



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 04/15/2025

REQUESTER: Janita Hatley, Code Compliance Supervisor

PRESENTER: Janita Hatley, Code Compliance Supervisor

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT TWO TO CONTRACT K-2223-132: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA AND 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, 2026.

BACKGROUND:

On March 26, 2024, 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 submitted sealed qualifications in accordance with the terms of the Request for Qualifications in 2023. 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 427 work orders issued in 2024.

RECOMMENDATION:

Staff recommends, 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 15, 2025 through March 31, 2026. Funds are budgeted for nuisance abatement in Mowing Abatement (account number 10440152-44114).