



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/8/2023

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 CONTRACT K-2324-47: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND CAN DO, L.L.C., IN THE AMOUNT OF \$187,000, MAINTENANCE BOND MB-2324-14, PERFORMANCE BOND B-2324-24; AND STATUTORY BOND B-2324-25 FOR THE SUTTON WILDERNESS PARK TRAIL UPGRADE & PARKING LOT ADDITION PROJECT, AND RESOLUTION R-2324-27 GRANTING TAX-EXEMPT STATUS AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

To improve George M. Sutton Urban Wilderness Community Park, Park Development staff applied for a Recreational Trails Grant from the Oklahoma Tourism and Recreation Department (OTRD) in January 2020. The request was for \$111,200, matched by \$27,800 in funds from the City of Norman to implement an estimated \$139,000 of development in the park, following the 80/20-Match formula for this grant program.

The work described in the grant was planned with help from the Sutton Urban Wilderness Advisory Committee. The project will include the construction of a 12-car parking lot expansion at the trailhead parking off 12th Avenue NE, which will provide much-needed additional spaces for the public, as well as repairing and surfacing a spur of walking trail in the park that travels through both Sutton Wilderness Park and Griffin Park (south of Sutton).

The old path section will be re-graded and topped with crushed granite to match the rest of the trails in Sutton Wilderness. Previous improvements to the parking and trails in the park were made through an earlier Recreational Trails Grant in 2017. Since then, there has been a noticeable increase in the daily and annual use of this unique urban wilderness area in Norman. The grant application proposed to use already-approved funding for trail and sidewalk maintenance projects as the match for the grant if approved. The grant request was approved in October of 2021, after which staff worked to obtain the required state historical and archaeological reviews and receive clearance from the five separate Native Tribes identified by the State as having a potential historical interest in the area of the park.

On May 18, 2022, the City of Norman accepted the completed Project Agreement for the grant. This reimbursable grant requires those receiving it to finance the project and submit paid invoices for reimbursement from the OTRD grant administrators. We have received several grants for various park trail projects and have established a Special Grant Fund to pay for the project costs. Upon approval of this grant, Council also approved the appropriation of \$111,200 into a Special Grant Account for improvements described above to George M. Sutton Urban Wilderness Community Park.

As stated earlier, the 20% matching funds will come from the annual park sidewalks and trail maintenance account, as was proposed in the grant application. Any other costs above the 20% match, if needed, would come from the existing project fund balance for a program of improvements to trails and parking areas in Griffin Park and also from an appropriation from the Community Park Development Fund Balance, which is only available to be utilized for improvements at any of our 6 Community Parks (Griffin, Reaves, Andrews, Sutton, and Legacy Parks).

The Community Park Development Fund balance is currently \$139,190. Higher project costs became likely after the grant application was made in 2020, before the current climate of higher construction costs.

DISCUSSION:

On 15 and 23 June 2023, Bid Number 2324-79 for the Sutton Wilderness Park Trail Upgrade & Parking Lot Addition Project was advertised in the Norman Transcript, Southwest Construction News, e-Plan, i-Square Foot, and Bid News; and the bid was advertised on the City's website. Bid packets were distributed to five general construction contractors, two of whom responded with complete proposals.

Parks and Recreation staff reviewed the proposals, which included a base bid to do the work, according to the project plans and specifications prepared by Park Hill Engineering via a separate contract, which was also funded at 80% through this grant. When the different proposals were compared, it was determined that the bid from Can Do, L.L.C. (Can Do) presented the best option to get the parking lot addition and trail improvements done to fulfill the project's goals. The trail spur improvements will also provide a more accessible route to this unique urban wilderness from the south, from the large parking lots in Griffin Park.

Staff recommends awarding Contract K-2324-47 to Can Do, L.L.C., in the total amount of \$187,000 for the Sutton Wilderness Park Trail Upgrade & Parking Lot Addition Project. The proposed funding will come from the special grant account established for this project, the City's trail maintenance accounts, and the Community Park Development Account Fund Balance.

RECOMMENDATION NO.1: It is recommended that City Council appropriate funds in the amount of \$43,967 from the Community Park Development Fund Balance (52-29000) into the Sutton Urban Wilderness Parking Lot Addition and Trail Improvement Project (52790074-46101; Project PC0019)

RECOMMENDATION NO. 2: It is recommended that Bid Number 2223-79 be awarded to Can Do, L.L.C., in the amount of \$187,000 for the Sutton Wilderness Park Trail Upgrade & Parking

Lot Addition Project. The funding of \$85,700 is available for this project in the Sutton Wilderness Special Grant Funding Account (account 22790074-46101; Project PC0025), \$29,533 in the Capital Fund, Griffin Park Trails and Parking Lots Improvements Account (50796639-46101; PR0169); \$27,800 in the Capital Fund, Facility Maintenance Park Trails and Sidewalks Project (account 50595540-46101; Project EF0012) and \$43,967 in the Park Land and Development Fund, Sutton Urban Wilderness Parking Lot Addition and Trail Improvement Project (account 52790074-46101; Project PC0019).

RECOMMENDATION NO.3: It is further recommended that City Council approve Contract K-2324-47, Performance Bond B-2324-24, Statutory Bond B-2324-25, and Maintenance Bond MB-2324-14.

RECOMMENDATION NO. 4: It is further recommended that The Can Do, L.L.C., be authorized and appointed as project agent for the Sutton Wilderness Park Trail Upgrade & Parking Lot Addition Project by Resolution R-2324-27 to avoid the payment of sales tax on materials purchases related to the project.