



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 08/13/2024

**REQUESTER:** Brenda Hall, Project Manager

**PRESENTER:** Brenda Hall, City Clerk

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER FOUR TO CONTRACT K-1920-133: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, THE NORMAN MUNICIPAL AUTHORITY, AND CROSSLAND CONSTRUCTION COMPANY, INC., DECREASING THE CONTRACT AMOUNT BY \$103,321 FOR THE BUILDING C (HR/IT) PORTION OF THE MUNICIPAL COMPLEX RENOVATION PROJECT AND FINAL ACCEPTANCE AND PAYMENT.

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**BACKGROUND:** City Council, in its meeting of January 22, 2019, approved Contract K-1819-99 with the McKinney Partnership Architects (McKinney) to provide the initial assessment and schematic design services related to the renovation of the Norman Municipal Complex.

On March 24, 2020, City Council approved Contract K-1920-133 with Crossland Construction Company, Inc., to provide construction management at risk (CMaR) services for the Municipal Complex Renovation Project. The initial contract amount of \$32,390 was approved for the purpose of providing pre-construction services which, to date, have included plan review, design assistance, bidding services and value engineering.

Amendments One through Four were related to the City Hall and Development Center portions of the Municipal Complex Renovation Project.

The Norman Municipal Authority, in its meeting of April 14, 2023, approved Amendment Five to Contract K-1920-133 with Crossland Construction Company, Inc., to establish the Guaranteed Maximum Price of \$3,200,000 for the HR/IT portion of the Municipal Complex Renovation Project.

**DISCUSSION:** Construction began in May 2023 and was substantially completed in March 2024. All items have now been completed and the project is ready for final acceptance. The final amount of the contract totaled \$3,096,679, which is a savings of \$103,321. This project was accounted for in Municipal Complex Renovation, Construction (Account 50196644-46101; Project BP0045). Change Order Four reconciles all sections of the contract and returns contingency and allowances in the amount of \$103,321 to the City.

**RECOMMENDATION:** It is recommended that City Council approve Change Order Four to Contract K-1920-133 with Crossland Construction Company, Inc., decreasing the contract amount by \$103,321 and accept the project as complete for the HR/IT portion of the Municipal Complex Renovation Project.