



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: RPT-2021-22**

**File ID:** RPT-2021-22      **Type:** Communication or Report      **Status:** Consent Item

**Version:** 1      **Reference:** Item 9      **In Control:** City Council

**Department:** City Clerk Department      **Cost:**      **File Created:** 10/27/2020

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

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

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

**ACTION TAKEN:** \_\_\_\_\_

**Agenda Date:** 11/24/2020

**Agenda Number:** 9

**Attachments:** Memo to CM- Contract No K-2021-59 Meshek FEMA Grant App Signed by CM, K-2021-59, Change Order Layne, Change Order Cimarron, Change Order Horseshoe, Change Order EMC

**Project Manager:** Brenda Hall, City Clerk

**Entered by:** ellen.usry@normanok.gov

**Effective Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

### Text of Legislative File RPT-2021-22

Body

**BACKGROUND:** 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 the City Council with the City Manager's Weekly Report at the next regularly scheduled Council meeting and then filed with the original contract in the permanent records of the City Clerk.

City Council, in its meeting of July 14, 2020, adopted Ordinance O-1920-40 raising the contract approval threshold for the purchase of supplies, equipment, or contractual services from

\$25,000 to \$50,000 which would be consistent with the current state law. Ordinance O-1920-40 requires contracts and purchases valued between twenty-five thousand dollars (\$25,000) and fifty-thousand dollars (\$50,000) be reported to Council on a monthly basis.

**DISCUSSION:** On October 15, 2020, the City Manager signed an agreement with Meshek and Associates in the amount of \$25,000 to provide Federal Emergency Management Agency (FEMA) Hazard Mitigation Assistant Grant Application Services. They will assist the City in grant applications to FEMA to possibly pay for stormwater issues.

There are also four change orders included in this report

Change Order No. Two to Contract K-1819-11 with Layne, A Granite Company for the 2018 Groundwater Wellfield Development Project increases the contract time by 60 calendar days to complete the additional work and account for unforeseen circumstances encountered by COVID-19.

Change Order No. Two to Contract K-1920-46 with Cimarron Construction Company for the Gray Street and Tonhawa Street Water Line Replacement Project increases the contract by \$32,054 to reconnect fire service lines identified during construction including a new single check valve at the right-of-way to provide adequate protection, modifies quantities for boring without casing for six-inch and eight-inch lines to account for field identification of existing fire service to be an eight-inch line, and modifies directional drilling pay items.

Change Order No. Three to Contract K-1920-73 with Horseshoe Construction, Inc., for the FYE 17 Sewer Maintenance Project to address cost increases (\$42,490) in street repairs and rock backfill due to additional street cut locations including the storm sewer crossing modifications and their reconstruction. It also includes a cost decrease (-\$43,400) for each service connection due to the elimination cleanouts at the service connections.

Change Order No. Three to Contract K-1920-13 with EMC Services, LLC, increases the contract by \$21,605 to address intersection ADA ramp issues on Main Street at Sherry Avenue, Mercedes Drive, and Collier Drive.