



AGENDA ACTION FORM

Consideration of a Resolution Approving Change Order One to the DBHS Band Room HVAC Replacement Project and Ratifying the Mayor's Execution of the Same

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-184-2025

Work Session: July 14, 2025

First Reading: N/A

Final Adoption: July 15, 2025

Staff Work By: Committee

Presentation By: David Frye

Strategic Focus Area: World-Class Education

Recommendation:

Approve the resolution.

Executive Summary:

The accompanying resolution authorizes a change order in the amount of \$34,011.00 for replacement duct work as part of the HVAC replacement project for the Dobyns-Bennett Band facility.

On June 6, 2025, the City entered into an agreement with Custom Heating & Air Conditioning LLC to replace the HVAC in the DB Band Room. The total cost of the agreement was not to exceed \$175,441.00 and contingency for the project is \$10,526.00. Sec. 2-606 (Execution of Contracts and Purchase Orders) of the Code of Ordinances allowed for execution of the agreement without board approval.

While doing the work, the contractor discovered that the exterior return duct was badly rusted and needed to be replaced. This damage could not be seen until the insulation was stripped off. The cost for this work will not exceed \$34,011.00. Based upon the cost for this previously unanticipated work and the requirements of 2-515 (Changes in Contract Work Requiring Board Approval) and 2-517 (Change in Work, New Work Distinguished) BMA approval is needed for a change order to be issued.

It was necessary for the Mayor to execute the change order in order to meet the project completion date of July 18, 2025.

Funding is appropriated in the project GP2111 (Dobyns-Bennett Renovation).

Attachments:

1. Resolution
2. Change Order

	Y	N	O
Baker	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Mayes	—	—	—
Phillips	—	—	—
Montgomery	—	—	—