



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/24/2026

REQUESTER: Travis King

PRESENTER: Travis King, Fire Chief

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-105: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA TRANSFERRING \$17,000 FROM THE PUBLIC SAFETY SALES TAX FUND, EMERGENCY COMMUNICATIONS AND OPERATIONS (ECOC) PROJECT TO THE PUBLIC SAFETY SALES TAX FUND, FIRE STATION 5 RELOCATION, DESIGN; AND \$45,544.29 FROM BRIDGE PROGRAM SITE DISCOVERY, CONSTRUCTION PROJECT ACCOUNT, AND \$61,400 FROM BRIDGE PROGRAM SITE DISCOVERY, DESIGN PROJECT ACCOUNT, TO THE FIRE STATION STUDIES, DESIGN PROJECT ACCOUNT TO PERFORM PRELIMINARY DESIGN SERVICES AND A NEEDS ASSESSMENT FOR VARIOUS FIRE DEPARTMENT FACILITIES AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

As the final project funded by the existing Public Safety Sales Tax, the Fire Department has a project (BP0046) scheduled to relocate Fire Station No. 5. The City also intends to relocate Fire Station 1 and the Fire Administration office. With Station No. 10 planned in the near future, it is appropriate to provide a preliminary design package and cost estimates. To support budgeting for Stations 11 and 12, a cost estimate based on price per square foot will be developed for each station, including escalation factors tied to projected construction start dates.

DISCUSSION:

The City of Norman and the Norman Fire Department (NFD) have requested preliminary design services that include a site plan, floor plan, building elevations, and a cost estimate for Fire Station 5, Fire Administration, and Fire Station No. 1. As part of the same contract the City has requested preliminary design packages for Fire Stations No. 10, 11, and 12. These stations are part of the City's long-term strategic plan. For Station No. 10, it is appropriate to provide a preliminary design package as discussed above. To support budgeting for Stations 11 and 12, a cost estimate based on price per square foot will be developed for each station, including escalation factors tied to projected construction start dates.

The City of Norman and the Norman Fire Department (NFD) have also requested a study to reassess selected fire station locations and facility needs identified in the previously completed Matrix study. This update will evaluate how changes in community growth, development patterns, and service demand affect earlier recommendations and will confirm, refine, or modify those recommendations as needed.

Funds for the portion of this work attributable to Fire Station 5 (\$17,000) needs to be transferred to the Public Safety Sales Tax Fund, Fire Station 5 Relocation, Design (account 15693377.46201; project BP0046). Currently, the funds are in Public Safety Sales Tax Fund, ECOC Project (account 15695523.46101; project BP0029).

Funds for the remainder of the work (\$72,500) need to be transferred to Fire Station Studies, Design (account 50593388-46201; project BG0102). Currently, there is \$45,544.29 available in Bridge Program Site Discovery, Construction (account 50590052-46101; project TC0282) and \$61,400 available in Bridge Program Site Discovery, Design (account 50596687-46201; project TC0282).

RECOMMENDATION:

Based on the above and foregoing discussion, we are requesting approval of Resolution R-2526-105 to transfer \$17,000 from Public Safety Sales Tax Fund, ECOC Project (account 15695523.46101; project BP0029) to Public Safety Sales Tax Fund, Fire Station 5 Relocation, Design (account 15693377.46201; project BP0046); \$45,544.29 from Bridge Program Site Discovery, Construction (account 50590052-46101; project TC0282) to Fire Station Studies, Design (account 50593388-46201; project BG0102); and \$61,400 from Bridge Program Site Discovery, Design (account 50596687-46201; project TC0282) to Fire Station Studies, Design (account 50593388-46201; project BG0102) to perform preliminary design services and a needs assessment for various fire department facilities.