



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 03/24/2026

REQUESTER: Joseph Hill, Streets Program Manager

PRESENTER: Scott Sturtz, Director of Public Works

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2526-11: BY AND BETWEEN THE CITY OF NORMAN AND ARROYO'S CONCRETE, L.L.C., INCREASING THE CONTRACT AMOUNT BY \$2,235.55 FOR A REVISED AMOUNT OF \$191,065.55, FINAL ACCEPTANCE, FINAL PAYMENT OF \$9,553.27 FOR THE ALLEYS CENTER CITY TAX INCREMENT FINANCING – ALLEY RECONSTRUCTION PROJECT #1, AND BUDGET APPROPRIATION AS OUTLINED IN STAFF REPORT. (WARD 4)

BACKGROUND:

In November 2024, City Staff met with the Community Planning and Transportation Committee for a discussion regarding Alley improvements within the core Norman area. During this discussion, staff garnered support for funding alley improvements located within the CC overlay district utilizing funds from the Center City Tax Increment Financing District (CCTIF).

In February 2025, the Center City stakeholder Advisory Group met to discuss the Urban Development and Implementation plan currently under development for the Center City Form-Base Code (CCFBC) overlay area. During this meeting, members of the advisory group generally agreed to proposed alley typical sections.

The CCFBC was initially adopted on August 22nd of 2023, and it establishes that “for lots with alley access, existing curb cuts shall be eliminated/vacated at the time of redevelopment” (3.301.D.2.b.ii). The Center City TIF district was established on February 27th of 2018 to fund improvements within the district including Alley improvements such as paving.

DISCUSSION:

Council awarded the contract to Arroyo's Concrete, L.L.C., of Oklahoma City, Oklahoma in the amount of \$188,830.00 at the August 12, 2025, meeting. The project was completed within the 100-day contract period.

Construction projects are awarded to the lowest responsible bidder. Contractor bids are determined using estimated plan quantities multiplied by the contractor's unit prices for all bid items of the contract. The total of all these costs represents the contractor's bid. During construction, each quantity is verified

in the field, and the contractor is to be reimbursed based on the actual quantity of materials and/or labor used.

Of the nineteen (19) bid items, two had quantity change. Pay item 7, Type A ODOT Aggregate base increased by 28 tons, and pay item 16, slab sod increased 111.11 square yards. Both items represent an increase of \$2,235.55 to the contract, or 1.18% of the contract original award. An appropriation from Center City Fund Balance (Account No. 58-29000) to Center City Alleys 2025 (Account No. 58593369 – 46101, Project TC0287) is needed to fund the change order.

The final payment amount owed to Arroyo's Construction, L.L.C., is \$9,553.27, which is the release of all retainage.

RECOMMENDATION NO. 1:

Staff recommends the approval of Change Order 1 to Contract K-2526-11 with Arroyo's Concrete, L.L.C., increasing contract amount by \$2,235.55 for a revised contract amount of \$191,065.55 for construction of the Alleys Center City Tax Increment Financing – Alley Reconstruction Project #1.

RECOMMENDATION NO. 2:

Staff recommends an appropriation of \$2,236 from Center City Fund Balance (Account No. 58-29000) to Center City Alleys 2025 (Project TC0287, Account No. 58593369-46101).

RECOMMENDATION NO. 3:

Staff recommends final acceptance of the Alleys Center City Tax Increment Financing – Alley Reconstruction Project #1, Contract K-2526-11, and final payment to Arroyo's Concrete, L.L.C., in the amount of \$9,553.27.