

**Contract Change Order # 1**

Project Name: Highland Park Rugby Fields Project Number: 196024  
PO Number: 22501871 Date of Application: Wednesday, October 29, 2025  
Contractor: Ira M. Green Construction Submitted By: Brent Green / President

**Summary of Change in Scope of Work**

The following scope of work consisting of work location, work description, established quantities, and timeline for completion has been reviewed and agreed upon by the contractor, the origin funding department, and the Engineering and Construction Department.

Change of Work Items Included in this Change Order:

- 1)
- 2)

Change in Contractual Project Time:

- 1) **Request to extend contract completion time to October 16, 2025 due to weather conditions and vendor delays due to sod readiness**
- 2)

Plan Sheets or Additional Documents Attached: ☒ Yes ☐ No ☐ Other: \_\_\_\_\_

**Work Order Quantities**

Item#	(Spec)	Item Description	Units	Price	Quantity	Total Amount
						\$ -
						\$ -
						\$ -
Total Change Cost:						\$ -

**Summary of Project Costs**

Total Previous Change Orders:	\$ 0	Original Contract Amount:	\$705,770.00
Current Change Order:	\$ 0	Amended Contract Amount:	\$705,770.00
Total Cost of Change Orders:	\$ 0	Percent Change in Contract:	0%
Total Cost Applicable to CBA:	0	Percent Change Applicable to CBA:	0%

**Change Order Authorization**

Change Order # <u>1</u> in the sum of: \$ <u>-</u> has been reviewed by all parties and is recommended for approval by:		
Contractor Submitting Change Order:	<u>BRENT GREEN</u> Name	<u>[Signature]</u> Signature Date <u>10/29/25</u>
Construction Division Manager:	<u>Nathanael T. Kohl, PE</u> Name	<u>Nathanael Kohl</u> Signature Date <u>11/10/2025</u>
Director of Engineering & Construction:	<u>Charlie Bright, PE</u> Name	<u>Charlie Bright</u> Signature Date <u>11/19/2025</u>
Assistant City Manager - Operations:	<u>Kenneth D Schwab, PE</u> Name	<u>Kenneth Schwab</u> Signature Date <u>12/1/2025</u>
City Manager:	<u>Michael Spurgeon</u> Name	<u>[Signature]</u> Signature Date

**This Change is Executed Through:**

- ☐ This change to the contract documents is authorized by the City Manager's authority in accordance with the applicable state statutes and COBA Code of Ordinances.  
or  
☐ This change to the contract documents was approved at the City Council/BAMA meeting held on : \_\_\_\_\_

Ira M. Green Construction  
P.O. Box 813  
Claremore, Oklahoma

10.29.2025

City of Broken Arrow  
Attn: Joe Vardasco  
Engineering and Construction Department  
City of Broken Arrow, Oklahoma

Subject: Explanation of Completion Date Beyond Original Contract Time

Project: Highland Park Rugby Field

Project No.: 196024

Dear Mr. Vardasco,

We respectfully submit this letter to provide clarification regarding the completion of the Highland Park Rugby Field project beyond the original contract completion date of May 1, 2025.

From the Notice to Proceed, our team diligently pursued completion of the work and maintained consistent progress throughout the project. Weather and vendor related issues delayed progress. Persistent and heavy rainfall during April created unsuitable site conditions, delaying these operations.

In May, grading and paving were completed, and the site was ready for sod installation. However, the specified Buffalo Grass was not yet available for harvest. The designated vendor—who is the sole regional supplier capable of providing the specified variety—confirmed that the grass was not ready. We coordinated closely with the vendor to secure the earliest possible delivery, but their production schedule and backlog extended the timeline.

During this period, the City of BA requested that the field be sprayed for weed control before turf installation. Once sprayed, we allowed for a waiting period so as not to damage the sod. Once the turf was laid, the vendor advised—concurred by the City—that watering hoses should not be dragged across the newly installed field until the sod had rooted adequately.

After the infield sod was established, we proceeded with the off-field Buffalo Grass installation once the material became available. Following installation, we maintained watering and mowing for several weeks to ensure proper establishment. During pre-walk-through discussions, the City requested we repair several small areas of stressed

Throughout the project, we advanced work diligently and efficiently except for delays caused by excessive rainfall, vendor material availability, and other factors beyond the contractor's control.

Sincerely,

~~Brent Green~~  
President

Ira M. Green Construction

# Broken Arrow Rainfall Comparison to Normal 01/01/25 - 10/29/2025

Month	2025 Observed Rainfall (in)	NOAA 30-Year Avg (in)	Difference (in)	% of Normal	Comment
January	1.35	1.76	-0.41	77%	Slightly below normal
February	1.09	1.82	-0.73	60%	Drier than normal
March	2.45	3.35	-0.9	73%	Below normal
April	9.25	4.46	4.79	207%	Extremely wet month – major rainfall
May	8.15	5.69	2.46	143%	Above normal – continued wet conditions
June	13.18	4.61	8.57	286%	Exceptionally wet – flooding potential
July	1.71	3.72	-2.01	46%	Drier than normal
August	7.37	3.43	3.94	215%	Well above normal
September	1	4	-3	25%	Well below normal
October	4.82	3.72	1.1	129%	Slightly above normal