



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1617-119

File ID: K-1617-119

Type: Contract

Status: Non-Consent Items

Version: 1

Reference: Item 32

In Control: City Council

Department: Public Works
Department

Cost: \$25,000.00

File Created: 04/05/2017

File Name: Stormwater Funding Opportunities Phase 1 contract
with Freese & Nichols, Inc.

Final Action:

Title: CONTRACT K-1617-119: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND FREESE AND NICHOLS, INC., IN THE AMOUNT OF \$25,000 FOR PHASE 1 OF STORMWATER FUNDING OPPORTUNITIES AND BUDGET TRANSFERS FROM MISCELLANEOUS ACCOUNTS.

Notes: ACTION NEEDED: Motion to approve or reject Contract K-1617-119 with Freese and Nichols, Inc., in the amount of \$25,000; and, if approved, authorize the execution thereof, and transfer \$8,500 from Stormwater Drainage (010-5025-431.32-29); \$2,500 from Laboratory (010-5025-431.36-03), and \$14,000 from Project DR0013, Drainage-Misc Projects, Construction (050-9967-431.61-01) to Project DR0064, Stormwater Funding Study, Design (050-9214-431.62-01).

ACTION TAKEN: _____

Agenda Date: 04/11/2017

Agenda Number: 32

Attachments: SWU Fee Agreement-Final, Norman Stormwater
Funding Study - Cost Breakdown

Project Manager: Shawn O'Leary, Director of Public Works

Entered by: cydney.karstens@normanok.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
---------------	--------------	-------	---------	----------	-----------	-----------------	---------

Text of Legislative File K-1617-119

Body

BACKGROUND: On August 23, 2016, Norman voters rejected the City's proposal for a Stormwater Utility Fee. Following the election, Mayor Miller formed a committee made up of Council Members Aleisha Karjala and Breea Clark as well as local volunteer Ms. Amanda Nairn to explore future options for additional stormwater funding. City Manager Steve Lewis, City Chief Communications Officer Claudia Deakins, City Stormwater Engineer Carrie Evenson and City Director of Public Works Shawn O'Leary assisted the Mayor's committee beginning in September 2016.

The Mayor's Committee conducted two public meetings and panel discussions in November 2016 and January

2017 on the topics of “The Health of Our Water” and “Stormwater Infrastructure”. On November 29, 2016, City Council met in Study Session to discuss stormwater funding options with Mr. Trey Shanks, Freese & Nichols, Inc. (FNI). FNI is a private company that specializes in municipal planning, architecture and engineering. The company has particular expertise in the development of stormwater funding programs including stormwater utility fee systems for municipalities. In January, City Council met in Study Session to discuss the City’s current and future dam safety policies, practices and funding issues.

DISCUSSION: On Tuesday, April 4, 2017, Council met in Study Session to discuss the next steps in the development of Stormwater Funding Opportunities. The proposal from the Mayor’s Committee includes the formation of a Citizen Steering Committee and a contract for services with FNI. If approved, FNI will provide expert assistance to the Citizen Steering Committee and the City Council over the next several months on the development of stormwater funding options for Norman. If the Steering Committee and Council can reach consensus in four months on the preferred stormwater funding options for Norman, it is possible that a local election can take place on November 14, 2017.

The attached contract with FNI includes two phases of services. Only Phase 1, at a total cost of \$25,000, is being considered for approval by Council at this time. The general scope of work and fee structure for Phase 2 is included in the contract for information purposes only. The work conducted in Phase 1 by the Citizen Steering Committee and City Council will determine the need for and scope of Phase 2. Phase 2 of the contract with FNI will not proceed without approval of the City Council at a later date, but FNI will have selected as the provider of any Phase 2 services.

Phase 1 of the attached contract includes:

- Data Collection and Review
- Steering Committee Meeting (1)
- Recommendation Report

In essence, FNI staff will get direction from the Citizen Steering Committee on the community’s preference for and support of future, additional stormwater funding options. Based upon that feedback, FNI staff will work with the Citizen Steering Committee to determine the need for and scope of Phase 2 of the contract. If approved, Phase 1 will begin in April 2017. The Steering Committee meeting will take place in early May 2017.

At that point, likely in June 2017, City staff will present to Council the findings and recommendations of the Citizen Steering Committee. If the Committee recommends further evaluation of stormwater funding options in Phase 2, the City Council will be presented an amendment to the FNI contract. The actual scope and cost of Phase 2 will be based upon input from the Citizen Steering Committee. If Council approves Amendment No. 1 to the FNI contract, Phase 2 will begin immediately with the goal of completion in August 2017. If City Council accepts the recommendations from the Citizen Steering Committee, the first reading of a ballot ordinance could take place on August 22, 2017 in advance of the November 14, 2017 General Election. If Council approves the ballot ordinance, the public information process in advance of a November election would take place over a 60-day period between September-November 2017.

If approved, funding for Phase 1 of the FNI contract will be transferred from the General Fund, Stormwater Drainage Materials (account 010-5025-431.32-29) in the amount of \$8,500; General Fund, Laboratory Materials (account 010-5025-431.36-03) in the amount of \$2,500; and from the Capital Fund, Drainage Projects-Miscellaneous Locations, Construction (account 050-9967-431.61-01; project DR0013) in the amount of \$14,000; all to Drainage Capital Projects, Design (account 050-9214-431.62-01; project DR0064).

RECOMMENDATION 1: Staff recommends approval to transfer the following funds to Drainage Capital Projects, Design (account 050-9214-431.62-01; project DR0064):

- \$8,500 from General Fund, Stormwater Drainage Supplies (account 010-5025-431.32-29);
- \$2,500 from General Fund, Stormwater Laboratory Supplies (account 010-5025-431.36-03); and
- \$14,000 from Capital Fund, Stormwater Drainage-Miscellaneous Locations (account 050-9967-431.61-01; project DR0013)

RECOMMENDATION 2: It is recommended that the City Council approve Contract K-1617-119 with Freese & Nichols, Inc. for Phase 1 of the Stormwater Funding Opportunities program in the amount of \$25,000.