



DATE: August 23, 2024

TO: Darrel Pyle, City Manager
Shannon Stevenson, Assistant City Manager

FROM: Chris Mattingly, Utilities Director *CM*

SUBJECT: Consideration of Task Order under On-Call Contract K-1920-63 with The McKinney Partnership for Design of Water Plaza at Gray and RR Tracks and Transfer of Funds between Capital Projects within Fund 31

Background:

During the summer of 2014, the old Norman Utilities building known as 1 West Gray was demolished and taken out of service. During demolition of the building, Norman staff discovered (2) 300 foot deep, brick lined water wells were still present. Staff hired a local Norman well driller, AEI, Robert Keyes, to send a video camera into the wells and his company confirmed the depth of the brick constructed wells. With this information, the decision was made to place metal lids on the wells until more information was determined about their origin. Staff researched the well history and this area appears to be within the area where Norman's first deep wells were drilled in 1903. These two 300 foot wells appear to have been used to pump water using diesel engines or their precursor for our town's use and fire protection. Parks and Utilities staff enlisted the expertise of citizens well-versed in local history to volunteer their ideas and time for the potential restoration of these two wells, which are intended to serve as a historical marker branching off from the current Legacy Trail.

One of the members of the informal committee, Rick McKinney, researched the pumps used in these kind of wells in the early 1900's and found a replica at a local pump dealer's scrap yard. He obtained a price to have the pump refurbished and painted at \$13,000. One of the committee members, Robert Keyes, stated he would pay for half of the refurbished pump if the City of Norman would cover the other half of the cost. Council approved NUA's half of the cost on March 26, 2024, and the rehab is currently underway. Andy Rieger, of Norman, has drafted a historical message to be transcribed onto a historical sign and we are working with the historical sign committee to possibly include it within their current sign projects.

Discussion:

Staff worked with Rick McKinney of The McKinney Partnership (TMP) who drafted the attached scope of work and fee to be used for a task order under Contract K-1920-63. TMP will design and prepare plans for this historical water plaza with a cost not to exceed of \$9,875.

Staff recommends setting up a new capital project account WA0052, Historical Wells – 1 West Gray, (31993395) for both design and construction. Staff recommends a transfer of funds in the amount of \$10,000 into the design account from Project WA0201 (31993395 46101), Backflow Prevention Program.


Recommendation:

Staff recommends issuing a task order with TMP under Contract K-1920-63 for a cost not to exceed \$9,875 and completing the transfer of funds outlined above.

office memorandum

Reviewed by: Kim Coffman, Budget Manager
Clint Mercer, Chief Accountant
Anthony Francisco, Finance Director

8-26-24
Date


Signature

APPROVED
 DISAPPROVED

BY:

Darrel Pyle, City Manager
 Shannon Stevenson, Assistant City Manager



1 August 2024

Christopher Mattingly, PE
Utilities Director
City of Norman
225 N. Webster
Norman, OK 73069

Re: Proposal of Architectural Services
Water Works Historical Plaza
Norman, OK

Mr. Mattingly,

The McKinney Partnership Architects (TMP) is pleased to submit our Proposal of Architectural Services for the above referenced project located near the site of the original City water wells. We propose the following Scope, Outline of Services, Fee Structure and Schedule for this work:

SCOPE OF WORK

This new historical plaza shall include but not limited to a refurbished Fairbanks-Morse historical water pump (by others) similar to the original pumps, stone / concrete pedestal base, bronze descriptive plaque, site lighting, site accessories (bench / trash) and associated paving. The location is to be near two 300' deep wells north of Gray Street and east of James Garner Boulevard. Services shall incorporate structural, civil, and electrical engineering services if required as an additional service. As of 7/15/24 the pump refurbishment is 75% complete and should be completed by September 1. Refer to attached photos.

SERVICES

Services shall be provided according to the terms of our current On-Call Agreement with the City of Norman and include site planning, architectural design, construction documents, one cost estimate, finishes, materials, accessories, specifications on the plans, and construction observation. The City of Norman shall conduct bidding.

3600 West Main
Suite 200
Norman, Oklahoma
73072
405.360.1400 p
405.364.8287 f
tmparch.com

ARCHITECTURAL FEE

Base Fee shall be billed hourly per the rates listed on Attachment A up to a maximum cap fee of \$9,875.00.

The Base Fee shall include printing of plans for both final review and construction, plus digital PDF versions. In addition, site plans shall be provided to utility companies as required for construction and any potential relocation.

REIMBURSABLE EXPENSES:

- Geotechnical Testing and Report if required.
- Site Survey if required.

ADDITIONAL SERVICES

Any additional services for work not outlined in the Scope shall be billed hourly in addition to the Base Fee at the hourly rates listed on Attachment A including but not limited to:

- Changes to the Design or Scope causing additional work after previous phases have been approved.
- Any engineering if required.

PROJECT SCHEDULE

We are prepared to commence immediately upon receipt of notice to proceed and propose the following schedule:

- | | |
|---|---------------------|
| • Committee meeting(s) and Design Concept | 3 weeks |
| • Design and Construction Documents | 4 weeks |
| • Permitting and Bidding | As required by City |
| • Contract Negotiation and Mobilization | 3-4 weeks by City |
| • Construction | 3-4 months |

OWNER PROVISIONS

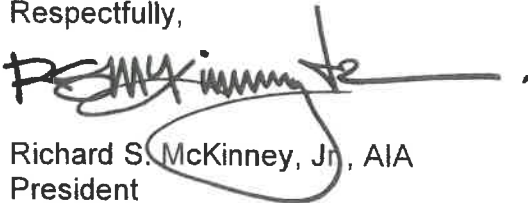
The Owner shall provide the following:

- Programming requirements and information relating to the proposed project.
- Composition of text for plaque, bidding, and coordination of plaque fabrication
- Information related to existing site, utilities, and James Garner engineering plans.
- Coordination of any utility relocations or railway submittal / approvals
- Project budget
- Permit Fees

Should this proposal meet with your approval, please execute, and return for our records.

We appreciate this opportunity to be of continued assistance to the City of Norman and look forward to teaming with you on this historical marker for our community. Please do not hesitate to contact me should you have any questions or need clarification.


Respectfully,


Richard S. McKinney, Jr., AIA
President

Attachment A - Hourly Rates

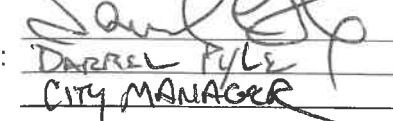
THE CITY OF NORMAN, OKLAHOMA


By: 
Name: Darrel Pyle
Title: City Manager

Attest: 
Name: Brenda Hall
Title: City Clerk
(SEAL)



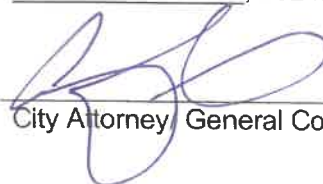
NORMAN UTILITIES AUTHORITY

By: 
Name: DARREL PYLE
Title: CITY MANAGER

Attest: 
Name: Brenda Hall
Title: City Clerk
(SEAL)



Approved as to form and legality this 7 day of Oct, 2024.


City Attorney General Counsel

Attachment A

The McKinney Partnership Architects Hourly Billing Rates

Principal	\$ 200.00
Senior Architect	\$ 185.00
Project Architect	\$ 115.00 -155.00
Project Staff	\$ 85.00 – 110.00
Project Support Staff	\$ 70.00 – 80.00
Administrative Staff	\$ 55.00 – 70.00
Clerical	\$ 30.00 – 50.00

Hourly rates may be adjusted without notice based upon annual employee reviews and salary adjustments

