





Office memorandum

DATE: October 26, 2023

TO: Darrel Pyle, City Manager

FROM: Scott Sturtz, City Engineer 

THROUGH: Shawn O'Leary, Director of Public Works 

SUBJECT: Amendment No. 1 under Contract No. K-1920-62 with EST Inc. for the Design of East Lindsey Street in the amount of \$49,456.00.

BACKGROUND:

In the City's 2018 ADA Transition Plan Update eight miles of sidewalks were inspected along major arterial roadways. The section on East Lindsey Street from 12th Avenue SE to 24th Avenue SE is the last 2 miles remaining to complete all of the identified sidewalk deficiencies in the ADA Transition Plan Update. The opportunity arose to include this sidewalk in the applications to the Association of Central Oklahoma Governments (ACOG) Clean Air Grant Program. This project was selected for a federal grant in FFY 2023. The project was awarded \$581,767 in federal funds with a local match of \$145,442 for a total project construction cost of \$727,209.

On September 11, 2023, the City's ADA Citizens Advisory Committee voted to support this project. The project includes sidewalk repairs on both sides of East Lindsey Street.

DISCUSSION:

This project will require the engineering plans to be completed to Oklahoma Department of Transportation (ODOT) standards. An engineering consultant will need to complete and submit the plans to ODOT on the City's behalf. Staff is proposing to use the City's Engineering on-call contract option for the project. Attached to this memo is a proposal provided by EST, Inc. to design and produce plans for submittal to ODOT for the project for a total cost of \$49,456. Funding for this amendment is currently available in the City's ADA Compliance and Repair Fund.

ODOT has requested 30% engineering plans in November for this project. The design of this sidewalk needs to begin as soon as possible to meet this ODOT deadline.

RECOMMENDATION:

Staff recommends approval of Amendment No. 1 under Contract K-1920-62 with EST, Inc. in the amount of \$49,456.00 for the design of Lindsey Street Sidewalks Project from 12th Avenue SE to 24th Avenue SE to be funded through the ADA Compliance and Repair Program, No. TC0038 (Org 50592206; Object 46101) and fall under the terms of the attached proposal.

cc: Steve Guizzo, Engineering Assistant
Maylon Wesley, City ADA Coordinator
Clint Mercer, Chief Account

ACCEPTED BY: 
Darrel Pyle, City Manger

DATE: 10-30-23

REJECTED BY: _____
Darrel Pyle, City Manger

DATE: _____



September 29, 2023

City of Norman
Engineering Division
225 N. Webster Ave
Norman, OK 73069

Attn: Mr. Steve Guizzo

Re: Scope of Services: Lindsey Street Sidewalk Reconstruction from 12th Ave SE to 24th Ave SE

Dear Mr. Guizzo,

EST is pleased to present this scope and fee proposal for the Lindsey Street Sidewalk Reconstruction from 12th Ave SE to 24th Ave SE project. This document outlines the comprehensive scope of work we are prepared to undertake, and the corresponding fees associated with our services. Our team is committed to delivering exceptional results, and we look forward to the opportunity to collaborate with you on this project.

Scope of Project

Continuous ADA compliant (PROWAG) sidewalks will be provided along Lindsey Street from 12th Ave SE to 24th Ave SE. This will be completed by reconstructing the existing facility on the north and south sides of the road. Wheelchair ramps and pedestrian poles will be provided at all signalized intersections as directed by the City. Only the installation of the foundation of the pedestrian poles and the materials for the poles will be included in the plans. City of Norman will handle the installation of the pedestrian pole, conduit and wiring. Updated signing and striping will be completed with City of Norman personnel and will not be part of the plans. Traffic control will be provided to close the right lane where new or rehabilitated wheelchair ramps are needed. No signal or lighting plans will be provided as part of the plans.



Scope of Design Phase

No topographic survey will be completed as part of the plans. Plan view sheets will be provided using aerial imaging. A kickoff meeting will be held prior to beginning plan production. Information gathered at the kickoff meeting will be used to create preliminary/right of way construction plans and cost estimates for review by the City of Norman and ODOT. No new right of way is anticipated thus right of way services are not included in the contract. If utility relocation is necessary, plans will be provided to each utility company affected to coordinate the relocation. The utility relocation services will be completed by the City and only assistance during meetings with design-related issues will be provided as part of the contract. No geotechnical services are anticipated. Upon completion of the review preliminary/right of way construction plans, final review plans will be completed and provided for a final review by the City of Norman and ODOT. After all information from reviews are incorporated into the plans, PS&E services will be provided. This will include final signed and sealed construction plans, ODOT specification lists, and a detailed cost estimate using current ODOT software. No construction inspection or as-built services will be provided as part of the contract.

Compensation Milestones

Preliminary/Right of Way Construction Plans	\$17,526.00	Lump Sum
Final Review Construction Plans	\$29,730.00	Lump Sum
PS&E	\$2,200.00	Lump Sum
Total Contract Cost	\$49,456.0	Lump Sum

Sincerely,

Chris Serrano, PMP, MBA
Director of Municipal Operations



NOTICE TO PROCEED

Acceptance

This scope is submitted for the exclusive use by the City of Norman, and for the specific project referenced. We appreciate the opportunity to provide these services and are available to answer any questions regarding this scope of work. Should you have any questions, please contact me at (405) 213-5694. Please indicate your acceptance by signing the Notice to Proceed provided below and returning it to chris.serrano@estinc.com

By: 
Signature

10-30-23
Date

DARREL L. Pyle
Print Name