



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 9/27/2022

REQUESTER: Jason Murphy, Stormwater Program Manager

PRESENTER: Shawn O'Leary, Director of Public Works

TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2223-45: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND GARVER, L.L.C., IN THE AMOUNT OF \$139,750 FOR THE MIDWAY DRIVE FLOOD MITIGATION SCOPING PROJECT.

BACKGROUND:

Several houses along Midway Drive have experienced repeated instances of flooding during rain events. Consequently, this area has been identified as a repetitive loss area. In November of 2020, with approval from the City Manager, the City applied for a FEMA Building Resilient Infrastructure and Communities (BRIC) grant through the Oklahoma Department of Emergency Management and Homeland Security (ODEMHS). These grants are designed for pre-disaster mitigation and are competitively awarded. In February 2022, ODEMHS notified the City of the approval to award funds for the FEMA BRIC Grant for the City of Norman Midway Drive Project Scoping.

DISCUSSION:

On March 8, 2022, City Council approved the acceptance of the FEMA BRIC Grant for the Midway Drive Flood Mitigation Scoping Project. Federal funding for this project is a \$112,500 (75%) reimbursement with a local match requirement of \$37,500 (25%) as part of the FEMA BRIC Grant. This grant is to conduct a comprehensive hydraulic and hydrologic study of the drainage basin around Midway Drive to identify the source of the water causing the flooding and provide design alternatives for the infrastructure necessary to address the repetitive flooding losses occurring in this area due to localized flooding. Alternatives may include property acquisition or infrastructure enhancements/additions. This project is seeking a cost effective solution to mitigate flooding in a repetitive loss area. A map of the project area is attached to this staff report.

The Public Works Department Staff prepared a Request for Proposals (RFP) to solicit the services of a qualified firm to complete the Midway Drive Flood Mitigation Scoping Project. The RFP was advertised in June 2022.

Six (6) proposals were received for this project. The Selection Committee included three (3) staff members consisting of Jason Murphy, Stormwater Program Manager, Public Works Department; Brandon Brooks, Staff Engineer, Public Works Department; and Hans Osgood, Stormwater Supervisor, Public Works Department; and two (2) private citizens, Mark Kleine and Ed Hatch. The Selection Committee members independently scored each statement of qualifications on a point scale as defined in the RFP. The six (6) firms were ranked and four (4) firms were selected for a follow-up interview. The Selection Committee met with the four firms and selected Garver, LLC, a Norman based firm. Garver, LLC was selected based upon their experience working with various modeling software and the proposed methods and procedures for completing the scoping project.

Required services will include the following:

1. Topographic Data Collection
2. Two Dimensional Hydraulic and Hydrologic Analysis
3. Development of Three (3) Alternative Flooding Mitigation Solutions
4. Develop Detailed Engineering Estimate
5. Perform Design and Property Surveys
6. Prepare a Competitive FEMA BRIC Grant Application to Include Detailed Benefit-Cost Analysis

Upon completion of this engineering analysis, staff began negotiations with Garver, LLC in August 2022. The negotiations resulted in a proposed fee of \$139,750. If approved, the federal grant will pay \$104,812.50 or 75% of the total cost of these engineering services. The City's share is \$34,937.50 or 25%. Budgeted funds in the amount of \$37,500 are available in the Norman Midway Drive Project Scoping Project, Design (Account 50592214-46201; Project DR0022). The City must provide the funds for the full cost of the project up front, but the federal grant will provide reimbursement of up to \$112,500 or 75% of the total project cost. Budgeted funds for \$112,500 are also available in the Norman Midway Drive Project Scoping Project, Design (22592214-46201; Project DR0022). The project is scheduled to begin on October 10, 2022, and be completed by March 9, 2023.

RECOMMENDATION 1:

Staff recommends approval of Contract K-2223-45, between the City of Norman and Garver, LLC for completion of the Midway Drive Flood Mitigation Scoping project.