



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1617-114 AMD#3

File ID: K-1617-114 AMD#3

Type: Contract

Status: Consent Item

Version: 1

Reference: Item 16

In Control: City Council

Department: Public Works
Department

Cost: \$316,370.00

File Created: 03/31/2020

File Name: Amd #3 Griffin Park - North Base
Amendment No. 2 to Contract for Griffin Park Sports
Complex

Final Action:

Title: AMENDMENT NO. THREE 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 \$316,370 FOR A REVISED CONTRACT AMOUNT OF \$1,627,650 TO PROVIDE PROFESSIONAL ARCHITECTURAL DESIGN SERVICES FOR THE CITY PARK MAINTENANCE AND TRANSIT/FIRE MAINTENANCE FACILITIES TO BE CO-LOCATED AT THE NORTH BASE COMPLEX; AND BUDGET TRANSFER BETWEEN PROJECT ACCOUNTS.

Notes: ACTION NEEDED: Acting as the Norman Municipal Authority, motion to approve or reject Amendment No. Three to Contract K-1617-114 with PDG, L.L.C., d/b/a Planning Design Group, increasing the contract amount by \$316,370 for a revised contract amount of \$1,627,650; and, if approved, authorize the execution thereof, and transfer \$127,874.11 from the Project NFB006, Norman Forward Fund, Reaves Park Construction (51792205-46101, NFB006) to Design (51792205-46201) and \$188,495.89 from Project BG0064, Public Safety Sales Tax Fund, Fire Apparatus Storage and Maintenance Building Construction (15693377-46101) to Design (15693377- 46201).

ACTION TAKEN: _____

Agenda Date: 04/14/2020

Agenda Number: 16

Attachments: Funding Source Table, Griffin Park Contract Amd No.3-Final - 3-18-20, K-1617-114 Contract - Griffin Park Sports Complex, Location Map - Griffin Park Contract Amendment, North Base Complex - Preliminary Development Plan

Project Manager: Jason Spencer, Capital Projects Engineer

Entered by: cydney.karstens@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#3

Body

BACKGROUND: On October 13, 2015, the citizens of Norman voted to fund the Norman Forward Program with a limited term 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 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 approved Contract K-1617-114 with PDG, LLC, doing business as (d.b.a.) Planning Design Group, in the amount of \$761,000 for Professional Architectural Design Services for the Griffin Park Sports Complex.

On August 13, 2019, the Norman City Council approved Amendment No. 1 to Contract K-1617-114 with PDG, LLC, in the amount of \$430,280 for additional Professional Architectural Design Services to add the City Park Maintenance Facility and Transit/Fire Maintenance Facility to the existing contract for the Griffin Park Sports Complex.

On November 12, 2019, the Norman City Council approved Amendment No. 2 to Contract K-1617-114 in the amount of \$120,000 for additional Professional Architectural Design Services to add bidding services and construction administration services for Griffin Park to the contract for the Griffin Park Sports Complex.

DISCUSSION: The Norman Forward Program includes a Maintenance Facility for the City of

Norman Parks and Recreation Department. This facility was originally to be relocated from Reaves Park to 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 Complex, 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.

Amendment No. 1 to Contract K-1617-114 included additional Professional Architectural Design Services to add the Park Maintenance and Transit/Fire Maintenance Facilities to the existing contract for the Griffin Park Sports Complex. This included Topographic Survey, Geotechnical Investigation, Master Planning and Construction Plans for the Joint Maintenance Facility. Due to the conceptual nature of the facility, PDG, LLC based the fee for Construction Plans on assumed building sizes. During the Master Planning phase, the design team worked closely with City staff and cost estimators to develop building layouts based on the needs of each department. Upon completion of the Master Planning phase, PDG, LLC compared the newly developed master plan to the assumptions used for Amendment 1. In general, the size of the facilities increased, and a vehicle wash bay was added. The increased building areas result in the need for additional fees related to construction plans.

This proposed Council action is to amend the current contract with PDG, LLC increasing the contract amount for architectural design services for the proposed City Parks/Transit/Public Safety Maintenance Facility to match the newly completed master plan.

Based on the master planning results, PDG, LLC has proposed an additional design fee of \$316,370 to provide the design services for the City Parks/Transit/Public Safety Maintenance Facility. The current contract with PDG, LLC is in the amount of \$1,311,280. If approved, the revised contract amount will be \$1,627,650, which represents a 24% increase. However, it is important to recognize that the architectural fees for each facility are in the range of 8-10% of the value of each facility, which is within industry standards.

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.

If approved, the final architectural design for the Park Maintenance, Transit Maintenance and Emergency Vehicle Maintenance facilities will be completed by July 3, 2020. This contract also includes bidding services and construction management services by PDG, LLC. If the City is able to acquire additional bond funds or grant funds for these facilities, construction of the facilities could be underway by August 12, 2020. The City's current lease of the University of Oklahoma Transportation Operation Center (TOC) for Embark Norman transit system is expected to expire on December 31, 2020.

Funds for the contract amendment are currently available within the Norman Forward Fund,

Reaves Park, Design (Account Org 51792205; Object 46201; Project NFB006) and the Public Safety Sales Tax Fund, Fire Apparatus Storage and Maintenance Building, Construction (Account Org 15693377; Object 46201; Project BG0064). (See attached Funding Source Table)

RECOMMENDATION NO.1: Staff recommends approval of Amendment No. 3 to Contract K-1617-114 with PDG, LLC in the amount of \$316,370 for Professional Architectural Design Services for the Griffin Park Sports Complex and related facilities.

RECOMMENDATION NO. 2: Staff further recommends approval of a transfer of funds in the amount of \$127,874.11 from the Norman Forward Fund, Reaves Park Construction (51792205-46101, NFB006) to Design (51792205-46201, NFB006); and an appropriation of \$188,495.89 from the Public Safety Sales Tax Fund, Fire Apparatus Storage and Maintenance Building Construction (15693377-46101, BG0064) to Design (15693377-Object 46201, BG0064).