



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/24/2026

REQUESTER: Ken Giannone, Capital Projects Engineer

PRESENTER: Ken Giannone, Capital Projects Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-108: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND BENHAM DESIGN, L.L.C., IN THE AMOUNT OF \$170,000 FOR ENGINEERING SERVICES FOR THE WESTWOOD ESTATES WATER LINE REPLACEMENT PROJECT (WARDS 4 AND 8)

BACKGROUND:

Existing water lines in Westwood Estates between 24th Ave NW and Merkle from Crestmont to Dakota are aging and have experienced increased maintenance and failure concerns. The project includes the replacement of approximately 10,000 linear feet of 6-inch and 8-inch water mains to improve system reliability and reduce future maintenance needs.

On July 17, 2025, the Norman Utilities Authority (NUA) issued Request for Qualifications (RFQ) 2526-8 to engineering firms for various water and wastewater infrastructure projects. Benham Design, L.L.C., (Benham) was selected to provide professional engineering services for the Westwood Estates Water Line Replacement project (WA0387).

DISCUSSION:

This contract provides for Benham to perform the following services:

1. Preliminary Design Phase;
2. Final Design Phase;
3. Bid Phase Services;
4. Limited Construction Administration; and
5. Production of As-Built Record Documents.

The total fee for this work is \$170,000. Funding for this work will be from the Westwood Estates Water Line Replacement design account (31996683-46201 / Project WA0387) which has an available balance of \$180,000.

RECOMMENDATION:

Staff recommends that NUA approve Contract K-2526-108 between the NUA and Benham Design, LLC, in the amount of \$170,000, for engineering services for the Westwood Estates Water Line Replacement project (WA0387).