



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 03/26/2024

REQUESTER: Kelvin Winter

PRESENTER: Kelvin Winter, Code Compliance Inspector

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT NO. ONE TO CONTRACT K-2223-132: BY AND BETWEEN GIVENS PROPERTY MAINTENANCE, L.L.C., FOR MOWING, SECURING OF STRUCTURES, AND THE REMOVAL OF HEALTH NUISANCES FOR THE CODE COMPLIANCE DIVISION EXTENDING THE CONTRACT THROUGH MARCH 31, 2025.

BACKGROUND:

On March 28, 2023, the City Council approved a contract with Givens Property Maintenance, LLC to provide abatement services related to mowing, securing of structures, and removal of health nuisances on private properties. Abatement work orders are issued upon failure of the property owners to abate nuisances after notification by the City Code Compliance Inspectors. Section 1) B. of the contract allows for renewal of the contract for additional one-year periods at the option of the City. Fees for service remain unchanged.

DISCUSSION:

The contractor, in response to a request for qualifications, submitted to the City in 2023, sealed qualifications in accordance with the terms of the Request for Qualifications. The City subsequently awarded the contract to Givens Property Maintenance, LLC. The contractor has performed well and in a timely manner upon issuance of work orders. There were 387 work orders issued in 2023.

RECOMMENDATION:

Staff recommends that based on the merits and performance of the contract requirements from contract approval to present, that Contract K-2223-132 with Givens Property Maintenance, LLC be renewed through amendment as the City of Norman mowing/securing/nuisance abatement contractor for the contract period April 1, 2024 through March 31, 2025. Funds are budgeted for nuisance abatement in Mowing Abatement (account number 10440152-44114).