



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/22/2023

REQUESTER: Taylor Johnson, Transit and Parking Program Manager

PRESENTER: Shawn O'Leary, Public Works Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2324-40: A RESOLUTION OF CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA APPROPRIATING \$12,456.22 FROM THE CAPITAL FUND BALANCE TO THE TRANSIT CENTER PROJECT TO BE USED FOR ADDITIONAL EXPENSES ASSOCIATED WITH THE PROJECT.

BACKGROUND:

In August of 2018, University of Oklahoma officials advised City of Norman staff of their desire to transfer non-campus bus services in Norman to another operator by the end of the 2019 fiscal year. The City of Norman took over the operations of the City public transportation system on June 1, 2019, from the University of Oklahoma. Since then, staff has worked diligently to maintain operation of the service and to evaluate how to better serve Norman's citizens. This work has included collaborating with EMBARK for day to day operations, pursuing grant opportunities to maximize local funding, and developing and implementing the Go Norman Transit Plan.

During the education campaign for the Public Transit Sales Tax in September-November 2019, staff heard from the community and Council about the need to update our long-term vision for the transit system in Norman since the City took over operations.

Using Request for Qualifications RFQ-1920-60, City staff solicited proposals to update the City's Long Range Transit Plan. There were many key objectives proposed in RFQ-1920-60, with one being "provide recommendations on a new transfer station location/area and recommend route changes to accommodate the new location/area". An evaluation committee made up of City staff, stakeholders, and community members scored and ranked the proposals received in response to RFQ-1920-60. At the conclusion of the evaluation process, Nelson\Nygaard Consulting Associates, Inc. (Nelson\Nygaard) was selected as the most qualified firm for the proposed project.

Project kickoff occurred in August 2020 and following an 11-month process of evaluation, including receiving community and stakeholder feedback, the Go Norman Transit Plan was developed. The finalized plan, which was unanimously adopted by Council on June, 22, 2021,

serves as a guide for improving Norman's public transportation system in the immediate, near, and long term. Along with evaluations of the existing route system and fare analysis, the plan made recommendations for location of a new transit center, route changes and expansions, bus stop locations, and capital replacement. An adopted, current plan also makes the City more competitive with securing grant funding for improvements.

The City has made progress on multiple projects that work towards the initial recommendations in the Go Norman Transit Plan. Those concerning the proposed new transit center include the following:

Evaluation and acquisition of property at 320 East Comanche Street to be renovated as the new City Transit Center. Council approved the purchase sale agreement on January 19, 2022 and the City assumed ownership on March 4, 2022.

Council then approved a contract with McKinney Architects to provide Architectural and Engineering services for the property on May 10, 2022.

In order to integrate the property at 320 East Comanche Street into the recommendations of the Go Norman Transit Plan, a contract amendment with Nelson/Nygaard was proposed and approved by Council on March 8, 2022. This work included updating the system and route maps to realign with the new property, developing transit center bus bay requirements and transfer matrix and a new downtown transit center map, and assisting with identifying potential transit center amenities. This work was completed and presented to the City Council Community Planning and Transportation Committee on June 23, 2022. Separate from this amendment, Nelson/Nygaard provided technical expertise to the architect for the transit center renovations.

Throughout fall 2022, Staff worked with the architect to finalize designs. Once finalized, in December 2022, bid documents were then solicited and a mandatory pre-bid meeting was conducted. On January 4, 2023, the City of Norman opened bids for the City Transit Center Remodel project. The low bid from Stronghold Construction was \$875,334. On February 14, 2023 City Council approved Contract K-2223-72 with Stronghold Construction. A notice to proceed was given on February 28, 2023 and construction officially began March 1, 2023.

On April 11, 2023 Council approved Change Order #1 for this project in the amount of \$52,980.13 in order to cover the cost of additional, new drywall and flooring once asbestos removal was completed. This change order also included the cost of \$726.12 to provide power to the main door access control.

On May 15, 2023 the City Manager approved Change Order #2 for this project in the amount of \$5,935.13 in order to cover design changes to the main, exterior signs for the Transit Center that incorporated both the City and EMBARK Norman logos, ensuring that those wanting to access City transit services are aware of the facility and its function.

On June 2, 2023 the City Manager approved Change Order #3 for this project in the amount of \$6,150.51 in order to cover ADA access issues associated with the front (north side sidewalk located within the property) leading to and from the sidewalk that will be installed in the right-of-way along Comanche Street. Originally, the design called for a step down from the property sidewalk to the street sidewalk. While ADA access was accomplished by way of another avenue

on the east side of the property from the Porter Avenue sidewalk, after reviewing this with the contractor and designer all parties felt it was prudent to correct this and install ramps in these areas instead.

To date, all approved change orders listed above (1-3) have increased the project cost by \$65,065.77 or 7.43%. Without the unforeseen asbestos remediation that needed to take place (accounting for change orders 2 and 3), the project cost has increased by \$12,085.64 or 1.38%, which would have been covered by the initial 5% contingency allocated to the project.

DISCUSSION:

While the contractor has worked through the project, some additional items have been brought to the attention of staff for reconsideration. These changes are to be expected when remodeling an older facility to serve a new function. These changes are listed below:

- Basement repairs due to asbestos remediation
- Pressure tank install
- Building curb and tactile warning strips
- Masonry infill spray foam
- Additional storefront framing
- Increasing pony wall height and reinforcing pony wall
- Adding a wall cap and additional countertop

Without the unforeseen asbestos remediation that needed to take place the project cost has increased by \$32,017.11 or 3.54%, which would have been covered by the initial 5% contingency allocated to the project.

While staff have been diligent with the remaining project budget, after accounting for remaining costs including the changes listed above as well as furniture, fixtures, and equipment, the project is expected to exceed the existing budget by \$12,456.22. If the project had not encountered the need for asbestos remediation, the project would still be under budget by \$11,750.09 (26.84% of the contingency funds) even after accounting for the remaining costs.

Staff proposes an appropriation of \$12,456.22 from the Capital Fund Balance (Account 50-29000) to the Transit Center Project, Construction (Account 50593379-462101; Project BG0254), to cover these additional costs.

RECOMMENDATION:

Approval of a budget appropriation in the amount of \$12,456.22 from the Capital Fund Balance to the Transit Center Project, Construction Account.