



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1718-116

File ID: K-1718-116	Type: Contract	Status: Consent Item
Version: 1	Reference: Item 21	In Control: City Council
Department: Planning and Community Development Department	Cost:	File Created: 03/13/2018
File Name: Abatement Contract with Elite Home Inspection, Inc.		Final Action:

Title: CONTRACT K-1718-116: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ELITE HOME INSPECTION, INC., FOR MOWING, SECURING OF STRUCTURES, AND THE REMOVAL OF HEALTH NUISANCES AND EASEMENT OBSTRUCTIONS FOR THE CODE COMPLIANCE DIVISION THROUGH MARCH 31, 2019.

Notes: ACTION NEEDED: Motion to approve or reject Contract K-1718-116 with Elite Home Inspection, Inc., through March 31, 2019; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Agenda Date: 03/27/2018

Agenda Number: 21

Attachments: Text File, K-1718-116

Project Manager: Kelvin Winter, Code Compliance Supervisory

Entered by: kelvin.winter@normanok.gov

Effective Date: 04/01/2018

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File K-1718-116

Body

BACKGROUND: On February 18, 2018 a public notice was printed with a Request for Qualifications (RFQ) from contractors 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. Fees for service have been established by the City and the Request for Qualifications allows Staff to determine if the interested contractors have sufficient equipment and employees to address the City's work orders. The City prefers to have two abatement contractors under contract to be able to address abatements in a timely manner.

DISCUSSION: A mandatory pre-submittal meeting was held on Wednesday, February 28, 2018 at which time five contractors were in attendance.

The contractors are ranked with most important emphasis placed upon the ability of the company to complete the

work assigned within the time frame set by the City; previous residential/commercial/municipal work experience; summary of equipment; and number of key personnel and employees.

Those who expressed an interest in working for the City and submitted proposals before the imposed deadline of 4pm on March 6th were:

E&E Lawn Care, LLC, Oklahoma City, OK
Elite Home Inspection, Inc., Oklahoma City, OK
Complete Lawn Maintenance, Moore, OK

Elite Home Inspection, Inc. has many years of property preservation experience with mortgage lenders in maintaining and preserving properties in the foreclosure process. This experience is very similar to the work the city requires for nuisance abatements, thus Elite Home Inspection, Inc. should be fitting and appropriate for the work required under this contract. Elite Home Inspection, Inc. scored well and was selected as one of the abatement contractors for the City of Norman.

RECOMMENDATION: Staff recommends that based on the submitted qualifications and positive work history, that Contract K-1718-116 with Elite Home Inspection, Inc. be approved as a City of Norman mowing/securing/easement/nuisance abatement contractor for the contract period April 1, 2018 through March 31, 2019. Funds are budgeted for abatement in account number 010-4052-424.41-14 (Mowing/Abatement).