



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1920-78

File ID: K-1920-78

Type: Contract

Status: Consent Item

Version: 1

Reference: Item 13

In Control: City Council

Department: Public Works
Department

Cost: \$78,577.00

File Created: 03/05/2020

File Name: Frank & Hughbert Streets Drainage Improvement

Final Action:

Title: CONSIDERATION OF AWARDING BID 1920-34, APPROVAL OF CONTRACT K-1920-78 WITH EMC SERVICES, L.L.C., IN THE AMOUNT OF \$78,577, PERFORMANCE BOND B-1920-45, STATUTORY BOND B-1920-46, AND MAINTENANCE BOND MB-1920-22 FOR THE FRANK AND HUGHBERT STREETS DRAINAGE IMPROVEMENTS PROJECT, RESOLUTION R-1920-47 GRANTING TAX EXEMPT STATUS AND BUDGET TRANSFER BETWEEN PROJECT ACCOUNTS.

Notes: ACTION NEEDED: Motion to accept or reject all bids as meeting specifications; and, if accepted, award the bid in the amount of \$78,577 to EMC Services, Inc., as the lowest and best bidder meeting specifications; approve Contract K-1920-78 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; direct the filing of the bonds; adopt Resolution R-1920-47; and transfer \$38,577 from Project SC678, FY20 Force Account Drainage, Construction (50599906-46101) to Project SC0660, FY19 Force Account Drainage, Construction (50599906-46101)

ACTION TAKEN: _____

Agenda Date: 03/24/2020

Agenda Number: 13

Attachments: Frank & Hughbert Recommendation Letter.pdf, K-1920-78, B-1920-45, B-1920-46, MB-1920-22, R-1920-47, Frank and Hughbert Streets Drainage Project Location Map, Requisition Frank & Hughbert Street

Project Manager: Carrie Evenson, Stormwater Program Manager

Entered by: amy.shepard@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-1920-78

Body

BACKGROUND: In response to multiple citizen complaints regarding flooding on Frank Street and Hughbert Street west of Jones Avenue over several years, the City’s FYE 2020 Capital Fund includes a project to address the problem. In 2019, the Public Works Stormwater Division began working with Cardinal Engineering to design improvements to the drainage system on both Frank and Hughbert Streets (see attached map). Cardinal Engineering has designed a solution to these problems. Based on Cardinal’s analysis, it was determined that adding area inlets and pipes along Frank and Hughbert Streets and installing a grass-lined swale at 115 West Hughbert Street to more efficiently collect stormwater runoff and direct it to the existing stormwater system along Jones Avenue was the most cost effective way to address the drainage and safety concerns reported by the citizens.

DISCUSSION: In order to complete this project in a timely manner, it is necessary to use private contracting services. On February 12, 2019, using the Agreement for On-Call Engineering Services between City of Norman/Norman Utilities Authority and Cardinal Engineering, Contract K-0910-62, Cardinal Engineering was authorized in the amount of \$14,133 to prepare a final design and bid documents for this project.

The bid opening was conducted on February 13, 2020, and two (2) contractors submitted bids. The Engineer’s Estimate is \$98,068.20. The lowest bid in the amount of \$78,577, submitted by EMC Services, LLC, is \$19,491.20 (19.9% percent) below the estimate. The average of the two (2) bids is \$104,544.50. If approved, construction will begin on these projects in April 2020 and will be completed by July 2020.

Budgeted capital funds in the amount of \$40,000 are available for this project in Stormwater Drainage Maintenance Force Account, Construction (Project SC0660; Org 50599906; Object 46101). Project SC0660 is the FYE 2019 Force Account Drainage program to address smaller stormwater drainage problems around the city as they are discovered, which includes projects such as this. Project SC0678 is the FYE 2020 Force Account Drainage program, which is also available to address smaller stormwater drainage problems around the city as they are discovered. Staff requests approval to transfer funds in the amount of \$38,577 from Project SC0678 (Org 50599906, Object 46101) to Project SC0660 (Org 50599906, Object 46101) for completion of this project.

RECOMMENDATION NO. 1: Staff has reviewed the bids and recommends that Bid 1920-34 for the Frank and Hughbert Streets Drainage Improvements project, be awarded to the low bidder, EMC Services, LLC, in the amount of \$78,577.

RECOMMENDATION NO. 2: Staff further recommends that the following contract and bonds be approved:

Contract K-1920-78
Performance Bond B-1920-45
Statutory Bond B-1920-46
Maintenance Bond MB-1920-22

RECOMMENDATION NO. 3: Staff further recommends that Resolution R-1920-47 be adopted authorizing EMC Services, LLC, as project agent to avoid the payment of sales tax related to purchase of materials for the project.

RECOMMENDATION NO. 4: Staff requests approval to transfer funds in the amount of \$38,577 from Project SC0678 (Org 50599906, Object 46101) to Project SC0660, to (Org 50599906, Object 46101).