

NOTICE & AGENDA
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, JUNE 16, 2026 AT 6:00 PM

AS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT, NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PRYOR CREEK, OKLAHOMA WILL MEET IN REGULAR SESSION AT 6:00 P.M. ON THE ABOVE DATE IN THE COUNCIL CHAMBER UPSTAIRS AT CITY HALL, 12 NORTH ROWE STREET IN PRYOR CREEK, OKLAHOMA. A MEETING OF THE PRYOR PUBLIC WORKS AUTHORITY WILL FOLLOW IMMEDIATELY. ANYONE NEEDING SPECIAL ACCOMMODATIONS TO ATTEND SHOULD CALL (918) 825-0888.

CITY COUNCIL

1. Call to Order, Prayer, Pledge of Allegiance, Roll.
2. Petitions from the Audience. (Limited to 5 minutes, must request in advance.)
3. Consent Agenda. (Consent items are to be voted on for approval or denial by one single motion without discussion. Any Council member wishing to discuss an item may request it be removed and placed on the regular agenda. Only those items removed will be read aloud.)
 - a. Approve minutes of the June 2, 2026 Council Meeting.
 - b. Approve claims for purchase orders through June 16, 2026.
 - c. Approve payroll purchase orders through July 3, 2026.
 - d. Approve Penalty Assessments for Pryor Creek Municipal Court for May 2026 in the amount of \$2,756.71.
 - e. Approve the Municipal Utility Board's recommendation for reappointment of Dr. Ken Rains to the Municipal Utility Board, Seat #2, term ending June 30, 2031.
 - f. Approve an expenditure in the amount of \$7,477.98 to Granicus (formerly GovQA) for annual Community Development Services from General Software Account #02-201-5260 to be paid in fiscal year 2026-2027 and authorize Mayor to sign the agreement. This reflects the 3-year pricing discount.

26-27	02-201-5260	\$7,477.98
27-28	02-201-5260	\$8,076.22
28-29	02-201-5260	\$8,722.32
 - g. Approve an expenditure in the amount of \$5,394.00 to Absolute Technologies for three (3) Dell Pro Laptops and three (3) Dell docking stations for the City Clerk's office from Clerk Capital Outlay Account #44-445-5417.
 - h. Approve an expenditure in the amount of \$5,408.00 to Hood & Associates CPAs for progress billing of the 2025 audit from Outside Services - Auditor Account #02-201-5072.
 - i. Approve a Hotel/Motel Grant application from Pryor Area Arts and Humanities Council for Missoula Children's Theatre, held June 8 - June 12, 2026, in the amount of \$2,500.00.
 - j. Approve an expenditure in the amount of \$11,300.00 to JustFOIA for implementation and the first year of annual services to be paid from General Software Budget Account #02-201-5260 in fiscal year 2026-2027. This software will be utilized to organize, redact, collaborate on and deliver open records requests. The ongoing annual service fee will be \$6,930.00 after the first year.
 - k. Approve an expenditure in the amount of \$10,723.16 to Bank of Commerce for the first two (2) payments on the lease purchase of the 60 golf carts and three utility vehicles from Golf Capital Outlay Account #41-415-5413, approved at February 17, 2026 Council meeting.
 - l. Approve an expenditure in the amount of \$10,560.66 to Pryor Asphalt, LLC for Street Department parking lot work from Street Rehab Projects Account #14-145-5410.
 - m. Approve an expenditure in the amount of \$14,041.50 to Pryor Asphalt, LLC for MUB parking lot work from Street Rehab Projects Account #14-145-5410.
 - n. Approve an expenditure in the amount of \$9,055.86 to Pryor Asphalt, LLC for Animal Shelter work from Street Rehab Projects Account #14-145-5410.
 - o. Approve an expenditure in the amount of \$6,750.00 to the Oklahoma State Bureau of Investigation for the ODIS Software Annual Support Fee to be paid from the Police Gas & Oil Account #02-215-5102
 - p. Approve an expenditure in the amount of \$4,500.00 to GeoSafe, Inc. for the annual subscription for the e-citation software to be paid from Police Vehicle Maintenance Account #02-215-5092.

- q. Approve an expenditure in the amount of \$10,330.71 to Enterprise FM Trust / Enterprise Fleet Management for the monthly vehicle lease for five Ford Interceptors and five Chevy Trucks to be paid from Police Capital Outlay Account #44-445-5424.
 - r. Accept a quote in the amount of \$4,590.00 from Vetbox Containers, LLC for one (1) 40' High Cube (HC) One-Trip Shipping Container for use at the Pryor Creek Police Department Shooting Range to be paid from Police Equipment Capital Outlay Account #44-445-5424. Additional quotes were received: Covermore Shelters, Inc. in the amount of \$4,800.00 and Cisco Containers in the amount of \$5,500.00.
 - s. Approve an expenditure in the amount of \$28,770.00 to Jack Kisse Ford of Claremore for a 2026 Ford Maverick XL AWD equipped with a 2.0L EcoBoost engine, all-wheel drive, and towing package for use by the Animal Control Division. The attached Ford Maverick quote is through Ford Government Fleet Pricing utilizing City of Pryor Fleet Identification Number (FIN) QK214 and the Ford Government Bid Management System (GBMS), which provides government fleet pricing available to municipal agencies. Funding for this purchase will be provided from the Animal Shelter Capital Outlay Account (44-445-5425) in the amount of \$22,600.00 and the Animal Shelter Donation Account (96-965-5525) in the amount of \$6,170.00. State contract price (SW0035) is \$30,466.00, putting the amount \$1,696.00 below state contract pricing. The vehicle will replace the current 2018 Ford Explorer assigned to Animal Control, which has been utilized for daily animal control operations and will be declared surplus and disposed of in accordance with city policy upon delivery of the new vehicle.
 - t. Approve an expenditure in the amount of \$5,000.00 to Chupp Industrial for one (1) portable dual restroom unit for the Pryor Creek Police Department Firearms Training Range to be paid from Police Equipment Capital Outlay Account #44-445-5424, and authorization for the Mayor to execute all related purchasing documents.
 - u. Approve the promotion of Officer Houston to the rank of Corporal with the Pryor Creek Police Department to fill a vacant Corporal position, with compensation set at Range K, Step 3-4 in the annual amount of \$60,109.00, effective June 16, 2026.
 - v. Discussion and possible action to hire Makenna Robison as a Dispatcher for the Pryor Creek Police Department at Range R, Step 2, with a starting salary in accordance with the City of Pryor Creek pay scale, effective July 6, 2026.
4. Mayor's Report: (Items possibly requiring discussion and action.)
- a. Discussion and possible action to accept a bid in the amount of \$198,935.00 from Stronghand, LLC for Cemetery Retaining Wall Improvements to be paid from Street Rehabilitation Projects Account #14-145-5410. Other quotes received: Lonehickory Cattle, LLC in the amount of \$199,000.00, Wyatt Contracting, Inc. in the amount of \$235,000.00 and VersaPro Construction in the amount of \$239,999.00.
 - b. Discussion and possible action to accept a bid in the amount of \$267,805.00 from Cowboy Asphalt, LLC for 2026 Street Projects to be paid from Street Rehabilitation Projects Account #14-145-5410. No other quotes received.
 - c. Discussion and possible action to accept a bid in the amount of \$203,000.00 from TriStar Construction, LLC for Park Street Improvements to be paid from Street Rehabilitation Projects Account #14-145-5410. Other quotes received: Wyatt Contracting, Inc. in the amount of \$215,979.00, Stronghand, LLC in the amount of \$220,213.10, VersaPro Construction in the amount of \$323,642.47 and J & S Construction in the amount of \$563,215.00.
 - d. Discussion and possible action regarding the creation, revision or reclassification of certain job descriptions for city personnel.
 - e. Discussion and update regarding the discussions between the City of Pryor Creek and Donna Bowman/Course Management Systems (D.B.A. A&B Pro Shop).
 - f. Discussion and possible action to request a 90-day extension of the contract between Course Management Systems and the City of Pryor Creek to negotiate the continued operation of the Pryor Creek Golf Pro Shop.
5. City Attorney's Report: (Items possibly needing action on requests or recommendations.)
- a. Possible Executive Session concerning the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of:
Dennis Bowman (25 O.S. 307(B)(1)).
 - b. Consider resuming regular session. No action taken during Executive Session.
 - c. Possible action based on Executive Session concerning the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of:
Dennis Bowman (25 O.S. 307(B)(1)).

6. Committee Reports: (Items, such as next meeting date, needing to be reported. No open discussions allowed. Any items requiring discussion are to be added to the Mayor's report prior to posting of agenda.)
 - a. Budget and Personnel.
 - b. Streets and Maintenance.
 - c. Ordinance and Insurance.
7. Unforeseeable Business. (Any matter not reasonably foreseen prior to posting of agenda.)
8. Adjourn.

PRYOR PUBLIC WORKS AUTHORITY

1. Call to Order.
2. Approve minutes of the June 2, 2026 meeting.
3. Approve claims for purchase orders for the Pryor Public Works Authority through June 16, 2026.
4. Unforeseeable Business. (Any matter not reasonably foreseen prior to posting of agenda.)
5. Adjourn.

FILED JUNE 12, 2026 AT 5:00 P.M. BY MAYOR ZAC DOYLE. _____

POSTED ON THE BULLETIN BOARD AT CITY HALL, 12 NORTH ROWE STREET, PRYOR CREEK, OKLAHOMA
JUNE 12, 2026 AT 5:00 P.M. BY CITY CLERK HANNAH MORRIS. _____

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, JUNE 2, 2026 AT 6:00 PM**

The City Council of the City of Pryor Creek, Oklahoma met in regular session on the above date and time in the Council Chamber upstairs at City Hall, 12 North Rowe Street in Pryor Creek, Oklahoma. This meeting was followed immediately by a meeting of the Pryor Public Works Authority. Notice of these meetings was posted on the East bulletin board located outside to the South of the entrance doors and the City website at www.pryorcreek.org. Notice was also emailed to the Council members.

CITY COUNCIL

1. CALL TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE, ROLL.

Mayor Zac Doyle called the meeting to order at 6:00 p.m. The Prayer and Pledge of Allegiance were led by Terry Lamar. Roll Call was conducted by City Clerk Hannah Morris. Council members present included Terry Lamar, Choya Shropshire, Lori Bradshaw, Autumn Graybill, Steve Brown and Bruce Smith. Members absent: Kenneth Brashears and Charles Tramel.

Department Heads and other City Officials present: Chase McBride, Justin Couch, Kevin Tramel, BK Young, Buddy Glenn, Dennis Bowman, Johnny Janzen, Cari Rerat, Mike Moore and Lori Ballew.

Others present: Gilbert Graybill, David Shaulis, Chad Morris, Donna Bowman, Harper Meehan, Jennifer Brittain, Bill Kennegeiser, Joellen Williams and Nena Roberts.

2. PETITIONS FROM THE AUDIENCE. (LIMITED TO 5 MINUTES, MUST REQUEST IN ADVANCE.)

Bill Kannegeiser petitioned Council to address the next steps for the golf course following the nonrenewal of the contract for A & B Pro Shop.

Nena Roberts thanked the Council and Mayor for their efforts to improve the parks and quality of life for residents.

3. DEPARTMENT HEAD REPORTS IF NEEDED:

3a. BUILDING INSPECTOR

No report.

3b. EMERGENCY MANAGEMENT

Janzen reported that the Emergency Operations Plan (EOP) is on tonight's agenda for approval. He stated that the updated version includes minor changes according to FEMA requests. He also reported that they are working on an upcoming community grant to supply the city with storm sirens in areas requiring replacement or increased coverage. The proposed locations include the area of the Cherokee Nation Head Start and the intersection of 22nd Street and Elliott.

3c. FIRE

Young reported that the city is receiving a high volume of inquiries regarding commercial fireworks stands. He stated that all vendors will be required to purchase the required city permit and pass an inspection. He also stated that individual residents are no longer required to purchase a permit to shoot fireworks; residents are only expected to heed the safety and timing restrictions provided in the city code.

Council discussed the recently passed Rockets Red Glare Act, stating that the measure applies to the county's jurisdiction and does not preclude municipal government firework regulations.

3d. GOLF

Bowman reported that the Golf Course is doing well financially, with current revenue up approximately \$75,000.00 over the previous fiscal year. He reported several recent infrastructure and equipment challenges, including an ongoing warranty replacement for a failed new golf cart engine, active upgrades to the irrigation pump station, and the initiation of a public bidding process to procure a new bunker rake to replace an unrepairable unit.

Mayor Doyle reported that the decision not to renew the Pro Shop contract has no impact on the Superintendent's current employment. He stated that a coordination meeting between city administration, the Mayor, and golf course management will be scheduled to align operational strategies moving past July 1.

3e. LIBRARY

Rerat reported that registration is open for the dinosaur-themed Summer Reading Program. She stated that the program's kickoff event is scheduled for Thursday from 4:30 PM to 7:00 PM, featuring booths from various city departments and regional service providers. She expressed appreciation for Buddy, Gary, and Thunderbird personnel for coordinating 30 tables and 60 chairs to support both the library and recreation center events. Rerat also highlighted the success of the Summer Feeding Program, stating that despite an unannounced early delivery on Monday consisting of three pallets and 216 boxes, multiple city departments collaborated to successfully unload the shipment. She also recognized Autumn and the library team for their hard work and preparation heading into the summer session.

Mayor moved to item 3g.

3g. POLICE / ANIMAL SHELTER

Couch reported that the Police Department reported a high-volume month consisting of 650 traffic stops, 30 arrests, 29 accidents, 18 domestic calls, and 4 stolen vehicle reports. A recent drive-by shooting incident was quickly resolved within a few days, utilizing Flock camera data. He stated that two officers are expected to complete field training by the end of the month, and the department is currently accepting applications to fill one vacant officer position and one dispatcher vacancy.

He also reported that the animal shelter responded to 121 calls for service, with the shelter currently at capacity.

Mayor moved to item 3f.

3f. PARKS / CEMETERY

Mayor Doyle reported on behalf of Frank Powell that the department had a high-volume month focusing on seasonal transitions and maintenance. He stated that the city splash pad was successfully opened for the season without operational issues, and seasonal tree trimming has commenced. Inside framing work for the tennis court restrooms will begin immediately following the vendor installation of the overhead door and concession window.

He also reported that staff successfully completed grounds preparation at the cemetery for Memorial Day, managing multiple weather-related delays. Current operations include routine summer grounds and machinery maintenance.

Mayor moved to item 3h.

3h. RECREATION CENTER

Moore reported a positive trend in monthly memberships with 2,013 total members for the month of May, which includes 511 Cherokee Nation memberships. He also stated that day pass sales increased by approximately 30% from the previous month to nearly 1,400 passes. He also reported that aquatic activities have picked up for the summer; family swim times have been extended, and the facility is hosting regional swim meets every Monday in June alongside expanding summer swim lessons.

Moore also highlighted several upcoming events, including a health fair and an upcoming all-day water training session conducted by the Grand River Dam Authority (GRDA) on June 9. He stated that GRDA is also sponsoring a \$1,000.00 life jacket giveaway program at the facility during June and July. He expressed appreciation for the Parks, Library and Thunderbird crews for collaborating to move many tables and chairs for their recent event, as well as the High School administration for preemptively roping off perimeter lawns to protect the grounds from vehicle damage during a recent rainy graduation event. Moore also noted that the department is collaborating with city hall staff to update and improve the website with scheduling and facility information.

3i. STREET

Glenn reported that they have completed asphalt overlays on parking areas, the gun range, and a section of Dog Pound Road, with Terracon scheduled to perform core testing on Dog Pound Road this Thursday for long-term planning. He stated that concrete was poured at the intersection of Southeast 3rd and Vann intersection, with the remaining section slated for completion this week to reopen the area within four days. He also reported that additional infrastructure work included edge cleanup and line painting on Clayton Road, alongside clearing a concrete drainage system on North Elliott near the Nunley property. He indicated that general operations remain ongoing for citywide sign replacement, pothole patching and sweeping. He clarified that the maintenance of alleyways and utility easements remains the legal responsibility of individual property owners. Regarding personnel and logistics, he noted that the department is currently operating short-staffed with 10 total employees and is actively interviewing to fill one vacancy. He added that crews recently assisted Mayes County on Earbob Road and shared staging logistics with Parks, Golf, and Thunderbird personnel. Finally, he reminded the public that "Pothole Patrol" occurs every Friday, and the municipal brush dump is open for free green waste on the first and third Saturdays from 8:00 AM to 1:00 PM, but will be closed on Saturday, July 4.

3j. CITY CLERK

Morris reported that the April financial statements will be distributed by the next meeting, the Fiscal Year 2024–2025 audit is nearly complete, and departments have begun preparing upcoming budget projections. She stated that a new municipal time clock system has been implemented, open enrollment benefits presentations are underway, and code enforcement is preparing several nuisance properties for upcoming abatement hearings. She also reported that Court staff are pursuing collections and record scanning, two new tort claims have been filed since May 5, and open records requests have reached an all-time high. The Mayor added that a single individual has submitted over 200 complex records requests, causing severe administrative strain at City Hall and the Police Department. He stated the city is evaluating specialized processing software and potential adjustments to public records fees to mitigate the high third-party costs required for professional body camera and data redactions.

4. CONSENT AGENDA. (CONSENT ITEMS ARE TO BE VOTED ON FOR APPROVAL OR DENIAL BY ONE SINGLE MOTION WITHOUT DISCUSSION. ANY COUNCIL MEMBER WISHING TO DISCUSS AN ITEM MAY REQUEST IT BE REMOVED AND PLACED ON THE REGULAR AGENDA. ONLY THOSE ITEMS REMOVED WILL BE READ ALOUD.)

4a. APPROVE MINUTES OF THE MAY 19, 2026 COUNCIL MEETING.

4b. APPROVE MINUTES OF THE MAY 26, 2026 SPECIAL MEETING.

4c. APPROVE CLAIMS FOR PURCHASE ORDERS THROUGH JUNE 2, 2026.

4d. APPROVE PAYROLL PURCHASE ORDERS THROUGH JUNE 5, 2026.

4e. APPROVE APPROPRIATIONS FOR MARCH 2026.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2520252865 - 911562B	\$68,842.34
STREET & DRAINAGE	911598B - 2520252816	\$76,266.96
CEMETERY CARE	2520252822 - 2520252827	\$1,649.14
GOLF COURSE	2520252800 - 2520252831	\$20,487.83
CAPITAL OUTLAY	2520252865 - 2520252885	\$18,625.36
REAL PROPERTY ACQUISITION RESERVE	2520252868 - 2520252903	\$1,750.00
POLICE TRAINING FEES	2520252850	\$320.00
MAIN STREET BOND ACCOUNT	2520252901	\$5,000.00
RECREATION CENTER	2520252807 - 2520252829	\$31,549.83
LIBRARY SPECIAL CASH	2520252851 - 2520252854	\$413.99
DONATIONS	2520252763 - 2520252843	\$1,179.14
	TOTAL	\$226,084.59

4f. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$12,918.75 TO UPCURVE CLOUD FOR THE GSUITE BASIC ANNUAL LICENSE SUBSCRIPTION FROM MAY 12, 2026 - MAY 11, 2027, TO BE PAID FROM GENERAL SOFTWARE ACCOUNT #02-201-5260.

4g. APPROVE INVOICE #043026 PRYR FROM TOWN SQUARE BUILDING CODES IN THE AMOUNT OF \$3,070.45 FOR APRIL 2026 INSPECTIONS AND MILEAGE FROM INSPECTOR - OUTSIDE SERVICES ACCOUNT #02-203-5080.

4h. APPROVE THE MAYES COUNTY EMERGENCY OPERATIONS PLAN, UPDATED MAY 2026. PLAN IS AVAILABLE FOR VIEWING AT CITY HALL.

4i. APPROVE CLOSING BROWN PLACE BETWEEN HOGAN AND COO-Y-YAH AND ONE BLOCK OF COO-Y-YAH FROM GRAHAM AVE TO BROWN PLACE ON JUNE 4, 2026 FROM 3:30 PM TO 7:30 PM FOR THE PRYOR PUBLIC LIBRARY'S SUMMER READING KICKOFF.

4j. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$4,710.96 TO EQUATURE FOR INVOICE #INV0030667 TO BE PAID FROM POLICE CAPITAL OUTLAY ACCOUNT #44-445-5424. THIS WILL BE THE ANNUAL MAINTENANCE AND SUPPORT FOR THE EQUATURE RECORDING SYSTEM.

4k. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$4,350.00 TO INTERTRIBAL SOFTWARE FOR INVOICE #10259 TO BE PAID FROM POLICE CAPITAL OUTLAY ACCOUNT #44-445-5424. THIS WILL BE THE ANNUAL LASERFICHE SUBSCRIPTION FOR THE LF CLOUD AND SUPPORT.

4l. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$44,931.67 TO PUSH PEDAL PULL FOR CARDIO EQUIPMENT TO BE PAID FROM RECREATION CENTER CAPITAL OUTLAY - EQUIPMENT ACCOUNT #84-845-5410.

4m. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$43,500.00 TO INFRASTRUCTURE SOLUTIONS GROUP, LLC FOR INVOICE PRY-26-03-01 FOR 2026 STREET AND ALLEY IMPROVEMENTS TO BE PAID FROM STREET DRAINAGE PROJECTS - MISCELLANEOUS ACCOUNT #14-145-5092.

- 4n. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$19,300.00 TO INFRASTRUCTURE SOLUTIONS GROUP, LLC FOR INVOICE PRY-26-06-01 FOR PARK STREET IMPROVEMENTS TO BE PAID FROM STREET OUTSIDE SERVICES - ENGINEERING ACCOUNT #14-145-5075.**
- 4o. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$1,500.00 TO INFRASTRUCTURE SOLUTIONS GROUP, LLC FOR INVOICE PRY-25-01-01 FOR GOLF CART BIDDING TO BE PAID FROM GOLF CAPITAL OUTLAY CART LEASING ACCOUNT #41-415-5413.**
- 4p. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$4,075.00 TO MUNICIPAL UTILITY BOARD FOR THE CITY PORTION OF TRAFFIC LIGHT REPAIRS AT S.H. 20 AND HOGAN STREET AND U.S. 69 AND 1ST STREET FROM MUB LIGHT MAINTENANCE ACCOUNT #14-145-5425.**
- 4q. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$6,200.00 TO BEN MILLER CONSTRUCTION LLC FOR INSTALLATION OF THE RESTROOM BUILDING AT THE TENNIS COURTS FROM CITY HALL CAPITAL OUTLAY ACCOUNT #44-445-5427.**

Motion was made by Brown, second by Lamar to approve the consent agenda. Voting yes: Lamar, Shropshire, Bradshaw, Graybill, Brown and Smith. Voting no: none. *Motion passed.*

5. MAYOR’S REPORT: (ITEMS POSSIBLY REQUIRING DISCUSSION AND ACTION.)

5a. PRESENTATION FROM JENNIFER BRITTAIN WITH BROWN & BROWN REGARDING AN INSURANCE UPDATE WITH POSSIBLE DISCUSSION TO FOLLOW.

Jennifer Brittain of Brown & Brown presented the annual employee insurance renewal options. She stated that while Blue Cross Blue Shield initially proposed a 12% premium increase due to an older, smaller covered population, subsequent negotiations and multi-line policy bundling reduced the final renewal increase to 7% across all medical, dental, life, and disability benefits, representing a total annual citywide spend of \$1,143,985.00 (a \$73,000.00 increase). She also reported on alternate "Premium Saver" options that layer supplemental insurance over a high-deductible plan to lower employee out-of-pocket costs for major medical claims while adjusting office co-pays by \$5.00. Additionally, she reported that year-two utilization of the city's Employee Assistance Program (EAP) has doubled, exceeding national averages. Finally, she indicated that employee enrollment and benefits education meetings are scheduled for next Monday, and noted that the firm's broker fee remains fixed at \$12.00 per employee per month.

5b. DISCUSSION AND POSSIBLE ACTION REGARDING RENEWALS FOR THE CITY OF PRYOR CREEK GROUP HEALTH, DENTAL, LIFE, SHORT-TERM DISABILITY AND LONG-TERM DISABILITY COVERAGE PLANS FOR FISCAL YEAR 2026-2027 AS PRESENTED BY BROWN & BROWN.

Motion was made by Shropshire, second by Brown to approve renewal of Blue Cross Blue Shield with Premium Saver option one. Voting yes: Lamar, Shropshire, Bradshaw, Graybill, Brown and Smith. Voting no: none. *Motion passed.*

5c. DISCUSSION AND POSSIBLE ACTION REGARDING AN UPDATE TO THE CITY OF PRYOR CREEK POLICY AND PROCEDURE MANUAL PAGE 49 SECTION 22-3: GROUP HEALTH, DENTAL AND LIFE INSURANCE PLANS TO REFLECT "THE MAXIMUM CONTRIBUTION OF THE CITY FOR THE PAYMENT OF PREMIUMS FOR HEALTH, DENTAL, AND LIFE INSURANCE COVERAGE ALONG WITH BROKER FEES AND FLEXIBLE SPENDING ACCOUNT FEES SHALL BE ONE THOUSAND SIX HUNDRED DOLLARS AND NO/100 (\$1,600) PER MONTH."

Motion was made by Brown, second by Shropshire to approve an update to the City of Pryor Creek Policy and Procedure Manual Page 49 Section 22-3: Group Health, Dental and Life Insurance Plans to reflect "The maximum contribution of the City for the payment of premiums for health, dental, and life insurance coverage along with Broker Fees and Flexible Spending Account fees shall be One Thousand Six Hundred Dollars and No/100 (\$1,600) per month."

Voting yes: Shropshire, Bradshaw, Graybill, Brown, Smith and Lamar. Voting no: none.

Motion passed.

5d. DISCUSSION AND POSSIBLE ACTION REGARDING NOMINATION AND APPOINTMENT OF BUDGET & PERSONNEL COMMITTEE MEMBERS.

5e. DISCUSSION AND POSSIBLE ACTION REGARDING NOMINATION AND APPOINTMENT OF ORDINANCE & INSURANCE COMMITTEE MEMBERS.

5f. DISCUSSION AND POSSIBLE ACTION REGARDING NOMINATION AND APPOINTMENT OF STREET & MAINTENANCE COMMITTEE MEMBERS.

5g. DISCUSSION AND POSSIBLE ACTION REGARDING NOMINATION AND APPOINTMENT OF COUNCIL PRESIDENT.

Motion was made by Bradshaw, second by Shropshire to approve items 5d, 5e, 5f and 5g.

Motion was amended by Bradshaw, second by Shropshire to allow the Mayor to accept the Council's nominations and present them at the next Council meeting. Voting yes: Bradshaw, Graybill, Brown, Smith, Lamar and Shropshire. Voting no: none. *Motion passed.*

6. CITY ATTORNEY'S REPORT: (ITEMS POSSIBLY NEEDING ACTION ON REQUESTS OR RECOMMENDATIONS.)

No report.

7. COMMITTEE REPORTS: (ITEMS, SUCH AS NEXT MEETING DATE, NEEDING TO BE REPORTED. NO OPEN DISCUSSIONS ALLOWED. ANY ITEMS REQUIRING DISCUSSION ARE TO BE ADDED TO THE MAYOR'S REPORT PRIOR TO POSTING OF AGENDA.)

7a. BUDGET AND PERSONNEL.

Shropshire reported that the next meeting will be June 9, 2026.

7b. STREETS AND MAINTENANCE.

Lamar reported that the next meeting will be June 23, 2026.

Mayor Doyle reported that bids for the repairs to Cemetery Hill are open and will be presented at the next Street Committee meeting.

7c. ORDINANCE AND INSURANCE.

Mayor stated that the next meeting is to be determined.

ADDENDUM

- 1. DISCUSSION AND POSSIBLE ACTION TO ENTER INTO EXECUTIVE SESSION PURSUANT TO 25 O.S. § 307(B)(4) FOR CONFIDENTIAL COMMUNICATIONS BETWEEN THE CITY COUNCIL AND THE CITY ATTORNEY CONCERNING A PENDING INVESTIGATION, CLAIM, OR ACTION RELATED TO POTENTIAL FAIR LABOR STANDARDS ACT ISSUES INVOLVING THE PRYOR POLICE DEPARTMENT, WHERE THE CITY COUNCIL, WITH THE ADVICE OF ITS ATTORNEY, DETERMINES THAT DISCLOSURE WILL SERIOUSLY IMPAIR THE ABILITY OF THE CITY TO PROCESS THE CLAIM OR CONDUCT A PENDING INVESTIGATION, LITIGATION, OR PROCEEDING IN THE PUBLIC INTEREST.**

Motion was made by Brown, second by Graybill to enter Executive Session at 7:23 p.m. Voting yes: Graybill, Brown, Smith, Lamar, Shropshire and Bradshaw. Voting no: none. *Motion passed.*

- 2. CONSIDER RESUMING REGULAR SESSION. NO ACTION TAKEN DURING EXECUTIVE SESSION.**

Motion was made by Brown, second by Graybill to exit Executive Session at 7:45 p.m. Voting yes: Brown, Smith, Lamar, Shropshire, Bradshaw and Graybill. Voting no: none. *Motion passed.*

- 3. DISCUSSION AND POSSIBLE ACTION BASED ON EXECUTIVE SESSION REGARDING BACK PAY.**

Motion was made by Bradshaw, second by Shropshire to approve payment of all FLSA back pay to the Police Department from 2022 to March 2025 and authorize the City Attorney to enter into negotiations. Voting yes: Brown, Smith, Lamar, Shropshire, Bradshaw and Graybill. Voting no: none. *Motion passed.*

- 8. UNFORESEEABLE BUSINESS. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)**

There was no unforeseeable business.

- 9. ADJOURN.**

Motion was made by Brown, second by Lamar to adjourn. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Graybill and Brown. Voting no: none. *Motion passed.*

PRYOR PUBLIC WORKS AUTHORITY

- 1. CALL TO ORDER.**

Mayor called the meeting to order at 7:47 p.m.

- 2. APPROVE MINUTES OF THE MAY 19, 2026 MEETING.**

Motion was made by Shropshire, second by Graybill to approve minutes of the May 19, 2026 meeting. Voting yes: Lamar, Shropshire, Bradshaw, Graybill, Brown and Smith. Voting no: none. *Motion passed.*

3. APPROVE CLAIMS FOR PURCHASE ORDERS FOR THE PRYOR PUBLIC WORKS AUTHORITY THROUGH JUNE 2, 2026.

(SCRIVENER'S ERROR - AGENDA DID NOT LIST DATE.)

Motion was made by Shropshire, second by Smith to approve claims for purchase orders for the Pryor Public Works Authority through June 2, 2026. Voting yes: Shropshire, Bradshaw, Graybill, Brown, Smith and Lamar. Voting no: none. *Motion passed.*

4. UNFORESEEABLE BUSINESS. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

There was no unforeseeable business.

5. ADJOURN.

Motion was made by Graybill, second by Lamar to adjourn at 7:48 p.m. Voting yes: Bradshaw, Graybill, Brown, Smith, Lamar and Shropshire. Voting no: none. *Motion passed.*

MINUTES APPROVED BY MAYOR / P.P.W.A. CHAIRMAN ZAC DOYLE

MINUTES WRITTEN BY CITY CLERK HANNAH MORRIS



June 4, 2026

Honorable Zac Doyle, Mayor
Members of the City Council
City of Pryor Creek, Oklahoma

RE: Reappointment of Dr. Ken Rains to the Municipal Utility Board

Dear Mayor and Council:

On behalf of the Municipal Utility Board, I respectfully request confirmation of the reappointment of Dr. Ken Rains to a new five-year term on the Municipal Utility Board, beginning July 1, 2026.

Dr. Rains first began his service on the Municipal Utility Board in October 2017, when he agreed to fill the unexpired term following the passing of Dr. R.A. Lindsey.

As a long-time resident of Pryor, Dr. Rains has provided dedicated service and valuable leadership to the Municipal Utility Board. His commitment and experience have been a tremendous asset to both the Board and the citizens of our community.

The Municipal Utility Board respectfully requests your approval of Dr. Rains' reappointment and appreciates your consideration of this request.

Sincerely,



Jared Crisp
General Manager

Re: Granicus Contract Renewal Notification for Pryor Creek, OK (Possible 3yr Term)

From Andrea Marin Jimenez <andrea.marin@granicus.com>

Date Thu 6/4/2026 1:11 PM

To Hannah Morris <morrish@pryorcreek.org>

Cc Zac Doyle <doylez@pryorcreek.org>; Sheryl Laue <laues@pryorcreek.org>; Darla Coats <coatsd@pryorcreek.org>; Kenny Young <youngk@pryorcreek.org>

 1 attachment (108 KB)

OK_Pryor Creek OK_Q-517783_upd.pdf;

Hi all,

Please see the updated quote attached.

Let me know if anything else is needed.

Best,

Andrea Marin Jimenez (She/Her/Hers)

Renewals Specialist

andrea.marin@granicus.com



From: Hannah Morris <morrish@pryorcreek.org>

Sent: Wednesday, May 27, 2026 2:56 PM

To: Andrea Marin Jimenez <andrea.marin@granicus.com>

Cc: Zac Doyle <doylez@pryorcreek.org>; Sheryl Laue <laues@pryorcreek.org>; Darla Coats <coatsd@pryorcreek.org>; Kenny Young <youngk@pryorcreek.org>

Subject: Re: Granicus Contract Renewal Notification for Pryor Creek, OK (Possible 3yr Term)

[CAUTION EXTERNAL EMAIL]

This item will go on the June 16th meeting.



HANNAH MORRIS T 918-825-0888
 City Clerk E morrish@pryorcreek.org
 City of Pryor Creek W www.pryorcreek.org

[YouTube City Meetings](#) | [Pryor Creek's Agenda & Minutes Portal](#) | [Facebook](#)

City Holiday Closures: Juneteenth, Friday 6/19 | Out of the office: Friday, 5/29/2026

From: Andrea Marin Jimenez <andrea.marin@granicus.com>
Sent: Wednesday, May 27, 2026 3:42 PM
To: Hannah Morris <morrish@pryorcreek.org>
Cc: Zac Doyle <doylez@pryorcreek.org>; Sheryl Laue <laues@pryorcreek.org>; Darla Coats <coatsd@pryorcreek.org>; Kenny Young <youngk@pryorcreek.org>
Subject: Re: Granicus Contract Renewal Notification for Pryor Creek, OK (Possible 3yr Term)

Hi Hannah,

I'm working on the updated quote now. Could you please let me know when the next City Council meeting is scheduled?

Best,

Andrea Marin Jimenez (She/Her/Hers)

Renewals Specialist

andrea.marin@granicus.com



From: Hannah Morris <morrish@pryorcreek.org>
Sent: Wednesday, May 27, 2026 2:14 PM
To: Andrea Marin Jimenez <andrea.marin@granicus.com>
Cc: Zac Doyle <doylez@pryorcreek.org>; Sheryl Laue <laues@pryorcreek.org>; Darla Coats <coatsd@pryorcreek.org>; Kenny Young <youngk@pryorcreek.org>
Subject: Re: Granicus Contract Renewal Notification for Pryor Creek, OK (Possible 3yr Term)

[CAUTION EXTERNAL EMAIL]

Please update the quote to reflect the 8% / 3year term pricing before we can seek approval from our City Council.

Thank you



HANNAH MORRIS T 918-825-0888
 City Clerk E morrish@pryorcreek.org
 City of Pryor Creek W www.pryorcreek.org

From: Andrea Marin Jimenez <andrea.marin@granicus.com>

Sent: Friday, May 22, 2026 5:05 PM

To: Hannah Morris <morrish@pryorcreek.org>

Cc: Zac Doyle <doylez@pryorcreek.org>; Sheryl Laue <laues@pryorcreek.org>; Darla Coats <coatsd@pryorcreek.org>; Kenny Young <youngk@pryorcreek.org>

Subject: Re: Granicus Contract Renewal Notification for Pryor Creek, OK (Possible 3yr Term)

Hello,

We haven't heard from you in a while.

We attached the quote for renewal; this is pending signature.

Please attach the signed document by 06/11.

Best,

Andrea Marin Jimenez (She/Her/Hers)

Renewals Specialist

andrea.marin@granicus.com



From: Andrea Marin Jimenez <andrea.marin@granicus.com>

Sent: Friday, May 8, 2026 10:55 AM

To: Hannah Morris <morrish@pryorcreek.org>

Cc: Zac Doyle <doylez@pryorcreek.org>; Sheryl Laue <laues@pryorcreek.org>; Darla Coats <coatsd@pryorcreek.org>; Kenny Young <youngk@pryorcreek.org>

Subject: Re: Granicus Contract Renewal Notification for Pryor Creek, OK (Possible 3yr Term)

Hi all,

I just wanted to follow up on this. If the 8% annual uplift for a 3-year term works for you, please let me know, as I will need to prepare a revised quote and obtain internal approvals.

Best,

Andrea Marin Jimenez (She/Her/Hers)

Renewals Specialist

andrea.marin@granicus.com



From: Andrea Marin Jimenez <andrea.marin@granicus.com>
Sent: Thursday, April 30, 2026 4:13 PM
To: Hannah Morris <morrish@pryorcreek.org>
Cc: Zac Doyle <doylez@pryorcreek.org>; Sheryl Laue <laues@pryorcreek.org>; Darla Coats <coatsd@pryorcreek.org>; Kenny Young <youngk@pryorcreek.org>
Subject: Re: Granicus Contract Renewal Notification for Pryor Creek, OK (Possible 3yr Term)

Hi all,

I hope you are doing well.

Yes, the uplifts are standard industry practice as Granicus is a SaaS company that incurs landed costs that rise every year, including 3rd party vendor/infrastructure costs and internal and external resources to maintain and support the hosted environment.

If you update this to a 3-year term, I can make a request to reduce the uplift to an annual 8% for those 3 years.

Please let me know if that works.

Best,

Andrea Marin Jimenez (She/Her/Hers)

Renewals Specialist

andrea.marin@granicus.com



From: Hannah Morris <morrish@pryorcreek.org>
Sent: Wednesday, April 29, 2026 11:22 AM
To: Andrea Marin Jimenez <andrea.marin@granicus.com>
Cc: Zac Doyle <doylez@pryorcreek.org>; Sheryl Laue <laues@pryorcreek.org>; Darla Coats <coatsd@pryorcreek.org>; Kenny Young <youngk@pryorcreek.org>
Subject: Re: Granicus Contract Renewal Notification for Pryor Creek, OK (Possible 3yr Term)

[CAUTION EXTERNAL EMAIL]

Andrea - Can you explain the 10% cost increase for the upcoming year?

Thank you,



Hannah Morris | City Clerk
 (C) 918-825-0888
 (E) morrish@pryorcreek.org
 (W) www.pryorcreek.org

"Throw kindness around like Confetti!" - *Unknown*

www.pryorcreek.org | [Facebook](#) | [YouTube City Meetings](#)

City Hall Holiday Closures: Memorial Day 5/25 **Out of the office:**

From: Hannah Morris <morrish@pryorcreek.org>
Sent: Tuesday, April 28, 2026 9:55 AM
To: Andrea Marin Jimenez <andrea.marin@granicus.com>
Cc: Zac Doyle <doylez@pryorcreek.org>; Sheryl Laue <laues@pryorcreek.org>; Darla Coats <coatsd@pryorcreek.org>; Kenny Young <youngk@pryorcreek.org>
Subject: Re: Granicus Contract Renewal Notification for Pryor Creek, OK (Possible 3yr Term)

Yes, we have received and will review for the upcoming FY26-27 Budget.

Thank you,



Hannah Morris | City Clerk
 (C) 918-825-0888
 (E) morrish@pryorcreek.org
 (W) www.pryorcreek.org

"Throw kindness around like Confetti!" - *Unknown*

www.pryorcreek.org | [Facebook](#) | [YouTube City Meetings](#)

City Hall Holiday Closures: Memorial Day 5/25 **Out of the office:**

From: Andrea Marin Jimenez <andrea.marin@granicus.com>
Sent: Thursday, April 23, 2026 6:05 PM
To: morrish@pryorcreek.org <morrish@pryorcreek.org>
Subject: Re: Granicus Contract Renewal Notification for Pryor Creek, OK

Hi,

I'm following up to confirm that you received the attached budgetary quote for the upcoming Granicus renewal.

Attached to the previous email is a new contract that will need to be signed and returned to continue services.

Please let me know if you have any questions or concerns.

Best,

Andrea Marin Jimenez (She/Her/Hers)

Renewals Specialist

andrea.marin@granicus.com



From: Andrea Marin Jimenez <andrea.marin@granicus.com>

Sent: Tuesday, January 27, 2026 3:19 PM

To: morrish@pryorcreek.org <morrish@pryorcreek.org>

Subject: Granicus Contract Renewal Notification for Pryor Creek, OK



Hello Hannah,

Pryor Creek, OK's contract is set to expire on June 30, 2026. I have attached a new 3 year contract that will need to be signed and returned by June 15, 2026 to ensure there is no lapse in services.

Granicus looks forward to continuing our relationship with Pryor Creek, OK and supporting your organization to create greater impact for the citizens you serve.

Please let me know if you have any questions or concerns.

Best,
Andrea Marin

Granicus Proposal for Pryor Creek, OK

ORDER DETAILS

Prepared By: Andrea Marin
Phone:
Email: andrea.marin@granicus.com
Order #: Q-517783
Prepared On: 04 Jun 2026
Expires On: 30 Jun 2026

ORDER TERMS

Currency: USD
Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Current Subscription End Date: 30 Jun 2026
Initial Order Term End Date: 30 Jun 2029
Period of Performance: 01 Jul 2026 - 30 Jun 2027

PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

Renewing Subscription Fees			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
Municipal Community Development Service	Annual	1 Each	\$7,477.98
SUBTOTAL:			\$7,477.98

FUTURE YEAR PRICING

Solution(s)	Period of Performance	
	01 Jul 2027 - 30 Jun 2028	01 Jul 2028 - 30 Jun 2029
Municipal Community Development Service	\$8,076.22	\$8,722.32
SUBTOTAL:	\$8,076.22	\$8,722.32

PRODUCT UPDATES

FOR INFORMATION ON RECENT AND UPCOMING PRODUCT ENHANCEMENTS ACROSS THE GRANICUS PORTFOLIO, PLEASE REFER TO THE SEMIANNUAL UPDATE INFORMATION ON THIS WEBPAGE:
: [HTTPS://GRANICUS.COM/SEMIANNUAL-UPDATES/](https://granicus.com/semiannual-updates/)

PRODUCT DESCRIPTIONS

Solution	Description
Municipal Community Development Service	Legacy - Municipal Community Development Service

TERMS & CONDITIONS

- This quote, and all products and services delivered hereunder are governed by the terms located at <https://granicus.com/legal/licensing>, including any product-specific terms included therein (the "License Agreement"). If your organization and Granicus has entered into a separate agreement or is utilizing a contract vehicle for this transaction, the terms of the License Agreement are incorporated into such separate agreement or contract vehicle by reference, with any directly conflicting terms and conditions being resolved in favor of the separate agreement or contract vehicle to the extent applicable.
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-517783 dated 04 Jun 2026 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Pryor Creek, OK to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.

	Tier	Low	High
Annual Request Volume (ARV)	1	0	99
	2	100	299
	3	300	499
	4	500	999
	5	1,000	2,499
	6	2,500	4,999
	7	5,000	7,499
	8	7,500	10,000
	Subsequent tiers	2,500	

Client will be renewed in the ARV tiers specified in the table above for use of Records Requests products (i.e., GovQA) based on the actual Request Volumes available in the Client's production environment from beginning of the current Term up to the provision of a renewal quote projected as an ARV.

If less than six (6) months of Request Volume data is available, client will be renewed at the same tier as the previous Term.

BILLING INFORMATION

Billing Contact:		Purchase Order Required?	[] - No [] - Yes
Billing Address:		PO Number: <i>If PO required</i>	
Billing Email:		Billing Phone:	

If submitting a Purchase Order, please include the following language:

The pricing, terms, and conditions of quote Q-517783 dated 04 Jun 2026 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.

AGREEMENT AND ACCEPTANCE

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Pryor Creek, OK	
Signature:	
Name:	
Title:	
Date:	

Absolute Technologies
 4 S. Vann
 Pryor, OK 74361 US
 9188030359
 jasonlgoodson@gmail.com

INVOICE

BILL TO
 City of Pryor
 12 N. Rowe
 Pryor, OK 74361

SHIP TO
 City of Pryor
 City of Pryor
 6 N. Adair
 Pryor, OK 74361

INVOICE # 6155
DATE 06/02/2026
DUE DATE 06/12/2026
TERMS Net 10

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	0000	Dell Pro 16 laptop Intel Ultra 5 225U (12 cores, Up to 4.8 GHz), 32GB DDR5 RAM, 1TB SSD, Backlit Keyboard, Fingerprint, WiFi 6E, Win 11 Pro	3	1,599.00	4,797.00
	0000	Dell WD19TBS Thunderbolt Docking Station	3	199.00	597.00

We appreciate your Business and look forward serving you again soon.

SUBTOTAL	5,394.00
TAX	0.00
TOTAL	5,394.00
BALANCE DUE	\$5,394.00

Ways to pay



[View and pay](#)

Signature: _____

Absolute Technologies

4 S. Vann
Pryor, OK 74361 US
9188030359
jasonlgoodson@gmail.com

Estimate

ADDRESS

City of Pryor
12 N. Rowe
Pryor, OK 74361

SHIP TO

City of Pryor
City of Pryor
6 N. Adair
Pryor, OK 74361

ESTIMATE # 1186

DATE 04/08/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	0000	Dell Pro 16 laptop Intel Ultra 5 225U (12 cores, Up to 4.8 GHz), 32GB DDR5 RAM, 1TB SSD, Backlit Keyboard, Fingerprint, WiFi 6E, Win 11 Pro	3 +	1,599.00	1,599.00
	0000	Dell WD19TBS Thunderbolt Docking Station	3 +	199.00	199.00

SUBTOTAL 1,798.00
TAX 0.00
TOTAL **\$1,798.00**

\$5394.00

Accepted By



Accepted Date

2026 04 08

Signature: _____



1821 SE Washington Blvd

Bartlesville, OK 74006

Phone: 918-336-7600

E-mail: AR@hoodcpas.com

Web: https://audit.hoodcpas.com/

Invoice: 103115

Date: 05/31/2026

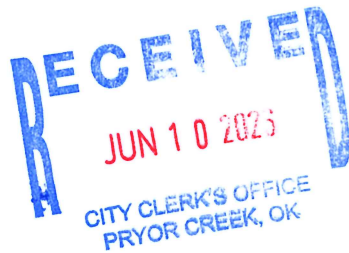
Due Date: 06/14/2026

CITY OF PRYOR
P.O. BOX 1167
PRYOR, OK 74362-1167

For professional service rendered as follows:

Progress billing for the audit of financial statements for the year ended 6/30/2025 5,408.00

Billed Time & Expenses \$5,408.00



Invoice Total \$5,408.00

Please return this portion with payment.

Invoice: 103115

ID: CITYPRYOR07
CITY OF PRYOR

Date: 05/31/2026

Due Date: 06/14/2026

Card Type: CVV :

Amount Due: \$5,408.00

Card #: Exp Date:

Amount Enclosed: \$

Signature:

All balances over 30 days will be assessed a service charge of 18%.

Hotel/Motel Grant Application 2025-2026

Stated Goals of Hotel / Motel Grant Funding:

1. To promote and foster tourism, conventions, special events and trade shows in the City;
2. To encourage the development of the City as a convention, trade show, and tourist center;
3. To construct, reconstruct, operate, maintain and repair buildings and facilities to encourage the development of the City, and to foster the development of the City as a convention, trade show, and tourist center;
4. To promote and encourage the revitalization of the City's downtown area through appropriate efforts including but not limited to such opportunities as the Oklahoma Main Street Program and matching grant opportunities.

For any questions regarding the Hotel / Motel Grant process, contact Jae Standingwater at (918) 825-4077 or standingwaterj@pryorcreek.org.

You will be sent a copy of your application to the email below.

Email *

pryorarts@gmail.com

Organization Name *

Pryor Area Arts and Humanities Council, Inc.

Street Address *

6 North Adair Street

Contact Name *

Sue C Mayhue

Contact Phone Number *

918-386-2624

Contact Email *

scmayhue@gmail.com

Is your organization a non-profit or public tax-exempt organization as defined under Section 501(c)(3) of the Internal Revenue Code? *

Yes

No

Event or Project Details

Event or project title *

Missoula Children's Theatre - The Emperor's New Clothes

When and where will the event or project take place? *

June 8, 2026 thru June 12, 2026 at the Avra Performing Arts Center

Resources available for the event or project: *

Volunteers, participant registration fees, ticket sales, donations, and Pryor Area Arts and Humanities Council funding

What priority tier would best define your event or project? *

Tier 1 Applicants – Mostly local target audience, with a goal of getting Pryor area residents out to attend. The Board will lean towards rejecting these applications, unless it can be articulated why the funds will make a substantial impact on attendance and help generate tax dollars for the City of Pryor.

Tier 2 Applicants – Local or Regional target audience of one day/night that should be expected to bring visitors from outside of Mayes County for the event. The Board will start at a neutral stance. A plan for the funds will need to be shown and explained how the funds are needed to increase reach and attendance to determine approval.

Tier 3 Applicants -- Local or Regional target audience that should be expected to bring in visitors from outside Mayes County for multiple days and likely create hotel room demand. The Board will lean towards approval, but a plan will need to be shown to document the funds will be used to increase reach and attendance.

- Tier 1 -- Local Audience
- Tier 2 -- Regional Audience, One Day Event
- Tier 3 -- Regional Audience, Multi-Day Event

Please provide the justification for your chosen priority tier. Responses should detail the intended audience of the event or project and the expected impact on hotel room demand. *

Stated goals of Hotel / Motel Grant Funding:

1. To promote and foster tourism, conventions, special events and trade shows in the City;
2. To encourage the development of the City as a convention, trade show, and tourist center;
3. To construct, reconstruct, operate, maintain and repair buildings and facilities to encourage the development of the City, and to foster the development of the City as a convention, trade show, and tourist center;
4. To promote and encourage the revitalization of the City's downtown area through appropriate efforts including but not limited to such opportunities as the Oklahoma Main Street Program and matching grant opportunities.

2026 will be the 35th year Pryor Area Arts and Humanities Council has sponsored Missoula Children's Theatre in Pryor. Past performers look forward to their participation and invite their friends to try out for roles in the performance. Every child is assigned a role in the performance. Children from Pryor as well other communities in Mayes County attend. Many grandchildren and friends of Mayes County residents schedule summer visits to Pryor so they can participate in this program.

Auditions and the first rehearsal for the performance begin Monday, June 8, 2026 at 10:00 a.m. and continued rehearsals are held each morning and afternoon on June 9, 10, and 11. Dress rehearsal is Friday afternoon, June 12 and the performance of The Emperor's New Clothes is at 7:00 p.m. in the Avra Performing Arts Center. Parents, brothers and sisters, grandparents, aunts, uncles and friends of the performers and their families attend the performance. Many attendees live outside the Pryor area and some come specifically for the show from out of state. Their visit involves not only the performance but dining in local restaurants and often shopping and overnight stays in local hotels.

Missoula sends two directors to coordinate the show. These directors stay at Hotel Pryor from June 7 through June 13 while they are in Pryor. Often, another Missoula representative is present for the week. This representative makes his or her own hotel reservation in Pryor for the time period and MCT, Inc. pays for those accommodations. While in town, the directors and the Missoula representatives eat meals in local restaurants and frequently do a little local shopping for souvenirs or keepsakes representing their visit to Pryor, Oklahoma and the Mayes County area.

Last year 54 children participated in the musical production. We anticipate excellent attendance in 2026 for this production.

Budget Details & Funding Request

Requested funding from the Hotel / Motel Tax Allocation Board *

\$2,500.00

Applicant's Match Amount *

\$5000.00

Please specify if your matching items will be cash or in-kind contributions *

The matching items will be cash, in-kind contributions and volunteer hours

Advertising Expenses

\$600.00

Promotional Printing Expenses

\$575.00

Other Project Expenses

Missoula Children's Theatre \$4,025.00

Hotel Pryor \$1500

Snacks for Participants \$200

Accompanist \$300

Stage/Sound System/Lighting Assistant \$300

Total Event or Project Budget *

\$7,500.00

Please read this statement fully and confirm: *

I understand that this application must be approved by the Hotel / Motel Board, the Budget Committee and City Council before funding can be awarded. I understand that a representative of my organization should be present at these meetings to answer any questions the board or committee members may have regarding my event or project.

You will be notified of all meeting dates and times that your application will appear on the agenda.

For any questions regarding the approval process or meeting agendas, contact Jae Standingwater at (918) 825-4077 or standingwaterj@pryorcreek.org.

I Understand

Please read this statement fully and confirm: *

I understand that I will be required to submit a project expense report upon completion of my event or project complete with a detailed log of expenses and associated receipts. This report must be approved by the Hotel / Motel Tax Allocation Board, the Budget Committee and City Council before I will be disbursed the funding awarded. I understand that a representative of my organization should be present at these meetings to answer any questions the board or committee members may have regarding my event or project.

You will be notified of all meeting dates and times that your application will appear on the agenda.

For any questions regarding the approval process or meeting agendas, contact Jae Standingwater at (918) 825-4077 or standingwaterj@pryorcreek.org.

I Understand

Supporting Documents (optional)

Please attach any supporting documents you would like submitted alongside your application.

File Upload (optional)

This form was created inside of City of Pryor Creek.

Google Forms



Hannah Morris
City Clerk
City of Pryor Creek ("Client")
12 North Rowe Street
Pryor, OK, 74361

 (866) 761-5301
 3717 Apalachee Parkway
Suite 201
Tallahassee, Florida 32311
 sales@justfoia.com
 www.justfoia.com

Dear Hannah Morris,

Thank you for considering **JustFOIA's Proposal** in your organization's search for a Records Request Tracking Solution. Please consider the following benefits included with your JustFOIA partnership and subscription:

- **Long-Term Partnership Ensuring Client Success:** We are with you every step of your JustFOIA Client Journey. Our Delivery Team conducts live trainings and partners with you to ensure the system is configured to your unique needs. Our partnership continues throughout your journey, supported by our Technical Support & dedicated Client Success Teams.
- **Continuous Training:** In addition to live training, JustFOIA provides a complimentary subscription to a Learning Management System (LMS) including on-demand continuing educational videos and content.
- **Government Security & Compliance:** All JustFOIA client sites are deployed exclusively on the Microsoft Azure Government Cloud, the Gold Standard in government-level security. As a certified SOC 2 organization, JustFOIA ensures the foundational principles of security, privacy, compliance, and transparency.
- **Unlimited Administrators, Power Users & General Users:** No matter the number of staff involved in records requests, JustFOIA allows unlimited users for all contracted modules at no additional charge.
- **Configurability & Flexibility:** JustFOIA is more than *just* FOIA. Receive a better return on investment by leveraging the solution for more than public records. Liens, Permits and Subpoenas are just a few client examples. With JustFOIA, you have more control over system settings and functionality than any other solution. Dynamic fields recognize keywords entered by citizens to point them to the right place.
- **Having a Voice:** JustFOIA was created based on client feedback, which continues to be the main source of product roadmap ideas. Clients play an essential role in our product feedback loop, collaborating with JustFOIA's Product Development & Quality Assurance Teams to ensure powerful and easy-to-use releases.

If you have any questions concerning our proposal or desire additional information, please do not hesitate to contact me. We appreciate your consideration and hope that we will have the pleasure of partnering with you.

Sincerely,

Sarah Hutchinson

Account Executive

(850) 600-4244 | shutchinson@justfoia.com



Proposal

City of Pryor Creek

Issued: April 15, 2026



EXECUTIVE SUMMARY

Records request challenges continue to increase, and the call for transparency is at an all-time high. Organizations are selecting JustFOIA to bridge the transparency gap with their community to create an environment of trust and accountability. JustFOIA licenses a software-as-a-service solution (the “Solution”), which is the **easiest-to-use records requests software** that manages every step of the process from intake to delivery. Our Solution can help you save valuable time by automating repetitive tasks, such as redactions, assignments, reminders, and communication with requesters and responders. It is now essential to leverage technology to streamline your records requests process.

OUR COMPANY

Built by users, for users

JustFOIA, Inc. (“JustFOIA”) began as a product built for MCCi’s public sector clients from a deep understanding gained through 20+ years of servicing municipal clerks, records managers, and the public sector. From its founding roots as a Municode company, MCCi has accelerated more than 1,600 clients’ digital transformation journeys by adding intelligence to their processes.



Because many of these clients were searching for a way to better manage the rise in complexity and volume of their organizations’ records requests, MCCi’s development team and leadership worked hand-in-hand with these clients to simplify the process and provide a better user experience for records managers and the constituents they serve. **In 2014, the JustFOIA Solution was launched.** Fast forward to 2020, JustFOIA’s success sparked the need for its own brand and evolution into becoming a sister-company to MCCi. In 2022, we celebrated the milestone of over 1 MILLION records requests processed in JustFOIA, serving more than 500 clients in 44 states.

WHAT MAKES US DIFFERENT

Development fueled by client ideas



Our clients continue to be a vital component of our product feedback loop with client success, implementation, and support teams all regularly contributing ideas to product management. With the launch of our [Ideas Portal](#), **we ensure clients have a voice**, providing a direct line to submit ideas for development consideration, see the status of their development request, and actively vote for the most important features and improvements.

We believe ideas get better when you create an environment of sharing. We regularly organize specialized group discussions, where users with similar challenges engage with our team to make the system work better for them. In addition to testing done by our seasoned, in-house development and quality assurance testing teams, when large features are ready to be tested, we gather beta clients for focus groups and trial usage before releases make it to prime time.

Personalized, consultative services approach

When choosing a records request management solution partner, there are many things to consider. Features and functionality are certainly part of any software partner buying decision, but what will truly dictate your overall experience will be the support you receive during the initial implementation and beyond. We know records requests are only a part of your overall responsibilities, so we start by taking a personalized, consultative approach to the implementation. You’re not expected to figure this out on your own – we take the time to fully understand your unique needs and conduct multiple live trainings with your Administrators and Power Users, making sure the end result is the desired one.

Best-in-class technical support

Once your project is complete, you will have access to our stellar Technical Support Team, maintaining a documented **100% client satisfaction rate**, for troubleshooting and supporting the Solution. We offer optional supplementary support packages as well, giving you more access to our staff based on your needs.



Proactive client success



JustFOIA



We are fanatical about client success. Don't just take our word for it—check out our [G2 Reviews](#). Success starts with our eagerness to understand our clients' needs and where they are headed on their journey to streamlining their records requests processes. We believe in a proactive support methodology, which begins with client education, excellent service, and communication. Your organization will have a **dedicated Client Success Specialist** that can:

- Identify any needs that could easily be addressed by the Solution
- Serve as a resource for questions and answers, best practices, how other clients are using the system with the use of documented case studies, support center, etc.
- Provide continued education for existing and new users through webinars, workshops, user groups, and more
- Coordinate with our sales operations team for pricing/renewals inquiries and budgetary information

Easiest-to-use or we'll retrain you free

We understand that software – no matter how many features it has – can't be great unless it's easy to use. **We guarantee that JustFOIA is the easiest-to-use records request software, or we will train you again at no extra cost.**



To back this up and to supplement our **live trainings**, we offer our industry-exclusive [Learning Management Software platform](#) – The Training Center for JustFOIA – to our clients for free. With unlimited, on-demand access to hundreds of help videos and product documentation, live monthly learning sessions, and peer-based user groups, training new departments and employees is a breeze. We leverage the platform as we roll out JustFOIA to new clients every day, using it to store custom training videos and designing courses for users that simplify training on new features and functionality. If you are as passionate about learning as we are about training, get JustFOIA certified. We offer certifications for Administrators, Power Users and General Users.

WHAT'S INCLUDED WITH JustFOIA PRO?

FEATURES & SERVICES	Pro
Security & Compliance	
SOC 2 Certified Organization Partner	✓
Annual Employee Certified CJIS & HIPAA Training	✓
ADA/Section 508 Compliant	✓
CJIS ACE Seal of Compliance	✓
Secure Hosting on Microsoft Azure Government Cloud (FedRAMP Authorized at Level High)	✓
Texas Risk and Authorization Management Program (TX-RAMP) Certified Cloud Product	✓
System Updates	✓
Single Sign-On (SSO)	+
Data Storage & Users	
Standard Data Storage	3 TB
Unlimited Administrators, Power Users, General Users, & Viewers	✓
Requester Experience	
One (1) Configurable Public Portal for Requesters to Submit & Track Requests	✓
Search Archive to Allow Requesters to Search Previous Requests	✓
Dynamic Form Fields (e.g., conditional fields or messages)	✓
User Experience	
Retention Schedules	✓
Configurable Workflow for User(s)/Department(s) to Work Concurrently	✓
DirectRoute Workflow	+
Notifications, Reminders & Alerts	✓
In-App Internal & External (Requester) Communication Tools	✓
In-App Redaction with Auto-Redaction (Unlimited Users)	✓
Unlimited File Size in Release to Requester	✓
Any & All Document Management with .PST File Extraction, Response Doc Folder Organization, In-App Document Viewer & Batch Auto-Redaction	+
Time & Materials Tracking	✓
Invoicing Module	✓
Payment Portal for Credit Card Processing (Global Payments, Authorize.net, PayPal, NIC, Catalis, or Point And Pay)	+
Laserfiche Integration for Importing/Exporting Files	+
Reporting Dashboard	✓
Standard & Custom Reports through Advanced Reporting	✓
Training/Onboarding	
Dedicated Project Lead	✓
Live, Remote Administrator & Power User Training	✓
Live, Onsite Administrator & Power User Training	+
One-Week Hypercare Period after Go-Live	✓
24/7/365 Training Center LMS with Client-Specific & General Trainings & Videos	✓
Client Service & Support	
Live Technical Support from 8:00 AM to 5:00 PM local time within the continental United States	✓
Dedicated Client Success Specialist	✓
Monthly Webinars	✓
JustFOIA Supplemental Support Hours	+

✓ Included +Optional

PRICING



3717 Apalachee Parkway, Suite 201
 Tallahassee, FL 32311
 850.701.0725
 850.564.7496 fax

Client Name: City of Pryor Creek
Client Address: 12 North Rowe Street Pryor, OK, 74361
Quote Number: 41293
Quote Type: New JustFOIA System

Quote Date: 4/15/2026

Product Description:	Qty.	Unit Cost	Total
JustFOIA ANNUAL RECURRING SERVICES			
<input checked="" type="checkbox"/> JustFOIA Pro Tier 1: Up to 10,000 Population	1	\$4,950.00	\$4,950.00
<input checked="" type="checkbox"/> Any & All Document Management for JustFOIA Pro	1	\$1,237.50	\$1,237.50
<input checked="" type="checkbox"/> Payment Portal for JustFOIA Pro	1	\$742.50	\$742.50
<input checked="" type="checkbox"/> Unlimited Admins, Power Users & General Users	1	Included	Included
<input checked="" type="checkbox"/> 3 TB of Storage	1	Included	Included
SUBTOTAL - RECURRING ANNUAL SERVICES			\$6,930.00

Service Description:	Qty.	Unit Cost	Total
JustFOIA SERVICE PACKAGES			
<input checked="" type="checkbox"/> Pro Implementation	1	Included	Included
<input checked="" type="checkbox"/> Configuration of 2 Request Forms • General Records Requests • Police Department Records Requests	1	Included	Included
<input checked="" type="checkbox"/> Payment Portal Configuration for Global Payments, Authorize.NET, PayPal, NIC, Catalis, or Point And Pay	1	\$750.00	\$750.00
<input checked="" type="checkbox"/> DirectRoute Workflow Configuration - Drop-down menu that changes the request status and notifies the assignee.	1	\$2,500.00	\$2,500.00
<input checked="" type="checkbox"/> Any & All Document Management Configuration	1	\$750.00	\$750.00
<input checked="" type="checkbox"/> Dynamic Fields Configuration (up to 10/package)	1	\$370.00	\$370.00
SUBTOTAL - ONE-TIME SERVICES			\$4,370.00

YEAR 1 ORDER COST	\$11,300.00
--------------------------	--------------------

All Quotes Expire 30 Days from Quote Date

This is NOT an invoice. Please use this confirmation to initiate Client's purchasing process.

NOTE: The information presented in this document is based on the results of JustFOIA's and Client's collaborative preliminary discovery thus far. As planning and discovery continue, the project scope and costs may change to meet the specific needs



of Client. **JustFOIA will provide Master Services Agreement and Addendum with Assumptions, Terms & Conditions for review and approval prior to the start of any project.**

RECURRING SERVICES

Client has elected to license the JustFOIA software provided as a service (the “**Solution**”).

An annual increase of 5% will be applied to the immediately preceding annual rates (excluding any initial or one-time discounts). The Recurring Services portion of this Order and/or applicable Addendum will renew upon payment of annual renewal invoice or will terminate as set forth below (“Termination” section).

SALES TAX

Sales tax will be invoiced where the Client is not exempt and/or has not communicated its tax status to JustFOIA. Sales tax is not included in the fee quote above.

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TECHNICAL SUPPORT

To support your journey, it's important to have a plan in case issues or needs arise.

Technical Support

JustFOIA Technical Support is provided for all clients through the online support center, by email (support@JustFOIA.com), or by telephone (800-342-2633), during business hours of 8:00 AM to 5:00 PM local time within the continental United States. Technical Support covers Solution break/fix support, version updates, and continued educational resources including the JustFOIA Training Center.

	JustFOIA Technical Support Services	JustFOIA Managed Support Services	JustFOIA Process Administration Support Services
Description	Technical	JMSS	JPASS
Easy access to JustFOIA's team of support technicians for break/fix support issues (i.e., error codes, bug fixes, etc.) & basic Q&A support	■	■	■
Remote access support through web meeting	■	■	■
Access to version updates, security updates and hotfixes	■	■	■
Customized JustFOIA Training Center Support	■	■	■
Access to high-level support technicians with enhanced knowledge		■	■
Remote Training for New/Existing Users		■	■
Annual System Review (upon Client request)		■	■
System Settings Consultation		■	■
Assistance with Current System Modifications*		■	■
Assistance with New System Configurations**		■	■
Configuration Changes to Routing of Current DirectRoute Workflows		■	■
Dedicated Technical Support Professional			■
Institutional Knowledge of Client's Solution			■
Proactive recurring consultation calls upon the Client's request			■
Adjust Current SSO or Payment Portal Connections			■

***Current System Modifications** includes Public Portal, Forms, Standard Workflows, Email Templates, Advanced Reports, Custom Dashboards, Dynamic Fields, Users, and Redaction settings.

****New System Configurations** includes Users, Forms, Standard Workflows, Email Templates, Advanced Reports, Custom Dashboards, Dynamic Fields, Users, and Redaction settings. This will also include new additional features that are added to Client's subscription in the future.

Note on Hours usage: JustFOIA allows clients to use their hours for a multitude of post-implementation services, as long as a request will not start a service that cannot be completed within the hours available. The creation of new DirectRoute Workflows is not included in Supplemental Support Services.

HOW DOES IT WORK?



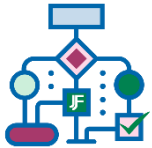
Receive Records Requests through Your Configurable Public Portal

Direct requesters to an online experience to submit and track the status of their requests, search previous requests, pay invoices, and more. Requesters are automatically notified of receipt.



Create Custom Request Forms

Modernize paper forms and emailed PDF requests with as many configurable, web-based forms as you want. Digital forms allow you to quickly collect all the information you need from the start!



Reduce Response Times through Workflow

Streamline your process by automating repetitive tasks and communications through process mapping. Departments and users can be assigned and automatically notified of tasks and due dates. Reminders, escalations, reassignments, and approvals are configurable within each task.



Centralize All Communications - With the Requester and Internal

Create transparency and simplify your communications both internally and externally. Design and automate common communications with templated messages and workflows.



Redact Sensitive Information

Automatically redact documents with one click or manually remove sensitive data. Features include text search, proximity search, redact selected text and/or full page(s). There is no per-user fee, so any user can redact a document if they are permitted by your organization. An exemption log can be automatically generated to accompany each request to explain any redactions.



Estimate & Log Time & Materials

Keep track of the labor, time, and materials costs of fulfilling requests. Configure individual user hourly rates and standard material fees, so invoicing is made simple.



Generate Invoices and Receive Payments

Issue invoices and receive payments inside the Public Portal. Accept all forms of payments including credit cards via our optional, PCI-Compliant Payment Portal, using third-party payment processors.



Import & Organize Response Documents

Easily upload documents from your computer, network or via our optional Laserfiche integration for the requestor to retrieve through your secure JustFOIA Public Portal. Using our optional Any & All Document Management module, extract .PST files and simplify managing hundreds of files.



Analyze Comprehensive Reports

Custom reports are available, in addition to standard reports, such as:

- Processed Requests
- Bottlenecks
- User Activity
- Paused Requests
- Fees Totals
- Time and Materials
- Deleted Requests
- User Task Activity
- Correspondence
- Open Requests
- Request Retention
- Payment Details

WORLD-CLASS, STANDARD SECURITY & COMPLIANCE

JustFOIA is committed to providing a secure platform for our clients that meets or exceeds industry standards. JustFOIA's SOC 2 Type 2 certification, as defined by the American Institute of Certified Public Accountants (AICPA) demonstrates that an external auditing firm has verified the implementation of strict information security and risk management policies and procedures. JustFOIA's CIO is CISSP certified. **All JustFOIA client sites are deployed exclusively on the Azure Government Cloud**, which was built upon the foundational principles of security, privacy and control, compliance, and transparency. JustFOIA is also the only TX-RAMP Certified records request management cloud product.



SOC 2 COMPLIANCE

The official SOC 2 audit report provides a thorough review of processes relating to risk management, including:

- Internal Controls
- IT Infrastructure
- Logical Security
- Environmental Security
- Disaster Recovery Plans
- Access Management Policies
- Software Development Lifecycle
- Network Security
- Computer Operations
- Acceptable Use Policies
- Subservice Due Diligence
- Change Management Procedures
- Physical Security
- Business Continuity
- Corporate Ethics

MICROSOFT AZURE GOVERNMENT CLOUD

Microsoft Azure Government Cloud is FedRAMP Authorized at Level High and designed to handle data subject to certain government regulations and requirements, such as NIST800.171 (DIB), ITAR, IRS 1075, DoD L4, and CJIS. Azure Government uses physically isolated datacenters and networks (located in U.S. only).

ENCRYPTED DATA

The Solution is a web-based application, and all HTTP communications are secured in transit by TLS 1.2 (aka HTTPS). Your data is encrypted at rest transparently using 256-bit AES encryption, one of the strongest block ciphers available, and is FIPS 140-2 compliant.

WEB APPLICATION FIREWALL

Azure Web Application Firewall (WAF) provides protection of your web applications from common exploits and vulnerabilities. SQL injection and cross-site scripting are among the most common attacks. WAF on Application Gateway is based on Core Rule Set (CRS) 3.1, 3.0, or 2.2.9 from the Open Web Application Security Project (OWASP). With no additional configuration required, the WAF automatically updates to protect against new vulnerabilities.

LAYER 7 LOAD BALANCING & NETWORK SECURITY GROUPS

Load Balancing distributes traffic across multiple servers to improve availability and performance. Azure Application Gateway serves as a web traffic load balancer that directs traffic to web applications. While traditional load balancers operate at the transport layer (OSI layer 4), Azure Application Gateway makes routing decisions based on additional attributes of an HTTP request, such as URI path or host headers. Application layer (OSI layer 7) load balancing gives the JustFOIA team greater control in managing the Solution's infrastructure. As a second layer of protection, Network Security Groups applied will only allow traffic that is explicitly defined as allowed.

MONITORING & PERFORMANCE ANALYSIS

Our monitoring and alerting systems notify our Network Operations Center (NOC) of any issues with availability or performance. Our engineers are available 24/7 to address any cloud infrastructure issues.

P2S = POINT TO SITE VPN

Support & administrative personnel access the Solution's backend infrastructure via secure VPN connections only.

UPDATE MANAGEMENT

Updates for Windows Server OS and SQL Server are managed through Azure Automation Update Management, deploying critical and security updates monthly and classification updates quarterly.

AZURE BACKUP & SITE RECOVERY SERVICES

Azure's backup service provides independent and isolated backups to guard against accidental destruction of original data. Backups are encrypted and stored in a Recovery Services Vault with built-in management of recovery points.

The Solution's Disaster Recovery is built upon Azure Site Recovery (ASR), a native disaster recovery as a service that replicates all Virtual Machine disks (OS and Data for all web, application, and database servers) from the Azure Region hosting your production environment to a geographically disparate Azure Region. Replicas are kept up to date within five (5) minutes.

ONGOING SECURITY INNOVATION

As you can see, we take numerous measures to secure your data. While we're confident in our technology, we recognize that no system can guarantee data security with 100% certainty. For that reason, we will continue to innovate, maintain state of the art security measures, and thoroughly investigate any reported security issues concerning JustFOIA's services or software.

508/ADA COMPLIANCE

As part of our ongoing commitment to providing the easiest-to-use records requests software, we are dedicated to providing a web application that is accessible to the widest possible audience, regardless of technology or ability. As such, we strive to remove barriers that might prevent a person with disabilities from using our products by adhering to the Revised Section 508 Standards published by the United States Access Board.



The WCAG level of compliance is approved by the ADA for websites and provides recommendations for making content accessible. JustFOIA's citizen-facing pages perform at a Level AA (or level two) conformance to these guidelines, including:

- **Text Equivalents:** Alternative text for appropriate images and other non-text elements
- **Full Keyboard Access:** Built so that it can be accessed using a keyboard
- **Site Consistency:** Feature and functions perform the same way every time
- **Site Structure:** Appropriate headings, lists, paragraphs, style sheets, and other format features to enable easy use with assistive technology
- **Links:** Descriptive link titles, unless the link text already fully describes the target

JustFOIA routinely completes a Voluntary Product Accessibility Template (VPAT) and engages with external consultants certified by the International Association of Accessibility Professionals to ensure our Solution conforms with required standards. Our [VPAT Report](#) allows us to provide the data needed for your procurement team to verify that the JustFOIA Solution complies with Section 508 technical requirements.

CLIENT JOURNEY TO EMPOWERMENT

We're going to walk with you hand-in-hand throughout your JustFOIA Client Journey, actively supporting and guiding your team as they interact and engage with the Solution – thus, empowering your team to manage the system post-implementation. This journey is not viewed as a one-time transaction but as an ongoing partnership, where we remain committed to client success and satisfaction at every stage.

DELIVERY TEAM

Once you have selected your “destination” of JustFOIA, our Delivery Team will guide you through four phases of implementation, ensuring a smooth path to Go-Live:

Phase 1: Pre-Implementation

We think it's important that we get to know each other first – building upon the knowledge gained during the decision-making process to configure the Solution to your specific needs. Your Project Coordinator will gather configuration data and outline expectations for the upcoming implementation phases. During our “Implementation Launch Session,” your assigned Project Coordinator will discuss training, confirm the timeline and key milestone dates, and introduce you to the public-facing side of your JustFOIA site and request form(s).

Phase 2: System Training & Configuration

This phase will consist of two remote/live “*System Training Sessions*” for Administrators and Power Users, focusing on the practical application of the Solution through a hands-on experience submitting and working with mock requests to create a deep practical understanding of requests and administration settings. Clients are introduced to form configurations, retention options, redaction capabilities, communication tools, and more.

Phase 3: Request Training, Processing & Testing

Administrators and Power Users will be guided through the designed request form workflow, creating a collaborative, problem solving experience that results in a more intimate understanding of the process.

As Administrators and Power Users become experts in the Solution, the JustFOIA Delivery Team will collaborate with you to assist in onboarding general users. With numerous resources to onboard and introduce your staff to the Solution including custom training outlines, workflow maps, and guides for long-term reference, JustFOIA empowers you to create an internal training program while reinforcing your own knowledgebase.

Following training, a designated testing window reinforces training principles while preparing to launch the JustFOIA Solution to the public. Your assigned Project Coordinator will be on stand-by to make necessary system modifications.

Phase 4: Launching JustFOIA

Now, the moment we've been waiting for – it's time to Go-Live with JustFOIA! The Delivery Team is invested in your success and will be with you every step of the way. We will remove test data from your JustFOIA site and provide a press kit to spread the word about your efforts to promote transparency. High-level priority is given to inquiries and adjustments during our *Hypercare Check-in Service* period until you are transitioned to your long-term Client Success and Technical Support Teams.

CLIENT SUCCESS

Once you have launched JustFOIA to the public, your journey is only just beginning. Every JustFOIA client is assigned a dedicated Client Success Specialist to ensure they are getting the most out of their investment. Your Client Success Specialist can consult with you to recommend best practices and solutions to common records request issues. We invite clients to participate in periodic user webinars, training opportunities, user communities, and focus groups. Regardless of user type, there is something for everyone.

In addition to ensuring your satisfaction with JustFOIA, your Client Success Specialist will recommend resources found in the Training Center for JustFOIA, our complimentary learning management system with unlimited, on-demand access to hundreds of help videos and product documentation.

JUSTFOIA DEFINITIONS

To determine which modules are applicable, please refer to the Pricing section. Your specific implementation may not include all modules described below.

REDACTION MODULE

Our powerful in-App Redaction Module allows you to upload and redact documents automatically with one click or manually remove sensitive data. Features include text search, pattern matching, proximity search, redact selected text and/or full page(s). Easily apply exemption codes to cite redaction reasons. Once applied, redacted areas are burnt into the document and cannot be recovered or removed so only the redacted version can be released. There is no per-user fee, so any permitted user can redact a document.

JUSTFOIA TRAINING CENTER

The JustFOIA Training Center is a robust Learning Management System that offers remote learning, ongoing training and certification. This complimentary subscription provides an easy solution for new users and refresher training.

Benefits include:

- 24/7 access to on-demand JustFOIA training videos, certification courses and other resources
- Reduction in training time and expenses
- Catered learning for all skill levels from Basic Users to System Administrators
- Unlimited access for Client's entire organization
- Reduction in internal support and increased user productivity
- Increased efficiency through improved internal usage/adoption of JustFOIA
- Customized with fully indexed, recorded training sessions

ADVANCED REPORTING

The Advanced Reporting module will allow Client to select data points to create custom reports and includes the following:

- User-selectable data points
- User-defined date ranges
- Saving created reports
- Ability to export data

SINGLE SIGN-ON (SSO)

The JustFOIA authentication system enables [Single Sign-On](#) ("SSO") integration by allowing connection to one of many supported identity providers. This allows users to login to JustFOIA via trusted connections established with their IT infrastructure (e.g., Microsoft Entra ID (formerly known as Azure Active Directory) login) instead of using username and password authentication within JustFOIA. This feature eliminates the need for users to maintain two sets of credentials, is easier for Client's IT organization to maintain security protocols and gives Client better control over managing user access.

The following types of enterprise connections can be made:

- Microsoft Entra ID (formerly known as Azure Active Directory)
- ADFS
- Open ID Connect
- Active Directory
- PingFederate
- Google Workspace (formerly G Suite, formerly Google Apps)
- SAML
- Duo

PAYMENT PORTAL

JustFOIA integrates with Global Payments, Authorize.net, PayPal, NIC, Catalis, or Point And Pay, to collect payments from requestors online. These third-party payment processors handle all monetary transactions and sensitive credit card data. The requestor enters the request number/security key to see any fees that they owe. If they owe fees, they can pay through a secure Global Payments, Authorize.net, PayPal, NIC, or Catalis. Once they pay, users are able to make the request documents available for immediate release.

LASERFICHE INTEGRATION

Our exclusive Laserfiche integration is a seamless bridge, allowing your organization to leverage Laserfiche to fulfill records requests more quickly and efficiently. From inside the JustFOIA Solution, users can securely connect to their Laserfiche repository to search and browse for responsive documents, sending selected documents to a specific request in the same file format as they are in the repository. As part of your Laserfiche Integration, you can export custom system reports directly into your Laserfiche repository, as well as all parts of a request including communications, response documents, invoices, and a full timeline history of activity on the request. This integration requires each user to have a full Laserfiche license. Please see the [Laserfiche Integration User & Configuration Guide](#).

ANY & ALL DOCUMENT MANAGEMENT

For clients who receive requests for “Any and All” communications, the effort to determine the responsive documents can be overwhelming. Built for clients who need to work with a large number of files, JustFOIA’s Any & All Document Management tool helps simplify and speed up this process with a variety of features, including:

- Extract .PST files (emails and attachments)
- Detect duplicate emails
- Bulk redact and sort all files with one-click
- Combine files into one PDF
- Create custom folders and review documents in the document viewer

DIRECTROUTE WORKFLOWS

DirectRoute Workflows enhance your organization’s efficiency by automating the initial routing of requests. This empowers requestors to pinpoint the exact department responsible for receiving and addressing their submission. This leads to a significant reduction in processing time, a streamlined user experience, and assurance that requests are routed accurately.

Like JustFOIA’s standard workflow capabilities, DirectRoute Workflows can include due dates, reminders, escalations, approvals and trigger the dispatch of system and customized emails.

DYNAMIC FORM FIELDS

For clients looking for a more advanced form experience, Dynamic Form Fields provides a way to create highly interactive and user-centric request forms. These fields adapt the form’s behavior to requestor input and predefined conditions, specifically enhance the requestor experience. Dynamic Form Fields can be especially valuable in complex forms where all fields are not relevant to every requestor. The use of Dynamic Form Fields ensures all data necessary to process a request is collected at the initial submission.

A JustFOIA Dynamic Form Field is defined as a single form field (Dropdown, Checkbox, Text Area, Text Input, Date or Label) that becomes visible and/or required based on form selections or requestor input.

SANDBOX

For clients that prefer to test proposed changes before making updates to their live system, JustFOIA offers a Sandbox environment. JustFOIA will provide a sandbox/testing environment based on a snapshot of the configuration and database on the day requests begin being processed via the JustFOIA Public Portal. An update can be requested at any time, for an additional cost.

INSTANCE

For agencies that prefer to have multiple instances of JustFOIA, there are options available. Ideal for shared services environments with centralized IT administration and billing needs, an additional instance can be used for an additional agency, division or even a sandbox environment. An additional instance includes:

- Per-instance administration interface
- Same add-ons as initial system
- A separate, unique URL
- Unique set of system email templates
- Independent branding and separate Public Portal
- Independent reporting
- A different SSO domain and/or payment account

SERVICE PACKAGES

GENERAL ASSUMPTIONS

The following assumptions serve as the basis for the Service Package(s) reflected below. Any service or activity not described below is not included in the scope of services to be provided. Variations to the following may impact the Service Package's cost and/or schedule, justifying a change order.

- JustFOIA's completion of a Deliverable to Client shall constitute that JustFOIA has conducted its own review and believes it meets Client's requirements. Client shall then have the right to conduct its own review of the Deliverable as Client deems necessary. If Client, in its reasonable discretion, determines that any submitted Deliverable does not meet the agreed upon expectations, Client shall have five (5) business days after JustFOIA's submission to give written notice to JustFOIA specifying the deficiencies in reasonable detail. JustFOIA shall use reasonable efforts to promptly resolve any such deficiencies. Upon resolution of any such deficiencies, JustFOIA shall resubmit the Deliverable for review as set forth above. Notwithstanding the foregoing, if Client fails to reject any Deliverable within five (5) business days, such Deliverable shall be deemed accepted.
- If either party identifies a business issue during the project, JustFOIA and Client must jointly establish a plan to resolve the issues with potential impact analysis of timeline and budget within five (5) business days of identification. Any necessary business decision resulting from the identified business issues must be made by Client within five (5) business days from request.
- Client will maintain primary contacts and project staff for the duration of the project, as a change in staff may result in a change order for time spent by JustFOIA on retraining, reeducating, or changes in direction.
- Any deviations from the contract will be documented in a Change Order that Client must execute.
- All rates are based on normal business hours, Monday through Friday from 8:00 AM to 5:00 PM local time within the continental United States. If scheduling needs to occur after business hours, additional rates may apply.
- For JustFOIA to excel in providing the highest level of service, Client must provide timely access to technical resources. Client must provide adequate technical support for all JustFOIA installation and support services. If Client does not have "in-house" technical support, it is Client's responsibility to make available the appropriate Information Technology resources/consultant when needed.
- Client will ensure that all Client's personnel who may be necessary or appropriate for the successful performance of the services will, on reasonable notice: (i) be available to assist JustFOIA personnel by answering business, technical and operational questions and providing requested documents, guidelines, and procedures in a timely manner; (ii) participate in the services as reasonably necessary for performance under this Order; and (iii) be available to assist JustFOIA with any other activities or tasks required to complete the services in accordance with this Order.
- Note that all services contracted for must be done as part of the initial implementation. For the avoidance of doubt, if there are services or portions thereof that the Client does not elect to implement as part of the initial implementation, such services are forfeited.
- All services, unless otherwise noted, will be performed remotely.

PRO IMPLEMENTATION

CLIENT TASKS & DELIVERABLES

- Provide a visual flow chart and/or narrative of current records request process(es) and requirements
- Attend all scheduled implementation sessions and respond promptly to requests for information
- Complete necessary configuration assignments in a timely manner, including but not limited to:
 - Create General User and Viewer accounts and respective departments
 - Create user-created email templates
- Conduct internal end-user (General User) trainings
- Perform user acceptance testing
- Complete JustFOIA Training Center trainings and certification
- Configure Deflection/Dynamic Fields, unless Dynamic Fields Configuration Package is quoted

JustFOIA TASKS & DELIVERABLES

- Deploy site in the Microsoft Azure Government Cloud
- Set up Client with Training Center accounts
- Conduct Pre-Implementation Session (1 hour) to collect necessary configuration data and outline expectations
- Lead Implementation Launch Session (1 hour) to identify implementation milestones and introduce Client to public facing JustFOIA site and request form(s)
- Establish and configure initial Administrator and Power User security credentials and respective departments
- Personalize Public Portal with Client branding
- Configure number of request forms defined in Order and necessary request statuses and workflow task lists
- Complete initial configuration of observed holidays
- Complete initial configuration of system email templates
- Conduct two (2) Remote System Trainings (1.5 hours and 1 hour respectively); recordings made available in Training Center
- Conduct one (1) Remote Workflow Training (1 hour per form process); recording made available in Training Center
- Provide training support and resources to Administrator and Power User Team for end-user trainings
- Provide technical support through user testing before going live
- Assist with transition to Client Success and Support Teams
- Provide Go-Live Marketing Press Kit

DIRECTROUTE WORKFLOW CONFIGURATION

CLIENT TASKS & DELIVERABLES

- Provide a detailed outline of the desired trigger field (department checkboxes or department dropdown on the request form and desired submission outcome for the initial routing automation)

JustFOIA TASKS & DELIVERABLES

- Conduct requirements gathering (not to exceed 2 hours)
- Configure and implement DirectRoute Workflow based on requestor form inputs (not to exceed 5 hours)
- Complete testing

ANY & ALL DOCUMENT MANAGEMENT CONFIGURATION

CLIENT TASKS & DELIVERABLES

- Attend remote Document Management training and respond promptly to requests for information

JustFOIA TASKS & DELIVERABLES

- Configure and implement Any & All Document Management module
- Conduct one (1) remote Document Management training session (30 minutes); recording uploaded to Training Center

PAYMENT PORTAL CONFIGURATION

CLIENT TASKS & DELIVERABLES

- Review [Payment Portal Guide](#)
- Set up an account with a valid Payment Processor (Global Payments, Authorize.net, PayPal, NIC, Catalis, or Point And Pay)*
**Recommended that merchant account application be completed at the time of JustFOIA contract execution to avoid project delays.*
- Supply necessary credentials from Payment Processor. Examples include:
 - Client Key
 - Web Key
 - API Identifier
 - Payment Type Name
 - Allowed Payment Method
- Participate in testing process

JustFOIA TASKS & DELIVERABLES

- Conduct requirements gathering
- Configure and implement Payment Portal

DYNAMIC FIELDS CONFIGURATION

CLIENT TASKS & DELIVERABLES

- Provide a list of desired dynamic form field(s), keywords and/or external links

JustFOIA TASKS & DELIVERABLES

- Conduct requirements gathering (not to exceed 1 hour)
- Configure and implement up to 10 dynamic form fields (not to exceed 1 hour)
- Complete testing

READY TO PARTNER?

If you're ready to take the next step with JustFOIA, what happens next?

Checklist	Step/Activity	Responsible Party
<input type="checkbox"/>	Client notifies JustFOIA Solution Consultant (SC) of Vendor Selection	Client
<input type="checkbox"/>	Client reviews the What's Included and Pricing pages to confirm all necessary components are included and requests any necessary updates.	Client
<input type="checkbox"/>	JustFOIA SC requests information below to provide official Contract/Order with Assumptions, Terms & Conditions: <ul style="list-style-type: none"> ▪ Legal Name ▪ Bill to Contact(s)/Email(s) ▪ Ship to Contact(s)/Email(s) ▪ Accounts Payable Email (if applicable) ▪ Desired Request Forms ▪ Desired URL (Example: bryantx.justfoia.com) 	JustFOIA SC
<input type="checkbox"/>	Ensure your IT Department has reviewed and agreed to the prerequisites for: <ul style="list-style-type: none"> ▪ Single Sign-on <ul style="list-style-type: none"> ▪ Determine enterprise connection (i.e., Microsoft Entra ID (formerly known as Azure Active Directory), ADFS, SAML) ▪ Laserfiche Integration <ul style="list-style-type: none"> ▪ Must be on version 11 or higher ▪ What type of Laserfiche environment do you have (i.e., On-prem, Laserfiche Cloud, MCCi Managed Cloud, etc.)? 	Client IT
<input type="checkbox"/>	Ensure your Finance Department has reviewed and agreed to the supported payment gateways for the Payment Portal (Global Payments, Authorize.net, PayPal, NIC, Catalis, or Point And Pay) <ul style="list-style-type: none"> ▪ Determine desired payment gateway ▪ Determine/setup merchant account compatible with payment gateway 	Client Finance
<input type="checkbox"/>	Client/JustFOIA Legal Review	Client & JustFOIA SC
<input type="checkbox"/>	Client executes Contract and becomes part of the JustFOIA family!	Client



Pryor Asphalt, LLC
 PO Box 728
 Salina, OK 74365 US
 +19188241065
 Sales@pryorasphalt.com
 pryorasphalt.com

Invoice

BILL TO
 City of Pryor Street Department
 6 N Taylor
 Pryor, OK 74361

SHIP TO
 City of Pryor Street Department
 6 N Taylor
 Pryor, OK 74361

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2407	05/27/2026	\$10,560.66	06/26/2026	Net 30	

P.O. NUMBER
 Street Dept

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Asphalt C	Asphalt C @ \$66.00 / Ton	160.01	66.00	10,560.66

Street Dept

SUBTOTAL	10,560.66
TAX	0.00
TOTAL	10,560.66
BALANCE DUE	\$10,560.66

Balance is subject to late fee of 1.5% per month if not paid by due date.

*Demurrage charges for trucks held on site longer than 30 minutes.

**Please remit payment to
 P.O. Box 728, Salina, OK 74365



Pryor Asphalt, LLC
 PO Box 728
 Salina, OK 74365 US
 +19188241065
 Sales@pryorasphalt.com
 pryorasphalt.com

Invoice

BILL TO
 City of Pryor Street Department
 6 N Taylor
 Pryor, OK 74361

SHIP TO
 City of Pryor Street Department
 6 N Taylor
 Pryor, OK 74361

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2405	05/27/2026	\$14,041.50	06/26/2026	Net 30	

P.O. NUMBER
 MUB Parking

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Asphalt C	Asphalt C @ \$66.00 / Ton	212.75	66.00	14,041.50

MUB Parking

SUBTOTAL	14,041.50
TAX	0.00
TOTAL	14,041.50
BALANCE DUE	\$14,041.50

Balance is subject to late fee of 1.5% per month if not paid by due date.

*Demurrage charges for trucks held on site longer than 30 minutes.

**Please remit payment to
 P.O. Box 728, Salina, OK 74365



Pryor Asphalt, LLC
 PO Box 728
 Salina, OK 74365 US
 +19188241065
 Sales@pryorasphalt.com
 pryorasphalt.com

5410

Invoice

BILL TO
 City of Pryor Street Department
 6 N Taylor
 Pryor, OK 74361

SHIP TO
 City of Pryor Street Department
 6 N Taylor
 Pryor, OK 74361

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2404	05/27/2026	\$9,055.86	06/26/2026	Net 30	

P.O. NUMBER

Animal shelter

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Asphalt C	Asphalt C @ \$66.00 / Ton	137.21	66.00	9,055.86

Animal shelter

SUBTOTAL	9,055.86
TAX	0.00
TOTAL	9,055.86
BALANCE DUE	\$9,055.86

Buddy Glenn

Balance is subject to late fee of 1.5% per month if not paid by due date.

*Demurrage charges for trucks held on site longer than 30 minutes.

**Please remit payment to
 P.O. Box 728, Salina, OK 74365

ODIS INVOICE



OSBI
Attn: Accounting
 6600 N. Harvey Place
 Oklahoma City, OK 73116
 (405) 879-2963

BILLED TO:

PRYOR CREEK PD
 ATTN: CHIEF CANTRELL
 504 E GRAHAM AVE
 PRYOR, OK 74361

Account No. P-0490200
Invoice No. 26-012547-S
Invoice Date 06/01/2026
Due Date 07/01/2026

QTY	DESCRIPTION	PRICE	TOTAL AMOUNT
1	ODIS Software Annual Support Fee 07/01/2026 - 06/30/2027.	6,750.00	6,750.00
		TOTAL AMOUNT	6,750.00
		TOTAL PAYMENT	0.00
		BALANCE DUE	6750.00

Current Invoice Due	PAST DUE				Total Invoice + Past Due
	Less than 30 Days	31 - 60 Days	61 - 90 Days	More than 90 Days	
6,750.00	0.00	0.00	0.00	0.00	6,750.00

Please do Not combine this invoice payment with other remittances to OSBI.
 For questions regarding this invoice, contact accounting @ (405) 879-2963

215-5102
KT

 PLEASE RETURN THIS PORTION WITH PAYMENT

UPDATE INFORMATION : New contact person New address / phone



Oklahoma State Bureau of Investigation
Attn: Accounting
 6600 N. Harvey Place
 Oklahoma City, OK 73116
 (405) 879-2963

ACCOUNT NO P-0490200
INVOICE NO 26-012547-S
INVOICE DATE 06/01/2026
TOTAL DUE \$6750.00
DUE DATE 07/01/2026



PRYOR CREEK PD
 ATTN: CHIEF CANTRELL
 504 E GRAHAM AVE
 PRYOR, OK 74361

AMOUNT PAID

Invoice



Invoice number PRYOR2-1000
Date of issue June 1, 2026
Date due July 1, 2026
Invoice date July 1, 2026
Subscription period 7/1/2026 to 6/30/2027

GeoSafe
1313 Newbury Dr
Norman, Oklahoma 73071
United States
support@geosafe.com

Bill to
Pryor Police Department
504 E Graham,
Pryor, Oklahoma 74361
United States
tramelk@pryorcreek.org

Ship to
Kevin Tramel
504 E Graham
Pryor, Oklahoma 74361
United States

\$4,500.00 USD due July 1, 2026

[Pay online](#)

If paying by check, send payment to:
GeoSafe Inc.
1313 Newbury Drive
Norman, OK 73071

Description	Qty	Unit price	Amount
Citations	15	\$300.00	\$4,500.00
Subtotal			\$4,500.00
Customer is tax exempt			
Total			\$4,500.00
Amount due			\$4,500.00 USD

Thank you for your continued business!

Monthly Statement

Jun 3, 2026

Statement Number: 643905-060326

Customer Number: 643905

CITY OF PRYOR CREEK, OKLAHOMA
12 N Rowe St
Pryor, OK 74361-3825



FLEET MANAGEMENT

Billing Solutions Team

ARBilling@efleets.com

1-866-556-2864

44-445-5424
KT

Combined Summary

Account	Previous Balance	Payments	Adjustments	New Charges	New Balance	Amount Due
Monthly Invoice	\$11,470.66	(\$11,470.66)	-	\$10,330.71	\$10,330.71	\$10,330.71
Total amount due:						\$10,330.71

Total amount due: \$10,330.71

Payment is due upon receipt, late if not paid by 2026-06-20

For additional billing details or to enroll in autopay, visit Billing » Statements at: <https://login.efleets.com>

Late payment warning: Past due items are subject to a Finance Charge of 1.5% per month (annual rate of 18%)

Enterprise FM Trust, a Delaware statutory trust, is the owner of the vehicle covered by this Schedule. Enterprise FM Trust (not Enterprise Fleet Management) is and shall be deemed to be the Lessor of such vehicle under the Master Lease Agreement and shall have all rights and obligations of the Lessor under the Master Lease Agreement with respect to such vehicle. All rental and other payments owed by the Lessee with respect to such vehicle under the Master Lease Agreement shall be paid to Enterprise Fleet Management in its capacity as the servicer for Enterprise FM Trust. All references in Sections 11(a) (Insurance) and 12 (Indemnity) of the Master Lease Agreement to the "Lessor" shall include any servicer(s) and/or other agent(s) for or of Enterprise FM Trust.

The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by FM Trust, and are payable at the direction of FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.



Please return bottom portion with your payment

Return Address:

CITY OF PRYOR CREEK, OKLAHOMA
12 N Rowe St
Pryor, OK 74361-3825

Statement Number	643905-060326
Payment Due Date	2026-06-20
Current Month Charges (FBN5662365)	\$10,330.71
Other Charges**	\$0.00
Total Amount Due	\$10,330.71

Mail To:

Enterprise FM Trust
Enterprise Fleet Management Customer Billing
PO Box 800089
Kansas City, MO 64180-0089
United States

Amount Enclosed:

\$

Make check payable to:

ENTERPRISE FM TRUST

** Other Charges include total of previous balances, finance charges, and adjustments less payments received

For additional payment options, visit Billing » Statements at: <https://login.efleets.com>

Your statement is continued on the next page.

Statement Number: 643905-060326
 Statement Date: 2026-06-03
 Customer: CITY OF PRYOR CREEK, OKLAHOMA
 Payments

Page 3 of 7
 For additional billing details and past charges or to enroll in autopay
 visit Billing » Statements at <https://login.e fleets.com>

Payments Received

Date	Cust Num	Type	Reference #	Total Payment	Paid To:	Monthly Invoices	Out of Cycle Invoices	Unapplied	Lease Prepayment
2026-05-28	643905	Check	169175	(\$11,470.66)		(\$11,470.66)	-	-	-
Payment Totals				(\$11,470.66)		(\$11,470.66)	-	-	-

Statement Number: 643905-060326
Statement Date: 2026-06-03
Customer: CITY OF PRYOR CREEK, OKLAHOMA
Invoice#: FBN5662365

For additional billing details and past charges or to enroll in autopay
visit Billing » Statements at <https://login.effeets.com>

Monthly Invoices

Previous Balance	\$11,470.66 +
Payments (1)	(\$11,470.66) -
Current Month Charges (FBN5662365)	\$10,330.71 +
New balance as of 2026-06-03	\$10,330.71

AutoPay is now available!

Simplify and automate your
monthly invoice payment

Enroll today by visiting Billing » Statements at:
<https://login.effeets.com>

Statement Number: 643905-060326
 Statement Date: 2026-06-03
 Customer: CITY OF PRYOR CREEK, OKLAHOMA
 Invoice #: FEN5662365

For additional billing details and past charges or to enroll in autopay, visit Billing » Statements at <https://login.efleets.com>

Charge Summary

Customer: **643905** Customer Vehicle ID: **145** Vehicle: **29R8QF¹** YMM: **2026 FORD POLI** Driver: **Camryn Mccall** Mos in Service: **3** Term: **60**

Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/06/01-06/30	29R8QF-0626-MR	Lease Charge (Full Month): Rent	\$1,138.27		\$1,138.27
Customer Vehicle ID Total:			\$1,138.27		\$1,138.27

Vehicle Total:

Customer: **643905** Customer Vehicle ID: **146** Vehicle: **29R8Q6¹** YMM: **2026 FORD POLI** Driver: **Mitchel Phillips** Mos in Service: **3** Term: **60**

Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/06/01-06/30	29R8Q6-0626-MR	Lease Charge (Full Month): Rent	\$1,184.18		\$1,184.18
Customer Vehicle ID Total:			\$1,184.18		\$1,184.18

Vehicle Total:

Customer: **643905** Customer Vehicle ID: **147** Vehicle: **29R8QB¹** YMM: **2026 FORD POLI** Driver: **Jacob Graham** Mos in Service: **3** Term: **60**

Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/06/01-06/30	29R8QB-0626-MR	Lease Charge (Full Month): Rent	\$1,138.27		\$1,138.27
Customer Vehicle ID Total:			\$1,138.27		\$1,138.27

Vehicle Total:

Customer: **643905** Customer Vehicle ID: **148** Vehicle: **29R8Q8¹** YMM: **2026 FORD POLI** Driver: **Devonte Houston** Mos in Service: **3** Term: **60**

Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/06/01-06/30	29R8Q8-0626-MR	Lease Charge (Full Month): Rent	\$1,138.27		\$1,138.27
Customer Vehicle ID Total:			\$1,138.27		\$1,138.27

Vehicle Total:

Statement Number: 643905-060326
 Statement Date: 2026-06-03
 Customer: CITY OF PRYOR CREEK, OKLAHOMA
 Invoice #: FBN5662365

For additional billing details and past charges or to enroll in autopay, visit Billing » Statements at <https://login.eleets.com>

Charge Summary

Customer: **643905** Customer Vehicle ID: **149** Vehicle: **29R8QC** YMM: **2026 FORD POLI** Driver: **Kenneth Bennett** Mos in Service: **3** Term: **60**

Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/06/01-06/30	29R8QC-0626-MR	Lease Charge (Full Month): Rent	\$1,138.27		\$1,138.27
Customer Vehicle ID Total:			\$1,138.27	Vehicle Total:	\$1,138.27

Customer: **643905** Customer Vehicle ID: **150** Vehicle: **29R8QZ** YMM: **2026 CHEV SILV** Driver: **Johnnie Jenkins** Mos in Service: **4** Term: **60**

Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/06/01-06/30	29R8QZ-0626-MR	Lease Charge (Full Month): Rent	\$869.29		\$869.29
2026/06/02	42067392-OT	LICENSE FEE	\$52.73		\$52.73
Customer Vehicle ID Total:			\$922.02	Vehicle Total:	\$922.02

Customer: **643905** Customer Vehicle ID: **151** Vehicle: **29R8QX** YMM: **2026 CHEV SILV** Driver: **Ross Armontrout** Mos in Service: **4** Term: **60**

Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/06/01-06/30	29R8QX-0626-MR	Lease Charge (Full Month): Rent	\$869.29		\$869.29
2026/06/02	42067391-OT	LICENSE FEE	\$52.73		\$52.73
Customer Vehicle ID Total:			\$922.02	Vehicle Total:	\$922.02

Customer: **643905** Customer Vehicle ID: **152** Vehicle: **29R8QW** YMM: **2026 CHEV SILV** Driver: **Jessica Flud** Mos in Service: **4** Term: **60**

Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/06/01-06/30	29R8QW-0626-MR	Lease Charge (Full Month): Rent	\$852.64		\$852.64
2026/06/02	42067390-OT	LICENSE FEE	\$52.73		\$52.73
Customer Vehicle ID Total:			\$905.37	Vehicle Total:	\$905.37

Statement Number: 643905-060326
 Statement Date: 2026-06-03
 Customer: CITY OF PRYOR CREEK, OKLAHOMA
 Invoice #: FBN5662365

For additional billing details and past charges or to enroll in autopay, visit Billing » Statements at <https://login.ebets.com>

Charge Summary

Customer: **643905** Customer Vehicle ID: **153** Vehicle: **29R8QS1** YMM: **2026 CHEV SILV** Driver: **Blake Crittenden** Mos in Service: **4** Term: **60**

Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/06/01-06/30	29R8QS-0626-MR	Lease Charge (Full Month): Rent	\$869.29		\$869.29
2026/06/02	42067389-OT	LICENSE FEE	\$52.73		\$52.73
Customer Vehicle ID Total:			\$922.02		\$922.02

Customer: **643905** Customer Vehicle ID: **154** Vehicle: **29R8R21** YMM: **2026 CHEV SILV** Driver: **Jessica M Harris** Mos in Service: **4** Term: **60**

Date	Item ID	Charge Detail	Charge	Tax	Subtotal
2026/06/01-06/30	29R8R2-0626-MR	Lease Charge (Full Month): Rent	\$869.29		\$869.29
2026/06/02	42067393-OT	LICENSE FEE	\$52.73		\$52.73
Customer Vehicle ID Total:			\$922.02		\$922.02

(Subtotal) Current Charges for Customer **643905**: **\$10,330.71**

(Total) Current Charges for Customer 643905: \$10,330.71

ESTIMATE

VETBOX CONTAINERS, LLC
19452 EAST HWY 20
CLAREMORE, OK 74019

info@vetboxcontainers.com
+1 (918) 633-8937

Bill to
Pryor Creek Police Department

Ship to
Pryor Creek Police Department

Estimate details

Estimate no.: 1141
Estimate date: 06/09/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Shipping Container	40' HC 1 Trip	1	\$4,590.00	\$4,590.00
					Total	\$4,590.00

Accepted date

Accepted by



Preview Order C01P - W8B - SuperCrew AWD - XL: Order Summary Time of Preview: 06/10/2026 11:47:59 Receipt: NA

Dealership Name: Jack Kisse Ford, Inc.

Sales Code : F52400

Dealer Rep.	JERRY MCCOY	Type	Fleet	Vehicle Line	Maverick	Order Code	C01P
Customer Name	CITY OF PRYOR	Priority Code	J2	Model Year	2026	Price Level	635

DESCRIPTION	MSRP	INVOICE DESCRIPTION	MSRP	INVOICE
W8B0 MAVERICK XL AWD	\$28145	\$27582 JOB #2 ORDER	\$0	\$0
.121.0" WHEELBASE	\$0	\$0 50 STATE EMISSIONS	\$0	\$0
TOTAL BASE VEHICLE	\$28145	\$26744 CONVENTIONAL SPARE TIRE	\$115	\$107
OXFORD WHITE	\$0	\$0 SIRIUSXM W/360L (3 MOS TRIAL)	\$0	\$0
CLOTH	\$0	\$0 CONN PKG:1YR INCL W/FORD APP	\$0	\$0
EBONY	\$0	\$0 SPECIAL FLEET ACCOUNT CREDIT	\$0	-\$838
EQUIPMENT GROUP 101A	\$2220	\$2064 FUEL CHARGE	\$0	\$7
.XL TRIM	\$0	\$0 PRICED DORA	\$0	\$0
.17" STEEL WHEEL	\$0	\$0 ADVERTISING ASSESSMENT	\$0	\$0
.2.5L HYBRID ENGINE	\$0	\$0 DESTINATION & DELIVERY	\$1845	\$1845
.POWER-SPLIT ELECTRIC CVT	\$0	\$0		
TOTAL BASE AND OPTIONS			MSRP \$32325	INVOICE \$30767
DISCOUNTS			NA	NA
TOTAL			\$32325	\$30767

ORDERING FIN: QK214 END USER FIN: QK214 PO NUMBER: J. CANTRELL

Customer Name:	30,767	Customer Email:	
Customer Address:	600	Customer Phone:	
	30,167		
	299 Doc Fee		
	30,466. ⁰⁰		
Customer Signature		Date	
<p><i>This order has not been submitted to the order bank.</i></p> <p><i>This is not an invoice.</i></p>			

Government Bid Management System (GBMS) - GPC Lookup Report

06/10/2026, 11:19 AM

Purpose:New Bid; **State:**Oklahoma; **FIN:**Bid Open Date:06/10/2026; QK214-CITY OF PRYOR CREEK; **Vehicle Line:**26 - MAVERICK; **Model Year:**2026; **Body Code & Name:**W8B - MAVERICK AWD; **GPC Type:**All

State	Model Year	Vehicle Line	Body Code & Name	Option Discounts	GPC Req #	GPC (\$)	Price Level	Bid Open/Reference # Start Date	Reference # Issue Date	FIN	GPC Type	Reference Number	Expiry Date
OK	2026	26 - MAVERICK	W8B - MAVERICK AWD			600	615	08/26/2025	08/27/2025		PIGGYB ACK	22844T	⚠ 2/6/2026
OK	2026	26 - MAVERICK	W8B - MAVERICK AWD			600	615	08/25/2025	09/03/2025		PIGGYB ACK	23568T	⚠ 2/6/2026
OK	2026	26 - MAVERICK	W8B - MAVERICK AWD			600	615	08/25/2025	09/05/2025		PIGGYB ACK	23718T	⚠ 2/6/2026
OK	2026	26 - MAVERICK	W8B - MAVERICK AWD			600	615	08/25/2025	10/13/2025		PIGGYB ACK	30531T	⚠ 2/6/2026
OK	2026	26 - MAVERICK	W8B - MAVERICK AWD			600	615	08/25/2025	01/12/2026		PIGGYB ACK	39101T	
OK	2026	26 - MAVERICK	W8B - MAVERICK AWD			600	615	08/25/2025	01/12/2026		PIGGYB ACK	39223T	
OK	2026	26 - MAVERICK	W8B - MAVERICK AWD			600	615	08/25/2025	02/04/2026		PIGGYB ACK	40148T	
OK	2026	26 - MAVERICK	W8B - MAVERICK AWD			300	600	08/22/2025	08/25/2025		LOCAL	22211T	



June 3, 2026

City of Pryor Creek
12 North Rowe Street
Pryor, OK 74362
(918)825-0888

Re: Cemetery Retaining Wall Improvements
City of Pryor Creek
Letter of Recommendation, Notice of Award and Contract

Dear Mr. Doyle:

The above referenced project was bid at 2:00 p.m., on June 2, 2026 at the Pryor Creek City Hall. Six (6) contractors had received plans and specifications for this project and four (4) elected to submit a bid. Enclosed for your information please find a copy of the Bid Tabulation. Stronghand, LLC was the apparent low bidder with a bid of \$198,935.00.

We recommend that the City of Pryor Creek award the contract to Stronghand, LLC in the amount of \$198,935.00.

Enclosed please find the Notice of Award and the Contract. Please place approval of the Notice of Award and Contract on the agenda of your next meeting. Upon approval, please sign the Notice of Award, sign and attest the Contract and return to our offices for further processing. We will get the required bonds and insurance from the contractor and will coordinate a Pre-Construction Conference, where the Notice to Proceed will be issued.

Thank you and if you have any questions concerning any of the above, please do not hesitate to call us at (918) 420-5500.

Sincerely,

Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

DB/dv
Enclosure
Project No. PRY-26-01

City of Pryor Creek

Cemetery Retaining Wall Improvements

Tuesday, June 2, 2026 @ 2:00 p.m.

Bid Tabulation

Base Bid		Stronghand LLC 1136 S. Norwood Avenue Tulsa, OK 74112		Lonehickory Cattle LLC 5433 SE 235th Road Talihina, OK 74571		Wyatt Contracting Inc. 2818 S. Frontage Road Weatherford, OK 73096		VersaPro Construction 9621 South 432 Chouteau, OK 74337	
Item #	Description	Qty	Unit	UNIT PRICE	Total Price	UNIT PRICE	Total Price	UNIT PRICE	Total Price
1	Retaining Wall	LS	1	\$ 198,935.00	\$ 198,935.00	\$ 199,000.00	\$ 199,000.00	\$ 235,000.00	\$ 235,000.00
Total Amount Base Bid:					\$ 198,935.00		\$ 199,000.00		\$ 239,999.00

CERTIFIED AS TRUE AND CORRECT:

Infrastructure Solutions



Dale Burke, P.E.

President

DB/dv Project #PRY-26-01

NOTICE OF AWARD

TO: Stronghand, LLC
1136 South Norwood Avenue
Tulsa, OK 74112

Project Description: Cemetery Retaining Wall

The OWNER has considered the BID submitted by you for the above-described WORK in response to its Advertisement for Bids dated May 12, 2026 and Information for Bidders.

You are hereby notified that your BID has been accepted for items in the amount of: One Hundred Ninety-Eight Thousand, Nine Hundred Thirty-Five Dollars (\$198,935.00).

You are required by the Information for Bidders to execute the Agreement and furnish the required CONTRACTOR'S PERFORMANCE BOND, STATUTORY BOND, MAINTENANCE BOND and certificate of insurance within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said Bonds within ten (10) days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of the NOTICE OF AWARD to the OWNER.

Dated this 16th day of June, 2026.

City of Pryor Creek
OWNER

By: _____

Name/Title: Zac Doyle, Mayor

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged by Stronghand, LLC this _____ day of _____, 2026.

By: _____

Title: _____

CONTRACT

This Contract, made and entered into by and between:

Stronghand, LLC as Party of the First Part, hereinafter designated as the CONTRACTOR,

and City of Pryor Creek as Party of the Second Part, hereinafter designated as the OWNER.

WITNESSETH: That whereas the said Contractor is the lowest and best bidder for:

Cemetery Retaining Wall Improvements

for the total bid price as accepted of:

One Hundred Ninety-Eight Thousand, Nine Hundred Thirty-Five Dollars (\$198,935.00).

NOW, THEREFORE, the said Contractor for the consideration herein named, hereby agrees to do and complete the work above mentioned in accordance with the plans adopted and approved by the Owner, and on file in the office of the Engineer Infrastructure Solutions Group, LLC, which plans and specifications are made a part of this Contract by reference as if attached hereto or written in detail herein.

The Contractor will commence said work within ten (10) days from the date of the Notice to Proceed and perform same vigorously and continuously and complete the same within 30 consecutive calendar days thereafter.

Contractor and Owner recognize that time is of the essence and that Owner will suffer financial loss if the Work is not completed within the times specified plus any extensions thereof approved by change order. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner \$500.00 for each calendar day that expires after contract time until construction is complete.

Contractor and Owner agree that, in addition to liquidated damages, the Contractor shall pay the costs of Engineer's construction observation and construction engineering services for all necessary time expended during the period that Contractor is in liquidated damages at the Engineer's normal hourly rates.

It is expressly understood that the cost for Liquidated Damages and Engineer's services during the period that the Contractor is in liquidated damages will be withheld from each Contractor's monthly pay estimate.

It is agreed that payment for the aforesaid work or material will be made under the terms of the Contractor's bid as accepted as provided in the specifications, and that upon final completion of this contract work, the Contractor will receive the full compensation payment less liquidated damages and engineering fees if applicable, according to the schedule of prices as contained in his bid as accepted and that upon the receipt by said Contractor of said final claim, the same shall be in full for all claims of every kind and description said Contractor may have by reason of having entered into or arising out of this contract.

All documents contained herein as stated in the Table of Contents including the Notice to Bidders (Advertisement), Special Conditions, Instructions to Bidders, Contractor's Bid Proposal, Performance and Payment Bonds (when required), Special Bonds (when required), General Conditions of Agreement, Technical Specifications, Plans, and all modifications thereof incorporated into any of the documents before the execution of the Agreement are hereby referred to and by reference thereto made a part of this contract as if fully written in detail herein or attached hereto.

IN WITNESS WHEREOF, the said parties of the First and Second Part have hereunto set their hands and seals respectively the 16th day of June, 2026.

Stronghand, LLC
Contractor

SEAL

ATTEST _____ (Signature)

(Signature) By: _____

Title: _____ Title: _____

City of Pryor Creek
Owner

SEAL

ATTEST: _____ (Signature)

(Signature) By: Zac Doyle

Title: _____ Title: Mayor



June 11, 2026

City of Pryor Creek
12 North Rowe Street
Pryor Creek, OK 74362

Re: City of Pryor Creek
2026 Street Projects
Letter of Recommendation, Notice of Award and Contract

Dear Mr. Doyle:

The above referenced project was bid at 2:00 p.m., on June 11, 2026 at the Pryor Creek City Hall. Three (3) contractors had received plans and specifications for this project and one (1) elected to submit a bid. Enclosed for your information please find a copy of the Bid Tabulation. Cowboy Asphalt, Inc. was the apparent low bidder with a bid of \$267,805.00.

We recommend that the City of Pryor Creek award the contract to Cowboy Asphalt, Inc. in the amount of \$267,805.00.

Enclosed please find the Notice of Award and the Contract. Please place approval of the Notice of Award and Contract on the agenda of your next meeting. Upon approval, please sign the Notice of Award, sign and attest the Contract and return to our offices for further processing. We will get the required bonds and insurance from the contractor and will coordinate a Pre-Construction Conference, where the Notice to Proceed will be issued.

Thank you and if you have any questions concerning any of the above, please do not hesitate to call us at (918) 420-5500.

Sincerely,

Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

DB/dv
Enclosure
Project No. PRY-26-03

NOTICE OF AWARD

TO: Cowboy Asphalt, Inc.
7331 South Olympia Avenue #304
Tulsa, OK 74132

Project Description: 2026 Street Projects

The OWNER has considered the BID submitted by you for the above-described WORK in response to its Advertisement for Bids dated May 16, 2026 and Information for Bidders.

You are hereby notified that your BID has been accepted for items in the amount of:
Two Hundred Sixty-Seven Thousand Eight Hundred Five Dollars (\$267,805.00).

You are required by the Information for Bidders to execute the Agreement and furnish the required CONTRACTOR'S PERFORMANCE BOND, STATUTORY BOND, MAINTENACE BOND and certificate of insurance within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said Bonds within ten (10) days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of the NOTICE OF AWARD to the OWNER.

Dated this 16th day of June, 2026.

City of Pryor Creek
OWNER

By: _____

Title: Mayor

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged by Cowboy Asphalt, Inc. this ___ day of _____, 20.

By: _____

Title: _____

CONTRACT

This Contract, made and entered into by and between:

Cowboy Asphalt, Inc.

as Party of the First Part, hereinafter designated as the CONTRACTOR,

and

City of Pryor Creek

as Party of the Second Part, hereinafter designated as the OWNER.

WITNESSETH: That whereas the said Contractor is the lowest and best bidder for:

2026 Street Projects

for the total bid price as accepted of:

Two Hundred Sixty-Seven Thousand Eight Hundred Five Dollars, (\$267,805.00).

NOW, THEREFORE, the said Contractor for the consideration herein named, hereby agrees to do and complete the work above mentioned in accordance with the plans adopted and approved by the Owner, and on file in the office of the Engineer Infrastructure Solutions Group, LLC, which plans and specifications are made a part of this Contract by reference as if attached hereto or written in detail herein.

The Contractor will commence said work within ten (10) days from the date of the Notice to Proceed and perform same vigorously and continuously and complete the same within 90 consecutive calendar days thereafter.

Contractor and Owner recognize that time is of the essence and that Owner will suffer financial loss if the Work is not completed within the times specified plus any extensions thereof approved by change order. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner \$500.00 for each calendar day that expires after contract time until construction is complete.

Contractor and Owner agree that, in addition to liquidated damages, the Contractor shall pay the costs of Engineer's construction observation and construction engineering services for all necessary time expended during the period that Contractor is in liquidated damages at the Engineer's normal hourly rates.

It is expressly understood that the cost for Liquidated Damages and Engineer's services during the period that the Contractor is in liquidated damages will be withheld from each Contractor's monthly pay estimate.

It is agreed that payment for the aforesaid work or material will be made under the terms of the Contractor's bid as accepted as provided in the specifications, and that upon final completion of this contract work, the Contractor will receive the full compensation payment less liquidated damages and engineering fees if applicable, according to the schedule of prices as contained in his bid as accepted and that upon the receipt by said Contractor of said final claim, the same shall be in full for all claims of every kind and description said Contractor may have by reason of having entered into or arising out of this contract.

All documents contained herein as stated in the Table of Contents including the Notice to Bidders (Advertisement), Special Conditions, Instructions to Bidders, Contractor's Bid Proposal, Performance and Payment Bonds (when required), Special Bonds (when required), General Conditions of Agreement, Technical Specifications, Plans, and all modifications thereof incorporated into any of the documents before the execution of the Agreement are hereby referred to and by reference thereto made a part of this contract as if fully written in detail herein or attached hereto.

IN WITNESS WHEREOF, the said parties of the First and Second Part have hereunto set their hands and seals respectively the 16th day of June, 2026.

Cowboy Asphalt, Inc.
Contractor

SEAL

ATTEST

(Signature)

(Signature)

By: _____

Title: _____

Title: _____

City of Pryor Creek
Owner

SEAL

ATTEST:

(Signature)

(Signature)

By: Zac Doyle

Title: _____

Title: Mayor



June 11, 2026

City of Pryor Creek
12 North Rowe Street
Pryor Creek, OK 74362

Re: City of Pryor Creek
2026 Street Projects
Bid Tabulation

To Whom It May Concern:

Enclosed for your information is a copy of the Bid Tabulation for the above referenced project.

Should you have any questions please do not hesitate to contact our office at (918) 420-5500.

Sincerely,

Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

DB/dv

Project # PRY-26-03

cc w/enclosure:
doylez@pryorcreek.org
dhonda.vaughan@isgengineering.com
Dodge.Docs@construction.com
thressie@swcnews.com
desirree.sibala@constructconnect.com
eplan@eplanbidding.com
jonathan.rash@regionalgw.com
levi@versaproconstruction.com
swilson@cowboyasphaltok.com

City of Pryor Creek
 2026 Street Projects
 June 11, 2026 @ 2:00 p.m.
 BID TABULATION

Cowboy Asphalt, Inc.
 7331 South Olympia Ave. #304
 Tulsa, OK 74132

BASE BID

Item	Description	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	S4 Asphalt (PG 70-28)	TON	631	\$ 155.00	\$ 97,805.00
2	S3 Asphalt (PG 70-28)	TON	215	\$ 155.00	\$ 33,325.00
3	Cold Asphalt Milling	SY	705	\$ 12.00	\$ 8,460.00
4	Concrete Driveways Remove and Replace	SY	145	\$ 125.00	\$ 18,125.00
5	AC Full Depth Patch	SY	360	\$ 130.00	\$ 46,800.00
6	Curb and Gutter Remove and Replace	LF	420	\$ 50.00	\$ 21,000.00
7	12" CGMP Remove and Replace	LF	100	\$ 75.00	\$ 7,500.00
8	Dranage Box Rehabilitation	EA	1	\$ 3,000.00	\$ 3,000.00
9	Concrete Cross Drain	SY	26	\$ 100.00	\$ 2,600.00
10	Geotextile Reinforcement Fabric	SY	4,170	\$ 7.00	\$ 29,190.00
TOTAL BASE BID:					\$ 267,805.00

Bids shall not include sales tax.

CERTIFIED AS A TRUE AND CORRECT COPY

Infrastructure Solutions Group, LLC

Dale Burke, P.E.
 President

DB/dv

Project: PRY-26-03





June 11, 2026

City of Pryor Creek
12 North Rowe Street
Pryor Creek, OK 74362

Re: City of Pryor Creek
Park Street and 1st Street Improvements
Letter of Recommendation, Notice of Award and Contract

Dear Mr. Doyle:

The above referenced project was bid at 2:00 p.m., on June 11, 2026 at the Pryor Creek City Hall. Five (5) contractors had received plans and specifications for this project and five (5) elected to submit a bid. Enclosed for your information please find a copy of the Bid Tabulation. TriStar Construction, LLC was the apparent low bidder with a bid of \$203,000.00.

We recommend that the City of Pryor Creek award the contract to TriStar Construction, LLC in the amount of \$203,000.00.

Enclosed please find the Notice of Award and the Contract. Please place approval of the Notice of Award and Contract on the agenda of your next meeting. Upon approval, please sign the Notice of Award, sign and attest the Contract and return to our offices for further processing. We will get the required bonds and insurance from the contractor and will coordinate a Pre-Construction Conference, where the Notice to Proceed will be issued.

Thank you and if you have any questions concerning any of the above, please do not hesitate to call us at (918) 420-5500.

Sincerely,

Infrastructure Solutions Group, LLC

A handwritten signature in blue ink, appearing to read "Dale Burke", is written over a horizontal line.

Dale Burke, P.E.
President

DB/dv
Enclosure
Project No. PRY-26-06

NOTICE OF AWARD

TO: Tri-Star Construction, LLC
PO Box 400
Catoosa, OK 74015

Project Description: Park Street and 1st Street Improvements

The OWNER has considered the BID submitted by you for the above-described WORK in response to its Advertisement for Bids dated May 16, 2026 and Information for Bidders.

You are hereby notified that your BID has been accepted for items in the amount of:
Two-hundred Three Thousand Dollars (\$203,000.00).

You are required by the Information for Bidders to execute the Agreement and furnish the required CONTRACTOR'S PERFORMANCE BOND, STATUTORY BOND, MAINTENACE BOND and certificate of insurance within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said Bonds within ten (10) days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of the NOTICE OF AWARD to the OWNER.

Dated this 16th day of June, 2026.

City of Pryor Creek
OWNER

By: _____

Title: Mayor

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged by Tri-Star Construction, LLC this ____ day of _____, 20 .

By: _____

Title: _____

C O N T R A C T

This Contract, made and entered into by and between:

Tri-Star Construction, LLC

as Party of the First Part, hereinafter designated as the CONTRACTOR,

and

City of Pryor Creek

as Party of the Second Part, hereinafter designated as the OWNER.

WITNESSETH: That whereas the said Contractor is the lowest and best bidder for:

Park Street and 1st Street Improvements

for the total bid price as accepted of:

Two-hundred Three Thousand Dollars (\$203,000.00).

NOW, THEREFORE, the said Contractor for the consideration herein named, hereby agrees to do and complete the work above mentioned in accordance with the plans adopted and approved by the Owner, and on file in the office of the Engineer Infrastructure Solutions Group, LLC, which plans and specifications are made a part of this Contract by reference as if attached hereto or written in detail herein.

The Contractor will commence said work within ten (10) days from the date of the Notice to Proceed and perform same vigorously and continuously and complete the same within 30 consecutive calendar days thereafter.

Contractor and Owner recognize that time is of the essence and that Owner will suffer financial loss if the Work is not completed within the times specified plus any extensions thereof approved by change order. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner \$500.00 for each calendar day that expires after contract time until construction is complete.

Contractor and Owner agree that, in addition to liquidated damages, the Contractor shall pay the costs of Engineer's construction observation and construction engineering services for all necessary time expended during the period that Contractor is in liquidated damages at the Engineer's normal hourly rates.

It is expressly understood that the cost for Liquidated Damages and Engineer's services during the period that the Contractor is in liquidated damages will be withheld from each Contractor's monthly pay estimate.

It is agreed that payment for the aforesaid work or material will be made under the terms of the Contractor's bid as accepted as provided in the specifications, and that upon final completion of this contract work, the Contractor will receive the full compensation payment less liquidated damages and engineering fees if applicable, according to the schedule of prices as contained in his bid as accepted and that upon the receipt by said Contractor of said final claim, the same shall be in full for all claims of every kind and description said Contractor may have by reason of having entered into or arising out of this contract.

All documents contained herein as stated in the Table of Contents including the Notice to Bidders (Advertisement), Special Conditions, Instructions to Bidders, Contractor's Bid Proposal, Performance and Payment Bonds (when required), Special Bonds (when required), General Conditions of Agreement, Technical Specifications, Plans, and all modifications thereof incorporated into any of the documents before the execution of the Agreement are hereby referred to and by reference thereto made a part of this contract as if fully written in detail herein or attached hereto.

IN WITNESS WHEREOF, the said parties of the First and Second Part have hereunto set their hands and seals respectively the 16th day of June, 2026.

Tri-Star Construction, LLC
Contractor

SEAL

ATTEST

(Signature)

(Signature)

By: _____

Title: _____

Title: _____

City of Pryor Creek
Owner

SEAL

ATTEST:

(Signature)

(Signature)

By: Zac Doyle

Title: _____

Title: Mayor



June 11, 2026

City of Pryor Creek
12 North Rowe Street
Pryor Creek, OK 74362

Re: City of Pryor Creek
Park Street and 1st Street Improvements
Bid Tabulation

To Whom It May Concern:

Enclosed for your information is a copy of the Bid Tabulation for the above referenced project.

Should you have any questions please do not hesitate to contact our office at (918) 420-5500.

Sincerely,

Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

DB/dv

Project # PRY-26-06

cc w/enclosure:

doylez@pryorcreek.org
dhonda.vaughan@isgengineering.com
Dodge.Docs@construction.com
thressie@swcnews.com
desirree.sibala@constructconnect.com
eplan@eplanbidding.com
levi@versaproconstruction.com
rocky@stronghandllc.com
tsmith@wyattcontracting.net
bids@tristarllc.net
sazarian2002@yahoo.com

City of Pryor Creek
 Park Street Improvements
 June 11, 2026 @ 2:00 p.m.
 BID TABULATION

Item	Description	QTY	UNIT	TriStar Construction, LLC bids@tristarllc.net 918-439-9155		Wyatt Contracting, Inc. 2818 S. Frontage Road Weatherford, OK 73096		Stronghand, LLC 1136 South Norwood Avenue Tulsa, OK 74112		VersaPro Construction 9621 S 432 Chouteau, OK 74337		J&S Construction 507 South Scaper Vinita, OK 74301	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Concrete/Asphalt Removal and Disposal	1196	SY	\$ 17.00	\$ 20,332.00	\$ 13.75	\$ 16,445.00	\$ 53.81	\$ 64,356.76	\$ 54.82	\$ 65,564.72	\$ 15.00	\$ 17,940.00
2	6" Concrete Construction	1150	SY	\$ 100.00	\$ 115,000.00	\$ 112.00	\$ 128,800.00	\$ 89.56	\$ 102,994.00	\$ 118.07	\$ 135,780.50	\$ 361.00	\$ 415,150.00
3	Cross Drain	285	SY	\$ 155.00	\$ 44,175.00	\$ 140.00	\$ 39,900.00	\$ 134.46	\$ 38,321.10	\$ 179.91	\$ 51,274.35	\$ 285.00	\$ 81,225.00
4	Curb and Gutter Remove and Replace	186	LF	\$ 80.00	\$ 14,880.00	\$ 69.00	\$ 12,834.00	\$ 49.94	\$ 9,288.84	\$ 233.15	\$ 43,365.90	\$ 250.00	\$ 46,500.00
5	Sidewalk ADA Ramp	4	EA	\$ 2,153.25	\$ 8,613.00	\$ 4,500.00	\$ 18,000.00	\$ 1,313.10	\$ 5,252.40	\$ 6,914.25	\$ 27,657.00	\$ 600.00	\$ 2,400.00
TOTAL BASE BID:					\$ 203,000.00	\$ 215,979.00	\$ 220,213.10	\$ 323,642.47 *	\$ 563,215.00				

Bids shall not include sales tax.

* - indicates a mathematical error



Infrastructure Solutions Group,
 Dale Burke, P.E.
 President