



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 01/23/2024

REQUESTER: Katherine Coffin

PRESENTER: David Riesland, Transportation Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2223-126: BY AND BETWEEN THE CITY OF NORMAN, AND G&S SIGN SERVICES, INCREASING THE CONTRACT AMOUNT BY \$1,395, FOR A REVISED CONTRACT OF \$176,495, FOR THE WAYFINDING PHASE 2 PROJECT AND FINAL ACCEPTANCE OF THE PROJECT.

BACKGROUND:

On May 9, 2023, City Council approved Contract K-2223-126 with G&S Sign Services in the amount of \$175,100, for the fabrication and installation of twenty-five signs making up the City of Norman's Wayfinding Phase 2 Project. Change Order 1 adjusted three destinations on each of three signs. One sign, when installed, had an incorrect arrow shown on the plans, and the other two signs added direction to the AWE Center (Adult Wellness and Education Center) at the request of the Norman Parks Department. The amount of Change Order 1 is \$1,395.00.

The Phase 2 Project included twenty-five signs to be installed along Robinson Street, Tecumseh Road, and Flood Avenue (a map showing the locations of all twenty-five signs is attached). All of the changes involved with Change Order 1 occurred on Signs 16, 17, and 19.

DISCUSSION:

The contractor's Notice-to-Proceed was issued on May 10, 2023, and construction was completed, including those changes on Change Order 1, on December 22, 2023. Final inspections for each sign were conducted as construction progressed. These inspections were conducted by staff of the City of Norman. All work was in conformance with the construction specifications and City standards.

One of the signs (Sign No. 19 on Robinson Street west of 12th Avenue NE) had an incorrect arrow for County Fairgrounds shown on the plans and was installed according to the plan. This incorrect arrow was corrected post-installation. Signs 16 and 17 are located in advance of Findlay Avenue in either direction of Robinson Street. The Norman Parks Department requested signing for the Adult Wellness and Education Center. These two signs were modified by swapping Sutton Wilderness Park for AWE Center on Sign 16 and Westheimer Airport for AWE

Center on Sign 17 post-installation. Change Order 1, which is attached, in the amount of \$1,395, increases the total contract amount to \$176,495.

The Lindsey Street/Municipal Complex Wayfinding projects (and all succeeding Wayfinding Phases) are accounted for under a project with the same name (TR0114, 50596611-46101). This account was allocated an additional construction balance of \$180,000; more than sufficient to cover the \$175,000 of the original bid plus the \$1,395 Change Order 1 costs.

RECOMMENDATION:

Staff recommends approval of Change Order 1 to Contract K-2223-126 with G&S Sign Services in the amount of \$1,395 resulting in a final contract amount of \$176,495.