



**TO:** Darrel Pyle, City Manager  
**FROM:** Brenda Hall, City Clerk *BH*  
**DATE:** October 11, 2019  
**SUBJECT:** Change Order #22 – Norman Public Library Central

City Council Resolution R-1112-55 grants administrative authority to the City Manager to approve change order requests up to \$40,000 or 10% of contract amount, whichever is less, and subsequently report those approvals to the City Council. Due to the ongoing Norman Public Library Central Project, a change order is being requested by Flintco, LLC in the amount of \$39,794. This change order has been reviewed and is being recommended by the project architect, Meyers, Scherer and Rockcastle, Ltd. (MSR), and has been further reviewed and recommended by the NORMAN FORWARD program management firm, ADG.

Attached is a Change Order Summary and quote for the following revisions:

- 24 Hour Library Canopy
- Diffuser relocation at Branch Manager's office
- Light fixture discrepancy in glass box
- Additional aggregate under exterior drains
- No parking signs @ fire lanes required by Fire Marshall
- Door switch discrepancy (ADA access)
- P5 fixture and sprinkler discrepancy
- Gerbil cage modifications requested by PLS

These items largely relate to operator changes and changes related to inspection requirements and architectural details. An accompanying Memo from MSR is included to further detail the above noted items.

We have reviewed the change order with both MSR and ADG to confirm that the items listed therein are acceptable. At this time, we recommend approval of the change order from Flintco, LLC in the amount of \$39,794. Funding is available in construction account number 051-9507-455.61-01 - Project NFB. 016.

Reviewed by: Kathryn Walker, City Attorney *KW*  
Anthony Francisco, Finance Director *A. Francisco*

Approved by: \_\_\_\_\_

*[Signature]*  
Darrel Pyle, City Manager

Date: 10-28-19



ADG, PC  
920 W Main  
Oklahoma City, OK 73106  
405.232.5700 ▪ [www.adgokc.com](http://www.adgokc.com)

## MEMO

DATE: 10/8/2019

TO: Brenda Hall

FROM: ADG Team

SUBJECT: NORMAN FORWARD – Central Library – Change Order #022

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PROJECT: NORMAN FORWARD – Central Library

PROJECT NO: 16-003

PHASE NO: Construction

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ADG has reviewed the summary of the referenced Change Order #022 provided by MSR along with their explanation and estimate of cost for each item. ADG is in agreement with MSR's recommendations.

**Randy W. Hill**  
Project Manager  
Program Management



# **AIA® Document G701™ – 2017**

## Change Order

**PROJECT:** (Name and address)  
Norman Public Library Central  
103 West Acres Street  
Norman, OK 73069

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: June 12, 2017

**CHANGE ORDER INFORMATION:**  
Change Order Number: 022  
Date: October 21, 2019

**OWNER:** (Name and address)  
City of Norman  
201 W. Gray Street  
Norman, OK 73069

**ARCHITECT:** (Name and address)  
MSR Design  
710 S. 2nd Street, 8th Floor  
Minneapolis, MN 55401

**CONTRACTOR:** (Name and address)  
Flintco, LLC  
2303 S. Prospect  
Oklahoma City, 73129

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

**PCO-85 R1** – 24 Hour Library Canopy - **\$30,293**  
**PCO-147** – Diffuser Relocation at Branch Managers (RFI 147) - **\$1,389**  
**PCO-148** – Light Fixture Discrepancy in Glass Box (RFI 519) - **\$1,775**  
**PCO-150** – Additional Aggregate Under Exterior Drains - **\$1,458**  
**PCO-151** – No Parking Signage @ Fire Lanes (RFI 501) - **\$1,213**  
**PCO-153** – Door Switch Discrepancy (RFI 531) - **\$1,450**  
**PCO-155** – P5 Fixture and Sprinkler Discrepancy (RFI 530) - **\$727**  
**PCO-162** – Gerbil Cage Changes (Submittal 390) - **\$1,489**

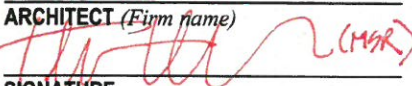
**CO #022 Total Cost: \$39,794.00**

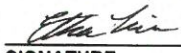
The original Contract Sum was	\$ 25,858,000.00
The net change by previously authorized Change Orders	\$ 967,681.00
The Contract Sum prior to this Change Order was	\$ 26,825,681.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 39,794.00
The new Contract Sum including this Change Order will be	\$ 26,865,475.00

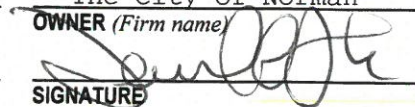
The Contract Time will be increased by Zero (0) days.  
The new date of Substantial Completion will be August 21, 2019

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

**MSR DESIGN**  
**ARCHITECT** (Firm name)  
  
**SIGNATURE**  
**THOMAS HALLER** (MSR)  
**PRINTED NAME AND TITLE**  
**10.21.2019**  
**DATE**

Flintco, LLC  
**CONTRACTOR** (Firm name)  
  
**SIGNATURE**  
**Ethan Treisa**  
**PRINTED NAME AND TITLE**  
**10/21/2019**  
**DATE**

The City of Norman  
**OWNER** (Firm name)  
  
**SIGNATURE**  
**Darrel Pyle**  
**PRINTED NAME AND TITLE**  
**10/28/19**  
**DATE**



## MEMORANDUM

MSR

Architecture  
Interiors and  
Urban Design

Date: 10/6/2019  
Project Name: **Norman Central Branch Library**  
Project No: 2016005.00

To: CO #022  
From: Thomas Haller (MSR)  
Cc: N/A

Re: **NORMAN CENTRAL LIBRARY CO #022 EXPLANATIONS**

The description below is intended to explain the reasons for the change in CO #022, and the associated costs for each change. Reference CO #22 for the formalized and signed document outlining these changes. Reference the potential change orders produced by Flintco Construction for the origination of stated costs.

### **PCO-85 RI – 24 Hour Library Canopy - \$30,293**

Explanation: This cost covers the labor and material for an addition coverage solution around the exterior 24 hour library. PLS has concerns (based on lessons learned from the East Library) that driving rain will affect the equipment. This design is intended to add more protection for this equipment. MSR recommended.

### **PCO-147 – Diffuser Relocation at Branch Managers (RFI 147) - \$1,389**

Explanation: Based on a conflict with the desk selection in the Branch Manager's Office, there are three floor diffuser locations that need to be moved. This will ensure proper air flow in the room as designed. MSR recommended.

### **PCO-148 – Light Fixture Discrepancy in Glass Box (RFI 519) - \$1,775**

Explanation: The detail for the originally drawn light fixture was not able to be maintained once an alternative light fixture was submitted and approved. This new light fixture will improved the quality of the light distribution in this prominent space in the building. MSR recommended.

### **PCO-150 – Additional Aggregate Under Exterior Drains - \$1,458**

Explanation: There are a few locations around the building where there is excessive washout and erosion around the exterior roof drains. This will improve the longevity of said drainage zones. MSR and Ten X Ten recommended.

### **PCO-151 – No Parking Signage @ Fire Lanes (RFI 501) - \$1,213**

Explanation: During a site inspection, the Fire Marshall deemed it necessary to have additional signs placed along the fire curb. MSR takes no exceptions.

### **PCO-153 – Door Switch Discrepancy (RFI 531) - \$1,450**

Explanation: This work is for a Flintco proposed alternative for the ADA paddle connections at the North and South Vestibules. Originally MSR designed these to have small, frame inset paddles; but with the difficulties of running wired connections through the mullions, Flintco has directed that the best option is to mount ADA paddles to the vestibule side walls. However with this revision, we cannot install the originally purchased paddles that are only for mullion mounting. This will add cost to the revision. MSR recommended.

**PCO-155 – P5 Fixture and Sprinkler Discrepancy (RFI 530) - \$727**

Explanation: During a site inspection, the Fire Marshall requested that the large pendant lights be lowered, to ensure no conflicts with fire suppression water spray. MSR takes no exception.

**PCO-162 – Gerbil Cage Changes (Submittal 390) - \$1,489**

Explanation: This cost increase will cover requests made by PLS to revise design of the gerbil cage to be more appropriate for their needs. These changes include increasing the size of the cage and adding a curb at the base for proper stability of the unit. MSR recommended.

**CO #022 Total Cost: \$39,794.00**

**Thomas Haller, Associate**

612.375.8708 T tom@msrdesign.com E