



City of Enid
401 W. Owen K Garriott
P.O. Box 1768
Enid, Oklahoma 73702
580-234-0400

BOARD OF COMMISSIONERS

NOTICE OF REGULAR MEETING

Mayor and Board of Commissioners of the City of Enid, Oklahoma, the Trustees of the Enid Municipal Authority, a Public Trust, and the Trustees of the Enid Economic Development Authority, a Public Trust

Notice is hereby given that the Mayor and Board of Commissioners of the City of Enid, Oklahoma, the Trustees of the Enid Municipal Authority, a Public Trust, and the Trustees of the Enid Economic Development Authority, a Public Trust, will meet in regular session at 6:30 p.m. on the 15th day of November, 2011, in the Council Chambers of the City Administration Building, located at 401 W. Owen K. Garriott Road in said city, and the agenda for said meeting is as follows:

- AGENDA -

MAYOR AND BOARD OF COMMISSIONERS REGULAR MEETING

1. CALL TO ORDER/ROLL CALL.
2. INVOCATION.
3. FLAG SALUTE.
4. CONSIDER APPROVAL OF MINUTES OF SPECIAL MEETING OF NOVEMBER 8, 2011 AND REGULAR MEETING OF NOVEMBER 1, 2011.
5. AWARDS, PRESENTATIONS, AND ORGANIZATIONAL BUSINESS.
 - 5.1 PRESENT PET AVAILABLE FOR ADOPTION AT THE CITY ANIMAL SHELTER.
6. HEARINGS.
 - 6.1 NONE.

7. COMMUNITY DEVELOPMENT.

7.1 NONE.

8. ADMINISTRATION.

8.1 APPROVE AN ORDINANCE AMENDING ENID MUNICIPAL CODE 2003, TITLE 2, ENTITLED "FINANCE AND TAXATION;" CHAPTER 6, ENTITLED "FEE SCHEDULE," ARTICLE C, ENTITLED "CITY SERVICES AND FACILITIES", SECTION 2-6C-1, ENTITLED "AIRPORT," TO INCREASE RATES AND TO REMOVE SECTION C, ENTITLED "AIRPORT SHUTTLE FEE," PROVIDING FOR REPEALER, SAVINGS CLAUSES; SEVERABILITY AND CODIFICATION.

BACKGROUND: This ordinance will raise the City owned hanger lease rate by \$0.01 per square foot per month, and raise the land lease rate by \$0.02 per square foot per year. These leases are a principal source of revenue at Woodring Regional Airport, and were last adjusted in 2008.

Since the last rate increase, more than \$3,000,000.00 has been spent on improvements and repairs to the facilities and infrastructure at Woodring Regional Airport. A modest increase allows the Airport to make future improvements, and brings prices closer to what is charged at similar state airports. Woodring Airport's current land lease rates are an average of \$0.05 per square foot lower than comparable airports, thus the recommendation for a higher increase than the hangar rentals.

Currently, Woodring Regional Airport leases City owned hangars at rates from \$0.09 per square foot to \$0.13 per square foot, depending on the size and amenities of the hangar. That rate would increase to between \$0.10 and \$0.14 per square foot.

Woodring Regional Airport also has a number of privately owned hangars, and currently leases the land to owners for \$0.09 per square foot per year. That rate would increase to \$0.11 per square foot.

On October 24, 2011, the Aviation Advisory Board unanimously recommended approving these increases, effective January 1, 2012.

PRESENTER: Dan Ohnesorge, Woodring Regional Airport Director.

ATTACHMENTS: Ordinance.

RECOMMENDATION: Approve.

- 8.2 CONSIDER A RESOLUTION AMENDING THE 2011-2012 CAPITAL IMPROVEMENT FUND BUDGET BY APPROPRIATING ADDITIONAL FUNDS IN THE AMOUNT OF \$243,690.00 TO INCREASE THE 2011-2012 APPROPRIATED AMOUNTS FOR THE CAPITAL IMPROVEMENT DEPARTMENT.

BACKGROUND: This is a companion to Items 8.3 and 12.1. The City of Enid is contracting for additional management services for \$243,690.00 with Carter and Associates. Funds will be transferred from the Enid Municipal Authority fund in the amount of \$243,690.00, and the Capital Improvement Department budget will be increased by the same amount to pay for the Carter and Associates amendment.

PRESENTER: Jerald Gilbert, Chief Financial Officer.

ATTACHMENTS: Resolution.

RECOMMENDATION: Approve.

- 8.3 APPROVE AMENDMENT NO. 1 WITH CARTER AND ASSOCIATES COMMERCIAL SERVICES, LLC, ATLANTA, GEORGIA, FOR PROGRAM MANAGEMENT SERVICES FOR THE ENID RENAISSANCE PROGRAM, PROJECT NO. M-1109B.

BACKGROUND: This is a companion to Items 8.2 and 12.1. The Renaissance Program consists of constructing a new event center, renovating Convention Hall, and possibly improving the two-block downtown development area. In April 2011, Carter and Associates was contracted to provide program management services for the various projects involved. The work includes management of architects, structural engineers, civil engineers, utility relocations, utility companies, and construction managers on new construction and renovations, but did not include direct management of the construction activities.

At that time, construction activities and inspection services for the new Event Center and Convention Hall renovation would have been provided by the Construction Manager. However, the Construction Manager process is no longer available.

This item directs those responsibilities to the Program Manager, Carter and Associates, at an increased amount of \$243,690.00. The additional cost is considered very competitive for the \$24,256,444.00 construction project and is well below Flintco Inc.'s estimated fee of \$797,109.00. This price reflects the extraordinary partnership forged between the City of Enid and Carter and Associates.

Carter and Associates, LLC, will coordinate activities with the demolition contractor, utility contractor, Event Center contractor, Convention Hall renovation contractor, and utility companies. All are extensive and complex activities. They will also provide on-site management services of all construction activities including fencing, waste disposal, material testing, storm water permits, technical inspections, and quality reviews.

The new amended contract amount will be \$606,066.00, and will be funded from the Capital Improvement Fund.

PRESENTER: Robert Hitt, P.E., Director of Engineering Services.

ATTACHMENTS: None. Amendment No. 1 is on file in the Office of the City Clerk.

RECOMMENDATION: Approve Amendment No. 1 with Carter and Associates Commercial Services, LLC.

9. CONSENT.

9.1 AWARD A CONTRACT TO T&A TURF AND IRRIGATION, ELMWOOD, NEBRASKA, FOR CONSTRUCTION OF THE MEADOWLAKE GOLF COURSE IRRIGATION SYSTEM UPGRADE, BACK 9, PROJECT 1204A, AND AUTHORIZE THE MAYOR TO EXECUTE ALL CONTRACT DOCUMENTS AFTER REVIEW BY THE CITY ATTORNEY.

BACKGROUND: This project includes the replacement of approximately 205 sprinkler heads on the back nine holes of Meadowlake Golf Course, and the installation of three control boxes to operate these heads remotely.

This project was budgeted at \$125,000.00 for Fiscal Year 2011-2012. Three bids were received. The lowest responsible bid was submitted by T&A Turf and Irrigation for \$114,765.00, and is \$10,235.00 below budget.

Funding for this project is from the Golf Fund, which includes appropriation to complete the course irrigation system.

PRESENTER: Cody Lack, Golf Professional.

ATTACHMENTS: Canvass of Bids.

RECOMMENDATION: Award a contract in the amount of \$114,765.00 to T&A Turf and Irrigation, and authorize the Mayor to execute the contract documents after review by the City Attorney.

- 9.2 **AWARD A CONTRACT TO JDC CONTRACTING, ENID, OKLAHOMA, FOR THE CONSTRUCTION OF THE ABC PARK SIDEWALKS, P-1201A, AND AUTHORIZE THE MAYOR TO EXECUTE ALL CONTRACT DOCUMENTS AFTER REVIEW BY THE CITY ATTORNEY.**

BACKGROUND: This project will construct Americans with Disabilities Act (ADA) sidewalks in ABC Park. The sidewalks will facilitate access within the park to a Miracle League baseball field being funded and constructed by AMBUCS.

Ten bids were received. The lowest responsible bid was submitted by JDC Contracting for \$49,657.00. JDC Contracting has submitted post bid qualification documentation showing that the contractor has completed similar work, meeting the specifications for qualification for this work.

Funding for this project is from the Capital Improvement Fund.

PRESENTER: Robert Hitt, P.E., Director of Engineering Services.

ATTACHMENTS: Canvass of Bids.

RECOMMENDATION: Award a contract in the amount of \$49,657.00 to JDC Contracting, and authorize the Mayor to execute the contract documents after review by the City Attorney.

- 9.3 **AWARD A CONTRACT TO RICK LORENZ CONSTRUCTION, INC., ENID, OKLAHOMA, FOR THE CONSTRUCTION OF GARRIOTT ROAD AND MONROE STREET SIDEWALK IMPROVEMENTS, R-1104A, AND AUTHORIZE THE MAYOR TO EXECUTE ALL CONTRACT DOCUMENTS AFTER REVIEW BY THE CITY ATTORNEY.**

BACKGROUND: Bids were originally received for this project on August 8, 2011. At that time, only one bid was received in the amount of \$168,778.86. The bid was rejected, and the project was rebid.

Six bids were received on October 17, 2011. The lowest bid was submitted by JDC Contracting in the amount of \$68,832.83. A review of the qualification documentation, provided by JDC Contracting, was conducted. The contractor could not document satisfactory evidence that JDC Contracting is regularly engaged in the business of construction of such work, and is reasonably familiar with construction on major and state highways with high standards of traffic control, safety and

construction requirements. Therefore, the submitted bid does not meet the standard set for a responsive bid.

In turn, the lowest responsible bid was submitted by Rick Lorenz Construction, Inc. in the amount of \$90,175.04.

Funding for this project is from the Capital Improvement Fund.

PRESENTER: Robert Hitt, P.E., Director of Engineering Services.

ATTACHMENTS: Canvass of Bids.

RECOMMENDATION: Award a contract in the amount of \$90,175.04 to Rick Lorenz Construction, Inc., and authorize the Mayor to execute the contract documents after review by the City Attorney.

9.4 AWARD A CONTRACT TO S.L. MADISON CONSTRUCTION, LLC, CRESCENT, OKLAHOMA, FOR THE CONSTRUCTION OF THE BRIDGE EROSION CONTROL, PROJECT R-1204, AND AUTHORIZE THE MAYOR TO EXECUTE ALL CONTRACT DOCUMENTS AFTER REVIEW BY THE CITY ATTORNEY.

BACKGROUND: The completed bi-annual Bridge Inspection Program recommended cleaning and control measures on a number of structures. Funds were budgeted, and plans were prepared to remove silt, place rip rap, or concrete rip rap, at five (5) bridge locations, and improve storm water grating at one location. The bridge sites are located at the following locations:

- 42nd Street, north of Chestnut Avenue;
- Independence Street at Hemlock;
- Broadway Street at 5th Street;
- Oklahoma Street at 6th Street;
- Maple at 4th Street.

Bids were originally received for this project on August 8, 2011. At that time, only one bid was received in the amount of \$196,600.00. The Commission rejected this bid and directed that the project be re-bid.

Six bids were received on October 17, 2011, with the low bid submitted by S.L. Madison Construction, LLC, for \$77,906.55.

Funding for this project is from the Capital Improvement Fund.

PRESENTER: Robert Hitt, P.E., Director of Engineering Services.

ATTACHMENTS: Canvass of Bids.

RECOMMENDATION: Award a contract in the amount of \$77,906.55 to S.L. Madison Construction, LLC, and authorize the Mayor to execute the contract documents after review by the City Attorney.

9.5 APPROVE AMENDMENT NO. 1 TO THE AGREEMENT WITH PROFESSIONAL ENGINEERING CONSULTANTS (PEC), WICHITA, KANSAS, FOR THE DESIGN OF WATER PLANT NO. 1 TREATMENT PROCESS RENOVATION, PROJECT W-1107-A.

BACKGROUND: The Oklahoma Department of Environmental Quality (ODEQ) has lowered the limit on copper discharge at the City of Enid's Water Pollution Control plant. Copper is known to leach into the waste water from residential copper water lines. One of the most feasible methods to control this leakage is to reduce the water's ph, which reduces the uptake of copper.

PEC is already under contract to design the relocation of influent raw water piping and alternative chlorine disinfection technologies. This proposed amendment provides for design improvements on the Water Supply Treatment Plant to improve discharge water at the new Water Reclamation Facility. The proposed process will consist of injections at the water plant to control ph, resulting in reduced copper discharge at the Water Reclamation Facility.

The original agreement in the amount of \$123,265.00 was approved at the February 1, 2011 Commission meeting. Approval of this amendment will increase the contract amount by \$64,311.00.

Funding for this project is from the Water Capital Improvement Fund.

PRESENTER: Robert Hitt, P.E., Director of Engineering Services.

ATTACHMENTS: None. Amendment No. 1 is on file in the Office of the City Clerk.

RECOMMENDATION: Approve the amendment with PEC in the amount of \$64,311.00.

9.6 ACCEPT THE ADMINISTRATION BUILDING NEW ROOFING PROJECT, M-1105A, AND AUTHORIZE FINAL PAYMENT.

BACKGROUND: The purpose of this project was to replace the existing modified bituminous roofing system on the Administration building with a single-ply membrane system.

The contractor, Monument Constructors, Inc., Oklahoma City, Oklahoma, has completed all work in accordance with the contract documents. The contract amount was \$115,788.00. There is a two (2) year maintenance agreement on this project.

On July 12, 2011, the contractor had a large portion of the existing roofing material removed as a thunderstorm passed through the area. The significant amount of water damage included broken ceiling tiles, wet insulation, and stained wood trim. The total cost of damages was \$54,000.00, of which payment has been approved by the contractor's insurance company. The repairs are currently being performed by Jim Reese Construction, Enid, Oklahoma.

Funding for this project is from the Capital Improvement Fund.

PRESENTER: Robert Hitt, P.E., Director of Engineering Services.

ATTACHMENTS: None.

RECOMMENDATION: Approve.

9.7 APPROVAL OF CLAIMS IN THE AMOUNT OF \$2,755,039.48.

ATTACHMENTS: List of claims.

RECOMMENDATION: Approve.

10. RECESS TO CONVENE AS THE ENID MUNICIPAL AUTHORITY.

11. TRUSTEES OF THE ENID MUNICIPAL AUTHORITY REGULAR MEETING.

12. ENID MUNICIPAL AUTHORITY REGULAR MEETING.

12.1 A RESOLUTION INCREASING THE 2011-2012 FISCAL FINANCIAL PLAN FOR THE ENID MUNICIPAL AUTHORITY IN THE AMOUNT OF \$243,690.00.

BACKGROUND: This is a companion to Items 8.2 and 8.3. In Item 8.3, the City of Enid is contracting for additional management services for \$243,690.00. Therefore, the Enid Municipal Authority (EMA) fiscal financial plan must be increased by \$243,690.00. The additional amount will be transferred from EMA to the Capital Improvement Fund. Funds

are available to increase the fiscal financial plan from the Enid Municipal Authority fund balance.

PRESENTER: Jerald Gilbert, Chief Financial Officer.

ATTACHMENTS: Resolution.

RECOMMENDATION: Approve.

12.2 APPROVAL OF CLAIMS IN THE AMOUNT OF \$117,935.50.

ATTACHMENTS: List of claims.

RECOMMENDATION: Approve.

13. ADJOURN TO CONVENE AS THE ENID ECONOMIC DEVELOPMENT AUTHORITY.

14. TRUSTEES OF THE ENID ECONOMIC DEVELOPMENT AUTHORITY REGULAR MEETING.

15. ENID ECONOMIC DEVELOPMENT AUTHORITY REGULAR MEETING.

15.1 APPROVAL OF CLAIMS IN THE AMOUNT OF \$246,750.00.

ATTACHMENTS: List of Claims.

RECOMMENDATION: Approve.

16. ADJOURN TO RECONVENE AS THE ENID CITY COMMISSION.

17. PUBLIC DISCUSSION.

18. ADJOURN.