



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: RPT-1617-31

File ID: RPT-1617-31 **Type:** Communication or Report **Status:** Consent Item

Version: 1 **Reference:** Item 13 **In Control:** City Council

Department: City Clerk Department **Cost:** **File Created:** 12/02/2016

File Name: City Manager's Change Order Report **Final Action:**

Title: SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE CITY MANAGER'S CHANGE ORDER REPORT AND DIRECTING THE FILING THEREOF.

Notes: ACTION NEEDED: Motion to acknowledge receipt of the report and direct the filing thereof.

ACTION TAKEN: _____

Agenda Date: 12/13/2016

Agenda Number: 13

Attachments: Text File CM CO Rpt, Memo Change Order Report, Change Order Standard

Project Manager: Brenda Hall, City Clerk

Entered by: ellen.usry@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File RPT-1617-31

Body

INFORMATION: City Council, in its meeting of November, 8, 2011, adopted Resolution R-1112-55 delegating administrative authority to the City Manager or his designee, at his discretion, to approve change order requests that result in adjustments up to forty thousand dollars (\$40,000) or 10% of any contract, whichever is less. The resolution also required that the administrative approvals of change orders be reported to City Council with the City Manager's Weekly Report, be placed on the agenda at the next regularly scheduled Council meeting, and then filed with the original contract in the permanent records of the City Clerk.

On December 22, 2015, City Council approved Contract K-1516-67 with Standard Roofing Company, Inc., in the amount of \$531,586 for the 2016 Roof Replacement Projects for Westwood Clubhouse, the Santa Fe Depot (tile roof), and rehabilitation of the Norman Investigations Center roof. Change Order No. One increasing the contract amount by \$9,831.05 for a revised contract amount of \$541,417.05 was approved by the City Manager on July 8, 2016, which addressed additional work at both Westwood Clubhouse and the Norman Investigations Center. .

Change Order No. Two to Contract K-1516-67 in the amount of \$14,768 was submitted to the City Manager and approved administratively on December 1, 2016. Standard Roofing originally bid their work to be

completed in one trip. This was done before Staff became aware of the reconstruction work needed at the Depot. All clay tiles will need to be removed at one time to allow existing structural issues to be addressed by Phoenix Construction Disaster Services, Inc. who was hired for that project. Once the structural issues have been completed Standard Roofing will return to complete their portion of the roof project. The change order extended the proposed completion date from June 3, 2016 until June 30, 2017. The item is now submitted to Council for informational purposes in accordance with Resolution R-1112-55.