



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 12/09/2025

REQUESTER: Shannon Stevenson, Assistant City Manager

PRESENTER: Scott Sturtz, Public Works Director

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-125: AN AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND SMC CONSULTING ENGINEERS, P.C., IN THE AMOUNT OF \$106,000, TO PERFORM ENGINEERING SERVICES TO ASSIST THE CITY IN DEVELOPMENT OF THE PROPERTY LOCATED AT SOUTH REED AVENUE AND EAST EUFAULA STREET AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (Ward 4)

BACKGROUND AND DISCUSSION:

On November 11, 2025, City Council approved Contract K-2526-102 for the purchase of real property located on Reed Avenue, south of Main Street to be the location for permanent overnight shelter facilities. The subject property, being previously owned by the Oklahoma Department of Mental Health and Substance Abuse Services, is not currently zoned or platted. Preliminary architecture services are already underway with FSB Architects (Contract K-2526-127) for conceptual site and building space designs.

This proposed agreement with SMC Consulting Engineers is for engineering services which include the site's preliminary and final plat, public improvements, and private site development plans. SMC was selected due to their high level of familiarity with the City's platting and development processes and their expertise as it relates to the design of stormwater infrastructure.

Funding for the services is proposed to be appropriated from the Capital Fund Balance (Account 50-29000) to the Homeless Shelter Facility Project, Design (Account 50193365-46201; Project BG0099). It is anticipated that the architectural and engineering services cost will be restored to the Capital Fund balance from future proceeds of the sale of City-owned properties on West Gray Street after the Gray Street shelter has been relocated to the new location.

RECOMMENDATION 1:

City Staff recommends approval of K-2526-125 with SMC for engineering services in the amount of \$106,000.

RECOMMENDATION 2:

City Staff further recommends appropriation of \$106,000 from Capital Fund Balance (Account 50-29000) to the Homeless Shelter Facility Project, Design (Account 50193365-46201; Project BG0099).