



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: K-1516-38**

**File ID:** K-1516-38

**Type:** Contract

**Status:** Consent Item

**Version:** 1

**Reference:** Item 28

**In Control:** City Council

**Department:** Parks and Recreation  
Department

**Cost:** \$112,680.00

**File Created:** 10/14/2015

**File Name:** Contract for Park Picnic Shelters Project

**Final Action:**

**Title:** CONSIDERATION OF CONTRACT K-1516-38 WITH JOHNSON BUILDING COMPANY, L.L.C. IN THE AMOUNT OF \$112,680; PERFORMANCE BOND B-1516-7; STATUTORY BOND B-1516-8; MAINTENANCE BOND MB-1516-3; AND PROJECT AGENT RESOLUTION R-1516-10 FOR THE PARK PICNIC SHELTERS PROJECT (FACULTY HEIGHTS PARK, CRESTLAND PARK, AND SUNRISE PARK) AND BUDGET APPROPRIATION FROM THE PARK LAND DEVELOPMENT FUND BALANCE.

**Notes:** ACTION NEEDED: Motion to approve Contract K-1516-38, and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; direct the filing of the contract and bonds, adopt Resolution R-1516-10; and appropriate \$54,440 from the Park Lane Development Fund Balance (052-0000-253.20-00) designating \$37,560 to Project PR0160, Faculty Heights Park, Construction (052-9071-452.61-01) and \$16,880 to Project PR0145, Crestland Park, Construction (052-9702-452.61-01)

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

**Agenda Date:** 10/27/2015

**Agenda Number:** 28

**Attachments:** Bid Tab Park Shelters, K-1516-38, Perf B-1516-7,  
Stat B-1516-8, MB-1516-3, R-1516-10, PR Johnson

**Project Manager:** Mitch Miles, Park Planner

**Entered by:** mitch.miles@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-1516-38

Body

**BACKGROUND:** During the Fiscal Year Ending 2016 Capital Improvement Budget process, City Council approved funding for the Park Shelters Project-New Construction. This project is for construction of one custom 20'x20' picnic shelter on a concrete slab. The shelter will be located in Sunrise Park; and will be furnished with two picnic tables and one charcoal grill.

In order to maximize our project scope at this time and receive better pricing on multiple shelters, we produced

a Request for Proposals (RFP) for the Sunrise Park Shelter, as well as for picnic shelters at two additional parks - Faculty Heights and Crestland. Funding for the two additional parks is available as described below:

In 1994, the City of Norman began collecting park development fees in the amount of \$150 for every new residential building permit. The \$150 fee is apportioned \$75 to community park development and \$75 to neighborhood park development. The neighborhood park portion of the fees must be spent on the neighborhood park in the area from which they were collected. The community park portion may be expended only at any of the six community parks (Andrews, Griffin, Reaves, Sutton, Saxon and Ruby Grant).

Also, On 1 March, 2011, voters in Norman approved a City Charter amendment providing for the expenditure of fees-in-lieu of park land that were collected between 1976 and 1994 for the purpose of making park improvements in areas where suitable land is not available to purchase. This Charter amendment allowed the City to make use of over \$642,000 of park land fees and interest earnings for capital improvements in twenty-one neighborhood park sites. Numerous projects have been completed using these funds since the charter amendment was approved (including the creation of Monroe Park on land leased from the Norman Public School System, as well as improvements in Adkin's Crossing, Colonial Commons, and Sunrise, Springbrook, Crestland, Cherry Creek, Tull's, Castlerock, Normandy, Brookhaven, Rotary, and several other parks). For each site, the improvement plan included both the immediate general maintenance needs identified by staff and the park needs as identified in the 2009 Parks and Recreation Master Plan.

There is currently a balance of funds remaining in the fee-in-lieu portion of the Park Land Development Fund (Charter Amendment) projects for Faculty Heights Park and Crestland Park, which were appropriated in prior fiscal years. There are also funds available in the Park Land Development Account for each of these parks, which can be combined with the remaining Charter Amendment funding to complete the development projects in these neighborhood parks as described below.

**DISCUSSION:** On 19 and 26 June, 2015, RFP Number 1516-7 for the Park Picnic Shelters Project was advertised in the *Norman Transcript*. The project was also advertised in *Reid Construction Data*, *Dodge Report*, *CMD*, *Bid News*, *i-SquareFoot* and on *e-plan*. Bid Documents were distributed to two contractors, one of whom responded with a complete bid while the other bid received was incomplete.

Bids were received on July 10, 2015 (Bid Tab attached). The lowest and best proposal to meet specifications was received from Johnson Building CO., LLC. The proposal was evaluated based on the total construction cost of the project according to the information contained in the RFP. Funds are available in the FYE 2016 Capital Project for the shelter at Sunrise Park. Funding is available for the shelters in the Crestland and Faculty Heights Parks via the Park Land Development Account, as follows:

First, this project will utilize all of the remaining funds currently appropriated specifically for projects in these two parks from the Fee-In-Lieu of Park Land funds, as approved by the 2011 Charter Amendment. However, in order to fully award all of the work, we are requesting that funds also be appropriated from each of these parks' current portion of the Park Land Development account (total appropriation of \$54,440).

Staff recommends that funding be appropriated from the Park Land Development Fund balance; and that the contract be awarded to Johnson Building CO., LLC, in the total amount of \$112,680, as the lowest and best bid to meet specifications for the Park Picnic Shelter Project.

**RECOMMENDATION NO. 1:** It is recommended that the City Council approve the appropriation of \$54,440 from the Park Land Development Fund Balance for improvements as described above at Faculty Heights and Crestland Parks.

Request appropriation of \$54,440 from Neighborhood Park Land Development Fund Balance (account 052-0000-253.20-00) designating \$37,560 to Faculty Heights Park (account 052-9071-452.61-01; project PR0106) and \$16,880 to Crestland Park, Construction (account 052-9702-452.61-01; project PR0145).

**RECOMMENDATION NO.2:** It is recommended that the scope of work specified in RFP 1516-7 for Park Picnic Shelters Project for the Parks and Recreation Department be awarded to Johnson Building Company, LLC. Funding of \$37,560 for Faculty Heights Park is available in Construction (account 052-9071-452.61-01; project

PR0160); and \$37,560 for Crestland Park is available in Construction (account 052-9702-452.61-01; project PR0145); and funding of \$37,560 is available in Park Shelters-New Construction, Sunrise Park (account 050-9830-452.61-01; project PR0024)

**Total Award Amount: \$112,680**

**RECOMMENDATION NO.3:** It is further recommended that the following contract and bonds be approved:

Contract Number K-1516-38  
Maintenance Bond Number MB-1516-3  
Performance Bond Number B-1516-7  
Statutory Bond Number B-1516-8

**RECOMMENDATION NO.4:** It is further recommended that Johnson Building Co., LLC. be authorized and appointed as project agent for the Park Picnic Shelters Project by Resolution Number R-1516-10 for the purchase of materials on a tax-exempt basis.