



**CITY OF NORMAN, OK
STAFF REPORT**

MEETING DATE: 10/12/2021

REQUESTER: Nate McNeely, Engineering Assistant

PRESENTER: Shawn O’Leary, Public Works Director

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION AND/OR POSTPONEMENT OF CHANGE ORDER NO. ONE TO CONTRACT K-2122-1: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND NASH CONSTRUCTION COMPANY INCREASING THE CONTRACT AMOUNT BY \$45,000 FOR A REVISED CONTRACT AMOUNT OF \$358,109 FOR THE FYE 2022 SIDEWALK CONCRETE PROJECTS USING FUNDS PREVIOUSLY ALLOCATED FOR SIDEWALKS AND BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

The FYE 2022 Annual Sidewalk Program, consists of five projects: Sidewalk Accessibility, Sidewalk Program for Schools & Arterials, Sidewalks & Trails, Downtown Sidewalks & Curbs and Citywide Sidewalk Reconstruction. Collectively, they are budgeted for \$330,000 annually. In recent years, City Staff has experienced success in achieving economy of scale by bundling these projects into a singular contract, enabling more sidewalk work at lower costs than if bid independently.

FYE 2022 Annual Sidewalk Program (K-2122-1) went to bid on May 13, 2021, with Nash Construction Company submitting the winning bid of \$313,109. The contract was approved by City Council on July 13, 2021. Work began on August 10, 2021 and we are on target to complete all projects before the end of November, with the exception of the Citywide Sidewalk Reconstruction Project which runs until the end of the fiscal year or until project funds are depleted.

The Citywide Sidewalk Reconstruction Project is a sub-project to the Annual Sidewalk Program, but is the parent project for two essential sidewalk needs. The primary function is the Sidewalk and Curb Replacement Participation Program (SCRPP), also known as the “50/50” program. The SCRPP enables and encourages residents to have their residential sidewalk hazards repaired at a 50% cost share with the city and the ability to leverage the city contractor to perform the work at a reduced cost due to the economy of scale achieved with the bundling multiple sidewalk programs under a single contract. The second function addresses sidewalk hazard repairs along arterial roads that are reported by residents, at 100% City cost. These have

historically been performed by the City because they are high pedestrian traffic areas, are in the best interest of the City to promote safe accessibility and are often in locations spanning multiple properties.

The Citywide Sidewalk Reconstruction Project is budgeted for \$50,000 annually and was adjusted to \$56,656 for FYE 2022 based on contractor bid quantities for materials. As of September 17, 2021 we have completed 21 projects under this sub-project at an estimated cost of \$30,000. We have 24 additional open projects in queue, estimated at \$71,000 pending resident participation. Additionally, City Staff receives 5-10 sidewalk hazard reports and/or “50/50” program applications each week.

DISCUSSION:

The \$330,000 FYE 2022 budget for these projects leaves a surplus of \$16,891 in unencumbered funds for the FYE 2022 Annual Sidewalk Program. We also have reciprocal funds from prior years that have rolled forward and can be allocated toward this program. This change order proposes expanding the FYE 2022 Citywide Sidewalk Reconstruction Project (50/50 Program) by \$45,000 with resources previously allocated for sidewalks, while remaining beneath the 15-percent threshold of the original contract bid, in accordance with the Public Competitive Bidding Act of 1974.

If approved, these funds will extend the Citywide Sidewalk Reconstruction Project to rectify sidewalk hazards reported by Norman residents. If not approved, Contract K-2122-1 will be completed and closed in December 2021 and there will be no active mechanism to assist residents with reported sidewalk hazards.

FYE 2022 Sidewalk Concrete Projects Budget & Allocation

Sub-Program	Account #	Project #	FYE 2022 Budget	Actual FYE 2022 Bid: Adjusted/Encumbered	Available from FYE 2022 Budget
Sidewalk Accessibility	50593316-46101	TC0238	\$30,000.00	\$27,931.00	
Sidewalk Program for Schools & Arterials	50593317-46101	TC0249	\$80,000.00	\$53,362.00	
Sidewalks & Trails	50591179-46101	TC0262	\$120,000.00	\$123,789.00	
Downtown Sidewalks & Curbs	50597716-46101	TC0274	\$50,00.00	\$51,362.00	
Citywide Sidewalk Reconstruction (50/50)	50590052-46101	TC0273	\$50,000.00	\$56,656.00	
Totals			\$330,000.00	\$313,109.00	\$16,891.00

Total Sidewalk Concrete Projects Availability

Sub-Program	Account #	Project #	Total Available/Unencumbered Funds *
Sidewalk Accessibility	50593316-46101	TC0238	\$7,444.81
Sidewalk Program for Schools & Arterials	50593317-46101	TC0249	\$59,898.29
Sidewalks & Trails	50591179-46101	TC0262	\$24,499.57
Downtown Sidewalks & Curbs	50597716-46101	TC0274	\$12,082.51
Citywide Sidewalk Reconstruction (50/50)	50590052-46101	TC0273	\$33,198.39
Totals			\$137,123.57
After Change Order #1 Approved			\$92,123.57

* Unencumbered funds from current project year + prior years rolled forward + 50/50 Program revenue

RECOMMENDATION NO. 1:

Staff recommends that Change Order No. 1 increasing Contract K-2122-1 with Nash Construction Company by \$45,000 be approved.

RECOMMENDATION NO. 2:

Staff further recommends approval of the use of \$45,000 accordingly:

- Transfer \$45,000 from Account 50593317-46101, Project TC0249 to Account 50590052-46101, Project TC0273, Purchase Order 22000397