TO: Mary Rupp, Interim City Manager

FROM: Terry Floyd, Development Coordinator

DATE: May 3, 2019

SUBJECT: Change Order #16– 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. Due to the ongoing Norman Public Library Central Project, a change order is being requested by Flintco, LLC in the amount of $39,248. 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.

Attached is a Change Order Summary and quote for installation of six lights on Legacy Trail that were removed as part of the James Garner Intersection/Library construction project. Due to the site, utility and electrical coordination and other Central Library site features, this Change Order is being recommended and construction completed utilizing the current Central Library construction contract with Flintco.

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 $39,248. Funding is available in account number 051-9507-455.62-01 - Project NFB 016.

Reviewed by: Kathryn Walker, Assistant City Attorney KWalker
Anthony Francisco, Finance Director A. Francisco

Approved by: Mary Rupp Date: 5/16/2019
Mary Rupp, Interim City Manager

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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: 016
Date: April 16, 2019

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, 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-103 – Legacy Trails Lightpoles (RFI-430) - **$39,248.00**

CO #016 Total Cost: ***$39,248.00***

The original Contract Sum was	$	25,858,000.00
The net change by previously authorized Change Orders	$	732,974.00
The Contract Sum prior to this Change Order was	$	26,590,974.00
The Contract Sum will be increased by this Change Order in the amount of	$	39,248.00
The new Contract Sum including this Change Order will be	$	26,630,222.00

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be August 8, 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.

ARCHITECT *(Firm name)*	CONTRACTOR *(Firm name)*	OWNER *(Firm name)*
MSR DESIGN	Flintco	City of Norman
(MSR)		
SIGNATURE	SIGNATURE	SIGNATURE
THOMAS HALLER (MSR)	Cristine Winchester	Mary Rupp, Interim City Mgr
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
04.16.2019.	4.16.19	5/20/2019
DATE	DATE	DATE

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User Notes:
(3B9ADA52)

Change Order No. 16 to K-1617-83

MEMORANDUM

MSR

Architecture
Interiors and
Urban Design

Date: 4/16/2019
Project Name: **Norman Central Branch Library**
Project No: 2016005.00

To: CO #016
From: Thomas Haller (MSR)
Cc: N/A

Re: **NORMAN CENTRAL LIBRARY CO #016 EXPLANATIONS**

The description below is intended to explain the reasons for the change in CO #016, and the associated costs for each change. Reference CO #016 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-103 – Legacy Trails Lightpoles (RFI-430) - **$39,248.00**
Explanation: This order is to repurpose six light poles by the City to the Legacy Tail adjacent to the library, along with necessary foundation work. MSR takes no exceptions.

CO #016 Total Cost: ***$39,248.00***

Thomas Haller, Associate
612.375.8708 T tom@msrdesign.com E

ADG

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

MEMO

DATE: 04/16/2019

TO: Terry Floyd

FROM: ADG Team

SUBJECT: NORMAN FORWARD – Central Library – Change Order #016

PROJECT: NORMAN FORWARD – Central Library

PROJECT NO: 16-003 PHASE NO: Construction

ADG has reviewed the summary of the referenced Change Order #016 provided by MSR along with their explanation and estimate of cost for each item. ADG is in agreement with MSR's recommendations.

Leslie Tabor
Senior Project Manager
Program Management

ADG

Change Order No. 16 to K-1617-83

FLINTCO

CHANGE ORDER REQUEST: PCO 103

Project Name: Norman Central Library
Flintco Job #: 17039

City of Norman Contract number K-1617-83

TO:	Terry Floyd Norman Municipal Authority 201 West Gray Norman, Ok 73070	Subject:	RFI #430

In Accordance with our contract agreement, for your review and acceptance, we submit this cost proposal

NTP DATE:
COR Date: 4/3/2019

SUMMARY Per RFI #430, six light poles to be repurposed by the City to light Legacy Trail adjacent to the Library. Flintco to pour 24" bases and Prime to run power.

LABOR, LABOR BURDEN, MATERIALS, SUBCONTRACTS			
Direct Labor		$	3,480
Labor Burden	(58% *Sum of all Flintco Labor)	$	2,018
Direct Materials		$	1,365
Direct Subcontracts		$	24,311
SUBTOTAL 1		**$**	**31,174**
EXPENSES ON LABOR AND MATERIALS			
Consumables	(5.0% of Labor)		275
Small Tools	(5.0% of Labor)		275
SUBTOTAL 2		**$**	**550**
EXPENSES ON LABOR, LABOR BURDEN, MATERIALS			
Data Processing	(0.25% of labor, burden, and materials)		17
Safety	(1.0% of labor, burden, and materials)		69
Warranty	(1.0% of labor, burden, and materials)		69
SUBTOTAL 3		**$**	**154**
SUBCONTRACTOR INSURANCE, OVERHEAD AND FEE			
Bonding	(1.5% of Subcontracts and Self Performed)	$	478.18
Builders Risk Insurance	(.08% of Subcontracts)		19
Overhead on Subcontracts	(10% of Subcontracts)		2,431
Fee on Subcontracts	(10% of Subcontracts)		2,431
Leed Dumpster	(1% of Subcontracts and Self Performed)		312
SUBTOTAL 4		**$**	**5,672**
SELF PERFORMED WORK INSURANCE, OVERHEAD AND FEE			
Bldrs Risk Insurance	(.6 % of Subs and Self Performed work)	$	225
Overhead on Flintco Work	(10% of Self Performed work+ Bond / Ins)	$	736
Fee on Flintco Work	(10% of Self Performed work+ Bond / Ins)	$	736
SUBTOTAL 5		**$**	**1,698**
	TOTAL	**$**	**39,248**

FLINTCO

Cristine Winchester

4/3/2019
Date

OWNER

Terry Floyd

Date

FLINTCO

Oklahoma City, OK

WORKSHEET

Job Number 17039 - Norman Central Library

			LABOR			MATERIAL		TOTAL
DESCRIPTION	UNIT PRICE	UNIT	MHRS	RATE	COST	QTY	COST	U.P.
Flintco - Form and pour bases								$4,845
Prime								$24,311
					-		-	
			-		-		-	
			-		-		-	
			-		-		-	

Flintco Self-Perform Total	$4,845
Subcontractor Total	$24,311

Change Order No. 165 to Contract K-1617-83

CHANGE ORDER SUMMARY--- SELF-PERFORM WORK

Subcontractor: Flintco, LLC

The University of Oklahoma

Project Name: Norman Central Library

Change Title: 6- 24" Lightpole Bases

COR Date: 3/19/2019

Labor					Material		Equipment	
Item	Description	Units		Costs	Type	Cost	Type	Cost
1	Layout, Form, Pour	32	MH	$800.00	Concrete	600.00	Skidsteer	425.00
2	Rub and Patch / Cleanup	16	MH	$400.00			Auger	90.00
3	Operator (drill and backfill)	16	MH	$480.00	Rebar	200.00	Fuel	50.00
4	Supervision	24	MH	$1,800.00				
	Subtotals			3,480.00	0.00	800.00		565.00

Change Order No. 16 to Contract K-1617-83

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

TO: Flintco Construction

Project Norman Public Library Central

COR No. 22

COR Title Legacy Trails Light Poles

Expires

COR Date 3/19/20198

Revision Date

COR Item No	Description	Qty	Material	Labor Hours	Labor Costs	Equipment Type	Equipment Cost
1	INTERCEPT EXISTING CONDUIT	1	12.50	2.50	$ 106.88	DJE	$ 8.02
2	DITCH AND BACKFILL	685	2590.67	63.02	$ 2,694.11	DJE	$ 202.06
3	1" PVC	685	485.67	38.36	$ 1,639.89	DJE	$ 122.99
4	2 - #6 THHN	753	1096.69	32.38	$ 1,384.25	DJE	$ 103.82
5	1 - #10 THHN	753	259.03	7.53	$ 321.91	DJE	$ 24.14
6	12"12"X12" QUAZITE BOX	1	120.00	1.50	$ 64.13	DJE	$ 4.81
7	12"X12" QUAZITE LID "ELECTRIC"	1	75.00	0.12	$ 5.13	DJE	$ 0.38
8	GRAVEL SUMP	1	15.00	0.75	$ 32.06	DJE	$ 2.40
9	POLE BASE STUB-UP WORK	6	83.10	3.30	$ 141.08	DJE	$ 10.58
10	BUILD POLES (WIRE TO HEADS ETC.)	6	109.80	18.30	$ 782.33	DJE	$ 58.67
11	POLE TRUCK	3	640.50		$ -	DJE	$ -
12	STAND POLES	6		3.00	$ 128.25	DJE	$ 9.62
13	TERMINATE POLES AT BASES	6	27.42	2.42	$ 103.46	DJE	$ 7.76
14	UPDATE AS-BUILTS	1	5.19	1.22	$ 52.16	DJE	$ 3.91
15	PLOT PLANS	1	3.66	0.18	$ 7.82	DJE	$ 0.59
16	EQUIPMENT RENTAL	1	364.78		$ -	DJE	$ -
17	EQUIPMENT MOBILIZE/DEMOBILIZE	2	250.00		$ -	DJE	$ -
18	STAGING		61.25	8.75	$ 374.06	DJE	$ 28.05
19	SAFETY COORDINATION/DOCUMENTATION			13.67	$ 584.39	DJE	$ 43.83
20					$ -	DJE	$ -
21	POLES PROVIDED BY OTHERS. POLE BASES				$ -	DJE	$ -
22	TO BE BY OTHERS. PRIME ELECTRIC TO				$ -	DJE	$ -
23	INTERCEPT EXISTING CONDUIT AT LEGACY				$ -	DJE	$ -
24	TRAILS FOR POWER.				$ -	DJE	$ -
25					$ -	DJE	$ -
26					$ -	DJE	$ -
27					$ -	DJE	$ -
		Totals	$ 6,200.26	197.00	$ 8,421.88		$ 631.64
				Labor Burden	$ 3,440.34		
	Sales Tax - Yes 8.75%		$ 542.52				

Total Raw Costs *(Labor+Labor Burden+Material+Equipment+Tax)*	$ 19,236.63
Project Management Expense	$ -
Overhead @ 10%	$ 1,923.66
Profit @ 5%	$ 1,058.01
Supervision	$ 2,093.16
Bonds - No	$ -
GRAND TOTAL	$ 24,311.47

NOTES: ***Pricing Expires 2weeks From Date Above and Subject to Recalculation***

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.