



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: K-1617-114 AMD#5**

**File ID:** K-1617-114 AMD#5

**Type:** Contract

**Status:** Consent Item

**Version:** 1

**Reference:** Item 22

**In Control:** City Council

**Department:** Public Works  
Department

**Cost:** \$49,500.00

**File Created:** 08/25/2020

**File Name:** Amendment No. 5 for Professional Design Services for  
North Base Complex

**Final Action:**

**Title:** AMENDMENT NO. FIVE 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 \$49,500 FOR A REVISED CONTRACT AMOUNT OF \$1,747,150 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 City Council and the Norman Municipal Authority, motion to approve or reject Amendment No. Five to Contract K-1617-114 with PDG, L.L.C., d/b/a Planning Design Group, increasing the contract amount by \$49,500 for a revised contract amount of \$1,747,150; and, if approved, authorize the execution thereof and transfer \$24,750 from Project NFB006, Norman Forward Fund, Reaves Park, Construction (51792205-46101) to Design (51792205-46201); and \$24,750 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:** 09/08/2020

**Agenda Number:** 22

**Attachments:** PDG Amendment, Location Map - Griffin Park  
Contract Amendment, North Base Complex - Site  
Plan, North Base Complex - Rendering, Funding  
Source Table

**Project Manager:** Jason Spencer, Capital Projects Engineer

**Entered by:** cydney.karstens@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-1617-114 AMD#5**

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 between the City of Norman and PDG, LLC 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 27, 2019, the Norman City Council approved Amendment No. 1 to Contract K-1617-114 with PDG, LLC d.b.a. Planning Design Group, 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.

On April 14, 2020, the Norman City Council approved Amendment No. 3 to Contract K-1617-114 in the amount of \$316,370 for additional Professional Architectural Design

Services to provide for an increased project scope and to add bidding services and construction administration services for the City Park Maintenance Facility and Transit/Fire Maintenance Facility to the existing contract for the Griffin Park Sports Complex.

On April 29, 2020, the Norman City Council approved Amendment No. 4 to Contract K-1617-114 in the amount of \$70,000 for additional Professional Architectural Design Services for the Griffin Park Sports Complex Project including schematic design documents for a +/-100,000 square foot Indoor Soccer facility with offices, training areas, restrooms, concession areas, storage space, and associated items.

**DISCUSSION:** The Norman Forward Program includes a Maintenance Facility for the 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 Max Westheimer Airport. The proposed multi-departmental facility will provide maintenance for Parks and Recreation vehicles and equipment, Transit System buses, and Public Safety vehicles and equipment.

This council action is to amend the current contract with PDG, LLC d/b/a Planning Design Group, increasing the contract amount for architectural design services for the proposed Parks and Transit/Public Safety Maintenance Facility to include proposed building and parking revisions, project phasing, renderings, and inclusion of federal third party contracting requirements needed for FTA Grant funding.

Based on these additions to the design scope, PDG, LLC d.b.a. Planning Design Group has proposed an additional design fee of \$49,500. The current contract with PDG, LLC d.b.a. Planning Design Group is in the amount of \$1,697,650. If approved, the revised contract amount will be \$1,747,150.00, which represents a 2.9% increase.

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. The North Base Complex, Phase 1, including the Parks Maintenance Facility and the Fleet/Transit Maintenance Facility are expected to receive bids on September 17, 2020. Construction is anticipated to begin in October 2020.

Funds for the contract amendment will be 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) with approval of the budget transfer listed below in the recommendation.

**RECOMMENDATION NO. 1:** Staff recommends approval of Amendment No. 5 to Contract K-1617-114, in the amount of \$49,500 with PDG for Professional Architectural Design Services for the Griffin Park Sports Complex.

**RECOMMENDATION NO. 2:** Staff further recommends approval of a transfer of funds in the amount of \$24,750 from the Project NFB006, Norman Forward Fund, Reaves Park, Construction (51792205-46101) to Design (51792205-46201); and a transfer of funds in the amount of \$24,750 from the Project BG0064, Public Safety Sales Tax Fund, Fire Apparatus Storage and Maintenance Building, Construction (15693377-46101) to Design (15693377-46201).