



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1920-64

File ID: K-1920-64

Type: Contract

Status: Consent Item

Version: 1

Reference: Item 43

In Control: City Council

Department: Utilities Department

Cost:

File Created: 10/08/2019

File Name: ADG On-Call Architectural Contract

Final Action:

Title: CONTRACT K-1920-64: BY AND BETWEEN THE CITY OF NORMAN, NORMAN MUNICIPAL AUTHORITY, AND NORMAN UTILITIES AUTHORITY AND ADG, P.C. TO PROVIDE ON-CALL ARCHITECTURAL SERVICES ON AN AS-NEEDED BASIS FOR CAPITAL PROJECTS.

Notes: ACTION NEEDED: Acting as the City Council, Norman Municipal Authority, and Norman Utilities Authority, motion to approve or reject Contract K-1920-64 with ADG, P.C.; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Agenda Date: 10/22/2019

Agenda Number: 43

Attachments: City Council Staff Report, K-1920-64-ADG

Project Manager: Nathan Madenwald - Capital Projects Engineer

Entered by: nathan.madenwald@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-1920-64

Body

BACKGROUND: Several departments within the City of Norman utilize consultants for various capital improvements necessary to provide reliable services to our citizens and customers. Frequently, consultants for a specific project are selected utilizing a request for proposal specific to the particular project. However, on-call professional service contracts will allow for the staff to expedite the use of consulting services and the timely completion of required improvements.

DESCRIPTION: Staff issued Request for Qualifications RFQ-1920-8 to numerous surveying, engineering, architectural, and environmental firms in August 2019. Qualifications were submitted by a total of thirty-five (35) firms. The firms identified within the submittals which

category of services for which their firm requested consideration. Each proposal was independently reviewed for the respective categories of service requested by staff from the Public Works Department and the Utilities Department and included: Scott Sturtz, Paul D'Andrea, Chris Mattingly, and Nathan Madenwald.

Proposals were independently ranked using criteria outlined within the Request for Qualifications. All reviewers agreed to the top firms in each category. Four firms were selected for surveying, engineering, and architectural on-call work, and two firms were selected for environmental on-call work. Contracts were prepared and issued to the fourteen (14) firms for review and approval and their execution.

Funding for tasks completed under these respective contracts will be available in the respective capital project accounts or department budgets and charged at the hourly rates identified in the contract on an as-needed basis. Upon approval of the contracts, staff will select a firm based on past experience and ability to perform the work in a timely manner.

RECOMMENDATION: Staff recommends that the City of Norman, Norman Municipal Authority, and Norman Utilities Authority approve Contract K-1920-64 with ADG, P.C. to provide On-Call Architectural Services.