



DATE: April 26, 2022

TO: Darrel Pyle, City Manager

THROUGH: Chris Mattingly, Director of Utilities *CM*

FROM: Michele Loudonback, Environmental and Sustainability Manager *ML*

SUBJECT: Consideration of approval or rejection of Contract K-2122-122, with Small Arrow Engineering, LLC in an Amount Not to Exceed \$30,000.00 for Engineering Design and Grant Administration Services in connection with the Electric Vehicle Charging Station to be installed at City Hall

**BACKGROUND:**

Each year, the Association of Central Oklahoma Governments (ACOG) issues a Call for Projects for the Congestion Mitigation Air Quality (CMAQ) – Public Fleet Conversion Funding cycle. The grant program is designed to help cities implement clean fuel projects that strive toward the improvement of regional air quality.

Transportation, especially transportation that utilizes fossil fuels, is a significant source of precursors such as volatile organic compounds and nitrogen oxides, the gasses that react to form ozone. Referred to as mobile source emissions, these precursors are emitted through vehicle exhaust and fuel evaporation, reacting to sunlight in windless conditions to create tropospheric ozone pollution. Research continues to demonstrate the effects of ozone pollution on all populations, but children, the elderly, and anyone with respiratory illnesses such as asthma are particularly vulnerable. Any reduction in ozone-forming emissions translates to increased quality of life for everyone in Central Oklahoma.

**DISCUSSION:**

The CMAQ program was created by the Intermodal Surface Transportation Efficiency Act of 1991. It was continued by the Fixing America's Surface Transportation (FAST) Act in 2015. The FAST Act continued to provide funding for transportation projects and programs to meet the requirements of Clean Air Act. The funding is available to reduce congestion and help improve air quality with respect to ozone, carbon monoxide, or particulate matter. For 2020, Central Oklahoma did not meet National Ambient Air Quality Standards for particulate matter and was close to nonattainment for ozone.

The City of Norman Alternative Fuel Program, adopted in February 2009, was one of the first such municipal programs in Oklahoma and cemented Norman as a leader in the implementation of alternative fuel technology. In 2009, Norman found that investment in Compressed Natural Gas (CNG) infrastructure and technology was the best course of action until other technologies developed enough to be effective and pervasive methods. Electric vehicle (EV) technology has reached this point now.

This project consists of installing two new high-capacity electric vehicle charging stations in the parking lot at City Hall located on the northwest corner of Gray Street and Santa Fe Avenue. This would allow citizens and visitors utilizing this parking lot to charge their vehicles as they engage in civic activity, conduct business with City departments, visit the post office, and perform other activities.

office memorandum

On November 30, 2021, City Council approved Resolution No. R-2122-65 (City of Norman City Hall EV Charger Project) requesting Congestion Mitigation Air Quality – Public Fleet Conversion Grant Funding for 76% of the anticipated \$246,000 construction cost.

On January 13, 2022, the ACOG Metropolitan Planning Organization (MPO) Technical Committee recommended a list of projects be approved for funding, including this project. Then, the ACOG MPO Policy Committee reviewed the list of projects on January 27, 2022 and approved them for funding.


The \$246,000 of anticipated construction costs includes an estimated \$30,000 for the engineering design and grant administration services. Small Arrow Engineering, LLC, is an engineering/design consultant firm that has worked with the City on many alternative energy projects (initial CNG station installation, CNG station expansion, and transit and public EV chargers on Northbase) and is the firm staff recommends for this project.

Funding for this contract will be from City Hall Electrical Vehicle Charging Station construction account (50594408-46101; project BG0086) which has an available balance of \$60,000.

**RECOMMENDATION:**

Staff recommends approval of Contract No. K-2122-122, between the City of Norman and Small Arrow Engineering, LLC, for completion of engineering design and grant administration services with respect to Contract No. K-2122-107, a grant contract by and between the City of Norman, Oklahoma and the Association of Central Oklahoma Governments (ACOG) accepting the CMAQ-Public Fleet Conversion Funding in the amount of \$186,000 for the two (2) dual DC fast electric vehicle charging stations.

Approved by:  Not Approved: \_\_\_\_\_

Reviewed by: Chris Mattingly, Director of Utilities  
Kathryn Walker, City Attorney 

Attachment: Contract K-2122-122