



Together, Investing in Municipal Excellence

STILLWATER UTILITIES AUTHORITY MEETING AGENDA
JANUARY 12, 2026

723 S. Lewis Street, Room 1122
 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 15, 2025 regular meeting minutes.	
b.	Approve a budget amendment to appropriate funds for pedestrian streetlights at the intersections of Main Street and 7th, 8th, 9th and 10th Avenues.	
c.	Approve budget amendments to reflect receipt of loan proceeds and appropriate amounts for FY26 Debt Service payments related to the Oklahoma Water Resources Board Financial Assistance Program Loan dated December 18, 2025.	Jared Thulin
d.	Award SUA Bid No. 32-2025 (Project 25WL03 - FY2025 Water and WW Facilities Projects Task Order No. 2 – Volume I, improvements to five water storage tank facilities) to Crossland Heavy Contractors, Inc. in the amount of \$8,057,650 (which is the base bid plus add alternates A & B, and a deduction for the following tank	SUA-26-01 Bill Millis

	rehabilitation work line items: 3.2, 3.3, 3.4, 3.5, 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, & 4.7); authorize the General Manager to sign the contract and related documents; authorize total expenditures of \$8,863,415 which includes a 10% contingency; and approve the associated budget amendments.		
e.	Approve Amendment 1 for additional design for NE Transmission Main, the construction administration and construction inspection services of TO1 projects (four water lines) in FY25 CIP Task Order Agreement with Black and Veatch; authorize the General Manager to sign related documents; authorize the total additional expenditures of \$1,240,977, which includes 10% contingency; and, approve the associated budget amendment.	SUA-26-02	Bill Millis
f.	Approve Amendment 2 for the construction administration and construction inspection services of TO2 projects (improvements at five water storage tanks, SCU improvements at the WTP, and reconstruction of two lift stations) in the FY25 CIP Task Order Agreement with Black and Veatch; authorize the General Manager to sign related documents; authorize the expenditures of \$1,821,000, which includes 10% contingency; and, approve the associated budget amendments.	SUA-26-03	Bill Millis

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. 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

6. Questions and Inquiries

7. Adjourn

On January 8, 2026 at 4:00 p.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 DECEMBER 11, 2025 AT 4:15 P.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
DECEMBER 15, 2025**

**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 6:17 p.m.

2. CONSENT DOCKET

- a. Approve December 1, 2025 regular meeting minutes.
- b. SUA approval of the purchase of 7 rear-load collection vehicles and 2 roll-offs from River City Hydraulics, Inc. in an amount not-to-exceed \$2,600,560.71 in connection with approved fleet Buy-Back Agreements; said purchase to be financed by Bank of Oklahoma, and authorizing, approving and ratifying the General Manager's signature in executing any documents necessary for the purchase.
- c. Approve Amendment 2 to Task Order 2 for construction administration and construction inspection services for the Solids Contact Unit, Water Tank Rehabilitation, and Quail Ridge and Woodland Trails Lift Station projects in the FY25 CIP Task Order Agreement with Black and Veatch and authorize the expenditures not to exceed \$1,821,000, which includes 10% contingency, and authorize the General Manager to sign related documents.
- d. Approve the purchase of the Petersen TL3 Base Loader from River City Hydraulics, Inc. in the amount of \$218,347; authorize expenditures up to \$240,182 (includes contingency); approve the attached budget amendment; and authorize the General Manager to sign any applicable documents.
- e. Award bid #13-2025 to Rudy Construction, for the purpose of pavement restorations following waterline repairs, with a not to exceed amount of \$750,000, and authorize the General Manager to sign related contract and documents.

Mayor Joyce stated that staff requested item c. be removed from the Consent Docket. This item will be brought back to the Trustees at a later date.

MOTION BY VICE CHAIR DZIALOWSKI, SECOND BY TRUSTEE CLARK TO APPROVE THE CONSENT DOCKET MINUS ITEM C.

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

- c. Approve Amendment 2 to Task Order 2 for construction administration and construction inspection services for the Solids Contact Unit, Water Tank Rehabilitation, and Quail Ridge and Woodland Trails Lift Station projects in the FY25 CIP Task Order Agreement with Black and Veatch and authorize the expenditures not to exceed \$1,821,000, which includes 10% contingency, and authorize the General Manager to sign related documents.

Staff requested item c. be removed from the Consent Docket. No action was taken on this item.

5. RESOLUTIONS

- a. Resolution No. CC-2025-33; SUA-2025-10: A resolution setting Water and Sewer Capacity Fees, And Water Tie On Fees in Accordance with the Stillwater Municipal Code.

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO ADOPT RESOLUTION NO. SUA-2025-10 AS PRESENTED.

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

Resolution No. CC-2025-34; SUA-2025-11: A resolution adopting the Revised Rate Structure for Water and Wastewater Utility Services; Providing for Subsequent Rate Increases; and Providing An Effective Date.

MOTION BY VICE CHAIR DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO ADOPT RESOLUTION NO. SUA-2025-11 AS PRESENTED.

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

6. QUESTIONS & INQUIRIES

None.

7. 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

8. ADJOURN

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HARDIN TO ADJOURN THE DECEMBER 15, 2025 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 15, 2025 regular meeting of the Stillwater Utilities Authority adjourned at 6:19 p.m.

WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY

TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY

DRAFT

Budget Amendment Request
 For Budget Year 2026

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

Office: 405.372.0025
 Web: stillwater.org

Date: 01/07/2026

Department: Finance

Requested by: Jared Thulin

Explanation:

Expenditures:
 Appropriate funds for pedestrian street lights at the intersections of Main and 7th, 8th, 9th, and 10th. Funding is from the Electric Rate Stabilization Fund.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
Downtown Stop Signs & Streetlights	9119011 - 54008	26TR14911	\$ 0	\$ 85,000	\$ 85,000
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:					
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 85,000

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: *[Signature]*

Date: 1/7/2026

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 2026

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

Office: 405.372.0025
 Web: stillwater.org

Date: 01/05/2026

Department: Finance

Requested by: Jared Thulin

Explanation: Revenue:
 Increase revenue projections to reflect loan proceeds on OWRB Loan No. FAP-26-0001-L.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Loan Proceeds	9359200 - 64001	\$ 0	\$ 105,299,578	\$ 105,299,578
	Loan Proceeds	9359300 - 64001	\$ 0	\$ 3,058,664	\$ 3,058,664
		-			\$ 0
		-			\$ 0
		-			\$ 0
Decrease:		-			\$ 0
		-			\$ 0
		-			\$ 0
		-			\$ 0
		-			\$ 0

Net Change: (will usually result in a total increase or decrease) \$ 108,358,242

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance:  _____

Date: 1/7/2026

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 2026

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

Office: 405.372.0025
 Web: stillwater.org

Date: 01/05/2026

Department: Finance

Requested by: Jared Thulin

Explanation: Expenditure:
 Appropriate funds related to debt issuance costs and debt service for the OWRB FAP loan for FY26. Funding is from the Wastewater Fund and the Financial Assistance Program Loan from OWRB.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
Interest Expense	9139315 - 55519		\$ 0	\$ 77,731	\$ 77,731
Debt Issuance Cost	9359300 - 55950		\$ 0	\$ 58,759	\$ 58,759
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:					
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 136,490

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance:  _____

Date: 1/7/2026

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 2026

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

Office: 405.372.0025
Web: stillwater.org

Date: 01/05/2026

Department: Finance

Requested by: Jared Thulin

Explanation:

Expenditure:
Appropriate funds related to debt issuance costs and debt service for the OWRB FAP loan for FY26. Funding is from the Water Fund and the Financial Assistance Program Loan from OWRB.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
Interest Expense	9129215 - 55519		\$ 0	\$ 2,746,726	\$ 2,746,726
Debt Issuance Cost	9359200 - 55950		\$ 0	\$ 2,022,749	\$ 2,022,749
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:					
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 4,769,475

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: *[Signature]*

Date: 1/7/2026

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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<p>Agenda Item:</p>	<p>2.d. SUA-26-01</p>
<p>Previous/Related Action:</p>	<ul style="list-style-type: none"> • CC 22-37; ARPA Funds • CC 24-54; Task Order Agreement with Black and Veatch for Engineering Services for FY25 Water and Sewer Capital Projects. • SUA-2025-5, CC-2025-21, SUA-2025-6 - authorizing a FAP loan from the Oklahoma Water Resources board (OWRB)
<p>Background/Issue:</p>	<p>The Stillwater Utilities Authority (SUA) operates nine active water storage tanks within its distribution system. Several of these tanks were constructed as early as 1955, with others built in subsequent years. Due to their age and as a result of significant internal and external corrosion, some of the tanks require rehabilitation.</p> <p>In addition, the exterior coatings on certain tanks contain elevated levels of heavy metals, including lead. These conditions necessitate abrasive blasting and recoating of both the exterior and interior tank surfaces, as well as associated piping systems, to ensure continued safe operation and regulatory compliance.</p>
<p>Proposal/Solution:</p>	<p>On September 23, 2024, the SUA Trustees authorized a Task Order Agreement with Black & Veatch to provide engineering services for the FY25 Water and Sewer Capital Program. A budget amendment was approved to appropriate funds from the Water Fund and ARPA funds for Task Orders 1, 2, 3, and 4, totaling \$5,072,846 which includes a 10 percent contingency.</p> <p>Under this Task Order Agreement, Black & Veatch evaluated and designed several projects, including the rehabilitation of four water storage tanks and the construction of a flow control vault at the Manning Ground Storage Tank.</p> <p>The Tanks Rehab project identified as Task Order No. 2, Volume I (Project No. 25WL03, SUA Bid No. 32-2025, OWRB Loan No. FAP 26-0001-L), was advertised for bids on November 15 and November 25, 2025. A mandatory pre-bid conference was held on December 3, 2025, with three prospective bidders in attendance. Due to uncertainty regarding the internal conditions of the</p>

Washington and Stallard Ground Storage Tanks, additive alternate bid items were included for complete replacement of the tank roofs, in addition to the base scope of structural repairs and recoating.

Bids were opened on December 17, 2025, with one bid received. A summary of the bid is provided below:

- Base Bid – Rehabilitation and structural repairs of the Perkins, Range, Washington, and Stallard Tanks, and construction of the Manning Flow Control Vault: \$7,486,000
- Alternate A – Complete replacement of the Washington Tank roof: \$750,000
- Alternate B – Complete replacement of the Stallard Tank roof: \$675,000

Black and Veatch and Staff reviewed and evaluated the bid package submitted by the sole bidder and recommend awarding the project to Crossland Heavy Contractors, Inc., with alternates A and B included. Adding Alternates A and B will increase the contract amount by \$552,930 due to removal of a portion of the base bid for repair of the Tanks Roofs.

Financial Source/Impact: The construction cost of \$8,853,119 which includes 10% contingency for Task Order No. 2 Volume 1, SUA Bid No. 32-2025 project will be funded from the FAP loan which contains sufficient funds.

Related Strategic Priority: #4 CONNECTED SPACES

Recommended Action/Motion: Staff recommend a motion to: Award SUA Bid No. 32-2025 (Project 25WL03 - FY2025 Water and WW Facilities Projects Task Order No. 2 – Volume I, improvements to five water storage tank facilities) to Crossland Heavy Contractors, Inc. in the amount of \$8,057,650 (which is the base bid plus add alternates A & B, and a deduction for the following tank rehabilitation work line items: 3.2, 3.3, 3.4, 3.5, 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, & 4.7); authorize the General Manager to sign the contract and related documents; authorize total expenditures of \$8,863,415 which includes a 10% contingency; and approve the associated budget amendments.

Prepared By: Bill Millis, Director of Engineering

Reviewed By: Bill Millis
Brady Moore

Teresa Kadavy

Submitted By:

Brady Moore, General Manager

Attachments

1. Attachment 1 Scope of Work TO1 Amendment 1 CPS NEPZ_12-15-25 (003)
2. Budget Amendment

Scope of Services

This document includes additional engineering services for Task Order (TO) 1 –Water Linear Projects for the FY 2025 Program.

Additional engineering services include:

- Design for a new parallel pipe associated with redundancy in the Northeast Pressure Zone (NE PZ) for inclusion with Subtask 2 NE Zone Transmission Main Replacement. The original design scope for Subtask 2 was replacement of the existing transmission main from the WTP to Burris Road. The new parallel pipe will extend from the Water Treatment Plant (WTP) to the Perkins Tower. Rehabilitation or replacement of the existing transmission main along portions of North Seadog Street and Burris Road where recent repairs were performed will be included in Subtask 2. Additional geotechnical services, survey, utility locates and land acquisition services are also included in Subtask 2.
- Revisions on Subtask 3 Airport Road/Airport Industrial Road and Wright Drive Water Line Replacement associated with additional design duration and modification of design to coordinate with the ongoing airport terminal project.
- Revisions on Subtask 4 Sangre Road Water Line Replacement associated with a new subdivision that was platted and constructed along the project corridor (Stonewall Ranch) and alignment changes requested during easement negotiations. Changes occurred during the final design phase after the 65% submittal and include additional survey and land acquisition services.
- Construction Phase Services (Subtask 2 NE Zone Transmission Main Replacement, Subtask 3 Airport Road/Airport Industrial Road and Wright Drive Water Line Replacement, and Subtask 4 Sangre Road Water Line Replacement)

The estimated level of effort for the services are based on additional 8 months for design and construction for an additional 18 months after completion of design for construction services. Post Correction services shall extend as required through the end of the construction correction period associated with each individual contract documents/construction project. This is anticipated to be 12 months after final completion of construction.

The Engineer shall provide Services as generally set forth in the master agreement except as modified and supplemented below:

Part 1 – Basic Services

A.1.0 Project Management.

- A. General project management services, documentation, coordination of investigation (survey, geotechnical investigation, and utility locates), and subcontractor coordination as generally outlined in the master agreement and as applicable.
- B. Meetings and Workshops.
 - 1. Meetings will be conducted virtually twice a month. One meeting will be between the Engineer program management team and the City management team. The second meeting will include any subconsultants as needed for design progression and appropriate City staff to further technical design. Meeting minutes will be provided within 7 days following the meeting. Meetings may be combined and coordinated with other program meetings.
 - 2. Engineer will coordinate as needed with City staff throughout the duration of the project (phone calls, emails, virtual meetings). Virtual meeting summaries will be provided post discussions for documentation purposes via email. Larger more complex meetings will utilize the project meeting minutes template.
 - 3. Workshops will be conducted at major deliverables in person and as identified below. Workshops may be combined with other project meetings pending overall program schedule.

A1.01 Preliminary Design Phase.

- A. Conceptual Evaluation. No changes.
- B. Preliminary Design (A1.01A, B, C, D, E, F, H, I, J, K, L, N of the Master Agreement).
 - 1. Modified preliminary evaluations and design for route, etc. associated with a new parallel NE PZ line (Subtask 2) including site visits and reviews of alternative routes.
 - 2. Preliminary evaluations and design for rehabilitation or replacement of the existing transmission main along portions of North Seadog Street and Burriss Road (Subtask 2) including site visits.
- C. Survey (A1.01G of the Master Agreement). Additional survey associated with a new parallel NE PZ line (Subtask 2), rehabilitation or replacement of the existing transmission line along portions of North Seadog Street and Burriss Road (Subtask 2), and improvements associated with the Stonewall Ranch subdivision adjacent to the Sangre Road right-of-way (Subtask 4).
- D. Geotechnical investigation. This service will include:
 - 1. The following additional borings and depths and associated material/laboratory testing shall be provided for the new parallel NE PZ line (Subtask 2).
 - a. 2 bores at 50 feet deep

- b. 11 bores at 30 feet deep
 - c. 3 bores and 20 feet deep
 - d. 3 bores at 15 feet deep
2. One (1) additional Geotech report associated the new parallel NE PZ line (Subtask 2).
- E. Utility Locates. Additional utility locates up to twelve (12) utility locates approximately 6 ft deep are anticipated for the new parallel NE PZ line and rehabilitation or replacement of the existing transmission line along portions of North Seadog Street and Burriss Road (Subtask 2).

A1.02 Final Design Phase.

- A. Additional detailed design effort associated with the new parallel NE PZ line (Subtask 2).
- B. Design effort associated with the rehabilitation or replacement of the existing transmission main along portions of North Seadog Street and Burriss Road (Subtask 2).
- C. Additional design effort associated with revisions to coordinate with the ongoing airport terminal project (Subtask 3).
- D. Additional detailed design effort associated with the revisions required on the Sangre Road Water Line Replacement (Subtask 4).
- E. Permits (A1.02B & H of the Master Agreement). No changes.
- F. Survey, legal descriptions and coordination for easement and right-of-way acquisition needs (A1.02I & K of the Master Agreement) – Right of way/property acquisition discussions are included for up to twelve (12) additional properties to obtain permanent and temporary construction easements for the new parallel NE PZ line (Subtask 2).

A1.03 Bidding.

- A. Additional effort required for the NE PZ line (Subtask 2) conformed documents.
- B. Additional bidding efforts associated with the new parallel NE PZ line (Subtask 2) as a separate bid from Subtasks 3 and 4.
- C. Up to three (3) additional addendums are anticipated for addressing bidding requirements.
- D. One (1) additional in person pre-bid meeting is anticipated.

A1.04 Construction and Post-Construction Phase.

- A. Construction services are anticipated for a duration of 18 months each for two bid packages (Subtask 2 and Subtask 3 & 4 combined). Schedules may overlap but are not anticipated to align.
- B. Resident Project Representative (RPR) (A1.04C. of the Master Agreement) – Owner will provide RPR services. Engineer will provide up to forty (40) hours of training and assistance to Owner RPRs (both bid packages cumulatively). Owner provided RPR will assist with confirming substantial completion and final acceptance of work as identified in section A1.04. W. and X.
- C. Field Instructions and Orders (A1.04D. of the Master Agreement) – Engineer will coordinate with Owner provided RPR regarding design consideration prior to RPR issuance of field orders.
- D. Project Meetings and Conferences (A1.04. F. of the Master Agreement) - Contractor shall be responsible for running monthly progress meetings and providing meeting minutes. Engineer will have at least one representative attend each progress meeting (up to 36 in person; both bid packages cumulatively).
- E. Visits to Site and Observation of Construction (A1.04. I. of the Master Agreement) – Site visits will be coordinated with progress meetings. A total of forty (55) site visits are assumed – thirty-six (36) progress meetings, two (2) substantial completion walk throughs, two (2) final inspections, and fifteen (15) additional visits (5 per subtask) for resolving concerns between progress meetings.
- F. Claims and Change Orders (A1.04. L. & M. of the Master Agreement) –
 - 1. Up to fifteen (15) work change directives are anticipated (both bid packages cumulatively).
 - 2. Up to ten (10) change orders are anticipated (both bid packages cumulatively).
- G. Shop Drawings, Samples, Submittals and other Data (A1.04. O. of the Master Agreement) - Up to sixty (60) submittals/resubmittals are anticipated (both bid packages cumulatively). Substitutions and “or-equal” reviews as identified in A1.04. Q. will be treated as a submittal review. Operation and Maintenance Manuals will be treated as a submittal review.
- H. Contractor Clarifications and Requests for Information (A1.04. P. of the Master Agreement) – Up to thirty (30) requests for information are anticipated (both bid packages cumulatively).
- I. Applications for Payment (A1.04. U. of the Master Agreement) – Up to thirty-six (36) pay applications are anticipated (both bid packages cumulatively). Owner provided RPR will assist in reviewing pay applications such as verifying work completed and quantities associated with unit price payment items.
- J. Post Construction Phase (A1.04. CC. of the Master Agreement) – Any additional post construction phase tasks or deliverables not specifically mentioned in the original agreement

are considered additional services and may be added upon request via amendment to this task order.

Part 2 – Additional Services

A2.01 Additional Services Requiring Owner’s Written Authorization

- A. If authorized in writing by Owner, Engineer will furnish or obtain from others Additional Services of the type listed below.
 - 1. Additional modeling, surveying, geotechnical or utility locates beyond what has been identified above.
 - 2. Post Construction Phase additional tasks or deliverables.
 - 3. Additional testing or RPR services not listed above.

Budget Amendment Request
 For Budget Year 2026

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

Office: 405.372.0025
 Web: stillwater.org

Date: 01/05/2026

Department: Water Resources

Requested by: Bill Millis

Explanation:

Expenditures:
 Appropriate funds for Tank Rehabilitation (SUA Bid No. 32-2025). Funding is from the Financial Assistance Program loan from OWRB.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
Tank Rehabilitation	9359216 - 54009	26WT03935	\$ 0	\$ 8,863,415	\$ 8,863,415
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:					
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 8,863,415

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance:  _____

Date: 1/7/2026

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--



<p>Agenda Item:</p>	<p>2.e. SUA-26-02</p>
<p>Previous/Related Action:</p>	<ul style="list-style-type: none"> • CC 22-37; ARPA Funds • CC 24-54; Task Order Agreement with Black and Veatch for Engineering Services for FY25 Water and Sewer Capital Projects. • SUA-2025-5, CC-2025-21, SUA-2025-6 - authorizing a FAP loan from the Oklahoma Water Resources board (OWRB)
<p>Background/Issue:</p>	<p>On September 23, 2024, SUA Trustees authorized a Task Order Agreement with Black and Veatch to provide engineering services for the FY25 Water and Sewer Capital Program. For this Program, a budget amendment was approved to appropriate funds for Task Orders 1, 2, 3 and 4 from the Water and ARPA Funds totaling \$5,072,846, for the initial three Task Orders and a 10% contingency.</p> <p>There are four projects in TO1: New 24” NE Transmission Main from the Water Treatment Plant to N. Perkins Tower, Rehabilitation of Existing Transmission main along Seadog and Burris Roads, Replacement of Airport Road and Sangre Road Waterlines. All four projects are funded through an OWRB Financial Assistance Program (FAP) loan. Due to complexity and scale of the projects, the construction administration and construction inspection services of all four Projects in TO1 require external expertise and resources.</p>
<p>Proposal/Solution:</p>	<p>Through Amendment 1, Black & Veatch will provide additional design service for NE Transmission Main and the construction administration services for the TO1 projects. The scope of work to be carried out by Black & Veatch includes, but is not limited to, the following:</p> <ol style="list-style-type: none"> 1. Additional Design, survey, geotechnical investigation and land acquisition service for NE Transmission Main and Existing Seadog Transmission Main 2. Construction Administration – monthly progress meetings, review of claims, change orders, submittals, RFIs, RFPs, and applications for payment. 3. Site Visits and Observation of construction

Financial Source/Impact:	The cost of Amendment 1 for all four projects including 10% contingency will be \$1,240,977 and will be funded from the FAP loan which contains sufficient funds.
Related Strategic Priority:	#4 CONNECTED SPACES
Recommended Action/Motion:	Staff recommend a motion to: Approve Amendment 1 for additional design for NE Transmission Main, the construction administration and construction inspection services of TO1 projects (four water lines) in FY25 CIP Task Order Agreement with Black and Veatch; authorize the General Manager to sign related documents; authorize the total additional expenditures of \$1,240,977, which includes 10% contingency; and, approve the budget amendment associated with Amendment 1.
Prepared By:	Bill Millis, Director of Engineering
Reviewed By:	Bill Millis Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. FY2025_TO-01 Amend 1 CPS & NEPZ _budget_1-02-26
2. Attachment 1 Scope of Work TO1 Amendment 1 CPS & NEPZ_Rev 1-02-2026
3. Budget Amendment

Staffing Summary										Hours	Labor	Subcontract Summary						Subcontracts	Travel Expenses	Field/Misc Expenses	Project Total	
Client Position	Program Manager	Project Manager	Project Assistant	Project Controls/Accounting/Billing	Project Controls/Accounting/Billing	Project Controls/Accounting/Billing	Project Controls/Accounting/Billing	Resident Project Representative	BIM/CAD Coordinator			Carollo	RJN	Encompass	WSB	Sidewinder	Terracon					
Discipline	PM&S - Project Management	PM&S - Project Management	PM&S - Project Admin Support	PM&S - Project Controls	PM&S - Project Accounting	PM&S - Project Billing	Subcontracts Office	Field Construction	Design & Data Collection													
Sub-Discipline	PM - PD/CD	PM - PM	Admin - Gen	PJC - General	Accounting - General	Billing - General	Subs Office - Proj Sub Mgt	Flid Supt - General	VDDS - Design Coord													
Additional Information																						
HOURS/COST TOTALS IN USD \$:	343	389	33	60	60	60	17	40	12	1,014		\$ 524,285	\$ 147,543	\$ 62,990	\$ 32,400	\$ 2,920	\$ 57,769	\$ 827,907				
BILLING RATE IN USD \$/MARKUP:	\$ 378.56	\$ 292.24	\$ 98.80	\$ 174.72	\$ 174.72	\$ 174.72	\$ 174.72	\$ 174.72	\$ 254.80			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%					
CONTRACT TOTALS IN USD \$:	\$ 129,846	\$ 113,681	\$ 3,260	\$ 10,483	\$ 10,483	\$ 10,483	\$ 2,970	\$ 6,989	\$ 3,058	\$ 291,254	\$ 524,285	\$ 147,543	\$ 62,990	\$ 32,400	\$ 2,920	\$ 57,769	\$ 827,907	\$ 9,000	\$ -	\$ 1,128,161		
Task	Description																					
Task 1	NE Zone Transmission																					
1/01	NEZ Project Management	15	25	11	20	20	20	4		115	\$ 25,253										\$ 25,253	
1/02	NEZ Preliminary Design											\$ 20,920										\$ 20,920
1/03	NEZ Geotechnical																\$ 57,769					\$ 57,769
1/04	NEZ Utility Locates																					\$ 35,320
1/05	NEZ Land Acquisition																\$ 62,990					\$ 62,990
1/06	NEZ Final Design & Bidding	27	39							66	\$ 21,618	\$ 189,520										\$ 211,138
1/07	NEZ General CPS	39	39						4	82	\$ 27,180	\$ 163,610										\$ 190,790
1/08	NEZ RPR Services								20	20	\$ 3,494											\$ 3,494
1/10	NEZ Site Visits	47	45							92	\$ 30,943											\$ 33,943
1/11	NEZ Post Construction Services	11	7							18	\$ 6,210											\$ 6,210
	Task 1 Subtotals	139	155	11	20	20	20	4	20	393	\$ 114,700	\$ 374,050	\$ 62,990	\$ 32,400	\$ 2,920	\$ 57,769	\$ 530,129	\$ 3,000			\$ 647,829	
Task 2	Airport/Wright																					
2/01	Airport Project Management	17	23	11	20	20	20	9		120	\$ 26,300											\$ 26,300
2/02	Airport Final Design & Bidding											\$ 56,650										\$ 56,650
2/03	Airport General CPS	47	53						4	104	\$ 34,300	\$ 90,893										\$ 125,194
2/04	Airport RPR Services								10	10	\$ 1,747											\$ 1,747
2/06	Airport Site Visits	28	36							64	\$ 21,120											\$ 24,120
2/07	Airport Post Construction Services	10	5							15	\$ 5,247											\$ 5,247
	Task 2 Subtotals	102	117	11	20	20	20	9	10	313	\$ 88,714	\$ 147,543										\$ 239,257
Task 3	Sangre																					
3/01	Sangre Project Management	17	23	11	20	20	20	4		115	\$ 25,426											\$ 25,426
3/02	Sangre Final Design & Bidding											\$ 49,690										\$ 49,690
3/03	Sangre General CPS	47	53						4	104	\$ 34,300	\$ 100,545										\$ 134,845
3/04	Sangre RPR Services								10	10	\$ 1,747											\$ 1,747
3/06	Sangre Site Visits	28	36							64	\$ 21,120											\$ 24,120
3/07	Sangre Post Construction Services	10	5							15	\$ 5,247											\$ 5,247
	Task 3 Subtotals	102	117	11	20	20	20	4	10	308	\$ 87,840	\$ 150,235										\$ 241,075

Scope of Services

This document includes additional engineering services for Task Order (TO) 1 –Water Linear Projects for the FY 2025 Program.

Additional engineering services include:

- Design for a new parallel pipe associated with redundancy in the Northeast Pressure Zone (NE PZ) for inclusion with Subtask 2 NE Zone Transmission Main Replacement. The original design scope for Subtask 2 was replacement of the existing transmission main from the WTP to Burris Road. The new parallel pipe will extend from the Water Treatment Plant (WTP) to the Perkins Tower. Rehabilitation or replacement of the existing transmission main along portions of North Seadog Street and Burris Road where recent repairs were performed will be included in Subtask 2. Additional geotechnical services, survey, utility locates and land acquisition services are also included in Subtask 2.
- Revisions on Subtask 3 Airport Road/Airport Industrial Road and Wright Drive Water Line Replacement associated with additional design duration and modification of design to coordinate with the ongoing airport terminal project.
- Revisions on Subtask 4 Sangre Road Water Line Replacement associated with a new subdivision that was platted and constructed along the project corridor (Stonewall Ranch) and alignment changes requested during easement negotiations. Changes occurred during the final design phase after the 65% submittal and include additional survey and land acquisition services.
- Construction Phase Services (Subtask 2 NE Zone Transmission Main Replacement, Subtask 3 Airport Road/Airport Industrial Road and Wright Drive Water Line Replacement, and Subtask 4 Sangre Road Water Line Replacement)

The estimated level of effort for the services are based on additional 8 months for design and construction for an additional 18 months after completion of design for construction services. Post Correction services shall extend as required through the end of the construction correction period associated with each individual contract documents/construction project. This is anticipated to be 12 months after final completion of construction.

The Engineer shall provide Services as generally set forth in the master agreement except as modified and supplemented below:

Part 1 – Basic Services

A.1.0 Project Management.

- A. General project management services, documentation, coordination of investigation (survey, geotechnical investigation, and utility locates), and subcontractor coordination as generally outlined in the master agreement and as applicable.
- B. Meetings and Workshops.
 - 1. Meetings will be conducted virtually twice a month. One meeting will be between the Engineer program management team and the City management team. The second meeting will include any subconsultants as needed for design progression and appropriate City staff to further technical design. Meeting minutes will be provided within 7 days following the meeting. Meetings may be combined and coordinated with other program meetings.
 - 2. Engineer will coordinate as needed with City staff throughout the duration of the project (phone calls, emails, virtual meetings). Virtual meeting summaries will be provided post discussions for documentation purposes via email. Larger more complex meetings will utilize the project meeting minutes template.
 - 3. Workshops will be conducted at major deliverables in person and as identified below. Workshops may be combined with other project meetings pending overall program schedule.

A1.01 Preliminary Design Phase.

- A. Conceptual Evaluation. No changes.
- B. Preliminary Design (A1.01A, B, C, D, E, F, H, I, J, K, L, N of the Master Agreement).
 - 1. Modified preliminary evaluations and design for route, etc. associated with a new parallel NE PZ line (Subtask 2) including site visits and reviews of alternative routes.
 - 2. Preliminary evaluations and design for rehabilitation or replacement of the existing transmission main along portions of North Seadog Street and Burriss Road (Subtask 2) including site visits.
- C. Survey (A1.01G of the Master Agreement). Additional survey associated with a new parallel NE PZ line (Subtask 2), rehabilitation or replacement of the existing transmission line along portions of North Seadog Street and Burriss Road (Subtask 2), and improvements associated with the Stonewall Ranch subdivision adjacent to the Sangre Road right-of-way (Subtask 4).
- D. Geotechnical investigation. This service will include:
 - 1. The following additional borings and depths and associated material/laboratory testing shall be provided for the new parallel NE PZ line (Subtask 2).
 - a. 2 bores at 50 feet deep

- b. 11 bores at 30 feet deep
 - c. 3 bores and 20 feet deep
 - d. 3 bores at 15 feet deep
2. One (1) additional Geotech report associated the new parallel NE PZ line (Subtask 2).
- E. Utility Locates. Additional utility locates up to twelve (12) utility locates approximately 6 ft deep are anticipated for the new parallel NE PZ line and rehabilitation or replacement of the existing transmission line along portions of North Seadog Street and Burriss Road (Subtask 2).

A1.02 Final Design Phase.

- A. Additional detailed design effort associated with the new parallel NE PZ line (Subtask 2).
- B. Design effort associated with the rehabilitation or replacement of the existing transmission main along portions of North Seadog Street and Burriss Road (Subtask 2).
- C. Additional design effort associated with revisions to coordinate with the ongoing airport terminal project (Subtask 3).
- D. Additional detailed design effort associated with the revisions required on the Sangre Road Water Line Replacement (Subtask 4).
- E. Permits (A1.02B & H of the Master Agreement). No changes.
- F. Survey, legal descriptions and coordination for easement and right-of-way acquisition needs (A1.02I & K of the Master Agreement) – Right of way/property acquisition discussions are included for up to twelve (12) additional properties to obtain permanent and temporary construction easements for the new parallel NE PZ line (Subtask 2).

A1.03 Bidding.

- A. Additional effort required for the NE PZ line (Subtask 2) conformed documents.
- B. Additional bidding efforts associated with the new parallel NE PZ line (Subtask 2) as a separate bid from Subtasks 3 and 4.
- C. Up to three (3) additional addendums are anticipated for addressing bidding requirements.
- D. One (1) additional in person pre-bid meeting is anticipated.

A1.04 Construction and Post-Construction Phase.

- A. Construction services are anticipated for a duration of 18 months each for two bid packages (Subtask 2 and Subtask 3 & 4 combined). Schedules may overlap but are not anticipated to align.
- B. Resident Project Representative (RPR) (A1.04C. of the Master Agreement) – Owner will provide RPR services. Engineer will provide up to forty (40) hours of training and assistance to Owner RPRs (both bid packages cumulatively). Owner provided RPR will assist with confirming substantial completion and final acceptance of work as identified in section A1.04. W. and X.
- C. Field Instructions and Orders (A1.04D. of the Master Agreement) – Engineer will coordinate with Owner provided RPR regarding design consideration prior to RPR issuance of field orders.
- D. Project Meetings and Conferences (A1.04. F. of the Master Agreement) - Contractor shall be responsible for running monthly progress meetings and providing meeting minutes. Engineer will have at least one representative attend each progress meeting (up to 36 virtual; both bid packages cumulatively).
- E. Visits to Site and Observation of Construction (A1.04. I. of the Master Agreement) – A total of thirty (30) site visits are assumed (10 per subtask) which include substantial completion walk throughs and additional visits for resolving concerns between progress meetings. Site visits will be coordinated with progress meetings where possible.
- F. Claims and Change Orders (A1.04. L. & M. of the Master Agreement) –
 - 1. Up to six (6) work change directives are anticipated (2 per subtask).
 - 2. Up to six (6) change orders are anticipated (2 per subtask).
- G. Shop Drawings, Samples, Submittals and other Data (A1.04. O. of the Master Agreement) - Up to sixty (60) submittals/resubmittals are anticipated (both bid packages cumulatively). Substitutions and “or-equal” reviews as identified in A1.04. Q. will be treated as a submittal review. Operation and Maintenance Manuals will be treated as a submittal review.
- H. Contractor Clarifications and Requests for Information (A1.04. P. of the Master Agreement) – Up to thirty (30) requests for information are anticipated (both bid packages cumulatively).
- I. Applications for Payment (A1.04. U. of the Master Agreement) – Up to thirty-six (36) pay applications are anticipated (both bid packages cumulatively). Owner provided RPR will assist in reviewing pay applications such as verifying work completed and quantities associated with unit price payment items.
- J. Post Construction Phase (A1.04. CC. of the Master Agreement) – Any additional post construction phase tasks or deliverables not specifically mentioned in the original agreement are considered additional services and may be added upon request via amendment to this task order.

Part 2 – Additional Services

A2.01 Additional Services Requiring Owner’s Written Authorization

- A. If authorized in writing by Owner, Engineer will furnish or obtain from others Additional Services of the type listed below.
 1. Additional modeling, surveying, geotechnical or utility locates beyond what has been identified above.
 2. Post Construction Phase additional tasks or deliverables.
 3. Additional testing or RPR services not listed above.

Budget Amendment Request
For Budget Year 2026

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

Office: 405.372.0025
Web: stillwater.org

Date: 01/07/2026

Department: Water Resources

Requested by: Bill Millis

Explanation:

Expenditures:

Appropriate funds for amendment #1 for additional design for NE Transmission main, the construction administration and inspection services of TO #1 projects in FY25 CIP Task Order Agreement with Black and Veatch. Funding is from the Financial Assistance Program loan from OWRB.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	CIP-Engin&Exec	9359216 - 54009	25WL03935	\$ 0	\$ 1,240,977
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 1,240,977

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance:  _____

Date: 1/7/2026

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--



<p>Agenda Item:</p>	<p>2.f. SUA-26-03</p>
<p>Previous/Related Action:</p>	<ul style="list-style-type: none"> • CC 22-37; ARPA Funds • CC 24-54; Task Order Agreement with Black and Veatch for Engineering Services for FY25 Water and Sewer Capital Projects. • SUA-2025-5, CC-2025-21, SUA-2025-6 - authorizing a FAP loan from the Oklahoma Water Resources board (OWRB)
<p>Background/Issue:</p>	<p>On September 23, 2024, SUA Trustees authorized a Task Order Agreement with Black and Veatch to provide engineering services for the FY25 Water and Sewer Capital Program. For this Program, a budget amendment was approved to appropriate funds for Task Orders 1, 2, 3 and 4 from the Water and ARPA Funds totaling \$5,072,846, for the initial three Task Orders and a 10% contingency.</p> <p>The projects which are included in TO2 are nearly ready for bid. Except SCUs (Solid Contact Units) at WTP, the rest of the projects in TO2 are funded through OWRB Financial Assistance Program (FAP) loans. The construction administration and construction inspection services of Projects in TO2 including Water Tanks Rehabilitations, SCUs and Quail Ridge and Woodland Trails Lift Stations require external expertise and resources.</p>
<p>Proposal/Solution:</p>	<p>Through Amendment 2, Black & Veatch will provide the construction administration services for the TO2 projects starting from the construction commencement date. One of the three projects (Tanks Rehab) in TO2 was advertised for Bid on November 15 and construction phase is expected to begin in early 2026.</p> <p>The scope of work to be carried out by Black & Veatch includes, but is not limited to, the following:</p> <ol style="list-style-type: none"> 1. Construction Administration – monthly progress meetings, review of claims, change orders, submittals, RFIs, RFPs, and applications for payment. 2. Resident Project Representative – Observing and monitoring contractors’ activities on site 3. Testing Services – Soil, concrete, welding, and materials

	<p>testing</p> <p>4. Specialty Inspections – Structural and tank specialty engineers performing site visits and inspections</p>
Financial Source/Impact:	<p>The cost of Amendment two for water projects is \$1,228,000, and for wastewater projects is \$593,000. The total amount of amendment 2 including 10% contingency will be \$1,821,000.</p> <p>The cost for Vol 1 and Vol 3 of Amendment two will be funded from the FAP loan.</p> <p>The cost for Vol 2 will be funded from the water fund only.</p>
Related Strategic Priority:	#4 CONNECTED SPACES
Recommended Action/Motion:	<p>Staff recommend a motion to:</p> <p>Approve Amendment 2 for the construction administration and construction inspection services of TO2 projects (improvements at five water storage tanks, SCU improvements at the WTP, and reconstruction of two lift stations) in the FY25 CIP Task Order Agreement with Black and Veatch; authorize the General Manager to sign related documents; authorize the expenditures of \$1,821,000, which includes 10% contingency; and, approve associated budget amendments.</p>
Prepared By:	Bill Millis, Director of Engineering
Reviewed By:	<p>Bill Millis</p> <p>Brady Moore</p> <p>Teresa Kadavy</p>
Submitted By:	Brady Moore, General Manager

Attachments

1. Attachment 1 Scope of Work TO2 Amendment 2 CPS_2025-10-23_Trackchanges
2. Budget_FY2025_T-02 Amend 2 CPS_2025-10-23
3. BA TO 2 Quail Ridge and Woodland Trails Lift 1-5-2026
4. BA TO 2 Tank Rehab and Solid Contact Units 1-5-2026

Scope of Services

This document includes additional engineering services for Task Order (TO) 2 –FY2025 Water & Wastewater Facilities Projects for the FY 2025 Program.

Additional engineering services include:

- Construction Phase Services for Subtask 1 - projects associated with the Water Facilities (Tank Rehabilitation, & SCU Replacement) and Subtask 2 - projects associated with Wastewater Facilities (Quail Ridge and Woodland Trails Lift Station replacements).

The estimated level of effort for the services are based on an additional 27 months after completion of design for construction services associated with Subtask 1 (~~water facilities~~[Volume I Tank Rehabilitation](#)). [15 months for Subtask 1 \(Volume II SCU Replacement\)](#), and 12 months ~~after completion of design~~ for construction services associated with Subtask 2 (lift stations). Post-Construction services shall extend as required through the end of the construction correction period associated with each individual contract documents/construction project. This is anticipated to be 12 months after final completion of construction.

The Engineer shall provide Services as generally set forth in the master agreement except as modified and supplemented below:

Part 1 – Basic Services

A.1.0 Project Management.

- A. General project management services, documentation, coordination of investigation (survey, geotechnical investigation, and utility locates), and subcontractor coordination as generally outlined in the master agreement and as applicable.
- B. Meetings and Workshops.
 1. Continuation of coordination meetings as needed for the duration of construction.

A1.01 Preliminary Design Phase. No changes.

A1.02 Final Design Phase.

- A. During the course of design, and as identified in the decision logs and meeting minutes documents, the following scope items were adjusted resulting in an overall reduced scope. Design service budget will be reallocated to the construction phase services as identified in section A1.04.

1. Structural site visit. Added site visit for structural inspection of the south and middle SCU located at the WTP. Design for repair of concrete identified was included in the Contract Documents.
2. Water tank Rehabilitation. Water tank rehabilitation and repair reduced from seven (7) to four (4) tanks.
3. Manning Tank pump station. Removal of the pump station located at the Manning Tank. NE pressure zone resiliency will be included in amendments to the TO-01 contract.
4. Geotechnical/SUE. Geotechnical bores and utility locates added to design for replacement of the Woodland Trails and Quail Ridge lift stations in place of the originally assumed rehabilitation of the lift stations.
5. Additional coordination with Oklahoma Natural Gas (ONG) at the Quail Ridge Lift Station.
- 4.6. Separation of Subtask 1 Volume I and Volume II into separate bid packages.

A1.03 Bidding. No Changes. Effort associated with an additional bid package from separating Subtask 1 Volume I and Volume II has been included in the design fee reallocation line item.

A1.04 Construction and Post-Construction Phase.

- A. Construction services are anticipated for a duration of 27 months, 15 months, and 12 months respectively for ~~two~~ three bid packages (Subtask 1 Vol I and Vol II and Subtask 2). Schedules may overlap but are not anticipated to align.
- B. Resident Project Representative (RPR) (A1.04 C. of the Master Agreement) – The Resident Project Representative (RPR) will observe the Contractor's work and perform the services as noted in Exhibit D (attached) and as modified below.
 1. The following hours of RPR services are anticipated for each bid package. Owner to provided space within their offices for RPR to coordinate during construction. No separate office will be provided.
 - i. Water Vol I: 1,728,632 hours (~ 32 days a week for 127 months and ~1 day a week for 15 months)
 - ii. Water Vol II: 480 hours (~ 1 day a week for 15 months)
 - iii. Wastewater: 800 hours (~2 days a week for 1 year)
- C. Field Instructions and Orders (A1.04. D. of the Master Agreement) – Engineer will coordinate with RPR regarding design consideration prior to RPR issuance of field orders.
- D. Selecting Independent Testing Laboratory (A1.04.E. of the Master Agreement) – Testing services provided for the following through a subcontract:
 1. Soil testing
 - i. Subtask 1 (Water Facilities Vol I):

1. Up to two standard proctor tests, Atterberg limits tests and sieve analysis.
2. Up to two trips for field density testing (nuclear gauge).

ii. Subtask 1 (Vol II):

1. One standard proctor test, Atterberg limits test and sieve analysis.
2. One trip for field density testing (nuclear gauge).

iii. Subtask 2 (Lift Stations):

1. Up to two standard proctor tests, Atterberg limits tests and sieve analysis.
2. Up to two trips for field density testing (nuclear gauge).

2. Concrete testing

- i. Subtask 1 (Water Facilities Vol I): Up to seven (7) separate trips with five compressive strength tests per trip.
- ii. Subtask 2 (Lift Stations): Up to two (2) separate trips with five compressive strength tests per trip.

3. Welding testing

- i. Subtask 1 (Water Facilities Vol I): Welding testing per special inspection requirements for up to six hours in one trip.
- ii. Subtask 2 (Lift Stations): none

4. RPR shall coordinate onsite materials testing services during construction with the Contractor. Copies of testing results will be forwarded to City, Contractor and Engineer for review and information.

E. Project Meetings and Conferences (A1.04.F. of the Master Agreement) - Contractor shall be responsible for running monthly progress meetings and providing meeting minutes. Engineer will have at least one representative attend each progress meeting (up to ~~39~~51 in person; both bid packages cumulatively). Progress meeting schedules among bid packages are assumed to be coordinated to minimize Engineer travel.

1. For the purposes of budgeting, an additional representative of the Engineer will make up to ~~10~~2 periodic visits to the construction site to observe progress of the work and consult with the Owner and Contractor concerning problems and progress of the work. These visits are intended to be combined with the regularly scheduled progress meetings. (6 for Subtask 1 Vol I, 2 for Subtask 1 Vol II, and 4 for Subtask 2)

- F. Visits to Site and Observation of Construction (A1.04.I. of the Master Agreement) – Site visits will be coordinated with progress meetings.
1. Four site visits, two each for the Washington and Stallard tank structural repairs ([Subtask 1 Volume I](#)) will be included. Structural engineers will coordinate visit with inspection of the tanks by the Tank Specialty Engineer to confirm observed conditions, recommended repairs and completion of repairs. Each trip is expected to take up to 3 days (including travel time).
- G. Claims and Change Orders (A1.04. L. & M. of the Master Agreement) –
1. Engineer will provide documentation and administer the process of change orders. Up to ~~15~~2 change orders/work change directives are anticipated for Subtask 1 [Volume I, 3 Subtask 1 Volume II](#), and 5 for Subtask 2.
 2. Engineer will assist the Owner or their designated representatives in evaluating cost and scheduling impacts of change orders and, where necessary, provide support for negotiations between the Contractor and Owner to obtain a fair price and schedule for the work.
- H. Shop Drawings, Samples, Submittals and other Data (A1.04.O. of the Master Agreement) - Up to ~~154~~0 submittals/resubmittals are anticipated for Subtask 1 [Volume I, 85 for Subtask 1 Volume II](#) and 125 for Subtask 2. Substitutions and “or-equal” reviews as identified in A1.04. Q. will be treated as a submittal review. Operation and Maintenance Manuals will be treated as a submittal review.
- I. Contractor Clarifications and Requests for Information (A1.04.P. of the Master Agreement) – Up to ~~25-20~~ requests for information are anticipated for Subtask 1 [Volume I, 5 for Subtask 1 Volume II](#), and 20 for Subtask 2.
- J. Applications for Payment (A1.04.U. of the Master Agreement) – Up to twenty-seven (27) pay applications are anticipated for Subtask 1 [Volume I, fifteen \(15\) for Subtask 1 Volume II](#), and twelve (12) for Subtask 2. RPR will assist in reviewing pay applications such as verifying work completed and quantities associated with unit price payment items.
- K. Post Construction Phase (A1.04.CC. of the Master Agreement) – Any additional post-construction phase tasks or deliverables not specifically mentioned in the original agreement are considered additional services and may be added upon request via amendment to this task order.

Part 2 – Additional Services

A2.01 Additional Services Requiring Owner’s Written Authorization

- A. If authorized in writing by Owner, Engineer will furnish or obtain from others Additional Services of the type listed below.
1. Additional modeling, surveying, geotechnical or utility locates beyond what has been identified above.
 2. Post Construction Phase additional tasks or deliverables.
 3. Additional testing or RPR services not listed above.

	Client Position	Project Manager	Deputy Project Manager	Project Assistant	Project Controls/Accountant/Biller	Project Controls/Accountant/Biller	Project Controls/Accountant/Biller	Deputy Project Manager	Project Controls/Accountant/Biller	Engineering Manager	Design Engineer	Resident Project Representative	Technical Expert/Advisor	Design Engineer	I&C/Electrical/Mechanical/Structural	Project Engineer
	Discipline	PM&S - Project Management	PM&S - Project Management	PM&S - Project Admin Support	PM&S - Project Controls	PM&S - Project Accounting	PM&S - Project Billing	PM&S - Project Management	Subcontracts Office	Design/Engineering Management	EDS - Civil	Construction Field Superintendents	EDS - Civil	EDS - Civil	Structural/Architectural	EDS - Structural/Architectural
	Sub-Discipline	PM - PD/CD	PM - PM	Admin - Gen	PJC - General	Accounting - General	Billing - General	PM - PM	Subs Office - Proj Sub Mgt	Water/Wastewater	Civil - Treatment Facilities	Fld Supt - General	Civil - Geotechnical	Civil - Geotechnical	Struct/Arch - Structural	Struct/Arch - Structural
	Additional Information															
	HOURS\COST TOTALS IN USD \$:	257	373	75	48	48	48	192	12	952	1,229	2,912	71	80	96	258
	BILLING RATE IN USD \$\MARKUP:	\$ 379.00	\$ 293.00	\$ 99.00	\$ 175.00	\$ 175.00	\$ 175.00	\$ 293.00	\$ 175.00	\$ 240.00	\$ 150.00	\$ 175.00	\$ 331.00	\$ 150.00	\$ 281.00	\$ 177.00
	CONTRACT TOTALS IN USD \$:	\$ 97,403	\$ 109,289	\$ 7,425	\$ 8,400	\$ 8,400	\$ 8,400	\$ 56,256	\$ 2,100	\$ 228,480	\$ 184,350	\$ 509,600	\$ 23,501	\$ 12,000	\$ 26,976	\$ 45,666
Task	Description															
Task 1	Water Construction Phase Services Vol I															
1/01	Water Vol I Project Management	28	33		29	29	29	11							46	74
1/02	Water Vol I General CPS	28	29	32				55		212	362	21	21			
1/03	Water Vol I RPR Services											1,632				
1/04	Water Vol I Testing Services							6								
1/05	Water Vol I Site Visits	63	110					25		143	80					101
1/06	Water Vol I Post Construction Services	7	22							27	18					
	Task 1 Subtotals	126	194	32	29	29	29	91	6	382	460	1,632	21	21	46	175
Task 2	Water Construction Phase Services Vol II															
2/01	Water Vol II Project Management	7	7		6	6	6									
2/02	Water Vol II General CPS	16	16	11				25		125	231	8	17	13	25	
2/03	Water Vol II RPR Services											480				
2/04	Water Vol II Testing Services															
2/05	Water Vol II Site Visits	39	43					15		39	17					
2/06	Water Vol II Post Construction Services	5	11							23	15					
	Task 2 Subtotals	67	77	11	6	6	6	40		187	263	480	8	17	13	25
Task 3	WW Construction Phase Services															
3/01	WW Project Management	13	17		13	13	13	11								
3/02	WW Design															
3/03	WW General CPS	13	13	32				25		289	454	42	42	37	58	
3/04	WW RPR Services											800				
3/05	WW Testing Services							6								
3/06	WW Site Visits	33	61					25		67	33					
3/07	WW Post Construction Services	5	11							27	19					
	Task 3 Subtotals	64	102	32	13	13	13	61	6	383	506	800	42	42	37	58
Task 4	Design Services Fee Reallocation															
4/01	Water Reallocation															
	Task 4 Subtotals															

		Summary														
Client Position	Project Engineer	Senior I&C/Electrical/Mechanical/Structural	Project Engineer	Technical Expert/Advisor	Senior I&C/Electrical/Mechanical/Structural	Project Engineer	Senior I&C/Electrical/Mechanical/Structural	Design Engineer	BIM/CAD Coordinator	Sr. BIM/CAD Technician	Sr. BIM/CAD Technician	Sr. BIM/CAD Technician	Sr. BIM/CAD Technician	Sr. BIM/CAD Technician	Deputy Project Manager	
Discipline	EDS - Structural/Architectural	EDS - Mechanical	EDS - Mechanical	EDS - Mechanical	EDS - Electrical	EDS - Electrical	Instrumentation & Controls	Instrumentation & Controls	EDS - Virtual Design & Data Solutions	EDS - Virtual Design & Data Solutions	EDS - Virtual Design & Data Solutions	EDS - Virtual Design & Data Solutions	EDS - Virtual Design & Data Solutions	EDS - Virtual Design & Data Solutions	PM&S - Project Management	
Sub-Discipline	Struct/Arch - Structural	Mech - Buildings - HVAC	Mech - Buildings - Plumb	Mech - Sys - Equip	Elec - Low/Medium Voltage	Elec - Low/Medium Voltage	Instrumentation, Controls and	Instrumentation, Controls and	VDDS - Design Coord	VDDS - Civil Infra	VDDS - Structural	VDDS - Mech Pipe	VDDS - I&C	VDDS - Electrical	PM - PM	
Additional Information																
HOURS\COST TOTALS IN USD \$:	82	58	58	4	46	386	36	277	26	114	46	43	24	22	(1,026)	
BILLING RATE IN USD \$\MARKUP:	\$ 177.00	\$ 281.00	\$ 177.00	\$ 331.00	\$ 281.00	\$ 177.00	\$ 281.00	\$ 150.00	\$ 255.00	\$ 146.00	\$ 146.00	\$ 146.00	\$ 146.00	\$ 146.00	\$ 293.00	
CONTRACT TOTALS IN USD \$:	\$ 14,514	\$ 16,298	\$ 10,266	\$ 1,324	\$ 12,926	\$ 68,322	\$ 10,116	\$ 41,550	\$ 6,630	\$ 16,644	\$ 6,716	\$ 6,278	\$ 3,504	\$ 3,212	\$ (300,618)	
Task	Description															
Task 1	Water Construction Phase Services Vol I															
1/01	Water Vol I Project Management															
1/02	Water Vol I General CPS	48	51	51		25	196	16	90							
1/03	Water Vol I RPR Services															
1/04	Water Vol I Testing Services															
1/05	Water Vol I Site Visits						28		26							
1/06	Water Vol I Post Construction Services		7	7		3	19	2	10	13	53	39	25	5	7	
	Task 1 Subtotals	48	58	58		28	243	18	126	13	53	39	25	5	7	
Task 2	Water Construction Phase Services Vol II															
2/01	Water Vol II Project Management															
2/02	Water Vol II General CPS					13	34	8	51							
2/03	Water Vol II RPR Services															
2/04	Water Vol II Testing Services															
2/05	Water Vol II Site Visits															
2/06	Water Vol II Post Construction Services									8	21	5	5	11	11	
	Task 2 Subtotals					13	34	8	51	8	21	5	5	11	11	
Task 3	WW Construction Phase Services															
3/01	WW Project Management															
3/02	WW Design															
3/03	WW General CPS	34				4	4	54	8	44						
3/04	WW RPR Services															
3/05	WW Testing Services															
3/06	WW Site Visits						50		50							
3/07	WW Post Construction Services					1	5	2	6	5	40	2	13	8	4	
	Task 3 Subtotals	34				4	5	109	10	100	5	40	2	13	8	
Task 4	Design Services Fee Reallocation															
4/01	Water Reallocation															
	Task 4 Subtotals														-1,026	

		Hours	Labor	Subcontract Summary		Subcontracts	Travel Expenses	Field/Misc Expenses	Project Total
Client Position				Terracon	SRB				
Discipline									
Sub-Discipline									
Additional Information									
HOURS\COST TOTALS IN USD \$:		6,847		\$ 39,480	\$ 15,025	\$ 54,505			
BILLING RATE IN USD \$\MARKUP:				0.00%	0.00%				
CONTRACT TOTALS IN USD \$:			\$ 1,245,928	\$ 39,480	\$ 15,025	\$ 54,505	\$ 54,200	\$ -	\$ 1,354,633
Task	Description								
Task 1	Water Construction Phase Services Vol I								
1/.01	Water Vol I Project Management	159	\$ 38,729						\$ 38,729
1/.02	Water Vol I General CPS	1,357	\$ 271,264						\$ 271,264
1/.03	Water Vol I RPR Services	1,632	\$ 285,600				\$ 4,600		\$ 290,200
1/.04	Water Vol I Testing Services	6	\$ 1,050	\$ 19,915		\$ 19,915			\$ 20,965
1/.05	Water Vol I Site Visits	576	\$ 136,485				\$ 22,500		\$ 158,985
1/.06	Water Vol I Post Construction Services	264	\$ 49,902				\$ 1,000		\$ 50,902
	Task 1 Subtotals	3,994	\$ 783,030	\$ 19,915		\$ 19,915	\$ 28,100		\$ 831,045
Task 2	Water Construction Phase Services Vol II								
2/.01	Water Vol II Project Management	32	\$ 7,854						\$ 7,854
2/.02	Water Vol II General CPS	593	\$ 116,661						\$ 116,661
2/.03	Water Vol II RPR Services	480	\$ 84,000				\$ 3,500		\$ 87,500
2/.04	Water Vol II Testing Services			\$ 2,145		\$ 2,145			\$ 2,145
2/.05	Water Vol II Site Visits	153	\$ 43,685				\$ 4,000		\$ 47,685
2/.06	Water Vol II Post Construction Services	115	\$ 22,666				\$ 1,000		\$ 23,666
	Task 2 Subtotals	1,373	\$ 274,866	\$ 2,145		\$ 2,145	\$ 8,500		\$ 285,511
Task 3	WW Construction Phase Services								
3/.01	WW Project Management	80	\$ 19,956						\$ 19,956
3/.02	WW Design				\$ 15,025	\$ 15,025			\$ 15,025
3/.03	WW General CPS	1,153	\$ 224,426						\$ 224,426
3/.04	WW RPR Services	800	\$ 140,000	\$ 17,420		\$ 17,420	\$ 2,300		\$ 159,720
3/.05	WW Testing Services	6	\$ 1,050						\$ 1,050
3/.06	WW Site Visits	319	\$ 75,085				\$ 14,300		\$ 89,385
3/.07	WW Post Construction Services	148	\$ 28,133				\$ 1,000		\$ 29,133
	Task 3 Subtotals	2,506	\$ 488,650	\$ 17,420	\$ 15,025	\$ 32,445	\$ 17,600		\$ 538,695
Task 4	Design Services Fee Reallocation								
4/.01	Water Reallocation	-1,026	\$ (300,618)						\$ (300,618)
	Task 4 Subtotals	-1,026	\$ (300,618)						\$ (300,618)

Budget Amendment Request
 For Budget Year 2026

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

Office: 405.372.0025
 Web: stillwater.org

Date: 01/05/2026

Department: Water Resources

Requested by: Bill Millis

Explanation: Expenditures:
 Appropriate funds for Task Order #2 with Black and Veatch for construction administration services related to Vol 3 (Quail Ridge and Woodland Trails Lift Stations). Funding is from the Financial Assistance Program loan from OWRB.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Quail Ridge & Woodland Trails Lift	9359317 - 54009	26SL01935	\$ 0	\$ 593,000
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 593,000

Reviewed by Department Manager: [Signature]

Date: 2026 Jan 06

Reviewed by Finance: [Signature]

Date: 1/5/2026

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 2026

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

Office: 405.372.0025
Web: stillwater.org

Date: 01/05/2026

Department: Water Resources

Requested by: Bill Millis

Explanation:

Expenditures:
Appropriate funds for Task Order #2 with Black and Veatch for construction administration services related to Vol 1 (Tank Rehabilitation) and Vol 2 (Solid Contact Units) including contingency. Funding is from the Financial Assistance Program loan from OWRB and the Water Fund.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
Tank Rehabilitation	9359216 - 54009	26WT03935	\$ 0	\$ 914,000	\$ 914,000
Solid Contact Units	9129216 - 54009	26WT04912	\$ 0	\$ 314,000	\$ 314,000
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:					
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 1,228,000

Reviewed by Department Manager:

Date: 2026 Jan 06

Reviewed by Finance:

Date: 1/5/2026

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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