



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1516-45

File ID: K-1516-45

Type: Contract

Status: Consent Item

Version: 1

Reference: Item 22

In Control: City Council

Department: Parks and Recreation
Department

Cost: \$40,460.00

File Created: 08/12/2015

File Name: Little Axe Kitchen Remodel

Final Action:

Title: CONTRACT K-1516-45: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN AND FREDGREN QUALITY WORKS, LC, IN THE AMOUNT OF \$40,460 FOR THE LITTLE AXE CENTER KITCHEN REMODEL PROJECT, ADOPTION OF PROJECT AGENT RESOLUTION R-1516-13, AND BUDGET TRANSFER BETWEEN PROJECT ACCOUNTS.

Notes: ACTION NEEDED: Motion to approve or reject Contract K-1516-45; and, if approved, authorize the execution thereof and the Mayor to sign Maintenance Bond MB-1516-8 contingent upon the City Attorney's Approval, adopt Resolution R-1516-13, and transfer \$10,460 from the Little Axe Improvements, Construction (050-9922-452.61-01) to Little Axe Kitchen Improvement Project, Construction (050-9677-419.61-01).

ACTION TAKEN: _____

Agenda Date: 08/25/2015

Agenda Number: 22

Attachments: Bid Tab for LA Kitchen, LA Kitchen Contract,
Fredgren blank Maintenance Bond.pdf, Project Agent
Resolution

Project Manager: James Briggs, Park Planner

Entered by: james.briggs@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-1516-45

Body

BACKGROUND: Each year, the Capital Improvement Project Budget includes a project to cover costs associated with existing facility maintenance; and includes all City departments' requests. One item on that list is a \$30,000 project for the remodel of the kitchen and storage room area at the Little Axe Community Center. There is also a current Capital Improvement project for Little Axe Improvements which has been used over the past four years to upgrade this site (including replacement of all the fencing and lighting at the sports fields, construction of a new restroom and concession building, reconstruction of the walkways at the facility to make

them ADA compliant and improvements to the parking and playground areas). The remaining funds in this project will be used to make final improvements to the parking lots (crack seal, seal-coat, and striping). There is projected to be a \$40,000 balance left in the multi-year Capital Improvement project after the final parking lot work, which we would like to use to fund a portion of the kitchen remodel project.

Over the years, the Little Axe Community Center has experienced increased usage and programming. This has included a building addition that added a classroom west of the kitchen for the Head Start program. Because of this, the kitchen has added more equipment and appliances, which have made the area cramped. To help free up space, we propose to remove the south kitchen wall between it and two large storage rooms to create a larger kitchen with one food pantry closet at the south end of the expanded kitchen. There have also been requests to add a counter/window in the east kitchen wall between that room and the main dining/rental room. This would allow people in the kitchen to interact with those in the main room when the space is used for cooking classes or rented for parties, reunions, meetings, receptions, and various other functions. We would also include a roll-down window in that opening, so the kitchen could also be made more private, if need be, during the school day when the Head Start staff uses the space.

The project also includes all necessary construction to re-finish the remaining walls, floors, ceiling, fixtures, and other surfaces as is common in a room remodel; as well as labor necessary to re-stain the existing kitchen cabinets and to paint inside the cabinets, as is recommended by the Health Department. We also included three optional items in the project to install a 3-tub sink, replace the Formica countertops and to move an interior window from one of the storage room walls to the center supervisor's office wall.

DISCUSSION: A project description, sketch plan and bid form was prepared by the Park Planning staff and distributed for quotations. The lowest and best quotation for the entire project was received from Fredgren Quality Works, LC (Fredgren), in the amount of \$40,460. This is a turn-key project below the competitive bid limit dollar amount requirements (\$50,000). Fredgren has provided all the necessary affidavits and insurance for the project.

The Existing Facility Maintenance Project budget for the Little Axe kitchen remodel was \$30,000. However, we also project an additional \$40,000 will remain in the multi-year Little Axe Capital Improvements Project; and are recommending to use a portion of those funds to award the full amount of the kitchen remodel project quote to Fredgren as described below.

RECOMMENDATION #1: It is recommended that City Council approve Contract K-1516-45 with Fredgren Quality Works, LC, in the amount of \$40,460 for the Little Axe Center Kitchen/Storage Remodel Project and authorize the Mayor to sign Maintenance Bond MB-1516-8 contingent upon the City Attorney's approval.

RECOMMENDATION #2: It is also recommended that Resolution R-1516-13 be adopted, granting tax exempt status.

RECOMMENDATION #3: It is further recommended that \$10,460 be transferred from the Little Axe Improvement Project (Account 050-9922-452.6101; Project PR0123) to the Little Axe Kitchen Improvement Project (Account 050-9677-419.61-01; Project EF0186) in order to fully fund the project contract amount.