



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1819-124

File ID: K-1819-124

Type: Contract

Status: Consent Item

Version: 1

Reference: Item 13

In Control: City Council

Department: Planning and
Community
Development
Department

Cost:

File Created: 02/25/2019

File Name: Abatement Contract with Givens Property
Maintenance, LLC

Final Action:

Title: CONTRACT K-1819-124: A CONTRACT 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 AND EASEMENT OBSTRUCTIONS FOR THE CODE COMPLIANCE DIVISION THROUGH MARCH 31, 2020.

Notes: ACTION NEEDED: Motion to approve or reject Contract K-1819-124 with Givens Property Maintenance, L.L.C., through March 31, 2020; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Agenda Date: 03/12/2019

Agenda Number: 13

Attachments: K-1819-124

Project Manager: Kelvin Winter, Code Compliance Supervisor

Entered by: kelvin.winter@normanok.gov

Effective Date:

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-1819-124

Body

BACKGROUND: On February 3, 2019 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 address abatements in a timely manner.

DISCUSSION: A mandatory pre-submittal meeting was held on Wednesday, February 13, 2019 at which time

four contractors were in attendance.

The contractors are ranked with the 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 submitted proposals before the deadline of 4 p.m. on March 22, 2019, they were:

Givens Property Maintenance, LLC, Oklahoma City, OK
Freddie's Lawn Service, Norman, OK

Givens Property Maintenance, LLC scored the highest of the two proposals submitted based upon the overall criteria and was selected as one of the abatement contractors for the City of Norman. The current abatement contractor that already has a contract has performed well and that contract will be renewed, thus Givens Property Maintenance, LLC will be the second contractor used for abatements.

RECOMMENDATION: Based on the submitted qualifications and positive work history, Staff recommends that Contract K-1819-124 with Givens Property Maintenance, LLC be approved as a City of Norman mowing/securing/easement/nuisance abatement contractor for the contract period April 1, 2019 through March 31, 2020. Funds are budgeted for abatement in account number 010-4052-424.41-14 (Mowing/Abatement).