



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1516-110 Amd # 1

File ID: K-1516-110 Amd # 1 **Type:** Contract **Status:** Consent Item

Version: 1 **Reference:** Item 13 **In Control:** City Council

Department: Parks and Recreation **Cost:** \$130,037.00 **File Created:** 06/13/2017
Department

File Name: Norman Forward Management Services AMD#1 **Final Action:**

Title: AMENDMENT NO. ONE TO CONTRACT K-1516-110: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ADG, P.C., INCREASING THE CONTRACT AMOUNT BY \$130,037 FOR A REVISED CONTRACT AMOUNT OF \$1,877,681.14 TO PROVIDE PROGRAM MANAGEMENT SERVICES FOR ADDITIONAL NORMAN FORWARD PROJECTS (GRIFFIN PARK, REAVES PARK, AND WESTWOOD INDOOR TENNIS FACILITY).

Notes: ACTION NEEDED: Motion to approve or reject Amendment No. One to Contract K-1516-110 with ADG, P.C., increasing the contract amount by \$130,037 for a revised contract amount of \$1,877,681.14; and if approved, authorize the execution thereof and appropriate \$130,037 from the NORMAN FORWARD Fund Balance (051-000-253.20-00) to Norman Forward Project, Professional Services/Consultant Planning (051-1011-413.40-03).

ACTION TAKEN: _____

Agenda Date: 06/27/2017

Agenda Number: 13

Attachments: Text File ADG, ADG Signed Amendment, ADG PR

Project Manager: Jud Foster, Director of Parks and Recreation

Entered by: lisa.griggs@normanok.gov **Effective Date:**

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	06/27/2017					

Text of Legislative File K-1516-110 Amd # 1

Body

BACKGROUND: On February 23, 2016, City Council approved Contract K-1516-110 with ADG P.C. (ADG) in an amount not-to-exceed \$1,747,644.14 for the purpose of providing for services including: facility assessment; planning and programming; architectural and engineering plan review; design and construction coordination; and construction observation for certain NORMAN FORWARD construction projects. Specifically, those projects include:

- Central Library
- East Branch Library

- Westwood Aquatic Center
- Indoor Soccer Facility
- Senior Citizen Center
- Indoor Multi Sport Facility
- Indoor Aquatic Facility

To date, ADG has performed extensive work on the Central and East Branch Library projects and the Westwood Aquatic Center. Their work has been excellent and very helpful in assisting City Staff with the management of these projects.

On February 14, 2017, City Council approved the appointment of the Citizen Ad Hoc Groups for the Reaves and Griffin Park Sports Complex projects. On March 14 and March 28, 2017, City Council, acting as the Norman Municipal Authority, approved contracts with PDG Design Group and Half Associates for design services for the Griffin and Reaves Park projects, respectively. The Griffin Ad Hoc Group held their first meeting on March 30, 2017 and the Reaves Ad Hoc Group held their first meeting on April 14, 2017. Both groups are currently working to finalize the master plans for each of their respective projects. Once the master plans are completed, the consulting teams will begin the preparation of the construction documents for the first phases of these projects.

City Staff has completed a proposal process and is working to finalize a contract item for architectural design services for the Westwood Indoor Tennis Facility project. We anticipate submitting this contract item for City Council/NMA consideration in the near future. Once approved, detailed design, cost estimating and construction document services will begin for that project, which will require review and management services currently being provided by ADG on the above mentioned projects.

DISCUSSION: Amendment No. 1 to Contract K-1516-110 provides for additional program management services for the Reaves Park, Griffin Park and Westwood Indoor Tennis Facilities. These projects were not included with the initial list of services specified in Contract K-1516-110. ADG has provided a proposed list of services for each of these new projects which includes, among other things, services for program management, design and construction document review, consultant invoice review, bid assistance and construction observation. A detailed list of services for each project, along with a cost breakdown for each service is provided in the attachment to Amendment No. 1. The total fees for these additional services are proposed at \$130,037. An appropriation from the NORMAN FORWARD Fund Balance (account 051-000-253.20-00) to Norman Forward Project Management (account 051-1011-413.40-03) for \$130,037 is also requested to be considered by Council as part of this contract amendment approval.

The additional services proposed in Amendment No. 1 are crucial to the successful management of these new projects. The time and expertise required to provide the levels and types of review, along with construction administration, is not available given the existing projects and current level of City staffing.

RECOMMENDATION: Staff recommends that City Council approve Amendment No.1 to Contract K-1516-110 with ADG, P.C., increasing the contract amount by \$130,037 making the total contract amount \$1,877,681.14 and appropriate \$130,037 from the NORMAN FORWARD Fund Balance (051-000-253.20-00) to Norman Forward Project, Professional Services/Consultant Planning (051-1011-413.40-03).