



The City of
NORMAN

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PUBLIC WORKS DEPARTMENT

ENGINEERING DIVISION

Phone 405.366.5455

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December 28, 2012

Ms. Tiffany Wilkes, Contract Administrator
TFR Enterprises, Inc.
601 Leander Drive
Leander, TX 78641

Re: City of Norman/TFR Enterprises, Inc. - Contract No. K-0910-123
Pre-Position Agreement for Disaster Debris Management

Dear Ms. Wilkes:

As you know, the December 22, 2009 "*Pre-Position Agreement for Disaster Debris Management*" between the City of Norman and TFR Enterprises provides for an initial effective term of 3 years with the option to extend the Agreement for two additional one-year periods. This letter shall serve to notify you and TFR Enterprises, Inc. of the City of Norman's intent and desire to consider, negotiate, and formalize a 1-year extension to the Agreement.

The City of Norman would very much appreciate your written response to this letter indicating that TFR Enterprises, Inc. shares the City's desire in continuing our contractual relationship to facilitate and ensure the City's readiness to respond to an event that results in debris clearance, removal and disposal service needs that exceed our local capacity.

Additionally, since we now find ourselves beyond the initial effective term of our December 22, 2009 Agreement, please include in your response letter a statement indicating TFR Enterprises' willingness to honor the terms of the Agreement for a period up to 90 days beyond the effective term of our current Agreement. Such a statement by TRF Enterprises will provide an informal assurance that disaster services will be available to the City of Norman should a disaster occur prior to the City Council taking formal action to extend the Agreement.

Thank you in advance for your timely consideration and response in this matter. Please feel free to contact me at (405) 366-5350 or Rick Schlechter of my staff at (405) 366-5455 with any questions or comments you may have.

Sincerely,
City of Norman

Scott Sturtz
City Engineer