



CONTRACT CHANGE AUTHORIZATION #2

Client: City of Norman, Oklahoma 1311 DaVinci St Norman, OK 73069 Attn: Angelo A. Lombardo, P.E.		FNI Project No.: NRN12443 Client Contract Ref.: K-1213-86 Date: June 23, 2015
Project Description: Comprehensive Transportation Plan / Downtown Main & Gray Streets Additional Work		
Description of Services Added/Deleted: The purpose for this amended service is to conduct an implementation analysis of converting Main and Gray Streets from one-way street to two-way streets, as described in attached Exhibit CA2.		
Compensation shall be adjusted as follows: FNI shall be paid an additional lump sum fee of One Hundred Thousand Dollars (\$100,000).		
	Original Contract	\$300,000.00
	Change Authorization #1	\$20,595.87
	Change Authorization #2	\$100,000.00
	Revised Total Contract	\$420,595.84
Schedule shall be adjusted as follows: The work of this Change Authorization shall be completed within a period of six (6) months.		

The above described services shall proceed upon return of this Contract Change Authorization. Services will be billed as they are done. All other provisions, terms, and conditions of the agreement for services which are not expressly amended shall remain in full force and effect.

This Contract Change Authorization will serve as contract modification.

FREESE AND NICHOLS, INC.:

BY:

TRICIA H. HATLEY
 Print or Type Name

TITLE: Vice President

DATE: 6-9-15

CITY OF NORMAN, OKLAHOMA:

BY:

Cindy Rosenthal
 Print or Type Name

TITLE: Mayor

DATE:

ATTEST:

City Clerk

Approved by the City Attorney's Office on
 June 17, 2015.

Assistant City Attorney

Exhibit CA2
Main and Gray Streets Conversion
Scope of Services

Project Limits: Flood Avenue to Porter Avenue along Main and Gray Streets

Project Description

Main Street and Gray Street are a one-way couplet in Downtown Norman, between University Drive and Porter Avenue. This project will develop a design and implementation plan for the conversion of Main and Gray Streets to provide two-way traffic operations. Traffic and transportation planning will optimize the balance of traffic operations within the principal corridors and adjacent area streets, parking supply, pedestrian mobility and safety, and development opportunities within the downtown area. The implementation plan will consist of a concept plan, associated costing and a prioritized list of actions to achieve the two-way street conversion. Freese and Nichols, Inc. (FNI) will work with City Staff and/or a Transportation Citizen Vision Committee to formulate finalized conceptual planning for Main and Gray Streets. FNI will support the project through public outreach and culminating with public hearings with the City of Norman.

SCOPE OF WORK

WORK AREA A. Project Management and Meetings

FNI will actively manage the planning and execution of the work to keep the project on schedule and within budget, and keep the city informed of the progress of the work and any modifications to the schedule.

Task A1. Project Management

FNI will execute the scope of work described below to meet a project schedule and budget agreeable to FNI and the City.

- **Project Manager** – FNI will appoint a Project Manager to direct the timely and effective execution of the scope of work. The Project Manager will work with the FNI Principal in Charge to assure that FNI resources are available for proper execution of the work.
- **Project Schedule** – A Gantt chart schedule will be prepared at the initiation of the project showing the intended start, end and duration of major task elements and target dates for deliverables and project meetings. The schedule will be updated as needed to reflect actual project occurrences and changes to subsequent activities and deliverables.
- **Progress Reports** – A weekly summary of project activity will be sent by email from the FNI project manager to the City project manager. A monthly one to two page progress report will be prepared after the end of each month to document the month's activities and anticipated upcoming work elements and meetings.

Task A2. Meetings and Coordination with City Staff

FNI will conduct telephone and in-person meetings with City staff to coordinate the execution of the scope of work and review work products. The following in-person meetings are anticipated.

1. Meeting to discuss the historic and current attributes and performance of the corridor, and key desires of the attributes of the conversion for facilities operation and management..
2. Meeting to discuss results of analysis and initial recommendations.
3. Meetings just prior to and on the day of meeting with the Citizens Vision Committee.
4. Meeting to discuss recommendations and implementation plan
5. Meeting just prior to and on the day of meeting with City Council.

Up to 7 in-person meetings will be held as part of coordination with City Staff. To support project coordination, FNI will conduct teleconferences with City Staff throughout the study effort. City Staff will be responsible for preparing a summary of the discussions for concurrence by all participants.

Task A3. Meetings and Collaboration with Citizens Vision Committee

The Citizens Vision Committee (CVC) will continue to be utilized to provide input and feedback on the development of alternatives, the assessment of potential impacts and benefits, and the recommendations for improvements to the corridor. The CVC will form subcommittees to focus on three aspects of the corridor to facilitate review and input:

Traffic and Parking Operations, Mobility and Safety
Pedestrian, Bicycle and Transit Operations, Mobility and Safety
Development Opportunities

Meetings will be held with the CVC to exchange information, receive input and provide feedback to FNI and the City. The following meetings with the CVC are anticipated.

1. Review and discuss project issues and establish project goals and performance evaluation criteria. Review and discuss set of alternative configurations and approach to analysis.
2. Review and discuss results of analysis, implementation costs and initial recommendations. This meeting will be scheduled on the same day as a presentation to the City Council at a Work Session later that day.
3. Review and discuss refined conceptual layout, cost estimate and funding options

Up to three (3) meetings with the CVC will be held as part of this task effort.

Task A4. Public Meetings

One (1) meeting will be held with the Norman Downtowners Association, after meeting #2 with the CVC, to share the analysis, findings and recommendations of the Main & Gray Streets two-way implementation study and to receive business interest comments and feedback on the recommendations.

Later that same day, One (1) public meeting will be held to share the analysis, findings and recommendations of the Main & Gray Streets two-way implementation study and to receive public comments and feedback on the recommendations.

FNI will summarize comments received from the public meetings for City Staff review and comment. Subject to any final concurrence from the CVC and/or City Staff, FNI will prepare final recommendations to forward to the Norman City Council.

Task A5. Presentations to City Council

Two (2) presentations to City Council would be made during the conduct of the study.

1. The first presentation to City Council would be at a council workshop, scheduled to occur on the same day after meeting #2 with the CVC, to share the analysis, findings and initial set of recommendations to receive council comments on the analysis and recommendations.
2. The second presentation to City Council would be after the public meeting to present the final recommendations, incorporating citizen feedback as appropriate.

WORK AREA B - Baseline Information

Collect and compile data and information that will support the development and evaluation of alternative improvement concepts.

Task B1. Review Corridor History and Impetus for Change

Review and summarize the history of the corridor and impetus for conversion of the one-way streets to two-way, using available data provided by the City and the Norman Downtowners Association.

- Traffic data and traffic performance for Main & Gray
- Roadway and other infrastructure improvements along the Main & Gray corridor
- Most recent 3 years of crash reports for occurrences on Main & Gray Streets and their approaches.
- Available history of development along the Main & Gray Couplet corridor, preferably going back

Task B2. Operational Data Collection

Compile data and information on the existing traffic conditions and performance for the Main and Gray Streets corridor, using data provided by the City and the Norman Downtowners Association..

- a. Existing Geometrics – Field measurements to prepare representative diagrams of the pavement, parking and streetscape environs.
 - ROW
 - Curb lines
 - Lane designations
 - Sidewalk
- b. Traffic operations
 - 24-hour counts
 - Peak period turning movement counts
 - Traffic control
- c. Parking operations
 - Inventory
 - Accumulation
 - Turnover
- d. Pedestrian and bicycle activity and tendencies

Task B3. Assess Land uses

Compile data and information on the existing land uses and business along the Main and Gray Streets corridor, using data provided by the City and the Norman Downtowners Association..

- a. Revenue statistics compiled by the City and the Downtowners Association
- b. Existing: successes and challenges for development in Downtown
- c. Planned and emerging (from downtown planning by the Planning Department)

- d. Potential changes in development along a two-way Main Street and two-way Gray Street

Task B4. Document the Basis for the Plan

Prepare a draft report chapter describing the history of the corridor, existing conditions and performance criteria.

WORK AREA C. Develop and Assess Alternative Configurations

FNI will develop and evaluate alternative configurations for Main and Gray Streets, and intersecting streets that would address some or all of a set of performance measures. After an initial screening, a more detailed assessment of each alternative would be made, the alternatives evaluated and qualitatively scored and a preferred treatment will be identified.

Task C1. Develop Performance Criteria for Assessment of Alternatives

FNI will prepare an initial set of multimodal performance measures for evaluation of the various alternatives. Measures will include aspects of traffic operations, safety, parking, and development performance. These performance measures will be reviewed and refined with City Staff and then reviewed and refined with the CVC.

Task C2. Develop Traffic Volumes for Two-Way Operations

FNI will develop a methodology for reallocating existing traffic volumes from the pair of one-way streets to the two two-way streets, using a combination of the models TransCAD and TransModeler. FNI will also allocate traffic for anticipated future horizon (e.g. 10 year) Downtown development, as provided by City Staff, onto Main and Gray Streets. The influence of other proposed network improvements will also be incorporated into the design traffic volumes.

Task C3. Develop and Screen Alternative Two-way Configurations for Analysis

FNI will develop design concepts and screen up to ten (10) alternative configurations for the two-way conversion of Main and Gray Streets. These concepts will include;

- a. Options to transition from 5-lane two-way roadway at University
- b. Tradeoffs between lanes and parking
- c. Side Street circulation options
- d. Lane allocations between eastbound and westbound on Main and Gray Streets
- e. Options to transition traffic at/near Porter Avenue

FNI will utilize qualitative analyses to assess the relative performance of the alternatives. FNI will review the alternatives and findings of the analysis with City Staff and the CVC to collectively decide on the best alternative concepts to refine and perform detailed analysis.

Task C4. Analyze the Alternatives

FNI will refine the initial concepts and develop detailed analysis for up to two (2) alternative configurations for the two-way conversion of Main and Gray Streets. These concepts will include;

- a. Detailed analysis of traffic operations
- b. Detailed analysis of parking operations
- c. Detailed analysis of pedestrian circulation
- d. Development implications
- e. Railroad crossing impacts
- f. Estimated costs

FNI will utilize Synchro and/or TransModeler models to analyze the traffic, parking and pedestrian operations of the alternatives. The performance measures from the models and from the analysis of the other factors will be compiled for comparison of the alternatives.

Task C5. Recommend Two-Way Treatments

FNI will utilize the previously developed multimodal performance measures to score and rank the alternatives and recommend a proposed treatment to create two-way traffic operations on Main and Gray Streets in Downtown.

A refined conceptual design and 2-D visualization graphics of the recommended treatment for each block will be prepared to show:

- a. Geometric configuration, noting needed modifications
- b. Traffic control, noting required additions and modifications
- c. Parking provisions, noting changes and reallocations
- d. Streetscape, pedestrian and bicycle provisions and crossings
- e. Planned development footprints and points of access

A cost estimate of the recommended improvements will be prepared at a planning level of detail, broken down into items for traffic control, street and sidewalk pavement, and utilities.

WORK AREA D: Implementation

FNI will prepare strategies for implementing the recommended treatment to convert Main and Gray Streets to provide two-way traffic operations.

Task D1. Sequence of Implementation

FNI will prepare a plan describing the sequencing of recommended improvements for the implementation of the two-way conversion. Sequencing will include a range of activities involving geometric modifications, traffic management, traffic signal operations and off-street improvements.

Task D2. Project Funding Responsibilities and Opportunities

FNI will identify potential regional, state and federal funding that might be sought to implement the recommended improvements.

Task D3. Action Plan

FNI will collaborate with City Staff to prepare an action plan and timeline for the responsible and participating parties and affected entities.

Task D4. Enhanced Visualization (Optional)

As an additional service, FNI will prepare enhanced graphic representation of the recommended improvements. Potential enhanced representations include:

- 3-Dimensional renderings
- 3-Dimensional simulations
- Video productions of images and simulations
- Pamphlets and/or brochures of images and attributes of enhanced conditions