



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1617-113

File ID: K-1617-113 **Type:** Contract **Status:** Consent Item

Version: 1 **Reference:** Item 19 **In Control:** City Council

Department: Parks and Recreation **Cost:** \$704,500.00 **File Created:** 03/17/2017
Department

File Name: Reaves Park Design Norman Forward **Final Action:**

Title: CONTRACT K-1617-113: A CONTRACT BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND HALFF ASSOCIATES, INC., IN AN AMOUNT NOT-TO-EXCEED \$704,500 TO PROVIDE PROFESSIONAL LANDSCAPE ARCHITECTURAL SERVICES FOR THE REAVES PARK SPORTS COMPLEX PROJECT.

Notes: ACTION NEEDED: Acting as the Norman Municipal Authority, motion to approve or reject Contract K-1617-113 with Halff Associates, Inc., in the amount of \$704,500; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Agenda Date: 03/28/2017

Agenda Number: 19

Attachments: Text File Halff, K-1617-113, PR Halff

Project Manager: James Briggs, Park Planner II

Entered by: james.briggs@normanok.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File K-1617-113

Body

BACKGROUND: On 13 October 2015, the citizens of Norman voted to fund the *Norman Forward* Quality of Life projects with a limited term ½% sales tax increase for 15 years. This initiative included a number of high priority projects identified 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 Reaves Park Sports Complex.

DISCUSSION: The Reaves Park Sports Complex Project is a renovation of the park, to include the removal of the 6 adult softball fields located in the north half of the park and the existing park maintenance facility located in the southern part of the park. In place of these features, we will relocate the youth baseball and softball fields from Griffin Park to this site, to be combined with a renovation of the lights, seating, field surface and fencing of the existing youth baseball fields in the park; construction of new parking areas; spectator plazas; park signage; landscaping; and new restroom and concession facilities. The southwest portion of the park,

which contains the Cleveland County Veterans Memorial, Kidspace Playground, additional play and picnic areas, and an open space/arboretum area in which the annual Medieval Fair is hosted will remain intact with improved traffic circulation and connection to the rest of the park being designed as a part of this project.

In December, 2016, Request for Proposal (RFP) 1617-31 for Professional Design Services for the Reaves 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 was also advertised in *Bid News*, *Southwest Construction News* and *Dodge Report*. Completed proposals were received from 11 design teams.

The Review Committee selected three firms for interviews and subsequently recommended engaging the services of Halff Associates, Inc. (Halff) for this project. The committee felt that Halff had the greatest amount of related experience for this 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.

Contract K-1617-113 with Halff Associates, Inc. for professional Landscape Architectural services is in an amount not to exceed \$704,500. A summarized Scope of Services (attached) includes the following:

- Task 1 - Project Management/Coordination
- Task 2 - Public Involvement
- Task 3 - Design Survey
- Task 4 - Master Planning
- Task 5 - Geotechnical Investigation
- Task 6 - Schematic Design & Design Development
- Task 7 - Construction Documents
- Task 8 - Bidding Assistance
- RE01 - Reimbursable Expenses

Our Consultants from ADG have participated throughout the entire proposal and selection process. They have reviewed the proposed contract and feel it is complete, fair and reasonable. The City Attorney's office has reviewed the contract and recommends approval.

Funds in the amount of \$800,000 were allocated to the Reaves Park Remodel Project, Design (account 051-9205-452.62-01; project NFB006) with the adoption of the Fiscal Year Ended 2017 budget.

RECOMMENDATION: It is recommended that the Norman Municipal Authority Trustees/City Council approve Contract K-1617-113 with Halff Associates, Inc., in an amount not-to-exceed \$704,500 for Professional Design Services for the Reaves Park Sports Complex for the Parks and Recreation Department.