



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 10/28/2025

REQUESTER: Ken Giannone, PE

PRESENTER: Ken Giannone, PE, Capital Projects Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-17 AND TASK ORDER ONE: BY AND BETWEEN NORMAN UTILITIES AUTHORITY AND CAROLLO ENGINEERS, INC., IN THE AMOUNT OF \$1,271,525 FOR DESIGN OF WATER TREATMENT PLANT IMPROVEMENTS AND BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

In 2006, the Norman Utilities Authority (NUA) approved Contract K-0607-35 with Carollo Engineers Inc. (Carollo) for design of critical improvements at the Water Treatment Plant (WTP) as well as for the expansion of plant capacity from 14 million gallons per day (MGD) to 17 MGD. As part of this contract, Carollo evaluated all systems at the WTP; identified all improvements needed at the plant; and issued a report in May 2007 that prioritized the improvements into three categories as follows:

- Priority 1: Critical improvements that should be completed within 3 to 5 years to ensure WTP operations were not degraded.
- Priority 2: Critical improvements that could be deferred, but for no more than 10 years without incurring excess risk to WTP operations.
- Priority 3: Necessary improvements that could, if necessary, be deferred beyond the next 10 years without serious risk of degrading WTP operations.

The resulting project, Water Treatment Plant Phase I Expansion, Contract K-0910-29, covered the “Priority 1 Improvements” as well as the expansion of WTP capacity from 14 MGD to 17 MGD. The project was bid in July 2009. Wynn Construction was deemed the lowest and best bidder and Contract K-0910-29 in the amount of \$12,250,132 was awarded to them in August 2009. Final Acceptance of the project was approved by NUA in February 2011.

In 2012, NUA approved Contract K-1112-124, also with Carollo for design of a project that would address taste and odor issues at the WTP along with addressing improvements previously identified as “Priority 2” in Carollo’s May 2007 report. The resulting project, Contract K-1617-121, Norman Water Treatment Plant Phase II Improvements, was bid in March 2017, and a

contract in the amount of \$29,640,165 was awarded to the lowest and best bidder, Foley Company, in May 2017. NUA accepted the project in 2021.

In August 2014, NUA completed its “2060 Strategic Water Supply Plan” (the Plan), which recommended a portfolio of capital projects and a timeline that would ensure City of Norman would meet its water supply needs through the year 2060. One of the first projects recommended by the Plan was expansion of Norman’s well field in the Garber-Wellington Aquifer. As a result, in 2015, City of Norman voters approved a rate increase to fund improvements to Norman’s water supply, including expansion of Norman’s well field as recommended by the Plan. In 2016, NUA executed Contract K-1516-139 with Carollo to furnish engineering services associated with this well field expansion.

Carollo identified locations for ten new wells, however, in order to ensure work could be completed within available budget, staff decided to procure land for all ten new wells and install piping for all the well sites but to initially bid out the drilling and construction of six of the new wells with provisions to extend that contract by up to three additional wells. Any wells that could not be completed with available funds would be bid in the future once funding was available for the remainder. The initial well field expansion project was bid in October 2018 and Contract K-1819-44 in the amount of \$4,714,421.72 was awarded to the lowest and best bidder, Layne Christensen Company for the drilling and construction of six wells. Based on available funding, a change order in the amount of \$1,607,970.36 was later executed with Layne Christensen Company to add three additional wells to the project for a total of nine new wells. All nine wells were in service and project was accepted by NUA in April 2023.

DISCUSSION:

While the Phase I NWTP Expansion and Phase II NWTP Improvements projects addressed the highest priority improvements identified at the Norman WTP, they largely did not address the improvements deemed to be Priority 3 in Carollo’s May 2007 report. Since the report was prepared, some of these improvements have been addressed in piecemeal fashion when individual equipment failed or when excessive maintenance, equipment downtime and/or inefficiency were observed. However, two Priority 3 Improvements from the May 2007 Carollo report have still not been fully addressed:

- SCC Clarifier 3 Rehabilitation
- Filter Building HVAC and Roof Rehabilitation

In addition, and as is typical for major treatment plant upgrade projects, as the new systems and processes added as part of the Norman WTP Phase II Improvements project are operated under varying environmental and demand conditions, the need for additional improvements and/or upgrades has been exposed. As a result, plant staff with ongoing assistance from Carollo has identified several areas where additional upgrades will greatly improve efficiency, redundancy and/or resiliency in Norman WTP’s operations, particularly during summer months when higher demand and high raw water temperatures have created unanticipated difficulties in the treatment process. As a result, critical upgrades to the following systems have been identified:

- Ozone System Improvements – Modified monitoring and sampling
- Ozone System Improvements – 2 25-ton chillers
- On-Site Sodium Hypochlorite Generation System Improvements

- Combined Filter Effluent Sample Piping
- Chloramine Improvements

In addition to the above, NUA has a secondary clarifier at the Norman Wastewater Reclamation Facility (WRF) that was recently determined to be in need of rehabilitation. This clarifier was manufactured by the same company, Westech, and is of the same vintage as the equipment in SCC Clarifier 3 at the Norman WTP, which is slated for rehabilitation under this project. As a result, the work required at both clarifiers will be very similar, and the design and bidding documents for both will be essentially the same which should be reflected in lower bid prices due to reduced mobilizations and contracting. For this reason, this project proposes to include rehabilitation of secondary clarifier 3 at the WRF.

Lastly, NUA plans to install a new well and redrill an existing well that has failed. As described above, the 2015 Well Expansion project was intended to include ten new wells to achieve 2 MGD in additional water supply. Nine new wells have been installed and are operational to date. This project includes the design for the 10th well to be installed on land previously procured and for which the piping was previously installed. In addition to the new well described above, Well 46 is an existing NUA water supply well located on 72nd Avenue N.E. between Robinson and Rock Creek, that requires redrilling due to failure and its design will be included with this project as well.

As noted, Carollo was the design engineer for the Phase I Norman Water Treatment Plant Expansion, the Phase II Norman Water Treatment Plant Improvements, and the 2015 Well Field Expansion projects. Carollo performed well on these previous projects and has existing knowledge of the facilities. Therefore, Carollo is best positioned and also uniquely qualified to prepare design documents and to assist with bidding of the proposed projects.

Task Order 1 to this proposed Agreement would cover all associated design, bidding, and construction administration services. If construction inspection services are deemed necessary, a separate Task Order could be negotiated and executed to cover those costs. Total cost of the Task Order 1 engineering services contemplated by this contract would be \$1,271,525.

Staff recommends that the funding for the proposed WTP Various Improvements (Project WA0390) be funded through transfers to the project Design account as follows:

Losing Account	Transfer Amount	Receiving Account	Justification
WTP Phase 2 Design WA0291 – DESIGN 31999939–46201	\$91,250	WTP Various Imp. Design WA0390 – DESIGN 31999939–46201	WTP Phase 2 design was completed and remaining funds to be used for this project.
WTP Clarifier 1 & 2 Rehab Design WA0375 – DESIGN 31993395-46201	\$24,421	WTP Various Imp. Design WA0390 – DESIGN 31999939–46201	Rehab of Clarifier 3 has been determined to be a higher priority and therefore funds will be used for this project.
WTP Various Improvements Const	\$900,000	WTP Various Imp. Design	Shifting of funds from construction to design.

Losing Account	Transfer Amount	Receiving Account	Justification
WA0390 – CONST 31999939–46101		WA0390 – DESIGN 31999939–46201	
2015 Well Supply Design WA0235 – DESIGN 31993345–46201	\$136,000	WTP Various Imp. Design WA0390 – DESIGN 31999939–46201	Shifting of funds from previous design contract.
2015 Well & Pipeline Land Acquisition WA0212 – LAND 31993345-46001	\$80,000	WTP Various Imp. Design WA0390 – DESIGN 31999939–46201	Shifting of funds from land account since no land acquisition is anticipated.
WRF Facility Upgrades Design WW0342 – DESIGN 32999911–46201	\$75,000	WTP Various Imp. Design WA0390 – DESIGN 31999939–46201	Funds designated for WRF improvements and being transferred to allow for design under this contract for the WRF clarifier rehab.

With the proposed transfers, \$1,306,671 will be available to complete the project design. Design will commence immediately, and construction will be in two packages to be considered once the design is completed, which will take approximately six to nine months.

RECOMMENDATION 1:

Staff recommends that NUA approve and execute Contract K-2526-17 and Task Order 1 by and between the Norman Utilities Authority and Carollo Engineers, Inc. in the amount of \$1,271,525.

RECOMMENDATION 2:

Staff recommends that NUA approve the budget transfers as outlined in the staff report.