PROPOSED STATUTORY ADDITION

72 O.S. XXX Recovery of Unpaid Maintenance Charges

A. Creation of Lien. Unpaid maintenance charges of residents of the Veterans Centers shall become a general lien upon all the property within this state, both real and personal, of the person liable for the payment of the maintenance charge upon notice and filing as directed herein. Liens created hereunder may be filed or enforced for maintenance charges that remain due and unpaid for a period of sixty (60) days or more and shall not be barred by any statute of limitation.

B. Filing and Enforceability of Lien. The lien created by this section may be filed and enforceable by the State of Oklahoma through the Department of Veterans Affairs following notice and opportunity for a hearing. Submissions in response to the Notice of Proposed Lien shall be reviewed and a hearing shall be provided, if requested, by an administrative law judge. The findings and decision of an administrative law judge shall constitute a final order and judgment on the validity of the proposed lien.

C. Content of Notice of Proposed Lien. A Notice of Proposed Lien and a copy of the resident's maintenance account billing and payment history shall be provided to the resident, resident's agent, and any other parties known to be liable for the payment of the resident's maintenance charges. The Notice of Proposed Lien shall contain, at a minimum, the following information:

1. Resident's name, address, and current residence or treatment facility if different from the resident's mailing address;

2. Resident's date of admission term of residence in the Veterans Center;

3. Resident's date of discharge from the Veterans Center, if applicable;

4. Name and address for all agents or other persons liable for payment;

5. Amount of unpaid maintenance charges due as of the date of the notice;

6. The monthly rate at which maintenance charges are assessed as of the date of the notice, if the subject resident continues to reside at the Veterans Center;

7. The manner, date, and place to which written or documentary responses for consideration may be submitted; and

8. The manner, date, and place to which a request for hearing may be submitted.

D. Effective Date of Lien. The lien shall attach to real property upon filing of the lien with the County Clerk of the county in which any interest in real property is located. The lien shall attach to real or personal property upon recognition as a foreign judgment in the District Court. Liens created by this section shall be secured by property in the priority established by 42 O.S. 15 et. seq. relative to existing perfected security interests in subject real and personal property and subject only to such exemptions as may otherwise be provided by law.

E. Attachment of Lien to Proceeds from Sale of Property. Any lien imposed under this section attaches to the proceeds of property with the same priority that the lien has with respect to the property itself. Proceeds of property means proceeds from the sale, lease, license, exchange, or other disposition of the property, including insurance proceeds arising from the loss or destruction of the property.

F. Amount of lien. The lien shall be for the amount of the resident's (1) unpaid maintenance charges at the time of the filing plus (2) any maintenance charges incurred subsequent to the filing of the lien that are unpaid.

G. Extent of Lien on Jointly Owned Property. The lien shall not sever a joint tenancy nor affect the right of survivorship. The lien shall be enforceable only to the extent of the ownership of the resident as it existed at the time the resident's admission to the Veterans Center.

H. Term of Lien. Liens established hereunder shall continue in effect until dissolved or released.

I. Dissolving the Lien. The lien remains on the property even after transfer of title by conveyance, sale, succession, inheritance or will unless or until the lien is satisfied. The resident or resident's representative may discharge the lien at any time by paying the amount of lien to the State of Oklahoma through the Department of Veterans Affairs.

J. Lien Enforcement. A lien may be foreclosed or enforced against real or personal property during or after the lifetime of the resident. Liens against real property may be foreclosed by the Department and the property concerned shall be sold in the manner provided for foreclosures of mortgages on land.

1. Delay of enforcement. Enforcement action shall not be instituted on property that is the homestead of the resident's spouse, minor dependent child, or disabled child until the death or relocation of the qualifying family member, or until the property otherwise no longer qualifies as a homestead property.

J. Assignment of Liens. Liens established hereunder may be transferred or assigned in full or in part in furtherance of efforts to recover amounts due to the State of Oklahoma.

K. Estate Recovery. As a debt due to the State of Oklahoma, liens created by this section shall be classified as a preferential debt under the laws of the State of Oklahoma in proceedings for administration of an estate and shall be prioritized as set forth in 58 O.S. 591(5). Notice to creditors in estate administration or probate proceedings shall be submitted to the Oklahoma Department of Veterans Affairs, Attn: General Counsel, PO Box 53067, Oklahoma City, OK 73152 on behalf of any estate that contains (1) debts resulting from unpaid maintenance charges at Oklahoma Veterans Center or (2) property subject to liens for unpaid maintenance charges

L. Order of Assignment for Past Due Accounts. The Department of Veterans Affairs may require a resident of a Veterans Center that remains past due for a period of sixty (60) days or more to assign his or her right to receive payment of income, from whatever source to the Department of Veterans Affairs. A Notice of Proposed Order for Assignment shall be given to the resident or resident's agent not less than thirty (30) days prior to issuance of said Order. The Notice shall contain the same information required for a Notice of Proposed Lien pursuant to subsection (C) of this section. Documentary or written responses to the Notice of Proposed Order for Assignment shall be reviewed and a hearing shall be provided, if requested, by an administrative law judge. Any resident subject to such an assignment may petition for relief from assignment, which may be granted until (1) such amount is made current, and (2) the veteran demonstrates to the satisfaction of the Executive Director a reasonable likelihood of more prudent financial management in the future.

M. Administrative Law Judges. The Oklahoma Department of Veterans Affairs is authorized to enter into agreements with other state agencies or to employ or contract for services of hearing officers to serve as administrative law judges.

N. Rulemaking Authority. The Oklahoma Department of Veterans Affairs shall prepare and the Oklahoma Veterans Commission shall approve such rules and regulations as are necessary to establish forms, processes, and procedures for the implementation of recovery of unpaid maintenance charges as described in this section.

Proposed Statutory Amendment

61 O.S. §121 Change Orders or Addenda

A. Change orders or addenda to public construction contracts of One Million Dollars ($1,000,000.00) or less shall not exceed a fifteen percent (15%) cumulative increase in the original contract amount.

B. Change orders or addenda to public construction contracts of over One Million Dollars ($1,000,000.00) shall not exceed the greater of One Hundred Fifty Thousand Dollars ($150,000.00) or a ten percent (10%) cumulative increase in the original contract amount.

C. Change orders or cumulative change orders which exceed the limits of subsection A or B of this section shall require a re-advertising for bids on the incomplete portions of the contract.

D. If the awarding public agency does not have a governing body, the chief administrative officer of the awarding public agency shall approve change orders. The State Construction Administrator of the Construction and Properties Division of the Office of Management and Enterprise Services, or the Administrator's designee, shall sign and execute all contracts and change orders, as they relate to state agencies.

E. If the awarding public agency has a governing body, all change orders shall be formally approved by the governing body of the awarding public agency and the reasons for approval recorded in the permanent records of the governing body. The governing body of a municipality or technology center may delegate approval of change orders up to Forty Thousand Dollars ($40,000.00) or ten percent (10%) of any contract, whichever is less, to the chief administrative officer of the municipality or technology center or their designee, with any approved change orders reported to the governing body at the next regularly scheduled meeting.

F. The Oklahoma Veterans Commission, as the governing body of the Oklahoma Department of Veterans Affairs, is authorized to delegate to the Director of the agency the authority to approve change orders on a construction contract provided that the individual change order does not exceed Forty Thousand Dollars ($40,000.00) in expenditure and complies with the limits established by this section. Change orders approved by the Director pursuant to a delegation of authority shall be presented to the Commission during the next regular meeting and the reasons for the orders recorded in permanent records.

~~F~~G. The governing body of the Oklahoma Tourism and Recreation Department is authorized, upon approval of a majority of all of the members of the Oklahoma Tourism and Recreation Commission, to delegate to the Director of the agency the authority to approve change orders on a construction contract provided that the individual change order does not exceed Twenty-five Thousand Dollars ($25,000.00) in expenditure and complies with the limits established by this section. The Administrator of the Division shall sign and execute all contracts and change orders.

~~G~~H. The Transportation Commission may, by rule, authorize the Director of the Department of Transportation to approve change orders in an amount of not to exceed Five Hundred Thousand Dollars ($500,000.00). Change orders approved by the Director shall be presented to the Transportation Commission during the next regular meeting and the reasons therefor recorded in the permanent records. The Oklahoma Turnpike Authority may authorize the Director of the Authority to approve change orders in an amount not to exceed Two Hundred Fifty Thousand Dollars ($250,000.00). Change orders approved by the Director of the Authority shall be presented to the Authority during the next regular meeting and the reasons for the orders recorded in permanent records.

~~H~~I. All change orders for the Department of Transportation or the Authority shall contain a unit price and total for each of the following items:

1. All materials with cost per item;

2. Itemization of all labor with number of hours per operation and cost per hour;

3. Itemization of all equipment with the type of equipment, number of each type, cost per hour for each type, and number of hours of actual operation for each type;

4. Itemization of insurance cost, bond cost, social security, taxes, workers' compensation, employee fringe benefits and overhead cost; and

5. Profit for the contractor.

~~I~~J. 1. If a construction contract contains unit pricing, and the change order pertains to the unit price, the change order will not be subject to subsection A or B of this section.

2. When the unit price change does not exceed Twenty Thousand Dollars ($20,000.00), the unit price change order computation may be based on an acceptable unit price basis in lieu of cost itemization as required in paragraphs 1, 2, 3, 4 and 5 of subsection H of this section.

3. When the unit price change exceeds Twenty Thousand Dollars ($20,000.00), any unit price for a new item established at or below the average eighteen-month-price history for the new item may be used in lieu of cost itemization as required in paragraphs 1, 2, 3, 4 and 5 of subsection H of this section.

~~J~~K. Alternates or add items bid with the original bid and contained in the awarded contract as options of the awarding public agency shall not be construed as change orders under the provisions of the Public Competitive Bidding Act of 1974.

OKLAHOMA DEPARTMENT OF VETERANS AFFAIRS

November 2016 Commission Meeting

Financial Reports for the Month Ending October 31, 2016

FY-16 Budget Projections
As of October 31, 2016

Description	Amount
FY 2017 Budget Work Program	$ 153,610,248
Year-To-Date Expenditure	41,216,194
Encumbrance	24,604,052
Pending Encumbrance	6,266
Balance as of October 31, 2016	87,783,736
Less: Remaining Payroll Budget	82,932,865
Less: Remaining Travel Budget (Estimated)	238,076
Restricted Funds- (Financial Aid, SAA, Buffalo Soldiers)	355,247
Available Balance	$ 4,257,548

Expenditure Budget to Actual
FY 17- As of October 31, 2016

Location	Budget	Expenses	Encumbrance/ Pre-Encum.	Available
Claremore	26,856,130.00	7,538,575	5,105,364	14,212,191
Ardmore	18,260,489.00	5,124,566	1,890,742	11,245,181
Clinton Center	16,120,269.00	4,446,018	1,961,611	9,712,640
Norman Center	26,876,475.00	7,352,596	2,941,059	16,582,820
Sulphur Center	14,242,279.00	3,623,986	3,169,359	7,448,934
Talihina Center	18,526,450.00	4,723,918	2,321,619	11,480,913
Lawton Center	20,874,928.00	5,423,934	4,614,822	10,836,172
Capital Lease	859,088.00	276,845	581,976	267
Central Office	4,580,465.00	918,817	225,399	3,436,249
Information Technology	2,861,281.00	873,775	1,640,054	347,452
Claims and Benefits	2,403,968.00	604,778	100,426	1,698,764
State Accrediting Agency	451,052.00	133,692	44,649	272,711
ODVA Commission	11,000.00	747	2,188	8,065
Veterans services	516,374.00	128,932	11,050	376,392
C&B Fin aid	170,000.00	45,015	0	124,985
Total	153,610,248.00	41,216,194	24,610,318	87,783,736

FY 17- Revenue Projected to Actual
As of October 31, 2016

Fund	YTD Projected	YTD Actual	Revision	Difference
197- General Revenue	9,785,764	9,785,764		-
220- Agency Revolving	9,144,770	9,082,461		(62,309)
400- Federal Per-Diem	30,428,168	30,849,699	884,768	1,306,299
Total	49,358,702	49,717,923	884,768	1,243,990

Average Occupancy Rate
As of November 6, 2016

Location	Number of Beds	Currently Enrolled	Occupancy Rate
Ardmore	175	168	96%
Claremore	302	285	94%
Clinton	148	147	99%
Lawton	200	198	99%
Norman	301	299	99%
Sulphur	122	115	94%
Talihina	175	165	94%
Total	1,423	1377	97%

Total Days of Care
As of October 31, 2016

Location	Basic Per Diem Days of Care 10/31/16	70% Service Connected Days of Care 10/31/16	Percentage of 70% Days of Care-10/31/16
Ardmore	3,659	1,502	29%
Claremore	6,653	2,074	24%
Clinton	3,326	1,213	27%
Lawton	3,154	2,940	48%
Norman	5,994	3,238	35%
Sulphur	1,832	1,797	50%
Talihina	3,698	1,462	28%
Total	28,316	14,226	33%

Agency Special (Trust) Fund
As of October 31, 2016

Fund	Location	Beginning Cash Balance	YTD Revenue	YTD Expenditure	Ending Cash Balance
701	Claremore Veterans Center	426,473	103,431	154,935	374,970
702	Ardmore Veterans Center	411,853	74,073	156,035	329,890
703	Clinton Veterans Center	242,364	104,567	96,686	250,245
704	Norman Veterans center	383,665	100,653	101,595	382,723
705	Sulphur Veterans Center	241,154	74,164	67,275	248,043
706	Talihina Veterans Center	182,582	53,071	58,498	177,155
707	Lawton Veterans Venter	201,647	67,683	67,292	202,039

Current Capital Projects- Grant Awards
As of October 31, 2016

Description	Total Project Budget	Federal Share	ODVA Share	Long-Range Commission
Telecommunications	5,833,300.00	3,791,645.00	2,041,655.00	
Security Cameras	1,518,000.00	986,700.00	531,300.00	
Agency Wide CPRS Imaging	541,157.90	351,752.64	189,405.26	
Claremore Floors, Elevators & Windows	850,983.00	536,331.25	314,651.75	
Claremore Boilers & Chillers	1,480,575.06	702,373.79	378,201.27	400,000.00
Nurse Call EGRESS Side Walk	1,020,240.53	516,248.49	325,575.04	178,417.00
Safety: Emergency Generators	3,543,931.68	2,303,555.59	1,240,376.09	
Safety Elevators	2,554,714.73	1,586,329.13	106,133.30	862,252.30
Sulphur Mold Project	10,835,091.61	5,165,167.83	5,669,923.78	
Total	28,177,994.51	15,940,103.72	10,797,221.49	1,440,669.30

Capital Projects- Federal Awards and YTD Disbursements
As of October 31, 2016

Projects	Federal Share Authorized	Disbursed	Balance
Telecommunications	3,791,645.00	2,604,052.35	1,187,592.65
Security Cameras	986,700.00	928,860.89	57,839.11
Agency Wide CPRS Imaging	351,752.64	286,955.96	64,796.68
Claremore Floors, Elevators & Windows	536,331.25	433,534.82	102,796.43
Claremore Boiler & Chillers	702,373.79	525,526.11	176,847.68
Nurse Call Sidewalk	516,248.49	452,380.20	63,868.29
Safety: Emergency Generators	2,303,555.59	1,865,870.23	437,685.36
Safety Elevators	1,586,329.13	55,647.89	1,530,681.24
Sulphur Mold	5,165,167.83	4,704,633.77	460,534.06
Total	**15,940,103.72**	**11,857,462.22**	**4,082,641.50**

Other Major Projects - As of October 31, 2016

	Location	Project Cost
Roof Replacement	Norman	853,893
Norman Ext. Doors	Norman	159,624
Metal Roof Replacement	Lawton	2,062,604
Warehouse Sprinkler System/CAP Fee	Lawton	25,556
Window and Door Replacement/CAP Fee	Lawton	26,750
Roof Replacement-A/E inspection	Lawton	105,502
Cooling Towers @ W & SW Annex	Clinton	197,703
Option 2 upgrade storm drainage system	Clinton	310,850
Proposed southern route storm line (contingency $ + CAP Projects FEE)	Clinton	46,241
Roofing-Admin, East Wing, Pharmacy, SW Annex	Clinton	631,983
West hall flooring	Clinton	28,436
Roof Replacement- West Wing/Kitchen Area	Sulphur	557,659
Millwork- Lavastida Dev.	Sulphur	481,166
Roof Replacement A-Wing, Aud & Doctors Area	Claremore	624,374
Aud/Bake Shop/Freezer Roof Replacement	Talihina	293,300
Steam Boiler Replacement - Flynt & Kalllenberger	Talihina	48,168
Engineers Base Estimate (+ CAP FEE)	Talihina	196,826
Add Alternates	Talihina	70,293
Owner Furnished - Dryers	Talihina	26,520
Owner Furnished - Dishwasher & conveyor	Talihina	123,518
Roof Replacement (Kitch, Bingo, Break rm & CAP fees)	Talihina	182,486
Roof Replacement Units 6, 7	Ardmore	335,587
Heat Pump Replacement - Emergency	Ardmore	173,250

Delinquent Maintenance Charges Update
As of 11/3/2016

	ACTIVE	ACTIVE		ACTIVE	ACTIVE
CENTERS	MAINTENANCE DUE AS ON 10/06/2016	MAINTENANCE DUE AS ON 11/03/2016	Moved to Inactive	BALANCE Net Inc./(Dec.)	Amount Collected - Prior Balance
Claremore	$325,532	$327,400	$20,827	$22,695	($20,240)
Ardmore	$377,597	$386,533	$12,578	$21,514	($3,973)
Clinton	$13,277	$14,451		$1,174	($2,077)
Norman	$542,225	$548,707		$6,482	($15,254)
Sulphur	$41,629	$49,502		$7,873	
Talihina	$34,155	$36,935		$2,780	($6,332)
Lawton	$23,740	$29,377		$5,637	($498)
Total	$1,358,155	$1,392,905	$33,405	$68,155	($48,374)

Note:
Increase in balance is due to aging from current to over 90 days or movement from inactive to active
Decrease is due to either prior month collections or movement from active to inactive.

Construction Department Report
As of November 10, 2016

Ardmore

- ***9300 Projects ($875,237.00) / CIP Project #650-0704 ($622,520.40)***

  FY15 Congregate Bathing: #15209 –As of 3/31/16 this project has received a total of two bids; it will be awarded to the low bidder – WW Builders, INC. contingent upon the pre award qualifications in the amount of $602,583.00 plus add alternates for the tub ($100,122.00) and water softening equipment ($75,434.00). Requisition# 650000916 was submitted to OMES CAP for ODVA portion totaling $145,000; total estimated project cost was $625,000; CIP award is $480,000.

  - On 3/22/16, CAP received on two bids and the apparent low bidder was WW Builders of Duncan, OK with a base bid of $602,583.00 along with approximately $227,445 in add alternates.
  - 5/6/16/ - ODVA has submitted a request for CAP to negotiate the project cost with WW Builders, INC to revisit the project scope and see if there are some cost savings or value engineering options..
  - 6/2/16 – ODVA, along with OMES/CAP and WW Builders to negotiate the cost of the job per the scope of work. WW Builders will be submitting a new proposal.
  - 7/6/16 – ODVA has scheduled a conference call to finalize scope for the contract.
  - 7/13/16 – ODVA was informed by CAP that the project will have to be rebid.
  - 7/20/16 - Negotiations have been concluded and are successful; OMES has given the okay to award this project to WW Building of Duncan, OK in the amount of $633,671 as per the scope below. The notice to proceed, with contract was issued on 7/19/2016.
    - Base Bid - $602,583.00
    - We accept Bid Alternate #3 for Contractor to provide Bathing Tubs – Add $100,122.00
    - We accept WW Builders proposed VE Items 3, 4, 7, 10, 11, 13, 14, 17, 20 & 21– Credit $83,634.00
    - We accept WW Builders proposed alternate Radiant Flooring System
  - ❖ On 8/24/16 – ODVA received the contract to WW Builders for $615,001.00 and ODVA returned to CAP for execution
  - ❖ 9/13/16 – Notice to proceed was issued to Randy Wilson with WW Builders, Inc. the preconstruction meeting occurred on 9/23/16 & the work is scheduled to begin at the earliest mid-November 2016 due long lead times on FRP panels and the whirlpool tubs.
  - ❖ As of 11/9/16 all submittals have over to the Architect AIP for review prior to mobilization.

- *CP Emergency Declaration – Heat Pump Replacement ($173,250.00) & CAP ID #EM17030 Temp HVAC & Materials (*

  58 Compact heat pumps failed simultaneously, ODVA accepted a proposal from HIS Solutions Service Protection for the cost of the heat pumps. OMES – Central Purchasing approved the emergency purchase on 3/21/16; the heat pumps were ordered on 3/23/16. Upon delivery, the maintenance staff at the facility will handle installation.

  - Currently the scheduled ship dates are:
    Water Furnace Heat Pumps – 6/6/2016 (In transit)
    Nexus Flow Control Valves – 6/2/2016 (In transit)
  - On 6/28/16 & 6/30/16, OVC-Ardmore received the shipments of the units but 2 were damaged during shipment. OVC-Ardmore has contacted the shipper and awaiting an Investigator from the freight company to inspect the damaged units.
  - Temp HVAC & Materials – On 7/26/16, An Emergency was declared as a result of several heat pumps failing simultaneously within the facility. The maintenance staff has requested additional material to be purchased in order to install the heat pumps.
  - 8/11/16 – Center Staff notified Central office that 2 replacement units were received.
  - 9/1/16 – Contract was issued to Allied Services in the amount of $9,510.58 for emergency temporary air conditioning and ductwork. All resident rooms that heat pumps were not operational have been completed and the temporary air conditioning removed. Center Staff still have 5 non-operation units to replace (3 offices, Elevator Lobby and a Hallway).

Claremore

- ***VA Grant Project: 40-041 - Floors, Windows, and Elevators Renovation ($850,983.00)***

  Per request on 11/04/15, Center Staff will be installing rework of shower walls and the 6 congregate baths. Acceptance inspection for Elevator#2 was completed on 10/16/15. Hemphill says that Otis will return by 11/10/15 to correct issue with Elevator #1 and complete upgrade of Elevator #3. Original project cost of $825,660.00

  - 6/10/16 – Installation is approximately 95% complete on the modernized cars and have received the OK DOL inspections. Axis Builders (formerly Hemphill) & Otis still need to install missing handrail in Cab #2 and the new flooring in Cab #2 & #3.

- 7/29/16 – Axis notified ODVA of issues the DOL inspector had with the door & hardware into the machine room and the light, pit ladder within the pit.
- 9/16/16 – Axis submitted CO#3 ($6,587.12) to install fire rated doors in frames in place of the existing non rated fames into the machine room and CO#4 ($1,610.00) for the pit ladder. ***Commission Action is required on CO#3 & CO#4.***
- 10/12/16 – Larry Fowler confirmed that installation of the light in the pit is complete.
- 10/27/16 – The Commission approved change orders #3 in the amount of $6,587.12 to install fire rated doors in frames in place of the existing non rated frames & change order #4 in the amount of $1,610.00 to install a new pit ladder to meet State of Oklahoma Standards.

- ***9300 Projects ($1,049,352.73)***

FY16 Roofing CAP# ***TBD*** *($624,373.60)* - It has been decided that the roof replacement proceed with A Wing, Auditorium and the Dr.'s Office. The original paperwork is being routed so that an ePro requisition created/ approved.

- 7/14/16 – REQ 65000001133 was created by Center staff and submitted for approval.
- As of 7/22/16 Melanie Carrick was working to correct a problem with the requisition within Peoplesoft
- 08/26/16 – ODVA was notified that the plans were completed and waiting CAP to issue the NTP to OK Roofing.
- 9/18/16 – OK Roofing submitted CO#1 ($5,600.00) for the installation of perimeter fencing for safety and to secure project area.
- 10/27/16 The Commission approved change order # 1 in the amount of $5,600 for installation of the stockade fence to keep residents and the area secure.

EM17066 – Air Chiller Compressor Replacement ($10,985.00)

- 9/21/16 - Emergency was declared and documentation sent to CAP
- 10/5/16 – Contract has been issued to Carrier Building Systems & Services

- ❖ 10/28/16 – CAP issued the PO #6509026406 to Carrier and 11/9/16 Center Staff confirmed that the compressor has been replaced and ODVA is waiting documentation to process payment for vendor.

Clinton

- ***VA Grant Project: 40-030 - Dining Addition & Laundry Renovation ($6,947,840)***

  Fire Line to Dining CAP#15272 – Complete.

  - ❖ 9/7/16 – ODVA and Fosdisk & Hilmer had a conference call to discuss the fire line pressure and stand pipe placard. ODVA to request a new hydraulic flow test from a 3rd party sprinkler system.
  - ❖ 11/9/16 – A solicitation has been put together to send out to approximately 3 vendors to include the statewide vendor to receive bids on the flow test needed to update the placard.

- ***CIP Project #650-1424 / CAP# 16181 Project: Clinton Boiler & Laundry Equipment ($1,520,850.00)***

  The paperwork has been submitted to OMES-CAP for LRCPC funding to award design to PSA Engineering. On 1/4/15 CAP requested that ODVA resubmit the M710. Notice to proceed was issued by OMES/CAP on 2/2/16 to PSA (Bill McVey) to begin the Boiler assessment to include the bid phase, construction administration, and construction documents not to exceed $54,651.56. PSA has restarted the architect, structural engineer, and will began the mechanical the week of 4/19/16. Final review should take place by the end of May if not sooner.

  - PSA Consulting to provide completion schedule for delivery of construction document by 7/18/16.
  - As of 7/27/16 PSA is verifying existing conditions to include washers and dryers; and the ozone system as an add alternate to this original scope of work.
  - 9/2/16 – CAP confirmed drawings on the FTP site and project being processed for advertising & bid.
  - 10/12/16 – CAP scheduled the bid documents to be available for download on 10/18, the Pre-Bid meeting for 10/25 and the Bid Opening for 11/8/16.
  - 11/9/16 – there was several perspective vendors at the pre-bid meeting held on 10/25/16. An Addendum was issued on 11/2/16 as a result of the additional questions posed at the pre-bid meeting. Upon the bid opening on 11/8/16 there were only two bidders – Hunter

Mechanical & Controls, INC. at $859,000 plus add alternates of $182,250 & Cadell & Co., LLC at a cost of $945,000 plus add alternates of $174,200. ODVA has decided to award the bid to Hunter Mechanical & Controls.

- ***9300 Project ($26,750)***

  FY16 Storm Water Drainage at Courtyard CAP #ID16058-1 ($26,750) – Forwarded Johnson & Associates proposal to center on 9/29/15 and expect Center Staff to prepare requisition to CAP for $26,750.00. The notice to proceed has been issued by OMES/CAP on 02/01/16 to Johnson & Associates for the services of Civil Engineering not to exceed $25,000.00. The design work is ongoing and ODVA expects the report/proposed solution by Mid-May 2016.

  - Emergency – Storm Drains CAP#16058-01: Two options were presented for the storm drain design. ODVA decided that option #2 was the most viable for the center. We have requested that Johnson & Associated submit a proposal so the necessary construction documents for bidding through CAP can be initiated.
    - Design Review meeting is scheduled for 7/18/16 at 10:30 am with Johnson & Associates.
    - 8/30/16 – ODVA received revised drawings and request an updated estimate from Johnson & Associates.
    - 9/7/16 – ODVA received updated estimate for $413,000 and notified Johnson & Associates that project was over budget and need deductive alternates
  - As of 11/9/16 a meeting has been scheduled for Monday, November 14 2016 with the consultant Johnson & Assoicates to discuss viable solutions to bring this project back on task.

Lawton

- ***9300 Projects (3,381,573)***

  FY15 Fire Protection Study CAP #ID16032-02 ($31,785) – OMES Risk Survey that was performed in November 2014 identified that the existing fire sprinkler system may not be adequately sized to suppress a fire in the warehouse since existing sprinkler riser showed coverage density of 0.10 gpm/sf but record drawings onsite showed that 0.60 gpm/sf was required by code for the building. Center Staff has submitted

paperwork to OMES CAP to award initial study to Cyntergy AEC to perform flow test and observe/verify coverage density requirements for the remainder of the facility. On 11/12/15, CAP issued the NTP.

- On 12/22/15, ODVA received the final study and recommendations and following up to get an estimate of probable construction cost.
- As of 3/17/16 – we have received the plans and specification in order to bring the warehouse sprinkler system up to code. A solicitation is being put together in order to put this project out for bids. The plans have been submitted to the State Fire Marshall for review.
- CAP has assigned project 16332, pre-bid meeting is scheduled for 7/28/16 at 11 a.m., and bid opening date is 8/11/16. Pre-bid meeting was canceled, as it was discovered that the statewide fire protection contract was not mandatory. ODVA is exploring options to open up the bid and look at other possible vendors.
- 9/2/16 - CAP advertised and held the non-mandatory pre-bid meeting on 9/1/16 with no attendees.
- 9/14/16 – CAP has extended the bid opening to 10/13/16
- As of 11/09/16 after extending the bid opening to 10/13/16, once again we received no bidders. It has been decided to go with the statewide contract vendor to make the necessary recommendations.

FY16 Roof Replacement CAP #16040-10 ($3,323,038) – This project is for replace the standing seam metal roof and the installation of new gutters/downspouts throughout the facility. ODVA submitted the paperwork to CAP. Ford Roofing has contracted with Mass Architects to prepare the sealed construction documents. ODVA also entered into an agreement with Mass Architect (CAP #ID16071-04) to provide onsite inspections (2x/wk.) during roofing installation to ensure the roofing contractor is adhere to plans/specs as well as best practices.

FY16 Dormer Windows CAP #ID16071-03 ($26,750) – This project is construction documents & specs needed to replace the dormer window that are located within the standing seam metal roofing. ODVA will need to bid this work in conjunction with the roof replacement project. CAP issued to Mass Architects on 7/1/16.

- 07/19/16 - This project has been halted and withdrawn from Ford Roofing and requested that it put out to bid publicly for a more competitive response at the market value for material.
- 9/12/16 – Mass Architect was issued the notice to proceed with the project for the additional services required for the open bid process.

- ❖ 10/03/16 – Mass Architects have the construction drawings under way for the roofing portion. Scheduling a meeting in mid-October to review and plan for future updates.
- ❖ As of 11/4/16 a meeting has been scheduled with Duane Mass of Mass Architects to discuss the drawings the scope of work and continued process to push this project on the construction phase.

Norman

- ***9300 Projects FY16 Roofing R16041-13($554,108.88) / CIP 650-1362 ($2,335,045.47)*** - Notice to proceed was issued on 11/02/15 to Oklahoma Roofing & Sheet Metal, LLC.
  - The work has begun and the project has been billed at roughly 15% complete.
  - Change Order #4 added an additional $531,697.80 to the project to remove and replace pavers and membrane and install a 2-ply modified bitumen waterproofing system – which exhausted the remaining CIP Funds awarded for this project.
  - As of 11/9/16 this project has been billed through $2,375,730.58 making it approximately 93% complete and on schedule.

- ***9300 Projects FY16 Norman Exterior Door Replacement CAP#15423 ($39,905.53) / CIP 650-0510 ($11,550)*** – No bids were received on the 1st round of solicitation of bids sent out in December. Therefore we are re-bidding this project on of 4/28/16; consultant recommended waiting until after February due to time of the year, shortage in labor and materials.
  - 4/28/16 - we received a bid from Caddell & Co, LLC in the amount of $169,900.00. As of 5/10/16 we requested that OMES/CAP go into negotiations with Caddell & Co., LLC to attempt to get the cost reduced.
  - 5/19/16 – Meet with Caddell & Co. to discuss option to reduce the scope of project. Caddell requested 2-3 weeks contact their suppliers.
  - 7/13/16 – ODVA was informed by CAP that the project will have to be rebid.
  - 7/19/16 - The notice to proceed along with the contract was issued on 7/19/16 to Caddell and Company, LLC in the amount of $169,900.
  - 9/28/16 – Pre construction meeting kick off meeting was held and the project is scheduled to begin roughly four (4) weeks out.

- 11/9/16 – The project still has not began as the vendor Caddell & Co., LLC. Is waiting for some submittals data from subcontractors for the project. Once they receive suitable submittals, and approval from the architect, they will re-evaluate the start date based on the estimated time of arrival of the materials.

Sulphur

- ***VA Grant Project: 40-050 - Sulphur Mold & HVAC ($10,795,985)***

  This construction project was originally initiated as an emergency declaration is due to the potential magnitude of the mold and HVAC remediation and sub-sequentially submitted at a VA matching grant project. This project includes all necessary cleaning, demolition and or removal of contaminated building materials as well as re-installation.

  - MCC on the final phase of remediation and expected to be substantially complete by 8/29/16.
  - MCC provide Amendment #08 to deduct $324,000 on 7/27/16 and Amendment #09 to extend project completion date to 10/28/16 on 8/25/16.
  - Manhattan is approximately 94% complete as of 9/30/16. Still having issues with Trane, working to solve that with CAP and Matherly Mechanical.
  - 11/9/16 – MCC has installed the makeup air unit in the Dietary and indicated that the unit is not communicating with the Trane Controls as the manufacturer insisted so they will need to purchase a new communication module. This cost will be absorbed within the existing mechanical allowance.

- ***9300 Projects ($1,001,825.63)***

  FY15 West Wing Millwork CAP #15221R ($444,166.55) – After rebidding the project twice we decided to award it to the low bidder, LDG,LLC of Norman for $440,845, but only contingent upon the following:

  1. They provide the AWP QCP documentation for their fabricator
  2. They hold their bid to allow Small Architects to review their documentation, and
  3. We can negotiate all their unit prices to well below $60/sf or closer to fair market rate.

On 12/17/15, CAP notified ODVA that LDG, LLC reduced the unit prices to $50/sf for wall patching and painting. Center Staff to perform some wall patching and paint to avoid additional costs on project. On 1/4/16, ODVA was notified the ePro requisition was showing as cancelled in PeopleSoft. Sulphur Staff to complete new requisition by 1/8/16.

The contract was issued by OMES/CAP on 1/27/16; start date and notice to proceed is pending the return of the contract and required documents. LDG, LLC began work on 3/10/16, we have received one Pay App for $30,163 – which is for 7% completion.

- The project is currently 25% complete, two pay application have been processed totaling $112,308.
- There have been two change orders processed for this project – C/O#1 added $8,500 as a result of the removal of AWI QCP Labeling Process & C/O#2 - deducted $8,500 as a result of unforeseen conditions. The total contract sum is $432,345, and approximately $137,217 has been processed in pay applications for this project, making it approximately 38% complete.
- 08/01/16 – LDG provided CO #3 to add $28,356.00 for full height backsplashes to cover and unforeseen condition in approximately 26 rooms.
- 08/24/16 - LDG provided CO #4 to add $1,246 for replacement of the specified light fixture with another more appropriate LED fixture as well as deleting the LED fixtures in approximately 8 rooms.
- 9/21/16 – Change orders # 2, 3 and 4 have been processed, and the project is 93% complete.
- 11/9/16 – After speaking with the vendor we are anticipating another change order as a result of time delay. ODVA has requested more documentation on the delay costs.

FY16 Roofing CAP#16040-4 ($557,659.08) – Notice to proceed has been issued by OMES/CAP to Ford Roofing – PO#6509025153. Ford Roofing mobilized has during week of 3/7/16 and the project is on schedule as planned.

- 6/10/16 – Ford Roofing is approximate 40% complete with kitchen roof.
- 7/14/16 – Ford Roofing is approximate 80% complete with kitchen roof and expects to complete within 2-3 weeks. On 7/15/16 after rains it was discovered that a large water leak had developed on the dietary hallway. Ford roofing has been working to resolve that issue.
- 11/9/16 – ODVA has requested that Ford address standing water below new units on the roof, which needs to be diverted off.

Talihina

- ***9300 Projects ($674,950.00)***

  FY16 Boiler Replacement CAP# 16039-01($8,780.00) – Received proposal from Flynt & Kallenberger for $6,612.50 to perform initial study to assess requirements to convert from steam boiler for heating, hot water and steam fired kitchen/laundry equipment to natural gas. Center staff requested Flynt & Kallenberger revise their proposal to show immediate elimination of the steam boiler in lieu of phase elimination. On 1/7/16, ODVA & F&K had conference call to discuss centers requests and another site visit is tentatively scheduled for 1/21/16. An updated Boiler needs assessment report#3 and the engineer's base bid construction cost estimate was submitted to ODVA on 3/23/16.

  - A change order#2 was submitted to OMES/CAP for $24,592.50 to Flynt & Kallenberger for additional engineering fees to proceed with the steam boiler replacement. Paperwork was processed and submitted to the vendor to proceed on May 5th.
  - 6/3/16 – Jim Mitchell performed site visit and expects to have 65% construction drawings complete for review by 6/2016.
  - 7/14/16 – F&K to provide 100% drawing for ODVA to review on 7/18/16.
  - 7/28/16 - The drawings were released to OMES/CAP to be loaded to FTP site, once that has been done we will send a copy on to the Fire Marshall's office for inspection.
  - 9/22/16 – CAP scheduled the pre-bid meeting and bid opening for 10/6/16.
  - 10/13/16 – F&K has provided Addenda #1-4 and CAP moved the bid opening to 10/18/16.
  - 10/18/16 – Atlantic Fabrication was the sole bidder. Their base bid was $308, 580.14 and Alternates 1-6 for standby boiler/water heater equipment and the Ozone system for the laundry totaled $158,332.60. ODVA plans to award only the base bid and use the remaining budget of $150,038.00 to purchase the natural gas dryers and dishwasher needed for the steam conversion.

  FY16 Window replacement CAP#16140 – Cancelled

  FY16 HVAC Air Duct and Water Testing CAP#ID16103 ($2,400) – PO# 6509025434 in the amount of $2,400 is being issued to Terracon on 4/6/16 to take samples of the water and the inside the air duct. The sampling was performed on 4/7/16 and ODVA expects the results to be in hand no later than 4/13/16.

- 4/13/16 – Terracon confirmed that there was mold present in the duct lining. CAP issued NTP on 5/4/16 for additional air quality test.

Bingo/Break Room and Kitchen Area – Roof replacement CAP# R16035-2

As of 10/5/16 there was additional work required on the roof in the amount of $16,914.70 to overlay R panel roof with flute fill Top. The change order # 1 is being placed on the upcoming Commission meeting for action.

- ***Proposed VA Grant Project – SNU HVAC Replacement and Mold Abatement ($8,726,921.25)***

  Request for proposal received from ED/A MEP/LLC -John Truskett for the replacement of the HVAC equipment serving the SNU. EDA stated that there was a possibility that the ductwork in place might be internally insulated since that was the practice at the time of installation and that was what caused the mold growth at Sulphur. ODVA contact with Terracon Consulting Engineer to perform testing and they confirm mold was present. The EDA proposal received included a probable construction cost estimate of $5,365,000 and the engineering services cost at $437,000. A FY17 grant is being submitted to cover 65% of the cost for this project.

Agency Wide

- ***VA Grant Project: 40-035 - Telecommunication Renovation ($5,833,300.00)***

  Processing PO increases to OMES ISD for additional cabling and replacement MDF cabinets at Talihina and moving surplus materials from Claremore to Lawton. OMES ISD to start installs at Lawton week of 7/20 using Telco Supply and expected to be complete January 30th. OMES ISD continuing cabling install at Clinton using Sequoyah – approx. 60% complete. This OMES sub is dragging and PM isn't very responsive about project. Will be discussing with Patsy Lisering. Ardmore has been completed.

  Change order to have Techsico out to wire lines for the analog lines in the resident's rooms for phone service, as this was not a part of the original contract. On11/10/15, Accounting issued change orders for Ardmore and Lawton purchase orders for installation of the CAT3 Cooper cable @ $23,068.75 - each facility. 11/25/15 – accounting issued a change order for Talihina installation of the CAT3 Cooper cable @ $17,365.56. We have spent a total of $146,584.47 from 2/10 – 3/30/16 installing the VoIP Telephone system throughout the 7 seven ODVA Centers. The project is still on schedule and moving forward as planned. Norman installation is expected to complete by 4/18/16 and the Central Office installation will be next.

- ***VA Grant Project: 40-047- Nurse Call and Fire Egress ($1,020,240.53)***

  Clinton Nurse Call Update – Complete.

  Ardmore CAP #15328 – Complete.

  Claremore CAP #15326 – Complete.

  Clinton CAP #15329 – Complete.

  Lawton CAP #15333 – Complete.

  Norman CAP #15330 – Complete.

  Sulphur CAP #15331– Complete.

  Talihina CAP #15332– Notified OMES-CAP to award Voy Construction.in the amount of $85,485.00. As of 4/4/16 ODVA is awaiting a proposal from the statewide contractor – Sawatzky Construction, LLC to give us a price.

  - ODVA received the quote from the statewide contractor – Sawatzky Construction; unfortunately it was much higher than what we received from Voy Construction. As a result we have decided to rebid this project.
  - 7/13/16 – ODVA has requested that CAP start the rebid process for this project.
  - As of 10/7/16 – the project has been awarded to Onsite Construction, Inc. in the amount of $82,500 with the notice to proceed issued on 10/6/16. Pre-construction kick off meeting is being tentatively scheduled for 10/14/16.

- ***VA Grant Project: 40-051 - Emergency Generator Renovation ($3,543,931.67)***

  Claremore CAP#15342- The VA Grant has been awarded and OMES-CAP has been notified to accept the bid submitted by Southeast Tulsa Construction in the amount of $742,000 – contract issued by CAP 9/30/15. Returned signed contract for execution on 10/14/15. Notice to proceed was received from OMES-CAP on 10/28/15. Southeast Tulsa mobilized to the site on 1/4/16. OMES/CAP change order was process for Southeast Tulsa in the amount of $1,214.80 to add butterfly valves that will eliminate using the triple duty valve as a shut-off valve. Notice to proceed has been issued by OMES/CAP on 1/26/16 to Olsson & Associates for the testing of materials prior to the generator pads being installed. Project is on schedule and moving as planned.

  - 6/10/16 - This project is approximately 60% completed & with a both generators set in place.

- 7/14/16 – Lampkin Supply to remove the 900 gal oxygen storage tank by 7/21 and STC has planned start-up for the 1500kw generator for 7/22/16.
- As of 10/5/16 the final pay application to Southeast Tulsa Construction, Inc. and Certificate of Contract Completion has been submitted for processing – closing out the project for that contractor.

Clinton CAP#15343 - The VA Grant has been awarded and OMES-CAP has been notified to accept the bid from Imajenus Inc. in the amount of $973,841.93. CAP issued contract on 9/28/15. Received signed contract for execution on 10/14/15. Notice to proceed was received from OMES-CAP on 10/28/15. We have received the 1st pay application from the contractor Imajenus Incorporated. Notice to proceed has been issued by OMES/CAP on 1/26/16 to Olsson & Associates for the testing of materials prior to the generator pads being installed. Project is on schedule and moving as planned. Imagenus remobilized to the project and

- The project is approximately 10% completed and a total of $101,234.48 has been paid to Imagenus. 5/12/16 – offload transfer switches, catwalks and 5/13/16 – offload generators.
- 6/6/16 – Imagenus & PSO has made the final connection for the generator & transformer at the dining room. Imagenus expects the 2nd transformer to be delivered on 6/13/16.
- As of 9/20/16 change orders #2 & 3 have been processed; Imajenus, Inc. is approximately 90% complete.
- 10/10/16 – AEP/PSO was onsite installing the new poles and generator startup is planned for the week of 10/31/16.
- 11/10/16 – Generator startup is schedule for 11/15/16.

Talihina CAP #15341 - The VA Grant has been awarded and OMES-CAP has been notified to accept the bid submitted by Imajenus Inc. for $904,441.65– contract issued by CAP 9/30/15. Received signed contract for execution on 10/14/15. Notice to proceed was received from OMES-CAP on 10/28/15. We have received the 1st pay application from the contractor Imajenus Incorporated. Imajenus mobilized to the site on 1/4/16. Notice to proceed has been issued by OMES/CAP on 1/26/16 to Olsson & Associates for the testing of materials prior to the generator pads being installed. Project is on schedule and moving as planned. ODVA expects the new generators to be delivered the week of 4/18/16.

- The project is approximately 16% completed and a total of $145,553.15 has been paid to Imagenus. 5/11/16 – offload transfer switches and cat walk will be delivered; and 5/12/16 – offload generators.

- 6/10/16 - Imagenus expects the transformer to be delivered on 6/13/16 and to make final connections with PSO during week of 6/20/16.
- As of 9/20/16 change order #2 has been processed for the DIP and Riser poles in the amount of $1,081.66.
- 10/10/16 – AEP/PSO onsite installing the new poles and generator startup is planned for the week of 10/25/16.
- 10/27/16 – Generator startup was completed.

- ***VA Grant Project: 40-052 - Elevator Renovation ($1,586,329.13) / CIP Project #650-1502 ($885,095.00)***

CAP has issued a PO to take over the remaining balance for the cost of the engineers, utilizing CIP fund. Cindy Melton with CAP advised us that all CIP projects over $10K have to go through additional approvals in ePro to include approval by Preston Doerflinger. We should expect an extra 7-10 days added to all of our CIP projects.

Ardmore CAP#15347 - The VA Grant has been awarded and OMES-CAP is being notified to accept the quote received from KONE via the GSA Contract at $272,305.00. ODVA purchasing will be issuing the PO using the GSA Contract to buy the elevator. As of 4/7/16 the terms and conditions are still being reviewed by the Attorney General Office purposes.

- As of 5/9/16 ODVA purchasing has processed the purchase order to KONE and it has been sent to the contractor to begin the preconstruction phase of the project.
- 8/26/16 – Kone is tentatively scheduled to start week of 9/6/16.
- As of 9/30/16 the project is 40% complete and the vendor has requested a tax exempt letter for subcontractors.

Clinton CAP#15348 - The VA Grant has been awarded and OMES-CAP has been notified to accept the low bidder for the project - KONE at $730,152.00. Awaiting CIP funding and contract award by CAP. Kone returned the contracts with revisions to the contract terms and conditions and CAP reissued the contracts on 1/4/16. The preconstruction meeting has been scheduled for 2/08/16 to start the initial steps for scheduling the onsite mobilization for the elevator renovation. Project is on schedule and moving as planned.

- Kone expects for the elevator equipment to be delivered late June.
- 7/13/16 – Kone mobilized and started the installation of the 2-stop elevator in the South Annex and is expected to complete in 9-10 weeks.

- As of 9/14/16 the project is 54% complete, and OMES using CIP funds have paid approximately $352,087.20 towards the completion of this project.
- 10/10/16 – Kone has completed the installation at the South Annex and scheduled the inspection for 10/17/16

Talihina CAP#15367 - The VA Grant has been awarded and OMES-CAP has been notified to accept the low bidder for the project - KONE at $868,032.00. Awaiting CIP funding and contract award by CAP. Kone returned the contracts with revisions to the contract terms and conditions and CAP reissued the contracts on 1/4/16. OMES/CAP requested an updated M710 and requisition in order to reallocate the CIP funds to Talihina on 1/25/16 – it has been resubmitted and we are now waiting on the notice to proceed. A pre-construction meeting was held on 2/26/16 to discuss the plan of action and schedule.

- Kone expects for the elevator equipment to be delivered week of 6/13/16.
- 7/14/16 – Kone is approximately 2 -3 weeks from completing the SNU elevator.
- As of 9/14/16 this project is 38% complete, and OMES using CIP funds have paid approximately $275,028.05 and ODVA $18,910.15 towards the completion of this project.
- 10/10/16 – Kone has completed elevator #4 and has scheduled the inspection for 10/24/16. Kone has started the demo of the cab & piston on elevator #2 and is approximately 20% complete.

- ***Proposed VA Grant Project - Generator Replacements Ardmore, Lawton & Norman ($1,916.280.16)***

  Request for proposal was submitted and received from ED/A MEP/LLC -John Truskett for the replacement of the 1997 Generator that serves Units 6 & 7. The proposal received consisted of construction cost estimate of $525,393 and the engineering services cost at $66,600.00. A grant is being submitted to cover 65% of the cost for this project.

TOTAL CONSTRUCTION BENEFIT TO VETERANS HOMES = $57,150,366.51

Central Office – No projects

State of Oklahoma
Office of Management and Enterprise Services
Division of Capital Assets Management
Construction and Properties

Change Order

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.

DATE: 10/28/2016 P. O. NUMBER: 6509026219 CAP PROJECT NUMBER: R17039-2

FROM PROPOSAL REQUEST NUMBER(S): CONTRACT NUMBER:

PROJECT NAME: Claremore Veterans Center CAP PROJ. MANAGER: CM

CONTRACTOR: Oklahoma Roofing & Sheet Metal, LLC CHANGE ORDER NUMBER: 2

BRIEF DESCRIPTION OF CHANGE:

Install three new roof drains in doctor's office area.

BRIEF DESCRIPTION OF TIME DELAY:

N/A

Not valid until signed by the Contractor, Consultant, Using Agency and Authorized CAP Representative.

The original ☒ Contract Sum ☐ Guaranteed Maximum Price was . . . . . $ 603,259.52

Net change by previously authorized Change Orders . . . . . $ 5,600.00

The ☒ Contract Sum ☐ Guaranteed Maximum Price prior to this Change Order was . . . . . $ 608,859.52

The ☒ Contract Sum ☐ Guaranteed Maximum Price will be ☒ increased ☐ decreased ☐ unchanged by this Change Order in the amount of . . . . . $ 4,172.20

The new ☒ Contract Sum ☐ Guaranteed Maximum Price including this Change Order will be . . . . . $ 613,031.72

The Contract Time will be ☐ increased ☐ decreased ☒ unchanged by . . . . . 0 Calendar Days

The date of Substantial Completion as of the date of this Change Order therefore is . . . . . Date

APPROVALS:

Oklahoma Roofing & Sheet Metal, LLC Contractor Name	Fred M Whitney Signature	10/28/2016 Date
Mast Architects Inc. Consultant Name	 Signature	10-31-16 Date:
Using Agency	Signature	Date

GL Unit:	Acct:	Sub-Acct:	Fund Type:	Class	Fund:	Dept:	Bud Ref:

OCIA Funding Approval (if applicable) Initials:

Authorized CAP Representative — Signature — Date:

CAP Project Manager

State of Oklahoma
Office of Management and Enterprise Services
Division of Capital Assets Management
Construction and Properties

Cost Breakdown For Change Order
(Not Required If Change Is Less Than $10,000)

(1) Materials	Unit	Unit Cost	Total
		Subtotal (1)	

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

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

(4) Sub Contractors (List each Sub Contractor)	Total
Waco of Oklahoma, Inc.	
Subtotal (4)	

See support documentation attached.

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**	
Worker's Compensation		**Total of Column 1**	
Employee Fringe Benefits			
Total of Column 1	**0.00**	Total for this Page (Subtotals 1 - 4, and Col. 1 & 2 Totals)	

State of Oklahoma
Office of Management and Enterprise Services
Division of Capital Assets Management
Construction and Properties

Explanation For Change Order

REQUESTED BY: ☒ Contractor ☐ Consultant ☐ Using Agency ☐ Owner (DCAM/CAP)

REASON FOR CHANGE: (check box) Detailed explanation required below.

☒ Unforeseen site condition.
☐ Scope change: Using Agency request.
☐ Scope change: CAP request
☐ Work not specified in Contract Documents, but essential to completion of the project.
☐ Other: (Describe) _____

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:

Install three roof drains in doctor's office area.

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.

N/A

OKLAHOMA ROOFING & SHEET METAL, INC.
UNIT PRICE SCHEDULE
AREA 5
(AS OF 10-16-15)

JOB NO.
JOB NAME: CLAREMORE VETERANS CENTER
AGENCY: DEPARTMENT OF VETERANS AFFAIRS

Y/N	*	~	^	SPEC NUMBER	WORK DESCRIPTION	UNIT	UNIT $ BID	X	QUANTITY	=	PRICE
N	2.1				WATERPROOFING & DAMPPROOFING						
Y	5.1	20	901		Furnish Mechanical Proposal for miscellaneous rooftop services. Subcontractor proposal plus fifteen percent.	EA	$4,172.20		1	EA	$4,172.20
Y											
Y					TOTAL						$4,172.20

SHOEMAKER
MECHANICAL
EST. 1925

October 28th 2016

Oklahoma Roofing
1708 S Lowery Street
Oklahoma City, OK 73129

Delivery: fwhitener@okroofing.com

Mr. Fred Whitener

Re: Claremore Veterans Center Roof Drain Installation

We are pleased to offer this change order request to add 3 roof drains and as described herein.

Scope

- Provide two 4" and one 3" roof drain
- Remove concrete on the roof as required to install new drains at the proper elevation
- Connect to the existing un-insulated pvc piping in the ceiling space
- All work during normal working hours
- Our standard one year warranty against defects in material and labor

Not Included

- Structural work
- Roofing work
- Bond fees

The price for the above is: *$ 3,628.00—*

Thank you for allowing us the opportunity to provide this quotation. Please contact us if you have any questions or require additional information. Our price is firm for thirty (30) days from the date of this proposal.

Thank you

Richard F. Shoemaker III

Richard Shoemaker III
riii@shoemakerac.com
(918) 281-8049 Desk
(918) 812-2149 Cell

State of Oklahoma
Office of Management and Enterprise Services
Division of Capital Assets Management
Construction and Properties

Change Order

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.

DATE: 11/2/2016 P. O. NUMBER: 6509026219 CAP PROJECT NUMBER: R17039-2

FROM PROPOSAL REQUEST NUMBER(S): _____ CONTRACT NUMBER: _____

PROJECT NAME: Claremore Veterans Center CAP PROJ. MANAGER: CM

CONTRACTOR: Oklahoma Roofing & Sheet Metal, LLC CHANGE ORDER NUMBER: 3

BRIEF DESCRIPTION OF CHANGE:

Credit from John's Manville on Materials

BRIEF DESCRIPTION OF TIME DELAY:

N/A

Not valid until signed by the Contractor, Consultant, Using Agency and Authorized CAP Representative.

The original ☒ Contract Sum ☐ Guaranteed Maximum Price was . . . . . $ 603,259.52

Net change by previously authorized Change Orders . . . . . $ 9,772.28

The ☒ Contract Sum ☐ Guaranteed Maximum Price prior to this Change Order was . . . . . $ 613,031.72

The ☒ Contract Sum ☐ Guaranteed Maximum Price will be ☐ increased ☒ decreased ☐ unchanged by this Change Order in the amount of . . . . . $ -30,420.00

The new ☒ Contract Sum ☐ Guaranteed Maximum Price including this Change Order will be . . . . . $ 582,611.72

The Contract Time will be ☐ increased ☐ decreased ☒ unchanged by . . . . . 0 Calendar Days

The date of Substantial Completion as of the date of this Change Order therefore is . . . . . _____ Date

APPROVALS:

Oklahoma Roofing & Sheet Metal, LLC Contractor Name	Fred M White Signature	11/2/2016 Date
MASS ARCHITECTS LLC. Consultant Name	 Signature	11-3-16 Date:
 Using Agency	 Signature	 Date

GL Unit:	Acct:	Sub-Acct:	Fund Type:	Class	Fund:	Dept:	Bud Ref:

OCIA Funding Approval (if applicable) Initials: _____

Authorized CAP Representative	Signature	Date:
CAP Project Manager		

State of Oklahoma
Office of Management and Enterprise Services
Division of Capital Assets Management
Construction and Properties

Cost Breakdown For Change Order
(Not Required If Change Is Less Than $10,000)

(1) Materials	Unit	Unit Cost	Total
		Subtotal (1)	

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

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

(4) Sub Contractors (List each Sub Contractor)	Total
Waco of Oklahoma, Inc.	
Subtotal (4)	

See support documentation attached.

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**	
Worker's Compensation		**Total of Column 1**	
Employee Fringe Benefits			
Total of Column 1	**0.00**	Total for this Page (Subtotals 1 - 4, and Col. 1 & 2 Totals)	

State of Oklahoma
Office of Management and Enterprise Services
Division of Capital Assets Management
Construction and Properties

Explanation For Change Order

REQUESTED BY: ☐ Contractor ☐ Consultant ☒ Using Agency ☐ Owner (DCAM/CAP)

REASON FOR CHANGE: (check box) Detailed explanation required below.

- ☐ Unforeseen site condition.
- ☐ Scope change: Using Agency request.
- ☒ Scope change: CAP request.
- ☐ Work not specified in Contract Documents, but essential to completion of the project.
- ☐ Other: (Describe) _____

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:

Credit from John's Manville on Materials

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.

N/A

Johns Manville

Visit our website at www.jm.com

Littleton Service Center
10100 West Ute Avenue
LITTLETON CO 80127
USA

ROOFING SYSTEMS
Tele:1-877-766-3295
Fax:1-877-566-7337

Quotation

Revision

Sold-To-Party :
T35 OKLAHOMA & WEST ARKANSAS TERRIT
FOR QUOTING PURPOSES ONLY
OKLAHOMA CITY OK 73108
USA

Ship-To-Party :
T35 OKLAHOMA & WEST ARKANSAS TERRIT
FOR QUOTING PURPOSES ONLY
OKLAHOMA CITY OK 73108
USA

Information

Job Name:	Oklahoma VA Hospital-Claremore OK
Quote Number:	200148861
Quote Date:	10/14/2016
Customer No:	1003751
Recipient Fax:	
Currency:	USD
Validity Start Date:	10/14/2016
Validity End Date:	12/30/2016

Thank you for choosing Johns Manville.
Please review the details of this quote and contact your JM Representative if you have any questions.
We look forward to helping you again in the future!

Header Information

Terms of Delivery:	CPT DESTINATION
Invoice Comments:	Accessories for membranes and insulations not listed on this quote are at published price at time of shipment.

Item	Material Number	Material Description Quantity	Unit Price	Value
10	90001270	GLASPLY® PREMIER 5 SQ TYPE VI 750 ROL	40.5600 USD	30,420.00

********** END OF QUOTATION **********

THIS IS AN ESTIMATE ONLY. PRICE SUBJECT TO CHANGE WITHOUT NOTICE. THIS IS NOT AN OFFER.
Quotation valid until indicated validity end date.
This quotation supersedes any prior quotation for this quote.

FIRETROL
Protection Systems

April 5, 2013

Ms. Dorita L. Herd
Construction Programs Administrator
Oklahoma Department of Veteran's Affairs
2311 N. Central Ave.
Oklahoma City, OK 73105

RE: OKDVA Multi-Site Closed-Circuit TV System Project

Thank you for the opportunity to offer you this proposal for the above referenced work.

Scope of Work

Firetrol Protection Systems will provide all design, equipment, installation labor, testing, commissioning and training for the work required per the Scope of Work described below:

1. **Provide and install interior and exterior fixed dome cameras**
2. **Provide and install exterior Pan, Tilt, & Zoom (PTZ) cameras**
3. **Provide and install video management software and servers**
4. **Connect all cameras and servers to owner-provided network switches via owner-provided cabling**
5. **Aim and focus all cameras with owner personnel**
6. **Provide eight hours of owner training on completed system**

This CCTV system proposal has been developed by a team comprised of Axis Communications, IP camera manufacturer; OnSSI, video management system software developer; Communications Supply Company, hardware and software distributor; and Firetrol Protection Systems, systems integrator. Each member of the team has brought their particular core competency to the project to provide OKDVA with a robust, modular, and scalable CCTV system.

The system for each location includes Axis interior and exterior IP mega-pixel dome cameras and exterior pan-tilt-zoom cameras, camera licenses, OnSSI Ocularis video management system software loaded on CSC FTL video servers. The servers provide up to thirty days of storage for all system cameras. The camera equipment for each location has been priced at or lower than the lowest currently posted price on GSA Advantage. Similar discounts have been applied to the video servers and VMS software. The system design, installation, programming, project management, system commissioning, and owner-training labor provided by Firetrol Protection Systems has been separately priced under Firetrol State Contract #2549 as listed on Statewide Contract SW403.

ARDMORE

Quantity	Part Number	Description
3	FTL18TB1540	Server, 18TB Raid5, 2x6 Core Processors, 8GB RAM
89	OS-IS-IC	Camera/Channel License for Ocularis VMS
89	SUP-OC-IS-1C-1Y	Ocularis VMS Software Support, 1YR Subscription
69	M3005-V	Axis Corridor Camera, Indoor Dome, 2MP, Vandal Resistant
11	M3006-V	Axis Corner Camera, Indoor Dome, 2MP, Digital PTZ
2	P3364-VE	Axis Outdoor IP Dome Camera, Vandal Resistant
7	Q6034-E	Axis Outdoor PTZ Camera, with T91A61 Wall Mount Bracket

Ardmore Total Equipment Price: One Hundred Thousand Three Hundred Seventy Six Dollars ($100,376.00)

RE: OKDVA Multi-Site Closed-Circuit TV System Project

CLAREMORE

Quantity	Part Number	Description
7	FTL9TB1450	Server, 9TB Raid5, 2x6 Core Processors, 8GB RAM
137	OS-IS-IC	Camera/Channel License for Ocularis VMS
137	SUP-OC-IS-1C-1Y	Ocularis VMS Software Support, 1YR Subscription
111	M3005-V	Axis Corridor Camera, Indoor Dome, 2MP, Vandal Resistant
10	M3006-V	Axis Corner Camera, Indoor Dome, 2MP, Digital PTZ
10	P3364-VE	Axis Outdoor IP Dome Camera, Vandal Resistant
6	Q6034-E	Axis Outdoor PTZ Camera, with T91A61 Wall Mount Bracket

Claremore Total Equipment Price: One Hundred Forty Five Thousand Four Hundred Forty Three Dollars ($145,443.00)

CLINTON

Quantity	Part Number	Description
4	FTL16TB1550	Server, 16TB Raid5, 2x8 Core Processors, 16GB RAM
95	OS-IS-IC	Camera/Channel License for Ocularis VMS
95	SUP-OC-IS-1C-1Y	Ocularis VMS Software Support, 1YR Subscription
55	M3005-V	Axis Corridor Camera, Indoor Dome, 2MP, Vandal Resistant
31	M3006-V	Axis Corner Camera, Indoor Dome, 2MP, Digital PTZ
5	P3364-VE	Axis Outdoor IP Dome Camera, Vandal Resistant
4	Q6034-E	Axis Outdoor PTZ Camera, with T91A61 Wall Mount Bracket

Clinton Total Equipment Price: One Hundred Eight Thousand One Hundred Forty One Dollars ($108,141.00)

LAWTON

Quantity	Part Number	Description
7	FTL9TB1450	Server, 9TB Raid5, 2x6 Core Processors, 8GB RAM
128	OS-IS-IC	Camera/Channel License for Ocularis VMS
128	SUP-OC-IS-1C-1Y	Ocularis VMS Software Support, 1YR Subscription
64	M3005-V	Axis Corridor Camera, Indoor Dome, 2MP, Vandal Resistant
33	M3006-V	Axis Corner Camera, Indoor Dome, 2MP, Digital PTZ
22	P3364-VE	Axis Outdoor IP Dome Camera, Vandal Resistant
9	Q6034-E	Axis Outdoor PTZ Camera, with T91A61 Wall Mount Bracket

Lawton Total Equipment Price: One Hundred Fifty Seven Thousand One Hundred Sixty Five Dollars ($157,165.00)

RE: OKDVA Multi-Site Closed-Circuit TV System Project

NORMAN

Quantity	Part Number	Description
6	FTL20TB1550	Server, 20TB Raid5, 2x8 Core Processors, 16GB RAM
1	OC-IS	Ocularis Master Base License
168	OC-IS-IC	Camera/Channel License for Ocularis VMS
1	SUP-OC-IS	Ocularis VMS Master Software Support Subscription
168	SUP-OC-IS-1C-1Y	Ocularis VMS Software Support, 1YR Subscription
128	M3005-V	Axis Corridor Camera, Indoor Dome, 2MP, Vandal Resistant
29	M3006-V	Axis Corner Camera, Indoor Dome, 2MP, Digital PTZ
11	P3364-VE	Axis Outdoor IP Dome Camera, Vandal Resistant

Norman Total Equipment Price: One Hundred Sixty Six Thousand Eight Hundred Forty Eight Dollars ($166,848.00)

SULPHUR

Quantity	Part Number	Description
4	FTL9TB1450	Server, 9TB Raid5, 2x6 Core Processors, 8GB RAM
68	OS-IS-IC	Camera/Channel License for Ocularis VMS
68	SUP-OC-IS-1C-1Y	Ocularis VMS Software Support, 1YR Subscription
53	M3005-V	Axis Corridor Camera, Indoor Dome, 2MP, Vandal Resistant
11	M3006-V	Axis Corner Camera, Indoor Dome, 2MP, Digital PTZ
3	P3364-VE	Axis Outdoor IP Dome Camera, Vandal Resistant
1	Q6034-E	Axis Outdoor PTZ Camera, with T91A61 Wall Mount Bracket

Sulphur Total Equipment Price: Sixty Nine Thousand Eight Hundred Seven Dollars ($69,807.00)

TALIHINA

Quantity	Part Number	Description
7	FTL20TB1550	Server, 20TB Raid5, 2x8 Core Processors, 16GB RAM
136	OS-IS-IC	Camera/Channel License for Ocularis VMS
136	SUP-OC-IS-1C-1Y	Ocularis VMS Software Support, 1YR Subscription
105	M3005-V	Axis Corridor Camera, Indoor Dome, 2MP, Vandal Resistant
7	M3006-V	Axis Corner Camera, Indoor Dome, 2MP, Digital PTZ
9	P3364-VE	Axis Outdoor IP Dome Camera, Vandal Resistant
15	Q6034-E	Axis Outdoor PTZ Camera, with T91A61 Wall Mount Bracket

Talihina Total Equipment Price: One Hundred Sixty Four Thousand Eight Hundred Sixteen Dollars ($164,816.00)

Total Project Equipment Price: Nine Hundred Twelve Thousand Five Hundred Ninety Six Dollars ($912,596.00)

April 5, 2013

Ms. Dorita L. Herd
Construction Programs Administrator
Oklahoma Department of Veteran's Affairs
2311 N. Central Ave.
Oklahoma City, OK 73105

RE: OKDVA Multi-Site Closed-Circuit TV System Project

Thank you for the opportunity to offer you this proposal for the above referenced work.

Scope of Work

Firetrol Protection Systems will provide all design, equipment, installation labor, testing, commissioning and training for the work required per the Scope of Work described below:

1. **Connect all cameras and servers to owner-provided network switches via owner-provided network cabling.**
2. **Install and configure servers and video management system software and connect to owner-provided network system.**
3. **Aim and focus all cameras with owner personnel**
4. **Provide eight hours of owner training on completed system**

This CCTV system proposal has been developed by a team comprised of Axis Communications, IP camera manufacturer; OnSSI, video management system software developer; Communications Supply Company, hardware and software distributor; and Firetrol Protection Systems, systems integrator. Each member of the team has brought their particular core competency to the project to provide OKDVA with a robust, modular, and scalable CCTV system.

The system for each location includes Axis interior and exterior IP mega-pixel dome cameras and exterior pan-tilt-zoom cameras, camera licenses, OnSSI Ocularis video management system software loaded on CSC FTL video servers. The servers provide up to thirty days of storage for all system cameras. The camera equipment for each location has been priced at or lower than the lowest currently posted price on GSA Advantage. Similar discounts have been applied to the video servers and VMS software. **The system design, installation, programming, project management, system commissioning, and owner-training labor provided by Firetrol Protection Systems has been separately priced under Firetrol State Contract #2549 as listed on Statewide Contract SW403.**

ARDMORE					
Quantity	Part Number	Description	GSA Rate	State Contract Unit Price	State Contract Ext Price
24	Hours – Reg	System Programmer Labor - Server Installation	$131.00	$98.25	$2,358.00
125	Hours – Reg	Inside Technician Labor - Camera Installation	$122.00	$86.25	$10,781.25
16	Hours – Reg	General Foreman Labor – Startup and Commissioning	$100.00	$75.00	$1,200.00
8	Hours – Reg	General Foreman Labor – Owner Training	$100.00	$75.00	$600.00
		Total Labor			$14,939.25
		Competitive Discount (15%)			($2,240.89)
		Total Price			$12,698.36

RE: OKDVA Multi-Site Closed-Circuit TV System Project

CLAREMORE

Quantity	Part Number	Description	GSA Rate	State Contract Unit Price	State Contract Ext Price
32	Hours – Reg	System Programmer Labor - Server Installation	$131.00	$98.25	$3,144.00
200	Hours – Reg	Inside Technician Labor - Camera Installation	$122.00	$86.25	$17,250.00
24	Hours – Reg	General Foreman Labor – Startup and Commissioning	$100.00	$75.00	$1,800.00
8	Hours – Reg	General Foreman Labor – Owner Training	$100.00	$75.00	$600.00
		Total Labor			**$22,794.00**
		Competitive Discount (15%)			**($3,419.10)**
		Total Price			**$19,374.90**

CLINTON

Quantity	Part Number	Description	GSA Rate	State Contract Unit Price	State Contract Ext Price
24	Hours – Reg	System Programmer Labor - Server Installation	$131.00	$98.25	$2,358.00
140	Hours – Reg	Inside Technician Labor - Camera Installation	$122.00	$86.25	$12,075.00
16	Hours – Reg	General Foreman Labor – Startup and Commissioning	$100.00	$75.00	$1,200.00
8	Hours – Reg	General Foreman Labor – Owner Training	$100.00	$75.00	$600.00
		Total Labor			**$16,233.00**
		Competitive Discount (15%)			**($2,434.95)**
		Total Price			**$13,798.05**

LAWTON

Quantity	Part Number	Description	GSA Rate	State Contract Unit Price	State Contract Ext Price
36	Hours – Reg	System Programmer Labor - Server Installation	$131.00	$98.25	$3,537.00
200	Hours – Reg	Inside Technician Labor - Camera Installation	$122.00	$86.25	$17,250.00
24	Hours – Reg	General Foreman Labor – Startup and Commissioning	$100.00	$75.00	$1,800.00
8	Hours – Reg	General Foreman Labor – Owner Training	$100.00	$75.00	$600.00
		Total Labor			**$23,187.00**
		Competitive Discount (15%)			**($3,478.05)**
		Total Price			**$19,708.95**

RE: OKDVA Multi-Site Closed-Circuit TV System Project

NORMAN

Quantity	Part Number	Description	GSA Rate	State Contract Unit Price	State Contract Ext Price
32	Hours – Reg	System Programmer Labor - Server Installation	$131.00	$98.25	$3,144.00
240	Hours – Reg	Inside Technician Labor - Camera Installation	$122.00	$86.25	$20,700.00
32	Hours – Reg	General Foreman Labor – Startup and Commissioning	$100.00	$75.00	$2,400.00
8	Hours – Reg	General Foreman Labor – Owner Training	$100.00	$75.00	$600.00
1	Lot	Miscellaneous Installation Hardware (All Sites)		$2,450.00	$2,450.00
		Total Labor & Materials			**$29,294.00**
		Competitive Discount (15%)			**($4,394.10)**
		Total Price			**$24,899.90**

SULPHUR

Quantity	Part Number	Description	GSA Rate	State Contract Unit Price	State Contract Ext Price
16	Hours – Reg	System Programmer Labor - Server Installation	$131.00	$98.25	$1,572.00
96	Hours – Reg	Inside Technician Labor - Camera Installation	$122.00	$86.25	$8,280.00
16	Hours – Reg	General Foreman Labor – Startup and Commissioning	$100.00	$75.00	$1,200.00
8	Hours – Reg	General Foreman Labor – Owner Training	$100.00	$75.00	$600.00
		Total Labor			**$11,652.00**
		Competitive Discount (15%)			**($1,747.80)**
		Total Price			**$9,904.20**

TALIHINA

Quantity	Part Number	Description	GSA Rate	State Contract Unit Price	State Contract Ext Price
30	Hours – Reg	System Programmer Labor - Server Installation	$131.00	$98.25	$2,947.50
204	Hours – Reg	Inside Technician Labor - Camera Installation	$122.00	$86.25	$17,595.00
24	Hours – Reg	General Foreman Labor – Startup and Commissioning	$100.00	$75.00	$1,800.00
8	Hours – Reg	General Foreman Labor – Owner Training	$100.00	$75.00	$600.00
		Total Labor			**$22,942.50**
		Competitive Discount (15%)			**($3,441.38)**
		Total Price			**$19,501.13**

Total Labor Cost: One Hundred Nineteen Thousand Eight Hundred Eighty Five Dollars ($119,885.00)

State of Oklahoma
Oklahoma Department of Veterans Affairs
Policy – VOTING

Effective Date of Policy: May 2016	Next Scheduled Review: May 2017
Prior Policy:	Policy Number: 265.0
Last Reviewed:	Publish Date: May 20, 2016
Approved: **Executive Director Myles Deering**	Approval Date: May 19, 2016

Purpose

To allow employees who are registered voters time to cast their vote on election days.

Summary

ODVA shall grant time off to employees that are registered voters of up to two (2) hours during the date and time in which the election voting polls are open (7:00 a.m. to 7:00 pm.) with exceptions as provided herein.

Policy Interpretation & Implementation

ODVA shall grant each employee who is a registered vote two (2) hours of time during the period when the election is open in which to vote. If the employee resides in a county of such a distance from the voting place that more than two (2) hours to attend such elections, then the ODVA shall be allow sufficient time in which to cast a ballot.

No employee shall be entitled to time off to vote unless the employee notifies their supervisor either orally or in writing of their request to be off to vote. To be eligible for time off to vote during assigned work hours, the employee must submit a written leave request to their supervisor requesting "voting" time off no later than the day prior to voting day (sooner if possible). To insure the department is staffed appropriately during voting day, the supervisor may designate time off other than that specifically requested or change an employee's schedule for that day to allow sufficient time to cast their ballot.

This policy does not apply and voting time off will not be granted to those employees whose work shift begins on or before 4:00 a.m. (three hours before polls open) or those employees whose work shift ends at 4:00 p.m. or earlier (three hours before polls close).

Regulatory Reference Numbers	• Oklahoma Statutes Title 26 Section 7-101
Survey Tag Numbers	
Related Documents	

State of Oklahoma
Office of Management and Enterprise Services
Division of Capital Assets Management
Construction and Properties

Change Order

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.

Date: 11/10/16 Purchase Order#: 6509025314 CAP Project #: 15221R

From Proposal Request #: N/A Contract #: **N/A**

Project Name: Replace Millwork - ODVA Sulphur Division, 304 E Fairlane, Sulphur, OK DCAM/CAP Project Manager: Manny Sauviller

Contractor: LDG, LLC Change Order #: 6

Using Agency: OK Dept. of Veteran Affairs Consultant: Small Architects

Brief description of Change:

1) PCO 005: remove locks from existing cabinets & reinstall them on new cabinets in Multi-Purpose Room 174, and Congregate Bathing Rooms 118 & 318.
2) PCO 006: additional time & cost associated with unforeseen conditions. The actual time & cost associated with the extension will be reconciled at Substantial Completion based on a rate of $954/Day.

Brief description of Time delay:

Extend the schedule, as required, to complete the work based on when we are granted access to the work areas.

Not valid until signed by the Contractor, Consultant, Using Agency and Authorized CAP Representative.

The original ▣ Contract Sum ☐ Guaranteed Maximum Price was	$	440845
Net change by previously authorized Change Orders	$	21102
The ▣ Contract Sum ☐ Guaranteed Maximum Price prior to this Change Order was	$	461947
The ▣ Contract Sum ☐ Guaranteed Maximum Price will be ▣ increased ☐ decreased ☐ unchanged by this Change Order in the amount of	$	954
The new ☐ Contract Sum ☐ Guaranteed Maximum Price including this Change Order will be	$	462901

The Contract Time will be ▣ increased ☐ decreased ☐ unchanged by **TBD** Calendar Days

The date of Substantial Completion as of the date of this Change Order therefore is **TBD** *(Date)*

APPROVALS:

Gene Lavastida		10/20/16
(Contractor Authorized Representative Printed Name)	*(Contractor Authorized Representative Signature)*	*(Date)*
(Consultant Authorized Representative Printed Name)	*(Consultant Authorized Representative Signature)*	*(Date)*
(Using Agency Authorized Representative Printed Name)	*(Authorized Representative Signature)*	*(Date)*

(GL Unit)	*(Program Code)*	*(Account)*	*(Sub-Account)*	*(Fund Type)*	*(Class Fund)*	*(Department)*	*(Budget Ref)*	*(Operating Unit)*

OCIA Funding Approval (if applicable) - Initial: *(Attach Agency Change Order Request Form 010A/B if necessary)*

Mickerl Jones
(Authorized CAP Representative) *(Signature)* *(Date)*

Manny Sauviller
(DCAM/CAP Project Manager)

State of Oklahoma
Office of Management and Enterprise Services
Division of Capital Assets Management
Construction and Properties

Change Order
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
			0
			0
			0
			0
			0
			0
			0
		Subtotal (1)	0

(2) Labor	No. Of Hours	Hourly Cost	Total
			0
			0
			0
			0
			0
			0
			0
			0
		Subtotal (2)	0

(3) Equipment	No. Of Hours	Hourly Cost	Total
			0
			0
			0
			0
			0
			0
			0
			0
		Subtotal (3)	0

(4) Sub Contractors (List each Sub Contractor)	Total
PCO 005: Unlimited, Inc.	800
PCO 006: Unlimited, Inc.	**TBD**
Subtotal (4)	800

Column 1		Column 2	
Insurance Cost	14	Overhead Costs (15% Maximum of 1,2 & 3)	
Bond Cost	20	Profit (10% Maximum of 1,2 & 3)	
Social Security Taxes (FICA)		Overhead Costs & Profit (Total limited to 15% of 4)	120
Other Taxes		**Total of Column 2**	120
Worker's Compensation			
Employee Fringe Benefits		Total for this Page	954
Total of Column 1	34	(Subtotals 1 - 4, and Col. 1 & 2 Totals)	

State of Oklahoma
Office of Management and Enterprise Services
Division of Capital Assets Management
Construction and Properties

Change Order
Explanation

Requested by: ☒ Contractor ☐ Consultant ☒ Using Agency ☐ Owner (DCAM/CAP)

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

☒ Unforeseen site condition.
☒ Scope change: Using Agency request.
☐ Scope change: DCAM/CAP request.
☐ Work not specified in Contract Documents, but essential to completion of the project.
☐ Other: (Describe) _____

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:

PCO 005: the Owner's On-site Representative requested that the existing locks be removed & reinstalled on the new cabinets in Multi-Purpose Room 174, & Congregate Bathing Rooms 118 & 318.

PCO 006: Unforeseen conditions - additional time & cost needed to complete the work around ongoing operations and due to limited storage space and limited access to work areas. The actual time & cost associated with the extension will be reconciled at Substantial Completion based on a rate of $954/Day.

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.)

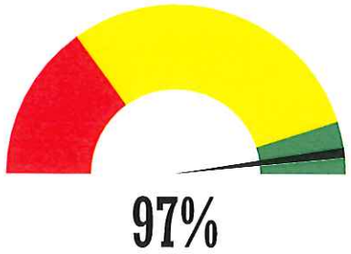
All of the remaining work is on the critical path; based on past production rates, we anticipate that 3 additional weeks will be required to complete the work.

November 2016

ODVA State Homes Report

October 2016

Veterans



1423 Total Beds

1377 Filled

	Total Beds	Current Beds Filled	% Beds Filled	Admits	Deaths	Denials	Refers	Waiting List	
								ASAP	Future
ODVA	**1423**	**1377**	**97**	**62**	**44**	**41**	**200**	**953**	**751**
Ardmore	175	168	96	6	5	8	2	5	121
Claremore	302	285	94	25	13	2	27	21	38
Clinton	148	147	99	4	2	5	0	39	127
Lawton	200	198	99	7	6	0	31	144	125
Norman	301	299	94	8	8	15	100	71	316
Sulphur	122	115	94	5	2	2	15	33	14
Talihina	175	165	94	7	8	9	25	0	10

Ardmore is unable to admit to upper level till repair to elevators are completed 7 beds affected

*indicates full

Veterans by Service Period

	WWII	Korea	Vietnam	Gulf War
ODVA	**333**	**366**	**641**	**36**
Ardmore	32	42	87	7
Claremore	75	72	107	2
Clinton	16	43	85	2
Lawton	62	66	95	10
Norman	108	96	102	6
Sulphur	14	14	74	5
Talihina	26	33	91	4

	Average Age	Oldest Veteran	Youngest Veteran
ODVA	**79**	**102**	**33**
Ardmore	76	100	39
Claremore	83	102	49
Clinton	76	98	55
Lawton	81	101	39
Norman	87	100	35
Sulphur	71	97	33
Talihina	76	98	47

Survey Care Issues

	VA	OSDH	Sentinel Events
ODVA	**0**	**0**	**3**
Ardmore	0	0	0
Claremore	0	0	0
Clinton	0	0	0
Lawton	0	4	0
Norman	0	6	1
Sulphur	0	0	0
Talihina	0	0	2

Veterans by Service Connected Disability

	Private Pay	Less than 69% SCD	70-100% SCD
ODVA	**176**	**749**	**208**
Ardmore	8	118	50
Claremore	82	135	67
Clinton	10	98	39
Lawton	23	74	93
Norman	35	161	102
Sulphur	2	56	59
Talihina	16	107	47

Note: Veterans with a VA rated service connected disability of 70 to 100 percent are eligible for a special higher per-diem that covers their full cost of care.

Veterans in need of nursing home care specifically for a service connected disability may also qualify for full cost of care payment even if their VA rating is less than 70 percent.

	Authorized FTE	Total FTE Filled	Vacancies
ODVA	**1950**	1993	**129**
Ardmore	263	259	4
Claremore	400	366	34
Clinton	222	**244**	3
Lawton	300	292	8
Norman	399	**411**	30
Sulphur	203	185	18
Talihina	263	236	27

GALT Employees

	CNA	LPN
ODVA	**15**	**0**
Ardmore	0	0
Claremore	0	0
Clinton	0	0
Lawton	9	0
Norman	0	0
Sulphur	6	0
Talihina	0	0

Turnover Rates Last 12 Months

	RN	LPN	CNA
ODVA	**50.39%**	**56.50%**	**81.51%**
Ardmore	33.42	25.10	64.32
Claremore	51.25	89.88	83.33
Clinton	7.14	38.18	55.80
Lawton	65.63	58.19	90.92
Norman	46.25	65.76	75.01
Sulphur	47.16	72.22	91.70
Talihina	101.90	46.15	109.49

Turnover rate DOES NOT include GALT employees per payroll and HR

October information

NH QUALITY CAMPAIGN METRICS							
PAIN-% (SS/LS)	**80/89**	**87/93**	**84/100**	**96/93**	28/68	63/***76***	63/**95**
P/U -% (SS/LS)	0/**89**	**99**/35	0/**77**	0/**87**	0/40	0/0	0/44
WT Loss >5%	37	**90**	48	24	**92**	46	**98**
Falls with injury	63	45	**83**	**78**	37	64	29
FOLEY-%	**99**	70	**91**	55	**98**	40	**95**
UTI-%	**95**	**81**	69	**93**	0	34	33
RESTRAINTS-%	0	**99**	0	0	0	0	**92**
ADL-%	**77**	**84**	**96**	56	44	12	60

November Information

FACILITY NAME	**ARDMORE**	**CLAREMORE**	**CLINTON**	**LAWTON**	**NORMAN**	**SULPHUR**	**TALIHINA**
NH QUALITY CAMPAIGN METRICS							
PAIN-% (SS/LS)	**80/89**	**87/93**	**84/100**	**96/93**	28/68	63/***76***	63/**95**
P/U -% (SS/LS)	0/**89**	**99**/35	0/**77**	0/**87**	0/40	0/0	0/44
WT Loss >5%	37	**90**	48	24	**92**	46	**98**
Falls with injury	63	45	**83**	**78**	37	64	29
FOLEY-%	**99**	70	**91**	55	**98**	40	**95**
UTI-%	**95**	**81**	69	**93**	0	34	33
RESTRAINTS-%	0	**99**	0	0	0	0	**92**
ADL-%	**77**	**84**	**96**	56	44	12	60

Identify high risk residents for survey

- **High Risk Residents for Survey are indicated when at the 75th percentile or greater, except for Pneumonia/Influenza the lower the number the higher the risk.**

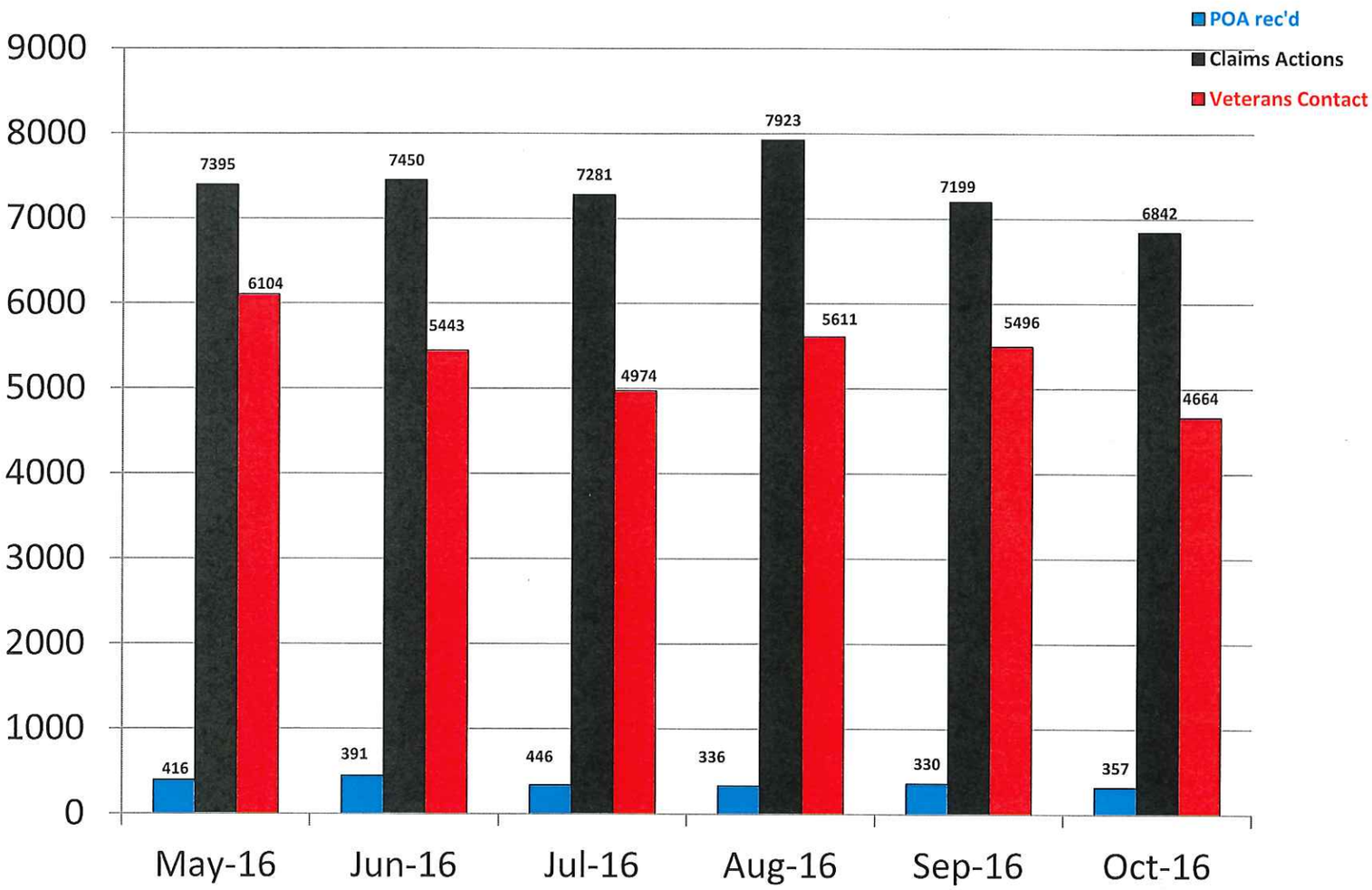
Training Events – February 2015

New Employee Orientation; First Aid; Eye wash stations; MSDS. Dementia, Resident safety and wellbeing, Skills Fair, Workplace safety, on wet floors. SS staff/Business training outside centers. Chest pain protocol
Looking for training associated with combative residents to prevent injury to both res/staff in near future

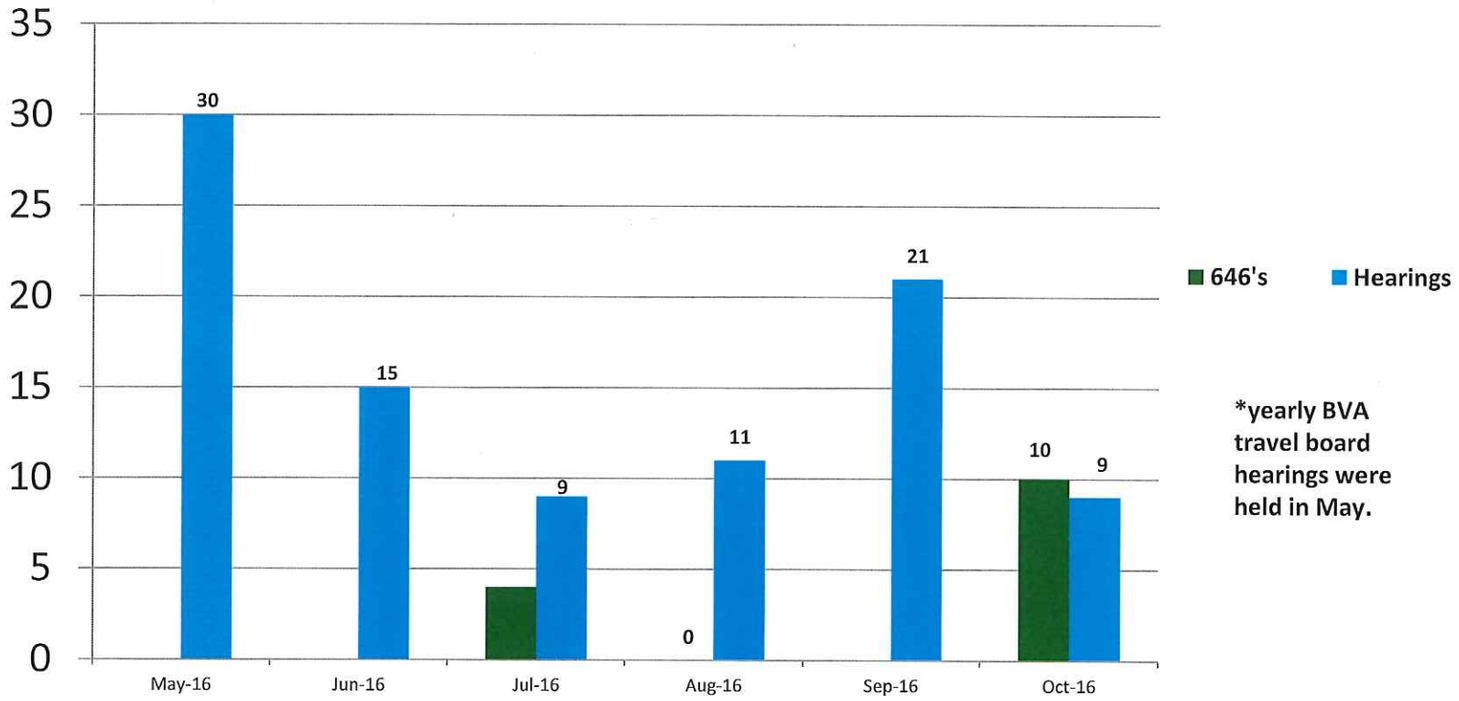
OKLAHOMA DEPARTMENT OF
VETERANS AFFAIRS

Veterans Services Report
October 2017

Claims & Benefits

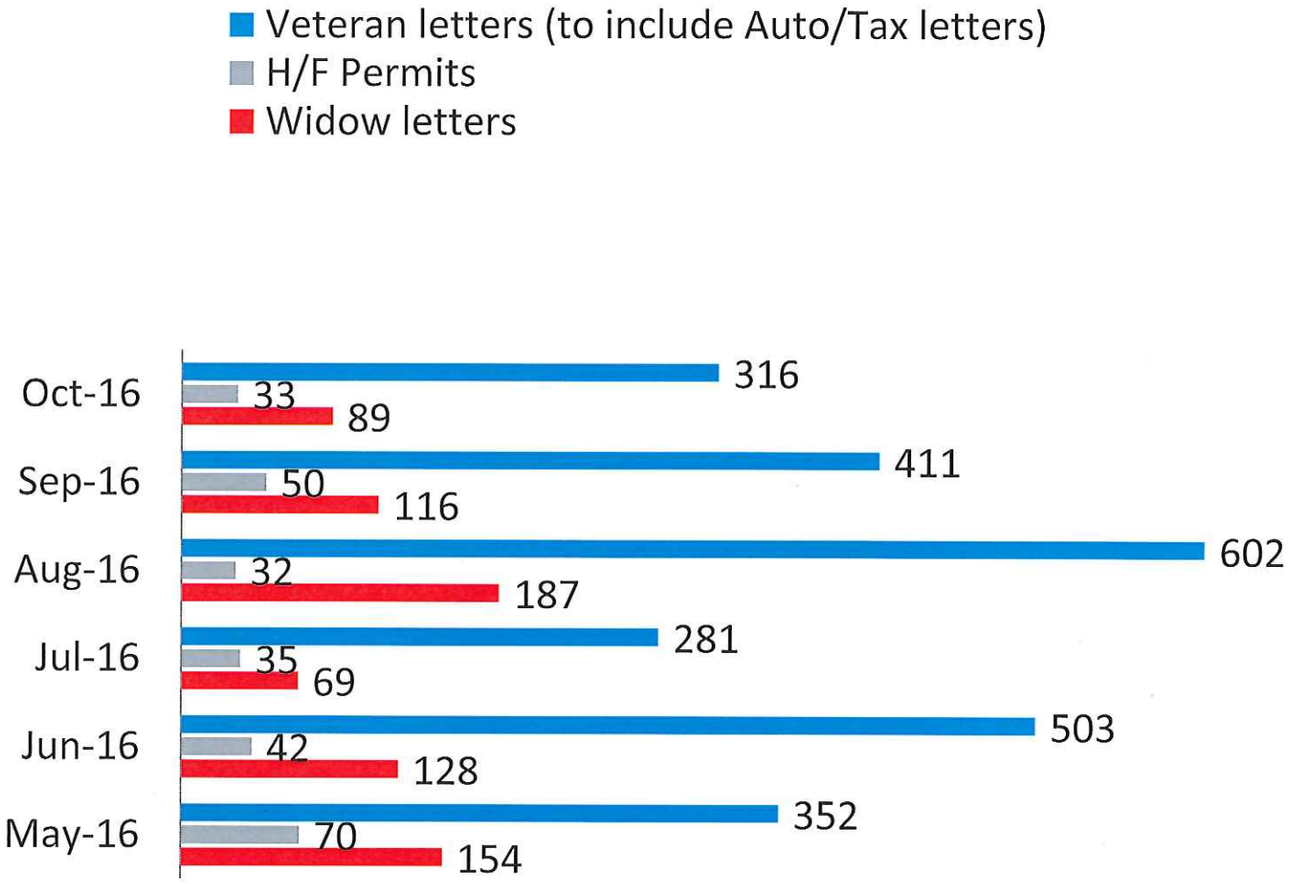


Hearings and 646's

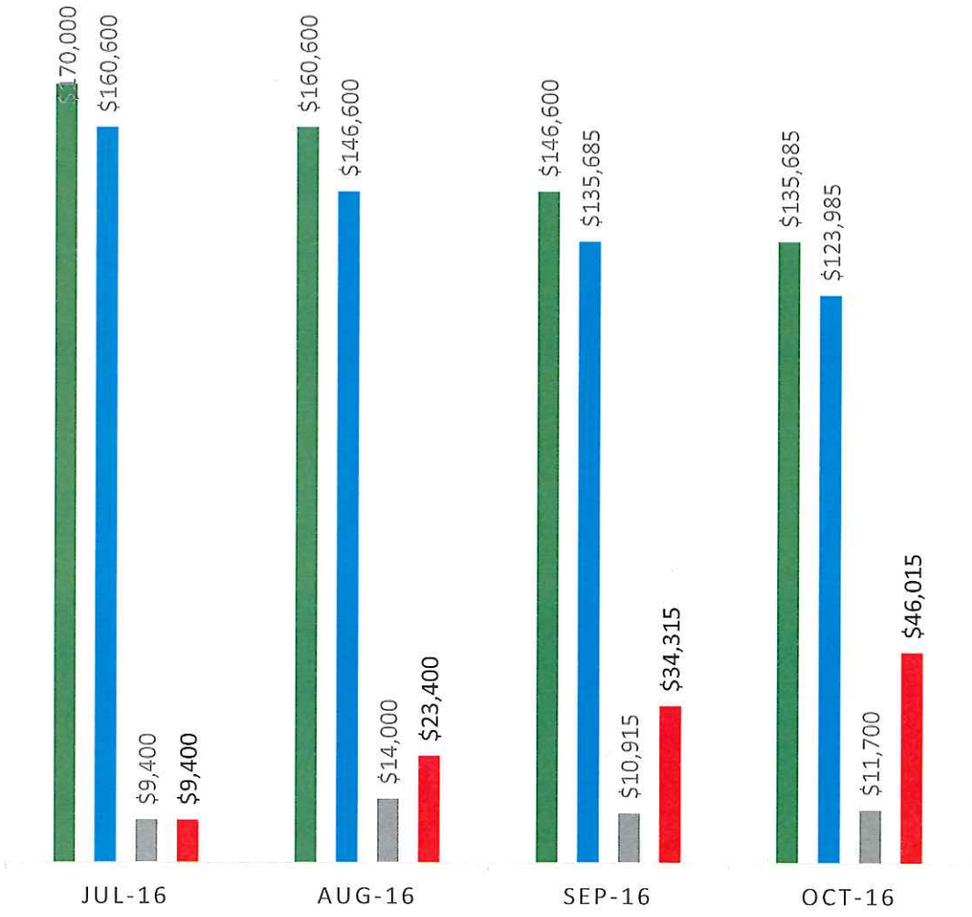


*yearly BVA travel board hearings were held in May.

State Benefits Issued

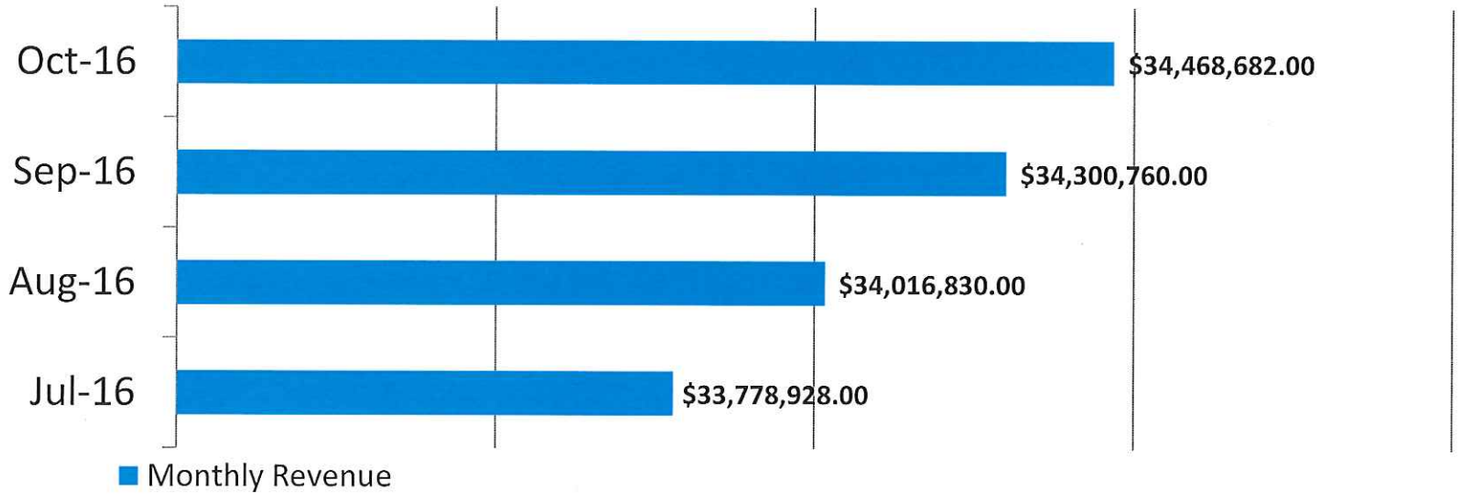


Emergency Grants



VA Compensation/Pension for ODVA Veterans October 2016

- Increased ***monthly*** revenue for ODVA(POA'd) veteran residents: $ 34,468,682.00
- Oklahoma FY 2017, Annual Revenue YTD $135,565,200.00



***these totals only include those veterans whom ODVA has power of attorney.**

July 2016 Claim Activity Report	Beginning of the MonthTotal Open Claims	Claims Opened	Claims Closed	Claims Set to Close	Settlement In-Process	Settled-Paying Out	Settled (waiting to close)	Total Open Active Working Claims	In-Active	Full Duty	Light Duty	Off Work	FMLA	LWOP	MMI	TTD	PPD	CMM	PTD	CMM Life	Claims with the "Deductible Met"	HR Issue	End of Month Open Claims	% of Change	Claims Billed	Total Claims Paid	Remaining Reserves
Ardmore	**29**	3	-4	7	4	0	0	17	12	7	5	3	0	1		1	3		0	11	10	1	**28**	3.45%	$16,334.01	$569,798.35	$411,105.45
Claremore	**59**	7	-6	6	20	3	0	31	24	12	10	6	1	7		4	10		0	5	11	9	**60**	1.69%	$84,599.93	$3,166,829.01	$2,086,642.21
Clinton	**22**	3	-1	6	4	1	0	13	6	11	3	3	0	1		1	1		0	1	4	1	**24**	9.09%	$18,055.84	$574,404.37	$403,849.90
Lawton	**26**	0	-7	8	1	1	0	9	7	8	3	1	0	0		2	1		0	5	5	0	**19**	26.92%	$12,125.31	$1,032,825.02	$315,460.45
Norman	**45**	3	-5	6	13	0	3	21	23	10	4	4	1	1		5	2		2	9	9	4	**43**	4.44%	$75,012.61	$1,444,976.71	$1,044,295.91
Sulphur	**19**	1	0	2	1	0	0	17	15	3	0	1	0	1		1	0		0	2	12	4	**20**	5.26%	$4,517.02	$283,483.05	$118,034.38
Talihina	**32**	0	-4	6	8	1	1	12	10	13	3	1	1	0		3	2		0	4	4	1	**28**	12.50%	$18,884.79	$1,645,781.81	$708,066.99
Central Office/SAA/Claims	**1**	0	-1	0	0	0	0	0	0	0	0	0	0	0		0	0		0	0	0	0	**0**	100.00%	$0.00	$9,742.25	$0.00
Totals:	**233**	**17**	**-28**	41	51	6	4	120	97	64	28	19	3	11		17	19		2	37	55	20	**222**	**4.72%**	**$229,529.51**	**$8,727,840.57**	**$5,087,455.29**

August 2016 Claim Activity Report	Beginning of the MonthTotal Open Claims	Claims Opened	Claims Closed	Claims Set to Close	Settlement In-Process	Settled-Paying Out	Settled (waiting to close)	Total Open Active Working Claims	In-Active	Full Duty	Light Duty	Off Work	FMLA	LWOP	MMI	TTD	PPD	CMM	PTD	CMM Life	Claims with the "Deductible Met"	HR Issue	End of Month Open Claims	% of Change	Claims Billed	Total Claims Paid	Remaining Reserves
Ardmore	**28**	3	-6	6	4	0	0	15	11	6	4	3	0	1	7	5	1	1	1	9	9	2	**25**	10.71%	$10,153.04	$582,796.62	$416,226.58
Claremore	**60**	6	-3	11	21	4	0	27	26	13	9	6	1	8	23	6	13	0	1	6	11	11	**63**	5.00%	$94,610.94	$3,295,706.67	$2,197,622.80
Clinton	**24**	1	-4	5	3	0	0	13	5	2	11	3	0	0	9	2	1	6	0	6	4	0	**21**	12.50%	$9,175.86	$586,880.50	$367,433.87
Lawton	**19**	0	-1	7	1	1	0	9	7	8	2	1	0	0	8	2	1	0	0	5	5	0	**18**	5.26%	$2,950.81	$1,104,968.79	$297,504.20
Norman	**43**	5	-6	8	11	0	3	20	21	11	3	5	1	1	16	5	3	3	2	7	9	6	**42**	2.33%	$30,262.62	$1,495,659.38	$873,553.63
Sulphur	**20**	0	-2	2	2	0	0	14	15	0	2	0	0	1	6	0	3	2	3	7	12	3	**18**	10.00%	$5,528.92	$291,140.54	$106,106.81
Talihina	**28**	3	-3	7	7	1	2	11	9	14	2	2	1	0	20	2	2	0	1	4	4	1	**28**	0.00%	$9,552.52	$1,608,429.15	$689,670.40
Central Office/SAA/Claims	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**	0.00%	$0.00	$9,742.25	$0.00
Totals:	**222**	**18**	**-25**	46	49	6	5	109	94	54	33	20	3	11	89	22	24	12	8	44	54	23	**215**	**3.15%**	**$162,234.71**	**$8,975,323.90**	**$4,948,118.29**

September 2016 Claim Activity Report	Beginning of the MonthTotal Open Claims	Claims Opened	Claims Closed	Claims Set to Close	Settlement In-Process	Settled-Paying Out	Settled (waiting to close)	Total Open Active Working Claims	In-Active	Full Duty	Light Duty	Off Work	FMLA	LWOP	MMI	TTD	PPD	CMM	PTD	CMM Life	Claims with the "Deductible Met"	HR Issue	End of Month Open Claims	% of Change	Claims Billed	Total Claims Paid	Remaining Reserves
Ardmore	**25**	0	-5	1	4	0	0	15	11	2	3	3	0	1	9	4	1	1	1	9	9	2	**20**	20.00%	$21,180.01	$608,785.18	$477,985.25
Claremore	**63**	6	-12	7	23	2	0	25	21	12	8	5	1	10	26	3	10	0	1	6	11	10	**57**	9.52%	$66,368.45	$3,331,037.77	$2,212,076.77
Clinton	**21**	3	-4	5	3	0	0	12	5	11	2	2	0	0	8	2	1	0	0	6	4	1	**20**	4.76%	$7,525.20	$594,108.44	$361,335.85
Lawton	**18**	6	-2	11	0	1	0	10	8	12	1	1	0	0	11	2	1	0	0	2	2	0	**22**	22.22%	$22,339.76	$1,113,599.99	$391,785.85
Norman	**42**	6	-8	5	12	0	1	22	22	11	2	3	1	1	12	3	3	3	2	7	9	6	**40**	4.76%	$48,467.05	$1,531,114.79	$837,017.76
Sulphur	**18**	3	-1	1	1	0	1	17	15	1	3	0	0	1	8	2	3	2	4	7	12	1	**20**	11.11%	$2,756.37	$294,498.68	$109,770.86
Talihina	**28**	1	-6	7	6	1	1	8	8	11	0	2	1	1	19	2	1	0	1	4	4	1	**23**	17.86%	$29,924.73	$1,643,325.44	$810,328.29
Central Office/SAA/Claims	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**	0.00%	$0.00	$9,742.25	$0.00
Totals:	**215**	**25**	**-38**	37	49	4	3	109	90	60	19	16	3	14	93	18	20	6	9	41	51	21	**202**	**6.05%**	**$198,561.57**	**$9,126,212.54**	**$5,200,300.63**

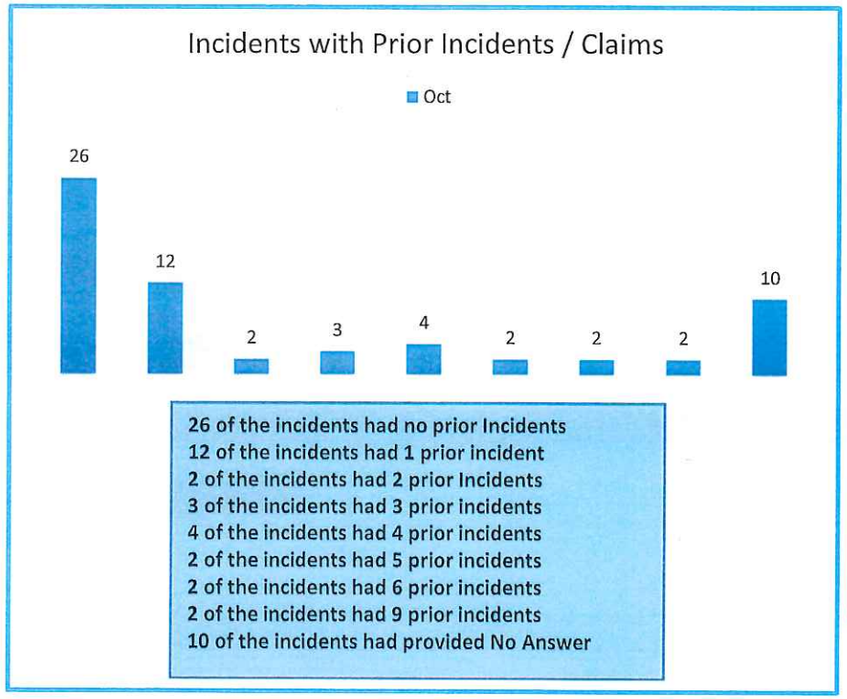
October 2016 Claim Activity Report	Beginning of the MonthTotal Open Claims	Claims Opened	Claims Closed	Set to Close	Settlement In-Process	Paying Out Settlement	Settled (waiting to close)	Active Medical Treatment	Full Duty	Off Work	Light Duty	In-Active	FMLA	LWOP	MMI	TTD	PPD	CMM	PTD	CMM Life	Claims with the "Deductible Met"	HR Issue	End of Month Open Claims	% of Change	Claims Billed	Total Claims Paid	Remaining Reserves
Ardmore	**20**	2	-2	1	3	0	0	16	11	1	4	3	0	1	9	3	1	1	1	9	9	2	**20**	0.00%	$24,050.50	$635,308.71	$456,049.18
Claremore	**57**	5	-8	1	22	1	0	30	20	7	14	3	0	10	20	2	9	0	1	6	11	9	**54**	5.26%	$46,905.46	$3,380,617.19	$2,098,320.15
Clinton	**20**	5	-2	11	3	0	0	9	5	15	2	1	0	0	10	1	1	0	0	6	4	1	**23**	15.00%	$6,863.25	$602,265.11	$361,807.98
Lawton	**22**	5	-3	14	0	1	0	9	8	13	1	2	0	0	11	2	1	0	0	2	2	0	**24**	9.09%	$2,360.09	$1,117,546.55	$384,419.25
Norman	**40**	2	-4	6	12	0	0	20	20	12	2	2	1	1	14	3	2	3	2	7	9	5	**38**	5.00%	$17,358.48	$1,548,757.45	$818,311.16
Sulphur	**20**	4	-1	3	1	0	1	18	15	2	4	1	0	1	7	2	3	2	4	7	12	1	**23**	15.00%	$2,778.07	$301,845.52	$254,178.49
Talihina	**23**	3	-4	6	5	1	1	9	10	9	1	1	1	0	17	2	1	0	1	4	4	0	**22**	4.35%	$27,485.97	$1,676,639.48	$713,399.14
Central Office/SAA/Claims	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**	0.00%	$0.00	$9,742.25	$0.00
Totals:	**202**	**26**	**-24**	42	46	3	2	111	89	59	28	13	2	13	88	15	18	6	9	41	51	18	**204**	**1.00%**	**$127,801.82**	**$9,272,722.26**	**$5,086,485.35**

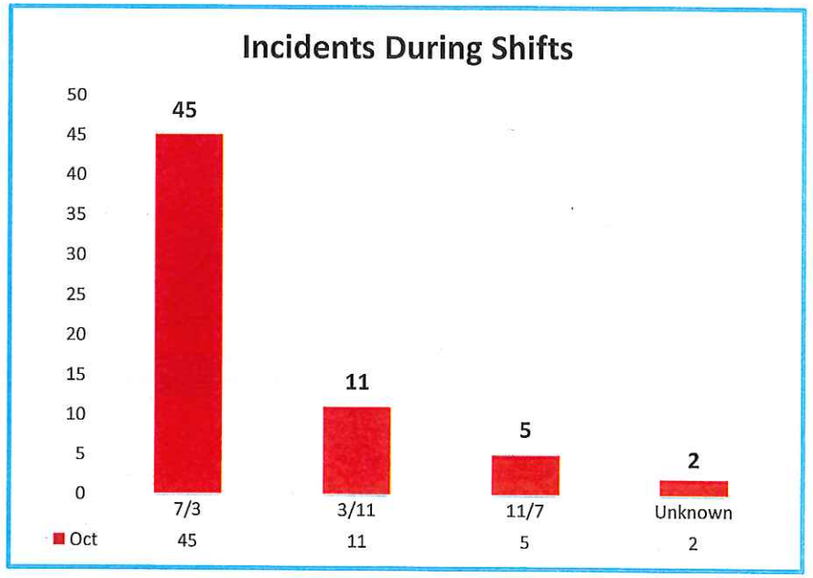
Evaluation of Claims

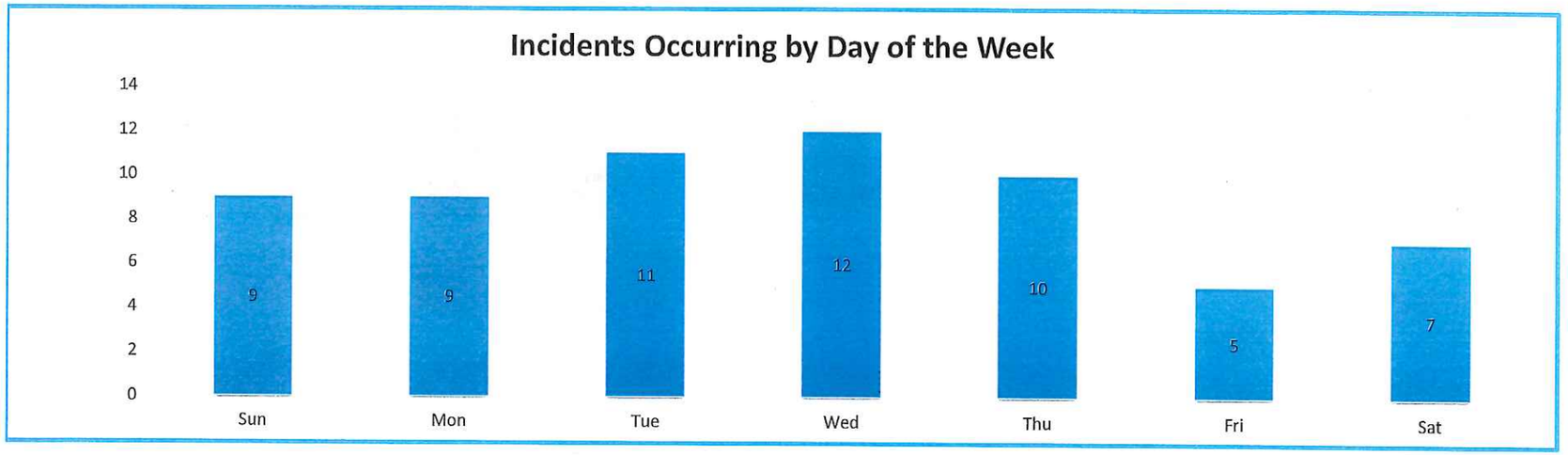
Evaluation	Beginning Balance of Open Claims	# of Claims Opened	# of Claims Closed	Ending Balance of Open Claims	% of Change	**Change in Reserves**
Ardmore	43	34	-57	20	-53.49%	($281,464.44)
Claremore	116	73	-135	54	-53.45%	($139,355.00)
Clinton	19	28	-24	23	21.05%	$22,570.93
Lawton	52	38	-66	24	-53.85%	$111,302.11
Norman	84	53	-99	38	-54.76%	($399,453.06)
Sulphur	24	16	-17	23	-4.17%	$217,643.94
Talihina	68	38	-84	22	-37.65%	($194,919.07)
CO / SAA / C&B	2	1	-3	0	-100.00%	($4,105.22)
Total	**408**	**281**	**-485**	**204**	**50.00%**	**($667,779.81)**

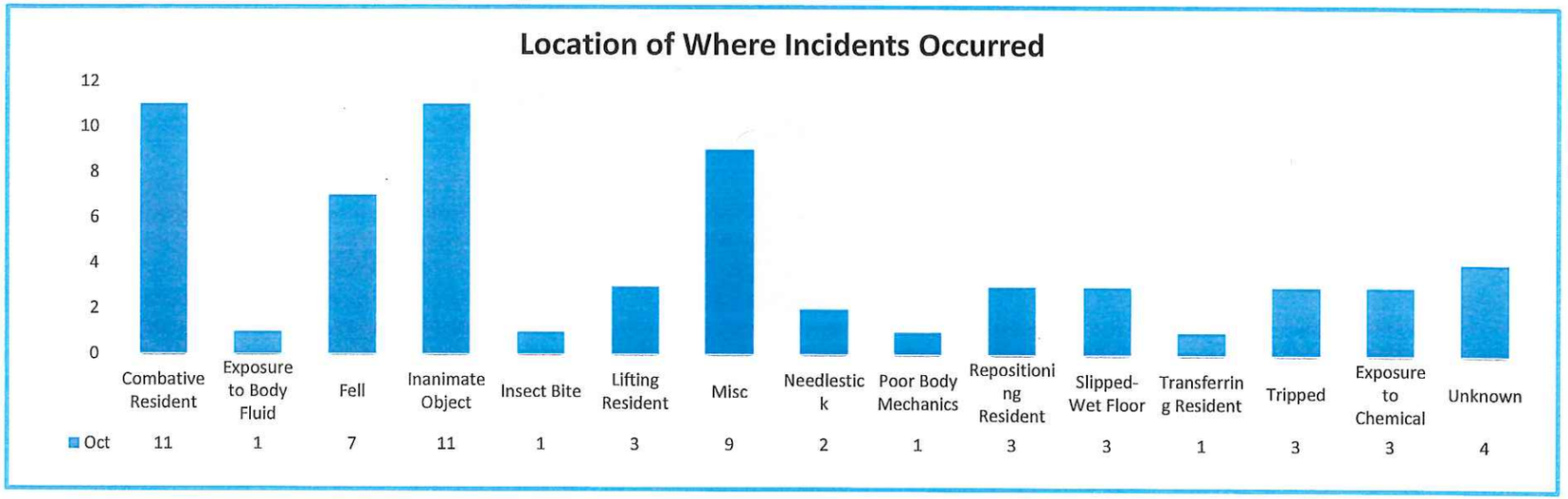
Status of Open Claims

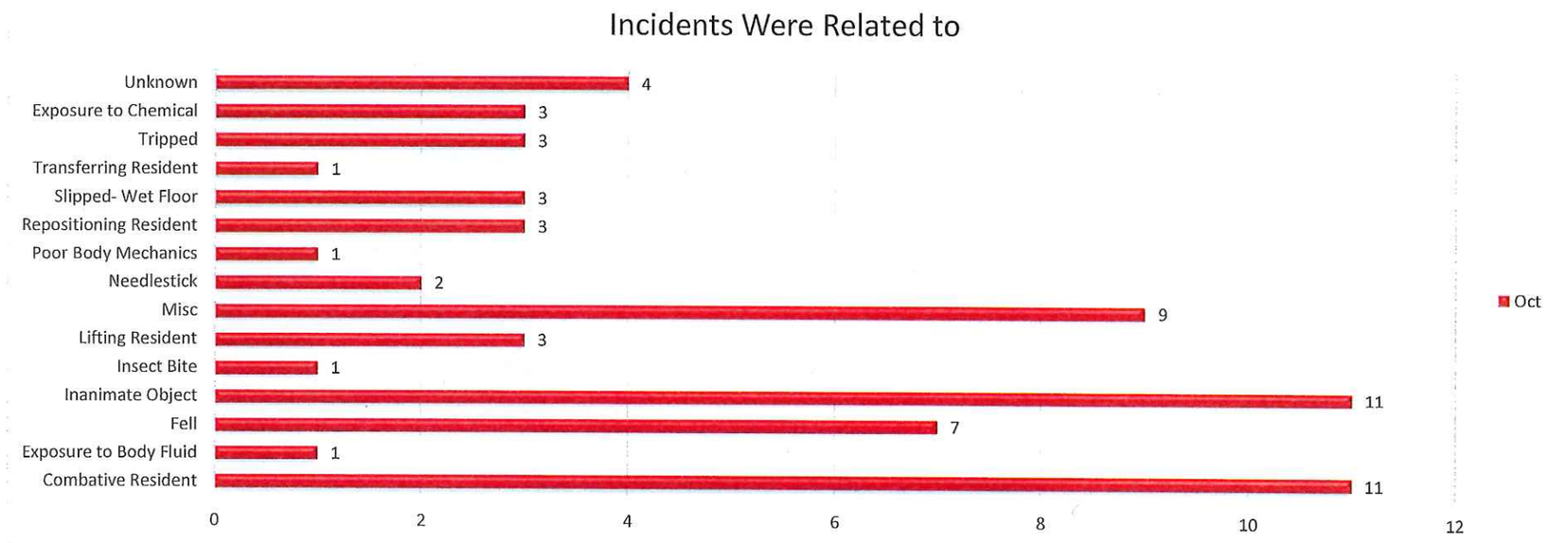
Working Claims		**Liability Status**	
Active Medical Treatment	**111**	MMI	88
Full Duty	89	TTD	15
Light Duty	28	PPD	18
Off Duty	59	CMM	6
Inactive	13	PTD	9
Settlements		CMM Life	41
In-Process	**46**	HR Issues	18
Paying out	**3**	Claims with the "Deductible Met"	51
Paid In Full (waiting to Close)	**2**		
Set to Close	**42**		
Total:	**204**		

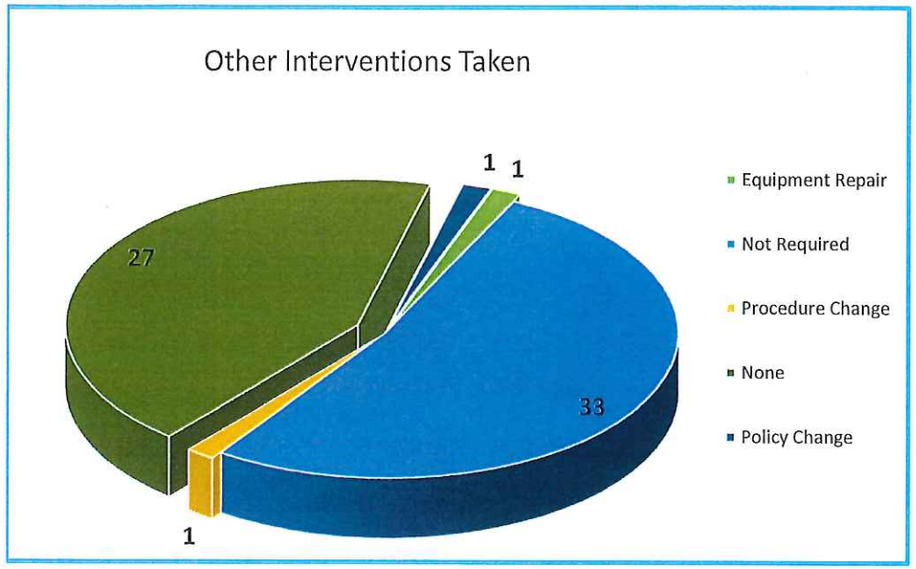

Incidents with Prior Incidents / Claims
Oct
26
12
2
3
4
2
2
2
10
26 of the incidents had no prior Incidents
12 of the incidents had 1 prior incident
2 of the incidents had 2 prior Incidents
3 of the incidents had 3 prior incidents
4 of the incidents had 4 prior incidents
2 of the incidents had 5 prior incidents
2 of the incidents had 6 prior incidents
2 of the incidents had 9 prior incidents
10 of the incidents had provided No Answer

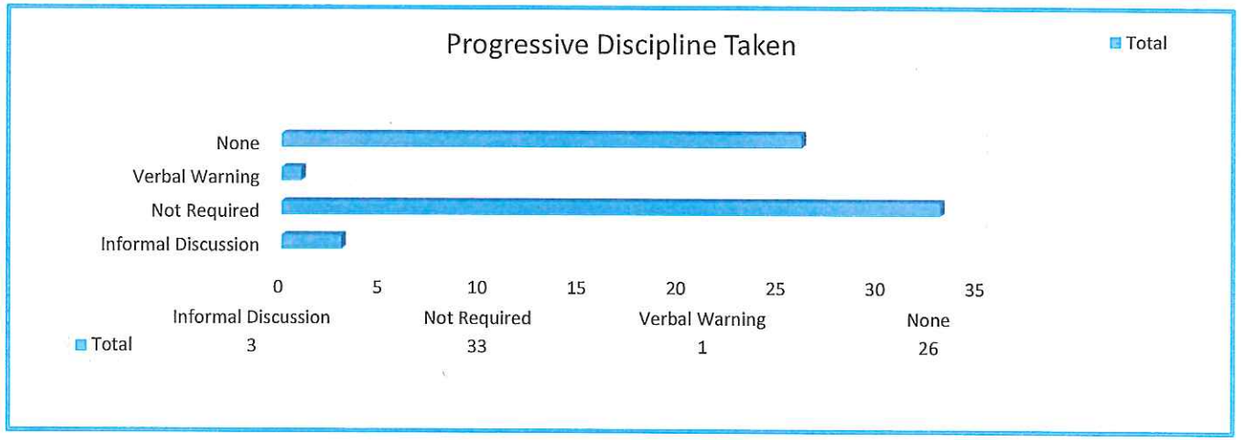

Incidents During Shifts
50
45
40
35
30
25
20
15
10
5
0
45
11
5
2
7/3
3/11
11/7
Unknown
Oct
45
11
5
2


Incidents Occurring by Day of the Week
14
12
10
8
6
4
2
0
9
9
11
12
10
5
7
Sun
Mon
Tue
Wed
Thu
Fri
Sat


Location of Where Incidents Occurred
12
10
8
6
4
2
0
Combative Resident
Exposure to Body Fluid
Fell
Inanimate Object
Insect Bite
Lifting Resident
Misc
Needlestick
Poor Body Mechanics
Repositioning Resident
Slipped- Wet Floor
Transferring Resident
Tripped
Exposure to Chemical
Unknown
Oct 11 1 7 11 1 3 9 2 1 3 3 1 3 3 4


Incidents Were Related to
Unknown 4
Exposure to Chemical 3
Tripped 3
Transferring Resident 1
Slipped- Wet Floor 3
Repositioning Resident 3
Poor Body Mechanics 1
Needlestick 2
Misc 9
Lifting Resident 3
Insect Bite 1
Inanimate Object 11
Fell 7
Exposure to Body Fluid 1
Combative Resident 11
0 2 4 6 8 10 12
Oct


Other Interventions Taken
1
1
27
33
1
Equipment Repair
Not Required
Procedure Change
None
Policy Change


Progressive Discipline Taken
Total
None
Verbal Warning
Not Required
Informal Discussion
0
5
10
15
20
25
30
35
Informal Discussion
Not Required
Verbal Warning
None
Total
3
33
1
26

OK Department of Veterans Affairs
Staffing Report for November 9, 2016

November 9, 2016

	Admin			Human Resources & Payroll			Quality Assurance			Construction			Fiscal Services			Compliance			Medical Services			Education & Recreation			Nursing & Rehabilitation			Food Services			Domestic Services			Physical Plant			GRAND TOTALS			LEAVE without PAY	TEMPORARY
	AUTHORIZED	ON STAFF	VACANT LWOP	AUTHORIZED	ON STAFF	VACANT LWOP	AUTHORIZED	ON STAFF	VACANT LWOP	AUTHORIZED	ON STAFF	VACANT LWOP	AUTHORIZED	ON STAFF	VACANT LWOP	AUTHORIZED	ON STAFF	VACANT LWOP	AUTHORIZED	ON STAFF	VACANT LWOP	AUTHORIZED	ON STAFF	VACANT LWOP	AUTHORIZED	ON STAFF	VACANT LWOP	AUTHORIZED	ON STAFF	VACANT LWOP	AUTHORIZED	ON STAFF	VACANT LWOP	AUTHORIZED	ON STAFF	VACANT LWOP		
CENTRAL OFFICE	6	6	0	6	6	0	2	2	0	2	2	0	6	7	-1	4	4	0	3	2	1													29	29	0	0	1
CLAIMS & BEN	36	35	1																															36	35	1	0	3
VETERANS SVCS	8	7	1																															8	7	1	0	0
ARDMORE	6	6	0	3	3	0							5	5	0				16	16	1	5	5 GALT	0	162	155 0	7	27	27	0	25	25	0	14	14	0	263	256 0	7	0	0
CLAREMORE	9	7	2	4	4	0							5	5	0				20	20	0	7	8 GALT	-1	263	260 1	3	38	53	0	40	51	-11	14	14	0	400	422 1	-22	0	63
CLINTON	6	9	-3	2	2	0							5	5	0				16	16	0	5	5 GALT	0	133	146 0	-13	22	23	-1	21	24	-3	12	13	-1	222	243 0	-21	0	26
LAWTON	7	6	1	3	3	0							5	5	0				19	19	0	6	7 GALT	-1	193	180 14	13	26	26	0	28	28	0	13	12	1	300	286 14	14	0	27
NORMAN	7	6	1	4	4	0							6	6	0				26	26	0	8	13 GALT	-5	257	237 0	20	36	39	-3	40	62	-22	15	15	0	399	408 0	-9	0	39
SULPHUR	6	6	0	3	3	0							5	5	0				14	13	1	4	4 GALT	0	110	90 5	20	23	23	0	22	22	0	12	12	0	199	178 5	21	0	0
TALIHINA	6	7	-1	3	3	0							5	5	0				18	14	4	4	5 GALT	-1	165	164 0	1	24	22	2	24	24	0	14	17	-3	263	261 0	2	0	28
TOTAL	97	95	2	28	28	0	2	2	0	2	2	0	42	43	-1	4	4	0	132	126	6	39	47	-8	1283	1252	31	196	213	-17	200	236	-36	94	97	-3	2119	2125	-6	0	187

Actual Vacancies -6

Galt Contract Employees 20

TOTAL ON STAFF 2145

Authorized total does not include 5 positions for SAA

** VSR position (65002211) transferred to Claims from Norman 7-10-16

* Additional VSR position (65002226) 9-26-16

ON STAFF - Includes all employees in a paid status, including temporaries.

VACANT/LWOP - Includes positions not filled and employees on leave without pay.