



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: RPT-1819-87

File ID: RPT-1819-87

Type: Communication or Report

Status: Consent Item

Version: 1

Reference: Item 9

In Control: City Council

Department: City Clerk Department

Cost:

File Created: 06/05/2019

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: 06/11/2019

Agenda Number: 9

Attachments: CO John Marshall

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: |
|---------------|--------------|------------|---------|----------|-----------|-----------------|---------|
| 1 | City Council | 06/11/2019 | | | | | |

Text of Legislative File RPT-1819-87

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 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.

DISCUSSION: On April 9, 2019, City Council approved Contract K-1819-137 with John A. Marshall Company in the amount of \$336,515.23 for the purchase and installation of furniture and accessories for Groups B, N, O, Q, S, T, X, BB, AND EE at the new Central Library.

Change Order No. One is being requested due to changes in the needed height for the mobile display installed on library shelving. The height had to be increased due to changes in the size of the equipment provided by the operator. This change order increased the contract by \$1,261.33. There was also a decrease of -\$93.93 due to a fabric change for six chairs. The total amount of the change order is \$1,167.40 for a revised total contract amount of \$337,682.63. The Interim City Manager signed the change order on June 4, 2019. City Staff has reviewed the change with both MSR and ADG and approval is recommended.