



**TO:** Steve Lewis, City Manager  
**FROM:** Terry Floyd, Development Coordinator  
**DATE:** March 1, 2018  
**SUBJECT:** Change Order #6 – 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. Attached is a Change Order Summary and quote for additional work associated for structural steel joist adjustments, mechanical system revisions, electrical panelboard revisions, landscaping adjustments and plumbing fixtures for the Norman Public Library Central Project.

Due to the ongoing Norman Public Library Central Project, a change order is being requested by Flintco, LLC in the amount of \$21,602. 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. The change order is necessary as an upgrade to the existing access control system to add an intrusion system component in the building. This system is currently provided by the City for Pioneer Library System as part of the building operational agreement. An accompanying Memo further explaining the adjustments has been provided by MSR. No weather delay days are being requested. <sup>5)</sup>

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 \$21,602. Funding is available in account number 51-9507-455.6101 - Project NFB 016.

Reviewed by: Jeff Bryant, City Attorney *JHB*  
Anthony Francisco, Finance Director *A. Francisco*

Approved by: *[Signature]* Date: 4-17-18

Steve Lewis, City Manager

# AIA<sup>®</sup> Document G701<sup>™</sup> – 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: 006  
 Date: February 20, 2018

**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, OK 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.)*

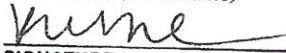
PCO-26 - RFI #152R1 - addition of intrusion detection into project scope - \$21,602.00

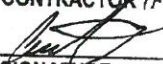
The original Contract Sum was	
The net change by previously authorized Change Orders	\$ 25,858,000.00
The Contract Sum prior to this Change Order was	\$ 159,256.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 26,017,256.00
The new Contract Sum including this Change Order will be	\$ 21,602.00
	\$ 26,038,858.00

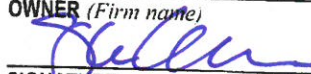
The Contract Time will be increased by Zero (0) days.  
 The new date of Substantial Completion will be July 9th, 2019

**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  
 Kristilyn Vercruyse, AIA  
 PRINTED NAME AND TITLE  
 2/20/2018  
 DATE

Flintco, LLC  
 CONTRACTOR *(Firm name)*  
  
 SIGNATURE  
 Christine Worchhofer APM  
 PRINTED NAME AND TITLE  
 2/21/2018  
 DATE

City of Norman  
 OWNER *(Firm name)*  
  
 SIGNATURE  
 Steven Lewis, City Mgr  
 PRINTED NAME AND TITLE  
 4-17-18  
 DATE

## MEMORANDUM

MSR

Architecture  
Interiors and  
Urban Design

Date: 2/20/2018  
Project Name: **Norman Central Branch Library**  
Project No: 2016005.00

To: CO #006  
From: Kristilyn Vercruysse (MSR)  
Cc: N/A

Re: **NORMAN CENTRAL LIBRARY CO #006 EXPLANATIONS**

The description below is intended to explain the reasons for the change in CO #006, and the associated costs for each change. Reference CO #006 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-26 – RFI 152r1 - \$21,602.00**

Explanation: This Change Order adds intrusion detection into the scope of the construction contract. This scope was originally to be owner provided outside of the construction contract. In the interest of cohesion between this system and the access control system the scope will be provided by the same subcontractor.

CO #006 Total Cost: \$21,602.00

**Kristilyn Vercruysse, AIA, Associate**  
612-359-3246 T kristilyn@msrdesign.com E



ADG, PC  
920 W Main  
Oklahoma City, OK 73106  
405.232.5700 ▪ www.adgokc.com

## MEMO

DATE: 2/21/2018  
TO: Terry Floyd  
FROM: ADG Team  
SUBJECT: NORMAN FORWARD – Central Library – Change Order #006

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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 provided by MSR along with their explanation and estimate of cost for each item. ADG is in agreement with MSR's recommendations.

**Leslie Tabor**  
Program Management



ADG, PC  
920 W Main  
Oklahoma City, OK 73106  
405.232.5700



**CHANGE ORDER REQUEST: PCO 26**

Project Name Norman Central Library  
Flintco Job Number 17039 MSR Job Number 2016005 City of Norman Contract number K-1617-83

<b>TO:</b> Terry Floyd Norman Municipal Authority 201 West Gray Norman, Ok 73070	<b>Subject:</b> RFI #152R1 - Intrusion Detection Scope
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In Accordance with our contract agreement, for your review and acceptance, we submit this cost proposal

Document Ref: RFI # 152R1	<b>NTP DATE:</b> <b>COR Date:</b> 2/13/2018
<b>Summary:</b> Costs per RFI #152R1 to add scope to Prime's contract for Convergent to install intrusion detection at (9) doors identified on the Safety and Security Plans and establish unified system with access control doors.	
<b>Exclusions:</b>	

<b>LABOR, LABOR BURDEN, MATERIALS, SUBCONTRACTS</b>		
Direct Labor		\$ -
Labor Burden	(58% *Sum of all Flintco Labor)	\$ -
Direct Materials		\$ -
Direct Subcontracts		\$ 17,641
<b>SUBTOTAL 1</b>		<b>\$ 17,641</b>
<b>EXPENSES ON LABOR AND MATERIALS</b>		
Consumables	(5.0% of Labor)	-
Small Tools	(5.0% of Labor)	-
<b>SUBTOTAL 2</b>		<b>\$ -</b>
<b>EXPENSES ON LABOR, LABOR BURDEN, MATERIALS</b>		
Data Processing	(0.25% of labor, burden, and materials)	-
Safety	(1.0% of labor, burden, and materials)	-
Warranty	(1.0% of labor, burden, and materials)	-
<b>SUBTOTAL 3</b>		<b>\$ -</b>
<b>SUBCONTRACTOR INSURANCE, OVERHEAD AND FEE</b>		
Bonding	(1.5% of Subcontracts and Self Performed)	\$ 264.61
Builders Risk Insurance	(.08% of Subcontracts)	14
Overhead on Subcontracts	(10% of Subcontracts)	1,764
Fee on Subcontracts	(10% of Subcontracts)	1,764
<b>SUBTOTAL 4</b>		<b>\$ 3,807</b>
<b>SELF PERFORMED WORK INSURANCE, OVERHEAD AND FEE</b>		
Bldrs Risk Insurance	(.6 % of Subs and Self Performed work)	\$ 129
Overhead on Flintco Work	(10% of Self Performed work+ Bond / Ins)	\$ 13
Fee on Flintco Work	(10% of Self Performed work+ Bond / Ins)	\$ 13
<b>SUBTOTAL 5</b>		<b>\$ 154</b>
<b>TOTAL CHANGE ORDER PROPOSAL</b>		<b>\$ 21,602</b>

Flintco, Inc  
\_\_\_\_\_  
James A. Heley  
\_\_\_\_\_  
Date

OWNER  
\_\_\_\_\_  
Terry Floyd  
\_\_\_\_\_  
Date



# CHANGE ORDER REQUEST:

26

WORKSHEET  
2/13/2018

Oklahoma City, OK  
Job Number 17039 - Norman Central Library

DESCRIPTION	QTY	UNIT	LABOR				MATERIAL		SUBCONTRACTOR		
			UMH	MHRS	RATE	U.P.	COST	U.P.	COST	U.P.	COST
Prime	1	LS		-		-		\$0	\$0	\$17,641	\$ 17,640.96
<b>TOTAL</b>								\$0	\$0	\$	17,640.96

**PRIME ELECTRIC CO.** / 400 S. Coltrane, Edmond, OK 73034 • (405) 359-9190

TO: Flintco Construction  
 Project Norman Public Library Central  
 COR No. 10  
 COR Title Add Intrusion Detection System

Expires 3/1/2018  
 COR Date 1/30/2018

Revision Date

COR Item No	Description	Qty	Material	Labor		Equipment	
				Hours	Costs	Type	Cost
1	<b>Convergent Technologies</b>						
2	System Equipment (Taxable)		\$ 3,871.97				
3	Design, Installation, & Programming		\$ 4,777.14				
4							
5							
6	<b>Prime Electric Co.</b>						
7	Keypad (Minor)	4	\$ 48.08	5.00	\$ 213.75	DJE	\$ 16.03
8	Siren (Minor)	3	\$ 36.06	3.75	\$ 160.31	DJE	\$ 12.02
9	Door Contact (Minor)	9	\$ 88.67	9.90	\$ 423.23	DJE	\$ 31.74
10	Head End Cabinets (Minor)	1	\$ 50.00	4.00	\$ 171.00	DJE	\$ 12.83
11	3/4" EMT	400'	\$ 404.00	28.80	\$ 1,231.20	DJE	\$ 92.34
12	Pull String	380'	\$ 22.42	3.42	\$ 146.21	DJE	\$ 10.97
13	3-#12 THHN	20'	\$ 13.54	0.48	\$ 20.52	DJE	\$ 1.54
14	Junction Box	2	\$ 22.04	2.01	\$ 85.93	DJE	\$ 6.44
15	Terminate New Home Run	1	\$ 1.53	0.40	\$ 17.10	DJE	\$ 1.28
16	Safety Coordination			5.14	\$ 219.74	DJE	\$ 16.48
17	Material Staging		\$ 23.02	3.29	\$ 140.65	DJE	\$ 10.55
18	Submittals & As-Builts		\$ 250.00	6.00	\$ 256.50	DJE	\$ 19.24
19							
20							
21	<i>All rough-in provisions &amp; supervision/coordination to be performed by Prime Electric Co.</i>						
22	<i>System equipment, design, installation, testing, programming, etc. to be performed by Convergent Technologies.</i>						
23							
24	<i>System infrastructure is assumed to be in free-air cabling above accessible ceilings and concealed in conduit</i>						
25	<i>in walls and above hard lid ceilings or inaccessible ceilings.</i>						
26							
27							
<b>Totals</b>			<b>\$ 9,608.47</b>	<b>72.19</b>	<b>\$ 3,086.12</b>		<b>\$ 231.46</b>
					<b>Labor Burden</b>	<b>\$ 1,260.68</b>	
<b>Sales Tax - Yes 8.75%</b>						<b>\$ 422.74</b>	
<b>Total Raw Costs (Labor+Labor Burden+Material+Equipment+Tax)</b>						<b>\$ 14,609.47</b>	
<b>Project Management Expense</b>						<b>\$ -</b>	
<b>Overhead @ 10%</b>						<b>\$ 1,460.95</b>	
<b>Profit @ 5%</b>						<b>\$ 803.52</b>	
<b>Supervision</b>						<b>\$ 767.02</b>	
<b>Bonds - No</b>						<b>\$ -</b>	
<b>GRAND TOTAL</b>						<b>\$ 17,640.96</b>	

**NOTES:**

*Proposal excludes cutting, patching, or painting of any surface unless specifically included above.  
 Proposal assumes all work to be performed during normal working hours and does not include any overtime unless show  
 No work to begin until written authorization for this proposal.*



6101 West Reno, Oklahoma City, Oklahoma 73127  
Phone 405-546-5703 Mobile 405-404-7970  
matthew.huskins@convergent.com

January 26, 2018

Prime Electric Company  
Norman Public Library Central  
103 W. Acres Street Norman, Oklahoma 73069  
Attention: Russel Hughes

Quotation: MH05093083P  
RFP#:  
License/Cert 1750

Reference: C/O IDS Integration

On behalf of our thousands of global colleagues, I want to personally thank you for considering Convergent Technologies for this project and for providing us with the opportunity to present this proposal addressing your electronic security needs. We are confident that this proven solution is both comprehensive and customized to meet your needs today and in the years ahead.

Convergent has developed a strong reputation for service excellence and is the only company recognized twice as the Systems Integrator of the Year by SDM Magazine. Most recently, Convergent was ranked the 4<sup>th</sup> largest global systems integrator. This recognition is, in part, a reflection of the strong relationships Convergent has developed with the industry's top technology manufacturers. Convergent Technologies has a strong history of success with similar solutions provided to other clients and would be happy to provide these references upon request.

Our guiding principal has always been to be a customer-focused and service-based company, supported by dedicated and certified professionals who strive to make a daily difference. Our vision of becoming our customers' best service provider is what drives everything we do. After achieving a successful on-time and on-budget project installation, Convergent will provide you with the industry's best on-going service. This service includes our 24/7 customer portal (iCare), designed to track service work orders, project progress, and provide you with detailed metric reporting for continuous improvement.

The following security proposal is specifically designed to meet your needs. As your single point of contact, please feel free to contact me with any additional questions you may have. Thank you again for considering Convergent Technologies as your partner for your electronic security needs.



## **Scope of Work**

Change order to add Intrusion Detection System (IDS) and integrate with the Genetec Security Center (GSC) system.

### **HEAD-END**

The following devices will be installed in the Telecom Room 118.

- D7412GV4 Alarm panel in wall mounted panel
- D8125 Popex Zone Expander
- B440 Cellular Communicator
- 2 D126 12VDC 7AH batteries

All devices will be addressable using the D9127U Popit Module. This will allow each point to be integrated into GSC software.

### **FIELD DEVICES**

#### **-DOOR CONTACTS ONLY POINTS**

Recessed door contacts will be installed in exterior doors that do not have access control on them. The door contacts (1078) will be recessed mounted, door prepped by others, and will be wired to a D9127U Popit.

#### **-ACS DOORS INTERFACE**

Doors that have access control installed will be interfaced through a SY-MR16OUT output board that will be added to the GSC access control system. each door will be assigned a output so that when the door goes into a "Door Forced" alarm the corresponding SY-MR16OUT output will trigger a Popit and alarm in the IDS system.

### **KEYPADS**

The following locations IDS keypads will be wall mounted.

- North Vestibule 101 – B920
- East Entry Vestibule – B915 Keypad
- Garage, Recycling, Grounds keeping door 128a – B915a
- Security Office 143 – B920

### **SIRENS**

Two (2) interior (d116) wall mounted sirens, one per floor and one (1) exterior (outdsirsb) siren with strobe in a location that can be seen from a major roadway.



**CABLE**

All cabling will be plenum rated. Cable will be labeled on each end with machine printed self-laminating labels within 6 inches of termination point. All cabling will be supported with hangers every 5 feet, hangers will be wall mounted 6 inches above drop tile ceiling.

**SUBMITTALS**

Architect submittals are included in proposal, AS-built drawing will be provided at end of project.

**Materials**

Line	Qty	Part	Description	Unit Price	Extended Price
1			GENETEC INTEGRATION LICENSES		
2	1.00	GSC-1AP-Bosch	1 Bosch G Series intrusion panel connection (GV2/GV3/GV4). Only available with Professional or Enterprise packages (Synergis™ and/or Omnicast™). Mandatory Genetec Advantage.	\$ 464.29	\$ 464.29
3			GENETEC HARDWARE		
4	1.00	Sy-MR16OUT	Mercury MR16OUT 16-relay Output Control Module (PCB only, software connections included)	\$ 696.43	\$ 696.43
5			HEAD-END HARDWARE		
6	1.00	D7412GV4-A	D7412GV4 WITH TRANSFORMER, D8108A ATTACK RESISTANT ENCLOSURE, LOCK AND KEY	\$ 320.77	\$ 320.77
7	1.00	D8125	POPEX ZONE EXPANDER FOR G SERIES	\$ 66.21	\$ 66.21
8	1.00	B440	PLUG-IN CELLULAR COMMUNICATOR, VERIZON EVDO (3G)	\$ 235.71	\$ 235.71
9	2.00	D126	BATTERY, 12V 7 AH	\$ 23.17	\$ 46.34
10			FIELD DEVICES - DOORS		
11	7.00	D9127U	POPIT WITH NO TAMPER SWITCH	\$ 23.54	\$ 164.80
12	9.00	1078-G	Recessed Steel Door Contact w/Wire Leads, 1" Diameter, Grey, 1/2" Gap Size. Closed Loop	\$ 7.26	\$ 65.31
13			FIELD DEVICES - ACS		
14	4.00	D9127U	POPIT WITH NO TAMPER SWITCH	\$ 23.54	\$ 94.17
15			FIELD DEVICES & KEYPADS		
16	2.00	B915	BASIC TEXT KEYPAD	\$ 85.71	\$ 171.43
17	2.00	B920	2 LINE ALPHA NUMERIC KEYPAD (SD12)	\$ 107.14	\$ 214.29
18	2.00	D116	SIREN, 12V 15 WATT	\$ 8.67	\$ 17.34
19	1.00	OE-OUTDSIRSB	2-TN SIREN 120DB W/BLU STROBE	\$ 85.70	\$ 85.70
20			CABLE		
21	1.00	WG-31152103	18/4 STR CMP/FT6 1M RLBX ORG	\$ 214.27	\$ 214.27
22			MISC		
23	2.00	H2-CMSJHK44	2" J-HOOKS - 25 PACK	\$ 37.86	\$ 75.71
24	1.00	H2-ACSV75BK	BULK VELCRO CABLE TIE 75FT BLK	\$ 78.56	\$ 78.56

<b>Equipment Total</b>	\$	3,011.33
<b>Total Labor</b>	\$	4,777.14
<b>Other Costs</b>	\$	474.29
<b>Freight/Warranty</b>	\$	386.35
<b>Tax if applicable</b>	\$	0.00
<b>Total Project Price</b>	\$	8,649.11

## Clarifications and Exclusion

1. All work proposed herein, shall be performed during normal business hours Monday through Friday 8:00 am - 5:00 pm.
2. Low voltage wiring shall be installed via open air code approved methods.
3. Provision or installation of conduit, wire, boxes, fittings or other electrical installation materials unless specifically listed under Inclusions or Bill of Materials.
4. Permits or associated fees are not included.
5. Customer to provide static IP addresses and network connections at panel locations.
6. Customer to provide a secured staging & storage area for project related materials.
7. Pricing assumes that electronic Auto CAD files are available from customer for our use in creating submittal drawings.
8. Twenty-Five percent (25%) of the proposed sell price shall be payable to Convergent Technologies for project mobilization. Mobilization shall be invoiced and due upon customer acceptance of this proposal.
9. Proposal does not include sales tax unless otherwise noted.
10. Anything in the Contract Documents notwithstanding, in no event shall either Contractor or Subcontractor be liable for special, indirect, incidental or consequential damages, including commercial loss, loss of use, or lost profits, even if either party has been advised of the possibility of such damages.
11. Convergent Technologies reserves the right to negotiate mutually acceptable contract terms and conditions with customer by making mutually agreeable changes to the formal contract included in the Bid Documents.

**Total Project Investment:**

**\$ 8,649.11**

Thank you for considering Convergent Technologies for your Security needs. If you have any questions or would like additional information, please don't hesitate to contact me immediately. If you would like to proceed with the scope of work as outlined in this proposal, please sign below and return to my attention.

Sincerely,

**Matthew Huskins**  
Convergent Technologies  
Matthew Huskins

By signing below, I accept this proposal and agree to the Terms and Conditions contained herein

Russel Hughes

January 26, 2018

Customer Name (Printed)

Date

Authorized Signature

Title