



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/09/2023

REQUESTER: Katherine Coffin

PRESENTER: David Riesland, Transportation Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BID-2223-60 AND CONTRACT K-2223-126: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND G&S SIGN SERVICES, L.L.C., IN THE AMOUNT OF \$175,100 FOR THE INSTALLATION OF WAYFINDING SIGNS, PHASE 2, ON ROBINSON STREET, FLOOD AVENUE, AND TECUMSEH ROAD AS WELL AS PERFORMANCE BOND B-2223-75, STATUTORY BOND B-2223-76, MAINTENANCE BOND MB-2223-62, AND RESOLUTION R-2223-113 GRANTING TAX EXEMPT STATUS.

BACKGROUND:

The City of Norman has determined it to be important to establish a sense of entry that indicates arrival in a special place. This applies to all of the gateways into the City of Norman. For Norman, wayfinding should also be a community-wide initiative that directs travelers to the downtown area as well as other amenities of the community. The concepts of attracting businesses, residents, and visitors/tourists are closely linked to creating an aesthetically pleasing area from an architectural, streetscape and beautification standpoint.

Located within the Oklahoma City metropolitan area, Norman is actually the third largest city in the State of Oklahoma with nearly 130,000 residents. In addition, Norman is home to the University of Oklahoma. The size of the City coupled with the location of the University make Norman a destination for many tourists, visitors, and commuters.

In December, 2013, City Council adopted the Norman Signage and Wayfinding Plan. This was adopted as the first phase of an overall plan for the City of Norman. The Norman Signage and Wayfinding Plan involved significant public input into potential destinations, potential districts, development of a hierarchy of destinations, and preliminary input into sign colors and fonts. One of the conclusions of the Norman Signage and Wayfinding Plan was to embark on a follow-up process to include the “fabrication and installation of a pilot project that will help to refine the detailed design of the system components”.

In 2022, the Wayfinding Phase 1 project was completed on Lindsey Street, Chautauqua Avenue, Jenkins Avenue, and around the Municipal Complex. Following completion of Phase 1, staff began working with our consultant, Kimley-Horn, on a Phase 2 project that would place

wayfinding signs on Robinson Street, Flood Avenue, and Tecumseh Road (a map of the proposed sign locations in Phase 2 is attached).

DISCUSSION:

A bid package was assembled and sent out to qualified contractors with advertisement in the Norman Transcript, as well. Bids were received on April 13, 2023. Two of the four identified qualified contractors submitted bids on the project. A third bid was rejected for submittal after the bid opening deadline (a copy of the Bid Record is attached). Upon opening the bids, G&S Sign Services, LLC was the apparent low bidder at \$175,100.

Funds are currently available in the Lindsey Street/Municipal Complex Wayfinding Project, Construction (Account 50596611-46101; Project TR0114).

RECOMMENDATION:

Staff recommends the approval of Contract K-2223-126 and associated bonds (Maintenance Bond MB-2223-62, Performance Bond B-2223-75, and Statutory Bond B-2223-76) to G&S Sign Services, and Resolution R-2223-113, granting project agent status to avoid the payment of sales tax on materials purchases to complete the Wayfinding Phase 2 project on Robinson Street, Flood Avenue, and Tecumseh Road.