



# City Commission Agenda Item

**Meeting Date:** November 19, 2024  
**From:** Nick Rizzio, Municipal Project Manager  
**Item:** Change Order No. 1 – Sign Solutions  
Arkansas City Entrance Welcome Signs Project

**Purpose:** A Resolution authorizing a change order submitted by Sign Solutions to cover shipping expenses for the Arkansas City Entrance Welcome Signs Project, for an amount not to exceed \$1,050.00.  
**(Voice Vote)**

**Background:**

On October 15, 2024, The City Commission approved Resolution No. 2024-10-3652 which authorized staff to enter into agreements with various contractors for the Arkansas City Entrance Welcome Signs Project for an amount not to exceed \$42,474.95. Sign Solutions is to install lettering to the west entrance bridge sign. Staff received an estimate from Sign Solutions originally for \$15,800, however, this amount did not include shipping and handling for this product. The total cost for Sign Solutions, including the \$1,050.00 shipping fees now totals \$16,850.00. This amount exceeds the previously approved overall amount allotted for this project therefore, a change order is needed.

**Commission Options:**

1. Approve the Resolution
2. Disapprove the Resolution
3. Table the Resolution for further discussion

**Fiscal Impact:**

Amount: **\$1,050.00**

Fund: **23-Tourism** Department: **773-Convention & Tourism** Expense Code: **6212-Payment to Contractors**

Included in budget       Grant       Bonds       Other Not Budgeted

**Approved for Agenda by:**

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Randy Frazer, City Manager