



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 5/26/2026

REQUESTER: Jason Murphy, Stormwater Program Manager

PRESENTER: Scott Sturtz, Director of Public Works

TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT FOUR TO CONTRACT K-1415-134: BY AND BETWEEN THE CITY OF NORMAN AND WSB, L.L.C./MESHEK & ASSOCIATES, L.L.C., FOR MODIFICATIONS TO THE SCOPE OF SERVICES ASSOCIATED WITH THE LOWER IMHOFF CREEK STABILIZATION PROJECT. (Ward 2)

BACKGROUND:

On June 9, 2015, City Council approved Contract K-1415-134 with Meshek & Associates, L.L.C., for professional engineering services related to the Lower Imhoff Creek Hydraulic and Hydrologic Study Project.

Since the original agreement, the contract has been amended to provide additional engineering design services associated with stabilization efforts along Lower Imhoff Creek. Amendment No. 1 authorized engineering design services and FEMA Hazard Mitigation Grant Program (HMGP) application preparation. Amendment No. 2 authorized additional design services and included services related to real estate acquisition necessary for the project.

In 2025, Meshek & Associates, L.L.C. merged with WSB L.L.C., a national engineering and consulting firm. As a result of this merger, Meshek & Associates continues to operate under the WSB organization, and project management responsibilities for the Lower Imhoff Creek Stabilization Project are being carried out by former Meshek personnel now employed by WSB. The merger does not alter the contractual relationship, scope of services, or obligations under Contract K-1415-134. The City's agreement remains with Meshek & Associates, L.L.C., and continuity of project staff and institutional knowledge has been maintained throughout the transition.

Phase 1 construction of the Lower Imhoff Creek Stabilization Project is currently underway and funded in part through the FEMA Hazard Mitigation Grant Program (HMGP), administered through the Oklahoma Department of Emergency Management and Homeland Security (ODEMHS).

DISCUSSION:

Amendment No. 4 modifies the existing agreement by removing the previously authorized real estate acquisition services that were included under Amendment No. 2. These services included right-of-way exhibits, property research, title investigations, appraisals, appraisal reviews, negotiation services, and associated filing fees.

As project implementation progressed, it was determined that these real estate services were no longer required under the engineering contract. Therefore, the scope of work associated with real estate acquisition is being removed from Amendment No. 2.

The removal of these services results in a reduction to the contract amount of \$264,100.00.

Following this adjustment, the agreement summary is as follows:

Description	Amount
Original Agreement	\$143,000.00
Net Change from Prior Amendments	\$1,153,586.38
Amendment No. 4 Adjustment	(\$264,100.00)
Adjusted Agreement Amount	\$1,032,486.38

The amendment does not modify other provisions of the agreement, and all terms and conditions of the original contract and previous amendments remain in effect.

RECOMMENDATION 1:

Staff recommends approval of Amendment No. 4 to Contract K-1415-134 with Meshek & Associates, L.L.C. / WSB L.L.C., which removes real estate acquisition services from the contract and reduces the total agreement amount by \$264,100.00, resulting in a revised contract amount of \$1,032,486.38.