



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1819-99 Amd 1

File ID: K-1819-99 Amd 1

Type: Contract

Status: ATS Review

Version: 1

Reference: Item 19

In Control: City Council

Department: City Clerk Department

Cost: \$428,742.00

File Created: 03/13/2020

File Name: Municipal Complex Reno - McKinney

Final Action:

Title: AMENDMENT NO. ONE TO CONTRACT K-1819-99: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE MCKINNEY PARTNERSHIP ARCHITECTS INCREASING THE CONTRACT IN AN AMOUNT NOT-TO-EXCEED \$428,742 FOR A REVISED CONTRACT AMOUNT OF \$1,500,742, AND AUTHORIZING STAFF TO ISSUE A NOTICE TO PROCEED FOR \$857,000 FOR THE SECOND PHASE OF DESIGN SERVICES RELATED TO THE NORMAN MUNICIPAL COMPLEX RENOVATION PROJECT FOR THE DEVELOPMENT CENTER, BUILDING D, MUNICIPAL COURT, BUILDING A, AND A PORTION OF BUILDING 201.

Notes: ACTION NEEDED: Motion to approve or reject Amendment No. One to Contract K-1819-99 with The McKinney Partnership Architects in an amount not-to-exceed \$428,742 for a revised contract amount of \$1,500,742 ; and, if approved, authorize the execution thereof and staff to issue a notice-to-proceed for Phase One of the construction portion in an amount not-to-exceed \$857,000 to The McKinney Partnership Architects.

ACTION TAKEN: _____

Agenda Date: 03/24/2020

Agenda Number: 19

Attachments: Amendment #1 Municipal Complex Renovation
Design_signed by RSM

Project Manager: Brenda Hall, City Clerk

Entered by: brenda.hall@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-1819-99 Amd 1

Body

BACKGROUND: A space Utilization Study and Phased Master Plan was prepared in 2008, by The McKinney Partnership Architects. In 2015, an update to the study was conducted due to additional facility space that had been acquired, interim space expanded and existing facilities renovations that were completed. Since the initial Phased Master Plan Study was prepared in January 2008 followed by the 2015 UPDATED Space Utilization Study, several municipal facility advancements have taken place including the acquisition and utilization of the Smalley Center on Lindsey Street for the Police Department, an interim expansion of the Municipal Court, a partial renovation of Building A interiors, and a conceptual design for a Senior Center considered in the current Library building. Additionally, other interior, mechanical and roof improvements have been completed in the old library, Building B, and Building C.

City Council, in its meeting of January 22, 2019, approved Contract Number K-1819-99, with The McKinney Partnership Architects (McKinney) provided for design services related to the renovation of the Norman Municipal Complex as authorized by Norman residents as part of the 2008 General Obligation Bond and for the initial assessment and schematic design in the amount of \$215,000. In addition to designing the facilities, the services included in the contract authorized the assessment of current needs of each primary department within the Municipal Complex. As part of the contract, McKinney was required to coordinate with the City to review the 2015 Updated Municipal Complex Study area to provide an updated space utilization study and phased Master Plan including projected areas and proposed locations of each department with a preliminary cost estimate.

DISCUSSION: After full assessment with Departments an update of the Municipal Complex Space Utilization Study/Master Plan was presented to Council in a study session in September 2019. The overall scope of the project was expanded from \$11.2 million to \$16.4 million due to the additional modifications to the buildings not included in the 2008 study or 2015 update.

The net construction budget of \$11.2 million 2008 Bond issue (less fees, bond costs, furniture, fixtures and equipment [FF&E] and contingency) is \$9,600,000. The cost estimate for the base-bid Schematic Design totaled \$16.4 million for the entire municipal complex as itemized below. This estimate does not include architecture and engineering (A&E) fees, proposed expanded central parking lot, FF&E, alternates or other related soft costs. However, these costs are included in the additional \$11.3 million proposed in upcoming General Obligation Bond.

Building A - Municipal Court increased from 8,500 SF to 14,986 SF = \$2,779,623

Building B - Police increased from 3,500 SF to 23,645 SF = \$3,756,770

Building C - Human Resources and IT increased from 3,500 SF to 18,581 SF = \$2,065,705

Building D - Development Center increased from 44,000 to 48,500 SF = \$6,825,841

Building 201 - City Hall Administration now includes multiple departments, initial project was for the City Clerk area only = \$951,625

Amendment No. One to Contract K-1819-99 will provide for architectural/design services for Phase One of the construction portion of the project, which includes the Development Center, Building D; and Municipal Court, Building A, to be paid by funding from the 2008 Bond

authorization. Additionally, the first phase of Building 201 will also be included in Phase One of the overall project, which will include ADA upgrades in the Council Chambers and security modifications to the Administration offices and Central Files area paid with Capital Funds.

Subsequent projects to be included in Phase 2 when funding becomes available include:

- Renovation of Police Department in Building B
- Interior modifications to Building C including expansion of Information Technology & Human Resources
- Interior modifications to 201 West Gray in the Legal Department and Multi-Purpose Room
- Site development including potential parking and detention modifications as required

Architectural services will be provided for all of the phases of the complex renovation, which includes design development; construction documents; responses to requests for information the Construction Manager at Risk (CMaR) Contractor; review of shop drawings and submittals; review the construction at intervals estimated at four (4) site visits per month and two (2) job site meetings per month; preparation and distribution of written field reports and photo-documentation of each site visit; review change order requests; conduct a final punch list inspection with City and Contractor; prepare a written punch list and distribute; conduct final inspection to verify satisfactory completion of the work; and conduct an 11 month post-completion inspection of the work prior to Contractor's 12 month warranty expiration.

While Phase One of the construction phase totals \$857,000 in A&E costs. The total contract amount for the entire Municipal Complex design has increased to an amount not to exceed \$1,500,742. The initial assessment and schematic design portion totaled \$215,000 and has already been completed. Schematic designs were used to solicit Request for Qualifications (RFQs) for a CMaR contractor for the project and approval of that contract is in a subsequent agenda item. The second phase of construction will come forward as a second amendment to authorize a notice to proceed once funds become available.

Funding for the Municipal Building 201 is currently in several different Capital Project Accounts and will need to be transferred to the single project account, by action in a subsequent agenda item. Once completed, funds will be available in the Project BG0075, Municipal Complex Reno/Expansion (paygo), Design 50196644 46201. Funding for the 2008 General Obligation Bond portion are available in Project BP0045, Municipal Complex Reno/Expansion (2008 GOB), Design, 50196644 46201.

RECOMMENDATION: It is staff's recommendation that City Council approve Amendment No. One to Contract K-1819-99 with McKinney Partnership Architects, to provide architectural services related to Phase One of the construction portion of the Norman Municipal Complex Renovation Project.