Stillwater OKLAHOMA
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STILLWATER UTILITIES AUTHORITY SPECIAL MEETING AGENDA
SEPTEMBER 25, 2023

723 S. Lewis Street, Room 1122B
Stillwater, OK 74074
5:30 PM

Chair Will Joyce, Vice Chair Amy Dzialowski, Trustees Christie Hawkins, Kevin Clark, & Tim Hardin

1. Call Meeting to Order
2. Consent Docket

   Items listed on the consent docket are routine administrative matters that may be approved without discussion. The Trustees will take action on these items collectively with a single vote. The requested action is indicated for each item listed. Should a Trustee elect to discuss, amend, revise, or table any item listed on the consent docket, the item will be moved to the section of the agenda titled "Items Removed from the Consent Docket" for consideration and possible action. Additionally, a Trustee or the General Manager may simply ask the Chair to remove an item from the consent docket prior to action by the Trustees and no action will be taken on the removed item at this meeting.

a.	Approve bid award for Yost Pump Replacement Project as a unit price contract to bnb Industries, Inc. for $96,000; approve budget amendment appropriating construction expenditures of $110,600; authorize total project expenditures of $125,600; and authorize the Interim General Manager to sign related documents.	SUA-23-52	Chris Humes

3. Items Removed from the Consent Docket

   Items removed from the consent docket are placed on this section of the agenda for discussion, revision, amendment and/or tabling prior to action by the Trustees. The Trustees may take action, including a vote or series of votes, on items removed to this section of the agenda after the requested discussion, revision, or amendment.

4. Reports from Officers and Boards

Announcements and remarks of general interest may be made by Trustees, General Manager or General Counsel. Items of City business that may require discussion or action, including a vote or series of votes, are listed below.

a. Miscellaneous items from the City Attorney

b. Miscellaneous items from the City Manager

c. Miscellaneous items from the City Council

i. Discussion about scheduling items for future meetings.

5. Questions and Inquires

6. Adjourn

On _____ at _____, a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S Lewis Street, Stillwater, OK.

The City of Stillwater encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, please notify the City Manager's office at least 48 hours prior to the meeting by calling 405.742.8209.

- Meetings are televised on AT&T U-verse channel 99 and Suddenlink channel 14.
- Find meeting agendas and minutes online at Agendas and Minutes
- Official minutes are archived in the City Clerk's office.

Strategic Priorities At A Glance

#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT

To provide effective services and accountable government by practicing fiscal responsibility, transparency and outstanding customer service.

#2 MOTIVATED MANAGEMENT

To serve with integrity and demonstrate proactive leadership, motivated management and smart planning skills needed to create a better community.

#3 SAFE COMMUNITY

To promote a safe and secure community for all residents through equitable services, enhanced relationships, and responsive care.

#4 CONNECTED SPACES

To develop a strong sense of place by providing opportunities and services, such as transportation, utilities, and parks to best meet the needs of the public.

#5 UNIQUE CULTURE

To cultivate partnerships that enhance the spirit of Stillwater with equal access to services and amenities, strong and connected neighborhoods, and a thriving economy.

#6 ENGAGED & INVESTED RESIDENTS

To encourage participation and an understanding of government through outreach and inclusive initiatives that inspire trust and pride in local government.

REPORT TO: SUA

MEETING DATE: SEPTEMBER 25, 2023

Agenda Item:	SUA-23-52
Issue:	• The purpose of this report is to provide Trustees with the bid results and recommended action for the Yost Pump Replacement Project. • The Stillwater Utilities Authority (SUA) owns and operates the rural water system west of Stillwater. This system was established around 1970, with the primary purpose being to provide water service to western Payne County, including the Yost service area. This service area, which the SUA assumed control of in January of 2007, is served by the Yost Pump Station and the School Tower. The existing pumps are not sized to keep up with current peak demand. Both the pump station and the School Tower are being replaced with future projects. In the meantime, the existing Yost pumps must be replaced to maintain water pressure within the Yost service area. • If this work is not completed, pressure during peak demand periods will drop to near the DEQ minimum requirements which causes customer complaints and DEQ inspections.
Solution:	• The initial advertisement for bids was August 15, 2023 and a pre-bid conference was held on August 29, 2023 with eight prospective bidders in attendance. • Bids were opened on September 6, 2023 and the total base bid amounts are summarized below.

Bidder	Amount
bnb Industries, Inc.	$96,200
Centennial Cont. Enterprise, Inc.	$99,237
Crossland Heavy Contractors	$101,700
Civil Builders, LLC	$102,254
Firebrand Construction LLC	$107,000
Wynn Construction Co., Inc.	$156,000

• Staff reviewed the bids and found the lowest responsive bidder to be bnb Industries, Inc.

Financial Impact/Funding Source(s):	The project will be funded from the Water Fund.
Strategic Plan Alignment:	#1 Effective Services & Accountable Government: To provide effective services and accountable government for all residents by practicing fiscal responsibility, transparency and outstanding customer service. #4 Connected Spaces: To develop a strong sense of place by providing opportunities and services, such as transportation, utilities, and parks to best serve the needs of the public.

Recommended Action/Motion:	Staff recommends a motion to:
	• Award a unit price contract to bnb Industries, Inc. for the Base Bid of $96,200;
	• approve budget amendment appropriating construction expenditures of $110,600 for the amounts shown below:
	  ○ $96,200 for the bid
	  ○ $14,400 for a 15% contingency;
	• authorize total project expenditures of $125,600 for design, construction and contingency; and
	• authorize the Interim General Manager to sign related documents.

Prepared By:	Chris E. Humes, Sr. Project Manager
Reviewed By:	David Barth, Engineering Manager Candy Staring, Director of Engineering
Submitted By:	Brady Moore, Interim General Manager
Attachment(s):	Budget Amendment

The City of Stillwater OKLAHOMA

Budget Amendment Request

For Budget Year 2024

Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

Date: 09/13/2023

Department: Transportation **Requested by:** Candy Staring SWA-23-52

Explanation:

Expenditure:
Appropriate funds for Yost Pump Station project.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Yost Pump Station	9129216 - 54009	24WT01912	$ 0	$ 110,600	$ 110,600
		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0
Decrease:		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0

Net Change: (will usually result in a total increase or decrease) $ 110,600

Reviewed by Department Manager: Candy Staring **Date:** 9/14/2023

Reviewed by Finance: _____ **Date:** _____

Approved by CMO: _____ **Date:** _____

Approved by City Council: ☐ Yes ☐ No **Date:** _____

Processed by Finance: _____ **Date:** _____

Set ID: _____ **Date Sent to SA&I:** _____

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