



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 03/24/2026

**REQUESTER:** Janita Hatley

**PRESENTER:** Janita Hatley, Code Compliance Supervisor

**ITEM TITLE:** CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-160: BY AND BETWEEN THE CITY OF NORMAN AND GIVENS PROPERTY MAINTENANCE AND WEED CONTROL, L.L.C., FOR MOWING, SECURING OF STRUCTURES, AND THE REMOVAL OF HEALTH NUISANCES FOR THE CODE COMPLIANCE DIVISION FROM APRIL 1, 2026, THROUGH MARCH 31, 2027.

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### **BACKGROUND:**

On February 17, 2026, a notice was distributed with a Request for Qualifications (RFQ) from contractors to provide abatement services related to mowing, securing of structures, and removal of health nuisances on private property. Abatement work orders are issued when property owners fail to correct violations after notification by City Code Compliance Inspectors. Fees for service have been established by the City, and the RFQ process enables staff to assess each respondent's qualifications, equipment, and staffing capacity to ensure timely and effective completion of assigned work. To promote efficiency and responsiveness, the City seeks to maintain contracts with two qualified abatement contractors.

### **DISCUSSION:**

A mandatory pre-submittal meeting was held on February 24, 2026, at which time seven (7) contractors were in attendance.

The contractors are ranked with the most important emphasis placed upon the ability of the company to complete the work assigned within the time frame set by the City; previous residential/commercial/municipal work experience; summary of equipment; and number of key personnel and employees.

Those who expressed an interest in working for the City submitted proposals before the deadline of 4 p.m. on Tuesday, March 3, 2026, were:

E & E Lawn Care, Inc.  
Givens Property Maintenance and Weed Control, L.L.C.  
JRC Property Management, L.L.C.

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## Razor Sharp Mowing

Givens Property Maintenance and Weed Control, L.L.C., scored the second highest of the four proposals submitted based upon the overall criteria and was selected as one of the abatement contractors for the City of Norman. Two abatement contractors are used to perform the Code Compliance abatements required. The highest scoring contractor was E & E Lawn Care, Inc. and was the other abatement contractor selected.

### **RECOMMENDATION:**

Based on the submitted qualifications and positive work history, Staff recommends that Contract K-2526-160 with Givens Property Maintenance and Weed Control, L.L.C., be approved as a City of Norman mowing/securing/easement/nuisance abatement contractor for the contract period of April 1, 2026 through March 31, 2027. Funds are budgeted for abatement in account number 10-00-4-40-152-0000-44114 (Mowing/Abatement).