



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 02/13/2024

**REQUESTER:** Chris A. Smith, Construction Manager

**PRESENTER:** Scott Sturtz, Interim Public Works Director

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2324-135: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, NORMAN MUNICIPAL AUTHORITY, AND NORMAN UTILITIES AUTHORITY AND BENCHMARK ENGINEERING FOR ON-CALL CONSTRUCTION TESTING SERVICES.

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### **BACKGROUND:**

The City of Norman utilizes various engineering firms for a variety of construction testing services utilizing existing on-call contracts. Construction testing services include soil density test, concrete strength tests, asphalt material analyses, etc. City Staff prepare an on-call testing solicitation every three (3) to five (5) years to ensure we have qualified consultants' on-call to perform the necessary tests we require on our various City projects.

Tonight's agenda item is for a new on-call testing contract with Benchmark Engineering.

### **DISCUSSION:**

The Engineering Division of the Public Works Department issued Request for Qualifications RFQ-2223-50 to numerous engineering testing firms in October 2023 to solicit new on-call contracts for construction testing services to be utilized as needed for City construction projects.

The Engineering Division received ten (10) proposals. The selection committee included three (3) staff members consisting of Chris A. Smith, Construction Manager; Steve Guizzo, Engineering Assistant; Terry Graven, Utilities Inspector; and two (2) private citizens including Harry Fritzler, retired resident of Norman, Oklahoma and Jason Taylor, resident of Norman, Oklahoma. Each committee member independently scored each proposal on a point scale as defined in the Request for Proposal. The six (6) highest ranked firms that City staff selected to enter into on-call testing agreements include: Engineering Services & Testing, Inc. (EST), Olsson Engineering, Benchmark Engineering, GEOCAL Engineering, Burgess Engineering & Testing and CEC Engineering.

Once the firms were selected based on qualifications, unit pricing for each test on the City's Master Testing List was requested. City staff compiled this information and developed an average price for each item. All six (6) selected engineering firms reviewed the average pricing and agreed to accept these prices for billing purposes. As a result, regardless of the company performing the test, it will cost the City the same amount. Once these on-call testing agreements are approved, City staff will begin assigning testing responsibilities by project to the new and existing testing firms. This will allow staff to distribute the workload fairly and evenly, as needed. Each contract is for a period of three (3) years with the option for two (2) contract renewals each for a period of one (1) year for a maximum contract length of five (5) years. The contract language allows for a rate adjustment based on the current inflation rate at the end of the first three (3) years.

Funding for these services are budgeted in the respective project accounts and charged at the unit rates identified in the contract on an as-needed basis.

**RECOMMENDATION:**

Staff recommends approval of Contract K-2324-135 with Benchmark Engineering for construction testing services.