



DATE: May 8, 2013
TO: Steven Lewis, City Manager
FROM: Anthony Francisco, Finance Director *A. Francisco*
SUBJECT: Request for Emergency Capital Fund Transfer

As you know, the City is in progress on constructing fiber optic connections to the new Fire Station #9 (contract K-1213-174 with Trans-Tel of Norman). The fiber is being connected through existing traffic signal connection conduit for much of its distance between the Lindsey Street Maintenance Facility and Fire Station #9.

It was anticipated that damaged areas of the traffic conduit would have to be repaired during this project, and \$10,000 was included in the contract amount for these repairs. As the construction has progressed, however, substantial additional repairs have been required. Approximately 800 feet of the conduit needs to be repaired under pavement, requiring boring under the driveways of several businesses along the west side of 12th Avenue NE (East Norman Urgent Care, Communications Federal Credit Union, etc.).

In order to keep the project moving forward and in the continuing effort to open Fire Station #9 on schedule with necessary communications connectivity, we would request that you approve an emergency transfer of \$12,000 from Traffic Calming, Construction (account 050-9073-431.61-01) to PSST Computer Hardware (account 015-6543-422.53-01). Staff will prepare an agenda item for the May 28th Council agenda for ratification of this action, and a change order to the Trans-Tel contract.



APPROVED

DISAPPROVED

EC: Shawn O'Leary, Public Works Director
Susan Connors, Planning Director
Brenda Hall, City Clerk
Kari Madden, Network Manager
Suzanne Krohmer, Budget Manager

office memorandum