



# City of Broken Arrow

## Request for Action

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**File #: 17-1799, Version: 1**

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**Broken Arrow City Council  
Meeting of: 02-07-17**

**To: Mayor and City Council**  
**From: Department of Engineering and Construction**  
**Title: Notification of City Manager's and Assistant City Managers' execution of Professional Consultant Agreements with a value less than \$25,000**

**Background:**

The City Council has authorized the City Manager or his designee by ordinance to execute contracts for purchase of supplies, materials and other services in accordance with the limitations prescribed by the City of Broken Arrow Purchasing Manual or other procedures established by the City Manager. The Purchasing Manual establishes a limitation up to including \$25,000.00 for the City Manager and the City Manager has identified a limitation up to and including \$15,000.00 for the Assistant City Managers.

In an effort to keep the governing body and the public apprised of administration's contractual actions, Staff is submitting the following contracts, including professional consultant contracts and amendments, and construction contracts not subject to the State of Oklahoma Public Competitive Bid Act, for notification purposes.

The City Manager or Assistant City Manager for Operations approved the following Professional Consultant Agreements:

- Professional Consultant Agreement with Chase Feters Hewitt - Architects for design of Veteran's Park Community Building, Project No. 176050, \$4,500.00, 01/27/17.
- Professional Consultant Agreement with Alaback Design Associates, Inc., for design of Events Park Regional Playground, Project No. 176038, \$22,500.00, 01/27/17.
- Professional Consultant Agreement with Alaback Design Associates, Inc., for design of Events Park Picnic Pavilion, Project No. 176040, \$22,500.00, 01/27/17.
- Professional Consultant Agreement with Olsson Associates for design of Albany Corridor Intersection and Pedestrian Crossing, Project No. ST1709, \$21,500.00, 01/27/17.

Funding for the first three projects is from the 2014 Quality of Life General Obligation Bonds. Funding for the fourth project is from Vision 2025 Surplus.

Copies of the agreement summary sheets are attached.

**Cost: \$71,000.00 (total of all agreements)**

**Prepared By:**        **Alex M. Mills, P.E., Director of Engineering and Construction**

**Reviewed By:**        **Finance Department**  
                              **Assistant City Manager for Operations**  
                              **Legal Department**

**Approved By:**        **Michael L. Spurgeon, City Manager**

**Attachments:**        Summary Sheets for Professional Consultant Agreements for design of:

- Veteran's Park Community Center
- Events Park Regional Playground
- Events Park Picnic Pavilion
- Albany Corridor and Pedestrian Crossing Signal

**Recommendation:**

No action required.

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