



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: K-1516-126 AMD #1**

**File ID:** K-1516-126 AMD #1      **Type:** Contract      **Status:** Consent Item

**Version:** 1      **Reference:** Item 20      **In Control:** City Council

**Department:** Planning and Community Development Department      **Cost:**      **File Created:** 01/26/2017

**File Name:** Amendment to Mowing Contract with Charles Grooms      **Final Action:**

**Title:** AMENDMENT NO. ONE TO CONTRACT K-1516-126: BY AND BETWEEN CHARLES GROOMS D/B/A COMPLETE LAWN MAINTENANCE, FOR MOWING, SECURING OF STRUCTURES, AND THE REMOVAL OF HEALTH NUISANCES FOR THE CODE COMPLIANCE SECTION OF THE PLANNING DEPARTMENT THROUGH MARCH 31, 2018.

**Notes:** ACTION NEEDED: Motion to approve or reject Amendment No. One to Contract K-1516-126 with Charles Grooms d/b/a Complete Lawn Maintenance through March 31, 2018; and, if approved, authorize the execution thereof.

ACTION TAKEN: \_\_\_\_\_

**Agenda Date:** 02/28/2017

**Agenda Number:** 20

**Attachments:** Unsigned amendment, K-1516-126

**Project Manager:** Kelvin Winter, Code Compliance Supervisor

**Entered by:** kelvin.winter@normanok.gov

**Effective Date:**

### History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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### Text of Legislative File K-1516-126 AMD #1

Body

**BACKGROUND:** On March 22, 2016 the City Council approved a contract with Complete Lawn Maintenance 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 2016, sealed qualifications in accordance with the terms of the Request for Qualifications. The City subsequently awarded contracts to two contractors. Both contractors have performed well and in a timely manner upon issuance of

work orders. Nearly 300 work orders were issued in 2016.

**RECOMMENDATION:** Staff recommends that based on the merits and performance of the contract requirements from contract approval to present, that Contract K-1516-126 with Complete Lawn Maintenance be renewed through amendment as the City of Norman mowing/securing/nuisance abatement contractor for the contract period April 1, 2017 through March 31, 2018. Funds are budgeted for abatement in Mowing (account number 010-4052-424.41-14).