



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: K-1516-44**

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<b>File ID:</b> K-1516-44	<b>Type:</b> Contract	<b>Status:</b> Agenda Ready
<b>Version:</b> 1	<b>Reference:</b> Item 21	<b>In Control:</b> City Council
<b>Department:</b> Public Works Department	<b>Cost:</b> \$690,412.00	<b>File Created:</b> 08/10/2015
<b>File Name:</b> Contract with Atkins North America for Design of CDBG-DR Roadway Improvements		<b>Final Action:</b>

**Title:** CONTRACT K-1516-44: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ATKINS NORTH AMERICA, INC., IN THE AMOUNT OF \$690,400 TO PROVIDE ENGINEERING DESIGN SERVICES, RIGHT-OF-WAY ACQUISITION, AND UTILITY RELOCATION SERVICES FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT- DISASTER RELIEF (CDBG-DR) ROADWAY IMPROVEMENTS USING FUNDING AWARDED TO THE CITY OF NORMAN BY THE OKLAHOMA DEPARTMENT OF COMMERCE AS OUTLINED IN CONTRACT K-1415-108.

**Notes:** ACTION NEEDED: Motion to approve or reject Contract K-1516-44 with Atkins North America, Inc., in the amount of \$690,412; and, if approved, authorize the execution thereof.

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

**Agenda Date:** 08/25/2015

**Agenda Number:** 21

**Attachments:** Table listing accounts, DR Grants Location Map,  
K-1516-44, Pr Atkins

**Project Manager:** Tim Miles, Capital Projects Engineer

**Entered by:** rachel.warila@normanok.gov

**Effective Date:**

### History of Legislative File

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Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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### Text of Legislative File K-1516-44

body

**BACKGROUND:** The City of Norman and Cleveland County both received damages to roads after the natural disasters including a May 19, 2013 tornado and multiple (six or more) wild fires in August of 2012. These disasters were all located in the same general area of southeastern Norman/Cleveland County. Damages to these roads with thin pavement sections were caused by heavy equipment providing aid during the disaster and recovery phases of the responses.

In June 2014, the U.S. Department of Housing & Urban Development (HUD) released its allocations and program requirements for the CDBG-DR 2014 Program. After learning that this aid was available to repair damages from the two previous natural disasters, both the City of Norman and Cleveland County completed applications to receive funding. After several application revisions requested by the Oklahoma Department of

Commerce (ODOC), the final City of Norman project locations, which are listed below, were determined and are shown on the attached map as Disaster Relief Project Locations.

The locations with funding allocations are as follows:

108th Avenue SE from Etowah Road to Highway 9 (3 miles) - \$3,694,000  
120th Avenue SE from Etowah Road to Highway 9 (3 miles) - \$1,080,000  
84th Avenue NE from Tecumseh Road to Franklin Road (1 mile) - \$1,236,000  
84th Avenue NE from Rock Creek Road to north end (0.3 mile) - \$397,000  
Tecumseh Road from 84th Avenue NE to 120th Avenue NE (2 miles) - \$3,694,000  
96th Avenue NE from Tecumseh Road to Arrowhead Drive (1+ mile) - \$1,236,000  
Rock Creek Road from 108th Avenue NE to 120th Avenue NE (1 mile) - \$366,000

Administration \$351,000

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**TOTAL \$12,054,000**

Cleveland County received \$10,774,160 to fund an additional eight projects that will be administered by the County.

On January 26, 2015, the City of Norman was notified that their application had been reviewed and approved. To allow for compliance with the strict timelines that have been set by HUD for expenditure of these funds, ODOC has divided each award in to two tranches (phases). Tranche One will allow for engineering, right of way acquisition and utility relocation within an eighteen month time frame and Tranche Two will be for construction management and construction within a twenty-four month time frame. A separate contract will be issued by ODOC with the City of Norman for each tranche.

The total project cost including design, right-of-way acquisition, utility relocation, program management, construction management, administration, and construction is estimated to be \$12,054,090, which is fully funded by ODOC. Funding for the design and management services is to be allocated from the first ODOC contract. The Tranche One Award to the City of Norman is in the amount of \$731,712 and includes \$690,400 for design, \$20,000 for right-of-way and utility relocation, and \$21,312 in City administration funds. Funds for the engineering design and program management services will come from ODOC Contract K-1415-108 for Tranche One in the amount of \$690,400. These engineering and design funds have been appropriated into the projects and accounts of the Community Development Fund and illustrated for reference in the attached table

Tranche Two will be awarded after Tranche One is fully depleted. The Tranche Two Award will be in the amount of \$10,992,600 for construction and construction monitoring and \$329,778 for City administration funds for a combined total award for Tranche Two of \$11,322,378.

**DISCUSSION:** On May 16, 2015, the Engineering Division of the Public Works Department distributed a Request for Proposal (RFP) No. 1415-29 to solicit design services of providing roadway and drainage design, program oversight, and construction management for the seven (7) above referenced CDBG-DR roadway improvement projects.

Twenty-one (21) proposals were received for these services on June 5, 2015. A Selection Committee was formed consisting of John Clink, Capital Projects Manager; Tim Miles, Capital Projects Engineer; Greg Hall, Streets Supervisor; and two (2) private citizens including Charlie Bright, University of Oklahoma Department of Architecture and Engineering Services; and Jared Schwennesen, Oklahoma Department of Transportation Engineering Manager, ITS Operations and Design. All proposals were reviewed and ranked independently by each committee member on a point system as defined in the RFP. The top four (4) candidates were interviewed and the firm chosen for all seven (7) roadway design CDBG-DR projects including program management and construction management is Atkins North America of Norman, Oklahoma. Staff has negotiated the scope and fees with Atkins North America for the engineering design and program management services in the amount of \$690,400. Construction management services were included under the RFP. However, a detailed scope and fee will be negotiated and supplemented to this contract by amendment after the construction scope is further defined during the design process. For budgetary purposes, the construction

management services including additional project management and CDBG-DR oversight is estimated at \$700,000.

If this contract is approved, remaining steps and schedules for this important program are as follows:

**Notice to Proceed- August 26, 2015**

**Projects 3, 5, and 6**

Survey, Environmental, and Design- September 2015 to December 2015

Bid Opening- February 2016

Construction- April 2016 to July 2016

**Projects 1 and 2**

Survey, Environmental, and Design- November 2015 to February 2016

Bid Opening- April 2016

Construction- June 2016 to September 2016

**Projects 4 and 7**

Survey, Environmental, ROW, and Design- December 2015 to November 2016

Bid Opening- January 2017

Construction- March 2017 to May 2017

The above projects were grouped to minimize construction costs and ordered to reduce the time for construction. For example, Project 4 is anticipated to need right-of-way acquisitions so it was moved to an early 2017 bid opening to allow for this process. Based on the above schedule, approximately 11.5 miles of roadway will be constructed in 2016 with the remaining 1.5 miles completed in 2017. This schedule complies with the grant requirements established by ODOC.

As noted above, funds are budgeted and available as noted in the attachment.

**RECOMMENDATION NO. 1:** Staff recommends that Contract K-1516-44 with ATKINS in the amount of \$690,400 be approved.