

AGENDA
SHAWNEE MUNICIPAL AUTHORITY
June 15, 2015 AT 6:30 P.M.
COMMISSION CHAMBERS AT CITY HALL
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

All motions will be made in the affirmative. The fact that a commissioner makes or offers a second to a motion does not mean that the commissioner must vote in favor of passage.

1. Consider approval of Consent Agenda:
 - a. Minutes from the June 1, 2015 meeting.
2. Consider Bids:
 - a. Raw Water Valve Motor Operator for Twin Lakes 1, Twin Lakes 2 and Wes Watkins, Contract No. SMA-15-06 (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. Adjournment

Respectfully submitted

Phyllis Loftis, CMC, City Clerk

Shawnee Municipal Authority

1. a.

Meeting Date: 06/15/2015

SMA Minutes 06/01/2015

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the June 1, 2015 meeting.

Attachments

SMA Minutes 06/01/2015

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, JUNE 1, 2015, DURING 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: Agee, Harrod, Mainord, Hall, Shaw, Dykstra

ABSENT: None

Call to Order

Declaration of a Quorum

AGENDA ITEM NO. 1: Consider approval of Consent Agenda

a. Minutes from the May 18, 2015 meeting.

A motion was made by Trustee Hall, seconded by Trustee Harrod, to approve Consent Agenda item No. 1(a). Motion carried 6-0.

AYE: Hall, Harrod, Mainord, Shaw, Dykstra, Agee

NAY: None

AGENDA ITEM NO. 2: Consider Bids:

a. Raw Water Valve Motor Operator for Twin Lakes 1, Twin Lakes 2 and Wes Watkins, Contract No. SMA-15-06 (Open)

<u>BIDDER</u>	<u>AMOUNT</u>
Rudy Box Construction Norman, OK	\$68,700.00
Jordan Contractors Tecumseh, OK	\$73,000.00
Lakeland Contractors LLC Grove, OK	\$88,850.00

Steve Nelms, Utility Director, read the bids into the record and requested that the bid award be deferred to the June 15, 2015 meeting to allow staff to review and check references.

A motion was made by Trustee Harrod, seconded by Trustee Hall, to defer the bid award to the June 15, 2015 Shawnee Municipal Authority meeting. Motion carried 6-0.

AYE: Harrod, Hall, Shaw, Dykstra, Agee, Mainord

NAY: None

AGENDA ITEM NO. 3:

Consideration of a resolution adopting the budget for the Shawnee Municipal Authority for the period of July 1, 2014 through June 30, 2015 finding all things requisite and necessary have been done in preparation and presentation of budget.

Resolution No. SMA-2015-1 was introduced.

A RESOLUTION APPROVING AND ADOPTING THE BUDGET FOR SHAWNEE MUNICIPAL AUTHORITY, OKLAHOMA FOR THE PERIOD JULY 1, 2015 THROUGH JUNE 30, 2016 FINDING ALL THINGS REQUISITE AND NECESSARY HAVE BEEN DONE IN PREPARATION AND PRESENTATION OF SAID BUDGET.

A motion was made by Trustee Hall, seconded by Trustee Harrod, to approve a resolution for the budget for the Shawnee Municipal Authority for the period of July 1, 2015 through June 30, 2016 finding all things requisite and necessary have been done in preparation and presentation of budget. Motion carried 6-0.

AYE: Hall, Harrod, Mainord, Shaw, Dykstra, Agee

NAY: None

AGENDA ITEM NO. 4:

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. 5:

Consider an Executive Session to discuss potential claims, litigation or other options regarding Case No. CIV-2015-031, Citizen Potawatomi Nation District Court, Citizen Potawatomi Nation v. The Shawnee Municipal Authority, including the retention of outside counsel, as authorized by 25 O.S. §307(B)(4).

A motion was made by Trustee Harrod, seconded by Trustee Dykstra, to enter into Executive Session to discuss potential claims, litigation or other options regarding Case No. CIV-2015-031, Citizen Potawatomi Nation District Court, Citizen Potawatomi Nation v. The Shawnee Municipal Authority, including the retention of outside counsel, as authorized by 25 O.S. §307(B)(4). Motion carried 6-0.

AYE: Harrod, Dykstra, Agee, Mainord, Hall, Shaw

NAY: None

COMMISSION ENTERED INTO EXECUTIVE SESSION AT 7:44 P.M. WITH ALL MEMBERS PRESENT.

COMMISSION RECONVENED FROM EXECUTIVE SESSION AT 9:04 P.M. WITH ALL MEMBERS PRESENT

AGENDA ITEM NO. 6:

Consider matters discussed in Executive Session regarding potential claims, litigation or other options regarding Case No. CIV-2015-031, Citizen Potawatomi Nation District Court, Citizen Potawatomi Nation v. The Shawnee Municipal Authority, including retention of outside counsel, as authorized by 25 O.S. §307(B)(4).

A motion was made by Trustee Hall, seconded by Trustee Harrod, to approve the hiring of William David McCollough to seek mediation regarding Case No. CIV-2015-031, Citizen Potawatomi Nation District Court, Citizen Potawatomi Nation v. The Shawnee Municipal Authority. Motion carried 4-2.

AYE: Hall, Agee, Harrod, Mainord

NAY: Shaw, Dykstra

AGENDA ITEM NO. 7:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (9:09 p.m.)

WES MAINORD
CHAIRMAN

ATTEST:

PHYLLIS LOFTIS, CMC, SECRETARY

Shawnee Municipal Authority

2. a.

Meeting Date: 06/15/2015

Raw water valve bid

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Raw Water Valve Motor Operator for Twin Lakes 1, Twin Lakes 2 and Wes Watkins, Contract No. SMA-15-06 (Award)

Attachments

Valve bid memo

Valve bid notice

Valve notice to bidders

Valve bid plan holders list

Steve Nelms
Utility Director
405-273-1960

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

Mayor
WES MAINORD



111 S. Kickapoo, Shawnee, OK 74801

Brad Schmidt
Deputy Director
405-878-1513

Commissioners
Ward 1 Vacant
Linda Agee
James Harrod
Keith Hall
Lesa Shaw
Micheal Dykstra

MEMORANDUM

To: Justin Erickson, City Manager.
From: Steve Nelms, Utility Director *S-N*
CC: Mayor, and City Commission. Cindy Sementelli, Finance Director
Date: 6/17/2015
Re: Project SMA-15-06 Award (6/15/2015)

Nature of the Request: Staff is respectfully requesting that the City Commission award the contract for capital project SMA-15-06 to Rudy Box & Associates Inc. in the amount of \$68,700.

Staff Analysis, Considerations: Staff has reviewed and considered all bids submitted. Rudy Box & Associates has submitted the lowest and best bid.

Recommendation: After reviewing all the bids, staff recommends awarding project SMA-15-06 to Rudy Box & Associates in the amount of \$68,700. This is also the engineer's recommendation (see attached document).

Budget Consideration:

Budgeted Funds: \$75,000
Engineers Estimate: \$50,942

Contract Award Amount: \$68,700



Source: Esri, DigitalGlobe, GeoEye, IGN, USDA, USGS, Aero, and the 918 User Community

**RAW WATER VALVE MOTOR OPERATOR FOR TWIN LAKES 1, TWIN
LAKES 2 AND WES WATKINS
CONTRACT NO. SMA-15-06**

BIDDER

68,700

73,000

88,850

**RAW WATER VALVE MOTOR OPERATOR FOR TWIN LAKES 1, TWIN LAKES 2, AND WES WATKINS
SMA-15-06**

ITEM	Spec	QNTY.		RUDY BOX & ASSOCIATES, INC	RUDY BOX & ASSOCIATES, INC	JORDAN CONTRACTORS	JORDAN CONTRACTORS	LAKELAND CONTRACTORS	LAKELAND CONTRACTORS	
NO.	No.	DESCRIPTION	NO.	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1.		VALVE MOTOR OPERATORS	3.00	EA	\$ 10,500.00	\$ 31,500.00	\$ 12,000.00	\$ 36,000.00	\$ 18,665.34	\$ 55,996.00
2.		ELECTRICAL INSTALLATION FOR TWIN LAKES 1	1.00	L.SUM	\$ 7,400.00	\$ 7,400.00	\$ 9,000.00	\$ 9,000.00	\$ 7,772.00	\$ 7,772.00
3.		ELECTRICAL INSTALLATION FOR TWIN LAKES 2	1.00	L.SUM	\$ 4,800.00	\$ 4,800.00	\$ 6,000.00	\$ 6,000.00	\$ 5,120.00	\$ 5,120.00
4.		ELECTRICAL INSTALLATION FOR WES WATKINS	1.00	L.SUM	\$ 9,500.00	\$ 9,500.00	\$ 10,000.00	\$ 10,000.00	\$ 10,068.00	\$ 10,068.00
5.		SCADA/TELEMETRY	1.00	L.SUM	\$ 15,500.00	\$ 15,500.00	\$ 12,000.00	\$ 12,000.00	\$ 9,894.00	\$ 9,894.00
TOTAL AMOUNT OF BASE BID						\$ 68,700.00	\$ 73,000.00		\$ 88,850.00	



SMITH ROBERTS BALDISCHWILER, LLC
engineering.surveying.planning

June 1, 2015

Mr. Steve Nelms, Utility Director
Shawnee Municipal Authority
City of Shawnee
111 S. Kickapoo
Shawnee, OK 74801

RE: ENGINEER'S ESTIMATE
Contract No. SMA-15-06
Raw Water Valve Motor Operators for
Twin Lakes 1, Twin Lakes 2 and Wes
Watkins

Dear Mr. Nelms:

The Engineer's Estimate for the above referenced project is:

1. VALVE MOTOR OPERATORS	3.00 EA	\$8,630.00	\$25,890.00
2. ELECTRICAL INSTALLATION FOR TWIN LAKES 1	1.00 LSUM	\$5,000.00	\$ 5,000.00
3. ELECTRICAL INSTALLATION FOR TWIN LAKES 2	1.00 LSUM	\$5,000.00	\$ 5,000.00
4. ELECTRICAL INSTALLATION FOR WES WATKINS	1.00 LSUM	\$7,000.00	\$ 7,000.00
5. SCADA/TELEMETRY	1.00 LSUM	\$8,052.00	\$ 8,052.00

Total Base Bid\$50,942.00

Sincerely,

Smith Roberts Baldischwiler, LLC

Marc A. Long, P.E.
Project Manager



MAL/edb
cc: File #113487F

OKLAHOMA CITY
100 N.E. 5th Street, Oklahoma City, OK 73104
Phone: (405) 840-7094 Fax: (405) 840-9116
www.srbok.com



CHICKASHA
104 S. 2nd Street, Chickasha, OK 73018
Phone: (405) 224-1444 Fax: (405) 224-1485
srb@srbok.com



SMITH ROBERTS BALDISCHWILER, LLC

engineering surveying planning

June 2, 2015

Mr. Steve Nelms, Utility Director
Shawnee Municipal Authority/City of Shawnee
111 S. Kickapoo
Shawnee, OK 74801

RE: RECOMMENDATION OF AWARD
Contract No. SMA-15-06 – Raw Water Motor
Valves for Twin Lakes 1, Twin Lakes 2 & Wes
Watkins

Dear Mr. Nelms:

Enclosed is the bid tabulation for the bids received on **June 1, 2015** for the above referenced project. Following are the apparent bid results.

Engineer's Estimate	\$50,942.00
CONTRACTOR	BASE BID
Rudy Box & Associates, Inc.	\$68,700.00
Jordan Contractors, Inc.	\$73,000.00
Lakeland Contractors, LLC	\$88,850.02

Upon review of the bid documents, Lakeland Contractors' total bid for Item No. 1 had a small math error, causing the total to be off by \$0.02. However, this discrepancy did not have an impact on determining the low bidder.

Therefore, based on these bid results, award of a contract is recommended in the following amount to the low bidder, **RUDY BOX & ASSOCIATES, INC.**

TOTAL AWARD AMOUNT \$68,700.00

Should you have any questions or comments, please contact our office.

Sincerely,

Smith Roberts Baldischwiler, LLC

Marc A. Long, P.E.
Project Engineer



MAL/edb
cc: File #113487F
Attachment

OKLAHOMA CITY

100 N E 5th Street, Oklahoma City, OK 73104
Phone: (405) 840-7094 Fax: (405) 840-9116
www.srbok.com



CHICKASHA

104 S. 2nd Street, Chickasha, OK 73018
Phone: (405) 224-1444 Fax: (405) 224-1485
srb@srbok.com

BIDS RECEIVED MONDAY, JUNE 1, 2015 AT 4:00PM

BID TABULATION FOR SMA-15-06, RAW WATER VALVE MOTOR OPERATOR FOR TWIN LAKES 1, TWIN LAKES 2 & WES WATKINS

					RUDY BOX & ASSOCIATES		JORDAN CONTRACTORS		LAKELAND CONTRACTORS	
ITEM NO.	SEC NO.	ITEM	ESTIMATED QUANTITY	UNIT	UNIT BID	AMOUNT	UNIT BID	AMOUNT	UNIT BID	AMOUNT
BASE BID										
1		VALVE MOTOR OPERATORS	3.00	EA	\$10,500.00	\$31,500.00	\$12,000.00	\$36,000.00	\$18,665.34	\$55,996.02
2		ELECTRICAL INSTALLATION FOR TWIN LAKES 1	1.00	L.SUM	\$7,400.00	\$7,400.00	\$9,000.00	\$9,000.00	\$7,772.00	\$7,772.00
3		ELECTRICAL INSTALLATION FOR TWIN LAKES 2	1.00	L.SUM	\$4,800.00	\$4,800.00	\$6,000.00	\$6,000.00	\$5,120.00	\$5,120.00
4		ELECTRICAL INSTALLATION FOR WES WATKINS	1.00	L.SUM	\$9,500.00	\$9,500.00	\$10,000.00	\$10,000.00	\$10,068.00	\$10,068.00
5		SCADA/TELEMETRY	1.00	L.SUM	\$15,500.00	\$15,500.00	\$12,000.00	\$12,000.00	\$9,894.00	\$9,894.00
TOTAL BASE BID					\$68,700.00		\$73,000.00		\$88,850.02	

Marc A. Long
 Marc A. Long, P.E.
 Smith Roberts Baldischwiler, L.L.C.
 6-2-15
 Date



Steve Nelms
 Steve Nelms, Utility Director
 Shawnee Municipal Authority/City of Shawnee
 06/04/2015
 Date

NOTICE TO BIDDERS

Sealed BIDS will be received by the Shawnee Municipal Authority/City of Shawnee, Beneficiary, at the City Clerks Office, 16 W. 9th Street, P.O. Box 1448, Shawnee, Oklahoma 74802-1448, until 4:00 p.m., **June 1, 2015** for:

CONTRACT NO. SMA-15-06
RAW WATER VALVE MOTOR OPERATOR FOR TWIN LAKES 1, TWIN LAKES 2
AND WES WATKINS

Instructions and BID documents are available at a cost of \$25.00 to qualified bidders at the office of the Utility Director, 111 S. Kickapoo, Shawnee, Oklahoma 74801.

A Pre-Bid meeting will be held at 2:00 pm, on May 20, 2015 at the WTP, 801 S. Kickapoo, Shawnee, OK 74801. The Pre-Bid meeting is not mandatory.

A BID FORM will be issued by the Shawnee Municipal Authority/City of Shawnee, Beneficiary. Each BID shall be filed in a sealed 12" x 15 1/2" envelope. On the front of each envelope shall be written the following words to the left of the address:

BID: CONTRACT NO. SMA-15-06
RAW WATER VALVE MOTOR OPERATOR FOR TWIN LAKES 1, TWIN LAKES 2
AND WES WATKINS

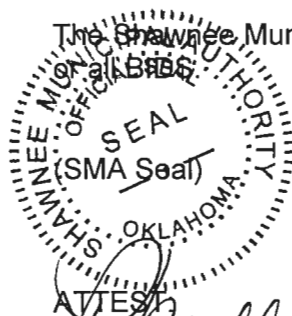
The purpose of this specification is to provide long term protection and improvement to the operation of. RAW WATER VALVE MOTOR OPERATOR FOR TWIN LAKES 1, TWIN LAKES 2 AND WES WATKINS. BIDDERS must obtain Bid Documents directly from the Shawnee Municipal Authority/City of Shawnee, Beneficiary in order for Bids to be acknowledged.

The ORIGINAL BID shall be filed with the City Clerk of the City of Shawnee, together with a sworn anti-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.

The BIDS filed with the City Clerk will be opened and considered by the Board of City Commissioners at a Public Meeting in the City Hall Commission Chambers, at 16 W. 9th Street, Shawnee, Oklahoma, at 6:30 p.m., Monday, **June 1, 2015**.

Please call (405) 273-1960 and request for a Bid packet to be mailed to you.

The Shawnee Municipal Authority /City of Shawnee, Beneficiary, reserves the right to reject any or all BIDS.

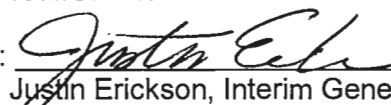


ATTEST

Phyllis Loftis, Authority Secretary

SHAWNEE MUNICIPAL AUTHORITY
CITY OF SHAWNEE, BENEFICIARY
A MUNICIPAL CORPORATION

By:


Justin Erickson, Interim General Manager

Notice to Bidders Holder

**Raw Water Valve Motor Operator for Twin Lakes 1, 2, and Wes
Watkins-SMA-15-06**

Business Name: Ferral D. Howard Construction

Contact: Michael Howard

Email/Phone: mdhconstruct@gmail.com/580-221-8783

Address: PO Box 206

Lone Grove Ok 73443

Business Name: Rudy Box Construction

Contact: Rudy Box

Email/Phone: rudyboxconstruction@hotmail.com/405-820-9704

Address: 17400 S. Sooner Rd

Norman Ok, 73071

Business Name: Quicksilver Construction

Contact: Theck Laird

Email/Phone: quikslvrconstco@att.net

Address: P.O. Box 720306

Norman Ok, 73070-4229

Business Name: ALL PHASE ELECTRIC

Contact: CHARLIE THOMPSON

Email/phone: APEINCE94@SBCGLOBAL.NET/405-550-1601

Address: 901 N. HOBSON

SHAWNEE OK 74801

Business Name: Jordan Contractors

Contact: Jimmy Jordan

Email/Phone: Jordancontractors@gmail.com

Address: 123 S. Broadway

Tecumseh Ok 74873

CITY OF SHAWNEE
PLAN HOLDER'S LIST
CONTRACT NO. SMA 15-06
RAW WATER VALVE MOTOR OPERATOR FOR TWIN LAKES
1, 2, AND WES WATKINS

Business Name: Rudy Box Associates, Inc
Contact: Rudy Box
Email/Phone: rudyboxconstruction@hotmail.com/405-820-9704
Address: 17400 S. Sooner Rd
Norman Ok, 73071
Paid for & Picked Up Specs: 5/4/15 check#6065

Business Name: Jordan Contractors
Contact: Jimmy Jordan
Email/Phone: Jordancontractors@gmail.com
Address: 123 S. Broadway
Tecumseh Ok 74873
Paid for & Picked Up Specs: 5/4/15 cash

Business Name: Lakeland Contractors
Contact: Joel McCorkle
Email/Phone: mccorkle.joel@yahoo.com/918-314-9073
Address: 62851 E. 316 Rd
Grove Ok 74344
Paid for & Picked Up Specs: 5/18/15 temporary check(no check#)

Business Name: All Phase Electric
Contact: Charlie Thompson
Email/Phone: apeince94@sbcglobal.net/405-550-1601
Address: 901 N. Hobson
Shawnee Ok 74801
Paid for & Picked Up Specs: 5/18/15 check#17371