



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/22/2023

REQUESTER: James Briggs, Park Development Manager

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT OR POSTPONEMENT OF CONTRACT K-2324-57: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND COPELAND DESIGN COLLECTIVE, PLLC, IN THE AMOUNT OF \$50,000 FOR THE ANDREWS PARK MASTER PLAN PROJECT AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

The 2023-24 Capital Improvement Plan included funding from the Community Park Land Development Fund for a project to hire a design consultant to create a Master Plan for Andrews Park in downtown Norman. Andrews Park is Norman's oldest park, which was included in the first plat of the original town site of Norman in 1889. It has served the community for over 100 years and includes WPA-Era structures such as the amphitheater, the stone buildings, and the rock-lined channel that passes through the park's south edge. It is also home to sports courts, practice spaces, and more recent features, such as the first splash pad built in Norman in the early 2000s, the newly constructed Blake Baldwin Skatepark, public art installations, and our most recent, inclusive playground. There is a mixture of old and new walking trails and several mature trees, although several others were lost to the tornado that damaged the park in 2012. After decades of use and countless events, concerts, and festivals, staff has determined that it is time to plan for the next 100 years of development of Norman's "central park" — starting with this design phase.

DISCUSSION:

In June 2023, Request for Proposal RFP-2223-80 for Professional Design Services for the Andrews Park Master Plan was advertised in the Norman Transcript and on the City of Norman website. The RFP was picked up by several landscape architecture firms throughout the state and regional area. Completed proposals were received from 9 design teams.

The Review committee selected five firms for interviews and subsequently recommended engaging the Copeland Design Collective, PLLC (CDC) services from Oklahoma City for this project. The CDC team is comprised of Copeland Design Collective (landscape architects from Oklahoma City); RDG Planning + Design (land use planners recently hired for the Norman

Comprehensive Plan); Butzer Architects and Urbanism (architecture firm that designed the Murrah Building Memorial, Skydance Bridge and current Inman Page-Carter Woodson Memorial Plaza in Oklahoma City, among several other local projects); and Garver Engineering (for civil engineering services).

The recommended process to develop the master plan will include utilizing a project steering committee, a public input process, and a review by the Norman Board of Park Commissioners, Parks and Recreation Staff, and the City Council. A vital part of the plan will be to get a current opinion of probable costs, funding sources, and phasing plan, so any details of the project which can be done in the near future can be proposed as part of the annual budget and work plan for the Parks and Recreation staff.

The contract with CDC includes a schedule of input, design, and deliverables, giving the city a clear vision for renovating this beloved downtown recreational space. The proposed contract indicates that CDC will provide the following services:

Task 1: Kickoff Meeting and Project Orientation	\$2,500
Task 2: Public Outreach	\$3,500
Task 3: 3-Day Design Workshop	\$36,000
<i>(includes pre-workshop input, Master Plan draft & feedback sessions)</i>	
<u>Task 4: Final Master Plan Report Documents & cost estimate</u>	<u>\$8,000</u>
TOTAL:	\$50,000

A more detailed breakdown of each task, along with proposed dates for all meetings, workshops, public presentations, and document deliveries, is included in the attached contract documents (Attachment A to Contract K-2324-57).

RECOMMENDATION: It is recommended that City Council approve Contract Number K-2324-57 to Copeland Design Collective in the total amount of \$50,000 for the Andrews Park Master Plan Project. Funding is available in Andrews Park Master Plan, Design (Account 52790050-46201; Project PR0023).