



MEMO TO: Darrel Pyle, City Manager
FROM: Taylor Johnson, Transit and Parking Program Manager
THROUGH: Shawn O'Leary, P.E., CFM, Director of Public Works
DATE: June 1, 2023
SUBJECT: Proposed Change Order #3 to Project BG0254

BACKGROUND:

On January 19, 2022, Council approved the purchase sale agreement and the City assumed ownership on March 4, 2022 of 320 E. Comanche Street with the intent to remodel the site/facility into the City's Transit Center. On May 10, 2022 Council then approved a contract with McKinney Architects to provide Architectural and Engineering services for the property.

Throughout fall 2022, Staff worked with the architect to finalize designs. Once finalized, in December 2022, bid documents were then solicited and a mandatory pre-bid meeting was conducted. On January 4, 2023, the City of Norman opened bids for the City Transit Center Remodel project. The low bid from Stronghold Construction was \$875,334. On February 14, 2023 City Council approved contract K-2223-72 with Stronghold Construction. A notice to proceed was given on February 28, 2023 and construction officially began March 1, 2023.

On April 11, 2023 Council approved Change Order #1 for this project in the amount of \$52,980.13 in order to cover the cost of additional, new drywall and flooring once asbestos removal was completed. This change order also included the cost of \$726.12 to provide power to the main door access control.

On May 15, 2023 the City Manager approved Change Order #2 for this project in the amount of \$5,935.13 in order to cover design changes to the main, exterior signs for the Transit Center that incorporated both the City and EMBARK Norman logos, ensuring that those wanting to access City transit serves are award of the facility and its function.

DISCUSSION:

Attached you will find Change Order #3 for this project for your review. This change order covers ADA access issues associated with the front (north side sidewalk located within the property) leading to and from the sidewalk that will be installed in the right-of-way along Comanche Street. Originally, the design called for a step down from the property sidewalk to the street sidewalk. While ADA access was accomplished by way of another avenue on the east side of the property from the Porter Avenue sidewalk, after reviewing this with the contractor and designer all parties felt it was prudent to correct this and install ramps in these areas instead. The total cost of these proposed changes is \$6,150.51.

The City does have funds still available in the project budget that is earmarked for furniture, fixtures, and equipment (FF&E) that can be used to pay for this proposed change order. Staff are continuing to identify final furniture costs and will work diligently to keep costs as low as possible; however, there may be a need for additional funding and appropriations from Council depending on final costs.

Happy to answer any questions you may have after your review.

Approved: 
Darrel Pyle, City Manager

Date: 6-2-23

Denied: _____
Darrel Pyle, City Manager

Date: _____

cc: Anthony Francisco, Director of Finance
Clint Mercer, Chief Accountant
Kim Coffman, Budget Manager



PCCO #003

Stronghold Construction
3431 N. MacArthur Blvd
Warr Acres, Oklahoma 73122
Phone: 4058715760

Project: 23-002 - Norman Transit Center
318 E. Comanche Street
Norman, Oklahoma 73069

Prime Contract Change Order #003: REF: CE #033 - Street Sidewalk Modification

TO:	City of Norman 201 West Gray Norman, Oklahoma 73069	FROM:	Stronghold Construction LLC 3431 N. MacArthur Blvd Warr Acres, Oklahoma 73122
DATE CREATED:	5/31/2023	CREATED BY:	Zach Simmons (Stronghold Construction LLC)
CONTRACT STATUS:	Pending - In Review	REVISION:	0
DESIGNATED REVIEWER:	Taylor Johnson (City of Norman)	REVIEWED BY:	
DUE DATE:	05/31/2023	REVIEW DATE:	
INVOICED DATE:		PAID DATE:	
SCHEDULE IMPACT:	5 days	EXECUTED:	No
REVISED SUBSTANTIAL COMPLETION DATE:		SIGNED CHANGE ORDER RECEIVED DATE:	
CONTRACT FOR:	Norman Transit Center K-2223-72:PO 23009712	TOTAL AMOUNT:	\$6,150.51

DESCRIPTION:
CE #033 - Street Sidewalk Modification

Change Order Request: Removal and Replacement of Sidewalks with Ramps - Kemery Contracting Demolish and remove approximately 20 L.F. of existing curbing and 245 S.F. of existing sidewalk and haul off site for disposal. Remove the existing gravel base and stockpile for re-use. Remove the appropriate amount of dirt in order to install the new ADA ramps or ramped sidewalk. Set forms for the new sidewalk and curbing. Provide and install welded wire mesh for the sidewalks and pour 3500 PSI concrete. Sidewalks 245 S.F. and New Curbing 65 L.F. (Most curbing will be poured monolithic with ramps.)

ATTACHMENTS:
[Norman Transit Center CO 1.docx](#)

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

PCO #	Title	Schedule Impact	Amount
007	CE #033 - Street Sidewalk Modification	5 days	\$6,150.51
Total:			\$6,150.51



PCCO #003

CHANGE ORDER LINE ITEMS:

PCO # 007: CE #033 - Street Sidewalk Modification

#	Budget Code	Description	Amount
1	03-100.3 CONCRETE SUBCONTRACTOR.Subcontractor	Street Sidewalk Modification	\$5,540.00
Subtotal:			\$5,540.00
Stronghold Insurance (0.72% Applies to all line item types.):			\$39.89
Stronghold Warranty, Tech., & Safety (0.30% Applies to all line item types.):			\$16.62
Stronghold Overhead (10.00% Applies to all line item types.):			\$554.00
Stronghold Profit (0.00% Applies to all line item types.):			\$0.00
Grand Total:			\$6,160.51

The original (Contract Sum)	\$875,334.00
Net change by previously authorized Change Orders	\$58,915.26
The contract sum prior to this Change Order was	\$934,249.26
The contract sum would be changed by this Change Order in the amount of	\$6,150.51
The new contract sum including this Change Order will be	\$940,399.77
The contract time will be increased by this Change Order by 5 days.	

REVIEWED BY CITY OF NORMAN LEGAL DEPARTMENT
BY Buddy Caldwell DATE 5/6/23

**Buddy Caldwell (The McKinney
Partnership)**

City of Norman

Stronghold Construction LLC

201 West Gray
Norman, Oklahoma 73069

3431 N. MacArthur Blvd
Warr Acres, Oklahoma 73122

Buddy Caldwell
SIGNATURE DATE

[Signature]
SIGNATURE DATE

Zachary Simmons 05/31/23
SIGNATURE DATE

Stronghold Construction

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