



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 10/28/2025

REQUESTER: Jason Olsen

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-99: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE MCKINNEY PARTNERSHIP, ARCHITECTS, P.C., IN THE AMOUNT OF \$52,600 FOR THE REAVES PARK RESTROOM AND BALLFIELD MAINTENANCE BUILDINGS DESIGN PROJECT.

BACKGROUND:

In October 2015, the citizens of Norman voted to fund the *Norman Forward* Quality of Life projects with a ½% sales tax increase for 15 years. This initiative comprised several high-priority projects, including designing and constructing a complete renovation of the Reaves Park Sports Complex and surrounding park facilities. The Masterplan for the Reaves Park project was completed by Halff Associates (Halff), after being selected by the City of Norman from multiple proposals from professional design teams in the region. The first phase of the work was completed in 2020. It included a new 4-plex of youth ballfields, construction of the first part of the park detention pond, a new park road, multiple new parking lots, and the majority of the underground utility work for the full build-out of the park in future phases.

Two items included in the adopted Masterplan were 1) a new splashpad and restroom building in a “festival lawn” area outside the sports complex fencing, close to the current playground and rental shelters in Reaves Park; and 2) a stand-alone sports field maintenance building and materials yard in the southeast corner of the park, in an area that is currently a fenced-in gravel pad built years ago for a now-plugged oil well and pumpjack that was on the site. The sports field maintenance crews at Reaves Park will use the new maintenance facility to store equipment and materials and provide a secure office and parking area separate from the rest of the parking lots and park activities.

DISCUSSION:

In May 2023, the City of Norman hired The McKinney Partnership, Architects (TMP), for design services for a new restroom building in Reaves Park, near the rental shelters and playgrounds, to replace the old cinderblock restroom that was demolished earlier that year, after decades of use and maintenance. The old building was undersized and in poor condition; it was not worth upgrading to comply with modern building codes and accessibility guidelines. TMP was hired based on their on-call design services contract with the City, and the project was separate from

the Phase 1 Norman Forward project, completed in 2020, described earlier. The work from TMP resulted in a new park restroom building design, which was put out for public bids. Several proposals were received from general contractors; however, the lowest bid was still far over budget, due to the then-current construction costs. The project was funded from an appropriation from the Community Park Development Fund. Parks also had a project from that same fund scheduled for the following fiscal year to complete design and construction of the proposed ballfield maintenance facility in the area shown on the Masterplan created by Halff.

After the bids for the park restroom came over budget, staff proposed to combine the two buildings into a single construction project. Staff coordinated with TMP and Halff to work on a revised plan for the restroom to place it in the location shown on the Masterplan as part of the new splashpad facility in the “festival lawn” area. The intent is to have the new building match the architectural style being used in the Halff Reaves Park Masterplan, with room to expand service into part of the building in the future to house the plumbing and controls for a splashpad.

At the same time, TMP and Halff will work to ensure the maintenance facility also gets built according to the adopted Masterplan, with a matching architectural aesthetic. The Parks Department is now proposing a new contract with TMP for revisions to the restroom design and all additional design work for the maintenance facility. This contract names Halff as a consulting engineer for TMP for the combined final design of both facilities.

A more detailed breakdown of each task, along with a proposed timetable for all design work by both TMP and Halff, including production of construction documents and associated phases of work, through the bidding and permitting process, award of construction contract, construction-phase assistance, and all reimbursable expenses, is included in the attached contract documents (“Exhibit A” to Contract K-2526-99).

RECOMMENDATION: It is recommended that the City Council approve Contract K-2526-99 to The McKinney Partnership, Architects, P.C. in the amount of \$52,600 for the Reaves Park Splashpad Restroom and Maintenance Facility Project. Funding is available in the Park Land Development Fund, Reaves Park Restroom Building Replacement, Design (Account 52792205-46201; Project PC0024) and Reaves Park Sports Complex Maintenance Building, Design (Account 52792205-46201; Project PC0027).