



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: K-1920-92 amd#1**

**File ID:** K-1920-92 amd#1

**Type:** Contract

**Status:** Consent Item

**Version:** 1

**Reference:** Item 22

**In Control:** City Council

**Department:** Planning and  
Community  
Development  
Department

**Cost:**

**File Created:** 06/10/2020

**File Name:** Amendment to Contract with MainStreet Architects,  
Inc.

**Final Action:**

**Title:** AMENDMENT NO. ONE TO CONTRACT K-1920-92: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND MAINSTREET ARCHITECTS INC., EXTENDING THE CONTRACT UNTIL SEPTEMBER 1, 2020, TO PROVIDE PROFESSIONAL SERVICES RELATED TO THE UPDATE OF THE HISTORIC PRESERVATION GUIDELINES.

**Notes:** ACTION NEEDED: Motion to approve or reject Amendment No. One to Contract K-1920-92 with Mainstreet Architects, Inc., extending the contract until September 1, 2020; and, if approved, authorize the execution thereof.

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

**Agenda Date:** 06/23/2020

**Agenda Number:** 22

**Attachments:** Contract & Exhibits\_Amd#1

**Project Manager:** Anais Starr, Historic District Planner

**Entered by:** anais.starr@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-1920-92 amd#1

Body

**BACKGROUND:** On April 14, 1998, Council approved Contract K-9798-108 with the State Historic Preservation Office (SHPO), thereby making Norman a member city in the Certified Local Governments (CLG) Program. The Certified Local Governments Program is part of the U.S. Department of the Interior national program for the development and support of local historic preservation programs. The CLG Program allows member cities to apply for grant

funds to be used for preservation projects within their community.

On July 9, 2019 Council accepted \$16,767 in grant funds through a contract with the State Historic Preservation Office. As part of that grant acceptance, the City appropriated \$35,000 in matching funds for the professional services of a consultant to update the City of Norman Historic Preservation Guidelines. The City entered into a contract with Mainstreet Architects, Incorporated of San Antonio, Texas for \$49,500 November 26, 2019 to update the Historic District Design Guidelines.

**DISCUSSION:** The consultant, Mainstreet Architects, had been working diligently on the Design Guideline Update project and had been meeting scheduled deadlines until the Coronavirus Pandemic hit the world in March. Though the applicant has worked on the contract since that time, the restrictions put in place including stay-at-home-orders have slowed progress on the project. The State Historic Preservation Office suggested an extension of the contract until September to ensure a quality final project. The consultant has agreed to meet this new schedule for delivery of final draft Design Guidelines for the City of Norman. There are no other modifications to the contract beyond the schedule and the delivery date for final documents being extended to September 1, 2020.

Funds are available in Professional Services - Consultants in the Special Grants Fund (Account Org 22440146, Object 44009), \$14,517; and in the General Fund (Account Org 10440380, Object 44003), \$37,012.

**RECOMMENDATION:** Staff reviewed the attached amendment to the contract with the Mainstreet Architects Inc, and recommends that Council approve the Contract K-1920-92, Amendment #1.