

## REGULAR MEETING

### SAND SPRINGS/SAPULPA JOINT BOARD MEETING

Inter-local Cooperation Agreement

Tuesday, July 17, 2018

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 17, 2018, regular joint board meeting.
4. Business:
  - A. Discuss and consider recommendation for approval of Change Order No. 4, 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. 4 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 2019.
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 2019 (discussion only, no action required).
  - B. Discuss a SRWCS facilities tour for the Joint Municipal Authorities scheduled on October 16, 2018 at the conclusion of the Joint Board Meeting (discussion only, no action required).

C. Skiatook Raw Water Conveyance System Status Report of July 06, 2018, by Tetra Tech (discussion only, no action required).

6. Adjournment:

(The next meeting is October 16, 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. 46<sup>th</sup> Street, Sand Springs).

Dated Posted: \_\_\_\_\_

Time Posted: \_\_\_\_\_

By: \_\_\_\_\_

City of Sapulpa

This agenda was posted at \_\_\_\_\_ p.m. on July \_\_, 2018 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.

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

MINUTES

SAND SPRINGS/SAPULPA JOINT BOARD  
Interlocal Cooperation Agreement  
Tuesday, April 17, 2018  
1:30 o'clock P.M.  
Regular Meeting  
Sapulpa City Hall  
First Floor Conference Room  
425 East Dewey Avenue  
Sapulpa, OK 74066

The Sand Springs/Sapulpa Joint Board met in regular session Tuesday, April 17, 2018, at 1:30 o'clock P.M. in the Sapulpa City Hall, First Floor Conference Room, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Members Present: Mike Burdge, City of Sand Springs  
Louis Martin, City of Sapulpa  
Rick Rumsey, City of Sapulpa  
Beau Wilson, City of Sand Springs

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

**CONSIDER APPROVAL OF MINUTES FOR THE JANUARY 16, 2018, REGULAR JOINT BOARD MEETING:**

Motion was made by Mike Burdge, seconded by Rick Rumsey, to approve the minutes of the January 16, 2018, regular joint board meeting.

ROLL CALL: AYE-Mike Burdge, Louis Martin, Rick Rumsey, Beau Wilson. NAY-None. Motion carried 4-0.

**DISCUSS AND CONSIDER RECOMMENDATION TO RESPECTIVE MUNICIPAL TRUST AUTHORITIES AN AGREEMENT FOR ENGINEERING SERVICES WITH TETRA TECH, INC., FOR OPERATIONS AND MAINTENANCE OF THE JOINTLY OWNED SKIATOOK RAW WATER CONVEYANCE SYSTEM DURING FISCAL YEAR 2018-2019 IN THE TOTAL AMOUNT OF \$340,944.00:**

Motion was made by Rick Rumsey, seconded by Beau Wilson, to recommend to the respective trust authorities the approval of an agreement for engineering services with Tetra Tech, Inc., for operations and maintenance of the jointly owned Skiatook Raw Water Conveyance System for fiscal year 2018-2019 in the amount of \$340,944.00.

ROLL CALL: AYE-Mike Burdge, Louis Martin, Rick Rumsey, Beau Wilson. NAY-None. Motion carried 4-0.

**DISCUSS AND CONSIDER RECOMMENDATION TO RESPECTIVE MUNICIPAL TRUST AUTHORITIES APPROVAL OF THE PURCHASE AND INSTALLATION OF A NEW 300 KVA 4160 DELTA-480Y/277 SQUARE D TRANSFORMER FOR THE SRWCS PUMP STATION WITH SHERMCO INDUSTRIES IN THE TOTAL AMOUNT OF \$30,210.00:**

Motion was made by Rick Rumsey, seconded by Mike Burdge, to recommend to the respective trust authorities the approval of purchase and installation of a new 300 KVA 4160 Delta-480Y/277 Square D Transformer for the SRWCS pump station with Shermco Industries in the total amount of \$30,210.00.

ROLL CALL: AYE-Mike Burdge, Louis Martin, Rick Rumsey, Beau Wilson. NAY-None. Motion carried 4-0.

**DISCUSS SRWCS PROPERTY PROCUREMENT STATUS FOR THE ONE-WAY SURGE TANK AND EXPANSION OF EASEMENTS SSS-35 AND SSS-36:**

Frank Weigle reported the Zink Foundation is donating (0.151 acres) for the additional one-way surge tank. Sand Springs City Attorney David Weatherford is executing the transfer of the Property to the respective Municipal Authority's with the Zink Foundation.

Work to expand working room and access for Easements SSS-35 and SSS-36 is progressing with property surveying and physical marking of additional R-O-W work areas. The property surveying determined that a portion of the pipeline on (SSS-36) was not constructed in the Record R-O-W Easement. Additional work is underway to correct this error.

**DISCUSS THE APRIL 5, 2018, SRWCS RIGHT-OF-WAY EASEMENT HELICOPTER FLY-OVER:**

The annual helicopter fly-over of the SRWCS right-of-way easement was performed on April 5, 2018. There are erosion areas and drainage culvert crossings that will require routine maintenance.

Future aerial surveillance missions will be accomplished by Drone. A recent 2 mile test with the Sand Springs Public Works Drone produced superior photographs and the ability to spend as much time over any particular location for assessment as needed at a cost savings.

**DISCUSS SCHEDULES FOR SKIATOOK LAKE ARMY CORPS OF ENGINEERS GATE STRUCTURE MAINTENANCE PROJECTS; AND THE FY19 SRWCS MAINTENANCE OUTAGE:**

It was noted that the Corps of Engineers proposed Maintenance Project on the Skiatook Lake Gate House Equipment has been changed and the proposed outage requiring the SRWCS to be out of service is on hold from beginning in November of 2019 to some undetermined future date in the distance.

Therefore, a SRWCS ordinary Tri-Annual Maintenance Outage will be scheduled for March of 2019 with costs included in the Approved FY 19 System Operation Budget.

**DISCUSS FY 2018 SRWCS EQUIPMENT REPLACEMENTS AND PROJECTS:**

All equipment replacements in the FY 18 budget have been, are in work, or on order to be accomplished.

**DISCUSS THE ONE-WAY TANK PROJECT:**

The second SRWCS One-Way Surge Tank is currently in the engineering phase. This tank will provide redundancy in the system in the event of any problem rendering the current tank off line. One of these surge protection tanks must be in service for the SRWCS to be operational and have surge and vacuum protection if an event occurred that caused an instantaneous system failure or emergency shutdown.

**DISCUSS A SCHEDULE FOR A SRWCS PRESENTATION AND TOUR FOR THE JOINT MUNICIPAL AUTHORITIES:**

A tour of the SRWCS facilities will be determined after new council members have taken office.

DISCUSS SRWCS STATUS REPORT OF APRIL 4, 2018, BY TETRA TECH, INC:

The Skiatook Raw Water Conveyance System March 2018 Status Report prepared by Tetra Tech, Inc., was presented for discussion. No action was taken by the board.

ADJOURNMENT:

There being no further business to consider, motion was made by Mike Burdge, seconded by Rick Rumsey, to adjourn the meeting. Motion carried unanimously.

Tetra Tech  
 7845 E. 63rd St., Suite 301  
 Tulsa, OK 74133  
 Oklahoma CA No. 2388, Expires 8/30/2019

**CONTRACTOR CHANGE ORDER NO. 4**

<b>PROJECT:</b> EMERGENCY REPAIRS, 2014 SKIATOOK RAW WATER CONVEYANCE SYSTEM	<b>OWNER:</b> Sand Springs & Sapulpa Municipal Authorities PO Box 338 / PO Box 1130 Sand Springs / Sapulpa, OK
<b>CONTRACTOR:</b> T-G Excavating, Inc. 28018 E. Admiral Catoosa, OK 74015	<b>PROJECT NO.:</b> 11343-18001 <b>DATE:</b> May 29, 2018

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
4		Add Bonds and Insurance costs for renewed 2018 - 2019 Contract period.		\$9,205.00
		Change in Contract price due to this Change Order		\$9,205.00
		Total decrease		
		Total increase		\$9,205.00
		Net increase in Contract price		\$9,205.00

**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, 2019.

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

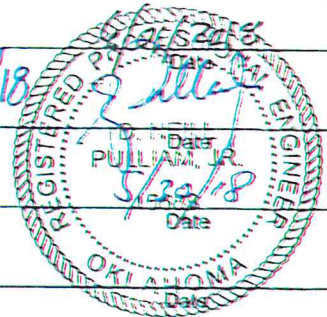
Recommended by: [Signature]  
 Construction Group - Tetra Tech

Approved by: [Signature] 6/4/18  
 Engineer - Tetra Tech

Accepted by: [Signature]  
 Contractor - T-G Excavating, Inc.

Approved by: \_\_\_\_\_  
 Owner - Sand Springs Municipal Authority

Approved by: \_\_\_\_\_  
 Owner - Sapulpa Municipal Authority



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



TETRA TECH

5C

TO: Mr. Derek Campbell, City of Sand Springs  
FROM: Rick Sauer  
RE: **SKIATOOK RAW WATER CONVEYANCE SYSTEM  
JUNE 2018 STATUS REPORT**

DATE: July 6, 2018

**GENERAL:**

This report will cover the status of the Skiatook Raw Water Conveyance System from June 1, 2018, through June 30, 2018. The average water usage rate for Sand Springs during the month of June was 4.41 MGD (includes golf course, if any). The average water usage rate for Sapulpa during the month of June was 3.26 MGD. The total average water usage rate for the system during June was 7.67 MGD. (See the attached sheets for more detail.) The meter reading data reflects water usage from the beginning of the project through June 2018. The latest graph shows the water usage from February 2005 through June 2018. 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, 2018, to June 30, 2018.

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

1. Addressed 3 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. Operator attended PSO workshop on the 13<sup>th</sup>.
3. Operator reviewed inventory then replaced needed items throughout the month of June.
4. Annual station and right-of-way valve exercise continues including weed-eating immediate area and general observations.



5. Operator assisted Sand Springs personnel to pothole and determine depth of the raw waterline north and south of Rock School Road on the 18<sup>th</sup> in preparation for road construction in the area.
6. Technician from Tescorp rebuilt the upper sections of the station compressors on the 26<sup>th</sup> and 27<sup>th</sup> as moisture retained from 'short cycling' and rusting had diminished efficiency.
7. 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 SRWCS 2014:**

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

**SS GOLF COURSE WATERLINE:**

The golf course meter reflected usage of 3,656,000 gallons for the month of June 2018. 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 arrestor, 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 2017 cathodic survey of vault piping by Corpro, Tt forwarded the Corpro 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, June 30, 2018, the lake elevation was recorded at 712.71 feet.

LAKE LEVEL IS 1.29' BELOW NORMAL

Tt FEE STATUS

PERCENT EXPENDED FROM BUDGET

<u>INVOICE</u> <u>MONTH</u>	<u>CONTRACT</u> <u>TIME</u>	<u>OPER. &amp;</u> <u>MAINT.</u>	<u>DIRECT</u> <u>EXPENSE</u>	<u>REPAIR</u> <u>&amp; REHAB</u>
June 2018	99.7%	104.1%	82%	0%

Attachments  
RS/lv//tk

cc:

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

# Skiatook Raw Water Conveyance System

Allocation of Electric Costs

Billing Period: June 2018

July 03, 2018

	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 2018	4,411,417	3,259,002	7,670,418	132,342,500	97,770,050	230,112,550	175.93	129.97	305.9
May 2018	4,323,546	3,097,916	7,421,462	134,029,920	96,035,410	230,065,330	160.09	114.71	274.8
April 2018	3,534,540	2,480,469	6,015,009	108,036,200	74,414,068	180,450,268	161.48	113.32	274.8
March 2018	3,508,751	2,647,047	6,155,798	108,771,280	82,058,472	190,829,752	156.63	118.17	274.8
February 2018	3,726,477	3,701,331	7,427,808	104,341,361	103,637,276	207,978,637	137.87	136.93	274.8
January 2018	3,740,811	3,118,845	6,859,656	115,965,149	96,684,184	212,649,333	149.86	124.94	274.8
December 2017	3,303,830	2,613,617	5,917,447	102,418,740	81,022,130	183,440,870	153.43	121.37	274.8
November 2017	3,289,587	2,387,094	5,676,680	98,687,600	71,612,810	170,300,410	159.24	115.56	274.8
October 2017	3,213,057	3,271,790	6,484,847	99,604,770	101,425,500	201,030,270	136.16	138.64	274.8
September 2017	4,231,833	1,822,039	6,053,872	126,954,980	54,661,180	181,616,160	211.60	91.10	302.7
August 2017	4,011,632	2,704,026	6,715,658	124,360,600	83,824,800	208,185,400	181.95	122.65	304.6
July 2017	4,381,112	3,135,602	7,516,714	135,814,480	97,203,660	233,018,140	177.94	127.36	305.3

	<u>Sand Springs</u>	<u>Sapulpa</u>	<u>Total</u>
ENERGY CHARGE	\$7,569,9750	\$5,592,5960	\$13,162,5710
ON PEAK CHARGE	\$870,8480	\$643,3520	\$1,514,2000
OFF PEAK CHARGE	\$1,781,6100	\$1,187,7400	\$2,969,3500
CUSTOMER CHARGE	\$168,0000	\$112,0000	\$280,0000

Total \$10,390.43 \$7,535.69 \$17,926.12

HIGH DEMAND June 2018 305.9  
90% HIGH DEMAND 275.3

# SRWCS WATER USAGE SAND SPRINGS - SAPULPA

Millions

