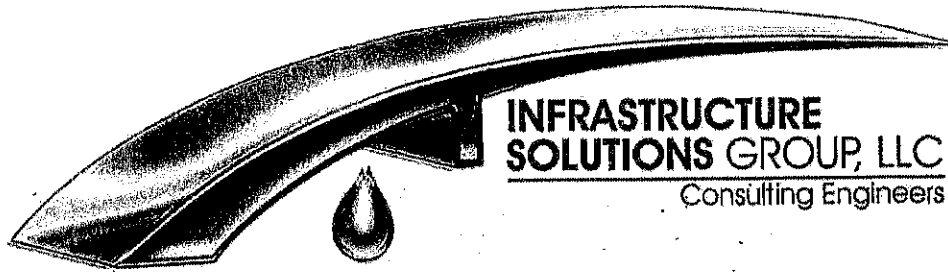


## **Agenda – Rec Board Mtg. – Jan. 11<sup>th</sup>**

1. Call to Order
2. Approve minutes of the November 6<sup>th</sup>, 2023, board meeting.
3. Petitions from the Audience. (Limited to 5 minutes, with advance reservation)
4. Discuss, possibly recommend Council action regarding increasing membership rates.
5. Discuss payment of invoices from engineer Steve Powell for work done on construction of the front entrance awning; HVAC replacement; fitness court pad; and roof replacement, totaling \$15,680.
6. Director's Report.
  - a. Facility Repair & Maintenance
  - b. Finance Report
  - c. Aquatics Report
  - d. Personnel Report
  - e. Misc.
  - f. Q&A
7. Unforeseeable Business.
8. Adjourn.



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December 26, 2022

City of Pryor  
Attn: Larry Lees – Mayor  
12 N. Rowe; Suite B  
Pryor, OK 74361

Re: REC Center Front Entrance Awning Study

Dear Mr. Lees:

Enclosed, please find invoice PRY-21-03-01. Please place this invoice on the agenda for approval at your next meeting.

Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

Sincerely,  
Infrastructure Solutions Group, LLC

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Dale Burke, P.E.  
President

Project # PRY-21-03



December 26, 2022

**INVOICE SUBMITTED TO:**

City of Pryor Creek  
12 N. Rowe, Suite B  
Pryor, OK 74361

ATTN: Mr. Larry Lees, Mayor

Invoice # PRY-21-03-01 REC CENTER FRONT ENTRANCE AWNING STUDY:  
(Billings from October 30<sup>th</sup> 2021 thru December 31<sup>st</sup> 2022)

In Reference To: General City Engineering Services

**ENGINEERING SERVICES:** (Previous Billed See Inv # PRY-19-02-18 for Summary)

**REC CENTER FRONT ENTRANCE AWNING STUDY:**

The design and bidding assistance on this project took place in 1-21 thru 11-21. A contract was awarded to Oklahoma Awning in Feb. 2021 from concept drawings. Detailed drawings were provided by Cyntergy and reviewed by ISG in April 2021 and work began in June 2021. The completion of the awning was in done in July and final review was conducted in September 2021.

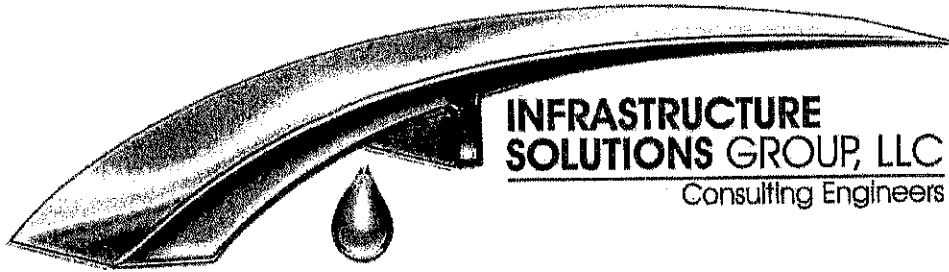
The project was deemed complete and close out drawings were produced and provided to the city archive.

PE Time: 8 hr. X \$200/hr.	\$1,600.00
EI Time: 12 hr. x \$105/hr.	\$1,260.00
Tech Time: 1 hr. X \$100/hr.	\$100.00

TOTAL BILLED TO DATE	\$2,960.00
TOTAL PREVIOUSLY BILLED	<u>\$0.00</u>
<b>TOTAL DUE THIS INVOICE</b>	<b>\$2,960.00</b>

Please mail payment to:

**Infrastructure Solutions Group, LLC**  
**500 Village Boulevard, Suite A**  
**McAlester, OK 74501**



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December 26, 2022

City of Pryor  
Attn: Larry Lees – Mayor  
12 N. Rowe; Suite B  
Pryor, OK 74361

Re: REC Center HVAC Replacement

Dear Mr. Lees:

Enclosed, please find invoice PRY-22-02-01. Please place this invoice on the agenda for approval at your next meeting.

Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

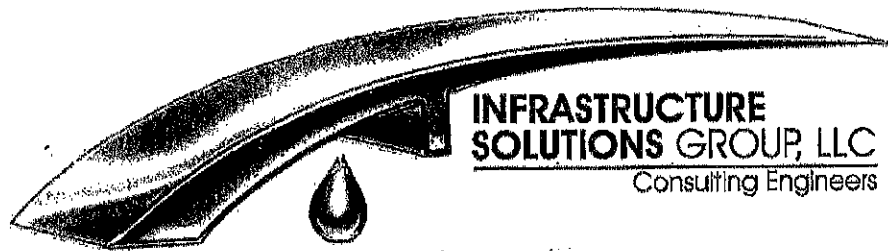
If you have any questions concerning these documents, please contact me at (918) 420-5500.

Sincerely,  
Infrastructure Solutions Group, LLC

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Dale Burke, P.E.  
President

Project # PRY-22-02



**INFRASTRUCTURE  
SOLUTIONS GROUP, LLC**  
Consulting Engineers

December 26, 2022

**INVOICE SUBMITTED TO:**

City of Pryor Creek  
12 N. Rowe, Suite B  
Pryor, OK 74361

ATTN: Mr. Larry Lees, Mayor

Invoice # PRY-22-02-01 (Hourly per EJCDC)  
(Billings thru December 31<sup>st</sup> 2022)

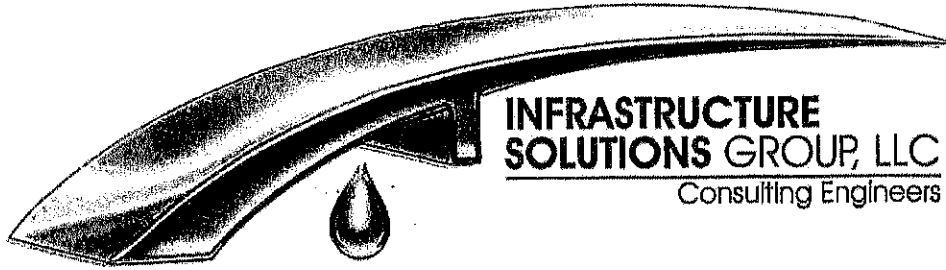
In Reference To: REC Center HVAC Replacement

ISG requested of secure quotes for replacement of the HVAC unit as outlined in a report by T. Keeter, PE to the Board. Mr. Keeter provided detailed specifications for which ISG submitted to select HVAC companies for comparison quotes. The award of this work is pending but expected at the Feb. REC Board meeting

PE Time: 2 hr. X \$200/hr	\$400.00
EI Time: 24 hrs X \$105/hr	\$2,520.00
Tech Time: 0 hrs X \$100/hr	\$0.00

TOTAL BILLED TO DATE	\$2,920.00
TOTAL PREVIOUSLY BILLED	<u>\$0.00</u>
<b>TOTAL DUE THIS INVOICE</b>	<b>\$2,920.00</b>

Please mail payment to: **Infrastructure Solutions Group, LLC**  
**500 Village Boulevard, Suite A**  
**McAlester, OK 74501**



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December 26, 2022

City of Pryor  
Attn: Larry Lees – Mayor  
12 N. Rowe; Suite B  
Pryor, OK 74361

Re: Fitness Court Pad


Dear Mr. Lees:

Enclosed, please find invoice PRY-22-01-01. Please place this invoice on the agenda for approval at your next meeting.

Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

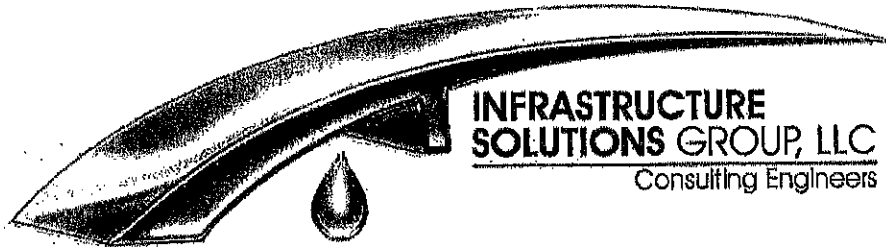
Sincerely,  
Infrastructure Solutions Group, LLC



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Dale Burke, P.E.  
President

Project # PRY-22-01



December 26, 2022

**INVOICE SUBMITTED TO:**

City of Pryor Creek  
12 N. Rowe, Suite B  
Pryor, OK 74361

ATTN: Mr. Larry Lees, Mayor

Invoice # PRY-22-01-01 (Hourly per EJCDC)  
(Billings thru December 31<sup>st</sup> 2022)

In Reference To; Fitness Court Pad

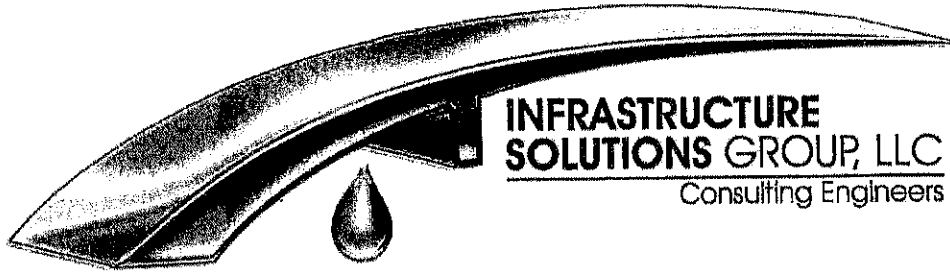
The REC Board requested ISG prepare detailed site concrete slab plans and advertise for bids from selected local contractors. The city Street department agreed to construct the pad in accordance with the detailed plans after advertisement received no bids. ISG advised the Pryor Street Department Crews during construction as to placement of construction joints, required standing wall to preserve grades, and minor construction technique requirements. A final inspection of the finish of the concrete slab was done thus allowing the equipment manufacturer to enter the site and install the specialized equipment.

PE Time: 8 hr. X \$200/hr	\$1,600.00
EI Time: 16 hr. X \$105/hr	\$1,680.00
Tech Time: 4 hrs X \$100/hr	\$400.00

TOTAL BILLED TO DATE	\$3,680.00
TOTAL PREVIOUSLY BILLED	<u>\$0.00</u>
<b>TOTAL DUE THIS INVOICE</b>	<b>\$3,680.00</b>

Please mail payment to:

**Infrastructure Solutions Group, LLC**  
500 Village Boulevard, Suite A  
McAlester, OK 74501



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December 26, 2022

City of Pryor  
Attn: Larry Lees – Mayor  
12 N. Rowe; Suite B  
Pryor, OK 74361

Re: REC Center Roof Replacement

Dear Mr. Lees:

Enclosed, please find invoice PRY-22-08-01. Please place this invoice on the agenda for approval at your next meeting.

Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

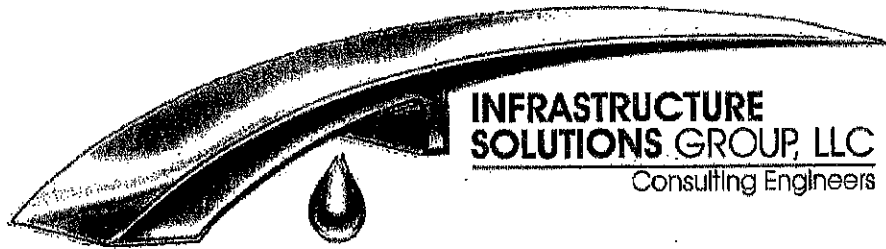
Sincerely,  
Infrastructure Solutions Group, LLC

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Dale Burke, P.E.  
President

Project # PRY-21-08





December 26, 2022

**INVOICE SUBMITTED TO:**

City of Pryor Creek  
12 N. Rowe, Suite B  
Pryor, OK 74361

ATTN: Mr. Larry Lees, Mayor

Invoice # PRY-21-08-01 (Hourly per EJCDC)  
(Billings thru December 31<sup>st</sup> 2022)

In Reference To: REC Center Roof Replacement

ISG was requested to prepare detailed specifications for the replacement of the roof at the REC Center. Once the documents were prepared ISG prepared bid notifications, conducted a bid opening, pre-bid conference and monthly const. admin. Including pay estimate reviews, issues during and after construction completion for contractor call backs to repair leaks found. The project was deemed complete when no further leaks were observed. This invoice covers all services from beginning to project close out.

PE Time: 26 hr. X \$200/hr	\$5,200.00
EI Time: 4 hr. X \$105/hr	\$420.00
Tech Time: 5 hrs X \$100/hr	\$500.00

TOTAL BILLED TO DATE	\$6,120.00
TOTAL PREVIOUSLY BILLED	<u>\$0.00</u>
<b>TOTAL DUE THIS INVOICE</b>	<b>\$6,120.00</b>

Please mail payment to: **Infrastructure Solutions Group, LLC**  
**500 Village Boulevard, Suite A**  
**McAlester, OK 74501**