

**PUBLIC NOTICE OF THE MEETING OF THE  
OWASSO PUBLIC WORKS AUTHORITY (OPWA)**

**Council Chambers Old Central Building**

**109 North Birch, Owasso, OK**

**Tuesday, June 6, 2023 - 6:30 PM**

*NOTE: APPROPRIATE ACTION may include, but is not limited to: acknowledging, affirming, amending, approving, authorizing, awarding, denying, postponing, or tabling.*

**AGENDA**

**RECEIVED**

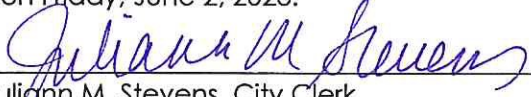
**JUN 02 2023**

City Clerk's Office

1. **Call to Order** - Chair Kelly Lewis
2. **Roll Call**
3. **Consideration and appropriate action relating to the Consent Agenda. (All matters listed under "Consent" are considered by the Trustees to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)**
  - A. Approve minutes – May 16, 2023, Regular Meeting
  - B. Approve claims
4. **Consideration and appropriate action relating to items removed from the Consent Agenda**
5. **Consideration and appropriate action relating to bids received for the Hale Acres Waterline Replacement Project**  
Roger Stevens  

Staff recommends awarding Alternate #1 in the amount of \$377,942.91 to Stronghand LLC of Tulsa, Oklahoma, contingent upon approval by the Owasso City Council, and authorization to execute all necessary documents.
6. **Report from OPWA Manager**
7. **Report from OPWA Attorney**
8. **Official Notices (documents for acknowledgment or information only, no discussion or action will be taken)**
  - Payroll Payment Report – Pay Period Ending Date May 20, 2023
9. **New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)**
10. **Adjournment**

Notice of Public Meeting filed in the office of the City Clerk on Friday, December, 9, 2022, and the Agenda posted at City Hall, 200 South Main Street, at 5:00 pm on Friday, June 2, 2023.

  
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Juliann M. Stevens, City Clerk

*The City of Owasso encourages citizen participation. To request an accommodation due to a disability, contact the City Clerk at least 48 hours prior to the scheduled meeting by phone 918-376-1502 or by email to [jstevens@cityofowasso.com](mailto:jstevens@cityofowasso.com)*

# OWASSO PUBLIC WORKS AUTHORITY (OPWA)

## MINUTES OF REGULAR MEETING TUESDAY, MAY 16, 2023

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, May 16, 2023, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 9, 2022; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 6:00 pm on Friday, May 12, 2023.

1. **Call to Order** - Chair Kelly Lewis called the meeting to order at 7:28 pm.

2. **Roll Call** – A quorum was declared present.

Present	Absent
Chair – Kelly Lewis	None
Vice Chair – Alvin Fruga	
Trustee – Doug Bonebrake	
Trustee – Lyndell Dunn	
Trustee – Dr. Paul Loving	

Staff: Authority Manager – Warren Lehr / Authority Attorney - Julie Lombardi

3. **Consideration and appropriate action relating to the Consent Agenda. (All matters listed under "Consent" are considered by the Trustees to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)**

- A. Approve minutes – May 2, 2023, and May 9, 2023, Regular Meetings
- B. Approve claims

Mr. Dunn moved, seconded by Mr. Bonebrake to approve the Consent Agenda as presented, with claims totaling \$966,663.84.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

4. **Consideration and appropriate action relating to items removed from the Consent Agenda** - None

5. **Consideration and appropriate action relating to the purchase of cardboard compactors and bins for the Owasso Recycle Center**

Larry Escalanta presented the item, recommending approval to purchase two, 2-yard standard compactors with a 40-yard octagonal receiver, from Roll-Offs USA of Durant, Oklahoma, utilizing the Houston-Galveston Area Council contract #RH08-20, in the amount of \$49,998.00. There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Dr. Loving to approve the purchase, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

6. **Consideration and appropriate action relating to an amendment to the agreement for engineering design services with Beck Design of Tulsa, Oklahoma for the Public Works and Vehicle Maintenance Facilities**

Roger Stevens presented the item, recommending approval of an amendment to the agreement in the amount of \$20,800.00 to perform the engineering design of the on-site detention, and authorization to execute all necessary documents. There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Mr. Dunn to approve the amendment and authorize execution of all necessary documents.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

7. **Report from OPWA Manager** - None

**8. Report from OPWA Attorney - None**

- 9. Official Notices -** The Chair acknowledged receipt of the following:
- Payroll Payment Report – Pay Period Ending Date May 6, 2023
  - Monthly Budget Report – April 2023

**10. New Business - None**

**11. Adjournment**

Mr. Dunn moved, seconded by Dr. Loving to adjourn the meeting.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:38 pm.

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Juliann M. Stevens, Authority Clerk

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Kelly Lewis, Chair

## Claims List - 06/06/2023

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	KELLOGG ENGINEERING, INC	117 LFT & FORCE MAIN	\$8,193.00
<b>117TH STREET FORCE MAIN - Total</b>			<b>\$8,193.00</b>	
	LEE BHM CORP	PUBLICATIONS	\$140.54	
<b>CDBG HALE ACRES WATERLINE - Total</b>			<b>\$140.54</b>	
	GREELEY & HANSEN LLC LBX 619776	ELM CREEK SEWER REHAB	\$17,513.96	
<b>ELM CREEK INTERCEPTOR - Total</b>			<b>\$17,513.96</b>	
	AEP/PSO	ELECTRIC USE	\$1,491.65	
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00	
	JPMORGAN CHASE BANK	CHAMBER-LUNCHEON	\$25.00	
	JPMORGAN CHASE BANK	ODP-BATTERIES	\$53.66	
	JPMORGAN CHASE BANK	ODP-SUPPLIES	\$50.17	
	STANDLEY SYSTEMS LLC	COPIER SERVICES	\$216.76	
	TREASURER PETTY CASH	SVC OK-PW ADMIN TAG	\$48.50	
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$88.74	
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	\$95.42	
<b>OPWA ADMINISTRATION - Total</b>			<b>\$27,069.90</b>	
	BANCFIRST	800469017/09B	\$55,960.40	
	BANCFIRST	800470015/09C	\$23,361.34	
	BANCFIRST	800471013/SANTA FE	\$14,375.74	
	BANCFIRST	800472011/RANCH CREEK	\$25,377.32	
	BANCFIRST	800780017/19C	\$119,949.80	
<b>OPWA DEBT SERVICE - Total</b>			<b>\$239,024.60</b>	
	DOERNER, SAUNDERS, DANIEL &	LEGAL SERVICES	\$2,146.90	
<b>RANCH CRK INTCPT UPGRADE - Total</b>			<b>\$2,146.90</b>	
	AEP/PSO	ELECTRIC USE	\$153.02	
	JPMORGAN CHASE BANK	NORTH TULSA-FEE	\$115.07	
	JPMORGAN CHASE BANK	WASTE MGMT-DISPOSAL	\$2,895.01	
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$55.20	
<b>RECYCLE CENTER - Total</b>			<b>\$3,218.30</b>	
	JPMORGAN CHASE BANK	BRUCKNERS-BRAKE DRUMS	\$1,849.00	
	JPMORGAN CHASE BANK	BUMPER-AIR FILTERS	\$109.18	
	JPMORGAN CHASE BANK	BUMPER-BUCKET	\$144.48	
	JPMORGAN CHASE BANK	BUMPER-CONNECTOR	\$9.58	
	JPMORGAN CHASE BANK	BUMPER-GREASE	\$98.98	
	JPMORGAN CHASE BANK	BUMPER-OIL FILTER	\$49.09	
	JPMORGAN CHASE BANK	BUMPER-PARTS	\$92.55	
	JPMORGAN CHASE BANK	HOME DEPOT-PARTS	\$113.61	
	JPMORGAN CHASE BANK	INLAND TRUCK-PARTS	\$366.46	
	JPMORGAN CHASE BANK	INLAND TRUCK-VALVES	\$879.28	
	JPMORGAN CHASE BANK	LOWES-METAL ROD	\$12.96	

## Claims List - 06/06/2023

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	LOWES-WATER WASHER \$15.98
		JPMORGAN CHASE BANK	NEXT LEVEL-BALL CAPS \$288.00
		JPMORGAN CHASE BANK	SEMI CRAZY-TRUCK WASH \$130.00
		JPMORGAN CHASE BANK	WALMART-SUPPLIES \$44.56
		JPMORGAN CHASE BANK	WASTE MGMT-DISPOSAL \$14,090.17
		JPMORGAN CHASE BANK	WELDON-AIR VALVES \$52.87
		SPOK INC.	PAGER USE \$78.96
		TOTER, INC.	400 GREEN POLY CARTS \$24,265.00
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$362.08
		UNITED STATES CELLULAR CORPORATION	PW CELL PHONES \$37.79
		VERIZON WIRELESS	WIRELESS CONNECTION \$257.22
<b>REFUSE COLLECTIONS - Total</b>			<b>\$43,347.80</b>
		JPMORGAN CHASE BANK	AMAZON-REFUND (\$19.18)
		JPMORGAN CHASE BANK	AMAZON-SUPPLIES \$57.13
		TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES \$1,544.43
		TREASURER PETTY CASH	ROSS-PEN PURCH REIMB \$19.98
<b>UTILITY BILLING - Total</b>			<b>\$1,602.36</b>
		AEP/PSO	ELECTRIC USE \$5,376.84
		JPMORGAN CHASE BANK	BROWN FARMS-SOD \$130.00
		JPMORGAN CHASE BANK	CORE&MAIN-PARTS \$72.77
		JPMORGAN CHASE BANK	CORE&MAIN-REDUCER \$11.60
		JPMORGAN CHASE BANK	CORE&MAIN-RISER \$418.65
		JPMORGAN CHASE BANK	CORE&MAIN-RISERS \$309.15
		JPMORGAN CHASE BANK	CORE&MAIN-SADDLE \$66.25
		JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES \$99.60
		JPMORGAN CHASE BANK	GRAINGER-AIR VENT \$10.77
		JPMORGAN CHASE BANK	JOHNSTONE-CAPACITORS \$130.83
		JPMORGAN CHASE BANK	LOWES-BATTERIES \$29.76
		JPMORGAN CHASE BANK	LOWES-BLADES \$59.90
		JPMORGAN CHASE BANK	LOWES-PALLET \$236.40
		JPMORGAN CHASE BANK	LOWES-SEWER REPAIR \$69.25
		JPMORGAN CHASE BANK	NEXT LEVEL-BALL CAPS \$288.00
		JPMORGAN CHASE BANK	UPS-SHIPPING \$19.50
		JPMORGAN CHASE BANK	UTILITY SUPP-TAP \$203.25
		SPOK INC.	PAGER USE \$80.46
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$176.19
		VERIZON WIRELESS	WIRELESS CONNECTION \$120.03
		WASHINGTON CO RURAL WATER DISTRICT	COFFEE CREEK LS WATER \$23.16
		WASHINGTON CO RURAL WATER DISTRICT	MAGNOLIA LS WATER \$23.10
		WASHINGTON CO RURAL WATER DISTRICT	MORROW LS WATER \$19.87
<b>WASTEWATER COLLECTIONS - Total</b>			<b>\$7,975.33</b>

## Claims List - 06/06/2023

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	AEP/PSO	\$44,307.62
		AT&T	\$78.39
		JPMORGAN CHASE BANK	\$70.00
		JPMORGAN CHASE BANK	\$266.80
		JPMORGAN CHASE BANK	\$382.00
		JPMORGAN CHASE BANK	\$85.00
		JPMORGAN CHASE BANK	\$48.21
		JPMORGAN CHASE BANK	\$290.40
		JPMORGAN CHASE BANK	\$1,968.57
		JPMORGAN CHASE BANK	\$1,342.00
		JPMORGAN CHASE BANK	\$288.00
		JPMORGAN CHASE BANK	\$146.01
		JPMORGAN CHASE BANK	\$24.99
		JPMORGAN CHASE BANK	\$9,913.43
		LEE BHM CORP	\$136.48
		SPOK INC.	\$41.48
		UNIFIRST HOLDINGS LP	\$376.56
		VERIZON WIRELESS	\$120.03
		<b>WASTEWATER TREATMENT - Total</b>	<b>\$59,885.97</b>
		AEP/PSO	\$291.28
		JPMORGAN CHASE BANK	\$48.78
		JPMORGAN CHASE BANK	\$288.00
		JPMORGAN CHASE BANK	\$1,263.20
		SPOK INC.	\$88.33
		UNIFIRST HOLDINGS LP	\$401.96
		VERIZON WIRELESS	\$200.05
		<b>WATER - Total</b>	<b>\$2,581.60</b>
		GREELEY & HANSEN LLC LBX 619776	\$6,448.69
		<b>WWTP UPGRADE - Total</b>	<b>\$6,448.69</b>
		<b>OPWA - Total</b>	<b>\$419,148.95</b>
67	OPWA SALES TAX	BANCFIRST	\$233,635.08
		BANCFIRST	\$96,551.67
		BANCFIRST	\$97,458.21
		<b>OPWA STF DEBT SERVICE - Total</b>	<b>\$427,644.96</b>
		<b>OPWA SALES TAX - Total</b>	<b>\$427,644.96</b>
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	\$6,082.64
		<b>OPWA ST SUB - DEBT SERV - Total</b>	<b>\$6,082.64</b>
		<b>OPWA SALES TAX SUB ACCOUN - Total</b>	<b>\$6,082.64</b>
		<b>OPWA Grand Total</b>	<b>\$852,876.55</b>



**TO:** The Honorable Mayor and City Council  
 The Honorable Chair and Trustees  
 Owasso Public Works Authority (OPWA)

**FROM:** Roger Stevens, Public Works Director

**SUBJECT:** Hale Acres Waterline Replacement Project

**DATE:** June 2, 2023

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**BACKGROUND:**

On December 20, 2022, the City Council approved the 2022-2023 Community Development Block Grant (CDBG) contract in the amount of \$159,894.62 for the Hale Acres Waterline Replacement Project. The Hale Acres subdivision was platted in 1972 and the waterlines were built with a material that was state of the art for the time period, but have reached the end of their service life.

Combining the CDBG funding available with Owasso Public Works Authority (OPWA) funding, the Public Works Department designed a replacement waterline to serve the southern edge of the subdivision with the rest of the waterlines in the neighborhood to be replaced in subsequent phases of construction.

Phase one of the project will replace approximately 2,400 linear feet of waterline along with thirty water service lines. The project was bid as two exclusive alternates. Alternate #1 is using a six-inch diameter waterline and alternate #2 is using an eight-inch diameter waterline. The six inch waterline meets fire flow requirements, especially with the recent inter-connections made with the Meadowcrest waterlines and the South Sportspark connection to the 12" waterline at East 106<sup>th</sup> Street North. The eight-inch diameter line was included in the bid in order to compare cost differences should funds be available to upsize the line.

**SOLICITATION OF BIDS:**

In March 2023, City Engineering staff completed final bid documents, and published advertisements in accordance with state statutes on March 24 and 31, 2023. A mandatory pre-bid meeting was held on April 18, 2023 and bids were opened on April 25<sup>th</sup>, with a total of four contractors submitting bids.

	<u>Alternate #1</u>	<u>Alternate #2</u>
<b>Engineering Estimate</b>	<b>\$339,039.00</b>	<b>\$348,979.00</b>
Stronghand LLC	\$377,942.91	\$416,333.04
Circle B Underground LLC	\$421,746.00	\$505,033.00
Cherokee Builders	\$434,425.50	\$480,047.50
Marsau Enterprises, Inc.	\$820,600.00	\$864,805.00

Stronghand LLC provided the lowest qualified bid in the amount of \$377,942.91. Included in the bid is a project allowance of \$30,000.00 should the final project cost require any additional scope of work, unforeseen at the time of bidding.

**FUNDING:**

Funding in the amount of \$150,000.00 is available through the Community Development Block Grant, with the remaining balance funded from the OPWA Fund.

**RECOMMENDATION:**

Staff recommends awarding Alternate #1 in the amount of \$377,942.91 to Stronghand LLC of Tulsa, Oklahoma, and authorization to execute all necessary documents.



**OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 05/20/23**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	18,155.18	26,856.52
405 Utility Billing	7,832.80	13,400.34
420 Water	14,460.11	23,306.15
450 Wastewater	15,860.20	25,494.38
455 Wastewater Collection	15,662.88	26,446.51
480 Refuse	17,413.28	29,016.06
485 Recycle Center	2,776.00	5,078.44
<b>FUND TOTAL</b>	<b>92,160.45</b>	<b>149,598.40</b>