

REGULAR MEETING

SAND SPRINGS/SAPULPA JOINT BOARD MEETING

Inter-local Cooperation Agreement

Tuesday, July 18, 2017

1:30 o'clock P. M.

Sapulpa City Hall

Conference Room - First Floor

425 E. Dewey Avenue,

Sapulpa, Oklahoma

AGENDA

1. Call to Order
2. Roll Call
3. Minutes:
 - A. Consider approval of minutes for the April 18, 2017, regular joint board meeting.
4. Business:
 - A. Discuss and consider recommendation for approval of Change Order No. 3, to the contract with T/G Excavating, Inc., of Emergency Repairs 2014 in the amount of \$8,205.00 for bonds and insurance. Change Order No. 3 will permit a 365 day extension renewal of the contract for Emergency Repairs 2014, and retain the available original contract funds of \$77,777.00 for Fiscal Year 2018.
 - B. Discuss and consider a recommendation to the Municipal Authorities for the means to proceed with procurement of property for the Operation and Maintenance of the Skiatook Raw Water Conveyance System (SRWCS).
5. Staff Reports:
 - A. Report to the Joint Board the SRWCS Oklahoma Municipal Assurance Group (OMAG) Municipal Property Insurance coverage, including Earth Movement (Earth Quake) coverage, has been renewed for Fiscal Year 2018 (discussion only, no action required).

- B. Discuss the status of property purchase from the Zink Ranch (or other Zink Entity) for the future construction of a second SRWCS One-Way Surge Tank (discussion only, no action required).
- C. Discuss the Army Corps of Engineers curtailment of Raw Water Supply from Skiatook Lake tentatively scheduled for late 2018 for maintenance of the Skiatook Lake Gate-House Structure and Gates (discussion only, no action required).
- D. Discuss the delivery status of the Pump No.4 new Ball Valve (flow control valve) (discussion only, no action required).
- E. Skiatook Raw Water Conveyance System Status Report of July 06, 2017, by Tetra Tech (discussion only, no action required).

6. Adjournment:

(The next meeting is October 17, 2017, at 1:30 o'clock P.M. in Sand Springs at the **Public Works Administration Office, Conference Room 106, located at Spring Lake Municipal Complex 13101 W. 46th Street, Sand Springs**).

Dated Posted: July 12, 2017
Time Posted: 9:00 PM
By: Ashley Burster, City Clerk
City of Sapulpa

This agenda was posted at _____ p.m. on July _____, 2017 on the digital display board located in the lobby of the Sand Springs Municipal Building, 100 East Broadway, Sand Springs, Oklahoma 74063, by Janice Almy, City Clerk, City of Sand Springs, Oklahoma.

Janice Almy, City Clerk, City of Sand Springs, Oklahoma

M

MINUTES
Sand Springs/Sapulpa Joint Board
Meeting of April 18, 2017

The Sand Springs/Sapulpa Joint Board met in regular session Tuesday, April 18, 2017, at 1:30 o'clock P.M. in the Sapulpa City hall Conference Room, First Floor, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Members Present: Mike Burdge, City of Sand Springs
Elizabeth Gray, City of Sand Springs
Lou Martin, City of Sapulpa
Rick Rumsey, City of Sapulpa

Others Present: Rick Sauer, Tetra Tech, Inc.
Frank Weigle, City of Sand Springs
Shirley Burzio, City of Sapulpa

CONSIDER APPROVAL OF MINUTES FOR THE JANUARY 17, 2017, REGULAR JOINT BOARD MEETING:

Motion was made by Mike Burdge, seconded by Rick Rumsey, to approve the minutes of the January 17, 2017, regular joint board meeting.

ROLL CALL: AYE-Mike Burdge, Elizabeth Gray, Lou Martin, Rick Rumsey. NAY-None. Motion carried 4-0.

DISCUSS AND CONSIDER RECOMMENDATION TO RESPECTIVE MUNICIPAL TRUST AUTHORITIES AN AGREEMENT FOR ENGINEERING SERVICES WITH TETRA TECH FOR OPERATIONS AND MAINTENANCE OF THE JOINTLY OWNED SKIATOOK RAW WATER CONVEYANCE SYSTEM DURING FISCAL YEAR 2017-2018 IN THE TOTAL AMOUNT OF \$305,830.00:

Motion was made by Elizabeth Gray, seconded by Rick Rumsey, to recommend to the respective municipal trust authorities the approval of an agreement for engineering services with Tetra Tech for operations and maintenance of the jointly owned Skiatook Raw Water Conveyance System during Fiscal Year 2017-2018 in the total amount of \$305,830.00.

ROLL CALL: AYE-Mike Burdge, Elizabeth Gray, Lou Martin, Rick Rumsey. NAY-None. Motion carried 4-0.

MINUTES
Sand Springs/Sapulpa Joint Board
Meeting of April 18, 2017

SKIATOOK RAW WATER CONVEYANCE SYSTEM STATUS REPORT OF APRIL 3, 2017, BY TETRA TECH (DISCUSSION ONLY, NO ACTION REQUIRED):

A written status report dated April 3, 2017, from Tetra Tech was presented for discussion and review only.

ADJOURNMENT:

There being no more business to consider, motion was made by Mike Burdge, seconded by Elizabeth Gray, to adjourn the meeting.

ROLL CALL: AYE-Mike Burdge, Elizabeth Gray, Lou Martin, Rick Rumsey. NAY-None. Motion carried 4-0.

4A

Tetra Tech
 7845 E. 63rd St., Suite 301
 Tulsa, OK 74133
 Oklahoma CA No. 2388, Expires 8/30/2017

CONTRACTOR CHANGE ORDER NO. 3

PROJECT: EMERGENCY REPAIRS, 2014 SKIATOOK RAW WATER CONVEYANCE SYSTEM CONTRACTOR: T-G Excavating, Inc. 29016 E. Admiral Catoosa, OK 74015	OWNER: Sand Springs & Sapulpa Municipal Authorities PO Box 338 / PO Box 1130 Sand Springs / Sapulpa, OK PROJECT NO.: 11348-16001 DATE: June 15, 2017
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You are hereby requested to comply with the following changes from the Contract Plans and Specifications:

C.O. NO.	BID ITEM NO.	DESCRIPTION OF CHANGES - Quantities, units, unit prices, change in completion schedule, etc.	DECREASE IN CONTRACT PRICE	INCREASE IN CONTRACT PRICE
1		Add Bonds and Insurance costs for renewed 2017 - 2018 Contract period.		\$8,205.00
		Change in Contract price due to this Change Order		\$8,205.00
		Total decrease		
		Total increase		\$8,205.00
		Net increase in Contract price		\$8,205.00

JUSTIFICATION: Per Special Provision (SP-2) extend the renewable contract for one year (add 365 days), and Special Provision (SP-1), add the bond and insurance costs.

The time provided by the contract renewal option for the established unit pricing for emergency repairs is extended by three hundred sixty-five (365) days and thereby ends on August 19, 2018.

This document shall become an amendment to the Contract and all provisions of the Contract will apply hereto.

Recommended by: [Signature]
 Construction Group - Tetra Tech
 Approved by: [Signature]
 Engineer - Tetra Tech
 Accepted by: [Signature], v.p.
 Contractor - T-G Excavating, Inc.
 Approved by: _____
 Owner - Sand Springs Municipal Authority
 Approved by: _____
 Owner - Sapulpa Municipal Authority
 Date: _____



DISTRIBUTION: (2) Sand Springs; (2) Sapulpa; (1) TG Excavating; (1) Tetra Tech



TO: Mr. Derek Campbell, City of Sand Springs

FROM: Rick Sauer

RE: **SKIATOOK RAW WATER CONVEYANCE SYSTEM
JUNE 2017 STATUS REPORT**

DATE: July 06, 2017

GENERAL:

This report will cover the status of the Skiatook Raw Water Conveyance System from June 1, 2017, through June 30, 2017. The average water usage rate for Sand Springs during the month of June was 4.15 MGD (includes golf course, if any). The average water usage rate for Sapulpa during the month of June was 2.96 MGD. The total average water usage rate for the system during June was 7.11 MGD. (See the attached sheets for more detail.) The meter reading data reflects water usage from the beginning of the project through June 2017. The latest graph shows the water usage from February 2005 through June 2017. The electrical allocation print-out for the billing month of June is included within the attachments.

PERIOD IN REVIEW:

Tetra Tech (Tt) personnel continued to monitor and conduct routine maintenance on the entire system. There were no after-hours emergency call-outs for the period June 1, 2017, to June 30, 2017.

In addition to many routine maintenance tasks, Tetra Tech personnel performed the following items during this period:

1. Addressed 7 locate tickets associated with the SRWCS system, assisted the Owners' personnel with marking the system alignment when warranted, and reported potential conflicts to the Owners' representatives as necessary.
2. Attended on-site meeting with Zink Ranch representatives and personnel from municipalities to view and discuss acquisition of property south of existing one-way tank on June 2, 2017. Plans are to construct an additional one-way unit.
3. Operator collected and installed additional pipe restraint on Pump #2 discharge piping. This is necessary in the event of failure of the #3 ball valve which would require the #2 valve to be utilized within. The primary restraint has been utilized on the #4 discharge piping until the new valve arrives and is installed.

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4. Technician from Micro-Comm completed annual telemetry system check on June 12.
5. Right-of-way maintenance; weed-eat at structures, road crossings, general observations, and air relief isolation valve exercise continues.
6. Operator attended a meeting on the 19th with Corps of Engineers and municipalities' representatives to discuss intake structure gate tower maintenance work. Tentative plans are to begin work within the tower in November 2018 to February 2019. Operator will create list and coordinate with municipalities to possibly complete several projects which require system shut-down to perform.
7. Purchased and replaced strainer building de-humidifier as existing unit failed.
8. Evaluated, purchased, and collected inventory as needed prior to end of current FY.
9. Tetra Tech office received notice from right-of-way property owner Craig Sutton on September 20, 2010. He owns property from Station 328+99 to 384+53. He has revoked all trespass rights across his property to access structures which include Air Relief Valve #s 26, 27, 30, and 32; 36" Butterfly Valve #28; and 12" Blow-off Valve #29. Operator met with Mr. Sutton on September 27, 2010, in an attempt to resolve issue; however, Mr. Sutton requests monetary compensation to grant access to right-of-way structures. Operator replied that he has no authority to approve monetary compensation on behalf of the municipalities. An on-site meeting including Mr. Sutton, Mr. Weigle, GMA Construction, and Mr. Sauer was conducted on March 1, 2012. The municipalities and Mr. Sutton are currently working on an agreement to allow operator and contractors to access right-of-way for maintenance purposes.

EMERGENCY REPAIRS W.P. 10:

T-G Excavating continues to be on "standby" for any emergency line repairs.

SS GOLF COURSE WATERLINE:

The golf course meter reflected usage of 2,040,000 gallons for the month of June 2017. The usage readings, if any, are included in Sand Springs' average water usage rate as reported in paragraph one of this report.

MAINTENANCE ISSUES:

Operations considers corrosion to be one of the most serious issues that could possibly affect the future reliability of the SRWCS system. Priority corrosion concerns involve the system surge arrester, the uncoated A.R.V.s, flanged outlets along the system, and the vault piping that doesn't meet standards to be considered cathodically protected. Operations will continue to gather trending data from the vault piping test stations in an effort to monitor for and report corrosion concerns associated with these areas of the system. Following the 2016 cathodic survey of vault piping by Corrpro, Tt forwarded the Corrpro report with recommendations attached, to the Owners' representatives for their consideration.

Operations continues to recommend that the Owners annually address unwanted growth along the SRWCS easement by utilizing a tractor and brush hog until a different means of removal becomes available.

MISCELLANEOUS:

The Skiatook Lake normal elevation is 714.00 feet at the top of the conservation pool. As of 12:00 p.m. midnight, May 31, 2017, the lake elevation was recorded at 715.09 feet.

LAKE LEVEL IS 1.09' ABOVE NORMAL

Tt FEE STATUS

PERCENT EXPENDED FROM BUDGET

<u>INVOICE</u> <u>MONTH</u>	<u>CONTRACT</u> <u>TIME</u>	<u>OPER. &</u> <u>MAINT.</u>	<u>DIRECT</u> <u>EXPENSE</u>	<u>REPAIR</u> <u>& REHAB</u>
June 2017	100%	100%	56%	0%

Attachments
RS/lv//tk

cc:

Mr. Frank Weigle, City of Sand Springs, w/att.
Mr. Robert Petitt, City of Sapulpa, w/att.

Skiatook Raw Water Conveyance System

July 06, 2017

Allocation of Electric Costs

Billing Period: June 2017

	Maximum 30 Minute Water Demand			Monthly Water Usage (Gallons)			Metered KW Capacity (KWH)		
	<u>Sand Springs</u>	<u>Sapulpa</u>	<u>Total</u>	<u>Sand Springs</u>	<u>Sapulpa</u>	<u>Total</u>	<u>Sand Springs</u>	<u>Sapulpa</u>	<u>Total</u>
June 2017	4,146,632	2,956,033	7,102,665	124,398,960	88,681,000	213,079,960	177.83	126.77	304.6
May 2017	3,313,159	2,631,625	5,944,784	102,707,925	81,580,370	184,288,295	153.60	122.00	275.6
April 2017	2,909,725	2,733,146	5,642,871	87,291,735	81,994,390	169,286,125	142.11	133.49	275.6
March 2017	3,049,352	2,928,249	5,977,602	94,529,925	90,775,725	185,305,650	140.59	135.01	275.6
February 2017	3,209,731	3,128,293	6,338,025	89,872,475	87,592,215	177,464,690	139.57	136.03	275.6
January 2017	3,450,400	3,066,226	6,516,626	106,962,400	95,053,010	202,015,410	145.92	129.68	275.6
December 2016	3,316,850	2,912,044	6,228,894	102,822,340	90,273,370	193,095,710	146.76	128.84	275.6
November 2016	3,291,023	2,836,747	6,127,770	98,730,680	85,102,420	183,833,100	148.02	127.58	275.6
October 2016	3,506,694	2,903,645	6,410,339	108,707,520	90,012,990	198,720,510	150.76	124.84	275.6
September 2016	3,800,044	2,905,501	6,705,545	114,001,320	87,165,020	201,166,340	172.11	131.59	303.7
August 2016	4,089,871	3,097,535	7,187,406	126,786,005	96,023,595	222,809,600	172.99	131.01	304
July 2016	4,170,694	3,208,254	7,378,948	129,291,515	99,455,875	228,747,390	172.11	132.39	304.5
HIGH DEMAND	June 2017	304.6							
90% HIGH DEMAND		274.1							
				ENERGY CHARGE		\$7,077,8120	\$5,045.6910	\$12,123.5030	
				ON PEAK CHARGE		\$681.5320	\$485.8480	\$1,167.3800	
				OFF PEAK CHARGE		\$913.7500	\$609.1700	\$1,522.9200	
				CUSTOMER CHARGE		\$147.3400	\$98.2200	\$245.5600	
				Total		\$8,820.43	\$6,238.93	\$15,059.36	

SRWCS WATER USAGE SAND SPRINGS - SAPULPA

Millions

