TULSA DEVELOPMENT AUTHORITY
STAFF REPORT

MEETING DATE: October 6, 2016
TO: CHAIRMAN & BOARD MEMBERS
FROM: O.C. Walker
SUBJECT: Release of a Request for Proposal for the Design and Installation of Sculptures and Associated improvements located in and upon the Vest Pocket Park

LOCATION: East Archer, between North Main Street and North Boulder Avenue, Tulsa, Oklahoma

Background:
- Redeveloper: Tulsa Development Authority
- Owner: Brady Arts District Owners Association
- Location: East Archer Street, between North Main Street and North Boulder Avenue
- Size of Tract: One City Block
- Zoning: Central Business District (CDB)
- Development Area: Downtown Tulsa, (Brady District/Greenwood District)
- Fair Market Value: $60,000.00
- Executive Director: O.C. Walker

Relevant Info:
On February 4, 2016, the Brady Arts District Owners Association met and approved the installation of sculptures. The request was an allocation of Brady District TIF funds in the amount of $60,000.00 for the entire project. The Arts Commission of the City of Tulsa has also reviewed and approved the project and offered a unanimous vote of support on March 14, 2016.

On June 2, 2016, the TDA Board of Commissioners reviewed and approved Resolution No. 6224, authorizing the approval of TIF Grant Application No. 8 – Request to provide funding for TIF District No. 1 (Brady Village TIF) for installation of sculpture and associated improvements located in and upon the vest pocket park located on East Archer Street, between North Main Street and North Boulder Avenue, Tulsa, Oklahoma. The project was awarded to Chris Wollard Studio.

According the Oklahoma Public Competitive Bidding Act, adopted August 1, 1974, unless otherwise provided by law, all public construction contracts exceeding Fifty thousand dollars ($50,000.00) shall be let and awarded to the lowest responsible bidder, by open competitive bidding after solicitation for sealed bids, in accordance with the provisions of the Public Competitive Bidding
Act of 1974. No work shall be commenced until a written contract is executed and all required bonds and insurance have been provided by the contractor to the awarding public agency. The RFP will include, but not limited to the following:

- Contents of bid notices
- Bidding documents
- Check, bond or irrevocable letter of credit to accompany bid
- Written statement under oath to accompany bid
- Late bids
- Opening of bids

TDA Staff has drafted a timeline of events and they are as follows:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>TDA Board Approve RFP</td>
<td>October 6, 2016</td>
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<tr>
<td>Publish RFP in newspaper &amp; website</td>
<td>October 16, 2016</td>
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<tr>
<td>Bids will be received</td>
<td>November 16, 2016</td>
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<td>Bids will be opened</td>
<td>November 18, 2016</td>
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<td>Presentation to BADOA</td>
<td>December 2, 2016</td>
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<tr>
<td>Presentations to TDA Board</td>
<td>January 5, 2017</td>
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<tr>
<td>RFP selection process</td>
<td>February 2, 2017</td>
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<tr>
<td>Enter into contract negotiations</td>
<td>February 2, 2017</td>
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</tbody>
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Attachments: N/A

Recommendation: Staff recommends the TDA Board of Commissioner approve this item as presented.

Reviewed By: O.C. Walker