



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 07/11/2023

**REQUESTER:** Ken Giannone, PE

**PRESENTER:** Ken Giannone, PE, Capital Projects Engineer

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF FINAL ACCEPTANCE OF CONTRACT K-2122-92: BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND CROSSLAND CONSTRUCTION COMPANY, INC. AND FINAL PAYMENT IN THE AMOUNT OF \$20,000 FOR THE NEW SANITATION OFFICE BUILDING.

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### **BACKGROUND:**

In recent years, the office space for the City of Norman Solid Waste Division had become too small to properly accommodate current staff size, and this condition was projected to worsen. Because the former facility could not be readily expanded due to space constraints and because the facility was not laid out in a way that would allow for interior renovations to create a more efficient workspace, a new facility was deemed necessary. A design contract for the New Sanitation Office Building (Project SA0021) was awarded to The McKinney Partnership (TMP) on January 12, 2021, and final design was complete in late January 2022. Bids were opened for construction of the project on March 3, 2022. Crossland Construction Company, Inc. (Crossland) was deemed the lowest and best bidder, and Contract K-2122-92 in the amount of \$2,782,000 was awarded to Crossland on April 12, 2022.

Notice to Proceed was issued, and work commenced on April 29, 2022. During the course of construction, three (3) change orders were approved that resulted in a net additional cost to the contract of \$31,937.38, which is a total increase of 1.15% over the original contract cost. Final contract cost was \$2,813,937.38. The three (3) approved change orders also added a net total of 1 Calendar Day to the project duration for a revised total contract duration of 366 Calendar Days; substantial completion of the construction was achieved on April 30, 2023.

### **DISCUSSION:**

Work on the project is now complete. A Punchlist Inspection convened on February 27, 2023 with representatives from Crossland, TMP, Norman Utilities Engineering and Norman Solid Waste Division participating. On April 11, 2023, the project was deemed substantially complete with all work including all punchlist items confirmed as satisfactorily completed except for installation of three (3) interior window shades that were added to the project by Change Order 3, which was executed after the punchlist inspection. On May 19, 2023, the three (3) window shades were installed and a final walkthrough on that date with Crossland, TMP and Norman Utilities Engineering confirmed project was complete. Based on this walkthrough, the architect,

TMP, has also recommended acceptance of the project and payment of the final payment application.

**RECOMMENDATION:**

Staff recommends that the New Sanitation Office Building (Project SA0021) be accepted and final payment be authorized in the amount of \$20,000.