

AGENDA
SPECIAL MEETING
JENKS PUBLIC WORKS AUTHORITY
MONDAY, MAY 14, 2018, 7:00 P.M.
JENKS CITY HALL, COUNCIL CHAMBERS, 211 NORTH ELM

CALL TO ORDER

ROLL CALL

BUSINESS

1. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the Authority to be routine and will be enacted by one motion. Any Board Member may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)

- | | | |
|----|---|----|
| A. | Approve minutes of May 7, 2017 _____ | 3 |
| B. | Approve encumbrances and expenditures _____ | 6 |
| C. | Monthly reports _____ | 16 |
| D. | Request to approve contract with CivicPlus for website design, hosting and support services in the amount of \$62,640.00; and to appropriate \$68,000.00 from One-Cent Capital Fund fund balance to be budgeted to Account No. 53-231-5392. [Nowlin/Takmil] _____ | 51 |

2. Consideration and appropriate action relating to items removed from the Consent Agenda.
3. Request approval of an Agreement for Professional Engineering Services for design of improvements to 1st Street – Aquarium Place to Aquarium Drive with the Professional Engineering Consultants, P.A. (Tulsa, OK) in the total amount not to exceed of \$76,000.00; funding is included in the existing FY17-18 budget (Account No. 53-521-5393). [Carr]

_____ 53

4. Request approval of an Agreement for Professional Engineering Services for design of improvements to 7th Street – Aquarium Place to Aquarium Drive with the Professional

Engineering Consultants, P.A. (Tulsa, OK) in the total amount not to exceed of \$67,200.00; and to appropriate \$67,200.00 from the One-cent Capital Fund fund balance to Account No. 53-521-5393. [Carr]

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OTHER BUSINESS

1. General Manager's Report.

ADJOURNMENT

MINUTES
JENKS PUBLIC WORKS AUTHORITY
MONDAY, MAY 7, 2018, 7:00 P.M.
JENKS CITY HALL, COUNCIL CHAMBERS, 211 NORTH ELM

The Agenda for the Jenks Public Works Authority was posted in City Hall and sent electronically to the Tulsa World and Oklahoma News Weekly at 2:00 p.m. on May 4, 2018. The meeting was called to order at 7:47 p.m. on the above date with Chair Josh Wedman presiding. A roll call vote of members was taken as follows:

Bo Summers	Present
Mike Sharp	Absent
Lonnie Sims	Present
Cory Box	Present
Robert Lee	Present
Craig Murray	Present
Chair Josh Wedman	Present

Business

1. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the Authority to be routine and will be enacted by one motion. Any Board Member may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)

- A. Approve minutes of April 16, 2018
- B. Approve encumbrances and expenditures
- C. Monthly reports

Bo Summers made a motion to approve the Consent Agenda. Seconded by Robert Lee. A roll call vote of members was taken as follows:

Bo Summers	Yes
Lonnie Sims	Yes
Cory Box	Yes
Robert Lee	Yes
Craig Murray	Yes

Chair Josh Wedman

Yes

Motion carried.

2. Consideration and appropriate action relating to items removed from the Consent Agenda. Withdrawn.
3. Request to award a bid for the Melody Lane Edge Milling Project to A&A Asphalt of Broken Arrow, Oklahoma in the total amount of \$41,200; funding is in the existing FY 17-18 Budget (Account No. 53-521-5393). Chris Robinson addressed the Authority and gave an overview of the project. Lonnie Sims made a motion to approve. Seconded by Cory Box. A roll call vote of members was taken as follows:

Bo Summers	Yes
Lonnie Sims	Yes
Cory Box	Yes
Robert Lee	Yes
Craig Murray	Yes
Chair Josh Wedman	Yes

Motion carried.

Other Business

1. General Manager's Report. Chris Shrout addressed the Authority and stated the report is in the packet.

Adjournment. Cory Box made a motion to adjourn. Seconded by Lonnie Sims. A roll call vote of members was taken as follows:

Bo Summers	Yes
Lonnie Sims	Yes
Cory Box	Yes
Robert Lee	Yes
Craig Murray	Yes
Chair Josh Wedman	Yes

Motion carried. The Jenks Public Works Authority adjourned at 7:55 p.m.

Josh Wedman, **CHAIR**

Josh McCorkle, **CITY CLERK**

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 211 CITY MANAGER						
174933	2 -6148	SUNDANCE OFFICE SUPPLY INC	322778 04-20/323659 04-27	5/2018	323659 04-27	18.12
DEPARTMENT TOTAL:						18.12
DEPARTMENT: 231 GENERAL GOVERNMENT						
174933	2 -6148	SUNDANCE OFFICE SUPPLY INC	322778 04-20/323659 04-27	5/2018	322778 04-20	21.14
DEPARTMENT TOTAL:						21.14
DEPARTMENT: 252 CITY HALL						
174815	2 -5112	LOCKE SUPPLY	34111711-00 04-23	5/2018	34111711-00 04-23	175.30
174914	2 -5230	MURPHY SANITARY SUPPLY LLC	071481-00-00 4-25	5/2018	071481-00-00 4-25	209.76
174915	2 -5230	MURPHY SANITARY SUPPLY LLC	071481-00-00 4-27	5/2018	071481-00-00 4-27	48.32
174916	2 -6176	NOVALCO INC	13719 5-1	5/2018	13719 5-1	305.00
174811	2 -6299	J H SOLUTIONS	1390 04-25	5/2018	1390 04-25	240.00
174816	2 -6299	J H SOLUTIONS	1389 04-23	5/2018	1389 04-23	535.00
174908	2 -6389	AIRE-MASTER COMMERCIAL HYGE	12105645 4-30	5/2018	12105645 4-30	42.00
DEPARTMENT TOTAL:						1,555.38
DEPARTMENT: 511 CITY ENGINEER						
174933	2 -6148	SUNDANCE OFFICE SUPPLY INC	322778 04-20/323659 04-27	5/2018	322778 04-20	394.29
DEPARTMENT TOTAL:						394.29
DEPARTMENT: 522 GENERAL MAINTENANCE						
174910	2 -5081	GRAINGER	9764479821 04-20	5/2018	9764479821 04-20	101.20
DEPARTMENT TOTAL:						101.20
DEPARTMENT: 523 DRAINAGE MAINTENANCE						
174951	2 -5064	JOHN DEERE FINANCIAL	F18214 05-03 GARY HEAD	5/2018	F18214 05-03	137.98
174920	2 -6439	SOUTH POINTE CHEVROLET	467786 4-26	5/2018	467786 04-26	181.38
DEPARTMENT TOTAL:						319.36

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 531 WATER MAINTENANCE						
174814	2 -5014	B&L WATERWORKS SUPPLY LLC	114535 04-24	5/2018	114535 04-24	2,741.57
173276	2 -5064	JOHN DEERE FINANCIAL	E62272 01-15 ROBERT NELSO	5/2018	E62272 01-15	19.98
174918	2 -5074	PIONEER SUPPLY LLC	58238 1-16	5/2018	58238 01-16	242.70
174720	2 -5440	TULSA GRASS & SOD	0106996-IN 04-18	5/2018	0106996-IN 04-18	110.00
174952	2 -5440	TULSA GRASS & SOD	05-02-18 SOD WATER BREAKS	5/2018	0107411-IN 05-02	110.00
174932	2 -5456	TIMMONS OIL COMPANY INC	BI16121 04-26-18 DIESEL	5/2018	BI16121 04-26	174.87
174956	2 -5511	O'REILLY AUTO PARTS	2075-116011/2075-116233	5/2018	2075-116011 04-27	71.53
174912	2 -5640	LOWE'S BUSINESS ACCOUNT	01500 4-27	5/2018	01500 4-27	107.98
174953	2 -5640	LOWE'S BUSINESS ACCOUNT	11960 05-03-18/18927 TAX	5/2018	11960 05-03	41.76
174917	2 -5791	OKLAHOMA ONE-CALL SYSTEM	IN73435 5-1	5/2018	73435 05-01	7.00
174806	2 -6023	ACME WHEEL ALIGNING CO	45216 4-24	5/2018	45216 04-24	45.00
174817	2 -6181	TROJAN TIRE & AUTOMOTIVE	54120 04-23	5/2018	54120 04-23	221.88
174954	2 -6344	WATER STORE INC	446964 05-07-18	5/2018	446964 05-07	703.46
DEPARTMENT TOTAL:						4,597.73
DEPARTMENT: 532 SEWER PLANT						
174074	2 -5381	WASTE MANAGEMENT	2199805-1006-5 05-01-18	5/2018	2199805-1006-5 5-1	10,911.13
DEPARTMENT TOTAL:						10,911.13
DEPARTMENT: 575 MAINTENANCE FACILITY						
174809	2 -5954	ALL MAINTENANCE SUPPLY	00067923-01 04-25	5/2018	00067923-01 04-25	88.30
174955	2 -6366	LAMPTON WELDING SUPPLY CO,	04651357 04-30/00883373	5/2018	04651357 04-30	69.26
DEPARTMENT TOTAL:						157.56
FUND TOTAL:						18,075.91

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 523 DRAINAGE MAINTENANCE						
174813	2 -5966	WARRIORS CONCRETE	867352 05-03 DRAIN REPAIR	5/2018	867352 05-03	6,000.00
DEPARTMENT TOTAL:						6,000.00
DEPARTMENT: 575 MAINTENANCE FACILITY						
174911	2 -6299	J H SOLUTIONS	1101 4-26	5/2018	1101 4-26	5,075.00
DEPARTMENT TOTAL:						5,075.00
FUND TOTAL:						11,075.00
GRAND TOTAL:						29,150.91

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: N/A						
174994	2 -5038	NON-DEPARTMENTAL CITY OF JENKS	MARCH 2018 RESID/COMM	5/2018	MAR 18 RESIDENTIAL	3,024.66
174993	2 -5471	CONTROLLED WASTE INC	MAR SERV/APR BILL 2018	5/2018	MAR/APR 2018	90,787.80
DEPARTMENT TOTAL:						93,812.46
DEPARTMENT: 252						
170214	2 -5146	CITY HALL OKLAHOMA NATURAL GAS CO.	GAS SERVICE JUL 17/JUN 18	5/2018	182557327 MAY 2018	212.80
170038	2 -5843	AMERICAN WASTE	0005013640/602332 MAY 18	5/2018	0005014494 MAY 18	163.57
DEPARTMENT TOTAL:						376.37
DEPARTMENT: 532						
170038	2 -5843	SEWER PLANT AMERICAN WASTE	0005013640/602332 MAY 18	5/2018	0005014156 MAY 18	109.14
DEPARTMENT TOTAL:						109.14
DEPARTMENT: 533						
174160	2 -5146	SEWER MAINTENANCE OKLAHOMA NATURAL GAS CO.	GAS SERVICE APR 18/JUN 18	5/2018	109777382 MAY 2018	211.27
DEPARTMENT TOTAL:						211.27
DEPARTMENT: 575						
174160	2 -5146	MAINTENANCE FACILITY OKLAHOMA NATURAL GAS CO.	GAS SERVICE APR 18/JUN 18	5/2018	183167200 MAY 2018	206.91
170038	2 -5843	AMERICAN WASTE	0005013640/602332 MAY 18	5/2018	0005013640 MAY 18	111.28
170039	2 -5843	AMERICAN WASTE	0005019946/644770 APR 18	5/2018	0005019946 APR 18	330.00
DEPARTMENT TOTAL:						648.19
FUND TOTAL:						95,157.43

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 770		PUBLIC PARKING ASSESS.				
170015	2 -6164	COX COMMUNICATIONS(FORMERLY001-6311-070242801 MAY 18			5/2018 070242801 MAY 2018	267.63
DEPARTMENT TOTAL:						267.63
FUND TOTAL:						267.63
GRAND TOTAL:						95,425.06

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 215		REVENUE COLLECTIONS				
170032	2 -6319	TIERPOINT LLC	BACK-UPS-ANNUAL	5/2018	INV218520 05-01-18	1,140.00
					DEPARTMENT TOTAL:	1,140.00
					FUND TOTAL:	1,140.00
					GRAND TOTAL:	1,140.00

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 242						
171144	2 -5208	TULSA TRANSIT	FY 17-18 PARATRANSIT BILL	5/2018	IVC030742 04-18	2,057.00
170105	2 -5699	PUBLIC SERVICE CO OF OKLA	ELECTRIC SERV 2017/2018	5/2018	95052799921 MAY 18	38.70
DEPARTMENT TOTAL:						2,095.70
DEPARTMENT: 252						
170104	2 -5166	AMERICAN ELECTRIC POWER	ELECTRIC SERV 2017/2018	5/2018	95110815305 MAY 18	2,482.27
DEPARTMENT TOTAL:						2,482.27
DEPARTMENT: 523						
170105	2 -5699	PUBLIC SERVICE CO OF OKLA	ELECTRIC SERV 2017/2018	5/2018	95809815301 MAY 18	373.16
DEPARTMENT TOTAL:						373.16
DEPARTMENT: 530						
174876	2 -5281	CITY OF TULSA	MAY 2018 WATER SERVICE	5/2018	103688974 MAY 2018	532,448.85
DEPARTMENT TOTAL:						532,448.85
DEPARTMENT: 531						
170104	2 -5166	AMERICAN ELECTRIC POWER	ELECTRIC SERV 2017/2018	5/2018	95678684309 MAY 18	139.02
DEPARTMENT TOTAL:						139.02
DEPARTMENT: 532						
170105	2 -5699	PUBLIC SERVICE CO OF OKLA	ELECTRIC SERV 2017/2018	5/2018	95769684309 MAY 18	13,017.21
174907	2 -5699	PUBLIC SERVICE CO OF OKLA	95769684309BAL MAY 2018	5/2018	95769684309BAL5-18	918.91
DEPARTMENT TOTAL:						13,936.12
DEPARTMENT: 533						
170104	2 -5166	AMERICAN ELECTRIC POWER	ELECTRIC SERV 2017/2018	5/2018	95112713102 MAY 18	3,727.56
DEPARTMENT TOTAL:						3,727.56

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 575		MAINTENANCE FACILITY				
170105	2 -5699	PUBLIC SERVICE CO OF OKLA	ELECTRIC SERV 2017/2018	5/2018	95079515300 MAY 18	658.40
DEPARTMENT TOTAL:						658.40
FUND TOTAL:						555,861.08

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 231		GENERAL GOVERNMENT				
174896	2 -6429	PAT CONNELLY	05-17 MAR/APRIL CONSULT	5/2018	05-17 MAR CONSULT	7,410.00
					DEPARTMENT TOTAL:	7,410.00
					FUND TOTAL:	7,410.00
					GRAND TOTAL:	7,410.00

PAID UNAPPROVED

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 770		PUBLIC PARKING ASSESS.				
173110	2 -5699	PUBLIC SERVICE CO OF OKLA	954-851-843-1-1 MAY 2018	5/2018	95485184311 MAY 18	729.26
DEPARTMENT TOTAL:						729.26
FUND TOTAL:						729.26
GRAND TOTAL:						556,590.34

PAID UNAPPROVED

JPWA
Fund 50
Financial Position
As of 4/30/2018

	Actual FY17-18 Jul 1 - Apr 30	Budget Year 2 FY17-18	Actual FY16-17 Jul 1 - Apr 30
Gross Revenues:			
Water Sales	\$ 4,434,530.78	\$ 5,224,000.00	\$ 4,336,094.27
Water Taps	91,880.00	150,000.00	118,137.00
Sewer	1,165,718.50	1,370,000.00	1,126,036.15
Sewer Taps	37,600.00	62,000.00	49,400.00
Field Charges	27,110.00	35,000.00	28,263.11
Penalties	116,895.91	140,000.00	124,367.63
Bulk Water	177.89	300.00	56.57
Return Check Fee	1,380.00	1,600.00	1,440.00
Solid Waste Revenue	49,278.60	52,000.00	47,632.56
Recycling Fee	82,094.00	94,000.00	79,399.00
Water Sales - Industrial	4,411,318.57	3,355,860.00	4,288,463.71
Stormwater Sewer	180,512.00	200,000.00	171,353.00
EMSA Fees	315,854.00	260,000.00	300,223.00
Online Convenience Fee	32,427.00	30,000.00	28,344.60
Miscellaneous Fees	-	100.00	-
Miscellaneous	7,310.98	2,500.00	714.99
Interest	16,863.62	5,000.00	2,143.31
Interest On Investments	103,500.74	28,000.00	46,472.05
Total Gross Revenues:	\$ 11,074,452.59	\$ 11,010,360.00	\$ 10,748,540.95

Expenditures:			
City Manager	\$ 256,174.95	\$ 162,355.00	\$ 219,619.31
City Clerk	165,302.27	242,870.00	139,785.73
City Treasurer	67,253.79	121,895.00	73,760.03
City Attorney	84,059.39	87,410.00	137,751.46
Revenue Collections	157,617.92	183,935.00	138,033.18
Personnel	2,052.66	121,960.00	38,645.84
Admin Support/Records	84,033.96	115,350.00	76,500.66
General Government	95,023.50	166,100.00	60,068.28
City Planner	157,377.42	149,170.00	104,867.90
Economic Development	328,510.24	482,160.00	371,532.74
City Facilities	238,379.18	253,495.00	187,706.61
City Engineer	235,904.26	330,600.00	214,875.49
Protective Inspections	117,275.74	207,160.00	135,619.62
Technology & Communications	45,723.15	63,425.00	43,310.18
General Maintenance	146,693.29	182,465.00	125,327.45
Drainage Maintenance	152,080.57	263,780.00	157,737.47
Water Supply	6,235,914.14	5,500,000.00	6,115,415.58
Water Maintenance	439,298.84	615,170.00	418,206.14
Sewer Plant	709,666.41	685,200.00	545,003.68
Sewer Maintenance	222,649.01	297,715.00	270,863.48
Community Activities	41,577.71	53,780.00	40,686.07
Maintenance Facility	56,415.16	48,770.00	52,388.61
Solid Waste	10,547.94	40,350.00	12,127.94
Total Expenditures:	\$ 10,049,531.50	\$ 10,375,115.00	\$ 9,679,833.45
Excess (deficiency) of			
Revenues over Expenditures:	\$ 1,024,921.09	\$ 635,245.00	\$ 1,068,707.50
Other Financing Sources (Uses)			
Industrial Water Sales Adjustment	\$ (882,263.71)	\$ (671,172.00)	\$ (857,692.74)
Sales Tax Transfer from General Fund	4,982,646.34	6,735,630.00	4,967,860.29
Use Tax Transfer from General Fund	730,294.39	470,100.00	482,531.37
Transfers In (Other)	-	36,500.00	-
Transfers Out	(6,066,940.73)	(8,319,730.00)	(5,804,391.66)
Total Other Financing Sources (Uses):	\$ (1,236,263.71)	\$ (1,748,672.00)	\$ (1,211,692.74)
Net Change in Fund Balance:	\$ (211,342.62)	\$ (1,113,427.00)	\$ (142,985.24)

Public Works

Work Order Detail Report

April 04/01/2018 - 04/30/2018

Date Closed	Work Type	Work Description	Work Address/Location	Assigned Department
Group: Drainage				
4/3/2018	Storm Pump Repair	Clean out silt and dig out ditch at Storm Pump	K Pl & Juniper	Drainage
4/5/2018	Drainage Maintenance	Check and Clean Storm Drains & Pumps	Various Locations	Drainage
4/5/2018	Drainage Maintenance	Check storm drains and pumps	Various Locations	Drainage
4/5/2018	Drainage Maintenance	Investigate and repair possible sinkhole/settling near new	316 N. 6th St	Drainage
4/5/2018	Drainage Repair	Repair Drain Inlet	6th & C St	Drainage
4/5/2018	Drainage Repair	Straighten storm grate, add upm to edge of dock	300 S Aquarium Dr	Drainage
4/13/2018	Clean Up/Debris removal	Clean out debris from headwall near Fox Run Circle & Date	Date & Fox Run Circle	Drainage
4/13/2018	Clean Up/Debris removal	Clean out drainage channel on northeast corner of 116th & Elm	116th & Elm - Northeast Corner	Drainage
4/16/2018	Clean Up/Debris removal	Picked up trash/litter on 101st & Elm Intersection	500 Block S. Elm	Drainage
4/16/2018	Tree Trimming	Cut down tree growing into fence at Wilmott Creek & Main Street (west of McDonalds)	Wilmott Creek & Main Street	Drainage
4/20/2018	Drainage Maintenance	Checked and cleaned storm drains and pumps	Various Locations	Drainage
4/23/2018	Sinkhole Repair	Street failure, need concrete torn out, filled with rock and repaired	3rd & B	Drainage
4/26/2018	Clean Up/Debris removal	Cleaned Main Street of trash and leaves, trash in parks and clean restrooms	Downtown Main Street, Commons, Veterans Park	Drainage
4/27/2018	Storm Pump Repair	Check valve stuck on storm pump	3rd & Main	Drainage
4/27/2018	Storm Pump Repair	Repaired down storm pump and changed float	3rd & Duncan	Drainage
Group Total: 15				

Group: Facilities

4/10/2018	Pesticide/Herbicide Application	Spray herbicide on fencelines	Bridges, Satellite	Facilities
4/16/2018	General Maintenance/Repair	Install bulletin board in Accounts Payable; Clean paint off of rubber trim on newly painted wall	211 N. Elm St	Facilities

Group Total: 2

Group: General Maintenance

4/11/2018	General Maintenance/Repair	Remove sander from truck #489	1701 N. Birch	General Maintenance
4/11/2018	General Maintenance/Repair	Take Grader to Satellite Facility	950 W. 101st St	General Maintenance
Group Total: 2				

Group: Mowing

4/4/2018	Mowing-ROW	Mow various ROWs around town	Various Locations (see notes)	Mowing
4/5/2018	Mowing-Drainage	Mowing Wilmott Creek, Frog Pond, H Street Holding Ponds	Various Locations	Mowing
4/9/2018	Mowing-Facilities	Mowing and weed eating all 28 lift stations	All Lift Stations	Mowing
4/16/2018	Mowing-ROW	Mowed and trimmed 111th ROW to Elgin	111th ROW from East Dead End to Elgin	Mowing
4/17/2018	Mowing-ROW	Mowed on 111th from Elgin to Nandina; Picked up trash &	111th Street ROW	Mowing
4/18/2018	Mowing-ROW	Mow ROW 111th from Elm to Elwood	111th from Elm to Elwood	Mowing
4/24/2018	Mowing-ROW	Mowed Elm from 111th to 116th	Elm St from 111th to 116th	Mowing
4/30/2018	Mowing-ROW	Mowed and weed eaten Kimberly Clark, 131st & Harvard and 113th & Ash	131st & Harvard, 113th & Ash, Kimberly Clark	Mowing
Group Total: 8				

Group: Parks/Recreation

4/2/2018	Beautification	Weed eat, Mulch Veterans Park Playgrounds	Satellite & Veterans Park	Parks/Recreation
4/3/2018	Beautification	Landscaping, removed mulch, plants, transplanted plants	1st & Main to Aquarium Pl	Parks/Recreation
4/4/2018	Beautification	Landscaping--transplanting and removing mulch	1st & Main	Parks/Recreation
4/5/2018	Beautification	Landscaping, edging around Veterans Park monument and at Cedar and Main	Veterans Park, Cedar & Main	Parks/Recreation
4/6/2018	Beautification	Blow off street, pickup trash, apply fertilizer and weed preventer	The Hive, 1st & Main, Tree Farm @ 111th & Hwy 75	Parks/Recreation

4/9/2018	Beautification	Landscaping: weed eat, weed, trim, plant, mulch	Veterans Park	Parks/Recreation
4/10/2018	Beautification	Landscaping	Entry Tower, Pedestrian Bridge, Veterans Park	Parks/Recreation
4/11/2018	Beautification	Landscaping, transplanted flowers, designed flower bed main entrance	Entry Tower	Parks/Recreation
4/12/2018	Beautification	Landscaping: plant trees, weed eat, mulch, weed	Veterans Park, 1st & Main	Parks/Recreation
4/12/2018	General Maintenance/Repair	Picked up trash at parks - Installed slide at Veterans Park	Veterans Park	Parks/Recreation
4/13/2018	Beautification	Landscaping, demo, weed eat, weeded	Veterans Park, Main Street, City Hall	Parks/Recreation
4/16/2018	Beautification	Weeded, watered, fixed irrigation	The Hive & Entry Tower	Parks/Recreation
4/16/2018	Other	Check and repair sprinklers in all locations	Various Locations	Parks/Recreation
4/18/2018	Beautification	Repair sprinkler system @ City Hall, Draw flower bed plans for downtown	City Hall, Shop	Parks/Recreation
4/18/2018	Clean Up/Debris removal	Picked up trash in parks	Veterans Park, DT Commons	Parks/Recreation
4/19/2018	Beautification	Landscaping: weed, mulch, pick up trash, repair sprinklers	Veterans Park	Parks/Recreation
4/19/2018	General Maintenance/Repair	Put in new lids on cans for the drain clean outs on west side of the Splash Pad (1 three-quarter inch lid and 1 one inch lid)	Central Park	Parks/Recreation
4/20/2018	Beautification	Planted flowers at Entry Tower	Entry Tower	Parks/Recreation
4/20/2018	General Maintenance/Repair	Put in new caulk at splash pad - remove old caulk that is coming out	Central Park	Parks/Recreation
4/20/2018	General Maintenance/Repair	Repair, paint, and replace picnic tables and benches	Central Park	Parks/Recreation
4/23/2018	Beautification	Landscaping-Picked up mulch, planted flowers	Spring Creek Nursery, Main St between 2nd & 4th	Parks/Recreation
4/23/2018	Clean Up/Debris removal	Pickup trash in all city parks and downtown	All City Parks & Downtown	Parks/Recreation
4/24/2018	Beautification	Landscaping, Pick up plants and plant flowers	Spring Creek Nursery, Tree Planters	Parks/Recreation
4/24/2018	Clean Up/Debris removal	Picked up trash in parks	In-town parks	Parks/Recreation

4/24/2018	General Maintenance/Repair	Stabilize Swing Set @ Gorilla Park - Dig out around east post of swing set and put in dry mix concrete	Park West	Parks/Recreation
4/25/2018	Beautification	Landscaping, planting and mulching	1st & Main	Parks/Recreation
4/26/2018	Beautification	Landscaping - planting 1st & Main	1st & Main	Parks/Recreation
4/26/2018	Beautification	Landscaping--transplanting, picking up mulch, planted flowers, laid mulch	Veterans Park, 1st & Main, Spring Creek Nursery	Parks/Recreation
4/26/2018	Clean Up/Debris removal	Put padlocks on mowing access gates, cleaned up litter from around park and fence line	Bark West	Parks/Recreation
4/27/2018	Clean Up/Debris removal	Cleaned parks and emptied trash cans; restrooms in parks; picked up limbs between 111th & 112th on Elm	All Parks/Elm Street	Parks/Recreation
4/30/2018	Beautification	Landscaping--transplanting, planting, weeding, cleaning	Veterans Park, Entry Tower, Satellite	Parks/Recreation
4/30/2018	Clean Up/Debris removal	Cleaned restrooms and trash cans at Veterans Park	Veterans Park	Parks/Recreation
				Group Total: 32

Group: Sewer

4/4/2018	Sewer Stoppage	Sewer pump backing up and overflowing - change float	12923 Skyline Drive	Sewer
4/6/2018	Sewer Stoppage Check	Check on sewer stoppage - LINE CLEARED	11403 S. Locust St	Sewer
4/10/2018	Pesticide/Herbicide Application	Spray herbicide at various lift stations	Various Locations (see notes)	Sewer
4/16/2018	Tree Trimming	Trim bushes at 106th Lift Station - trim them down to top of fence	106th Street Lift Station	Sewer
				Group Total: 4

Group: Street

4/2/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/3/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/3/2018	Sign Repair/Installation	Replaced down stop sign with new pole and sign	130th St and 14th St	Street
4/4/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/4/2018	Community Event	Load trailer with barricades and cones for Aquarium Run &	950 W. 101st St	Street

4/5/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/5/2018	Other	Take bucket truck to Aquarium / Pick up Bucket truck from	300 S Aquarium Dr	Street
4/5/2018	Pot Hole Repair	Repair pot hole on south side of road, east of Elwood	121st & Elwood	Street
4/5/2018	Public Notice Sign Work	Picked up sign for Board of Adjustment	1123 W. "E" St.	Street
4/5/2018	Sign Repair/Installation	Public Notice Sign placed out for Board of Adjustment	1123 W. 8th St.	Street
4/5/2018	Sign Repair/Installation	Public Notice Sign placed out for Board of Adjustment	12806 S. Birch St.	Street
4/6/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/6/2018	Community Event	Place barricades and signs for Aquarium Run	All Over Town	Street
4/7/2018	Community Event	Pick up barricades after run and traffic control during Aquarium	All Over Town	Street
4/8/2018	Community Event	Traffic control and barricade pick up during Spring Fever	All Over Town	Street
4/9/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/10/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/10/2018	Community Event	Hang banner and flags for Herb & Plant festival down Main Street	Main Street Downtown	Street
4/10/2018	Sign Repair/Installation	Repaired/replaced downed Yield Sign	16th Street	Street
4/10/2018	Sign Repair/Installation	Straightened street name signs - they need to be tightened	6th & Comanche	Street
4/11/2018	Other	Reset Jersey Barricades on Pedestrian Bridge	Pedestrian Bridge	Street
4/12/2018	Public Notice Sign Work	Place Planning Commission and Board of Adjustment Signs Out	W "K" Pl & 5th, 708 W. Main, 1123 8th St.	Street
4/12/2018	Public Notice Sign Work	Public Notice Sign placed out for Planning Commission	402 E. Aquarium Pl.	Street
4/12/2018	Sign Repair/Installation	Public Notice Sign placed out for Planning Commission	708 W. Main St.	Street
4/12/2018	Sign Repair/Installation	Public Notice Sign placed out for Planning Commission	NE Corner 5th St & K Pl.	Street
4/12/2018	Sign Repair/Installation	Repaired downed yield sign	117th St & Primrose Ct	Street
4/13/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/16/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/16/2018	Clean Up/Debris removal	Pick up trash in ditch at 111th & Oak / Pick up barricades from street repair @ 110th & Nandina in Parkview Estates	111th & Oak ; 1110th & Nandina	Street
4/16/2018	Sign Repair/Installation	Repaired downed sign	A Street between 3rd & 4th	Street
4/17/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/19/2018	Pot Hole Repair	Multiple pot holes need to be repaired in 91st & Union area and	91st & Union	Street

4/19/2018	Pot Hole Repair	Pothole needs to be repaired outside Staplehurst edition	N. Franklin St & "F" St.	Street
4/19/2018	Pot Hole Repair	Repair and fill potholes at City Hall in West Side Parking Lot	211 N. Elm St.	Street
4/19/2018	Pot Hole Repair	Several large potholes on Union (9400 Block) - need repair with	9400 S. Union Ave.	Street
4/19/2018	Sign Repair/Installation	Repair downed stop sign	140th Pl & 18th St	Street
4/19/2018	Sign Repair/Installation	Set up trailer with barricades for Run to the Well this weekend	950 W. 101st St	Street
4/20/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/23/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/23/2018	Community Event	Remove and pickup all barricades and cones from the Run to	Various Locations	Street
4/24/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/24/2018	Public Notice Sign Work	Put out city council public notice sign	402 E. Aquarium Pl.	Street
4/24/2018	Sign Repair/Installation	Change the street sign to say "E" Ave," not street	700 E. "E" Ave	Street
4/25/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/26/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/26/2018	Community Event	Load barricades for plant and herb festival	950 W. 101st St	Street
4/26/2018	General Maintenance/Repair	Replaced bulbs on swag lights	Downtown Main Street, The Hive	Street
4/26/2018	Public Notice Sign Work	Public Notice Sign placed out for Planning Commission	10707 S. Nandina Ct.	Street
4/26/2018	Public Notice Sign Work	Public Notice Sign placed out for Planning Commission	96th & Elwood	Street
4/26/2018	Public Notice Sign Work	Put out barriers and signs for Herb and Plant Fest	10606 S. Gum St.	Street
4/26/2018	Public Notice Sign Work	Put out Public Notice sign for the Planning Commission	S. Elm Pl & W. Beaver St.	Street
4/27/2018	Clean Up/Debris removal	Clean up trash and debris from Main Street Bridge	Main Street Bridge	Street
4/27/2018	Community Event	Place barricades and signs for Herb and Plant Festival	Downtown Main Street	Street
4/27/2018	Community Event	Place barricades and signs for Herb and Plant Festival	Downtown Main Street	Street
4/27/2018	Pot Hole Repair	2 big hole right in front of driveway need asphalt - HOT	11108 S. Date St	Street
4/27/2018	Pot Hole Repair	Large pothole in southbound lane on Elm at 131st -- HOT ASPHALT	131st & Elm	Street
4/29/2018	Community Event	Picked up barricades and cones from Herb & Plant Festival	Main Street, Hive, Downtown Commons	Street
4/30/2018	Sign Repair/Installation	Repaired, replaced, or worked on 122 signs throughout town in	Various Locations	Street

Group: Water

4/2/2018	Other	Customer is reporting a faint sulfur smell in bathroom - please flush hydrants in area for no less than one hour	13314 S. 20th St.	Water
4/2/2018	Water Leak Check	Customer called dispatch and reported water running out of	10407 S. James St.	Water
4/2/2018	Water Meter Replacement	Lens is foggy; please replace meter	4035 W. 105th St.	Water
4/2/2018	Water Meter Replacement	Reader is reporting a foggy lens; assess and replace meter if necessary	207 E. 128th Pl. S.	Water
4/2/2018	Water Meter Replacement	Reader reports foggy lens, unable to read, please replace	3904 W. 105th Pl.	Water
4/2/2018	Water Meter Replacement	Reader reports foggy lens, unable to read, please replace	3924 W. 105th Pl	Water
4/2/2018	Water Meter Replacement	Register is damaged please replace meter	3704 W. 106th St.	Water
4/3/2018	Water Meter Replacement	Lens is foggy; please replace meter	10507 S. Nathan Ave.	Water
4/3/2018	Water Meter Replacement	Lens is foggy; please replace meter	10513 S. Nathan Ave.	Water
4/3/2018	Water Meter Replacement	Lens is foggy; please replace meter	4001 W. 104th Pl.	Water
4/3/2018	Water Meter Replacement	Reader reports foggy lens, unable to read, please replace	10423 S. James St.	Water
4/3/2018	Water Meter Replacement	Reader reports foggy lens, unable to read, please replace	10441 S. Kennedy St.	Water
4/3/2018	Water Meter Replacement	Reader reports foggy lens, unable to read, please replace	10452 S. Kennedy St.	Water
4/3/2018	Water Meter Replacement	Reader reports foggy lens, unable to read, please replace	10457 S. Kennedy St.	Water
4/4/2018	Water Leak Check	Per meter reader - possible city side leak - please investigate	216 E. 126th St. S.	Water
4/4/2018	Water Leak Repair	Reader reports that setter has leak - please assess and repair, then place radio read meter	407 E. "D" St.	Water
4/5/2018	Fire Hydrant	Per FD - hydrant leaking - investigate and repair	141st & Elm St	Water
4/6/2018	Water Meter Lid Replacement	Replace meter lid	11519 S. Nandina Ave	Water
4/9/2018	Water Leak Site Cleanup	Clean up water break site from 12/18/2017	412 N. Juniper St.	Water
4/9/2018	Water Leak Site Cleanup	Cleanup needed for water break repair / Clean up work around new Valves at Bark West	500 South Koa St	Water
4/9/2018	Water Leak Site Cleanup	Needs dirt and sod where water leak was repaired (work order #1800189)	1014 W. "D" St.	Water

4/9/2018	Water Leak Site Cleanup	Needs dirt work and sod from meter can replacement	10457 S. Kennedy St.	Water
4/9/2018	Water Leak Site Cleanup	Needs dirt work and sod from Water Break site. All flags also need to be removed when area is cleaned up.	12231 S. 18th Avenue East	Water
4/10/2018	Water Leak Check	Possible city side leak - please investigate and repair as needed	549 N. Elm St	Water
4/11/2018	Water Leak Repair	Possible city side leak -- per Joel -- please investigate and	409 W. 115th Ct. S.	Water
4/12/2018	Flush Hydrant	Air in line, causing water hammer in local homes - Flush	732 W. 99th St.	Water
4/12/2018	Water Leak Repair	Possible city side leak -- per Joel -- please investigate and	133 Fox Run Circle	Water
4/12/2018	Water Leak Repair	Repair water leak near meter	423 N Juniper	Water
4/12/2018	Water Leak Repair	Valve stuck on meter, needs to be replaced, leak needs to be	516 N. Forest St.	Water
4/13/2018	Water Meter Replacement	Lens is foggy; please replace meter	11709 S. Willow Pl.	Water
4/13/2018	Water Meter Replacement	Lens is foggy; please replace meter	11716 S. Willow Pl.	Water
4/13/2018	Water Meter Replacement	Lens is foggy; please replace meter	12013 S. Vine St.	Water
4/13/2018	Water Meter Replacement	Lens is foggy; please replace meter	12522 S. Date Pl.	Water
4/13/2018	Water Meter Replacement	Lens is foggy; please replace meter	12523 S. Cedar Pl.	Water
4/13/2018	Water Meter Replacement	Lens is foggy; please replace meter	328 E. 126th St. S.	Water
4/13/2018	Water Meter Replacement	Replaced meter - can was full of water and running over	2718 E. 140th Pl. S.	Water
4/15/2018	Water Meter Replacement	Replaced busted meter	3317 W. 110th St.	Water
4/16/2018	Water Leak Check	Customer reports leak on city side -- please assess and repair	622 W. 120th St. S.	Water
4/16/2018	Water Leak Repair	Possible leak at one of the three taps - investigate and repair as needed	302 W. "J" St.	Water
4/16/2018	Water Meter Can Replacement	Replaced meter can and lid	1023 W. "F" St.	Water
4/17/2018	Water Leak Repair	City side leak at the meter; repair leak and replace meter, can, and setter	313 N. Date St	Water
4/17/2018	Water Meter Replacement	Damaged register; please replace meter	2406 E. 138th Ct. S.	Water
4/17/2018	Water Meter Replacement	Lens is foggy; please replace meter and lid	S. Oak Ave (HOA meter)	Water
4/17/2018	Water Meter Replacement	Meter lens in foggy; assess and replace meter if necessary (Meter was fine; did not change)	943 W. "K" St.	Water
4/17/2018	Water Meter Replacement	Per Joel - meter needs to be replaced with radio read - meter is hard to get to. Replace meter and lid.	12371 S. Florence Ave.	Water

4/17/2018	Water Meter Replacement	Replace with Radio-read meter, new can, and new lid	820 W. Main St.	Water
4/18/2018	Water Leak Site Cleanup	Cleanup from water break repair	11909 S. Ash Street	Water
4/18/2018	Water Leak Site Cleanup	Cleanup from water leak repair	1418 W. 118th St. S.	Water
4/18/2018	Water Leak Site Cleanup	Cleanup from water leak repair	409 W. 115th Ct. S.	Water
4/18/2018	Water Leak Site Cleanup	Cleanup from water leak repair	423 N. Juniper	Water
4/18/2018	Water Leak Site Cleanup	Cleanup from water leak repair	516 N. Forest St.	Water
4/18/2018	Water Leak Site Cleanup	Cleanup from water leak repair	549 N. Elm Street	Water
4/24/2018	Water Leak Check	Can is full of water - possible city side leak - please assess and	11905 S. Juniper Ct.	Water
4/24/2018	Water Meter Lid Replacement	This lid is broken and is in a highly trafficked area so needs to be swapped out ASAP	601 E. Main St.	Water
4/25/2018	Fire Hydrant	Hydrant leaking onto street, seeping out of ground	11213 S. Birch St.	Water
4/25/2018	Water Meter Can Replacement	Meter can rim is broken - replace	12304 S. 18th St.	Water
4/25/2018	Water Meter Can Replacement	Replace 1" meter can and lid - current one is broken	17054 Master Circle	Water
4/25/2018	Water Meter Lid Replacement	Replace 1" Lid - Per Rob, Current lid is too wide	11916 S. 14th Ct	Water
4/27/2018	Water Leak Check	There is a possible service line leak at this location; meter has	307 W. 120th St.	Water
4/27/2018	Water Leak Check	Water Dept. unable to determine if leak is customer or city side - yard is wet, meter can dry, meter not moving -- please investigate and repair as needed	11617 S. Mulberry Ct.	Water
4/27/2018	Water Meter Check	Register was off and needs to be secured back to the meter -	510 N. Elm St.	Water
4/28/2018	Water Meter Replacement	Blown meter/replaced with new meter and lid	10302 S. Prescott St.	Water
4/30/2018	Utility Line Locate	590 Water and Sewer Line Locates Completed for the month of	Various Locations	Water
4/30/2018	Water Leak Check	Water in gutter, starting at the meter of this address. Possibly city side leak	11122 S. Nandina Ave.	Water
4/30/2018	Water Leak Site Cleanup	Area where meter, can, and lid were changed out needs sod	820 W. Main St.	Water
4/30/2018	Water Leak Site Cleanup	Cleanup from water leak repair	709 N. Sycamore St.	Water
4/30/2018	Water Leak Site Cleanup	Cleanup from water leak repair on northwest corner of City Hall parking lot	211 N. Elm St	Water

4/30/2018	Water Meter Tap Inspection	17 Meter Tap Inspections Completed in the Month of April	Various Locations	Water
Group Total: 68				

Total Records: 189

Water Meter Installations

City of Jenks
Public Works Department

Date	Meters						Replacements			Turn-on/Turn-off						Work Orders	Water Breaks/Leaks	Locales	Water Tap (by City)	Water Tap Inspections
	Reads	Rereads	Checks	Replaced	Rebuilt	Pulled	Cans	Lids	Can Raised	Regular Turn-on	Regular Turn-off	Emergency Turn-off	Non-payment Turn-off	Non-payment Turn-on	Courtesy Reminders					
2017																				
January	9315	14	43	20	0	0	2	1	0	96	101	0	66	63	26	206	14	535	0	10
February	9324	15	50	27	0	0	3	3	0	76	84	0	62	62	14	190	5	463	0	9
March	9355	2	26	15	0	2	1	1	0	91	92	0	48	44	6	168	9	560	0	31
April	9372	18	30	31	0	0	13	15	0	109	117	0	62	49	0	236	9	590	0	17
May																				
June																				
July																				
August																				
September																				
October																				
November																				
December																				
Calendar Year Totals	37,366	49	149	93	0	2	19	20	0	372	394	0	238	218	46	800	37	2,148	0	67

PROJECTS STATUS REPORTS

Date of update: May 10, 2018

Bold italicized notes are changes/additions from the previous report

Streets Projects

Main (Elm to U.S. 75)

Projected schedule:

Complete acquisitions	June 2016
Utility relocations	March 2016—April 2017
Final plans submittal to ODOT	November 2016
Award project	March 2017
Construction start	July 10, 2017
Complete (310 days estimated)	September 2018

111th Elwood and 111th Street (Elwood to U.S. 75)

Right-of-way and 90% final plans have been completed

Right-of-way acquisition has been completed.

Meetings with utilities have been held prior to start of utilities relocations.

Projected schedule:

Environmental clearance received	October 2015
Complete acquisitions	September 2017
Utility relocations completed	December 2018
Bid project	March 2019
Construction start	June 2019
Complete	May 2020

Elm/Turnpike Interchange

Construction completed March 2017

Right-of-way acquisition still ongoing.

Elwood (Main to 111th Street)

Phase I project approved for ODOT STP FFY2019 funding

Projected schedule:

Concept plan to City Council	April 2015
Conceptual design completed	April 2016
Environmental requested of ODOT	October 2015
Environmental completed	February 2017
Right-of-way plans complete	May 2017
Right-of-way acquisition completed	January 2019
Final design complete	February 2019
Utility relocation	February 2019 - October 2019
Bid (Phase 1)	January 2020
Construction (Phase 1)	April 2020 - July 2021

Bidding and construction of other phases to be determined.

Streets Projects (continued)**Main Street (Date east to TSU Railroad)**

Project approved through INCOG selection process for FFY18-19

ODOT pre-qualification list of consultants/solicitation process to be used

Engineering solicitation shortlist (by City)	August-2015
Engineer interviews/selection	September-2015
Scope/fee/schedule negotiation (by ODOT)	December-2015
Secure contract financing (by ODOT)	May-2016
Authorize/encumber Federal funds (by ODOT)	May-2016
Issue consultant NTP (by ODOT)	September-2016
Conceptual design completed	August-2017
Environmental started (by ODOT)	June 2018
Environmental completed	May 2019
Design completed	March 2019
Rights-of-way Acquisition started	May 2019
Rights-of-way acquisition completed	December 2019
Utilities Relocation completed	September 2020
Bid	November 2020
Award of contract	January 2021
Construction started	April 2021
Complete	May 2022

S. Elm Street Improvements (111th Street to 131st Street)

S. Elm Street Trail project has been incorporated into this project

Projected schedule:

Engineering contract awarded	May-2016	
Conceptual design completed	January-2017	
Preliminary design completed	July-2017	
Final design completed	August 2018	
Rights-of-way Acquisition started	February 2019	Pending bond election
Rights-of-way acquisition completed	October 2019	
Utilities Relocation started	August 2019	
Utilities Relocation completed	July 2020	
Bid	June 2020	
Award of contract	July 2020	
Construction started	September 2020	
Complete	December 2021	

1st Street Improvements (Aquarium Place to Aquarium Drive)**Projected schedule:**

Engineering contract awarded	May 2018
Conceptual design completed	All dates will be dependent upon schedule developed by selected consultant
Preliminary design completed	
Rights-of-way Acquisition started	
Rights-of-way acquisition completed	
Utilities Relocation started	
Utilities Relocation completed	
Bid	
Award of contract	
Construction started	
Complete	

Streets Projects (continued)**7th Street Improvements (Aquarium Place to Aquarium Drive)****Projected schedule:**

Engineering contract awarded
Conceptual design completed
Preliminary design completed
Rights-of-way Acquisition started
Rights-of-way acquisition completed
Utilities Relocation started
Utilities Relocation completed
Bid
Award of contract
Construction started
Complete

May 2018

All dates will be dependent
upon schedule developed
by selected consultant

Sanitary Sewer Infrastructure Master Plan

Bond issue project

RJN awarded contract for sanitary sewer master planning on February 2nd.

Projected schedule:

Proposal evaluated	January 2015
Recommendation of award	February 2015
Studies started	March 2015
Collection system flow monitoring	March 2015 – June 2015
Collection system analyses (modeling) completed	December 2015
Collection system options	May 2016
Draft Report completed	June 2016
Final Report presented	June 2018

Wastewater Treatment Plant Facilities Master Plan Update

Bond issue project

Project is proposed to be separated from treatment plant to take advantage of specialized consultants.

Projected schedule:

Request for Proposals	June 2016
Review submittals/interviews/ selection completed	August 2016
Recommendation of award	February 2017
Evaluation started	March 2017
WWTP evaluation completed	June 2018

Vision 2025 Extension Projects**S. James Sewer and/or Water Extension (TIF 4)****Projected schedule:**

Solicitation for engineering
Engineering contract awarded
Design completed
Easement acquisition completed
Bid
Award of contract
Construction started
Complete

All dates on hold awaiting decision of
developer on design consultant to be
used on the project

Vision 2025 Extension Projects (continued)**Alley Improvements (1st - 2nd Street)**Projected schedule:

Engineering completed	January 2018
Revocable easements acquired	June 2018
Bid	July 2018
Award of contract	August 2018
Construction started	September 2018
Complete	December 2018

"B" Street Sidewalk (Elm Street - 5th Street)Projected schedule:

Solicitation for engineering	December 2017
Engineering contract awarded	April 2018
Design completed	October 2018
Right-of-way acquisition completed	April 2019
Bid	May 2019
Award of contract	June 2019
Construction started	July 2019
Complete	November 2019

Skate ParkProjected schedule:

Design contract awarded	December 2017	
Design completed	March 2018	
Bid	April 2018	
Award of contract	May 2018	No bids submitted
Construction started	To be re-bid	
Complete		

Street Condition Repairs Prioritization Program

Assessment and prioritization of street conditions within city limits to determine repair program

Projected schedule:

Complete evaluation of software programs	December 2016	
Obtain selected program	February 2017	
Update assessment of streets	March—June 2017	
Ranking by condition/repair method	October 2017	
FY17-18 Program recommendation	March 2018	
Price proposals solicited	April 2018	
Implement approved Program	July 2018	Starting in FY18-19 budget

Completed projects will be removed from future reports.

Monthly Report
Prepared for the
Jenks Public Works Authority

April 2018

12301 S. Florence
Jenks, OK 74037

Phone: 918-299-3951
Fax: 918-299-7820

Overview of Month

- The sludge box was filled four times this month and 13 loads of sludge went to the land fill. We had 145.54 tons hauled off this month.
- There were nine drying beds were filled.
- The average MLSS in the ditches for the month was 4,474. We had 3.01 inches of rain.
- Wasting to the tipping stand is getting better with warmer weather.
- Bar screen stopped running and we are getting quotes to repair it. Got the parts.
- The Bobcat was repaired and returned.
- Bearing and coupler went out in the ditches.
- Started mowing grass and weed eating.

Permit Excursions:

- None for April 2018.

Regulatory Compliance Inspections:

- 0 compliance issues with the E-Coliform.
- 0 compliance issues with the TSS and BOD.
- 0 compliance issues with PH.
- The mixed liquor in the aeration basin has gone down 596 mg/L since the end of March.

OPERATIONS

April 2018:

- The electrical usage was 181,760 Kilowatt hours in April.

Maintenance Items Completed:

- Veolia is getting two quotes to get the bar screen fixed.
- We ordered a bearing and a coupler from Unlaub.
- We pull Influent pumps every other day, to get the rags out.
- We are using the tipping stand more because of the warm weather.
- 56 preventive work orders were completed this month.
- We pulled rags out of the clarifiers.
- Washed down clarifiers every week.
- Wasted to the digester four times this month.
- Had blowers on 16/30 days.
- Decanted 10/30 days.

Lift Stations:

- All Lift Stations/Booster Pumps were checked 3 times weekly and once every weekend
- Lift Station pumps were greased for the following Lift Stations:
#6, #7, #9
Vac Domes/probes were cleaned on Lift Stations #6, #7, #8, #9, #19, #20 and #25
- Lift station #1 pump was pulled to clear rags
- Lift station #6 Repaired #2 starter motor. The contact was not closing.
- Lift station #10 Replace float-Operator was cleaning rags off float and accidentally cut it in two. Also had a bypass. Bypass report was sent to ODEQ
- Lift stations #13 No pumps were working in auto. Replace on/off float
- Lift station #22 had to reset power to control panel and pulled #1 pump to clean out rags

- Lift station #25 Clean floats
- Lift station #26 #1 pump would not run in auto. Replace lead float.
- BS 121st Repaired Gland leak with new fitting. Reset PLC because the PLC was in error mode and no pumps were operating.

DISCHARGE MONITORING REPORT (DMI)

PERMITTEE NAME/ADDRESS (Include Facility Name/Location if Different)

Facility Name/Location (if different)

Name: Jenks PWA
Address: 211 N Elm, P.O. Box 2007
Jenks, Ok 74037
Facility: JENKS WASTEWATER TREATMENT PLANT
Location: 3.5 Miles S.E. of Town
Jenks, Ok 74037
Attn: Virgil Dickerson

OK0037401
PERMIT NUMBER

001-A
DISCHARGE NUMBER

DMR Mailing ZIP CODE:

MAJOR

(SUBR MNM)

92-500 MINOR

External Outfall

74037

No Discharge

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
18	04	01	18	04	30

FROM

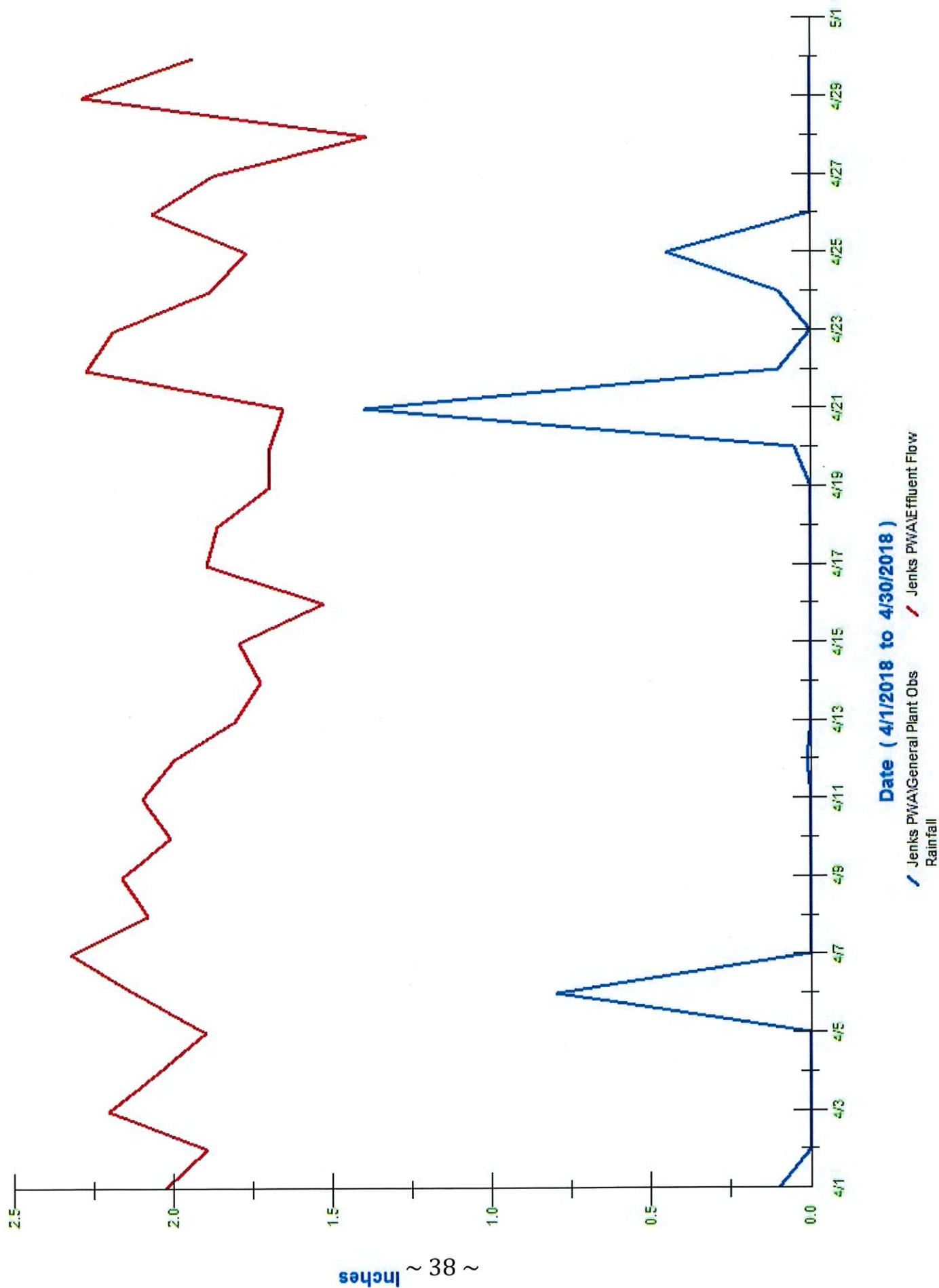
PARAMETER	QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
	VALUE	VALUE	UNITS	VALUE	VALUE	VALUE	UNITS			
30D, 5-DAY (20 DEG. C) 0310 1 0 0 EFFLUENT GROSS PH	SAMPLE MEASUREMENT	125.5	*****		*****	8	18	0		
	PERMIT REQUIREMENT	500.4	*****		*****	30	mg/L		Weekly	COMP-6
	SAMPLE MEASUREMENT	*****	*****		6.9	*****	7.1	0		
	PERMIT REQUIREMENT	*****	*****		6.5 MINIMUM	*****	9 MAXIMUM	0	Daily	GRAB
SOLIDS, TOTAL SUSPENDED 0530 1 0 0 EFFLUENT GROSS LOW, IN CONDUIT OR THRU TREATMENT PLANT 0050 1 0 0 EFFLUENT GROSS E. coli, colony forming units (CFU)	SAMPLE MEASUREMENT	48.1	*****		*****	3	SU	0		
	PERMIT REQUIREMENT	500.4	*****		*****	30	mg/L		Weekly	COMP-6
	SAMPLE MEASUREMENT	1.94	2.32		*****	*****	*****	0		
	PERMIT REQUIREMENT	Req. Mon. 30DA AVG	Req. Mon. DAILY MX		*****	*****	*****		Daily	TOTALZ
01041 1 0 EFFLUENT GROSS	SAMPLE MEASUREMENT	*****	*****		*****	7	28	0		
	PERMIT REQUIREMENT	*****	*****		*****	630 MON.GEO	2030 DAILY MX			
							CFU/100 mL			

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER	SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT		TELEPHONE	DATE
Virgil Dickerson, Plant Manager				
TYPED OR PRINTED	AREA CODE	NUMBER	MM/DD/YYYY	

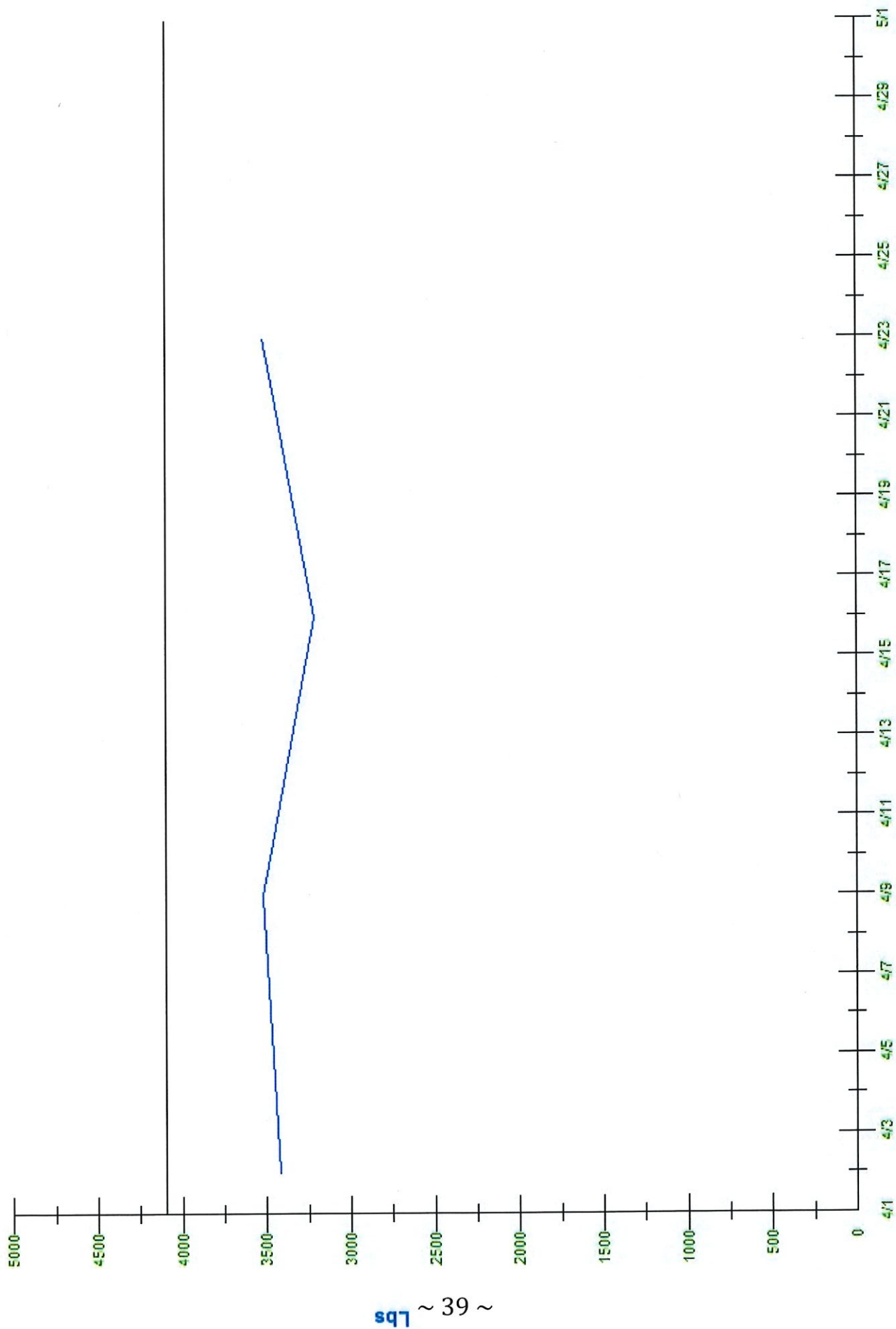
COMMENT AND EXPANATION OF ANY VIOLATIONS (Reference all attachments here)

Date	Electric Total Usage kWh	Flow MGD	Flow Rainfall inches	Temp Deg C	Influent			Effluent							Effluent Loadings				MLSS				Flow Equalization Basin Ft				
					pH Lab	Influent TSS mg/L	Influent BO mg/L	Effluent Flow Temp Deg C	Effluent DO	pH Lab	Alk mg/L	Effluent COD	Effluent TSS mg/L	Effluent BO mg/L	Effluent NH3 mg/L	Effluent E Coli MF/U/100	Effluent TSS Load Lbs	Effluent BOD Load Lbs	Effluent NH3 Load Lbs	MLSS S Lab mg/L	MLSS S Lab mg/L	MLSS S Lab mg/L		TSS mg/L			
4/1/2018	5,280	2.48	2.03	0.10	16.7	7.05		41	16.8	7.83	7.14		3			0			0			0	3,980	5,100	3,880		8.5
4/2/2018	5,280	2.29	1.90	0.00	16.8	6.92	107	36	16.3	7.93	6.99		10	2.50	4.4	1			40	70	16	3,770	4,890	3,860		8.7	
4/3/2018	5,120	2.54	2.20	0.00	17.6	6.95		40	18.1	7.21	6.97		6			0	1					0	3,300	4,500	3,270		8.1
4/4/2018	5,280	2.72	2.05	0.00	16.8	7.06		43	16.6	7.51	6.96	148	1			0						0	3,570	4,600	3,700	24,560	6.8
4/5/2018	6,400	2.26	1.90	0.00	16.8	7.02		41	16.8	7.30	6.98		14			0						0	3,860	4,760	3,740		5.9
4/6/2018	6,560	2.39	2.12	0.80	17.4	7.08		34	17.4	7.14	7.00		6			0						0	4,080	4,570	4,050		5.0
4/7/2018	6,720	2.46	2.32	0.00	16.0	7.16		35	15.8	7.78	7.02		1			3						58	4,160	4,540	4,240		4.9
4/8/2018	6,240	2.01	2.08	0.00	16.8	7.05		40	16.6	7.34	6.90		6			2						35	4,220	4,640	4,050		5.0
4/9/2018	6,080	1.97	2.16	0.00	16.7	7.00	192	38	17.0	6.92	6.90		6	3.40	4.9	0			61	88	0	4,500	4,830	4,320		5.0	
4/10/2018	7,200	1.97	2.01	0.00	16.5	7.03		37	17.0	7.13	7.02		0			0						0	4,070	4,560	3,870		3.9
4/11/2018	7,200	2.02	2.10	0.00	16.5	7.05		40	16.7	6.93	6.95	158	0			0						0	4,140	4,630	4,130	29,660	2.2
4/12/2018	7,360	1.92	1.99	0.01	18.2	7.11		39	18.5	7.10	7.01		2			0	22					0	4,260	4,760	4,150		0.0
4/13/2018	7,200	1.70	1.81	0.00	17.9	7.05		46	19.3	6.72	6.89		3			0						0	4,530	4,920	4,490		0.0
4/14/2018	7,040	1.62	1.72	0.00	17.8	7.07		41	19.1	6.84	7.01		0			0						0	4,580	4,900	4,530		0.0
4/15/2018	7,840	1.64	1.79	0.00	17.7	7.05		50	19.0	6.91	6.98		33			0						0	4,600	4,910	4,550		0.0
4/16/2018	4,800	1.55	1.53	0.00	16.6	7.10	202	46	16.2	7.26	6.99		25	2.60	18.3	0			33	233	0	4,280	5,140	4,080		1.9	
4/17/2018	4,320	1.85	1.90	0.00	16.8	6.83		38	17.6	6.75	6.91		0			0	19					0	4,400	4,960	4,240		0.0
4/18/2018	5,600	1.76	1.86	0.00	18.0	7.07		43	18.8	7.04	6.97	146	19			0						0	4,560	5,080	4,700	25,980	0.0
4/19/2018	5,760	1.62	1.70	0.00	18.1	7.03		38	18.2	7.30	6.93		3			2						28	4,730	5,180	4,800		0.0
4/20/2018	5,440	1.61	1.70	0.05	17.8	7.06		49	18.0	7.46	6.93		19			9						127	4,630	5,250	4,660		0.0
4/21/2018	6,080	1.58	1.65	1.40	17.7	7.14		38	18.5	7.25	7.00		0			12						165	4,870	5,360	4,970		0.0
4/22/2018	6,880	2.12	2.27	0.10	17.2	7.04		11	17.5	7.38	6.99		29			0						0	4,220	4,980	4,320		0.0
4/23/2018	6,880	2.08	2.19	0.00	18.2	7.06	168	39	18.2	7.16	6.99		2	3.20	6.1	8			58	111	146	4,160	4,740	4,100		0.0	
4/24/2018	6,560	1.88	1.89	0.10	18.8	7.17		39	19.2	6.75	6.92		27			7	28					110	4,240	4,760	4,030		0.0
4/25/2018	6,560	1.74	1.77	0.45	18.7	7.13		38	19.0	6.99	6.98	192	0			9						133	3,400	4,850	4,520	22,470	0.0
4/26/2018	5,600	1.91	2.06	0.00	17.8	7.05		37	18.1	6.90	7.00		8			8						138	4,360	4,890	4,370		0.0
4/27/2018	5,280	1.79	1.87	0.00	18.1	7.03		35	18.6	6.93	7.02		18			6						94	4,420	5,030	4,420		0.5
4/28/2018	4,960	1.38	1.39	0.00	18.9	7.14		37	18.7	6.87	7.06		24			10						116	4,410	5,080	4,480		3.0
4/29/2018	5,120	2.25	2.28	0.00	18.90	7.11		41	18.8	6.91	7.08		23			12						228	4,450	5,100	4,500		0.0
4/30/2018	5,120	1.91	1.94	0.00	19.60	6.85		45	20.3	6.78	7.00		8			14						226	4,600	4,990	4,540		0.0
Minimum	4,320	1.38	1.39	0.00	16.0	6.83	107	11	15.8	6.72	6.89	146	0	2.50	4.40	0	1	33	70	0	3,300	4,500	3,270	22,470		0.0	
Maximum	7,840	2.72	2.32	1.40	19.6	7.17	202	50	20.3	7.93	7.14	192	33	3.40	8.30	14	28	61	233	228	4,870	5,360	4,970	29,660		8.7	
Average	6,059	1.97	1.94	0.10	17.6	7.05	167	39	17.9	7.14	6.98	161	10	2.92	8.43	3	18	48	126	54	4,245	4,883	4,252	25,668		2.3	
Geo Mean																											

Effluent Flow and Rainfall

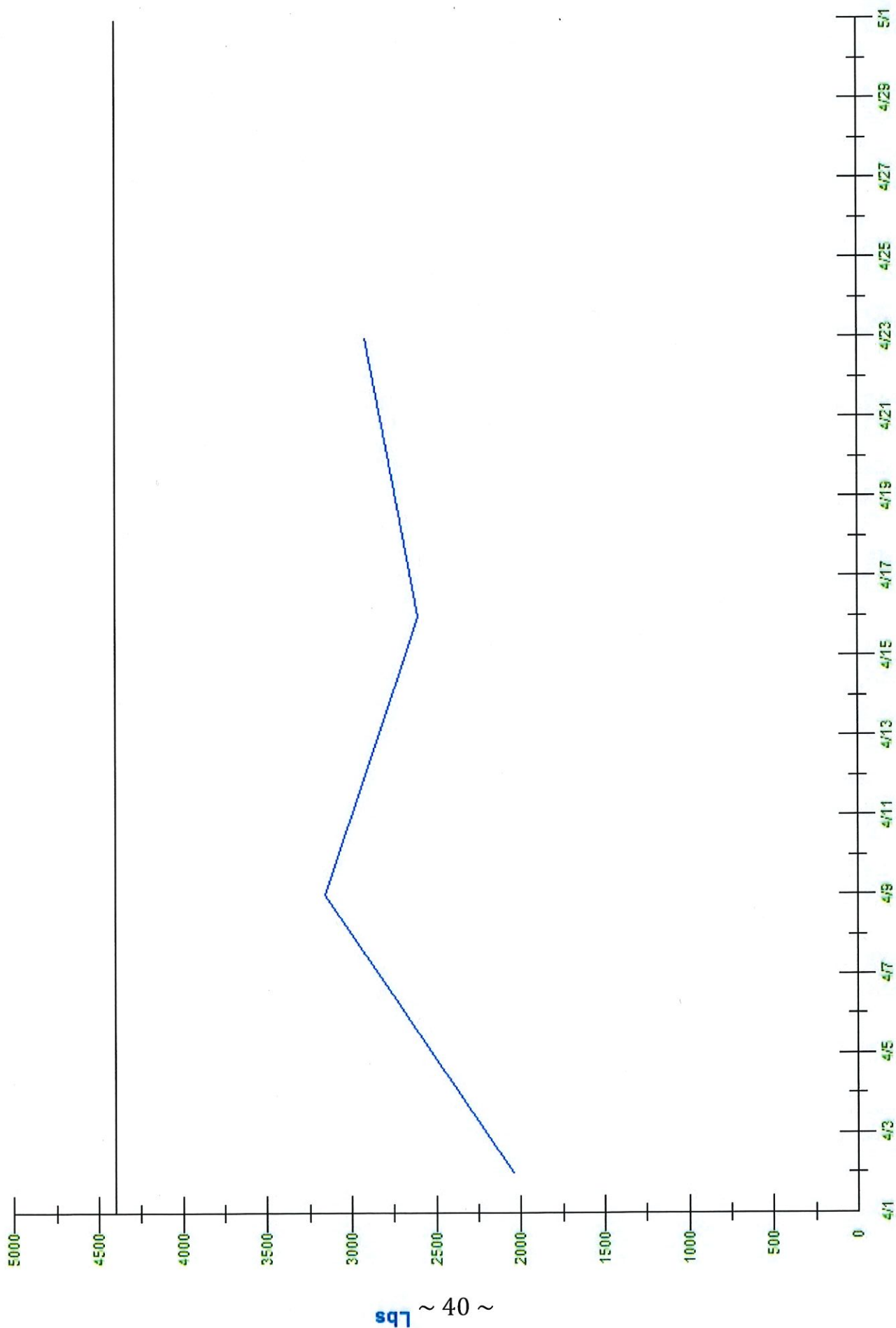


BOD Loading vs Design Capacity



Date (4/1/2018 to 4/30/2018)
/ Jenks PWA\Influent Influent BOD Load

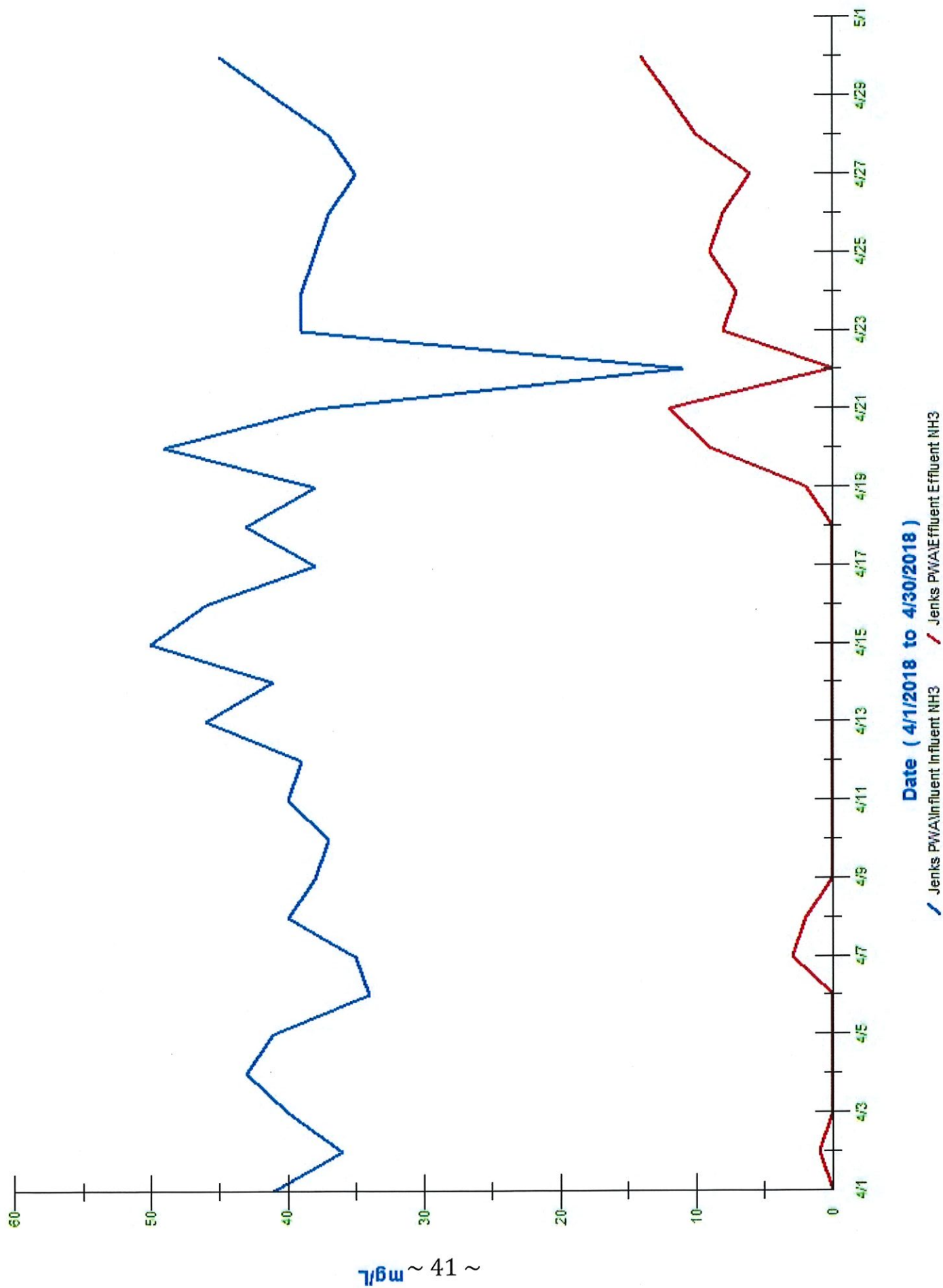
TSS Loading vs Baseline



Date (4/1/2018 to 4/30/2018)

/ Jenks PWA\Influent Influent TSS Load

Ammonia



2018 Water Quality Report

City of Jenks

Is my water safe?

We are pleased to present this year's Annual Water Quality Report (Consumer Confidence Report) as required by the Safe Drinking Water Act (SDWA). This report is designed to provide details about where your water comes from, what it contains, and how it compares to standards set by regulatory agencies. This report is a snapshot of last year's water quality. We are committed to providing you with information because informed customers are our best allies.

Do I need to take special precautions?

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Water Drinking Hotline (800-426-4791).

Where does my water come from?

City of Tulsa

Source water assessment and its availability

The City of Jenks purchases all water from the City of Tulsa. Tulsa receives water from three different lakes: Lake Oologah, Lake Spavinaw and Lake Hudson. That water is treated at Tulsa Jewell Water Treatment Plant before distribution.

Why are there contaminants in my drinking water?

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's (EPA) Safe Drinking Water Hotline (800-426-4791).

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity: microbial contaminants, such as viruses and bacteria, that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife; inorganic contaminants, such as salts and metals, which can be naturally occurring or result from urban stormwater runoff, industrial, or domestic wastewater discharges, oil and gas production, mining, or farming; pesticides and herbicides, which may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses; organic Chemical Contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, and septic systems; and radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities. In order to ensure that tap water is safe to drink, EPA prescribes regulations that limit the amount of certain contaminants in water provided by public water systems. Food and Drug Administration (FDA) regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

How can I get involved?

City Council meetings are on the first and third Monday of each month at City Hall, 211 North Elm Street.

Water Conservation Tips

Did you know that the average U.S. household uses approximately 400 gallons of water per day or 100 gallons per person per day? Luckily, there are many low-cost and no-cost ways to conserve water. Small changes can make a big difference - try one today and soon it will become second nature.

- Take short showers - a 5-minute shower uses 4 to 5 gallons of water compared to up to 50 gallons for a bath.
- Shut off water while brushing your teeth, washing your hair and shaving and save up to 500 gallons a month.
- Use a water-efficient showerhead. They're inexpensive, easy to install, and can save you up to 750 gallons a month.
- Run your clothes washer and dishwasher only when they are full. You can save up to 1,000 gallons a month.
- Water plants only when necessary.
- Fix leaky toilets and faucets. Faucet washers are inexpensive and take only a few minutes to replace. To check your toilet for a leak, place a few drops of food coloring in the tank and wait. If it seeps into the toilet bowl without flushing, you have a leak. Fixing it or replacing it with a new, more efficient model can save up to 1,000 gallons a month.
- Adjust sprinklers so only your lawn is watered. Apply water only as fast as the soil can absorb it and during the cooler parts of the day to reduce evaporation.
- Teach your kids about water conservation to ensure a future generation that uses water wisely. Make it a family effort to reduce next month's water bill!
- Visit www.epa.gov/watersense for more information.

Additional Information for Lead

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. City of Jenks is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

UNIT DESCRIPTIONS	
Term	Definition
NA	Not applicable.
ND	Not detected.
NR	Monitoring not required, but recommended.
IMPORTANT DRINKING WATER DEFINITIONS	
Term	Definition
MCLG	Maximum Contaminant Level Goal: The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety
MCL	Maximum Contaminant Level: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
TT	Treatment Technique: A required process intended to reduce the level of a contaminant in drinking water.
AL	Action Level: The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
Variances and Exemptions	State or EPA permission not to meet an MCL or a treatment technique under certain conditions.
MRDLG	Maximum residual disinfection level goal. The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
MRDL	Maximum residual disinfectant level. The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
MNR	Monitored Not Regulated
MPL	State Assigned Maximum Permissible Level
For more information, please contact:	
Contact Name:	Christopher Robinson
Address:	211 North Elm; Jenks, OK 74037
Phone:	918-299-5883
Website:	www.jenks.com

City of Tulsa 2017 Water Quality Data

This table shows data for samples collected during 2017 (unless otherwise noted). Analyses made by professionals after water treatment showed that the levels of all contaminants found were much less than the levels that are cause for concern.

*Definitions:

AL = Action Level: The concentration of a contaminant which, if exceeded, triggers a treatment or other requirement which a water system must follow.

MCL = Maximum Contaminant Level: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

MCLG = Maximum Contaminant Level Goal: The level of contaminant in drinking water below which there is no known or expected health risk.

MRDL = Maximum Residual Disinfectant Level: The highest level of disinfectant allowed in drinking water.

LRAA = Locational Running Annual Average: average calculated at each monitoring location.

NTU = Nephelometric Turbidity Unit

s.u. = Standard Units

TT = Treatment Technique: A required process intended to reduce the level of a contaminant in drinking water.

** Data collected in 2016. Monitoring frequency is in compliance with regulation.

*** Data collected quarterly 2014 in conjunction with UCMR3 sampling. Monitoring frequency is in compliance with regulation.

Regulated Contaminants	Level Found	Minimum	Maximum	Maximum Contaminant Level (MCL*)	MCLG*	Violation	Maximum
Turbidity Level found			0.21	TT*=less than 0.3 NTU 95 percent of the time.	n/a		Soil runoff.
Lowest monthly % meeting regs		100.0%				No	
Barium	0.043	0.032	0.053	2 parts per million	2	No	Naturally present in the environment, drilling waste, metal refineries.
Total Chlorine	2.4	1.5	3.0	MRDL* = 4.0 parts per million annual average	4	No	Water additive to control microbes.
Chlorite	0.15	0.00	0.29	1 part per million	0.8	No	By-product of drinking water disinfection.
Total Chromium***	0.14	0	0.28	100 parts per billion	100	No	Discharge from steel and pulp mills; erosion of natural deposits.
Copper**	0.28 ppm at the 90th percentile; 0 sites above AL			AL* = 1.3 parts per million (ppm) at 90th percentile	1.3	No	Corrosion of household plumbing systems, erosion of natural deposits, leaching from wood preservatives.
Fluoride	0.68	0.00	0.85	4 parts per million	4	No	Erosion of natural deposits, water additive which promotes strong teeth, discharge from fertilizer and aluminum factories.
Lead**	2.28 ppb at the 90th percentile; 0 sites above AL			AL* = 15 parts per billion (ppb) at 90th percentile	0	No	Corrosion of household plumbing systems, erosion of natural deposits.
Nitrate/Nitrite	0.12	0	0.27	Nitrate = 10 parts per million; Nitrite = 1 part per million	10; 1	No	Naturally occurring, fertilizers, sewage treatment plants, leaching from septic tanks, erosion of natural deposits.
Total Organic Carbon	1.9	0.9	2.8	Results are parts per million. MCL is TT*=percent removal	n/a	No	Naturally found in the environment.
Haloacetic Acids	24	6	32	60 parts per billion LRAA*. Level found is highest LRAA; Minimum and Maximum are from individual readings.	n/a	No	By-product of drinking water disinfection.
Total Trihalomethanes	36	19	58	80 parts per billion LRAA*. Level found is highest LRAA; Minimum and Maximum are from individual readings.	n/a	No	By-product of drinking water disinfection.

Secondary Contaminants	Average	Minimum	Maximum	Recommended Level (Non-Health Based Standards)		Likely Source of Contaminants
pH	n/a	7.5	8.6	Aesthetic level 6.5-8.5 s.u.*		Measure of acidity. Naturally present, adjusted in drinking water treatment.
Chloride	12	11	13	Aesthetic level 250 parts per million		Naturally present, brine from oilfield operations.
Sulfate	12	4.2	33	Aesthetic level 250 parts per million		Naturally present in the environment.

Other Required Monitoring	Average	Minimum	Maximum	Recommended Level		Likely Source of Contaminants
Sodium	9	5.7	11	Results are parts per million. Standard has not been established.		Naturally occurring, urban stormwater runoff or discharge from sewage treatment plants.
Cryptosporidium	2nd round of monitoring (over 48-month duration) was completed in 2017. At the time of this report, official reporting calculations have not been finalized by the Oklahoma Department of Environmental Quality. Detections were found in source water only and were not detected at levels of concern; Cryptosporidium is a microbial pathogen found in surface water throughout the U.S. Although filtration removes cryptosporidium, the most commonly used filtration methods cannot guarantee 100 percent removal. Our monitoring indicates the presence of these organisms in our source water. Current test methods do not allow us to determine if the organisms are dead or if they are capable of causing disease. Ingestion of cryptosporidium may cause cryptosporidiosis, an abdominal infection. Symptoms of infection include nausea, diarrhea, and abdominal cramps. Most healthy individuals can overcome the disease within a few weeks. However, immuno-compromised people are at greater risk of developing life-threatening illness. We encourage immuno-compromised individuals to consult their doctor regarding appropriate precautions to take to avoid infection. Cryptosporidium must be ingested to cause disease, and it may be spread through means other than drinking water.					

ADDITIONAL MONITORING:

Tulsa was required to participate in Unregulated Contaminant Monitoring (UCMR3) in 2014. Unregulated contaminants are those for which EPA has not established drinking water standards. The purpose of unregulated contaminant monitoring is to assist EPA in determining the occurrence of unregulated contaminants in drinking water and whether future regulation is warranted. The following are those contaminants that were detected during UCMR3 monitoring.

Unregulated Contaminants	Average (parts per billion)	Minimum (parts per billion)	Maximum (parts per billion)
Bromochloromethane	0.020	0	0.092
Chlorate	79.3	0	244
Hexavalent Chromium	0.011	0	0.055
Molybdenum	0.14	0	1.1
Strontium	157	44.8	362
Vanadium	0.57	0	1.2

**N
O
W**

New Orders Weekly

P O Box 54609
Tulsa, Oklahoma 74155-0609
(918) 299-7220

2018 METRO HOME STARTS BY JURISDICTION													
MONTH	JAN	FEB	MAR	4/8-5/5/18	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	1/1-5/5/18
BIXBY	22	13	28	35									98
BROKEN ARROW	32	40	30	43									145
CATOOSA	0	0	0	1									1
CLAREMORE	4	8	10	4									26
COLLINSVILLE	10	7	12	5									34
COWETA	1	6	11	2									20
GLENPOOL	5	1	3	0									9
JENKS	9	21	26	18									74
KIEPPE	0	0	0	0									0
MUSKOGEE	3	0	2	2									7
OKMULGEE	2	0	0	1									3
OWASSO	8	8	19	17									52
ROGERS CO	15	18	24	18									75
SAND SPRINGS	7	5	2	9									23
SAPULPA	6	2	4	3									15
SKIATOOK	1	3	6	3									15
TULSA	20	47	63	55									185
TULSA CO	12	15	18	4									49
VERDORIA	1	0	4	4									9
WAGONER	0	0	0	0									0
WAGONER CO	29	20	34	18									101
TOTALS	187	214	296	244									941

TULSA METRO PLANNING DATA			
METRO HOME STARTS	2016	2017	2018
APRIL	220 (4 Wks)	243 (4 Wks)	244 (4 Wks)
YEAR TO DATE	870	996	942
2018 (LAST 3 MONTHS)	2/4-3/3/18 (4 Wks)	3/4-4/7/18 (5 Wks)	4/8-5/5/18 (4 Wks)
3 MONTH TOTALS	214	297	244
PER WEEK TOTALS	53.50	59.40	61.00

City of Jenks Residential Subdivision Development Report:			4/30/2018	
Development Name	Lots	Homes Built / Under Construction	Lots Available	As of :
Aberdeen Lake	28	16	12	5/18/2015
Breitling Village Blocks 1-2	34	31	4	8/3/2016
Bretling Village Blocks 3-11	74	53	27	3/29/2018
Breitling Village Blocks 12-16	84	10	74	03/29/18
Brook at Stone Bluff	43	34	9	5/1/2017
Brookwood of Jenks	98	88	10	2/4/2016
Country Hollow	17	15	2	2/28/2018
Edgewood Estates	16	9	7	4/30/2018
Elgin Estates	14	1	13	2/28/2018
Elm Ridge	35	19	16	2/28/2018
Elwood Park	59	57	2	2/28/2018
Dutchers Crossing	86	80	6	8/25/2015
Dutchers Crossing (2)	90	76	14	3/29/2018
Dutchers Crossing / Reserve at DC	51	43	8	3/29/2018
Haddington Heights	59	23	35	3/29/2018
Hidden Oaks	39	32	7	10/14/2016
Huntington Hieghts	19	12	7	6/17/2017
Featherstone	11	9	2	11/23/2016
Fountain Ridge	25	12	13	12/15/2017
Oak Hill	11	6	4	4/29/2013
Oak Ridge	75	23	52	4/30/2018
Providence Hills IV	70	18	52	3/29/2018
Slate Creek Phase I	46	43	3	8/4/2014
Stone Bluff	15	4	11	6/30/2006
Sunrise Ridge	60	42	18	9/26/2016
Carlisle at York Town	65	51	11	6/9/2016
Plymouth at York Town	106	103	3	6/8/2016
Yorktown Blocks 13-23	127	115	12	4/30/2018
Yorktown Blks 24 - 38	126	95	31	3/29/2018
Yorktown Blks39-44	105	77	28	4/30/2018
Totals:	1688	1197	493	4/30/2018
Under Development Stage:	# of Lots	Residential Permits Issued		
Clearfield Estates		2004	380	
Estates at Forrest Hills	80	2005	468	
Frazier Lakes Estates	29	2006	294	
Hickory Creek		2007	300	
Yorktown Blocks 45-49	93	2008	203	
		2009	172	
		2010	182	
		2011	173	
		2012	204	
		2013	222	
		2014	277	
		2015	263	
Total number of lots under development	202	2016	272	
		2017	227	
		2018	73	
Future Phases of Existing Developments	Number of Subdivisions with available lots			
	Qty	Total Lots	Available Lots	
	36	1688	493	
	Permits Issued	Total	Est: Cost	
	Month of :			
	April	17	\$4,411,590.00	

Year End	City of Jenks	Residential New Construction	CY	2018
Month:	Tot: Permits	Estimated Construction Cost	Permit Fee's	
January	12	\$2,968,100.00	\$	14,883.00
Febuary	20	\$5,094,910.00	\$	24,795.00
March	24	\$6,380,250.00	\$	30,376.00
April	17	\$4,411,590.00	\$	21,034.00
May				
June				
July				
August				
September				
October				
November				
December				
Total:	73	\$18,854,850.00		\$91,088.00

Month of: April		City of Jenks Residential New Construction Permit Log					2018
#	Permit #	Date	Builder	Sub Division	Lot	Blk	Est. Const. Cost
1	4050	4/2/18	Executive	Oak Ridge of Jenks	16	2	\$269,660.00
2	4057	4/5/18	Beacon	Yorktown Blocks 39-44	38	41	\$235,640.00
3	4058	4/5/18	Beacon	Yorktown Blocks 39-44	6	42	\$297,000.00
4	4059	4/5/18	Beacon	Yorktown Blocks 39-44	12	41	\$233,220.00
5	4060	4/5/18	Beacon	Yorktown Blocks 39-44	2	43	\$190,000.00
6	4062	4/5/18	Executive	Oak Ridge of Jenks	12	5	\$297,360.00
7	4063	4/6/18	Capital	Yorktown Blocks 13-23	10	20	\$193,360.00
8	4067	4/10/18	Shaw	Oak Ridge of Jenks	12	2	\$258,770.00
9	4068	4/11/18	Shaw	Edgewood Estates	3	1	\$303,180.00
10	4076	4/18/18	Executive	Yorktown Blcoks 39-44	37	41	\$220,000.00
11	4077	4/24/18	Capital	Yorktown Blocks 13-23	3	20	\$206,380.00
12	4079	4/25/18	Shaw	Oak Ridge of Jenks	4	5	\$251,580.00
13							
14							
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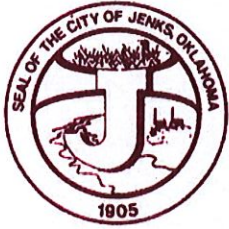
2018 Commercial Building Permit Projects Status Report

City of Jenks

Contractor	Project Name	Project Address	Permit Number	Permit Issued Date	Footing	Plumbing Rough	Sewer Tap	Slab	Framing	Electrical Rough	Mechanical Rough	Plumbing Top Out	Building Finals	Certificate of Occupancy
Southlake Const.	Core Medical Office	512 N Franklin St	3049	3/30/16	4/26/16	6/7/16	6/15/16	8/21/17	5/16/17	5/16/17	8/21/17	5/19/17	11/16/17	11/16/17
Williamson Development	Jenks on Main	201 & 203 W Main St	3474	12/17/16	11/2/16	12/20/16	12/20/16	12/21/16						
Resco Enterprises	Pioneer Village (Cosmetic, FD)	315 S Birch St	3609	1/10/17	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A		
Brewer Const.	Soco Gym	237 S Franklin St	3541	2/9/17	3/9/17	3/16/17	6/21/17	5/1/17	7/10/17	8/16/17	8/16/17	7/10/17	10/2/17	TEMP
Brewer Const.	Titan Sports Complex	9850 S Elwood St	3560	3/20/17	4/13/17	5/8/17	8/22/17	5/17/17	7/12/17	8/10/17	8/10/17	7/12/17	1/5/18	01/05/18
LD Kerns	Southside Storage	511 N Elm St	3609	4/5/17	8/10/17	7/5/17	7/5/17	8/3/17	9/5/17	9/5/17	9/5/17	9/5/17	11/22/17	11/27/17
Williamson Development	Jenks Landing/Bldg shell	11476 S Union St	3585	5/1/17	6/2/17	6/13/17	6/13/17	7/26/17	8/27/17	N/A	N/A	N/A		N/A
DC Bass & Sons Company	Jenks Landing/Dental Office	11476 S Union Ste 102	3643	5/25/17	N/A	6/13/17	6/13/17	N/A	10/2/17	10/2/17	10/2/17	8/30/17	11/9/17	01/04/18
Manhattan Const.	St. John Medical Office	220 S Elm St	3679	6/2/17	7/26/17	9/5/17	9/13/17	9/29/17	12/29/17	3/2/18	11/17/17	1/16/18	4/26/18	TEMP
Timbercreek	Timbercreek Office/Warehouse	406 W Aquarium Pl	3684	6/6/17	6/8/17	6/16/17	6/15/17	6/16/17	10/12/17	10/12/17	10/13/17	10/12/17	12/22/17	12/22/17
Smithco Group	B Street Apartments	517 & 523 E B St	3678	6/27/17	7/4/17	7/25/17	8/3/17	9/27/17	9/27/17	9/27/17	9/27/17	9/27/17	3/8/18	03/08/18
Riocon Nei	Orig town Jenks / Tea to Go	310 W Main St	3728	7/5/17	N/A	10/4/17	N/A	N/A	7/5/17	10/9/17	11/16/17	11/16/17	11/22/17	11/22/17
Williamson Development	Jenks Landing/Bldg Shell	3402 W 114th St	3370	7/6/17	9/13/17	10/13/17								
Williamson Development	Jenks Landing/Bldg Shell	3412 W 114th St	3371	7/6/17										
Williamson Development	Jenks Landing/Bldg Shell	3422 W 114th St	3372	7/6/17										
Williamson Development	Jenks Landing/Bldg Shell	3432 W 114th St	3373	7/6/17										
Williamson Development	Jenks Landing/Bldg Shell	3442 W 114th St	3630	7/6/17										
Williamson Development	Jenks Landing/Restaurant	11476 S Union Ste 101	3707	7/25/17	N/A	6/13/17	6/13/17	N/A	12/4/17	12/4/17	3/13/18	12/4/17	4/9/18	
Joel Coggins	Riverwalk/Restaurant (Bramble)	400 Riverwalk Ste 100	3828	9/29/17	N/A	10/12/17	N/A	N/A	11/1/17	11/1/17	N/A	11/1/17	12/12/17	01/02/18
Newground	TTCU Remodel	105 S Riverfront Dr	3802	10/2/17	N/A	N/A	N/A	N/A	10/10/17	10/10/17	N/A	N/A	12/12/17	N/A
Red Dog Const.	Crossfit Jenks / Gym	206 W K Pl	3798	10/4/17	10/31/17	11/3/17	10/24/17	11/13/17	2/26/18	2/26/18	4/4/18	2/26/18	4/27/18	04/27/18
Building Systems of Tulsa	Goodwill	605 W 121st St	3820	10/18/17	12/27/17	1/10/18	1/10/18	1/23/18	2/23/18	3/23/18	2/19/18	2/23/18	4/13/18	
Cowen Const.	Village on Main/Apartments	727 E Main Pl	3822	10/25/17	10/25/17	11/22/17	1/24/18	12/19/17						
Red Dog Const.	Burn Boot Camp / Gym	500 Riverwalk Ste 175	3866	11/2/17	N/A	11/15/17	N/A	N/A	12/18/18	12/18/18	12/18/18	12/18/18	1/11/18	01/11/18
TBA	Phillips 66	10600 S Elwood Ave	3871	12/8/17	2/1/18	N/A	N/A	N/A						
Flintco	Jenks Public Schools	205 E B St	3892	12/19/17	N/A	N/A	N/A	3/8/18	4/24/18	4/24/18				
Williamson Development	Jenks Landing / Pilates	11476 S Union Ste 104	3903	12/20/17	N/A	N/A	N/A	N/A	12/20/17	12/20/17	12/20/18	12/20/17	1/25/18	01/25/18
Randy Imel	5 Oaks Garage/ storage	528 E 121st	3782	1/19/18	N/A	N/A	N/A	N/A	N/A	3/2/18	N/A	2/23/18		
Jason Kearney	Got Wood Ave Throwing	103 E Main St	3933	1/19/18	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3/22/18	03/22/18
Dick McDonald	Jenks Church of Christ	2101 W 118th St S	3941	1/25/18	N/A	N/A	N/A	N/A	2/28/18	2/28/18	N/A	N/A	3/22/18	03/22/18
John Spain	Spain Ranch office/conference	732 E 116th St	3972	2/27/18	2/9/18	3/12/18	4/13/18	3/12/18						
Smithco Construction	Covered parking (apartments)	517 & 523 East B St	3975	3/13/18	N/A	N/A	N/A	N/A	3/8/18	3/8/18	N/A	N/A	3/8/18	N/A
Red Dog Construction	Statefarm	500 Riverwalk Ter Ste 160	3997	3/19/18	N/A	N/A	N/A	N/A	3/16/18	3/29/18	3/29/18	N/A	3/29/18	03/29/18
Red Dog Construction	Flying T (interior remodel)	600 Riverwalk Ter	4001	3/19/18	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3/23/18	N/A
CB/CJ/ Wes Freeman	Tulstar Office Building	204 S Gateway Pl	3938											
Pendergrass Enterprises	Pendergrass Enterprises	1866 North Ash St	4066	4/30/18										
Alena Dixon	Salon	101 W Main St Ste A	4078											

Inspections

	Final	EMP Frame	Temp Pole	Conduit	Service	Rough	SW	Shower pan	Back Flow	Footing	Slab	Small Job Electric	Small Job Plumbing	Small Job Mechanical	Ditch	Pool Rough	Pool Final	MISC	TOTAL
3/19/2018	4	4	2				2	1		1		2							16
3/20/2018	2		1			1	1	3	1	1	1	3							14
3/21/2018	3	2	1	2			2				2	1	1	3		1			18
3/22/2018	1	3					1	1	2		1	2	1	4					16
3/23/2018		2	2				1				1								6
3/26/2018	3		1				3	2				1		1	1				12
3/27/2018	1	3	2						1										7
3/28/2018	1	1	1				1	1	1			1			1				8
3/29/2018		1							1			1		1	1				5
4/2/2018	2	7	2		1	1	2	2	2	1	3	2	2	2					26
4/3/2018		3					1							2				1	7
4/4/2018	1	5					1	1			1			1					10
4/5/2018		3	1								3								7
4/6/2018	1	1	1										1			2		1	7
4/9/2018		2	2	1			1	2				2							11
4/10/2018	2						1	2	2		4	1			1	2		2	17
4/11/2018	1	2	4					3	4		5	2	1						22
4/12/2018	2	2				1	2	2			2		2					2	15
4/13/2018		1			1		2	2		1		1		2				1	11
4/16/2018	1	1	3			1	1	1	1		1	1			1	1		1	13
4/17/2018		3		1			1	2			2	1			1				11
4/18/2018							3	1		1								3	8
4/19/2018	3		1	1			2	1	1			2			1			1	12
4/20/2018		2		1							1	1			2				7
4/23/2018	3	2						1						1				3	10
4/24/2018		1	1				2	2	1		1							1	9
4/25/2018		4					1												5
4/26/2018	1	3					1					1	2						8
4/27/2018	1	3		1			3	2						1				1	11
4/30/2018		2	3	1				1	2		2	3				1			15
5/1/2018	1	2	2				2				3	1		1	1				14
5/2/2018	2	3	1				2	1				1				1			11
5/3/2018	2				1		1												4
5/4/2018	1	2					1	1			3				1			1	10
5/7/2018	1	1	6			1	1		1	1	1	3						1	16
5/8/2018		5					1	1		1				2					10
5/9/2018																			
TOTAL	40	76	37	10	5	41	37	17	10	36	33	6	23	11		6		20	409



CITY OF JENKS

211 NORTH ELM STREET • P.O. BOX 2007
JENKS, OKLAHOMA 74037-2007
PHONE (918) 299-5883 • FAX (918) 299-4489

To: City Councilors

Cc: Chris Shrout, City Manager

From: Teresa Nowlin, City Attorney
Sarah Takmil, Assistant to the City Manager

Date: May 14, 2018

Re: CivicPlus Contract

City and Aquarium staff has been in the process of evaluating options for a new website. The City's current website is in need of updating, is difficult to update, and not user-friendly. The citizens of Jenks expect instant access to information and the City website is the number one place that people go to for news, answers, interactions with officials, and as the main communication venue with our citizens. As a partner with CivicPlus, staff believes that we can make our website more user-friendly for our customers (citizens, developers, etc.) that go to our website. Most websites need to be updated every couple of years to keep up with new technology and accessibility. The new website would be developed on a robust and flexible content management system. CivicPlus's CMS (Content Management System) is an easy-to-use suite of cloud-based tools built specifically for local government. We will be able to inform, empower our citizens and staff in a more efficient way.

In addition, the Aquarium website would also have access to all the marketing tools that CivicPlus has to offer. CivicPlus will create a new "subsite" for the Aquarium with its own URL and its own look and content with links between the two sites.

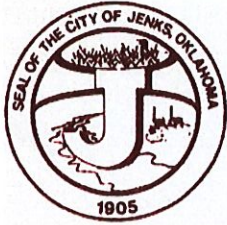
CivicPlus is considered a premier website development company and has developed over 2,500 local government websites for over 20 years. CivicPlus offers one-of-a-kind design that captures our community's unique qualities and will work with us until we are completely satisfied with the design concept. CivicPlus offers a guaranteed redesign after only 48 months of service to keep the website fresh and innovative and 24/7/365 support with secure hosting and maintenance to keep the City's investment safe and current.

The initial cost to develop and set up the new website is \$62,640.00. The annual fee to host and maintain the website is \$8,075. The initial contract term is one year with two automatic renewals absent the parties giving notice to terminate. The contract also includes the 48 month redesign of

the website at no additional cost. The contract includes a Statement of Work to provide Civic Ready, a Mass notification System, which will replace Blackboard, the City's current emergency notification system. We expect the design and implementation phase to take approximately 28 weeks.

Staff is requesting appropriation of \$68,000 to cover the first year of the contract with CivicPlus and incidental expenses associated with the website development.

Staff recommends approval of the contract with CivicPlus, Inc. and appropriation of \$68,000 from the One-Cent Capital Fund fund balance to be budgeted to Account No. 53-231-5392.



CITY OF JENKS
211 NORTH ELM STREET • P.O. BOX 2007
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PHONE (918) 299-5883 • FAX (918) 299-4489

MEMORANDUM

To: **Chris Shrout, City Manager**

From: **F. Robert Carr, Jr., P.E., City Engineer**

Date: May 10, 2018

Re: **Agreement for Professional Engineering Services
Professional Engineering Consultants, P.A.
1st Street Improvements (Aquarium Place to Aquarium Drive)**

One of the Vision for Jenks projects defined by City Council included design of improvements to 1st Street from Aquarium Place to Aquarium Drive. This road segment is intended to be a main connector from Aquarium Drive to Main Street and the Downtown. Funding for this design was included in the FY17-18 Budget.

Over the past few months, staff has requested a scope of work and fee proposal from various professional engineering firms qualified to perform these design services. Each of the firms included the following common work tasks and services:

- Survey
- Geotechnical investigation and pavement design
- Identification of rights-of-way needs and acquisition support
- Utilities relocation requirements
- Drainage requirements
- Design of roadway improvements with curb and gutter
- Street lighting
- Construction sequence plans preparation
- Preparation of construction documents
- Bidding assistance and review

A summary of proposal received from three (3) engineering firms is shown below:

Work Task	CP&Y	Freese & Nichols	Professional Engineering Consultants
Engineering	\$107,738	\$80,100	\$64,100
Survey	\$8,200	\$29,200	\$6,600
Geotechnical	\$4,500	\$7,500	\$5,300
Right-of-way assistance	Not included	\$48,300	Included
Traffic analysis	\$4,500	Not included	Not included
Street lighting	\$12,000	Not included	Included
Railroad coordination	Included	\$21,000	Included
Construction assistance	Not included	\$17,000	Not included
Total	\$136,938	\$203,400	\$76,000

Review of these proposals indicates that Professional Engineering Consultants has submitted the low fee proposal. This firm has provided similar services to the City of Jenks in the past (Hager Bridge on Main Street west of Elwood) and are considered qualified and responsive.

The anticipated schedule for these engineering services indicates the preliminary design will be completed within 180-days following notice to proceed. The final plans will be completed within 100-days following preliminary plan review and approval. As a result, with right-of-way acquisitions projected to take approximately 6-months, construction could be expected to start in September 2019. PEC has committed sufficient staff for both this project and the 7th Street Improvements project.

Staff requests approval of an Agreement for Professional Engineering Services for design of improvements to 1st Street – Aquarium Place to Aquarium Drive with the Professional Engineering Consultants, P.A. (Tulsa, OK) in the total amount not to exceed of \$76,000.00; funding is included in the existing FY17-18 budget (Account No. 53-521-5393).

Attachments

Professional Engineering Consultants Agreement for Professional Services

AGREEMENT
for
ENGINEERING SERVICES
between
CITY OF JENKS
211 N. ELM STREET
JENKS, OKLAHOMA 74037
and

PROFESSIONAL ENGINEERING CONSULTANTS, P.A.
4150 SOUTH 100th EAST AVE., SUITE 401
TULSA, OKLAHOMA, 74146

This Agreement, made at Jenks, Oklahoma, this _____ day of _____, 2018, by and between the City of Jenks, Oklahoma, hereinafter called the "OWNER", and Professional Engineering Consultants, P.A., Tulsa, Oklahoma, hereinafter called the "ENGINEER".

WITNESSETH: That whereas the OWNER intends to construct First Street Improvements, hereinafter called the PROJECT, and

WHEREAS it is the desire of both parties that the ENGINEER furnish engineering and technical services in conjunction with the PROJECT; the improvements being more specifically described as construct street and drainage improvements on First Street from Aquarium Place south about 1,650 feet to Aquarium Drive, and

WHEREAS all of the aforesaid is located within the corporate limits of the City of Jenks, Oklahoma, and

WHEREAS the OWNER is authorized by law to retain a consulting engineer to assist in the preparation of plans, specifications, and cost estimates for the PROJECT, as well as such other tasks as may be requested by the OWNER;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein set forth for the completion of the PROJECT, the parties hereto do mutually agree as follows:

ARTICLE I. SCOPE OF SERVICES.

The Scope of Services to be performed by the ENGINEER shall be as set forth in EXHIBIT A, attached.

ARTICLE II. THE ENGINEER AGREES.

- A. To provide the various technical and professional services, equipment, material, and transportation to perform the tasks as outlined in the Scope of Services.
- B. To make available during regular office hours at his Tulsa office all calculations, sketches, and drawings such as the OWNER may wish to examine periodically during performance of the Agreement.
- C. To maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred and to make such material available at his office at reasonable times during the contract period and for three years from the date of final payment under the contract for inspection by the OWNER or his authorized representatives.
- D. To accept compensation for the services herein described in such amounts and at such periods as hereinafter provided and that such compensation shall be satisfactory and sufficient payment for all work performed, equipment or materials used and services rendered in conjunction with the PROJECT.
- E. To complete the services to be performed by ENGINEER within the time allotted for the PROJECT in accordance with Exhibit A, paragraph E; except that the ENGINEER shall not be responsible or held liable for delays occasioned by the actions or inactions of the OWNER or others, or for other unavoidable delays beyond the control of the ENGINEER.

- F. To indemnify and hold harmless the OWNER, its employees and agents from and against claims, damages, losses, and expenses arising out of or resulting from the performance of the services of ENGINEER, but only to the extent such claims, damages, losses, or expenses are caused by the negligent act, error, or omission of ENGINEER or any person or organization for whom ENGINEER is legally liable. Unless otherwise stated herein, in the event such claims, damages, losses, or expenses are caused by the joint or concurrent negligence of the OWNER and ENGINEER and/or others, such liability shall be borne by each party in proportion to its own negligence.
- G. ENGINEER shall procure and maintain such insurance as will protect the ENGINEER from damages resulting from negligent errors, omissions and acts of the ENGINEER, its agents, officers, employees and subcontractors in the performance of the professional services rendered under this Agreement and for which the ENGINEER is legally liable. Such policy of insurance shall be in an amount not less than \$1,000,000 subject to deductible of \$100,000. In addition, a Worker's Compensation and Employer's Liability Policy shall be procured and maintained. This policy shall include an "all state" endorsement. Said insurance policy shall also cover claims for injury, disease or death of employees arising out of and in the course of their employment, which, for any reason, may not fall within the provisions of the Worker's Compensation Law. The liability limit shall not be less than:

Worker's Compensation - Statutory

Employer's Liability - \$500,000.00 each accident

\$500,000.00 disease, each employee

\$500,000.00 disease, policy limit

Further, a commercial general liability policy shall be procured and maintained by the ENGINEER that shall be written in a comprehensive form and shall protect ENGINEER against all claims arising from injuries to persons (other than ENGINEER's employees) or damage to property of the OWNER or others arising out of any negligent act or omission of ENGINEER, its agents, officers,

employees or subcontractors in the performance of ENGINEER services under this Agreement. The liability limit shall not be less than \$500,000 per occurrence for bodily injury, death and property damage.

Satisfactory Certificates of Insurance shall be filed with the OWNER within fourteen (14) days of written request by the OWNER. The ENGINEER shall furnish the OWNER certificates of insurance that relate to the insurance policies that must be maintained hereunder. In addition, insurance policies applicable hereto shall contain a provision that provides that the OWNER shall be given thirty (30) days written notice by the Insurance Company before such policy is substantially changed or canceled.

- H. To deliver to the OWNER tracings of the completed plans, and copies of electronic data files as may be requested, and other pertinent drawings and documents for the PROJECT, all such documents to remain the property of the OWNER, PROVIDED, however, that all documents designated to become property of the OWNER shall be understood to be instruments of service in respect to this PROJECT and ENGINEER shall retain an ownership and property interest therein (including the right of reuse at the discretion of the ENGINEER whether or not the PROJECT is completed).
- I. To attend meetings with the OWNER and other local, state and federal agencies as necessitated by the PROJECT.
- J. To designate a Project Manager for the coordination of the work that this Agreement requires to be performed and to advise the OWNER in writing of the person(s) so designated.
- K. The ENGINEER hereby certifies that:
 - 1. It has not employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for the above ENGINEER) to solicit or secure this Agreement.

2. It has not agreed, as an express or implied condition for obtaining this Agreement, to employ or retain the services of any firm or person in connection with carrying out the Agreement.
3. It has not paid or agreed to pay to any firm, organization, or person (other than a bona fide employee working solely for the above ENGINEER) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the Agreement.

ARTICLE III. THE OWNER AGREES.

- A. To furnish the ENGINEER any information currently available relative to existing and proposed improvements in the PROJECT area which may be pertinent to the PROJECT. Such information may include, drainage studies, master plans, soil borings and geotechnical reports about subsurface conditions, hazardous conditions and/or history of site contamination, underground utilities, proposed development plans, property ownership records, etc.
- B. To provide right of entry for the ENGINEER's personnel in performing field surveys and inspections.
- C. To promptly review all preliminary study reports, drawings, recommendations, contract documents and other data submitted by the ENGINEER and to advise the ENGINEER of any desired corrections, modifications or additions thereto.
- D. To pay the ENGINEER for its services in accordance with the requirements of this Agreement, and that ENGINEER may suspend all or part of its services if OWNER fails to make payment when due. If services are suspended for more than thirty (30) days, or if there are repeated instances of non-payment, ENGINEER may terminate this Agreement, at its option, upon seven (7) days additional notice to OWNER.
- E. To pay the ENGINEER for authorized additional work.

ARTICLE IV. PAYMENT PROVISIONS.

A. OWNER shall pay ENGINEER for Basic Services set forth in Exhibit A.

1. An amount equal to ENGINEER's Direct Labor Costs times a Factor of 3.05 for the services of ENGINEER's employees engaged on the Project, plus Reimbursable Expenses, estimated to be \$ 567 and Subconsultant Fee of \$ 6,600 for design survey and \$ 5,300 for Geotech.

2. ENGINEER's Reimbursable Expenses are included in Exhibit B.

3. The total compensation is anticipated to be \$ 76,000 based on the following assumed distribution of compensation:

1st Street Reconstruction :

a.	Survey	\$ 6,600
b.	Geotech	\$ 5,300
b.	Design	\$ 64,100
c.	Construction Administration	\$ NA
d.	Inspection Services	\$ NA

4. ENGINEER may alter the distribution of compensation between individual phases/parts of the work noted herein to be consistent with services actually rendered, but shall not exceed the total compensation amount unless approved in writing by OWNER.

5. The total estimated compensation for ENGINEER's services included in the breakdown by phases as noted in paragraph IV.A.3. incorporates all labor, overhead, profit, reimbursable expenses, and ENGINEER's Consultant's charges.

6. If more prime contracts are awarded for Work designed or specified for this PROJECT, or for services other than identified in Exhibit A, additional fee will be negotiated, if required.

7. The portion of the amounts billed for ENGINEER's services which are related to serviced rendered on a Direct Labor Costs times a Factor basis will be billed based on the applicable Direct Labor Costs for the cumulative hours charged to the PROJECT by ENGINEER's principals and employees multiplied by the above-designated Factor, plus Reimbursable Expenses and ENGINEER's Consultant's charges incurred during the billing period.
 8. The estimated total compensation is conditioned on Contract Times to complete the Work not exceeding 12 months. Should the Contract Times to complete the Work be extended beyond this period, total compensation to ENGINEER shall be appropriately adjusted.
- B. Services of the ENGINEER required in conjunction with the preparation of Environmental Assessments or Impact Statements, preparation for and conducting a Public Hearing, preparing for and presenting testimony on behalf of the OWNER in any legal actions resulting from the PROJECT, and other services expressly excluded in Article I; or services made necessary by virtue of a major change in the scope of the PROJECT shall be considered additional work.
- C. If additional work should be necessary by virtue of a major change in the scope of the proposed PROJECT, the ENGINEER will be given written notice by the OWNER along with a request for an estimate of the ENGINEER's fee for performance of such additions; but no additional work shall be performed nor shall additional compensation be paid except on the basis of a Supplemental Agreement duly entered into by the parties.

ARTICLE V. IT IS FURTHER MUTUALLY AGREED BY THE OWNER AND THE ENGINEER.

- A. That the right is reserved to the OWNER to terminate this Agreement at any time, upon written notice, in the event the PROJECT is to be abandoned or indefinitely postponed, or because of the ENGINEER's inability to proceed with the work, or because the services of the ENGINEER breach Article V, paragraph I;

PROVIDED, however, that in any case the ENGINEER shall be paid the reasonable value of the services rendered up to the time of termination on the basis of the provisions of this Agreement, but in no case shall payment be more than the ENGINEER's actual costs plus a reasonable sum for profit.

- B. That the pertinent drawings and documents pertaining to the PROJECT shall become the property of the OWNER upon completion or termination of the ENGINEER's service in accordance with this Agreement. ENGINEER shall be permitted to reuse standard details, designs and specifications without further consent of OWNER.

OWNER shall indemnify ENGINEER from all claims, damages, or costs relating to reuse, completion or modification of such documents by OWNER, including allegations of ENGINEER's own negligence. ENGINEER's seal and name shall not be reproduced on such documents if reused by OWNER for any purpose. ENGINEER shall have no liability for documents which are incomplete due to a termination or suspension of services.

If 'deliverables' include electronic data and there is a conflict between the sealed hard copy drawings and the electronic files, the sealed drawings will govern.

Electronic drawings shall be delivered to the OWNER in the CADD file format, drafting standards and layering conventions used by the ENGINEER to produce the contract drawings.

Further, once delivered, the ENGINEER shall no longer be responsible for the contents of electronic files, their compatibility with the OWNER's CADD system or the length of life of a file. The OWNER will have an acceptance period of 45 days following delivery of electronic data within which to review and accept the files. During this period the ENGINEER will correct any deficiencies as a part of this Agreement. 'Deficiency' shall not apply to the development of software of any kind as a corrective measure.

- C. That the services to be performed by the ENGINEER under the terms of this Agreement are personal and cannot be assigned, sublet or transferred by either party without specific consent of the other party.
- D. That in the event of unavoidable delays in the progress of the work contemplated by this Agreement, reasonable extensions in the time allotted for the work will be granted by the OWNER, provided, however, that the ENGINEER shall request such extensions in writing giving the reasons therefore.
- E. That neither party shall hold the other responsible for damages or for delays in performance caused by acts of God or other acts or circumstances beyond the control of the other party or that could not have been reasonably foreseen and prevented. For this purpose, such acts or circumstances shall include, but not be limited to, unusual weather affecting performance, floods, epidemics, war, riots, strikes, lockouts, or other industrial disturbances, protest demonstrations, unanticipated site conditions, and inability, with reasonable diligence, to supply personnel, equipment, or material for the services. Should such acts or circumstances occur, both parties shall use their best efforts to overcome the difficulties arising and to resume as soon as reasonably possible the normal pursuit of the services.

- F. That this Agreement and all contracts entered into under the provisions of the Agreement shall be binding upon the Parties hereto and their successors and assigns.
- G. That the rights and remedies of the OWNER and ENGINEER provided for under this Agreement are in addition to any other rights and remedies provided by law.
- H. That it is not intended by any of the provisions of any part of this Agreement to create the public or any contractor, subcontractor or surety a third-party beneficiary hereunder, or to authorize anyone not a party to this Agreement to maintain a suit for damages pursuant to the terms or provisions of this Agreement.
- I. That services performed by the ENGINEER under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the engineering profession currently practicing in the same locality under similar conditions. No other representations, expressed or implied, and no warranty or guarantee is included in this Agreement, or in any report, opinion, document or otherwise.
- J. That disputed matters arising under this Agreement will be submitted to a Review Committee for resolution. The Review Committee will be comprised of one representative from each contracting party and a third member chosen jointly by the party representatives. The Review Committee shall make its own rules of procedure and shall have authority to examine records kept by the OWNER and the ENGINEER. In determining the findings, the majority of the Review Committee shall govern. The decision of the Review Committee shall be advisory only and it shall not be binding upon the parties.
- K. That should the OWNER at any time be unable to appropriate sufficient funds for the work covered by this Agreement, for whatever reason, the ENGINEER shall reserve the right to cease work on the PROJECT until sufficient monies are available, without liability for delay.

- L. That authorization for any appropriate Extra Work under the terms of this Agreement shall be evidenced by the OWNER in writing. No extra work shall be compensated without written consent from the OWNER.

At the discretion of the OWNER, and in accordance with the terms of this Agreement, Extra Work will usually be of limited extent and may consist of, but is not necessarily limited to:

1. The introduction of new items of work beyond the stated scope of the Agreement.
2. Redesign and/or detailing based on changes in law, or changes of concept after prior approval and authorization to proceed, and causing appreciable loss of work accomplished.
3. Redesign after initial bidding.

- M. That since the ENGINEER has no control over the cost of labor, material or equipment, or over Contractor's methods of determining prices, or over competitive bidding or market conditions, the estimates of construction costs provided for herein are to be made on the basis of ENGINEER's experience and qualifications and represent ENGINEER's judgment as a design professional familiar with the construction industry, but ENGINEER cannot and does not guarantee that the bids or the project construction costs will not vary from the cost estimates prepared by ENGINEER. If OWNER desires greater assurance of probable cost, it shall retain a separate cost consultant or contractor.

- N. That hazardous materials may exist where there is no reason to believe they could or should be present. In this event, the ENGINEER agrees to notify the OWNER as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials be encountered. The OWNER waives any claim against the ENGINEER and agrees to indemnify, defend and hold the ENGINEER harmless from any claim or liability for injury or loss arising from the ENGINEER encountering unanticipated hazardous materials or suspected hazardous materials. The OWNER also agrees to compensate the ENGINEER for any time spent and

expenses incurred by the ENGINEER in defense of any such claim, with such compensation to be based upon the ENGINEER's prevailing fee schedule and expense reimbursement policy.

O. This Agreement shall be governed by Oklahoma law.

IN WITNESS THEREOF, the Parties hereto have affixed their hand and seals at the City of Jenks, Oklahoma on the date first written above.

OWNER

CITY OF JENKS, OKLAHOMA

By: _____

Title: _____

ATTEST

ENGINEER

PROFESSIONAL ENGINEERING
CONSULTANTS, P.A.

By: James P. Moore
James P. Moore, P.E., Principal, Tulsa Office

WITNESS

Vicki Oliver

EXHIBIT A

SCOPE OF SERVICES

JENKS 1st STREET RECONSTRUCTION FROM AQUARIUM PLACE TO AQUARIUM DRIVE

The ENGINEER agrees to furnish and perform the various engineering and technical services for the PROJECT in accordance with the following provisions and the requirements of the City of Jenks.

- A. General Plan Requirements: Plans shall be prepared in sufficient detail to show the construction limits of the work, the type of work to be performed, and the quantities of the various pay items included.
 1. Provide Preliminary Plans and Final Plans for construction of a new roadway section with curb and gutter, storm sewer, sidewalk, and street lighting for 1st street from Aquarium Place to Aquarium Drive approximately 1,650 feet.
 2. Plans shall include but not limited to the following:
 - a. Title Sheet
 - b. General Notes and Recap of Quantities
 - c. Quantity Schedules
 - d. Typical Sections
 - e. Plan and Profile sheets showing the existing topography 50 feet left and right of the centerline of 1st street
 - f. Storm Sewer Layout and Design
 - g. Street Lighting Layout Plan
 - h. Cross Sections at a minimum of 50-foot intervals
 - i. Intersection details as needed
 - j. Misc. Detail sheets necessary for construction
 - k. Erosion Control Details
 - l. Construction Sequence
 - m. References to the Standard Detail Sheets from ODOT and/or CITY
 3. Plan and Profile Sheets shall show planimetric and elevation views of the project area and the proposed improvements. Topographic survey will be provided for base plans.
 4. Existing utilities will be shown as provided from the survey and record information from the CITY and/or the various utility owners. Field locates will be coordinated through OKIE One-Call. The CITY will assist with identifying and locating CITY owned facilities in the field. Provide Preliminary Plans to the various utility companies to coordinate relocation of their utility lines.
 5. Existing street right-of-way will be shown on the Plans based on platted widths and available record information. Property ownership information will not be shown unless provided by the CITY as needed. Additional right-of-way will be avoided as much as possible.

6. Coordinate with the TSU and UP Railroad. Provide a set of Concept Plans and Prelim Plans to the TSU and the UPRR at the appropriate milestone and incorporate comments from the TSU and the UPRR into the plans.
7. Provide an erosion control plan for the project.
8. Traffic control shall be handled by the Contractor through coordination with the CITY during construction. The Plans will state that 1st Street may be closed during construction with proper signing and approval by the City.
9. Provide an opinion of the probable construction costs.
10. Attend Review Meetings as required or requested by the City and provide Meeting Minutes.

B. Plan Production Phases

1. Preliminary Plan Phase

- a. Provide topographic survey for the PROJECT. Width of coverage shall be 50 feet left and right from the centerline of 1st Street.
- b. Determine the location of the present right-of-way line and property lines.
- c. Develop Preliminary Plans consisting of Title Sheet, Typical Detail, Plan and Profile Sheets, Storm Sewer Layout, Street Lighting Layout, and Survey Control Sheet. Plans will show the extent and nature of the proposed improvements.
- d. Develop Preliminary Specifications, a list of anticipated standard detail sheets, and a preliminary construction cost estimate.
- e. Submit plans to Utility companies and gather comments.
- f. City will review the Preliminary Plans and provide comments.
- g. Submit ROW Plans and legal descriptions and tract drawings to the City for their use in acquisition of any new ROW.

2. Final Plan Phase

- a. Prepare Final Plans after completion of the Preliminary Plan Phase and authorization from the CITY.
- b. Final Plans will include Final Specifications, bid documents, and opinion of probable construction costs.
- c. The CITY will review the Final Plans and provide comments.
- d. Prepare Final Plans, Specifications, and Opinion of probable costs.
- e. Provide professional services to assist the CITY with advertising and bidding of the project. This will only include answering questions that deal with interpretation of the Plans and Specs that may come up during the bidding phase.
- f. Any Plan revisions or changes in the quantities or estimate after the initial bidding process or services necessary to rebid the project will be considered Extra Work under this agreement.

C. Construction Administration Phase

- Construction Administration Services are not included in this Contract.

D. Inspection Services

- Inspection Services are not included in this Contract.

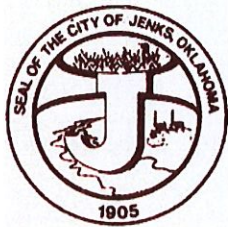
E. Time of Performance

1. The ENGINEER shall commence work on the initial phase of the PROJECT within 14 days following authorization by the CITY to proceed and shall deliver final office check plans to the CITY as shown below; except that the ENGINEER shall not be responsible or held liable for delays caused by the action or inaction of the CITY or other agencies.
2. Plan Production Schedule
 - a. Provide Preliminary Review Plans within 180 days following Notice to Proceed.
 - b. Provide Final Plans within 100 days following Preliminary Plan Review and approval by the City.

F. Exclusions

1. The following tasks, or design elements, are specifically excluded from the Scope of Services intended herein.
 - a. Retaining wall design
 - b. Traffic Control Plans
 - c. Permits and fees to outside agencies
 - d. Abstracts of Title
 - e. Certificates of Title
 - f. Property liens and mortgages
 - g. Acquisition Services

Exhibit B					
City of Jenks 1st Street Reconstruction 2018					
Survey and Design					
Description	PM	PE	DT	DE	Totals
Gather existing information	2	2	2		6
Prepare final base plans			4	4	8
Field Check		4		4	8
Evaluate Geotechnical Report	2	2			4
Design and draft typical section		2	4	4	10
Profile Design	2	4	6	8	20
Alignment Design	2	2	4	4	12
Drainage Area Calculations	2	4	2	8	16
Street Drainage Design	2	4	8	16	30
Off Street Drainage Design	2	2	4	6	14
Plan and Profile Sheets	8	16	40	30	94
Railroad Coordination	4	6		2	12
Sidewalk Layout and Design	2	2	6	6	16
Street Lighting Design	3	8	12	10	33
Street Lighting Layout	3	8	12	10	33
Intersection Design	4	6	8	8	26
Cross sections	2	8	30	20	60
Prepare Title Sheet			4	2	6
Prelim Qtys and Estimates	4	6	6	10	26
Review Meetings	4	4		4	12
Final Plan Revisions	8	20	40	32	100
Specifications	2	6			8
Final Qtys and Estimates	2	4	4	8	18
Advertising and Bidding	8	8	4	8	28
Construction Services	4	8	4	8	24
Total Hours	72	136	204	212	624
Labor Rate	45	38	32	27	-
Direct Labor Cost	3240	5168	6528	5724	20,660.00
Overhead	1.72				35,535.00
Subtotal					56,195.00
Profit	0.12				6,743.00
Subtotal					62,938.00
Printing					367.00
Travel					200.00
Survey Subconsultant Fee					6,600.00
Geotechnical Subconsultant Fee					5,300.00
Subconsultant Coordination (5%)					595.00
	11.5%	21.8%	32.7%	34.0%	
Total					76,000.00



CITY OF JENKS
211 NORTH ELM STREET • P.O. BOX 2007
JENKS, OKLAHOMA 74037-2007
PHONE (918) 299-5883 • FAX (918) 299-4489

MEMORANDUM

To: **Chris Shrout, City Manager**

From: **F. Robert Carr, Jr., P.E., City Engineer**

Date: May 10, 2018

Re: **Agreement for Professional Engineering Services**
Professional Engineering Consultants, P.A.
7th Street Improvements (Aquarium Place to Aquarium Drive)

One of the Vision for Jenks projects defined by City Council included design of improvements to 7th Street from Aquarium Place to Aquarium Drive. This road segment is intended to be a main connector from Aquarium Drive to Main Street and the Downtown. Funding for this design was included in the FY17-18 Budget.

Over the past few months, staff has requested a scope of work and fee proposal from various professional engineering firms qualified to perform these design services. Each of the firms included the following common work tasks and services:

- Survey
- Geotechnical investigation and pavement design
- Identification of rights-of-way needs and acquisition support
- Utilities relocation requirements
- Drainage requirements
- Design of roadway improvements with curb and gutter
- Street lighting
- Construction sequence plans preparation
- Preparation of construction documents
- Bidding assistance and review

A summary of proposal received from three (3) engineering firms is shown below:

Work Task	CP&Y	Freese & Nichols	Professional Engineering Consultants
Engineering	\$103,623	\$72,300	\$57,100
Survey	\$7,200	\$24,300	\$4,800
Geotechnical	\$4,650	\$7,500	\$5,300
Right-of-way assistance	\$14,000	\$32,700	Included
Traffic analysis	\$4,500	Not included	Not included
Street lighting	\$15,000	Not included	Included
Construction assistance	Not included	\$15,900	Not included
Total	\$148,973	\$152,700	\$67,200

Review of these proposals indicates that Professional Engineering Consultants has submitted the low fee proposal. This firm has provided similar services to the City of Jenks in the past (Hager Bridge on Main Street west of Elwood) and are considered qualified and responsive.

The anticipated schedule for these engineering services indicates the preliminary design will be completed within 150-days following notice to proceed. The final plans will be completed within 80-days following preliminary plan review and approval. As a result, with right-of-way acquisitions projected to take approximately 4-months, construction could be expected to start in June 2019. PEC has committed sufficient staff for both this project and the 1st Street Improvements project.

Staff requests approval of an Agreement for Professional Engineering Services for design of improvements to 7th Street – Aquarium Place to Aquarium Drive with the Professional Engineering Consultants, P.A. (Tulsa, OK) in the total amount not to exceed of \$67,200.00; and to appropriate \$67,200.00 from the One-cent Capital Fund fund balance to Account No. 53-521-5393.

Attachments

Professional Engineering Consultants Agreement for Professional Services

AGREEMENT
for
ENGINEERING SERVICES
between
CITY OF JENKS
211 N. ELM STREET
JENKS, OKLAHOMA 74037
and

PROFESSIONAL ENGINEERING CONSULTANTS, P.A.
4150 SOUTH 100th EAST AVE., SUITE 401
TULSA, OKLAHOMA, 74146

This Agreement, made at Jenks, Oklahoma, this _____ day of _____, 2018, by and between the City of Jenks, Oklahoma, hereinafter called the "OWNER", and Professional Engineering Consultants, P.A., Tulsa, Oklahoma, hereinafter called the "ENGINEER".

WITNESSETH: That whereas the OWNER intends to construct Seventh Street Improvements, hereinafter called the PROJECT, and

WHEREAS it is the desire of both parties that the ENGINEER furnish engineering and technical services in conjunction with the PROJECT; the improvements being more specifically described as construct street and drainage improvements on Seventh Street from Aquarium Place south about 1,250 feet to Aquarium Drive, and

WHEREAS all of the aforesaid is located within the corporate limits of the City of Jenks, Oklahoma, and

WHEREAS the OWNER is authorized by law to retain a consulting engineer to assist in the preparation of plans, specifications, and cost estimates for the PROJECT, as well as such other tasks as may be requested by the OWNER;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein set forth for the completion of the PROJECT, the parties hereto do mutually agree as follows:

ARTICLE I. SCOPE OF SERVICES.

The Scope of Services to be performed by the ENGINEER shall be as set forth in EXHIBIT A, attached.

ARTICLE II. THE ENGINEER AGREES.

- A. To provide the various technical and professional services, equipment, material, and transportation to perform the tasks as outlined in the Scope of Services.
- B. To make available during regular office hours at his Tulsa office all calculations, sketches, and drawings such as the OWNER may wish to examine periodically during performance of the Agreement.
- C. To maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred and to make such material available at his office at reasonable times during the contract period and for three years from the date of final payment under the contract for inspection by the OWNER or his authorized representatives.
- D. To accept compensation for the services herein described in such amounts and at such periods as hereinafter provided and that such compensation shall be satisfactory and sufficient payment for all work performed, equipment or materials used and services rendered in conjunction with the PROJECT.
- E. To complete the services to be performed by ENGINEER within the time allotted for the PROJECT in accordance with Exhibit A, paragraph E; except that the ENGINEER shall not be responsible or held liable for delays occasioned by the actions or inactions of the OWNER or others, or for other unavoidable delays beyond the control of the ENGINEER.

- F. To indemnify and hold harmless the OWNER, its employees and agents from and against claims, damages, losses, and expenses arising out of or resulting from the performance of the services of ENGINEER, but only to the extent such claims, damages, losses, or expenses are caused by the negligent act, error, or omission of ENGINEER or any person or organization for whom ENGINEER is legally liable. Unless otherwise stated herein, in the event such claims, damages, losses, or expenses are caused by the joint or concurrent negligence of the OWNER and ENGINEER and/or others, such liability shall be borne by each party in proportion to its own negligence.
- G. ENGINEER shall procure and maintain such insurance as will protect the ENGINEER from damages resulting from negligent errors, omissions and acts of the ENGINEER, its agents, officers, employees and subcontractors in the performance of the professional services rendered under this Agreement and for which the ENGINEER is legally liable. Such policy of insurance shall be in an amount not less than \$1,000,000 subject to deductible of \$100,000. In addition, a Worker's Compensation and Employer's Liability Policy shall be procured and maintained. This policy shall include an "all state" endorsement. Said insurance policy shall also cover claims for injury, disease or death of employees arising out of and in the course of their employment, which, for any reason, may not fall within the provisions of the Worker's Compensation Law. The liability limit shall not be less than:

Worker's Compensation - Statutory

Employer's Liability - \$500,000.00 each accident

\$500,000.00 disease, each employee

\$500,000.00 disease, policy limit

Further, a commercial general liability policy shall be procured and maintained by the ENGINEER that shall be written in a comprehensive form and shall protect ENGINEER against all claims arising from injuries to persons (other than ENGINEER's employees) or damage to property of the OWNER or others arising out of any negligent act or omission of ENGINEER, its agents, officers,

employees or subcontractors in the performance of ENGINEER services under this Agreement. The liability limit shall not be less than \$500,000 per occurrence for bodily injury, death and property damage.

Satisfactory Certificates of Insurance shall be filed with the OWNER within fourteen (14) days of written request by the OWNER. The ENGINEER shall furnish the OWNER certificates of insurance that relate to the insurance policies that must be maintained hereunder. In addition, insurance policies applicable hereto shall contain a provision that provides that the OWNER shall be given thirty (30) days written notice by the Insurance Company before such policy is substantially changed or canceled.

- H. To deliver to the OWNER tracings of the completed plans, and copies of electronic data files as may be requested, and other pertinent drawings and documents for the PROJECT, all such documents to remain the property of the OWNER, PROVIDED, however, that all documents designated to become property of the OWNER shall be understood to be instruments of service in respect to this PROJECT and ENGINEER shall retain an ownership and property interest therein (including the right of reuse at the discretion of the ENGINEER whether or not the PROJECT is completed).
- I. To attend meetings with the OWNER and other local, state and federal agencies as necessitated by the PROJECT.
- J. To designate a Project Manager for the coordination of the work that this Agreement requires to be performed and to advise the OWNER in writing of the person(s) so designated.
- K. The ENGINEER hereby certifies that:
 - 1. It has not employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for the above ENGINEER) to solicit or secure this Agreement.

2. It has not agreed, as an express or implied condition for obtaining this Agreement, to employ or retain the services of any firm or person in connection with carrying out the Agreement.
3. It has not paid or agreed to pay to any firm, organization, or person (other than a bona fide employee working solely for the above ENGINEER) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the Agreement.

ARTICLE III. THE OWNER AGREES.

- A. To furnish the ENGINEER any information currently available relative to existing and proposed improvements in the PROJECT area which may be pertinent to the PROJECT. Such information may include, drainage studies, master plans, soil borings and geotechnical reports about subsurface conditions, hazardous conditions and/or history of site contamination, underground utilities, proposed development plans, property ownership records, etc.
- B. To provide right of entry for the ENGINEER's personnel in performing field surveys and inspections.
- C. To promptly review all preliminary study reports, drawings, recommendations, contract documents and other data submitted by the ENGINEER and to advise the ENGINEER of any desired corrections, modifications or additions thereto.
- D. To pay the ENGINEER for its services in accordance with the requirements of this Agreement, and that ENGINEER may suspend all or part of its services if OWNER fails to make payment when due. If services are suspended for more than thirty (30) days, or if there are repeated instances of non-payment, ENGINEER may terminate this Agreement, at its option, upon seven (7) days additional notice to OWNER.
- E. To pay the ENGINEER for authorized additional work.

ARTICLE IV. PAYMENT PROVISIONS.

A. OWNER shall pay ENGINEER for Basic Services set forth in Exhibit A.

1. An amount equal to ENGINEER's Direct Labor Costs times a Factor of 3.05 for the services of ENGINEER's employees engaged on the Project, plus Reimbursable Expenses, estimated to be \$ 644 and Subconsultant Fee of \$ 4,800 for design survey and \$ 5,300 for Geotech.
2. ENGINEER's Reimbursable Expenses are included in Exhibit B.
3. The total compensation is anticipated to be \$ 67,200 based on the following assumed distribution of compensation:

7th Street Reconstruction :

a.	Survey	\$ 4,800
b.	Geotech	\$ 5,300
b.	Design	\$ 57,100
c.	Construction Administration	\$ NA
d.	Inspection Services	\$ NA

4. ENGINEER may alter the distribution of compensation between individual phases/parts of the work noted herein to be consistent with services actually rendered, but shall not exceed the total compensation amount unless approved in writing by OWNER.
5. The total estimated compensation for ENGINEER's services included in the breakdown by phases as noted in paragraph IV.A.3. incorporates all labor, overhead, profit, reimbursable expenses, and ENGINEER's Consultant's charges.
6. If more prime contracts are awarded for Work designed or specified for this PROJECT, or for services other than identified in Exhibit A, additional fee will be negotiated, if required.

7. The portion of the amounts billed for ENGINEER's services which are related to serviced rendered on a Direct Labor Costs times a Factor basis will be billed based on the applicable Direct Labor Costs for the cumulative hours charged to the PROJECT by ENGINEER's principals and employees multiplied by the above-designated Factor, plus Reimbursable Expenses and ENGINEER's Consultant's charges incurred during the billing period.
 8. The estimated total compensation is conditioned on Contract Times to complete the Work not exceeding 12 months. Should the Contract Times to complete the Work be extended beyond this period, total compensation to ENGINEER shall be appropriately adjusted.
- B. Services of the ENGINEER required in conjunction with the preparation of Environmental Assessments or Impact Statements, preparation for and conducting a Public Hearing, preparing for and presenting testimony on behalf of the OWNER in any legal actions resulting from the PROJECT, and other services expressly excluded in Article I; or services made necessary by virtue of a major change in the scope of the PROJECT shall be considered additional work.
- C. If additional work should be necessary by virtue of a major change in the scope of the proposed PROJECT, the ENGINEER will be given written notice by the OWNER along with a request for an estimate of the ENGINEER's fee for performance of such additions; but no additional work shall be performed nor shall additional compensation be paid except on the basis of a Supplemental Agreement duly entered into by the parties.

ARTICLE V. IT IS FURTHER MUTUALLY AGREED BY THE OWNER AND THE ENGINEER.

- A. That the right is reserved to the OWNER to terminate this Agreement at any time, upon written notice, in the event the PROJECT is to be abandoned or indefinitely postponed, or because of the ENGINEER's inability to proceed with the work, or because the services of the ENGINEER breach Article V, paragraph I;

PROVIDED, however, that in any case the ENGINEER shall be paid the reasonable value of the services rendered up to the time of termination on the basis of the provisions of this Agreement, but in no case shall payment be more than the ENGINEER's actual costs plus a reasonable sum for profit.

- B. That the pertinent drawings and documents pertaining to the PROJECT shall become the property of the OWNER upon completion or termination of the ENGINEER's service in accordance with this Agreement. ENGINEER shall be permitted to reuse standard details, designs and specifications without further consent of OWNER.

OWNER shall indemnify ENGINEER from all claims, damages, or costs relating to reuse, completion or modification of such documents by OWNER, including allegations of ENGINEER's own negligence. ENGINEER's seal and name shall not be reproduced on such documents if reused by OWNER for any purpose. ENGINEER shall have no liability for documents which are incomplete due to a termination or suspension of services.

If 'deliverables' include electronic data and there is a conflict between the sealed hard copy drawings and the electronic files, the sealed drawings will govern.

Electronic drawings shall be delivered to the OWNER in the CADD file format, drafting standards and layering conventions used by the ENGINEER to produce the contract drawings.

Further, once delivered, the ENGINEER shall no longer be responsible for the contents of electronic files, their compatibility with the OWNER's CADD system or the length of life of a file. The OWNER will have an acceptance period of 45 days following delivery of electronic data within which to review and accept the files. During this period the ENGINEER will correct any deficiencies as a part of this Agreement. 'Deficiency' shall not apply to the development of software of any kind as a corrective measure.

- C. That the services to be performed by the ENGINEER under the terms of this Agreement are personal and cannot be assigned, sublet or transferred by either party without specific consent of the other party.
- D. That in the event of unavoidable delays in the progress of the work contemplated by this Agreement, reasonable extensions in the time allotted for the work will be granted by the OWNER, provided, however, that the ENGINEER shall request such extensions in writing giving the reasons therefore.
- E. That neither party shall hold the other responsible for damages or for delays in performance caused by acts of God or other acts or circumstances beyond the control of the other party or that could not have been reasonably foreseen and prevented. For this purpose, such acts or circumstances shall include, but not be limited to, unusual weather affecting performance, floods, epidemics, war, riots, strikes, lockouts, or other industrial disturbances, protest demonstrations, unanticipated site conditions, and inability, with reasonable diligence, to supply personnel, equipment, or material for the services. Should such acts or circumstances occur, both parties shall use their best efforts to overcome the difficulties arising and to resume as soon as reasonably possible the normal pursuit of the services.

- F. That this Agreement and all contracts entered into under the provisions of the Agreement shall be binding upon the Parties hereto and their successors and assigns.
- G. That the rights and remedies of the OWNER and ENGINEER provided for under this Agreement are in addition to any other rights and remedies provided by law.
- H. That it is not intended by any of the provisions of any part of this Agreement to create the public or any contractor, subcontractor or surety a third-party beneficiary hereunder, or to authorize anyone not a party to this Agreement to maintain a suit for damages pursuant to the terms or provisions of this Agreement.
- I. That services performed by the ENGINEER under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the engineering profession currently practicing in the same locality under similar conditions. No other representations, expressed or implied, and no warranty or guarantee is included in this Agreement, or in any report, opinion, document or otherwise.
- J. That disputed matters arising under this Agreement will be submitted to a Review Committee for resolution. The Review Committee will be comprised of one representative from each contracting party and a third member chosen jointly by the party representatives. The Review Committee shall make its own rules of procedure and shall have authority to examine records kept by the OWNER and the ENGINEER. In determining the findings, the majority of the Review Committee shall govern. The decision of the Review Committee shall be advisory only and it shall not be binding upon the parties.
- K. That should the OWNER at any time be unable to appropriate sufficient funds for the work covered by this Agreement, for whatever reason, the ENGINEER shall reserve the right to cease work on the PROJECT until sufficient monies are available, without liability for delay.

- L. That authorization for any appropriate Extra Work under the terms of this Agreement shall be evidenced by the OWNER in writing. No extra work shall be compensated without written consent from the OWNER.

At the discretion of the OWNER, and in accordance with the terms of this Agreement, Extra Work will usually be of limited extent and may consist of, but is not necessarily limited to:

1. The introduction of new items of work beyond the stated scope of the Agreement.
2. Redesign and/or detailing based on changes in law, or changes of concept after prior approval and authorization to proceed, and causing appreciable loss of work accomplished.
3. Redesign after initial bidding.

- M. That since the ENGINEER has no control over the cost of labor, material or equipment, or over Contractor's methods of determining prices, or over competitive bidding or market conditions, the estimates of construction costs provided for herein are to be made on the basis of ENGINEER's experience and qualifications and represent ENGINEER's judgment as a design professional familiar with the construction industry, but ENGINEER cannot and does not guarantee that the bids or the project construction costs will not vary from the cost estimates prepared by ENGINEER. If OWNER desires greater assurance of probable cost, it shall retain a separate cost consultant or contractor.

- N. That hazardous materials may exist where there is no reason to believe they could or should be present. In this event, the ENGINEER agrees to notify the OWNER as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials be encountered. The OWNER waives any claim against the ENGINEER and agrees to indemnify, defend and hold the ENGINEER harmless from any claim or liability for injury or loss arising from the ENGINEER encountering unanticipated hazardous materials or suspected hazardous materials. The OWNER also agrees to compensate the ENGINEER for any time spent and

expenses incurred by the ENGINEER in defense of any such claim, with such compensation to be based upon the ENGINEER's prevailing fee schedule and expense reimbursement policy.

O. This Agreement shall be governed by Oklahoma law.

IN WITNESS THEREOF, the Parties hereto have affixed their hand and seals at the City of Jenks, Oklahoma on the date first written above.

OWNER

CITY OF JENKS, OKLAHOMA

By: _____

Title: _____

ATTEST

ENGINEER

PROFESSIONAL ENGINEERING
CONSULTANTS, P.A.

By: James P. Moore
James P. Moore, P.E., Principal, Tulsa Office

WITNESS

Tulsi O. Limer

EXHIBIT A

SCOPE OF SERVICES

JENKS 7th STREET RECONSTRUCTION FROM AQUARIUM PLACE TO AQUARIUM DRIVE

The ENGINEER agrees to furnish and perform the various engineering and technical services for the PROJECT in accordance with the following provisions and the requirements of the City of Jenks.

- A. General Plan Requirements: Plans shall be prepared in sufficient detail to show the construction limits of the work, the type of work to be performed, and the quantities of the various pay items included.
 1. Provide Preliminary Plans and Final Plans for construction of a new roadway section with curb and gutter, storm sewer, and sidewalk, for 7th street from Aquarium Place to Aquarium Drive approximately 1,250 feet.
 2. Plans shall include but not limited to the following:
 - a. Title Sheet
 - b. General Notes and Recap of Quantities
 - c. Quantity Schedules
 - d. Typical Sections
 - e. Plan and Profile sheets showing the existing topography 50 feet left and right of the centerline of 7th street
 - f. Storm Sewer Layout and Design
 - g. Street Lighting Layout Plan
 - h. Cross Sections at a minimum of 50-foot intervals
 - i. Intersection details as needed
 - j. Misc. Detail sheets necessary for construction
 - k. Erosion Control Details
 - l. Construction Sequence
 - m. References to the Standard Detail Sheets from ODOT and/or CITY
 3. Plan and Profile Sheets shall show planimetric and elevation views of the project area and the proposed improvements. Topographic survey will be provided for base plans.
 4. Existing utilities will be shown as provided from the survey and record information from the CITY and/or the various utility owners. Field locates will be coordinated through OKIE One-Call. The CITY will assist with identifying and locating CITY owned facilities in the field. Provide Preliminary Plans to the various utility companies to coordinate relocation of their utility lines.
 5. Existing street right-of-way will be shown on the Plans based on platted widths and available record information. Property ownership information will not be shown unless provided by the CITY as needed. Additional right-of-way will be avoided as much as possible.
 6. Provide an erosion control plan for the project.

7. Traffic control shall be handled by the Contractor through coordination with the CITY during construction. The Plans will state that 1st Street may be closed during construction with proper signing and approval by the City.
8. Provide an opinion of the probable construction costs.
9. Attend Review Meetings as required or requested by the City and provide Meeting Minutes.

B. Plan Production Phases

1. Preliminary Plan Phase

- a. Provide topographic survey for the PROJECT. Width of coverage shall be 50 feet left and right from the centerline of 7th Street.
- b. Determine the location of the present right-of-way line and property lines.
- c. Develop Preliminary Plans consisting of Title Sheet, Typical Detail, Plan and Profile Sheets, Storm Sewer Layout, Street Lighting Layout, and Survey Control Sheet. Plans will show the extent and nature of the proposed improvements.
- d. Develop Preliminary Specifications, a list of anticipated standard detail sheets, and a preliminary construction cost estimate.
- e. Submit plans to Utility companies and gather comments.
- f. City will review the Preliminary Plans and provide comments.
- g. Submit ROW Plans and legal descriptions and tract drawings to the City for their use in acquisition of any new ROW.

2. Final Plan Phase

- a. Prepare Final Plans after completion of the Preliminary Plan Phase and authorization from the CITY.
- b. Final Plans will include Final Specifications, bid documents, and opinion of probable construction costs.
- c. The CITY will review the Final Plans and provide comments.
- d. Prepare Final Plans, Specifications, and Opinion of probable costs.
- e. Provide professional services to assist the CITY with advertising and bidding of the project. This will only include answering questions that deal with interpretation of the Plans and Specs that may come up during the bidding phase.
- f. Any Plan revisions or changes in the quantities or estimate after the initial bidding process or services necessary to rebid the project will be considered Extra Work under this agreement.

C. Construction Administration Phase

- Construction Administration Services are not included in this Contract.

D. Inspection Services

- Inspection Services are not included in this Contract.

E. Time of Performance

1. The ENGINEER shall commence work on the initial phase of the PROJECT within 14 days following authorization by the CITY to proceed and shall deliver final office check plans to the CITY as shown below; except that the ENGINEER shall not be responsible or held liable for delays caused by the action or inaction of the CITY or other agencies.
2. Plan Production Schedule
 - a. Provide Preliminary Review Plans within 150 days following Notice to Proceed.
 - b. Provide Final Plans within 80 days following Preliminary Plan Review and approval by the City.

F. Exclusions

1. The following tasks, or design elements, are specifically excluded from the Scope of Services intended herein.
 - a. Retaining wall design
 - b. Traffic Control Plans
 - c. Permits and fees to outside agencies
 - d. Abstracts of Title
 - e. Certificates of Title
 - f. Property liens and mortgages
 - g. Acquisition Services

Exhibit B					
City of Jenks 7th Street Reconstruction 2018					
Survey and Design					
Description	PM	PE	DT	DE	Totals
Gather existing information	2	2	2		6
Prepare final base plans			4	4	8
Field Check		4		4	8
Evaluate Geotechnical Report	2	2			4
Design and draft typical section		2	4	4	10
Profile Design	2	4	6	6	18
Alignment Design	1	2	2	2	7
Drainage Area Calculations	1	4	4	6	15
Street Drainage Design	2	2	6	12	22
Off Street Drainage Design	2	2	6	8	18
Plan and Profile Sheets	8	12	32	24	76
Sidewalk Layout and Design	2	2	4	4	12
Street Lighting Design	3	8	12	10	33
Street Lighting Layout	3	8	12	10	33
Intersection Design	4	6	8	8	26
Cross sections	4	10	24	24	62
Prepare Title Sheet			4	2	6
Prelim Qtys and Estimates	2	4	6	8	20
Review Meetings	4	4		4	12
Final Plan Revisions	8	16	32	24	80
Specifications	2	6			8
Final Qtys and Estimates	2	4	4	8	18
Advertising and Bidding	8	8	4	8	28
Construction Services	4	8	4	8	24
Total Hours	66	120	180	188	554
Labor Rate	45	38	32	27	-
Direct Labor Cost	2970	4560	5760	5076	18,366.00
Overhead	1.72				31,590.00
Subtotal					49,956.00
Profit	0.12				5,995.00
Subtotal					55,951.00
Printing					444.00
Travel					200.00
Survey Subconsultant Fee					4,800.00
Geotechnical Subconsultant Fee					5,300.00
Subconsultant Coordination (5%)					505.00
	11.9%	21.7%	32.5%	33.9%	
Total					67,200.00