



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 9/12/2023

**REQUESTER:** James Briggs, Park Development Manager

**PRESENTER:** Jason Olsen, Director of Parks and Recreation

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT THREE TO CONTRACT K-1617-113: BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY, AND HALFF ASSOCIATES IN THE AMOUNT OF \$91,750 FOR ADDITIONAL DESIGN SERVICES FOR THE NORMAN FORWARD PROGRAM REAVES PARK RENOVATION PROJECT, AS OUTLINED IN THE STAFF REPORT.

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### **BACKGROUND:**

On October 13, 2015, Norman citizens passed the Norman Forward Initiative, which funds various projects through a ½ % sales tax increase over 15 years. Included in the Norman Forward Initiative was a project to improve Reaves Park, resulting in all youth baseball and softball being played at Reaves. On March 21, 2017, the City Council approved Contract K-1617-113 with Halff Associates for \$704,500 for Professional Design Services for the Reaves Park Sports Complex Phase I. Flintco, L.L.C. (Flintco) was subsequently selected and hired to provide construction management at-risk (CMaR) services for the Reaves Park Renovation project. The park renovation work at Reaves Park included demolishing the old Park Maintenance facility in the park to make room for a new “quad” of ballfields, among several improvements made to the park. The budget for Reaves Park also included the funding necessary to construct a new Park Maintenance facility at the North Base complex. That work was completed via a separate contract with a different design firm. The design for the renovation of Reaves Park awarded to Halff Associates included all design work—including all construction documents and a fixed number of construction-phase site inspections, with Flintco acting as the Construction Manager, and the work was sent for bid in July 2021.

### **DISCUSSION:**

Also included in the 2015 Norman Forward Initiative was a project to build new adult softball fields and youth football fields at a “Community Sports Park” on land that was to be purchased by the City. The Community Sports Park project was set up with a total budget of \$2.5 million, which was inadequate to deliver the stand-alone project initially envisioned for the adult softball and youth football programs. Additional funding was proposed in a General Obligation Bond issue considered on August 25, 2020, which was unsuccessful. As a result, the citizen Ad Hoc Groups for the Community Sports Park, Ruby Grant Park, and Reaves Park Complexes

determined that the adult softball improvements could be incorporated as part of the Reaves Park project, and the youth football improvements could be included as part of the Ruby Grant Park project. The Ruby Grant youth football design and construction work was awarded to separate firms. That work was funded from a portion of the Norman Forward Community Sports Park project allocation, and has been completed. The work to include adult softball activities at Reaves included the completion of additional design documents for additional west parking lot grading, drainage, and construction, along with additional work at the existing softball fields.

The Parks Department was also tasked during the construction of the Reaves Park renovation project with coordinating our design team from Halff with the design engineers for both the Jenkins Avenue widening and the Constitution Street multi-modal path construction projects, to modify our design and construction as needed to keep those projects on schedule and budget. Other unforeseen site conditions discovered during construction warranted additional design work from Halff, and the project scope and schedule were expanded due to these other factors being intertwined with the Reaves Park Renovation. On June 9, 2020, the City's contract with Halff was amended by an additional \$173,000 to provide additional professional landscape services. The contract was amended again on February 9, 2021, to increase the contract by an additional \$132,535 to provide additional professional and landscape and architectural services related to the Norman Forward Reaves Park Baseball Complex Project.

Now that the construction for this phase of Reaves Park is complete, Parks would also like to have Halff prepare a complete set of As-Built plans for the project that incorporates the multiple changes to the original design based on the additional park features, changes caused by adjacent public works and utility projects, and unknown field conditions that all had to be accommodated during the construction process. Halff has provided the attached detailed breakdown of all tasks and costs for their design services during this project. It was agreed to be supplied after construction and paid from the known project account balance for the NF Reaves Park and Community Sports Park projects built at Reaves Park.

On February 18, 2023, a final punch walk was done for the Reaves Park Improvement Project with the Owner, Architect, and Contractor. At that time, all final construction costs were confirmed for the project, including all instances where the project contingency was utilized to cover expenses associated with the project conditions and all weather delays encountered over the 17 months it took to perform the work. On June 13, 2023, the Council approved the final payment to FLINTCO for the Reaves Park Renovation Project Construction.

After that, we asked Halff to provide all final project costs for the additional design & engineering tasks up through construction completion, including the production of the aforementioned complete set of As-Built drawings.

**RECOMMENDATION:**

It is recommended that the NMA/City Council approve the Third Amendment to Contract 1617-113 with Halff Associates for the NORMAN FORWARD Reaves Park Renovation Project in the amount of \$91,750. Funding is available in the Norman Forward Community Sports Park Project, Design (account 51794442-46201; project NFB005).