



March 26, 2021

Honorable Chairman and Trustees  
Oklahoma City Water Utilities Trust  
420 West Main, Suite 500  
Oklahoma City, OK 73102

Re: Change Order No. 03  
Project No. SM-0239  
Utilities Department Office Space Remodel  
420 West Main Street Building, 5<sup>th</sup> Floor

Honorable Chairman and Trustees:

## **I. SCOPE**

Change Order No. 03 adds new pay items to the contract.

## **II. JUSTIFICATION**

- CO 3.1 Renovate dated 4<sup>th</sup> floor men's and women's restrooms to bring the restrooms to code compliance.
- CO 3.2 Replace 4<sup>th</sup> floor hallway and drinking fountain alcove with porcelain tiles and rubber base for durability.
- CO 3.3 Add women sign at hall 537 and Utilities Department sign at lobby 535, exit sign at door 542, conference A sign and lowercase dimensional letters for ease in location of facilities. Eliminate glass entry door vinyl signs to remove duplicate signage.
- CO 3.4 Add 3 additional corner guards. (Conference B and small corner office) to prevent damage to walls.
- CO 3.5 Provide an electrical plug in Copy Room 510 for additional flexibility and usage of copy room. Provide conduit rough-in at conference room 561 and delete 2 floor boxes due to configuration of conference room.

### III. COST ESTIMATE

#### CHANGE ORDER NO. 03

##### ADDITIONS

Bid Item	Description	Unit	Unit Price	Plan Quantity	Revised Quantity	Quantity Increase	Cost
CO3.1	Renovate 4 <sup>th</sup> floor toilets	LS	\$83,960.47	0	1	1	\$83,960.47
CO3.2	New flooring at 4 <sup>th</sup> floor hall and alcove	LS	\$ 9,047.94	0	1	1	\$ 9,047.94
CO3.3	Signage revisions	LS	\$ 979.00	0	1	1	\$ 979.00
CO3.4	Add 3 additional corner guards	LS	\$ 0.00	0	1	1	\$ 0.00

##### DEDUCTIONS

Bid Item	Description	Unit	Unit Price	Plan Quantity	Revised Quantity	Quantity Increase	Cost
CO3.5	New wall plug at copy room 510. Rough in conduit at conference room 561 and delete 2 floor boxes	LS	\$ (550.00)	0	1	1	\$ (550.00)

**Total: \$93,437.41**

**Total Change Order No. 3: \$93,437.41**

### IV. COST SUMMARY

Original Contract Amount	\$1,673,750.00	
Change Order No. 01	\$45,414.76	(2.71 % increase)
Change Order No. 02	\$26,149.53	(1.56 % increase)
Change Order No. 03	\$93,437.41	(5.58 % increase)
Change Order Nos. 01-03	\$165,001.70	(9.86 % increase)
Revised Contract Amount	\$1,838,751.70	

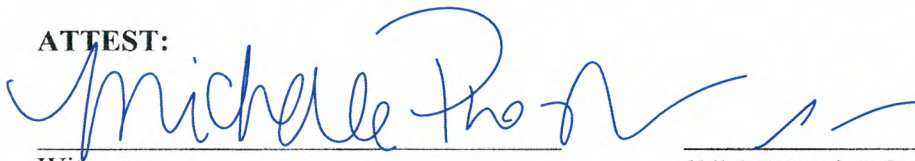
Change Order No.03 is an increase of \$93,437.41 or 5.58 percent above the original contract amount. Change Order Nos. 01 through 03 represent an increase of \$165,001.70 or 9.86 percent above the original contract amount. The revised contract amount is \$1,838,751.70

### V. CONTRACT TIME

The original contract called for three hundred forty (340) calendar days. Previously, Change Order No. 01 added an additional ten (10) calendar days to Phase 1. Change Order No. 02 added an additional nine (9) calendar days to Phase 1. Change Order No. 03 adds an additional thirty-one (31) calendar days to Phase 2 to the contract to account for the work described herein. The contract duration is now three hundred ninety (390) calendar days with a completion date of June 04, 2021.

The above and foregoing is hereby accepted this 26 day of March, 2021; and the undersigned agrees to perform the work at the price indicated.

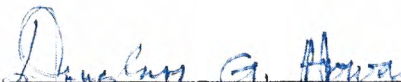
ATTEST:



Witness

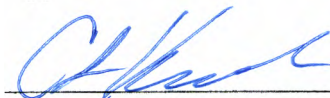
Shiloh Enterprises, Inc.

Change Order No. 02 prices were established through negotiation.

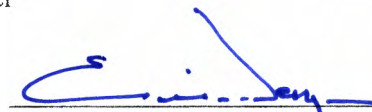
  
Douglass G. Howard, Architect  
Howard and Associates, Inc.



Approval is recommended this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

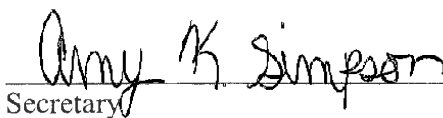
  
Crystal Kowalik, P.E., Interim Engineering Manager

  
Chris Browning, General Manager

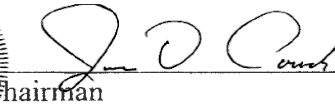
  
Eric J. Wenger, P.E., City Engineer

**APPROVED** by the Trustees and signed by the Chairman of the Oklahoma City Water Utilities Trust this 13th day of April, 2021.

ATTEST:

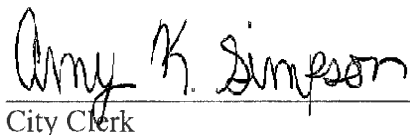
  
Secretary



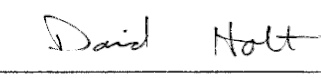
  
Chairman

**CONCURRED** by the Council and signed by the Mayor of The City of Oklahoma City this 27th day of April, 2021.

ATTEST:

  
City Clerk



  
Mayor

Reviewed for form and legality.

  
Assistant Municipal Counselor