



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 12/13/2022

REQUESTER: James Briggs, Park Planner

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE FINAL ACCEPTANCE OF CONTRACT K-2223-64: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND SWIFTCO DEVELOPMENT, L.L.C., FOR THE MOORE-LINDSAY HISTORICAL HOUSE MUSEUM ROOF REPLACEMENT PROJECT AND FINAL PAYMENT IN THE AMOUNT OF \$5,425.

BACKGROUND:

The City of Norman owns the Moore-Lindsay House, located at 508 North Peters Avenue; and it has served as the home of the Cleveland County Historical Society since the 1980s. The Society operates the building as a House Museum, which hosts daily tours, workshops, educational programs, and exhibits throughout the year, in exchange for use of the building. They pay all utility costs, and the City of Norman provides all building maintenance. The roofs on both the main house and the separate "Carriage House" on the property have reached the end of their expected lifespan, and both have also been affected by multiple large hail storms in the past few years. The Park Development Division of the Parks and Recreation Department requested funds to help make improvements to the house in the Fiscal Year 2019-2020 (FYE 2020) budget, and the City of Norman Facility Maintenance Division has annual funding available to maintain and/or replace roofs on all city-owned structures.

DISCUSSION:

On October 13, 2022, City Council approved Contract K-2223-64 for \$108,500, with Swiftco Development, LLC, for the Moore-Lindsay Historical Museum Roof Replacement Project. The proposed funding came from both the FYE 2020 Room Tax Project Account for Museum Repairs, and the Facility Maintenance Roof Projects Capital Account. Work commenced immediately, and was anticipated to take approximately 30 days to complete, depending on weather and any unexpected damage that may have been discovered as the old roofs were removed from the structures. Neither factor caused a delay in the project.

On November 18, 2020, the project reached substantial completion. All work under Contract K-2223-64 is complete. There was only one pay application submitted and approved as a

monthly invoice from the project, which totaled \$103,075. The final pay application submitted by the contractor on November 19, 2022, was in the amount of \$5,425.

Funding for this project is in the Room Tax Fund, Historical Museum Repairs, Construction (Account 23796627-46101; Project RT0090--\$88,500) and in the Capital Fund, Facility Maintenance Building Roofs, Construction (Account 50595540-46101; Project EF1002--\$20,000).

RECOMMENDATION:

It is recommended that the City of Norman accept the Moore-Lindsay Historical Museum Roof Replacement Project as complete and authorize final payment in the amount of \$5,425 to Swiftco Development, LLC.