



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 08/09/2022

**REQUESTER:** Katherine Coffin

**PRESENTER:** David Riesland, Traffic Engineer

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BID 2122-84, CONTRACT K-2223-32: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND TLS GROUP, INC., IN THE AMOUNT OF \$271,535 FOR THE LEGACY TRAIL LIGHTING SYSTEM UPGRADE PROJECT, PERFORMANCE BOND B-2223-23, STATUTORY BOND B-2223-24, MAINTENANCE BOND MB-2223-12, AND RESOLUTION R-2223-21 GRANTING TAX-EXEMPT STATUS AND BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT.

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### **BACKGROUND:**

The existing lighting system serving the Legacy Trail area in downtown Norman is approximately 30 years old. Over the years, there has been much discussion between Oklahoma Gas and Electric Company (OG&E) and the City of Norman regarding maintenance of these lighting systems. When the systems were installed, there were a number of items that did not meet OG&E standards including the type of wiring, the lack of a “pull box” at each pole, and the fact that none of the poles feature hand holes that would allow OG&E maintenance crews to access the wiring for maintenance purposes. The existing system is comprised of two systems. The north system encompasses an area between Acres Street and Main Street while the south system serves the area between Main Street and Duffy Street. There is actually a third system located north of Acres Street that the upcoming James Garner Avenue Phase 2 project will upgrade (a map showing the location of all three systems is attached).

The necessary upgrades to all three systems have been considered during the budget process in recent years, but funding had not been allocated. However, funds were recently identified in the FYE 2022 General Fund balance. Council voted to appropriate surplus General Fund balance in the amount of \$300,000 to upgrade the Legacy Trail lighting system on May 10, 2022 (Resolution R-2122-116). A bid package was assembled and sent to interested contractors in June of 2022.

### **DISCUSSION:**

Since the James Garner Avenue Phase 2 project will likely come later than this upgrade project, some improvements were implemented on the lighting system north of Acres Street to ensure

that the lights will be operational until upgraded. This involved the purchase of new LED bulbs at a cost of \$876 for the system north of Acres Street. With this purchase, the amount for all upgrades reduced from \$300,000 to \$299,124.

Then, to avoid any contractor mark-up on the poles needed for the two systems south of Acres Street, a request for bid was sent out to potential pole suppliers. The poles needed for the two systems south of Acres Street were ordered on July 18, 2022, at a cost of \$55,124.09. A drawing from the pole supplier showing what these new poles will look like is below. This purchase then resulted in a reduction in the amount remaining to cover the bids for the lighting upgrades from \$299,124 to \$243,999.91.

LIGHTING & POLES

### Post Top Luminaire Poles

Pelco manufactures a variety of Lighting Poles, straight, fluted, and tapered, that are available for post mounted luminaires. Poles vary in size, shape, height, and material, designed to fit any need.

**Light Pole, 4" Fluted, Alum w/ 3-1/2" OD x 2-7/8" Long Tenon, Hand Hole & Grounding Lug**

AP-8122

7.88"-13" Bolt Circle

**Light Pole, 4" Fluted, Alum w/ 3-1/2" OD x 2-7/8" Long Tenon, Hand Hole & Grounding Lug**

AP-8468

7.88"-13" Bolt Circle

**Aluminum Bases:**

AP-0814-5.09  
ieGrande

AP-0819-5.09  
Manchester

AP-0816-5.09  
Hampton

PB-5414-5.09  
Outajonal

AP-0817-5.09  
Oxford

**Anchors:**

AP-1019-GIV  
Anchor Bolt Set,  
3/4"-10NC

AP-1069-GIV  
Anchor Bolt Cage,  
3/4"-10NC

Note: 1. For additional information on Bases see page T15-27 through T15-31.  
2. For Anchors see section T11 and T12.  
3. See Reference Section page v for available paint colors.

7/2/22

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A bid package was assembled and sent to four qualified contractors on June 27, 2022, with advertisement sent to the Norman Transcript as well. The project involves removal of 41 existing light poles, installation of 41 new light poles, new 2" conduit with a pull box near each light pole base, and new wiring. All work will meet OG&E standards to accommodate future maintenance needs. OG&E will install fixtures on each pole once the other work on the system is complete. Bids were received on July 21, 2022 (a copy of the Bid Tabulation is attached). Upon opening the bids, TLS Group, Inc., was the apparent low bidder at \$271,535. A copy of the TLS Group, Inc., bid proposal is attached.

With a balance remaining to fund the Legacy Trail lighting upgrades of \$243,999.91 (Project BG0088; Account 50799943-46201), the TLS Group, Inc., low bid of \$271,535 leaves a balance of \$27,535.09 to be identified to fund these lighting upgrades. The systems cannot be broken to upgrade only a portion of the systems using the available funds. As such, additional funds need to be identified to complete all of the upgrades.

Surplus funds have been identified in the 12<sup>th</sup> Ave NE & High Meadows Drive account (Project TR0051; Account 50590079-46001) where a balance of \$40,000 exists for a part of the 12<sup>th</sup> Ave NE & High Meadows Drive project that will not be needed. The amount of the transfer, \$27,535.09, will leave a balance of \$12,464.91 in the identified 12<sup>th</sup> Ave NE & High Meadows Drive account. A summary of the requested transfer is provided in the following table:

Losing Account				Gaining Account			
Project	Org	Object	Transfer Out	Project	Org	Object	Transfer In
TR0051	50590079	46001	\$27,536	BG0088	50799943	46101	\$27,536

If approved, TLS Group, Inc., will begin construction on or about November 1, 2022, upon delivery of the light poles. The project should be completed by December 31, 2023.

Resolution R-2223-21 provides tax-exempt status for the purchase of materials related to the project.

**RECOMMENDATION No. 1:** Staff recommends award and acceptance of the bid from TLS Group, Inc., in the amount of \$271,535.

**RECOMMENDATION No. 2:**

Staff recommends the transfer of \$27,536 as outlined above.

**RECOMMENDATION No. 3:**

Staff recommends approval of Contract K-2223-32 and associated bonds (Maintenance Bond MB-2223-12, Performance Bond B-2223-23, Statutory Bond B-2223-24), and Resolution R-2223-21 for tax exempt status with TLS Group, Inc., to complete the lighting upgrades for the Legacy Trail in downtown Norman. The result will provide a safe and useful system for all users.