

REQUISITION SHEET MUST BE ATTACHED(If Applicable)
REQUISITION NO. _____

**OKLAHOMA COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM REQUEST SHEET

For the March 17, 2010 Agenda
(DATE)

DEPT: ENGINEERING BY: STACEY TRUMBO EXT. NO. 1495

SUBJECT: _____

NAME OF FUNDS: _____ FUND CODES: _____

Discussion and possible action for approval of the following Change Order No. 1 to Oklahoma County E-2009-H, Installation of Glass in the First Floor Receiving Area at the Oklahoma County Jail.

Original Contract	\$ 36,000.00
Previous Change Order	0.00
Amount this Change Order	3,990.00
Total Change Orders to date	0.00
% Change Orders	11.1%

Requisition Number * has been issued to Atlas Glass and Mirror from *. This item is requested by John Whetsel, County Sheriff and has been approved as to form and legality by *Bretchen Crawford* Assistant District Attorney.

(ALL NECESSARY DOCUMENTATION MUST BE ATTACHED)

APPROVED BY ENGINEER
(If Applicable)

Stacey Trumbo
County Engineer

APPROVED BY D.A.
(If Applicable)

Steve Cook
Asst. District Attorney

APPROVED BY PURCHASING
(If Applicable)

Ann Seaton
Purchasing Agent

**NOTE: A COMMISSIONER MUST APPROVE ALL EMERGENCY REQUESTS
FOR ANY ITEM SUBMITTED AFTER THE 10 DAY DEADLINE**

BY: _____

DATE OF REQUEST: _____

APPROVED BY:

County Commissioner

PENDING APPROVAL

REQUEST FOR DISTRICT ATTORNEY LEGAL SERVICES

THIS FORM IS TO BE USED TO REQUEST ADVICE AND/OR REPRESENTATION FROM THE DISTRICT ATTORNEY'S OFFICE REGARDING THE COUNTY OF OKLAHOMA, COUNTY OFFICIALS AND EMPLOYEES AS REQUIRED BY SECTIONS 215.4, 215.5, 215.25 AND 215.26 OF TITLE 19 OF THE OKLAHOMA STATUTES.

IF ADVICE IS SOUGHT, THE REQUEST MUST BE SIGNED BY AN ELECTED COUNTY OFFICER. THIS FORM MUST BE FILLED OUT AND SUBMITTED TO THE CIVIL DIVISION OF THE OKLAHOMA COUNTY DISTRICT ATTORNEY'S OFFICE IN A TIMELY MANNER. ALL RESPONSES TO REQUESTS FOR ADVICE WILL BE IN WRITING.

IF THE REQUEST IS FOR LEGAL REPRESENTATION UNDER 19 O. S. SECTION 215.25, THE REQUEST MUST BE SUBMITTED IN WRITING EARLY ENOUGH TO PERMIT THE DISTRICT ATTORNEY'S OFFICE ADEQUATE TIME TO COMPLETE A THOROUGH "GOOD-FAITH-AND-COURSE-OF-EMPLOYMENT" INVESTIGATION AS CONTEMPLATED BY 19 O.S. SECTION 215.26.

DATE OF REQUEST: 3/18/10
COUNTY DEPARTMENT MAKING REQUEST: Engineering

STATE WITH SPECIFICITY, WHAT THE REQUEST IS AND WHY THE ASSISTANCE OF THE DISTRICT ATTORNEY'S OFFICE IS NEEDED:

CO/Class at jail

ATTACH ADDITIONAL DOCUMENTS AS APPROPRIATE. (NOTE: Advice, reviews and approvals as to "form and legality" are based on the documentation and information provided to the District Attorney's Office. Please provide all relevant information when requesting an opinion or review from the District Attorney's Office).

D. Blane
COUNTY OFFICER

DATE RECEIVED BY DISTRICT ATTORNEY:

REPLY BY DISTRICT ATTORNEY: _____

Approved DA 3-10-10

DAVID PRATER
DISTRICT ATTORNEY

By: _____

PENDING APPROVAL

CHANGE ORDER #1

OKLAHOMA COUNTY PROJECT NO. E-2009-H
Installation of Glass in the First Floor Receiving Area at the Oklahoma County Jail

CONTRACTOR: Atlas Glass and Mirror

Installation of Glass-Clad Polycarbonate Forced-Entry Resistant Glass in
Sliders 6, 7 and 9.

This Change Order is necessary to install forced-entry resistant glass in additional
sliders.

This Change Order is in accordance with 61 O.S., Sec. 121.


Original Contract	\$ 36,000.00
Previous Change Order	0.00
Amount this Change Order	3,990.00
Total Change Orders to date	0.00
% Change Orders	11.1%

AMOUNT THIS CHANGE ORDER \$ 3,990.00

APPROVED:


Stacey Trumbo, PE
County Engineer

APPROVED as to form and legality
this 10th day of March, 2010


Assistant District Attorney

APPROVED this _____ day of _____, 2010

BOARD OF COUNTY COMMISSIONERS
OKLAHOMA COUNTY, OKLAHOMA

Chairman

ATTEST: _____
Member

Carolynn Caudill, County Clerk

PENDING APPROVAL

Estimate

ATLAS GLASS & MIRROR CO.

2100 E. BRITTON RD
OKLAHOMA CITY, OK 73131-3521

Phone # 405-478-8830
Fax # 405-478-8840

Name / Address
OKLAHOMA COUNTY SHERIFF 201 NORTH SHARTEL OKLAHOMA CITY, OK 73102

Date	Estimate #
2/25/2010	139

Ship To

P.O. No.	Terms	Due Date	Rep
	Due 10 days	2/25/2010	CRG

Description	Total
Installation of Glass-Clad Polycarbonate Forced-Entry Resistant Glass in Sliders 6, 7, and 9 that were an oversight on PO 21004152 for Project E-2009-H, Installation of Glass in the First Floor Receiving Area of the Oklahoma County Jail	1,392.00
Slider 9	0.00
13-3/4" x 65-5/8" Armorprotect Plus-APP121100 (1 each)	0.00
24-3/4" x 65-5/8" Armorprotect Plus-APP121100 (1 each)	0.00
30-1/2" x 65-5/8" Armorprotect Plus-APP121100 (1 each)	0.00
Sliders 6 and 7	2,552.00
34-3/4" x 65-5/8" Armorprotect Plus-APP121100 (2 each)	0.00
28-3/4" x 65-5/8" Armorprotect Plus-APP121100 (2 each)	0.00
Labor to install glass Adjustment	560.00
Contact: Major John Waldenville, 405-713-1010, FAX: 405-713-1940	-514.00
Total	\$3,990.00

Customer Signature

PENDING APPROVAL

PENDING APPROVAL

OKLAHOMA COUNTY

Printed Requisitions Report

Report Date: 08-MAR-2010 16:47

Page: 2 of 2

Requisition: 11005382

Requisition Type: Purchase Requisition

Preparer: Hodges, Melissa

Approver: Ellis, Becky A

Currency: USD

Creation Date: 08-MAR-10

Description: Change Order for Project E-2009-H- Glass Replacement for 1st Floor

Note To Approver:

Notes:

Line	Line Type	Item	Rev Category	Description	Unit	Quantity/Amount	Unit Price	Line Amount
1	Service	910-00-000	SEERVICE.BUILD	Change Order For	Each	1.00	3890	3,990.00
		Hodges, Melissa	Supplier	Project E-2009-H- Glass Replacement for 1st Floor 11005382 - ATLAS GLASS & MIRROR CO - REMIT - - 17885				
Distributions: 1 Allocated To Account: 0161.5110.55030.2010.00000.0000.0000								
Justification: Note To Approver: Notes:								
Total:								3,990.00

Previous Approvals:

Sequence	Date	Approver	Action	Note
0	08-MAR-10	Hodges, Melissa	Reserve	
1	08-MAR-10	Hodges, Melissa	Submit	Change Order for Project E-2009-H- Glass Replacement for 1st Floor
2	08-MAR-10	Hodges, Melissa	Forward	
3	08-MAR-10	Ellis, Becky A	Approve	

Approval Action (Circle One):

Approve Forward Reject

Forward To: _____

Note: _____

Signature:  _____