, gas and electric.

(1) The site must be adequate in size, exposure, and contour to accommodate the number and type of units proposed, and adequate utilities (water, sewer, gas, and electricity) and streets must be available to service the site.

Characteristics of Housing and Residents in Proposed Neighborhood

Sale prices,

Age and amenities of the housing stock,

Incomes of residents

In evaluating the proposed project, using an average period of affordability based on its expected investment per unit (e.g., 5, 10 or 15 years), the Consortium will analyze the current and projected incomes of neighborhood residents and determine that such data supports the conclusion that a reasonable range of low-income families will continue to qualify for mortgage financing.

The Neighborhood Market Analysis will be utilized to determine whether the project meets housing needs and demands in the proposed area. Effective housing market analyses include a thorough investigation into site, neighborhood, and market area, plus a complete analysis of the housing supply and market conditions. Demand is defined as the total number of households in a market area that would potentially move into the units following the proposed activity. These households must be of the appropriate age, income and size for a specific proposed project, and there must be some evidence that these households would have an interest in either renting or purchasing the units, depending on the activity proposed. Some sources of this evidentiary data are Housing Authorities, Chambers of Commerce, Community Action Agencies, and local realtors.

Documentation Requirements for HOME activities requiring a Neighborhood Market Analysis:

- A. A summary of the qualifications of the individual(s) who participated in the development of the market study;
- B. A map and a description of the proposed site. Physical features of the property, streets and access information, availability of utilities, and zoning data. A discussion regarding the appropriateness of the location – availability of community facilities and proximity to local schools and parks;

- C. An assessment of the current housing supply type, quantity, unit mix, location, age, condition, occupancy levels, and housing cost overburden statistics;
- D. An identification of the number of households in the market area which are of the appropriate age, income and size for the proposed activity.

Market Study for Developments of More than Twenty (20) Units

Applicants must submit a third party, independent housing market study. The analysis must be prepared by a market analyst, unaffiliated with the applicant, owner or developer, who has experience with single or multi-family rental or single-family homeownership housing, depending on the proposal. Applicants are required to submit an electronic copy of their full market study along with their regular application materials. This electronic version may be in the form of a CD, stick/flash drive, other electronic storage device, or e-mail attachments, in addition to, and not a substitution for, the regular hard copy of the study.

The Market Study will be utilized to determine whether the project meets housing needs and demands in the proposed area. Effective housing market analyses include a thorough investigation into site, neighborhood, and market area, plus a complete analysis of the housing supply and market conditions. Market analyses will determine appropriate housing quantities, types, features and unit mix and are required to clearly document demand for the type and number of affordable housing units proposed. Demand is defined as the total number of households in a market area that would potentially move into the units following the proposed activity. These households must be of the appropriate age, income and size for a specific proposed project, and there must be some evidence that these households would have an interest in either renting or purchasing the units, depending on the activity proposed. Some sources of this evidentiary data are Housing Authorities, Chambers of Commerce, Community Action Agencies, and local realtors.

Documentation Requirements for HOME activities requiring a Market Study:

- A. All information included with the Market Study must be no more than twelve (12) months old;
- B. A summary of the qualifications of the individual(s) who participated in the development of the market study;
- C. A map and a description of the proposed site. Physical features of the property, streets and access information, availability of utilities, and zoning data. A discussion regarding the appropriateness of the location – availability of community facilities and proximity to local schools and parks;
- D. An evaluation of the need for affordable housing within the market area including a review of economic and employment factors such as population growth trends, development and activity, industry, major employers, and labor force;

- E. An assessment of the current housing supply type, quantity, unit mix, location, age, condition, occupancy levels, and housing cost overburden statistics;
- F. An identification of the number of households in the market area which are of the appropriate age, income and size for the proposed activity;
- G. A description of the potential effect on the occupancy rates of other comparable properties in the market area (for rental only);
- H. A description of rents and vacancy rates of comparable housing (for rental only);
- I. A calculation of the capture rate by dividing the total number of units in the project by the total number of age, size and income-qualified renter households in the primary market area (for rental only);
- J. The expected market absorption of the proposed housing (for rental only);
- K. Rent rolls for existing tenants (Rental Acquisition/Rehab only).

METROPOLITAN TULSA HOME CONSORTIUM

APPLICATION CHECKLIST

Required Documents to be submitted with Applications

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 - Separate 15-year Pro-Forma Analysis
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- ✓ Attachment : Support Services Letters of Commitment from Service Providers
- ✓ Attachment : Community Support Letters

562315

Published in the Tulsa World, Tulsa County, Oklahoma, April 26, 2019

Metropolitan Tulsa HOME Consortium
Request for Proposals for Rental Housing

The Metropolitan Tulsa HOME Consortium is soliciting RFPs for New Construction of Rental Housing. Eligible applicants are Consortium Certified Non Profit Developers. The Consortium has available \$880,000 in HOME monies from FY 2018 and FY2019 to fund projects that promote affordable rental housing within the Consortium service area. A funding award to more than one applicant is anticipated and the maximum amount of funds an applicant may request through this RFP is approximately \$450,000. Activities eligible for funding under this RFP will be the new construction of supportive single family or multi-family rental housing, as defined in the HOME regulations. Rental housing was identified as a priority need in the Metropolitan Tulsa HOME Consortium Consolidated Plan.

To request a Proposal packet and an application to become a Consortium Certified Developer, contact INCOG at 918-579-9431. Request for Proposals will be received at the INCOG office, 2 West 2nd Street, Suite 800, Tulsa, OK 74103 until 4:00 p.m. on May 10, 2019. The funding announcement will be on or about May 17, 2019.



a voluntary association of local governments serving Creek, Osage, Rogers, Tulsa and Wagoner Counties

2 West 2nd Street, Suite 800 Tulsa, Oklahoma 74103-3123 918.584.7526 www.incog.org

MEMORANDUM

TO: HOME File

FROM: Claudia Brierre, Grant Administrator

DATE: June 4, 2019

RE: **Certification of Developer Capacity**

Tulsa County, in accordance and compliance with ***Consolidated and Further Continuing Appropriation Act of 2012 (P.L. 112-55)*** is required to assess developer capacity and fiscal soundness before committing funds to any project included as part of a participating jurisdiction's plan under section 105(b). The Tulsa County HOME Program *Developer Capacity Application* has been formulated for the purposes of assessing developer capacity.

INCOG staff certifies that the *Developer Capacity Application* submitted to INCOG by A New Leaf in conjunction with the RFP issued for Rental Housing New Construction has been reviewed and Staff finds A New Leaf to be capable and fiscally sound to undertake rental housing development activities for the Tulsa County HOME Consortium. Therefore, HOME funds in the amount of \$450,000 are committed to this project.

MEMO

To: Board of County Commissioners

From: Linda J. Johnston 

Date: June 4, 2019

Re: Request for Approval for Application for Pharmacy and Training Area Licenses

In accordance with the Oklahoma State Board of Pharmacy laws, attached is the original pharmacy license and training area license renewal application for The George Prothro, MD Pharmacy of Tulsa County. The total fee for both licenses is \$160.00 and is due by July 31, 2019. We are respectfully seeking your authorization on this matter.

This application for renewal requires an official signature on this form as Chairman of the Board of County Commissioners. Following Board action, I also request that this **original document be returned to this department** for proper processing.

LJ:gs

cc: Commissioner Karen Keith
Commissioner Ron Peters
Commissioner Stan Sallee
John Fothergill, Chief Deputy
Vicki Adams, Chief Deputy
Mike Craddock, Chief Deputy
Catherine Collet, Pharmacist

Original Application to: Michael Willis, County Clerk, to be placed on agenda of June 10, 2019.

**OKLAHOMA STATE BOARD OF PHARMACY**

2920 N Lincoln Blvd, Ste A, Oklahoma City, OK 73105

Phone: (405) 521-3815 / Fax: (405) 521-3758

www.pharmacy.ok.gov / e-mail: pharmacy@pharmacy.ok.gov

FORM D. GOVERNMENT OWNERSHIP INFORMATION**A. APPLICANT. (PLEASE TYPE OR PRINT CLEARLY)**

PHARMACY OR FACILITY NAME and DBA NAME APPLYING FOR LICENSE

The George Prothro, MD Pharmacy of Tulsa County

ADDRESS OF PHARMACY OR FACILITY (include city, state and ZIP)

2401 Charles Page Boulevard

B. GOVERNMENT ENTITY OWNER.

NAME OF GOVERNMENT ENTITY OWNING PHARMACY OR FACILITY

Tulsa County

ADDRESS OF GOVERNMENT ENTITY (include city, state and ZIP)

500 South Denver, Tulsa, OK 74103

FEDERAL EMPLOYER ID NUMBER (FEIN) OF GOVERNMENT ENTITY

C. DESIGNATED REPRESENTATIVE. (provide this information for the person who signs the application below)

NAME OF DESIGNATED REPRESENTATIVE FOR GOVERNMENT ENTITY

Commissioner Karen Keith

TITLE

Chairman, BOCC

ADDRESS OF RECORD (include city, state and ZIP)

500 South Denver, Tulsa, OK 74103

PHONE NUMBER

918-596-5015

LICENSED OK PHARMACIST?

☐ Yes ☒ No

IF YES, OK DPH LICENSE #

I swear and affirm under penalty of perjury pursuant to Title 21 O.S. 491 and/or discipline by the Board of Pharmacy under the pharmacy laws and rules of the State of Oklahoma that all information I have supplied herein is true and complete.

THIS SIGNATURE MUST BE NOTARIZED:

Signature of Designated Representative

State of _____)

County of _____)

Subscribed and sworn to or affirmed before me
this _____ day of _____, 20____._____
Notary Public**THE FOLLOWING MUST BE SUBMITTED WITH THIS DOCUMENT:**

- ☒
1. Oklahoma State Board of Pharmacy Application & Fee



OKLAHOMA STATE BOARD OF PHARMACY

2920 N Lincoln Blvd, Ste A, Oklahoma City, OK 73105
Phone: (405) 521-3815 / Fax: (405) 521-3758
www.pharmacy.ok.gov / e-mail: pharmacy@pharmacy.ok.gov

FOR OSBP USE ONLY

RECEIPT:

DATE:

2019-2020 NOTICE OF RENEWAL OF PHARMACY LICENSE

A. License No. 2-6014 Please PRINT clearly List Name, DBA Name & Physical Address

THE GEORGE PROTHRO, MD PHARMACY OF TULSA COUNTY

2401 CHARLES PAGE BOULEVARD

TULSA, OK 74127

Fee doubles 15 days after expiration

EXPIRES: JULY 31, 2019

[See Sect. B for license renewal fee and add (✓) any permits currently held by pharmacy for total amount due]

✓ Pharmacy License Renewal \$ 150.00
✓ Training Area Permit Renewal \$ 10.00
Drug Supplier Permit Renewal \$ 20.00
Sterile Compound Permit Renewal ... \$ 75.00

TOTAL AMOUNT DUE \$ 160.00

[NOTE: Attach a separate SELF ADDRESSED ENVELOPE marked "MAIL ADDRESS" for licenses requiring delivery to a mailing address other than the address listed in Section A.]

Applications to add a NEW permit can be found at:
http://ok.gov/pharmacy/Licensees_&Applicants/Forms_&Applications/Pharmacies/index.html

B. Type of Pharmacy (✓ check one)	<input type="checkbox"/>	CHARITABLE: \$75		
	<input type="checkbox"/>	HOSPITAL: \$150		
	<input type="checkbox"/>	HOSPITAL DRUG ROOM: \$40		
	<input type="checkbox"/>	NON-RESIDENT: \$150		
	<input checked="" type="checkbox"/>	RETAIL: \$150	<input type="checkbox"/> Independent <input type="checkbox"/> Closed Door	<input type="checkbox"/> Chain <input type="checkbox"/> Nuclear
		IN-STATE RMOP (Remote Medication Order Processing) for Hospitals: \$150		
		NON-RESIDENT RMOP (Remote Medication Order Processing) for Hospitals: \$150		
C. CDS Inventory Attached	<input checked="" type="checkbox"/>	ALL RESIDENT (IN-STATE) PHARMACIES MUST ATTACH A COPY OF THEIR ANNUAL CDS INVENTORY TAKEN BETWEEN MAY 1ST - JULY 1ST		

D. Contact Information [notice of any deficiencies will be sent to the email given below for the person responsible]:

Pharmacy Phone: 918-596-5577 Fax: 918-596-5562 E-mail: CCOLLET@TULACOUNTY.ORG

Pharmacy hours: Mon - Fri 8:30 A.M. - 4:45 P.M. Saturday N/A Sunday N/A

Person Responsible for Application: CATHERINE COLLET E-Mail: CCOLLET@TULSACOUNTY.ORG

E. Designated Pharmacist-In-Charge (Oklahoma licensed PIC required):

By my signature, I acknowledge that I am employed by the pharmacy named above and that I am the pharmacist-in-charge. I certify that I am a licensed pharmacist in the State of Oklahoma. My business practices will conform to the laws and rules of the United States and the pharmacy laws and rules of the State of Oklahoma.

Printed Name: CATHERINE GEE COLLET OK Lic # 10289 Signature: [Signature]

F. Does this pharmacy have a written Drug Diversion Detection and Prevention Policy on file and available for review as required by OAC 535:15-3-2? ☒ Yes (required)

G. Hospital & Hospital Drug Room Information: [N/A ☒

1. # of Beds: _____ 2. Hospital Drug Room designated Drug Room Supervisor (DPh, RN or LPN):

Printed Name & Title: _____

H. Retail & Non-Resident Pharmacy Information:

1. Does this pharmacy compound sterile drug products? ☐ Yes ☒ No

a) If Yes, what is the compounding risk level? _____

b) If Yes, are all prescriptions patient specific? ☐ Yes ☐ No

1. If not patient specific, list OK Outsourcing Facility License No: _____ Expiration Date: _____

[This question MUST be answered - DO NOT mark N/A if this is a retail or non-resident pharmacy] [N/A ☐

I. If this Pharmacy is NOT LOCATED IN OKLAHOMA, please complete the following: [N/A ☒

1. Home State: _____ Home State pharmacy license number (attach copy): _____

2. Home State pharmacy license expiration date: _____ Pharmacy Toll Free # (required): _____

3. Date of Last Inspection (must be within 2 years of renewal): _____

4. Inspected by (e.g. Home State, VPP): _____

J. Please provide the following (you may put N/A if not issued for this facility):

1. NCPDP #: 3728536 3. OK Bureau of Narcotics #: 22454

2. NPI #: 1992107577 4. DEA #: AT7815636

K. Licensed Pharmacists and Technicians employed by this pharmacy: (attach additional sheet if necessary)

Cert. #	Pharmacists (Print Name)	Full Time✓	Part Time✓	Permit #	Technicians (Print Name)	Full Time✓	Part Time✓
R-10289	CATHERINE GEE COLLET	<input checked="" type="checkbox"/>	<input type="checkbox"/>	T24349	JORDAN BUGGS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
R-17862	KATHERINE BERKENBILE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	T22178	MARY-KYLE WINDLE	<input checked="" type="checkbox"/>	<input type="checkbox"/>
R-10342	NANCY BURGETT	<input type="checkbox"/>	<input checked="" type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
R-11313	EMILY BETH DOUGLASS	<input type="checkbox"/>	<input checked="" type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
R-9877	LISA MARSHALL	<input type="checkbox"/>	<input checked="" type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
R-15224	BRYN STRATTON	<input type="checkbox"/>	<input checked="" type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>

L. Ownership ^{1,2}	<input type="checkbox"/> SOLE PROPRIETOR	<input type="checkbox"/> CORPORATION	<input checked="" type="checkbox"/> GOVERNMENT
	<input type="checkbox"/> PARTNERSHIP	<input type="checkbox"/> LLC	

List: (attach separate page if necessary)

1. TULSA COUNTY
- 2.
- 3.
- 4.

• Name of Sole Proprietor Owner; or
• Names of Partners, if Partnership; or
• Name & Title of Corporate Officers (including President and Secretary), if Corp or LLC; or
• Name of Government or Tribal Entity owning pharmacy

1. A change of ownership requires a new application. A change of ownership occurs when a change of ownership form occurs (e.g. from a sole proprietor to an LLC) or a change of 20% or more of the ownership of the entity owning the license occurs (for example, when the corporation owning the license sells 20% or more of the stock). For publicly traded corporations, a routine sale of stock is not a change of ownership. [see OAC 535:25-3-7(a)]
2. Changes in any information required for licensure must be reported to the Board within ten (10) days. [see OAC 535:25-3-7(b)]

M. Disciplinary History:

Please answer each of the following questions **YES (Y)** or **NO (N)**. For the purpose of the questions below, "applicant" means the Pharmacy listed in Section A above. **All "YES" answers MUST be explained in detail in a separate addendum.**

The addendum shall identify the person/entity to whom the "Yes" answer applies and shall include the jurisdiction and all other information requested. Failure to disclose any of the requested information may result in the denial of this application and/or other appropriate action.

The addendum form that shall be used to provide this information may be found at:

https://ok.gov/pharmacy/Licensees_&Applicants/Forms_&Applications/Pharmacies/index.html

1.	Since the last renewal or within the last 24 months, has the applicant or any of its owners or its pharmacy manager/PIC pled guilty or nolo contendere to or been found guilty of violating any federal or state felony offense statutes or any federal or state misdemeanor offense statutes involving prescription drugs and/or controlled substances? Are any such charges or indictments pending? (If the owner of the applicant is a business entity, these questions need not be answered as to partners, members, or stockholders of the owner unless such persons currently serve as managers, officers or directors of the owner or own more than twenty percent (20%) of the owner. These questions shall be answered as to the applicant and pharmacy manager/PIC.)	NO
2.	Since the last renewal or within the last 24 months, has any federal (e.g., FDA, DEA) or state (e.g., OBNDD) regulatory or law enforcement agency found that the applicant or any of its owners or its pharmacy manager/PIC has violated any federal, state, or local laws or foreign laws? Is there any such action pending? (If the owner of the applicant is a business entity, these questions need not be answered as to partners, members, or stockholders of the owner unless such persons currently serve as managers, officers or directors of the owner or own more than twenty percent (20%) of the owner. These questions shall be answered as to the applicant and pharmacy manager/PIC.)	NO
3.	Since the last renewal or within the last 24 months, has suspension, revocation or any other sanction been imposed against a license currently or previously held by the applicant or any of its owners or its pharmacy manager/PIC for violating federal or state laws? Has the applicant or any of its owners or its pharmacy manager/PIC surrendered a license? (If the owner of the applicant is a business entity, these questions need not be answered as to partners, members, or stockholders of the owner unless such persons currently serve as managers, officers or directors of the owner or own more than twenty percent (20%) of the owner. These questions shall be answered as to the applicant and pharmacy manager/PIC.)	NO
4.	Since the last renewal or within the last 24 months, has the applicant had any application for a license or permit refused or denied by any licensing authority?	NO
5.	Since the last renewal or within the last 24 months, has the applicant had a registration issued by a controlled substance authority revoked, suspended, surrendered, limited or restricted?	NO

I swear and affirm under penalty of perjury pursuant to Title 21 O.S. 491 and/or discipline by the Board of Pharmacy under the pharmacy laws and rules of the State of Oklahoma that all information I have supplied herein is true and complete.

THIS SIGNATURE MUST BE NOTARIZED:

Catherine Gee Collet, Chief Pharmacist

Printed Name & Title of Responsible Person/Representative

Signature of Responsible Person/Representative



State of Oklahoma
County of Wagoner

Subscribed and sworn to or affirmed before me this 4 day of July, 2019

Gina R. Solomon
Notary Public

THE FOLLOWING MUST BE SUBMITTED WITH THIS APPLICATION:

1. ☒ Renewal Fee(s) (see Total Due on page 1)
2. ☐ Copy of Home State License (Non-Resident Pharmacies only)
3. ☐ Charges & Convictions Addendum (if applicable – see Sect M)
4. ☒ Annual CDS Inventory (In-State Pharmacies only)

If this pharmacy has had a Name change, an Ownership change of 20% or more, or an Address change you must complete a new application.

Applications are available at www.pharmacy.ok.gov.

ANY CERTIFICATE NOT RENEWED IS SUBJECT TO CANCELLATION 30 DAYS AFTER EXPIRATION



RESOLUTION

Tulsa County Board of Commissioners, Tulsa County Ray Jordan Building Renovation

Approval WHEREAS, the Vision Tulsa Capital Improvements Program authorized the expenditure of funds for Capital Improvements and,

WHEREAS, funding is available for improvements to the Tulsa County Ray Jordan Building property.

NOW, THEREFORE, the Board of County Commissioners does hereby authorize the partial distribution of sales tax funds-bond proceeds for the following purpose:

Improvements and Renovations to the property at 500 S Denver Ave., Tulsa, OK, encumbrance of \$2,000,000.00.

Renovation of Ray Jordan Building Design and Construction	\$2,000,000.00

Adopted this 10th day of June, 2019.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS
TULSA COUNTY, OKLAHOMA**

Stan Sallee, Commissioner Dist. 1

Karen Keith, Chairman, Commissioner Dist. 2

Michael Willis, County Clerk

Ron Peters, Commissioner Dist. 3

TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: June 5, 2019

FROM: Matney M. Ellis
Purchasing Director



TO: Board of County Commissioners

SUBJECT: Agreement – Bennett Steel, Inc.

Bids for the Tulsa County "HQ" Administration Building Renovations were opened on May 6, 2019 and the recommendation to award Bid Packages 05A (Structural Steel - Material) and 05B (Structural Steel – Erection) to Bennett Steel, Inc. was approved by the Board of County Commissioners on May 20, 2019, CMF# 247860.

The Tulsa County Purchasing Department respectfully requests the Board of County Commissioners approve and execute the attached Trade Contractor Agreement between the Board of County Commissioners and Bennett Steel, Inc. for the scope of work as defined in the agreement and referenced bid documents.

Respectfully submitted for your approval and execution.

MME / mlb

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda.

TRADE CONTRACTOR AGREEMENT

1. Effective Date, Parties and Notice

This Agreement is entered into this 20 day of May in the year 2019 by and between
Tulsa County Board of County Commissioners referred to in this Agreement as the Owner, and the

TRADE CONTRACTOR Bennett Steel, Inc.
2210 N. Industrial Rd
Sapulpa, Ok 74066

Tax ID/EIN/SSN: 73-1100933

ATTENTION: Jack Pitcock

referred to in this Agreement as the Trade Contractor for services in connection with this

PROJECT NAME Tulsa County Administration Building Renovations

PROJECT NUMBER HEADQ

LOCATION 218 W 6th St
Tulsa, OK 74119

whose

CONSTRUCTION FLINTCO, LLC
MANAGER is 1624 W 21st St
Tulsa, OK 74107

and whose

ARCHITECT is GH2 Architects
320 S Boston Ave
Suite 100
Tulsa, Ok 74103

NOTICE TO THE PARTIES SHALL BE GIVEN AT THESE ADDRESSES

2. Safety

2.1 The Trade Contractor agrees that the prevention of accidents to workmen and property engaged upon or in the vicinity of the Trade Work is its responsibility. The Trade Contractor agrees to comply with all Federal, State, Municipal and local laws, ordinances, rules, regulations, codes, standards, orders, notices and requirements concerning safety as shall be applicable to the Trade Work, including, among others, the Federal Occupational Safety and Health Act of 1970, as amended, and all standards, rules, regulations and orders which have been or shall be adopted or issued thereunder, and with the safety standards established during the progress of the Trade Work by the Construction Manager (referred to herein as "CM").

2.2 When so ordered, the Trade Contractor shall stop any part of the Trade Work which the CM deems unsafe until corrective measures satisfactory to the CM have been taken. The Trade Contractor agrees that it shall not have nor make any claim for damages arising from such stoppages. Should the Trade Contractor fail to take appropriate corrective measures in a timely manner, the CM may do so at the cost and expense of the Trade Contractor and may deduct the cost and expense thereof from any payments due or to become due to the Trade Contractor. Failure on the part of the CM to stop unsafe practices shall in no way relieve the Trade Contractor of its responsibility therefor.

2.3 The Trade Contractor will follow the provisions of all applicable statutes and ordinances which require persons or firms doing excavation to do so only after giving notice to utility companies and obtaining information on the location of utilities (such as "one-call" systems).

3. Trade Contractor Representations

3.1 The Trade Contractor acknowledges receipt of all policies listed in Exhibit C. Subject to applicable law the Trade Contractor further agrees to be bound by these policies as part of this Agreement. The Trade Contractor represents and agrees that it has carefully examined and understands this Agreement and the other Trade Contract Documents, has investigated the nature, locality and site of the Trade Work and the conditions and difficulties under which it is to be performed, and that it enters into this Agreement on the basis of its own examination, investigation and evaluation of all such matters and not in reliance upon any opinions or representations of the CM, the Owner or any of their respective officers, agents or employees.

3.2 The commencement of the Trade Work by the Trade Contractor on the site of the Project shall constitute the legal and binding acceptance by the Trade Contractor of this Agreement. For purposes of this paragraph the mobilization of equipment, delivery of materials or the performance of actual labor on the Project site, whichever occurs first, shall constitute a "commencement" of Trade Work by the Trade Contractor. The Owner reserves the right, however, to insist on a signed Agreement prior to the making of any payment to the Trade Contractor.

4. Bonds

The Trade Contractor shall furnish a Performance Bond and a Separate Payment Bond satisfactory to the CM, in its sole determination, in the full amount of the Agreement Amount. Bonds shall be furnished by a surety acceptable to the CM, in the full amount of the Agreement Amount, and on the forms attached as Exhibit G. Trade Contractor must also furnish any applicable statutory bonds if required by the state in which the Project is located.

5. Trade Contractor Duties

5.1 Trade Work. The Owner retains the Trade Contractor as an independent contractor, to provide all labor, materials, equipment and services necessary or incidental to complete that portion of the work on the Project as set forth in Exhibit A to this Agreement, consistent with the Project Schedule and in strict accordance with and reasonably inferable from the Trade Contract Documents. The Trade Contractor agrees to perform such part of the work (hereafter called "Trade Work") for the Project under the general direction of the CM and subject to the final approval of the CM, Architect/Engineer or other specified representative of the Owner.

5.2 Trade Contract Documents. The Trade Contract Documents include this Agreement, Agreement between the Owner and the CM ("CM Agreement"), including all addenda, modifications, revisions, plans, drawings, specifications, details, together with all general, technical, supplementary and special terms and conditions, any invitations for bids or information for bidders, if any, to the extent applicable, and all other documents listed in or referred to by the CM Agreement. The Owner and the Trade Contractor are mutually bound by the terms of this Agreement. To the extent the terms of the CM Agreement apply to the work of the Trade Contractor, then the CM on behalf of the Owner assumes toward the Trade Contractor all the obligations, rights, duties and redress that the Owner under the CM Agreement assumes toward the CM. In the identical way, the Trade Contractor assumes toward the CM all the same obligations, rights, duties and redress that the CM assumes toward the Owner and Architect/Engineer under the CM Agreement. This Agreement and the rest of the Trade Contract Documents are intended to supplement and complement each other and shall, where possible, be so interpreted. However, if any provision of this Agreement

irreconcilably conflicts with a provision of the Trade Contract Documents, the provision granting greater rights or remedies to the Owner or imposing the greater duty, standard or responsibility or obligation on the Trade Contractor shall govern.

5.3 Design Delegation. If the Trade Contract Documents (1) specifically require the Trade Contractor to provide design services and (2) specify all design and performance criteria, the Trade Contractor shall provide the design services necessary to satisfactorily complete the Trade Work. Design services provided by the Trade Contractor shall be procured from licensed, design professionals (the "Designer") retained by the Trade Contractor as permitted by the law of the place where the Project is located. The Designer's signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings and other submittals prepared by the Designer. Shop Drawings and other submittals related to the Trade Work designed or certified by the Designer, if prepared by others, shall bear the Trade Contractor's and the Designer's written approvals when submitted to the CM. The Owner and the CM shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications or approvals performed by the Designer.

5.3.1 If the Designer is an independent professional, the design services shall be procured pursuant to a separate agreement between the Trade Contractor and the Designer. The Trade Contractor-Designer agreement shall not provide for any limitation of liability or exclusion from participation in the multiparty proceedings requirement of Paragraph 21.6. If applicable, the Designer(s) is (are)

The Trade Contractor shall notify the CM in writing if it intends to change the Designer. The Trade Contractor warrants the design furnished by the Designer will be in conformance with the information given and the design concept expressed in the Trade Contract Documents. The Trade Contractor shall not be responsible for the adequacy of the performance or design criteria required by the Trade Contract Documents furnished by the Owner, Architect/Engineer or CM

5.3.2 The Trade Contractor shall not be required to provide design services in violation of any applicable law.

5.4 Clean Up. The Trade Contractor is responsible for its own "clean-up" and keeping the Trade Work areas "broom clean". If the CM determines the Trade Work area to be unsatisfactorily cleaned, the CM will so advise the Trade Contractor. If the Trade Contractor fails to commence cleaning procedures within twenty four (24) hours and continue to clean said area to the CM's satisfaction, the CM may without further notice execute and complete such clean up activities as the CM deems necessary and charge the cost to the Trade Contractor or deduct such cost from payments due to the Trade Contractor. The Trade Contractor is responsible to clean the mud and gravel off its vehicles (including vehicles operated by its lower tier contractors and suppliers) prior to leaving the site. Any mud or gravel that is tracked onto the surrounding roads shall be removed immediately. The CM has the right to clean up surrounding roads immediately upon the Trade Contractor's failure to do so, the cost of which shall be deducted from the Trade Contractor's next payment.

5.5 Protection of Trade Work. The Trade Contractor is responsible for protection of its material, equipment and installation until the final acceptance by the Owner and the Architect.

5.6 Protection of the Project. The Trade Contractor shall confine operations at the Project site to areas permitted by the CM and shall not unreasonably encumber the Project site with materials or equipment. The Trade Contractor is responsible for any damage caused to adjacent property or access roads by the Trade Contractor, its lower tier contractors or suppliers during the course of the Trade Work.

5.7 Supervision. All of the Trade Work is the sole and absolute responsibility of the Trade Contractor; shall be initiated, managed, performed and completed by qualified, competent, skilled and reputable supervisors, administrators, mechanics and laborers, all of which are satisfactory to the CM; shall be in full compliance with the Trade Contract Documents including this Agreement; and shall meet the approval and acceptance of the CM and the Owner or its authorized representative.

6. Schedule

Time is of the essence. The Trade Contractor shall commence the Trade Work under this Agreement when notified by the CM and shall complete the Trade Work in a diligent manner in accordance with the Trade Contract Documents and the Schedule of Work as set forth in Exhibit E so that progress or completion of the Project will not be delayed and in such a manner that the CM, any other Trade Contractors, and any separate contractors of the Owner shall not be delayed or impeded in their work. The Trade Contractor shall participate and cooperate in the development of schedules and other efforts to achieve timely completion of the Trade Work by providing information on the timing and sequence of operations so as to meet the CM's overall schedule requirements. The Trade Contractor shall continuously monitor the Project Schedule including any revisions thereto, and other work on the Project so as to execute the Trade Work in accordance with the requirements of the Project Schedule.

The Trade Contractor agrees to be responsible for, carry out, and perform all time guarantees upon work or materials referred to in the Trade Contract Documents relating to any labor performed or material furnished under this Agreement.

7. Payment

7.1 In consideration of faithful and timely performance by the Trade Contractor of all the covenants and the conditions aforesaid, the Owner agrees to pay the Trade Contractor, subject to other provisions hereof, including authorized additions and deletions, the sum of One Million and Seventy-Two Thousand, Four Hundred Dollars and 00/100 DOLLARS (\$1,072,400.00)

(the "Agreement Amount") [which amount is Tax Exempt in accordance with attached Exhibit H]. Payment shall only be due for the portion of the Trade Work actually completed to the satisfaction of the CM, the Architect and the Owner. Trade Contractor shall submit a progress payment application to the Owner, with a copy to the CM and the Architect, for Trade Contractor Work properly performed during that month. Within thirty (30) days after Trade Contractor's complete, proper and timely payment application has been received by the Owner, the Owner shall make payment to Trade Contractor, less any applicable retainage or other set off. The Owner may withhold payment of part or all of Trade Contractor's payment application upon notice to Trade Contractor as allowed by law. Progress payment applications must be submitted by the Trade Contractor each month in an amount equal to ninety percent (90%) of the estimated value of the labor, materials and equipment incorporated in the construction and materials and equipment suitably stored at the Project site, less the aggregate of previous payments. The Trade Contractor's Affidavit and Waiver of Lien for prior payments must be properly executed by an authorized representative of the Trade Contractor and returned to the Owner and the CM prior to issuance of subsequent payments.

7.2 Progress payment applications are to be submitted on AIA G702 with Schedule of Values AIA G703. With each progress payment application, the Trade Contractor shall furnish a tabulated breakdown of the portion of the Trade Work included in the payment request, listing items of the work in sufficient detail as determined by the Owner and the CM to easily facilitate payment requests to be checked by the CM as the work progresses.

7.3 Each payment request or invoice must be received by the Owner by the last day of the month to be processed with other progress payment applications for that month. Invoices and payment requests received that are inaccurate or without substantiation, or after said day of the month will be held until corrected and substantiated, and then processed with the following month's payment application.

7.4 The Trade Contractor shall submit its request for partial payment conforming to the standard CM billing form, with schedule of values attached thereto, representing a true and accurate estimate of the Trade Work completed, and materials stored during the immediately preceding month or such other immediately preceding period as directed by the CM. In addition, if allowed by the Trade Contract Documents, all invoices and insurance certificates shall be included for all stored materials in an off-site storage area applicable to the payment request.

7.5 The Trade Contractor shall, additionally with each payment request, submit copies of payrolls to document the value of work in place and a Partial Release of Lien from all lower tier contractors and major material suppliers for which payment has previously been made to the Trade Contractor.

7.6 If the Owner or the CM on behalf of the Owner, in their sole discretion, deem it necessary, the Trade Contractor agrees to receive each of its progress payments and final payment in the form of multiple checks issued jointly between the Trade Contractor's lower tier contractors and major material suppliers and the Trade Contractor. Lower tier contractors that are to receive part or all of their progress payments as joint checks shall additionally submit with their Payment Requests all invoices from each lower tier contractor and major supplier and the net payments to be issued to each.

7.7 No partial payment, or certificate therefore, shall constitute acceptance or approval by the Owner, the CM or the Architect of the Trade Work or material for which the partial payment is made. No partial payment shall constitute a waiver by the Owner of any right to require fulfillment of all the terms of this Agreement. Neither the final payment nor any partial payment, nor any certificate for either, shall constitute acceptance by the Owner of defective work or improper materials or of any element of the Trade Contractor's performance determined to be at variance with this Agreement.

7.8 The Owner shall have the right to set off any amounts the Trade Contractor owes to the Owner under this Agreement or by law against the remaining balance under this Agreement, or against any amounts due the Trade Contractor under any other agreements with the Owner.

7.9 **Final Payment.** Final payment by the Owner to the Trade Contractor shall not become due and payable to the Trade Contractor until the following express conditions precedent have been met: (1) The completion of the Trade Work required by this Agreement and acceptance of the Trade Work by the CM, the Owner and the Architect; (2) execution and delivery by the Trade Contractor, in a form satisfactory to the CM, of a general release running to and in favor of the CM and the Owner; and (3) complete and full satisfaction of all claims, demands, disputes and obligations of the Trade Contractor arising out of or related to this Agreement, including those between the Owner and the Trade Contractor and between the Trade Contractor and any third party. Should there be any such claim, lien or unsatisfied obligation, whether before or after final payment is made, the Trade Contractor shall deliver payment to the Owner an amount equal to whatever cost the Owner must pay to discharge or defend against any such claim, obligation, lien or action brought, or any judgment thereon and all costs, including legal fees and expenses and a 15% Administrative Fee, incurred in connection therewith.

8. Hazardous Materials

The Trade Contractor shall at all times comply with all rules and regulations of any municipality, state or federal environmental protection, and toxic waste and hazardous substances laws, ordinances and regulations, and how they relate to the Trade Work, and shall be equally responsible for actions and inactions of Trade Contractors, lower tier contractors, and any other agents or independent contractors of the Trade Contractor. The Trade Contractor shall be deemed to, and shall, have included in the Agreement Amount the containment, removal, disposal or neutralization of all toxic wastes and hazardous substances created, generated or transported to or from the Project site in conjunction with the Trade Work. The Trade Contractor will be responsible for identifying toxic wastes and hazardous substances generated, released, caused by or resulting from the Trade Work and notifying the CM of its presence in writing as soon as it is identified. The terms "toxic wastes" and "hazardous substances" shall have the same meaning as defined under federal environmental laws and regulations. At all times the Trade Contractor shall defend, indemnify and hold harmless the Owner and the CM from any and all expenses, costs, damages, suits, fines, assessments, penalties and/or causes of action, including attorney's fees through all investigations, negotiations, hearings or appeals, relating to or arising out of the Trade Contractor's failure to strictly comply with the terms of this paragraph.

9. Compliance with Laws

9.1 The Trade Contractor agrees to be bound by, and at its own costs comply with, all federal, state and local laws, ordinances and regulations (the "Laws") applicable to the Trade Work, including but not limited to safety, equal employment opportunity, minority business enterprise, women's business enterprise, disadvantaged business enterprise, sexual and racial harassment, and all other Laws with which the Owner or CM must comply.

9.2 Where prescribed by Law pursuant to direct Federal contracts or Federally-financed or aided contracts, or otherwise required by Law, the Trade Contractor agrees the following clauses found in the Trade Contract Documents or in the Code of Federal Regulations (CFR) are incorporated in this Agreement and binding on Trade Contractor as if written herein word for word: the clauses entitled "Equal Opportunity Clause" (41 CFR Sections 60-1.4 & 60-4.3); "Affirmative Action Obligations of Contractors and Subcontractors for Disabled Veterans of the Vietnam Era" (41 CFR Section 60-250.4); "Affirmative Action Obligations of Contractors and Subcontractors for Handicapped Workers" (41 CFR Section 60-741.1); "Contract Work Hours and Safety Standards Act-Overtime Compensation"; "Apprentices and Trainees"; "Payrolls and Basic Records"; "Compliance with Copeland Act Requirements"; "Withholding"; "Subcontracts"; "Contract Termination-Department"; "Disputes Concerning Labor Standards"; "Compliance with Davis-Bacon and Related Act Requirements"; and "Certification of Eligibility" and such other clauses as the Federal Government has required by law or contract. Trade Contractor agrees to include all such clauses in any non-exempt, lower-tier contracts.

9.3 **Immigration Compliance.** The Trade Contractor represents and warrants that the Trade Contractor is in compliance with, and shall remain in compliance with, the provisions of the Immigration Reform and Control Act of 1986 (The "Act") and all other Federal, State, and/or local immigration statutes/ordinances, as applicable, including, but not limited to the provisions of the Act prohibiting hiring and continued employment of unauthorized aliens, requiring verification and record keeping with respect to identity and eligibility for employment and prohibiting discrimination on the basis of national origin, United States citizenship, or intending citizen status. The Trade Contractor agrees to indemnify the Owner and the CM and to hold the Owner and the CM harmless from all liability, including liability for interest and penalties, the Owner and/or the CM incurs with results from or is attributable to the Trade Contractor's failure to comply with any provisions of the Act, and or applicable Federal, State, and/or local immigration statute/ordinance, including reimbursing the Owner and the CM any monies expended by either of them in participating in or responding to any investigation/suit/civil or criminal immigration matter involving the Trade Contractor. As it relates to immigration compliance, the Trade Contractor shall be responsible for completing any and all required documentation in accordance with requirements put forth by the Owner, CM or applicable law.

9.4 The Trade Contractor shall be liable to the CM and the Owner for all loss, cost and expense attributable to any acts of commission or omission by the Trade Contractor, its contractors at any tier, and its and their respective employees and agents resulting from the failure to comply with Laws, including, but not limited to, any fines, penalties

10. Insurance

10.1 The Trade Contractor agrees to procure, pay for and maintain in full force and effect during the course of the performance of the Agreement all insurance required by the laws of the state in which the Trade Work covered by this Agreement is being performed, and in such form and amounts as described in Exhibit B which is attached hereto and incorporated into this Agreement. The Trade Contractor shall not commence the Trade Work nor receive any payment hereunder until Certificate of such insurance is furnished to the CM.

10.2 The CM shall have no duty to the Trade Contractor or to any of its insurers or their Insurance agents to review any certificates or copies of insurance furnished to the CM or to determine whether the terms of each certificate or policy of insurance comply with the insurance-related provisions of the Agreement. A failure of the CM to detect that the Trade Contractor has not submitted certificates, or proper certificates, or is

otherwise not in compliance with the insurance-related provisions of the Agreement shall not be construed as a waiver or other impairment of any of the Owner's or CM's rights under such insurance-related provisions.

10.3 If the Trade Contractor fails to procure and maintain such insurance, in addition to the option of declaring the Trade Contractor in default for breach of a material provision of this Agreement, the Owner or the CM shall have the right, but not the duty, to procure and maintain the same insurance, or other insurance that provides the Owner and the CM with equivalent protection, and the Trade Contractor shall furnish all necessary information to make effective and maintain such insurance. At the option of the Owner, the cost of said insurance purchased by the Owner or the CM shall be charged against and deducted from any monies then due or to become due to the Trade Contractor or the CM shall notify the Trade Contractor of the cost thereof and the Trade Contractor shall promptly pay such cost.

10.4 The Trade Contractor shall identify by certificate any Residential, Mold, EIFS, Silica or other major exclusions that impact the Trade Contractor's ability to insure its risk. If the Project includes any Residential components or the proposed design includes EIFS systems, then the Trade Contractor shall obtain appropriate endorsements acceptable to the CM as a condition of this Agreement.

10.5 The Trade Contractor shall at its own expense provide insurance coverage for materials stored off the site after written approval of the CM at the value established in the approval, and also for portions of the Trade Work in transit until such materials are permanently incorporated into the Project. The risk of loss for material and equipment provided by this Agreement, whether in a deliverable state or otherwise, shall remain with the Trade Contractor. Any damages to the material and equipment or loss of any kind occasioned in transit shall be borne by the Trade Contractor, notwithstanding the manner in which the goods are shipped or who pays the freight or other transportation costs.

11. Indemnity

11.1 General Indemnity. To the fullest extent allowed by law, the Trade Contractor shall defend, indemnify and hold harmless the CM, the Owner's other Trade Contractors, the Architect/Engineer, the Owner and their agents, consultants, members and employees (the "Indemnitees") from and against all claims, damages, losses and expenses, including, but not limited to, attorneys' fees, costs and expenses for bodily injury and property damage that may arise from the performance of the Trade Work to the extent of the negligent acts or omissions by, or the fault of, the Trade Contractor, the Trade Contractor's lower tier contractors or anyone employed directly or indirectly by any of them or by anyone for whose acts or omissions any of them may be liable. The Trade Contractor agrees to purchase and maintain contractual liability insurance covering its obligations in this article. These obligations shall not be interpreted to reduce or negate any other rights or obligations of indemnity otherwise existing with regard as to any party or person described in this Article.

11.2 Patents. The Trade Contractor hereby agrees to defend, indemnify and hold harmless the CM and the Owner from and against any and all liability, loss or damage and to reimburse the CM and the Owner for any costs, including legal fees and expenses, which the CM and the Owner may incur because of claims or litigation on account of infringement or alleged infringement of any letters patent or patent rights by reason of the Trade Work, or materials, equipment or other items used by the Trade Contractor in its performance.

11.3 No Limitations. In furtherance to, but not in limitation of the Indemnity provisions in this Agreement, the Trade Contractor hereby expressly and specifically agrees that its obligation to indemnify, defend and hold harmless as provided in this Agreement shall not in any way be affected or diminished by any statutory or constitutional immunity it enjoys from suits by its own employees or from limitations of liability or recovery under worker's compensation laws.

12. Termination for Convenience

12.1 It is understood that the basic assumption underlying the mutual obligations and responsibilities entered into by the parties to this Agreement is the continued performance with respect to the CM Agreement that exists between the CM and the Owner. If, for any reason, the CM Agreement is breached, rescinded or terminated, the Owner shall have the right to immediately terminate this Agreement. In no event shall the CM or the Owner be obligated to the Trade Contractor for any anticipatory profits or any damages incurred by the Trade Contractor as a result of the termination of this Agreement, unless approved and paid by the Owner. The Trade Contractor agrees that it shall have no claim or cause of action against the CM arising from or relating to Owner's termination of this Agreement or Owner's determination of any amount it agrees to pay Trade Contractor upon termination of this Agreement.

12.2 The Owner shall have the right at any time by written notice to the Trade Contractor, to terminate this Agreement without cause and require the Trade Contractor to cease work. In the event of such a termination for convenience, the Trade Contractor shall be entitled to payment pursuant to the terms of the Agreement for the portion of the Trade Work actually completed as of the date of termination, provided that such amount may be reduced by all amounts for which the Trade Contractor is liable or responsible. However, the Trade Contractor shall only be entitled to profit on that portion of the work actually completed and approved for payment to the date of termination together with retainages withheld from prior payments. The Trade Contractor waives any claim for loss of anticipated profits or other damages against the Owner or the CM in the event the Owner exercises this clause.

13. Failure of Performance

13.1. Non-Conforming Trade Work. The Trade Contractor shall provide sufficient, safe and proper facilities at all times for inspection by the Architect, the Owner or the CM of the Trade Work in the field, at shops or at any other place where materials required hereunder are in course of preparation, manufacture, treatment or storage. The Trade Contractor shall, within twenty four (24) hours after receiving written notice from the CM to that effect, proceed to remove from the site any materials condemned by the Architect, the Owner, or the CM, whether worked or unworked, and to take down all portions of the Trade Work which the Architect, the Owner or the CM has condemned in writing, as unsound or improper, or as in any way failing to conform to the drawings, specifications and addenda and shall take full financial responsibility for all damage caused by such removal. In the event that all or any portion of the Trade Work as condemned should be of such a nature, or the time available should be so limited, that in the judgment of the Architect, the Owner or the CM it would not be expedient to order the same replaced or corrected, the Owner, at its option, may deduct from the payments due or to become due to the Trade Contractor such amount or amounts as in the opinion of the Architect, the CM or the Owner shall represent the difference between the fair and reasonable value of the Trade Work so condemned and its value had it been executed in conformity with the Trade Contract Documents.

13.2 Notice to Cure If the Trade Contractor is unable, refuses or fails to supply enough properly-skilled workers, proper materials, correct non-conforming Trade Work, or maintain the Schedule of Work, or fails to make prompt payment to its workers, Trade Contractors or suppliers, or disregards laws, ordinances, rules, regulations or orders of any public authority having jurisdiction, or otherwise is guilty of a material breach of a provision of this Agreement, the Trade Contractor shall be deemed in default of this Agreement. If the Trade Contractor fails within three (3) business days after written notification to commence and continue satisfactory correction of the default with diligence and promptness, then the Owner without prejudice to any other rights or remedies, shall have the right to any or all of the following remedies:

13.2.1 to supply workers, materials, equipment and facilities as the Owner deems necessary for the completion of the Trade Work or any part which the Trade Contractor has failed to complete or perform after written notification, and charge the cost, including reasonable overhead, profit, attorneys' fees, costs and expenses to the Trade Contractor;

13.2.2 to contract with one or more additional contractors to perform such part of the Trade Work as the CM determines will provide the most expeditious completion of the Trade Work, and charge the cost to the Trade Contractor;

13.2.3 withhold any payments due or to become due the Trade Contractor pending corrective action in amounts sufficient to cover losses and compel performance to the extent required by and to the satisfaction of the Owner and the CM.

13.2.4 terminate the Trade Contractor for default by delivering written notice of such termination to the Trade Contractor.

13.2.5 to charge to the Trade Contractor an Administrative Fee of 15% of all costs incurred by the Owner or the CM in exercising any of the above remedies.

In the event of an emergency affecting the safety of persons or property, the CM on behalf of the Owner may proceed as above without notice, but the Owner shall give the Trade Contractor notice promptly after the fact as a precondition of cost recovery.

13.3 Termination for Default. If the Trade Contractor has been terminated for default, the Owner may take possession of the plant and Trade Work, materials, tools, appliances and equipment of the Trade Contractor at the Project site, and through itself or others provide labor, equipment and materials to prosecute Trade Work on such terms and conditions as shall be deemed by the Owner as necessary, and shall deduct the cost, including without restriction all claims, charges, expenses, losses, costs, damages, and attorneys' fees, incurred as a result of the Trade Contractor's failure to perform, from any money then due or thereafter to become due to the Trade Contractor under this Agreement.

13.3.1 If the Owner so terminates the employment of the Trade Contractor, the Trade Contractor shall not be entitled to any further payments under this Agreement and no sum shall be deemed due or to become due to the Trade Contractor until Trade Work has been completed and accepted by the Owner, all Agreement requirements have been fulfilled, and payment has been received by the CM from the Owner. In the event the unpaid Agreement Amount earned by Trade Contractor exceeds the cost of completion and any and all incidental costs, including administrative, legal and other professional fees, the difference shall be paid to the Trade Contractor, but if such expenses exceed the unpaid earned Agreement Amount, the Trade Contractor agrees to pay the difference to the Owner within thirty (30) days following receipt of written notice.

13.3.2 If it is determined or agreed that the Owner wrongfully exercised any option under this Article, the Owner shall be liable to the Trade Contractor solely for the reasonable value of Trade Work performed by the Trade Contractor prior to such action, including reasonable overhead and profit on the Trade Work performed, less prior payments made. Under no circumstances shall the Trade Contractor be entitled to recovery of claimed lost future profits.

14. Delays

14.1 Should the progress of the Trade Work be delayed, obstructed or interfered with through any fault, action or failure to act by the Trade Contractor or any of its officers, agents, employees, Trade Contractors or suppliers so as to cause any additional cost, expense, liability or damage to the CM or the Owner, including legal fees or expenses incurred in defending claims arising from such delay or seeking reimbursement and indemnity from the Trade Contractor and its surety hereunder, the Trade Contractor and its surety agree to compensate and indemnify the CM and the Owner against all such costs, expenses, damages and liabilities.

14.2 In addition, the Trade Contractor, at the CM's direction and at the Trade Contractor's own cost and expense, shall work such overtime as may be necessary to make up for all time lost in the completion of the Trade Work and in the completion of the Project due to such delay. If the Trade Contractor fails to make up for the time lost by reason of such delay, the CM has the right to use other Trade Contractors or suppliers and to take whatever other action the CM deems necessary to avoid delay in the completion of the Trade Work and the Project, the cost of which shall be borne by the Trade Contractor. In the event Trade Contractor delays timely performance of the Trade Work or to the completion of the Project, either by its acts or omissions, and such delays result in the CM being charged by the Owner with actual or liquidated damages, then the Trade Contractor shall reimburse the CM the full amount of all such damages and charges resulting from the delays caused by the Trade Contractor. The CM may offset any such damages against the remaining balance due to the Trade Contractor on the Agreement Amount, if any.

14.3 If the commencement and/or progress of the Trade Work is delayed without the fault or responsibility of the Trade Contractor, the time for the Trade Work shall be extended by Change Order to the extent obtained by the CM from the Owner pursuant to the CM Agreement, and the Schedule of Work shall be revised accordingly.

15. Changes

15.1 Trade Work Changes. The Owner and the Trade Contractor agree the Owner may make changes to the Trade Work, including but not limited to; additions, deletions or revisions. Any changes made to the Trade Work involved, or any other parts of this Agreement, shall be by a written Change Order. To the extent that any such change impacts Trade Contractor's cost of or time for performance, the Agreement Amount and Agreement Schedule shall be equitably adjusted to compensate for such impact. Changes shall be initiated by one of the three methods outlined below, or as provided in the CM Agreement and shall be incorporated into the Agreement by a Change Order.

15.1.1. Request for Change Proposal. A Request for Change Proposal ("RFCP") is a written request that informs Trade Contractor about a potential change in the Trade Work and requests a proposal for the potential change. Trade Contractor shall promptly reply with such request. Trade Contractor shall not implement the change or incur any costs until a Change Order is fully executed.

15.1.2. Construction Change Directive. A Construction Change Directive ("CCD") is a written directive that instructs Trade Contractor to take some immediate action in connection with the Trade Work. CCDs are issued when there is not time to issue a RFCP or Change Order. Trade Contractor shall immediately proceed so as not to delay the progress of the Work and in accordance with the terms of the CCD. Any impact of a CCD on the Contract Price or Schedule shall be adjusted by a Change Order.

15.1.3. Change Order Requests. Within seven (7) calendar days after the occurrence of any event or observance of any condition that Trade Contractor believes entitles Trade Contractor to an adjustment in Agreement Amount and/or Agreement Schedule, Trade Contractor shall prepare and submit a Change Order Request ("COR") to CM. The COR shall include a detailed factual narrative, a detailed analysis showing entitlement and a detailed analysis of the proposed change to the Agreement Amount and/or Agreement Schedule.

15.2 Change Orders. A Change Order ("CO") is a written instrument prepared by the CM or Owner and signed by the Trade Contractor stating their agreement with the change in the Trade Work and any adjustment to the Agreement Amount and/or Agreement Work Schedule. All changes and/or additions in the Trade Work ordered in writing by the Owner or CM shall be deemed a part of the Trade Work and shall be performed and furnished in strict accordance with all terms and conditions of this Agreement and the Trade Contract Documents, including the current Schedule of Work.

Change Orders will be used to implement approved Requests for Change Proposals, Construction Change Directives and Change Order Requests. Upon receipt of a properly documented COR or CCD, the parties shall negotiate in good faith to determine if the Trade Contractor is entitled to a Change Order and, if so, the appropriate equitable adjustment. Any adjustment to the Agreement Amount shall be established by one of the following methods:

- a. mutual acceptance of an itemized lump sum, or
- b. unit prices as indicated in the Trade Contract Documents or as subsequently agreed to by the parties; or
- c. costs determined in a manner acceptable to the parties and a mutually acceptable fixed or percentage fee; or
- d. another method provided in the Trade Contract Documents.

If the Parties are unable to agree on the dispositions of a COR or CCD, CM or Owner will either (i) issue a Notice denying Trade Contractor's request or (ii) issue a unilateral Change Order setting forth the final determination regarding the adjustments. Any cost and schedule adjustments shall be a full accord and satisfaction for all cumulative impacts of the underlying change.

15.3 The Trade Contractor shall not be entitled to receive additional compensation for extra work or materials or changes of any kind except to the extent the same was ordered by the CM. The Trade Contractor shall be responsible for any costs incurred by the Owner or the CM for changes of any kind made by the Trade Contractor that increase the cost of the Work for either the Owner, the CM or other Trade Contractors when the Trade Contractor proceeds with such changes without a Change Order or Construction Change Directive.

15.4 **Determination by Owner, CM or Architect/Engineer.** Notwithstanding any other provision, if the Trade Work for which the Trade Contractor claims additional compensation is determined by the Owner, the CM or Architect/Engineer not to entitle the Trade Contractor to a Change Order, additional compensation or a time extension, the Owner and the CM shall not be liable to the Trade Contractor for any additional compensation or time extension for such Trade Work, unless the Owner agrees in writing to pay such additional compensation or to grant such extension.

16. Claims

16.1 A Claim is a written demand by Trade Contractor seeking an adjustment in the Agreement Amount and/or Agreement Schedule or some other relief under the terms of the Agreement for events other than a RFCP that has been denied in writing. Trade Contractor shall provide Notice to the Owner and the CM of any potential Claim within seven (7) calendar days after the event giving rise to the Claim. Within fifteen (15) calendar days thereafter, Trade Contractor shall submit a detailed factual narrative, a detailed analysis showing entitlement and a detailed analysis of the alleged change to the Agreement Amount and/or Agreement Schedule. Claims not timely made, in writing, by the Trade Contractor shall be deemed to have been abandoned and waived. The acceptance and consideration of any claim out of time by the Owner shall not create any precedent nor "course of dealing" between the Owner and the Trade Contractor, nor shall it waive the Owner's right to insist on strict adherence by the Trade Contractor to the contract claims procedures. If Owner denies Trade Contractor's Claim, Trade Contractor may pursue the matter under Article 21 Dispute Resolution.

16.2 The Trade Contractor shall not delay or suspend the Trade Work because of the pendency of or the denial by the Owner of any such claim or because of the continuance of the condition out of which the claim arose, but shall proceed diligently in performing the Trade Work while the claim is being resolved by agreement or being fully adjudicated.

16.3 In the event the Trade Contractor asserts that it should receive additional compensation because of an act or omission on the Owner's part, or someone for whom the Owner is responsible, the Trade Contractor shall promptly submit the claim to the Owner and the CM in writing within the time required in Section 16.1. Failure of the Trade Contractor to submit such claims in a timely and proper manner shall result in a waiver of such claim.

16.4 The Trade Contractor shall fully cooperate with the CM in the submission of such claims described in Section 16.3, shall prepare all supporting data and do everything else necessary to properly present the claims, including payment of legal fees incurred by the CM to prepare, submit and negotiate or otherwise resolve such claim. Should the Owner allow and pay additional compensation to the CM on account of such claim asserted by the Trade Contractor, the CM will pay the same to the Trade Contractor.

16.5 It shall be an express condition precedent to any obligation on the part of the CM to make payment of any cost, reimbursement, compensation or damages to the Trade Contractor hereunder that the CM shall first be determined to be entitled to such compensation on behalf of the Trade Contractor and then receive such payment from Owner, and Trade Contractor expressly acknowledges that the CM is not obligated or required to pursue the Trade Contractor's claim against the Owner if the CM, in its sole discretion, after review of the Trade Contractor's claim, has deemed the claim to lack merit in whole or in part.

16.6 If at any time a controversy should arise between the CM and the Trade Contractor with respect to any matter in this Agreement which the CM determines is not a claim, dispute or controversy which should involve or be asserted against the Owner, the decision of the CM relating to the subject of the controversy shall be followed by the Trade Contractor.

17. Taxes

The Agreement Amount includes all sales, excise, transportation, unemployment compensation, social security, and any other taxes presently existing or subsequently imposed and levied and the Trade Contractor agrees to pay all of the above and to conform to all applicable municipal, state and federal laws in connection with such taxes. The Trade Contractor further agrees to withhold taxes from the wages and salaries of all employees of the Trade Contractor and pay the same in accordance with the federal and state laws and regulations pertaining thereto. The Agreement Amount includes federal, state and municipal taxes now levied or in force or hereafter imposed on any and all tangible personal property sold or transferred to the Owner under this Agreement and the Trade Contractor agrees to pay such tax or taxes on such property, the cost of which is included in the Agreement Amount.

18. Liens

18.1 The Trade Contractor shall promptly pay when due all its project creditors, together with the project creditors of all those below it in the contractual chain.

18.2 If the Project involves private work, the Trade Contractor shall keep the property and improvements free and clear of all mechanic, materialmen and similar lien claims or statements. In the event any such lien is filed, asserted or claimed, the Trade Contractor shall immediately secure its release either by paying the lien claimant, by filing a lien release bond, or by any other means permitted by law. If not so released, the Owner may retain an amount equal to 150% of the lien or claim and may pay the claimant and offset that amount, plus any legal fees from the amount so retained. If the Project involves public work, the Trade Contractor shall promptly pay and secure releases from all of its project creditors, including all those below it in the contractual chain, who are entitled to assert claims against the Owner, the CM or its surety.

18.3 If any claim or lien is made or filed with or against the CM, the Owner, the Project, 218 W 6th St, Tulsa, Ok 74119 or the Project funds by any person claiming that the Trade Contractor or any Trade Contractor or other person under contract to the Trade Contractor, or any person or entity employed or engaged by the Trade Contractor at any tier, has failed to make payment for any labor, services, materials, equipment, taxes or other obligations furnished or incurred in connection with the Trade Work, or if the Trade Contractor or any Trade Contractor or other person under contract to the Trade Contractor, or any person or entity employed or engaged by the Trade Contractor at any tier causes damage to the Trade Work or any other work on the project, or if the Trade Contractor fails to perform or is otherwise in default of any term or provision of this Agreement, the Owner shall have the right to retain from any payment then due or thereafter due an amount which the Owner deems sufficient to (1) satisfy, discharge and/or defend against any such claim or lien, (2) make good any such nonpayment, failure, damage or default, and (3) defend, indemnify and hold harmless the CM and the Owner against any and all losses, damages and costs, including legal fees and expenses, incurred by either or both of them. The Owner shall require proof that any such nonpayment, claim or lien is fully satisfied, dismissed and discharged before any remaining retained funds will be released. The Owner shall, in addition, have the right to apply and charge against the Trade Contractor so much of the amount retained as may be required for the foregoing purposes and the Trade Contractor shall pay and reimburse the CM and the Owner all such losses, damages, and costs incurred by them which exceed the retained funds.

19. Assignment

To the fullest extent permitted by law, the Trade Contractor agrees that it shall not assign, sell, transfer, delegate or encumber any rights, duties or obligations arising under this Agreement including, but not limited to, any right to receive payments hereunder, without the prior written consent of the Owner in its sole discretion and the giving of any such consent to a particular assignment shall not dispense with the necessity of such consent to any further or other assignments. In the event the Trade Contractor assigns, sells, encumbers or otherwise transfers its right to any funds due or to become due under this Agreement as security for any loan, financing or other indebtedness ("Assignment"), notification to the Owner and the CM of such Assignment must be sent by certified mail, return receipt requested, to the Owner and the CM and the Assignment shall not be effective as against the Owner until the Owner provides its written consent to such Assignment. The Trade Contractor agrees that any such Assignment shall not relieve the Trade Contractor of any of its agreements, duties, responsibilities or obligations under this Agreement and the Trade Contract Documents and shall not create a contractual relationship or a third party beneficiary relationship of any kind between the Owner or the CM and such assignee or transferee.

20. Guarantee/Warranty

For a period of one year from the date of the Owner's final acceptance of the Trade Work, the Trade Contractor guarantees and warrants that the Trade Work complies with the Trade Contract Documents requirements and is free from defects in material and workmanship. This guarantee/warranty shall include, but is not limited to, the cost of all labor, material and related items necessary to correct any such defect, plus the cost of repairing any damage to other items which may have been caused by the defective material or workmanship. If the Trade Contractor fails to begin warranty work within forty-eight (48) hours of being notified that such work is necessary, the Owner may, at its option, perform the necessary remedial work or secure its performance by others and charge the Trade Contractor with the cost thereof, plus a 15% Administrative Fee. Nothing in this paragraph shall shorten the statute of limitations on any action by the Owner for breach of contract, negligence or other cause of action against the Trade Contractor.

21. Dispute Resolution

21.1 Scope of Disputes Provisions. All Claims, disputes or other matters in question between the parties to this Agreement which arise out of or relate to this Agreement (or the breach thereof), whether in contract or tort, (hereinafter "Dispute") shall be subject to the dispute resolutions set forth below.

21.2 Initial Dispute Resolution/Mediation. A Dispute which either party desires to pursue shall be set forth in a detailed written statement of claim submitted to the other party providing the specific basis upon which monetary or other relief is claimed to be due, the specific contractual provision(s) supporting the claim and an itemization of the amount claimed to be due. Following submission of the detailed statement of claim, Owner and Trade Contractor shall endeavor to settle the Dispute first through face to face direct discussions between corporate officers of the Owner and Trade Contractor which discussions shall be held at the Owner's office location involved with the Project within thirty (30) calendar days of a request by either party. If the Dispute cannot be resolved through direct discussions, the parties shall participate in mediation under the Construction Industry Mediation Rules of the American Arbitration Association as a condition precedent and before recourse to any other form of binding dispute resolution. The location of the mediation shall be the same city as the location of the Project, unless the parties agree on another location. Upon written notice requesting mediation provided to the other party and the American Arbitration Association, the parties agree to proceed with the mediation as scheduled by the mediator. Either party may terminate the mediation at any time after the first session, but the decision to terminate must be personally delivered to the other party and the mediator.

21.3 Binding Dispute Resolution. In the event Owner and Trade Contractor cannot resolve the Dispute through direct discussions or mediation as contemplated above, then the Dispute shall, at the sole discretion of Owner, be decided either by submission to (a) arbitration administered by the American Arbitration Association or other arbitration tribunal mutually agreed upon by the parties; or (b) litigation subject to the exclusive jurisdiction and venue of the location of the Project.

21.4 Arbitration Election

21.4.1 In the event Owner exercises its exclusive right to resolve the Dispute in arbitration, such arbitration shall be conducted in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association or the applicable rules of such other arbitration tribunal as the parties may mutually determine in effect at the time the arbitration is commenced as modified by the terms hereof. Any arbitration hereunder shall be held at the location of the Project.

21.4.2 Should Owner exercise its exclusive right to resolve the Dispute by arbitration, then within fourteen (14) days after Owner gives Trade Contractor notice of Owner's election of arbitration, the parties shall use good faith efforts to select a single arbitrator mutually acceptable to both parties. If the parties are unable to select an arbitrator, then the parties will select the arbitrator(s) from a panel of experienced construction arbitrators on the American Arbitration Association's large complex case panel or a comparable panel of experienced construction arbitrators maintained by such other arbitration tribunal mutually selected by the parties then in effect. In the event the amount in Dispute exceeds \$1,000,000.00, Owner and Trade Contractor agree the arbitration shall be heard by a panel of three (3) arbitrators; otherwise, the Dispute shall be heard by a single arbitrator.

21.4.3 The parties will enter into an Electronically Stored Information Agreement outlining the scope and volume for ESI discovery, which shall take into account the amount and complexity of the Dispute.

21.4.4 The arbitration award shall be final and binding upon the parties, shall include attorneys' fees and costs to the prevailing party or parties, and may be entered as a judgment in any court having proper jurisdiction. In any arbitration the Arbitrator(s) shall have no power to render an award which has the effect of altering or amending or changing in any way any provisions of this Agreement.

21.4.5 The parties stipulate and agree that the performance of this Agreement is a transaction involving interstate commerce. Notwithstanding other provisions in the Agreement, or choice of law provisions to the contrary, this agreement to arbitrate shall be enforced pursuant to, and governed by, the Federal Arbitration Act, 9 U. S. C. §1 et seq., which shall not be superseded or supplemented by any other arbitration act, statute or regulation.

21.4.6 At the sole discretion of Owner, any arbitration with Trade Contractor shall be consolidated with any other arbitration proceeding relating to the work under the CM Agreement.

21.5 Litigation Election. In the event Owner elects not to exercise its exclusive right to resolve the Dispute by arbitration, or in the event the Dispute between Owner and Trade Contractor, or any portion thereof, is found to be non-arbitrable, then the parties hereby agree that the Dispute or a portion thereof (as the case may be) shall be subject to exclusive jurisdiction and venue at the location of the Project. In any such Dispute or portion thereof which is resolved by litigation, Trade Contractor expressly waives any right to trial by jury.

21.6 Multiparty Proceeding. To the extent permitted by Trade Contract Documents, all parties necessary to resolve a claim shall be parties to the same dispute resolution proceeding. To the extent Disputes between the Owner and the Trade Contractor involve in whole or in part disputes between the CM and the Owner, Disputes between the Trade Contractor and the Owner shall be decided by the same tribunal and in the same forum as disputes between the CM and the Owner.

21.7 Stay of Proceedings. (a) In the event the provisions for resolution of disputes between the CM and the Owner contained in the Trade Contract Documents do not permit consolidation or joinder with disputes of third parties, such as the Trade Contractor, resolution of any Dispute between Owner and Trade Contractor involving in whole or in part disputes between CM and Owner shall be stayed pending conclusion of any dispute resolution proceeding between CM and Owner. (b) In the event that any action is filed prior to exhaustion of remedies under the Agreement; such action shall be stayed pending conclusion of any dispute resolution proceedings.

21.8 Work Continuation and Payment. Unless otherwise agreed in writing, Trade Contractor shall continue the Trade Work and maintain the Schedule of Work during any dispute resolution proceedings. As Trade Contractor continues to perform, Owner shall continue to make payments in accordance with this Agreement.

21.9 Cost of Dispute Resolution; Attorneys' Fees. The cost of any mediation proceeding shall be shared equally by the parties participating.

21.9.1 The prevailing party in any Dispute arising out of or relating to this Agreement or its breach that is resolved by a dispute resolution procedure designated in the Trade Contract Documents shall be entitled to recover from the other party any remedies available under Oklahoma law after direct discussions and mediation.

21.9.2 In the event the Trade Contractor is awarded an amount equal to or less than the last written offer of settlement from Owner, prior to the commencement of binding dispute resolution, Owner shall be deemed prevailing party and be entitled to recover those reasonable attorneys' fees, costs and expenses (including expert fees and expenses) incurred by the Owner.

22. Miscellaneous

22.1 No one, other than the parties hereto, their successors, trustees and assigns, shall be entitled to bring action on this Agreement or the Performance Bond provided by the Trade Contractor, it being the express intent of the parties that this Agreement shall not be for the benefit of any third party.

22.2 Any term or provision of this Agreement which is held to be invalid or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such invalidity or unenforceability without rendering invalid or unenforceable the remaining terms and provisions of this Agreement or affecting the validity or enforceability of any of the terms or provisions of this Agreement in any other jurisdiction.

22.3 This Agreement, together with the documents referred to or incorporated herein by reference, constitute the complete agreement between the parties. No agent or employee of either party possesses the authority to make, and the parties shall not be bound by nor liable for, any statement, representation, promise or agreement not set forth herein. Any article, section, paragraph or other headings contained in this Agreement are for reference purposes and shall not affect in any way the meaning or interpretation of this Agreement.

22.4 The terms and provisions shall extend to and be binding upon the successors, trustees and assigns of the parties hereto, and shall be governed and controlled, except as expressly provided herein or as required by the Trade Contract Documents, by the laws of the State of the Oklahoma.

22.5 The Trade Contractor agrees to comply with the provisions and any applicable local, state or federal ordinance, regulation, status, or other mandate regarding affirmative action and/or minority/women's business enterprise participation.

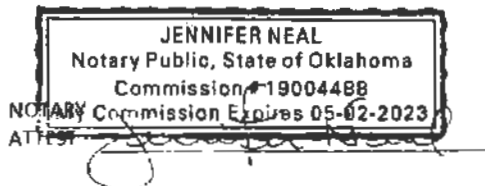
22.6 This Agreement has not been altered in any manner from its original form as sent to the Trade Contractor except for required signatures and dates, or as clearly marked and initialed by this Trade Contractor. Any changes to this Agreement not initialed by the Owner will not be binding.

23. Schedule of Exhibits to the Agreement

The following Exhibits are attached to and are a part of this Agreement.

- Exhibit A: The Trade Contractor's Scope of Work, including alternative or unit prices
- Exhibit B: Insurance Requirements
- Exhibit C: Flintco Policies/Procedures Acknowledgement of Obtaining Form
- Exhibit D: List of Drawings, Specifications and Addenda
- Exhibit E: Schedule of Work
- Exhibit F: Certification of Non-Segregated Facilities
- Exhibit G: Payment and Performance Bond Forms
- Exhibit H: Tax Exemption Certificate

This Agreement is entered into as of the date entered in Article 1.



Bennett Steel, Inc.



BY: David R. Bennett

PRINT NAME: DAVID R. BENNETT

PRINT TITLE: Pres

Designate type of organization: ☒ Corporation ☐ Partnership ☐ Sole Proprietorship ☐ LLC ☐ Other

Organized in the State of OK

With its principal place of business at 2210 INDUSTRIAL RD. SAPULPA, OK 74066

Tulsa County

ATTEST: _____

BY: _____

PRINT NAME: _____

PRINT TITLE: _____

County Clerk

ATTEST: _____

BY: _____

PRINT NAME: Michael Willis

Approved as to form:

ATTEST: 5-31-19

BY: Nolan M. Fields

PRINT NAME: Nolan Fields

PRINT TITLE: Assistant District Attorney

TRADE CONTRACTOR - SCOPE OF WORK

Exhibit A
Page 1 of 4

BID PACKAGE 5A: STRUCTURAL AND MISCELLANEOUS STEEL, STEEL STAIRS AND RAILINGS – MATERIAL ONLY

Specification Section	Description
DIVISION 0	Procurement and Contracting Requirements
DIVISION 1	General Requirements
051200	Structural Steel Framing, complete
052100	Steel Joists, complete
053100	Steel Deck, complete
055000	Metal Fabrications, complete
055100	Metal Stairs, complete
055213	Pipe and Tube Railings, complete

(In addition to the Specification Sections listed, Bidders will include work from referenced specifications and other work normally associated with this trade whether referenced or not.)

Definition of Terms

Contractor = Bidder

Construction Manager = Flintco, LLC

Owner = Tulsa County

Architect = GH2 Architects

The scope of work of this bid package shall also include the following items, but without limiting the scope of work as provided above:

- 1.) This Contractor to carry an Allowance of \$5,000 in the bid price. Allowance usage will be directed by Construction Manager. Unused allowances will be removed from final contract price by change order at completion of work.
- 2.) Fabrication and delivery to jobsite of structural and miscellaneous steel is to be bid as a complete package.
- 3.) Contractor shall furnish engineering calculations, shop drawings, manufacturer's data and samples, certifications for connections of structural steel members, welding certificates, and contract closing documents in accordance with the contract documents.
- 4.) Contractor shall furnish and deliver miscellaneous steel specifically but not limited to the following:
 - a. Column anchor bolts.
 - b. Embed/Bearing plates.
 - c. Steel lintels for masonry openings for windows and doors. Include galvanizing if required.
 - d. Steel embed plates.
 - e. Embed sleeves.
 - f. Steel pipe bollards, include chain hold opens where shown
 - g. Any other steel members to be embedded in the concrete work.
 - h. Any other steel members to be embedded in the masonry work.
 - i. Epoxy anchors
 - j. Nuts, bolts and washers

(Note: Cast-in-Place concrete embeds shall have two holes large enough to receive a 16 penny nail in opposite corners for form setting purposes.)
- 5.) Contractor shall furnish all structural steel and miscellaneous steel per ALL of the contract documents as required for a complete installation. This includes miscellaneous steel on the architectural, civil, structural, and MEP drawings.
- 6.) Furnish all structural and miscellaneous steel associated with the Pedestrian Bridge, including bolts at slip connection.
- 7.) Furnish all steel stairs and handrails as detailed in the Contract Documents. Include the steel stringers, pan stairs, supports, brackets, abrasive metal nosing's, etc. for a complete installation.
- 8.) Furnish all steel interior and exterior guard rails and handrails shown on the Contract Documents. Include escutcheons as indicated.
- 9.) Furnish all fixed wall, elevator pit and roof access ladders. Include associated cages. Excludes ladders listed in 077200 Roof accessories.

TRADE CONTRACTOR - SCOPE OF WORK

Exhibit A
Page 2 of 4

- 10.) Furnish metal ships ladders as shown on the Contract Documents.
- 11.) Furnish all structural steel framing, lintels, channels and supports for all overhead doors as shown in the Contract Documents.
- 12.) Furnish all structural steel framing and supports for all mechanical and electrical equipment as shown in the Contract Documents.
- 13.) Furnish all required miscellaneous metal supports, stands, hangers, etc. required for all mechanical equipment that are specifically shown and sized or reasonably inferred in the contract documents, both permanent and temporary.
- 14.) Furnish all steel bollards as shown on the Contract Documents for installation by others.
- 15.) Contractor shall furnish all CMU clip support angles, support angles at concrete walls, continuous support angles, deck bearing angles at CMU walls and deck bearing angles on the CMU.
- 16.) Furnish galvanized steel housings for exterior wall overflow scuppers as shown on the Contract Documents.
- 17.) Furnish all structural steel framing, galvanized lintels, channels and supports at storefront head details as shown in the Contract Documents.
- 18.) Contractor shall furnish all miscellaneous steel supports and girts at window walls and curtain wall systems as indicated on the Contract Documents.
- 19.) Furnish any epoxy anchors for the structural steel supports as indicated on the Contract Documents.
- 20.) Contractor to prime steel in accordance with Table 601 of the IBC and per the Contract Documents.
- 21.) Furnish touch-up paint primer for exposed steel as required for use by installer.
- 22.) Furnish frames and gratings shown on the Contract Documents.
- 23.) Furnish all channels, HSS, tube steel, angles, plates, etc. in exterior walls as shown on the Contract Documents.
- 24.) Contractor shall furnish fasteners and attachments (bolts, erection bolts, washers, torque nuts, expansion anchors, lag bolts, etc.) as required for a complete erection by others of the material in this bid package.
- 25.) Contractor shall furnish all galvanizing or electroplating that is required by the contract documents.
- 26.) Contractor shall furnish primers for steel that is to receive an architectural finish, in accordance with the contract documents.
- 27.) Furnish all steel joists as shown on the Contract Documents.
- 28.) Furnish all metal deck with the specified finishes. The gauge style and finish of the deck shall be as required by the contract documents.
- 29.) Furnish all continuous support angles, bent plate and all deck bearing angles. Include slab edges and roof edges.
- 30.) The shipment shall be properly bundled, packaged, and palletized. Contractor shall furnish adequate dunnage for on-site storage. Material shall be free and clean from dirt before, during, and after erection.
- 31.) Deliver shortages of fabricator errors within 24 hours of notification.
- 32.) Contractor to provide tube steel and metal plate counter top supports for Commission Room desk, details G & L/ A711.
- 33.) **Contractor to provide professional liability insurance, as required per the specifications for all delegated design and professional engineering.**
- 34.) Contractor to provide roof rail indicated on A533 and detailed on A532. Include powder coating for complete installation.

Work excluded from this bid package:

- 1.) Light gauge cold formed metal framing
- 2.) Metal Panels and Column Covers
- 3.) Site Fencing, Gates or posts for Gates
- 4.) Roof Access ladder in Section 077200

Accepted Alternate Scope: Furnish steel supports for Kawneer sunshade systems. Sunshade provided by others.

The Liquidated Damages for this Package are \$0 per day

TRADE CONTRACTOR - SCOPE OF WORK

Exhibit A
Page 3 of 4

BID PACKAGE 5B: STRUCTURAL AND MISCELLANEOUS STEEL, STEEL STAIRS AND RAILINGS – ERECTION

Specification Section	Description
DIVISION 0	Procurement and Contracting Requirements
DIVISION 1	General Requirements
051000	Structural Metal Framing, complete
052100	Steel Joists, complete
053100	Steel Deck, complete
055000	Metal Fabrications, complete
055100	Metal Stairs, complete
055213	Pipe and Tube Railings, complete

(In addition to the Specification Sections listed, Bidders will include work from referenced specifications and other work normally associated with this trade whether referenced or not.)

Definition of Terms

Contractor = Bidder

Construction Manager = Flintco, LLC

Owner = Tulsa County

Architect = GH2 Architects

The scope of work of this bid package shall also include the following items, but without limiting the scope of work as provided above:

- 35.) This Contractor to carry an Allowance of \$10,000 in the bid price. Allowance usage will be directed by Construction Manager. Unused allowances will be removed from final contract price by change order at completion of work.
- 36.) Erection of structural and miscellaneous steel is to be bid as a complete package.
- 37.) Include all required hoisting and cranes necessary for the erection of the structural and miscellaneous steel in this bid package.
- 38.) Contractor to provide all certifications required by Contract Documents (welding, crane, rigger, etc).
- 39.) Contractor shall install all structural steel and miscellaneous steel per ALL of the contract documents as required for a complete installation. This includes miscellaneous steel on the architectural, civil, structural, and MEP drawings.
- 40.) Install all structural and miscellaneous steel associated with the Pedestrian Bridge, including bolts at slip connection.
- 41.) Install all steel stairs and handrails as detailed in the Contract Documents.
- 42.) Install all steel interior and exterior guard rails and handrails shown on the Contract Documents. Include escutcheons (provided by others) as indicated.
- 43.) Install all fixed wall, elevator pit and roof access ladders. Include associated cages. Excludes ladders listed in 077200 Roof accessories.
- 44.) Install metal ships ladders as shown on the Contract Documents.
- 45.) Install all structural steel framing, lintels, channels and supports for all overhead doors as shown in the Contract Documents.
- 46.) Install all structural steel framing and supports for all mechanical and electrical equipment as shown in the Contract Documents.
- 47.) Install all required miscellaneous metal supports, stands, hangers, etc. required for all mechanical equipment that are specifically shown and sized or reasonably inferred in the contract documents, both permanent and temporary.
- 48.) Contractor shall install all CMU clip support angles, support angles at concrete walls, continuous support angles, deck bearing angles at CMU walls and deck bearing angles on the CMU.
- 49.) Install galvanized steel housings for exterior wall overflow scuppers as shown on the Contract Documents.
- 50.) Install all structural steel framing, galvanized lintels, channels and supports at storefront head details as shown in the Contract Documents.
- 51.) Contractor shall install all miscellaneous steel supports and girts at window walls and curtain wall systems as indicated on the Contract Documents.

TRADE CONTRACTOR - SCOPE OF WORK

Exhibit A
Page 4 of 4

- 52.) Install any drilled and epoxy anchors for the structural steel supports as indicated on the Contract Documents.
- 53.) Install all touch-up paint primer on exposed steel as required for material installed in this bid package.
- 54.) Contractor will perform all welding and grinding required for installations performed by this Contractor. Contractor shall utilize gas-welding machines.
- 55.) Install frames and gratings shown on the Contract Documents.
- 56.) Install all channels, HSS, tube steel, angles, plates, etc. in exterior walls as shown on the Contract Documents.
- 57.) Contractor shall install fasteners and attachments (bolts, erection bolts, washers, torque nuts, expansion anchors, lag bolts, etc.) as required for a complete erection of this bid package.
- 58.) Install all steel joists as shown on the Contract Documents.
- 59.) Install all metal deck with the specified finishes. The gauge style and finish of the deck shall be as required by the contract documents.
- 60.) Install all continuous support angles, bent plate and all deck bearing angles. Include slab edges and roof edges.
- 61.) Furnish, install and maintain while on site all safety cable handrails required for the scope of work of this bid package for the duration of this bid package scope of work.
- 62.) Contractor is to furnish and install perimeter safety cables and temporary posts (where permanent structural columns cannot be utilized) at the outermost edge of the structure for elevated decks, roof area, stairs, and floors and around roof openings until the time that permanent railings or perimeter walls are in place. Note 1/2" PVC sleeves shall be placed by others in exterior concrete columns by others at above ground floor, two per column, for handrail system.
- 63.) Remove and reinstall column block out covers as required for installation of this bid package. Include any modifications to covers for reinstallation after erection of steel.
- 64.) This Contractor is responsible for insert holes in structural penetrations required by this bid package. Others will provide oversized penetrations specifically shown on the structural documents. Prior to forming oversize holes, this Contractor shall layout exact requirements. If coring is required, this Contractor will be responsible to protect adjacent surfaces and clean up coring water and debris once completed.
- 65.) Contractor to review FAA website and if determined that this project falls under a required FAA study, contractor will be required to submit all required information to the FAA on the Owner's behalf.
- 66.) Contractor to install roof rail indicated on A533 and detailed on A532.
- 67.) Contractor to provide use of crane and certified Rigger for reroof, removal of rooftop units and to load floors with materials too large for the elevators. Usage will be coordinated a minimum of 2 working days in advance and will not exceed 10 hours a week and no more than 2 hours any one day without approval by this contractor during stair tower erection. Crane, operator and Rigger are to be onsite for 13 weeks (approximately July 25 to October 28, 2019 based on schedule). After stair tower erection, crane usage is for roofing, rooftop units and material loading to floors full time. Crane will need to reach 60' horizontally past the parapet onto the 10th floor roof.

Work excluded from this bid package:

- 5.) Light gauge cold formed metal framing
- 6.) Metal Panels and Column Covers
- 7.) Site Fencing and Gates
- 8.) Roof Access ladder in Section 077200

Accepted Alternate sunshade scope: Install steel supports for Kawneer sunshade systems. Sunshade provided and installed by others.

NOTE: Each week, the Construction Manager will specify one day for general cleanup. During the extent of your contract, you will provide the Construction Manager with ONE laborer for this cleanup. This will not supersede daily cleanup of the work area as stipulated in Bid Package General Requirements (Document 004600).

The Liquidated Damages for this Package are \$0 per day

TRADE CONTRACTOR INSURANCE REQUIREMENTS

The contractor (and any Sub-contractors) shall carry and keep in force during this Contract, policies of insurance in minimum amounts as set forth below, or as required by the laws of the State of Oklahoma:

1. General Liability Insurance providing for a combined amount of not less than \$200,000 for all damages arising out of bodily injury, death and property damage for each occurrence with an aggregate limit of \$300,000, and an excess umbrella liability coverage of \$2,000,000;
2. Workers Compensation Insurance and Employee Liability Insurance as required by Workers Compensation laws of the State of Oklahoma;
3. Comprehensive Automobile Insurance; and
4. Errors and Omissions Coverage (only applicable to Architect or Engineering Services).

Note: Builders Risk Insurance will be the responsibility of the Construction Manager and therefore should not be included.

IMPORTANT:

The Contractor shall name the Board of County Commissioners of Tulsa County, Oklahoma as an additional insured;

The Contractor shall furnish Certificates of Insurance which shall provide that said insurance will not be cancelled by the Insurer without Insurer providing thirty (30) days written notice to the Board of County Commissioners of Tulsa County;

The Insurance specified shall be acquired from an Insurance Company properly licensed by the State of Oklahoma to provide such coverage in the State of Oklahoma.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/28/2019

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
Arthur J. Gallagher Risk Management Services, Inc.
615 E. Britton Road
Oklahoma City OK 73114

CONTACT NAME: Amanda Navas

PHONE (A/C, No, Ext): 405-639-3818

FAX (A/C, No): 405-235-6634

E-MAIL ADDRESS: Amanda_Navas@ajg.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A : Mid-Continent Casualty Company

23418

INSURER B : Starr Indemnity & Liability Company

38318

INSURER C : New York Marine And General Insurance Company

16608

INSURER D :

INSURER E :

INSURER F :

INSURED
Bennett Steel Inc.
2210 N Industrial Rd
Sapulpa, OK 74066

COVERAGES

CERTIFICATE NUMBER: 1431109764

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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> 100,000 deduct GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y	04GL001005288	9/30/2018	9/30/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	04CA002827893	9/30/2018	9/30/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ 0	Y	Y	1000585334181	9/30/2018	9/30/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y	N/A	WC2018EPP00140	9/30/2018	9/30/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 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)

FLINTCO, LLC & ITS SUBSIDIARIES, THE OWNER, AND ENTITES MORE FULLY DESCRIBED IN THE BELOW ARE ADDITIONAL INSURED'S AS REQUIRED BY CONTRACT, BUT ONLY AS RESPECTS WORK PERFORMED FOR THEM BY THE NAMED INSURED with respect to the General Liability coverage per form CG2010 (04/13), the Automobile Liability coverage per form MA2004 (10/13) & the Excess Liability coverage per form XS-100(10/08).

FLINTCO, LLC & ITS SUBSIDIARIES, THE OWNER, AND ENTITES MORE FULLY DESCRIBED BELOW. A Waiver of Subrogation applies to the General Liability policy as per form ML1080 (07/11), the Automobile policy as per form MA2003 (03/10), the Excess Liability policy as per form XS233 (10/08), and the Workers Compensation policy as per form WC000313 (04/84), only if required by written contract with respect to work performed by the Named Insured. See Attached...

CERTIFICATE HOLDER

CANCELLATION

Flintco LLC
1824 W 21st St
Tulsa OK 74101
USA

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

© 1988-2015 ACORD CORPORATION. All rights reserved.

AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Arthur J. Gallagher Risk Management Services, Inc.		NAMED INSURED Bennett Steel Inc. 2210 N Industrial Rd Sapulpa, OK 74066	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

General Liability insurance is Primary and Non-Contributory per form CG2001 (04/13).

Completed Operations applies per form CG2037 (04/13).

30 Day Notice of Cancellation applies to the General Liability and Auto policies as per forms MI9006 (10/97) and MA2539 (06/97). 30 Days Notice of Cancellation for Excess Liability the Producer will endeavor to mail 30 days written notice to the Certificate Holder named on the certificate if any policy listed on the certificate is cancelled prior to the expiration date. Failure to do so shall impose no obligation or liability of any kind upon the Producer or otherwise alter the policy terms. 45 Days Notice of Cancellation the Producer will endeavor to mail 45 days written notice to the Certificate Holder named on the certificate if any policy listed on the certificate is cancelled prior to the expiration date. Failure to do so shall impose no obligation or liability of any kind upon the Producer or otherwise alter the policy terms.

Automobile and Excess Liability policies are primary coverages. Excess Liability is follow form.

RE: Project Name: Tulsa County Administration Building Renovations
Project #: HEADQ

Additional Insured: Board of County Commissioners of Tulsa County, Oklahoma

FLINTCO POLICIES/PROCEDURES ACKNOWLEDGEMENT OF OBTAINING FORM

The following Policies and Procedures are part of the Agreement by reference. (Obtain documents at www.flintco.com Select Subcontractors tab and then click on Forms.)

- **Substance Free Workplace:** I acknowledge that I have obtained a copy of the Flintco, LLC policy statement regarding Substance Free Workplace and have read and understand my obligations under this policy.
- **Firearm, Weapons-Free Workplace Policy:** I acknowledge that I have obtained a copy the Flintco, LLC policy statement regarding Firearm, Weapons-Free Workplace and have read and understand my obligations under this policy.
- **Smoke-Free Workplace:** I acknowledge that I have obtained a copy of the Flintco, LLC policy statement regarding a Smoke-Free Workplace and have read and understand my obligations under this policy.
- **Safety Manual:** I acknowledge that I have obtained a copy of the Flintco, LLC Safety Manual and have read and understand my obligations regarding Job Site safety.
- **Certification of Nonsegregated Facilities:** I acknowledge that I have obtained a copy of the Flintco, LLC policy statement regarding a Nonsegregated Facility and have read and understand my obligations under this policy.

Trade Contractor acknowledges obtaining a copy of and agrees to comply with CM policies and procedures related to Trade Contractor performance on the jobsite.

Bennett Steel, Inc.
Trade Contractor Name

ISA Bennett - Pres
Signature of Trade Contractor Representative

5/29/19
Date

Return this signed form with your executed Trade.

DRAWINGS, SPECIFICATIONS & ADDENDA

Specifications: Tulsa County Administration Building
20180005
Project Manual
Volume 1 & 2
03/25/2019

Addenda: Addendum #1A Dated 04/08/2019
Addendum #2A Dated 04/29/2019

CM Clarification #1 Dated 04/08/2019
CM Clarification #2 Dated 04/29/2019

Drawings: As listed in Sheet Index on Sheet CS1 Cover Sheet
Tulsa County Administration Building
GH2 Architects
Project #20180005
03/25/2019 Conformed Set

SCHEDULE OF WORK

THE CONSTRUCTION SCHEDULE WILL BE MAINTAINED AT THE PROJECT SITE AND WILL BE UPDATED AS WORK PROGRESSES. TRADE CONTRACTOR WILL GIVE INPUT REGARDING THE SCHEDULE AT REGULARLY SCHEDULED PROGRESS MEETINGS. TRADE CONTRACTOR SHALL FOLLOW THE MOST CURRENT VERSION OF THE SCHEDULE MAINTAINED BY CM AND PERFORM THE SUBCONTRACT WORK ACCORDING TO THAT SCHEDULE.

CERTIFICATION OF NON-SEGREGATED FACILITIES

By the submission of this bid, the bidder, offeror, applicant, or subcontractor certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location under his control, where segregated facilities are maintained. He certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control where segregated facilities are maintained. The bidder, offeror, applicant or subcontractor agrees that a breach of this certification is a violation of the Equal Opportunity clause in this Contract. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color or national origin, because of habit, local custom or otherwise. He further agrees that (except where he has obtained identical certifications from proposed subcontractors or specific time period) he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provision of Equal Opportunity clause; that he will retain such certifications in his files; and that he will forward the following notice to such subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods):

Notice to Prospective Subcontractors of Requirements for Certifications of Nonsegregated Facilities.

Notification of Nonsegregated Facilities, as required by the May 9, 1967, order on Elimination of Segregated Facilities, by the Secretary of Labor (32 Fed. Reg. 7439, May 19, 1967), must be submitted prior to the award of a subcontract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity clause. The certification may be submitted either for each subcontractor or for all subcontracts during a period (i.e. quarterly, semiannually, or annually).

Note: The penalty for making false statement in offers is prescribed in 18 U.S.C. 1001.

Firm Company Name	BENNETT STEEL, INC
Signature of Authorized Representative	D. R. Bennett
Name of Authorized Representative (Print or Type)	DAVID R BENNETT - P
Title of Authorized Representative	PRES

Return this signed form with your executed subcontract.

Tulsa County "HQ" Administration Building Renovations



Bond 1019731

Tulsa County Purchasing
Payment Bond

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable. This document may not be altered or modified.

CONTRACTOR (Name and Address):

Bennett Steel, Inc.
2210 Industrial Road
Sapulpa, OK 74066-8391

SURETY (Name and Principal Place of Business):

Mid-Continent Casualty Company
P.O. Box 1409
Tulsa, OK 74101

OWNER: Tulsa County Board of County Commissioners

Tulsa County Administration Building
500 South Denver Avenue
Tulsa, Oklahoma 74103

CONSTRUCTION CONTRACT

Date: 05/20/2019

Amount: \$1,072,400.00

Description (Name and Location):

Tulsa County Administration Building Renovations 218 W. 6th St. Tulsa, OK 74119

BOND:

Date (Not earlier than Construction Contract Date): 05/28/2019

Amount: \$ 1,072,400.00



SURETY (Representative):

Charles S. Kneiske
(Attorney-in-Fact of Surety)

Signature:

Name and Title:

Attorney-in-Fact Signature

(FOR INFORMATION ONLY-Name, Address and Telephone)

AGENT or BROKER:

OWNER'S REPRESENTATIVE (Architect, Engineer or other party):

1 The Contractor and the Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner to pay for labor, materials and equipment furnished for use in the performance of the Construction Contract, which is incorporated herein by reference.

2 With respect to the Owner, this obligation shall be null and void if the Contractor:

2.1 Promptly makes payment, directly or indirectly, for all sums due Claimants, and

2.2 Defends, indemnifies and holds harmless the Owner from claims, demands, liens or suits by any person or entity whose claim, demand, lien or suit is for the payment for labor, materials or equipment furnished for use in the performance of the Construction Contract, provided the Owner has promptly notified the Contractor and the Surety (at the address described in Paragraph 12) of any claims, demands, liens or suits to the Contractor and the Surety, and provided there is no Owner Default.

3 With respect to Claimants, this obligation shall be null and void if the Contractor promptly makes payment, directly or indirectly, for all sums due.

4 The Surety shall have no obligation to Claimants under this Bond until:

4.1. Claimants who are employed by or have a direct contract with the Contractor have given notice to the Surety (at the address described in Paragraph 12) and sent a copy, or notice thereof, to the Owner, stating that a claim is being made under this Bond and, with substantial accuracy, the amount of the claim.

4.2. Claimants who do not have a direct contract with the Contractor:

4.2.1. Have furnished written notice to the Contractor and sent a copy, or notice thereof, to the Owner, within 90 days after having last performed labor or last furnished materials or equipment included in the claim stating, with substantial accuracy, the amount of the claim and the name of the party to whom the materials were furnished or supplied or for whom the labor was done or performed; and

4.2.2. Have either received a rejection in whole or in part from the Contractor, or not received within 30 days of furnishing the above notice any communication from the Contractor by which the Contractor has indicated the claim will be paid directly or indirectly; and

4.2.3. Not having been paid within the above 30 days, have sent a written notice to the Surety (at the address listed on Page 1) and sent a copy, or notice thereof, to the Owner, stating that a claim is being made under this Bond and enclosing a copy of the previous written notice furnished to the Contractor.

5 If a notice required by Paragraph 4 is given by the Owner to the Contractor or to the Surety, that is sufficient compliance.

6 When the Claimant has satisfied the conditions of Paragraph 4, the Surety shall promptly and at the Surety's expense take the following actions:

6.1 Send an answer to the Claimant, with a copy to the Owner, within 45 days after receipt of the claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed.

6.2 Pay or arrange for payment of any undisputed amounts.

7 The Surety's total obligation shall not exceed the amount of this Bond, and the amount of this Bond shall be credited for any payments made in good faith by the Surety.

8 Amounts owed by the Owner to the Contractor under the Construction Contract shall be used for the performance of the Construction Contract and to satisfy claims, if any, under any Construction Performance Bond. By the Contractor furnishing and the Owner accepting this Bond, they agree that all funds earned by the Contractor in the performance of the Construction Contract are dedicated to satisfy obligations of the Contractor and the Surety under this Bond, subject to the Owner's priority to use the funds for the completion of the work.

9 The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

10 No suit or action shall be commenced by a Claimant under this Bond other than in a court of competent jurisdiction or after the expiration of one year from the date (1) on which the Claimant gave the notice required by Subparagraph 4.1 or Clause 4.2.3, or (2) on which the last labor or service was performed by anyone or the last materials or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

11 Notice to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the signature page. Actual receipt of notice by Surety, the Owner or the Contractor, however accomplished, shall be sufficient compliance as of the date received at the address shown on the signature page.

12 When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

13 Upon request by any person or entity appearing to be a potential beneficiary of this Bond, the Contractor shall promptly furnish a copy of this Bond or shall permit a copy to be made.

14 DEFINITIONS

14.1. Claimant: An individual or entity having a direct contract with the Contractor or with a subcontractor of the Contractor to furnish labor, materials or equipment for use in the performance of the Contract. The intent of this Bond shall be to include without limitation in the terms "labor, materials or equipment" that part of water, gas, power, light, heat, oil, gasoline, telephone service or rental equipment used in the Construction Contract, architectural and engineering services required for performance of the work of the Contractor and the Contractor's subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor, materials or equipment were furnished.

14.2. Construction Contract: The agreement between the Owner and the Contractor identified on the signature page, including all Contract Documents and changes thereto.

14.3. Owner Default: Failure of the Owner, which has neither been remedied nor waived, to pay the Contractor as required by the Construction Contract.

Tulsa County "HQ" Administration Building Renovations



Bond 1019731

Tulsa County Purchasing
Performance Bond

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable. This document may not be altered or modified.

CONTRACTOR (Name and Address):

Bennett Steel, Inc.
2210 Industrial Road
Sapulpa, OK 74066-8391

SURETY (Name and Principal Place of Business):

Mid-Continent Casualty Company
P.O. Box 1409
Tulsa, OK 74101

OWNER: Tulsa County Board of County Commissioners

Tulsa County Administration Building
500 South Denver Avenue
Tulsa, Oklahoma 74103

CONSTRUCTION CONTRACT

Date: 05/20/2019

Amount: \$ 1,072,400.00

Description (Name and Location): Tulsa County Administration Building Renovations 218 W. 6th St. Tulsa, OK 74119

BOND:

Date (Not earlier than Construction Contract Date): 05/28/2019

Amount: \$ 1,072,400.00



CONTRACTOR (Representative):

Signature: [Signature]

Name and Title: Darren R Bennett - Pres

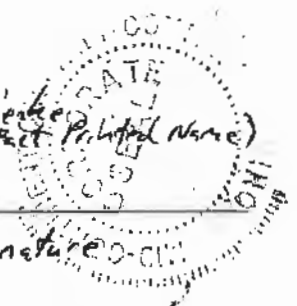
SURETY (Representative):

Charles S. Krieger
Attorney-in-Fact (Printed Name)

Signature:

Name and Title:

Attorney-In-Fact Signature



(FOR INFORMATION ONLY-Name, Address and Telephone)

AGENT or BROKER:

OWNER'S REPRESENTATIVE (Architect, Engineer or other party):

1. The Contractor and the Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner for the performance of the Construction Contract, which is incorporated herein by reference.

2. If the Contractor performs the Construction Contract, the Surety and the Contractor shall have no obligation under this Bond, except to participate in conferences as provided in Subparagraph 3.1.

3. The Surety's obligation under this Bond shall arise after:

3.1 The Owner has notified the Contractor and the Surety at its address on Page 1 that the Owner is considering declaring a Contractor Default as described in Paragraph 10 and has requested and attempted to arrange a conference with the Contractor and the Surety to be held not later than ten (10) days after receipt of such notice to discuss methods of performing the Construction Contract. If the Owner, the Contractor and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Construction Contract, but such an agreement shall not waive the Owner's right, if any, subsequently to declare a Contractor's Default; and

3.2 The Owner has declared a Contractor Default and formally terminated the Contractor's right to complete the contract. Such Contractor Default shall not be declared earlier than seven (7) days after the Contractor and the Surety have received notice as provided in Subparagraph 3.1; and

3.3 The Owner has agreed to pay the Balance of the Contract Price to the Surety in accordance with the terms of the Construction Contract or to a contractor selected to perform the Construction Contract in accordance with the terms of the contract with the Owner.

4. When the Owner has satisfied the conditions of Paragraph 3, the Surety shall promptly and at the Surety's expense take one of the following actions.

4.1 Arrange for a Contractor, with consent of the Owner, to perform and complete the Construction Contract; or

4.2 Undertake to perform and complete the Construction Contract itself, through its agents or through independent contractors; or

4.3 Obtain proposals or negotiated proposals from qualified contractors acceptable to the Owner for a contract for performance and completion of the Construction Contract, arrange for a contract to be prepared for execution by the Owner and the contractor selected with the Owner's concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Construction Contract, and pay to the Owner the amount of damages as described in Paragraph 6 in excess of the Balance of the Contract Price incurred by the Owner resulting from the Contractor's default; or

4.4 Waive its right to perform and complete, arrange for completion, or obtain a new contractor and with

reasonable promptness under the circumstances:

4.1.1. After investigation, determine the amount for which it may be liable to the Owner, and as soon as practicable after the amount is determined, tender payment therefor to the Owner; or

4.1.2. Deny liability in whole or in part and notify the Owner citing reasons therefor.

5. If the Surety does not proceed as provided in Paragraph 4 with reasonable promptness, the Surety shall be deemed to be in default on this Bond fourteen (14) days after receipt of an additional written notice from the Owner to the Surety demanding that the Surety perform its obligations under this Bond, and the Owner shall be entitled to enforce any remedy available to the Owner. If the Surety proceeds as provided in Subparagraph 4.4, and the Owner refuses the payment tendered or the Surety has denied liability, in whole or in part, without further notice the Owner shall be entitled to enforce any remedy available to the Owner.

6. After the Owner has terminated the Contractor's right to complete the Construction Contract, and if the Surety elects to act under Subparagraph 4.1, 4.2, or 4.3 above, then the responsibilities of the Surety to the Owner shall not be greater than those of the Contractor under the Construction Contract, and the responsibilities of the Owner to the Surety shall not be greater than those of the Owner under the Construction Contract. To the limit of the amount of this Bond, but subject to commitment by the Owner of the Balance of the Contract Price to mitigation of costs and damages on the Construction Contract, the Surety is obligated without duplication for:

6.1 The responsibilities of the Contractor for correction of defective work and completion of the Construction Contract;

6.2 Additional legal, design professional and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under Paragraph 4; and

6.3 Liquidated damages, or if no liquidated damages are specified in the Construction Contract, actual damages caused by delayed performance or non-performance of the Contractor.

7. The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

8. Notice to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the signature page.

9. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provisions in this Bond conflicting with said statutory or legal requirement shall be deemed deleted here from and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

10. DEFINITIONS

10.1 Balance of the Contract Price: The total amount payable by the Owner to the Contractor under the Construction Contract after all proper adjustments have been made, including allowance to the Contractor of any amounts received or to be received by the Owner in Settlement of insurance or other claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Construction Contract.

10.2 Construction Contract: The agreement between the Owner and the Contractor identified on the signature page, including all Contract Documents and changes thereto.

10.3 Contractor Default: Failure of the Contractor, which has neither been remedied nor waived, to perform or otherwise to comply with the terms of the Construction Contract.

10.4 Owner Default: Failure of the Owner, which has neither been remedied nor waived, to pay the Contractor as required by the Construction Contract.



Bond 1019731

Exhibit G
Page 7 of 7Tulsa County Purchasing
Statutory Defect Bond
61 O.S. 1991, Section 113 (B)(3)

KNOW ALL MEN BY THESE PRESENTS,

That Bennett Steel, Inc., as Principal and Mid-Continent Casualty Company
a corporation organized under the laws of the State of Ohio and authorized to transact business
in the State of Oklahoma, as Surety, are held and firmly bound unto the Board of County Commissioners of Tulsa County, Oklahoma,
in the penal sum of One Million and Seventy-Two Thousand, Four Hundred Dollars and 00/100 Dollars (\$ 1,072,400.00)

in lawful money of the United States of America, said sum being equal to One Hundred percent (100%) of the Contract price, for the
payment of which, well and truly to be made, we bind ourselves and each of us, our heirs, executors, administrators, trustees,
successors, and assigns, jointly and severally, firmly by these presents:

The condition of this obligation is such that:

WHEREAS, said Principal entered into a written contract with the Board of County Commissioners of Tulsa County,
dated 05/20/2019, for Tulsa County Administrative Building Renovations 218 W. 6th St. Tulsa, OK 74119
all in compliance with the plans and specifications therefore, made
a part of said contract and on file in the Tulsa County Clerk's Office, 500 South Denver Avenue, Tulsa, Oklahoma 74103.

NOW, THEREFORE, if said Principal shall pay or cause to be paid to the Board of County Commissioners of Tulsa County
all damage, loss, and expense which may result by reason of defective materials and/or workmanship in connection with said work,
occurring within a period of one (1) year from and after the acceptance of said project by the Board of County Commissioners of
Tulsa County; then this obligation shall be null and void, otherwise to be and remain in full force and effect.

It is expressly agreed and understood by the parties hereto that no changes or alterations in said Contract and no deviations
from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of
this Bond.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal to
be hereunto affixed by its duly authorized officers, and the said Surety has caused these presents to be executed in its name and its
corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized so to do, the day and year set forth below.

DATED this 29th day of MAY, 20 2019 PRINCIPAL:

By: BENNETT STEEL INC.

(Authorized Representative Printed Name)

DAVID R. BENNETT

(Authorized Representative Signature)

DAVID R. BENNETT - PRES

(Authorized Representative Printed Title)

(Principal Corporate Seal)

ATTEST:

Sandra Fadler
(Notarial Seal & Signature)

SURETY:

[Signature]
(Attorney-in-Fact Signature)

By: Charles S. Krieger

(Attorney-in-Fact Printed Name)

P.O. Box 1409

(Surety Address)

Tulsa, OK 74101

(City, State, Zip)

918-588-1263

(Telephone)

(Email)



(Surety Corporate Seal)

MID-CONTINENT CASUALTY COMPANY

1437 SOUTH BOULDER, SUITE 200 • TULSA, OKLAHOMA 74119 • 918-587-7221 • FAX 918-588-1253

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the MID-CONTINENT CASUALTY COMPANY, a corporation organized and existing under and by virtue of the laws of the State of Ohio, does hereby nominate, constitute and appoint the person or persons named below, each individually if more than one is named, its true and lawful attorney-in-fact, for it and in its name, place and stead to execute on behalf of the said Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof. Walter P. Bryce, Jr., Jay A. Eshelman, Kimberly C. Gerlach, Charles S. Krienke, Terryll McWilliams and Melissa Pascarella, all of TULSA, OK

IN WITNESS WHEREOF, the MID-CONTINENT CASUALTY COMPANY has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 03 day of January, 2019



ATTEST:

Sharon Hackl

SHARON HACKL

Secretary

MID-CONTINENT CASUALTY COMPANY

Todd Bazata

TODD BAZATA

VICE PRESIDENT

On this 03 day of January, 2019 before me personally appeared TODD BAZATA, to me known, being duly sworn, deposes and says that s/he resides in Broken Arrow, Oklahoma, that s/he is a Vice President of Mid-Continent Casualty Company, the company described in and which executed the above instrument; that s/he knows the seal of the said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by authority of her/his office under the By-Laws of said Company, and that s/he signed his name thereto by like authority.

STATE OF OKLAHOMA }
COUNTY OF TULSA }

SS



Commission # 11008253

My Commission Expires: 09-08-19

Julie Callahan
JULIE CALLAHAN

Notary Public

This Power of Attorney is granted by authority of the following resolutions adopted by the Board of Directors of Mid-Continent Casualty Company by unanimous written consent dated September 25, 2009.

RESOLVED: That the President, the Executive Vice President, the several Senior Vice Presidents and Vice Presidents or any one of them, be and hereby is authorized, from time to time, to appoint one or more Attorneys-in-Fact to execute on behalf of the Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment at any time.

RESOLVED FURTHER: That the Company seal and the signature of any of the aforesaid officers and any Secretary or Assistant Secretary of the Company may be affixed by facsimile to any power of attorney or certificate of either given for the execution of any bond, undertaking, contract of suretyship, or other written obligation in the nature thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

CERTIFICATION

I, SHARON HACKL, Secretary of Mid-Continent Casualty Company, do hereby certify that the foregoing Power of Attorney and the Resolutions of the Board of Directors of September 25, 2009 have not been revoked and are now in full force and effect.

Signed and sealed this 28th day of May 2019



Sharon Hackl

SHARON HACKL

Secretary



Board of County Commissioners

Tulsa County Administration Bldg.
500 South Denver
Tulsa, Oklahoma 74103-3832
918.596.5000

STAN SALLEE
DISTRICT 1
918.596.5020

KAREN KEITH
DISTRICT 2
918.596.5015

RON PETERS
DISTRICT 3
918.596.5010

January 2, 2019

Dear Vendor:

The Oklahoma Sales Tax Code, 68 O.S. 1991 Section 1356, exempts from the payment of sales taxes all political subdivision of the State of Oklahoma.

Because each County in this State is a political subdivision of the State (Article 17, Section 1 of the Constitution of Oklahoma: Herndon v. Anderson, 1656 Okla. 104, 25P2d 326), Tulsa County is exempt from all sales tax.

Sincerely,

Karen Keith, Chairman
Tulsa County Board of County Commissioners

KK:sl

Approved:

Douglas Wilson
Chief of the Civil Division

Note: Tulsa County's Federal Identification Tax Number 73-6006419



Oklahoma Tax Commission

www.tax.ok.gov

Date Issued: March 21, 2014

Letter ID: L0891154944

Taxpayer ID: **-***6419



TULSA COUNTY
500 S DENVER AVE STE 120
TULSA OK 74103-3832

AMY

Oklahoma Sales Tax Exemption Permit Oklahoma State Government

Non-Transferable

68 Oklahoma Statutes 2002 Supp., Section 1356(1): Sales of tangible personal property or services to the United States Government or to the State of Oklahoma, any political subdivision of this state or any agency of a political subdivision of this state are hereby exempted from the tax levied by this article.

Permit Number

EXM-10028212-06

Business Location	Industry Code	City Code	Permit Effective	Permit Expires
TULSA COUNTY BOARD OF COUNTY COMMISSIONERS 5051 S 129TH EAST AVE TULSA OK 74134-7004	921190	7281	February 10, 2006	NON-EXPIRING


Thomas Kemp Jr., Chairman
Jerry Johnson, Vice-Chairman
Dawn Cash, Secretary-Member

TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: June 5, 2019

FROM: Matney M. Ellis
Purchasing Director 

TO: Board of County Commissioners

SUBJECT: Renewal Agreement-Voya Employee Benefits-Group Critical Illness Insurance

Submitted for your approval and execution in the attached Renewal Agreement between the Board of County Commissioners and Voya aka ReliaStar Life Insurance Company for the Group Critical Illness Insurance with Tulsa County. This renewal is for a one (1) year period effective July, 1, 2019.

Respectfully submitted for your approval and execution.

MME / skb

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda.

Group Critical Illness Insurance Renewal Offer
Voya™ Employee Benefits

Prepared for:
Tulsa County
Effective Date
07/01/2017
Renewal Date
07/01/2019
Policy Number
70083-5

05/20/2019

Renewal offer presented to:

Tulsa County, Board of County Commissioners
633 West 3rd Street
Tulsa, OK 74127

Presented by Voya Financial

Ted Holt

Senior Sales Consultant
14643 Dallas Pkwy, Suite 650
Dallas, TX 75254

Phone: 972-419-5783

Renewal effective date

07/01/2019

Policy number

70083-5

Dear Tulsa County,

Thank you for your continued business with Voya Employee Benefits. We are pleased to offer a renewal extension for 1 year.

Current rates and benefits will renew beginning on 07/01/2019 for 1 year. Next renewal will occur on 07/01/2020.

Voya Employee Benefits, a division of ReliaStar Life Insurance Company, is dedicated to providing innovative products, competitive pricing and exceptional customer service.

We welcome the opportunity to renew this business with you. Thank you again for your continued business with Voya Employee Benefits.

Sincerely,


Ted Holt
Senior Sales Consultant

Accepted

Accepted By: _____

Title: _____

Date: _____

 6/5/19
APPROVED AS TO FORM
ASSISTANT DISTRICT ATTORNEY

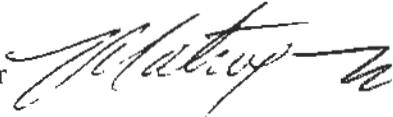
TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: June 5, 2019

FROM: Matney M. Ellis
Purchasing Director



TO: Board of County Commissioners

SUBJECT: Renewal Agreement-Voya Employee Benefits-Group Accident Insurance

Submitted for your approval and execution in the attached Renewal Agreement between the Board of County Commissioners and Voya aka ReliaStar Life Insurance Company for the Group Accident Insurance with Tulsa County. This renewal is for a one (1) year period effective July, 1, 2019.

Respectfully submitted for your approval and execution.

MME / skb

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda.

Group Accident Insurance Renewal Offer
Voya™ Employee Benefits

Prepared for:
Tulsa County
Effective Date
07/01/2017
Renewal Date
07/01/2019
Policy Number
70083-5

05/20/2019

Renewal offer presented to:

Tulsa County, Board of County Commissioners
633 West 3rd Street
Tulsa, OK 74127

Presented by Voya Financial
Ted Holt
Senior Sales Consultant
14643 Dallas Pkwy, Suite 650
Dallas, TX 75254
Phone: 972-419-5783

Renewal effective date
07/01/2019
Policy number
70083-5

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We welcome the opportunity to renew this business with you. Thank you again for your continued business with Voya Employee Benefits.

Sincerely,



Ted Holt

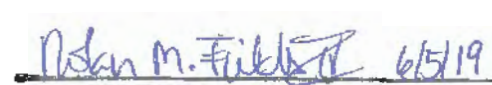
Senior Sales Consultant

Accepted

Accepted By: _____

Title: _____

Date: _____

 6/5/19

APPROVED AS TO FORM
ASSISTANT DISTRICT ATTORNEY

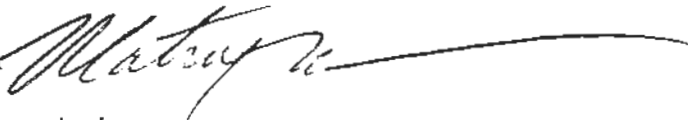
TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: June 5, 2019

FROM: Matney M. Ellis
Purchasing Director



TO: Board of County Commissioners

SUBJECT: Renewal Agreement-Voya Employee Benefits-Group Long Term Disability Insurance

Submitted for your approval and execution in the attached Renewal Agreement between the Board of County Commissioners and Voya aka ReliaStar Life Insurance Company for the Group Long Term Disability Insurance with Tulsa County. This renewal is for a one (1) year period effective July, 1, 2019.

Respectfully submitted for your approval and execution.

MME / skb

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda.

Group Long Term Disability Insurance Renewal Offer
Voya™ Employee Benefits

Prepared for:
Tulsa County
Effective Date
07/01/2017
Renewal Date
07/01/2019
Policy Number
70083-5

05/20/2019

Renewal offer presented to:

Tulsa County, Board of County Commissioners
633 West 3rd Street
Tulsa, OK 74127

Presented by Voya Financial

Ted Holt

Senior Sales Consultant
14643 Dallas Pkwy, Suite 650
Dallas, TX 75254

Phone: 972-419-5783

Renewal effective date

07/01/2019

Policy number

70083-5

Dear Tulsa County,

Thank you for your continued business with Voya Employee Benefits. We are pleased to offer a renewal extension for 1 year.

Current rates and benefits will renew beginning on 07/01/2019 for 1 year. Next renewal will occur on 07/01/2020.

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We welcome the opportunity to renew this business with you. Thank you again for your continued business with Voya Employee Benefits.

Sincerely,

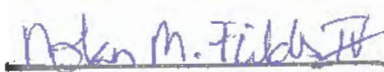

Ted Holt
Senior Sales Consultant

Accepted

Accepted By: _____

Title: _____

Date: _____


 6/5/19
APPROVED AS TO FORM
ASSISTANT DISTRICT ATTORNEY

TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: June 5, 2019

FROM: Matney M. Ellis
Purchasing Director 

TO: Board of County Commissioners

SUBJECT: Renewal Agreement-Voya Employee Benefits-Group Short Term Disability Insurance

Submitted for your approval and execution in the attached Renewal Agreement between the Board of County Commissioners and Voya aka ReliaStar Life Insurance Company for the Group Short Term Disability Insurance with Tulsa County. This renewal is for a one (1) year period effective July, 1, 2019.

Respectfully submitted for your approval and execution.

MME / skb

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda.

Group Short Term Disability Insurance Renewal Offer
Voya™ Employee Benefits

Prepared for:

Tulsa County

Effective Date

07/01/2017

Renewal Date

07/01/2019

Policy Number

70083-5

05/20/2019

Renewal offer presented to:

Tulsa County, Board of County Commissioners

633 West 3rd Street

Tulsa, OK 74127

Presented by Voya Financial

Ted Holt

Senior Sales Consultant

14643 Dallas Pkwy, Suite 650

Dallas, TX 75254

Phone: 972-419-5783

Renewal effective date

07/01/2019

Policy number

70083-5

Dear Tulsa County,

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Voya Employee Benefits, a division of ReliaStar Life Insurance Company, is dedicated to providing innovative products, competitive pricing and exceptional customer service.

We welcome the opportunity to renew this business with you. Thank you again for your continued business with Voya Employee Benefits.

Sincerely


Ted Holt

Senior Sales Consultant

Accepted

Accepted By: _____

Title: _____

Date: _____

 6/5/19
APPROVED AS TO FORM
ASSISTANT DISTRICT ATTORNEY

TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: June 5, 2019

FROM: Matney M. Ellis
Purchasing Director



TO: Board of County Commissioners

SUBJECT: Agreement – Talon Commercial Services, LLC

Bids for the Tulsa County “HQ” Administration Building Renovations were opened on May 6, 2019 and the recommendation to award Bid Package 09A (Drywall) to Talon Commercial Services, LLC was approved by the Board of County Commissioners on May 13, 2019, CMF# 247793.

The Tulsa County Purchasing Department respectfully requests the Board of County Commissioners approve and execute the attached Trade Contractor Agreement between the Board of County Commissioners and Talon Commercial Services, LLC for the scope of work as defined in the agreement and referenced bid documents.

Respectfully submitted for your approval and execution.

MME / mlb

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda.

TRADE CONTRACTOR AGREEMENT

1. Effective Date, Parties and Notice

This Agreement is entered into this 13 day of May in the year 2019 by and between
Tulsa County Board of County Commissioners referred to in this Agreement as the Owner, and the

TRADE CONTRACTOR Talon Commercial Services, LLC
7329 State Highway 66
Tulsa, Ok 74131

Tax ID/EIN/SSN: 81-5022099

ATTENTION: Jason Swarer

referred to in this Agreement as the Trade Contractor for services in connection with this

PROJECT NAME Tulsa County Administration Building Renovations

PROJECT NUMBER HEADQ

LOCATION 218 W 6th St
Tulsa, OK 74119

whose

CONSTRUCTION FLINTCO, LLC
MANAGER is 1624 W 21st St
Tulsa, OK 74107

and whose

ARCHITECT is GH2 Architects
320 S Boston Ave
Suite 100
Tulsa, Ok 74103

NOTICE TO THE PARTIES SHALL BE GIVEN AT THESE ADDRESSES

2. Safety

2.1 The Trade Contractor agrees that the prevention of accidents to workmen and property engaged upon or in the vicinity of the Trade Work is its responsibility. The Trade Contractor agrees to comply with all Federal, State, Municipal and local laws, ordinances, rules, regulations, codes, standards, orders, notices and requirements concerning safety as shall be applicable to the Trade Work, including, among others, the Federal Occupational Safety and Health Act of 1970, as amended, and all standards, rules, regulations and orders which have been or shall be adopted or issued thereunder, and with the safety standards established during the progress of the Trade Work by the Construction Manager (referred to herein as "CM").

2.2 When so ordered, the Trade Contractor shall stop any part of the Trade Work which the CM deems unsafe until corrective measures satisfactory to the CM have been taken. The Trade Contractor agrees that it shall not have nor make any claim for damages arising from such stoppages. Should the Trade Contractor fail to take appropriate corrective measures in a timely manner, the CM may do so at the cost and expense of the Trade Contractor and may deduct the cost and expense thereof from any payments due or to become due to the Trade Contractor. Failure on the part of the CM to stop unsafe practices shall in no way relieve the Trade Contractor of its responsibility therefor.

2.3 The Trade Contractor will follow the provisions of all applicable statutes and ordinances which require persons or firms doing excavation to do so only after giving notice to utility companies and obtaining information on the location of utilities (such as "one-call" systems).

3. Trade Contractor Representations

3.1 The Trade Contractor acknowledges receipt of all policies listed in Exhibit C. Subject to applicable law the Trade Contractor further agrees to be bound by these policies as part of this Agreement. The Trade Contractor represents and agrees that it has carefully examined and understands this Agreement and the other Trade Contract Documents, has investigated the nature, locality and site of the Trade Work and the conditions and difficulties under which it is to be performed, and that it enters into this Agreement on the basis of its own examination, investigation and evaluation of all such matters and not in reliance upon any opinions or representations of the CM, the Owner or any of their respective officers, agents or employees.

3.2 The commencement of the Trade Work by the Trade Contractor on the site of the Project shall constitute the legal and binding acceptance by the Trade Contractor of this Agreement. For purposes of this paragraph the mobilization of equipment, delivery of materials or the performance of actual labor on the Project site, whichever occurs first, shall constitute a "commencement" of Trade Work by the Trade Contractor. The Owner reserves the right, however, to insist on a signed Agreement prior to the making of any payment to the Trade Contractor.

4. Bonds

The Trade Contractor shall furnish a Performance Bond and a Separate Payment Bond satisfactory to the CM, in its sole determination, in the full amount of the Agreement Amount. Bonds shall be furnished by a surety acceptable to the CM, in the full amount of the Agreement Amount, and on the forms attached as Exhibit G. Trade Contractor must also furnish any applicable statutory bonds if required by the state in which the Project is located.

5. Trade Contractor Duties

5.1 Trade Work. The Owner retains the Trade Contractor as an independent contractor, to provide all labor, materials, equipment and services necessary or incidental to complete that portion of the work on the Project as set forth in Exhibit A to this Agreement, consistent with the Project Schedule and in strict accordance with and reasonably inferable from the Trade Contract Documents. The Trade Contractor agrees to perform such part of the work (hereafter called "Trade Work") for the Project under the general direction of the CM and subject to the final approval of the CM, Architect/Engineer or other specified representative of the Owner.

5.2 Trade Contract Documents. The Trade Contract Documents include this Agreement, Agreement between the Owner and the CM ("CM Agreement"), including all addenda, modifications, revisions, plans, drawings, specifications, details, together with all general, technical, supplementary and special terms and conditions, any invitations for bids or information for bidders, if any, to the extent applicable, and all other documents listed in or referred to by the CM Agreement. The Owner and the Trade Contractor are mutually bound by the terms of this Agreement. To the extent the terms of the CM Agreement apply to the work of the Trade Contractor, then the CM on behalf of the Owner assumes toward the Trade Contractor all the obligations, rights, duties and redress that the Owner under the CM Agreement assumes toward the CM. In the identical way, the Trade Contractor assumes toward the CM all the same obligations, rights, duties and redress that the CM assumes toward the Owner and Architect/Engineer under the CM Agreement. This Agreement and the rest of the Trade Contract Documents are intended to supplement and complement each other and shall, where possible, be so interpreted. However, if any provision of this Agreement

Irreconcilably conflicts with a provision of the Trade Contract Documents, the provision granting greater rights or remedies to the Owner or imposing the greater duty, standard or responsibility or obligation on the Trade Contractor shall govern.

5.3 Design Delegation. If the Trade Contract Documents (1) specifically require the Trade Contractor to provide design services and (2) specify all design and performance criteria, the Trade Contractor shall provide the design services necessary to satisfactorily complete the Trade Work. Design services provided by the Trade Contractor shall be procured from licensed, design professionals (the "Designer") retained by the Trade Contractor as permitted by the law of the place where the Project is located. The Designer's signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings and other submittals prepared by the Designer. Shop Drawings and other submittals related to the Trade Work designed or certified by the Designer, if prepared by others, shall bear the Trade Contractor's and the Designer's written approvals when submitted to the CM. The Owner and the CM shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications or approvals performed by the Designer.

5.3.1 If the Designer is an independent professional, the design services shall be procured pursuant to a separate agreement between the Trade Contractor and the Designer. The Trade Contractor-Designer agreement shall not provide for any limitation of liability or exclusion from participation in the multiparty proceedings requirement of Paragraph 21.6. If applicable, the Designer(s) is (are)

The Trade Contractor shall notify the CM in writing if it intends to change the Designer. The Trade Contractor warrants the design furnished by the Designer will be in conformance with the information given and the design concept expressed in the Trade Contract Documents. The Trade Contractor shall not be responsible for the adequacy of the performance or design criteria required by the Trade Contract Documents furnished by the Owner, Architect/Engineer or CM.

5.3.2 The Trade Contractor shall not be required to provide design services in violation of any applicable law.

5.4 Clean Up. The Trade Contractor is responsible for its own "clean-up" and keeping the Trade Work areas "broom clean". If the CM determines the Trade Work area to be unsatisfactorily cleaned, the CM will so advise the Trade Contractor. If the Trade Contractor fails to commence cleaning procedures within twenty four (24) hours and continue to clean said area to the CM's satisfaction, the CM may without further notice execute and complete such clean up activities as the CM deems necessary and charge the cost to the Trade Contractor or deduct such cost from payments due to the Trade Contractor. The Trade Contractor is responsible to clean the mud and gravel off its vehicles (including vehicles operated by its lower tier contractors and suppliers) prior to leaving the site. Any mud or gravel that is tracked onto the surrounding roads shall be removed immediately. The CM has the right to clean up surrounding roads immediately upon the Trade Contractor's failure to do so, the cost of which shall be deducted from the Trade Contractor's next payment.

5.5 Protection of Trade Work. The Trade Contractor is responsible for protection of its material, equipment and installation until the final acceptance by the Owner and the Architect.

5.6 Protection of the Project. The Trade Contractor shall confine operations at the Project site to areas permitted by the CM and shall not unreasonably encumber the Project site with materials or equipment. The Trade Contractor is responsible for any damage caused to adjacent property or access roads by the Trade Contractor, its lower tier contractors or suppliers during the course of the Trade Work.

5.7 Supervision. All of the Trade Work is the sole and absolute responsibility of the Trade Contractor; shall be initiated, managed, performed and completed by qualified, competent, skilled and reputable supervisors, administrators, mechanics and laborers, all of which are satisfactory to the CM; shall be in full compliance with the Trade Contract Documents including this Agreement; and shall meet the approval and acceptance of the CM and the Owner or its authorized representative.

6. Schedule

Time is of the essence. The Trade Contractor shall commence the Trade Work under this Agreement when notified by the CM and shall complete the Trade Work in a diligent manner in accordance with the Trade Contract Documents and the Schedule of Work as set forth in Exhibit E so that progress or completion of the Project will not be delayed and in such a manner that the CM, any other Trade Contractors, and any separate contractors of the Owner shall not be delayed or impeded in their work. The Trade Contractor shall participate and cooperate in the development of schedules and other efforts to achieve timely completion of the Trade Work by providing information on the timing and sequence of operations so as to meet the CM's overall schedule requirements. The Trade Contractor shall continuously monitor the Project Schedule including any revisions thereto, and other work on the Project so as to execute the Trade Work in accordance with the requirements of the Project Schedule.

The Trade Contractor agrees to be responsible for, carry out, and perform all time guarantees upon work or materials referred to in the Trade Contract Documents relating to any labor performed or material furnished under this Agreement.

7. Payment

7.1 In consideration of faithful and timely performance by the Trade Contractor of all the covenants and the conditions aforesaid, the Owner agrees to pay the Trade Contractor, subject to other provisions hereof, including authorized additions and deletions, the sum of

Two Million, Ninety-Seven Thousand, One Hundred and Eighty-Two Dollars and 00/100 DOLLARS (\$2,097,182.00)

(the "Agreement Amount") [which amount is Tax Exempt in accordance with attached Exhibit H]. Payment shall only be due for the portion of the Trade Work actually completed to the satisfaction of the CM, the Architect and the Owner. Trade Contractor shall submit a progress payment application to the Owner, with a copy to the CM and the Architect, for Trade Contractor Work properly performed during that month. Within thirty (30) days after Trade Contractor's complete, proper and timely payment application has been received by the Owner, the Owner shall make payment to Trade Contractor, less any applicable retainage or other set off. The Owner may withhold payment of part or all of Trade Contractor's payment application upon notice to Trade Contractor as allowed by law. Progress payment applications must be submitted by the Trade Contractor each month in an amount equal to ninety percent (90%) of the estimated value of the labor, materials and equipment incorporated in the construction and materials and equipment suitably stored at the Project site, less the aggregate of previous payments. The Trade Contractor's Affidavit and Waiver of Lien for prior payments must be properly executed by an authorized representative of the Trade Contractor and returned to the Owner and the CM prior to issuance of subsequent payments.

7.2 Progress payment applications are to be submitted on AIA G702 with Schedule of Values AIA G703. With each progress payment application, the Trade Contractor shall furnish a tabulated breakdown of the portion of the Trade Work included in the payment request, listing items of the work in sufficient detail as determined by the Owner and the CM to easily facilitate payment requests to be checked by the CM as the work progresses.

7.3 Each payment request or invoice must be received by the Owner by the last day of the month to be processed with other progress payment applications for that month. Invoices and payment requests received that are inaccurate or without substantiation, or after said day of the month will be held until corrected and substantiated, and then processed with the following month's payment application.

7.4 The Trade Contractor shall submit its request for partial payment conforming to the standard CM billing form, with schedule of values attached thereto, representing a true and accurate estimate of the Trade Work completed, and materials stored during the immediately preceding month or such other immediately preceding period as directed by the CM. In addition, if allowed by the Trade Contract Documents, all invoices and insurance certificates shall be included for all stored materials in an off-site storage area applicable to the payment request.

7.5 The Trade Contractor shall, additionally with each payment request, submit copies of payrolls to document the value of work in place and a Partial Release of Lien from all lower tier contractors and major material suppliers for which payment has previously been made to the Trade Contractor.

7.6 If the Owner or the CM on behalf of the Owner, in their sole discretion, deem it necessary, the Trade Contractor agrees to receive each of its progress payments and final payment in the form of multiple checks issued jointly between the Trade Contractor's lower tier contractors and major material suppliers and the Trade Contractor. Lower tier contractors that are to receive part or all of their progress payments as joint checks shall additionally submit with their Payment Requests all invoices from each lower tier contractor and major supplier and the net payments to be issued to each.

7.7 No partial payment, or certificate therefore, shall constitute acceptance or approval by the Owner, the CM or the Architect of the Trade Work or material for which the partial payment is made. No partial payment shall constitute a waiver by the Owner of any right to require fulfillment of all the terms of this Agreement. Neither the final payment nor any partial payment, nor any certificate for either, shall constitute acceptance by the Owner of defective work or improper materials or of any element of the Trade Contractor's performance determined to be at variance with this Agreement.

7.8 The Owner shall have the right to set off any amounts the Trade Contractor owes to the Owner under this Agreement or by law against the remaining balance under this Agreement, or against any amounts due the Trade Contractor under any other agreements with the Owner.

7.9 **Final Payment.** Final payment by the Owner to the Trade Contractor shall not become due and payable to the Trade Contractor until the following express conditions precedent have been met: (1) The completion of the Trade Work required by this Agreement and acceptance of the Trade Work by the CM, the Owner and the Architect; (2) execution and delivery by the Trade Contractor, in a form satisfactory to the CM, of a general release running to and in favor of the CM and the Owner; and (3) complete and full satisfaction of all claims, demands, disputes and obligations of the Trade Contractor arising out of or related to this Agreement, including those between the Owner and the Trade Contractor and between the Trade Contractor and any third party. Should there be any such claim, lien or unsatisfied obligation, whether before or after final payment is made, the Trade Contractor shall deliver payment to the Owner an amount equal to whatever cost the Owner must pay to discharge or defend against any such claim, obligation, lien or action brought, or any judgment thereon and all costs, including legal fees and expenses and a 15% Administrative Fee, incurred in connection therewith.

8. Hazardous Materials

The Trade Contractor shall at all times comply with all rules and regulations of any municipality, state or federal environmental protection, and toxic waste and hazardous substances laws, ordinances and regulations, and how they relate to the Trade Work, and shall be equally responsible for actions and inactions of Trade Contractors, lower tier contractors, and any other agents or Independent contractors of the Trade Contractor. The Trade Contractor shall be deemed to, and shall, have included in the Agreement Amount the containment, removal, disposal or neutralization of all toxic wastes and hazardous substances created, generated or transported to or from the Project site in conjunction with the Trade Work. The Trade Contractor will be responsible for identifying toxic wastes and hazardous substances generated, released, caused by or resulting from the Trade Work and notifying the CM of its presence in writing as soon as it is identified. The terms "toxic wastes" and "hazardous substances" shall have the same meaning as defined under federal environmental laws and regulations. At all times the Trade Contractor shall defend, indemnify and hold harmless the Owner and the CM from any and all expenses, costs, damages, suits, fines, assessments, penalties and/or causes of action, including attorney's fees through all investigations, negotiations, hearings or appeals, relating to or arising out of the Trade Contractor's failure to strictly comply with the terms of this paragraph.

9. Compliance with Laws

9.1 The Trade Contractor agrees to be bound by, and at its own costs comply with, all federal, state and local laws, ordinances and regulations (the "Laws") applicable to the Trade Work, including but not limited to safety, equal employment opportunity, minority business enterprise, women's business enterprise, disadvantaged business enterprise, sexual and racial harassment, and all other Laws with which the Owner or CM must comply.

9.2 Where prescribed by Law pursuant to direct Federal contracts or Federally-financed or aided contracts, or otherwise required by Law, the Trade Contractor agrees the following clauses found in the Trade Contract Documents or in the Code of Federal Regulations (CFR) are incorporated in this Agreement and binding on Trade Contractor as if written herein word for word: the clauses entitled "Equal Opportunity Clause" (41 CFR Sections 60-1.4 & 60-4.3); "Affirmative Action Obligations of Contractors and Subcontractors for Disabled Veterans of the Vietnam Era" (41 CFR Section 60-250.4); "Affirmative Action Obligations of Contractors and Subcontractors for Handicapped Workers" (41 CFR Section 60-741.1); "Contract Work Hours and Safety Standards Act-Overtime Compensation"; "Apprentices and Trainees"; "Payrolls and Basic Records"; "Compliance with Copeland Act Requirements"; "Withholding"; "Subcontracts"; "Contract Termination-Department"; "Disputes Concerning Labor Standards"; "Compliance with Davis-Bacon and Related Act Requirements"; and "Certification of Eligibility" and such other clauses as the Federal Government has required by law or contract. Trade Contractor agrees to include all such clauses in any non-exempt, lower-tier contracts.

9.3 **Immigration Compliance.** The Trade Contractor represents and warrants that the Trade Contractor is in compliance with, and shall remain in compliance with, the provisions of the Immigration Reform and Control Act of 1986 (The "Act") and all other Federal, State, and/or local Immigration statutes/ordinances, as applicable, including, but not limited to the provisions of the Act prohibiting hiring and continued employment of unauthorized aliens, requiring verification and record keeping with respect to identity and eligibility for employment and prohibiting discrimination on the basis of national origin, United States citizenship, or intending citizen status. The Trade Contractor agrees to indemnify the Owner and the CM and to hold the Owner and the CM harmless from all liability, including liability for interest and penalties, the Owner and/or the CM incurs with results from or is attributable to the Trade Contractor's failure to comply with any provisions of the Act, and or applicable Federal, State, and/or local immigration statute/ordinance, including reimbursing the Owner and the CM any monies expended by either of them in participating in or responding to any investigation/suit/civil or criminal immigration matter involving the Trade Contractor. As it relates to Immigration compliance, the Trade Contractor shall be responsible for completing any and all required documentation in accordance with requirements put forth by the Owner, CM or applicable law.

9.4 The Trade Contractor shall be liable to the CM and the Owner for all loss, cost and expense attributable to any acts of commission or omission by the Trade Contractor, its contractors at any tier, and its and their respective employees and agents resulting from the failure to comply with Laws, including, but not limited to, any fines, penalties

10. Insurance

10.1 The Trade Contractor agrees to procure, pay for and maintain in full force and effect during the course of the performance of the Agreement all insurance required by the laws of the state in which the Trade Work covered by this Agreement is being performed, and in such form and amounts as described in Exhibit B which is attached hereto and incorporated into this Agreement. The Trade Contractor shall not commence the Trade Work nor receive any payment hereunder until Certificate of such Insurance is furnished to the CM.

10.2 The CM shall have no duty to the Trade Contractor or to any of its insurers or their insurance agents to review any certificates or copies of insurance furnished to the CM or to determine whether the terms of each certificate or policy of insurance comply with the insurance-related provisions of the Agreement. A failure of the CM to detect that the Trade Contractor has not submitted certificates, or proper certificates, or is

otherwise not in compliance with the Insurance-related provisions of the Agreement shall not be construed as a waiver or other impairment of any of the Owner's or CM's rights under such insurance-related provisions.

10.3 If the Trade Contractor fails to procure and maintain such insurance, in addition to the option of declaring the Trade Contractor in default for breach of a material provision of this Agreement, the Owner or the CM shall have the right, but not the duty, to procure and maintain the same insurance, or other insurance that provides the Owner and the CM with equivalent protection, and the Trade Contractor shall furnish all necessary information to make effective and maintain such insurance. At the option of the Owner, the cost of said insurance purchased by the Owner or the CM shall be charged against and deducted from any monies then due or to become due to the Trade Contractor or the CM shall notify the Trade Contractor of the cost thereof and the Trade Contractor shall promptly pay such cost.

10.4 The Trade Contractor shall identify by certificate any Residential, Mold, EIFS, Silica or other major exclusions that impact the Trade Contractor's ability to insure its risk. If the Project includes any Residential components or the proposed design includes EIFS systems, then the Trade Contractor shall obtain appropriate endorsements acceptable to the CM as a condition of this Agreement.

10.5 The Trade Contractor shall at its own expense provide insurance coverage for materials stored off the site after written approval of the CM at the value established in the approval, and also for portions of the Trade Work in transit until such materials are permanently incorporated into the Project. The risk of loss for material and equipment provided by this Agreement, whether in a deliverable state or otherwise, shall remain with the Trade Contractor. Any damages to the material and equipment or loss of any kind occasioned in transit shall be borne by the Trade Contractor, notwithstanding the manner in which the goods are shipped or who pays the freight or other transportation costs.

11. Indemnity

11.1 General Indemnity. To the fullest extent allowed by law, the Trade Contractor shall defend, indemnify and hold harmless the CM, the Owner's other Trade Contractors, the Architect/Engineer, the Owner and their agents, consultants, members and employees (the "Indemnitees") from and against all claims, damages, losses and expenses, including, but not limited to, attorneys' fees, costs and expenses for bodily injury and property damage that may arise from the performance of the Trade Work to the extent of the negligent acts or omissions by, or the fault of, the Trade Contractor, the Trade Contractor's lower tier contractors or anyone employed directly or indirectly by any of them or by anyone for whose acts or omissions any of them may be liable. The Trade Contractor agrees to purchase and maintain contractual liability insurance covering its obligations in this article. These obligations shall not be interpreted to reduce or negate any other rights or obligations of indemnity otherwise existing with regard as to any party or person described in this Article.

11.2 Patents. The Trade Contractor hereby agrees to defend, indemnify and hold harmless the CM and the Owner from and against any and all liability, loss or damage and to reimburse the CM and the Owner for any costs, including legal fees and expenses, which the CM and the Owner may incur because of claims or litigation on account of infringement or alleged infringement of any letters patent or patent rights by reason of the Trade Work, or materials, equipment or other items used by the Trade Contractor in its performance.

11.3 No Limitations. In furtherance to, but not in limitation of the Indemnity provisions in this Agreement, the Trade Contractor hereby expressly and specifically agrees that its obligation to indemnify, defend and hold harmless as provided in this Agreement shall not in any way be affected or diminished by any statutory or constitutional immunity it enjoys from suits by its own employees or from limitations of liability or recovery under worker's compensation laws.

12. Termination for Convenience

12.1 It is understood that the basic assumption underlying the mutual obligations and responsibilities entered into by the parties to this Agreement is the continued performance with respect to the CM Agreement that exists between the CM and the Owner. If, for any reason, the CM Agreement is breached, rescinded or terminated, the Owner shall have the right to immediately terminate this Agreement. In no event shall the CM or the Owner be obligated to the Trade Contractor for any anticipatory profits or any damages incurred by the Trade Contractor as a result of the termination of this Agreement, unless approved and paid by the Owner. The Trade Contractor agrees that it shall have no claim or cause of action against the CM arising from or relating to Owner's termination of this Agreement or Owner's determination of any amount it agrees to pay Trade Contractor upon termination of this Agreement.

12.2 The Owner shall have the right at any time by written notice to the Trade Contractor, to terminate this Agreement without cause and require the Trade Contractor to cease work. In the event of such a termination for convenience, the Trade Contractor shall be entitled to payment pursuant to the terms of the Agreement for the portion of the Trade Work actually completed as of the date of termination, provided that such amount may be reduced by all amounts for which the Trade Contractor is liable or responsible. However, the Trade Contractor shall only be entitled to profit on that portion of the work actually completed and approved for payment to the date of termination together with retainages withheld from prior payments. The Trade Contractor waives any claim for loss of anticipated profits or other damages against the Owner or the CM in the event the Owner exercises this clause.

13. Failure of Performance

13.1. Non-Conforming Trade Work. The Trade Contractor shall provide sufficient, safe and proper facilities at all times for inspection by the Architect, the Owner or the CM of the Trade Work in the field, at shops or at any other place where materials required hereunder are in course of preparation, manufacture, treatment or storage. The Trade Contractor shall, within twenty four (24) hours after receiving written notice from the CM to that effect, proceed to remove from the site any materials condemned by the Architect, the Owner, or the CM, whether worked or unworked, and to take down all portions of the Trade Work which the Architect, the Owner or the CM has condemned in writing, as unsound or improper, or as in any way failing to conform to the drawings, specifications and addenda and shall take full financial responsibility for all damage caused by such removal. In the event that all or any portion of the Trade Work as condemned should be of such a nature, or the time available should be so limited, that in the judgment of the Architect, the Owner or the CM it would not be expedient to order the same replaced or corrected, the Owner, at its option, may deduct from the payments due or to become due to the Trade Contractor such amount or amounts as in the opinion of the Architect, the CM or the Owner shall represent the difference between the fair and reasonable value of the Trade Work so condemned and its value had it been executed in conformity with the Trade Contract Documents.

13.2 Notice to Cure. If the Trade Contractor is unable, refuses or fails to supply enough properly-skilled workers, proper materials, correct non-conforming Trade Work, or maintain the Schedule of Work, or fails to make prompt payment to its workers, Trade Contractors or suppliers, or disregards laws, ordinances, rules, regulations or orders of any public authority having jurisdiction, or otherwise is guilty of a material breach of a provision of this Agreement, the Trade Contractor shall be deemed in default of this Agreement. If the Trade Contractor fails within three (3) business days after written notification to commence and continue satisfactory correction of the default with diligence and promptness, then the Owner without prejudice to any other rights or remedies, shall have the right to any or all of the following remedies:

13.2.1 to supply workers, materials, equipment and facilities as the Owner deems necessary for the completion of the Trade Work or any part which the Trade Contractor has failed to complete or perform after written notification, and charge the cost, including reasonable overhead, profit, attorneys' fees, costs and expenses to the Trade Contractor;

13.2.2 to contract with one or more additional contractors to perform such part of the Trade Work as the CM determines will provide the most expeditious completion of the Trade Work, and charge the cost to the Trade Contractor;

13.2.3 withhold any payments due or to become due the Trade Contractor pending corrective action in amounts sufficient to cover losses and compel performance to the extent required by and to the satisfaction of the Owner and the CM.

13.2.4 terminate the Trade Contractor for default by delivering written notice of such termination to the Trade Contractor.

13.2.5 to charge to the Trade Contractor an Administrative Fee of 15% of all costs incurred by the Owner or the CM in exercising any of the above remedies.

In the event of an emergency affecting the safety of persons or property, the CM on behalf of the Owner may proceed as above without notice, but the Owner shall give the Trade Contractor notice promptly after the fact as a precondition of cost recovery.

13.3 Termination for Default. If the Trade Contractor has been terminated for default, the Owner may take possession of the plant and Trade Work, materials, tools, appliances and equipment of the Trade Contractor at the Project site, and through itself or others provide labor, equipment and materials to prosecute Trade Work on such terms and conditions as shall be deemed by the Owner as necessary, and shall deduct the cost, including without restriction all claims, charges, expenses, losses, costs, damages, and attorneys' fees, incurred as a result of the Trade Contractor's failure to perform, from any money then due or thereafter to become due to the Trade Contractor under this Agreement.

13.3.1 If the Owner so terminates the employment of the Trade Contractor, the Trade Contractor shall not be entitled to any further payments under this Agreement and no sum shall be deemed due or to become due to the Trade Contractor until Trade Work has been completed and accepted by the Owner, all Agreement requirements have been fulfilled, and payment has been received by the CM from the Owner. In the event the unpaid Agreement Amount earned by Trade Contractor exceeds the cost of completion and any and all incidental costs, including administrative, legal and other professional fees, the difference shall be paid to the Trade Contractor, but if such expenses exceed the unpaid earned Agreement Amount, the Trade Contractor agrees to pay the difference to the Owner within thirty (30) days following receipt of written notice.

13.3.2 If it is determined or agreed that the Owner wrongfully exercised any option under this Article, the Owner shall be liable to the Trade Contractor solely for the reasonable value of Trade Work performed by the Trade Contractor prior to such action, including reasonable overhead and profit on the Trade Work performed, less prior payments made. Under no circumstances shall the Trade Contractor be entitled to recovery of claimed lost future profits.

14. Delays

14.1 Should the progress of the Trade Work be delayed, obstructed or interfered with through any fault, action or failure to act by the Trade Contractor or any of its officers, agents, employees, Trade Contractors or suppliers so as to cause any additional cost, expense, liability or damage to the CM or the Owner, including legal fees or expenses incurred in defending claims arising from such delay or seeking reimbursement and indemnity from the Trade Contractor and its surety hereunder, the Trade Contractor and its surety agree to compensate and indemnify the CM and the Owner against all such costs, expenses, damages and liabilities.

14.2 In addition, the Trade Contractor, at the CM's direction and at the Trade Contractor's own cost and expense, shall work such overtime as may be necessary to make up for all time lost in the completion of the Trade Work and in the completion of the Project due to such delay. If the Trade Contractor fails to make up for the time lost by reason of such delay, the CM has the right to use other Trade Contractors or suppliers and to take whatever other action the CM deems necessary to avoid delay in the completion of the Trade Work and the Project, the cost of which shall be borne by the Trade Contractor. In the event Trade Contractor delays timely performance of the Trade Work or to the completion of the Project, either by its acts or omissions, and such delays result in the CM being charged by the Owner with actual or liquidated damages, then the Trade Contractor shall reimburse the CM the full amount of all such damages and charges resulting from the delays caused by the Trade Contractor. The CM may offset any such damages against the remaining balance due to the Trade Contractor on the Agreement Amount, if any.

14.3 If the commencement and/or progress of the Trade Work is delayed without the fault or responsibility of the Trade Contractor, the time for the Trade Work shall be extended by Change Order to the extent obtained by the CM from the Owner pursuant to the CM Agreement, and the Schedule of Work shall be revised accordingly.

15. Changes

15.1 Trade Work Changes. The Owner and the Trade Contractor agree the Owner may make changes to the Trade Work, including but not limited to; additions, deletions or revisions. Any changes made to the Trade Work involved, or any other parts of this Agreement, shall be by a written Change Order. To the extent that any such change impacts Trade Contractor's cost of or time for performance, the Agreement Amount and Agreement Schedule shall be equitably adjusted to compensate for such impact. Changes shall be initiated by one of the three methods outlined below, or as provided in the CM Agreement and shall be incorporated into the Agreement by a Change Order.

15.1.1. Request for Change Proposal. A Request for Change Proposal ("RFCP") is a written request that informs Trade Contractor about a potential change in the Trade Work and requests a proposal for the potential change. Trade Contractor shall promptly reply with such request. Trade Contractor shall not implement the change or incur any costs until a Change Order is fully executed.

15.1.2. Construction Change Directive. A Construction Change Directive ("CCD") is a written directive that instructs Trade Contractor to take some immediate action in connection with the Trade Work. CCDs are issued when there is not time to issue a RFCP or Change Order. Trade Contractor shall immediately proceed so as not to delay the progress of the Work and in accordance with the terms of the CCD. Any impact of a CCD on the Contract Price or Schedule shall be adjusted by a Change Order.

15.1.3. Change Order Requests. Within seven (7) calendar days after the occurrence of any event or observance of any condition that Trade Contractor believes entitles Trade Contractor to an adjustment in Agreement Amount and/or Agreement Schedule, Trade Contractor shall prepare and submit a Change Order Request ("COR") to CM. The COR shall include a detailed factual narrative, a detailed analysis showing entitlement and a detailed analysis of the proposed change to the Agreement Amount and/or Agreement Schedule.

15.2 Change Orders. A Change Order ("CO") is a written instrument prepared by the CM or Owner and signed by the Trade Contractor stating their agreement with the change in the Trade Work and any adjustment to the Agreement Amount and/or Agreement Work Schedule. All changes and/or additions in the Trade Work ordered in writing by the Owner or CM shall be deemed a part of the Trade Work and shall be performed and furnished in strict accordance with all terms and conditions of this Agreement and the Trade Contract Documents, including the current Schedule of Work.

Change Orders will be used to implement approved Requests for Change Proposals, Construction Change Directives and Change Order Requests. Upon receipt of a properly documented COR or CCD, the parties shall negotiate in good faith to determine if the Trade Contractor is entitled to a Change Order and, if so, the appropriate equitable adjustment. Any adjustment to the Agreement Amount shall be established by one of the following methods:

- a. mutual acceptance of an itemized lump sum, or
- b. unit prices as indicated in the Trade Contract Documents or as subsequently agreed to by the parties; or
- c. costs determined in a manner acceptable to the parties and a mutually acceptable fixed or percentage fee; or
- d. another method provided in the Trade Contract Documents.

If the Parties are unable to agree on the dispositions of a COR or CCD, CM or Owner will either (i) issue a Notice denying Trade Contractor's request or (ii) issue a unilateral Change Order setting forth the final determination regarding the adjustments. Any cost and schedule adjustments shall be a full accord and satisfaction for all cumulative impacts of the underlying change.

15.3 The Trade Contractor shall not be entitled to receive additional compensation for extra work or materials or changes of any kind except to the extent the same was ordered by the CM. The Trade Contractor shall be responsible for any costs incurred by the Owner or the CM for changes of any kind made by the Trade Contractor that increase the cost of the Work for either the Owner, the CM or other Trade Contractors when the Trade Contractor proceeds with such changes without a Change Order or Construction Change Directive.

15.4 Determination by Owner, CM or Architect/Engineer. Notwithstanding any other provision, if the Trade Work for which the Trade Contractor claims additional compensation is determined by the Owner, the CM or Architect/Engineer not to entitle the Trade Contractor to a Change Order, additional compensation or a time extension, the Owner and the CM shall not be liable to the Trade Contractor for any additional compensation or time extension for such Trade Work, unless the Owner agrees in writing to pay such additional compensation or to grant such extension.

16. Claims

16.1 A Claim is a written demand by Trade Contractor seeking an adjustment in the Agreement Amount and/or Agreement Schedule or some other relief under the terms of the Agreement for events other than a RFCP that has been denied in writing. Trade Contractor shall provide Notice to the Owner and the CM of any potential Claim within seven (7) calendar days after the event giving rise to the Claim. Within fifteen (15) calendar days thereafter, Trade Contractor shall submit a detailed factual narrative, a detailed analysis showing entitlement and a detailed analysis of the alleged change to the Agreement Amount and/or Agreement Schedule. Claims not timely made, in writing, by the Trade Contractor shall be deemed to have been abandoned and waived. The acceptance and consideration of any claim out of time by the Owner shall not create any precedent nor "course of dealing" between the Owner and the Trade Contractor, nor shall it waive the Owner's right to insist on strict adherence by the Trade Contractor to the contract claims procedures. If Owner denies Trade Contractor's Claim, Trade Contractor may pursue the matter under Article 21 Dispute Resolution.

16.2 The Trade Contractor shall not delay or suspend the Trade Work because of the pendency of or the denial by the Owner of any such claim or because of the continuance of the condition out of which the claim arose, but shall proceed diligently in performing the Trade Work while the claim is being resolved by agreement or being fully adjudicated.

16.3 In the event the Trade Contractor asserts that it should receive additional compensation because of an act or omission on the Owner's part, or someone for whom the Owner is responsible, the Trade Contractor shall promptly submit the claim to the Owner and the CM in writing within the time required in Section 16.1. Failure of the Trade Contractor to submit such claims in a timely and proper manner shall result in a waiver of such claim.

16.4 The Trade Contractor shall fully cooperate with the CM in the submission of such claims described in Section 16.3, shall prepare all supporting data and do everything else necessary to properly present the claims, including payment of legal fees incurred by the CM to prepare, submit and negotiate or otherwise resolve such claim. Should the Owner allow and pay additional compensation to the CM on account of such claim asserted by the Trade Contractor, the CM will pay the same to the Trade Contractor.

16.5 It shall be an express condition precedent to any obligation on the part of the CM to make payment of any cost, reimbursement, compensation or damages to the Trade Contractor hereunder that the CM shall first be determined to be entitled to such compensation on behalf of the Trade Contractor and then receive such payment from Owner, and Trade Contractor expressly acknowledges that the CM is not obligated or required to pursue the Trade Contractor's claim against the Owner if the CM, in its sole discretion, after review of the Trade Contractor's claim, has deemed the claim to lack merit in whole or in part.

16.6 If at any time a controversy should arise between the CM and the Trade Contractor with respect to any matter in this Agreement which the CM determines is not a claim, dispute or controversy which should involve or be asserted against the Owner, the decision of the CM relating to the subject of the controversy shall be followed by the Trade Contractor.

17. Taxes

The Agreement Amount includes all sales, excise, transportation, unemployment compensation, social security, and any other taxes presently existing or subsequently imposed and levied and the Trade Contractor agrees to pay all of the above and to conform to all applicable municipal, state and federal laws in connection with such taxes. The Trade Contractor further agrees to withhold taxes from the wages and salaries of all employees of the Trade Contractor and pay the same in accordance with the federal and state laws and regulations pertaining thereto. The Agreement Amount includes federal, state and municipal taxes now levied or in force or hereafter imposed on any and all tangible personal property sold or transferred to the Owner under this Agreement and the Trade Contractor agrees to pay such tax or taxes on such property, the cost of which is included in the Agreement Amount.

18. Liens

18.1 The Trade Contractor shall promptly pay when due all its project creditors, together with the project creditors of all those below it in the contractual chain.

18.2 If the Project involves private work, the Trade Contractor shall keep the property and improvements free and clear of all mechanic, materialmen and similar lien claims or statements. In the event any such lien is filed, asserted or claimed, the Trade Contractor shall immediately secure its release either by paying the lien claimant, by filing a lien release bond, or by any other means permitted by law. If not so released, the Owner may retain an amount equal to 150% of the lien or claim and may pay the claimant and offset that amount, plus any legal fees from the amount so retained. If the Project involves public work, the Trade Contractor shall promptly pay and secure releases from all of its project creditors, including all those below it in the contractual chain, who are entitled to assert claims against the Owner, the CM or its surety.

18.3 If any claim or lien is made or filed with or against the CM, the Owner, the Project, 218 W 6th St, Tulsa, OK 74119 or the Project funds by any person claiming that the Trade Contractor or any Trade Contractor or other person under contract to the Trade Contractor, or any person or entity employed or engaged by the Trade Contractor at any tier, has failed to make payment for any labor, services, materials, equipment, taxes or other obligations furnished or incurred in connection with the Trade Work, or if the Trade Contractor or any Trade Contractor or other person under contract to the Trade Contractor, or any person or entity employed or engaged by the Trade Contractor at any tier causes damage to the Trade Work or any other work on the project, or if the Trade Contractor fails to perform or is otherwise in default of any term or provision of this Agreement, the Owner shall have the right to retain from any payment then due or thereafter due an amount which the Owner deems sufficient to (1) satisfy, discharge and/or defend against any such claim or lien, (2) make good any such nonpayment, failure, damage or default, and (3) defend, indemnify and hold harmless the CM and the Owner against any and all losses, damages and costs, including legal fees and expenses, incurred by either or both of them. The Owner shall require proof that any such nonpayment, claim or lien is fully satisfied, dismissed and discharged before any remaining retained funds will be released. The Owner shall, in addition, have the right to apply and charge against the Trade Contractor so much of the amount retained as may be required for the foregoing purposes and the Trade Contractor shall pay and reimburse the CM and the Owner all such losses, damages, and costs incurred by them which exceed the retained funds.

19. Assignment

To the fullest extent permitted by law, the Trade Contractor agrees that it shall not assign, sell, transfer, delegate or encumber any rights, duties or obligations arising under this Agreement including, but not limited to, any right to receive payments hereunder, without the prior written consent of the Owner in its sole discretion and the giving of any such consent to a particular assignment shall not dispense with the necessity of such consent to any further or other assignments. In the event the Trade Contractor assigns, sells, encumbers or otherwise transfers its right to any funds due or to become due under this Agreement as security for any loan, financing or other indebtedness ("Assignment"), notification to the Owner and the CM of such Assignment must be sent by certified mail, return receipt requested, to the Owner and the CM and the Assignment shall not be effective as against the Owner until the Owner provides its written consent to such Assignment. The Trade Contractor agrees that any such Assignment shall not relieve the Trade Contractor of any of its agreements, duties, responsibilities or obligations under this Agreement and the Trade Contract Documents and shall not create a contractual relationship or a third party beneficiary relationship of any kind between the Owner or the CM and such assignee or transferee.

20. Guarantee/Warranty

For a period of one year from the date of the Owner's final acceptance of the Trade Work, the Trade Contractor guarantees and warrants that the Trade Work complies with the Trade Contract Documents requirements and is free from defects in material and workmanship. This guarantee/warranty shall include, but is not limited to, the cost of all labor, material and related items necessary to correct any such defect, plus the cost of repairing any damage to other items which may have been caused by the defective material or workmanship. If the Trade Contractor fails to begin warranty work within forty-eight (48) hours of being notified that such work is necessary, the Owner may, at its option, perform the necessary remedial work or secure its performance by others and charge the Trade Contractor with the cost thereof, plus a 15% Administrative Fee. Nothing in this paragraph shall shorten the statute of limitations on any action by the Owner for breach of contract, negligence or other cause of action against the Trade Contractor.

21. Dispute Resolution

21.1 Scope of Disputes Provisions. All Claims, disputes or other matters in question between the parties to this Agreement which arise out of or relate to this Agreement (or the breach thereof), whether in contract or tort, (hereinafter "Dispute") shall be subject to the dispute resolutions set forth below.

21.2 Initial Dispute Resolution/Mediation. A Dispute which either party desires to pursue shall be set forth in a detailed written statement of claim submitted to the other party providing the specific basis upon which monetary or other relief is claimed to be due, the specific contractual provision(s) supporting the claim and an itemization of the amount claimed to be due. Following submission of the detailed statement of claim, Owner and Trade Contractor shall endeavor to settle the Dispute first through face to face direct discussions between corporate officers of the Owner and Trade Contractor which discussions shall be held at the Owner's office location involved with the Project within thirty (30) calendar days of a request by either party. If the Dispute cannot be resolved through direct discussions, the parties shall participate in mediation under the Construction Industry Mediation Rules of the American Arbitration Association as a condition precedent and before recourse to any other form of binding dispute resolution. The location of the mediation shall be the same city as the location of the Project, unless the parties agree on another location. Upon written notice requesting mediation provided to the other party and the American Arbitration Association, the parties agree to proceed with the mediation as scheduled by the mediator. Either party may terminate the mediation at any time after the first session, but the decision to terminate must be personally delivered to the other party and the mediator.

21.3 Binding Dispute Resolution. In the event Owner and Trade Contractor cannot resolve the Dispute through direct discussions or mediation as contemplated above, then the Dispute shall, at the sole discretion of Owner, be decided either by submission to (a) arbitration administered by the American Arbitration Association or other arbitration tribunal mutually agreed upon by the parties; or (b) litigation subject to the exclusive jurisdiction and venue of the location of the Project.

21.4 Arbitration Election

21.4.1 In the event Owner exercises its exclusive right to resolve the Dispute in arbitration, such arbitration shall be conducted in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association or the applicable rules of such other arbitration tribunal as the parties may mutually determine in effect at the time the arbitration is commenced as modified by the terms hereof. Any arbitration hereunder shall be held at the location of the Project.

21.4.2 Should Owner exercise its exclusive right to resolve the Dispute by arbitration, then within fourteen (14) days after Owner gives Trade Contractor notice of Owner's election of arbitration, the parties shall use good faith efforts to select a single arbitrator mutually acceptable to both parties. If the parties are unable to select an arbitrator, then the parties will select the arbitrator(s) from a panel of experienced construction arbitrators on the American Arbitration Association's large complex case panel or a comparable panel of experienced construction arbitrators maintained by such other arbitration tribunal mutually selected by the parties then in effect. In the event the amount in Dispute exceeds \$1,000,000.00, Owner and Trade Contractor agree the arbitration shall be heard by a panel of three (3) arbitrators; otherwise, the Dispute shall be heard by a single arbitrator.

21.4.3 The parties will enter into an Electronically Stored Information Agreement outlining the scope and volume for ESI discovery, which shall take into account the amount and complexity of the Dispute.

21.4.4 The arbitration award shall be final and binding upon the parties, shall include attorneys' fees and costs to the prevailing party or parties, and may be entered as a judgment in any court having proper jurisdiction. In any arbitration the Arbitrator(s) shall have no power to render an award which has the effect of altering or amending or changing in any way any provisions of this Agreement.

21.4.5 The parties stipulate and agree that the performance of this Agreement is a transaction involving interstate commerce. Notwithstanding other provisions in the Agreement, or choice of law provisions to the contrary, this agreement to arbitrate shall be enforced pursuant to, and governed by, the Federal Arbitration Act, 9 U. S. C. §1 et seq., which shall not be superseded or supplemented by any other arbitration act, statute or regulation.

21.4.6 At the sole discretion of Owner, any arbitration with Trade Contractor shall be consolidated with any other arbitration proceeding relating to the work under the CM Agreement.

21.5 Litigation Election. In the event Owner elects not to exercise its exclusive right to resolve the Dispute by arbitration, or in the event the Dispute between Owner and Trade Contractor, or any portion thereof, is found to be non-arbitrable, then the parties hereby agree that the Dispute or a portion thereof (as the case may be) shall be subject to exclusive jurisdiction and venue at the location of the Project. In any such Dispute or portion thereof which is resolved by litigation, Trade Contractor expressly waives any right to trial by jury.

21.6 Multiparty Proceeding. To the extent permitted by Trade Contract Documents, all parties necessary to resolve a claim shall be parties to the same dispute resolution proceeding. To the extent Disputes between the Owner and the Trade Contractor involve in whole or in part disputes between the CM and the Owner, Disputes between the Trade Contractor and the Owner shall be decided by the same tribunal and in the same forum as disputes between the CM and the Owner.

21.7 Stay of Proceedings. (a) In the event the provisions for resolution of disputes between the CM and the Owner contained in the Trade Contract Documents do not permit consolidation or joinder with disputes of third parties, such as the Trade Contractor, resolution of any Dispute between Owner and Trade Contractor involving in whole or in part disputes between CM and Owner shall be stayed pending conclusion of any dispute resolution proceeding between CM and Owner. (b) In the event that any action is filed prior to exhaustion of remedies under the Agreement; such action shall be stayed pending conclusion of any dispute resolution proceedings.

21.8 Work Continuation and Payment. Unless otherwise agreed in writing, Trade Contractor shall continue the Trade Work and maintain the Schedule of Work during any dispute resolution proceedings. As Trade Contractor continues to perform, Owner shall continue to make payments in accordance with this Agreement.

21.9 Cost of Dispute Resolution; Attorneys' Fees. The cost of any mediation proceeding shall be shared equally by the parties participating.

21.9.1 The prevailing party in any Dispute arising out of or relating to this Agreement or its breach that is resolved by a dispute resolution procedure designated in the Trade Contract Documents shall be entitled to recover from the other party any remedies available under Oklahoma law after direct discussions and mediation.

21.9.2 In the event the Trade Contractor is awarded an amount equal to or less than the last written offer of settlement from Owner, prior to the commencement of binding dispute resolution, Owner shall be deemed prevailing party and be entitled to recover those reasonable attorneys' fees, costs and expenses (including expert fees and expenses) incurred by the Owner.

22. Miscellaneous

22.1 No one, other than the parties hereto, their successors, trustees and assigns, shall be entitled to bring action on this Agreement or the Performance Bond provided by the Trade Contractor, it being the express intent of the parties that this Agreement shall not be for the benefit of any third party.

22.2 Any term or provision of this Agreement which is held to be invalid or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such invalidity or unenforceability without rendering invalid or unenforceable the remaining terms and provisions of this Agreement or affecting the validity or enforceability of any of the terms or provisions of this Agreement in any other jurisdiction.

22.3 This Agreement, together with the documents referred to or incorporated herein by reference, constitute the complete agreement between the parties. No agent or employee of either party possesses the authority to make, and the parties shall not be bound by nor liable for, any statement, representation, promise or agreement not set forth herein. Any article, section, paragraph or other headings contained in this Agreement are for reference purposes and shall not affect in any way the meaning or interpretation of this Agreement.

22.4 The terms and provisions shall extend to and be binding upon the successors, trustees and assigns of the parties hereto, and shall be governed and controlled, except as expressly provided herein or as required by the Trade Contract Documents, by the laws of the State of the Oklahoma.

22.5 The Trade Contractor agrees to comply with the provisions and any applicable local, state or federal ordinance, regulation, status, or other mandate regarding affirmative action and/or minority/women's business enterprise participation.

22.6 This Agreement has not been altered in any manner from its original form as sent to the Trade Contractor except for required signatures and dates, or as clearly marked and Initialed by this Trade Contractor. Any changes to this Agreement not initialed by the Owner will not be binding.

23. Schedule of Exhibits to the Agreement

The following Exhibits are attached to and are a part of this Agreement.

- Exhibit A: The Trade Contractor's Scope of Work, including alternative or unit prices
- Exhibit B: Insurance Requirements
- Exhibit C: Flintco Policies/Procedures Acknowledgement of Obtaining Form
- Exhibit D: List of Drawings, Specifications and Addenda
- Exhibit E: Schedule of Work
- Exhibit F: Certification of Non-Segregated Facilities
- Exhibit G: Payment and Performance Bond Forms
- Exhibit H: Tax Exemption Certificate

This Agreement is entered into as of the date entered in Article 1.

NOTARY
ATTEST:

Samantha Beard

Talon Commercial Services, LLC

BY:

PRINT NAME: Jason Swarer

PRINT TITLE: V Pres

Designate type of organization: () Corporation () Partnership () Sole Proprietorship ☒ LLC () Other

Organized in the State of OK

With its principal place of business at 7329 State Hwy 66 Tulsa OK 74131

Tulsa County

ATTEST: _____

BY: _____

PRINT NAME: _____

PRINT TITLE: _____

County Clerk

ATTEST: _____

BY: _____

PRINT NAME: Michael Willis

Approved as to form:

ATTEST: 5-31-19

BY: Nolan M. Fields

PRINT NAME: Nolan Fields

PRINT TITLE: Assistant District Attorney



TRADE CONTRACTOR - SCOPE OF WORK

Exhibit A
Page 1 of 3

BID PACKAGE 09A: DRYWALL, COLD FORMED METAL FRAMING, BUILDING INSULATION, INTERIOR WOOD BACKING & ACOUSTICAL CEILINGS- COMPLETE

Specification Section	Description
DIVISION 0	Procurement and Contracting Requirements
DIVISION 1	General Requirements
055000	Metal Fabrication, pertinent portions thereof applicable to the work of this bid package
061000	Rough Carpentry, pertinent portions thereof applicable to the work of this bid package
062000	Finish Carpentry, pertinent portions thereof applicable to the work of this bid package
072100	Thermal Insulation, pertinent portions thereof applicable to the work of this bid package
072500	Weather Barriers, complete
079005	Joint Sealers, pertinent portions thereof applicable to the work of this bid package
081113	Hollow Metal Doors and Frames, pertinent portions thereof applicable to the work of this bid package
092116	Gypsum Board Assemblies, complete
092216	Non-Structural Metal Framing, complete
095100	Acoustical Ceilings, complete
102601	Wall and Corner Guards, complete

(In addition to the Specification Sections listed, Bidders will include work from referenced specifications and other work normally associated with this trade whether referenced or not.)

Definition of Terms

Contractor = Bidder

Construction Manager = Flintco, LLC

Owner = Tulsa County

Architect = GH2 Architects

The scope of work of this bid package shall also include the following items, but without limiting the scope of work as provided above:

- 1) Elevator Sizes:
 - a. Basement – 1st floor Service Elevator – 7'-7" W x 5'-4" D x 7'-7" Tall
 - b. 1st – 9th Floors, all elevators – 6'-7" W x 4'-7" D x 7'-7" Tall
 - c. Roof on cabs is not removable and there are no hatches
 - d. There is no platform on top of elevator and material/ personnel are prohibited from riding on top of the cab.
- 2.) This Contractor to carry an Allowance of \$40,000 in the bid price. Allowance usage will be directed by Construction Manager. Unused allowances will be removed from final contract price by change order at completion of work.
- 3.) Provide all material and perform all work required to complete the cold-formed metal wall framing, light gauge framing, roof parapet framing and furnish supplementary items necessary for a complete installation. Submit shop drawings indicating component details, framing openings, bearing, anchorage, loading, temporary bracing, welds, type and location of mechanical fasteners and accessories or items required of other work for complete installation. Also submit manufacturer's installation instructions for securing studs to tracks and for other connections.
- 4.) Furnish and install 350sf of weathertight exterior temporary partitions at the lobby entrance. The temporary partitions shall have framing, sheathing, insulation, weather barrier and temporary entrance doors with lockable hardware as required for use by all trades. The temporary doors can be field constructed with materials similar to the temporary wall construction. The walls shall be insulated and/or sheathed on both sides. The Base Bid shall also include maintenance, relocation of temp wall to sidewalk after ramp installation and removal of temporary closures.
- 5.) Furnish and install weathertight exterior temporary partitions at all openings to new stair tower. The temporary partitions shall have framing, sheathing, insulation, weather barrier and temporary entrance doors with lockable hardware as required for use by all

TRADE CONTRACTOR - SCOPE OF WORK

Exhibit A
Page 2 of 3

- trades. The temporary doors can be field constructed with materials similar to the temporary wall construction. The walls shall be insulated and/or sheathed on both sides. The Base Bid shall also include maintenance and removal of temporary closures.
- 6.) Furnish and install the building insulation including insulation blankets / batts, safig insulation, sound attenuation blankets and all necessary accessories in conjunction with the drywall and cold-formed framing work. This scope excludes perimeter insulation at foundations.
 - 7.) Furnish and install mold resistant exterior sheathing as shown on the Contract Documents.
 - 8.) Furnish and install sheathing, weather resistant barriers, and vapor barrier at the exterior walls as shown on the Contract Documents.
 - 9.) Furnish and install all taped joints on the exterior sheathing if shown on the Contract Documents as sheathing is installed.
 - 10.) Include all skim coating of existing walls as shown on the Contract Documents.
 - 11.) Include patching of existing walls and ceilings as indicated on the Contract Documents.
 - 12.) Furnish and install all light gauge stud headers and track as indicated on the Contract Documents.
 - 13.) Provide all material and perform all work required to complete the gypsum board systems and gypsum board shaft wall systems installation including secondary metal framing, metal furring, gypsum board, gypsum sheathing, acoustical sealants, fasteners, and gypsum board accessories.
 - 14.) Furnish and install wood framing and steel plating for ramp at 9th floor.
 - 15.) Furnish and install tile backer board (Denshield or cement board) at restroom walls behind ceramic tile. Excludes walls with ceramic base only.
 - 16.) All walls to receive large format ceramic or porcelain tile to have a flatness of 1/8" per 10' or per contract documents, whichever is more stringent.
 - 17.) Furnish and install the tape, bed, and finishing of all gypsum board products as required by the contract documents to the bottom of the sheetrock. Note level of finish varies per Contract Documents. This shall include tape and bed of fire rated gypsum board systems and all penetrations through the same.
 - 18.) Furnish and install the interior wood panel system (AWP-1) as shown on the Contract Documents. Include the wood veneer as specified. Include all fasteners, trim, attachments, brackets, and accessories required for a complete installation.
 - 19.) Furnish and install all Radial, acoustical tile, drywall and acoustical wood ceilings (ACT-4) as shown in the Contract Documents. Include all colors, patterns, treatments (including antimicrobial), suspension systems, mounting accessories, and acoustical sealants. Include ACT-4 where shown on Walls.
 - 20.) Furnish and install the acoustical ceiling grids and suspended decorative grids as required by the Contract Documents.
 - 21.) Install all hollow metal door and window frames. Include the distribution of frames related to the scope of this bid package. Contractor will be responsible for repairs of frames due to damage caused by distributing and installation. Exclude frames anchored in CMU partitions.
 - 22.) Furnish and install hat channel ceiling supports if shown on the contract documents.
 - 23.) Furnish and install L-molding at all locations that the sheetrock butts up to a finished product.
 - 24.) Furnish and install snap-in reveal if required by the contract documents.
 - 25.) Furnish and install all control and expansion joints with covers in gypsum wall systems and ceilings in accordance with contract documents and as recommended by Industry Standards. Coordinate framing at architectural expansion joints with expansion joint contractor if required by the contract documents.
 - 26.) Furnish and install caulking of control and expansion joints in gypsum board wall systems.
 - 27.) Furnish and install all sound caulking as required by the contract documents. Include neoprene buffers at sound walls.
 - 28.) Furnish and install access panels in gypsum wall systems and ceilings, as shown on the Architectural Drawings. Frame and install access panels furnished by other trades as required that are not shown on the Architectural Drawings at valve locations in the MEP Drawings.
 - 29.) Furnish and install fire caulking as required to meet applicable codes for fire rated gypsum board wall assemblies except at penetrations created by others.
 - 30.) Furnish and install all glass fiber reinforced plastic panels (FRP) as shown on the contract documents.
 - 31.) Furnish and install fire safig and fire rated expansions joints at new stair tower as required by the contract documents.
 - 32.) Furnish and install all light gauge metal / wood backing, wood blocking and bracing in walls as required by the contract documents for handrails, millwork, toilet accessories, fire extinguishers, speakers, marker boards, chalk boards, tack boards, TV brackets, metal ladders, projection screens, window blinds and shades, curtain track similar to detail H/A543, exterior metal panels, etc. This list is not meant to be all inclusive but to illustrate some of the items that will require blocking/backing for items installed in the drywall systems.
 - 33.) Furnish and install all wood blocking/backing for window sills as shown on the Contract Documents.
 - 34.) Furnish and install fire rated plywood at electrical and data rooms and closets.
 - 35.) Furnish and install ductwork lagging as required by the contract documents.

TRADE CONTRACTOR - SCOPE OF WORK

Exhibit A
Page 3 of 3

- 36.) Install all steel lintels and steel plates around window and door frames in exterior wall construction. Material provided by others. Exclude lintels and steel plates used in masonry construction.
- 37.) Furnish and install fire rating of light fixtures, diffusers, speakers, etc. in fire rated ceiling assemblies.
- 38.) Furnish and install all gypsum board ceilings, soffits, coves for lighting, etc. as shown on the Contract Documents. Include all light gauge framing, hangers, and supports required for a complete installation.
- 39.) Include framing of openings in drywall and ceiling surfaces for doorframes, ductwork, plumbing items, electrical items, glass and glazing, reveals, trims, moldings, etc. as required by the contract documents.
- 40.) Furnish and install hanger wires for ceiling fixtures and components as required by the contract documents. Include required hanger wires for mechanical and electrical fixtures and components.
- 41.) Furnish sprinkler head cutouts small enough to be covered by the escutcheon in both drywall and acoustical ceilings.
- 42.) Furnish drywall and acoustical ceiling cutouts for all MEP penetrations as shown on the Contract Documents.
- 43.) Include minor patching and touch-up as required for a complete installation.
- 44.) Furnish and install all wall protection, corner guards, impact resistant handrail and bumper guards in strict accordance with the Contract Documents.
- 45.) Wall protection colors and finishes shall be as required in the contract documents.
- 46.) Contractor shall coordinate delivery and installation dates with the Construction Manager's Superintendent.
- 47.) Provide and install all required mounting devices, hardware, accessories, and fasteners necessary for the complete installation of the wall protection.
- 48.) Contractor shall provide all labor, on-site supervision, services, material, equipment, tools and supplies necessary for or incidental to the complete installation of all wall protection in strict compliance with the approved submittals, construction documents, and manufacturer's installation instructions.
- 49.) Contractor shall provide adequate fall protection at perimeter and openings until walls are in place, including but not limited to toe boards, mid rails and top rails. Contractor shall maintain temporary protection and remove upon completion of permanent protection.
- 50.) Provide positive ventilation as required by authorities having jurisdiction.
- 51.) Provide all scaffolding, lifts and hoisting equipment required to perform work in this bid package. Coordinate and allow for use of scaffolding with other trades requiring access. See Bid Package General Requirements regarding stair tower erection crane usage.
- 52.) Furnish and install provisions for cold and hot weather work as required including temporary heat, enclosures, etc.
- 53.) Provide all warranties as specified in the Contract Documents.
- 54.) Coordinate tie-in work by this contractor with work by other trades to insure a complete and continuous exterior building envelope with the integrity as required by the contract documents.

Work specifically excluded from this bid package:

- 1.) Wood blocking around aluminum window systems for window attachment to structure.
- 2.) Wood blocking for roofing.
- 3.) Metal panels.
- 4.) PL-1 on walls and soffits/ ceilings.
- 5.) Wood panels on Commission room desk by Millwork contractor.

NOTE: Each week, the Construction Manager will specify one day for general cleanup. During the extent of your contract, you will provide the Construction Manager with TWO laborers for this cleanup. This will not supersede daily cleanup of the work area as stipulated in Bid Package General Requirements (Document 004800).

The Liquidated Damages for this Package are \$0 per day

TRADE CONTRACTOR INSURANCE REQUIREMENTS

The contractor (and any Sub-contractors) shall carry and keep in force during this Contract, policies of insurance in minimum amounts as set forth below, or as required by the laws of the State of Oklahoma:

1. General Liability Insurance providing for a combined amount of not less than \$200,000 for all damages arising out of bodily injury, death and property damage for each occurrence with an aggregate limit of \$300,000, and an excess umbrella liability coverage of \$2,000,000;
2. Workers Compensation Insurance and Employee Liability Insurance as required by Workers Compensation laws of the State of Oklahoma;
3. Comprehensive Automobile Insurance; and
4. Errors and Omissions Coverage (only applicable to Architect or Engineering Services).

Note: Builders Risk Insurance will be the responsibility of the Construction Manager and therefore should not be included.

IMPORTANT:

The Contractor shall name the Board of County Commissioners of Tulsa County, Oklahoma as an additional insured;

The Contractor shall furnish Certificates of Insurance which shall provide that said insurance will not be cancelled by the Insurer without Insurer providing thirty (30) days written notice to the Board of County Commissioners of Tulsa County;

The Insurance specified shall be acquired from an Insurance Company properly licensed by the State of Oklahoma to provide such coverage in the State of Oklahoma.



TALON-2

OP ID: MF

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
05/21/2019

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 RICH & GARTMILL, INC 2738 East 51st #400 Tulsa, OK 74108 Mike Roller	918-743-8811	CONTACT NAME: Mike Roller PHONE (A/C, No, Ext): 918-743-8811 FAX (A/C, No): 918-744-8429 E-MAIL: ADDRESS:
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: National American Insurance Co		23863
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

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	TYPE OF INSURANCE	ADDL	SUBR	POLICY NUMBER	POLICY EFF / POLICY EXP
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X	X	MP19140135	02/06/2019 02/06/2020
					EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/PROP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			MP19140135	02/06/2019 02/06/2020
					COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			MB52540135	02/06/2019 02/06/2020
					EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	CW36140235	02/06/2019 02/06/2020
					<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 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)

Project Name - Tulsa County Administration Building Renovations
Project Number - HEADQ

See Notes Page 2

CERTIFICATE HOLDER

CANCELLATION

FLIN009 Flintco, LLC 1824 W. 21st St. Tulsa, OK 74107	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
--	---

NOTEPAD:

HOLDER CODE FLIN008
INSURED'S NAME Talon Commercial Services, LLC

TALON-2
CP ID: MF

PAGE 2
Date 05/21/2019

Flintco, LLC, the Board of County Commissioners of Tulsa County, Oklahoma and GH2 Architects are included as Additional Insured's as respects to General Liability policy as required by written contract.

General Liability includes On-Going and Completed Operations on a Primary and Non-Contributory basis as required by written contract.

Waiver of subrogation is included in favor of certificate holder as respects to General Liability and Workers Compensation policies as required by written contract.

FLINTCO POLICIES/PROCEDURES ACKNOWLEDGEMENT OF OBTAINING FORM

The following Policies and Procedures are part of the Agreement by reference. (Obtain documents at www.flintco.com Select Subcontractors tab and then click on Forms.)

- **Substance Free Workplace:** I acknowledge that I have obtained a copy of the Flintco, LLC policy statement regarding Substance Free Workplace and have read and understand my obligations under this policy.
- **Firearm, Weapons-Free Workplace Policy:** I acknowledge that I have obtained a copy the Flintco, LLC policy statement regarding Firearm, Weapons-Free Workplace and have read and understand my obligations under this policy.
- **Smoke-Free Workplace:** I acknowledge that I have obtained a copy of the Flintco, LLC policy statement regarding a Smoke-Free Workplace and have read and understand my obligations under this policy.
- **Safety Manual:** I acknowledge that I have obtained a copy of the Flintco, LLC Safety Manual and have read and understand my obligations regarding Job Site safety.
- **Certification of Nonsegregated Facilities:** I acknowledge that I have obtained a copy of the Flintco, LLC policy statement regarding a Nonsegregated Facility and have read and understand my obligations under this policy.

Trade Contractor acknowledges obtaining a copy of and agrees to comply with CM policies and procedures related to Trade Contractor performance on the jobsite.

Talon Commercial Services, LLC

Trade Contractor Name


Signature of Trade Contractor Representative

5.23.19
Date

Return this signed form with your executed Trade.

DRAWINGS, SPECIFICATIONS & ADDENDA

Specifications: Tulsa County Administration Building
20180005
Project Manual
Volume 1 & 2
03/25/2019

Addenda: Addendum #1A Dated 04/08/2019
Addendum #2A Dated 04/29/2019

CM Clarification #1 Dated 04/08/2019
CM Clarification #2 Dated 04/29/2019

Drawings: As listed in Sheet Index on Sheet CS1 Cover Sheet
Tulsa County Administration Building
GH2 Architects
Project #20180005
03/25/2019 Conformed Set

SCHEDULE OF WORK

THE CONSTRUCTION SCHEDULE WILL BE MAINTAINED AT THE PROJECT SITE AND WILL BE UPDATED AS WORK PROGRESSES. TRADE CONTRACTOR WILL GIVE INPUT REGARDING THE SCHEDULE AT REGULARLY SCHEDULED PROGRESS MEETINGS. TRADE CONTRACTOR SHALL FOLLOW THE MOST CURRENT VERSION OF THE SCHEDULE MAINTAINED BY CM AND PERFORM THE SUBCONTRACT WORK ACCORDING TO THAT SCHEDULE.


CERTIFICATION OF NON-SEGREGATED FACILITIES

By the submission of this bid, the bidder, offeror, applicant, or subcontractor certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location under his control, where segregated facilities are maintained. He certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control where segregated facilities are maintained. The bidder, offeror, applicant or subcontractor agrees that a breach of this certification is a violation of the Equal Opportunity clause in this Contract. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color or national origin, because of habit, local custom or otherwise. He further agrees that (except where he has obtained identical certifications from proposed subcontractors or specific time period) he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provision of Equal Opportunity clause; that he will retain such certifications in his files; and that he will forward the following notice to such subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods):

Notice to Prospective Subcontractors of Requirements for Certifications of Nonsegregated Facilities.

Notification of Nonsegregated Facilities, as required by the May 9, 1967, order on Elimination of Segregated Facilities, by the Secretary of Labor (32 Fed. Reg. 7438, May 19, 1967), must be submitted prior to the award of a subcontract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity clause. The certification may be submitted either for each subcontractor or for all subcontracts during a period (i.e. quarterly, semiannually, or annually).

Note: The penalty for making false statement in offers is prescribed in 18 U.S.C. 1001.

Firm Company Name	TAYLOR (COMMERCIAL) SERVICES
Signature of Authorized Representative	
Name of Authorized Representative (Print or Type)	Jason S. Sikes
Title of Authorized Representative	V.P. Sales

Return this signed form with your executed subcontract.

Tulsa County "HQ" Administration Building Renovations

Bond No. 0435074



Tulsa County Purchasing
Payment Bond

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable. This document may not be altered or modified.

CONTRACTOR (Name and Address):
Talon Commercial Services, LLC
7329 State Highway 66
Tulsa, OK 74131

SURETY (Name and Principal Place of Business):
International Fidelity Insurance Company
One Newark Center, 20th Floor
Newark, NJ 07102

OWNER: Tulsa County Board of County Commissioners
Tulsa County Administration Building
500 South Denver Avenue
Tulsa, Oklahoma 74103

CONSTRUCTION CONTRACT

Date: May 13, 2019

Amount: \$ Two Million Ninety Seven Thousand One Hundred Eighty Two Dollars & 00/100--\$2,097,182.00

Description (Name and Location):
Tulsa County Administration Building Renovations HEADQ Trade Contract HQ-092116

BOND:

Date (Not earlier than Construction Contract Date): May 22, 2019

Amount: \$ Two Million Ninety Seven Thousand One Hundred Eighty Two Dollars & 00/100--\$2,097,182.00

CONTRACTOR (Representative):
Talon Commercial Services, LLC

Signature: [Signature]
Name and Title: Jason Swarer V. Pres

SURETY (Representative):
International Fidelity Insurance Company

Signature: [Signature]
Name and Title: Cathy Combs Attorney-in-Fact



(FOR INFORMATION ONLY-Name, Address and Telephone)

AGENT or BROKER:
Rich & Cartmill, Inc.
2738 E. 51st St., Ste 400
Tulsa, OK 74105
918-743-8811

OWNER'S REPRESENTATIVE (Architect, Engineer or other party):
GH2 Architects
320 S Boston Ave, Ste 100
Tulsa, OK 74103

1 The Contractor and the Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner to pay for labor, materials and equipment furnished for use in the performance of the Construction Contract, which is incorporated herein by reference.

2 With respect to the Owner, this obligation shall be null and void if the Contractor:

2.1 Promptly makes payment, directly or indirectly, for all sums due Claimants, and

2.2 Defends, indemnifies and holds harmless the Owner from claims, demands, liens or suits by any person or entity whose claim, demand, lien or suit is for the payment for labor, materials or equipment furnished for use in the performance of the Construction Contract, provided the Owner has promptly notified the Contractor and the Surety (at the address described in Paragraph 12) of any claims, demands, liens or suits to the Contractor and the Surety, and provided there is no Owner Default.

3 With respect to Claimants, this obligation shall be null and void if the Contractor promptly makes payment, directly or indirectly, for all sums due.

4 The Surety shall have no obligation to Claimants under this Bond until:

4.1. Claimants who are employed by or have a direct contract with the Contractor have given notice to the Surety (at the address described in Paragraph 12) and sent a copy, or notice thereof, to the Owner, stating that a claim is being made under this Bond and, with substantial accuracy, the amount of the claim.

4.2. Claimants who do not have a direct contract with the Contractor:

4.2.1. Have furnished written notice to the Contractor and sent a copy, or notice thereof, to the Owner, within 90 days after having last performed labor or last furnished materials or equipment included in the claim stating, with substantial accuracy, the amount of the claim and the name of the party to whom the materials were furnished or supplied or for whom the labor was done or performed; and

4.2.2. Have either received a rejection in whole or in part from the Contractor, or not received within 30 days of furnishing the above notice any communication from the Contractor by which the Contractor has indicated the claim will be paid directly or indirectly; and

4.2.3. Not having been paid within the above 30 days, have sent a written notice to the Surety (at the address listed on Page 1) and sent a copy, or notice thereof, to the Owner, stating that a claim is being made under this Bond and enclosing a copy of the previous written notice furnished to the Contractor.

5 If a notice required by Paragraph 4 is given by the Owner to the Contractor or to the Surety, that is sufficient compliance.

6 When the Claimant has satisfied the conditions of Paragraph 4, the Surety shall promptly and at the Surety's expense take the following actions:

6.1 Send an answer to the Claimant, with a copy to the Owner, within 45 days after receipt of the claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed.

6.2 Pay or arrange for payment of any undisputed amounts.

7 The Surety's total obligation shall not exceed the amount of this Bond, and the amount of this Bond shall be credited for any payments made in good faith by the Surety.

8 Amounts owed by the Owner to the Contractor under the Construction Contract shall be used for the performance of the Construction Contract and to satisfy claims, if any, under any Construction Performance Bond. By the Contractor furnishing and the Owner accepting this Bond, they agree that all funds earned by the Contractor in the performance of the Construction Contract are dedicated to satisfy obligations of the Contractor and the Surety under this Bond, subject to the Owner's priority to use the funds for the completion of the work.

9 The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

10 No suit or action shall be commenced by a Claimant under this Bond other than in a court of competent jurisdiction or after the expiration of one year from the date (1) on which the Claimant gave the notice required by Subparagraph 4.1 or Clause 4.2.3, or (2) on which the last labor or service was performed by anyone or the last materials or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

11 Notice to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the signature page. Actual receipt of notice by Surety, the Owner or the Contractor, however accomplished, shall be sufficient compliance as of the date received at the address shown on the signature page.

12 When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

13 Upon request by any person or entity appearing to be a potential beneficiary of this Bond, the Contractor shall promptly furnish a copy of this Bond or shall permit a copy to be made.

14 DEFINITIONS

14.1. Claimant: An individual or entity having a direct contract with the Contractor or with a subcontractor of the Contractor to furnish labor, materials or equipment for use in the performance of the Contract. The intent of this Bond shall be to include without limitation in the terms "labor, materials or equipment" that part of water, gas, power, light, heat, oil, gasoline, telephone service or rental equipment used in the Construction Contract, architectural and engineering services required for performance of the work of the Contractor and the Contractor's subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor, materials or equipment were furnished.

14.2. Construction Contract: The agreement between the Owner and the Contractor identified on the signature page, including all Contract Documents and changes thereto.

14.3. Owner Default: Failure of the Owner, which has neither been remedied nor waived, to pay the Contractor as required by the Construction Contract.

Tulsa County "HQ" Administration Building Renovations

Bond No. 0435074



**Tulsa County Purchasing
Performance Bond**

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable. This document may not be altered or modified.

CONTRACTOR (Name and Address):

Talon Commercial Services, LLC
7329 State Highway 66
Tulsa, OK 74131

SURETY (Name and Principal Place of Business):

International Fidelity Insurance Company
One Newark Center, 20th Floor
Newark, NJ 07102

OWNER: Tulsa County Board of County Commissioners

Tulsa County Administration Building
500 South Denver Avenue
Tulsa, Oklahoma 74103

CONSTRUCTION CONTRACT

Date: May 13, 2019

Amount: \$ Two Million Ninety Seven Thousand One Hundred Eighty Two Dollars & 00/100--\$2,097,182.00

Description (Name and Location): Tulsa County Administration Building Renovations HEADQ Trade Contract HQ-092116

BOND:

Date (Not earlier than Construction Contract Date): May 22, 2019

Amount: \$ Two Million Ninety Seven Thousand One Hundred Eighty Two Dollars & 00/100--\$2,097,182.00

CONTRACTOR (Representative):

Talon Commercial Services, LLC

Signature: [Signature]

Name and Title: Jason Swarer VP/Pres

SURETY (Representative):

International Fidelity Insurance Company

Signature: [Signature]

Name and Title: Cathy Combs, Attorney-in-Fact



(FOR INFORMATION ONLY-Name, Address and Telephone)

AGENT or BROKER:

Rich & Cartmill, Inc.
2738 E. 51st St., Ste 400
Tulsa, OK 74105
918-743-8811

OWNER'S REPRESENTATIVE (Architect, Engineer or other party):

1. The Contractor and the Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner for the performance of the Construction Contract, which is incorporated herein by reference.

2. If the Contractor performs the Construction Contract, the Surety and the Contractor shall have no obligation under this Bond, except to participate in conferences as provided in Subparagraph 3.1.

3. The Surety's obligation under this Bond shall arise after:

3.1 The Owner has notified the Contractor and the Surety at its address on Page 1 that the Owner is considering declaring a Contractor Default as described in Paragraph 10 and has requested and attempted to arrange a conference with the Contractor and the Surety to be held not later than ten (10) days after receipt of such notice to discuss methods of performing the Construction Contract. If the Owner, the Contractor and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Construction Contract, but such an agreement shall not waive the Owner's right, if any, subsequently to declare a Contractor's Default; and

3.2 The Owner has declared a Contractor Default and formally terminated the Contractor's right to complete the contract. Such Contractor Default shall not be declared earlier than seven (7) days after the Contractor and the Surety have received notice as provided in Subparagraph 3.1; and

3.3 The Owner has agreed to pay the Balance of the Contract Price to the Surety in accordance with the terms of the Construction Contract or to a contractor selected to perform the Construction Contract in accordance with the terms of the contract with the Owner.

4. When the Owner has satisfied the conditions of Paragraph 3, the Surety shall promptly and at the Surety's expense take one of the following actions.

4.1 Arrange for a Contractor, with consent of the Owner, to perform and complete the Construction Contract; or

4.2 Undertake to perform and complete the Construction Contract itself, through its agents or through independent contractors; or

4.3 Obtain proposals or negotiated proposals from qualified contractors acceptable to the Owner for a contract for performance and completion of the Construction Contract, arrange for a contract to be prepared for execution by the Owner and the contractor selected with the Owner's concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Construction Contract, and pay to the Owner the amount of damages as described in Paragraph 6 in excess of the Balance of the Contract Price incurred by the Owner resulting from the Contractor's default; or

4.4 Waive its right to perform and complete, arrange for completion, or obtain a new contractor and with

reasonable promptness under the circumstances:

4.1.1. After investigation, determine the amount for which it may be liable to the Owner, and as soon as practicable after the amount is determined, tender payment therefor to the Owner; or

4.1.2. Deny liability in whole or in part and notify the Owner citing reasons therefor.

5. If the Surety does not proceed as provided in Paragraph 4 with reasonable promptness, the Surety shall be deemed to be in default on this Bond fourteen (14) days after receipt of an additional written notice from the Owner to the Surety demanding that the Surety perform its obligations under this Bond, and the Owner shall be entitled to enforce any remedy available to the Owner. If the Surety proceeds as provided in Subparagraph 4.4, and the Owner refuses the payment tendered or the Surety has denied liability, in whole or in part, without further notice the Owner shall be entitled to enforce any remedy available to the Owner.

6. After the Owner has terminated the Contractor's right to complete the Construction Contract, and if the Surety elects to act under Subparagraph 4.1, 4.2, or 4.3 above, then the responsibilities of the Surety to the Owner shall not be greater than those of the Contractor under the Construction Contract, and the responsibilities of the Owner to the Surety shall not be greater than those of the Owner under the Construction Contract. To the limit of the amount of this Bond, but subject to commitment by the Owner of the Balance of the Contract Price to mitigation of costs and damages on the Construction Contract, the Surety is obligated without duplication for:

6.1 The responsibilities of the Contractor for correction of defective work and completion of the Construction Contract;

6.2 Additional legal, design professional and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under Paragraph 4; and

6.3 Liquidated damages, or if no liquidated damages are specified in the Construction Contract, actual damages caused by delayed performance or non-performance of the Contractor.

7. The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

8. Notice to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the signature page.

9. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provisions in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

10. DEFINITIONS

10.1 Balance of the Contract Price: The total amount payable by the Owner to the Contractor under the Construction Contract after all proper adjustments have been made, including allowance to the Contractor of any amounts received or to be received by the Owner in Settlement of insurance or other claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Construction Contract.

10.2 Construction Contract: The agreement between the Owner and the Contractor identified on the signature page, including all Contract Documents and changes thereto.

10.3 Contractor Default: Failure of the Contractor, which has neither been remedied nor waived, to perform or otherwise to comply with the terms of the Construction Contract.

10.4 Owner Default: Failure of the Owner, which has neither been remedied nor waived, to pay the Contractor as required by the Construction Contract.



Bond No. 0435074

Exhibit G
Page 7 of 7**Tulsa County Purchasing**
Statutory Defect Bond
61 O.S. 1991, Section 113 (B)(3)**KNOW ALL MEN BY THESE PRESENTS,**

That Talon Commercial Services, LLC, as Principal and International Fidelity Insurance Company
a corporation organized under the laws of the State of New Jersey and authorized to transact business
in the State of Oklahoma, as Surety, are held and firmly bound unto the Board of County Commissioners of Tulsa County, Oklahoma,
in the penal sum of

Two Million Ninety Seven Thousand One Hundred Eighty Two Dollars & 00/100 Dollars (\$ 2,097,182.00)

in lawful money of the United States of America, said sum being equal to One Hundred percent (100%) of the Contract price, for the
payment of which, well and truly to be made, we bind ourselves and each of us, our heirs, executors, administrators, trustees,
successors, and assigns, jointly and severally, firmly by these presents:

The condition of this obligation is such that:

WHEREAS, said Principal entered into a written contract with the Board of County Commissioners of Tulsa County,
dated May 13, 2019 for Tulsa County Administration Building Renovations HEADQ Trade Contract HQ-092116
all in compliance with the plans and specifications therefore, made
a part of said contract and on file in the Tulsa County Clerk's Office, 500 South Denver Avenue, Tulsa, Oklahoma 74103.

NOW, THEREFORE, if said Principal shall pay or cause to be paid to the Board of County Commissioners of Tulsa County
all damage, loss, and expense which may result by reason of defective materials and/or workmanship in connection with said work,
occurring within a period of one (1) year from and after the acceptance of said project by the Board of County Commissioners of
Tulsa County; then this obligation shall be null and void, otherwise to be and remain in full force and effect.

It is expressly agreed and understood by the parties hereto that no changes or alterations in said Contract and no deviations
from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of
this Bond.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal to
be hereunto affixed by its duly authorized officers, and the said Surety has caused these presents to be executed in its name and its
corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized so to do, the day and year set forth below.

DATED this 22nd day of May, 20 19 **PRINCIPAL:** Talon Commercial Services, LLC

By: Jason Swarer
(Authorized Representative Printed Name)

[Signature]
(Authorized Representative Signature)

U. PRES
(Authorized Representative Printed Title)

ATTEST: Samantha Beard

SURETY: International Fidelity Insurance Company

[Signature]
(Attorney-in-Fact Signature)

By: Cathy Combs
(Attorney-in-Fact Printed Name)

One Newark Center, 20th Floor
(Surety Address)

Newark, NJ 07102
(City, State, Zip)

972-398-6980
(Telephone)

lcross@IFIC.com
(Email)

POWER OF ATTORNEY
INTERNATIONAL FIDELITY INSURANCE COMPANY
ALLEGHENY CASUALTY COMPANY

Bond # 0435074

One Newark Center, 20th Floor, Newark, New Jersey 07102-5207 PHONE: (973) 624-7200

KNOW ALL MEN BY THESE PRESENTS: That **INTERNATIONAL FIDELITY INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of New Jersey, and **ALLEGHENY CASUALTY COMPANY** a corporation organized and existing under the laws of the State of New Jersey, having their principal office in the City of Newark, New Jersey, do hereby constitute and appoint

VAUGHN GRAHAM, JR., VAUGHN P. GRAHAM, CATHY COMBS, SHELLI R. SAMSEL, STEPHEN M. POLEMAN, TRAVIS E. BROWN, DWIGHT A. PILGRIM, J. KELLY DEER, DEBORAH L. RAPER, JAMIE M. BURRIS, RYAN MATTHEW SANDERS

Tulsa, OK

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said **INTERNATIONAL FIDELITY INSURANCE COMPANY** and **ALLEGHENY CASUALTY COMPANY**, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of **INTERNATIONAL FIDELITY INSURANCE COMPANY** and **ALLEGHENY CASUALTY COMPANY** and is granted under and by authority of the following resolution adopted by the Board of Directors of **INTERNATIONAL FIDELITY INSURANCE COMPANY** at a meeting duly held on the 20th day of July, 2010 and by the Board of Directors of **ALLEGHENY CASUALTY COMPANY** at a meeting duly held on the 10th day of July, 2015

"RESOLVED, that (1) the Chief Executive Officer, President, Executive Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, **INTERNATIONAL FIDELITY INSURANCE COMPANY** and
ALLEGHENY CASUALTY COMPANY have each executed and attested these presents
on this 31st day of December, 2017



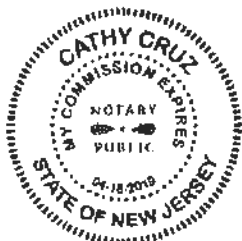
STATE OF NEW JERSEY
County of Essex

George R. James

Executive Vice President (International Fidelity Insurance Company) and
Vice President (Allegheny Casualty Company)



On this 31st day of December, 2017, before me came the individual who executed the preceding instrument, to me personally known, and being by me duly sworn, said he is the therein described and authorized officer of **INTERNATIONAL FIDELITY INSURANCE COMPANY** and of **ALLEGHENY CASUALTY COMPANY**; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.



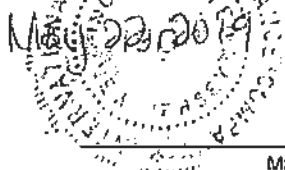
IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark,
New Jersey the day and year first above written.

Cathy Cruz a Notary Public of New Jersey
My Commission Expires April 18, 2019

CERTIFICATION

I, the undersigned officer of **INTERNATIONAL FIDELITY INSURANCE COMPANY** and **ALLEGHENY CASUALTY COMPANY** do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home of said companies; and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand on this day,



Maria H. Branco, Assistant Secretary



Board of County Commissioners

Tulsa County Administration Bldg.
500 South Denver
Tulsa, Oklahoma 74103-3832
918.596.5000

STAN SALLEE
DISTRICT 1
918.596.5020

KAREN KEITH
DISTRICT 2
918.596.5015

RON PETERS
DISTRICT 3
918.596.5010

Exhibit H
Page 1 of 2

January 2, 2019

Dear Vendor:

The Oklahoma Sales Tax Code, 68 O.S. 1991 Section 1356, exempts from the payment of sales taxes all political subdivision of the State of Oklahoma.

Because each County in this State is a political subdivision of the State (Article 17, Section 1 of the Constitution of Oklahoma: Hemdon v. Anderson, 1656 Okla. 104, 25P2d 326), Tulsa County is exempt from all sales tax.

Sincerely,

A handwritten signature in cursive script, appearing to read "Karen Keith".

Karen Keith, Chairman
Tulsa County Board of County Commissioners

KK:sl

Approved:

A handwritten signature in cursive script, appearing to read "Douglas A. Wilson".

Douglas Wilson
Chief of the Civil Division

Note: Tulsa County's Federal Identification Tax Number 73-6006419



Oklahoma Tax Commission

www.tax.ok.gov

Date Issued: March 21, 2014

Letter ID: L0891154944

Taxpayer ID: **-***6419



TULSA COUNTY
500 S DENVER AVE STE 120
TULSA OK 74103-3832

AMY

Oklahoma Sales Tax Exemption Permit Oklahoma State Government

Non-Transferable

68 Oklahoma Statutes 2002 Supp., Section 1356(1): Sales of tangible personal property or services to the United States Government or to the State of Oklahoma, any political subdivision of this state or any agency of a political subdivision of this state are hereby exempted from the tax levied by this article.

Permit Number

EXM-10028212-06

Business Location	Industry Code	City Code	Permit Effective	Permit Expires
TULSA COUNTY BOARD OF COUNTY COMMISSIONERS 5051 S 129TH EAST AVE TULSA OK 74134-7004	921190	7281	February 10, 2006	NON-EXPIRING

Thomas Kemp Jr., Chairman
Jerry Johnson, Vice-Chairman
Dawn Cash, Secretary-Member



Nolan M. Fields IV

Assistant District Attorney | Civil Division
Tulsa County District Attorney's Office
500 South Denver Avenue, Tulsa, Oklahoma 74103
(918) 596 - 4900 | nfields@tulsacounty.org

TO: Board of County Commissioners
Karen Keith, Chairman
Stan Sallee
Ron Peters

DATE: June 6, 2019

REFERENCE: Order Form (Subscription Agreement) with Thomson Reuters for West Products for the Tulsa County District Attorney's Office Civil Division

Please place this item on the agenda for the next meeting of the Board of County Commissioners. It will not be necessary to review this matter in executive session. It is presented for this Board's review and potential action. Please let me know if you have any questions.

Respectfully,

Nolan M. Fields IV
Assistant District Attorney

CC:
Douglas Wilson, Civil Div. Chief



THOMSON REUTERS™

Order Form**Order ID: Q-00492773**

Contact your representative cody.miller@thomsonreuters.com with any questions. Thank you.

Account Address

Account #: 1000386616
TULSA COUNTY DISTRICT ATTORNEY
CIVIL DIV
500 S DENVER AVE STE 900
TULSA OK 74103-3871 US

Shipping Address

Account #: 1000386616
TULSA COUNTY DISTRICT
ATTORNEY
CIVIL DIV
500 S DENVER AVE STE 900
TULSA OK 74103-3871 US

Billing Address

Account #: 1000386616
TULSA COUNTY DISTRICT ATTORNEY
CIVIL DIV
500 S DENVER AVE STE 900
TULSA, OK 74103-3871 US

This Order Form is a legal document between West Publishing Corporation and Subscriber. West Publishing Corporation also means “West”, “we” or “our” and Subscriber means “you”, or “I”. Subscription terms, if any, follow the ordering grids below.

ProFlex Products
See Attachment for details

Service Material	Product	Monthly Charges	Minimum Term (Months)	Year Over Year Increase During Minimum Term
40757482	WEST PROFLEX	\$909.00	12	N/A

Minimum Terms

Online/ Practice Solution/Software/ProFlex Products : Monthly Charges begin on the date we process your order and will be prorated for the number of days remaining in that calendar month, if any. Your Monthly Charges will continue for the number of complete calendar months listed in the Minimum Term column above. The percent increases for multi-year orders appear in the Term Increases column above. Subscriber (“you” or “I”) is also responsible for all Excluded Charges. Excluded Charges are for accessing Westlaw data or a Practice Solutions service that is not included in your subscription. Excluded Charges may change after at least 30 days written or online notice.

For Window Products: Monthly Charges begin on the date we process your order and will continue for the number of complete calendar months in the Minimum Term column above. The percent increases for multi-year orders appear in the Term Increases column above. Monthly Charges are due regardless of the level of your usage. Transactional usage charges that exceed the Monthly Charges are waived up to the Monthly Window amount stated above. In addition to the Monthly Charges you are responsible for transactional usage charges in excess of the Monthly Window. Transactional charges are calculated based upon our then-current Schedule A rates. You are also responsible for all Excluded Charges. Excluded Charges are charges for accessing a service that is not included in your subscription. Excluded Charges may change after at least 30 days written or online notice.

To apply Window charges to a specific month, the request must be submitted at least five (5) business days prior to the end of the month.

Post Minimum Terms

For Online/Practice Solutions/Software /ProFlex Products: At the end of the Minimum Term your Monthly Charges will increase by 7%. Thereafter, the Monthly Charges will increase every 12 months unless we notify you of a different rate at least 90 days before the annual increase. You are also responsible for all Excluded Charges. Excluded Charges may change after at least 30 days written or online notice. Either of us may cancel the Post-Minimum Term subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN 55123-1803.

Automatic Renewal Term for Window Products. At the end of the Minimum Term your Monthly Charges will be billed at up to our then-current rate. Thereafter, we may modify the Monthly Charges if we notify you of a different rate with at least 90 days notice. The Monthly Window will remain unchanged. You are also responsible for all Excluded Charges. Excluded Charges may change after 30 days written or online notice. Either of us may cancel the Post-Minimum Term subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803.

To apply Window charges to a specific month, the request must be submitted at least five (5) business days prior to the end of the month.

Federal Government Subscribers Optional Minimum Term. Federal government subscribers that chose a multi-year Minimum Term, those additional months will be implemented at your option pursuant to federal law.

Miscellaneous

Charges, Payments & Taxes. You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government subscriber and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

Settling a Disputed Balance. Payments marked ‘paid in full’, or with any other restrictive language will not operate as an accord and satisfaction without our prior written approval. We reserve our right to collect any remaining amount due to us on your account. Partial payments intended to settle an outstanding balance in full must be sent to: Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN

55123-1803, along with a written explanation of the disagreement or dispute. This address is different from the address you use to make account payments.

Credit Verification. If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.

Auto Charge Credit Card/Electronic Funds Transfer Election Payment Terms. You may authorize us to automatically charge a credit card, debit card or electronic fund transfer to pay charges due. Contact Customer Service at 1-800-328-4880 for authorization procedures. If you have previously authorized us to bill a credit card, debit card or make electronic fund transfers for West subscriptions on an ongoing basis, or authorizing the same as part of this order, no further action is needed.

Returns and Refunds. You may return a print product to us within 45 days of the original shipment date if you are not completely satisfied. Assured Print Pricing, Library Savings Plan, West Complete, Library Maintenance Agreements, ePack, WestPack, Westlaw, CLEAR, Monitor Suite, ProView eBook, Software, West LegalEdcenter, Practice Solutions, TREWS, Peer Monitor, and Data Privacy Advisor charges are not refundable. Please see <http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf> or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

Applicable Law. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a non-government entity, this Order Form will be interpreted under Minnesota state law. Any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a United States Federal Government subscriber, United States federal law will apply and any claim may be brought in any federal court.

Excluded Charges. If you access services that are not included in your subscription you will be charged our then-current rate ("Excluded Charges"). Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located at the links below. Excluded Charges may change after at least 30 days written or online notice.

<http://static.legalsolutions.thomsonreuters.com/static/agreement/plan-2-pro-govt-agencies.pdf>

<http://static.legalsolutions.thomsonreuters.com/static/agreement/schedule-a-concourse-case-notebook-hosted.pdf>

Thomson Reuters General Terms and Conditions, apply to all products ordered, except print and is located at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions.pdf>.

The Thomson Reuters General Terms and Conditions for Federal Subscribers is located at <https://static.legalsolutions.thomsonreuters.com/static/Federal-ThomsonReuters-General-Terms-Conditions.pdf>. In the event that there is a conflict of terms between the General Terms and Conditions and this Order Form, the terms of this Order Form control. This Order Form is subject to our approval.

Banded Product Subscriptions You certify the total number of attorneys (partners, shareholders, associates, contract or staff attorneys, of counsel, and the like), corporate users, personnel or full-time-equivalent students is indicated in the applicable Quantity column. Our pricing for banded products is made in reliance upon your certification. If we learn that the actual number is greater, we reserve the right to increase your charges as applicable

Product Specific Terms. The following products have specific terms which are incorporated by reference and made part of this Order Form if they apply to your order. They can be found at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions-PST.pdf>. If the product is not part of your order, the product specific terms do not apply. If there is a conflict between product specific terms and the Order Form, the product specific terms control.

- Campus Research
- Contract Express
- Hosted Practice Solutions
- ProView eBooks
- Time and Billing
- West km Software
- West LegalEdcenter
- Westlaw
- Westlaw Doc & Form Builder
- Westlaw Paralegal
- Westlaw Patron Access
- Westlaw Public Records

Additional Order Form Terms and Conditions

Government Non Availability of Funds for Online, Practice Solutions or Software Products

You may cancel a product or service with at least 60 days written notice if you do not receive sufficient appropriation of funds. Your notice must include an official document, (e.g., executive order, an officially printed budget or other official government communication) certifying the non-availability of funds. You will be invoiced for all charges incurred up to the effective date of the cancellation.

Acknowledgement: Order ID: Q-00492773

SIGN HERE

Signature of Authorized Representative for order

Title

Printed Name

Date

This Order Form will expire and will not be accepted after 7/21/2019.



THOMSON REUTERS™

Attachment**Order ID: Q-00492773**Contact your representative cody.miller@thomsonreuters.com with any questions. Thank you.**Payment, Shipping, and Contact Information****Payment Method:**Payment Method: Bill to Account
Account Number: 1000386616**Order Confirmation Contact (#28)**Contact Name: CHASE COLSTON
Email: ccolston@tulsacounty.org**Shipping Information:**

Shipping Method: Ground Shipping - U.S. Only

ProFlex Multiple Location Details

Account Number	Account Name	Account Address	Action
1000386616	TULSA COUNTY DISTRICT ATTORNEY	500 S DENVER AVE STE 900 TULSA OK 74103-3871 US	New

ProFlex Product Details

Quantity	Unit	Service Material #	Description
7	Attorneys	42077755	Gvt - Analytical Plus for Government
7	Attorneys	42077751	Gvt - National Primary Core

Account Contacts

Account Contact First Name	Account Contact Last Name	Account Contact Email Address	Account Contact Customer Type Description
CHASE	COLSTON	ccolston@tulsacounty.org	EML PSWD CONTACT

Lapsed Products

Sub Material	Active Subscription to be Lapsed
40757481	West Proflex



Government Accounts Only - Q-00492773

Addendum to West Order Form

Subscriber: Tulsa County District Attorney

Account #: 1000386616

1. **Effect of Addendum.** The underlying West Order Form, applicable General Terms and Conditions and Schedule A (collectively the "Agreement"), between Subscriber and West is amended as specifically set forth herein to incorporate the terms of this Addendum. As amended, the Agreement shall remain in full force and effect according to its terms and conditions. All terms used in this Addendum shall have the meanings attributed to them in the Agreement. This Addendum supersedes any and all prior understandings and agreements, oral or written, relating to the subject matter. In the event there is a conflict between the terms and conditions of the Agreement and the terms and conditions of this Addendum, the terms and conditions of this Addendum shall control. All other terms and conditions of the Agreement will remain unchanged, except as expressly provided herein.

2. **Modification to Order Form– Post-Renewal Terms**

The following paragraph is deleted in its entirety:

For Online/ Solutions/Software/Products. Your subscription will change to a month-to-month status at the end of the Minimum Term. At the conclusion of the Minimum Term, your Monthly Charges will be billed at up to our then current retail rate. Thereafter, we may modify the Monthly Charges after at least 30 days notice. You are also responsible for all Excluded Charges. Excluded Charges may change after at least 30 days written or online notice. Either of us may cancel the month-to-month subscription by sending at least 30 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803.

And replaced with the following:

For Online/ Solutions/Software/Products. The term of the subscription shall begin when West processes the order and continues through June 30, 2020. Either party may seek renewal of this subscription at the end of the term and such renewal shall not be automatic. The terms of the renewal will be agreed to by the parties in writing and shall not be effective until it has been approved by the Board of County Commissioners of Tulsa County. We further agree that you shall not incur any penalty for a failure of the Board of County Commissioners of Tulsa County to renew or extend this contract.

3. **Modification to Order Form – Miscellaneous**

The following paragraph is deleted in its entirety:

Applicable Law. This Order Form will be interpreted under Minnesota state law. Any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a United States Federal Government subscriber, United States federal law will apply and any claim may be brought in any federal court.

And replaced with the following:

Applicable Law. This Order Form and all prior and contemporaneous oral and written agreements shall be construed under the laws of the State of Oklahoma (without regard to conflict-of-law principles), and both parties consent to the jurisdiction and venue of the Federal and State Courts in Tulsa County, Oklahoma.

Please have this document executed by an authorized representative of Subscriber and returned to West along with the executed West Order Form.

West, a Thomson Reuters business

Signed: _____

Accepted by: _____

Title: _____

Date: _____

Subscriber

Signed: _____

Name (please print): _____

Title: _____

Date: _____

SIGN HERE



Nolan M. Fields IV
Assistant District Attorney | Civil Division
Tulsa County District Attorney's Office
500 South Denver Avenue, Tulsa, Oklahoma 74103
(918) 596 - 4900 | nfields@tulsacounty.org

TO: Board of County Commissioners
Karen Keith, Chairman
Stan Sallee
Ron Peters

DATE: June 6, 2019

REFERENCE: Order Form (Subscription Agreement) with Thomson Reuters for West Products for the Tulsa County District Attorney's Office Criminal Div.

Please place this item on the agenda for the next meeting of the Board of County Commissioners. It will not be necessary to review this matter in executive session. It is presented for this Board's review and potential action. Please let me know if you have any questions.

Respectfully,

Nolan M. Fields IV
Assistant District Attorney

CC:
Douglas Wilson, Civil Div. Chief



THOMSON REUTERS™

Order Form**Order ID: Q-00492799**

Contact your representative cody.miller@thomsonreuters.com with any questions. Thank you.

Account Address

Account #: 1000592480
TULSA COUNTY DISTRICT ATTORNEY
500 S DENVER AVE STE 800
TULSA OK 74103-3838 US

Shipping Address

Account #: 1000592480
TULSA COUNTY DISTRICT
ATTORNEY
500 S DENVER AVE STE 800
TULSA OK 74103-3838 US

Billing Address

Account #: 1000592480
TULSA COUNTY DISTRICT ATTORNEY
500 S DENVER AVE STE 800
TULSA, OK 74103-3838 US

This Order Form is a legal document between West Publishing Corporation and Subscriber. West Publishing Corporation also means “West”, “we” or “our” and Subscriber means “you”, or “I”. Subscription terms, if any, follow the ordering grids below.

ProFlex Products
See Attachment for details

Service Material	Product	Monthly Charges	Minimum Term (Months)	Year Over Year Increase During Minimum Term
40757482	WEST PROFLEX	\$861.00	12	N/A

Minimum Terms

Online/ Practice Solution/Software/ProFlex Products : Monthly Charges begin on the date we process your order and will be prorated for the number of days remaining in that calendar month, if any. Your Monthly Charges will continue for the number of complete calendar months listed in the Minimum Term column above. The percent increases for multi-year orders appear in the Term Increases column above. Subscriber (“you” or “I”) is also responsible for all Excluded Charges. Excluded Charges are for accessing Westlaw data or a Practice Solutions service that is not included in your subscription. Excluded Charges may change after at least 30 days written or online notice.

For Window Products: Monthly Charges begin on the date we process your order and will continue for the number of complete calendar months in the Minimum Term column above. The percent increases for multi-year orders appear in the Term Increases column above. Monthly Charges are due regardless of the level of your usage. Transactional usage charges that exceed the Monthly Charges are waived up to the Monthly Window amount stated above. In addition to the Monthly Charges you are responsible for transactional usage charges in excess of the Monthly Window. Transactional charges are calculated based upon our then-current Schedule A rates. You are also responsible for all Excluded Charges. Excluded Charges are charges for accessing a service that is not included in your subscription. Excluded Charges may change after at least 30 days written or online notice.

To apply Window charges to a specific month, the request must be submitted at least five (5) business days prior to the end of the month.

Post Minimum Terms

For Online/Practice Solutions/Software /ProFlex Products: At the end of the Minimum Term your Monthly Charges will increase by 7%. Thereafter, the Monthly Charges will increase every 12 months unless we notify you of a different rate at least 90 days before the annual increase. You are also responsible for all Excluded Charges. Excluded Charges may change after at least 30 days written or online notice. Either of us may cancel the Post-Minimum Term subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN 55123-1803.

Automatic Renewal Term for Window Products. At the end of the Minimum Term your Monthly Charges will be billed at up to our then-current rate. Thereafter, we may modify the Monthly Charges if we notify you of a different rate with at least 90 days notice. The Monthly Window will remain unchanged. You are also responsible for all Excluded Charges. Excluded Charges may change after 30 days written or online notice. Either of us may cancel the Post-Minimum Term subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803.

To apply Window charges to a specific month, the request must be submitted at least five (5) business days prior to the end of the month.

Federal Government Subscribers Optional Minimum Term. Federal government subscribers that chose a multi-year Minimum Term, those additional months will be implemented at your option pursuant to federal law.

Miscellaneous

Charges, Payments & Taxes. You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government subscriber and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

Settling a Disputed Balance. Payments marked ‘paid in full’, or with any other restrictive language will not operate as an accord and satisfaction without our prior written approval. We reserve our right to collect any remaining amount due to us on your account. Partial payments intended to settle an outstanding balance in full must be sent to: Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN

55123-1803, along with a written explanation of the disagreement or dispute. This address is different from the address you use to make account payments.

Credit Verification. If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.

Auto Charge Credit Card/Electronic Funds Transfer Election Payment Terms. You may authorize us to automatically charge a credit card, debit card or electronic fund transfer to pay charges due. Contact Customer Service at 1-800-328-4880 for authorization procedures. If you have previously authorized us to bill a credit card, debit card or make electronic fund transfers for West subscriptions on an ongoing basis, or authorizing the same as part of this order, no further action is needed.

Returns and Refunds. You may return a print product to us within 45 days of the original shipment date if you are not completely satisfied. Assured Print Pricing, Library Savings Plan, West Complete, Library Maintenance Agreements, ePack, WestPack, Westlaw, CLEAR, Monitor Suite, ProView eBook, Software, West LegalEdcenter, Practice Solutions, TREWS, Peer Monitor, and Data Privacy Advisor charges are not refundable. Please see <http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf> or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

Applicable Law. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a non-government entity, this Order Form will be interpreted under Minnesota state law. Any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a United States Federal Government subscriber, United States federal law will apply and any claim may be brought in any federal court.

Excluded Charges. If you access services that are not included in your subscription you will be charged our then-current rate ("Excluded Charges"). Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located at the links below. Excluded Charges may change after at least 30 days written or online notice.

<http://static.legalsolutions.thomsonreuters.com/static/agreement/plan-2-pro-govt-agencies.pdf>

<http://static.legalsolutions.thomsonreuters.com/static/agreement/schedule-a-concourse-case-notebook-hosted.pdf>

Thomson Reuters General Terms and Conditions, apply to all products ordered, except print and is located at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions.pdf>.

The Thomson Reuters General Terms and Conditions for Federal Subscribers is located at <https://static.legalsolutions.thomsonreuters.com/static/Federal-ThomsonReuters-General-Terms-Conditions.pdf>. In the event that there is a conflict of terms between the General Terms and Conditions and this Order Form, the terms of this Order Form control. This Order Form is subject to our approval.

Banded Product Subscriptions You certify the total number of attorneys (partners, shareholders, associates, contract or staff attorneys, of counsel, and the like), corporate users, personnel or full-time-equivalent students is indicated in the applicable Quantity column. Our pricing for banded products is made in reliance upon your certification. If we learn that the actual number is greater, we reserve the right to increase your charges as applicable

Product Specific Terms. The following products have specific terms which are incorporated by reference and made part of this Order Form if they apply to your order. They can be found at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions-PST.pdf>. If the product is not part of your order, the product specific terms do not apply. If there is a conflict between product specific terms and the Order Form, the product specific terms control.

- Campus Research
- Contract Express
- Hosted Practice Solutions
- ProView eBooks
- Time and Billing
- West km Software
- West LegalEdcenter
- Westlaw
- Westlaw Doc & Form Builder
- Westlaw Paralegal
- Westlaw Patron Access
- Westlaw Public Records

Additional Order Form Terms and Conditions

Government Non Availability of Funds for Online, Practice Solutions or Software Products

You may cancel a product or service with at least 60 days written notice if you do not receive sufficient appropriation of funds. Your notice must include an official document, (e.g., executive order, an officially printed budget or other official government communication) certifying the non-availability of funds. You will be invoiced for all charges incurred up to the effective date of the cancellation.

Acknowledgement: Order ID: Q-00492799

SIGN HERE

Signature of Authorized Representative for order

Title

Printed Name

Date

This Order Form will expire and will not be accepted after 7/21/2019.



THOMSON REUTERS™

Attachment**Order ID: Q-00492799**

Contact your representative cody.miller@thomsonreuters.com with any questions. Thank you.

Payment, Shipping, and Contact Information**Payment Method:**

Payment Method: Bill to Account
Account Number: 1000592480

Order Confirmation Contact (#28)

Contact Name: CHASE COLSTON
Email: ccolston@tulsacounty.org

Shipping Information:

Shipping Method: Ground Shipping - U.S. Only

ProFlex Multiple Location Details

Account Number	Account Name	Account Address	Action
1000592480	TULSA COUNTY DISTRICT ATTORNEY	500 S DENVER AVE STE 800 TULSA OK 74103-3838 US	New

ProFlex Product Details

Quantity	Unit	Service Material #	Description
40	Attorneys	42077790	Oklahoma State Primary Core for Govt

Account Contacts

Account Contact First Name	Account Contact Last Name	Account Contact Email Address	Account Contact Customer Type Description
CHASE	COLSTON	ccolston@tulsacounty.org	EML PSWD CONTACT

Lapsed Products

Sub Material	Active Subscription to be Lapsed
40757481	West Proflex



Government Accounts Only - Q-00492779

Addendum to West Order Form

Subscriber: Tulsa County District Attorney

Account #: 1000592480

1. **Effect of Addendum.** The underlying West Order Form, applicable General Terms and Conditions and Schedule A (collectively the "Agreement"), between Subscriber and West is amended as specifically set forth herein to incorporate the terms of this Addendum. As amended, the Agreement shall remain in full force and effect according to its terms and conditions. All terms used in this Addendum shall have the meanings attributed to them in the Agreement. This Addendum supersedes any and all prior understandings and agreements, oral or written, relating to the subject matter. In the event there is a conflict between the terms and conditions of the Agreement and the terms and conditions of this Addendum, the terms and conditions of this Addendum shall control. All other terms and conditions of the Agreement will remain unchanged, except as expressly provided herein.

2. **Modification to Order Form– Post-Renewal Terms**

The following paragraph is deleted in its entirety:

For Online/ Solutions/Software/Products. Your subscription will change to a month-to-month status at the end of the Minimum Term. At the conclusion of the Minimum Term, your Monthly Charges will be billed at up to our then current retail rate. Thereafter, we may modify the Monthly Charges after at least 30 days notice. You are also responsible for all Excluded Charges. Excluded Charges may change after at least 30 days written or online notice. Either of us may cancel the month-to-month subscription by sending at least 30 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803.

And replaced with the following:

For Online/ Solutions/Software/Products. The term of the subscription shall begin when West processes the order and continues through June 30, 2020. Either party may seek renewal of this subscription at the end of the term and such renewal shall not be automatic. The terms of the renewal will be agreed to by the parties in writing and shall not be effective until it has been approved by the Board of County Commissioners of Tulsa County. We further agree that you shall not incur any penalty for a failure of the Board of County Commissioners of Tulsa County to renew or extend this contract.

3. **Modification to Order Form – Miscellaneous**

The following paragraph is deleted in its entirety:

Applicable Law. This Order Form will be interpreted under Minnesota state law. Any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a United States Federal Government subscriber, United States federal law will apply and any claim may be brought in any federal court.

And replaced with the following:

Applicable Law. This Order Form and all prior and contemporaneous oral and written agreements shall be construed under the laws of the State of Oklahoma (without regard to conflict-of-law principles), and both parties consent to the jurisdiction and venue of the Federal and State Courts in Tulsa County, Oklahoma.

Please have this document executed by an authorized representative of Subscriber and returned to West along with the executed West Order Form.

West, a Thomson Reuters business

Signed: _____

Accepted by: _____

Title: _____

Date: _____

Subscriber

Signed: _____

Name (please print): _____

Title: _____

Date: _____

SIGN HERE



Nolan M. Fields IV

Assistant District Attorney | Civil Division
Tulsa County District Attorney's Office
500 South Denver Avenue, Tulsa, Oklahoma 74103
(918) 596 - 4900 | nfields@tulsacounty.org

TO: Board of County Commissioners
Karen Keith, Chairman
Stan Sallee
Ron Peters

DATE: June 6, 2019

REFERENCE: Project Maintenance, Financing and Right-of-Way Agreement
with the State of Oklahoma Dept. of Transportation
for County Rd 137th E Ave over Horsepen Creek
Between 161st St N & 166th St N

Please place this item on the agenda for the next meeting of the Board of County Commissioners. It will not be necessary to review this matter in executive session. It is presented for this Board's review and potential action. Please let me know if you have any questions.

Respectfully,

Nolan M. Fields IV
Assistant District Attorney

CC:
Tom Rains, County Engineer

RESOLUTION NO. _____**BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF
TULSA COUNTY, OKLAHOMA:**

THAT, WHEREAS it is in the best interest of **TULSA** County, to execute that certain Project Agreement for CO RD 137TH E AVE OVER HORSEPEN CREEK BETWEEN 161ST ST N AND 166TH ST N Project Number J3-3566(04)CI, State Job Piece Number 33566(04), by and between **TULSA** County and the Oklahoma Department of Transportation;

NOW, THEREFORE, it is hereby resolved that the Board of County Commissioners of **TULSA** County is hereby authorized and directed to execute the above described agreement on behalf of **TULSA** County, and duly signed by the Board of County Commissioners of **TULSA** County this _____ day of _____,

APPROVED AS TO FORM AND
LEGALITY:

Board of County Commissioners
TULSA COUNTY:

District Attorney Date

Chairman Date

ATTEST:

Member Date

County Clerk
(Seal)

Member Date

**STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION
PROJECT MAINTENANCE, FINANCING, AND RIGHT-OF-WAY AGREEMENT**

**CO RD 137TH E AVE OVER HORSEPEN CREEK BETWEEN 161ST ST N AND
166TH ST N**

Project No.: J3-3566(04)CI

State Job No.: 33566(04)

This agreement, made the day and year last written below, by and between the Board of County Commissioners in and for **TULSA** County, hereinafter referred to as the County, and the Department of Transportation of the State of Oklahoma, hereinafter referred to as the Department, for the following intents and purposes and subject to the following terms and conditions, to wit:

WITNESSETH

WHEREAS, the Department is charged under the law of the State of Oklahoma with the administration of the and County Improvements for Roads and Bridges (CIRB) Program to construct or reconstruct roads and bridges on the County Transportation System that are of the highest priority; and,

WHEREAS, the County proposes to make certain improvements to include the modification of **CO RD 137TH E AVE OVER HORSEPEN CREEK BETWEEN 161ST ST N AND 166TH ST N** in order to serve the people of the State of Oklahoma and the citizens and residents of **TULSA** County, and

WHEREAS, County Improvements for Roads and Bridges funding has been made available for the construction of the above referenced project pursuant to Title 69, Section 507 of the Oklahoma State Statutes; and

WHEREAS, it is expressly understood by the County that the Consulting Engineer or Circuit Engineering District is solely responsible for the quality and accuracy of all detailed plans and estimates prepared for the project.

NOW, THEREFORE: the Department and the County, in consideration of the mutual covenants and stipulations as set forth herein, do mutually promise and agree as follows:

SECTION 1: PROJECT AGREEMENT

1.1 The Department will request approval from the Transportation Commission for participation in the project that consists of the modification of CO RD 137TH E AVE OVER HORSEPEN CREEK BETWEEN 161ST ST N AND 166TH ST N in the County of **TULSA**.

1.2 If applicable, the Department will recommend approval of the project by the Federal Highway Administration.

1.3 The County shall by resolution, duly authorize the execution of this agreement by proper officials and attach copies of such resolution to this agreement.

1.4 The County agrees to comply with Title VI of the Civil Rights Act of 1964, 78 Stat. § 252, 42 U.S.C. § 2000d et seq., and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Part 21 - "Nondiscrimination in federally assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act 1964".

1.5 The DEPARTMENT and COUNTY mutually recognize that each party is a governmental entity subject to the provisions of the Governmental Tort Claims Act (51 O.S. § 151 et seq.). The DEPARTMENT and COUNTY hereby mutually agree that each is and may be held severally liable for any and all claims, demands, and suits in law or equity, of any nature whatsoever, paying for damages or otherwise, arising from any negligent act or omission of any of their respective employees, agents or contractors which may occur during the prosecution or performance of this Agreement to the extent provided in the Governmental Tort Claims Act. Each party agrees to severally bear all costs of investigation and defense of claims arising under the Governmental Tort Claims Act and any judgments which may be rendered in such cause to the limits provided by law. Nothing in this section shall be interpreted or construed to waive any legal defense which may be available to a party or any exemption, limitation or exception which may be provided by the Governmental Tort Claims Act.

1.6 The County understands that should it fail to fulfill its responsibilities under this Agreement, such a failure will disqualify the County from future Federal-aid or CIRB funding participation on any proposed project. Federal-aid and/or CIRB funds are to be withheld until such a time as an engineering staff, satisfactory to the Department has been properly established and functioning, the deficiencies in regulations have been corrected or the improvements to be constructed under this Agreement are brought to a satisfactory condition of maintenance.

SECTION 2: ENGINEERING RESPONSIBILITIES

2.1 The County shall provide professional engineering services for the development of the Plans, Specifications and Estimates (PS&E) for this project. Design engineering for this project will be performed under the supervision of the County by their Circuit Engineering District, or a consulting firm, if the County deems it necessary. County warrants to the Department that they will review the plans and will certify that the plans are acceptable to the County and are in full compliance with current standards and specifications.

2.2 To the extent permitted by law, all data prepared under this agreement shall be made available to the Department without restriction or limitation on their further use, with exception of any documents or information that would be considered attorney/client privileged by the County.

2.3 The Department will conduct the environmental studies and prepare the National Environmental Protection Act documents as required for federally funded projects. The County will be responsible for environmental studies as required by Statute or Treaty for non-federally funded projects.

2.4 The Department will forward the environmental documents to FHWA for approval if applicable.

SECTION 3: LAND ACQUISITION AND UTILITY RELOCATION

3.1 The County warrants to the Department that, they have or will acquire all land, property, or rights-of-way needed for complete implementation of said project, free and clear of all obstructions and encumbrances and in full accordance with the Department's guidelines for Right-of-Way Acquisition on Federal-Aid Projects, the Uniform Relocation Act, the National Environmental Protection Act and all other applicable local, state and federal regulations.

3.2 The County warrants to the Department that it is knowledgeable of and will comply with the provisions of 42 U.S.C.A., Section 4601-4655 and 23 U.S.C.A., Section 323 (as amended) and 49 C.F.R. Part 24 in the acquisition of all right-of-way and the relocation of any displacees.

3.3 The County shall remove, at its own expense, or cause the removal of, all encroachments on existing streets as shown on said plans, including all buildings, porches, fences, gasoline pumps, islands, and tanks, and any other such private installations and shall further remove or remediate any existing environmental contamination of soil and water from any source, known or unknown.

3.4 If the acquisition of Right of way for this project causes the displacement of any person, business or non-profit organization, the County warrants it will provide and be responsible for the Relocation Assistance Program and all costs associated with the relocation assistance program. The Department, upon request, will provide a list of service providers who have been prequalified to administer the Relocation Assistance Program. The County agrees to employ a service provider from the prequalified list provided by the Department. Prior to any relocation assistance payments to the County, all files with parcels requiring relocation assistance shall be submitted to the Department for audit and compliance review. The County shall notify the Department within seven (7) days of the date of an offer to acquire being provided to a property owner(s) on any parcel which will require relocation assistance. Written notifications regarding service providers, in-house personnel, appeals, offers to acquire or other related correspondence shall be properly addressed and remitted as follows:

Oklahoma Department of Transportation
Right-of-Way and Utilities Division
Acquisition Branch
200 N.E. 21st Street
Oklahoma City, Oklahoma 73105-3204

3.5 The County warrants that any procurement of property, goods or professional and personal services required for this project will be acquired by the County in compliance with the federal procurement Regulations at 49 C.F.R. § 18.36 and the Regulations for Administration of Engineering and Design Related Service Contracts at 23 C.F.R. Part 172, as well as provisions of State purchasing laws applicable to the County.

3.6 The County will certify to the Department prior to establishing a letting date that all existing utility facilities (if any) have been properly adjusted in full accordance with the Department's Right-of-Way and Utilities Division policies and procedures to accommodate the construction of said project; and will be solely responsible for payment of any and all contractor expenses, claims, suits and/or judgments directly resultant from any actual utility relocation delays.

3.7 The County shall have the authority pursuant to 69 O.S. 2001 § 1001 and 69 O.S. 2001 § 1004 to sell any lands, or interest therein, which were acquired for highway purposes as long as such sale is conducted in accordance with the above cited statutes.

3.8 The County agrees that if any property acquired utilizing CIRB or Federal funding is disposed of or is no longer used in the public interest the County shall reimburse the Department at the current fair market value.

SECTION 4: FUNDING SUMMARY

4.1 The Department and the County agree that the project will be financed at a **not-to-exceed**, total estimated CIRB cost of **\$3,895,000**, as described below:

FUNDING SOURCE =>			STP		CIRB	
STATE JOB PIECE NO.	Description	TOTAL ESTIMATED COST	SHARE (%)	AMOUNT	SHARE (%)	AMOUNT
33566(05)	Design -	\$0			0	\$0
33566(06)	Right-of-Way -	\$20,000			100	\$20,000
33566(07)	Utilities -	\$375,000			100	\$375,000
33566(04)	Construction -	\$3,500,000			100	\$3,500,000
Total		\$3,895,000	Total=>		Total=>	\$3,895,000

4.2 Furthermore, the Department and the County agree that actual costs incurred by project phases (JP 33566 (04,06,07)) may exceed initial estimates. Costs between these project phases will be administratively adjusted based on actual cost of each phase, within the total cost of this agreement, without formal supplemental agreement, in so far as the total project agreement is not exceeded.

4.3 It is understood by the COUNTY and the Department that the funding participation stipulated herein may be altered due to bid prices, actual construction supervision costs and non-participating costs incurred during construction. The COUNTY will be responsible for payment of any estimated local funding prior to advertising the project for bid. Upon final acceptance of this project, the total project cost will be determined, and the final amount of local funds (if any) will be determined by the Department's Comptroller per the terms of this agreement. A refund will then be made by the Department to the COUNTY or additional funding will be requested. The COUNTY agrees to make arrangements for payment of any Department invoice within 45 days of receipt.

SECTION 5: CONSTRUCTION RESPONSIBILITIES

5.1 The County agrees to comply with all applicable laws and regulations necessary to meet the Oklahoma Department of Environmental Quality (ODEQ) requirements for pollution prevention including discharges from storm water runoff during the planning and design of this project. Further, the County agrees and stipulates as stated in the ODEQ's *General Permit OKR10*, dated September 13, 2002 or latest revision, to secure a storm water permit with the ODEQ for utility relocations, when required. It is also agreed that the storm water management plan for the project previously described in

the document includes project plans and specifications, required schedules for accomplishing the temporary and permanent erosion control work, the site specific storm water pollution prevention plan and the appropriate location map contained in the utility relocation plans.

5.2 The County's responsibility for environmental cleanup will be a continuing responsibility to remediate any and all known and unknown environmental damage throughout the duration of this contract with the Department in compliance with State and federal regulations.

5.3 The roadway improvements and all devices specified herein shall not be altered, removed, or cease to be operative without mutual written consent of the Department and the County.

5.4 Upon approval of this AGREEMENT and the plans, specifications, and estimates by the COUNTY, the Department, and the Federal Highway Administration (if applicable), the Department will advertise and let the contract for this project in the usual and customary legal manner. It is agreed that the projects herein contemplated are proposed to be financed as previously described, and that this agreement, all plans, specifications, estimate of costs, acceptance of work, payments, and procedure in general hereunder are subject in all things at all times to all local, state and Federal laws, regulations, orders, approvals as may be applicable hereto.

5.5 The Department shall provide a copy of the executed construction contract to the County, upon receipt of a written request.

5.6 The Department will notify the County of pre-bid dates, bid opening dates, and Transportation Commission award dates in writing.

5.7 The Department will appoint competent supervision and inspection of the construction work performed by the construction contractor and will provide such engineering, inspection and testing services as may be required to ensure that the construction of the project is accomplished in accordance with the approved Plans, Specifications and Estimates. The Department reserves the right to make such changes in said plans as may be necessary for the proper construction of said project.

5.8 The County agrees to provide such competent supervision as the County deems necessary during times that the work is in progress to insure the completion of the project to the County's satisfaction and the County's representatives and the Department's representatives will cooperate fully to the end of obtaining work strictly in accordance with the plans and specifications.

5.9 The County will make ample provisions annually for the proper maintenance of said project, including the provision of competent personnel and adequate equipment, specifically, to provide all required maintenance of the project during the critical period immediately following construction and to keep the facility in good and safe condition for the benefit of the traveling public.

5.10 The County warrants to the Department that it will periodically review the adequacy of the aforesaid project to insure the safety of the traveling public and should the County determine that further modifications or improvements be required, the County shall take such actions as are necessary to make such modifications or improvement. When operation modifications are required which in the opinion of the Department exceed the capability of the County's staff, the County agrees to retain, at the sole expense of the County, competent personnel for the purpose of bringing the improvement up to the proper standard of operation.

5.11 The County warrants and agrees that upon completion of the aforesaid project, the County assumes any and all financial obligations for the operation, use, and maintenance of the aforesaid project.

SECTION 6: NON-DISCRIMINATION CLAUSE

6.1 During the performance of this Agreement, the County, for itself, its assignees and successors in interest, agrees as follows:

6.1.1. Compliance with Regulations:

The County shall comply with the regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

6.1.2. Nondiscrimination:

The County, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, age, national origin, disability/handicap, or income status, in the selection and retention of contractors or subcontractors, including procurements of materials and leases of equipment. The County shall not participate either directly or indirectly, in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in appendix B of the Regulations.

6.1.3. Solicitations for Subcontracts, Including Procurement of Materials and Equipment:

In all solicitations, either by competitive bidding or negotiation, made by the County for work to be performed under a contract or subcontract, including procurements of materials or leases of equipment, each potential contractor or subcontractor or supplier shall be notified by the County of the County's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, sex, age, national origin, disability/handicap, or income status.

6.1.4. Information and Reports:

The County shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the State Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a County is in the exclusive possession of another who fails or refuses to furnish this information, the County shall so certify to the State Department of Transportation, or the Federal Highway Administration, as appropriate, and shall set forth what efforts it has made to obtain the information.

6.1.5. Sanctions for Noncompliance:

In the event of the County's noncompliance with the nondiscrimination provisions of this contract, the State Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including but not limited to:

- a. Withholding of payments to the County under the contract until the County complies and/or
- b. Cancellation, termination, or suspension of the contract in whole or in part.

6.1.6. Incorporation of Provisions:

The County's shall include the provisions of paragraphs 1 through 6 in every contract or subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The County shall take such action with respect to any contract or subcontract or procurement as the State Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions, including sanctions for

noncompliance provided, however, that in the event a County becomes involved in, or is threatened with, litigation by a subcontractor or supplier as a result of such direction, the County may request the State Department of Transportation to enter into such litigation to protect the interests of the State; and, in addition, the County may request the United States to enter into such litigation to protect the interests of the United States.

SECTION 7: TERMINATION

7.1 This agreement may be terminated by any of the following conditions:

7.1.1 By mutual agreement and consent, in writing of both parties.

7.1.2 By the Department by written notice to the County as a consequence of failure by the County to perform the services set forth herein in a satisfactory manner.

7.1.3 By either party, upon the failure of the other party to fulfill its obligations as set forth herein.

7.1.4 By the Department for reasons of its own and not subject to the mutual consent of the County upon five (5) days written notice to the County.

7.1.5 By satisfactory completion of all services and obligations described herein.

7.2 The termination of this agreement shall extinguish all rights, duties, obligations and liabilities of the Department and the County under this agreement. If the potential termination of this agreement is due to the failure of either the Department or the County to fulfill their obligation as set forth herein, the non-breaching party will notify the party alleged to be in breach that possible breach of agreement has occurred. The party alleged to be in breach should make a good faith effort to remedy that breach as outlined by non-breaching party within a period mutually agreed by each party.

SECTION 8: NOTICES

8.1 All notices, demands, requests, or other communications which may be or are required to be given, served or sent by either party to the other pursuant to the agreement shall be in writing and shall be deemed to have been properly given or sent:

8.1.1 If intended for the Department, by mailing first class mail or, if sender prefers, by registered or certified mail, return receipt requested, with postage prepaid addressed to the Department at:

Oklahoma Department of Transportation
Local Government Division
Attn: Shelly Williams, PE
200 N.E. 21st Street
Oklahoma City, OK 73105-3204

8.1.2 If intended for the County, by mailing by first class mail or, if sender prefers, by registered or certified mail, return receipt requested, with postage prepaid, addressed to the County at:

TULSACOUNTY COMMISSIONER
Attn: Stan Sallee, District 1
500 S Denver Ave,
Tulsa, OK 74103

SECTION 9: GOVERNING LAW AND VENUE

9.1 Any claims, disputes or litigation relating to the solicitation, execution, interpretation, performance, or enforcement of this Contract shall be governed by the laws of the State of Oklahoma and the applicable rules, regulations, policies and procedures of the Oklahoma Transportation Commission. Venue for any action, claim, dispute or litigation, mediation or arbitration shall be in Oklahoma County, Oklahoma.

SECTION 10: DISPUTE RESOLUTION

10.1 The parties hereto have entered into this Agreement in the State of Oklahoma and the laws of the State of Oklahoma shall apply. The parties agree to bargain in good faith in direct negotiation to achieve resolutions of any dispute and, if such efforts are unsuccessful, to retain a neutral mediation service to mediate the dispute prior to the filing of any court action. Mediation shall be conducted in the Oklahoma City area and the costs of such mediation shall be borne equally by the parties. If mediation is not successful, venue for any action brought to enforce the terms of this Agreement shall be in Oklahoma County, State of Oklahoma. Each party shall bear any cost and attorney fees incurred by the party in such litigation.

SECTION 11: PRIOR UNDERSTANDINGS

11.1 This agreement incorporates and reduces to writing all prior understandings, promises, agreements, commitments, covenants or conditions and constitutes the full and complete understanding and contractual relationship of the parties.

SECTION 12: AMENDMENTS OR MODIFICATIONS OF AGREEMENT

12.1 No changes, revisions, amendments or alterations in the manner, scope of type of work or compensation to be paid by the DEPARTMENT shall be effective unless reduced to writing and executed by the parties with the same formalities as are observed in the execution of this Agreement.

SECTION 13: RECORDS

13.1 The COUNTY is to maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred and to make such materials available at its respective offices at all reasonable times, during the Agreement period and for three (3) years from the date of final payment under the Agreement for inspection by the DEPARTMENT and the State Auditor and Inspector, and copies thereof shall be furnished to the DEPARTMENT, if requested.

SECTION 14: HEADINGS

14.1 Article headings used in this Agreement are inserted for convenience of reference only and shall not be deemed a part of this Agreement for any purpose.

SECTION 15: BINDING EFFECTS

15.1 This contract shall be binding upon and inure to the benefit of the ODOT and the County and shall be binding upon their successors and assigns subject to the limitations of Oklahoma law.

SECTION 16: SEVERABILITY

16.1 If any provision, clause or paragraph of this Agreement or any document incorporated by reference shall be determined invalid by a court of competent jurisdiction, such determination shall not affect the other provisions, clauses or paragraphs of this Agreement which are not affected by the determination. The provisions, clauses or paragraphs of this Agreement and any documents incorporated by reference are declared severable.

SECTION 17: EFFECTIVE DATE

17.1 This agreement shall become effective on the date of execution by the Department's Director or his designee.

IN WITNESS WHEREOF, the Director of the Department of Transportation or his designee, pursuant to authority vested in him by the Transportation Commission, has hereunto subscribed his name as Director of the Department of Transportation, and the County has executed same pursuant to authority prescribed by law.

The County on the ____ day of _____, _____, and the Department on the ____ day of _____, _____.

APPROVED AS TO FORM AND
LEGALITY:

Board of County Commissioners:
TULSA COUNTY

District Attorney Date

District 1 Date

ATTEST:

District 2 Date

County Clerk
(Seal)

District 3 Date

REVIEWED AND APPROVED AS TO
FORM AND LEGALITY:

RECOMMENDED:

ODOT General Counsel Date

Local Government Division Date

APPROVED BY:

STATE OF OKLAHOMA DEPARTMENT
OF TRANSPORTATION

Director of Capital Programs Date

Deputy Director Date



Nolan M. Fields IV
Assistant District Attorney | Civil Division
Tulsa County District Attorney's Office
500 South Denver Avenue, Tulsa, Oklahoma 74103
(918) 596 - 4900 | nfields@tulsacounty.org

TO: Board of County Commissioners
Karen Keith, Chairman
Stan Sallee
Ron Peters

DATE: June 6, 2019

REFERENCE: Administrative Services Agreement
with Delta Dental Plan of Okla. for FY 19-20

Please place this item on the agenda for the next meeting of the Board of County Commissioners. It will not be necessary to review this matter in executive session. Vendor has already signed this Agreement and it is presented for this Board's review and potential action. Please let me know if you have any questions.

Respectfully,

A handwritten signature in blue ink that reads 'Nolan M. Fields IV'.

Nolan M. Fields IV
Assistant District Attorney

CC:
Kathy Burrows, HR Director

ADMINISTRATIVE SERVICES AGREEMENT

This Agreement, made and entered into effective July 1, 2019, by and between **Tulsa County**, hereinafter referred to as Plan Sponsor and/or Plan Administrator, and **Delta Dental Plan of Oklahoma**, hereinafter referred to as DDPOK and/or Claims Administrator, is as hereafter provided.

WHEREAS the Plan Administrator has established a self-insured Dental Benefit Plan to provide for certain classes of Employees (and their Eligible Dependents, if applicable), as identified in Appendix A attached to and forming a part of this Agreement by reference herein, under which DDPOK will provide benefits to which they are entitled; and

WHEREAS DDPOK is willing to provide Benefits for that purpose under the terms and conditions set forth herein and in Appendix A attached to and forming a part of this Agreement;

NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants and conditions herein contained, Tulsa County and Delta Dental Plan of Oklahoma agree to the terms and conditions hereinafter set forth.

Section 1. Administrative Fee

The Administrative Fee for the contract period commencing July 1, 2019, shall be Ten Percent (10%) of paid claims per month. Notification, payment, or modification of such administrative fee shall be as follows in this Section and in Sections 5.A. and 5.E. of this Agreement:

- A. DDPOK will bill Plan Administrator the monthly administrative fee by the fifth (5th) day of each month.
- B. Plan Administrator will remit payment for the monthly administrative fee to DDPOK within twenty (20) days of receipt of such billing.

Section 2. Plan Administrator Responsibilities

Plan Administrator agrees:

- A. To furnish to DDPOK an accurate statement of the total number and names of all Eligible Persons to the group (and their Dependents, if covered) who are eligible to receive dental Benefits hereunder commencing on July 1, 2019, and monthly thereafter to furnish DDPOK with additions and deletions to such list on forms provided by DDPOK or in a form and format mutually agreeable to Plan Administrator and DDPOK.

Any new enrollments, enrollment status changes, or eligibility terminations for a billed month should be received by DDPOK by the first day of that month.

- B. When reporting Eligible Person and Dependent eligibility in an electronic format (file or on-line), to report such data in the established, agreed format.

- C. To retain eligibility/enrollment records for the statutory period of time required by law and in compliance with federal and state laws related to privacy and confidentiality of participant, and other, information.
- D. DDPOK will be reimbursed each month in an amount equal to the eligible claims paid. "Paid Claims" shall mean the claims payment amounts for claims by Covered Person for Benefits for which the Plan Administrator is liable under the provisions of this Agreement and excludes the amount of such claims for which the Covered Persons are liable. Under this system:
 - 1. An operating fund deposit in the amount of One Hundred Fifty Thousand Dollars (\$150,000) was deposited with DDPOK by the Plan Administrator on or before July 1, 2008, and shall be retained by DDPOK during the term of this Agreement or such other time as provided in Section 5 of this Agreement.
 - 2. On or before the fifth (5th) day of the each month, DDPOK will issue and mail to Plan Administrator (or designee) the monthly invoice for claims paid the previous month and the supporting claim listing.
 - 3. Within twenty (20) days of receipt of DDPOK's monthly invoice for claims paid, Plan Administrator (or designee) shall remit payment to DDPOK in said amount.
 - 4. In the event Plan Administrator fails to make funds available as specified above, DDPOK shall have no obligation to pay such claims out of its own funds.
- E. To remit payment for the monthly administrative fee to DDPOK in compliance with the provisions set forth in Section 1 of this Agreement.
- F. To provide all Eligible Persons with a Summary Plan Description, to be provided by DDPOK upon request of the Plan Administrator, in an electronic format unless requested otherwise, as to the existence and terms of this Plan and the right of Eligible Persons and Eligible Dependents to receive care as provided hereunder from a Dentist of their choice as such choice may be exercised from time to time by the Eligible Person or his or her Eligible Dependents.
- G. To encourage Eligible Persons and Eligible Dependents to notify the Dentist at the time of their first appointment that they are covered hereunder and provide the Dentist with their group identification and social security numbers.
- H. To notify DDPOK, in a form and format mutually agreeable to Plan Administrator and DDPOK, when qualified beneficiaries under the provisions of COBRA elect Continuation Coverage. Such notice shall be given to DDPOK within thirty (30) days of beneficiary's election.
- I. Should Plan Administrator fail to properly notify DDPOK of Eligible Person's or Eligible Dependent's termination of eligibility, as provided in Section 2.A. of this Agreement, the Plan shall be liable for

claims payments issued to the Dentist(s) or Eligible Person for services rendered to such person after termination of their eligibility, subject to the provisions of Section 4.F. of this Agreement.

- J. To issue any billing, notification, payment, and/or report in compliance with the requirements set forth in this Agreement.
- K. To all benefit terms and conditions, limitations and exclusions, and other Plan benefit conditions as found herein and in Appendix A. Appendix A defines substantially all of the benefit claims, limitations and exclusions utilized in the ordinary course of business; however, the complete benefit limitations and exclusions for this Plan are available to the Plan Administrator, upon request, by contacting Delta Dental Plan of Oklahoma, Customer Service Department, P.O. Box 54709, Oklahoma City, Oklahoma 73154.
- L. To treat with the highest degree of confidentiality all information compiled and reported to Plan Administrator by DDPOK and identified therein as confidential, including but not limited to statistical and actuarial information and claims procedure manuals.

Section 3. DDPOK Responsibilities

DDPOK agrees:

- A. To provide dental benefits to Covered Persons in accordance with the Plan design set forth in Appendix A attached to and forming a part of this Agreement and any amendments thereto which are hereafter approved in accordance with Section 4 and Section 5 of this Agreement.
- B. To be responsible for all claims administration services related to the delivery of dental Benefits under the provisions of this Agreement.
- C. To make available to Plan Administrator such utilization statistics and actuarial information compiled and retained by DDPOK which Plan Administrator and DDPOK agree to be reasonable for reporting purposes.
- D. To issue any billing, notification, payment, and/or report in compliance with the requirements set forth in this Agreement.
- E. To endeavor to enlist Dentists to become Participating Dentists in sufficient number to ensure adequate choice of Dentist.
- F. To provide professional review of the adequacy and appropriateness of services rendered by Dentists.
- G. To encourage each Dentist to schedule and render all dental treatment provided in this Plan in accordance with applicable standards of the dental profession in his or her community.
- H. To encourage Participating Dentists to complete and submit for predetermination of benefits a standardized Attending Dentist Statement (claim form) prior to rendition of service, except for emergency services or brief routine services, indicating the Eligible Person's or Eligible Dependent's dental needs and treatment necessary in the professional judgment of the Dentist and to notify the

Eligible Person or Eligible Dependent of all actions taken by Delta with respect to such Attending Dentist Statement.

- I. To issue a notice of Predetermination regarding the Attending Dentist Statement when satisfied that the patient is eligible hereunder. Such Predetermination by DDPOK shall be for a maximum period of three hundred sixty-five (365) days from the date of predetermination by DDPOK (one hundred eighty [180] days for periodontal procedures), but no longer than the period of this Agreement as stated in Section 5.
- J. To make no payments from the moneys received from the Plan Administrator for any services rendered to a patient who is not eligible at the time of rendition of the service, subject to the provisions of Section 2.I. and Section 4.F.
- K. To issue an explanation of benefits regarding services rendered an eligible person and make payment of that portion of the fee for which the Plan is liable in accordance with this Agreement. Such payment, together with the Eligible Person's or Eligible Dependent's portion of the fee required, shall discharge the claim of a Participating Dentist.
- L. When dental services are performed or provided by a properly licensed dentist, to provide benefits to eligible Subscribers and eligible Dependents for the dental services listed in Appendix A attached to and forming a part of this Agreement by reference herein, subject to the terms and conditions set forth in such Appendix A.
- M. Upon request, to make available to Plan Administrator, as a separate document, the processing policy(ies) utilized in the adjudication of a claim.
- N. To make available to Plan Administrator, participants, and beneficiaries a list of Delta Dental Network Participating Dentists in the state of Oklahoma.
- O. To treat personal information collected about its customers, subscribers, potential customers, and proposed subscribers (referred to collectively as "Customers") with the highest degree of confidentiality, except as is necessary for the proper administration of the Plan, and in accordance with federal and state law.

Section 4. General Provisions

- A. The provisions of this Agreement shall apply to the specified coverage and terms and conditions set forth in Appendix A attached to and forming a part of this Agreement.
- B. Neither the Plan Administrator nor DDPOK hereby undertakes to provide a Dentist to the Eligible Person or Eligible Dependent. Nothing contained in this Agreement shall be construed as obligating the Plan Administrator or DDPOK to render Dental Services.
- C. Participating Dentists are independent contractors and neither the Plan Administrator nor DDPOK shall be liable for any act or omission of any Participating Dentist, his or her employees or agents, or any person furnishing dental or other professional services.

- D. By performing or receiving services under this Agreement, all dentists and all patients are bound by its terms.
- E. Clerical errors or delays in keeping or relating data relative to coverage shall not invalidate coverage which otherwise would be validly in force, nor continue coverage which would otherwise be validly terminated. Upon discovery of such errors or delays, an equitable adjustment of charges shall be made.
- F. Should Plan Administrator fail to properly notify DDPOK of termination of a Covered Person's eligibility under the Plan, as provided in Section 2.A. of this Agreement, DDPOK shall request refund of claims payments made for services rendered after such person's termination of eligibility only if DDPOK receives Plan Administrator's notification of such eligibility termination within thirty (30) days of such termination. Any such request for refund will be made to the person or entity to which payment was issued. Request(s) for refunds will not be made by DDPOK if notice of eligibility termination is received from Plan Administrator more than thirty (30) days after such Covered Person's termination of eligibility under the Plan.
- G. The Plan Administrator assumes the legal role as the program fiduciary. For purposes of this Agreement, DDPOK shall have the right to determine the amount of Benefits, if any, payable from the Plan Administrator's funds on behalf of a Covered Person. Such determination shall be based on provisions of this Agreement, including Appendix A attached to and forming a part of this Agreement. Notwithstanding any claims decision by DDPOK, Plan Administrator shall have the absolute right to review any and all claims decisions (including both payment and denial of claims) and overrule any and all such decisions, on a case-by-case basis, in Plan Administrator's sole discretion in its role as fiduciary.
- H. Claim and Appeal Processing and Procedures.

- 1. Emergency Care.

This Plan does not require any preauthorization for any dental services (including emergency care); however, said services are subject to the plan's specific limitations, non-covered charges, deductibles, and co-payment amounts, as well as any charges over the plan maximum as defined in Appendix A.

- 2. Request for Predetermination of Benefits.

If the cost estimate of a dental procedure is more than Two Hundred Fifty Dollars (\$250) and the treatment is not emergency care, the dentist can determine the treatment needed and submit a treatment plan to DDPOK for predetermination of benefits. This procedure will enable a Subscriber, dependent, or beneficiary and the dentist to know in advance of treatment what services are covered, how much of the cost will be paid by this Plan, and how much of the cost will be the responsibility of the Subscriber, dependent, or beneficiary.

Note: The Predetermination of Benefits is only an estimate and not a guarantee of payment. The patient must be eligible for Benefits at the time services are actually rendered, and the procedure must be a Covered Service on the date of service.

3. Filing a Claim.

Whether the Subscriber, dependent, or beneficiary is treated by a dentist who is a Delta Dental participating dentist, or is not a Delta Dental participating dentist, the filing forms and procedures shall be the same, as defined in the Claim and Appeal Procedure.

Once treatment is completed, the Subscriber, dependent, beneficiary, or designated personnel in a dental office must complete the information portion of the claim form with the Subscriber's full name, Subscriber's social security number, the name and date of birth of the person receiving dental care, and the group name and number.

All claims must be submitted to Delta Dental Plan of Oklahoma at the assigned address.

The Plan is not obligated to pay any claim submitted later than twelve (12) months following the date of service.

Participants and beneficiaries can obtain from DDPOK, without charge, the necessary claim filing forms.

4. Explanation of Benefits.

Once DDPOK has received the claim form, and all necessary information, a copy of an Explanation of Benefits will be sent to the Subscriber by DDPOK within a reasonable time, but no later than thirty (30) days after receipt of a claim. DDPOK may extend this time period one time up to fifteen (15) days, prior to the expiration of the thirty (30) day period. If DDPOK requires additional information necessary to decide the claim, the notice of extension shall specifically describe the required information, and the Subscriber will be given forty-five (45) days from receipt of the notice within which to provide the necessary information.

Note: If the "Patient Pays" amount on an Explanation of Benefits indicates the patient pays nothing, the Explanation of Benefits will not be mailed to the Subscriber unless DDPOK is requesting additional information to finalize the claim. A copy of any of Subscriber's applicable Explanation of Benefits may be obtained from DDPOK's online system.

5. Benefits, Limitations and Exclusions.

Under the Delta Dental participating agreements with participating dentists, benefit claims are reimbursed based on the lesser of the dentist's submitted fee for his or her services or the maximum allowable amount for participating dentists. Participating dentists accept the amount that Delta Dental determines to be the maximum allowable amount as payment in full. Subscribers, participants, and beneficiaries are responsible only for any non-covered charges, deductible and co-payment amounts, and any charges over the plan maximum. The complete Claim and Appeal Procedure manual shall be the governing policy of all claims and appeals, and shall be administered in accordance with Appendix A.

Each Subscriber, dependent, and beneficiary, agrees to all benefit terms and conditions, limitations and exclusions, and other Plan benefit conditions as found herein and in Appendix

A. Appendix A defines substantially all of the benefit claims, limitations and exclusions utilized in the ordinary course of business. In order to be apprised of the current, complete benefit limitations and exclusions for this Plan, please contact Delta Dental Plan of Oklahoma, Customer Service Department, P.O. Box 54709, Oklahoma City, Oklahoma 73154.

If a Subscriber or participant obtains treatment from a dentist who has not signed a participating agreement with Delta Dental, any benefit payment will be paid directly to the Subscriber, or to other participant if required by law, and will be based on the dentist's submitted fee for his or her service or the Prevailing Fee, whichever is less. Each Subscriber or participant is responsible for paying the dentist and for filing their own claims. The complete Claim and Appeal Procedure manual shall be the governing policy of all claims and appeals, and shall be administered in accordance with Appendix A.

All claims shall be evaluated, reviewed and paid in accordance with this Plan Agreement and Appendix A, subject to Plan Administrator's absolute right to review any and all claims decisions (including both payment and denial of claims) and overrule any and all such decisions, on a case-by-case basis, in Plan Administrator's sole discretion in its role as fiduciary.

All deductibles, maximum benefit payments, and covered classes of benefit services as applicable to this Plan Agreement are defined in Appendix A.

6. Appeal of Claim Determination.

DDPOK, or a designee, shall have the right to resolve any questions concerning dental services or treatment which may arise hereunder and any such determination made in good faith shall be binding upon all parties, subject to legal recourse in a court of competent jurisdiction and/or Plan Administrator's right to review any and all claims decisions (including both payment and denial of claims) and overrule any and all such decisions, on a case-by-case basis, in Plan Administrator's sole discretion in its role as fiduciary. In the event of the Plan Administrator overruling the decision of DDPOK, or any other party, in the appeal process, the Plan Administrator will issue a written directive to DDPOK as to adjudication to be made by DDPOK.

No action at suit of law or equity shall be commenced upon or under this Agreement until thirty (30) days after notice of claim has been given to DDPOK, nor shall action be brought at all later than three (3) years after such claim has arisen.

- I. DDPOK shall have no liability under this Agreement for benefits required to be paid from the Plan Administrator's funds. The Plan Administrator shall have no liability for benefits required to be paid from DDPOK funds. It is agreed that the benefits paid from the funds of the Plan Administrator and DDPOK are, and shall be, mutually exclusive.
- J. Each party shall notify the other of any third party claims coming to its attention that could result in a claim for indemnification by the other party under Section 2 or Section 3 of this Agreement. The other party may, by waiving all its rights to contest indemnifying the notifying party for any potential loss, damage, or expense resulting from such claim, direct and control the resolution of such claim by litigation or otherwise, including full power to settle such claim in a commercially reasonable manner; provided, however, that the notifying party shall have the right to participate in resolution of the claim, at its own expense, by selecting co-counsel.

- K. Any notice required or permitted to be given by the Plan Administrator or DDPOK hereunder shall be deemed to have been duly given if in writing and personally delivered, or if in writing and deposited in the United States mail with postage prepaid, addressed to the Plan Administrator or DDPOK at the address listed below; such notice shall be deemed to be given when so personally delivered or three (3) days after having been placed in the United States mail, postage prepaid, return receipt requested. Any party shall have the right to designate a different address or agent for the receipt of notice by providing notice of such designation in the manner set forth herein.
1. Tulsa County
Ms. Kathy Burrows
Director of Human Resources
633 West 3rd Street
Tulsa, Oklahoma 74127-8942
 2. Delta Dental Plan of Oklahoma, Inc.
Mr. John E. Gladden
President and Chief Executive Officer
16 Northwest 63rd Street
Oklahoma City, Oklahoma 73116-9115
- L. During the term of this Agreement, any premium taxes enacted and levied on DDPOK by the state or federal government with respect to benefits provided and/or administrative fees charged pursuant to this Agreement will be passed on to the Plan Administrator, but will remain the liability of DDPOK.
- M. A copy of any materials published or distributed by Plan Administrator concerning this Agreement and the benefits hereunder shall be furnished to the Claims Administrator prior to such publication or distribution.
- N. None of the provisions of this Agreement are intended to create nor shall be deemed or construed to create any relationship between the Plan Administrator and DDPOK other than that of independent contractors.
- O. All statements made by the Plan Administrator, DDPOK, or by an individual shall be deemed representations and not warranties. No such statement shall be used in defense to a claim under this Plan unless it is contained in a written application.
- P. No agent or employee of DDPOK has the authority to change this Agreement or its provisions. This Plan may, at any time, be amended and changed by written agreement between legally authorized representatives of the Plan Administrator and DDPOK. Any such amendment shall be binding on all Eligible Persons and Eligible Dependents regardless of the date their coverage became effective under the Plan.

- Q. Neither party to this Agreement may transfer or assign its interest herein without the prior written consent of the other party, and any attempt to transfer or assign this Agreement without prior written consent of the other party shall automatically terminate all rights hereunder.
- R. The individuals who sign the Agreement are authorized to do so on behalf of Plan Administrator and DDPOK, respectively.
- S. Any provision in this Agreement that, on its effective date, is in conflict with the statutes of the state of Oklahoma, or with the statutes of the state in which the Eligible Person or Eligible Dependent resides, is hereby amended to the minimum requirement of such statute. Any provision in this Agreement that would be invalidated by such statute(s) shall be deleted and the balance of the Agreement shall remain in full force and effect.
- T. This Agreement shall be construed and enforced in accordance with the laws of the state of Oklahoma and any applicable federal laws. The site of this contract is the state of Oklahoma. Each party to this Agreement chooses the state of Oklahoma as its forum for any suit or other action that may be filed to enforce all or any part of this Agreement or for damages arising, directly or indirectly, from it.
- U. Failure by the Plan Administrator or DDPOK to insist upon strict compliance with any term of this Agreement, or any applicable statutes, rules, or regulations, shall not constitute a waiver of such term, statute, rule, or regulation by the Plan Administrator or DDPOK.
- V. This Agreement, including Appendix A attached to and forming a part hereof, constitutes the entire understanding between the parties hereto and no changes, amendments, or alterations shall be effective unless agreed to in writing by the party to this agreement affected by any such change, amendment, or alteration.
- W. This Agreement shall be executed in multiple counterparts, each of which shall be deemed an original.
- X. DDPOK shall maintain records of all transactions relating to this Agreement for the duration required by law. Such records shall remain accessible for audit by Plan Administrator's designated auditor. Any such audit by Plan Administrator's designated auditor shall be subject to the following provisions: (i) audits shall be conducted at DDPOK's corporate office, during DDPOK's regular business hours; (ii) audits shall be at Plan Administrator's sole expense; (iii) audits may be made upon not less than sixty (60) days prior notice to DDPOK, and not more often than once during any period of twelve months; (iv) audits shall consist solely of utilization and services generated for the Plan Administrator under the provisions of this Agreement; (v) no audit shall be for periods more than three (3) years prior to the date of such audit; and (vi) audits are subject to DDPOK audit requirements and federal, state, and/or local laws pertaining to participant-specific medical/dental record confidentiality requirements.
- Y. Should the Plan Sponsor fail to fund the account as described hereinabove, within twenty (20) days of notification from DDPOK to the Plan Administrator of the amount necessary to properly fund the payments to cover the expenditures made on behalf of the Plan Sponsor, DDPOK shall be absolved of all liability to provide further administration of the group dental plan and shall be entitled to

reimbursement with interest at the rate of ten percent (10%) for each month payment due is withheld. DDPOK shall have no obligation to pay such claims from its own funds.

- Z. The Delta Dental Signature, consisting of the Delta Symbol and the Delta Dental Logotype, and the Delta Dental Product/Program Signatures are the exclusive property of Delta Dental. Plan Administrator and/or Plan Sponsor shall not utilize such Signatures in published material of any type without the express written consent of Delta Dental.

Section 5. Term and Termination

- A. This agreement shall remain in full force and effect through June 30, 2020. The parties understand and agree that this Agreement may be renewed on its anniversary date for successive one-year terms or for such shorter term(s) as the parties agree, with any amendments thereto, but such renewal must be approved by the Board of County Commissioners of Tulsa County and shall not be automatic. Plan Administrator agrees to notify DDPOK, on or before anniversary date of this Agreement, of intent to renew for successive one-year term or for such shorter term as the parties agree. Anniversary Date shall mean July 1, 2020, and July 1 of any subsequent year this Agreement is renewed.

In the event DDPOK shall desire to change the administrative fee, operating fund deposit, benefit design, and/or other terms of this Agreement on an Anniversary Date, advice of such proposed changes must be given to the Plan Administrator, in writing, no less than ninety (90) days prior to such Anniversary Date. The administrative fee set forth in Section 1 of this Agreement is guaranteed through June 30, 2021, should this Agreement be renewed for a successive one-year term beginning July 1, 2020.

- B. This Agreement shall automatically terminate as of the earliest of the following dates:
 - 1. The date on which the Plan Administrator shall not have made funds available for the payment of all Benefits required to be paid from its funds in accordance with this Agreement; or
 - 2. The date on which the Plan Administrator discontinues payment of the monthly administrative fee.
- C. If either party otherwise fails to observe or perform any of its obligations under this Agreement and if the failure continues for a period of thirty (30) days after written notice thereof to the defaulting party, then without prejudice to any other rights or remedies the other party may have, this Agreement will terminate as of the expiration date of the notice period.
- D. Either party may immediately suspend all or any part of its obligations under this Agreement and/or immediately terminate this Agreement upon written notice if the other party becomes or is declared insolvent or bankrupt or becomes the subject of any proceedings related to its liquidation, insolvency, or for the appointment of a receiver or similar officer for it. Any such suspension of performance will not be a breach of this Agreement and will not affect the suspending party's right to pursue or enforce any of its rights under this Agreement or otherwise.

E. In the event of contract termination:

1. Adjudication and payment of claims incurred after midnight on the termination date shall be the sole responsibility of the Plan Administrator.
2. Adjudication and payment of claims incurred during the existence of this Agreement but received by DDPOK after the date of termination shall also be the responsibility of Plan Administrator. Upon separate agreement between DDPOK and Plan Administrator, DDPOK shall continue adjudication and payment of claims incurred prior to the termination date of this Agreement and submitted to DDPOK within twelve (12) months following the termination date of this Agreement, subject to payment to DDPOK by the Plan Administrator as follows:
 - a. The terms of Plan Administrator's payment of administrative fee and reimbursement of claims paid shall be the same during the twelve (12) months following the termination date of this Agreement as the terms of such Agreement during its existence.
 - b. DDPOK shall have no further obligation or liability to adjudicate or pay claims under this provision should Plan Administrator fail to remit payment as provided herein.
3. In no event will claims be adjudicated or paid by DDPOK if received later than twelve (12) months following the termination date of this Agreement.

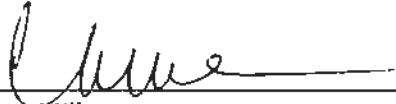
F. This Agreement supersedes any prior Agreement between the Plan Administrator and DDPOK and shall continue until termination; provided, however, the obligations of the parties shall survive termination to the extent necessary to effect the intent of the parties as herein expressed. No modification, amendment, or assignment of this Agreement shall be valid unless made in writing and executed by authorized officers of the Plan Administrator and DDPOK.


IN WITNESS HEREOF, Contractor and DDPOK have caused this Agreement to be executed, as evidenced by the affixing of their authorized signatures on the signature page of this Agreement.

AUTHORIZED SIGNATURES:

NOW, THEREFORE, IN WITNESS of the Plan Agreement effective July 1, 2019, Contractor and DDPOK have caused such Plan Agreement to be executed.

DELTA DENTAL PLAN OF OKLAHOMA:

By: 
Lan Miller
Vice President of Sales
2/26/2019
Date of Signing

Attest: 
Frank Turbeville
Chief Financial Office
2/27/19
Date of Signing

TULSA COUNTY:

I(we) hereby acknowledge receipt of the Administrative Services Agreement effective July 1, 2019, between Plan Sponsor/Plan Administrator and DDPOK, and Plan Sponsor's/Plan Administrator's agreement to the terms and conditions set forth therein.

By: _____

Date of Signing

Attest: _____

Date of Signing

Attachments: Appendix A

APPENDIX A

**TULSA COUNTY
GROUP DENTAL PLAN**

EFFECTIVE JULY 1, 2019

TABLE OF CONTENTS

SECTION 1 - DEFINITIONS.....	1
SECTION 2 - SCHEDULE OF ELIGIBILITY	6
SECTION 3 - SCHEDULE OF BENEFITS.....	11
SECTION 4 - COVERED DENTAL SERVICES	12
SECTION 5 - LIMITATIONS AND EXCLUSIONS.....	14
SECTION 6 - COORDINATION OF BENEFITS (COB).....	19
SECTION 7 - GENERAL PROVISIONS	20

SECTION 1 - DEFINITIONS

1. **ACTIVELY AT WORK:** The active expenditure of time and energy in the services assigned by the Employer. An Employee shall be deemed to be Actively at Work on each day of a regular paid vacation, an Employer holiday, or on a regular nonworking day, if such Employee is not disabled and was Actively at Work on the work day preceding his or her Effective Date.
2. **ALLOWABLE CHARGE:** The charge the Claims Administrator will use as the basis for Benefit determination for Covered Services Incurred by a Covered Person under this Plan. The Claims Administrator will use the following criteria to establish the Allowable Charge:
 - a. **Delta Dental Premier Participating Dentists** - the Dentist's submitted fee up to the amount the Claims Administrator determines to be the maximum allowable amount for Delta Dental Premier Participating Dentists in the geographic area where the Covered Services were rendered.
 - b. **Delta Dental PPO Participating Dentists** - the Dentist's submitted fee up to the amount the Delta Dental PPO Participating Dentist has agreed to accept as payment for Covered Services in accordance with a Delta Dental PPO Participating Dentist Agreement.
 - c. **Nonparticipating Dentists** - the Nonparticipating Dentist's submitted fee up to the amount the Claims Administrator determines to be the Prevailing Fee in the geographic area where the Covered Services were rendered.
3. **BENEFIT YEAR:** The specified period of time during which charges for Covered Services must be Incurred to be eligible for payment under the Plan. For purposes of this Plan, benefit period shall mean the twelve (12) month period commencing July 1 and continuing through and including June 30 each year thereafter.
4. **BENEFITS:** The payment, reimbursement, or indemnification of any kind for those Dental Services which are made available to Covered Persons under the terms of the Plan and which are listed as part of this Plan Document.
5. **CALENDAR YEAR:** The period of 12 months commencing on the first day of January and continuing through the last day of December.
6. **CLAIMS ADMINISTRATOR:** Delta Dental Plan of Oklahoma, a nonprofit dental service corporation, with its main office in Oklahoma City, Oklahoma.
7. **CONTINUATION COVERAGE:** Coverage under the Plan for a Covered Person with respect to whom a Qualifying Event has occurred, and consisting of coverage which, as of the time the coverage is being provided, is identical to the coverage provided under the Plan to Covered Persons with respect to whom a Qualifying Event has not occurred.
8. **CONTRACT YEAR:** The period of 12 months commencing July 1 each year and continuing through June 30 of the year following.

9. **COPAYMENT:** The amount the Covered Person is required to pay in addition to the Plan's payment.
10. **COVERED PERSON:** The Eligible Person and each of his or her Eligible Dependents who are covered under the Plan.
11. **COVERED SERVICES:** Those Dental Services which are made available to Covered Persons under the terms of the Plan, which are listed as part of this Appendix A, and determined by the Claims Administrator and/or Plan Administrator to be both covered and necessary.
12. **DEDUCTIBLE:** The specified dollar amount a Subscriber or Dependent is required to pay each Benefit Year before the Plan will pay specific Benefits, as defined in this appendix attached and forming a part of the Administrative Services Agreement by reference herein.
13. **DELTA DENTAL:** Delta Dental Plan of Oklahoma, also referred to as DDPOK and/or Claims Administrator, or any Delta Dental Plan which is a member of the Delta Dental Plans Association.
14. **DENTAL SERVICES:** Care and procedures rendered by Dentists for diagnosis or treatment of dental disease or injury.
15. **DENTIST:** A person duly licensed to practice dentistry in the State of Oklahoma; or a person duly licensed to practice dentistry in the state in which the Dental Services are rendered.
 - a. **NONPARTICIPATING DENTIST:** A Dentist who has not signed a Participating Dentist Agreement with Delta Dental.
 - b. **PARTICIPATING DENTIST:** A dentist who has filed and executed a Participating Dentist Agreement with Delta Dental and who abides by such uniform rules and regulations as are prescribed, from time to time, by Delta Dental. A list of Delta Dental Participating Dentists is provided upon request, without charge, as a separate document.
 1. **Delta Dental Premier Participating Dentist** – a participating dentist in the Delta Dental Premier network.
 2. **Delta Dental PPO Participating Dentist** – a participating dentist in the Delta Dental PPO network.
16. **DEPENDENT:** A Covered Person other than the Employee, as specified in the Schedule of Eligibility in Section 2 of this Appendix A.
17. **EFFECTIVE DATE:** The date on which coverage for an Eligible Person or Eligible Dependent begins under the Plan, as set forth in the Schedule of Eligibility in Section 2 of this Appendix A.
18. **ELIGIBLE PERSON:** A person entitled to apply for coverage, as specified in the Schedule of Eligibility in Section 2 of this Appendix A.

19. **EMPLOYEE:** An Eligible Person as specified in the Schedule of Eligibility in Section 2 of this Appendix A.
20. **EMPLOYER:** Tulsa County
21. **EXPERIMENTAL/INVESTIGATIONAL:** A drug, device, or dental treatment or procedure is experimental/investigational if:
- a. The drug or device cannot be lawfully marketed without approval of the U.S. Food and Drug Administration and approval for marketing has not been given at the time the drug or device is furnished; or
 - b. Reliable Evidence shows that:
 - 1) The drug, device, or dental treatment or procedure is the subject of ongoing phase I, II, or III clinical trials or under study to determine its maximum tolerated dose, its toxicity, its safety, its efficacy, or its efficacy as compared with the standard means of treatment or diagnosis; or
 - 2) The consensus among appropriately qualified consultants of the Plan regarding the drug, device, or dental treatment or procedure is that further studies or clinical trials are necessary to determine its maximum tolerated dose, its toxicity, its efficacy, or its efficacy as compared with the standard means of treatment.
- “Reliable Evidence” shall mean only: a) published reports and articles in the authoritative medical, dental, and scientific literature; b) the written protocol(s) used by the treating facility or the protocol(s) of another facility studying substantially the same drug, device, or dental treatment or procedure; or c) the written informed consent used by the treating facility or by another facility studying substantially the same drug, device, or dental treatment or procedure.
22. **FAMILY COVERAGE:** Coverage for the Employee and one or more of the Employee’s Eligible Dependents.
23. **GROUP:** Group consists of all Covered Persons eligible to receive Dental Services hereunder.
24. **INCURRED:** An expense is incurred on the date a Covered Person receives the service or supply for which the charge is made.
25. **LATE ENROLLEE:** Any Eligible Person or Eligible Dependent waiving coverage or failing to enroll within 30 days of initial enrollment eligibility or any Covered Person who voluntarily terminates coverage and subsequently re-enrolls.
26. **MEDICAL CHILD SUPPORT ORDER (MCSO):** Any judgment, decree, or order issued by a court of jurisdiction made pursuant to a state domestic relations law or which enforces a law relating to medical child support under Medicaid. Documentation of such order may be supplied to a group health plan by a custodial parent, State Department of Health Services, or the district attorney in whose jurisdiction the child resides.

27. **PLAN:** This Plan of Benefits for dental care and services provided by and through the Employer.
28. **PLAN ANNIVERSARY DATE:** July 1 each year
29. **PLAN ADMINISTRATOR:** Tulsa County
30. **PLAN MAXIMUMS:** The maximum dollar amount the Plan will pay in any Benefit Period (or lifetime, if applicable) for Covered Dental Services.
31. **PLAN SPONSOR:** Tulsa County
32. **PREDETERMINATION:** The procedure whereby the Claims Administrator notifies the Dentist or Eligible Person of estimated Benefits and financial obligations of the Plan and of the Covered Person with regard to the Dentist's recommended treatment plan, prior to the rendition of service to the patient.
33. **PREVAILING FEE:** An amount established by the Delta Dental Plan in the state in which the Dental Services are rendered.
34. **PROCESSING POLICIES:** Policies approved by Delta's Board of Directors, as amended from time to time, to be used in processing treatment plans for Predetermination of Benefits and for payment.
35. **PROOF OF LOSS:** A completed claim form which provides sufficient information to allow the Claims Administrator to determine liability for Covered Services, including the Dentist's itemized statement of services rendered and related charges, and dental records, when requested by the Claims Administrator, as provided under the utilization review procedures of the Plan.
36. **QUALIFIED MEDICAL CHILD SUPPORT ORDER (QMCSO):** A medical child support order that:
 - a. Either creates or recognizes the right of an alternate recipient (a Covered Person's child who is recognized under the order as having a right to be enrolled under the Plan) or assigns to the alternate recipient the right to receive Benefits for which a Covered Person or other beneficiary is entitled under the group dental health plan; and
 - b. Includes the name and last known address of the Covered Person and the name and address of each alternate recipient, a reasonable description of the type of coverage to be provided by the group dental health plan or the manner in which such coverage is to be determined, the period for which coverage must be provided, and each plan to which the order applies.
37. **QUALIFYING EVENT:** Any one of the following events that, but for the Continuation Coverage provisions of the Plan, would result in the loss of a person's coverage under the Plan:
 - a. The death of a covered Employee;
 - b. The termination (other than by reason of a covered Employee's gross misconduct), or reduction in hours, of the covered Employee's employment;

- c. The divorce or legal separation of the covered Employee from the Employee's spouse;
 - d. The covered Employee becoming entitled to benefits under Medicare;
 - e. A dependent child ceasing to be eligible.
38. **SINGLE DENTAL PROCEDURE:** A dental procedure listed in the Uniform Procedure Code and Nomenclature of the American Dental Association.
39. **TOTALLY AND PERMANENTLY DISABLED:** A condition resulting from disease or injury in which, as certified by a Physician:
- a. The Covered Person is unable to perform the substantial duties of any occupation or business for which qualified and is not in fact engaged in any occupation for wages or profit; or
 - b. If the Covered Person does not usually engage in any occupation for wages or profit, the Covered Person is substantially unable to engage in the normal activities of an individual of the same age and sex.

SECTION 2 - SCHEDULE OF ELIGIBILITY

A. ELIGIBLE PERSON

1. An Eligible Person is defined as a regular full-time Employee of Tulsa County or an eligible entity, who regularly or normally works at least the number of hours in the normal work week set by the Employer (but not less than thirty [30] hours) at the Employer's place of business or such other place or places as required by the Employer and is compensated by the Employer for personal services rendered the Employer.
2. The date the Eligible Person becomes eligible for coverage is the first of the month following one (1) month of continuous, full-time employment.
3. A person may not be simultaneously covered under the Plan as both an Employee and a Dependent.
4. The definition of Eligible Person shall not include:
 - a. Employees of Tulsa County TCPFA, Tulsa County Drainage District #12, Tulsa Area Emergency Management Authority (TAEMA), and Tulsa County Public Defender Office; or
 - b. COBRA participants previously eligible under Tulsa County TCPFA, Tulsa County Drainage District #12, Tulsa Area Emergency Management Authority (TAEMA), and Tulsa County Public Defender Office; or
 - c. Retired Tulsa County employees.

B. ELIGIBLE DEPENDENT

1. Eligible Dependent is defined as:
 - a. The spouse to whom the Eligible Person is legally married.
 - b. The Eligible Person's biological child.
 - c. Children of the Eligible Person by legal adoption or placement for adoption, guardianship, marriage (stepchildren), and foster care placement (foster child).
 - d. A child on whose behalf a Qualified Medical Child Support Order (QMCSO) has been issued.
2. The limiting age for a Dependent child is:
 - a. The end of the month in which such child attains the age of twenty-six (26).
 - b. An Eligible Person's unmarried child twenty-six (26) years of age or over who is incapable of self-support because of mental retardation or physical incapacity is eligible to continue coverage beyond the limiting age, provided a physician's certificate is submitted within six

(6) months of said mental retardation or physical incapacity, the effective date of this Plan, or the effective date of said Dependent child's coverage, whichever is later.

- c. The Plan Administrator reserves the right to request verification of a Dependent child's age and/or status as a disabled Dependent child upon initial enrollment and from time to time thereafter as the Plan may require.

C. EFFECTIVE DATE

1. If a person is an Eligible Person on the Plan Effective Date and their application for Employee Only or Family Coverage is received by the Plan Administrator at that time, the Effective Date is the Plan Effective Date.
2. If a person becomes an Eligible Person after the Plan Effective Date and their application for Employee Only or Family Coverage is received by the Plan Administrator within thirty (30) days of first being eligible, the Effective Date is the date the person becomes eligible.
3. An Eligible Person can change from Employee Only coverage to Family Coverage if application is received by the Plan Administrator within thirty (30) days after acquiring an Eligible Dependent. The Effective Date for the Eligible Dependent will be the first of the month following the date the Eligible Dependent was acquired.
4. An Eligible Person with Family Coverage can add additional Eligible Dependents if application is received by the Plan Administrator within thirty (30) days after acquiring an Eligible Dependent. The Effective Date for the Eligible Dependent will be the first of the month following the date the Eligible Dependent was acquired.
5. A child under a Qualified Medical Child Support Order (QMCSO) may be added to an Eligible Person's coverage provided the Plan Administrator receives the Medical Child Support Order (MCSO) within thirty (30) days of the date it is issued and such MCSO is determined by the Plan Administrator to be a QMCSO. The Effective Date for such child will be the date ordered by the court.
6. An adopted child may be added to an Eligible Person's coverage provided application to add the child is received by the Plan Administrator within thirty (30) days of the date the child is placed in the Eligible Person's custody. The Effective Date for the child will be the first of the month following the date the Eligible Person assumed the physical custody of the adopted child and the financial responsibility for the support and care of the adopted child.
7. An Employee can change from Family Coverage to Employee Only coverage upon Eligible Dependent(s) acquiring coverage elsewhere. The change will be effective the first of the month next following the date such request is received by the Plan Administrator.
8. An Employee can change from Family Coverage to Employee Only coverage upon Eligible Dependent's loss of eligibility under this Plan. The change will be effective the first of the month next following the month in which Eligible Dependent's loss of eligibility occurs.

9. If an Eligible Person does not apply for Employee Only or Family Coverage within thirty (30) days of being first eligible to do so, or if an Eligible Person with Family Coverage does not apply to add an Eligible Dependent within thirty (30) days after acquiring the Eligible Dependent or, in the case of a QMCSO, within thirty (30) days after the date the order is issued, then the Eligible Person will not be allowed to enroll until the enrollment date for the next Benefit Period and will be classified as a Late Enrollee and subject to limited benefits during the first twelve (12) months of coverage. The change will be effective the first day of the next Benefit Period.

D. COVERAGE UNDER A QUALIFIED MEDICAL CHILD SUPPORT ORDER (QMCSO)

1. Upon receipt of a MCSO, the Plan Administrator will promptly notify the covered Employee and each child (alternate recipient) listed in the MCSO that the MCSO has been received and inform them of the procedures for determining if the order is a QMCSO. Such procedures shall be in writing and shall provide for the prompt notification of each alternate recipient specified in the MCSO as eligible to receive Benefits under the Plan of such procedures and shall permit each alternate recipient to designate a representative for receipt of copies of notices that are sent to the alternate recipient with respect to a MCSO.
2. The Plan Administrator will review the MCSO in accordance with the requirements of ERISA and any regulations issued concerning QMCSOs. If the order appears to be in compliance with those requirements, coverage of the alternate recipient will begin on the date ordered by the court. If the order does not appear to be in compliance, it will be returned to the court with a list of any deficiencies noted by the Plan Administrator. When a new or supplemental MCSO is received by the Plan Administrator correcting these deficiencies, coverage of the alternate recipient will be retroactive to the date ordered by the court.
3. Within a reasonable period after receipt of such order, the Plan Administrator will determine whether such order is a QMCSO and notify the covered Employee and each alternate recipient of such determination.
4. A child who is an alternate recipient under a QMCSO shall be considered a Covered Person under the Plan for the purposes of any provision of ERISA. Any payment of Benefits made by the Plan for expenses incurred by an alternate recipient shall be made to the alternate recipient or the alternate recipient's custodial parent or legal guardian.
5. Subject to the Continuation Coverage provisions of this Plan, coverage for an alternate recipient will terminate on the earliest to occur of the following:
 - a. The date the covered Employee's coverage ends;
 - b. The date the QMCSO is no longer in effect;
 - c. The date the covered Employee obtains other comparable health coverage through another dental plan to cover the alternate recipient;
 - d. The date the Employer eliminates Family Coverage for all of its Employees under all of its Plans.

E. CONTINUATION COVERAGE (COBRA)

1. Eligibility for Continuation Coverage

When a Qualifying Event occurs, eligibility under this Plan shall continue for the Eligible Person and/or his or her Eligible Dependents who were covered on the date of the Qualifying Event for a period not to exceed:

- a. eighteen (18) months from the date of a Qualifying Event involving the termination (other than by reason of a covered Employee's gross misconduct), or reduction of hours, of the covered Employee's employment; or
- b. thirty-six (36) months from the date of a Qualifying Event involving the Employee's death, divorce or legal separation, or entitlement to Medicare benefits; or the ineligibility of the Employee's Dependent child;

provided the Eligible Person or Eligible Dependent elects Continuation Coverage within sixty (60) days after the later to occur of (1) the date the Qualifying Event would cause him or her to lose coverage, or (2) the date the Employer notifies the Eligible Person or Eligible Dependent of his or her Continuation Coverage rights; and provided the required contributions are submitted.

2. COBRA participants are required to pay the entire cost for their coverage, including administration costs if applicable.

3. Disability Extension

Continuation Coverage may be extended from eighteen (18) months to twenty-nine (29) months for persons who are determined by the Social Security Administration to have been disabled on the date of a Qualifying Event involving the Employee's termination of employment or reduction in working hours. The person must give notice of the disability determination to the Employer before the end of the initial eighteen (18) month Continuation Coverage period, and no later than sixty (60) days after the date of the Social Security Administration's determination. In addition, the person must notify the Employer within thirty (30) days after the Social Security Administration makes a determination that he or she is no longer disabled.

4. Notification of Continuation Coverage

- a. The Eligible Person or Eligible Dependent must notify the Plan Administrator within sixty (60) days from the date of the Qualifying Event of their eligibility for Continuation Coverage.
- b. The Employer or its designated agent shall, within forty-four (44) days after receiving notification from the Eligible Person or Eligible Dependent that a Qualifying Event has occurred, notify the Eligible Person and/or Eligible Dependent of his or her right to elect Continuation Coverage.
- c. In the event an Eligible Person or Eligible Dependent elects Continuation Coverage after the Qualifying Event, the Employer shall permit payment of dues for such Continuation

Coverage during the period preceding the election to be made within forty-five (45) days of the date of the election.

5. Maximum Continuation Period for Dependents

In no event will a Dependent be entitled to continue coverage under the Plan under this Continuation Coverage provision for more than thirty-six (36) months from the date of the event that first entitled him or her to Continuation Coverage.

F. TERMINATION OF ELIGIBILITY AND/OR COVERAGE

1. When a Covered Person ceases to be an Eligible Person or Eligible Dependent, coverage for such person will terminate at 11:59:59 p.m. (CT) of the last day of the month in which eligibility of such person ceases.
2. In the case of a person covered under the Continuation Coverage provisions of the Plan, coverage shall cease on the earliest to occur of the following dates:
 - a. The date the coverage period ends following expiration of the eighteen (18) month, twenty-nine (29) month, or thirty-six (36) month Continuation Coverage period, whichever is applicable;
 - b. The first day of the month that begins more than thirty (30) days after the date of the Social Security Administration's final determination that the person is no longer disabled (when coverage has been extended from eighteen (18) months to twenty-nine (29) months due to disability);
 - c. The date on which the Employer ceases to provide any group dental plan to any Employee;
 - d. The date on which coverage ceases because of a person's failure to make timely payment to the Employer of any dues required for the Continuation Coverage;
 - e. The date on which the person becomes covered under any other group dental plan which does not contain any exclusion or limitation with respect to a preexisting condition applicable to that person;
 - f. The date on which the person becomes entitled to benefits under Medicare;
 - g. On the last day of the month for which the last payment has been made if the Plan Administrator fails to make payment to the Claims Administrator;
 - h. On the last day of the month in which this Plan is terminated or canceled.
3. Termination of the Plan automatically terminates all Covered Persons' coverage at the same time and date.

SECTION 3 - SCHEDULE OF BENEFITS

Subject to the Exclusions, Limitations, and conditions of the Plan, a Covered Person is entitled to Benefits for Covered Services described in the Covered Dental Services section in the amounts as specified in this Schedule of Benefits.

BENEFIT YEAR

July 1 – June 30 each year

COVERED SERVICES

**PERCENTAGE OF
ALLOWABLE CHARGE***

PPO Network

Premier
Network

Out-of-Network

Class I Services—Diagnostic and Preventive.....	100%	100%	100%
Class II Services—Basic.....	80%	80%	80%
Class III Services—Major Restorative.....	50%	50%	50%
Class IV Services—Orthodontic**.....	50%	50%	50%

* Payment of the percentages above is subject to any applicable Deductible and Maximum Payment limitation.

** Orthodontic benefits are available only to eligible Dependent Children under the age of 19.

Note: The Allowable Charge for a Covered Service may be less if treatment is provided by a Nonparticipating (out-of-network) Dentist. To prevent unexpected out-of-pocket expenses, Predetermination of Benefits is strongly encouraged, particularly if the cost of treatment is to exceed \$250.

DEDUCTIBLE

Class I Services.....	None
Class II Services.....	\$50 Per Covered Person Per Benefit Year*
Class III Services.....	\$50 Per Covered Person Per Benefit Year*
Class IV Services.....	None

*The \$50 deductible may be met in Class II Services or Class III Services, or any combination of Class II and Class III services. The maximum family deductible payable in any one Benefit Year is \$150.

MAXIMUM BENEFIT PAYMENTS

Class I, Class II, and Class III Services Combined.....	\$2,000 Per Covered Person Per Benefit Year
Class IV Services.....	\$1,500 Per Covered Eligible Dependent Child Per Lifetime

Note: Benefits payable for covered oral evaluations (examinations) and "routine" prophylaxis (cleanings) will not reduce the annual maximum benefit payment per person that applies to combined Class I, Class II, and Class III covered dental services.

SECTION 4 - COVERED DENTAL SERVICES

Subject to the Exclusions, Limitations, and conditions of the Plan, a Covered Person is entitled to Benefits for the following Covered Services in the amounts specified in the Schedule of Benefits.

A. CLASS I SERVICES

1. **Diagnostic Services:** Procedures performed by properly licensed Dentists in evaluating existing conditions to determine the required dental treatment. By way of description, such covered services include: Oral evaluations (examinations), radiographic images (x-rays), and emergency palliative treatment.
2. **Preventive Services:** Procedures performed by properly licensed dentists to prevent the occurrence of dental disease. By way of description, such covered services include: Routine prophylaxis (cleaning), periodontal maintenance, and scaling in presence of moderate or severe gingival inflammation – full mouth, after oral evaluation; and topical application of fluoride, limited sealants, and space maintainers for eligible dependent children.

B. CLASS II SERVICES

1. **Restorative Services:** Procedures performed by properly licensed Dentists in the treatment of carious lesions (decay/cavity). By way of description, such services include: Amalgam and composite restorations (fillings); and stainless steel restorations (crowns) for eligible dependent children.
2. **Oral Surgery Services:** Procedures performed by properly licensed Dentists for extractions and other oral surgery, including preoperative and postoperative care.
3. **Endodontic Services:** Procedures performed by properly licensed Dentists for the treatment of nonvital teeth. By way of description, such services include: Pulpal therapy and root canal filling.
4. **Periodontic Services:** Procedures performed by properly licensed Dentists for the treatment of diseases of the gums and supporting structures of the teeth, excluding periodontal maintenance procedures following active therapy and scaling in the presence of moderate or severe gingival inflammation – full mouth, after oral evaluation which are payable as Class I services.

C. CLASS III SERVICES

1. **Major Services:** Provides porcelain or cast restorations (other than stainless steel) for the treatment of carious lesions (decay/cavity) when teeth cannot be restored with another filling material. ***Note: A crown or cast restoration is optional treatment unless the tooth is damaged by decay or fracture to the point it cannot be restored by an amalgam or composite restoration.***
2. **Prosthodontic Services:** Procedures for construction of fixed bridges, partial dentures, complete dentures, and/or adjustment or repair of an existing prosthodontic device.

3. **Implant Services:** Procedure provided by properly licensed Dentists for implant placement, implant supported prosthetics, and maintenance and repair of implants and implant supported prosthetics provided under this Plan.

D. **CLASS IV SERVICES** *(Available only to eligible Dependent Children under age 19)*

1. **Orthodontic Services:** The necessary treatment and procedures required for the correction of malposed teeth.

SECTION 5 - LIMITATIONS AND EXCLUSIONS

A. **LIMITATIONS:** The Benefits to be provided to Eligible Persons and Eligible Dependents under this Plan shall be limited as follows:

1. To be eligible for coverage, a service must be required for the prevention, diagnosis, or treatment of a dental disease, injury, or condition. Services not dentally necessary are not covered benefits. The dental plan is designed to assist Covered Persons in maintaining dental health. The fact that a procedure is prescribed or rendered by a dentist does not make it dentally necessary or eligible under this plan.
2. During the first twelve (12) months a Late Enrollee is covered, initially or following re-enrollment, benefits to Late Enrollee shall be limited to only covered Class I dental services.
3. For purposes of this Plan, any procedure frequency limitation shall be measured in a period of continuous calendar-year months referred to as a consecutive-month period, which begins on the date of service for which the procedure was last paid.
4. Prophylaxis (cleanings) is a benefit twice in a twelve (12) consecutive month period. ***Note: Cleanings/prophylaxis of any type, including periodontal maintenance and scaling in presence of moderate or severe gingival inflammation – full mouth, after oral evaluation, are limited to any combination of two in a twelve (12) consecutive month period.***
5. Oral evaluation is a benefit twice in a twelve (12) consecutive month period.
6. Limited (emergency) oral evaluation is a benefit twice in a twelve (12) consecutive month period. ***Note: Benefits for limited (emergency) oral evaluation may be disallowed if other services are performed on the same day.***
7. Bitewing radiographic images are a benefit once in a twelve (12) consecutive month period. ***Note: Benefits may be limited if multiple same-day radiographic images are provided on the same day by the same dentist/dental office.***
8. Full-mouth radiographic images, a panoramic radiographic image, or multiple same-day radiographic images are a benefit once in a sixty (60) consecutive month period unless necessary for the diagnosis and treatment of a specific disease or injury. ***Note: Panoramic radiographic image is a benefit for persons age six (6) and older.***
9. Topical application of fluoride solutions is a benefit for patients through age eighteen (18), and once in a twelve (12) consecutive month period.
10. A space maintainer is a benefit for missing primary posterior teeth for persons through age fifteen (15), and not for orthodontic purposes.
11. Sealants are a benefit for persons through age fifteen (15), limited to permanent first and second molar teeth free of caries and restorations on the occlusal surfaces. Sealants are a benefit once per tooth in a sixty (60) consecutive month period.

12. Stainless steel crowns are a benefit for persons through age eleven (11), and once per tooth in an eighty-four (84) consecutive month period.
13. Anesthesia: General anesthesia/IV sedation is a benefit only when administered by a properly licensed dentist in a dental office in conjunction with oral surgical procedures when covered, or when necessary due to concurrent medical condition. Otherwise, the fee for general anesthesia/IV sedation is denied. The fee for general anesthesia/IV sedation is denied when billed by anyone other than a licensed dentist.
14. Payment is made for a single tooth surface repair once in a twenty-four (24) consecutive month period regardless of the number of combinations of restorations placed therein.
15. Root canal therapy is a benefit once per tooth in a thirty-six (36) consecutive month period.
16. Prosthodontics:
 - a. An upper or lower denture is a payable benefit once per arch in a sixty (60) consecutive month period.
 - b. A removable partial denture or fixed partial denture (bridge) may not be provided under this Plan for any one patient more often than once per arch in a sixty (60) consecutive month period, except where the loss of additional teeth requires the construction of a new appliance.
 - c. Reline (process of resurfacing the tissue side of a denture with new base material) and rebase (process of refitting a denture by replacing the base material) is a benefit once in any thirty-six (36) consecutive month period for any one appliance.
 - d. Fixed partial dentures (bridges) and removable partial dentures are benefits for persons age sixteen (16) and over.
17. Single crowns/onlays/veneers on the same tooth are a benefit for persons age twelve (12) and over, and once in an eighty-four (84) consecutive month period.
18. Implant Benefits: The implant and the associated crown over the implant are a benefit for persons sixteen (16) years of age and over, limited to once per tooth in a lifetime. Some implant procedures or procedures associated with implants are not covered services under the plan and no benefits will accrue or be payable for those excluded procedures.
19. Orthodontics:

Comprehensive Treatment

- a. Benefits are available to eligible dependent children under the age of nineteen (19).
- b. Benefits for comprehensive orthodontic treatment or services will be allowed only if such eligible person's comprehensive orthodontic treatment commences on or after his or her effective date of orthodontic coverage under the Plan.

- c. Benefits are limited to periodic payments for services performed.
- d. The obligation of the Plan to make periodic payments for covered comprehensive orthodontic services shall cease upon termination of treatment for any reason prior to completion of the case, including but not limited to termination of the treatment plan by the Dentist.
- e. The Plan's obligation to make periodic payments for covered comprehensive orthodontic services shall cease on the last day of the month in which patient becomes ineligible for coverage under this Plan; treatment is terminated for any reason before completion of the treatment plan; the treatment plan is completed; the maximum orthodontic benefit has been paid; or the Plan Agreement is terminated, whichever occurs first.
- f. The Plan will not make any payment for repair or replacement of an orthodontic appliance furnished under this Plan.
- g. Orthodontic treatment must be provided by a licensed dentist.
- h. Benefits are limited to traditional methods; If non-traditional methods are utilized, the patient is responsible for the difference between the non-traditional method charge and the approved amount for the traditional method.

Limited or Interceptive Treatment

- a. Benefits are available to eligible dependent children under the age of nineteen (19).
- b. Benefits for limited or interceptive orthodontic treatment or services will be allowed if an eligible person's limited or interceptive orthodontic treatment commences on or after his or her effective date of orthodontic coverage under the Plan.
- c. Benefits are limited to a one-time payment for limited or interceptive orthodontic services performed
- d. The obligation of the Plan to make payment for covered limited or interceptive orthodontic services shall cease upon termination of treatment for any reason prior to completion of the case, including but not limited to termination of the treatment plan by the Dentist.
- e. The Plan's obligation to make payment for covered limited or interceptive orthodontic services shall cease on the last day of the month in which patient becomes ineligible for coverage under this Plan; treatment is terminated for any reason before completion of the treatment plan; the treatment plan is completed; the maximum orthodontic benefit has been paid; or the Plan Agreement is terminated, whichever occurs first.
- f. The Plan will not make any payment for repair or replacement of an orthodontic appliance furnished under this Plan.

- g. Limited or interceptive orthodontic treatment must be provided by a licensed dentist.
 - h. Benefits are limited to traditional methods; If non-traditional methods are utilized, the patient is responsible for the difference between the non-traditional method charge and the approved amount for the traditional method
20. Alternate Benefits/Optional Treatment: The Plan may consider alternate dental services that are suitable for care of a specific condition if those alternate services will produce a professionally acceptable result, as determined by DDPOK. If patient and dentist elect other treatment, patient will be responsible for any charges in excess of the Plan's payment.
 21. The Plan's obligation to provide benefits for covered dental services terminates on the last day of the month in which the patient becomes ineligible for benefits under this Plan.
 22. Care terminated due to death will be paid in full, to the limit of the Plan's liability, for services completed or in progress.
 23. When services in progress are interrupted and completed later by another dentist, DDPOK will review the claim to determine the payment to each dentist.
 24. Processing policies, if applied, may limit benefits and can be found on each Explanation of Benefits.
 25. Charges for any covered dental service or supplies which are included as covered medical expenses under the plan of Major Medical or Comprehensive Medical Expense Benefits Plan must first be submitted for payment to the medical carrier. This Plan may benefit as the secondary carrier.
- B. **EXCLUSIONS:** The following shall be excluded from the benefits and services to be provided to Eligible Persons and Eligible Dependents under the Plan.
1. Benefits or services for injuries or conditions compensable under Workers' Compensation or Employers' Liability laws.
 2. Benefits or services available from any federal or state government agency, or from any municipality, county, or other political subdivision or community agency, or from any foundation or similar entity.
 3. Charges for services or supplies for which no charge is made that the patient is legally obligated to pay or for which no charge would be made in the absence of dental coverage.
 4. Benefits for services or appliances started prior to the date the patient became eligible under the Plan may be excluded.
 5. Benefits for services when a claim is received for payment more than twelve (12) months after the date of service.
 6. Charges for any professional services performed by a relative of the patient.

8. Charges for treatment by other than a properly licensed Dentist (unless allowed by state law), except radiographic images (x-rays) ordered by a dentist, cleaning and scaling of teeth, and topical application of fluoride may be performed by a properly licensed hygienist if treatment is rendered under the supervision and guidance of the dentist, in accordance with generally accepted dental standards.
9. Charges for completion of forms or submission of supportive documentation required by DDPOK for a Benefit determination. Such charges are disallowed when services are provided by a Delta Dental Participating Dentist, and the patient cannot be charged by the Participating Dentist. Such charges are denied if submitted by a Nonparticipating Dentist.
9. Charges for missed or cancelled appointments; hospitalization or additional fees charged for hospital treatment; and bleaching of teeth.
10. Prescription drugs, pre-medications, and relative analgesia.
11. Experimental procedures.
12. Charges for occlusal guards.
13. Benefits or services for orthodontic treatment, except as provided herein.
14. Charges for repair of an orthodontic appliance.
15. Charges for replacement of lost or missing crowns or appliances, or for replacement of stolen appliances.
16. Benefits or services to correct congenital or developmental malformations, including, but not limited to, congenitally-missing teeth and cleft palate.
17. Services for the purpose of improving appearance when form and function are satisfactory and there is insufficient pathological condition evident to warrant the treatment (cosmetic dentistry).
18. Restorations for altering occlusion (bite), involving vertical dimensions, replacing tooth structure lost by attrition (grinding of teeth), erosion, abrasion (wear), or for periodontal, orthodontic, or other splinting.
19. Services with respect to diagnosis and treatment of disturbances of the temporomandibular joint (TMJ).
20. All other Benefits and services not specified in this Appendix A or by the Plan Administrator.

SECTION 6 - COORDINATION OF BENEFITS (COB)

If an Eligible Person or Eligible Dependent is covered for Dental Services or Benefits by another third party provider's contract, arrangement, or insurance carrier, the Plan's liability for payment will be determined as follows:

- A. A plan with no rules for coordination with other Benefits will be deemed to pay its Benefits before a plan that contains such rules.
- B. A plan that covers a person other than as a Dependent will be deemed to pay its Benefits before a plan that covers the person as a Dependent.
- C. A plan that covers the person as a Dependent of a person whose birthday comes first in a Calendar Year will be primary to the Plan that covers the person as a Dependent of a person whose birthday comes later in that Calendar Year. If a plan does not have this provision regarding birthdays, the rule set forth in that plan will determine the order of Benefits. If the person for whom claim is made is a Dependent child and the parents are separated or divorced:
 - 1. If there is a court decree which would establish financial responsibility for the medical, dental, or other health care expenses with respect to the child, the Benefits of a plan which covers the child as a Dependent of the parent with such financial responsibility shall be determined before the Benefits of any other plan which covers the child as a Dependent child.
 - 2. If there is not a court decree which would establish financial responsibility for the medical, dental, or other health care expenses with respect to the child:
 - a. If the custodial parent has not remarried, the Benefits of a plan which covers the child as a Dependent of the custodial parent will be determined before the Benefits of a plan which covers the child as a Dependent of the noncustodial parent.
 - b. If the custodial parent has remarried, the Benefits of a plan that covers the child as a Dependent of the custodial parent shall be determined before the Benefits of a plan which covers that child as a Dependent of the stepparent or the noncustodial parent. The Benefits of a plan which covers that child as a Dependent of the stepparent will be determined before the Benefits of a plan which covers that child as a Dependent of the noncustodial parent.
- D. If A, B, and/or C above do not establish an order of payment, the Plan under which the person has been covered for the longest period of time will be deemed to pay its Benefits first, except that:
 - 1. The Benefits of a plan that covers the person as a laid-off or retired Employee, or as a Dependent of such person, pays after the contract which covers such person as other than a laid-off or retired Employee, or a Dependent of such person.
 - 2. If either plan does not have a provision regarding laid-off or retired Employees and, as a result, each plan determined its Benefits after the other, the paragraph immediately preceding will not apply.

SECTION 7 - GENERAL PROVISIONS

A. COVERED PERSON/DENTIST RELATIONSHIP

1. The choice of a Dentist is solely the Covered Person's.
2. The Plan does not hereby undertake to provide a Dentist to the Eligible Person or Eligible Dependent. Nothing contained in this Plan Agreement shall be construed as obligating the Plan to render Dental Services; its obligation being to make payment for Covered Services received by Covered Persons.
3. Dentists are independent contractors and neither the Plan Administrator nor DDPOK shall be liable for any act or omission of any Dentist, his or her Employees or agents, or any person furnishing dental or other professional services under this Plan.
4. The use or nonuse of an adjective such as "Participating" or "Nonparticipating" in modifying the term "Dentist" is not a statement or warranty as to the professional competency or the ability of the Dentist.
5. The Plan has no responsibility for a Dentist's failure or refusal to render services to a Covered Person.

B. BENEFITS TO WHICH COVERED PERSONS ARE ENTITLED

1. The liability of the Plan is limited to the Benefits for Covered Services specified in this Appendix A.
2. No person other than a Covered Person is entitled to receive Benefits under this Plan. Any right to Benefits and coverage is not transferable.
3. Benefits shall not include treatments or procedures in excess of that which is determined by DDPOK to be reasonable and proper treatment or procedures not done in accordance with accepted professional standards of dentistry.

C. AMENDMENT, ALTERATION, OR TERMINATION OF THE PLAN

1. The Plan, or any specific Benefit under the Plan, in whole or in part, may be terminated, suspended, withdrawn, amended, or modified by agreement between Plan Administrator and DDPOK. Any such termination, suspension, withdrawal, amendment, or modification shall be binding on all Covered Persons regardless of the date their coverage became effective. The Plan Administrator does not promise the continuation of any dental Benefits nor does it promise any specific level of Benefits at or during retirement.
2. All statements made by the Plan Administrator, DDPOK, or by an individual shall be deemed representations and not warranties. No such statement shall be used in defense to a claim under this Plan unless it is contained in a written application.

3. No agent or employee of Delta Dental has the authority to change the Plan or its provisions. No change in the Plan shall be valid unless approved by the Plan Administrator and DDPOK.

D. PREDETERMINATION OF BENEFITS

Predetermination of Benefits should be requested if the cost of the recommended treatment Plan exceeds Two Hundred Fifty Dollars (\$250). DDPOK will issue an estimate of benefits regarding the Attending Dentist Statement (claim form) when satisfied that the patient is eligible for Benefits. The Predetermination will be for a maximum period of three hundred sixty-five (365) days from the date of Predetermination by DDPOK (one hundred eighty [180] for Periodontal procedures), but not longer than the period this Plan is in effect.

E. PAYMENT OF BENEFITS

1. DDPOK is authorized by the Plan and the Covered Person to make payments directly to Dentists furnishing services for which Benefits are provided. However, DDPOK reserves the right to make payments directly to the Covered Person.
2. Once Covered Services are rendered by a Dentist, DDPOK will not honor Covered Persons' requests not to pay the claims submitted by the Dentist. DDPOK will have no liability to any person because of its rejection of the request.
3. Anytime an Eligible Person or dentist files a claim, the Eligible Person will receive a form called an Explanation of Benefits (EOB) from DDPOK within a reasonable time, but no later than thirty (30) days after receipt of a claim. DDPOK may extend this time period one time up to fifteen (15) days, prior to the expiration of the thirty (30) day period. If DDPOK requires additional information necessary to decide the claim, the notice of extension shall specifically describe the required information, and the Eligible Person will be given forty-five (45) days from receipt of the notice within which to provide the necessary information.
4. DDPOK will make payment of that portion of the fee for which the Plan is liable in accordance with this Appendix A and such uniform policies and procedures as are deemed proper by the Board of Directors of DDPOK and the Plan Administrator. Payment for Covered Services shall be as follows:
 - a. If a Delta Dental PPO Participating Dentist provides covered treatment, the Plan will pay its Benefits to the Dentist at the applicable Percentage of the Allowable Charge specified in the Schedule of Benefits based on the Dentist's submitted fee for his or her service or the maximum allowable amount for Delta Dental PPO Participating Dentists, whichever is less. Payment of Benefits will be subject to any applicable Covered Person's Co-payment, Deductible, and/or Maximum Benefit Payment. The Plan's payment, together with the Covered Person's portion of the fee required, shall discharge the claim of a Delta Dental PPO Participating Dentist.
 - b. If a Delta Dental Premier Participating Dentist provides covered treatment, the Plan will pay its Benefits to the Dentist at the applicable Percentage of the Allowable Charge specified in the Schedule of Benefits based on the Dentist's submitted fee for his or her service or the maximum allowable amount for Delta Dental Premier Participating Dentists, whichever is

less. Payment of Benefits will be subject to any applicable Covered Person's Co-payment, Deductible, and/or Maximum Benefit Payment. The Plan's payment, together with the Covered Person's portion of the fee required, shall discharge the claim of a Delta Dental Premier Participating Dentist.

- c. If Covered Services are provided by a Dentist who has not signed a participating agreement with Delta Dental, the Plan will pay its Benefits directly to the Eligible Person, or to other participant or beneficiary as required by law, at the applicable Percentage of the Allowable Charge specified in the Schedule of Benefits based on the Dentist's submitted fee for his or her service or the Prevailing Fee, whichever is less. The Eligible Person shall be responsible for paying the Nonparticipating Dentist both the payment received from the Plan and any portion of the Nonparticipating Dentist's fee not discharged by such payment.
5. State courts can rule that benefits may be paid to someone other than the Eligible Person or the Eligible Person's named beneficiary, according to a Qualified Domestic Relations Order (QDRO). The QDRO must relate to child support, alimony payment or marital property rights.

In the event of a Participant receiving a QDRO, the Participant must obtain a copy of the Medical Support Notice form, supplied by either Plan Administrator or DDPOK. This Notice form, with a copy of the QDRO, must be submitted to the Plan Administrator. The Plan Administrator shall take the necessary steps to ensure compliance with said QDRO.

6. DDPOK or its designee shall have the right to resolve any questions concerning Dental Services or treatment which may arise under the Plan and any such determination made in good faith shall be binding upon all parties, unless within one hundred eighty (180) days after receipt of a notice of benefits determination, an Eligible Person or Dentist may make a written request for review of such benefits determination by addressing the request to Delta Dental Plan of Oklahoma, P.O. Box 54709, Oklahoma City, Oklahoma 73154, or Appeals@DeltaDentalOK.org, stating the reason(s) re-evaluation of the benefits determination is being requested. The Eligible Person or Dentist may submit written comments, documents, records, and other information relating to the claim for benefits. An Eligible Person may request reasonable access to and, at no charge, copies of all documents, records, and other information relevant to his or her claim for benefits. All requests for review of benefits determinations shall be made taking into account all comments, documents, records, and other information submitted by the Eligible Person relating to the claim, without regard to whether such information was submitted or considered in the initial benefit determination.

DDPOK shall make a full and fair review of each request for re-evaluation and may require additional documents as it deems necessary or desirable in making such a review. The Eligible Person shall receive a decision on his or her initial request for a review, in writing, within thirty (30) days after DDPOK receives the request.

If the Eligible Person wishes to have the initial review determination appealed further, the Eligible Person must make a written request for a second review of the benefits determination by addressing the request to Delta Dental Plan of Oklahoma, P.O. Box 54709, Oklahoma City, Oklahoma 73154, or Appeals@DeltaDentalOK.org, stating the reason(s) re-evaluation of the benefits determination is being requested. The Eligible Person shall receive a decision on his or

her second request for a review, in writing, within 30 days after DDPOK receives the second request.

Upon final determination of the second request for appeal, the Eligible Person may contact the Plan Administrator for further clarification.

In the event of the Plan Administrator overruling the decision of DDPOK, or any other party, in the appeal process, the Plan Administrator will issue a written directive to DDPOK as to adjudication to be made DDPOK.

F. NOTICE

Any notice required or permitted to be given hereunder shall be given in writing and personally delivered or in writing and deposited in the United States mail with postage prepaid. Notice given to the Plan Administrator will be sent to the Plan Administrator's address stated in the records of the Plan. Notice given to DDPOK will be sent to DDPOK's address as stated in the records of the Plan. Notice given to the Covered Person will be sent to the Covered Person's address as it appears in the records of the Plan or in care of the Plan Administrator. Notice given to a Dentist will be sent to the Dentist's address stated in the records of DDPOK. Such notice shall be deemed to have been duly given when so personally delivered or three (3) days after having been placed in the United States mail, with postage prepaid and return receipt requested. The Plan Administrator, DDPOK, a Covered Person, or a Dentist may, by written notice, indicate a new address by giving notice.

G. RELEASE OF INFORMATION

In consideration of waiving physical examination of an Eligible Person or Eligible Dependent and as a condition precedent to the approval of claims hereunder, DDPOK shall be entitled to receive from any attending or examining Dentist, or from any facility in which a Dentist's care is rendered, such information and records relating to attendance to or examination of any Covered Person required in the administration of such claim, provided, however, that DDPOK shall, in every case, preserve the confidentiality of such information except as is necessary for the proper administration of the Plan.

H. LIMITATION OF ACTION

No action at suit of law or equity shall be commenced upon or under this Plan until thirty (30) days after notice of claim has been given to DDPOK, nor shall action be brought at all later than three (3) years after such claim has arisen.

I. POWERS OF PLAN ADMINISTRATOR

1. If any section, word, term, or phrase in the Plan is deemed to be ambiguous, it shall be the responsibility of the Plan Administrator to define same.
2. If any provision in the Plan is, on its effective date, in conflict with the statutes of the state in which the Covered Person resides, it is hereby agreed by the Plan Administrator that the intent is for the provision to be amended to the minimum requirement of such statute.

3. Plan Administrator assumes the legal role as the Plan's fiduciary. For purposes of the Plan, DDPOK shall have the right to determine the amount of Benefits, if any, payable from the Plan's funds on behalf of a Covered Person. Such determination shall be based on provisions of the Plan. Notwithstanding any claims decision by DDPOK, the Plan Administrator shall have the absolute right to review any and all claims decisions (including both payment and denial of claims) and overrule any and all such decisions, on a case-by-case basis, in Plan Administrator's sole discretion as the Plan fiduciary.

IN WITNESS HEREOF, Plan Administrator has caused this Document to be executed by its duly authorized officer effective as of July 1, 2019.

TULSA COUNTY:

BY _____

TITLE _____



Nolan M. Fields IV
Assistant District Attorney | Civil Division
Tulsa County District Attorney's Office
500 South Denver Avenue, Tulsa, Oklahoma 74103
(918) 596 - 4900 | nfields@tulsacounty.org

TO: Board of County Commissioners
Karen Keith, Chairman
Stan Sallee
Ron Peters

DATE: June 6, 2019

REFERENCE: Plan Agreement (Fully-Insured) with Delta Dental Plan of Okla.
for FY 19-20

Please place this item on the agenda for the next meeting of the Board of County Commissioners. It will not be necessary to review this matter in executive session. Vendor has already signed this Agreement and it is presented for this Board's review and potential action. Please let me know if you have any questions.

Respectfully,

A handwritten signature in blue ink that reads 'Nolan M. Fields IV'.

Nolan M. Fields IV
Assistant District Attorney

CC:
Kathy Burrows, HR Director

PLAN AGREEMENT

THIS PLAN AGREEMENT, sometimes referred to as the Plan, effective July 1, 2019, by and between **Tulsa County**, party of the first part, (sometimes hereinafter referred to as "Contractor"), and **Delta Dental Plan of Oklahoma**, a nonprofit corporation, party of the second part, (sometimes hereinafter referred to as "DDPOK").

SECTION 1. DEFINITIONS:

The following terms have the following meanings:

- A. **BENEFICIARY:** A person who receives, or is entitled to receive, the benefits of an insurance plan.
- B. **BENEFITS:** The payment of any kind for those services which are made available to eligible Subscribers or Dependents under the terms of this contract and which are listed as part of this contract.
- C. **BENEFIT YEAR:** A twelve (12) month period beginning July 1, 2019, and ending June 30, 2020, initially. A twelve (12) month period beginning July 1 and ending June 30 each year thereafter.
- D. **CONTRACT YEAR:** A twelve (12) month period beginning July 1, 2019, and ending June 30, 2020, initially. A twelve (12) month period beginning July 1 and ending June 30 each year thereafter.
- E. **COPAYMENT:** The amount the Subscriber is required to pay in addition to DDPOK's payment.
- F. **COVERED SERVICES:** Those dental services which are made available to eligible Subscribers or Dependents under the terms of this contract, which are listed as part of this contract, and determined by DDPOK to be both covered and necessary, as defined in the appendix(ices) attached and forming a part of this Plan Agreement by reference herein.
- G. **DEDUCTIBLE:** The specified dollar amount a Subscriber or Dependent is required to pay each Benefit Year before DDPOK will pay specific Benefits, as defined in the appendix(ices) attached and forming a part of this Plan Agreement by reference herein.
- H. **DELTA DENTAL:** Delta Dental Plan of Oklahoma or any Delta Dental Plan who is a member of the Delta Dental Plans Association.
- I. **DENTAL SERVICES:** Care and procedures rendered by dentists for diagnosis or treatment of dental disease or injury.
- J. **DENTIST:** A person duly licensed to practice dentistry in the State of Oklahoma; or a person duly licensed to practice dentistry in the state in which the dental services are rendered.
- K. **DEPENDENT:** A person, other than the Subscriber, who is eligible for benefits based upon the eligibility of the Subscriber, or as otherwise covered by this Plan Agreement.
- L. **ELIGIBILITY:** Those terms and conditions which allow an individual to become a participant in this Plan Agreement.

- M. **EXPLANATION OF BENEFITS:** A form issued upon adjudication of a claim, as required by law, indicating the dental service(s) performed, the amount of charges paid by the Plan, and the amount of charges the Subscriber is responsible to pay.
- N. **GROUP:** Group consists of all Subscribers and Dependents eligible to receive dental services hereunder.
- O. **LIMITATIONS AND EXCLUSIONS:** Contractor, Subscriber, dependents and beneficiaries, as defined in the Plan Agreement herewith, agree to all benefit terms and conditions, limitations and exclusions, and other Plan benefit conditions as found herein and in the appendix(ices) attached and forming a part of this Plan Agreement by reference herein. The appendix(ices) defines substantially all of the benefit claims, limitations, and exclusions utilized in the ordinary course of business; however, the complete benefit limitations and exclusions of this Plan may change from time to time in conjunction with new guidelines for dental care and the profession of dentistry, as approved by DDPOK's Board of Directors to be used in processing treatment plans for predetermination of benefits and for claim adjudication payment. In order to be apprised of the current, complete benefit limitations and exclusions for this Plan, please contact Delta Dental Plan of Oklahoma, Customer Service Department, P.O. Box 54709, Oklahoma City, Oklahoma 73154.
- P. **MAXIMUM ALLOWABLE AMOUNT:** The maximum dollar amount on which the benefit payment is based for each dental procedure.
- Q. **MEDICAL CHILD SUPPORT ORDER (QMCSO):** Any judgment, decree, or order issued by a court of jurisdiction made pursuant to a state domestic relations law or which enforces a law relating to medical child support under Medicaid. Documentation of such order may be supplied to a group health plan by a custodial parent, State Department of Health Services, or the district attorney in whose jurisdiction the child resides.
- R. **NONPARTICIPATING DENTIST:** A dentist who has not signed a Participating Dentist Agreement with Delta Dental.
- S. **PARTICIPATING DENTIST:** A dentist who has filed and executed a Participating Dentist Agreement with Delta Dental and who abides by such uniform rules and regulations as are prescribed, from time to time, by Delta Dental. A list of Delta Dental Participating Dentists is provided upon request, without charge, as a separate document.
1. **Delta Dental Premier Participating Dentist** – a participating dentist in the Delta Dental Premier network.
 2. **Delta Dental PPO Participating Dentist** – a participating dentist in the Delta Dental PPO network.
- T. **PLAN AGREEMENT:** This document, including any appendix(ices) or attachments forming a part of this Plan Agreement.
- U. **PLAN ANNIVERSARY DATE:** The yearly recurring date on which this Plan Agreement continues, as set forth in Section 8.A. of this Plan Agreement.

- V. **PLAN MAXIMUMS:** The maximum dollar amount DDPOK will pay in any Plan Benefit Year (or lifetime, if applicable) for covered dental services, as defined in the appendix(ices) attached and forming a part of this Plan Agreement by reference herein.
- W. **PREDETERMINATION:** The procedure whereby DDPOK notifies the dentist or Subscriber of estimated benefits and financial obligations of the Plan and of the Subscriber with regard to the dentist's recommended treatment plan, prior to the rendition of service to the patient.
- X. **PREVAILING FEE:** An amount established by the Delta Dental Plan in the state in which the dental services are rendered.
- Y. **PROCESSING POLICIES:** Policies approved by DDPOK's Board of Directors, as amended from time to time, to be used in processing treatment plans for predetermination of benefits and for claim adjudication payment. Said processing policies may be provided, upon request without charge, as a separate document, by DDPOK.
- Z. **SINGLE DENTAL PROCEDURE:** A dental procedure listed in the Uniform Procedure Code and Nomenclature of the American Dental Association.
- AA. **SUBSCRIBER:** Each person rendering service to and certified by the Contractor as eligible, and who continues to be eligible for benefits hereinafter provided, shall be included in this Plan Agreement as a Subscriber and be eligible for benefits unless DDPOK expressly agrees, in writing, to the contrary.
- BB. **TOTALLY AND PERMANENTLY DISABLED:** Having any medically determinable physical or mental condition which prevents the dependent from engaging in substantial gainful activity and which can be expected to result in death or to be of long, continued, or indefinite duration.

SECTION 2. ELIGIBILITY AND ENROLLMENT:

A. ELIGIBILITY.

1. *Subscriber Eligibility.*

To be eligible for enrollment as a Subscriber under this plan, a person must be a full-time employee or an eligible retiree, and certified by the Contractor as eligible. "Full-time" employee means all regular, full-time employees that are paid a monthly rate of compensation, work a full-time schedule and are employed by Tulsa County or an eligible entity. "Eligible Retiree" means a former full-time employee under the age of sixty-five (65) who was covered under the plan at the time of retirement and who retired under the retirement guidelines of the Contractor.

All Subscribers defined as Subscribers eligible for dental benefits who are employed by, or eligible for enrollment in, the covered group on the date the dental care plan becomes effective are immediately eligible for dental care. All new Subscribers who are employed by, or become eligible for enrollment in, the covered group after the date the dental care plan becomes effective will be eligible for dental benefits on the first of the month following one (1) month of continuous, full-time employment. Payment for each must also begin with the first day of the month in which they become eligible under the Plan.

2. *Dependent Eligibility.*

If dependent coverage is available under the Plan, a Subscriber is eligible for dependent coverage on the later of the date he/she becomes eligible for coverage or the date he/she first acquires an eligible Dependent. Coverage for the newly-acquired Dependent(s) will become effective the first of the month following the date Subscriber acquired such eligible Dependent, provided the appropriate form requesting such change is received by DDPOK within thirty (30) days of Subscriber acquiring such new Dependent.

A person may not be simultaneously enrolled under the Plan as both a Subscriber and as a Dependent of another Subscriber; nor may a person be enrolled in the Plan as a Dependent of more than one Subscriber.

A dependent is defined as the spouse to whom the Subscriber is legally married; biological children of the Subscriber; and children of the subscriber by legal adoption or placement for adoption, guardianship, marriage (stepchildren), and foster care placement (foster child).

A dependent child, as defined above, is eligible for coverage until 11:59:59 P.M. (CT) of the last day of the month in which such dependent child attains the age of twenty-six (26). An unmarried dependent child who is incapable of self-support because of a physical or mental incapacity can continue to be covered under this plan provided he or she is chiefly dependent on the Subscriber for support and a physician's certificate is received by DDPOK within six (6) months of said incapacity, the effective date of the Plan Agreement, the effective date of said dependent child's coverage, or the date on which said dependent child's coverage would otherwise terminate due to said dependent child attaining the maximum age for dependent children coverage, whichever is later.

A child who is an "alternate recipient" under a QMCSO or a person who is a "beneficiary" under a QDRO determination shall be considered an eligible Dependent for the purposes of any provision of ERISA, if applicable.

B. *ENROLLMENT.*

1. *Mandatory Enrollment.*

In the event implementation and continuance of the Plan is based on mandatory enrollment of all eligible employees (and their dependents, if applicable), as set forth in Section 8.B. of this Plan Agreement, employees (and their dependents, if applicable) agree to enroll within thirty (30) days of initial eligibility and remain enrolled as long as eligibility continues.

2. *Non-Mandatory Enrollment.*

If enrollment of all eligible employees (and their dependents, if applicable) is not mandatory, the following provisions apply to the Plan:

- a. Eligible employees and their dependents enrolling agree to remain enrolled until the next Plan Anniversary Date of this Plan Agreement.

- b. Except for qualifying family status changes, any request to change enrollment status will be allowed only on the Plan Anniversary Date of this Plan Agreement, and provided such request for change is received by DDPOK within the thirty (30) day period immediately following the effective date of the change.
- c. Minimum group enrollment provisions, if any, are as set forth in Section 8.B. of this Plan Agreement.

SECTION 3. DISQUALIFICATION, INELIGIBILITY, AND FORFEITURE.

Eligible employees or dependents who fail to enroll in the plan within thirty (30) days of their initial eligibility or who waive coverage at the time of their enrollment eligibility will be eligible to enroll in the plan on any future plan anniversary date of this Plan Agreement.

SECTION 4. AMENDMENTS OR TERMINATION.

A. Subscriber Amendment.

A request to change enrollment status due to a qualifying change in family status will be allowed during the Contract Year provided the request for such change is received by DDPOK within the thirty (30) day period immediately following the date of the family status change. Such change will be effective the date of the family status change. Qualifying family status changes include, but are not limited to, marriage, birth, legal adoption, loss of other coverage, divorce, loss of eligible Dependent status, and/or death.

Eligible employees or dependents failing to enroll within thirty (30) days of initial eligibility will automatically waive said eligibility until the next Plan Anniversary Date of this Plan Agreement.

Eligible employees and dependents waiving coverage at the time of enrollment eligibility will be ineligible until the next Plan Anniversary Date of this Plan Agreement.

B. Subscriber Termination.

If enrollment is voluntary under the terms of this Plan Agreement, a Subscriber can apply to terminate his/her coverage if DDPOK receives the appropriate request form within thirty (30) days of the date termination is requested. Voluntary termination of coverage is subject to the participation requirements set forth in Section 2.B.2. and Section 8.B. of this Plan Agreement.

A Subscriber whose coverage under this Plan Agreement terminates under the retirement guidelines of his or her employer during the period this Plan Agreement is in full force and effect may convert to an individual direct payment contract with DDPOK. A Subscriber or eligible dependent whose coverage under this Plan Agreement is terminated for any reason other than the Subscriber's retirement during the period this Plan Agreement is in full force and effect may be eligible to enroll in an individual direct payment contract with DDPOK if he or she is a resident of the state of Oklahoma.

Enrolled Subscribers and Dependents whose coverage under the Plan is voluntarily discontinued will be ineligible to re-enroll until the next Plan Anniversary Date of this Plan Agreement except in the event of such person's loss of other dental coverage. Any person enrolled under the

provisions of COBRA whose coverage is voluntarily discontinued will be ineligible to re-enroll as a COBRA participant.

C. Contractor Amendment.

1. Changes in Terms of Plan.

It is anticipated that this Plan will be continued indefinitely, but DDPOK and the Contractor reserve the right to change or terminate this Plan in the future by agreement between the Contractor and DDPOK.

2. Continuation of Coverage (COBRA):

Under federal law, certain group health plans are required to offer continuation of group health coverage to "qualified beneficiaries" upon the occurrence of "qualifying events." This requirement is contained in the Consolidated Omnibus Budget Reconciliation Act of 1985 and subsequent amendments.

COBRA continuation of coverage provisions may or may not be applicable to the dental benefits provided pursuant to this Plan. Each Subscriber, dependent, or beneficiary must consult the Contractor for a determination of the application of COBRA provisions to these dental benefits.

In the event the provisions of COBRA coverage continuation are applicable to the dental benefits provided herein, qualified beneficiaries include covered employees and covered family members of covered employees. The COBRA continuation coverage that qualified beneficiaries are entitled to upon the occurrence of a qualifying event (i.e., termination of employment, reduction in hours, death, Medicare entitlement, divorce, legal separation, or loss of dependency status) must be identical to the coverage provided under the group health plan to similarly situated beneficiaries with respect to whom a qualifying event has not occurred. The duration of the continuation coverage is generally 18 or 36 months depending on the nature of the qualifying event that triggers the loss of coverage, but is increased from 18 months to 29 months for certain disabled beneficiaries.

QUALIFYING EVENT: Any one of the following events which, except for Continuation Coverage, would result in termination of eligible Subscriber's and/or Dependent's coverage under this contract:

- a. The death of a covered employee;
- b. The termination (other than for gross misconduct) or reduction in hours of the covered employee's employment;
- c. The divorce or legal separation of the covered employee from the employee's spouse;
- d. The covered employee becoming entitled to benefits under Medicare;
- e. A dependent child ceasing to be eligible.

3. *Qualified Medical Child Support Orders (QMCSO)*

In the event of a Participant receiving a Qualified Medical Child Support Order (QMCSO), the Participant must obtain a copy of the Medical Support Notice form, supplied by either DDPOK or the Contractor's benefit office. This Notice form, with a copy of the Order, must be mailed to Delta Dental Plan of Oklahoma, P.O. Box 54709, Oklahoma City, Oklahoma 73154. DDPOK shall take the necessary steps to ensure compliance with said QMCSO. Participants and beneficiaries can obtain, without charge, a copy of the QMCSO procedures from DDPOK, or their employer's benefit office.

4. *Qualified Domestic Relations Order (QDRO)*

In the event of a Participant receiving a Qualified Domestic Relations Order (QDRO), the Participant must obtain a copy of the Medical Support Notice form, supplied by either DDPOK or the Contractor's benefit office. This Notice form, with a copy of the Order, must be mailed to Delta Dental Plan of Oklahoma, P.O. Box 54709, Oklahoma City, Oklahoma 73154. DDPOK shall take the necessary steps to ensure compliance with said QDRO. Participants and beneficiaries can obtain, without charge, a copy of the QDRO procedures from DDPOK, or their employer's benefit office.

D. Employer Termination.

Subscriber eligibility shall terminate:

1. On the last day of the month for which the last payment has been made if the Contractor fails to make payment under Section 5.D. of this Plan Agreement; or,
2. On the last day of the month for which Subscriber contributions, if applicable, have been made; or,
3. On the last day of the month in which any Subscriber is permanently terminated from full-time service to the Contractor or becomes ineligible for benefits under the Plan; or,
4. On the last day of the month in which an individual ceases to be an eligible Dependent, as defined herein, if the individual is the Subscriber's eligible dependent, an "alternate recipient under the terms of a QMCSO, or the "beneficiary" under the terms of a QDRO determination; or,
5. On the date on which this Plan Agreement is terminated or canceled.

SECTION 5. CONTRACTOR RESPONSIBILITIES:

The Contractor agrees:

- A. To furnish to DDPOK an accurate statement of the total number and names of all Subscribers to the group (and their dependents, if covered) who are eligible to receive dental benefits hereunder commencing on July 1, 2019, and monthly thereafter to furnish DDPOK with

additions and deletions to such list on forms provided by DDPOK or in other form or format approved by DDPOK.

Any new enrollments, enrollment status changes, or eligibility terminations for a billed month should be received by DDPOK by the first day of that month. Additions, changes, and terminations received more than sixty (60) days following the effective date of such will be processed only two billing periods retroactive to the date of receipt by DDPOK.

- B. When reporting Subscriber and Dependent eligibility in an electronic format (file or on-line), to report such data in the established, agreed format and in compliance with DDPOK definitions and enrollment guidelines set forth herein, including, but not limited to, Late Enrollee participants and end-of-month terminations.
- C. To retain eligibility/enrollment records for the statutory period of time required by law and in compliance with federal and state laws related to privacy and confidentiality of participant and other information.
- D. To remit monthly payment to DDPOK, in advance, for all covered Subscribers and Dependents, based on the rates reflected on the statement issued by DDPOK for each eligible Subscriber listed.

Payments that remain unpaid by Contractor for forty-five (45) days or more after the date of the applicable monthly invoice shall be considered past due.

- E. To provide all Subscribers with a Summary Plan Description or, if applicable, a Dental Care Certificate, to be furnished by DDPOK, as to the existence and terms of this Plan and the right of Subscribers and their eligible Dependents to receive care as provided hereunder from a dentist of their choice as such choice may be exercised from time to time by the Subscriber or his/her eligible Dependents.
- F. To encourage Subscribers and their eligible Dependents to notify the dentist at the time of their first appointment that they are covered hereunder and provide the dentist with their group identification and social security numbers.
- G. To permit DDPOK, by its auditors or other authorized representatives, on reasonable notice, to inspect records of Contractor in order to verify the accuracy of list of eligible Subscribers and Dependents prepared by the Contractor and submitted to DDPOK; and, upon request, to furnish to DDPOK a copy of the most recent Employer's Quarterly Wage and Contribution Report (OES-3) filed by Contractor.
- H. To notify DDPOK, on forms provided by DDPOK or other form or format approved by DDPOK, when qualified beneficiaries under the provisions of COBRA elect Continuation Coverage. Such notice shall be given to DDPOK within thirty (30) days of the date of beneficiary's election.
- I. To reimburse DDPOK for all claims payments issued to dentist(s) or Subscriber for services rendered to a Subscriber or his/her Dependent(s) after termination of coverage of Subscriber or Subscriber's Dependent(s) if Contractor has not properly notified DDPOK of Subscriber's or Dependent's termination of coverage as provided in Section 5.A. of this Plan Agreement. Such reimbursement, subject to the provisions of Section 7.E. of this Plan Agreement, to be remitted to DDPOK within thirty (30) days of DDPOK's issuance of notification to Contractor.

- J. To all benefit terms and conditions, limitations and exclusions, and other Plan benefit conditions as found herein and in the appendix(ices) attached and forming a part of this Plan Agreement by reference herein. The appendix(ices) defines substantially all of the benefit claims, limitations and exclusions utilized in the ordinary course of business; however, the complete benefit limitations and exclusions of this Plan may change from time to time in conjunction with new guidelines for dental care and the profession of dentistry, as approved by DDPOK's Board of Directors to be used in processing treatment plans for predetermination of benefits and for claim adjudication payment. In order to be apprised of the current, complete benefit limitations and exclusions for this Plan, please contact Delta Dental Plan of Oklahoma, Customer Service Department, P.O. Box 54709, Oklahoma City, Oklahoma 73154.

SECTION 6. DDPOK RESPONSIBILITIES:

DDPOK agrees:

- A. To endeavor to enlist dentists to become Participating Dentists in sufficient number to ensure adequate choice of dentist.
- B. To provide Contractor, participants, and beneficiaries with a complete list of Delta Dental Network Participating Dentists in the State of Oklahoma.
- C. To provide professional review of the adequacy and appropriateness of services rendered by dentists.
- D. To encourage each dentist to schedule and render all dental treatment provided in this Plan in accordance with applicable standards of the dental profession in his/her community.
- E. To encourage Participating Dentists to complete and submit for predetermination of benefits a standardized Attending Dentist Statement prior to rendition of service, except for emergency services or brief routine services, indicating the Subscriber's or eligible Dependent's dental needs and treatment necessary in the professional judgment of the dentist and to notify the Subscriber or eligible Dependent of all actions taken by DDPOK with respect to such Attending Dentist Statement.
- F. To issue an estimate of benefits regarding the Attending Dentist Statement when satisfied that the patient is eligible hereunder. Such predetermination by DDPOK shall be for a maximum period of three hundred sixty-five (365) days from the date of predetermination by DDPOK (one hundred eighty [180] days for periodontal procedures), but not longer than the period of this Plan Agreement as stated in Section 8.A.
- G. To make no payments from the moneys received from the Contractor for any services rendered to a patient who is not eligible at the time of rendition of the service, except for completion of a single dental procedure which commenced at the time the patient was entitled to benefits and completed no later than sixty (60) days after termination of eligibility.
- H. To issue an explanation of benefits regarding services rendered an eligible person and make payment of that portion of the fee for which DDPOK is liable in accordance with this Plan Agreement and such uniform policies and procedures as are deemed proper by the Board of Directors of DDPOK. Such payment, together with the Subscriber's or eligible Dependent's portion of the fee required, shall discharge the claim of a Participating Dentist.

- I. When dental services are performed or provided by a properly licensed dentist, to provide benefits to eligible Subscribers and eligible Dependents for the dental services listed in the appendix(ices) attached and forming a part of this Plan Agreement by reference herein, subject to the terms and conditions set forth in such appendix(ices).
- J. To make available to Contractor, participants, and beneficiaries, upon request and without charge, a copy of the QDRO and QMCSO procedures as separate documents.
- K. To make available to Contractor, participants, and beneficiaries, upon request and without charge, the claims appeal procedures and/or the processing policy(ies) utilized in the adjudication of a claim as separate documents.
- L. To treat personal information collected about its customers, subscribers, potential customers, and proposed subscribers (referred to collectively as "Customers") with the highest degree of confidentiality, except as is necessary for the proper administration of the DDPOK program, and in accordance with Federal and State law.

SECTION 7. GENERAL PROVISIONS

- A. Participating Dentists are independent contractors and neither Contractor nor DDPOK shall be liable for any act or omission of any Participating Dentist, his/her employees or agents, or any person furnishing dental or other professional services under this Plan.
- B. DDPOK does not hereby undertake to provide a dentist to the Subscriber or eligible Dependent. Nothing contained in this Plan Agreement shall be construed as obligating DDPOK to render dental services, its sole obligation being to pay in accordance with the terms of this Plan the agreed portion of the dentists' charges for such services.
- C. By performing or receiving services under this Plan Agreement, all dentists and all patients are bound by its terms.
- D. Clerical errors or delays in keeping or relating data relative to coverage shall not invalidate coverage which otherwise would be validly in force, nor continue coverage which would otherwise be validly terminated. Upon discovery of such errors or delays, an equitable adjustment of charges shall be made.
- E. Should Contractor fail to properly notify DDPOK of a Subscriber's or a Dependent's termination of coverage, as provided in Section 5.A. of this Plan Agreement, DDPOK request(s) for reimbursement of claims payments made to dentist(s) or Subscriber for services rendered to Subscriber or his/her Dependents after termination of coverage of the Subscriber and/or Dependent(s) shall first be made to the party to whom payment was issued. In the event reimbursement is not received by DDPOK within ninety (90) days of such request, reimbursement shall be made pursuant to the provisions of Section 5.I. of this Plan Agreement.
- F. Failure of Contractor to strictly adhere to the provisions of Section 5.B. of this Plan Agreement may result in loss of Contractor's electronic format eligibility reporting (file or on-line) options.

- G. In consideration of waiving physical examination of a Subscriber or eligible Dependent and as a condition precedent to the approval of claims hereunder, DDPOK shall be entitled to receive from any attending or examining dentist, or from any facility in which a dentist's care is rendered, such information and records relating to attendance to or examination of any eligible Subscriber or Dependent required in the administration of such claim, provided, however, that DDPOK shall, in every case, preserve the confidentiality of such information except as is necessary for the proper administration of the DDPOK program.
- H. The provisions of this Plan Agreement shall apply to the specified coverage and other terms and conditions set forth in the appendix(ices) attached and forming a part of this Plan Agreement.
- I. If the Plan includes two or more benefit options, the Subscriber and his/her eligible Dependents may be enrolled in only one benefit option during any contract year. Once enrolled, the Subscriber and his/her eligible Dependents may change to another benefit option offered under the Plan provided such change occurs on a subsequent Plan Anniversary Date and provided notice of such change is received by DDPOK within thirty (30) days of the date such change is to become effective. The Subscriber's eligible Dependents may not be enrolled in a benefit option other than the benefit option in which the Subscriber is enrolled.
- J. DDPOK will issue to the Contractor, and the Contractor will make available to each Subscriber, a Summary Plan Description or, if applicable, a Dental Care Certificate, summarizing the benefits to which the Subscriber is entitled and to whom payable. Such Summary Plan Description or Dental Care Certificate shall be provided to the Contractor in an electronic format, unless specifically requested otherwise. If any amendment to this Plan Agreement shall materially affect any benefits described in such Summary Plan Description or Dental Care Certificate, corrected summaries or summary riders, showing the change, shall be issued to the Contractor, and the Contractor will make available to each Subscriber such corrected summaries or summary riders.
- K. Benefits shall not include treatments or procedures in excess of that which is determined by DDPOK to be reasonable and proper treatment or procedures not done in accordance with accepted professional standards of dentistry.
- L. Coordination of Benefits Provision.

If a Subscriber or eligible Dependent is covered for dental benefits or services by another third party provider's contract, arrangement, or insurance carrier, DDPOK's liability for payment will be determined as follows:

1. A plan with no rules for coordination with other benefits will be deemed to pay its benefits before a plan which contains such rules.
2. A plan which covers a person other than as a dependent will be deemed to pay its benefits before a plan which covers the person as a dependent.
3. A plan which covers the person as a dependent of a person whose birthday comes first in a calendar year will be primary to the plan which covers the person as a dependent of a person whose birthday comes later in that calendar year. If a plan does not have this provision regarding

birthdays, the rule set forth in that plan will determine the order of benefits. If the person for whom claim is made is a dependent child and the parents are separated or divorced:

- a. If there is a court decree which would establish financial responsibility for the medical, dental, or other health care expenses with respect to the child, the benefits of a plan which covers the child as a dependent of the parent with such financial responsibility shall be determined before the benefits of any other plan which covers the child as a dependent child.
 - b. If there is no court decree which would establish financial responsibility for the medical, dental, or other health care expenses with respect to the child:
 - (i) If the custodial parent has not remarried, the benefits of a plan which covers the child as a dependent of the custodial parent will be determined before the benefits of a plan which covers the child as a dependent of the non-custodial parent.
 - (ii) If the custodial parent has remarried, the benefits of a plan which covers the child as a dependent of the custodial parent shall be determined before the benefits of a plan which covers that child as a dependent of the stepparent or the non-custodial parent. The benefits of a plan which covers that child as a dependent of the stepparent will be determined before the benefits of a plan which covers that child as a dependent of the non-custodial parent.
4. If 1, 2, and 3 above do not establish an order of payment, the plan under which the person has been covered for the longest period of time will be deemed to pay its benefits first, except that:
- a. The benefits of a plan which covers the person as a laid-off or retired employee, or as a dependent of such person, pays after the contract which covers such person as other than a laid-off or retired employee, or a dependent of such person.
 - b. If either plan does not have a provision regarding laid-off or retired employees and, as a result, each plan determined its benefits after the other, the paragraph immediately preceding will not apply.

M. Claim and Appeal Processing and Procedures.

1. *Emergency Care.*

This Plan does not require any preauthorization for any dental services (including emergency care); however, said services are subject to the plan's specific limitations, non-covered charges, deductibles, and co-payment amounts, as well as any charges over the plan maximum as defined in the appendix(ices) attached and forming a part of this Plan Agreement by reference herein.

2. *Request for Predetermination of Benefits.*

If the cost estimate of a dental procedure is more than Two Hundred Fifty Dollars (\$250) and the treatment is not emergency care, the dentist can determine the treatment needed and submit a treatment plan to DDPOK for predetermination of benefits. This procedure will enable a Subscriber, dependent, or beneficiary and the dentist to know in advance of treatment what

services are covered, how much of the cost will be paid by this Plan, and how much of the cost will be the responsibility of the Subscriber, dependent, or beneficiary.

3. *Filing a Claim.*

Whether the Subscriber, dependent, or beneficiary is treated by a dentist who is a Delta Dental participating dentist, or is not a Delta Dental participating dentist, the filing forms and procedures shall be the same, as defined in the DDPOK Claim and Appeal Procedure manual, which will be provided upon request, without charge, as a separate document.

Once treatment is completed, the Subscriber, dependent, beneficiary, or designated personnel in a dental office must complete the information portion of the claim form with the Subscriber's full name, Subscriber's social security number, the name and date of birth of the person receiving dental care, and the group name and number.

All claims must be submitted to Delta Dental Plan of Oklahoma at the assigned address.

DDPOK is not obligated to pay any claim submitted later than twelve (12) months following the date of service.

Participants and beneficiaries can obtain, without charge, the necessary claim filing forms from DDPOK.

4. *Explanation of Benefits.*

Once DDPOK has received the claim form, and all necessary information, a copy of an Explanation of Benefits will be sent to the Subscriber by DDPOK within a reasonable time, but no later than thirty (30) days after receipt of a claim. DDPOK may extend this time period one time up to fifteen (15) days, prior to the expiration of the thirty (30) day period. If DDPOK requires additional information necessary to decide the claim, the notice of extension shall specifically describe the required information, and the Subscriber will be given forty-five (45) days from receipt of the notice within which to provide the necessary information.

5. *Benefits, Limitations and Exclusions.*

Under the Delta Dental participating agreements with participating dentists, benefit claims are reimbursed based on the lesser of the dentist's submitted fee for his/her services or the maximum allowable amount he/she has agreed to accept as payment for covered services in accordance with the Participating Dentist Agreement applicable to the plan. Participating dentists accept the maximum allowable amount as payment in full. Subscribers, participants, and beneficiaries are responsible only for any non-covered charges, deductible and co-payment amounts, and any charges over the plan maximum. The complete DDPOK Claim and Appeal Procedure manual shall be the governing policy of all claims and appeals, and shall be administered in accordance with the appendix(ices) attached and forming a part of this Plan Agreement by reference herein.

Each Subscriber, dependent, and beneficiary, agrees to all benefit terms and conditions, limitations and exclusions, and other Plan benefit conditions as found herein and in the appendix(ices) attached and forming a part of this Plan Agreement by reference herein. The

appendix(ices) defines substantially all of the benefit claims, limitations and exclusions utilized in the ordinary course of business; however, the complete benefit limitations and exclusions of this Plan may change from time to time in conjunction with new guidelines for dental care and the profession of dentistry, as approved by DDPOK's Board of Directors to be used in processing treatment plans for predetermination of benefits and for claim adjudication payment. In order to be apprised of the current, complete benefit limitations and exclusions for this Plan, please contact Delta Dental Plan of Oklahoma, Customer Service Department, P.O. Box 54709, Oklahoma City, Oklahoma 73154.

If a Subscriber, participant, or beneficiary obtains treatment from a dentist who has not signed a participating agreement with Delta Dental, any benefit payment will be paid directly to the Subscriber, or to other participant or beneficiary if required by law, and will be based on the Benefit Payment provisions set forth in the appendix(ices) attached and forming a part of this Plan Agreement by reference herein. Each Subscriber, participant, or beneficiary is responsible for paying the dentist and for filing their own claims. The complete DDPOK Claim and Appeal Procedure manual shall be the governing policy of all claims and appeals, and shall be administered in accordance with the appendix(ices) attached and forming a part of this Plan Agreement by reference herein.

All claims shall be evaluated, reviewed, and paid in accordance with this Plan Agreement and the appendix(ices) attached and forming a part of this Plan Agreement by reference herein.

All deductibles, maximum benefit payments, and covered classes of benefit services as applicable to this Plan Agreement are defined in the appendix(ices) attached and forming a part of this Plan Agreement by reference herein.

6. Appeal of Claim Determination.

The DDPOK Plan, or a designee, shall have the right to resolve any questions concerning dental services or treatment which may arise hereunder and any such determination made in good faith shall be binding upon all parties.

DDPOK will provide participants and beneficiaries upon request, without charge, a copy of the Claim and Appeal Policy and Procedures, or participants and beneficiaries may obtain a copy at their Contractor's benefit office.

No action at suit of law or equity shall be commenced upon or under this Plan Agreement until thirty (30) days after notice of claim has been given to DDPOK, nor shall action be brought at all later than three (3) years after such claim has arisen.

- N. No material shall be published or distributed by Contractor concerning this Plan Agreement and the benefits hereunder until said material is first approved by DDPOK.
- O. All statements made by the Contractor or by an individual shall be deemed representations and not warranties. No such statement shall be used in defense to a claim under this Plan unless it is contained in a written application.
- P. No agent or employee of DDPOK has the authority to change this Plan Agreement or its provisions. This Plan may, at any time, be amended and changed by written agreement between DDPOK and the

Contractor, executed by authorized persons. Any such amendment shall be binding on all Subscribers and eligible Dependents regardless of the date their coverage became effective.

- Q. No additional amendments or riders shall be issued by DDPOK without written approval by the Contractor.
- R. During the term of this Plan Agreement, any premium taxes enacted and levied on DDPOK by the state or federal government with respect to benefits provided and/or administrative fees charged pursuant to this Plan Agreement will be passed on to the Contractor through additional premiums, but will remain the liability of DDPOK.
- S. The services to be provided under this Plan Agreement are for the personal benefit of the Subscribers or eligible Dependents and cannot be transferred or assigned; any attempt to assign this Plan Agreement shall automatically terminate all rights hereunder.
- T. Any provision in this Plan Agreement which, on its effective date, is in conflict with the statutes of the state in which the Subscriber or eligible Dependent resides is hereby amended to the minimum requirement of such statute. Any provision in this Plan Agreement which would be invalidated by such statute(s) shall be deleted and the balance of the Plan Agreement shall remain in full force and effect.
- U. This Plan Agreement shall be construed and enforced in accordance with the laws of the state of Oklahoma and any applicable federal laws. The site of this contract is the state of Oklahoma. Each party to this Plan Agreement chooses the state of Oklahoma as its forum for any suit or other action which may be filed to enforce all or any part of this Plan Agreement or for damages arising, directly or indirectly, from it.
- V. Failure by the Contractor or DDPOK to insist upon strict compliance with any term of this Plan Agreement, or any applicable statutes, rules, or regulations, shall not constitute a waiver of such term, statute, rule or regulation by the Contractor or DDPOK.
- W. None of the provisions of this Plan Agreement are intended to create nor shall be deemed or construed to create any relationship between the Contractor and DDPOK other than that of independent contractors.
- X. Any notice required or permitted to be given by DDPOK hereunder shall be deemed to have been duly given if in writing and personally delivered, or if in writing and deposited in the United States mail with postage prepaid, addressed to the Contractor, a dentist, or a Subscriber at the last address of record at the principal office of DDPOK; such notice shall be deemed to be given when so personally delivered or three (3) days after having been placed in the United States mail, postage prepaid, return receipt requested.
- Y. This Plan Agreement shall be executed in multiple counterparts, each of which shall be deemed an original.
- Z. Included with this Plan Agreement is Delta Dental Plan of Oklahoma's Notice of Privacy Practices which explains how DDPOK uses and discloses health information.

SECTION 8. TERM AND TERMINATION:

- A. This Agreement shall remain in full force and effect through June 30, 2020. The parties understand and agree that this Agreement may be renewed on its anniversary date for successive on year terms or for such shorter term(s) as the parties agree, with any amendments thereto, but such renewal must be approved by the Board of County Commissioners of Tulsa County and shall not be automatic. Contractor agrees to notify Delta Dental of Oklahoma, on or before anniversary date of this Agreement, of intent to renew for successive one year term or for such shorter term as the parties agree. Anniversary Date shall mean July 1, 2020, and July 1 of any subsequent year this Agreement is renewed.

In the event DDPOK determines a change in the rates or other terms and conditions of this Plan Agreement is necessary effective on the Anniversary Date, advice of such proposed changes must be given to the Contractor, in writing, no less than ninety (90) days prior to the Anniversary Date.


- B. The premiums payable by the Contractor under this Plan Agreement are based on the employer contributing sixty-five percent (65%) of the employee's cost and twenty-nine percent (29%) of the dependents' cost. The minimum number of Subscribers and Dependents enrolled shall be twenty-five percent (25%) of eligible employees or a minimum of ten (10) enrolled eligible employees, whichever is greater. Enrollment of eligible dependent families is voluntary, with no minimum number of dependent families required. In the event the employer contribution or the Employee and/or Dependent enrollment falls below the required percentage, number, or matched-to-medical provision herein set forth, DDPOK may propose to the Contractor an adjustment in premiums, benefits, or payment levels, or give notice of termination. If the Contractor fails, within thirty (30) days from the date of notice, to agree to an adjustment in premiums or benefits for the balance of the term of the Plan Agreement, DDPOK may terminate this Plan Agreement at the end of the month for which premiums had been received by DDPOK prior to the date of such notice to the Contractor.
- C. This Plan Agreement and all rights of Subscribers and eligible Dependents to benefits hereunder shall terminate at the option of DDPOK if payment, pursuant to Section 5.D. of this Plan Agreement, is delinquent for more than thirty (30) days.
- D. DDPOK shall have the option of terminating this Plan Agreement with thirty (30) days notice if: (i) the Contractor fails to furnish DDPOK with accurate enrollment data pursuant to Section 5.A. of this Plan Agreement; or (ii) the Contractor refuses to allow DDPOK, by its auditors or other authorized representatives, to inspect Contractor's records in order to verify the accuracy of the eligible Subscribers and Dependents list or furnish Employer's Quarterly Contribution Report (OES-3), upon request, pursuant to Section 5.G. of this Plan Agreement.
- E. Notwithstanding anything to the contrary contained elsewhere herein, either party shall have the right to cancel this Plan Agreement upon thirty (30) days written notice to the other party.


IN WITNESS HEREOF, Contractor and DDPOK have caused this Plan Agreement to be executed, as evidenced by the affixing of their authorized signatures on the signature page of this Plan Agreement. FURTHER, Contractor and DDPOK agree that Contractor's failure to return the signed Plan Agreement to DDPOK shall not invalidate the Plan Agreement; and, that payment of premium shall constitute Contractor's acceptance of all terms and conditions of this Plan Agreement and bind the parties to this Plan Agreement.

AUTHORIZED SIGNATURES:

NOW, THEREFORE, IN WITNESS of the Plan Agreement effective July 1, 2019, Contractor and DDPOK have caused such Plan Agreement to be executed.

DELTA DENTAL PLAN OF OKLAHOMA:

By: 
Ian Miller
Vice President of Sales
2/26/2019
Date of Signing

Attest: 
Frank Turbeville
Chief Financial Officer
2/27/19
Date of Signing

TULSA COUNTY:

I/we) hereby acknowledge receipt of the Plan Agreement effective July 1, 2019, between Contractor and DDPOK, and Contractor's agreement to the terms and conditions set forth therein.

By: _____

Date of Signing

Attest: _____

Date of Signing

Attachments: Appendix B (Form No. 1000.3)

APPENDIX B

In consideration of the payments provided for in Section 5.D. of the attached Agreement, and subject to all terms and conditions of said Agreement except as specified otherwise herein, DDPOK agrees to provide benefits to eligible Subscribers and eligible Dependents as hereinafter set forth for covered dental services performed by a properly licensed dentist.

NOTICE:

Contractor, Subscriber, dependents, and beneficiaries, as defined in the Agreement herewith, agree to all benefit terms and conditions, limitations and exclusions, and other Plan benefit conditions as found herein. This Appendix defines substantially all of the benefit claims, limitations and exclusions utilized in the ordinary course of business; however, the complete benefit limitations and exclusions of this Plan may change from time to time in conjunction with new guidelines for dental care and the profession of dentistry, as approved by DDPOK's Board of Directors to be used in processing treatment plans for predetermination of benefits and for claim adjudication payment. In order to be apprised of the current, complete benefit limitations and exclusions for this Plan, please contact Delta Dental Plan of Oklahoma, Customer Service Department, P.O. Box 54709, Oklahoma City, Oklahoma 73154.

A. DENTAL PLAN TYPE

Delta Dental PPO – Plus Premier

B. DENTAL BENEFIT CLASSES

Below are the classes of dental services for which benefits may be available. **Benefits for a specific class of dental services are available under this Plan only if an X appears in the check box immediately preceding that class of dental services.** No benefits will accrue or be payable for any dental benefits class below not marked with an X.

- ☒ Class I Services
☒ Class II Services
☒ Class III Services
☒ Class IV Services: ☒ Dependent Children under age nineteen (19) ☐ Family
☐ Other Miscellaneous Services*

**If an X appears in the check box immediately preceding "Other Miscellaneous Services" above, see Attachment I attached and forming a part of this Appendix.*

C. DESCRIPTION OF COVERED DENTAL SERVICES

Benefits shall be available for the following covered dental services, subject to any deductible, maximum benefit payment, limitation, and/or exclusion provisions set forth herein:

1. CLASS I SERVICES

- a. Diagnostic Services: Procedures employed by properly licensed dentists in evaluating existing conditions to determine the recommended dental treatment. By way of description, such services include: Oral evaluations, emergency palliative treatment, and radiographic images (x-rays).
- b. Preventive Services: Dental procedures or techniques employed by properly licensed dentists to prevent the occurrence of dental disease. By way of description, such services include: Routine prophylaxis (cleaning), periodontal maintenance (D4910), and scaling in presence of generalized moderate or severe gingival inflammation – full mouth, after oral evaluation (D4346); and topical application of fluoride, limited sealants, and space maintainers for eligible dependent children.

2. CLASS II SERVICES

- a. Basic Restorative Services: The services employed by properly licensed dentists in the treatment of carious lesions (decay/cavity). By way of description, such services include: Amalgam and composite restorations (fillings); and stainless steel restorations (crowns) for eligible dependent children.
- b. Oral Surgery Services: Procedures for extractions and other oral surgical procedures.
- c. Endodontic Services: Procedures employed by properly licensed dentists for the treatment of non-vital teeth. By way of description, such services include: Pulpal therapy and root canal treatment.
- d. Periodontic Services: Procedures employed by properly licensed dentists for the treatment of disease of the gums and bone supporting the teeth, excluding periodontal maintenance (D4910) and scaling in presence of generalized moderate or severe gingival inflammation – full mouth, after oral evaluation (D4346) which are payable as Class I dental services.

3. CLASS III SERVICES

- a. Major Services: Provides porcelain or cast restorations (other than stainless steel) for the treatment of carious lesions (decay/cavity) when teeth cannot be restored with another filling material. **Note: A crown or cast restoration is optional treatment unless the tooth is damaged by decay or fracture to the point it cannot be restored by an amalgam or composite restoration.**
- b. Prosthodontic Services: Procedures for construction of fixed partial dentures (bridges), removable partial dentures, and complete dentures, including adjustment or repair of an existing prosthodontic device provided under this Plan.

- c. Implant Services: Procedures for implant placement, implant-supported prosthetics, and maintenance and repair of implants and implant-supported prosthetics provided under this Plan.

4. **CLASS IV SERVICES** *(Applicable only if benefits for Class IV services are included in this Plan. Refer to section B. above.)*

The necessary treatment and procedures required for the correction of malposed teeth.

D. BENEFIT LIMITATIONS

The benefits to be provided to Subscribers and eligible Dependents under this Plan shall be limited as follows:

1. For purposes of this Plan, any procedure frequency limitation shall be measured in a period of continuous calendar-year months referred to as a consecutive-month period, which begins on the date of service for which the procedure was last paid.
2. Prophylaxis (cleanings) is a Benefit twice in a twelve (12) consecutive month period. **Note: Cleanings/prophylaxis of any type, including periodontal maintenance and scaling in presence of generalized moderate or severe gingival inflammation – full mouth, after oral evaluation, are limited to any combination of two (2) in a twelve (12) consecutive month period.**
3. Oral evaluation is a Benefit twice in a twelve (12) consecutive month period.
4. Limited (emergency) oral evaluation is a Benefit twice in a twelve (12) consecutive month period. **Note: Benefits for limited (emergency) oral evaluation may be disallowed if other services are performed on the same day.**
5. Bitewing radiographic images are a Benefit once in a twelve (12) consecutive month period. **Note: Benefits may be limited if multiple same-day radiographic images are provided on the same day by the same dentist/dental office.**
6. Full-mouth radiographic images, a panoramic radiographic image, or multiple same-day radiographic images are a Benefit once in a sixty (60) consecutive month period unless necessary for the diagnosis and treatment of a specific disease or injury. **Note: Panoramic radiographic image is a benefit for persons age six (6) and older.**
7. Topical application of fluoride solutions is a Benefit for patients through age eighteen (18), and once in a twelve (12) consecutive month period.
8. A space maintainer is a Benefit for missing primary posterior teeth for persons through age fifteen (15), and not for orthodontic purposes.
9. Sealants are a Benefit for persons through age fifteen (15), limited to permanent first and second molar teeth free of caries and restorations on the occlusal surfaces. Sealants are a benefit once per tooth in a sixty (60) consecutive month period.

10. Stainless steel crowns are a Benefit for persons through age eleven (11), and once per tooth in an eighty-four (84) consecutive month period.
11. Anesthesia: General anesthesia/IV sedation is a covered Benefit only when administered by a properly licensed dentist in a dental office in conjunction with oral surgical procedures (D7000-D7999) when covered, or when necessary due to concurrent medical condition. Otherwise, the fee for general anesthesia/IV sedation is denied. The fee for general anesthesia/IV sedation is denied when billed by anyone other than a licensed dentist.
12. Payment is made for a single tooth surface repair once in a twenty-four (24) consecutive month period regardless of the number of combinations of restorations placed therein.
13. Root canal therapy is a Benefit once per tooth in a thirty-six (36) consecutive month period.
14. Prosthodontics:
 - a. An upper or lower denture is a payable Benefit once per arch in a sixty (60) consecutive month period.
 - b. A removable partial denture or fixed partial denture (bridge) may not be provided under this Plan for any one patient more often than once per arch in a sixty (60) consecutive month period, except where the loss of additional teeth requires the construction of a new appliance.
 - c. Reline (process of resurfacing the tissue side of a denture with new base material) and rebase (process of refitting a denture by replacing the base material) is a Benefit once in a thirty-six (36) consecutive month period for any one appliance.
 - d. Fixed partial dentures (bridges) and removable partial dentures are Benefits for persons age sixteen (16) and over.
15. Single crowns/onlays/veneers on the same tooth are a Benefit for persons age twelve (12) and over, and once in an eighty-four (84) consecutive month period.
16. Implant Services: The implant and the associated crown over the implant are a Benefit for persons sixteen (16) years of age and over, limited to once per tooth in an eighty-four (84) consecutive month period. Some implant procedures or procedures associated with implants are not covered services under the plan and no benefits will accrue or be payable for those excluded procedures.
17. Orthodontics: ***(Applicable only if benefits for Class IV services are included in this Plan. Refer to section B. above.)***
 - a. Benefits are available to eligible dependent children under the age of nineteen (19).

- b. Benefits for orthodontic treatment or services will be allowed if such eligible person's orthodontic treatment commences on or after his or her effective date of orthodontic coverage under this Plan, or the orthodontic treatment is active and ongoing on such person's effective date of orthodontic coverage under this Plan.
 - c. Benefits are limited to periodic payments for services performed.
 - d. The obligation of DDPOK to make periodic payments for covered orthodontic services shall cease upon termination of treatment for any reason prior to completion of the case, including but not limited to termination of the treatment plan by the Dentist.
 - e. DDPOK's obligation to make periodic payments for covered orthodontic services shall cease on the last day of the month in which patient becomes ineligible for coverage under this Plan; treatment is terminated for any reason before completion of the treatment plan; treatment is completed; the maximum orthodontic benefit has been paid; orthodontic benefits are discontinued under this Plan by either the Contractor or by DDPOK; or the Plan Agreement is terminated, whichever occurs first.
 - f. DDPOK will not make any payment for repair or replacement of an orthodontic appliance furnished under this Plan.
 - g. Orthodontic treatment must be provided by a licensed dentist.
18. Alternate Benefits/Optional Treatment: DDPOK may consider alternate dental services that are suitable for care of a specific condition if those alternate services will produce a professionally acceptable result, as determined by DDPOK. If patient and dentist elect other treatment, patient will be responsible for any charges in excess of DDPOK's payment.
19. DDPOK's obligation to provide benefits for covered dental services terminates on the last day of the month in which the patient becomes ineligible for benefits under this Plan.
20. Care terminated due to death will be paid in full, to the limit of DDPOK's liability, for services completed or in progress.
21. When services in progress are interrupted and completed later by another dentist, DDPOK will review the claim to determine the payment to each dentist.
22. Processing policies, if applied, may limit benefits and can be found on each Explanation of Benefits.
23. Charges for any covered dental service or supplies which are included as covered medical expenses under the plan of Major Medical or Comprehensive Medical Expense Benefits Plan must first be submitted for payment to the medical carrier. DDPOK may benefit as the secondary carrier.

E. BENEFIT EXCLUSIONS

The following shall be excluded from the benefits to be provided to Subscribers and eligible Dependents.

1. Benefits or services for injuries or conditions compensable under Worker's Compensation or Employers' Liability laws.
2. Benefits or services available from any federal or state government agency; or from any municipality, county, or other political subdivision or community agency; or from any foundation or similar entity.
3. Charges for services or supplies for which no charge is made that the patient is legally obligated to pay or for which no charge would be made in the absence of dental coverage.
4. Benefits for services or appliances started prior to the date the patient became eligible under this Plan may be excluded.
5. Charges for services when a claim is received for payment more than twelve (12) months after services are rendered.
6. Charges for treatment by other than a properly licensed dentist, except that cleaning and scaling of teeth and topical application of fluoride may be performed by a properly licensed hygienist if treatment is rendered under the supervision and guidance of the dentist, in accordance with generally accepted dental standards.
7. Charges for the completion of forms and/or submission of supportive documentation required by DDPOK for a benefit determination. A charge for these services is not to be made to a Delta Dental-covered patient by a Participating Dentist.
8. Charges for: (a) house calls, hospital calls, and office visits; (b) missed or cancelled appointments; (c) hospitalization or additional fees charged for hospital treatment; (d) management fees; and (e) bleaching of teeth.
9. Prescription drugs, premedications, and/or relative analgesia.
10. Experimental procedures.
11. Benefits or services for orthodontic treatment, unless specifically provided herein.
12. Charges for repair of an orthodontic appliance.
13. Charges for replacement of lost or missing crowns and appliances, or for stolen appliances.
14. Benefits or services to correct congenital or developmental malformations, for example, cleft palate, etc.

15. Services for the purpose of improving appearance when form and function are satisfactory and there is insufficient pathological condition evident to warrant the treatment (cosmetic dentistry).
16. Restorations for altering occlusion (bite), involving vertical dimensions, replacing tooth structure lost by attrition (grinding of teeth), erosion, abrasion (wear), or for periodontal, orthodontic, or other splinting.
17. Services with respect to diagnosis and treatment of disturbances of the temporomandibular joint (TMJ), unless specifically provided herein (refer to section B., "Other Miscellaneous Services", above).
18. Charges for general anesthesia/IV sedation except when administered by a properly licensed dentist in a dental office in conjunction with covered oral surgery procedures or when necessary due to concurrent medical conditions.
19. Services and benefits excluded by the rules and regulations of Delta Dental, including the processing policies.
20. All other benefits and services not specified in this Appendix or any attachment and/or addendum attached and forming a part of this Appendix.

F. DEDUCTIBLE REQUIREMENT

The deductible requirement applies each benefit year to covered dental services shown in this Appendix. Each year, such requirement is met as soon as covered dental expenses paid by the Subscriber or eligible Dependent in the current benefit year equal the deductible amount shown in section G.5. below. Such expenses must be incurred while covered under this Plan unless otherwise specified herein.

G. BENEFIT PAYMENT PROCEDURES

1. After Subscriber or eligible Dependent has met any applicable Class I deductible requirement, payment for covered Class I services received by the Subscriber or eligible Dependent shall be made by DDPOK to a Delta Dental PPO Participating Dentist at the rate of one hundred percent (100%) of the balance of the Dentist's submitted fee or one hundred percent (100%) of the balance of the maximum allowable amount for Delta Dental PPO Participating Dentists, whichever is less, subject to any maximum benefit payment limitation.

In the event a dentist has not signed a Delta Dental PPO Participating Dentist Agreement but has signed a Delta Dental Premier Participating Dentist Agreement, payment for covered Class I services received by the Subscriber or eligible Dependent shall be made by DDPOK to a Delta Dental Premier Participating Dentist at the rate of one hundred percent (100%) of the balance of the Dentist's submitted fee or one hundred percent (100%) of the balance of the maximum allowable amount for Delta Dental Premier Participating Dentists, whichever is less, subject to any maximum benefit payment limitation.

In the event a dentist has not signed a Participating Dentist Agreement, payment for covered Class I services rendered to the Subscriber or eligible Dependent by a Nonparticipating Dentist shall be made by DDPOK to the Subscriber, or to other participant or beneficiary if required by law, at the rate of one hundred percent (100%) of the balance of the Dentist's submitted fee or one hundred percent (100%) of the balance of the amount determined as the prevailing fee, whichever is less, subject to any maximum benefit payment limitation. The Subscriber shall be responsible for paying the Nonparticipating Dentist both the payment received from DDPOK and any portion of the Nonparticipating Dentist's fee not discharged by such payment.

2. After Subscriber or eligible Dependent has met any applicable Class II deductible requirement, payment for covered Class II services received by the Subscriber or eligible Dependent shall be made by DDPOK to a Delta Dental PPO Participating Dentist at the rate of eighty percent (80%) of the balance of the Dentist's submitted fee or eighty percent (80%) of the balance of the maximum allowable amount for Delta Dental PPO Participating Dentists, whichever is less, subject to any maximum benefit payment limitation.

In the event a dentist has not signed a Delta Dental PPO Participating Dentist Agreement but has signed a Delta Dental Premier Participating Dentist Agreement, payment for covered Class II services received by the Subscriber or eligible Dependent shall be made by DDPOK to a Delta Dental Premier Participating Dentist at the rate of eighty percent (80%) of the balance of the Dentist's submitted fee or eighty percent (80%) of the balance of the maximum allowable amount for Delta Dental Premier Participating Dentists, whichever is less, subject to any maximum benefit payment limitation.

In the event a dentist has not signed a Participating Dentist Agreement, payment for covered Class II services rendered to the Subscriber or eligible Dependent by a Nonparticipating Dentist shall be made by DDPOK to the Subscriber, or to other participant or beneficiary if required by law, at the rate of eighty percent (80%) of the balance of the Dentist's submitted fee or eighty percent (80%) of the balance of the amount determined as the prevailing fee, whichever is less, subject to any maximum benefit payment limitation. The Subscriber shall be responsible for paying the Nonparticipating Dentist both the payment received from DDPOK and any portion of the Nonparticipating Dentist's fee not discharged by such payment.

3. After Subscriber or eligible Dependent has met any applicable Class III deductible requirement, payment for covered Class III services received by the Subscriber or eligible Dependent shall be made by DDPOK to a Delta Dental PPO Participating Dentist at the rate of fifty percent (50%) of the balance of the Dentist's submitted fee or fifty percent (50%) of the balance of the maximum allowable amount for Delta Dental PPO Participating Dentists, whichever is less, subject to any maximum benefit payment limitation.

In the event a dentist has not signed a Delta Dental PPO Participating Dentist Agreement but has signed a Delta Dental Premier Participating Dentist Agreement, payment for covered Class III services received by the Subscriber or eligible Dependent shall be made by DDPOK to a Delta Dental Premier Participating Dentist at the rate of fifty percent (50%) of the balance of the Dentist's submitted fee or fifty percent (50%) of the balance of the maximum allowable amount for Delta Dental Premier Participating Dentists, whichever is less, subject to any maximum benefit payment limitation.

In the event a dentist has not signed a Participating Dentist Agreement, payment for covered Class III services rendered to the Subscriber or eligible Dependent by a Nonparticipating Dentist shall be made by DDPOK to the Subscriber, or to other participant or beneficiary if required by law, at the rate of fifty percent (50%) of the balance of the Dentist's submitted fee or fifty percent (50%) of the balance of the amount determined as the prevailing fee, whichever is less, subject to any maximum benefit payment limitation. The Subscriber shall be responsible for paying the Nonparticipating Dentist both the payment received from DDPOK and any portion of the Nonparticipating Dentist's fee not discharged by such payment.

4. After eligible dependent child has met any applicable Class IV deductible requirement, payment for covered Class IV services received by such eligible person shall be made by DDPOK as follows: *(Applicable only if benefits for Class IV services are included in this Plan. Refer to section B. above.)*

- a. New Orthodontic Treatment Plan: New Orthodontic Treatment Plan shall mean an orthodontic treatment plan which initially commences on or after such eligible person's effective date of orthodontic coverage under this Plan.

- (1) Orthodontic Treatment Plan Down Payment – If orthodontic treatment is provided by a Delta Dental PPO Participating Dentist, payment shall be made by DDPOK to a Delta Dental PPO Participating Dentist at the rate of fifty percent (50%) of the amount equal to one-third (1/3) of the Delta Dental PPO Participating Dentist's estimated total treatment plan fee or fifty percent (50%) of the amount equal to one-third (1/3) of the maximum allowable amount for Delta Dental PPO Participating Dentists, whichever is less, subject to the maximum orthodontic benefit payment and treatment plan. The Subscriber shall be responsible for paying the Delta Dental PPO Participating Dentist any amount of the orthodontic treatment plan down payment that is not discharged by the DDPOK payment.

In the event the Dentist providing orthodontic treatment has not signed a Delta Dental PPO Participating Dentist Agreement but has signed a Delta Dental Premier Participating Dentist Agreement, payment shall be made by DDPOK to a Delta Dental Premier Participating Dentist at the rate of fifty percent (50%) of the amount equal to one-third (1/3) of the Delta Dental Premier Participating Dentist's estimated total treatment plan fee or fifty percent (50%) of the amount equal to one-third (1/3) of the maximum allowable amount for Delta Dental Premier Participating Dentists, whichever is less, subject to the maximum orthodontic benefit payment and treatment plan. The Subscriber shall be responsible for paying the Delta Dental Premier Participating Dentist any amount of the orthodontic treatment plan down payment that is not discharged by the DDPOK payment.

In the event the Dentist providing orthodontic treatment has not signed a Participating Dentist Agreement, payment shall be made by DDPOK to the Subscriber, or to other participant or beneficiary if required by law, at the rate of fifty percent (50%) of the amount equal to one-third (1/3) of the Nonparticipating

Dentist's estimated total treatment plan fee or fifty percent (50%) of the amount equal to one-third (1/3) of the prevailing fee, whichever is less, subject to the maximum orthodontic benefit payment and treatment plan. The Subscriber shall be responsible for paying the Nonparticipating Dentist both the payment received from DDPOK for the orthodontic treatment plan down payment and any amount of the Nonparticipating Dentist's required down payment that is not discharged by the DDPOK payment.

- (2) Orthodontic Treatment Plan Periodic Payments –Provided there is continued eligibility and treatment, payment of any remaining orthodontic benefits that may be eligible for periodic payments shall be made by DDPOK to a Delta Dental PPO Participating Dentist, in monthly installments, at the rate of fifty percent (50%), subject to the maximum orthodontic benefit payment and treatment plan. Remaining orthodontic benefits shall be determined by subtracting the maximum allowable down payment from the Delta Dental PPO Participating Dentist's estimated total treatment plan fee or from the maximum allowable amount for Delta Dental PPO Participating Dentists, whichever is less. The monthly amount on which payment shall be based will be determined by dividing the remaining orthodontic benefits amount by the number of months remaining in the treatment plan. The Subscriber shall be responsible for paying the Delta Dental PPO Participating Dentist any amount of the monthly installment that is not discharged by the DDPOK payment.

In the event the Dentist providing orthodontic treatment has not signed a Delta Dental PPO Participating Dentist Agreement but has signed a Delta Dental Premier Participating Dentist Agreement, payment of any remaining orthodontic benefits that may be eligible for periodic payments shall be made by DDPOK to a Delta Dental Premier Participating Dentist, in monthly installments, at the rate of fifty percent (50%), subject to the maximum orthodontic benefit payment and treatment plan. Remaining orthodontic benefits shall be determined by subtracting the maximum allowable down payment from the Delta Dental Premier Participating Dentist's estimated total treatment plan fee or from the maximum allowable amount for Delta Dental Premier Participating Dentists, whichever is less. The monthly amount on which payment shall be based will be determined by dividing the remaining orthodontic benefits amount by the number of months remaining in the treatment plan. The Subscriber shall be responsible for paying the Delta Dental Premier Participating Dentist any amount of the monthly installment that is not discharged by the DDPOK payment.

In the event the Dentist providing orthodontic treatment has not signed a Participating Dentist Agreement, payment of any remaining orthodontic benefits that may be eligible for periodic payments shall be made by DDPOK to the Subscriber, or to other participant or beneficiary if required by law, in monthly installments, at the rate of fifty percent (50%), subject to the maximum orthodontic benefit payment and treatment plan. Remaining orthodontic benefits shall be determined by subtracting the maximum allowable down payment from the Nonparticipating Dentist's estimated total treatment plan fee or from the prevailing fee, whichever is less. The monthly amount on which payment shall be based will be determined by dividing the remaining

orthodontic benefits amount by the number of months remaining in the treatment plan. The Subscriber shall be responsible for paying the Nonparticipating Dentist both the monthly payment received from DDPOK and any amount of the Nonparticipating Dentist's monthly installment that is not discharged by the DDPOK payment.

- b. Ongoing Orthodontic Treatment Plan: Ongoing Orthodontic Treatment Plan shall mean an orthodontic treatment plan which initially commenced prior to the eligible person's effective date of orthodontic coverage under this Plan, for which treatment and benefits have been continuous from the commencement date of such orthodontic treatment plan, and which is active and ongoing on such eligible person's effective date of orthodontic coverage under this Plan.
- (1) Orthodontic Treatment Plan Down Payment – No down payment or initial lump sum payment is made for ongoing orthodontic treatment plans.
- (2) Orthodontic Treatment Plan Periodic Payments – Provided there is continued eligibility and treatment, payment of any orthodontic benefits that may be eligible for periodic payments shall be made by DDPOK to a Delta Dental PPO Participating Dentist, in monthly installments, at the rate of fifty percent (50%), subject to the maximum orthodontic benefit payment and treatment plan. The monthly installment amount on which payment shall be based will be determined by dividing the amount of the orthodontic treatment or the maximum allowable amount for Delta Dental PPO Participating Dentists, whichever is less, by the number of months remaining in the treatment plan. The Subscriber shall be responsible for paying the Delta Dental PPO Participating Dentist any amount of the monthly installment that is not discharged by the DDPOK payment.

In the event the Dentist providing orthodontic treatment has not signed a Delta Dental PPO Participating Dentist Agreement but has signed a Delta Dental Premier Participating Dentist Agreement, payment of any orthodontic benefits that may be eligible for periodic payments shall be made by DDPOK to a Delta Dental Premier Participating Dentist, in monthly installments, at the rate of fifty percent (50%), subject to the maximum orthodontic benefit payment and treatment plan. The monthly installment amount on which payment shall be based will be determined by dividing the amount of the orthodontic treatment or the maximum allowable amount for Delta Dental Premier Participating Dentists, whichever is less, by the number of months remaining in the treatment plan. The Subscriber shall be responsible for paying the Delta Dental Premier Participating Dentist any amount of the monthly installment that is not discharged by the DDPOK payment.

In the event the Dentist providing orthodontic treatment has not signed a Participating Dentist Agreement, payment of any orthodontic benefits that may be eligible for periodic payments shall be made by DDPOK to the Subscriber, or to other participant or beneficiary if required by law, in monthly installments, at the rate of fifty percent (50%), subject to the maximum orthodontic benefit payment and treatment plan. The monthly installment amount on which payment shall be based will be determined by dividing the amount of the orthodontic treatment or the prevailing fee, whichever is

less, by the number of months remaining in the treatment plan. The Subscriber shall be responsible for paying the Nonparticipating Dentist both the monthly payment received from DDPOK and any amount of the Nonparticipating Dentist's monthly installment that is not discharged by the DDPOK payment.

5. **Plan Deductible:** Delta Dental shall not be obligated to pay or otherwise discharge, in whole or in part, the first Fifty Dollars (\$50) of fees for Classes II and III services rendered an eligible Subscriber or eligible Dependent during the period of each benefit year covered under this Plan. Such deductible shall not exceed three (3) individual deductibles per family per benefit year.

Such deductible shall not apply to Class I services rendered an eligible Subscriber or eligible Dependent or to Class IV services rendered an eligible dependent child.

6. **Maximum Benefit Payment(s):** Anything herein contained or set forth in any attachment to the contrary notwithstanding, the maximum benefit payable in any one benefit year, or any portion thereof, shall be One Thousand Five Hundred Dollars (\$1,500) per person for combined Classes I, II, and III covered dental services. *Note: Benefits paid by the Plan for covered oral evaluations (procedure codes D0120-D0180) and routine prophylaxis (procedure codes D1110 and D1120) rendered to an eligible person during the benefit year will not reduce such person's maximum benefit for combined Class I, Class II, and Class III covered dental services.*

Anything herein contained or set forth in any attachment to the contrary notwithstanding, the maximum lifetime benefit for covered Class IV dental services rendered an eligible dependent child shall be One Thousand Dollars (\$1,000).



CONTRACT / AGREEMENT RENEWAL

2019 MAY 31 AM 9:58
MICHAEL WILLIS
TULSA COUNTY CLERK
STATE OF OKLAHOMA
TULSA COUNTY
RECEIVED

Department: Tulsa County Board of Commissioners

Vendor: Pythian, LLC

Describe Product / Service provided by this contract: Rent for Public Defender

Office at 423 S. Boulder

Original CMF # 231420

Dated: 6/9/14

Current CMF # 245424

Dated: 7/16/18

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2019 - 2020 and shall be effective upon full execution of this contract/agreement renewal. *Note: Fiscal Year is July 1-June 30

Vendor: Jacqueline E. Price

Printed Name: Jacqueline E. Price

Date: 6/3/19

Approved by the Board of County Commissioners this _____ day of _____, 20____.

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda



CONTRACT / AGREEMENT RENEWAL

Department: County Clerk

Vendor: American Eagle Title & Abstract, LLC

Describe Product / Service provided by this contract: Daily Images to FTP

Website _____

Original CMF # 238801

Dated: 8/01/16

Current CMF # 244967

Dated: 6/11/18

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2019 - 2020 and shall be effective upon full execution of this contract/agreement renewal. *Note: Fiscal Year is July 1-June 30

Vendor: Eva Kelley

Printed Name: Eva Kelley

Date: 5-6-19

Approved by the Board of County Commissioners this _____ day of _____, 20____.

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda



CONTRACT / AGREEMENT RENEWAL

Department: County Clerk

Vendor: Civic Plus

Describe Product / Service provided by this contract: Software Implementation

Original CMF # 244894

Dated: 6/11/18

Current CMF # 244894

Dated: 6/11/18

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2019 - 2020 and shall be effective upon full execution of this contract/agreement renewal. *Note: Fiscal Year is July 1-June 30

Vendor: CivicPlus, D.P.

Printed Name: Dan Schultz

Date: 5/13/17

Approved by the Board of County Commissioners this _____ day of _____, 20____.

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda



CONTRACT / AGREEMENT RENEWAL

Department: County Clerk

Vendor: Corporation Services Company

Describe Product / Service provided by this contract: Electronic Recording

Original CMF # 239031

Dated: 8/22/16

Current CMF # 244968

Dated: 6/11/18

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2019 - 2020 and shall be effective upon full execution of this contract/agreement renewal. *Note: Fiscal Year is July 1-June 30

Vendor: [Signature]

Corporation Service Company

Printed Name: Mark A. Rosser, SVP

Date: 05/08/2019

Approved by the Board of County Commissioners this _____ day of _____, 20____.

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda



CONTRACT / AGREEMENT RENEWAL

Department: County Clerk

Vendor: First American Title

Describe Product / Service provided by this contract: Daily Images to FTP Website

Original CMF # 239440

Dated: 10/10/16

Current CMF # 245081

Dated: 6/18/18

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2019 - 2020 and shall be effective upon full execution of this contract/agreement renewal. *Note: Fiscal Year is July 1-June 30

Vendor: *[Signature]*

Printed Name: Michael Kerstjen

Date: 5/6/19

Approved by the Board of County Commissioners this _____ day of _____, 20____.

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda



CONTRACT / AGREEMENT RENEWAL

Department: County Clerk

Vendor: Indecomm Holding, Inc

Describe Product / Service provided by this contract: Electronic Recording

Original CMF # 239032

Dated: 8/22/16

Current CMF # 244969

Dated: 6/11/18

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2019 - 2020 and shall be effective upon full execution of this contract/agreement renewal. *Note: Fiscal Year is July 1-June 30

Vendor: *Richard Carlson*

Printed Name: Richard Carlson

Date: 5/7/2019

Approved by the Board of County Commissioners this _____ day of _____, 20____.

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda



CONTRACT / AGREEMENT RENEWAL

Department: County Clerk

Vendor: Underground Vaults & Storage, LLC

Describe Product / Service provided by this contract: Space in records Storage Center

Original CMF # 238396

Dated: 6/23/16

Current CMF # 244970

Dated: 6/11/18

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2019 - 2020 and shall be effective upon full execution of this contract/agreement renewal. *Note: Fiscal Year is July 1-June 30

Vendor: [Signature]

Printed Name: Lee A. Spence, President

Date: 5-13-2019

Approved by the Board of County Commissioners this _____ day of _____, 20____.

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda

S/N A2M642332
Model 5945 APT
LAND



CONTRACT/AGREEMENT RENEWAL

Department: County Clerk

Vendor: Xerox Corporation

Describe Product/ Service provided by this contract: Leasing of Copier

Original CMF # 238784

Dated: 8/01/16

Current CMF # 244971

Dated: 6/11/18

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2019 - 2020 and shall be effective upon full execution of this contract/agreement renewal. *Note: Fiscal Year is July 1-June 30

Vendor: Xerox Corporation

Printed Name: Bonnie Garza

Date: 05/06/2019

Approved by the Board of County Commissioners this _____ day of _____, 20__

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda



CONTRACT / AGREEMENT RENEWAL

Department: County Clerk

Vendor: Indecomm Holding, Inc

Describe Product / Service provided by this contract: Electronic Recording

Original CMF # 239032

Dated: 8/22/16

Current CMF # 244969

Dated: 6/11/18

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2019 - 2020 and shall be effective upon full execution of this contract/agreement renewal. *Note: Fiscal Year is July 1-June 30

Vendor: 

Printed Name: Richard Carlson

Date: 5/7/2019

Approved by the Board of County Commissioners this _____ day of _____, 20____.

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda



CONTRACT / AGREEMENT RENEWAL

Department: EMPLOYEES' RETIREMENT SYSTEM OF TULSA COUNTY

Vendor: CHICKASAW CAPITAL

Describe Product / Service provided by this contract: INVESTMENT MANAGER SERVICES

Original CMF # 226027

Dated: 09/26/2012

Current CMF # 244972

Dated: 06/11/2018

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2019 - 2020 and shall be effective upon full execution of this contract/agreement renewal. *Note: Fiscal Year is July 1-June 30

Vendor: *[Signature]*

CHICKASAW CAPITAL MGMT
6075 POPLAR AVE STE 720
MEMPHIS TN 38119

Printed Name: Jeffrey Gammi II

Date: 6-4-2019

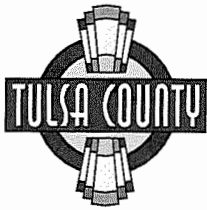
Approved by the Board of County Commissioners this _____ day of _____, 20____.

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda



CONTRACT / AGREEMENT RENEWAL

Department: EMPLOYEES' RETIREMENT SYSTEM OF TULSA COUNTY

Vendor: PHILLIPS MURRAH P.C.

Describe Product / Service provided by this contract: LEGAL COUNSEL

Original CMF # 245289

Dated: 07/02/2018

Current CMF # _____

Dated: _____

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2019 - 2020 and shall be effective upon full execution of this contract/agreement renewal. *Note: Fiscal Year is July 1-June 30

Vendor: Marc Edwards

Printed Name: Marc Edwards

Date: 6/4/19

Approved by the Board of County Commissioners this _____ day of _____, 20____.

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda

**CONTRACT / AGREEMENT RENEWAL**Department: EMPLOYEES' RETIREMENT SYSTEM OF TULSA COUNTYVendor: TOCQUEVILLE ASSET MANAGEMENT L.P.Describe Product / Service provided by this contract: INVESTMENT MANAGER SERVICESOriginal CMF # 220338Dated: 02/14/2011Current CMF # 245226Dated: 06/25/2018

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2019 - 2020 and shall be effective upon full execution of this contract/agreement renewal. *Note: Fiscal Year is July 1-June 30

Vendor: *Joseph Zock*Printed Name: Joseph ZockDate: 6-4-19

Approved by the Board of County Commissioners this _____ day of _____, 20____.

ATTEST:

Michael Willis
Tulsa County ClerkChairman, Board of County Commissioners
Tulsa County**NOTE:** Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda

RESOLUTION
CONTRACT/AGREEMENT RENEWAL

Department: HUMAN RESOURCES

Vendor: A J GALLAGHER

Describe Product/Service provided by this contract: EXCESS WORKERS

COMPENSATION CONSULTING AGREEMENT

Original CMF # 245072 Dated: 7/1/18

Current CMF # 245072 Dated: 7/1/18

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year 2019-2020 and shall be effective upon full execution of this contract/agreement renewal.

ATTEST:

Michael Willis
County Clerk

Chairman, Board of County Commissioners
Tulsa County

Date: 5/16/2019

Aaron Hoston
Vendor

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda



CONTRACT / AGREEMENT RENEWAL

Department: Parks

Vendor: JSJ, Inc.

Describe Product / Service provided by this contract: Golf Professional

Management Contract

Original CMF # 245216

Dated: 6/25/18

Current CMF # _____

Dated: _____

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2019 - 2020 and shall be effective upon full execution of this contract/agreement renewal. *Note: Fiscal Year is July 1-June 30

Vendor: Patrick L. McCate

Printed Name: JSJ INC - PATRICK L. MCCATE, President

Date: 6-5-19

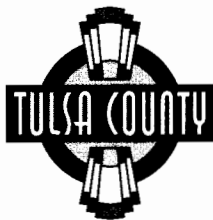
Approved by the Board of County Commissioners this _____ day of _____, 20____.

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda



CONTRACT / AGREEMENT RENEWAL

Department: Parks

Vendor: York Electronic Systems Inc

Describe Product / Service provided by this contract: Fire Alarm Monitoring

Original CMF # 201801

Dated: 4/17/06

Current CMF # 244845

Dated: 5/29/18

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract/agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

The terms of this contract/agreement shall be in full force and effect for the fiscal year * 2018 - 2020 and shall be effective upon full execution of this contract/agreement renewal. ***Note: Fiscal Year is July 1-June 30**

Vendor: York Electronic Systems Inc

Printed Name: Sue Taliakero, U.P. Date: 5/20/19

Sue Taliakero

Approved by the Board of County Commissioners this _____ day of _____, 20 ____.

ATTEST:

Michael Willis
Tulsa County Clerk

Chairman, Board of County Commissioners
Tulsa County

RESOLUTION
CONTRACT / AGREEMENT RENEWAL

Department: Tulsa County Sheriff's Office

Vendor: BOKF, NA DBA BANK OF OKLAHOMA

Describe Product / Service provided by this contract: REAL ESTATE
PURCHASE

Original CMF # 227052

Dated: 02/25/2013

Current CMF # 245089

Dated: 06/18/2018

The Board of County Commissioners, on behalf of the department above, by this renewal adopts and ratifies all the provisions and terms in the original or the most recent renewal of the contract / agreement, without amendments or addendums, as if the terms and provisions were set out in full herein.

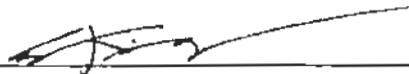
The terms of this contract / agreement shall be in full force and effect for the fiscal year 2019 – 2020 and shall be effective upon full execution of this contract / agreement renewal.

Chairman, Board of County Commissioners
Tulsa County

ATTEST:

Date: _____

Michael Willis
County Clerk

Vendor  _____

NOTE: Original to County Clerk for placement on Board of County Commissioners' Meeting Agenda



Purchasing Department

A Department of the Tulsa County Budget Board

Tulsa County Administration Bldg.
500 South Denver
Tulsa, Oklahoma 74103-3832
P: 918.596.5022
F: 918.596.4647

Matney M. Ellis
Purchasing Director

June 5, 2019

Board of County Commissioners
Tulsa County Administration Building
Tulsa, Oklahoma 74103

We respectfully request the Board of County Commissioners advertise for bids for all Tulsa County departments and related agencies for the following:

Vehicle Lubricants and Antifreeze

Specifications will be prepared by this department and all using Tulsa County departments. Bids must be received no later than 4:00pm on the 28th day of June, 2019. Bids will be opened at the Board of County Commissioners meeting on the 1st day of July, 2019. This bid shall advertise one (1) time.

Respectfully yours,

Megan L. Blackford,
Assistant Purchasing Director

MLB/arh

ORIGINAL: Michael Willis, County Clerk, for the June 10, 2019 agenda

TULSA COUNTY INVENTORY RESOLUTION

Original to the County Clerk's Office for placement on the Board of County Commissioners meeting agenda for

June 10, 2019

BOCC Meeting Date

WHEREAS, the following inventory has been (please mark one):

<input type="checkbox"/> LOST	<input type="checkbox"/> LEASE-PURCHASE	<input type="checkbox"/> TRANSFERRED
<input type="checkbox"/> SOLD	<input type="checkbox"/> RENTAL	<input type="checkbox"/> CONFISCATED
<input type="checkbox"/> STOLEN	<input checked="" type="checkbox"/> JUNKED	<input type="checkbox"/> _____

From: (DEPARTMENT / LOCATION) 01400 - Administrative Services

To: (DEPARTMENT / LOCATION) _____

Item Name/Description: Camera, Planetary, Alos 41, W/ Accessory

Asset No.: 0000242

Tag No.: 0000242

Serial No.: 36006388

Comments:

junked

BE IT RESOLVED this change shall be made in the records filed with the Tulsa County Clerk,
and in the computerized inventory program for capital assets .

5/30/2019
Date

Mary Stuber
Initiating Elected Official or Division Director

Date

Receiving Elected Official or Division Director

Date

Chairman, Board of County Commissioners

Administrative Services
Inventory Resolution - Junked
June 10, 2019 BOCC Meeting

ASSET	DESCRIPTION	SERIAL/PARCEL	DATE ACQ	ACQ COST
0000242	CAMERA, PLANETARY, ALOS 41, W/ ACCESSORY	36006388	05/11/07	3,776.27

TULSA COUNTY INVENTORY RESOLUTION

Original to the County Clerk's Office for placement on the Board of County Commissioners meeting agenda for

6/10/2019

BOCC Meeting Date

WHEREAS, the following inventory has been (please mark one):

<input type="checkbox"/> LOST	<input type="checkbox"/> LEASE-PURCHASE	<input type="checkbox"/> TRANSFERRED
<input type="checkbox"/> SOLD	<input type="checkbox"/> RENTAL	<input type="checkbox"/> CONFISCATED
<input type="checkbox"/> STOLEN	<input checked="" type="checkbox"/> JUNKED	<input type="checkbox"/> _____

From: (DEPARTMENT/LOCATION) County Clerk

To: (DEPARTMENT/LOCATION) _____

Item Name/Description: See Attached List

Asset No.: _____

Tag No.: _____ Serial No.: _____

Comments:

BE IT RESOLVED this change shall be made in the records filed with the Tulsa County Clerk,
and in the computerized inventory program for capital assets.

5/31/19

Date



Initiating Elected Official or Division Director

Date

Receiving Elected Official or Division Director

Date

Chairman, Board of County Commissioners

Note: Use for multiple items. If more space is required, make a copy of this form and attach to resolution.

INVENTORY NOS:	ITEM NAME/DESCRIPTION - SERIAL NO. - LOCATION INFORMATION - COMMENT(S)
ASSET NO. 0006482	Fujitsu Scanner for MUNIS Project
TAG NO. 0006482	
ASSET NO. 0006483	Fujitsu Scanner for MUNIS Project
TAG NO. 0006483	
ASSET NO. 0006484	Fujitsu Scanner for MUNIS Project
TAG NO. 0006484	
ASSET NO. 0006485	Fujitsu Scanner for MUNIS Project
TAG NO. 0006485	
ASSET NO. 0006487	Fujitsu Scanner for MUNIS Project
TAG NO. 0006487	
ASSET NO. 0006488	Fujitsu Scanner for MUNIS Project
TAG NO. 0006488	
ASSET NO. 0006489	Fujitsu Scanner for MUNIS Project
TAG NO. 0006489	
ASSET NO. 0006490	Fujitsu Scanner for MUNIS Project
TAG NO. 0006490	
ASSET NO. 14478	AR-E Rapid Print Time Stamp Clock
TAG NO. 14478	
ASSET NO. 16122	Optiplex 9010 Small Form Factor
TAG NO. 16122	
ASSET NO.	
TAG NO.	
ASSET NO.	
TAG NO.	
ASSET NO.	
TAG NO.	
ASSET NO.	
TAG NO.	
ASSET NO.	
TAG NO.	
ASSET NO.	
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ASSET NO.	
TAG NO.	
ASSET NO.	
TAG NO.	

ASSET	DESCRIPTION	SERIAL/PARCEL	DATE ACQ	ACQ COST	UNIT COST
0006482	FUJITSU SCANNER FOR MUNIS PROJECT	048459	02/19/09	885.10	885.10
0006483	FUJITSU SCANNER FOR MUNIS PROJECT	048498	02/19/09	885.10	885.10
0006484	FUJITSU SCANNER FOR MUNIS PROJECT	048565	02/19/09	885.10	885.10
0006485	FUJITSU SCANNER FOR MUNIS PROJECT	048814	02/19/09	885.10	885.10
0006487	FUJITSU SCANNER FOR MUNIS PROJECT	049580	02/19/09	885.10	885.10
0006488	FUJITSU SCANNER FOR MUNIS PROJECT	049679	02/19/09	885.10	885.10
0006489	FUJITSU SCANNER FOR MUNIS PROJECT	051867	02/19/09	885.10	885.10
0006490	FUJITSU SCANNER FOR MUNIS PROJECT	052504	02/19/09	885.10	885.10
14478	AR-E RAPID PRINT TIME STAMP CLOCK;	537714	04/10/13	775.00	0.00
16122	OPTIPLEX 9010 SMALL FORM FACTOR	GKNSHX1	07/02/13	1,508.13	0.00

TULSA COUNTY INVENTORY RESOLUTION

MICHAEL WILLIS
TULSA COUNTY CLERK

Original to the County Clerk's Office for placement on the Board of County Commissioners meeting agenda for

JUNE 10, 2019

BOCC Meeting Date

2019 JUN -5 AM 10:55

WHEREAS, the following inventory has been (please mark one):

<input type="checkbox"/> LOST	<input type="checkbox"/> LEASE-PURCHASE	<input type="checkbox"/> TRANSFERRED
<input type="checkbox"/> SOLD	<input type="checkbox"/> RENTAL	<input type="checkbox"/> CONFISCATED
<input type="checkbox"/> STOLEN	<input checked="" type="checkbox"/> JUNKED	<input type="checkbox"/> _____

STATE OF OKLAHOMA
TULSA COUNTY
RECEIVED

From: (DEPARTMENT / LOCATION) TULSA COUNTY HIGHWAY DISTRICT 2

To: (DEPARTMENT / LOCATION) N/A

Item Name/Description: UNIT 2881 CHAIR - TAN LAZY BOY

Asset No.: 0002907

Tag No.: 0002907 Serial No.: _____

Comments:

CHAIR IS BROKEN, NOT SUITABLE FOR OFFICE USE.



BE IT RESOLVED this change shall be made in the records filed with the Tulsa County Clerk,
and in the computerized inventory program for capital assets .

June - 4 - 2019
Date


Initiating Elected Official or Division Director

Date

Receiving Elected Official or Division Director

Date

Chairman, Board of County Commissioners

[illegible]

ASSET	DESCRIPTION	SERIAL/PARCEL	DATE ACQ	ACQ COST	UNIT NUMBER
0002907	CHAIR LAZY BOY TAN	01101020120	06/17/91	\$506.00	2881
12216	STIHL HT-131 POLE SAW	285722303	6/21/2011	\$584.99	2908

TULSA COUNTY INVENTORY RESOLUTION

Original to the County Clerk's Office for placement on the Board of County Commissioners meeting agenda for

June 10, 2019

BOCC Meeting Date

WHEREAS, the following inventory has been (please mark one):

<input type="checkbox"/> LOST	<input type="checkbox"/> LEASE-PURCHASE	<input type="checkbox"/> TRANSFERRED
<input type="checkbox"/> SOLD	<input type="checkbox"/> RENTAL	<input type="checkbox"/> CONFISCATED
<input type="checkbox"/> STOLEN	<input checked="" type="checkbox"/> JUNKED	<input type="checkbox"/> _____

From: (DEPARTMENT / LOCATION) Human Resources

To: (DEPARTMENT / LOCATION) Junk

Item Name/Description: 36" DRAWER LATERAL FILE CABINET

Asset No.: 0000042

Tag No.: 01301040035 Serial No.: 01301040035

Comments:

NO LONGER IN USE

BE IT RESOLVED this change shall be made in the records filed with the Tulsa County Clerk,
and in the computerized inventory program for capital assets .

Date

6/4/19

Initiating Elected Official or Division Director

Kathryn Zimone

Date

Receiving Elected Official or Division Director

Date

Chairman, Board of County Commissioners

Note: Use for multiple items. If more space is required, make a copy of this form and attach to resolution.

[illegible]

ASSET	DESCRIPTION	SERIAL/PARCEL	DATE ACQ	ACQ COST
0000042	36"" 5-DRAWER LATERAL FILE CABINET	01301040035	06/29/90	596.40
0000045	36"" 5-DRAWER LATERAL FILE CABINET	01301040038	06/29/90	596.40
0000047	42"" 5-DRAWER LATERAL FILE CABINET	01301040040	06/29/90	687.00
0000051	4-DRAWER FILE CABINET FILE, LAT, 42' W/L	HON7946-Q	03/30/01	500.00
0000052	SECRETARIAL DESK STEELCASE	01301050010	08/07/90	787.80
0000055	STEELCASE DESK	01301050014	08/07/90	848.90
0000056	STEELCASE RETURN	0130105001S	08/07/90	1,108.90
0000058	DESK/RETURN EXTENSION LH W/LATERAL	977402472LPCW	08/02/00	1,199.99
12203	SHREDDER: GBC GDX2019 JAM FREE CROS		01/31/11	743.08

TULSA COUNTY INVENTORY RESOLUTION

Original to the County Clerk's Office for placement on the Board of County Commissioners meeting agenda for

BOCC Meeting Date

WHEREAS, the following inventory has been (please mark one):

<input type="checkbox"/> LOST	<input type="checkbox"/> LEASE-PURCHASE	<input type="checkbox"/> TRANSFERRED
<input type="checkbox"/> SOLD	<input type="checkbox"/> RENTAL	<input type="checkbox"/> CONFISCATED
<input type="checkbox"/> STOLEN	<input checked="" type="checkbox"/> JUNKED	<input type="checkbox"/> _____

From: (DEPARTMENT / LOCATION) TULSA COUNTY SHERIFF

To: (DEPARTMENT / LOCATION) _____

Item Name/Description: OLD COMPUTERS 3

Asset No.: REFER TO ATTACHMENT

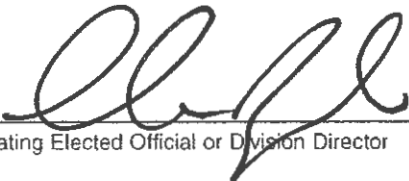
Tag No.: REFER TO ATTACHMENT Serial No.: REFER TO ATTACHMENT

Comments:

LIST OF OLD COMPUTERS REMOVED FROM SERVICE BY I.T.

BE IT RESOLVED this change shall be made in the records filed with the Tulsa County Clerk,
and in the computerized inventory program for capital assets .

0529 19
Date


Initiating Elected Official or Division Director

Date

Receiving Elected Official or Division Director

Date

Chairman, Board of County Commissioners

ASSET	DESCRIPTION	SERIAL/PARCEL	DATE ACQ	ACQ COST
11190	DELL OPTIPLEX 760 SFF-DUO CORE PROC	2L92GK1	10/21/09	1,090.60
10767	PROCESSOR: DELL OPTIPLEX 760 SFF, D	J51R4J1	06/16/09	1,144.06
11186	DELL OPTIPLEX 760 SFF-DUO CORE PROC	2L8YFK1	10/21/09	1,090.60
11189	DELL OPTIPLEX 760 SFF-DUO CORE PROC	2L9ZFK1	10/21/09	1,090.60
13125	DELL OPTIPLEX 990 SFF	J4KWKS1	03/14/12	1,277.98
17406	HP DL380E GEN8 8-SFF CTO SERVER (#1	MXQ43803PJ	09/29/14	7,152.95
11644	DELL POWEREDGE R710 PER DELL QUOTE	BF10MN1	10/29/10	6,723.38
11643	DELL POWEREDGE R710 PER DELL QUOTE	BF11MN1	10/29/10	6,723.38
13032	DELL POWEREDGE R720 FOR NETMOTION S	479NLV1	05/29/12	7,310.58
16667	DELL POWEREDGE R720, INTEL SERVER	68DXK02	04/21/14	14,294.43
16643	DELL POWEREDGE R720, INTEL XEON SER	CLQ0K02	05/01/14	12,471.20
0005742	PC, OPTIPLEX 755 SFF DUO CORE PROCESSOR	4L2N6G1	05/01/08	1,239.62
0005747	PC, OPTIPLEX 755 SFF DUO CORE PROCESSOR	5K2N6G1	05/01/08	1,239.62
5748	PC, OPTIPLEX 755 SFF DUO CORE PROCESSOR	7L2N6G1	05/01/08	1,239.62
5749	PC, OPTIPLEX 755 SFF DUO CORE PROCESSOR	CK2N6G1	05/01/08	1,239.62
6182	HP LASERJET 4250DTN PRINTER	CNBXC06361	10/25/04	1,724.97
0006324	MONITOR; DELL ULTRASHARP 2001 FP 20IN FL	CN0C06464663359	12/02/05	566.10
0006332	MONITOR/DELL ULTRA SHARP 2001FP 20"" FLA	MXOC9536466346	05/08/06	534.10
6333	MONITOR/DELL ULTRA SHARP 2001FP 20"" FLA	MXOC9536466346	05/08/06	534.10
0006334	MONITOR/DELL ULTRA SHARP 2001FP 20"" FLA	MXOC9536466346	05/08/06	534.10
0006336	MONITOR/DELL ULTRA SHARP 2001FP 20"" FLA	MXOC9536466346	05/08/06	534.10
6337	MONITOR/DELL ULTRA SHARP 2001FP 20"" FLA	MXOC9536466346	05/08/06	534.10
6338	MONITOR/DELL ULTRA SHARP 2001FP 20"" FLA	MXOC9536466346	05/08/06	534.10
0006343	DELL OPTIPLEX 745	C10Z3C1	11/27/06	2,124.03
0006359	PROCESSOR, DELL OPTIPLEX 755 SFF, DUO CO	GJBMRH1	12/03/08	1,239.33
0007580	DELL OPTIPLEX 210 DESKTOP COMPUTER	8XSOKC1	02/14/07	1,034.92
7593	DELL OPTIPLEX 745 SMALL FORM FACTOR	78VR5D1	07/06/07	1,011.12
11065	DELL INSPIRON MINI LAPTOP	13GX4L1	03/10/10	346.90
11199	DELL OPTIPLEX 780 SFF, QUAD CORE PR	2BSXPM1	05/18/10	1,293.60
11291	DELL OPTIPELEX 780 SFF, QUAD CORE P	10RSKM1	06/25/10	1,477.56
11293	DELL OPTIPELEX 780 SFF, QUAD CORE P	10RVKM1	06/25/10	1,477.56
11295	DELL OPTIPELEX 780 SFF, QUAD CORE P	10SPKM1	06/25/10	1,477.56
11387	DELL INSPIRON MINI 10 LAPTOP	1K7GQM1	07/23/10	328.27
11389	DELL INSPIRON MINI 10 LAPTOP	FK7GQM1	07/23/10	328.27
11413	DELL OPTIPLEX 780 SFF, QUAD CORE PR	BWJ6LM1	07/06/10	1,475.04
11414	DELL OPTIPLEX 780 SFF, QUAD CORE PR	BWJLKM1	07/06/10	1,475.04
11780	DELL OPTIPLEX 780 SFF, QUAD CORE PR	9JS29P1	01/11/11	1,289.83
11781	DELL OPTIPLEX 780 SFF, QUAD CORE PR	9JS59P1	01/11/11	1,289.83
11784	DELL OPTIPLEX 780 SFF, QUAD CORE PR	9JS39P1	01/11/11	1,289.83
11796	DELL OPTIPLEX 780 SFF, QUAD CORE PR	63NYBP1	02/15/11	1,370.65
13265	DELL LATITUDE 2120 NETBOOK	G7KVRQ1	08/01/11	379.20
14933	FUJITSU 6240Z DOCUMENT SCANNER, PA	401757	12/07/12	1,867.55
5741	PC, OPTIPLEX 755 SFF DUO CORE PROCESSOR	1K2N6G1	05/01/08	1,239.62
0005744	PC, OPTIPLEX 755 SFF DUO CORE PROCESSOR	8J2N6G1	05/01/08	1,239.62
0005750	PC, OPTIPLEX 755 SFF DUO CORE PROCESSOR	HK2N6G1	05/01/08	1,239.62
0006360	PROCESSOR, DELL OPTIPLEX 755 SFF, DUO CO	JJBMRH1	12/03/08	1,239.33

0006363	PROCESSOR, DELL OPTIPLEX 755 SFF, DUO CO	CJBMRH1	12/03/08	1,239.33
6364	PROCESSOR, DELL OPTIPLEX 755 SFF, DUO CO	BJBMRH1	12/03/08	1,239.33
0007459	MAXTOR MAXATTACH 80 GIG HARD DRIVE 10/10	EA00A38C	02/07/01	919.00
0007460	MAXTOR MAXATTACH 80 GIG HARD DRIVE 10/10	EA00A68B	02/07/01	919.00
7487	GATEWAY LAPT TOP COMPUTER	0030020410	04/20/03	2,484.00
7488	GATEWAY LAPT TOP COMPUTER	0030020409	04/20/03	2,484.00
0007503	GATEWAY LAPTOP	0032886323	02/17/04	2,296.00
7551	DELL GX620 COMPUTER	C1R24B1	06/14/06	956.22
7567	DELL COLOR LASER PRINTER 3100CN	40D9D41	07/26/06	647.00
0007581	LEXMARK E 450 DN LASER PRINTER	33SO700	02/20/07	591.89
0007588	DELL OPTIPLEX 745 SMALL FORM FACTOR	2BVR5D1	07/06/07	1,011.12
7589	DELL OPTIPLEX 745 SMALL FORM FACTOR	39VR5D1	07/06/07	1,011.12
0007590	DELL OPTIPLEX 745 SMALL FORM FACTOR	48VR5D1	07/06/07	1,011.12
7591	DELL OPTIPLEX 745 SMALL FORM FACTOR	4CVR5D1	07/06/07	1,011.12
0007592	DELL OPTIPLEX 745 SMALL FORM FACTOR	6CVR5D1	07/06/07	1,011.12
0007593	DELL OPTIPLEX 745 SMALL FORM FACTOR	78VR5D1	07/06/07	1,011.12
7594	DELL OPTIPLEX 745 SMALL FORM FACTOR	89VR5D1	07/06/07	1,011.12
7597	DELL OPTIPLEX 745 SMALL FORM FACTOR	BCVVR501	07/06/07	1,011.12
0007599	DELL OPTIPLEX 745 SMALL FORM FACTOR	D9VR5D1	07/06/07	1,011.12
7601	DELL OPTIPLEX 745 SMALL FORM FACTOR	GCVR5D1	07/06/07	1,011.12
0007603	DELL OPTIPLEX 745 SMALL FORM FACTOR	H8VR5D1	07/06/07	1,011.12
0007607	LEXMARK E450DTN PRINTER	621H1CV	11/28/07	772.68
7617	DELL OPTIPLEX COMPUTER AND MONITOR	J3J2GG1	06/13/08	1,187.22
0007618	DELL OPTIPLEX 755 DUO CORE PROCESSOR W/D	FD5V4H1	08/12/08	1,080.86
0007619	DELL OPTIPLEX 755 DUO CORE PROCESSOR W/D	BD5V4HL	08/12/08	1,080.86
7620	DELL OPTIPLEX 755 DUO CORE PROCESSOR W/D	GD5V4HL	08/12/08	1,080.86
0007621	DELL OPTIPLEX 755 DUO CORE PROCESSOR W/D	DD5V4H1	08/12/08	1,080.86
7622	DELL OPTIPLEX 755 DUO CORE PROCESSOR W/D	CD5V4HL	08/12/08	1,080.86
0007626	DELL LAPTOP COMPUTER	GRBLJH1	10/13/08	1,186.80
0007632	DELL OPTIPLEX COMPUTER	6NKMQH1	11/21/08	1,076.95
0007636	DELL OPTIPLEX 755 COMPUTER & MONITOR	DRNG1J1	01/30/09	1,057.05
0007637	DELL OPTIPLEX 755 COMPUTER & MONITOR	CRNG1J1	01/30/09	1,057.05
0007638	DELL OPTIPLEX 755 COMPUTER & MONITOR	HKM56J1	02/09/09	1,057.05
0007641	DELL OPTIPLEX 760SFF DUO CORE PROCESSOR	9K638J1	02/26/09	1,077.30
0007643	DELL OPTIPLEX 755 SFF DUO CORE PROCESSOR	2MTRJG1	03/18/09	1,061.69

TULSA COUNTY
PURCHASING
DEPARTMENT

VENDOR#: 17166
CC#: 4120 027 0000

MEMO

DATE: JUNE 5, 2019
TO: BOARD OF COUNTY COMMISSIONERS

FROM: MATNEY M. ELLIS
PURCHASING DIRECTOR



SUBJECT: SOLE SOURCE DESIGNATION-LITTLEFIELD, INC.

THE TULSA COUNTY PURCHASING DEPARTMENT AND THE TULSA CITY-COUNTY HEALTH DEPARTMENT RESPECTFULLY REQUESTS THE BOARD OF COUNTY COMMISSIONERS TO APPROVE THE ATTACHED "REQUEST FOR WAIVER OF SOLICITING BIDS OR QUOTES" AND SOLE SOURCE DESIGNATION TO LITTLEFIELD, INC.

LITTLEFIELD, INC.
1350 S. BOULDER AVENUE
SUITE 500
TULSA, OKLAHOMA 74119
ATTN: LAURIE TILLEY / SARAH KETNER

LITTLEFIELD, INC. IS THE SOLE SOURCE PROVIDER FOR ALTERATIONS, UPDATES, MAINTENANCE AND HOSTING OF THE TULSA HEALTH DEPARTMENT'S WEBSITE CREATED BY LITTLEFIELD.

THIS REQUEST IS RESPECTFULLY SUBMITTED FOR YOUR APPROVAL.

MME/jdf
ATTACHMENT


ORIGINAL: MICHAEL WILLIS, COUNTY CLERK FOR THE JUNE 10, 2019 AGENDA

REQUEST FOR WAIVER OF SOLICITING BIDS OR QUOTES

DATE: JUNE 5, 2019

TO THE BOARD OF COUNTY COMMISSIONERS

It is recommended that soliciting bids/quotes be waived on the following request of
TULSA CITY-COUNTY HEALTH DEPARTMENT for the reason(s) stated below:
REQUESTING DEPARTMENT


PURCHASING DIRECTOR
MATNEY M. ELLIS

- ☐ Emergency
- ☐ Sole manufacturer (*must* be documented).
- ☒ Sole supplier (*must* be documented).
- ☐ Other products of similar nature are incompatible with existing products.
- ☐ Purchase of similar products will adversely affect warranty, guarantee or service agreement on existing products.
- ☐ _____

Description:

LITTLEFIELD, INC. IS THE SOLE SOURCE PROVIDER FOR ALTERATIONS, UPDATES, MAINTENANCE, AND HOSTING OF THE TULSA HEALTH DEPARTMENT'S WEBSITE CREATED BY LITTLEFIELD.

LITTLEFIELD, INC.
1350 S. BOULDER AVENUE
SUITE 500
TULSA, OKLAHOMA 74119
ATTN: LAURIE TILLEY / SARAH KETNER
ltalley@littlefield.us / sfelts@littlefield.us

(918) 295-1000 PHONE
(918) 295-1001 FAX

- ☐ Waiver of bidding or quoting process is approved.
- ☐ Waiver of bidding or quoting is *not* justified.
Standard bidding or quoting will be followed.

CHAIRMAN, BOARD OF COUNTY COMMISSIONERS

DATE



Tulsa County Purchasing

Sole Source or Sole Brand Acquisition Certification

Date: 05/25/2019

County Department: TULSA CITY-COUNTY HEALTH DEPT.

Supplier Name: LITTLEFIELD INC

Supplier Address: 1350 S BOULDER AVE STE 500 TULSA OK 74119

Supplier Phone: 918-295-1000

I hereby affirm that pursuant to the provisions of the attached requisition or contract that

LITTLEFIELD INC

(Name of Supplier)

is the only person or business entity singularly qualified to provide the acquisition, and if a product is the only brand or product which is unique, for the following reasons:

SOLE PROVIDER FOR ALTERATIONS, UPDATES, MAINTENANCE & HOSTING OF THD'S WEBSITE CREATED BY SUPPLIER.

The following is a brief description of all efforts which were made to verify that the services or products to be purchased pursuant to the provisions of the attached requisition or contract qualify as a sole source or sole brand acquisition:

LITTLEFIELD WAS THE ONLY ENTITY THAT CAN MAKE THE NECESSARY UPDATES TO OUR WEBSITE.

I understand that the signing of this certification knowing such information to be false may subject me to punishment for perjury.

Bruce Dart
2019.05.24 14:49:04 -05'00'

(Signature of Certifying Officer)



May 29, 2019

Purchasing Coordinator
Tulsa County
500 South Denver Avenue
Tulsa, OK 74103

Dear Sir or Madam,

This letter is to confirm that Littlefield, Inc. is the sole source provider for the Tulsa Health Department website (Tulsa-health.org) including but not limited to alterations, updates, maintenance and hosting of the website which was created by Littlefield.

If you have further questions please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink that reads "Laurie Tilley". The signature is written in a cursive, flowing style.

Laurie Tilley
Executive Vice President

cc: Leanne Stephens

TULSA COUNTY
PURCHASING
DEPARTMENT

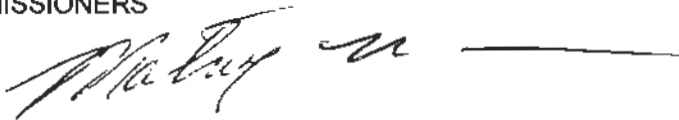
BID#: 1442
VENDOR#: 13148
CC#: 8300 119 0000

MEMO

DATE: JUNE 5, 2019

TO: BOARD OF COUNTY COMMISSIONERS

FROM: MATNEY M. ELLIS
PURCHASING DIRECTOR



SUBJECT: SOLE SOURCE DESIGNATION-ONENET, A DIVISION OF THE OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION

THE TULSA COUNTY PURCHASING DEPARTMENT AND TULSA COUNTY INFORMATION TECHNOLOGY DEPARTMENT RESPECTFULLY REQUESTS THE BOARD OF COUNTY COMMISSIONERS TO APPROVE THE ATTACHED "REQUEST FOR WAIVER OF SOLICITING BIDS OR QUOTES" AND SOLE SOURCE DESIGNATION TO ONENET.

ONENET
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
PO BOX 108800
OKLAHOMA CITY, OK 73101-8800
ATTN: AMI LAYMAN

ONENET IS THE SOLE INTERNET SERVICE PROVIDER THAT CAN PROVIDE REDUNDANCY TO THE OKLAHOMA STATE NETWORK. ONENET CAN ACCOMMODATE DARK FIBER RESOURCES TO TULSA COUNTY VIA THESE MANAGED ASSETS IN ADDITION TO NETWORK ENGINEERING SUPPORT THAT CAN ACCOMMODATE THE BORDER GATEWAY PROTOCOL.

THIS REQUEST IS RESPECTFULLY SUBMITTED FOR YOUR APPROVAL.

MME/rjm
ATTACHMENT

ORIGINAL: MICHAEL WILLIS, COUNTY CLERK FOR THE JUNE 10, 2019 AGENDA.

REQUEST FOR WAIVER OF SOLICITING BIDS OR QUOTES

DATE: JUNE 5, 2019

TO THE BOARD OF COUNTY COMMISSIONERS

It is recommended that soliciting bids/quotes be waived on the following request of
TULSA COUNTY IT DEPARTMENT for the reason(s) stated below.
REQUESTING DEPARTMENT


PURCHASING DIRECTOR

MATNEY M. ELLIS

- 1 Emergency
- 1 Sole manufacturer (*must* be documented).
- Sole supplier (*must* be documented).
- 1 Other products of similar nature are incompatible with existing products.
- 1 Purchase of similar products will adversely affect warranty, guarantee or service agreement on existing products.
- 1 _____

Description:

ONENET IS THE SOLE INTERNET SERVICE PROVIDER THAT CAN PROVIDE REDUNDANCY TO THE OKLAHOMA STATE NETWORK. ONENET CAN ACCOMMODATE DARK FIBER RESOURCES TO TULSA COUNTY VIA THESE MANAGED ASSETS IN ADDITION TO NETWORK ENGINEERING SUPPORT THAT CAN ACCOMMODATE THE BORDER GATEWAY PROTOCOL.

ONENET
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
PO BOX 108800
OKLAHOMA CITY, OK 73101-8800
ATTN: AMI LAYMAN

(405) 271-2244 PHONE
(405) 271-2255 FAX
ALAYMAN@ONENET.NET

- 1 Waiver of bidding or quoting process is approved.
- 1 Waiver of bidding or quoting is *not* justified.
Standard bidding or quoting will be followed.

CHAIRMAN, BOARD OF COUNTY COMMISSIONERS

DATE



May 28, 2019

Tulsa County
500 S. Denver Ave. Room 322-A
Tulsa, OK 74103

Dear customer;

OneNet is the sole internet service provider that can provide reliable and redundant connectivity to the Oklahoma State Network. OneNet can accommodate dark fiber resources to the Tulsa County via these publicly managed assets in addition to network engineering support to manage the border gateway protocol.

Please call if you have any questions. Thank you for your patronage with OneNet.

Sincerely,

A handwritten signature in black ink, appearing to read "Ami Layman", is written over the printed name.

Ami Layman
Business Director

P.O. Box 108800

Oklahoma City, OK

73101-8800

Phone: 405.271.2244

Fax 405.271.2255

www.onenet.net

*A Division of the Oklahoma State Regents for Higher Education
operated in cooperation with the Office of State Finance*



Tulsa County Purchasing

Sole Source or Sole Brand Acquisition Certification

Date: 06/03/2019

County Department: INFORMATION TECHNOLOGY

Supplier Name: OneNet - OK State Regents for Higher Education

Supplier Address: 655 Research Parkway, Ste 200 OKC, OK 73104

Supplier Phone: (405) 225-9444

I hereby affirm that pursuant to the provisions of the attached requisition or contract that

OneNet - OK State Regents for Higher Education
(Name of Supplier)

is the only person or business entity singularly qualified to provide the acquisition, and if a product is the only brand or product which is unique, for the following reasons:

OneNet is the sole Internet service provider that can provide redundancy to the State of Oklahoma Network. OneNet can accommodate dark fiber resources to Tulsa County via these managed assets in addition to network engineering support required to accommodate the border gateway protocol.

The following is a brief description of all efforts which were made to verify that the services or products to be purchased pursuant to the provisions of the attached requisition or contract qualify as a sole source or sole brand acquisition:

There are no other Internet providers that connect to the State Building in Tulsa while providing network services through that building to the State of Oklahoma in OKC

I understand that the signing of this certification knowing such information to be false may subject me to punishment for perjury.

Dan Pease

(Signature of Certifying Officer)

Digitally signed by Dan Pease
DN: cn=Dan Pease, o=Tulsa County,
ou=Information Technology,
email=dpease@tulsa-county.org, c=US
Date: 2019.06.03 12:15:45 -05'00'

TULSA COUNTY
PURCHASING
DEPARTMENT

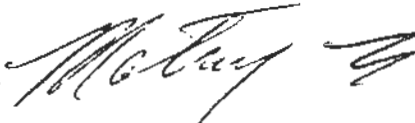
BID#: 1386
VENDOR#: 21151
CC#: 2205 003 0000

MEMO

DATE: JUNE 5, 2019

TO: BOARD OF COUNTY COMMISSIONERS

FROM: MATNEY M. ELLIS
PURCHASING DIRECTOR



SUBJECT: SOLE SOURCE DESIGNATION-TYLER TECHNOLOGIES, INC.

THE TULSA COUNTY PURCHASING DEPARTMENT, INFORMATION TECHNOLOGY DEPARTMENT, COUNTY CLERK AND FISCAL DEPARTMENT RESPECTFULLY REQUEST THE BOARD OF COUNTY COMMISSIONERS TO APPROVE THE ATTACHED "REQUEST FOR WAIVER OF SOLICITING BIDS OR QUOTES" AND SOLE SOURCE DESIGNATION TO TYLER TECHNOLOGIES, INC.

TYLER TECHNOLOGIES, INC.
ONE TYLER DRIVE
YARMOUTH, MAINE 04096
ATTN: ROBERT KENNEDY-JENSEN

TYLER TECHNOLOGIES, INC. IS THE SOLE SOURCE PROVIDER OF MUNIS SOFTWARE AND THE ONLY PARTY AUTHORIZED TO SUPPORT, UPDATE OR MODIFY THE MUNIS SOFTWARE.

THIS REQUEST IS RESPECTFULLY SUBMITTED FOR YOUR APPROVAL.

MME/rjm
ATTACHMENT

ORIGINAL: MICHAEL WILLIS, COUNTY CLERK FOR THE JUNE 10, 2019 AGENDA.

REQUEST FOR WAIVER OF SOLICITING BIDS OR QUOTES

DATE: JUNE 10, 2019

TO THE BOARD OF COUNTY COMMISSIONERS

It is recommended that soliciting bids/quotes be waived on the following request of
TULSA COUNTY INFORMATION TECHNOLOGY for the reason(s) stated below:

REQUESTING DEPARTMENT



PURCHASING DIRECTOR

MATNEY M. ELLIS

- ↑ Emergency
- ↑ Sole manufacturer (*must* be documented).
- Sole supplier (*must* be documented).
- ↑ Other products of similar nature are incompatible with existing products.
- ↑ Purchase of similar products will adversely affect warranty, guarantee or service agreement on existing products.
- ↑ _____

Description:

TYLER TECHNOLOGIES, INC. IS THE SOLE SOURCE PROVIDER OF MUNIS SOFTWARE AND THE ONLY PARTY AUTHORIZED TO SUPPORT, UPDATE OR MODIFY MUNIS SOFTWARE.

TYLER TECHNOLOGIES, INC.
ONE TYLER DRIVE
YARMOUTH, MAINE 04096
Robert Kennedy-Jensen, Director of Contracts
Grace Weir, Contract Specialist

(800) 772-2260 PHONE
(207) 781-2459 FAX
Grace.Weir@tylertech.com

- ↑ Waiver of bidding or quoting process is approved.
- ↑ Waiver of bidding or quoting is *not* justified.
Standard bidding or quoting will be followed.

CHAIRMAN, BOARD OF COUNTY COMMISSIONERS

DATE



May 16, 2019

**Purchasing Coordinator
Board of County Commissioners of Tulsa County
500 South Denver Avenue
Tulsa, OK 74103**

RE: Sole Source Procurement

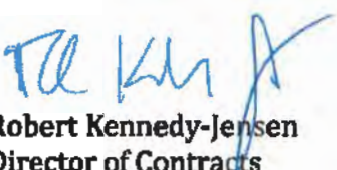
Dear Purchasing Coordinator:

Please accept this letter as confirmation that Tyler Technologies, Inc. is the sole provider of the Munis software. Additionally, Tyler is the only party authorized to support, update or modify the Munis software.

Tyler is the sole developer and implementer of the Munis software.

Please let me know if you have any additional questions.

Regards,


**Robert Kennedy-Jensen
Director of Contracts**



Tulsa County Purchasing

Sole Source or Sole Brand Acquisition Certification

Date: 06/03/2019

County Department: County Clerk, Purchasing, Fiscal and Information Technology

Supplier Name: Tyler Technologies, Inc.

Supplier Address: One Tyler Drive, Yarmouth, Maine 04096

Supplier Phone: 800.772.2260

I hereby affirm that pursuant to the provisions of the attached requisition or contract that

Tyler Technologies, Inc.
(Name of Supplier)

is the only person or business entity singularly qualified to provide the acquisition, and if a product is the only brand or product which is unique, for the following reasons:

County Clerk, Purchasing, Fiscal and Information Technology agree that Tyler Technologies, Inc is the only brand to provide our current ERP System. (MUNIS)

The following is a brief description of all efforts which were made to verify that the services or products to be purchased pursuant to the provisions of the attached requisition or contract qualify as a sole source or sole brand acquisition:

Tyler Technologies, Inc. is the sole source provider of MUNIS software and the only company authorized to support and update MUNIS software.

I understand that the signing of this certification knowing such information to be false may subject me to punishment for perjury.

Dan Pease

Digitally signed by Dan Pease
DN: cn=Dan Pease, o=Tulsa County,
ou=Information Technology,
email=dpease@tulsacounty.org, c=US
Date: 2019.06.03 12:17:23 -0500

(Signature of Certifying Officer)

TULSA COUNTY

**PURCHASING
DEPARTMENT**

VENDOR#: 4906
CC# 8200 033 0000
CMF#

MEMO

DATE: JUNE 5, 2019

TO: BOARD OF COUNTY COMMISSIONERS

FROM: MATNEY M. ELLIS
PURCHASING DIRECTOR



SUBJECT: REQUEST FOR WAIVER OF SOLICITING BIDS OR QUOTES & SOLE SOURCE DESIGNATION
TO SECURITY TREND CORPORATION DBA PROXIGUARD.

THE PURCHASING DEPARTMENT AND THE TULSA COUNTY SHERIFF'S OFFICE RESPECTFULLY
REQUESTS THE BOARD OF COUNTY COMMISSIONERS APPROVE THE ATTACHED "REQUEST FOR
WAIVER OF SOLICITING BIDS OR QUOTES" AND SOLE SOURCE DESIGNATION TO
SECURITY TREND CORPORATION DBA PROXIGUARD.

SECURITY TREND CORPORATION
DBA PROXIGUARD
245 SE 1ST ST SUITE #226
MIAMI, FL 33131

SECURITY TREND CORPORATION DBA PROXIGUARD IS THE ONLY SUPPLIER OF RFID GUARD TOUR
MANAGEMENT BASED ON A CLIENT/SERVER PROFESSIONAL MS SQI SOLUTION IN THE USA MARKET.

THIS REQUEST IS RESPECTFULLY SUBMITTED FOR YOUR APPROVAL.

MME/rjm

ATTACHMENT

ORIGINAL: MICHAEL WILLIS, COUNTY CLERK FOR THE JUNE 10, 2019 AGENDA.

REQUEST FOR WAIVER OF SOLICITING BIDS OR QUOTES

DATE: JUNE 05, 2019

TO THE BOARD OF COUNTY COMMISSIONERS

It is recommended that soliciting bids/quotes be waived on the following request of
TULSA COUNTY SHERIFF DEPARTMENT for the reason(s) stated below.

REQUESTING DEPARTMENT


PURCHASING DIRECTOR

MATNEY M. ELLIS

- ☐ Emergency
- ☐ Sole manufacturer (*must* be documented).
- ☒ Sole supplier (*must* be documented).
- ☐ Other products of similar nature are incompatible with existing products.
- ☐ Purchase of similar products will adversely affect warranty, guarantee or service agreement on existing products.
- ☐ _____

Description:

SECURITY TREND CORPORATION DBA PROXIGUARD IS THE ONLY SUPPLIER OF RFID GUARD TOUR MANAGEMENT BASED ON A CLIENT/SERVER PROFESSIONAL MS SQL SOLUTION IN THE USA MARKET.

SECURITY TREND CORPORATION
DBA PROXIGUARD
245 SE 1ST ST SUITE #226
MIAMI, FL 33131
Flavio Russowsky, President
PHONE: 305-381-6066
FAX: 305-381-6088
TOLL FREE: (800) GO-PROXI
www.proxiguard.com
sales@proxiguard.com

- ☐ Waiver of bidding or quoting process is approved.
- ☐ Waiver of bidding or quoting is *not* justified.
Standard bidding or quoting will be followed.

CHAIRMAN, BOARD OF COUNTY COMMISSIONERS

DATE

PROXIGUARD

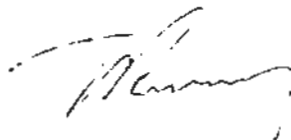
THE FUTURE IN GUARD TOUR

MAY 2019

To whom it may concern,

Security Trend Corp. DBA ProxiGuard is the only supplier of RFID guard tour management based on a Client/Server Professional MS SQL solution in the USA market.

Sincerely yours,



Flavio Russowsky
President - ProxiGuard

245 SE 1st Street, Suite #226, Miami, FL 33131
(305)381-6066 Phone | (305)381-6088 Fax | (800)GOPROXI Toll Free
sales@proxiguard.com | www.proxiguard.com



Tulsa County Purchasing

Sole Source or Sole Brand Acquisition Certification

Date: 05/29/2019

County Department: Tulsa County Sheriff's Office

Supplier Name: ProxiGuard

Supplier Address: 245 SE 1st Street, Suite 226

Supplier Phone: Miami, Florida, 33131
305-381-6066

I hereby affirm that pursuant to the provisions of the attached requisition or contract that

PROXIGUARD

(Name of Supplier)

is the only person or business entity singularly qualified to provide the acquisition, and if a product is the only brand or product which is unique, for the following reasons:

They are the only supplier of RFID guard tour management

The following is a brief description of all efforts which were made to verify that the services or products to be purchased pursuant to the provisions of the attached requisition or contract qualify as a sole source or sole brand acquisition:

Reached out to other agencies for potential vendor information

I understand that the signing of this certification knowing such information to be false may subject me to punishment for perjury.

A handwritten signature in black ink, appearing to be "J. H. Jones", written over a horizontal line.

(Signature of Certifying Officer)

**TULSA
COUNTY
Engineering
Division**

MEMORANDUM

DATE: May 31, 2019

TO: Board of County Commissioners

FROM: Tom Rains, County Engineer



SUBJECT: Utility permit for Oklahoma Natural Gas Company

We present for your approval a utility permit for Oklahoma Natural Gas Company to cross E 122nd St & S 193rd E Ave and parallel S 193rd E Ave approximately 4.50 mi S & 1.19 mi W of the Creek and Muskogee Turnpikes.

Installation will be by boring a 6" natural gas pipeline.

TR:bd
Attachments

Original: Michael Willis, County Clerk, for the June 10, 2019 Agenda

TULSA COUNTY
BOARD OF COUNTY COMMISSIONERS

UTILITY PERMIT

NO. _____

TYPE OF INSTALLATION: Natural Gas Pipeline

This authority executed in the original and three copies this _____ day of _____, 20_____

By the Tulsa County Board of Commissioners, hereinafter called the "COUNTY", witnessed:

That the COUNTY does by these presents, grant to:

Applicant Oklahoma Natural Gas Company

Mailing Address 5848 E. 15th St.

City Tulsa State OK Zip 74112

A permit to erect, construct and maintain a _____ along, upon or across the hereinafter described County Highway (s) for the purpose of transporting, selling, and using that portion of said County Highway (s) being shown on the attached drawing (s) and further described as follows:

To Cross / Parallel Cross E. 122nd St. & S. 193rd E. Ave. / Parallel S. 193rd E. Ave. approximately 4.50 miles S. & 1.19
Cross or parallel County Highway name or number

miles W. of the Creek & Muskogee Turnpikes and further described as _____ feet _____ of the
N.E.S.W. Junction or other definite point N.E.S.W.

NW & SW / SE corner of Section 6 / 1, Township 17N, Range, 15E / 14E, Tulsa County.

The installation will be made in the following manner: Boring
(boring, pushing, cut slab, overhead crossing and other description)

Size of Line: 6" Size of Casing: N/A

Exhibit A is a part of this permit.

This permit is granted subject to the following conditions, requirements and covenants, to-wit:

1. Work to be performed on County right-of-way must be under the direction of the Tulsa county Engineer, who must be notified of the time when the work is to begin. Under no circumstances will any work be done on County right-of-way until approval of the Tulsa County Engineer has been obtained.
2. One copy of an approved permit must be kept at the work site for inspection by the Tulsa County Engineer or his representative. Applicant will be required to have an inspector or engineer present at all time during construction to insure that installation is made in accordance with plans.
3. The applicant must agree to hold the COUNTY harmless for any damage (s) or injury (ies) to any person(s) or property (ies) caused by or resulting directly or indirectly from the construction, maintenance, operation or repair of the facilities on, under, or over the County right-of-way and must further agree to reimburse the COUNTY for any repair of any damage to COUNTY facilities caused by the construction and/or operation of the applicant's facility.
4. All work on the County right-of-way is to be done in accordance with the current Standard Specifications for Highway Construction, Oklahoma State Highway Commission, and at the conclusion of such work the right-of-way must be cleaned up and left in a presentable condition. This will include replacing any protective grass cover destroyed by trenching or operation of equipment, and correcting any other damage that may have been caused, as directed by the COUNTY. The applicant shall require the contractor or whoever installs the facilities to deposit with the COUNTY a cashier's check, certified check, cash or bond which is to insure the cost to the COUNTY for restoring the area to its original state, if not restored by the installer. The minimum deposit or bond will be based on fifty cents per lineal foot paralleling the highway, two dollars per lineal foot for boring and five dollars per lineal foot for trenching when trenching is necessary. The measurement to determine the amount of deposit shall be measured along centerline of trench for paralleling roadway, and for boring or trenching the measured centerline of trench from right-of-way line to right-of-way line. After final inspection by the County Engineer's Office, and an additional period of ninety days, the deposit less any amount not used to restore the area shall be returned to the depositor.
5. The applicant must furnish all flagmen, lights, barricades, and warning signs deemed necessary by the COUNTY, during the construction maintenance, or repair of its facilities on the County right-of-way.
6. When notified to do so by the COUNTY, the applicant agrees to make all changes in the facilities on a County right-of-way at the applicant's own expense, unless otherwise provided by law or order of the COUNTY.
7. Clearance above the traffic lanes of the highway at all pole line crossings should comply with applicable safety codes, but will not be less than 20 feet at a temperature of 69 degrees Fahrenheit. All poles, posts, stubs, fixtures, down guys, wires, and other appurtenances must be kept in good repair at all times and must be free from weeds and brush within a 5-foot area no more than 4 feet inside the right-of-way line, unless otherwise approved by the COUNTY.
8. All underground crossing of the right-of-way must be encased from right-of-way line to right-of-way line at a minimum depth of 48 inches below the bottom of the surfacing, but not less than 30 inches below the bottom of the ditches, unless otherwise approved by the COUNTY.

All encased crossings must be sealed at both ends and vented outside of right-of-way line. The vents should be sized to allowed proper release of carrier pipe contents in case of failure. The minimum pipe size for vents is 2-inch nominal, and the vent must extend a minimum of 36 inches above natural ground level. The owner must install identification markers at each right-of-way line directly above the facility. Such markers may be attached to vents or to a right-of-way fence. The markers may be in the owner's standard design, but must identify the owner and size of the facility, and must be erected at a location plainly visible from within the highway right-of-way.

The casing must be designed to sustain roadway loadings, contain and divert from the roadway the contents of the carrier pipe, and to have a life expectancy equal to or greater than the carrier pipe.

Encasement for underground telephone and power lines, or similar facilities, should comply with the above except for the installation of vents, end seals, and the ability to contain and divert.

Steel pipelines crossing the right-of-way may be installed without encasement if the installation is in accordance with "Special Provisions for the Installation of Underground Pipelines...". This Special Provision stipulates in part that carrier pipe material within the right-of-way must be superior to the carrier pipe material outside the right-of-way by being of steel at least one grade better, or a minimum of one wall width thicker and the same alloy. Pipe must be 48 inches below the flow line of drainage ditches and all other highway drainage facilities, and must be properly protected from corrosion.

Nonpressurized facilities, such as sanitary sewer lines, crossing the highway right-of-way may be approved without the use of encasement, if cast iron or material of equal or better quality is used, with the understanding that maintenance will be performed by a method that will not disturb the through lanes or interfere with traffic.

All underground crossings must be installed by boring or pushing or other approved methods. The method and equipment for the installation must be approved by the COUNTY. Wet boring or jetting will not be permitted unless special approval is obtained from the COUNTY. If considered necessary, pressure grouting of the voids will be required. This will generally be required when the diameter of the bore exceeds the outside diameter of the pipe by two inches or more. In the interest of safety, trenching and the parking of equipment should be performed as far as possible from traffic lanes. In unusual cases where trenching is necessary, a special plan with specifications will be developed by the owner with assistance from the COUNTY, setting out the method for controlling the traffic, placement of the facility, and proper restoration of the roadway. This method must bear the recommendation of the COUNTY.

Parallel facilities must be installed no more than 4 feet inside the right-of-way line and buried a minimum depth of 30 inches below the ditch flow line. The ditch must be backfilled to a density equal to the adjacent soil, and approved by the COUNTY.

- 9. The applicant must agree to refrain from disturbing trees, shrubbery or any part of the landscape without approval of the COUNTY. If it becomes necessary to disturb trees or shrubbery, applicant intentions must be plainly stated in the application, which will include size and kind of trees and shrubs, and disposition during installation.
- 10. Blasting will not be permitted within the highway right-of-way except in unusual cases and only with special approval from the County Engineer.
- 11. The applicant must agree to hold the COUNTY harmless for any and all damage that the utility facilities might sustain while occupying County right-of-way.
- 12. Applicant assures that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1973,33 V.S.C. 1334.
- 13. Contractor for this project B&H Construction - 405.288.2412 , address 301 James Dean Dr., Norman, OK, 73072

This permit may be revoked for noncompliance.

Accepted this 29 day of May , 20 19 .

Attest: _____
Secretary

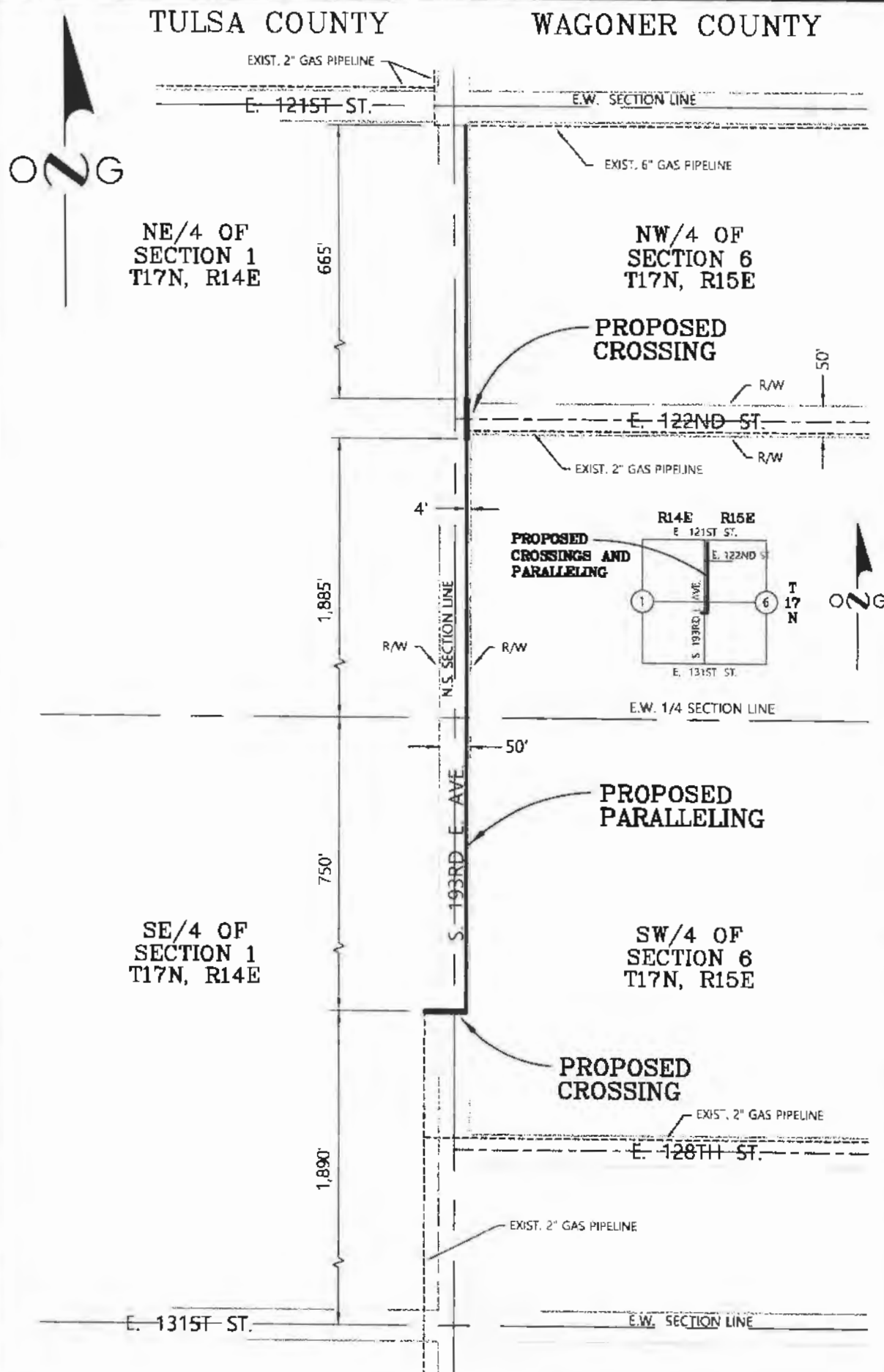
Accepted this _____ day of _____ , 20 _____.

Oklahoma Natural Gas Company
Owner of Utility
[Signature]
Authorized Representative of Company
Real Estate Services
Title
Michael Martinevich 918.831.8325
Contact Person & Phone #

BOARD OF COUNTY COMMISSIONERS
TULSA COUNTY, OKLAHOMA

Chairman

Attest: _____
County Clerk



CROSSING (E. 122ND ST. AND S. 193RD E. AVE.)

- * 6 5/8"OD ASTM D2513 PE3408 .602"WT SDR 11.0 H.D. PLASTIC PIPE
INSIDE OF R/W (125# MFG MAOP)
- * 6 5/8"OD ASTM D2513 PE2406 .576"WT SDR 11.5 PLASTIC PIPE
OUTSIDE OF R/W
- BORED 48" MIN BELOW HWY SURFACE
48" MIN BELOW DRAINAGE DITCH
- 1600 # MFG MIN TEST PRESSURE
- 100 # ONG MIN TEST PRESSURE
- 40# NORMAL W.P.
- 60# MAX W.P.

PARALLELING (S. 193RD E. AVE.)

- * 3,300' OF 6 5/8"OD ASTM D2513 PE2406 .471# .576"WT PLASTIC PIPE
30" MIN COVER
- * 500 # MFG MIN TEST PRESSURE
- 100 # ONG MIN TEST PRESSURE
- 40# NORMAL W.P.
- 60# MAX W.P.

4.50 MILES SOUTH AND 1.19
MILES WEST OF JUNCTION OF
CREEK TURNPIKE AND MUSKOGEE TURNPIKE

TUCSON VILLAGE 2
AND JASPER ESTATES REBUILD

OKLAHOMA NATURAL GAS COMPANY

BROKEN ARROW DISTRIBUTION

**PROPOSED 6" GAS PIPE LINE
CROSSING E. 122ND ST. & S. 193RD E. AVE.
AND PARALLELING S. 193RD E. AVE.**

DESIGNED	SURVEY	DATE	5 - 22 - 19
DRAWN K.E.R.	J.D.	SCALE	NONE
CHECKED A.V.	027.051.298Q.010481	SHEET	1
FILE	DWG. 2980-57-19CP	OF	1

**TULSA
COUNTY
Engineering
Division**

MEMORANDUM

DATE: May 31, 2019

TO: Board of County Commissioners

FROM: Tom Rains, County Engineer



SUBJECT: Utility permit for Oklahoma Natural Gas Company

We present for your approval a utility permit for Oklahoma Natural Gas Company to parallel E 141st St approximately 1.00 mi N & 3.72 mi E of the US Hwy 75 & ST Hwy 67 junction.

Installation will be by boring a 6" natural gas pipeline.

TR:bd
Attachments

Original: Michael Willis, County Clerk, for the June 10, 2019 Agenda

TULSA COUNTY
BOARD OF COUNTY COMMISSIONERS

UTILITY PERMIT

NO. _____

TYPE OF INSTALLATION: Natural Gas Pipeline

This authority executed in the original and three copies this _____ day of _____, 20 _____

By the Tulsa County Board of Commissioners, hereinafter called the "COUNTY", witnessed:

That the COUNTY does by these presents, grant to:

Applicant Oklahoma Natural Gas Company

Mailing Address 5848 E. 15th St.

City Tulsa State OK Zip 74112

A permit to erect, construct and maintain a natural gas pipeline along, upon or across the hereinafter described County Highway (s) for the purpose of transporting, selling, and using that portion of said County Highway (s) being shown on the attached drawing (s) and further described as follows:

To Parallel E. 141st St. approximately 1.00 mile N. & 3.72 miles E. of the US HWY 75 & ST HWY 67 and further described as 1,200 feet W. of the SE/NE corner of Section 8/7, Township 17N, Range, 13E, Tulsa County.

The installation will be made in the following manner: Boring
(boring, pushing, cut slab, overhead crossing and other description)

Size of Line: 6" Size of Casing: N/A

Exhibit A is a part of this permit.

This permit is granted subject to the following conditions, requirements and covenants, to-wit:

1. Work to be performed on County right-of-way must be under the direction of the Tulsa county Engineer, who must be notified of the time when the work is to begin. Under no circumstances will any work be done on County right-of-way until approval of the Tulsa County Engineer has been obtained.
2. One copy of an approved permit must be kept at the work site for inspection by the Tulsa County Engineer or his representative. Applicant will be required to have an inspector or engineer present at all time during construction to insure that installation is made in accordance with plans.
3. The applicant must agree to hold the COUNTY harmless for any damage (s) or injury (ies) to any person(s) or property (ies) caused by or resulting directly or indirectly from the construction, maintenance, operation or repair of the facilities on, under, or over the County right-of-way and must further agree to reimburse the COUNTY for any repair of any damage to COUNTY facilities caused by the construction and/or operation of the applicant's facility.
4. All work on the County right-of-way is to be done in accordance with the current Standard Specifications for Highway Construction, Oklahoma State Highway Commission, and at the conclusion of such work the right-of-way must be cleaned up and left in a presentable condition. This will include replacing any protective grass cover destroyed by trenching or operation of equipment, and correcting any other damage that may have been caused, as directed by the COUNTY. The applicant shall require the contractor or whoever installs the facilities to deposit with the COUNTY a cashier's check, certified check, cash or bond which is to insure the cost to the COUNTY for restoring the area to its original state, if not restored by the installer. The minimum deposit or bond will be based on fifty cents per lineal foot paralleling the highway, two dollars per lineal foot for boring and five dollars per lineal foot for trenching when trenching is necessary. The measurement to determine the amount of deposit shall be measured along centerline of trench for paralleling roadway, and for boring or trenching the measured centerline of trench from right-of-way line to right-of-way line. After final inspection by the County Engineer's Office, and an additional period of ninety days, the deposit less any amount not used to restore the area shall be returned to the depositor.
5. The applicant must furnish all flagmen, lights, barricades, and warning signs deemed necessary by the COUNTY, during the construction maintenance, or repair of its facilities on the County right-of-way.
6. When notified to do so by the COUNTY, the applicant agrees to make all changes in the facilities on a County right-of-way at the applicant's own expense, unless otherwise provided by law or order of the COUNTY.
7. Clearance above the traffic lanes of the highway at all pole line crossings should comply with applicable safety codes, but will not be less than 20 feet at a temperature of 69 degrees Fahrenheit. All poles, posts, stubs, fixtures, down guys, wires, and other appurtenances must be kept in good repair at all times and must be free from weeds and brush within a 5-foot area no more than 4 feet inside the right-of-way line, unless otherwise approved by the COUNTY.
8. All underground crossing of the right-of-way must be encased from right-of-way line to right-of-way line at a minimum depth of 48 inches below the bottom of the surfacing, but not less than 30 inches below the bottom of the ditches, unless otherwise approved by the COUNTY.

All encased crossings must be sealed at both ends and vented outside of right-of-way line. The vents should be sized to allowed proper release of carrier pipe contents in case of failure. The minimum pipe size for vents is 2-inch nominal, and the vent must extend a minimum of 36 inches above natural ground level. The owner must install identification markers at each right-of-way line directly above the facility. Such markers may be attached to vents or to a right-of-way fence. The markers may be in the owner's standard design, but must identify the owner and size of the facility, and must be erected at a location plainly visible from within the highway right-of-way.

The casing must be designed to sustain roadway loadings, contain and divert from the roadway the contents of the carrier pipe, and to have a life expectancy equal to or greater than the carrier pipe.

Encasement for underground telephone and power lines, or similar facilities, should comply with the above except for the installation of vents, end seals, and the ability to contain and divert.

Steel pipelines crossing the right-of-way may be installed without encasement if the installation is in accordance with "Special Provisions for the Installation of Underground Pipelines...". This Special Provision stipulates in part that carrier pipe material within the right-of-way must be superior to the carrier pipe material outside the right-of-way by being of steel at least one grade better, or a minimum of one wall width thicker and the same alloy. Pipe must be 48 inches below the flow line of drainage ditches and all other highway drainage facilities, and must be properly protected from corrosion.

Nonpressurized facilities, such as sanitary sewer lines, crossing the highway right-of-way may be approved without the use of encasement, if cast iron or material of equal or better quality is used, with the understanding that maintenance will be performed by a method that will not disturb the through lanes or interfere with traffic.

All underground crossings must be installed by boring or pushing or other approved methods. The method and equipment for the installation must be approved by the COUNTY. Wet boring or jetting will not be permitted unless special approval is obtained from the COUNTY. If considered necessary, pressure grouting of the voids will be required. This will generally be required when the diameter of the bore exceeds the outside diameter of the pipe by two inches or more. In the interest of safety, trenching and the parking of equipment should be performed as far as possible from traffic lanes. In unusual cases where trenching is necessary, a special plan with specifications will be developed by the owner with assistance from the COUNTY, setting out the method for controlling the traffic, placement of the facility, and proper restoration of the roadway. This method must bear the recommendation of the COUNTY.

Parallel facilities must be installed no more than 4 feet inside the right-of-way line and buried a minimum depth of 30 inches below the ditch flow line. The ditch must be backfilled to a density equal to the adjacent soil, and approved by the COUNTY.

9. The applicant must agree to refrain from disturbing trees, shrubbery or any part of the landscape without approval of the COUNTY. If it becomes necessary to disturb trees or shrubbery, applicant intentions must be plainly stated in the application, which will include size and kind of trees and shrubs, and disposition during installation.
10. Blasting will not be permitted within the highway right-of-way except in unusual cases and only with special approval from the County Engineer.
11. The applicant must agree to hold the COUNTY harmless for any and all damage that the utility facilities might sustain while occupying County right-of-way.
12. Applicant assures that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1973, 33 V.S.C. 1334.
13. Contractor for this project B&H Construction - 405.288.2412 , address 301 James Dean Dr., Norman, OK, 73072

This permit may be revoked for noncompliance.

Accepted this 30 day of May , 20 19 .

Oklahoma Natural Gas Company
Owner of Utility
[Signature]
Authorized Representative of Company

Real Estate Services
Title
Michael Martinevich - 918.831.8325
Contact Person & Phone #

Attest: _____
Secretary

Accepted this _____ day of _____ , 20 _____.

BOARD OF COUNTY COMMISSIONERS
TULSA COUNTY, OKLAHOMA

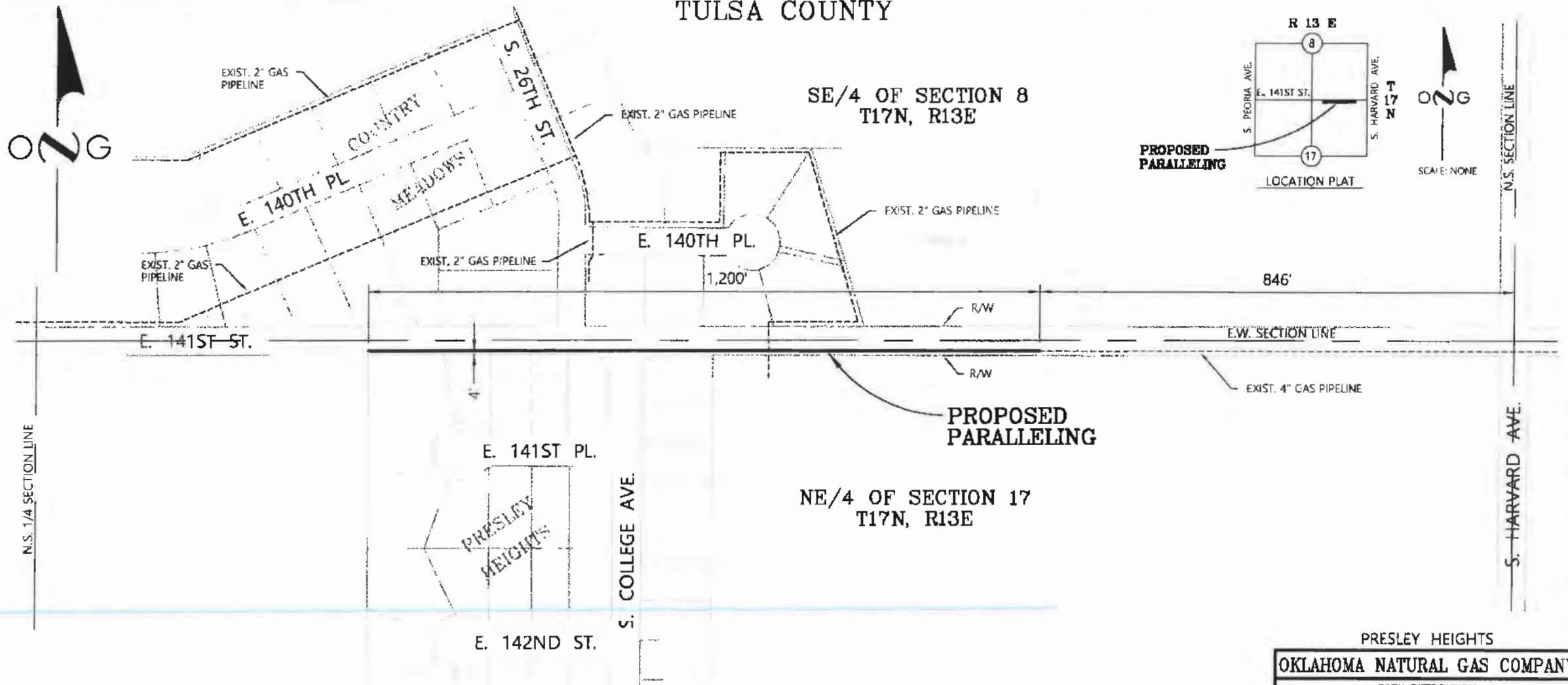
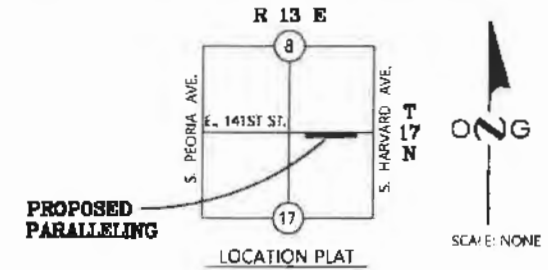
Chairman

Attest: _____
County Clerk

TULSA COUNTY

SE/4 OF SECTION 8
T17N, R13E

NE/4 OF SECTION 17
T17N, R13E



PARALLELING


- * 1,200' OF 6 5/8" OD ASTM D2513 PE2406 471# .576" WT PLASTIC PIPE
30" MIN COVER
- * 500 # MFG MIN TEST PRESSURE
100 # ONG MIN TEST PRESSURE
40# NORMAL W.P.
60# MAX W.P.

1.00 MILE NORTH AND 3.72
MILES EAST OF JUNCTION OF
US HWY 75 AND ST HWY 67

PRESLEY HEIGHTS			
OKLAHOMA NATURAL GAS COMPANY			
BIXBY DISTRIBUTION			
PROPOSED 6" GAS PIPE LINE PARALLELING E. 141ST ST.			
DESIGNED -	SURVEY -	DATE 5-28-19	
DRAWN K.E.R.	J.O. 021.052.2980.010301	SCALE NONE	
CHECKED T.H.	R/W -	SHEET 1	
FILE	DWG. 2980-58-19CP	OF 1	

Interoffice Memo

Date: 6/4/19
To: Board of County Commissioners
Attention: Commissioner Karen Keith, Chairman
From: Dan Pease, CIO
RE: Travel Request – IT Symposium



I am requesting the Board's consideration and approval for Dan Pease, Alan Vanderburg, Joe Lord, Jeff Droll, and Beau Blackford to attend the IT Symposium Managers Forum August 28, 2019, in Tulsa, OK.

Expenses are estimated at \$300.00 per person for registration. Funds are budgeted and available for this request.

Thank you in advance for your consideration in this matter.

Cc: Commissioner Ron Peters
Commissioner Stan Sallee
John Fothergill, Chief Deputy
Vicki Adams, Chief Deputy
Michael Craddock, Chief Deputy

tc

Interoffice Memo

Date: 6/3/19

To: Board of County Commissioners

Attention: Commissioner Karen Keith, Chairman

From: Dan Pease, CIO

RE: Training Request – Milestone Certified Integration Workshop



I am requesting the Board's consideration and approval for Kyle Freeman and Ryan Hamilton to attend the Milestone Workshop July 9-11, 2019, in Tulsa, Oklahoma. This training workshop is for IT technicians who are responsible for installing and configuring video surveillance systems. This class prepares learners to take the MCIT certification

Expenses are estimated at a total of \$3,190.00. Funds are budgeted and available for this request.

Thank you in advance for your consideration in this matter.

Cc: Commissioner Ron Peters

Commissioner Stan Sallee

Michael Craddock, Chief Deputy

John Fothergill, Chief Deputy

Vicki Adams, Chief Deputy

**TULSA COUNTY
REQUEST FOR PERSONNEL ACTION**

Building Operations

Department

Please write in one of following actions under "nature of action"

APPOINTMENTS

Regular
Provisionary
Part-Time
Temporary

SEPARATIONS

Resignation Retirement
*Discharge Death
*Reduction in Force
End of Temp. Employment

PAY CHANGES

Performance Increase
Promotion - Demotion
Re-classification
Salary Adjustment

OTHER

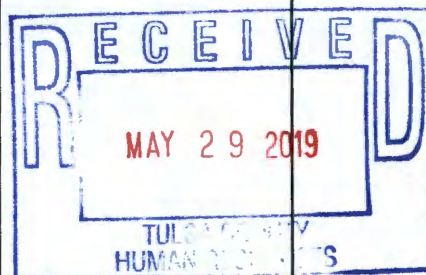
Leave of Absence
Rehire
Transfer
Lateral Transfer

NAME and ORG. and ACCT. NO.	ID NUMBER	PRESENT TITLE	PRESENT SALARY	NATURE OF ACTION	NEW TITLE and JOB TITLE CODE NO.	GRADE	NEW SALARY	EFFECTIVE DATE
Donoho, Kagen 10001875 505010	17811	Painter I G271 - Loc. 1044	\$2,551.41	Promotion	Painter II G028 - Loc. 1044	L	\$2,806.55	6/1/2019

MICHAEL WILLIS
TULSA COUNTY CLERK

2019 JUN -5 PM 2:34

STATE OF OKLAHOMA
TULSA COUNTY
RECEIVED



*Separation report required when this action applies to a Board of County Commissioner's employee.

Department Head

May 29, 2019
Date

Date

Human Resources Director

**TULSA COUNTY
REQUEST FOR PERSONNEL ACTION**

Building Operations

Department

Please write in one of following actions under "nature of action"

APPOINTMENTS

Regular
Provisionary
Part-Time
Temporary

SEPARATIONS

Resignation Retirement
*Discharge Death
*Reduction in Force
End of Temp. Employment

PAY CHANGES

Performance Increase
Promotion - Demotion
Re-classification
Salary Adjustment

OTHER

Leave of Absence
Rehire
Transfer
Lateral Transfer

NAME and ORG. and ACCT. NO.	ID NUMBER	PRESENT TITLE	PRESENT SALARY	NATURE OF ACTION	NEW TITLE and JOB TITLE CODE NO.	GRADE	NEW SALARY	EFFECTIVE DATE
Hunter, Marquis 10001925 505010	17966	Service Tech I G757 - Loc. 1042	\$2,420.35	Resignation				6/4/2019

MICHAEL WILLIS
TULSA COUNTY CLERK

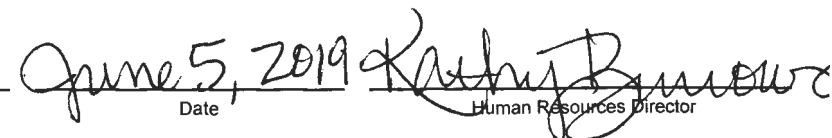
2019 JUN -5 PM 2:34

STATE OF OKLAHOMA
TULSA COUNTY
RECEIVED

*Separation report required when this action applies to a Board of County Commissioner's employee.


Department Head

June 4, 2019
Date

June 5, 2019 
Date Human Resources Director

**TULSA COUNTY
REQUEST FOR PERSONNEL ACTION**

MICHAEL WILLIS
TULSA COUNTY CLERK
2019 JUN -5 PM 2:35

HWY. DISTRICT 2

Department

Please write in one of the following actions under "nature of action"

**OFFICE USE ONLY
SEPARATIONS**

Resignation Retirement
*Discharge Death
*Reduction in Force
End of Temp. Employment

PAY CHANGES

Performance Increase
Promotion - Demotion
Re-classification
Salary Adjustment

APPOINTMENTS

Regular
Part-time
Temporary
On-call

OTHER
Leave of Absence
Rehire
Transfer

STATE OF OKLAHOMA
TULSA COUNTY
RECEIVED

NAME and ORG. OBJECT NO.	and MUNIS I.D.	PRESENT TITLE	PRESENT SALARY	NATURE OF ACTION	NEW TITLE and JOB TITLE CODE NO.	GRADE	NEW SALARY	EFFECTIVE DATE
MURRAY, ROYAL DONALD 30002335/505010	13095	HWY. LEAD MECHANIC (G359)	\$3,836.99	BEGIN MILITARY LEAVE WITH PAY - WITH ORDERS- FLOOD RELIEF	N/A	L	N/A	5/28/2019
MURRAY, ROYAL DONALD 30002335/505010	13095	HWY. LEAD MECHANIC (G359)	\$3,836.99	END MILITARY LEAVE WITH PAY - WITH ORDERS-FLOOD RELIEF	N/A	L	N/A	6/4/2019

*Separation report required when this action applies to a Board of County Commissioner's employee

James Scott Gray
Department Head

6-4-19
Date

6/5/19
Date

Kathy Dumas

APPOINTMENTS

Regular
Provisionary
Part-Time
Temporary

SEPARATIONS

Resignation Retirement
*Discharge Death
*Reduction in Force
End of Temp. Employment

Please write in one of following actions under "nature of action".

PAY CHANGES

Performance Increase

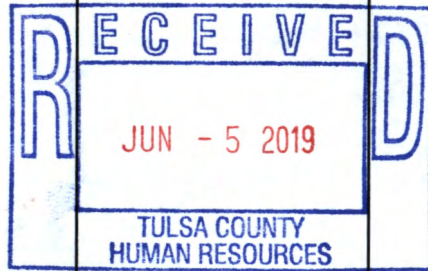
Re-classification
Salary Adjustment

OTHER

Leave of Absence
Rehire
Transfer
Lateral Transfer

STATE OF OKLAHOMA
TULSA COUNTY
RECEIVED

NAME and ORG. and ACCOUNT	Employee NO.	PRESENT TITLE and JOB TITLE CODE NO.	PRESENT SALARY	NATURE OF ACTION	NEW TITLE and JOB TITLE CODE NO.	GRADE	NEW SALARY	EFFECTIVE DATE
Hesterlee, Danny 10002575-505010	10043	Area Mtce. Suprv. La Fortune - 1224 C153	\$5,481.31	Intermittent FMLA		70		6/6/19
Houpe, Caleb 10002575-505030				Part Time	PT Golf Wrkr. S. Lakes - 1237 H222	A	\$10.00	06/04/19
Hamilton, Marquiz 10002575-505040				Seasonal	Lifeguard S. County - 1236 E257	A	\$9.25	06/04/19
Grant, Madelyn 10002575-505040				Seasonal - Rehire	Lifeguard S. County - 1236 E257	A	\$9.25	06/04/19
Huffman, Gwyneth 10002575-505040				Seasonal	Lifeguard S. County - 1236 E257	A	\$9.25	06/04/19



Richard Baker
Department Head

6/5/2019

6/5/19
Date

Kathryn Zimnow

APPOINTMENTS

Regular
Provisionary
Part-Time
Temporary

SEPARATIONS

Resignation Retirement
*Discharge Death
*Reduction in Force
End of Temp. Employment

Please write in one of following actions under "nature of action".

PAY CHANGES

Performance Increase
Promotion-Demotion
Re-classification
Salary Adjustment

OTHER

Leave of Absence
Rehire
Transfer
Lateral Transfer

2019 JUN -5 PM 2:35

STATE OF OKLAHOMA
TULSA COUNTY

NAME and ORG. and ACCOUNT	Employee NO.	PRESENT TITLE and JOB TITLE CODE NO.	PRESENT SALARY	NATURE OF ACTION	NEW TITLE and JOB TITLE CODE NO.	GRADE	NEW SALARY	EFFECTIVE DATE
Scott, Cierra 10002575-505040	15925			Seasonal Rehire	Camp Mgr. Chandler - 1232 E364	A	\$8.25	06/05/19
Matulis, Dylan 10002575-505040				Seasonal	Lifeguard S. County - 1236 E257	A	\$9.25	06/05/19
Thurman, John 10002575-505040	17942	Lifeguard La Fortune - 1234 E257	\$9.25	Correction	Pool Mgr. La Fortune - 1234 E262	A	\$11.00	05/01/19
Baker, Michal 10002575-505040				Seasonal	Camp Counselor La Fortune - 1234 E372	A	\$8.00	06/05/19
Lee, Janet 10002575-505010	15895	Bookkeeper II Parks - 1220 F123	\$2,378.49	End FMLA w/pay Start FMLA w/o pay		40		06/05/19 06/06/2019

* Separation report required when this action applies to a Board of County Commissioner's employee.

Richard Baker
Department Head

6/5/2019

6/5/19
Date

Kathy Brunner

**TULSA COUNTY
REQUEST FOR PERSONNEL ACTION**

MICHAEL WILLIS
TULSA COUNTY CLERK

Tulsa County Park Department

2019 JUN -5 PM 2:35

Department

Please write in one of following actions under "nature of action".

APPOINTMENTS

Regular
Provisionary
Part-Time
Temporary

SEPARATIONS

Resignation Retirement
*Discharge Death
*Reduction in Force
End of Temp. Employment

PAY CHANGES

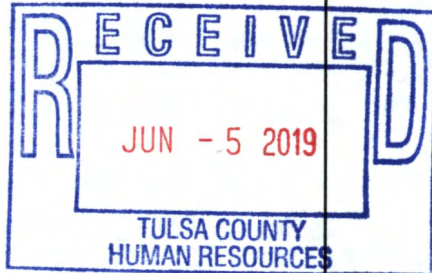
Performance Increase
Promotion-Demotion
Re-classification
Salary Adjustment

OTHER

Leave of Absence
Rehire
Transfer
Lateral Transfer

STATE OF OKLAHOMA
TULSA COUNTY
RECEIVED

NAME and ORG. and ACCOUNT	Employee NO.	PRESENT TITLE and JOB TITLE CODE NO.	PRESENT SALARY	NATURE OF ACTION	NEW TITLE and JOB TITLE CODE NO.	GRADE	NEW SALARY	EFFECTIVE DATE
Watson, Kimberli 10002575-505010	18296	Rec. Ldr. I Bixby - 1221 E166	\$2,079.87	Resignation		30		5/31/2019



* Separation report required when this action applies to a Board of County Commissioner's employee.

Richard Baker

Department Head

6/5/2019

6/5/19

Date

Kathy Brunow

**TULSA COUNTY
REQUEST FOR PERSONNEL ACTION**

MICHAEL WILLIS
TULSA COUNTY CLERK
JUVENILE BUREAU

Department

Please write in one of following actions under "nature of action".

APPOINTMENTS

Regular
Probationary
Part-Time
Temporary
On-Call

SEPARATIONS

Resignation Retirement
*Discharge Death
*Reduction in Force
End of Temp. Employment

PAY CHANGES

Performance Increase
Promotion-Demotion
Re-classification
Salary Adjustment

OTHER

Leave of Absence
Rehire
Transfer
Lateral Transfer

2019 JUN -5 PM 2:35

STATE OF OKLAHOMA
TULSA COUNTY
RECEIVED

NAME and ORG. and ACCOUNT	EMPLOYEE NO.	PRESENT TITLE and JOB TITLE CODE NO.	PRESENT SALARY	NATURE OF ACTION	NEW TITLE and JOB TITLE CODE NO.	GRADE	NEW SALARY	EFFECTIVE DATE
Arnonld, Yolanda From: 26003900-505030 To: 26003900-505010	18378 Loc# 7005	Detention Counselor PT E288	12.54	Promotion	Unit Control Room Secretary F401	40	2,173.21	06/01/2019
Stie, Frank 26003900-505030	18266 Loc# 7005	Detention Counselor PT E288	12.54	Resignation				06/01/2019
Claessens, Robert 26003990-505010	16673 Loc# 7008	CIC Youth Specialist F631	2194.52	Discharged				05/30/2019

* Separation report required when this action applies to a Board of County Commissioner's employee.


Department Head

June 5, 2019

Date

6/5/19
Date



**Tulsa City-County Health Department
Agreements
For BOCC Approval on June 10, 2019**

[illegible]


TULSA COUNTY
REQUEST FOR PERSONNEL ACTION
Tulsa City-County Health Department

Page 1 of 1

Please write in one of the following actions under "nature of action"

APPOINTMENTS - New Hire (RFT) - New Hire (RPT) - T/H - Rehire - Reclassification - Promotion		SEPARATIONS - Resignation - Retirement - End of Temporary Assignment - Termination - Death - Reduction in Force			OTHER - LOA - Lateral Transfer - PDIP - LWOP - FMLA/LWOP - Org Change - Probationary Increase			
ORG. and ACCT. No.	SS# / COUNTY ID#	PRESENT TITLE & JOB CODE NO.	MONTHLY	NATURE OF ACTION	NEW TITLE & JOB CODE NO.	GRADE	MONTHLY	EFFECTIVE DATE
Cox, Michael 41506725-505010	000-00-0011			New hire; regular full tiime.	Coordinator, Community Relations #1356	13	3,599.95	6/1/2019
Holley, Marquis 41507025-505010	000-00-0649			New hire; regular full time.	Sanitarian #1222	12	3,340.38	6/4/2019
Lunsford, Taylor 41507025-505010	#17496	Sanitarian #1222	3,525.02	Resignation; remove from payroll.				6/14/2019
Ibarra, Omar 41507450-505010	#18097	Specialist, Health Education #1105	3,405.69	Resignation; remove from payroll.				6/30/2019

* Separation report required when this action applies to a Board of County Commissioner's employee.


Bruce Dart, Executive Director

6/7/2019

Form 471 (Rev. 04/2017)

June 7, 2019

Commissioner Karen Keith, Chairman
Board of County Commissioners of Tulsa County
Ray Jordan Tulsa County Administration Building
500 S. Denver Avenue
Tulsa, OK 74103

Please accept and file Tulsa City-County Health Department's travel/training and actions with the County Clerk's Office for the **June 10, 2019** Board of County Commissioners' Meeting.

Catherine Ndhlovu has attended "Haruv Conference on Child Maltreatment" on May 15-16, 2019 in Tulsa, OK at an estimated cost of \$60.00.

Letitia Dehart, Allison Burke, Shannon Culier, Kathleen Turner & Kimberly Whitty to attend "Annual Child Guidance Meeting" on July 7-9, 2019 in Moore, OK at an estimated cost of \$1,883.60.

DeBrena Hilton to attend "2019 NACCHO Annual Conference" on July 8-12, 2019 in Orlando, FL at an estimated cost of \$2,725.00.

Steven Smith to attend "National Environmental Health Association Conference" on July 8-12, 2019 in Nashville, TN at an estimated cost of \$2,525.00.

*Ashley Cutright to take the following course; "Women and Health", University of Alabama, Summer 2019, at an estimated cost of \$1,182.00.

Sincerely,



Bruce Dart, Executive Director

cc: Ron Peters, Commissioner
Stan Sallee, Commissioner

*Tulsa City-County Health Department Tuition Reimbursement

ORIGINAL: MICHAEL WILLIS FOR THE June 10, 2019 BOCC AGENDA.

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
10001400								
COUNTY EXTENSION CENTER		10001400	1901668	505203	MILEAGE REIMB-IN COUNTY	PEVERLEY, BRUCE L	040119-042919	90.50
Department Total		10001400						90.50
10001550								
HUMAN RESOURCES		10001550	1915508	505204	TRAVEL-OUT OF COUNTY	HERTT, SUNILYN	051819-052219-HOTEL	2,270.17
HUMAN RESOURCES		10001550	1920591	505203	MILEAGE REIMB-IN COUNTY	ROBINSON, MITCHELL	050619-052819	113.10
HUMAN RESOURCES		10001550	1921322	505670	MISCELLANEOUS EXPENSE	CELLCO PARTNERSHIP	9830728784	80.02
Department Total		10001550						2,463.29
10001575								
SAFETY & EDUCATION		10001575	1922510	505940	TRAINING	TRYON, MATTHEW	SPRING-2019	277.32
Department Total		10001575						277.32
10001670								
ADMINISTRATIVE SERVICES		10001670	1916836	505551	POSTAGE	UNITED PARCEL SERVIC	00007E668E219	80.39
ADMINISTRATIVE SERVICES		10001670	1921970	505580	EQUIP LEASE-PURCHASE COST	IMAGENET CONSULTING	CNIN091747 BMIT	4,106.85
Department Total		10001670						4,187.24
10001750								
PRINTING SERVICE		10001750	1902090	505855	EQUIP SERVICE AGREEMENTS	J D YOUNG	840364	1,445.35
PRINTING SERVICE		10001750	1902526	505580	EQUIP LEASE-PURCHASE COST	IMAGENET CONSULTING	CNIN091539 BMIT	1,849.93
PRINTING SERVICE		10001750	1902526	505855	EQUIP SERVICE AGREEMENTS	IMAGENET CONSULTING	CNIN091529 BMIT	793.82
PRINTING SERVICE		10001750	1904056	505819	MISCELLANEOUS SUPPLIES	VANCE, NICOLE	050819-052319	78.88

Tulsa County Clerk
Purchase Orders

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
PRINTING SERVICE		10001750	1922004	505580	EQUIP LEASE-PURCHASE COST	IMAGENET CONSULTING	CNIN091553 BMIT	0.00
PRINTING SERVICE		10001750	1922004	505855	EQUIP SERVICE AGREEMENTS	IMAGENET CONSULTING	CNIN091553 BMIT	490.00
PRINTING SERVICE		10001750	1922010	505580	EQUIP LEASE-PURCHASE COST	IMAGENET CONSULTING	CNIN091533 BMIT	0.00
PRINTING SERVICE		10001750	1922010	505855	EQUIP SERVICE AGREEMENTS	IMAGENET CONSULTING	CNIN091533 BMIT	490.00
Department Total		10001750						5,147.98
10001775								
FLEET MAINTENANCE		10001775	1916753	505719	MOTOR VEHICLES- MAINTENANCE	MARC MILLER BUICK	CM-696512	-211.32
FLEET MAINTENANCE		10001775	1916753	505719	MOTOR VEHICLES- MAINTENANCE	MARC MILLER BUICK	700394	33.02
FLEET MAINTENANCE		10001775	1916753	505719	MOTOR VEHICLES- MAINTENANCE	MARC MILLER BUICK	703258	44.29
FLEET MAINTENANCE		10001775	1916753	505719	MOTOR VEHICLES- MAINTENANCE	MARC MILLER BUICK	700532	59.86
FLEET MAINTENANCE		10001775	1916753	505719	MOTOR VEHICLES- MAINTENANCE	MARC MILLER BUICK	700163	76.31
FLEET MAINTENANCE		10001775	1916753	505719	MOTOR VEHICLES- MAINTENANCE	MARC MILLER BUICK	700048-1	77.67
FLEET MAINTENANCE		10001775	1916753	505719	MOTOR VEHICLES- MAINTENANCE	MARC MILLER BUICK	700048	149.26
FLEET MAINTENANCE		10001775	1916753	505719	MOTOR VEHICLES- MAINTENANCE	MARC MILLER BUICK	693446	211.32
FLEET MAINTENANCE		10001775	1916753	505719	MOTOR VEHICLES- MAINTENANCE	MARC MILLER BUICK	694633-1	211.32
FLEET MAINTENANCE		10001775	1916753	505719	MOTOR VEHICLES- MAINTENANCE	MARC MILLER BUICK	694642	359.68
FLEET MAINTENANCE		10001775	1917904	505719	MOTOR VEHICLES- MAINTENANCE	CHRIS NIKEL AUTO	706138	953.84
FLEET MAINTENANCE		10001775	1920097	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-123541	13.18
FLEET MAINTENANCE		10001775	1920097	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-125522	16.98
FLEET MAINTENANCE		10001775	1920097	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-124291	27.98

Tulsa County Clerk
Purchase Orders

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
FLEET MAINTENANCE		10001775	1920097	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-126413	28.48
FLEET MAINTENANCE		10001775	1920097	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-125123	30.55
FLEET MAINTENANCE		10001775	1920097	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-125520	32.98
FLEET MAINTENANCE		10001775	1920097	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-122965	55.52
FLEET MAINTENANCE		10001775	1920097	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-125554	56.55
FLEET MAINTENANCE		10001775	1920097	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-124361	59.20
FLEET MAINTENANCE		10001775	1920097	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-124355	64.34
FLEET MAINTENANCE		10001775	1920097	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-123431	67.99
FLEET MAINTENANCE		10001775	1920097	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-125371	86.36
FLEET MAINTENANCE		10001775	1920097	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-124113	168.79
FLEET MAINTENANCE		10001775	1920115	505719	MOTOR VEHICLES- MAINTENANCE	CLASSIC TULSA BG LLC	167735	1,241.45
FLEET MAINTENANCE		10001775	1920441	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-126734	89.90
FLEET MAINTENANCE		10001775	1920441	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-127038	115.92
FLEET MAINTENANCE		10001775	1920441	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-126794	242.00
FLEET MAINTENANCE		10001775	1920441	505719	MOTOR VEHICLES- MAINTENANCE	OREILLY AUTOMOTIVE	0163-127916	527.52
FLEET MAINTENANCE		10001775	1921114	505719	MOTOR VEHICLES- MAINTENANCE	CHRIS NIKEL AUTO	706331	1,367.58
FLEET MAINTENANCE		10001775	1921592	505719	MOTOR VEHICLES- MAINTENANCE	SOUTHERN TIRE MART	3500012939	4,214.40
FLEET MAINTENANCE		10001775	1921594	505719	MOTOR VEHICLES- MAINTENANCE	SOUTHERN TIRE MART	3500012941	2,682.20
FLEET MAINTENANCE		10001775	1921936	505719	MOTOR VEHICLES- MAINTENANCE	OKLAHOMA TAX COMMISS	L0685506384	10.00
FLEET MAINTENANCE		10001775	1922187	505719	MOTOR VEHICLES- MAINTENANCE	BATTERY OUTFITTERS I	1344481	626.10

Tulsa County Clerk
Purchase Orders

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
FLEET MAINTENANCE		10001775	1922385	505709	MOTOR VEHICLES-OPER SUPPLIES	OZARK MOUNTAIN	64208	15,621.29
FLEET MAINTENANCE		10001775	1922486	505719	MOTOR VEHICLES- MAINTENANCE	TDI-HUNTER AUTOMOTIV	OKC032708	222.00
Department Total		10001775						29,634.51
10001850								
BLDG OPS ADMIN		10001850	1920503	607071	DATA PROCESSING EQUIPMENT	CDW LLC	SGW3878	3,026.00
BLDG OPS ADMIN		10001850	1921943	505502	PROFESSIONAL LICENSES	OKLAHOMA CONSTRUCTIO	173580	25.00
BLDG OPS ADMIN		10001850	1921943	505502	PROFESSIONAL LICENSES	OKLAHOMA CONSTRUCTIO	97313	25.00
BLDG OPS ADMIN		10001850	1922657	505859	OTHER SERVICES	OKLAHOMA TAX COMMISS	COP- 10028207-02- 2020	49.00
Department Total		10001850						3,125.00
10001875								
CARPENTRY SHOP		10001875	1919808	505741	BUILDING MATERIALS	ECONOMY LUMBER CO IN	29029	396.03
CARPENTRY SHOP		10001875	1919809	505741	BUILDING MATERIALS	ECONOMY LUMBER CO IN	28030	393.84
CARPENTRY SHOP		10001875	1919810	505741	BUILDING MATERIALS	ECONOMY LUMBER CO IN	28031	383.06
Department Total		10001875						1,172.93
10001900								
JANITORIAL		10001900	1917235	505859	OTHER SERVICES	FINAL TOUCH CLEANING	16111	37,311.60
JANITORIAL		10001900	1921430	505760	JANITORIAL SUPPLIES	ADVANCED INDUSTRIAL	251837	206.70
Department Total		10001900						37,518.30
10001925								
BLDG MAINTENANCE		10001925	1915460	505539	BLDGS & GROUNDS MAINTENANCE	MARQUIS HARDWARE	154900	72.65
BLDG MAINTENANCE		10001925	1917535	505539	BLDGS & GROUNDS MAINTENANCE	DAVCO MECHANICAL	44645	180.00
BLDG MAINTENANCE		10001925	1920468	505539	BLDGS & GROUNDS MAINTENANCE	W W GRAINGER INC	9185771624	196.46
BLDG MAINTENANCE		10001925	1921357	505539	BLDGS & GROUNDS MAINTENANCE	STUART C IRBY COMPAN	S011356851. 001	14.15
BLDG MAINTENANCE		10001925	1921357	505539	BLDGS & GROUNDS MAINTENANCE	STUART C IRBY COMPAN	S011337815. 002	34.00

Tulsa County Clerk
Purchase Orders

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
BLDG MAINTENANCE		10001925	1921357	505539	BLDGS & GROUNDS MAINTENANCE	STUART C IRBY COMPAN	S011367044.001	79.59
BLDG MAINTENANCE		10001925	1921357	505539	BLDGS & GROUNDS MAINTENANCE	STUART C IRBY COMPAN	S011337815.001	1,510.16
BLDG MAINTENANCE		10001925	1921433	505539	BLDGS & GROUNDS MAINTENANCE	SCOVIL & SIDES HARDW	0102753-IN	11.40
BLDG MAINTENANCE		10001925	1921785	505539	BLDGS & GROUNDS MAINTENANCE	W W GRAINGER INC	9186901022	379.20
BLDG MAINTENANCE		10001925	1921787	505539	BLDGS & GROUNDS MAINTENANCE	W W GRAINGER INC	9183788877	518.40
BLDG MAINTENANCE		10001925	1922658	505539	BLDGS & GROUNDS MAINTENANCE	SCHINDLER ELEVATOR	7152936553	777.28
Department Total		10001925						3,773.29
10001930								
BLDG MAINT TC HQ BUILDING		10001930	1920234	505969	UTILITY SERVICES	CENTERPOINT ENERG	3701653	17.51
BLDG MAINT TC HQ BUILDING		10001930	1922067	505760	JANITORIAL SUPPLIES	ADVANCED INDUSTRIAL	251838	206.70
Department Total		10001930						224.21
10001975								
RENTALS & UTILITIES		10001975	1914870	505969	UTILITY SERVICES	CENTERPOINT ENERG	3700203	111.65
RENTALS & UTILITIES		10001975	1914870	505969	UTILITY SERVICES	CENTERPOINT ENERG	3699803	142.30
RENTALS & UTILITIES		10001975	1914870	505969	UTILITY SERVICES	CENTERPOINT ENERG	3700213	214.55
Department Total		10001975						468.50
10002000								
IT GENERAL		10002000	1913906	505969	UTILITY SERVICES	CELLCO PARTNERSHIP	322431691-00011	54.70
IT GENERAL		10002000	1913906	505969	UTILITY SERVICES	CELLCO PARTNERSHIP	9830728782	80.02
IT GENERAL		10002000	1913906	505969	UTILITY SERVICES	CELLCO PARTNERSHIP	9830370387	240.06
IT GENERAL		10002000	1913906	505969	UTILITY SERVICES	CELLCO PARTNERSHIP	9830728780	1,036.26
IT GENERAL		10002000	1915897	505969	UTILITY SERVICES	BIXBY TELEPHONE CO	9919-JUNE-2019	153.54
IT GENERAL		10002000	1915901	505969	UTILITY SERVICES	BIXBY TELEPHONE CO	3156	117.94
IT GENERAL		10002000	1917547	505969	UTILITY SERVICES	COXCOM INC	001-6310-065692201	515.35
IT GENERAL		10002000	1917554	505969	UTILITY SERVICES	COXCOM INC	001-6311-065692301	99.95

Tulsa County Clerk
Purchase Orders

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
IT GENERAL		10002000	1918080	505969	UTILITY SERVICES	COXCOM INC	001-6311-059728301-J	259.95
IT GENERAL		10002000	1919062	505969	UTILITY SERVICES	COXCOM INC	001-6311-010431202	986.76
IT GENERAL		10002000	1919066	505969	UTILITY SERVICES	COXCOM INC	001-6311-071045501	104.95
Department Total		10002000						3,649.48
10002525								
COUNTY ENGINEERS-GEN		10002525	1913876	505969	UTILITY SERVICES	CITY OF COLLINSVILLE	22-0799-00	42.59
Department Total		10002525						42.59
10002550								
LEVEE MAINTENANCE		10002550	1912556	505969	UTILITY SERVICES	JENKS PUBLIC WORKS A	03-0010-00	24.85
LEVEE MAINTENANCE		10002550	1913909	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	957-079-943-0-7	88.03
LEVEE MAINTENANCE		10002550	1922508	505849	OPERATING SUPPLIES	TULSA ELECTRIC LLC	TE0793	420.00
Department Total		10002550						532.88
10002575								
PARK OPERATIONS-GENERAL		10002575	1918575	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	954-511-203-0-7	9.74
PARK OPERATIONS-GENERAL		10002575	1918575	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	952-576-412-0-9	19.88
PARK OPERATIONS-GENERAL		10002575	1918575	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	952-011-203-0-0	22.63
PARK OPERATIONS-GENERAL		10002575	1918575	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	952-321-203-1-1	24.92
PARK OPERATIONS-GENERAL		10002575	1918575	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	953-601-203-0-7	74.30
PARK OPERATIONS-GENERAL		10002575	1918575	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	955-586-198-0-5	154.91
PARK OPERATIONS-GENERAL		10002575	1918579	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	955-270-203-0-9	46.24
PARK OPERATIONS-GENERAL		10002575	1918579	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	958-060-203-0-1	82.04
PARK OPERATIONS-GENERAL		10002575	1918579	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	952-540-203-0-8	193.34

Tulsa County Clerk
Purchase Orders

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
PARK OPERATIONS-GENERAL		10002575	1918579	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	957-150-203-0-1	232.06
PARK OPERATIONS-GENERAL		10002575	1920830	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	957-891-366-0-3	19.88
PARK OPERATIONS-GENERAL		10002575	1920830	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	954-430-080-0-8	60.28
PARK OPERATIONS-GENERAL		10002575	1920830	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	955-421-203-0-8	247.86
Department Total		10002575						1,188.08
10003150								
COUNTY ASSESSOR		10003150	1922408	505204	TRAVEL-OUT OF COUNTY	HARTJE, RUTH	052319	89.48
Department Total		10003150						89.48
10003600								
SHERIFF'S DEPT-GENERAL FUND		10003600	1911592	505849	OPERATING SUPPLIES	W W GRAINGER INC	9182167677	95.91
SHERIFF'S DEPT-GENERAL FUND		10003600	1911592	505849	OPERATING SUPPLIES	W W GRAINGER INC	9179657748	151.42
SHERIFF'S DEPT-GENERAL FUND		10003600	1911592	505849	OPERATING SUPPLIES	W W GRAINGER INC	9183662676	156.76
SHERIFF'S DEPT-GENERAL FUND		10003600	1911592	505849	OPERATING SUPPLIES	W W GRAINGER INC	9182124322	195.83
SHERIFF'S DEPT-GENERAL FUND		10003600	1918530	505849	OPERATING SUPPLIES	OKLAHOMA POLICE	0053520	120.00
SHERIFF'S DEPT-GENERAL FUND		10003600	1922577	505740	BUILDING MAINTENANCE EXPENSE	OVERHEAD DOOR	30125603	150.00
Department Total		10003600						869.92
10003675								
PUBLIC DEFENDER-GEN		10003675	1920667	505890	PUBLICATION & ADVERTISING	LEXISNEXIS RISK DATA	1211561-20190331	37.40
PUBLIC DEFENDER-GEN		10003675	1920667	505920	SUBSCRIPTIONS & MEMBERSHIPS	LEXISNEXIS RISK DATA	1211561-20190331	182.00
Department Total		10003675						219.40
10003725								
JUVENILE ADMINISTRATION		10003725	1918371	505849	OPERATING SUPPLIES	OKLAHOMA TURNPIKE	20190400530	6.72
Department Total		10003725						6.72

Tulsa County Clerk
Purchase Orders

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
10003750								
JUVENILE PROBATION		10003750	1919335	505909	RENTALS & LEASES	SEALANDER BROKERAGE	1148-JUNE-2019	10,318.69
Department Total		10003750						10,318.69
20101625								
WORKERS COMPENSATION		20101625	1913850	505170	WORKERS COMPENSATION	UNITED SAFETY & CLAI	12237	50,000.00
Department Total		20101625						50,000.00
20202585								
PARK OPERATIONS		20202585	1918572	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	957-611-203-0-2	23.28
PARK OPERATIONS		20202585	1918572	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	952-994-103-0-8	23.33
PARK OPERATIONS		20202585	1918572	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	956-316-103-0-0	23.76
PARK OPERATIONS		20202585	1918572	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	954-194-103-0-3	45.37
PARK OPERATIONS		20202585	1918572	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	957-294-103-0-8	75.18
PARK OPERATIONS		20202585	1920646	505539	BLDGS & GROUNDS MAINTENANCE	LUVMYTRIPLETS ENTERT	1014-052819	411.00
PARK OPERATIONS		20202585	1920834	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	958-685-039-0-3	1,260.42
PARK OPERATIONS		20202585	1921290	505539	BLDGS & GROUNDS MAINTENANCE	CELLCO PARTNERSHIP	322431691-00004	40.01
PARK OPERATIONS		20202585	1921539	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	958-350-002-0-9	689.19
PARK OPERATIONS		20202585	1921540	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	954-433-226-0-7	812.75
PARK OPERATIONS		20202585	1921687	505539	BLDGS & GROUNDS MAINTENANCE	RECREONICS INC	807196	508.46
PARK OPERATIONS		20202585	1921781	505539	BLDGS & GROUNDS MAINTENANCE	CINTAS CORPORATION	063265202	40.34
PARK OPERATIONS		20202585	1921781	505539	BLDGS & GROUNDS MAINTENANCE	CINTAS CORPORATION	063263366	52.71

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
PARK OPERATIONS		20202585	1921781	505539	BLDGS & GROUNDS MAINTENANCE	CINTAS CORPORATION	063264333	64.69
Department Total		20202585						4,070.49
20202600								
GROUND & MAINTENANCE		20202600	1915980	505535	HEATING & A/C SERVICE	STEARMAN, STEVEN	6123	1,567.00
GROUND & MAINTENANCE		20202600	1920645	505590	OPER SUPPLIES&MAINT-EQUIP	P & K EQUIPMENT INC	3248297	2,014.63
GROUND & MAINTENANCE		20202600	1921342	505590	OPER SUPPLIES&MAINT-EQUIP	MARTIN SALES & RENTA	95600	153.41
GROUND & MAINTENANCE		20202600	1921342	505590	OPER SUPPLIES&MAINT-EQUIP	MARTIN SALES & RENTA	95358	576.03
Department Total		20202600						4,311.07
20202625								
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	CM-3132594	-98.03
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	0014821	3.94
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	4011511	5.94
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	8012390	6.50
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	5626104	9.73
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	1582416	25.92
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	7035041	26.41
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	9703611	32.00
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	1593491	32.78
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	3521234	53.87
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	2593428	54.97
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	2525292	65.38
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	5090812	85.17
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	8622526	90.94
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	9020003	105.17
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	5113582	108.62
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	4521176	112.45
HORTICULTURE CONSTRUCTION		20202625	1913029	505849	OPERATING SUPPLIES	HOME DEPOT USA INC	1104775	350.75
Department Total		20202625						1,072.51



Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
20202650								
LAFORTUNE GOLF COURSE		20202650	1917162	505590	OPER SUPPLIES&MAINT-EQUIP	QUALITY PETROLEUM	08059310-001	328.31
LAFORTUNE GOLF COURSE		20202650	1919350	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1454558-01	4.49
LAFORTUNE GOLF COURSE		20202650	1919350	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1454228-01	44.28
LAFORTUNE GOLF COURSE		20202650	1919350	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1453311-00	167.97
LAFORTUNE GOLF COURSE		20202650	1919350	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1454575-00	387.97
LAFORTUNE GOLF COURSE		20202650	1919350	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1454558-00	778.65
LAFORTUNE GOLF COURSE		20202650	1919807	506175	PURCHASES FOR RESALE-PARKS	BEN E KEITH FOODS	64352495	58.41
LAFORTUNE GOLF COURSE		20202650	1919807	506175	PURCHASES FOR RESALE-PARKS	BEN E KEITH FOODS	64340595	91.67
LAFORTUNE GOLF COURSE		20202650	1920484	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1452107-01	30.44
LAFORTUNE GOLF COURSE		20202650	1920484	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1453767-00	33.72
LAFORTUNE GOLF COURSE		20202650	1920484	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1453767-01	99.72
LAFORTUNE GOLF COURSE		20202650	1920484	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1452359-00	121.43
LAFORTUNE GOLF COURSE		20202650	1920484	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1453889-00	231.71
LAFORTUNE GOLF COURSE		20202650	1920484	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1452107-00	317.29
LAFORTUNE GOLF COURSE		20202650	1920484	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1453094-00	328.20
LAFORTUNE GOLF COURSE		20202650	1921768	506175	PURCHASES FOR RESALE-PARKS	BEN E KEITH FOODS	64348544	136.04
LAFORTUNE GOLF COURSE		20202650	1921768	506175	PURCHASES FOR RESALE-PARKS	BEN E KEITH FOODS	64353755	256.00
LAFORTUNE GOLF COURSE		20202650	1921793	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1453311-01	453.11
LAFORTUNE GOLF COURSE		20202650	1921793	505590	OPER SUPPLIES&MAINT-EQUIP	PROFESSIONAL TURF	1454228-00	801.59

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
LAFORTUNE GOLF COURSE		20202650	1921796	506175	PURCHASES FOR RESALE-PARKS	BOTTLING GROUP LLC	31047002	837.29
LAFORTUNE GOLF COURSE		20202650	1921798	506175	PURCHASES FOR RESALE-PARKS	CINTAS CORPORATION	063258059	97.20
LAFORTUNE GOLF COURSE		20202650	1921798	506175	PURCHASES FOR RESALE-PARKS	CINTAS CORPORATION	063261172	97.20
LAFORTUNE GOLF COURSE		20202650	1921798	506175	PURCHASES FOR RESALE-PARKS	CINTAS CORPORATION	063264330	97.20
LAFORTUNE GOLF COURSE		20202650	1921799	506175	PURCHASES FOR RESALE-PARKS	CINTAS CORPORATION	063256289	88.78
LAFORTUNE GOLF COURSE		20202650	1921799	506175	PURCHASES FOR RESALE-PARKS	CINTAS CORPORATION	063259393	88.78
LAFORTUNE GOLF COURSE		20202650	1921799	506175	PURCHASES FOR RESALE-PARKS	CINTAS CORPORATION	063262518	88.78
LAFORTUNE GOLF COURSE		20202650	1921799	506175	PURCHASES FOR RESALE-PARKS	CINTAS CORPORATION	063265637	88.78
Department Total		20202650						6,155.01
20202675								
SOUTHLAKES GOLF COURSE		20202675	1917166	505590	OPER SUPPLIES&MAINT-EQUIP	PRAXAIR DISTRIBUTION	89516784	9.00
SOUTHLAKES GOLF COURSE		20202675	1917166	505590	OPER SUPPLIES&MAINT-EQUIP	PRAXAIR DISTRIBUTION	89516779	13.50
SOUTHLAKES GOLF COURSE		20202675	1917166	505590	OPER SUPPLIES&MAINT-EQUIP	PRAXAIR DISTRIBUTION	89516764	27.00
SOUTHLAKES GOLF COURSE		20202675	1917166	505590	OPER SUPPLIES&MAINT-EQUIP	PRAXAIR DISTRIBUTION	89516768	27.00
SOUTHLAKES GOLF COURSE		20202675	1917166	505590	OPER SUPPLIES&MAINT-EQUIP	PRAXAIR DISTRIBUTION	89516774	72.00
SOUTHLAKES GOLF COURSE		20202675	1920446	506175	PURCHASES FOR RESALE-PARKS	BOTTLING GROUP LLC	31298507	936.53
SOUTHLAKES GOLF COURSE		20202675	1920663	506175	PURCHASES FOR RESALE-PARKS	TULSA COFFEE SERVICE	010886-2019	68.97
SOUTHLAKES GOLF COURSE		20202675	1920663	506175	PURCHASES FOR RESALE-PARKS	TULSA COFFEE SERVICE	012406-2019	97.95
Department Total		20202675						1,251.95
20404026								
COURT CLERK		20404026	1922139	505739	OFFICE SUPPLIES	SOUTHERN RUBBER STAM	224079	22.40

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
COURT CLERK		20404026	1922139	505739	OFFICE SUPPLIES	SOUTHERN RUBBER STAM	224061	477.57
COURT CLERK		20404026	1922140	505590	OPER SUPPLIES&MAINT-EQUIP	GREEN COUNTRY SHREDD	0065348	36.00
COURT CLERK		20404026	1922141	505903	MACH & EQUIP-RENT & LEA	TULSA COFFEE SERVICE	003621	91.96
COURT CLERK		20404026	1922178	505969	UTILITY SERVICES	TULSA COUNTY IT	1602911- APRIL-2019	19.70
COURT CLERK	CT13V	20404026	1922630	506082	CONTRACTED SERVICES	TULSA COUNTY COURT	58071411	252.00
COURT CLERK	CT13V	20404026	1922630	506082	CONTRACTED SERVICES	TULSA COUNTY COURT	58071311	2,745.00
COURT CLERK	CT13V	20404026	1922630	506082	CONTRACTED SERVICES	TULSA COUNTY COURT	58069411	4,169.05
COURT CLERK	CT13V	20404026	1922643	506082	CONTRACTED SERVICES	FAMILY SAFETY CENTER	APRIL-2019	4,419.77
Department Total		20404026						12,233.45
21003050								
ASSESSOR VISUAL INSP		21003050	1916133	505889	PROFESSIONAL & TECH SERVICES	THOMAS Y PICKETT & C	190608	1,500.00
ASSESSOR VISUAL INSP		21003050	1922418	505920	SUBSCRIPTIONS & MEMBERSHIPS	COSTAR REALTY INFO	109460879-1	398.00
Department Total		21003050						1,898.00
23003600								
SHERIFF'S DEPT - CASH FUND		23003600	1901978	505740	BUILDING MAINTENANCE EXPENSE	AARON FENCE CO	136265	125.00
SHERIFF'S DEPT - CASH FUND		23003600	1914361	505590	OPER SUPPLIES&MAINT-EQUIP	GRAHAM, JOHN	05182019	1,600.00
SHERIFF'S DEPT - CASH FUND		23003600	1916112	505849	OPERATING SUPPLIES	PUSH PEDAL PULL INC	241284	175.00
SHERIFF'S DEPT - CASH FUND		23003600	1920310	505849	OPERATING SUPPLIES	CDW LLC	SFN0511	438.87
SHERIFF'S DEPT - CASH FUND		23003600	1920310	505849	OPERATING SUPPLIES	CDW LLC	SFK4591	1,387.86
SHERIFF'S DEPT - CASH FUND		23003600	1921616	505849	OPERATING SUPPLIES	CMR SALES INC	1594	175.00
SHERIFF'S DEPT - CASH FUND		23003600	1921616	607079	OTHER M&E AND MATERIALS	CMR SALES INC	1594	5,085.00
SHERIFF'S DEPT - CASH FUND		23003600	1922670	505719	MOTOR VEHICLES- MAINTENANCE	MORGAN TIRE & AUTO	292147	178.47
Department Total		23003600						9,165.20

Tulsa County Clerk
Purchase Orders

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
23003606								
DOJ FORFEITURES		23003606	1921815	505719	MOTOR VEHICLES- MAINTENANCE	WELDON PARTS INC	2286236-00	46.00
Department Total		23003606						46.00
23203644								
USER REVENUES - JAIL		23203644	1916695	506082	CONTRACTED SERVICES	ELIOR INC	INV20000480 50	32,360.02
Department Total		23203644						32,360.02
23203646								
OTHER COUNTY REVENUE - JAIL		23203646	1916974	505969	UTILITY SERVICES	CENTERPOINT ENERG	3700223	534.17
Department Total		23203646						534.17
23953595								
TULSA CO JAIL COMMISSARY		23953595	1914613	505849	OPERATING SUPPLIES	KEEFE GROUP LLC	1147817	2,801.60
TULSA CO JAIL COMMISSARY		23953595	1914613	505849	OPERATING SUPPLIES	KEEFE GROUP LLC	1144125	6,990.56
TULSA CO JAIL COMMISSARY		23953595	1914614	505849	OPERATING SUPPLIES	KEEFE GROUP LLC	1148518	23.40
TULSA CO JAIL COMMISSARY		23953595	1914614	505849	OPERATING SUPPLIES	KEEFE GROUP LLC	1147506	25.20
TULSA CO JAIL COMMISSARY		23953595	1914614	505849	OPERATING SUPPLIES	KEEFE GROUP LLC	1147182	4,698.35
TULSA CO JAIL COMMISSARY		23953595	1914614	505849	OPERATING SUPPLIES	KEEFE GROUP LLC	1150016	4,885.33
TULSA CO JAIL COMMISSARY		23953595	1918183	505930	TAXES-STATE SALES TAX	OKLAHOMA TAX COMM	050119- 053019	11,164.58
TULSA CO JAIL COMMISSARY		23953595	1922642	506082	CONTRACTED SERVICES	CORRECT SOLUTIONS LL	00049	38,182.45
TULSA CO JAIL COMMISSARY		23953595	1922678	505849	OPERATING SUPPLIES	UNITED STATES POSTAL	053019-PRE- STAMP	1,557.00
Department Total		23953595						70,328.47
24003325								
COUNTY CLERK RECORDS MGMT		24003325	1901025	505886	OTHER PROFESSIONAL SERVICES	CRAWFORD & ASSOCIATE	12482A	1,200.00
COUNTY CLERK RECORDS MGMT		24003325	1921486	505849	OPERATING SUPPLIES	JRW INC	0287756	176.18
COUNTY CLERK RECORDS MGMT		24003325	1921596	505849	OPERATING SUPPLIES	TEXAS BARCODE SYSTEM	47355	2,613.28

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
COUNTY CLERK RECORDS MGMT		24003325	1922048	505849	OPERATING SUPPLIES	LOCHRIE BUSINESS MAC	31534	582.75
Department Total		24003325						4,572.21
24103350								
COUNTY CLERK LIEN FEES		24103350	1921326	505204	TRAVEL-OUT OF COUNTY	WILLIS, MICHAEL	052419	78.18
Department Total		24103350						78.18
26003900								
JUVENILE DETENTION		26003900	1917597	505909	RENTALS & LEASES	MOBILE MINI INC	9006336820	132.83
JUVENILE DETENTION		26003900	1917597	505909	RENTALS & LEASES	MOBILE MINI INC	900636819	132.83
JUVENILE DETENTION		26003900	1918769	505889	PROFESSIONAL & TECH SERVICES	DEATHERAGE COMPANIES	052119	135.00
JUVENILE DETENTION		26003900	1919760	505552	TELEPHONE SERVICE	UNITED STATES CELL	0308555911	36.48
JUVENILE DETENTION		26003900	1921624	505849	OPERATING SUPPLIES	BEN E KEITH FOODS	64348260	244.64
JUVENILE DETENTION		26003900	1921912	505889	PROFESSIONAL & TECH SERVICES	BROKEN ARROW FAMILY	043019-050219-JUV	855.00
JUVENILE DETENTION		26003900	1921912	505889	PROFESSIONAL & TECH SERVICES	BROKEN ARROW FAMILY	050719-050919-JUV	855.00
Department Total		26003900						2,391.78
26003925								
JUVENILE GRANT	G0025	26003925	1918453	505854	SPECIAL SERVICES	DRUGS OF ABUSE TESTI	19561	1,276.44
Department Total		26003925						1,276.44
29103000								
TREAS-RESALE PROPERTY		29103000	1913749	505859	OTHER SERVICES	CELLCO PARTNERSHIP	342158177-00001	40.01
TREAS-RESALE PROPERTY		29103000	1921808	505849	OPERATING SUPPLIES	VERITIV OPERATING	012-60246835	383.40
TREAS-RESALE PROPERTY		29103000	1922179	505539	BLDGS & GROUNDS MAINTENANCE	CITY OF TULSA	1066-1459-7	7.66
TREAS-RESALE PROPERTY		29103000	1922179	505539	BLDGS & GROUNDS MAINTENANCE	CITY OF TULSA	1067-0342-4	7.66
TREAS-RESALE PROPERTY		29103000	1922179	505539	BLDGS & GROUNDS MAINTENANCE	CITY OF TULSA	1067-0468-7	7.66

Tulsa County Clerk
Purchase Orders

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
TREAS-RESALE PROPERTY		29103000	1922179	505539	BLDGS & GROUNDS MAINTENANCE	CITY OF TULSA	1091-6724-7	7.66
Department Total		29103000						454.05
30002325								
HIGHWAY CONSTRUCTION DIV		30002325	1920936	505590	OPER SUPPLIES&MAINT-EQUIP	CELLCO PARTNERSHIP	642223751- 00001	80.02
HIGHWAY CONSTRUCTION DIV		30002325	1921506	607079	OTHER M&E AND MATERIALS	LOWES HOME CENTERS I	01740	568.10
HIGHWAY CONSTRUCTION DIV		30002325	1921961	505590	OPER SUPPLIES&MAINT-EQUIP	TOTAL RADIO INC	112002187-1	949.00
HIGHWAY CONSTRUCTION DIV		30002325	1922165	505590	OPER SUPPLIES&MAINT-EQUIP	W W GRAINGER INC	9185056562	56.23
HIGHWAY CONSTRUCTION DIV		30002325	1922206	505590	OPER SUPPLIES&MAINT-EQUIP	JOHN DEERE FINANCIAL	432434	143.51
HIGHWAY CONSTRUCTION DIV		30002325	1922280	505590	OPER SUPPLIES&MAINT-EQUIP	AMERIFLEX HOSE &	335409	375.70
HIGHWAY CONSTRUCTION DIV		30002325	1922281	505590	OPER SUPPLIES&MAINT-EQUIP	OREILLY AUTOMOTIVE	0830-400423	48.88
HIGHWAY CONSTRUCTION DIV		30002325	1922429	505590	OPER SUPPLIES&MAINT-EQUIP	FRN OF TULSA LLC	3318153F8W	37.84
HIGHWAY CONSTRUCTION DIV		30002325	1922485	505590	OPER SUPPLIES&MAINT-EQUIP	TULSA ELECTRIC LLC	TE0796	402.00
Department Total		30002325						2,661.28
30002330								
HIGHWAY DISTRICT 1		30002330	1921110	505849	OPERATING SUPPLIES	CELLCO PARTNERSHIP	642174233- 000001	120.03
Department Total		30002330						120.03
30002335								
HIGHWAY DISTRICT 2		30002335	1917181	505849	OPERATING SUPPLIES	IMAGENET CONSULTING	CNIN091535 BMIT	205.25
HIGHWAY DISTRICT 2		30002335	1920926	505590	OPER SUPPLIES&MAINT-EQUIP	ECONOMY LUMBER CO IN	27678	147.00
HIGHWAY DISTRICT 2		30002335	1920926	505590	OPER SUPPLIES&MAINT-EQUIP	ECONOMY LUMBER CO IN	28040	439.76

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
HIGHWAY DISTRICT 2		30002335	1921910	505590	OPER SUPPLIES&MAINT-EQUIP	HILTI INC	4613775884	1,198.38
HIGHWAY DISTRICT 2		30002335	1922147	505590	OPER SUPPLIES&MAINT-EQUIP	P & K EQUIPMENT INC	3218622	1,272.93
HIGHWAY DISTRICT 2		30002335	1922446	505590	OPER SUPPLIES&MAINT-EQUIP	OREILLY AUTOMOTIVE	0172-465197	249.75
Department Total		30002335						3,513.07
30002340								
HIGHWAY DISTRICT 3		30002340	1921686	505590	OPER SUPPLIES&MAINT-EQUIP	PEAK BATTERIES OKLAH	P14844064	469.50
HIGHWAY DISTRICT 3		30002340	1922002	505590	OPER SUPPLIES&MAINT-EQUIP	P & K EQUIPMENT INC	3259632	307.53
Department Total		30002340						777.03
30002350								
COUNTY ROAD IMPROVEMENT		30002350	1913869	505969	UTILITY SERVICES	INDIAN ELECTRIC COOP	5915110200	16.00
COUNTY ROAD IMPROVEMENT		30002350	1913869	505969	UTILITY SERVICES	INDIAN ELECTRIC COOP	5914120700	20.00
COUNTY ROAD IMPROVEMENT		30002350	1913869	505969	UTILITY SERVICES	INDIAN ELECTRIC COOP	5918250100	44.00
COUNTY ROAD IMPROVEMENT		30002350	1913886	505969	UTILITY SERVICES	CITY OF TULSA	1035-1586-2	784.99
COUNTY ROAD IMPROVEMENT		30002350	1913892	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	956-601-413-0-0	305.99
COUNTY ROAD IMPROVEMENT		30002350	1921521	505969	UTILITY SERVICES	ONEOK INC	210041646-2517349-73	22.33
COUNTY ROAD IMPROVEMENT		30002350	1921521	505969	UTILITY SERVICES	ONEOK INC	210041646-1043679-18	144.36
COUNTY ROAD IMPROVEMENT		30002350	1922756	505969	UTILITY SERVICES	CELLCO PARTNERSHIP	322431691-00009	280.07
COUNTY ROAD IMPROVEMENT		30002350	1922762	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	954-472-937-0-5	44.71
COUNTY ROAD IMPROVEMENT		30002350	1922763	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	956-226-946-0-2	53.66
Department Total		30002350						1,716.11
30002450								
COUNTY BRIDGE IMPROVEMENT		30002450	1905349	505795	OTHER PIPE ROAD & BRIDGE REPAI	ADVANCED WORKZONE	16695	322.50

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
COUNTY BRIDGE IMPROVEMENT		30002450	1905349	505795	OTHER PIPE ROAD & BRIDGE REPAI	ADVANCED WORKZONE	16696	622.25
Department Total		30002450						944.75
30002475								
HIGHWAY SPECIAL PROJECTS		30002475	1917726	505785	ASPHALT, CONCRETE & EMUL D2	SHERWOOD CONST	80583	255.02
HIGHWAY SPECIAL PROJECTS		30002475	1917726	505785	ASPHALT, CONCRETE & EMUL D2	SHERWOOD CONST	80584	275.52
HIGHWAY SPECIAL PROJECTS		30002475	1917726	505785	ASPHALT, CONCRETE & EMUL D2	SHERWOOD CONST	80595	1,223.85
HIGHWAY SPECIAL PROJECTS		30002475	1917726	505785	ASPHALT, CONCRETE & EMUL D2	SHERWOOD CONST	80617	1,848.69
HIGHWAY SPECIAL PROJECTS		30002475	1917726	505785	ASPHALT, CONCRETE & EMUL D2	SHERWOOD CONST	80585	2,240.24
HIGHWAY SPECIAL PROJECTS		30002475	1917726	505785	ASPHALT, CONCRETE & EMUL D2	SHERWOOD CONST	80596	3,066.39
HIGHWAY SPECIAL PROJECTS		30002475	1917726	505785	ASPHALT, CONCRETE & EMUL D2	SHERWOOD CONST	80608	4,860.14
HIGHWAY SPECIAL PROJECTS		30002475	1917726	505785	ASPHALT, CONCRETE & EMUL D2	SHERWOOD CONST	80607	5,539.51
HIGHWAY SPECIAL PROJECTS		30002475	1919516	505785	ASPHALT, CONCRETE & EMUL D2	ANCHOR STONE COMPANY	191181509	155.22
HIGHWAY SPECIAL PROJECTS		30002475	1919516	505785	ASPHALT, CONCRETE & EMUL D2	ANCHOR STONE COMPANY	190798909	1,158.36
HIGHWAY SPECIAL PROJECTS		30002475	1919875	505784	ASPHALT, CONCRETE & EMUL D1	SHERWOOD CONST	80578	165.62
HIGHWAY SPECIAL PROJECTS		30002475	1919875	505784	ASPHALT, CONCRETE & EMUL D1	SHERWOOD CONST	80606	167.27
HIGHWAY SPECIAL PROJECTS		30002475	1919875	505784	ASPHALT, CONCRETE & EMUL D1	SHERWOOD CONST	80579	193.64
HIGHWAY SPECIAL PROJECTS		30002475	1919875	505784	ASPHALT, CONCRETE & EMUL D1	SHERWOOD CONST	80600	234.43
HIGHWAY SPECIAL PROJECTS		30002475	1919875	505784	ASPHALT, CONCRETE & EMUL D1	SHERWOOD CONST	80586	269.04
HIGHWAY SPECIAL PROJECTS		30002475	1919875	505784	ASPHALT, CONCRETE & EMUL D1	SHERWOOD CONST	80599	274.81

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
HIGHWAY SPECIAL PROJECTS		30002475	1919875	505784	ASPHALT, CONCRETE & EMUL D1	SHERWOOD CONST	80589	1,155.25
HIGHWAY SPECIAL PROJECTS		30002475	1919875	505784	ASPHALT, CONCRETE & EMUL D1	SHERWOOD CONST	80587	1,715.57
HIGHWAY SPECIAL PROJECTS		30002475	1922608	505789	OTHER PAVING MATERIAL	GNC CONCRETE PRODUCT	75668	20,800.00
Department Total		30002475						45,598.57
41506650								
OFFICE OF DIRECTOR		41506650	1917142	505670	MISCELLANEOUS EXPENSE	OKLAHOMA STATE UNIV	RR3301	265.00
OFFICE OF DIRECTOR		41506650	1919912	505204	TRAVEL-OUT OF COUNTY	JOHN HOPE FRANKLIN	196	195.00
OFFICE OF DIRECTOR		41506650	1922440	505203	MILEAGE REIMB-IN COUNTY	BUFFINGTON, SCOTT	030519-051419	174.58
OFFICE OF DIRECTOR		41506650	1922440	505940	TRAINING	BUFFINGTON, SCOTT	030519-051419	425.00
OFFICE OF DIRECTOR		41506650	1922440	505204	TRAVEL-OUT OF COUNTY	BUFFINGTON, SCOTT	030519-051419	296.96
Department Total		41506650						1,356.54
41506775								
EMERGENCY PREPAREDNESS & RESPO		41506775	1903604	505909	RENTALS & LEASES	EG VENTURES LLC	47-T1475-MAY-2019	4,456.66
EMERGENCY PREPAREDNESS & RESPO		41506775	1903605	505909	RENTALS & LEASES	EG VENTURES LLC	038951	4,456.66
EMERGENCY PREPAREDNESS & RESPO		41506775	1905834	505204	TRAVEL-OUT OF COUNTY	EAN HOLDINGS LLC	20957080	0.00
EMERGENCY PREPAREDNESS & RESPO		41506775	1921089	505203	MILEAGE REIMB-IN COUNTY	ETGEN, ALICIA B	050319-052419	107.50
EMERGENCY PREPAREDNESS & RESPO		41506775	1921089	505204	TRAVEL-OUT OF COUNTY	ETGEN, ALICIA B	050319-052419	0.00
EMERGENCY PREPAREDNESS & RESPO		41506775	1921092	505203	MILEAGE REIMB-IN COUNTY	PEEL, JOANN	050319-052819	88.16
EMERGENCY PREPAREDNESS & RESPO		41506775	1921092	505204	TRAVEL-OUT OF COUNTY	PEEL, JOANN	050319-052819	183.50
EMERGENCY PREPAREDNESS & RESPO		41506775	1922300	505559	COMMUNICATION SRVS	AT&T MOBILITY II LLC	994406890X06012019	41.23
EMERGENCY PREPAREDNESS & RESPO		41506775	1922424	505849	OPERATING SUPPLIES	MCKESSON MEDICAL SUR	55129177	334.84
Department Total		41506775						9,668.55

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
41506850								
INFORMATION & TECHNOLOGY SERVI		41506850	1900681	505559	COMMUNICATION SRVS	SPOK INC	C0321716R	16.12
INFORMATION & TECHNOLOGY SERVI		41506850	1920797	505559	COMMUNICATION SRVS	SOUTHWESTERN BELL	918596- 86504035	367.92
INFORMATION & TECHNOLOGY SERVI		41506850	1920801	505559	COMMUNICATION SRVS	SOUTHWESTERN BELL	918596- 85193624	61.32
INFORMATION & TECHNOLOGY SERVI		41506850	1920806	505559	COMMUNICATION SRVS	SOUTHWESTERN BELL	918371- 41221726	223.79
INFORMATION & TECHNOLOGY SERVI		41506850	1920807	505559	COMMUNICATION SRVS	SOUTHWESTERN BELL	918477- 00405529	292.89
INFORMATION & TECHNOLOGY SERVI		41506850	1921273	505559	COMMUNICATION SRVS	COXCOM INC	00163310649 94001	259.95
INFORMATION & TECHNOLOGY SERVI		41506850	1921274	505559	COMMUNICATION SRVS	COXCOM INC	001-6311- 061863101	104.95
INFORMATION & TECHNOLOGY SERVI		41506850	1921278	505559	COMMUNICATION SRVS	COXCOM INC	00163110612 95701	134.95
INFORMATION & TECHNOLOGY SERVI		41506850	1922300	505559	COMMUNICATION SRVS	AT&T MOBILITY II LLC	994406890X0 6012019	1,444.45
Department Total		41506850						2,906.34
41506900								
FACILITIES MGMT-SATELLITE CENT		41506900	1914014	505849	OPERATING SUPPLIES	HEATWAVE SUPPLY INC	D39967-001	11.99
FACILITIES MGMT-SATELLITE CENT		41506900	1914014	505849	OPERATING SUPPLIES	HEATWAVE SUPPLY INC	D39752-001	35.67
Department Total		41506900						47.66
41506925								
FACILITIES MGMT-CENTRAL(CRHC)		41506925	1905816	505539	BLDGS & GROUNDS MAINTENANCE	DORMA USA INC	506375	0.00
FACILITIES MGMT-CENTRAL(CRHC)		41506925	1914014	505849	OPERATING SUPPLIES	HEATWAVE SUPPLY INC	D39967-001	0.00
FACILITIES MGMT-CENTRAL(CRHC)		41506925	1921024	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	959-889-022- 0-1	2,230.13
FACILITIES MGMT-CENTRAL(CRHC)		41506925	1921268	505969	UTILITY SERVICES	CITY OF TULSA	103647822	555.07
FACILITIES MGMT-CENTRAL(CRHC)		41506925	1921884	505849	OPERATING SUPPLIES	ADVANCED INDUSTRIAL	251792	139.90
Department Total		41506925						2,925.10
41506950								
FACILITIES MGMT-GOODWIN(JGHC)		41506950	1905816	505539	BLDGS & GROUNDS MAINTENANCE	DORMA USA INC	506375	0.00

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
FACILITIES MGMT-GOODWIN(JGHC)		41506950	1905834	505204	TRAVEL-OUT OF COUNTY	EAN HOLDINGS LLC	20957080	33.53
FACILITIES MGMT-GOODWIN(JGHC)		41506950	1914014	505849	OPERATING SUPPLIES	HEATWAVE SUPPLY INC	D39967-001	0.00
FACILITIES MGMT-GOODWIN(JGHC)		41506950	1919591	505969	UTILITY SERVICES	CENTERPOINT ENERG	3699793	1,007.05
FACILITIES MGMT-GOODWIN(JGHC)		41506950	1921269	505969	UTILITY SERVICES	CITY OF TULSA	1036-8264-7	2,227.47
FACILITIES MGMT-GOODWIN(JGHC)		41506950	1921884	505849	OPERATING SUPPLIES	ADVANCED INDUSTRIAL	251792	186.50
Department Total		41506950						3,454.55
41507000								
FACILITIES MGMT-N REGINAL(NRHC		41507000	1905816	505539	BLDGS & GROUNDS MAINTENANCE	DORMA USA INC	506375	184.00
FACILITIES MGMT-N REGINAL(NRHC		41507000	1914014	505849	OPERATING SUPPLIES	HEATWAVE SUPPLY INC	D39967-001	0.00
FACILITIES MGMT-N REGINAL(NRHC		41507000	1921271	505969	UTILITY SERVICES	CITY OF TULSA	1063-2546-7	315.11
FACILITIES MGMT-N REGINAL(NRHC		41507000	1921868	607090	CONSTRUCTION IN PROGRESS	ANCHOR ROOFING INC	4748	2,485.00
FACILITIES MGMT-N REGINAL(NRHC		41507000	1921884	505849	OPERATING SUPPLIES	ADVANCED INDUSTRIAL	251792	139.90
FACILITIES MGMT-N REGINAL(NRHC		41507000	1922426	505539	BLDGS & GROUNDS MAINTENANCE	COLBURN ELECTRIC LLC	38932	1,196.32
Department Total		41507000						4,320.33
41507025								
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1909945	505909	RENTALS & LEASES	JKJ CORNERSTONE LLC	1268120- JUNE-19	60.00
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1909946	505909	RENTALS & LEASES	JKJ CORNERSTONE LLC	1268120- JUNE-2019	60.00
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1917891	505909	RENTALS & LEASES	EG VENTURES LLC	05-0001- MAY-2019	3,647.53
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1917892	505909	RENTALS & LEASES	EG VENTURES LLC	038952	3,647.33
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1919158	505204	TRAVEL-OUT OF COUNTY	HILTON, DEBRENA	040419- 041219	258.76
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1919162	505203	MILEAGE REIMB-IN COUNTY	MCGREGOR, ALAN	040119- 043019	428.04
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1919167	505203	MILEAGE REIMB-IN COUNTY	SPLAWN, JAMES TRAVIS	040119- 043019	339.88
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1919171	505203	MILEAGE REIMB-IN COUNTY	WALKER, RACHEL	040119- 042919	305.66
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1919229	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	959-244-022- 0-9	72.53

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1919791	505879	PRINTING, DUPLICATING & FILM	D E ZIEGLER ART CRAF	11919	266.00
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1920815	505559	COMMUNICATION SRVS	BIXBY TELEPHONE CO	5001-MAY-19	8.83
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1921265	505969	UTILITY SERVICES	CITY OF COLLINSVILLE	12-0780-00	62.79
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1921276	505559	COMMUNICATION SRVS	COXCOM INC	00163110679 28801	38.91
ENVIRONMNTL PUBLIC HLTH-FOOD P		41507025	1922300	505559	COMMUNICATION SRVS	AT&T MOBILITY II LLC	994406890X0 6012019	1,044.75
Department Total		41507025						10,241.01
41507050								
ENVIRONMENTAL HEALTH SERVICES		41507050	1921065	505920	SUBSCRIPTIONS & MEMBERSHIPS	OKLAHOMA DEPARTMENT	DINDY-2019	50.00
ENVIRONMENTAL HEALTH SERVICES		41507050	1921065	505920	SUBSCRIPTIONS & MEMBERSHIPS	OKLAHOMA DEPARTMENT	PETERSON-2019	50.00
ENVIRONMENTAL HEALTH SERVICES		41507050	1921086	505739	OFFICE SUPPLIES	AMAZON.COM LLC	43873786558 6	22.99
ENVIRONMENTAL HEALTH SERVICES		41507050	1921746	505776	CHEMICAL & LAB SUPPLIE	COLE-PARMER	1876744	328.70
ENVIRONMENTAL HEALTH SERVICES		41507050	1921746	505776	CHEMICAL & LAB SUPPLIE	COLE-PARMER	1876743	398.14
ENVIRONMENTAL HEALTH SERVICES		41507050	1922300	505559	COMMUNICATION SRVS	AT&T MOBILITY II LLC	994406890X0 6012019	123.69
Department Total		41507050						973.52
41507100								
FAMILY PLANNING		41507100	1906802	505889	PROFESSIONAL & TECH SERVICES	SCROGGINS, TANA	06012019	400.00
FAMILY PLANNING		41507100	1908949	505776	CHEMICAL & LAB SUPPLIE	REASORS HOLDING	9439-052819	14.55
FAMILY PLANNING		41507100	1919229	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	959-244-022-0-9	43.83
FAMILY PLANNING		41507100	1921136	505920	SUBSCRIPTIONS & MEMBERSHIPS	MANAGING CONTRACEP	863	120.00
FAMILY PLANNING		41507100	1921265	505969	UTILITY SERVICES	CITY OF COLLINSVILLE	12-0780-00	62.79
FAMILY PLANNING		41507100	1921276	505559	COMMUNICATION SRVS	COXCOM INC	00163110679 28801	23.51
FAMILY PLANNING		41507100	1921485	505776	CHEMICAL & LAB SUPPLIE	HENRY SCHEIN INC	65197697	176.05
FAMILY PLANNING		41507100	1921854	505776	CHEMICAL & LAB SUPPLIE	THERACOM LLC	211614681-301	21,506.10
FAMILY PLANNING		41507100	1921865	505776	CHEMICAL & LAB SUPPLIE	AMERISOURCEBERGEN	954040830	55.04

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
FAMILY PLANNING		41507100	1921865	505776	CHEMICAL & LAB SUPPLIE	AMERISOURCEBERGEN	992723361	3,942.65
FAMILY PLANNING		41507100	1921865	505776	CHEMICAL & LAB SUPPLIE	AMERISOURCEBERGEN	953839070	8,249.90
Department Total		41507100						34,594.42
41507160								
TEEN PREGNANCY PREVENT - PREP		41507160	1921888	505849	OPERATING SUPPLIES	HUMAN RELATIONS MEDI	3173857	1,341.51
Department Total		41507160						1,341.51
41507161								
PREGNANCY ASSISTANCE FUND		41507161	1919674	505849	OPERATING SUPPLIES	TULSA CHILDRENS	11539782	190.00
PREGNANCY ASSISTANCE FUND		41507161	1920566	505849	OPERATING SUPPLIES	AMAZON.COM LLC	45765588994 3	1,831.31
PREGNANCY ASSISTANCE FUND		41507161	1920617	505849	OPERATING SUPPLIES	4IMPRINT INC	7341222	915.22
Department Total		41507161						2,936.53
41507175								
COMMTY HLTH INTRVNTN & PREVENT		41507175	1922288	505776	CHEMICAL & LAB SUPPLIE	AMERISOURCEBERGEN	954255235	911.64
Department Total		41507175						911.64
41507200								
CHILDREN FIRST GRANT		41507200	1905834	505204	TRAVEL-OUT OF COUNTY	EAN HOLDINGS LLC	20957080	0.00
CHILDREN FIRST GRANT		41507200	1920736	505203	MILEAGE REIMB-IN COUNTY	MCDONALD, RENAE	050219- 052919	276.98
CHILDREN FIRST GRANT		41507200	1920736	505204	TRAVEL-OUT OF COUNTY	MCDONALD, RENAE	050219- 052919	208.04
CHILDREN FIRST GRANT		41507200	1920740	505203	MILEAGE REIMB-IN COUNTY	NDHLOVU, CATHERINE	050119- 052419	226.78
CHILDREN FIRST GRANT		41507200	1922301	505559	COMMUNICATION SRVS	AT&T MOBILITY II LLC	837151776X0 6012019	704.51
Department Total		41507200						1,416.31
41507210								
MIECHV C1		41507210	1922301	505559	COMMUNICATION SRVS	AT&T MOBILITY II LLC	837151776X0 6012019	127.09
Department Total		41507210						127.09

Tulsa County Clerk
Purchase Orders

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
41507220								
BIRTH THROUGH EIGHT STRATEGY T		41507220	1922301	505559	COMMUNICATION SRVS	AT&T MOBILITY II LLC	837151776X0 6012019	41.23
Department Total		41507220						41.23
41507225								
ADULT HEALTH		41507225	1906802	505889	PROFESSIONAL & TECH SERVICES	SCROGGINS, TANA	06012019	400.00
ADULT HEALTH		41507225	1906988	505889	PROFESSIONAL & TECH SERVICES	CALVERT, JON CHANNIN	MAY-2019	3,600.00
ADULT HEALTH		41507225	1908949	505776	CHEMICAL & LAB SUPPLIE	REASORS HOLDING	9439-052819	14.55
ADULT HEALTH		41507225	1919229	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	959-244-022- 0-9	43.83
ADULT HEALTH		41507225	1921265	505969	UTILITY SERVICES	CITY OF COLLINSVILLE	12-0780-00	62.79
ADULT HEALTH		41507225	1921276	505559	COMMUNICATION SRVS	COXCOM INC	00163110679 28801	23.51
Department Total		41507225						4,144.68
41507275								
IMMUNIZATIONS		41507275	1919229	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	959-244-022- 0-9	28.18
IMMUNIZATIONS		41507275	1921265	505969	UTILITY SERVICES	CITY OF COLLINSVILLE	12-0780-00	15.70
IMMUNIZATIONS		41507275	1921276	505559	COMMUNICATION SRVS	COXCOM INC	00163110679 28801	15.11
IMMUNIZATIONS		41507275	1921858	505849	OPERATING SUPPLIES	MCKESSON MEDICAL SUR	54527797	1,171.94
IMMUNIZATIONS		41507275	1921858	505849	OPERATING SUPPLIES	MCKESSON MEDICAL SUR	54660197	2,009.04
IMMUNIZATIONS		41507275	1922290	505849	OPERATING SUPPLIES	BEN E KEITH FOODS	64359192	41.92
IMMUNIZATIONS		41507275	1922310	505849	OPERATING SUPPLIES	REASORS HOLDING	4938-052919	21.70
IMMUNIZATIONS		41507275	1922425	505776	CHEMICAL & LAB SUPPLIE	MERCK SHARP & DOHME	7013230118	14,702.34
Department Total		41507275						18,005.93
41507300								
HEALTH PROMOTION&OUTREACH ADMN		41507300	1910423	505849	OPERATING SUPPLIES	REASORS HOLDING	8884	77.64
HEALTH PROMOTION&OUTREACH ADMN		41507300	1920560	505849	OPERATING SUPPLIES	TULSA LITHO	102822	106.00

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
HEALTH PROMOTION&OUTREACH ADMN		41507300	1920981	505203	MILEAGE REIMB-IN COUNTY	SNODGRASS, TERRICE	050219-051619	40.60
Department Total		41507300						224.24
41507325								
HEALTHY START INITIATIVE		41507325	1919190	505203	MILEAGE REIMB-IN COUNTY	EDMONDS, CHRISTINA	040119-042919	151.96
HEALTHY START INITIATIVE		41507325	1920492	505849	OPERATING SUPPLIES	SJS PARTNERSHIP	IN26105	547.00
HEALTHY START INITIATIVE		41507325	1922300	505559	COMMUNICATION SRVS	AT&T MOBILITY II LLC	994406890X06012019	164.92
Department Total		41507325						863.88
41507340								
RESOURCE PREVENT COORD (RPC)		41507340	1922300	505559	COMMUNICATION SRVS	AT&T MOBILITY II LLC	994406890X06012019	128.69
Department Total		41507340						128.69
41507342								
SPF STATE INCNTIVE GRNT(SPFSIG		41507342	1920543	505849	OPERATING SUPPLIES	TK PUBLISHING INC	1905-128	3,375.00
SPF STATE INCNTIVE GRNT(SPFSIG		41507342	1921745	505849	OPERATING SUPPLIES	QUIK PRINT OF TULSA	111408	450.36
SPF STATE INCNTIVE GRNT(SPFSIG		41507342	1922211	505849	OPERATING SUPPLIES	METROPOLITAN TULSA T	IVC032274	3,675.00
SPF STATE INCNTIVE GRNT(SPFSIG		41507342	1922300	505559	COMMUNICATION SRVS	AT&T MOBILITY II LLC	994406890X06012019	82.46
SPF STATE INCNTIVE GRNT(SPFSIG		41507342	1922689	505849	OPERATING SUPPLIES	LITTLEFIELD INC	082813-0000	30,000.00
Department Total		41507342						37,582.82
41507350								
CX OF TULSA COUNTY		41507350	1905834	505204	TRAVEL-OUT OF COUNTY	EAN HOLDINGS LLC	20957080	0.00
CX OF TULSA COUNTY		41507350	1921673	505849	OPERATING SUPPLIES	DIMENSION SPECIALIST	1902	250.00
CX OF TULSA COUNTY		41507350	1922034	505879	PRINTING, DUPLICATING & FILM	BOOMERANG PRINTING	2019-3367	198.00
CX OF TULSA COUNTY		41507350	1922710	505849	OPERATING SUPPLIES	TULSA JUNETEENTH	210	2,500.00
Department Total		41507350						2,948.00

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
41507375								
CHILD GUIDANCE CENTER		41507375	1922491	505203	MILEAGE REIMB-IN COUNTY	GEISINGER-HAMILTON,	040119-043019	204.16
CHILD GUIDANCE CENTER		41507375	1922491	505204	TRAVEL-OUT OF COUNTY	GEISINGER-HAMILTON,	040119-043019	77.72
Department Total		41507375						281.88
41507400								
WIC		41507400	1905834	505204	TRAVEL-OUT OF COUNTY	EAN HOLDINGS LLC	20957080	0.00
WIC		41507400	1909945	505909	RENTALS & LEASES	JKJ CORNERSTONE LLC	1268120-JUNE-19	1,140.00
WIC		41507400	1909946	505909	RENTALS & LEASES	JKJ CORNERSTONE LLC	1268120-JUNE-2019	1,140.00
WIC		41507400	1914765	505909	RENTALS & LEASES	GENERAL FINANCIAL	6831-MAY-2019	1,304.84
WIC		41507400	1919215	505969	UTILITY SERVICES	ONEOK INC	210054768252377800	39.53
WIC		41507400	1919216	505969	UTILITY SERVICES	ONEOK INC	210040725104899509	28.52
WIC		41507400	1919217	505969	UTILITY SERVICES	ONEOK INC	210040725173898300	23.36
WIC		41507400	1919229	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	959-244-022-0-9	72.53
WIC		41507400	1919395	505203	MILEAGE REIMB-IN COUNTY	KASIKA, RACHEL	040219-042919	85.26
WIC		41507400	1920815	505559	COMMUNICATION SRVS	BIXBY TELEPHONE CO	5001-MAY-19	167.74
WIC		41507400	1921137	505203	MILEAGE REIMB-IN COUNTY	HOLT, PAM DAIGLE	050219-052319	70.76
WIC		41507400	1921139	505203	MILEAGE REIMB-IN COUNTY	LEWIS, ALMA	050319-052919	29.00
WIC		41507400	1921156	505203	MILEAGE REIMB-IN COUNTY	TANGUMA, KIMBERLY	050319-052819	33.64
WIC		41507400	1921161	505203	MILEAGE REIMB-IN COUNTY	WILBURN, REBECCA	050619-052819	30.74
WIC		41507400	1921265	505969	UTILITY SERVICES	CITY OF COLLINSVILLE	12-0780-00	20.19
WIC		41507400	1921266	505969	UTILITY SERVICES	CITY OF OWASSO	04931-02	34.53
WIC		41507400	1921270	505969	UTILITY SERVICES	CITY OF TULSA	106855612	4.76

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
WIC		41507400	1921276	505559	COMMUNICATION SRVS	COXCOM INC	00163110679 28801	38.91
WIC		41507400	1921892	505776	CHEMICAL & LAB SUPPLIE	ADVANCED INDUSTRIAL	251824	54.72
Department Total		41507400						4,319.03
41507404								
WIC PEER		41507404	1913502	505559	COMMUNICATION SRVS	AT&T MOBILITY II LLC	28726945690 3X0601201	655.32
WIC PEER		41507404	1914765	505909	RENTALS & LEASES	GENERAL FINANCIAL	6831-MAY- 2019	163.11
WIC PEER		41507404	1921137	505203	MILEAGE REIMB-IN COUNTY	HOLT, PAM DAIGLE	050219- 052319	0.00
Department Total		41507404						818.43
41507405								
WIC LBL		41507405	1914765	505909	RENTALS & LEASES	GENERAL FINANCIAL	6831-MAY- 2019	163.11
WIC LBL		41507405	1921137	505203	MILEAGE REIMB-IN COUNTY	HOLT, PAM DAIGLE	050219- 052319	69.60
Department Total		41507405						232.71
41507450								
SCHOOL HEALTH(ITS ALL ABOUT KI		41507450	1921078	505940	TRAINING	GRACELAND COLLEGE CE	12087196	199.00
SCHOOL HEALTH(ITS ALL ABOUT KI		41507450	1921174	505203	MILEAGE REIMB-IN COUNTY	CHICAS, STEPHANIE	050119- 052419	188.50
SCHOOL HEALTH(ITS ALL ABOUT KI		41507450	1921177	505203	MILEAGE REIMB-IN COUNTY	HORN-SPECK, MELISSA	050119- 052219	104.98
SCHOOL HEALTH(ITS ALL ABOUT KI		41507450	1921179	505203	MILEAGE REIMB-IN COUNTY	MAPLES, VERONICA	050219- 052419	203.58
SCHOOL HEALTH(ITS ALL ABOUT KI		41507450	1921181	505203	MILEAGE REIMB-IN COUNTY	PARRA, BRIDGET	050119- 052919	151.96
SCHOOL HEALTH(ITS ALL ABOUT KI		41507450	1921182	505203	MILEAGE REIMB-IN COUNTY	RICHARDSON, MARG	050119- 052819	143.26
SCHOOL HEALTH(ITS ALL ABOUT KI		41507450	1921183	505203	MILEAGE REIMB-IN COUNTY	TAYLOR, MARLA J	050319- 052819	38.86
SCHOOL HEALTH(ITS ALL ABOUT KI		41507450	1921414	505940	TRAINING	ED PINNEY LLC	112191	1,390.00
Department Total		41507450						2,420.14

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
41507500								
FETAL INFANT MORTALITY REVIEW		41507500	1904461	505849	OPERATING SUPPLIES	REASORS HOLDING	1554-052019	48.91
Department Total		41507500						48.91
42507975								
TULSA AREA EMER MGMT AGENCY		42507975	1917880	505552	TELEPHONE SERVICE	CELLCO PARTNERSHIP	642030583-00001	160.04
TULSA AREA EMER MGMT AGENCY		42507975	1920056	505909	RENTALS & LEASES	AMERICAN AUTO PARKS	455627	385.00
TULSA AREA EMER MGMT AGENCY		42507975	1920058	505909	RENTALS & LEASES	AMERICAN AUTO PARKS	453364	385.00
TULSA AREA EMER MGMT AGENCY		42507975	1922566	505637	VEHICLE INSURANCE	SHANNON MORRIS LLC	372-5758-F2-36-2019	942.28
TULSA AREA EMER MGMT AGENCY		42507975	1922567	505637	VEHICLE INSURANCE	SHANNON MORRIS LLC	372-5761-F29-36-2019	473.19
TULSA AREA EMER MGMT AGENCY		42507975	1922568	505637	VEHICLE INSURANCE	SHANNON MORRIS LLC	372-5759-F29-36-2019	624.70
TULSA AREA EMER MGMT AGENCY		42507975	1922569	505637	VEHICLE INSURANCE	SHANNON MORRIS LLC	372-5760-F29-36-2019	533.06
Department Total		42507975						3,503.27
43007950								
DRAINAGE DISTRICT 12		43007950	1922079	505670	MISCELLANEOUS EXPENSE	SIGN IT WRAPS	60815	120.00
DRAINAGE DISTRICT 12		43007950	1922195	505892	LEGAL SERVICES	GABLE & GOTWALS	716189	262.50
DRAINAGE DISTRICT 12		43007950	1922195	505892	LEGAL SERVICES	GABLE & GOTWALS	716197	900.00
DRAINAGE DISTRICT 12		43007950	1922439	505709	MOTOR VEHICLES-OPER SUPPLIES	BOWERS OIL CO INC	38192	950.04
DRAINAGE DISTRICT 12		43007950	1922519	506161	EMER LEVEE ELECTRICAL REPAIRS	JOHN DEERE FINANCIAL	11111-10608-APRIL-19	281.80
DRAINAGE DISTRICT 12		43007950	1922519	505849	OPERATING SUPPLIES	JOHN DEERE FINANCIAL	11111-10608-APRIL-19	117.84
DRAINAGE DISTRICT 12		43007950	1922520	505889	PROFESSIONAL & TECH SERVICES	PROGRAM MANAGEMENT G	2019-0429	3,325.69
DRAINAGE DISTRICT 12		43007950	1922602	506161	EMER LEVEE ELECTRICAL REPAIRS	IEH AUTO PARTS LLC	003143505	57.84
DRAINAGE DISTRICT 12		43007950	1922602	506161	EMER LEVEE ELECTRICAL REPAIRS	IEH AUTO PARTS LLC	003143838	57.84

Tulsa County Clerk
Purchase OrdersRun Date Printed :
6/6/2019
12:41:08 PM

Department	Project	Org	PO #	Object	Acct Desc	Vendor Name	Inv Nbr	Amount
DRAINAGE DISTRICT 12		43007950	1922602	506161	EMER LEVEE ELECTRICAL REPAIRS	IEH AUTO PARTS LLC	003143982	86.76
DRAINAGE DISTRICT 12		43007950	1922614	505709	MOTOR VEHICLES-OPER SUPPLIES	BOWERS OIL CO INC	38220	927.77
DRAINAGE DISTRICT 12		43007950	1922614	505709	MOTOR VEHICLES-OPER SUPPLIES	BOWERS OIL CO INC	38217	2,131.86
DRAINAGE DISTRICT 12		43007950	1922672	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	955-048-371-0-5	51.89
DRAINAGE DISTRICT 12		43007950	1922673	506161	EMER LEVEE ELECTRICAL REPAIRS	CAPITAL ONE NATIONAL	7208-041619-051519	47.70
DRAINAGE DISTRICT 12		43007950	1922709	505170	WORKERS COMPENSATION	COMPSOURCE OKLAHOMA	1023001852	5,577.00
DRAINAGE DISTRICT 12		43007950	1922978	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	951-783-632-0-6	98.39
DRAINAGE DISTRICT 12		43007950	1922978	505969	UTILITY SERVICES	PUBLIC SERVICE COMPA	956-490-632-0-3	174.24
DRAINAGE DISTRICT 12		43007950	1922980	505969	UTILITY SERVICES	CELLCO PARTNERSHIP	323242933-00001	40.01
Department Total		43007950						15,209.17
Grand Total								530,524.26

These claims are approved for payment for the individual amounts indicated above (19 O.S. 1981, Section 326 and 19 O.S. supplement 1983, Section 215.37G).
The district attorney is approving officer for expenditures for his/her office (19 O.S. 1981, Section 328).

Board of County Commissioners

.....
Date

.....
Member

Attest:
County Clerk

.....
Member



*****End of Report*****



Nicholas C. Williams
Assistant District Attorney
Tulsa County District Attorney's Office
500 S. Denver Ave.
Tulsa, OK 74103
(918) 596-4656
nwilliams@tulsacounty.org

TO: Tulsa County Board of Commissioners
Karen Keith, Chairperson
Ron Peters
Stan Sallee

DATE: May 31, 2019

RE: *Carolyn Parks v. Tulsa County*, Workers' Compensation Claim

On behalf of Jay McAtee, I am requesting that the above matter be set for Executive Session at the regular meeting of the Board of County Commissioners on Monday, June 10, 2019. Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Carolyn Parks v. Tulsa County*, Workers' Compensation Claim, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest. Also, please place an item on the agenda out of Executive Session for discussion and/or possible action. Thank you.

Very truly yours,

Nicholas C. Williams
Assistant District Attorney

c: Georgeann Hiebert
Whitney Alexander
Kathy Burrows
Mitchell Robinson
Jay McAtee



Nicholas C. Williams
Assistant District Attorney
Tulsa County District Attorney's Office
500 S. Denver Ave.
Tulsa, OK 74103
(918) 596-4656
nwilliams@tulsacounty.org

TO: Tulsa County Board of Commissioners
Karen Keith, Chairperson
Ron Peters
Stan Sallee

DATE: May 31, 2019

RE: *Jerry Quinton v. Tulsa County*, Workers' Compensation Court No. CM-16-04248X

On behalf of Jay McAtee, I am requesting that the above matter be set for Executive Session at the regular meeting of the Board of County Commissioners on Monday, June 10, 2019. Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Jerry Quinton v. Tulsa County*, Workers' Compensation Court No. CM-16-04248X, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest. Also, please place an item on the agenda out of Executive Session for discussion and/or possible action. Thanks you.

Warm regards,

Nicholas C. Williams
Assistant District Attorney

c: Georgeann Hiebert
Whitney Alexander
Kathy Burrows
Mitchell Robinson
Jay McAtee