

AGENDA
SHAWNEE MUNICIPAL AUTHORITY
September 4, 2012 AT 6:30 P.M.
COMMISSION CHAMBERS AT CITY HALL
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

1. Consider approval of Consent Agenda:

a. Minutes from the August 20, 2012 meeting.

RECESS

RECONVENE

b. Authorize staff to solicit bids for a THM Analyzer to be used in the lab at the water plant.

c. Authorize staff to solicit bids for replacement of screw pump #3 at the Northside Wastewater Treatment Plant.

d. Approve agreement between Pottawatomie County Development Authority (PCDA) and Shawnee Municipal Authority (SMA) to provide immediate and emergency personnel for the maintenance and operation of its water system.

2. Consider Bids:

a. Midland Water Line Replacement (Open)

b. Water Treatment Plant Sludge Removal (Award)

c. Removal and Replacement of the Enclosed Fishing Dock and Walkways on Shawnee Twin Lake #1 (Award)

3. New Business

(Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)

4. Administrative Reports

5. Adjournment

Respectfully submitted

Phyllis Loftis, CMC, Authority Secretary

Shawnee Municipal Authority

1. a.

Meeting Date: 09/04/2012

Minutes 8-20-12

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Minutes from the August 20, 2012 meeting.

RECESS

RECONVENE

Attachments

Minutes 8-20-12

THE TRUSTEES OF THE SHAWNEE MUNICIPAL AUTHORITY OF THE CITY OF SHAWNEE, COUNTY OF POTTAWATOMIE, STATE OF OKLAHOMA, MET IN REGULAR SCHEDULED SESSION IN THE COMMISSION CHAMBERS AT CITY HALL, 9TH AND BROADWAY, SHAWNEE, OKLAHOMA, MONDAY, AUGUST 20, 2012, FOLLOWING THE BOARD OF CITY COMMISSIONERS MEETING AT 6:30 P.M., PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW. UPON ROLL CALL, A QUORUM WAS DECLARED WITH THE FOLLOWING MEMBERS IN ATTENDANCE:

PRESENT: Stephens, Sims, Harrod, Peterson, Collier, Winterringer, Smith

ABSENT: None

Call to Order

Declaration of a Quorum

AGENDA ITEM NO. 1: Consider approval of Consent Agenda

- a. Minutes from the August 6, 2012 meeting.
- b. Authorize staff to purchase Backhoe/Loader from the state contract price.

A motion was made by Trustee Sims, seconded by Trustee Winterringer, to approve the Consent Agenda. Motion carried 5-0-2.

AYE: Sims, Winterringer, Smith, Harrod, Collier

NAY: None

ABSTAIN: Stephens, Peterson

AGENDA ITEM NO. 2: Consider Bids:

a. Water Treatment Plant Sludge Removal (Open)	
<u>BIDDER</u>	<u>AMOUNT</u>
Terra Renewal Services, Inc. Richardson, TX	\$126,960.16
Nutri-Ject Systems Hudson, IA	\$377,468.64

Sludge Technology, Inc. Muskogee, OK	\$299,000.00
Synagro-WWT, Inc. Baltimore, MD	\$227,000.00
Nebo Residuals Services, Inc. Perryville, AR	\$195,000.00

Utility Director Jim Bierd read the bids into the record and requested that the bid award be deferred to the next meeting to allow staff to review and check references.

A motion was made by Trustee Harrod, seconded by Trustee Sims, to defer the bid award to the September 4, 2012 City Commission meeting. Motion carried 7-0.

AYE: Harrod, Sims, Peterson, Collier, Winterringer, Smith, Stephens
NAY: None

b. Removal and Replacement of the Enclosed Fishing Dock and Walkways on Shawnee Twin Lake #1 (Open)

<u>BIDDER</u>	<u>AMOUNT</u>
Recon Services, Inc. McAlester, OK	\$177,482.00 \$5,947.00 Additional Alternate

Director of Operations James Bryce read the bids into the record and noted that the alternate bid was for heaters in the fishing dock. He requested that the bid award be deferred to the next meeting to allow staff to review and check references.

A motion was made by Trustee Sims, seconded by Trustee Smith, to defer the bid award to the September 4, 2012 City Commission meeting. Motion carried 7-0.

AYE: Sims, Smith, Stephens, Harrod, Peterson, Collier, Winterringer
NAY: None

AGENDA ITEM NO. 3:

New Business (Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)

There was no new business.

AGENDA ITEM NO. 4:

Administrative Reports

Utility Director Jim Bierd spoke regarding the recent decision to return to Level One water rationing (from Level Two). He stated that the cooler temperatures and rain have helped lower usage.

Mr. Bierd also spoke about the confusion regarding the number of gallons of treated water versus the number of gallons that can be pumped. He stated that the water plant has the capacity to pump more gallons than can be treated.

AGENDA ITEM NO. 5:

Adjournment

A motion was made by Trustee Sims, seconded by Trustee Collier, to adjourn the Shawnee Municipal Authority. Motion carried 7-0. (6:59 p.m)

AYE: Sims, Collier, Winterringer, Smith, Stephens, Harrod, Peterson

NAY: None

ATTEST:

LINDA PETERSON
CHAIRMAN

(SEAL)

PHYLLIS LOFTIS, CMC
SECRETARY

Shawnee Municipal Authority

1. b.

Meeting Date: 09/04/2012

Authorize bids THM Analyzer

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Authorize staff to solicit bids for a THM Analyzer to be used in the lab at the water plant.

Attachments

THM Analyzer Memo

Jim Bierd
Director

Administrative Assistant
Phone: 405-273-1960
Fax: 405-878-1550



Randy Brock
Operations Manager
405-878-1723

Greg Price
Special Projects Manager
405-878-1662

111 S. Kickapoo, Shawnee, OK 74801

MEMORANDUM

To: City Commission
From: Jim Bierd, Utility Director
CC: Brian McDougal, City Manager
Cindy Sementelli, Finance Director
Date: August 29, 2012
Re: THM Analyzer

Staff asks permission to solicit bids for a THM Analyzer to be used in the lab at the water plant. This equipment is needed to help with the upcoming Phase II Disinfection by-product rule.

Budgeted Amount is \$38,000

Shawnee Municipal Authority

1. c.

Meeting Date: 09/04/2012

Authorize bids replacement screw pump #3

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Authorize staff to solicit bids for replacement of screw pump #3 at the Northside Wastewater Treatment Plant.

Attachments

Screw Pump #3 Memo

Jim Bierd
Director

Administrative Assistant
Phone: 405-273-1960
Fax: 405-878-1550



111 S. Kickapoo, Shawnee, OK 74801

Randy Brock
Operations Manager
405-878-1723

Greg Price
Special Projects Manager
405-878-1662

MEMORANDUM

To: City Commission
From: Jim Bierd, Utility Director
CC: Brian McDougal, City Manager
Cindy Sementelli, Finance Director
Date: August 29, 2012
Re: THM Analyzer

Staff asks permission to solicit bids for the replacement of screw pump #3 at the Northside Wastewater Treatment Plant. This is the last of 3 sets of screw pumps being refurbished/replaced at the plant.

Budgeted Amount is \$200,000.

Shawnee Municipal Authority

1. d.

Meeting Date: 09/04/2012

Agreement PCDA and SMA

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Approve agreement between Pottawatomie County Development Authority (PCDA) and Shawnee Municipal Authority (SMA) to provide immediate and emergency personnel for the maintenance and operation of its water system.

Attachments

Agreement PCDA and SMA

AGREEMENT BETWEEN POTTAWATOMIE COUNTY
DEVELOPMENT AUTHORITY AND
SHAWNEE MUNICIPAL AUTHORITY
FOR PERSONNEL SERVICES

This Agreement is entered into this 29th day of August, 2012, between the Pottawatomie County Development Authority ("PCDA") and the Shawnee Municipal Authority ("SMA").

1. PCDA has an immediate and emergency need for personnel for the maintenance and operation of its water system, including office personnel.
2. SMA has employees experienced in maintenance and operation of water systems, as well as individuals trained to administer information technology, billing, collection, accounting and other functions of administration.
3. SMA agrees to provide skilled employees as necessary for the efficient operation of PCDA.
4. SMA will provide workers' compensation insurance for the employees it provides, and will bond any employees who handle the funds of PCDA.
5. PCDA agrees to reimburse SMA the actual base wage of the employees so provided. SMA will submit an itemized invoice for services rendered every two weeks, and PCDA will make reimbursement within 15 days.
6. This Agreement will remain in effect until terminated by either party. SMA will provide at least 30 days notice of its intention to terminate.

7. The parties agree to indemnify and hold harmless one another for the acts or omissions of its own employees.

SHAWNEE MUNICIPAL AUTHORITY

ATTEST:

Phyllis Loftis, Secretary

By _____
Brian McDougal, General Manager

POTTAWATOMIE COUNTY
DEVELOPMENT AUTHORITY

ATTEST:

Secretary

By  _____
Joe Taron, Chairman

Shawnee Municipal Authority

2.

Meeting Date: 09/04/2012

Consider Bids

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Consider Bids:

Shawnee Municipal Authority

2. a.

Meeting Date: 09/04/2012

Open Midland Water Line Replacement

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Midland Water Line Replacement (Open)

Attachments

Notice to Bidders

Bidder's List

NOTICE TO BIDDERS

Sealed bids will be received by the Shawnee Municipal Authority, 9th & Broadway, P. O. Box 1448, Shawnee, Oklahoma 74802-1448, until 4:00 p.m., August 20, 2012 for:

WATER TREATMENT PLANT SLUDGE REMOVAL - The Shawnee Municipal Authority will be accepting sealed Bids from qualified contractors to furnish all labor and equipment necessary for the removal, transportation and proper disposal of approximately 4,000,000* gallons of municipal water treatment plant sludge (north lagoon), from its Water Plant located at 801 S. Kickapoo, Shawnee, OK.

*Quantity to be determined by contractor, but in any case all sludge will be removed for the bid price.

Contract Documents may be obtained at:

Office of the Utility Director
111 S. Kickapoo
Shawnee, OK 74801

Each bid shall be filed in a sealed envelope. On the front of each envelope shall be written the following words to the left of the address:

WATER TREATMENT SLUDGE REMOVAL
Project No. SMA-13-01
August 20, 2012

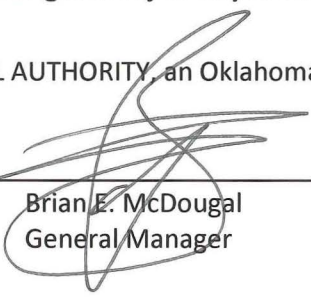
The ORIGINAL bid shall be filed with the Trust Secretary of the Shawnee Municipal Authority, together with a sworn non-collusion affidavit in writing that the bidder has not entered into any agreement, expressed or implied, with any other bidder, or bidders, for the purpose of limiting the bid, or bidders or parcel out to any bidder, or bidders or any other persons, any part of the contract or subject matter of the bid.

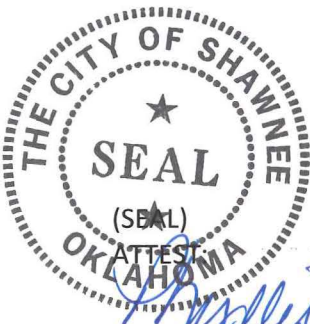
Bids will be opened and considered by the Shawnee Municipal Authority Board of Trustees at a Public Meeting in the City Hall Commission Chambers, Shawnee, Oklahoma, at 6:30 p.m. August 20, 2012.

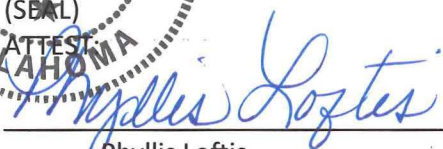
The Shawnee Municipal Authority reserves the right to reject any or all bids.

SHAWNEE MUNICIPAL AUTHORITY, an Oklahoma Public Trust

By: _____


Brian E. McDougal
General Manager




Phyllis Loftis
Trust Secretary

BIDDER'S LIST FOR

Midland Water Line Replacement

DATE TO BE OPENED: September 4, 2012

Business Name: Jordan Contractors

Contact: Jimmy Jordan

Address: 123 S. Broadway

Tecumseh, Oklahoma 74873

Telephone: 405-598-2169

E-Mail: _____

Business Name: Tri Star Utilities

Contact: _____

Address: 2109 West Maple Street

Independence, Kansas 67301

Telephone: (620) 331-7159

E-Mail: _____

Business Name: Wee Construction

Contact: _____

Address: P.O. BOX HWY 24 WEST 263

Washington, Oklahoma 73093

Telephone: (405) 288-6162

E-Mail: _____

Business Name: Holland Backhoe

Contact: _____

Address: 21400 NE 63rd Street

Harrah, Oklahoma 73045-8914

Telephone: (405) 454-0482

E-Mail: _____

Shawnee Municipal Authority

2. b.

Meeting Date: 09/04/2012

Award Sludge Removal

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Water Treatment Plant Sludge Removal (Award)

Attachments

Sludge Removal Award Memo

Notice to Bidders

Bidders List

Jim Bied
Director

Administrative Assistant
Phone: 405-273-1960
Fax: 405-878-1550



111 S. Kickapoo, Shawnee, OK 74801

Randy Brock
Operations Manager
405-878-1723

Greg Price
Special Projects Manager
405-878-1662

MEMORANDUM

To: City Commission
From: Jim Bied, Utility Director
CC: Brian McDougal, City Manager
Date: August 29, 2012
Re: Water Plant Sludge Pond Cleaning

Staff recommends awarding the Water Plant Sludge Pond Cleaning project to Terra Renewal from Richardson Texas in the amount of \$126,960.16

Budgeted amount is \$200,000

NOTICE TO BIDDERS

Sealed bids will be received by the Shawnee Municipal Authority, 9th & Broadway, P. O. Box 1448, Shawnee, Oklahoma 74802-1448, until 4:00 p.m., August 20, 2012 for:

WATER TREATMENT PLANT SLUDGE REMOVAL - The Shawnee Municipal Authority will be accepting sealed Bids from qualified contractors to furnish all labor and equipment necessary for the removal, transportation and proper disposal of approximately 4,000,000* gallons of municipal water treatment plant sludge (north lagoon), from its Water Plant located at 801 S. Kickapoo, Shawnee, OK.

*Quantity to be determined by contractor, but in any case all sludge will be removed for the bid price.

Contract Documents may be obtained at:

Office of the Utility Director
111 S. Kickapoo
Shawnee, OK 74801

Each bid shall be filed in a sealed envelope. On the front of each envelope shall be written the following words to the left of the address:

WATER TREATMENT SLUDGE REMOVAL
Project No. SMA-13-01
August 20, 2012

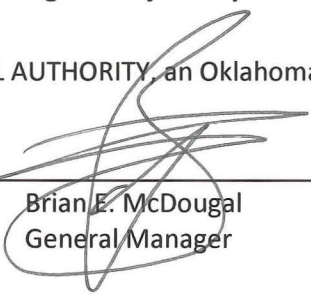
The ORIGINAL bid shall be filed with the Trust Secretary of the Shawnee Municipal Authority, together with a sworn non-collusion affidavit in writing that the bidder has not entered into any agreement, expressed or implied, with any other bidder, or bidders, for the purpose of limiting the bid, or bidders or parcel out to any bidder, or bidders or any other persons, any part of the contract or subject matter of the bid.

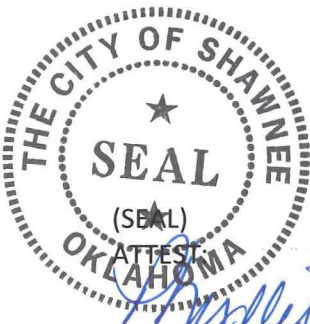
Bids will be opened and considered by the Shawnee Municipal Authority Board of Trustees at a Public Meeting in the City Hall Commission Chambers, Shawnee, Oklahoma, at 6:30 p.m. August 20, 2012.

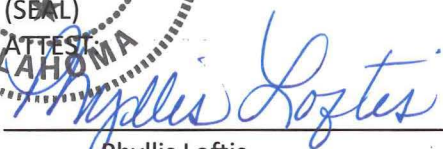
The Shawnee Municipal Authority reserves the right to reject any or all bids.

SHAWNEE MUNICIPAL AUTHORITY, an Oklahoma Public Trust

By: _____


Brian E. McDougal
General Manager




Phyllis Loftis
Trust Secretary

Bid List for Water Treatment Sludge Removal
Project No. SMA-13-01
August 20, 2012

- ❖ Terra Renewal
P.O. Box 3036
Russellville, AR 72801
- ❖ TWS Inc.
PO Box 71
Lebo, KS 66856
- ❖ BMG Environmental Services, Inc.
2605 Mamie Eisenhower Ave.
Boone, IA 50036
- ❖ Nebo Residuals Services
PO Box 136
Rover, AR. 72828
- ❖ Synagro
435 Williams Court, Suite 100
Baltimore, MD 21220
- ❖ Nutri-Ject Systems
P.O. Box 398
Hudson, IA 50643
- ❖ Sti, Sludge Technology, Inc
8101 W 33rd Street S
Muskogee, OK 74401-8341
- ❖ Earth Smart Construction Inc.
17217 E. Marshall Street
Tulsa, OK 74116

Shawnee Municipal Authority

2. c.

Meeting Date: 09/04/2012

Award Fishing Dock and Walkways

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Removal and Replacement of the Enclosed Fishing Dock and Walkways on Shawnee Twin Lake #1
(Award)

Attachments

Award Memo

Notice to Bidders

Bidders List

City of Shawnee Memorandum



To: Mayor and City Commissioners
CC: Brian McDougal, City Manager
From: James Bryce, Director of Operations
Date: August 28, 2012
Re: Removal and Replacement of the Enclosed Fishing Dock

Staff recommends award to Recon Services, Inc. for the Removal and Replacement of the Enclosed Fishing Dock and Walkways on Shawnee Lake #1 in the amount of \$177,482.00. Funding for this project will come from the SMA capital budget and insurance check (\$52,689.30) received for damages to the dock by storms.

Budgeted amount \$180,000.00

NOTICE TO BIDDERS

Sealed bids will be received by the City of Shawnee, Oklahoma, City Hall, 16 West 9th – P.O. Box 1448, Shawnee, OK 74802-1448 up to 4:00 p.m., Monday, August 20, 2012 for:

**BID: Removal and Replacement of the Enclosed Fishing Dock and Walkways
on Shawnee Twin Lake #1**

Each bid shall be filed in a sealed envelope. On the front of each envelope shall be written the following words to the left of the address:

**BID: Removal and Replacement of the Enclosed Fishing Dock and Walkways
on Shawnee Twin Lake #1
August 20, 2012**

The ORIGINAL bid shall be filed with the City Clerk of the City of Shawnee, Oklahoma, together with a sworn non-collusion affidavit in writing that the bidder has not entered into any agreement, expressed or implied, with any other bidder, or bidders, for the purpose of limiting the bid, or bidders, or parcel out to any bidder, or bidders or any other persons, any part of the contract or subject matter of the bid.

Bids will be opened and considered by the Board of Commissioners at a Public Meeting in the City Hall, 16 W. 9th Street, Shawnee, Oklahoma, at 6:30 p.m., Monday, August 20, 2012. The City of Shawnee reserves the right to reject any and all bids.



Phyllis Loftis

Phyllis Loftis, CMC, City Clerk

CITY OF SHAWNEE
a Municipal Corporation

BY: _____

Brian E. McDougal

Brian E. McDougal, City Manager

Bidders List Enclosed Fishing Dock

Ziese Manufacturing Co., Inc
209 NW 111th St.
Oklahoma City, Oklahoma 73114

Atlantic Meeco
1501 E. Electric Ave.
McAlester, Oklahoma 74501

Recon Services, Inc.
2609 Hardy Springs Road
McAlester, Oklahoma 74501

Travis Harrison Construction
14105 SE 59th Street
Choctaw, Oklahoma 73020

bids@bidocean.com

bids3@prime-vendor.com

eplan@eplanbidding.com

sheckler@ISQFT.com

project@bidnews.com

Scott Rice Flooring Consultants
7501 N. Broadway Extension
Oklahoma City, OK 73116

Timber Valley Construction
2644 SE 15th suite #1
Oklahoma City, OK 73115