



## CITY OF NORMAN, OK STAFF REPORT

---

**MEETING DATE:** 4/12/2022

**REQUESTER:** Rachel Croft, Staff Engineer

**PRESENTER:** Rachel Croft, Staff Engineer

**ITEM TITLE:** CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT NO. ONE TO CONTRACT K-2021-114: A CONTRACT BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND TRICORE GROUP, LLC. INCREASING THE CONTRACT AMOUNT BY \$8,500 FOR A REVISED CONTRACT AMOUNT OF \$39,000 FOR THE COMPOST FACILITY SCALE HOUSE PROJECT.

---

### **BACKGROUND:**

The Compost Facility Scale House project (SA0019) will modify the existing City compost facility layout located at Bratcher Minor Road west of Jenkins to facilitate a more efficient operation for the public and facility, install scales used for weighing large loads of compost, and construction of a building with potable water and sanitary sewer for staff in charge of coordinating with customers. This building will also replace the prefabricated building purchased in 2003 that has become severely deteriorated and inadequate.

Contract K-2021-114 was approved on May 25, 2021 for \$30,500.00 between the NMA and TriCore Group, LLC. for engineering services associated with this project.

### **DISCUSSION:**

The installation of a modular building was part of the original contract but it was determined a permanent structure would best suit the needs of the facility. In order to design a permanent building, Engineers need to hire an outside architectural consultant.

The amendment to Contract K-2021-114 increases the contract amount by \$8,500 to pay for architectural services needed for designing the permanent scale house building. There are sufficient funds in SA0019-DESIGN (33999975-46201) to pay for these services.

### **RECOMMENDATION:**

Staff recommends the NMA approve Amendment No. 1 to Contract K-2021-114 with TriCore Group, LLC. to increase the contract amount by \$8,500 for a revised total of \$39,000 to pay for architectural services for the Compost Facility Scale House project.