



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 2/24/2026

**REQUESTER:** James Briggs, Park Development Manager

**PRESENTER:** Jason Olsen, Director of Parks and Recreation

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RFP-2526-18 AND CONTRACT K-2526-148; A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND PLAY BY DESIGN, INC., IN THE AMOUNT OF \$185,000.00, MAINTENANCE BOND MB-2526-49, PERFORMANCE BOND B-2526-66; AND STATUTORY BOND B-2526-67 FOR THE SUTTON PLACE PARK PLAYGROUND PROJECT, AND RESOLUTION R-2526-106, GRANTING TAX EXEMPT STATUS. (Ward 6)

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### **BACKGROUND:**

In October of 2015, Norman voters approved funding for the Norman Forward program of capital projects focused on quality-of-life improvements. One of the program's projects was to renovate our existing neighborhood parks at varying levels of detail (trails, playgrounds, sports courts, tree planting, etc.), as evaluated by staff. Another project was focused on funding the construction of five new neighborhood parks, based on survey responses from the residents around these park sites.

Since the program started, we have completed renovations in several parks (Oakhurst, Rotary, Prairie Creek, and Sonoma Park, among others) and have completed several small projects to improve park furnishings, signage, trails, and other amenities in many parks. Not all parks were budgeted for playground replacements in the original Norman Forward program that was presented to voters. However, in the ten (10) years since the program started, all our parks have aged to the point that any future funding requests will include replacing the remaining playgrounds in town in a "worst-to-best" order, as is being done with the current project for renovations.

### **DISCUSSION:**

On November 21 and 28, 2025, RFP Number 2526-18 for the Sutton Place Park Playground Project was advertised in the Norman Transcript, Construct Connect, e-Plan, and other plan distribution services, as well as on the City's website. Parks staff received over a dozen proposals for the project on December 18, 2025. Bidders were instructed to use all available funds in their proposal, and to include synthetic turf safety surfacing and a shade structure over a large portion of the new equipment. No Add-Alternate items were considered in the process.

Staff evaluated each proposal to ensure it met the RFP criteria and to determine which would best fit the park site and the neighborhood served by the park.

The playground in Sutton Place is at the end of its usable life, with replacement parts becoming harder to secure. Sutton Place has also received several minor upgrades since 2015, including new park furnishings, several tree plantings, a new half-court basketball court, and the addition of a soccer practice goal. This playground replacement will complete the renovation of this popular neighborhood park.

The Sutton Place playground proposal was presented to the Norman Board of Park Commissioners on February 5, 2026, and was supported unanimously.

Staff recommends awarding Contract Number K-2526-149 to Play by Design, Inc., in the total amount of \$185,000.00 for the Sutton Place Park Playground Project.

**RECOMMENDATION NO. 1:** It is recommended that RFP Number 2526-18 be awarded to Play by Design, Inc., in the amount of \$185,000.00 for the Sutton Place Park Playground Project. The funding is available for this project in the Norman Forward Neighborhood Park Improvements Construction Account (account 51798830-46101; project NFP101).

**RECOMMENDATION NO.2:** It is further recommended that the City Council approve the Contract K-2526-148, Performance Bond B-2526-66, Statutory Bond B-2526-67, and Maintenance Bond MB-2526-49 for the Sutton Place Park Playground Project.

**RECOMMENDATION NO.3:** It is further recommended that Play by Design, Inc., be authorized and appointed as the project agent for the Sutton Place Park Playground Project by Resolution R-2526-106.