



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: K-1617-114 AMD#1**

<b>File ID:</b> K-1617-114 AMD#1	<b>Type:</b> Contract	<b>Status:</b> Consent Item
<b>Version:</b> 1	<b>Reference:</b> Item 27	<b>In Control:</b> City Council
<b>Department:</b> Public Works Department	<b>Cost:</b> \$430,280.00	<b>File Created:</b> 08/19/2019
<b>File Name:</b> Amendment No. 1 to Contract for Griffin Park Sports Complex	<b>Final Action:</b>	

**Title:** AMENDMENT NO. ONE TO CONTRACT K-1617-114: BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND PDG L.L.C., D.B.A. PLANNING DESIGN GROUP, INCREASING THE CONTRACT AMOUNT BY \$430,280 FOR A REVISED CONTRACT AMOUNT OF \$1,191,280 TO PROVIDE ADDITIONAL PROFESSIONAL ARCHITECTURAL DESIGN SERVICES TO ADD THE PARK MAINTENANCE FACILITY, BUS SERVICE MAINTENANCE FACILITY AND PUBLIC SAFETY MAINTENANCE FACILITY TO BE LOCATED ADJACENT TO THE EXISTING FLEET MAINTENANCE FACILITY ON THE NORTH BASE PROPERTY TO THE EXISTING CONTRACT FOR THE GRIFFIN PARK SPORTS COMPLEX.

**Notes:** ACTION NEEDED: Acting as the Norman Municipal Authority, motion to approve or reject Amendment No. One to Contract K-1617-114 with PDG, L.L.C., d/b/a Planning Design Group, increasing the contract amount by \$430,280 for a revised contract amount of \$1,191,280; and, if approved, authorize the execution thereof.

ACTION TAKEN: \_\_\_\_\_

**Agenda Date:** 08/27/2019

**Agenda Number:** 27

**Attachments:** Amendment 1 - Fee Summary Breakdown, PDG Amendment, K-1617-114, Funding Source Table, Location Map - Griffin Park Contract Amendment, Requisition 0000313436

**Project Manager:** Jason Spencer, Capital Projects Engineer

**Entered by:** rachel.warila@normanok.gov

**Effective Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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## Text of Legislative File K-1617-114 AMD#1

Body

**BACKGROUND:** On October 13, 2015, the citizens of Norman voted to fund the Norman Forward Quality of Life projects with a limited term one-half percent (½%) sales tax increase for 15 years. This initiative included a number of high-priority projects outlined in the 2014 Library Master Plan Update, the 2009 Norman Parks and Recreation Master Plan and additional projects designed to provide recreational opportunities for Norman residents. One such project was the construction of the Griffin Park Sports Complex.

In December 2016, Request for Proposal RFP-1617-32 for Professional Design Services for the Griffin Park Sports Complex, was advertised in the Norman Transcript. The RFP was sent to several Architects, Landscape Architects and Engineers throughout the state and regional area, and also advertised in Bid News, Southwest Construction News and Dodge Report. Completed proposals were received from 14 design teams.

The Review Committee, consisting of Jud Foster (Director of Parks and Recreation), Scott Sturtz (City Engineer), James Briggs (Park Planner), Matt Hendren (Parks Superintendent), and Debbie Hoover (Parks Board Representative), selected three firms for interviews and subsequently recommended engaging the services of PDG, LLC d.b.a. Planning Design Group (PDG), for this project. The committee felt that PDG had the greatest amount of related experience with this type of project, assembled an excellent team of sub-consultants from the Oklahoma City and Norman areas who are familiar with the project site, placed a high value on the public input process, had excellent information and commitment to designing a facility that will fit within the available budget, and had excellent references.

On March 14, 2017, the Norman City Council acting as the Norman Municipal Authority (NMA) approved Contract K-1617-114 with PDG in the amount of \$761,000 for Professional Architectural Design Services for the Griffin Park Sports Complex.

**DISCUSSION:** The Norman Forward Quality of Life program includes the construction of a new Maintenance Facility for the City of Norman Parks and Recreation Department to replace the existing Park Maintenance Facility at Reaves Park. The re-locatoin of the Park Maintenance Facility is contemplated in the Norman Forward program to make additional land available for recreational purposes at Reaves Park. The new Park Maintenance Facility was originally proposed to be located at Griffin Park; however, the City now intends to construct a new Parks, City Transit, and Public Safety Maintenance Facility adjacent to the City's current Fleet Maintenance Facility at the North Base Campus, located at 1301 Da Vinci Street near the Norman Municipal Airport. The proposed multi-departmental facility will provide maintenance for City Parks and Recreation vehicles and equipment, City Transit System buses, and Public Safety vehicles and equipment.

Because PDG is currently performing the professional architectural design services for the Griffin Park Sports Complex, city staff recommends amending the current contract to include design of the new Parks Maintenance Facility. This will enable the City to proceed with the construction of the facilities on an expedited schedule. These design services are over and

above those included in Contract K-1617-114. Due to the desire to co-locate the Parks, City Transit and Public Safety Maintenance Facilities at the North Base Campus, staff further recommends including master planning and design of the City Transit and Public Safety Maintenance Facilities in the amended contract. This NMA/Council action is to amend the current contract to increase the contract amount to include master planning and architectural design services for the proposed City Parks/Transit/Public Safety Maintenance Facility in the scope of services from the original contract.

PDG has proposed a design fee of \$430,280 (see Contract Amendment #1) to provide design services for the City Parks/Transit/Public Safety Maintenance Facility. The original contract with PDG was in the amount of \$761,000. If approved, the revised contract amount will be \$1,191,280 which represents a 57% increase.

If approved, the timeline for this facility design process will be on the fast track in order to meet the expectations of each stakeholder group. The Bus Transit Facility will receive high priority due to the urgent need for the City to move out of the OU fleet facility; however, the Parks Maintenance Facility and the Emergency Vehicle Maintenance Facility are equally important, and timeliness is critical.

Funds for the contract amendment are currently available within the Norman Forward Fund, Reaves Park, Design (051-9205-452.62-01, NFB006) and the Public Safety Sales Tax Fund, Fire Apparatus Storage and Maintenance Building, Design (account 015-9377-419.62-01; project BG0064).

If approved, this contract will be a collaboration among four City departments: Parks and Recreation, Police, Fire, and Public Works. Mr. Jason Spencer, Capital Projects Engineer, will serve as Project Manager. Mr. Spencer will coordinate closely with all four departments.

**RECOMMENDATION:** Staff recommends approval of Amendment No. 1 for Contract K-1617-114 with PDG in the amount of \$430,280 for Professional Architectural Design Services for the Griffin Park Sports Complex.