



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number:** RPT-1920-9

**File ID:** RPT-1920-9

**Type:** Communication or Report

**Status:** Consent Item

**Version:** 1

**Reference:** Item 10

**In Control:** City Council

**Department:** City Clerk Department

**Cost:**

**File Created:** 08/09/2019

**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:** 08/13/2019

**Agenda Number:** 10

**Attachments:** Change Order

**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:
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### Text of Legislative File RPT-1920-9

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:** Contract K-1819-135 with Cultural Surroundings, Inc., in the amount of \$189,242.75 was approved by City Council on May 14, 2019, for the purchase and installation of library shelving at the new Central Library. Change Order No. One increasing the contract amount by \$524 for a revised contract amount of \$189,766.75 was signed by the City Manager

on July 23, 2019. This change order is due to changes in the needed height for the children's display for the library shelving in order to accommodate potential book sizes that may be displayed.

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.