



DATE: January 18, 2024
TO: Darrel Pyle, City Manager
THROUGH: Scott Sturtz, Interim Director of Public Works
FROM: Paul D'Andrea, Capital Projects Engineer
SUBJECT: On-Call Engineering Contract K-1920-59 Work Order No. 3 with Garver, in the amount of \$7,480.00 for the creation of a video to educate the public on the use of the new multi-lane roundabout at Flood Avenue and James Garner.

BACKGROUND:

On October 13, 2015, Norman Voters approved the \$150 million, 15-year, Norman Forward Sales Tax initiative. The program outlined various citywide projects to improve the quality of life for the citizens of Norman. One of these projects is the James Garner Avenue – Acres Street to Flood Avenue project. This project was to be allotted a budget from Norman Forward funds of \$6,000,000.

This Norman Forward Street Improvement Project will create a new entry into downtown and will help alleviate traffic on both Flood Avenue and Porter Avenue. The scope of this project includes:

- Construction of a new two-lane extension of James Garner Avenue from Acres Street to Flood Avenue
- New roadway bridge over Robinson Street
- New two-lane modern roundabout intersection at Flood Avenue
- Landscaping and Low Impact Development measures in roadway medians
- Reconstruction and extension of a portion of the Legacy Trail to accommodate the new roadway.
- New lighting along the street and Legacy Trail.
- Reconstruction of local residential streets as necessary.

DISCUSSION:

Construction of the new multi-lane roundabout at Flood Avenue and James Garner Avenue has begun and is expected to be completed this spring. City staff are getting asked questions on how the roundabout will function. As a result, ahead of the opening of the roundabout, we feel it would be prudent to provide some education to the public on the use of the roundabout.

Our design consultant, Garver, LLC, has prepared the attached contract proposal for preparing an animated video to illustrate how to navigate the roundabout for the various movements that

Work Order No. 3 K-1920-59
Change Order No. 1 - Contract No K-2021-53
Porter Avenue and Acres Street 2019 Bond Project
February 23, 2021

drivers may need to make through the intersection. The video is intended to illustrate which lanes to use for various movements as well as who should yield to whom at the weaving points within the roundabout.

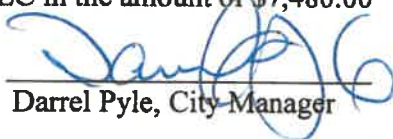
This video will be placed on the NormanStreets.com website, and we intend to erect project signs in the vicinity of the construction site to direct people to the website for more information regarding the roundabout.

There are funds available within the project construction budget to cover the education costs, but they will require a budget transfer in the amount of \$7,480 from the construction account to the design account upon approval of the contract work order.

RECOMMENDATION No. 1:

Staff recommends approval of Work Order No. 3 to On-Call Engineering Contract K-1920-59 with Garver, LLC in the amount of \$7,480.00

Approved by:


Darrel Pyle, City Manager

Date:

1-19-24

Denied by:

Darrel Pyle, City Manager

Date:

CC:

Tim Miles, Acting City Engineer
David Riesland, Transportation Engineer

**James Garner Avenue Roundabout Animation
Work Order 3 - For Professional Engineering Services
City of Norman**

In accordance with the Agreement for On-Call Engineering and Environmental Services between City of Norman/ Norman Utilities Authority/ Norman Municipal Authority (Owner) and Garver, LLC (Engineer) dated October 11, 2019 ("Master Agreement"), Owner and Engineer agree as follows:

1. **Specific Project Title:** James Garner Ave. Roundabout Animation (Work Order 3)
2. **Description:** The Owner is proposing to prepare an animation for purposes of educating the public about how to use the new roundabout at James Garner venue and Flood Avenue. It is desired to show the roundabout in animated format to demonstrate the layout and six (6) movements that drivers will encounter when using the roundabout. The Engineer will use existing CAD base mapping completed for the project as the basis of the animation creation.
3. **Services of the Engineer:** In accordance with the Master Agreement, and as described in this Work Order, the basic services include preparation of a digital animation illustrating how to use the new roundabout at James Garner Avenue and Flood Avenue.

More specifically, the Engineer will perform the following services:

3.1 Engineer will use project CAD base mapping to prepare a 3D model of the intersection layout that will be used as the basis for the video. The 3D environment will focus on roadway layout and focus on roadway function, with minimal landscape or other contextual information. The video will depict the overall roundabout layout and six (6) movements that drivers might encounter when using the roundabout. The scenarios for each movement will be accompanied by animation that includes arrows, text, and voice over description. Total video run time will be approximately two (2) minutes.

Engineer will prepare a storyboard to plan each 'scene' of the video for City of Norman review and approval prior to video preparation. The storyboard will include conceptual representation of the sequences of the video, possible on-screen text and graphics, possible voice over dialogue, and other pertinent details.

The final video will be produced in Adobe Premiere and exported in a video format(s) of the City's choosing with consideration to both computer and mobile users.

3.2. Engineer will conduct three (3) meetings with Owner:

- Kickoff meeting with City to discuss video
- Storyboard review meeting
- Pre-final video review meeting

4. **Project Deliverables:** The following will be submitted to the Owner, or others as indicated, by the Engineer:
- 4.1 Video storyboard illustrating the proposed sequencing of the video and content of each scene.
 - 4.2 Pre-final video for review and approval
 - 4.3 Final video in format(s) chosen by City
5. **Extra Work:** The following items are not included within the scope of this Agreement but such services are available from Engineer and will be considered extra work:
- 5.1 Photorealistic still or renderings of the proposed conditions.
 - 5.2 Changes to project design.
 - 5.3 Additional video or editing services other than those specified in this Agreement.

The scope for Additional Services may be authorized at a later time under separate work orders to the Master Agreement.

6. **Owner's Responsibilities:** As indicated in the Master Agreement, and:
- 6.1 Provide a list of scenarios to be included in storyboard and animation.
 - 6.2 Review, provide comments, and approve storyboard.
 - 6.3 Review, provide comments, and approve pre-final video animation.
7. **Payment to the Engineer:** The Owner will pay the Engineer, for the time spent on the project at the rates established in the Master Agreement and adjusted for inflation in accordance with Article 3 of the Master Agreement, for each classification of the Engineer's personnel plus any reimbursable expense including but not limited to printing, reproduction and travel. The total amount paid to the Engineer under this agreement is estimated at \$7,480.00 and detailed in Appendix A. The actual total fee may exceed this estimate if authorized in writing by the Owner.
8. **Schedule:** Discounting unforeseen conditions and circumstances beyond the Engineer's control, and the time associated with Owner review, the Engineer shall complete the work in accordance with the schedule below:

<u>Phase Description</u>	<u>Calendar Days</u>
Completion of Storyboard	Within 10 days from Notice to Proceed
Completion of Pre-Final Video	Within 20 days from storyboard comments
Completion of Final Video	Within 10 days from pre-final video comments

Final video will be delivered to the City of Norman by February 28, 2024.

9. **Approval and Acceptance:** Approval and acceptance of this Work Order, including attachments listed above, shall incorporate this document as part of the Agreement. The Engineer is authorized to begin work upon receipt of an executed copy of this Work Order by the Owner.

The effective Date of the Work Order is 1-19-, 2024.

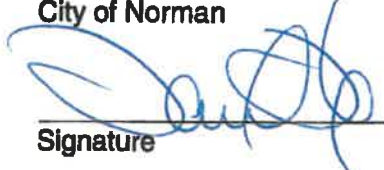
Engineer:
Garver, LLC


Signature

J. Bret Cabbiness, PE

Sr. Project Manager
Title

Owner:
City of Norman


Signature

Darrel Pyle
City Manager
Title

Exhibit A

City of Norman

WO #3- James Garner Ave. Roundabout Animation

FEE SUMMARY

Fee Type	Title I Service	Estimated Fees
Lump Sum	Video Prep	\$ 7,480.00
	Subtotal for Title I Service	\$ 7,480.00



Exhibit A
City of Norman
WO #3- James Garner Ave. Roundabout Animation
Garver Hourly Rate Schedule: July 2024 - June 2025

Classification	Rates	Classification	Rates
Engineers / Architects		Resource Specialists	
E-1	\$ 130.00	RS-1	\$ 104.00
E-2	\$ 144.00	RS-2	\$ 137.00
E-3	\$ 174.00	RS-3	\$ 194.00
E-4	\$ 203.00	RS-4	\$ 268.00
E-5	\$ 247.00	RS-5	\$ 335.00
E-6	\$ 304.00	RS-6	\$ 411.00
E-7	\$ 422.00	RS-7	\$ 460.00
Planners		Environmental Specialists	
P-1	\$ 157.00	ES-1	\$ 104.00
P-2	\$ 196.00	ES-2	\$ 131.00
P-3	\$ 244.00	ES-3	\$ 168.00
P-4	\$ 273.00	ES-4	\$ 198.00
P-5	\$ 308.00	ES-5	\$ 248.00
Designers		ES-6	\$ 318.00
D-1	\$ 118.00	ES-7	\$ 398.00
D-2	\$ 135.00	ES-8	\$ 450.00
D-3	\$ 161.00	Project Controls	
D-4	\$ 193.00	PC-1	\$ 106.00
Technicians		PC-2	\$ 140.00
T-1	\$ 95.00	PC-3	\$ 178.00
T-2	\$ 114.00	PC-4	\$ 229.00
T-3	\$ 139.00	PC-5	\$ 280.00
T-4	\$ 180.00	PC-6	\$ 361.00
Surveyors		PC-7	\$ 454.00
S-1	\$ 58.00	Administration / Management	
S-2	\$ 77.00	AM-1	\$ 75.00
S-3	\$ 103.00	AM-2	\$ 96.00
S-4	\$ 148.00	AM-3	\$ 134.00
S-5	\$ 187.00	AM-4	\$ 171.00
S-6	\$ 218.00	AM-5	\$ 209.00
2-Man Crew (Survey)	\$ 225.00	AM-6	\$ 272.00
3-Man Crew (Survey)	\$ 282.00	AM-7	\$ 320.00
2-Man Crew (GPS Survey)	\$ 245.00	M-1	\$ 510.00
3-Man Crew (GPS Survey)	\$ 302.00		
Construction Observation			
C-1	\$ 112.00		
C-2	\$ 140.00		
C-3	\$ 171.00		
C-4	\$ 221.00		
C-5	\$ 259.00		