



**NOTICE
GLENPOOL UTILITY SERVICE AUTHORITY
REGULAR MEETING**

A Regular Session of the Glenpool Utility Service Authority will be held at 6:00 p.m. immediately following the Glenpool City Council Meeting on December 2, 2024, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

NOTE: The Glenpool Utility Service Authority will be assembled for the meeting at the City Council Chambers, 12205 S. Yukon Ave, Glenpool, Oklahoma. Members of the public are invited to attend the in-person meeting, or join a live broadcast at this link:

Join Zoom Meeting

<https://us02web.zoom.us/j/89753555435?pwd=QzdFVjA1b0lKa1lSUFIKbUNrUUxtdz09>

Meeting ID: 897 5355 5435

Passcode: 974088

One tap mobile

+13462487799, US (Houston)

+14086380968, US (San Jose)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 897 5355 5435

Passcode: 974088

Find your local number: <https://us02web.zoom.us/j/89753555435?pwd=QzdFVjA1b0lKa1lSUFIKbUNrUUxtdz09>

The GUSA Board welcomes comments from citizens of Glenpool who wish to address any item on the agenda.

- Speakers attending in **PERSON** are required to complete the Request to Speak form located on the agenda table and return to the City Clerk **PRIOR TO THE CALL TO ORDER**.
- Speakers attending via **ZOOM** are required to complete the Request to Speak form located on our website: <https://glenpoolonline.civicweb.net/document/19057/Request%20to%20Speak%20Form.pdf> and email it to the City Clerk: lasmith@cityofglenpool.com **PRIOR TO 6:00 PM, DECEMBER 2, 2024.**

AGENDA

Page

- A) **Call to Order - Joyce G. Calvert, Chair**
- B) **Roll Call, Declaration of Quorum – Lesli Smith, Secretary; Joyce G. Calvert, Chair**
- C) **Management Report**
- D) **Trustee Comments**
- E) **Public Comments**
- F) **Consideration and appropriate action relating to a request for approval of the Consent Agenda.**

(All matters listed under "Consent" are considered by the GUSA Board 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.)

- 1) Approval of the minutes from the November 4, 2024 meeting. 3 - 5
[GUSA - 04 Nov 2024 - Minutes - Pdf](#)

G) Consideration and appropriate action relating to items removed from the Consent Agenda

H) Scheduled Business

- 1) Discussion and possible action to authorize the City Manager to negotiate an agreement with the Muscogee Creek Nation, subject to board approval once completed, to allow the Nation to connect to GUSA's wastewater collection and treatment system.
(David Tillotson, City Manager)
- 2) Wastewater Treatment Facility Project update and discussion. 6 - 16
(David Agbetunsin, City Engineer)
[WWTF GUSA Board November Update.docx](#)

I) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on November 27, 2024, at 5:30 pm.

Signed: Lesli Smith

Secretary



MINUTES
GUSA Meeting
Monday, November 4, 2024 Council Chambers 6:00 PM

TRUSTEES PRESENT: Tim Fox
Jacqueline Triplett-Lund
Joyce Calvert
Chris Brobst
Shayne Buchanan

TRUSTEES ABSENT:

STAFF PRESENT: David Tillotson
Lesli Smith
Joe Wuest
Lea Ann Reed

STAFF ABSENT:

- A) Call to Order - Joyce G. Calvert, Chair**
Chair Calvert called the meeting to order at 6:13 p.m.
- B) Roll Call, Declaration of Quorum – Lesli Smith, Secretary; Joyce G. Calvert, Chair**
Lesli Smith called the roll; Chair Calvert declared a quorum present. Jana Burk Attorney, of Rosenstein, Fist & Ringold was also in attendance.
- C) Management Report**
There were no additional City Manager comments.
- D) Trustee Comments**
There were no Trustee comments.
- E) Public Comments**
There were no public comments.
- F) Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the GUSA Board 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.)**

- 1) Minutes from October 7, 2024, and Special October 21, 2024, meetings.
- 2) Approval of purchasing a portable generator from Clifford Power Systems for \$77,444.41 using the 02-6-18-6333 Capital Purchases account.

Moved by Tim Fox, seconded by Jacqueline Triplett-Lund

To approve the consent agenda.

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

CARRIED.

G) Consideration and appropriate action relating to items removed from the Consent Agenda

No items removed from the consent agenda.

H) Scheduled Business

- 1) Discussion and possible action to acknowledge receipt of the Oklahoma Department of Environmental Quality Permit No. ST000072240386 for the construction of a new mechanical wastewater treatment plant.
(David Agbetunsin, City Engineer)

Moved by Tim Fox, seconded by Chris Brobst

To acknowledge receipt of the Oklahoma Department of Environmental Quality Permit No. ST000072240386 for the construction of a new mechanical wastewater treatment plant.

	For	Against	Abstained	Absent
Tim Fox	x			
Jacqueline Triplett-Lund	x			
Joyce Calvert	x			
Chris Brobst	x			
Shayne Buchanan	x			
	5	0	0	0

CARRIED.

- 2) Wastewater Treatment Facility Project update and discussion.
(David Agbetunsin, City Engineer)

Mr. Agbetunsin updated the board on the current status of the Wastewater Treatment Facility Project.

I) Adjournment

The meeting was adjourned at 6:19 p.m.

December 2, 2024

To: Chair and Board of Trustees, Glenpool Utility Service Authority (GUSA)
Mayor and Council, City of Glenpool

From: David Agbetunsin, City Engineer

Period: November 1 – November 30, 2024

WASTEWATER TREATMENT FACILITY PROJECT UPDATE

Wastewater Treatment Plant (WWTP)

The City of Glenpool has been awarded an American Rescue Plan Act (ARPA) grant for a new mechanical wastewater treatment facility (WWTF). The City currently owns and operates a Lagoon System Wastewater Treatment Plant. The proposed project involves constructing a 3.0 MGD Sequencing Batch Reactor (SBR) Mechanical Wastewater Treatment Plant (WWTP) located in the SW1/4, NW1/4 of Section 11, T17N, R12E, Tulsa County.

Project Program Management Summary

Consultant/Project Program Manager (PPM) – S2 Engineering PLLC	Cost to Date (\$)	Contact Amount (\$)	S2E Engineering PLLC
Task			Progress (%)
Project Administration	108,469.40	198,200.00	55%
Design Consultant Selection Phase	28,488.00	28,488.00	100%
Regulatory Approval/Permits	55,628.64	57,954.00	96%
Public Communication Phase	32,940.59	58,302.00	56%
Detailed Design Phase	101,390.00	101,390.00	100%
Bidding Phase	1,925.10	19,251.00	10%
Construction Phase	-	245,291.00	0%
Plant Startup	-	58,541.00	0%
New Site Property and Topographic	39,316.22	44,978.00	87%
Site Flood Plain Permitting NoRise	24,862.50	26,766.00	93%
Conditional Letter of Map Revisions (CLOMR), if	-	31,316.00	0%
Letter of Map Revisions (LOMR), if	-	34,024.00	0%
Environmental Information Document	35,858.91	42,662.00	84%
ARPA Grant Administration Coordination	6,850.00	52,604.00	13%
TOTAL	435,729.36	999,767.00	44%

Appendix 1 contains invoices corresponding to payments made so far. These invoices align with the agreement established on 05-01-2023 between S2 Engineering PLLC and Glenpool Utility Services for the provision of Project Program Management Services.

Professional Engineering Design

Garver LLC is rendering professional engineering services as per the agreement executed on August 7, 2023. The engineering design is presently underway, and Garver. The 100% set has been prepared by Garver LLC. The engineering drawings have been prepared to be submitted for ODEQ review and construction permit approval. Invoices pertaining to payments made in accordance with this agreement are provided in Appendix 2.

Engineer Consultant – Garver LLC	Cost to Date (\$)	Contact Amount (\$)	Garver LLC
Core Tasks			Progress (%)
Project Management & Admin	22,943.67	74,011.85	31%
Geotechnical Coordination	6,115.00	6,115.00	100%
Preliminary Design	927,669.00	927,669.00	100%
Final Design	1,238,962.54	1,238,962.54	100%
Bidding & Equipment Procurement Services	53,573.36	126,760.00	42%
Construction Administration	0.00	642,218.00	-
Construction Observation	0.00	665,258.40	-
O&M Manual And Startup Training	0.00	127,461.00	-
TOTAL	2,249,263.57	3,808,455.79	59%

Clean Water State Revolving Fund (CWSRF)

The Clean Water State Revolving Fund is a low-interest loan program that assists communities with wastewater and pollution control projects. Staff will apply for the Clean Water State Revolving Fund (CWSRF) to cover the funding gap. City Management has applied for \$35,000,000.00 CWSRF. The loan application will be on the OWRB Board Agenda on December 17, 2024, for approval.

Permit to Construct

The permit to construct was issued on October 21, 2024, by the Oklahoma Department of Environmental Quality.

Bidding

Bids were opened on November 12, 2024, at 2:00P.M. Out of 3 prequalified bidders for the Project, Crossland Heavy Contractors was the only respondent to the bid.

CONTRACTOR	BASE BID
Engineer's Estimate	\$62,140,752.00
Crossland Heavy Contractors, Inc	\$58,809,985.00

Schedule

Below is the tentative schedule of the project.

Updated Phase Description Schedule Date		
Notice to Proceed	August 18, 2023	Complete
Technical Memoranda	October 19, 2023	Complete
Preliminary Design	January 11, 2024	Complete
Preliminary Design Workshop	January 30, 2024	Complete
Final Design – 90% and ODEQ Submittal	April 29, 2024	Complete
Final Design – 90% Workshop	May 17, 2024	Complete
Final Design – 100% Submittal	July 12, 2024,	Complete
Proposed Bid Opening	November 12 th 2024	Complete
Finish Construction	December 2026	Not Started

Proposed Bidding schedule.

Prequalification Advertisement	June 14, 2024	Complete
Prequalification Meeting (Virtual	June 28, 2024	Complete
Prequalification Opening	July 25, 2024	Complete
Bidding Documents Advertised	July-August 2024	Complete
Notice of Prequalification to Bidders	July-August 2024	Complete
Invitation for Bids to Prequalified Bidders	October 1, 2024	Complete
Pre-Bid Conference (In-Person)	October 16, 2024,	Complete
Bid Opening	November 12 2024	Complete

Recommendation

This report is for information purposes only.

APPENDIX



750 SW 24th Street Ste 200
Moore, OK 73160
405-329-2555

www.GarverUSA.com

INVOICE

David Agbetunsin
City of Glenpool, OK
12205 S Yukon Ave
Glenpool, OK 74033

November 1, 2024
Project No : 2300438
Invoice No: 2300438-12

Project: Glenpool Wastewater Treatment Facility Design

Professional Engineering Services through October 25, 2024

	Percent Complete	Contract Amount	Total Billed to Date	Previous Billings	Current Billing
Lump Sum Services					
Task 1 - Project Management & Admin	31%	\$74,011.85	\$22,943.67	\$22,203.56	\$740.11
Task 2 - Geotechnical Coordination	100%	\$6,115.00	\$6,115.00	\$6,115.00	\$0.00
Task 3 - Preliminary Design	100%	\$927,669.00	\$927,669.00	\$927,669.00	\$0.00
Task 4 - Final Design	100%	\$1,238,962.54	\$1,238,962.54	\$1,238,962.54	\$0.00
Hourly Services					
Bidding & Equipment Procurement Services		\$126,760.00	\$53,573.36	\$38,172.00	\$15,401.36
Construction Administration		\$642,218.00	\$0.00	\$0.00	\$0.00
Construction Observation		\$665,258.40	\$0.00	\$0.00	\$0.00
O&M Manual and Startup Training		\$127,461.00	\$0.00	\$0.00	\$0.00
Totals		\$3,808,455.79	\$2,249,263.57	\$2,233,122.10	\$16,141.47

Total Amount This Invoice \$16,141.47

Authorized by: _____

Cole Niblett PE
Project Manager

Remit Payment To:

For delivery via regular US postal service:

Garver, LLC
P.O. Box 736556
Dallas, TX 75373-6556

For delivery via overnight courier service:

JPMorgan Chase (TX1-0029)
Attn: Garver, LLC P.O. Box 736556
14800 Frye Road, 2nd Floor
Fort Worth, TX 76155

Attachment to Invoice: 2300438-12

November 1, 2024

Garver Project: 2300438

Glenpool Wastewater Treatment Facility Design

Period Ending:10/25/2024

Bidding & Equipment Procurement Services

Personnel	Hours	Pay Rate	Amount
Becerra, Humberto	3.50	\$34.66	\$121.31
Gatling, Christopher	0.50	\$89.19	\$44.60
Helvick, Thomas	23.00	\$46.31	\$1,065.13
Martin, Kipp	2.00	\$81.34	\$162.68
Newman, Rita	2.00	\$26.00	\$52.00
Niblett, Michael	13.50	\$72.12	\$973.62
Rakestraw, Amber	0.75	\$29.10	\$21.83
Ross, Benjamin	18.00	\$70.68	\$1,272.24
Shoemaker, Leona	2.50	\$36.94	\$92.35
Tate, Russell	5.00	\$87.27	\$436.35
White, Jonathan	3.00	\$81.55	\$244.65
Wiseman, Laura	6.50	\$42.32	\$275.08
Labor			\$4,761.84
Overhead at 194.03% of Labor			\$9,239.40
Profit at 10% of Labor and Overhead			\$1,400.12

Due This Invoice:

Bidding & Equipment Procurement Services **\$15,401.36**



6100 S Yale Ave. Suite 1300
Tulsa, OK 74136

TEL 918.250.5922

www.GarverUSA.com

Progress Report Glenpool WWTP Improvements

To: Glenpool Utility Service Authority
From: Cole Niblett, PE
Copies to: Garver File 2300438
Period Ending: October 25, 2024

Please allow us to give a brief progress report of our work on the above referenced project.

Recent Accomplishments

- Advertise Bid Set
- Pre-Bid Meeting
- Receive and Address Bidder's Questions
- Coordinate with ODEQ on discharge sampling location
- Monthly Progress Meetings

Need from Others

- None

Planned Assignments for Next Reporting Period

- Issue final Addendum
- Open Bids
- Issue Recommendation of Award Letter
- Attend Council Meeting to be presented should any questions regarding the recommendation arise. (11/18/24)



6100 South Yale
Suite 1300
Tulsa, OK 74136
TEL 918.250.5922
www.GarverUSA.com

November 13, 2024

Attn: David Agbetunsin
City of Glenpool
12205 South Yukon Ave.
Glenpool, OK 74033

Re: Recommendation of Award for Glenpool Utility Service Authority Wastewater Treatment Plant Improvements Project

Dear Mr. Agbetunsin:

Enclosed is the bid tabulation for the bids received on Tuesday November 12, 2024, for the above referenced project. The following were the apparent proposal results:

CONTRACTOR	BASE BID
Engineer's Estimate	\$ 62,140,752.00
Crossland Heavy Contractors, Inc.	\$ 58,809,985.00

The cost breakdown for Owner Selected Equipment Item for the Sequencing Batch Reactors as submitted by Crossland Heavy Contractors, Inc. is as follows:

ITEM	MANUFACTURER	AMOUNT BID
A	Aqua Aerobics	\$ 2,502,525.00
B	Parkson	\$ 2,376,244.00
C	Alfa Laval	\$ 2,580,000.00

The cost breakdown for the deductive bid alternate as submitted by Crossland Heavy Contractors, Inc. is as follows:

ITEM No.	DESCRIPTION	UNIT	QUANTITY	BID PRICE
1	Deduction for replacing concrete paving with asphalt paving for the areas identified	LS	1	\$ 200,000.00

Based upon the information supplied, all documents appear to be in order. As a result, based upon the results of the Base Bid proposal, we recommend award of the contract for the above referenced project to the lowest, responsible bidder, **Crossland Heavy Contractors, Inc.**

TOTAL AWARD AMOUNT

\$58,809,985.00

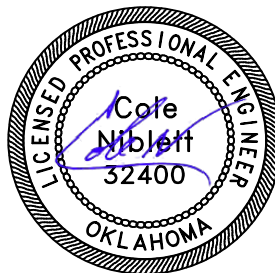
It is Garver's recommendation that the Owner selects Item A, Aqua Aerobics as the Sequencing Batch Reactor Manufacturer for the amount of \$2,502,525.00. It is also Garver's recommendation that the Owner does not choose to select the deductive bid alternate for replacing concrete paving with asphalt paving for the areas identified for a deduction of \$200,000.

Please place this item on the next available council agenda for consideration. Please contact me at (405) 928-7555 should you have any questions or concerns.

Sincerely,
Garver, LLC



Cole Niblett, P.E.
Attachment: Bid Tabulation



GLENPOOL UTILITY SERVICE AUTHORITY
GLENPOOL WASTEWATER TREATMENT PLANT IMPROVEMENTS
BID TABULATION
BID OPENING: 11-12-2024; 2:00 PM

				ENGINEER'S ESTIMATE		Crossland Heavy Contractors, Inc.	
ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	ALL WORK AS DEFINED IN THE CONTRACT DOCUMENTS EXCEPT THOSE ITEMS LISTED SEPARATELY BELOW	LS	1	\$56,434,502.00	\$56,434,502.00	\$55,679,000.00	\$55,679,000.00
2	LAGOON DEWATERING MOBILIZATION AND DEMOBILIZATION	LS	1	\$150,000.00	\$150,000.00	\$40,000.00	\$40,000.00
3	LAGOON DEWATERING	DRY TON	4,055	\$700.00	\$2,838,500.00	\$200.00	\$811,000.00
4	CONCRETE PLACEMENT INCLUDING COMPACTED BASE ABOVE THE QUANTITY REQUIRED BY THE CONTRACT DOCUMENTS	SY	200	\$125.00	\$25,000.00	\$125.00	\$25,000.00
5	FENCING	LF	4,750	\$45.00	\$213,750.00	\$37.26	\$176,985.00
6	REPLACING POLYLINER IN EXISTING LAGOON	SY	28,500	\$45.00	\$1,282,500.00	\$28.00	\$798,000.00
7	ALL WORK REQUIRED AT THE DECHLORINATION FACILITY	LS	1	\$200,000.00	\$200,000.00	\$240,000.00	\$240,000.00
8	REPLACING 2" COMBINATION AIR RELEASE VALVES	EA	14	\$6,000.00	\$84,000.00	\$7,500.00	\$105,000.00
9	CONTINGENCY ALLOWANCE 1 FOR WORK CHANGE DIRECTIVES	LS	1	\$750,000.00	\$750,000.00	\$750,000.00	\$750,000.00
10	CONTINGENCY ALLOWANCE 2 FOR ADDITIONAL INDEPENDENT TESTING	LS	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
11	OVER EXCAVATION, HANDLING AND OFF-SITE DISPOSAL OF UNDOCUMENTED FILL AND REPLACEMENT OF EXCAVATED MATERIAL WITH SELECT FILL	CY	1,500	\$75.00	\$112,500.00	\$90.00	\$135,000.00
TOTALS:				\$62,140,752.00		\$58,809,985.00	
				ATTEND PRE-BID ACKNOWLEDGE ALL ADDENDA SUBMIT BID BOND SUBMIT COMPLETE PROPOSAL PRE-QUALIFIED SUBMIT SUBCONTRACTORS & VENDORS SUBMIT BID AFFIDAVIT NOTES		Y Y Y Y Y Y Y Bid appears complete, responsive	

LOW BIDDER IS Crossland Heavy Contractors, Inc. IN THE AMOUNT OF: \$58,809,985.00

ALL BIDS VERIFIED BY:



Cole Niblett

Cole Niblett, PE



Garver Project No. 2300438

GLENPOOL UTILITY SERVICE AUTHORITY
GLENPOOL WASTEWATER TREATMENT PLANT IMPROVEMENTS
BID TABULATION
BID OPENING: 11-12-2024; 2:00 PM

OWNER SELECTED EQUIPMENT ITEM OR SYSTEM SCHEDULE		
Section 46 53 53 - Sequencing Batch Reactors (includings entire package as referenced in the specifications including but not limited to fixed grid aeration equipment, blowers, mixers, etc. for SBR, digester, and FEB facility).		
ITEM	MANUFACTURER	AMOUNT BID
A	Aqua Aerobics	\$ 2,502,525.00
B	Parkson	\$ 2,376,244.00
C	Alfa Laval	\$ 2,580,000.00

BID ALTERNATE				
ALTERNATE BID ITEM NO.	DESCRIPTION	UNIT	QUANTITY	BID PRICE
1	Deduction for replacing concrete paving with asphalt paving for the areas identified	LS	1	\$ 200,000.00

