



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 07/14/2026

REQUESTER: Nathan Madenwald, Utilities Engineer

PRESENTER: Nathan Madenwald, Utilities Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2627-13: BY AND BETWEEN NORMAN UTILITIES AUTHORITY AND COWAN GROUP ENGINEERING, L.L.C., IN THE AMOUNT OF \$88,000 FOR ENGINEERING SERVICES FOR WELLS 17-20 ABANDONMENT AND ASSOCIATED WATER RIGHTS SUPPORT AND ASSOCIATED BUDGET APPROPRIATION (WARD 8)

BACKGROUND:

On March 24, 2026, Contract K-2526-139 was approved by the City of Norman (City) and later signed and returned by the Oklahoma Turnpike Authority (OTA) on April 7, 2026. As part of the agreement, funding requirements were specified for the City and OTA and City of Norman Wells 17-20 are to be abandoned by the City of Norman by December 31, 2026, in addition to other requirements. Funding obligations have been met by both parties but the well abandonment needs to proceed.

DISCUSSION:

Cowan Group Engineering, L.L.C. (CGE), was previously selected for on-call engineering services under K-2526-71 but this contract amount exceeds \$50,000 and is therefore proposed as a standalone contract. Additionally, CGE performed well water rights permitting services for 2015 Well Expansion program. As such, CGE is proposed to complete engineering services for this project to abandon the wells and complete the required steps for transferring existing water rights.

This contract provides for CGE to perform the following services:

1. Water Rights Transfer;
2. Final Design;
3. Bidding Support Services;
4. Limited Construction Administration; and
5. Regulatory Closeout.

The fee for this work is \$68,000 for base services with \$20,000 in potential additional services as necessary for completion of the project for a contract total of \$88,000. Funding for this work will require an appropriation from the Water Fund balance (31-29900) into the OTA Waterline Relocation – 48th-24th NW design account (31997727-46201 / Project WA0393) in the amount of \$100,000.

RECOMMENDATION 1:

Staff recommends that Norman Utilities Authority approve Contract K-2627-13 in the amount of \$88,000 with Cowan Group Engineering, L.L.C., for engineering services associated with Wells 17-20 Abandonment and Associated Water Rights Transfer.

RECOMMENDATION 2:

Staff recommends that Norman Utilities Authority approve budget appropriation as outlined in the staff report.