



# office memorandum

DATE: July 24, 2026

TO: Darrel Pyle, City Manager

THROUGH: Scott Sturtz, Director of Public Works 

FROM: Joseph Hill, Streets Program Manager

SUBJECT: Permission to Transfer Funds in the amount of \$335,543.00 from Account No. 10110101-44097 to Account No. 10550221-44004 and \$494,547.00 from Account No. 10-29000 to Account No. 10550221-44004 for a combined total of \$830,000.00 and approval of Task order #3 with TFR Enterprises, Inc. for emergency debris removal program.

## Background:

Natural disasters commonly occur in Oklahoma including windstorms, ice storms, flooding and tornados. When faced with natural disasters, planning is the key to preparedness. A Debris Management Plan ensures a quicker, more thorough and calculated response to a disaster. The Debris Management Plan updated and adopted by City Council in January 2025 recommends pre-positioned agreements with Debris Removal contractors in order to expedite response times.

On January 14, 2025, City Council approved contract K-2425-79 for disaster clearance and removal services with TFR Enterprises, Inc. Pursuant to Article 1 of Contract K-2425-79, the agreement shall remain in place for a three (3) year period, with option to extend the agreement for two additional one-year periods upon mutual agreement of the parties.

The Disaster Debris Management Plan establishes a strategic framework for providing debris removal assistance in support of a Presidential-declared emergency or major disaster and helps qualify a city for additional Federal Emergency Management Agency (FEMA) dollars, in some cases.

On Saturday July 4, 2026, the City of Norman endured a severe weather outbreak that included a high wind event within the city limits. Upon initial damage assessment, Public Works staff along with representatives from TFR identified a wide range of damage throughout the City limits with pockets varying in levels of intensity. Debris encountered to this point are generally vegetative.

On July 6, 2026, the City of Norman approved Task Order #1 with TFR Enterprises Inc. in the amount of \$620,500.00. This estimate included \$436,500.00 for hourly rate debris collection, tree hazard removal and debris disposal. An additional \$184,000.00 was included in the task order to account for direct haul at the Oklahoma Landfill under the City of Norman account. This landfill is located at 7600 SW 15<sup>th</sup> Street, Oklahoma City, OK. 73128. These rates average \$23.00 per ton for both vegetative and construction and demolition debris.

During a leadership meeting on July 7, 2026, staff discussed a potential debris disposal site located on Ladd Road and 290<sup>th</sup> Street in McClain County. This property is a permitted ODEQ site managed by Bergen Enterprises. This agreement was approved on July 9, 2026, allowing staff to reduce and recycle vegetative debris from storm event in a singular location. This location also provides substantial improvement to hauling efficiency based upon the geographic location. Since the City of Norman does not have the ability to perform debris reduction in house, TFR Enterprises Inc. received Task Order #2 in conjunction with the approval of DMS site agreement to reduce vegetative debris for \$114,400.00 bringing the total of Task Orders approved to \$734,900.00

## Discussion:

Debris removal operations initially began on July 9, 2026. The four (4) debris removal units in operation have been running 10 hours per day and recently shifted to a 7 day/ week schedule. Every debris generating event is different, and as such requires regular monitoring and adjustment to ensure efficiency in operation and quality of service to the public. Over the last 13 days of operation,

TFR has produced over 16,000 Cubic Yards of debris material. This volume of material is expected based upon the number of units in service. What has been somewhat unexpected is the distance covered to date. Due to the high volume and continued generation of debris, it was determined that the initial assessment would not be sufficient to service the entire City of Norman. This event occurred over 2 weeks ago, and we continue to see property owners moving debris out for removal, which is very common following a major event like this. After discussion with our debris removal contractor and discussion with city leadership, we solicited a quote for additional resources from TFR to expedite removal program.

Following approval of Task order 2 and vegetative debris site, it was expected that savings would be accrued in the "tipping fees" initially approved as the amount of debris hauled to landfill will be greatly reduced by addition of alternate vegetation site. That said, this removal program will still require some non-vegetative or mixed debris for disposal at landfill site. Initially, staff estimated \$180,000.00 in "tipping fees". As work has progressed, and vegetative debris has been separated, the need for tipping fees will be significantly reduced.

Attached please find quotes from TFR Enterprises Inc. for Task Order #3 totaling \$987,400.00. These quotes cover the cost of doubling removal truck operation from 4 trucks to 8 and allowing an additional 30 days of removal operations for \$873,000.00, as well as an additional \$114,400.00 for reducing the debris volume down to specified mulch size at vegetative debris site. With the expected reduction in "tipping fees", we are requesting a transfer in the amount of \$830,000 for issuance of Task Order #3. This will reduce funding available for Tipping Fees down to \$27,000.00 available to support tipping at landfill site.

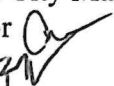
The Finance Division has verified funding is available in the FYE 2027 budget 1% Emergency Reserve Account No. 10110101- 44097, and the General Fund Balance 3% Reserve Account No. 10-29000 and that those funds as outlined can be transferred to the Emergency Debris Removal Account No. 10550221-44004 to be used towards the debris removal associated with the High Windstorm event of July 4, 2026, if approved.

Recommendation:

The Streets Division is requesting a Transfer Funds in the amount of \$335,543.00 from Account No. 10110101-44097 to Account No. 10550221-44004 and \$494,457.00 from Account No. 10-29000 to Account No. 10550221-44004 for a combined total of \$830,000.00 and approval of Task order #3 with TFR Enterprises, Inc. for continued operations of emergency debris removal program.

Approved by: \_\_\_\_\_

Not Approved: \_\_\_\_\_

CC: Shannon Stevenson, Assistant City Manager   
Clint Mercer, Finance Director   
Rick Knighton, City Attorney   
Jamie Meyer, City Clerk 



# Quote

DATE: 07/23/2026

601 Leander Drive, Leander, Texas 78641  
(512) 260-3322 or (512) 565-0710  
tiffany@tfrinc.com

TO Joe Hill  
City of Norman

| CONTACT PERSON | JOB                         | PAYMENT TERMS | DUE DATE |
|----------------|-----------------------------|---------------|----------|
| Tiffany Jean   | Hauling of Vegetative Waste | Net 10        |          |
|                |                             |               |          |

| QTY  | DESCRIPTION                                          | Hourly   | LINE TOTAL  |
|------|------------------------------------------------------|----------|-------------|
| 2400 | (8) Knuckleboom Haul Units with Operators            | \$290.00 | \$696000.00 |
| 2400 | (8) laborers with small hand tools, Traffic Controls | \$55.00  | \$132000.00 |
| 600  | Crew Foreman with Cell Phone and Truck               | \$75.00  | \$45000.00  |
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Tipping fees will be the City's responsibility.

|           |               |
|-----------|---------------|
| SUBTOTAL  | \$ 873,000.00 |
| SALES TAX |               |
| TOTAL     |               |

Quotation prepared by: Tiffany Jean, Contract Manager (512) 565-0710  
To accept this quotation, sign here and return: \_\_\_\_\_

THANK YOU FOR YOUR BUSINESS!



# Quote

DATE: 07/23/2026

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 (512) 260-3322 or (512) 565-0710  
 tiffany@tfrinc.com

TO Joe Hill  
 City of Norman

| CONTACT PERSON | JOB                    | PAYMENT TERMS | DUE DATE |
|----------------|------------------------|---------------|----------|
| Tiffany Jean   | Grinding of Vegetation | Net 10        |          |
|                | Additional Quote       |               |          |

| QTY | DESCRIPTION    | Hourly   | LINE TOTAL |
|-----|----------------|----------|------------|
| 130 | Diamond Z 1463 | \$500.00 | \$65000.00 |
| 130 | Excavator      | \$180.00 | \$23400.00 |
| 130 | Wheel Loader   | \$200.00 | \$26000.00 |
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TFR will grind and leave mulch on-site.

|           |               |
|-----------|---------------|
| SUBTOTAL  | \$ 114,400.00 |
| SALES TAX |               |
| TOTAL     |               |

Quotation prepared by: Tiffany Jean, Contract Manager (512) 565-0710  
 To accept this quotation, sign here and return: \_\_\_\_\_

THANK YOU FOR YOUR BUSINESS!