



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 11/28/2023

REQUESTER: Katherine Coffin

PRESENTER: David Riesland, Transportation Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-1718-74: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA AND HALFF ASSOCIATES, INC., INCREASING THE CONTRACT AMOUNT BY \$70,000 FOR A REVISED CONTRACT AMOUNT OF \$221,400 TO PROVIDE ADDITIONAL DESIGN SERVICES FOR THE FLOOD AVENUE MULTI-MODAL PROJECT; AND BUDGET TRANSFER AS OUTLINED IN STAFF REPORT.

BACKGROUND:

For a number of years, the Norman City Council has supported projects that have responded to citizens' desires for improved facilities to enhance their quality of life. High on the citizen priority list has been the Legacy Trail sidewalks that are wide, long and safe, and are intended to accommodate walkers, runners, bicyclists, and even wheel-chair users. The bicycling community has been particularly active in promoting projects such as bike lanes, shared traffic lanes, and separated bike paths that will provide safe routes for citizens desiring to participate in this active lifestyle. With the funding help of some federal grants, the City has been able to make significant improvements to the sidewalk systems in various areas of Norman.

The Transportation Alternative Projects (TAP) grant program provides 80% federal funding (up to \$600,000 maximum) for qualified projects (the rest of funding is a local match) selected by a TAP selection committee comprised of representatives from the Oklahoma Department of Transportation (ODOT) and the Association of Central Oklahoma Governments (ACOG). When the Federal Fiscal Year (FFY) 2015 – FFY 2020 TAP grant “call for projects” was opened to municipalities, City staff made applications for three multimodal paths city wide: (1) along Constitution Street, from Jenkins Avenue to Classen Boulevard, (2) along State Highway 9 (Phase II of the path to Lake Thunderbird), from 36th Avenue SE to 48th Avenue SE, and (3) along Flood Avenue, from Robinson Street to Tecumseh Road. On June 29, 2017, staff learned that only the Constitution Street and SH-9 (Phase II) projects were to be fully granted. Instead, the Flood Avenue path would have to rely on funding from mainly local sources, such as the City's Norman Forward initiative, because remaining TAP funds were distributed to higher ranking regional projects (a location map is provided).

DISCUSSION:

The Public Works Department prepared a Request for Proposal (RFP 1718-21) to solicit engineering services proposals for three multimodal path projects in Norman. The RFP instructions indicated that the firms could propose on any number of these projects. One of the projects was to design a 10-foot wide multi-modal path along the west side of Flood Avenue from Robinson Street to Tecumseh Road. Thirteen proposals for this project were submitted for consideration. A Selection Committee was formed consisting of Angelo Lombardo – City Transportation Engineer, Michael Rayburn – Capital Projects Engineer, James Briggs – City Park Planner, and two at-large citizen volunteers (Dr. Tom Woodfin and Charlie Bright who are both local biking enthusiasts). As all three projects in the RFP were similar, the Selection Committee met on October 12, 2017 to evaluate proposals for all of the projects. The proposals were reviewed, and there was consensus that the overall top three firms would be selected, one for each project. At the end of the process, the committee selected Halff Associates, Inc. of Oklahoma City as the best suited firm for the Flood Avenue Multimodal Path project.

Staff negotiated a contract fee of \$151,400 with Halff Associates, Inc. (Halff) to provide design services for the Flood Avenue Multimodal Path. The funding for the Halff design contract was budgeted in the Flood Ave Multimodal Path project (TR0112, 50596688-46201). Since that contract was negotiated, a number of events have complicated this design work. First, all of the city staff working on the project has retired. Second, all of the Halff staff that was assigned to work on the project are no longer with the company. Third, there were turnover of the ODOT Local Government staff serving as project manager for the project. Fourth, a sub-consultant on the Halff team to perform the Civil Engineering aspects of the project have removed themselves from the design team.

In order to complete the project, Halff has requested Amendment 1 in the amount of \$70,000. The reasons associated with the request include the following:

- The project was originally planned around the improvements to Tecumseh Road between Flood Avenue and 24th Avenue NW. Delays to that project have resulted in the Halff project going first. This change has created a need for some re-design.
- The James Garner Avenue Phase 2 project includes a roundabout on Flood Avenue. There has been some redesign in the Halff project to accommodate this new roundabout.
- There have been utility issues, both public and private, not anticipated when the original design fee was negotiated.
- Some of the utility issues have resulted in the need for special structural details to avoid taking right-of-way from Westheimer Airport.
- There are a number of additional easement documents to prepare as the actual route of the path has changed during design.
- There was a 20-month delay in the design process as City staff were retiring and new staff were getting up to speed as well as the turnover in staff at ODOT causing Halff to stop and start again.

City staff have identified a number of capital projects with funds that could be transferred to accommodate the \$70,000 request in Amendment 1 to K-1718-74 from Halff without compromising the intent of those original accounts. These projects include the Flood Sidewalks from Gray to Acres Construction Account (\$18,464.04 available); the McGee Sidewalks from SH9 to Lindsey Street Construction Account (\$38,819 available); and the McGee Sidewalks from SH9 to Lindsey Street Design Account (\$2,100 available). Together, these three completed projects have \$59,380.04 leaving \$10,619.96 to be identified. Staff proposes that the remaining balance be transferred equally from the FYE 2024 Traffic Calming and Street Striping Programs.

If approved, the remaining schedule for the Flood Avenue Multi-modal Path Project is:

- ODOT Bid Opening in January 2024
- Award of Construction Contract by Oklahoma Transportation Commission in February 2024
- Start Construction in May 2024
- Complete Construction and open New Path in early summer 2025

RECOMMENDATION 1:

Staff recommends approval of Amendment 1 to Contract K-1718-74 with Halff Associates, Inc., in the amount of \$70,000 for additional design services associated with the Flood Avenue Multi-modal Path along the west side of Flood Avenue from Robinson Street to Tecumseh Road and along the south side of Tecumseh Road from Flood Avenue to 24th Avenue NW.

RECOMMENDATION 2:

Staff also recommends the following fund transfers to pay for the additional design services included in Amendment 1 to Contract K-1718-74:

Losing Account					Gaining Account				
Description	Project #	Org	Object	Transfer Amount	Description	Project #	Org	Object	Transfer Amount
Flood Sidewlk: Gray –Acres Const	TR0113	50597712	46101	-\$18,461	Flood Ave Multimodal Path Design	TR0112	50596688	46201	+\$18,461
McGee Sidewlk: SH9 –Lindsey Const	TR0115	50597712	46101	-\$38,819	Flood Ave Multimodal Path Design	TR0112	50596688	46201	+\$38,819
McGee Sidewlk: SH9 –Lindsey Design	TR0115	50597712	46201	-\$2,100	Flood Ave Multimodal Path Design	TR0112	50596688	46201	+\$2,100
Traffic Calming	TC0230	50590073	46101	-\$5,310	Flood Ave Multimodal Path Design	TR0112	50596688	46201	+\$5,310
Street Striping	TC0270	50594406	46101	-\$5,310	Flood Ave Multimodal Path Design	TR0112	50596688	46201	+\$5,310