



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 2/28/2023

**REQUESTER:** Tim Miles, Capital Projects Engineer

**PRESENTER:** Elisabeth Muckala, Assistant City Attorney III

**ITEM TITLE** CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT TEN TO CONTRACT K-1617-114: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, THE NORMAN MUNICIPAL AUTHORITY, AND P.D.G., L.L.C., D/B/A PLANNING DESIGN GROUP, IN THE AMOUNT OF \$12,500 FOR A REVISED CONTRACT AMOUNT OF \$1,919,857.50 TO PROVIDE ADDITIONAL DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES RELATING TO GRIFFIN PARK AND ROBINSON STREET WIDENING AND SIGNALIZATION; AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

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### **BACKGROUND:**

In October of 2015, Norman citizens passed the Norman Forward Initiative, which will fund various projects through a ½ % sales tax increase over 15 years. The Norman Forward Initiative includes an upgrade of the Griffin Park Soccer Complex. Eventually, all of the Griffin Park sports fields will be converted to soccer and include the creation of 22 youth fields.

The City selected the Planning Design Group (P.D.G.), a Tulsa design firm specializing in Landscape Architecture Services, to redesign Griffin Community Park into a majority Soccer Sports Complex. P.D.G. was also then selected in the summer of 2019 as the lead designer for both the Park Maintenance and Transit/Fire Maintenance facilities to be located at North Base near other City maintenance facilities.

On March 14, 2017, the Norman Municipal Authority (NMA) approved Contract K-1617-114 with P.D.G., L.L.C., in the amount of \$761,000 for architectural design services for the Griffin Park Sports Complex.

On August 27, 2019, the NMA approved Amendment 1 to Contract K-1617-114 with P.D.G., L.L.C., in the amount of \$430,280 for additional architectural design services to add the Park Maintenance Facility and Transit/Fire Maintenance Facility to the existing design contract for the Griffin Park Community Park.

On November 12, 2019, the NMA approved Amendment 2 to Contract K-1617-114 in the amount of \$120,000 for additional architectural design services to add bidding services and construction

administration services for Griffin Park to the contract for work at the Griffin Park Sports Complex.

On April 14, 2020, the NMA approved Amendment 3 to Contract K-1617-114 in the amount of \$316,370 to provide an increased project scope and to add bidding services and construction administration services for the Park Maintenance Facility and Transit/Fire Maintenance Facility to the existing contract for the Griffin Park Sports Complex.

On June 9, 2020, the NMA/Council approved Amendment 4 to Contract K-1617-114 in the amount of \$70,000 for additional architectural design services for the Griffin Community Park project, including schematic design documents for a +/- 100,000 square foot Indoor Soccer facility with offices, training areas, restrooms, concession areas, storage space, and associated items.

On September 8, 2020, the NMA/Council approved Amendment 5 to Contract K-1617-114 in the amount of \$49,500 for design services associated with the proposed Parks and Transit/Public Safety Maintenance Facility, including proposed building and parking revisions, project phasing, renderings, and inclusion of federal third-party contracting requirements needed for Federal Transit Administration grant funding.

On May 25, 2021, the NMA/Council approved Amendment 6 to Contract K-1617-114 in the amount of \$40,000 for the design services associated with the proposed Parks and Transit/Public Safety Maintenance Facility for additional scope of work for the addition of a full-length, manual wash bay on the east side of the proposed automated wash facility.

On April 26, 2022, the NMA approved Amendment 7 to Contract K-1617-114 in the amount of \$71,000 to provide additional design services for the Griffin Park Community project, which brought the total contract amount to \$1,858,150.

On November 11, 2022, the NMA approved Amendment 8 to Contract K-1617-114 adding The City of Norman as a party to the contract.

On January 10, 2023, the NMA approved Amendment 9 in the amount of \$49,207.50 to Contract K-1617-114 adding The City of Norman as a party to the contract.

## **DISCUSSION:**

The Traffic Division has a companion project to the Griffin Park Soccer Complex on 12<sup>th</sup> Avenue NE that adds a west leg to the existing (three-legged) T-intersection at High Meadows Drive and signalizes the intersection. Other improvements include widening 12<sup>th</sup> Avenue NE at the intersection and installing sidewalk on the west side of the street.

The Griffin Park Soccer complex project includes a new road between the new parking lots and High Meadows Drive. Because the 12<sup>th</sup> Ave NE and High Meadows Drive Project is partially federally-funded, all improvements will be completed within existing right-of-way so that significant additional environmental work, that would extend the timeframe to construction, is not triggered. As a result, the design and construction of a reinforced concrete box culvert extension

and associated grading is needed to complete the 12<sup>th</sup> Avenue NE intersection project, which scope falls outside the scope of PDG's present contract.

The additional cost for this engineering design scope change is \$12,500 and will allow PDG to provide both design and construction administration services relating to this expanded scope for the Robinson Street Widening and Signalization. This work falls within the Norman Forward budget for Traffic and Road Improvements to accommodate additional traffic entering and leaving the various Norman Forward Project locations, including Griffin Park. As a part of this agenda item, City staff is asking for the appropriation of \$12,500 from the Norman Forward Fund Balance to Norman Forward Traffic and Road Improvements, Design (Account 51594405-46101; Project NFB020) to fund this additional design fee.

**RECOMMENDATION 1:**

Staff recommends appropriating \$12,500 from Norman Forward Fund Balance to Norman Forward Traffic and Road Improvements, Design (Account 51594405-46101; Project NFB020).

**RECOMMENDATION 2:**

Staff recommends approval of Amendment 10 to Contract K-1617-114, between the Norman Municipal Authority, the City of Norman and P.D.G., L.L.C. d/b/a Planning Design Group, in the amount of \$12,500.