



office memorandum

DATE: July 8, 2026

TO: Darrel Pyle, City Manager

THROUGH: Scott Sturtz, Director of Public Works 

FROM: Joseph Hill, Streets Program Manager

SUBJECT: Permission to Transfer Funds from Account No. 10110101-44097 to Account No. 10550221-44004 for Emergency Debris Removal in the amount of \$114,400.00 and approval of Task order #2 with TFR Enterprises, Inc.

Background:

Natural disasters commonly occur in Oklahoma including wind storms, 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. This additional assistance is explained in section 4 of the Disaster Debris Management Plan titled Environmental considerations and other regulatory requirements.

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 15th Street, Oklahoma City, OK. 73128. These rates average \$23.00 per ton for both vegetative and construction and demolition debris.

Discussion:

During a leadership meeting on July 7, 2026 staff discussed a potential debris disposal site located on Ladd Road and 290th Street in McClain County. This property is a permitted ODEQ site managed by Bergen Enterprises and if agreement is approved, would allow 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 geographic location.

If site is approved for use, The City of Norman will have to reduce the vegetative debris by grinding operation. Staff contacted TFR Enterprises Inc. for quote to perform this task in addition to the pickup and haul off of debris. The attached quote is for \$114,000.00 which includes griding unit, excavator, and wheel loader with operators for an estimated 3.5 weeks of debris reduction at final disposal site. If approved contractor will mobilize this equipment with expected arrival on-site by July 17, 2026.

It is expected that there will be savings 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.

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

Recommendation:

The Streets Division is requesting a transfer of funds in the amount of \$114,400.00 from Account No. 10110101-44097 (Emergency Reserve) to Account No. 10550221-44004 (Professional Service - Emergency Debris Removal) and approval of task order #2 for an additional \$114,400.00 with pre-positioned contractor TFR Enterprises, Inc. for the grinding and reduction of debris in response to the July 4, 2026 High Wind Storm event.

Approved by:  Not Approved: _____

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

DATE: 07/08/2026

 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	Grinding of Vegetation	Net 10	
	Task Assignment #2		

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

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!