



Together, Investing in Municipal Excellence

STILLWATER UTILITIES AUTHORITY MEETING AGENDA
DECEMBER 16, 2024

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 December 2, 2024 regular meeting minutes.		
b.	Approve attached budget amendments appropriating a transfer from the Water Capital and Wastewater Funds to the project fund for relocation of public utilities in connection with the Stillwater Regional Airport Terminal Building and Improvements project.		Christy Cluck
c.	Approve the purchase of a mini digger derrick and bucket truck from Altec available through Sourcewell in the amount of \$445,452; authorize expenditures up to \$489,997 (includes contingency) by approval of the attached budget amendment; and authorize the General Manager to sign any applicable documents.	SUA-24-66	Loren Smith
d.	Approve an agreement with MSHS for overhaul of	SUA-24-67	Loren Smith

	engine/generator cylinder heads and liners at Stillwater Energy Center and approve budget amendment appropriating \$525,000; \$234,386.10 cost, plus contingency; and authorize the General Manager to sign any applicable documents.		
e.	Approve budget amendment appropriating \$99,995 from the Rate Stabilization Fund for the charge air coolers, water pumps, and lube oil pumps overhaul project.	SUA-24-68	Loren Smith
f.	Approve the purchase for Water Utilities Distribution of a Caterpillar model 303.5 mini trackhoe via Oklahoma State Contract SW192 in an amount not to exceed \$62,833, which contains a 5% contingency, sign the included budget amendment to appropriate funds, and authorize the General Manager to sign related documents.	SUA-24-69	James Driskel
g.	Approve the purchase for Water Utilities Wastewater Collections of a Caterpillar model 303.5 mini trackhoe via Oklahoma State Contract SW192 in an amount not to exceed \$62,833, which contains a 5% contingency, sign the included budget amendment to appropriate funds, and authorize the General Manager to sign related documents.	SUA-24-70	James Driskel
h.	Approve the purchase of a Caterpillar model 265 C3H3 rubber tracked skid loader with brush-cutter and bucket attachments via Oklahoma State Contract SW192 in an amount not to exceed \$111,835 which contains a 5% contingency, sign the included budget amendment to appropriate funds, and authorize the General Manager to sign related documents.	SUA-24-71	James Driskel

3. Public Comment on Items not Scheduled for Public Hearings

Stillwater City Code, Section 2-53(a) & (b), provides that taxpayers or residents of the city, or their authorized legal representatives, may address the Trustees at a regularly scheduled meeting on any item of business listed on the meeting agenda provided they have submitted a written request prior to the meeting either online at Request to speak form or via the form found in the lobby outside Council chambers.

4. 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.

5. General Orders

a.	Award Bid #20-2024 to Crossland Heavy Construction, Inc., a unit price contract, for the Base Bid of \$24,968,000; approve a Professional Services Agreement with East Breeze Consulting, LLC for Inspection Services and appropriation of funds in the amount of \$463,419; and authorize total project expenditures in the amount of \$28,013, 060 for construction, inspection services, project testing, and contingency; approve associated budget amendments; and authorizing the General Manager to sign all related project documents.	SUA-24-72	Chris Humes
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6. Questions and Inquiries

7. 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

8. Adjourn

On December 13, 2024 at 11:30 a.m., 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 405.742.8243.

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

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA
WAS POSTED NOVEMBER 27, 2024 AT 8:30 A.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
DECEMBER 2, 2024

PRESENT: CHAIR WILLIAM H. JOYCE, VICE CHAIR AMY DZIALOWSKI
TRUSTEES CHRISTIE HAWKINS, KEVIN CLARK AND TIM HARDIN
ABSENT: NONE

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 6:52 p.m.

2. CONSENT DOCKET

- a. Approve November 18, 2024 regular meeting minutes
- b. Approve the Master Lease Agreement with Enterprise Fleet Management, Inc. for the lease of SUA fleet vehicles; approve budget amendments appropriating funds for lease and aftermarket equipment/installation payments totaling \$115,000 (Water Fund-\$50,000, Wastewater Fund-\$45,000 and Electric Rate Stabilization Fund-\$20,000); and authorize the General Manager to sign related documents.

MOTION BY VICE CHAIR DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO APPROVE THE
CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.
NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

3. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

There were no requests to speak on agenda items not scheduled for public hearing.

4. ITEMS REMOVED FROM CONSENT DOCKET

None.

5. QUESTIONS & INQUIRIES

None.

6. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the General Counsel: No report.
- b. Miscellaneous items from the General Manager: No report.
- c. Miscellaneous items from Trustees: No report.

- i) Discussion about scheduling items for upcoming meetings

7. ADJOURN

MOTION BY TRUSTEE CLARK, SECOND BY VICE CHAIR DZIALOWSKI TO ADJOURN THE DECEMBER 2, 2024 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

The December 2, 2024 regular meeting of the Stillwater Utilities Authority adjourned at 6:52 p.m.

**WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY**

**TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY**

Budget Amendment Request
For Budget Year 2025

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

Office: 405.372.0025
Web: stillwater.org

Date: 12/12/2024

Department: Water Resources

Requested by: Christy Cluck

Explanation:

Expenditures:
Appropriate transfer of funds to the project fund for relocation of public utilities in connection with the Stillwater Regional Airport Terminal Building and Improvements project. Project funded from the Water Capital Fund.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Transfer Out	9160000 - 71000		\$ 0	\$ 524,680	\$ 524,680
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 524,680

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Christy Cluck

Date: 12-12-24

Approved by CMO: _____

Date: _____

Approved by City Council: ☐ Yes ☐ No

Date: _____

Processed by Finance: _____

Date: _____

Set ID: _____

Date Sent to SA&I: _____

--Print on Yellow Paper--

Budget Amendment Request

For Budget Year 2025

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

Office: 405.372.0025
Web: stillwater.org

Date: 12/12/2024

Department: Water Resources

Requested by: Christy Cluck

Explanation: Expenditures:
Appropriate transfer of funds to the project fund for relocation of public utilities in connection with the Stillwater Regional Airport Terminal Building and Improvements project. Project funded from the Wastewater Fund.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Transfer Out	9130000 - 71000		\$ 454,031	\$ 135,765	\$ 589,796
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 135,765

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Christy Cluck

Date: 12-12-24

Approved by CMO: _____

Date: _____

Approved by City Council: ☐ Yes ☐ No

Date: _____

Processed by Finance: _____

Date: _____

Set ID: _____

Date Sent to SA&I: _____

--Print on Yellow Paper--

REPORT TO: STILLWATER UTILITIES AUTHORITY**MEETING DATE: DECEMBER 16, 2024**

Agenda Item:	2.c. SUA-24-66
Previous/Related Action:	N/A
Background/Issue:	Unit #236, a 2001 mini digger derrick, assigned to Stillwater Electric Utility's Distribution division, has reached the end of its service life and is due to be replaced in FY25. Unit #202, a 2012 International 40' bucket truck, assigned to Stillwater Electric Utility's Distribution division, has reached the end of its service life and is due to be replaced in FY25.
Proposal/Solution:	Both the mini digger derrick and bucket truck are available through Sourcewell. The City's purchasing policy exempts from competitive bidding any purchases made through government contracts, interlocal agreements, or government sponsored purchasing cooperatives. Sourcewell is a government sponsored purchasing cooperative in which the City is a contract member. State and local governments are eligible to purchase through the Sourcewell contracts. Sourcewell competitively bids on behalf of their members. Staff is requesting to purchase the following items through the Sourcewell contract #040924-ALT, Aerial work-platforms and digger derricks, advanced mixers for a total of \$445,452. • Mini digger derrick - Altec model DB41B - \$245,628 • Bucket Truck - Altec Model AT48M – \$199,824
Financial Source/Impact:	Funds for this purchase are available and will be appropriated from the Rate Stabilization Fund with approval of the attached budget amendment.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #3 SAFE COMMUNITY
Recommended Action/Motion:	Motion to approve the purchase of the mini digger derrick and bucket truck from Altec available through Sourcewell in the amount of \$445,452; authorize expenditures up to \$489,997

(includes contingency) by approval of the attached budget amendment; and authorize the General Manager to sign any applicable documents.

Prepared By:	Loren Smith, Electric Utility Dir.
Reviewed By:	Loren Smith
	Brady Moore
	Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. EL - Bucket Truck - Mini Digger Derrick - 12.16.2024 - Expenditure
2. City of Stillwater - AT48M - 202 Bucket Truck Replacement
3. City of Stillwater - DB41 - 236 Mini Digger Replacement

Budget Amendment Request
For Budget Year _____

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

Office: 405.372.0025
Web: stillwater.org

Date: _____

Department: _____

Requested by: _____

Explanation:

Increase:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
	-				
	-				
	-				
	-				
	-				

Decrease:

	-				
	-				
	-				
	-				
	-				

Net Change: (will usually result in a total increase or decrease)

Reviewed by Department Manager: Lo Smith

Date: _____

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: _____

--Print on Yellow Paper--

November 19, 2024
Our 95th Year**Ship To:**CITY OF STILLWATER
411 E 3RD AVE
STILLWATER, OK 74074
US**Bill To:**CITY OF STILLWATER
411 E 3RD AVE
STILLWATER, OK 74074Attn:
Phone: 816-676-4098
Email:**Altec Sales Order:** 7878679
Altec Quotation Number: 1678025 - 1
Run Number: 1437746
Account Manager: Jared E. Braswell
Technical Sales Rep: Ashleigh Thompson
Reference WO: -
Customer Inspection:
Customer Truck Number:**X7 Discrete Job:** 1024835720
X7 Configured Item: 000000000-36445898
Quantity: 1
X4 Discrete Job: 1024835791
X4 Configured Item: 000024003-36445894
System Engineer: Steven Stewart
Structural Engineer: Steven Stewart
Line Set Date: 01/29/2024

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	<u>Unit</u>	
1.	Altec Model AT48M Articulating Telescopic Aerial Device with a fiberglass upper boom and fiberglass insulator in the articulating arm and proportional joystick upper controls. Built in accordance to ALTEC's standard specifications and to include the following features:	1
2.	Pedestal	1
3.	Single 1-Man Platform, Fiberglass, 24" x 30" x 42", End Mount, 180 Degree Rotation	1
4.	Platform Mounted Single Handle Controls	1
5.	Material Handling Jib/Winch, Hydraulically Articulating, Top Mounted, Round (ARM Jib)	1
6.	One (1) Platform Step - located on the side of the platform nearest the elbow in the stowed position	1
7.	Platform Cover - soft vinyl, 24 x 30 inches (610 x 762 mm)	1
8.	Platform Liner, 24 x 30 x 42 inches (610 x 762 x 1067 mm), 50 kV Rating	1
9.	Hydraulic Tool Circuit at Platform: One set of quick disconnect couplings at the boom tip for open center tools.	1
10.	Engine Start/Stop & Secondary Stowage System: 12 VDC powered motor and pump assembly for temporary operation of the unit in a situation wherein the primary hydraulic	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	source fails. Electric motor is powered by the chassis battery. This feature allows the operator to completely stow the booms, platform, and outriggers. Secondary Stowage & Start/Stop is activated with an air plunger at the platform or momentary switch at the lower control station and outriggers.	
11.	Jib Stick, 36" L, non-extension, non certified, grey in color	1
12.	Slip Ring: Required for engine start/stop, secondary stowage system, and throttle control options	1
13.	Outriggers, Primary, Modified A-Frame, 30"-34" Chassis Height, Electric Interlock, No Valves On Legs, 112" Spread, Fixed Shoe (AT48M/ME/P/PE/S/SE)	1
14.	Auxiliary Vertical H Frame Outriggers with fixed shoe. For installation on a 30 to 34 inch chassis frame height.	1
	A. Maximum Spread: 87 inches B. Outrigger Motion Alarms C. Outrigger Interlocks: will not allow the unit to be operated until the outriggers have been at least partially deployed	
15.	Winch load line swivel hook	1
16.	Altec Unit Powder Painted White	1
<u>Unit and Hydraulic Acc.</u>		
17.	Scuff Pad, 24" x 30", No Step (For use with Platform Liner)	1
18.	Subbase	1
19.	Electric Outrigger Controls for two (2) sets of outriggers, drive hydraulic outrigger control valves. Durable weather proof sealed electronic switches mounted in aluminum boxes located at the rear of the unit unless otherwise specified.	1
20.	Hydraulic Reservoir, 15 Gallon, Rectangular, 22" L x 8.5" W x 24" H, and includes breather caps and dipsticks	1
21.	Temperature Sight Gauge	1
22.	Hydraulic Oil HVI-22 with Dye (Standard)	25
23.	Standard Pump For PTO	1
24.	Electric Shifted PTO	1
25.	Standard PTO/Transmission Functionality for Small Ford and Dodge Chassis	1

Body

<u>Item</u>	<u>Description</u>	<u>Qty</u>
26.	Altec LGSS-132-84 (81) low-side general service body with step:	1
A.	Steel body	
B.	Steel structural channel crossmembers and smooth floor with ladder-style understructure	
C.	132 in body length	
D.	94 in body width	
E.	40 in body compartment height	
F.	20 in body compartment depth	
G.	24 in from body floor to compartment tops	
H.	Finish paint entire body Altec white	
I.	Undercoat applied under the body	
J.	5.5 in drop-in composite cargo retaining board at rear of body	
K.	5.5 in drop-in composite retaining board at top of side access step	
L.	Stainless steel rotary paddle latches with locks	
M.	Gas props on all vertical doors	
N.	Chains on all horizontal doors	
O.	Standard master body locking system	
P.	Hotstick shelf extending full length of body on streetside	
Q.	Two (2) hotstick brackets Installed on streetside	
R.	Standard drop-down hotstick door for one (1) shelf on streetside, stainless steel slam paddle latch with keyed lock	
S.	One chock holder on each side of body with retaining lip In fender panel	
T.	Adhesive strip lighting (LED) around top and sides of compartment door facings	
U.	1st vertical (SS) - 34 in w - One (1) outrigger housing and two (2) adjustable shelves with removable dividers on 4 in centers	
V.	2nd vertical (SS) - 24 in w - Two (2) adjustable shelves with removable dividers on 4 in centers	
W.	1st horizontal (SS) - 50 in w - One (1) fixed shelf with removable dividers on 4 in centers on bottom of compartment	
X.	Rear vertical (SS) - 24 in w - Six (6) locking swivel hooks on an adjustable rail (1-4-1)	
Y.	1st vertical (CS) - 34 in w - One (1) outrigger housing and two (2) adjustable shelves with removable dividers on 4 in centers	
Z.	2nd vertical (CS) - 24 in w - Gripstrut access steps with two (2) sloped grab handles, vented battery storage	
AA.	1st horizontal (CS) - 50 in w - One (1) adjustable shelf with removable dividers on 4 in centers and one (1) fixed shelf with removable dividers on 4 in centers on bottom of compartment	
AB.	Rear vertical (CS) - 24 in w - Six (6) locking swivel hooks on an adjustable rail (1-4-1)	
AC.	Body floor cut-out for AT48M/ME/P/PE aerial device near front of body	
AD.	Steel tailshelf, 29 in l x 94 in w, with rear cross storage and drop down doors, outrigger cutouts	
AE.	Two (2) wire thru channels at bulkhead with cover	
AF.	Underbody channels on streetside and curbside for wiring/plumbing	

Body and Chassis Accessories

27.	Underride Protection Bumper Installed At Rear	1
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<u>Item</u>	<u>Description</u>	<u>Qty</u>
28.	Combination 2 Ball (10 000 LB MGTW) and Rigid Pintle Hitch (16 000 LB MGTW with 3 000 LB MVL), 4-Bolt, Buyers BH82000	1
29.	Set Of Eye Bolts for Trailer Safety Chain, installed one each side of towing device mount.	1
30.	Rigid Step Mounted Beneath Side Access Steps (Installed To Extend Approx. 2" Outward)	1
31.	Platform Rest, Rigid with Rubber Tube	1
32.	Articulating Arm Rest for a Telescopic Unit	1
33.	Boom Rest for a Telescopic Unit	1
34.	Wood Outrigger Pad, 19" x 19" x 2.5", With Rope Handle	4
35.	Outrigger Pad Holder, 20" L x 20" W x 7" H, Fits 19.5" x 19.5" And Smaller Pads, Bolt-On, Bottom Washout Holes, 3/4" Lip Retainer	2
36.	Pendulum Retainers For Outrigger Pad Holders	2
37.	Mud Flaps With Altec Logo (Pair)	1
38.	Wheel Chocks, Rubber, 9.75" L x 7.75" W x 5.00" H, with 4" L Metal Hairpin Style Handle (Pair)	1
39.	Slope Indicator Assembly (Pair) For Machine With Outriggers	1
40.	Safety Harness & 4.5 FT Lanyard (Medium To X-large)	1
41.	Driveaway Safety Kit	1
42.	Soft Vinyl Lanyard Pouch	1
43.	Vinyl manual pouch for storage of all operator and parts manuals	1
<u>Electrical Accessories</u>		
44.	Lights and reflectors in accordance with FMVSS #108 lighting package. (Complete LED, including LED reverse lights)	1
45.	4-Corner Strobes, Amber, LED, Two (2) Surface Mounted Lights In Grille, Two (2) Round Lights At Rear	1
46.	Strobe Beacons, Amber LED, with Brush Guard, Installed on Post at Front of Body, One (1) Each Side (Standard) (Tecniq #K10-AAAD-1)	1
47.	Dual Tone Back-Up With Outrigger Motion Alarm	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
48.	PTO Hour Meter, Digital, with 10,000 Hour Display	1
49.	6-Way Trailer Receptacle (Pin Type) Installed At Rear	1
50.	Ford Upfitter Switches (Supplied with Chassis)	1
51.	Power Distribution Module (PDM-6) is a compact self-contained electronic system that provides a standardized interface with the chassis electrical system. (Includes Operator's Manual)	1
52.	Power Distribution Module Is A Compact Self-Contained Electronic System That Provides A Standardized Interface With The Chassis Electrical System. (Includes Operator's Manual)	1
53.	Install Chassis (OEM) Supplied Backup Camera in Final Assembly	1
54.	Install secondary stowage system.	1
55.	Install Remote Start/Stop system in Final Assembly.	1
56.	Install Outrigger Interlock System	1
57.	Heavy Duty Secondary Stowage Pump	1
58.	PTO Indicator Light Installed In Cab	1

Finishing Details

59.	Powder Coat Unit Altec White	1
60.	Finish Paint Body Accessories Above Body Floor Altec White	1
61.	Altec Standard; Components mounted below frame rail shall be coated black by Altec. i.e. step bumpers, steps, frame extension, pintle hook mount, dock bumper mounts, D-rings, receiver tubes, accessory mounts, light brackets, under-ride protection, etc. Components mounted to under side of body shall be coated black by Altec. i.e. Wheel chock holders, mud flap brackets, pad carriers, boxes, lighting brackets, steps, and ladders.	1
62.	Apply Non-Skid Coating to Curbside Compartment Top for use as a Non-Walking Surface	1
63.	Apply Non-Skid Coating to Streetside Compartment Top for use as a Non-Walking Surface	1
64.	Apply Non-Skid Coating to all walking surfaces	1
65.	Globalization includes Unit Condition Report and Placards	1
66.	English Safety And Instructional Decals	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
67.	Vehicle Height Placard - Installed In Cab	1
68.	Placard, HVI-22 Hydraulic Oil	1
69.	DOT Certification Required	1
Sales Text: 33 Inverness Center Parkway Birmingham AL 35242 Last Updated By: Ashleigh Thompson on 13-NOV-2024 10:30		
70.	Dielectric test unit according to ANSI requirements.	1
71.	Stability test unit according to ANSI requirements.	1
72.	Focus Factory Build	1
73.	Delivery Of Completed Unit	1
74.	Globalized Per Global Rental's Specification To Include Following:	1
	A. Global Key Rings Installed on Keys	
	B. Global Decal Kit	
	C. Full Discrete Job Numbers Located on Front Streetside and Curbside Rear of Vehicle	
	D. Fuse Kit in the Manual Pouch	
	E. Completed Service Sticker Located Next to the DOT Sticker	
	F. Weight Slip	
	G. Signed/Dated Dielectric and Stability Test	
	H. Completed Unit Condition Reports	
	I. Four (4) Pictures Showing the Front, Rear, Curbside and Streetside of the Full Truck	
	J. Temp Tag	
75.	Inbound Freight	1
76.	As Built Electrical And Hydraulic Schematics To Be Included In The Manual Pouch	1
77.	Altec Stock/Global Spec, AT48M, ARM Jib, Ford F550 4x4, Body Compartment Lights	1
78.	Stock Unit	1
79.	Stock Unit Sold To Global	1
<u>Chassis</u>		
80.	Altec Supplied Chassis	1
81.	Altec Stock Chassis	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
A.	2024 Model Year	
B.	Ford F550	
C.	Chassis Cab	
D.	Regular Cab	
E.	4x4 Drivetrain	
F.	Chassis Color - White	
G.	Ford 6.7L Power Stroke Diesel	
H.	Diesel	
I.	330 HP Engine Rating	
J.	Ford Torqshift 10-Speed Automatic Transmission (w/PTO Provision)	
K.	Clear Cab to Axle Length - 84 inches	
L.	Wheelbase Length - 169 inches	
M.	19,500 LBS Gross Vehicle Weight Rating (GVWR)	
N.	7,500 LBS Front Axle Weight Rating (FAWR)	
O.	14,706 LBS Rear Axle Weight Rating (RAWR)	
P.	Spring Suspension	
Q.	Ford E/F250-550 Single Horizontal Right Side Exhaust	
R.	Hydraulic Brakes	
S.	Park Brake In Rear Wheels	
T.	Ford 40 Gallon Fuel Tank (Rear)	
U.	Ford 7.2 Gallon DEF Tank (Mid Mount)	
V.	Dual Rear Wheels	
W.	225/70R19.5 Front Tire (Traction)	
X.	225/70R19.5 Rear Tire (Traction)	
Y.	98R - Operator Commanded Regeneration (OCR)	
Z.	63C - Aft Axle Frame Extension	
AA.	No Idle Engine Shut-Down Required	
AB.	50-State Emissions	
AC.	CARB Compliant	
AD.	Clean Idle Certification	
AE.	AM/FM Radio	
AF.	Air Conditioning	
AG.	Backup Camera, OEM Supplied	
AH.	Block Heater	
AI.	Bluetooth	
AJ.	Cruise Control	
AK.	Ford SYNC	
AL.	Keyless Entry	
AM.	Limited Slip Rear Axle	
AN.	Power Door Locks	
AO.	Power Windows	
AP.	872 - Rear View Camera and Prep Kit	
AQ.	Side Mirrors, Power Adjusting, Manual Folding, Manual Telescoping with Heated Glass	
AR.	Skid Plate	
AS.	Tachometer	
AT.	Tilt Steering Wheel	

<u>Item</u>	<u>Description</u>	<u>Qty</u>
AU.	Trailer Brake Controller (Factory Installed)	
AV.	Vinyl Split Bench Seat	

Additional Pricing

82.	Standard Altec Warranty: One (1) year parts warranty, one (1) year labor warranty, ninety (90) days warranty for travel charges, limited lifetime structural warranty	1
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Altec Industries, Inc.

BY _____

Ashleigh Thompson , Technical Sales Representative

TOTAL PRICE: \$199,824

***Quote Expiration 3-1-25**

November 19, 2024
Our 95th Year**Ship To:**CITY OF STILLWATER
411 E 3RD AVE
STILLWATER, OK 74074
US**Bill To:**CITY OF STILLWATER
411 E 3RD AVE
STILLWATER, OK 74074Attn:
Phone: 816-676-4098
Email:

Altec Sales Order: 6725691
Altec Quotation Number: 1148168 - 2
Run Number: 1301402
Account Manager: Jared E. Braswell
Technical Sales Rep: Vickie L Bell
Reference WO: Start From-88980418
Customer Inspection:
Customer Truck Number:

X7 Discrete Job: 94881914
X7 Configured Item: 000090002-22740972
Quantity: 1
X4 Discrete Job: 95051274
X4 Configured Item: 000094301-22740970
System Engineer: Doug Prokop
Structural Engineer: Doug Prokop
Line Set Date: 04/12/2023

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	<u>Unit</u>	
1.	Altec model DB41B hydraulic derrick, designed for mounting on a tracked carrier with a turntable winch, built in accordance with Altec's standard specifications and to include the following features: A. Maximum sheave height is 40.8 feet (without optional jib), and 48.6 feet (with optional jib), maximum horizontal reach is 33.5 feet. B. Minimum digging radius is 12.5 feet, maximum digging radius is 21.7 feet. C. Boom articulation is -5 degrees below horizontal to 80 degrees above horizontal. D. Lift capacity at 15 feet load radius is 3,630 pounds. Maximum lift capacity is 6,000 pounds. E. Fiberglass upper boom with hydraulic extension. F. Steel boom tip with removable steel pole flares. Boom tip has provision for removable pole guides and platform attachment. G. Winch, mounted at turntable - 6,000 pound working capacity (includes cable guides). H. Two-part load line attachment on boom tip. I. Continuous rotation powered by a planetary gear drive J. Standard/Low Speed Selector allows operator to select standard or low speed operation of the derrick. When in standard mode, each function operates at normal speeds. When in low speed, the maximum operational speed of each function is slower providing finer feathering capability. This function is separate from engine throttle control. K. Outrigger/boom interlock system, prevents operation of unit until all outriggers are lowered. L. Five (5) function Hydraulic Overload Protection (HOP) system operates from lower control station and radio remote. Visible load indicator gauge at operators platform. M. Hydraulic Side Load Protection allows the derrick to rotate towards load if	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	excessive side load is present.	
N.	Boom stow protection system that detects when the boom is lowered into the stow and prevents damage from excessive stowing force.	
O.	Electric-over-hydraulic closed-center hydraulic system with variable displacement piston pump and proportional electronic operator controls with superior metering and feathering characteristics.	
P.	Tool circuit above rotation: adjustable flow up to 5 GPM @ 2,000 psi.	
Q.	Maximum hydraulic system pressure of 3,000 psi.	
R.	Insulated, 46 kV and below.	
S.	Digger derrick conforms to ANSI A10.31-2013.	
U.	ANSI Z535 Safety and Instructional Signs, installed.	
V.	Two (2) Operators and Maintenance/Parts Manuals.	
2.	Combined Use, Platform/Material Handling	1
3.	Radio Remote Control Layout: COUNTER-CLOCKWISE, push lever to Right rotates boom Counter-Clockwise	1
4.	Turntable Mounted Winch	1
5.	Digger function, two speed, fully proportional, 8,000 ft-lbs (10,847 N-m) - with hydraulic auger release and auger stow protection located street side. Includes all of the components necessary to operate digger (installed).	1

Sales Text: Left Hand Digger (Curbside) in lieu of Right Hand Digger (Streetside).

Last Updated By: Vickie Bell on 22-FEB-2023 11:45

Unit and Hydraulic Acc.

6.	Stowage bracket for platform located on transport trailer.	1
7.	Platform - Fiberglass, pin-on, 24 x 24 x 40 nominal. Includes interior/exterior platform access step and mounting bracket. 350 pound platform capacity, and provides up to 44 foot working height. (Note: Requires radio remote controls and docking station).	1
8.	Platform cover - Soft vinyl, 24 x 24 inches (610 x 610 mm).	1
9.	Platform liner - for single, one-man, side mounted fiberglass platform (24 x 24 x 40). 50kV.	1
10.	Dirt auger, 18 inch diameter, 80 inches in length, 2-1/2 inch hex, single flight (painted black)	1
11.	Hydraulic tilting pole guides with hydraulic open and close.	1
12.	Winch Rope For Turntable Winch	1
13.	No Derrick Tong Protectors	1
14.	Swivel hook/downhaul weight, 5 ton capacity.	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
15.	Two-part load line kit for turntable winch, includes snatch block and clevis.	1
16.	Hectronic radio remote with controls for derrick functions and track drive operation. Can be used as upper controls when installed in platform docking station, which activates controller interlocks.	1
17.	Platform Docking Station for Radio Controls	1
18.	HVI-22 Hydraulic Oil (Standard).	20
19.	Standard Altec PTO/Machine Functionality: PTO won't engage until parking brake is set.-Once parking (holding) brake is set, PTO and machine functions are enabled.-If parking (holding) brake is disengaged, both PTO and machine functions are disabled.	1
<u>Body and Chassis Accessories</u>		
20.	24,000 lb GVWR Trailer, Steel, Tandem Axle Trailer, Brooks Brother CSL 202-12KE, to Include:	1
	A. Full powder coat black paint B. 2 x 6 treated wood floor C. 8 Inch Channel Frame D. 102 Inch Overall Width, 67 Inch Bed Width, 20 Ft Deck Length and 24 Inch dovetail with traction grips E. 54 Inch L x 18 Inch W, Self-Supporting Ramps with Spring Assist. Non-Adjustable width F. 23 Inch Deck Height G. 70 Inch Tongue Length H. 12,000 Lb Tandem Dexter Torsion Axles I. Four (4) Tires, 235/75/R17.5 LRH J. One (1) Spare Tire/Wheel Assembly mounted to trailer curbside behind the fender K. 3/8 Inch Galvanized Safety Chains L. 12,000 Lb Drop Leg Jack M. Electric Brakes with break-a-way N. Enclosed electrical wiring, LED lighting and 7-Way round electric plug wired to SAE standards O. Flat mounting plate with multiple hole position for pintle adjustment, 3 Inch pintle eye P. Front tongue mount aluminum tool box with locking latch Q. Four (4) 5/8 Inch tie down D-rings R. Outtrigger pad and wheel chock holders	
21.	Trailer accessory installation which includes unit positioning sight rods and applicable accessory mounting brackets.	1
22.	Wheel Chocks, Rubber, 9.75" L x 7.75" W x 5.00" H, with 4" L Metal Hairpin Style Handle (Pair)	1
23.	Outtrigger pads - set of four (4), wood, 18" x 18" x 3".	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
24.	Safety Harness & 4.5 FT Lanyard (Medium To X-large)	1
25.	5 LB Fire Extinguisher With Light Duty Bracket And Placard, Shipped Loose	1
26.	Triangular Reflector Kit, Shipped Loose	1
27.	Vinyl manual pouch for storage of all operator and parts manuals	1

Electrical Accessories

28.	Install Outrigger Interlock System	1
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Finishing Details

29.	Powder Coat Unit Altec White	1
30.	Apply Non-Skid Coating to all walking surfaces	1
31.	English Safety And Instructional Decals	1
32.	Globalization includes Unit Condition Report and Placards	1
33.	Dielectric test unit according to ANSI requirements.	1
34.	Stability test unit according to ANSI requirements.	1
35.	Completed Test Forms To Be Included In The Manual Pouch	1
	A. Stability Test Form	
	B. Dielectric Test Form (For Insulating Units)	
36.	DOT Certification Required	1

Sales Text: DOT Tag to be addressed to:
Global Rental
33 Inverness Center Parkway, Suite 250
Birmingham, AL 35242
205-771-9377

Last Updated By: Vickie Bell on 22-FEB-2023 11:45

37.	Focus Factory Build	1
38.	Globalized Per Global Rental's Specification To Include Following:	1
	A. Global Key Rings Installed on Keys	
	B. Global Decal Kit	
	C. Full Discrete Job Numbers Located on Front Streetside and Curbside Rear of Vehicle	

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	D. Fuse Kit in the Manual Pouch	
	E. Completed Service Sticker Located Next to the DOT Sticker	
	F. Weight Slip	
	G. Signed/Dated Dielectric and Stability Test	
	H. Completed Unit Condition Reports	
	I. Four (4) Pictures Showing the Front, Rear, Curbside and Streetside of the Full Truck	
	J. Temp Tag	
39.	As Built Electrical And Hydraulic Schematics To Be Included In The Manual Pouch	1
40.	Installation - DB41B	1

Additional Pricing

41.	Standard Altec Warranty: One (1) year parts warranty, one (1) year labor warranty, ninety (90) days warranty for travel charges, limited lifetime structural warranty	1
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Carrier and Accessories

42.	Altec model CT14 track driven carrier with retractable tracks and 2 speed hydraulic piston motors, built in accordance with Altec's standard specifications and to include the following features: A. Pendant drive controls with proportional, independent drive controls for each track, track extend/retract, hi/low speed, and emergency stop. B. Engine start/stop from radio controls and at lower controls. C. Tracks have a minimum spread of 35 inches and maximum spread of 46.5 inches. D. Maximum drive slopes while tracks are extended are 15 degrees side to side and 15 degrees front to back. Maximum drive slopes while tracks are retracted are 5 degrees side to side and 15 degrees front to back. E. Cargo Platform - Maximum weight capacity of 2,350 pounds. F. Pole carrying provisions: one D ring installed on each outrigger leg (2,350 pound pole capacity). G. Retractable outrigger legs allow for a lowered overall height of 7 feet 1 inch. H. Outrigger motion alarm: Provides audible alarm when any of the outriggers are being hydraulically actuated. I. Hydraulic oil reservoir, 17 gallon capacity. J. Fuel tank with 12 gallon capacity. K. Hydraulic oil cooler with temperature switch for automatic fan operation. L. Tool circuit below rotation: two way, adjustable flow up to 8 GPM @ 2,000 psi.	1
43.	Black tracks, standard tread.	1
44.	49.6 hp naturally aspirated gasoline engine with electronic engine display and throttle control and direct drive pump provide 28 GPM of hydraulic power for carrier and derrick operation.	1

Altec Industries, Inc.

BY _____

Vickie L Bell , Technical Sales Representative

TOTAL PRICE: \$245,628

***Price Includes Platform Jib Winch**

***Quote Expiration 3-1-25**

REPORT TO: STILLWATER UTILITIES AUTHORITY**MEETING DATE: DECEMBER 16, 2024**

Agenda Item:	2.d. SUA-24-67												
Previous/Related Action:	N/A												
Background/Issue:	The Stillwater Energy Center uses three Wartsila 18V50SGengine/generators to produce electricity. Staff is planning to perform the first major overhaul on each unit during the 18,000-hour service interval beginning in January 2025. During the service interval, each cylinder head (54) will be removed and overhauled, each Cylinder Liner will be inspected and honed (54). This requires removal and shipment of each of the components to a repair shop offsite. Specifications for the overhaul of these components were prepared by staff and quotes were received in accordance with the City’s purchasing manual. The overhaul of the components listed above are not subject to the public competitive bidding act because it is repairs to personal property that is portable or otherwise moveable, buildings and structures; and can be disassembled after installation and removed without permanent physical damage to existing property as defined in paragraph 1 and 4 of subsection B of Section 430.1 of Title 62. Based on the cost analysis below, using MSHS is the best value for the SUA. <table><tr><td>Vendor</td><td>Costs \$</td><td>Freight</td></tr><tr><td>MSHS</td><td>234,386.10</td><td>Included</td></tr><tr><td>Goltens</td><td>254,016.00</td><td>Not Included</td></tr><tr><td>Wartsila</td><td>615,768.00</td><td>Included</td></tr></table>	Vendor	Costs \$	Freight	MSHS	234,386.10	Included	Goltens	254,016.00	Not Included	Wartsila	615,768.00	Included
Vendor	Costs \$	Freight											
MSHS	234,386.10	Included											
Goltens	254,016.00	Not Included											
Wartsila	615,768.00	Included											
Proposal/Solution:	Staff is requesting purchase approval for the cylinder heads and liner overhauls at the quoted cost of \$234,386.10 from MSHS and authorize expenditures up to \$525,000, which includes a												

	contingency. The contingency covers any repairs or parts not foreseen prior to disassembly of the cylinder heads and liners. The extent of repair parts outside the agreed upon scope, if needed, will not be known until the cylinder heads and liners are disassembled and inspected.
Financial Source/Impact:	The funds necessary for the major overhaul project have been collected from the GRDA Variable Operation and Maintenance Payments provided monthly since 2016 and placed into an account in the electric rate stabilization fund. Funds are available in the electric rate stabilization fund and will be appropriated by approval of the attached budget amendment.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT
Recommended Action/Motion:	Motion to approve an agreement with MSHS for overhaul of engine/generator cylinder heads and liners at Stillwater Energy Center and approve budget amendment appropriating \$525,000; \$234,386.10 cost, plus contingency; and authorize the general manager to sign any applicable documents.
Prepared By:	Loren Smith, Electric Utility Dir.
Reviewed By:	Loren Smith Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. Electric - 18000 Hr Service Interval - Cylinder Head - Liners Overhaul - 12.16.2024 - Expenditure
2. MSHS SR61092 - SUA - Wartilsa Cylinder Head and Liner Overhaul

Budget Amendment Request
For Budget Year _____

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

Office: 405.372.0025
Web: stillwater.org

Date: _____

Department: _____

Requested by: _____

Explanation:

Increase:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
	-				
	-				
	-				
	-				
	-				

Decrease:

	-				
	-				
	-				
	-				
	-				

Net Change: (will usually result in a total increase or decrease)

Reviewed by Department Manager: Lo Smith

Date: _____

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: _____

--Print on Yellow Paper--

Service Estimate

NOTICE TO CUSTOMERS: MSHS is not a small business as a result of an acquisition in Feb. 2021. For any inquiries, please contact Andrew.Blumstein@mshs.com.



Bill To: C100258	SRO: SR00061092
City of Stillwater	Estimate Date: 11/18/2024
PO Box 1449	Valid Thru: 05/30/2025
Stillwater OK 74076-1449	Currency: USD
USA	Prepared By: Heidi Potter
	Email: Heidi.Potter@mshs.com
Ship To:	Sales Manager:
City of Stillwater	Terms: NET 30 DAYS
PO Box 1449	Installation Name: City of Stillwater
Stillwater OK 74076-1449	Cust PO:
USA	Cust RFQ:

MSHS is pleased to offer the below scope of work for the standard workshop overhaul of the Wartsila 50SG components.

- Cylinder Head Scope of Work:
- Inspection of incoming status
 - Dismantle and clean cover and components
 - Measure and perform NDT on all components, seats
 - Hydro-pressure test
 - Lap all landings, start air valve, lower landing
 - Clean and overhaul all threads
 - Grind inlet and exhaust valve seat to manufacturer specifications
 - Clean and grind valve stems to manufacturer specifications
 - Replace valve guide o-rings
 - Replace injector cooling sleeve o-rings (if applicable)
 - Report

Anything outside the above defined scope will be quoted and approved prior to work beginning.

- Potential Additional Work scopes are as follows:
- Machining of Pocket - 772.00/per pocket
 - Replace Valve Guides - 155.00/each
 - Replace Seat Ring - 205.00

- Scope of Work for Cylinder Liner:
- Clean, inspect and measure Cylinder Liner
 - Carry out honing
 - Final inspection and measurement
 - Roughness check after cleaning
 - Address seal face of liner

Anything identified as being needed in addition to the original scope of work will be noted and offered for approval prior to work beginning.

Estimated consumables and environmental charges will be invoiced as 7% of workshop labor total.

Service Estimate

NOTICE TO CUSTOMERS: MSHS is not a small business as a result of an acquisition in Feb. 2021. For any inquiries, please contact Andrew.Blumstein@mshs.com.



No spare parts are included in this offer.

If a valid tax certificate is not on file, applicable state taxes will be included in the invoice.

Line:	1	Description: Engine			
		Unit: E004671			
		Item: U_Engine	Qty:	1.00	U/M: EA
Oper#:	40	WORKSP	Description:	Workshop Services	
Item		Description	Qty	U/M	Price
WS-CH-OH-W50SG/DF		Cyl Hd O/H-W50SG/DF	54.00	EA	2,295.00
WS-CL-RC-W50SG/DF		Cyl. Liner Recon.-W50SG/DF	54.00	EA	1,450.00
					123,930.00
					78,300.00
Oper#:	75	EXPEN	Description:	Expenses	
Item		Description	Qty	U/M	Price
		Consumables + Environmental	1.00		14,156.10
		Freight - Round Trip	3.00		6,000.00
					14,156.10
					18,000.00

Freight estimate for 18 Cylinder heads and 18 Cylinder liners per trip.

Freight:	0.00
Misc Charges:	0.00
Matl:	202,230.00
Labor:	0.00
Misc:	32,156.10
Project:	0.00
Sales Tax:	0.00
Subtotal:	234,386.10
Total:	234,386.10

**STILLWATER UTILITIES AUTHORITY (SUA)
GENERAL TERMS**

1. NO INDEMNIFICATION OR ARBITRATION BY SUA.

Contractor understands and acknowledges that SUA is a municipal corporation that is funded by its taxpayers to operate for the benefit of its citizens. Accordingly, and pursuant to Oklahoma law, SUA shall not indemnify nor hold Contractor harmless for loss, damage, expense or liability arising from or related to this Agreement, including any attorney's fees and costs. In addition, Contractor shall not limit its liability to SUA for actual loss or direct damages for any claim based on a material breach of this Agreement and the documents incorporated herein. SUA reserves the right to pursue all legal and equitable remedies to which it may be entitled. SUA will not agree to binding arbitration of any disputes. SUA waives all rights against Contractor for consequential and special damages for losses extending beyond direct losses or damages to SUA's property to the extent allowed by Oklahoma Law. Contractor understands and acknowledges that SUA is a public trust created and operating under the constitution and laws of the State of Oklahoma and therefore may lack capacity to enter into agreements that limit the liability of a vendor or third-party and to the extent the constitution or laws of the State of Oklahoma prohibit limitation of liability then said limitation of liability shall be null and void.

2. INTELLECTUAL PROPERTY INDEMNIFICATION BY CONTRACTOR.

Contractor agrees to indemnify, defend, and save harmless SUA and its officers, employees and agents from all suits and actions of any nature brought against them due to the use of patented, trademarked, or copyrighted appliances, products, materials, or processes provided by Contractor hereunder. Contractor shall pay all royalties and charges incident to such patents, trademarks, or copyrights.

3. GENERAL LIABILITY.

Contractor shall hold SUA harmless from any loss, damage or claims arising from or related to the performance of the Agreement herein. Contractor must exercise all reasonable and customary precaution to prevent any harm or loss to all persons and property related to this Agreement.

4. INSURANCE REQUIRED.

Contractor shall be required to purchase and maintain minimum insurance. *See Insurance Requirements in the Bid Packet.* Contractor is solely responsible for all costs associated with acquiring and maintaining insurance, including but not limited to, all premiums and deductibles.

5. NO CONFIDENTIALITY.

Contractor understands and acknowledges that SUA is subject to the Oklahoma Open Records Act (51 O.S. § 24A.1 et seq.) and therefore cannot assure the confidentiality of contract terms or other information provided by Contractor pursuant to this Agreement that would be inconsistent with its compliance with its statutory requirements thereunder.

6. COMPLIANCE WITH LAWS.

Contractor shall be responsible for complying with all applicable federal, state and local laws. Contractor is responsible for any costs of such compliance. Contractor shall take the necessary actions to ensure its operations in performance of this contract and employment practices are in compliance with the requirements of the Americans with Disabilities Act. Contractor certifies that it and all of its subcontractors to be used in the performance of this agreement are in compliance with 25 O.S. Sec. 1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. Sec 1313 and includes, but is not limited to, the Free Employee Verification program (E-Verify) available at www.dhs.gov/E-Verify.

7. RIGHT TO AUDIT.

8. The parties agree that books, records, documents, accounting procedures, practices, price lists or any other items related to the Services provided hereunder are subject to inspection, examination, and copying by SUA or its designees. Contractor shall retain all records related to this Agreement for the duration of

this Agreement and for a period of three years following completion and/or termination of the contract. If an audit, litigation or other action involving such records begins before the end of the three year period, the records shall be maintained for three years after the date that all issues arising out of the action are resolved or until the end of the three year retention period, whichever is later. **GOVERNING LAW AND VENUE.**

This Agreement is executed in and shall be governed by and construed in accordance with the laws of the State of Oklahoma without regard to its choice of law principals, which shall be the forum for any lawsuits arising under this Agreement or incident thereto. The parties stipulate that venue is proper in a court of competent jurisdiction in Payne County, Oklahoma and each party waives any objection to such venue. SUA does not and will not agree to binding arbitration of any disputes.

9. NO WAIVER.

A waiver of any breach of any provision of this Agreement shall not constitute or operate as a waiver of any other provision, nor shall any failure to enforce any provision hereof operate as a waiver of the enforcement of such provision or any other provision.

10. ENTIRE AGREEMENT / NO ASSIGNMENT.

This Agreement and any documents incorporated herein constitute the entire agreement of the parties and supersede any and all prior agreements, oral or otherwise, relating to the subject matter of this Agreement. This Agreement may only be modified or amended in a writing signed by both parties. Notwithstanding anything to the contrary stated herein, SUA does not agree to the terms of any future agreements, revisions or modifications that may be required under this Agreement unless such terms, revisions or modifications have been reduced to writing and signed by both parties. Contractor may not assign this Agreement or use subcontractors to provide the Goods and/or Services without SUA prior written consent. Contractor shall not be entitled to any claim for extras of any kind or nature.

11. EQUAL EMPLOYMENT OPPORTUNITY.

Each Vendor/Contractor agrees to comply with all applicable laws regarding equal employment opportunity and nondiscrimination.

12. CONFLICTS.

Supply of goods and/or performance of services are subject to these General Terms and Conditions. To the extent that Contractor's proposal has provided additional terms and conditions that may conflict with any provisions herein, these SUA General Terms and Conditions shall govern and control. Specifically, the Customer Terms and Conditions referenced in the MSHS Service Estimate shall be deemed to have been waived by MSHS.

13. FORCE MAJEURE.

In no event shall SUA be responsible or liable for any failure or delay in the performance of its obligations hereunder arising out of or caused by, directly or indirectly, forces beyond its control, including, without limitation, strikes, work stoppages, acts of war or terrorism, civil or military disturbances, nuclear or natural catastrophes, acts of God, or the declaration of a federal, state, or local emergency. In the event of a declared federal, state, or local emergency affecting Stillwater, Oklahoma, the General Manager shall have the unilateral right to suspend any or all services provided for under this Contract or to terminate this Contract without any liability whatsoever. In the event of termination, this Contract shall not be revived by the expiration of the declared emergency. In the event of suspension of any or all services during a time of declared emergency and upon expiration of said declared emergency, the parties may mutually agree in writing to resume services.

14. WARRANTY.

CONTRACTOR WARRANTS (I) THAT IT SHALL PERFORM ALL SERVICES IN ACCORDANCE WITH INDUSTRY STANDARDS; (II) IT'S WORKMANSHIP; AND (III) IT HAS GOOD TITLE TO THE PARTS, FREE FROM ALL LIENS AND ENCUMBRANCES AND THAT IT HAS THE RIGHT TO SELL THE PARTS. THIS LIMITED WARRANTY SHALL BE EFFECTIVE FOR A PERIOD OF ONE (1) YEAR BEGINNING UPON THE COMPLETION OF THE SERVICES (THE "SERVICES WARRANTY PERIOD"). THIS LIMITED WARRANTY

FOR SERVICES IS IN LIEU OF ALL OTHER WARRANTIES, AND MSHS DISCLAIMS, AND SUA WAIVES, ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED.

UPON DISCOVERY OF A DEFECT, SUA SHALL NOTIFY CONTRACTOR IN WRITING WITHIN THIRTY (30) CALENDAR DAYS AFTER THE SOONER OF (I) DISCOVERY OF THE DEFECT; OR (II) THE TIME AT WHICH THE DEFECT(S) SHOULD HAVE BEEN DISCOVERED THROUGH REASONABLE DILIGENCE. TIME BEING OF THE ESSENCE, SUA'S FAILURE TO NOTIFY CONTRACTOR OF THE DEFECT WITHIN THE TIME PROVIDED IN THIS SECTION SHALL MAKE THIS LIMITED WARRANTY VOID. CONTRACTOR'S LIABILITY UNDER THIS LIMITED WARRANTY SHALL BE LIMITED TO, AT MSHS'S OPTION, THE REPAIR, REPLACEMENT, OR REFUND OF THE PURCHASE PRICE OF THE DEFECTIVE PART, SERVICE, OR SOFTWARE. ANY REPAIR DONE DURING THE WARRANTY PERIOD, WILL NOT EXTEND THE SERVICES WARRANTY PERIOD OR SOFTWARE WARRANTY PERIOD.

Approved by SUA:

Approved by MSHS:

By: _____

By: Keith De Luca

Name: Brady Moore

Name: Keith De Luca

Title: General Manager

Title: Manager Sales, MRO

REPORT TO: STILLWATER UTILITIES AUTHORITY**MEETING DATE: DECEMBER 16, 2024**

Agenda Item:	2.e. SUA-24-68
Previous/Related Action:	N/A
Background/Issue:	The Stillwater Energy Center uses three Wartsila 18V50SG engine/generators to produce electricity. Staff is planning to perform the first major overhaul on each unit during the 18,000-hour service interval beginning in January 2025. During the service interval, each Charge Air Cooler (6), Water Pump (6), and Lube Oil Pump (3) will be disassembled, and overhauled. This requires removal and shipment of each of the components to a repair shop offsite. Specifications for the overhaul of these components were prepared by staff and quotes were received in accordance with the City's purchasing manual.
Proposal/Solution:	The overhaul cost of charge air coolers, water pumps, and lube oil pumps are less than \$99,995 and will be approved administratively. Staff is seeking approval of a budget amendment appropriating the necessary funding from the Rate Stabilization Fund (RSF).
Financial Source/Impact:	The funds necessary for the major overhaul project have been collected from the GRDA Variable Operation and Maintenance Payments provided monthly since 2016 and placed into an account in the electric rate stabilization fund. Funds are available in the electric rate stabilization fund and will be appropriated by approval of the attached budget amendment.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT
Recommended Action/Motion:	Motion to approve budget amendment appropriating \$99,995 from the RSF for the charge air coolers, water pumps, and lube oil pumps overhaul.
Prepared By:	Loren Smith, Electric Utility Dir.
Reviewed By:	Loren Smith

	Brady Moore
	Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. Electric - 18000 Hr Service Interval - Charge Air Cooler - Water Pump - Lube Oil Pump - Overhaul
- 12.16.2024 - Expenditure

Budget Amendment Request
For Budget Year _____

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

Office: 405.372.0025
Web: stillwater.org

Date: _____

Department: _____

Requested by: _____

Explanation:

Increase:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
	-				
	-				
	-				
	-				
	-				

Decrease:

	-				
	-				
	-				
	-				
	-				

Net Change: (will usually result in a total increase or decrease)

Reviewed by Department Manager: Lo Smith

Date: _____

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: _____

--Print on Yellow Paper--

REPORT TO: STILLWATER UTILITIES AUTHORITY**MEETING DATE: DECEMBER 16, 2024**

Agenda Item:	2.f. SUA-24-69
Previous/Related Action:	
Background/Issue:	Water Utilities Distribution utilizes mini-track hoes for various excavations, such as setting water meters and repairing water leaks. Unit 5765 is a 2006 model with 3092 hours of operation and is in need of replacement.
Proposal/Solution:	Purchase a Caterpillar model 303.5 mini track-hoe via Oklahoma State Contract SW192 in an amount not to exceed \$62,833, which contains a 5% contingency, to replace current unit 5765.
Financial Source/Impact:	• This proposal requires a new appropriation in the amount of \$62,833 which contains 5% contingency, from the SUA Water Fund. • A Budget Amendment for appropriating funds is included.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #2 MOTIVATED MANAGEMENT
Recommended Action/Motion:	Staff recommends Trustees: • Approve the purchase of a Caterpillar model 303.5 mini-track hoe via Oklahoma State Contract SW192 in an amount not to exceed \$62,833, which contains a 5% contingency. • Sign the included budget amendment to appropriate funds. • Authorize the General Manager to sign related documents.
Prepared By:	James Driskel, Water Utilities Dir.
Reviewed By:	James Driskel Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. BA James 912 9248



Budget Amendment Request

For Budget Year 2025

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

Office: 405.372.0025
Web: stillwater.org

Date: 12/10/2024

Department: Water Resources

Requested by: James Driskel

Explanation:

Expenditures:
Appropriate funds for a Caterpillar model 303.5 mini track-hoe via Oklahoma State Contract SW192.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Caterpillar Track-hoe	9129248 - 54008	25WD03912	\$ 0	\$ 62,833	\$ 62,833
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 62,833

Reviewed by Department Manager: James E. Driskel

Date: 12-10-24

Reviewed by Finance: Cheryl Church

Date: 12-11-24

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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REPORT TO: STILLWATER UTILITIES AUTHORITY**MEETING DATE: DECEMBER 16, 2024**

Agenda Item:	2.g. SUA-24-70
Previous/Related Action:	
Background/Issue:	Water Utilities Wastewater Collections utilizes mini-track hoes for various excavations such as sewer point repairs. Unit 5785 is a 2008 model with 3817 hours of operation and is in need of replacement.
Proposal/Solution:	Purchase a Caterpillar model 303.5 mini-track hoe via Oklahoma State Contract SW192 in an amount not to exceed \$62,833, which contains a 5% contingency, to replace the current unit 5785.
Financial Source/Impact:	• This proposal requires a new appropriation in the amount of \$62,833 which contains 5% contingency, from the SUA Wastewater Fund. • A Budget Amendment for appropriating funds is included.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #2 MOTIVATED MANAGEMENT
Recommended Action/Motion:	Staff recommends Trustees: • Approve the purchase of a Caterpillar model 303.5 mini-track hoe via Oklahoma State Contract SW192 in an amount not to exceed \$62,833, which contains a 5% contingency. • Sign the included budget amendment to appropriate funds. • Authorize the General Manager to sign related documents.
Prepared By:	James Driskel, Water Utilities Dir.
Reviewed By:	James Driskel Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. BA James 913 9348 WasteWater



Budget Amendment Request

For Budget Year 2025

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

Office: 405.372.0025
Web: stillwater.org

Date: 12/10/2024

Department: Water Resources

Requested by: James Driskel

Explanation:

Expenditures:

Appropriate funds for a Caterpillar model 303.5 mini track-hoe via Oklahoma State Contract SW192.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase: Caterpillar Track-hoe	9139348 - 54008	25SC01913	\$ 0	\$ 62,833	\$ 62,833
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 62,833

Reviewed by Department Manager: James E. Driskel

Date: 12-10-24

Reviewed by Finance: Cheryl Chisholm

Date: 12-11-24

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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REPORT TO: STILLWATER UTILITIES AUTHORITY

MEETING DATE: DECEMBER 16, 2024



Agenda Item:	2.h. SUA-24-71
Previous/Related Action:	
Background/Issue:	Water Utilities Wastewater Collections maintains various sewer line easement to maintain access for cleaning, inspection, and maintenance. Staff utilizes a small tractor and rotary cutter for mowing smooth areas that are not overgrown. Currently staff does not have adequate equipment to clear and maintain rough, uneven grounds or overgrown and brushy areas.
Proposal/Solution:	Purchase a Caterpillar model 265 C3H3 rubber tracked skid loader with brush-cutter and bucket attachments via Oklahoma State Contract SW192 in an amount not to exceed \$111,835 which contains a 5% contingency.
Financial Source/Impact:	• This proposal requires a new appropriation in the amount of \$111,835 which contains 5% contingency, from the SUA Wastewater Fund. • A Budget Amendment for appropriating funds is included.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #2 MOTIVATED MANAGEMENT
Recommended Action/Motion:	Staff recommends Trustees: • Approve the purchase of a Caterpillar model 265 C3H3 rubber tracked skid loader with brush-cutter and bucket attachments via Oklahoma State Contract SW192 in an amount not to exceed \$111,835 which contains a 5% contingency. • Sign the included budget amendment to appropriate funds. • Authorize the General Manager to sign related documents.
Prepared By:	James Driskel, Water Utilities Dir.
Reviewed By:	James Driskel Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. BA James Skid Loader



Budget Amendment Request

For Budget Year 2025

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

Office: 405.372.0025
Web: stillwater.org

Date: 12/10/2024

Department: Water Resources

Requested by: James Driskel

Explanation:

Expenditures:

Appropriate funds for a Caterpillar model 265 C3H3 rubber tracked skid loader with brush-cutter and bucket attachments via Oklahoma State Contract SW192.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Caterpillar Skid Loader	9139348 - 54008	25SC02913	\$ 0	\$ 111,835	\$ 111,835
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 111,835

Reviewed by Department Manager: James E. Driskel

Date: 12-10-24

Reviewed by Finance: Chris Cluck

Date: 12-11-24

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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REPORT TO: STILLWATER UTILITIES AUTHORITY

MEETING DATE: DECEMBER 16, 2024



Agenda Item:	5.a. SUA-24-72
Previous/Related Action:	• SUA-24-90, February 5, 2024: Sole Source of Ozone System Components from Wedeco • SUA-23-34, June 12, 2023: Pre-Purchase of Lime System from RDP • SUA 22-16, February 6, 2023: Professional Services Agreement with Black and Veatch for Chemicals Improvement Project
Background/Issue:	The purpose of this report is to provide Trustees with the bid results and recommended action for the WTP Chemical Improvement Project (23WT04). The City of Stillwater WTP was constructed in 1985 with a treatment capacity of 12 mgd and was later expanded to 18 mgd in 2001. The existing chemical facilities are beyond their useful life, parts are difficult to obtain, and frequent maintenance is required.
Proposal/Solution:	This project consists of replacing the lime system, improvements to the chlorine and ozone system, replacement of the carbon dioxide feed system, replacement of the anhydrous ammonia system, and the installation of a new sodium hydroxide and sodium hexametaphosphate systems. The initial advertisement for bids was July 13, 2024, and included a two-step process. The first step required prospective bidders to submit a statement of qualifications (SOQs) for all work to be performed for the project. Three SOQs were received and reviewed by the design engineer, Black & Veatch, as well as by staff and all were determined to be qualified. A pre-bid conference was held on October 22, 2023, with two prospective bidders in attendance. Two contractors submitted formal bids. Bids were opened on November 20, 2024. The total base bid amounts are summarized below: • Engineer's Estimate: \$26,026,000 • Crossland Heavy Construction: \$24,968,000

	Walters-Morgan Construction: \$25,436,300 Staff and Black & Veatch Engineers reviewed the bids and found the lowest responsive bidder to be Crossland Heavy Construction, Inc. In addition, staff has negotiated a new inspection services contract with East Breeze Consulting LLC (EBC). EBC has provided inspection services for the COS for over 10 years and is currently providing inspection services for the FWPS Project. This new contract covers EBC's inspection services for both projects.
Financial Source/Impact:	Total construction expenditures of \$28,013,060 breakdown is as follows: \$24,968,000 for construction; \$463,419 for inspection by EBC; \$35,000 for third party inspection services and testing; and \$2,546,641 for a 10% contingency; The project will be funded as follows: \$17,849,944 from DWSRF Loan 05; \$5,000,000 from an EPA Congressional Directive; and \$5,163,116 from the Water Fund.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #4 CONNECTED SPACES
Recommended Action/Motion:	Staff recommends a motion to: - award a unit price contract to Crossland Heavy Construction, Inc. for the Base Bid of \$24,968,000 and authorize the General Manager to sign related documents; - approve a Professional Services Agreement for inspection services and appropriation of funds in the amount of \$463,419 and authorize the General Manager to sign related documents; - authorize total construction expenditures of \$28,013,060 for construction, EBC inspection services, project testing, and contingency; and - approve budget amendments appropriating funds.
Prepared By:	Chris Humes

Reviewed By:	Candy Staring
	Brady Moore
	Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. WT - WTP Chemical Proj - 12.2.2024 - Expenditure912
2. WT - WTP Chemical Proj - 12.2.2024 - ExpenditureEPA
3. WT - WTP Chemical Proj - 12.2.2024 - RevenueEPA

Budget Amendment Request
For Budget Year _____

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

Office: 405.372.0025
Web: stillwater.org

Date: _____

Department: _____

Requested by: _____

Explanation:

Increase:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
	-				
	-				
	-				
	-				
	-				

Decrease:

	-				
	-				
	-				
	-				
	-				

Net Change: (will usually result in a total increase or decrease)

Reviewed by Department Manager: _____

Date: _____

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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Budget Amendment Request

For Budget Year _____

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

Office: 405.372.0025
Web: stillwater.org

Date: _____

Department: _____

Requested by: _____

Explanation:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	-				
	-				
	-				
	-				
	-				
Decrease:	-				
	-				
	-				
	-				
	-				

Net Change: (will usually result in a total increase or decrease)

Reviewed by Department Manager: _____

Date: _____

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: _____

--Print on Yellow Paper--

Budget Amendment Request
For Budget Year _____

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

Office: 405.372.0025
Web: stillwater.org

Date: _____

Department: _____

Requested by: _____

Explanation:

Increase:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
	-				
	-				
	-				
	-				
	-				

Decrease:

	-				
	-				
	-				
	-				
	-				

Net Change: (will usually result in a total increase or decrease)

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: _____

Date: _____

Approved by CMO: _____

Date: _____

Approved by City Council:

☐ Yes

☐ No

Date: _____

Processed by Finance: _____

Date: _____

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--Print on Yellow Paper--