



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 9/12/2023

REQUESTER: Steve Guizzo, Engineering Assistant

PRESENTER: Shawn O'Leary, Public Works Director

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER NO. TWO TO CONTRACT K-2223-14: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND EMC SERVICES LLC. INCREASING THE CONTRACT AMOUNT BY \$3,663.24 FOR A REVISED CONTRACT AMOUNT OF \$478,742.24 FOR THE FYE 2023 SIDEWALK CONCRETE PROJECTS, FINAL ACCEPTANCE OF THE PROJECT, AND FINAL PAYMENT IN THE AMOUNT OF \$23,937.11 AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

The fiscal year 2022-2023 (FYE 2023) Sidewalk Concrete Projects consisted of removal and replacement of sidewalks and handicap ramps as needed at various locations throughout the City of Norman.

The FYE 2023 Sidewalk Concrete Projects bids were opened on July 21, 2022 with EMC Services LLC, submitting the winning bid of \$444,173. The contract (K-2223-14) was approved by City Council on August 23, 2022 to include Change Order #1 in the amount of \$30,906 for a revised contract amount of \$475,079. Work began on September 20, 2022 and was completed on June 30, 2023.

DISCUSSION:

Sidewalk and handicap ramp projects are awarded to the lowest responsible bidder. Contractor bids are determined using plan quantities multiplied by the contractor's unit prices for all bid items of the contract.

Of the forty three (43) bid items, forty two (42) had a quantity change. Twenty two (22) quantity changes resulted in an increased cost, while nineteen (19) bid items resulted in a decreased cost, for an overall net contract increase of \$3,663.24 or .01%. The contract amount increased from \$475,079 to \$478,742.24. Major overrun items included unclassified excavation, unclassified borrow, 6 foot to 8 foot concrete removals, sidewalk concrete removals and sidewalk

concrete placement. Major underrun items included solid slab sodding and 6” thick concrete driveways (see attached change order No. 2 for a list of increased bid items).

Funds for Change Order 2 are available in Sidewalk Concrete Projects, Construction (Account 50590052-46101).

FISCAL IMPACT:

A summary table showing the change in the project cost is shown below:

Item	Cost	Amount Used	Remaining
Original Contract	\$444,173.00	\$444,173.00	\$0.00
Change Order 1	\$30,906.00	\$30,906.00	\$0.00
Change Order 2	\$3,663.24	\$3,663.24	\$0.00
Total	\$478,742.24	\$478,742.24	\$0.00

Staff has found the work to be complete and acceptable with all punch list items addressed and is proposing the closing and final payment of this contract (K-2223-14) with EMC Services LLC.

RECOMMENDATION 1:

Staff recommends that Change Order 2 increasing Contract K-2223-14 with EMC Services LLC, by \$3,663.24 be approved.

RECOMMENDATION 2:

Staff further recommends final acceptance of the FYE 2023 Sidewalk Concrete Projects, Contract K-2223-14, and final payment to EMC Services LLC, in the amount of \$23,937.11.

Reviewed by: Scott Sturtz, City Engineer
Shawn O’Leary, Director of Public Works
Clint Mercer, Chief Accountant
Anthony Francisco, Director of Finance
Jane Hudson, Inter. Dir. of Planning and Comm. Development
Kathryn Walker, City Attorney
Darrel Pyle, City Manager