



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1516-54

File ID: K-1516-54

Type: Contract

Status: ATS Paused

Version: 1

Reference: Item 19

In Control: City Council

Department: Police Department

Cost: \$98,765.00

File Created: 12/15/2015

File Name: Police Training Classroom Expansion

Final Action:

Title: CONSIDERATION OF BID 1516-40, CONTRACT K-1516-54 WITH APOLLO BUILDING SYSTEMS, INC., IN THE AMOUNT OF \$98,765; PERFORMANCE BOND B-1516-46; STATUTORY BOND B-1516-47; AND MAINTENANCE BOND MB-1516-2016 FOR THE POLICE DEPARTMENT FIRING RANGE CLASSROOM BUILDING EXPANSION PROJECT; ADOPTION OF PROJECT AGENT RESOLUTION R-1516-73; AND BUDGET APPROPRIATION FROM THE CAPITAL FUND BALANCE.

Notes: ACTION NEEDED: Motion to accept or reject all bids meeting specifications; and, if accepted, award the bid in the amount of \$98,765 to Apollo Building Systems, Inc., as the lowest and best bidder meeting specifications; approve Contract K-1516-40 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; direct the filing of the bonds; adopt Resolution R-1516-73; and appropriate \$8,765 from Capital Fund Balance (050-0000-253.20-00) to Project BG0052, Classroom B Expansion, Construction (050-9208-419.61-01)

ACTION TAKEN: _____

Agenda Date: 01/12/2016

Agenda Number: 19

Attachments: Proposal Ranking Form, K-1516-54, Perf B-1516-46,
Stat B-1516-47, MB-1516-30, R-1516-73, PO

Project Manager: Major JD Younger

Entered by: lisa.tullius@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-1516-54

Body

BACKGROUND: The mission of the Norman Police Department is "To maintain and enhance the quality of life in the City of Norman by protecting life, liberty, property, and keeping the peace". One of the core tasks to accomplish this mission is the initial and ongoing training of Police Department employees. The City of Norman is one of six cities in the State of Oklahoma authorized to administer their own Police Academy. Managing a six-month long Police Academy as well as mandatory annual in-service training for all commissioned

personnel, special teams training, and discipline specific certification training requires adequate training space for students, office space for instructors, and facility accommodations for all.

Currently, the Police Training Facility has two traditional classrooms known as Classroom A and Classroom B, two designated office spaces, and three small restrooms containing a total of three toilets and one urinal. Three employees are assigned to the Training Facility full-time along with up to 21 Police Cadets 6 months per year; however, numerous employees and guests visit these classrooms every workday. The expansion of Police staffing and related training has necessitated building improvements at the Police Training Center.

As a component of the City of Norman's fiscal year 2014-2015 Budget process, Council appropriated \$90,000 in the Capital Improvement Project Budget to expand Classroom B by adding two offices, a breakroom, and an additional multi-stall restroom.

DISCUSSION: City Staff administered two Request for Proposal (RFP) processes for this project. The first RFP process received a single response that substantially exceeded appropriated funding. The second RFP process received two responses and resulted in the agreement being presented.

The initial total bid of the selected vendor was \$101,330. Through value engineering efforts Staff and the selected vendor negotiated the original bid to \$98,765.

This bid exceeds the appropriated funding for this project by \$8,765.

RECOMMENDATION: It is recommended that Council appropriate \$8,765 from Capital Fund Balance (050-0000-253.20-00) to Capital Improvement Project Budget, Classroom B Expansion (050-9208-419.61-01; Project BG0052) and approve the agreement, K-1516-54, between Apollo Building Systems Inc. and the City of Norman for the expansion of Classroom B at the Police Training Facility for \$98,765 and the associated bonds. It is also recommend that Council adopt the project agent resolution granting sales tax-exempt status to Apollo Building Systems.