



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 05/12/2026

**REQUESTER:** Peter Wolbach, Staff Engineer, Utilities

**PRESENTER:** Peter Wolbach, Staff Engineer, Utilities

**ITEM TITLE:** CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-118: BY AND BETWEEN NORMAN UTILITIES AUTHORITY AND RJN GROUP, INC., IN THE AMOUNT OF \$172,960 TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE FISCAL YEAR ENDING 2022 SEWER MAINTENANCE PROJECT AND THE BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT. (WARDS 2 AND 8)

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### **BACKGROUND:**

In 2001, the citizens of Norman approved a five dollar per month maintenance fee providing for the systematic replacement of aged and deteriorating sewer lines throughout our system. The Fiscal Year Ending 2022 (FYE2022) Sewer Maintenance Project (SMP 22) is rehabilitative in nature and includes replacement of approximately 21,000 linear feet of sanitary sewer line and 87 manholes. Deteriorated pipe will be replaced primarily using trenchless methods such as pipe bursting or cast in place pipe or open cut methods when absolutely necessary to correct pipe slope or alignment issues.

The project area is in two general areas further described below and shown in the attached map:

1. Area 1: located between Westwood Drive and Dakota Street, extending from Fairway Drive on the west to the drainage corridor east of Parkland Way; and
2. Area 2: located west of N Porter Avenue over to Norman North High School from Sunburst Street to Crystal Bend.

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 including SMP 22 (Project WW0334), and RJN Group, Inc., (RJN Group) was selected to provide professional engineering services for this project.

### **DISCUSSION:**

This contract provides for RJN Group to perform the following services:

1. Preliminary Design Phase;
2. Final Design Phase;
3. Bid Phase Services;
4. Limited Construction Administration;
5. Preparation of As-Built Record Documents; and
6. Additional Services for potential project needs, including Oklahoma Department of Environmental Quality (ODEQ) coordination and manhole rehabilitation support.

The proposed contract includes \$146,675 in base services for Tasks 1-5 and \$26,285 in additional services for Task 6.

To fund the design, a budget transfer from the SMP 22 Construction account (32193338-46101 / WW0334) in the amount of \$60,000, which has an available balance of \$3,270,000, is proposed into the SMP 22 Design account (32193338-46201 / WW0334). With the budget transfer, the SMP 22 Design account (32193338-46201 / WW0334) would have an available balance of \$180,000.

**RECOMMENDATION NO. 1:**

Staff recommends the NUA approve Contract No. K-2526-118 in the amount of \$172,960 with RJN Group, Inc., for professional engineering services associated with Fiscal Year Ending 2022 Sewer Maintenance Project (Project WW0334).

**RECOMMENDATION NO. 2:**

Staff recommends the NUA approve the budget transfer within the project account as described in this staff report.