



office memorandum

DATE: July 6, 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 \$620,500.00 and approval of Task order #1 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.

Discussion:

TFR Enterprises provided the following attached estimate for debris removal from Task Order #1 in the amount of \$436,500.00. This estimate includes debris collection, tree hazard removal and debris disposal. If approved, Initial operations for debris removal will commence Thursday July 9, 2026, at 7:00 AM. Operations will run 10 hours per day, Monday through Friday and half days on Saturday due to the landfill operating hours.

In addition to the above estimated cost for Debris Removal. The City of Norman will be responsible for the "tipping" rates 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. With the provided estimate of tonnage by TFR at roughly 8,000 tons of debris, the estimated cost for "tipping" rates is approximately \$184,000.00.

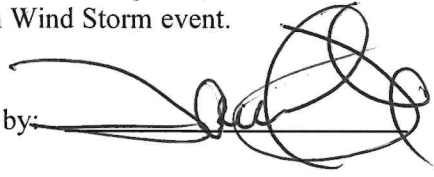
The Finance Division has verified funding is available in the FYE 2027 budget 1% Emergency Reserve Account No. 10110101- 44097, and that those funds can be transferred to the Emergency Debris Removal Account No. 10550221-44004 to be used towards the debris removal associated with the High Wind Storm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

Recommendation:

The Streets Division is requesting a transfer of funds in the amount of \$620,500.00 from Account No. 10110101-44097 (Emergency Reserve) to Account No. 10550221-44004 (Professional Service

- Emergency Debris Removal) and approval of task order #1 for \$436,500.00 with pre-positioned contractor TFR Enterprises, Inc. for the removal and disposal of debris in response to the July 4, 2026 High Wind Storm event.

Approved by:

A handwritten signature in black ink, appearing to be "Shannon Stevenson", written over a horizontal line.

Not Approved: _____

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

KC 7/6/26

DATE: 07/06/2026

 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
300	Knuckleboom with Operator	\$290.00	\$87000.00
300	Knuckleboom with Operator	\$290.00	\$87000.00
300	Knuckleboom with Operator	\$290.00	\$87000.00
300	Knuckleboom with Operator	\$290.00	\$87000.00
300	Laborer with small hand tools, Traffic control	\$55.00	\$16500.00
300	Laborer with small hand tools, Traffic control	\$55.00	\$16500.00
300	Laborer with small hand tools, Traffic control	\$55.00	\$16500.00
300	Laborer with small hand tools, Traffic control	\$55.00	\$16500.00
300	Crew Foreman with Cell Phone and Truck	\$75.00	\$22500.00

Tipping fees will be the City's responsibility.

SUBTOTAL	\$ 436,500.00
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!