



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 04/25/2023

REQUESTER: Katherine Coffin

PRESENTER: David Riesland, Transportation Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2223-143:
A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND GARVER, L.L.C. IN THE AMOUNT OF \$130,000 FOR THE FLOOD AVENUE AT VENTURE DRIVE SIGNALIZATION AND INTERSECTION IMPROVEMENT PROJECT AND BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

On October 22, 2019, the Norman City Council approved Contract K-1920-59 with Garver LLC (Garver), for on-call engineering and environmental services. The Contract was approved and executed by the City of Norman, the Norman Municipal Authority, and the Norman Utilities Authority. Garver was one of four firms selected for the on-call engineering and environmental services. Garver is very familiar with the location and the design requirements.

The intersection of Flood Avenue and Venture Drive has been a traffic safety concern for nearly ten years. The west leg of the intersection serves as a primary access to a growing business park, and the Victory Family Church has expressed interest in a fourth leg of the intersection to the east that would tie into their parking lot. In exchange, the Church is willing to remove one of their existing driveway cuts onto Flood Avenue.

Flood Avenue carries the U.S. Highway 77 jurisdiction in proximity to the Venture Drive intersection. As such, the Oklahoma Department of Transportation (ODOT) is responsible for maintenance of Flood Avenue in this area. Recently, ODOT announced it would be willing to participate in a project to signalize and improve the intersection. The announcement indicated that the City would be responsible for design, any required right-of-way acquisition, all utility relocation, for bidding the project, for construction administration on the project, and for 20% of the construction cost.

A work order was obtained from Garver to perform design services to signalize the intersection, modify the west leg to eliminate a portion of the wide median at the intersection, and to create an east leg that the Church could extend to connect to their parking lot. A conceptual drawing of the improvements is attached. This represents the first step, for design, of a bigger, future project with ODOT to construct the proposed improvements, and will follow a model developed for a similar project with ODOT at 12th Avenue NE and High Meadows Drive.

DISCUSSION:

The on-call contract allows for task orders up to \$50,000. Since the cost for this work, a lump sum amount of \$130,000, exceeds this amount, this separate contract, K-2223-143, is proposed for approval.

Funding for these services are available in two accounts. The Capital Projects Fund, New Traffic Signals, Design (50590076-46201; Project TR0064B) contains \$35,000. The General Fund, Public Works Traffic Control Division, Professional Consultant-Design (10550223-44002) has \$98,500 in allocated funds available. To fund the design for this project, staff requests the transfer of the balance in the General Fund, Traffic Control Consultant-Design account into the Capital Fund, New Traffic Signals project (Account 50590076-46201; Project TR0064B). The activity in these two accounts is illustrated in the table below showing both the beginning balance in each account along with the ending balance at completion of the transfer.

Losing Account				Gaining Account			
Account	Name	Beginning Balance	Ending Balance	Account	Name	Beginning Balance	Ending Balance
10550223-44002	Professional Services Consultant Design	\$98,500	\$0.00	50590076-46201 (TR0064B)	Flood/Venture Signal (Design)	\$35,000	\$133,500

RECOMMENDATION NO. 1:

Staff recommends approval of Contract K-2223-143, between the City of Norman and Garver, LLC, for the engineering design services on the Flood Avenue at Venture Drive intersection improvement project in the amount of \$130,000.

RECOMMENDATION NO. 2:

Staff recommends the transfer of \$98,500 from Professional Services Consultant Design (10550223-44002) to Project TR0064B, Flood/Venture Signalization, Design.