

CDBG Project Information and Request Form

Please complete the following information and submit via email to grantsadmin@cityoftulsa.org no later than 2:00 pm, Thursday, May 3, 2012.

Name of Organization:

City of Tulsa Parks Department

Name of Project:

Vining Park Site Improvements

A. Project Information

1. Identify the type of project:

- Acquisition
- Clearance
- Acquisition/Rehabilitation
- Rehabilitation
- New Construction (non-residential)

2. Project Scope of Work – Provide a summary of the project from start to finish. Include an outline of each phase of the project. Provide a detailed work write-up to complete the entire project. Attach schematic drawings, if applicable.

The project is comprised of 3 phases:
Design, Bidding and Award of Contract, and Construction

Design: The project includes the addition of a 20 space parking lot, a playground, a park shelter, concrete sidewalks, park benches, a sports court, and one additional water feature for the existing water playground, at Vining Park. The project is currently being designed by a City of Tulsa design consultant, with completion of the construction drawings and specifications scheduled to be completed by May 9, 2012. (see attached schematic drawings)

Bidding and Award of Contract: The City of Tulsa will advertise this project for 21 days beginning on May 11, 2012 with bids being scheduled to be received on June 1, 2012. The City will review the bids, and administer the award of the construction contract with the successful bidder.

Construction: The successful bidder (General Contractor) will construct the identified improvements to Vining Park. The City of Tulsa will provide inspection services and construction administration throughout the construction phase.

3. Provide the project location(s), including street address and a map with locations identified. Provide a copy of the legal address, if available.

Vining Park, located at 6502 North Cincinnati Avenue, Tulsa, Oklahoma.

Legal Description: THE NORTH 330 FEET OF THE SE/4 OF NE/4 OF THE NE/4 AND THE SOUTH 66 FEET OF THE NE/4 OF NE/4 OF NE/4 OF SECTION 2, TOWNSHIP 20 NORTH, RANGE 12 EAST OF THE INDIAN BASE AND MERIDIAN ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS THE SOUTHEAST 10 ACRES LESS THE SOUTH 330 FEET THEREOF, AND THE EAST HALF OF THE SOUTH 66 FEET OF THE NORTH 20.60 ACRES OF LOT 5 IN SAID SECTION 2.

4. Provide information that demonstrates that a construction contract will be executed for the proposed project no later than July 15, 2012. Provide information that the project can be completed by December 31, 2012. Complete the attached timeline format that includes firm, fixed start and end dates for required tasks.

The design for this project is currently underway, and will be completed by May 9, 2012. The City of Tulsa is scheduled to advertise the project for competitive bids on May 11, 2012. The project will advertise for 21 calendar days, with bids scheduled to open on June 1, 2012. The City of Tulsa will review the bids and award the construction contract with the successful low bidder between the dates of June 18, 2012 and July 2, 2012. The contractor will start construction immediately after the execution of the contract. A standard construction period for a project of this magnitude is 150 calendar days: with a start date of July 9, 2012, a 150 calendar day construction period will be complete on December 3, 2012.

5. How were the costs determined? Provide information regarding sources consulted.

Costs for this project were derived from actual construction costs associated with previous City of Tulsa projects of like scope of work, and budget.

6. How will the total project be funded? Discuss all sources and uses of funds for the entire project.

There was no previous funding for this project, therefore all of the funding for the construction will be provided from this proposed CDBG funding. The design of this project is being provided through a design contract with a City of Tulsa design consultant, funded by the 2006 Third Penny Sales Tax Extension. Administration of the project will be provided by City of Tulsa staff, which is funded by the City of Tulsa General and Enterprise Funds.

7. Provide documentation of site control for proposed location(s).

This project is located totally within the confines of Vining Park, a City of Tulsa owned Park property.

8. Has a HUD Environmental Review been conducted for this project? Yes No If yes, list date.

B. Financial Information

1. If CDBG funds are awarded, how will CDBG funds be used? (ex: all project costs, project delivery or staff costs, etc)

CDBG funding is proposed to be utilized for the costs associated with the construction of the project, which includes; City of Tulsa permitting costs, the General Contractor's fees and overhead and profit, the material, labor and equipment costs for the construction of all physical improvements associated with the project, and testing services associated with the construction of the project.

2. Explain how the total cost of the project was determined? Provide a third party cost certification.

Costs for this project were derived from actual construction costs associated with previous City of Tulsa projects of like scope of work, and budget. The project cost was determined and prepared by professional staff within the City of Tulsa Engineering Services Department.

3. Describe the total cost to administer the project and what percent, if any, will be charged to the grant.

The cost of the design of the project is funded by the City of Tulsa Third Penny Sales Tax Extension, and the cost for the administration of the project from conception throughout construction is provided by and funded by the City of Tulsa. The City of Tulsa's costs for design and administration of the project correlate to approximately 17% of the total project cost. The costs for the construction of the project, that will be charged to the grant, correlate to approximately 83% of the total project cost.

4. Describe the economic feasibility of the project. Was a price analysis detailing alternative service providers and vendors conducted to assist in budget planning?

N/A

5. Are future requests for CDBG funding anticipated for this project? Yes No
If yes, explain.

6. Provide the number and amount of pending sources of funding for this project.

None

7. Provide the number and amount of committed sources of funding for this project.

None

8. List the sources and amount of non-CDBG funds that will be used as leverage to implement this project. Identify each source as either pending or committed and attach documentation to substantiate each.

SOURCE	AMOUNT	COMMITTED OR PENDING
Design Services - 2001 COT Tulsa 3 rd Penny Sales Tax Extension	\$32,000	Committed
Project Administration (City Staff) - City Of Tulsa General Fund and Enterprise Fund	\$88042.50	Committed

9. Total Project Cost

A. Requested Funds	\$600,000.00
B. Organizational match	\$
C. Pending funds from other sources (leverage)	\$
D. Committed funds from other sources (leverage)	\$120,043
E. Total project cost	\$720,043
F. Percentage of CDBG funds (A divided by E)	83%

10. Were CDBG funds received or awarded for this project since October 2010? Yes No
 If yes, provide the amount received or awarded. What percentage of total project funding was CDBG?

11. Have CDBG funds been received for three or more consecutive years for this project?
 Yes No. If yes, list years and amounts received or awarded:

12. Complete the attached Table 3 and Table 4. (Refer to City of Tulsa Rehabilitation Standards and Specifications to assist in determining cost for the project.)

The information in this request is accurate and true to the best of my knowledge.

Lucy Dolman
 Signature

5/2/12
 Date

Lucy Dolman
 Typed Name

Section IV – BUDGET TABLE 3
Budget for Grant Activity Form
ACQUISITION/REHABILITATION/CONSTRUCTION

COST CATEGORIES	Column A CDBG Funds Requested	Column B Other Funding Sources (Leverage)	Column C In-Kind Contributions	Column D Total Project Costs A + B + C = D
Salaries / Fringe	0.00			-
<u>HARD COST CATEGORIES</u>				
Land/Building Acquisition				-
Construction Materials and Labor				-
Electrical				-
Plumbing				-
Mechanical				-
Concrete	141,078			141,078
Steel Erection	48,125			48,125
Framing for interior walls, ceilings				-
Masonry				-
Painting				-
Floor finishes				-
Windows and Doors				-
Roofing, insulation, accessories and flashing				-
Other (Describe)				-
Site Preparation or Improvements, including Demolition				-
Earthwork and Excavation	138,166			138,166
Site Utilities	14,180			14,180
Curb and Gutter/Paving	142,404			142,404
Landscaping	36,094			36,094
Securing Building				-
Other (Playground)	79,049			79,049
<u>SOFT COST CATEGORIES</u>				
Architectural/Engineering		120,043		120,043
PHASE I Environmental Review				-
Permits and Filing Fees	905			905
Title Binders and Insurance				-
Legal, Accounting & Other Fees				-
Marketing Analysis/Surveys				-
Construction Financing				-
Appraisals				-
Builder/Developer Fees				-
Relocation Costs (if applicable)				-
Other (Describe)				-
Anticipated Program Income				-
TOTAL Budget	\$ 600,000	\$ 120,043	\$ -	\$ 720,043

I certify that the estimated amounts of leveraged funds and in-kind contributions listed above will provide a direct benefit to the project/program identified in this application.

Signature of Authorized Representative of Agency Title Date

Printed Name

Signature of Authorized Representative of Agency Title Date

Printed Name

Staff Labor Used for Project Leverage

EMPLOYEE	CLASSIFICATION	HOURS	LABOR RATE	DIRECT LABOR
MARSHA HINES	LEAD ENGINEER	10	\$ 50.00	\$ 500.00
GARY SCHELLHORN	PROJECT MANAGER	200	\$ 45.00	\$ 9,000.00
JACK BUBENIK	LANDSCAPE ARCHITECT	40	\$ 30.00	\$ 1,200.00
PRISCILLA BROWN	ENGINEERING CONTRACTS COORDINATOR	8	\$ 30.00	\$ 240.00
	STAFF ENGINEER	20	\$ 40.00	\$ 800.00
	CONSTRUCTION INSPECTOR	690	\$ 20.00	\$ 13,800.00
RONNY HARVEY	INSPECTOR MANAGER	30	\$ 30.00	\$ 900.00
CARL CRAIGO	CONSTRUCTION MANAGER	10	\$ 40.00	\$ 400.00
TERRY BALL	FIELD ENGINEERING MANAGER	5	\$ 50.00	\$ 250.00

	\$ 27,090.00
Overhead and Administration @ 2.25	\$ 60,952.50
	<u>\$ 88,042.50</u>

PRELIMINARY ESTIMATE OF PROBABLE CONSTRUCTION COSTS

PROJECT: **City of Tulsa Parks and Recreation
Vining Park - CDBG**
DATE: **May 3, 2012**

Description	Quantity	Units	Unit Cost	Total
GENERAL SITE				
Mobilization	1	EA	\$5,000.00	\$5,000.00
Demolition / grubbing	1	EA	\$7,164.00	\$7,164.00
Excavation	1505	CY	\$8.50	\$12,792.50
Unsatisfactory soils removal and fill	376	CY	\$40.00	\$15,050.00
Grading and fill	819	SF	\$13.50	\$11,060.25
Construction staking	1	EA	\$5,000.00	\$5,000.00
Site protection and clean-up	1	EA	\$10,000.00	\$10,000.00
Erosion Control	1000	LF	\$8.00	\$8,000.00
Construction fencing	1200	LF	\$3.60	\$4,320.00
Slab sod	84000	SF	\$0.25	\$21,000.00
Project sign	1	EA	\$1,000.00	\$1,000.00
Monument sign	1	EA	\$5,000.00	\$5,000.00
Type A aggregate base	678	CY	\$65.00	\$44,044.00
5" reinforced concrete walks	7200	SF	\$5.50	\$39,600.00
Parking lot - Asphalt paving - type B	96	CY	\$250.00	\$23,925.93
Parking lot - Asphalt paving - type C	141	CY	\$250.00	\$35,185.19
Parking lot - 30' culvert at drive	30	LF	\$75.00	\$2,250.00
Parking lot - Culvert end treatment	2	EA	\$2,500.00	\$5,000.00
Parking lot - striping	1200	LF	\$0.60	\$720.00
Parking lot - Handicap signs	2	EA	\$250.00	\$500.00
Parking lot - Handicap ramp	1	EA	\$500.00	\$500.00
Parking lot - Truncated dome tiles	10	SF	\$31.00	\$310.00
Parking bumpers	20	EA	\$100.00	\$2,000.00
Traffic control - barricade	80	SD	\$2.00	\$160.00
Traffic control - drums	400	SD	\$1.25	\$500.00
Traffic control - cones	400	SD	\$1.25	\$500.00
GENERAL SITE SUBTOTAL				\$260,581.89

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SITE IMPROVEMENTS

Sports court - post tensioned slab	3600	SF	\$4.85	\$17,460.00
Sports court - basketball goal	1	EA	\$2,000.00	\$2,000.00
Sports court - court striping	1	EA	\$375.00	\$375.00
Park benches	3	EA	\$975.00	\$2,925.00
Park picnic tables	2	EA	\$1,500.00	\$3,000.00
Playground - standing concrete curb	210	LF	\$25.00	\$5,250.00
Underground drainage system	1	EA	\$600.00	\$600.00
Playground equipment purchased and installed	1	EA	\$32,342.00	\$32,342.00
Playground spinner equipment purchased and installed	1	EA	\$800.00	\$800.00
Playground Jr. Spica equipment purchased and installed	1	EA	\$1,075.00	\$1,075.00
Playground - engineered mulch	250	CY	\$3.00	\$750.00
Pre-engineered shelter - 20' x 20'	1	EA	\$28,000.00	\$28,000.00

SITE IMPROVEMENTS SUBTOTAL \$94,577.00

SUBTOTAL \$355,158.69

Estimating Contingency 1 10.00% \$35,515.89

SUBTOTAL \$390,674.78

Labor premium for accelerated construction time 1 25.00% \$24,417.17

SUBTOTAL \$415,091.95

Contractor's Insurance and OH&P 1 18.00% \$74,716.55

SUBTOTAL \$489,808.51

Contractor's OH&P premium for accelerated construction time 1 25.00% \$18,679.14

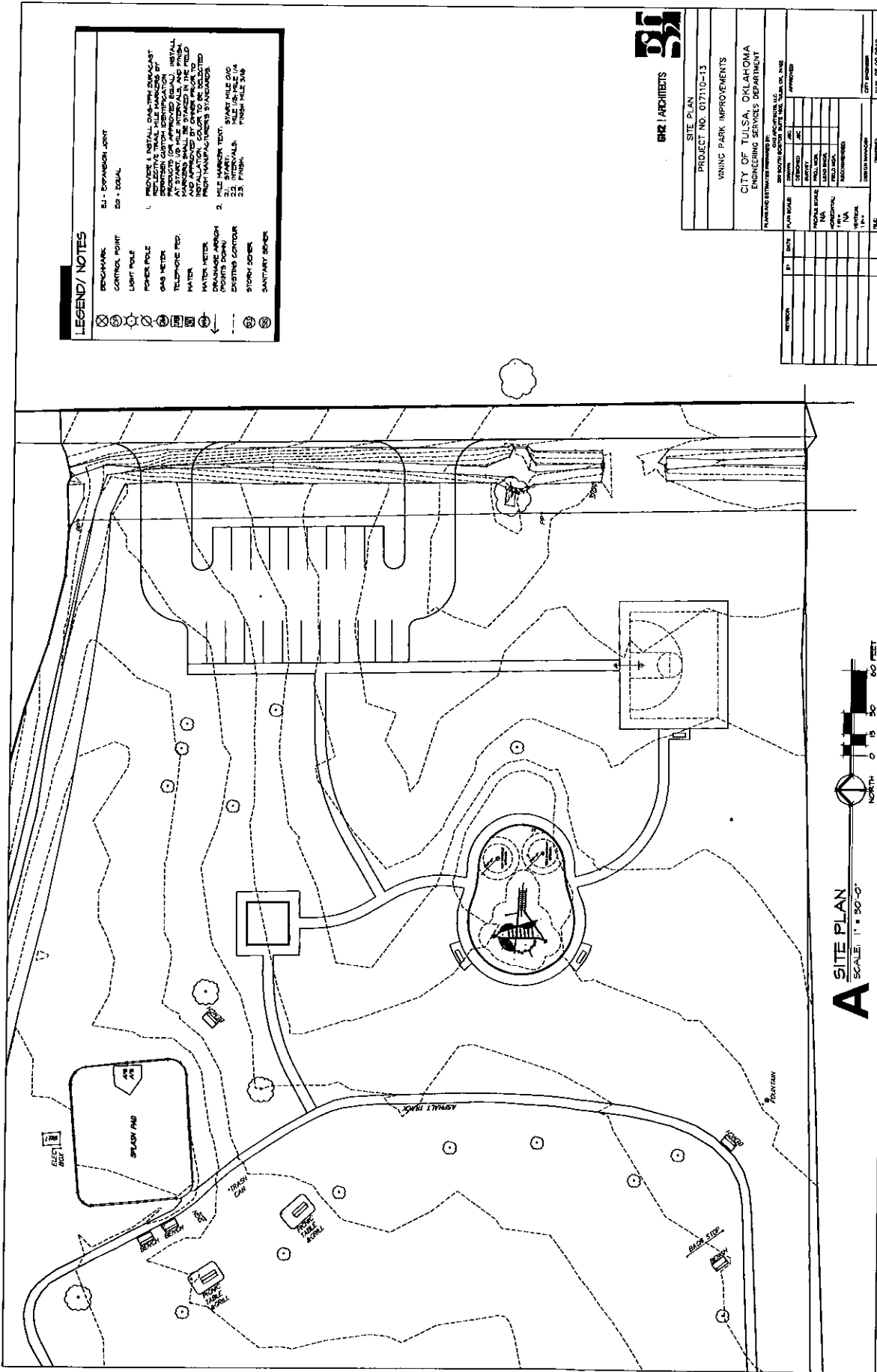
TOTAL \$508,487.64

Construction contingency 1 10.00% \$41,508.20

Testing 1 ALLOW \$3,000.00 \$3,000.00

GRANDTOTAL \$549,996.84

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LEGEND NOTES

BENCHMARK
 CONTROL POINT
 LIGHT POLE
 POWER POLE
 GAS METER
 TELEPHONE POLE
 WATER METER
 DRAINAGE AEROSOL
 POINTS DOWN
 DITCHING CONTROL
 STORM SEWER
 SANITARY SEWER

S1 - DRAINAGE JOINT
 S2 - EQUAL

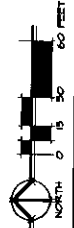
1. PROVIDE & INSTALL DRAINAGE DECAT COLLECTIVE TRAIL. HILLS MARKING BY COLLECTIVE TRAIL. HILLS MARKING BY PRODUCTS ON APPROVED EQUAL. INSTALL ALL STAKE OR HOLE INTERVALS AND FINISH AND APPROVED BY OWNER PRIOR TO FIELD PROJECT MANUFACTURERS IS INSTALLED.

2. HOLE MARKING TEST: START HOLE 0.00 2.1. START, H.S. FINISH HOLE 5.00 2.2. FINISH, H.S. FINISH HOLE 5.00

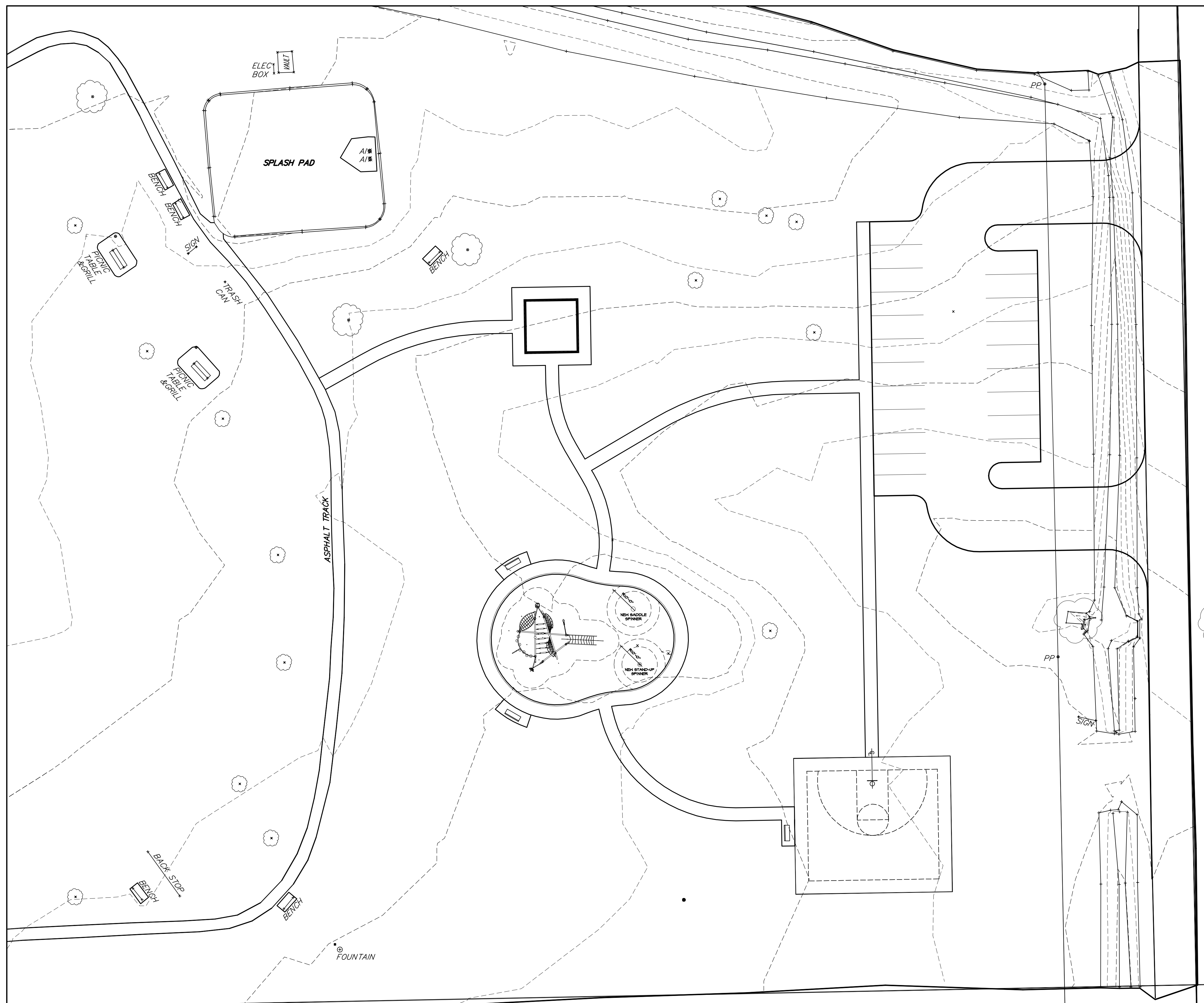


SITE PLAN
 PROJECT NO. 07710-13
 WINING PARK IMPROVEMENTS
 CITY OF TULSA, OKLAHOMA
 ENGINEERING SERVICES DEPARTMENT

PLANNING ESTIMATE PREPARED BY: DR. SCOTT R. MOYER, P.E., CIVIL & ENV. ENGR. INC.
 DATE: 05.09.2012
 SHEET NO. 25



A SITE PLAN



LEGEND/ NOTES

	BENCHMARK	EJ - EXPANSION JOINT
	CONTROL POINT	EQ - EQUAL
	LIGHT POLE	
	POWER POLE	
	GAS METER	
	TELEPHONE PED.	
	WATER	
	WATER METER	
	DRAINAGE ARROW (POINTS DOWN)	
	EXISTING CONTOUR	
	STORM SEWER	
	SANITARY SEWER	

1. PROVIDE & INSTALL DAS-TPM DURACAST REFLECTIVE TRAIL MILE MARKERS BY BERNTSEN CUSTOM IDENTIFICATION PRODUCTS (OR APPROVED EQUAL). INSTALL AT START, 1/8 MILE INTERVALS, AND FINISH. MARKERS SHALL BE STAKED IN THE FIELD AND APPROVED BY OWNER PRIOR TO INSTALLATION. COLOR TO BE SELECTED FROM MANUFACTURER'S STANDARDS.

2. MILE MARKER TEXT:
 2.1. START: START MILE 0/0
 2.2. INTERVALS: MILE 1/8; MILE 1/4
 2.3. FINISH: FINISH MILE 5/16



SITE PLAN
PROJECT NO. 017110-13
VINING PARK IMPROVEMENTS
CITY OF TULSA, OKLAHOMA ENGINEERING SERVICES DEPARTMENT

PLANS AND ESTIMATES PREPARED BY:
 GH2 ARCHITECTS, LLC
 320 SOUTH BOSTON, SUITE 1600, TULSA, OK 74103

REVISION	BY	DATE	PLAN SCALE:	DRAWN	JBC	APPROVED:
			PROFILE SCALE:	PROJ. MGR.		
			NA	LEAD ENGR.		
			HORIZONTAL:	FIELD MGR.		
			1 IN =	RECOMMENDED:		
			NA	DESIGN MANAGER		
			VERTICAL:			
			1 IN =			
			FILE:	DRAWING:		CITY ENGINEER
			ATLAS PAGE NO: 28			DATE 05.09.2012
						SHEET 03 OF XX SHEETS

A SITE PLAN
 SCALE: 1" = 30'-0"

NORTH

0 15 30 60 FEET