



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 01/20/2022

REQUESTER: Katherine Coffin

PRESENTER: David Riesland, Transportation Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER NO. TWO TO CONTRACT K-2122-33: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND G&S SIGN SERVICES INCREASING THE CONTRACT AMOUNT BY \$9,930 FOR A REVISED CONTRACT AMOUNT OF \$118,940 FOR THE WAYFINDING PHASE 1 UPGRADES TO LINDSEY STREET AND AROUND THE MUNICIPAL COMPLEX.

BACKGROUND:

On October 26, 2021, City Council approved Contract K-2122-33 with G&S Sign Services, including Change Order No. 1, in the amount of \$109,010 for the fabrication and installation of twenty-two signs making up the City of Norman's Wayfinding Phase 1 Project. Change Order No. 1 added the cost associated with the updating of three signs originally installed with the Pilot Project in 2016 to reflect the relocation of the Norman Visitor's Center. The amount of Change Order No. 1 was \$1,150. All three of the signs that were part of Change Order No. 1 are located on Main Street. An image of one of the signs that were part of Change Order No. 1, from the Main Street intersection with Webster Avenue, is attached. In this example, note that the top line destination was changed from Visitor's Center to County Courthouse.

The Phase 1 Project included twenty-two signs to be installed along Lindsey Street, Chautauqua Avenue, Jenkins Avenue, and around the Municipal Complex. A map showing the locations of all twenty-two signs is attached. An image of one of the completed signs, from the Gray Street intersection with Santa Fe Avenue, is attached.

DISCUSSION:

The contractor's Notice-to-Proceed was issued on October 27, 2021, and construction was completed on January 19, 2022. Final inspections for each sign were conducted as construction progressed. These inspections were conducted by staff of the City of Norman. All work was in conformance with the construction specifications and city standards.

One of the signs (Sign No. 8 on Chautauqua Avenue just north of the State Highway 9 intersection) was particularly challenging to install because of significant utility conflicts in the area. These conflicts resulted in the need to pothole the utilities in order to be able to drill the

foundation. This service needed to be contracted out. In addition, issues were also encountered at Sign No. 1 (Lindsey Street at Ed Noble) with the location being moved as a result of an error in the bid documents and with Sign No. 3 (Lindsey Street at 24th Avenue SW) where concrete was encountered during drilling causing a change in the drilling process. Finally, Signs No. 16, 18 19, and 20 all feature an abbreviation for the Development Center. Given that this is a brand new building; the use of an abbreviation may have been a mistake given that motorists may not connect the abbreviation to the actual destination. These four signs will all be modified in the same manner as the signs that were part of Change Order No. 1. All of these items are the subject of Change Order No. 2 which is attached. Change Order No. 2, in the amount of \$9,930, increases the total contract amount to \$118,940.

A capital project account for Lindsey Street/Municipal Complex Wayfinding, Construction was established (Account 50596611-46101; Project TR0114). This account was established with a construction balance of \$200,000, sufficient to cover the \$118,940 costs inclusive of Change Order 2. Council Action on October 26, 2021, approved \$109,010 to cover original construction costs plus the cost of Change Order No. 1.

RECOMMENDATION:

Staff recommends approval of Change Order No. 2 to Contract K-2122-33 with G&S Sign Services in the amount of \$9,930, resulting in a final contract amount of \$118,940.