



Date: March 22, 2023
To: Darrel Pyle, City Manager
From: Chris Mattingly, P.E., Director of Utilities *CM*
Subject: Contract K-2122-92 – Change Order No. 3
Project SA-0021 Sanitation Office Building

On April 26, 2022, the Norman Municipal Authority (NMA) approved Contract K-2122-92 with Crossland Construction Company, Inc. (Crossland) for the construction of Project SA0021, Sanitation Office Building, in the amount of \$2,782,000. The project was designed by The McKinney Partnership (TMP) and covers the construction of a new, 6,300+ SF facility for the Sanitation Department complete with appurtenant parking. Change Order No. One (1) in the amount of \$13,912.38, which covered several minor changes to the Work, was executed in September 2022, and it increased the contract amount to \$2,795,912.38 or by 0.50%. Change Order No. Two (2) in the amount of \$6,585.00, which covered two additional minor changes in the work was executed in December 2022, and it increased the contract amount to \$2,802,497.38 or by an additional 0.24%.

Attached is proposed Change Order No. Three (3) in the amount of \$11,440.00, which will cover three (3) additional changes which have arisen on the project since Change Order No. Two (2) was executed with details as described below:

1. During construction, TMP realized that they had inadvertently left two vestibule areas out of the finish schedule for subway wall tile, and, as a result, these two vestibules had no finishes called out and would not match subway wall tile finishes in adjacent rooms as intended. This change order item, in the amount of \$3,034.00 with no extension of time, will reimburse Crossland for the additional labor and materials to furnish and install subway wall tile at two vestibule areas that will match wall tile installed elsewhere in the building as was intended in the design.
2. During construction, Crossland determined that the joint sealant specified for the control joints in the concrete parking lot was no longer available on the market. After review of available options, TMP identified a sealant that was both readily available in the quantities needed for this project and a higher quality sealant than the originally-specified material. This change order item, in the amount of \$5,878.00 with no extension of time, will reimburse Crossland for the incrementally higher unit cost for the revised sealant materials and for the incrementally higher installation time required to install the revised sealant.
3. The new facility includes three supervisor offices with interior windows that allow supervisors to see the driver's room of the facility where drivers and technicians will gather for meetings and to complete daily reports, etc. After the windows were installed, Sanitation Department staff realized that, because supervisors regularly meet with individual staff members to discuss subjects that may include confidential personnel and medical matters, they would require shades on the interior windows to allow for privacy during their meetings. This change order item, in the amount of \$2,528.00 with no extension of time, will reimburse Crossland for the additional labor


office memorandum

and material to furnish and install interior window shades on three supervisors offices.


The total extra cost for these three (3) change order items is \$11,440.00 (\$3,034.00 + \$5,878.00 + \$2,528.00 = \$11,440.00) with no extension of time. If approved, this would increase the total contract cost to \$2,813,937.38 (\$2,802,497.38 + \$11,440.00 = \$2,813,937.38), which is a 0.41% increase over the original contract value. The Contract Completion Date would not be impacted by this Change Order and would remain at April 30, 2023. If Change Order No. Three (3) is approved, the total value of all Change Orders on the project to date would be \$31,937.38, which is a 1.15% increase over the original contract value. The project is nearing substantial completion so additional change orders after this one on the project are increasingly unlikely. The Architect for the project, The McKinney Partnership (TMP), has approved this change order and recommends acceptance.

Funding for Change Order No. Three (3) would come from within the SA0021 – New Sanitation Facility (Org 33999975 – Object 46101) account, which has sufficient unencumbered balance.

Pursuant to Resolution No. R-1112-55, since Change Order No. Three (3) is less than \$40,000, the City Manager may approve this item and approval by the City Council is not required. Approval of Change Order No. Three (3) is recommended.

cc: Kenneth J. Giannone, P.E., Capital Projects Engineer 
Nathan Madenwald, P.E., Utilities Engineer
Ellen Usry, City Clerk
File

Approved by:


Darrel Pyle, City Manager

NORMAN UTILITIES AUTHORITY
CITY OF NORMAN
CLEVELAND COUNTY, OKLAHOMA

DATE: March 17, 2023
CHANGE ORDER NO.: Three (3)
CONTRACT NO.: K-2122-92
PROJECT: SA0021 - Sanitation Department Office Building
CONTRACTOR: Crossland Construction Company, Inc.
408 NE 145th Place, Oklahoma City, OK 73013

	<u>Contract Time</u>	<u>Contract Amount</u>	
ORIGINAL:	365 calendar days	\$2,782,000.00	
PREVIOUS CHANGE ORDERS:	1 calendar days	\$20,497.38	0.74%
THIS CHANGE ORDER:	0 calendar days	\$11,440.00	0.41%
REVISED AMOUNT:	366 calendar days	\$2,813,937.38	
ORIGINAL START DATE:	April 29, 2022		
ORIGINAL COMPLETION DATE:	April 29, 2023		
PREVIOUS COMPLETION DATE:	April 30, 2023		
NEW COMPLETION DATE:	April 30, 2023		

DESCRIPTION:	Increase / Decrease	
	Cost (\$)	Time (Cal Days)
CO 3.1 (PCO-16) - Add Subway Tile to Vestibules that was inadvertently left off finishing schedule.	\$3,034.00	0
CO 3.2 (PCO-19) - Revise control joint sealant material for joints not added by Change Order No. 2	\$5,878.00	0
CO 3.3 (PCO-21) - Add window shades for interior windows at three (3) supervisor offices that overlook common driver area so supervisors can have confidential meetings.	\$2,528.00	0

Crossland Construction Company, Inc. agrees to complete the work as amended and modified by Change Order No. Three (3) as described above.

SUBMITTED BY
CONTRACTOR:


Crossland Construction Company, Inc.

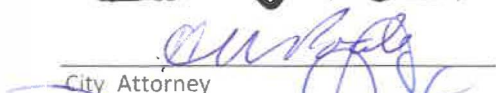
Date: 3.20.23

RECOMMENDED BY
ARCHITECT:


Tim M. Briggs, The McKinney Partnership

Date: 3.21.23

APPROVED AS TO FORM
AND LEGALITY:


City Attorney

Date: 3/28/23

ACCEPTED BY
NORMAN MUNICIPAL AUTHORITY:


City Manager

Date: 3-30-23

Attachment 1

AMENDMENT PAY ITEM REVISIONS (i.e. Revisions to quantity of existng bid items):

Line Item No.	Description	Units	Unit Price	Previous		This Change Order		% Change
				Quantity	Cost	Quantity	Cost	
	No revisions to bid item quantities in this change order.							
SUBTOTAL AMENDMENT 'PAY ITEMS =							\$0.00	0.00%

CHANGE ORDER PAY ITEMS (i.e. Revisions to work not covered by existing bid item unit prices)

CO 3.1	Tile for Vestibules	Lump Sum	0	\$3,034.00	\$0.00	1.00	\$3,034.00	0.11%
CO 3.2	Parking Lot Joint Sealant	Lump Sum	0	\$5,878.00	\$0.00	1.00	\$5,878.00	0.21%
CO 3.3	Window Shades for Three Offices	Lump Sum	0	\$2,528.00	\$0.00	1.00	\$2,528.00	0.09%
SUBTOTAL CHANGE ORDER PAY ITEMS =							\$11,440.00	0.41%
TOTAL FOR ENTIRE CHANGE ORDER = SUBTOTAL AMENDMENT ITEMS + SUBTOTAL CHANGE ORDER ITEMS =							\$11,440.00	0.41%

Original Contract Amount	\$2,782,000.00	
Change Order No. One (1) - Executed 10/4/2022	\$13,912.38	0.50%
Change Order No. Two (2) - Executed 12/7/2022	\$6,585.00	0.24%
Change Order No. Three (3)	<u>\$11,440.00</u>	0.41%
Revised Contract Amount	\$2,813,937.38	1.15%