

CITY OF ARDMORE  
Parks and Recreation Department

Council Letter No. 5098  
Meeting Date: June 7, 2021

Mayor and City Commission  
City of Ardmore, Oklahoma

Re: Consider and take action on Change Orders (1 & 2) with Merritt  
Companies for Regional Park Pickleball Courts in the amount of  
\$10,490.12

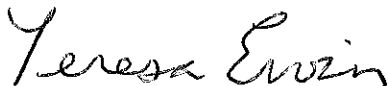
Dear Commission Members:

Attached you will find change order number one (1 & 2) that results in a net increase in the cost of the contract in the amount of \$10,490.12. Change order number one (1) reflects the labor cost for the view pad that was necessary to complete for the shade structures and connecting with the courts. Change order number (2) resulting in some additional leveling to the asphalt before the surfacing could be applied in order to prevent pooling of water. The items in the change order are mostly a result of decisions that were made in the field with the guidance of our contractor and a result of things unforeseen prior to the start of the construction process.

This project was funded from donations from the Jerome Westheimer Family Foundation, Ardmore Institute of Health and Regional Park Trust Authority. Also many businesses in our community have provided in kind donations prior to Merritt Companies starting construction.

The staff respectfully recommends that change order number one (1 & 2) be approved to the contract between the City of Ardmore and Merritt Companies in the increased amount of \$10,490.12. Total projection cost will be \$164,339.12

Thank you for your consideration,



Teresa Ervin  
Parks and Recreation Director

Reviewed by: K. Kautsch  
City Manager

Merritt Companies  
PO BOX 75728  
OKLAHOMA CITY, OK 73147  
(405) 947-7918  
info@merrittcompanies.net

# INVOICE

**BILL TO**

Kristi McElroy  
City of Ardmore, OK.  
P.O. Box 249  
Ardmore,, OK 73402 USA

**SHIP TO**

Kristi McElroy  
City of Ardmore, OK.  
P.O. Box 249  
Ardmore,, OK 73402 USA

**INVOICE # 4765****DATE 05/13/2021****DUE DATE 05/14/2021****TERMS Due on Completion**

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| ACTIVITY  | QTY | RATE       | AMOUNT     |
|---|-----|------------|------------|
| PROGRESS PAYMENT #2 & FINAL<br>CONTRACT AMOUNT                        | 1   | 153,849.00 | 153,849.00 |
| PROGRESS PAYMENT #1<br>PROGRESS PAYMENT #1                            | 1   | -64,462.75 | -64,462.75 |
| CHANGE ORDER, #1.<br>CONCRETE LABOR NOT IN CONTRACT                   | 1   | 5,909.12   | 5,909.12   |
| CHANGE ORDER, #2.<br>REPAIR & LEVELING OF ASPHALT PAVING<br>BY OTHERS | 1   | 4,581.00   | 4,581.00   |

CUSTOM WINDSCREEN ARE ORDERED & PRE - PAID AND WILL  
BE INSTALLED UPON COMPLETION OF MANUFACTURING

**BALANCE DUE****\$99,876.37**

**REQUEST FOR CHANGE ORDER:**

PROJECT: ARDMORE PICKLEBALL FACILITY

CHANGE ORDER REQUEST: NUMBER: 1

DATE: 04-15-21

CONTRACT DATE: 02-15-16

CONTRACTOR: Merritt Companies  
Merritt Tennis & Track Systems  
P.O. Box 75728  
Oklahoma City, OK. 73147

The Contract is requested to be changed as follows:

Per the request of Teresa Ervin, Merritt was asked to set up & pour the West Plaza area due to the absence of "Jerry ", who had abandoned the site & project.

Additional labor, no materials, supervision, overhead & profit to grade the existing site, Layout, Set Forms, Compact Base, install on site steel reinforcement, Place & finish, saw, cut, Strip forms, Clean up & back fill site.

ADD: 80' x 20' = 1,600 s.f. @ \$ 5.25 / s.f. \$ 8,400.12  
DEDUCT: DOLESE CONCRETE THAT WAS DONATED TO ARDMORE  
BUT INCLUDED IN MERRITT FOR PAY BID: 23.5 C.Y. @ \$ 106.00 / C.Y. - \$ 2,491.00

TOTAL NET REQUESTED: \$ 5,909.12

We are not charging for the General Contractors asphalt & site cleanup, site grading & backfilling

The original Contract Sum was: \$ 153,849.00  
The net change by previously approved & authorized Change order or orders is: \$ - 0 -  
The Contract Sum prior to this Change Order was: \$ 153,849.00  
The Contract Sum will (increase), (decrease) by this Change Order in the amount of \$ 5,909.12  
The new Contract Sum including this Change Order will be \$ 159,758.12  
The Contract time will (increase) (decrease) (unchanged) by (0) days

City of Ardmore  
OWNER:

Merritt Companies  
CONTRACTOR:

P.O. Box 75728, Oklahoma City, OK. 74147

By:

Paul L. Merritt  
By:

Date:

04/15/21

**REQUEST FOR CHANGE ORDER:**

PROJECT: ARDMORE PICKLEBALL FACILITY

CHANGE ORDER REQUEST: NUMBER: 2

DATE: 05-07-21

CONTRACT DATE: 02-15-16

CONTRACTOR: Merritt Companies  
Merritt Tennis & Track Systems  
P.O. Box 75728  
Oklahoma City, OK. 73147

The Contract is requested to be changed as follows:

Per the specifications of the specified court surfacing materials to be installed on asphalt by others we request a change order to cover the cost of additional repair & leveling of the Asphalt by others to meet the standards of the ASBA and SportMaster surfaces

|                             |  |                    |
|-----------------------------|--|--------------------|
| <b>ADD:</b>                 | <b>55 GAL. ACRYLIC PATCH BINDER: @ \$ 17.10 / GAL.</b> | <b>\$ 940.50</b>   |
|                             | <b>50 GALS. PORTLAND CEMENT: @ 2.15 / GAL.</b>         | <b>\$ 107.50</b>   |
|                             | <b>50 100 LBS BAGS OF GRADED SAND @ 10.50 / BAG</b>    | <b>\$ 525.00</b>   |
|                             | <b>ADDED LABOR: 128 MAN HOURS \$ \$ 23.50</b>          | <b>\$ 3,008.00</b> |
|                             | <b>OVERHEAD, TRANSPORTATION, PROFIT:</b>               | <b>- 0 -</b>       |
| <b>TOTAL NET REQUESTED:</b> |  | <b>\$ 4,581.00</b> |

|  |               |
|--|---------------|
| The original Contract Sum was:   | \$ 153,849.00 |
| The net change by previously approved & authorized Change order or orders is:      | \$ 5,909.12   |
| The Contract Sum prior to this Change Order was:                                   | \$ 159,758.12 |
| The Contract Sum will (increase), (decrease) by this Change Order in the amount of | \$ 4,581.00   |
| The new Contract Sum including this Change Order will be                           | \$ 164,339.12 |
| The Contract time will (increase) (decrease) (unchanged) by                        | (6) days      |

City of Ardmore  
OWNER:

Merritt Companies  
CONTRACTOR:

P.O. Box 75728, Oklahoma City, OK. 74147

\_\_\_\_\_  
By: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Paul L. Merritt  
By:  
04/15/21