



# City of Norman, OK

Municipal Building Council  
Chambers  
201 West Gray Street  
Norman, OK 73069

## Master

**File Number: K-1112-107 CO#2**

**File ID:** K-1112-107 CO#2

**Type:** Contract

**Status:** Consent Item

**Version:** 1

**Reference:** Item No. 26

**In Control:** City Council

**Department:** Public Works  
Department

**Cost:** \$2,186.40

**File Created:** 07/08/2013

**File Name:** Bldg A Renovation Final Acceptance CO#2

**Final Action:**

**Title:** CHANGE ORDER NO. TWO TO CONTRACT NO. K-1112-107: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND SUN CONSTRUCTION SERVICES, L.L.C., INCREASING THE CONTRACT BY \$2,186.40 FOR A REVISED CONTRACT AMOUNT OF \$244,133.40 FOR THE BUILDING "A" RENOVATION PROJECT, PHASE 1, AND FINAL ACCEPTANCE OF THE PROJECT.

**Notes:** ACTION NEEDED: Motion to approve or reject Change Order No. Two to Contract No. K-1112-107 with Sun Construction Services, L.L.C., increasing the contract amount by \$2,186.40 for a revised contract amount of \$244,133.40 ; and, if approved, authorize the execution of the contract, accept the project, and direct final payment in the amount of \$2,186.40 to Sun Construction Services, L.L.C.

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

**Agenda Date:** 07/23/2013

**Agenda Number:** 26

**Attachments:** Text File Amd K-1112-107, Change Order 2  
K-1112-107

**Project Manager:** Scott Sturtz, City Engineer

**Entered by:** pam.jones@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 K-1112-107 CO#2

body

**BACKGROUND:** Building A on the City Hall campus was constructed in 1978 and currently houses the following two city departments including 61 employees: (1) Planning and Community Development and (2) Public Works. Improvements made to the building since it was originally constructed include roof repair and HVAC replacement. The building does not meet current accessibility standards of the Americans with Disabilities Act (ADA). In addition, customer service and public meetings are compromised due to a lack of adequate space. Employees are cramped in small working spaces. The original carpet (34 years old) still remained in building. Many of the customers of this building are developers, builders, business and property owners. Regular meetings in the building include Pre-Development, Flood Plain Permit Committee, Greenbelt

Commission, Board of Zoning Appeals, Board of Adjustment, Historic District Commission and Reapportionment Commission.

The Building A Renovations in 2011/2012 were constructed in two phases to accommodate Capital Fund budget limitations. In addition, service for City's customers was never allowed to be interrupted. The project eventually fulfilled all requirements including ADA accessibility, space utilization, and customer service enhancements. The project was designed and administered by The McKinney Partnership Architects.

Bid documents and specifications for Building A Improvements, Phase 1 were advertised according to State Law. Five (5) potential bidders acquired plans and specifications and four (4) bids were received on February 23, 2012.

The low bidder was Sun Construction, of Noble, Oklahoma, in the amount of \$217,328, or approximately \$29,463 less than the next lowest bidder. The Architect's estimate for the project was \$200,800 and the low bid exceeded the estimate by approximately 8%. The main reason the Architect's estimate was lower than the low bid was the associated costs with the building remaining in full use during the construction creating multiple small work phases. Council approved the contract with Sun Construction Services, LLC on March 27, 2012.

The total project budget including the bid from Sun Construction Services, LLC and the owner supplied items required to complete the project was \$225,828. Funding for this building improvement project was allocated from the City Hall Building A Improvements Construction (account No. 050-9677-419.61-01; project EF0120).

Change Order #1 to the contract was approved by Council on August 13, 2012. This change order covered several small changes and included construction phasing alternatives to accelerate the completion date of the overall project. The total amount of Change Order No. 1 was \$24,619. Based on the total contract amount of \$217,328, this was an increase of 11.5% in the Phase 1 contract, but lowered the cost of Phase 2 by 16%.

**DISCUSSION:** Change Order No. #2 involves additional work that was completed during construction. The change order addresses several requests from the contractor including additional cabinetry and countertops, additional light fixtures and electrical outlets, an additional reception (swing) gate at the permit area, extra plumbing, modification of a closet door and restroom modifications.

The total amount of Change Order No. 2 is \$2,186.40 or approximately a 0.90% increase over the current contract amount of \$241,947. The project is now complete and the current unencumbered balance for this account contains the funds to cover this change order. These funds are located in City Hall Building A Improvements Construction (account No. 050-9677-419.61-01; project EF0120).

**RECOMMENDATION NO. 1:** Staff recommends approval of Change Order 1 increasing Contract No. K-1112-107 by \$2,186.40.

**RECOMMENDATION NO. 2:** Staff further recommends final acceptance of the Building A Improvements, Phase 1, for a total contract cost of \$244,133.40 and final payment in the amount of \$2,186.40.