



To: Honorable Mayor and City Council

From: Norman Forward Citizen Financial Oversight Board (CFOB)
Bill Nations, Chairperson

At the April 15, 2019 meeting of the CFOB, the Board expressed some concern over AMENDMENT NUMBER TWO TO CONTRACT K-1516-110: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ADG, P.C., INCREASING THE CONTRACT AMOUNT BY \$1,411,727 FOR A REVISED CONTRACT AMOUNT OF \$3,289,408.14 TO PROVIDE ADDITIONAL PROGRAM MANAGEMENT SERVICES FOR CURRENT PROJECTS AND PROGRAM MANAGEMENT SERVICES FOR ADDITIONAL NORMAN FORWARD PROJECTS (RUBY GRANT PARK, PARK MAINTENANCE BUILDING, AND ADULT SOFTBALL AND FOOTBALL COMPLEX).

The primary concern is the initial assumption that the above mentioned projects could be adequately managed by the Norman Parks & Recreation Department (NP&RD). The concern is two-fold: 1) the inability to determine the exact timing of these projects with the other Norman Forward projects that would allow the limited NP&RD staff to handle the engineering and oversight; and 2) the staffing requirements that would be needed by NP&RD to properly handle those responsibilities.

In our discussion, we assumed that the decision for NP&RD to handle those projects outside the purview of an outside professional engineering management consultant (ADG) was an attempt to save those dollars for direct project funding in Norman Forward. The CFOB expressed concern about the credibility of the assumption that the NP&RD had sufficient staff and expertise to oversee all of the ongoing projects in Norman Forward. In addition, attempting to pin down the timeline that each project would come online would seem to have been "guess work at best" given all the moving parts of the projects, especially the unanticipated complications in the determination of location and site acquisition.

The Board is interested in serving the Council in the challenging efforts to complete NORMAN FORWARD as efficiently and effectively as possible. While there is no consensus on the Board related to the ongoing preview of expenditures before Council approves them (there is no desire of the Board to install an extra layer of bureaucratic review of all Norman Forward expenses), the Board would be happy to review proposed expenditures at the request of the Council. Council may give future consideration to requesting the CFOB's advanced recommendation related to Norman Forward sales tax expenditure increases above a certain dollar amount, or above a certain percentage of budgeted program costs. The Board will be happy to discuss this proposal on Council's request.

We respectfully request that the City Council review our concerns and consider revising the Norman Forward expenditure approval process to include input from the NFCFOB to the extent practical, as we believe the recent increase to the ADG contract, while justifiable, may have merited an advanced recommendation from the CFOB.

office memorandum