
TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: March 27, 2019

FROM: Megan L. Blackford
Assistant Purchasing Director



TO: Board of County Commissioners

SUBJECT: Change Order #1 – A.C. Owen Construction, LLC.

We respectfully request the Board of County Commissioners approve Change Order #1 to the agreement with A.C. Owen Construction, LLC. for the Tulsa County Maintenance Buildings, District #1 and District #3 approved in the Board of County Commission meeting, February 25, 2019, CMF# 247111.

This change order involves the impact of the original project schedule. It was discovered that the building pad at the Bixby site was not to proper elevation. The County has spent several days to get the site to the proper elevation so the excavating of the foundations can proceed.

The contract time will be increased by 27 days regarding this change order. The contract sum is unchanged by this change order. The total contract sum is still \$6,852,000.00.

MLB/skb

ORIGINAL: Michael Willis, County Clerk, for the April 1, 2019 agenda.



Tulsa County Purchasing

Change Order Form

IMPORTANT NOTE: The Work described herein is **NOT** authorized until this Change Order is completed and signed by all entities listed below. Do **NOT** proceed with Work until the Change Order is completed and signed by each party. This form is required and shall be prepared by the Contractor. All costs must be broken down.

Change Order #: 1 Change Order Date: 3/20/19 Project (Name and Address):
Original Contract Date: 1/16/19 **Tulsa County Maintenance Bldg's - District #1 & #3**

Contractor (Name and Address)	Consultant/Architect (if applicable) (Name and Address)	Owner (Name and Address)
A.C. Owen Construction, LLC 1376 Fretz Drive Edmond, OK 73003	BKL., Incorporated 1623 East 6th Street Tulsa, OK 74120	Tulsa County Board of County Commissioners 500 South Denver Ave Tulsa, Oklahoma 74103

Brief description of Change and Time Delay:
22 Additional days added to the original contract duration due to all of the alternates being accepted. 5 Additional days added to contract completion due to Bixby building pad not being ready upon Notice to Proceed.

The original Contract Sum was..... \$6,852,000.00
Net change by previously authorized Change Orders..... \$ 0.00
The Contract Sum prior to this Change Order was..... \$ 6,852,000.00
The Contract Sum will be unchanged by this Change Order in the amount of..... \$ 0.00
The new Contract Sum including this Change Order will be..... \$ 6,852,000.00

The Contract Time will be increased by 27 calendar days and therefore the date of Substantial Completion as of the date of this Change Order is 10/24/2019

Not valid until signed by Contractor, Consultant/Architect (if applicable), and Owner.

APPROVALS:

Contractor	Consultant/Architect (if applicable)	Owner
Danny Kennedy (Contractor Representative Printed Name)	Kim Reeve, AIA (Consultant/Architect Printed Name)	 (Owner Printed Name)
 Digitally signed by Danny Kennedy DN: C=US, E=danny@ac-owen.com, O=A.C. Owen Construction, CN=Danny Kennedy Date: 2019.03.20 11:04:29-05'00'	 Digitally signed by Kim Reeve, AIA Date: 2019.03.20 10:54:20 -05'00'	 (Owner Signature)
<u>3/20/19</u> (Date)	<u>03/20/19</u> (Date)	 (Date)

ATTEST:
(County Clerk)
Nolan M. Fields IV Digitally signed by Nolan M. Fields IV
Date: 2019.03.27 09:09:14 -05'00'
(Assistant District Attorney)

APPROVED AS TO FORM: IV



Tulsa County Purchasing Breakdown Sheet

If change order is \$10,000.00 or greater, subcontractor invoices MUST be included with breakdown of labor, materials, tax, overhead and profit.

(1) Materials	Unit	Unit Cost	Total
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
Subtotal (1)			\$0.00

(2) Labor	No. Of Hours	Hourly Cost	Total
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
Subtotal (2)			\$0.00

(3) Equipment	No. Of Hours	Hourly Cost	Total
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
Subtotal (3)			\$0.00

(4) Sub Contractors (List each Sub Contractor)	Total	
Subtotal (4)		\$0.00

Column 1		Column 2	
Insurance Cost		Overhead Costs (15% Maximum of 1,2 & 3)	
Bond Cost		Profit (10% Maximum of 1,2 & 3)	
Social Security Taxes (FICA)		Overhead Costs & Profit (Total limited to 15% of 4)	
Other Taxes		Total of Column 2	\$0.00
Worker's Compensation			
Employee Fringe Benefits		Total for this Page	
Total of Column 1	\$0.00	(Subtotals 1 - 4, and Col. 1 & 2 Totals)	\$0.00



Tulsa County Purchasing

Explanation

Requested by: Contractor Consultant/Architect Owner

Reason for Change: (check box) Detailed explanation required below.

- Unforeseen site condition. Work not specified in Contract Documents, but essential to completion of the project.
- Scope change: Owner request. Other: (Describe) Impacts to schedule

Provide a detailed description of the proposed change in the Work and provide detailed reasons why this change is necessary.

DETAILED REASON FOR CHANGE IN THE WORK:

CONTRACT TIME REQUEST EXPLANATION:

(Describe how the time requested will extend the "critical path" of the project schedule and will not be concurrent with other work.)

In the original bid form that was used on bid day there was a request for number of days to complete the project based on the base bid. The project had some significant amount of alternates on the bid form that will impact the duration of the project but there was no location on the bid form to add days for any additional alternates if accepted. These alternates will require additional days due to the steel erection time that is needed at each site before they move to the other site. 22 days is the impact we calculated on our schedule.

Once we received the Notice to Proceed from Tulsa County to begin the projects, we discovered the building pad at the Bixby site was not to the proper elevation. The County has spent at least a week working to get the site to the proper elevation so we can begin excavating the foundations. 5 days of delays as of this change order.