



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 6/13/2023

**REQUESTER:** Paul D'Andrea, Capital Projects Engineer

**PRESENTER:** Elisabeth Muckala, Assistant City Attorney III

**ITEM TITLE:** CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT ELEVEN TO CONTRACT K-1617-114: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, THE NORMAN MUNICIPAL AUTHORITY, AND P.D.G., L.L.C., D/B/A PLANNING DESIGN GROUP, INCREASING THE CONTRACT AMOUNT BY \$8,903.50 FOR A REVISED CONTRACT AMOUNT OF \$1,928,761 TO PROVIDE ADDITIONAL DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES RELATING TO THE NORTH BASE PHASE 2 VEHICLE WASH FACILITY.

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**BACKGROUND:**

In October of 2015, Norman citizens passed the Norman Forward Initiative, which will fund various projects through a ½ % sales tax increase over 15 years. The Norman Forward Initiative includes an upgrade of the Griffin Park Soccer Complex. Eventually, all of the Griffin Park sports fields will be converted to soccer and include the creation of 22 youth fields.

The City selected the Planning Design Group (P.D.G.), a Tulsa design firm specializing in Landscape Architecture Services, to redesign Griffin Community Park into a majority Soccer Sports Complex. P.D.G. was also then selected in the summer of 2019 as the lead designer for both the Park Maintenance and Transit/Fire Maintenance facilities to be located at North Base near other City maintenance facilities.

On March 14, 2017, the Norman Municipal Authority (NMA) approved Contract K-1617-114 with P.D.G., L.L.C., in the amount of \$761,000 for architectural design services for the Griffin Park Sports Complex.

On August 27, 2019, the NMA approved Amendment 1 to Contract K-1617-114 with P.D.G., L.L.C., in the amount of \$430,280 for additional architectural design services to add the Park Maintenance Facility and Transit/Fire Maintenance Facility to the existing contract for the Griffin Park Community Park.

On November 12, 2019, the NMA approved Amendment 2 to Contract K-1617-114 in the amount of \$120,000 for additional architectural design services to add bidding services and construction administration services for Griffin Park to the contract for work at the Griffin Park Sports Complex.

On April 14, 2020, the NMA approved Amendment 3 to Contract K-1617-114 in the amount of \$316,370 to provide an increased project scope and to add bidding services and construction administration services for the Park Maintenance Facility and Transit/Fire Maintenance Facility to the existing contract for the Griffin Park Sports Complex.

On June 9, 2020, the NMA/Council approved Amendment 4 to Contract K-1617-114 in the amount of \$70,000 for additional architectural design services for the Griffin Community Park project, including schematic design documents for a +/- 100,000 square foot Indoor Soccer facility with offices, training areas, restrooms, concession areas, storage space, and associated items.

On September 8, 2020, the NMA/Council approved Amendment 5 to Contract K-1617-114 in the amount of \$49,500 for design services associated with the proposed Parks and Transit/Public Safety Maintenance Facility, including proposed building and parking revisions, project phasing, renderings, and inclusion of federal third-party contracting requirements needed for Federal Transit Administration grant funding.

On May 25, 2021, the NMA/Council approved Amendment 6 to Contract K-1617-114 in the amount of \$40,000 for the design services associated with the proposed Parks and Transit/Public Safety Maintenance Facility for additional scope of work for the addition of a full-length, manual wash bay on the east side of the proposed automated wash facility.

On April 26, 2022, the NMA approved Amendment 7 to Contract K-1617-114 in the amount of \$71,000 to provide additional design services for the Griffin Park Community project, which brought the total contract amount to \$1,858,150.

On November 11, 2022, the NMA approved Amendment 8 to Contract K-1617-114 adding The City of Norman as a party to the contract.

On January 24, 2023, the NMA/Council approved Amendment 9 in the amount of \$49,207.50 to Contract K-1617-114 to provide additional design and construction services for the Fleet Wash Facility.

On February 28, 2023, the NMA/Council approved Amendment 10 in the amount of \$12,500 to Contract K-1617-114 to provide additional design and construction services for the Griffin Park and Robinson Street widening and signalization.

## **DISCUSSION:**

When the North Base Phase 2 Vehicle Wash Facility contract was bid, there was one alternate in the bid package. The base bid was for only the automatic wash bay and the alternate was to add a second, manual, wash bay to the building. In an effort to reduce the cost of the project, Council approved award of only the base bid.

After the contract award, it was decided that, in the absence of the manual bay, it would be prudent to have a way to remove excess mud and debris from the vehicles before entering the

automatic wash. The decision was made to add a manual wash wand and boom to the outside of the building to provide for this use. The addition of the wash wand to the project required changes to mechanical, structural, electrical and architectural designs as well as the addition of new equipment and design coordination with vendors to control the manual wand and allow for the city to charge for it's use.

Amendment 11 compensates PDG and their subconsultants for the additional effort required to make these design changes.

Funds are available in the Capital Fund, North Base Phase 2 Vehicle Wash Facility, Design (Account 50590078-46201; Project BG0260) and the Special Grants Fund-ARPA, Design (Account 22590303-46201; Project BG0260).

**RECOMMENDATION 1:**

Staff recommends approval of Amendment 11 for Contract K-1617-114, between the Norman Municipal Authority, the City of Norman and P.D.G., L.L.C. d/b/a Planning Design Group, in the amount of \$8,903.50.