

County Request No. 408

REQUEST FOR LEGAL SERVICES

This form is used to provide legal opinions and contract approval by the District Attorney's Office. Only that advice that is related to a pending or potential claim against the County or its officers and employees is protected by the attorney-client privilege. Opinions that are privileged should not be disclosed to anyone or the privilege may be waived.

All legal opinions and approvals rendered are based only on the documentation and information stated below or attached to this form and, thus, it is important that all relevant facts and information be provided at the time of review. Please advise the District Attorney's Office of new or additional information, as it may cause the opinion to change. In all cases, the opinions of the District Attorney's Office are not binding on the County, its officers or employees and may be followed or disregarded in the discretion of the elected official.

Date of Request: _____ Department: Engineering

State the nature of the legal request: _____

Form and Legality Agreement with Halff

RECEIVED

JUN 10 2024

**CIVIL DIVISION
DISTRICT ATTORNEY**

[Signature]
County Officer or Department Director

Reply of District Attorney's Office: _____

Approved contingent on
encumbrance of funds @ time
of contract & funds remaining
encumbered until contract
services completed

Date of Reply: 6/11/24

[Signature]
Assistant District Attorney

AGREEMENT FOR SERVICES

This agreement made between **Halff Associates, Inc., 1111 North Lee Avenue #400, Oklahoma City, OK 73103**, hereinafter referred to as "Consultant" and the **Board of County Commissioners of Oklahoma County**, hereinafter referred to as "County".

DESCRIPTION OF PROJECT

Oklahoma County Bridge

54-BR- 2024

East 1000 Britton Road & Hiwassee- Jones RCB

SCOPE OF SERVICES

The Consultant Services to be provided are described in Attachment "A"

SECTION 1

CONSULTANT CHARGES

The total amount of the contract shall not exceed **One Hundred Thirty-Six Thousand, Nine Hundred Eighty-Two Dollars and Eighty Cents (\$136,982.80)** for Scope of Services as described in attachment "A". Should the Consultant determine services are needed that will exceed that total amount, the Consultant shall notify the County by Amendment to this Agreement for acceptance by the County prior to performing work that would exceed this amount.

THE CONSULTANT AGREES

1. To comply with all federal, state, and local laws, regulations and ordinances applicable to the work, procure all necessary licenses and permits, and file any documents required for the approval of governmental authorities having jurisdiction over the Project.
2. To be available for such conferences as the County may deem necessary in connection with the work, and the County shall have the right to inspect plans at all reasonable times at an acceptable office or offices located **1111 North Lee Avenue #400, Oklahoma City, OK 73103**.
3. To assume responsibility, to indemnify, and save harmless the County or other agency or other government from all claims and liability arising from the work performed, by the Consultant and its negligent acts or the negligent acts of its agents, employees, subcontractors, and/or independent consultants retained pursuant to this agreement.
4. To bind Consultant's firm including principals, officers, employees, agents, subcontractors, independent contractors and/or independent contractors retained pursuant to this agreement, to the same statutes, rules, and regulations as the County insofar as conflict of interest is concerned. Retention of records for three years after the final payment (paragraph 6).

5. That prior to beginning the work the Consultant's and its subcontractors shall obtain and furnish current copies (certificates) to the County of
 - A. Worker's Compensation Insurance in accordance with the laws of the State of Oklahoma.
 - B. Professional Liability Insurance. The insurance policy coverage must be in an amount of sufficient to satisfy any claims arising under The Oklahoma Governmental Tort Claims Act, 51 O.S. Sec. 151, et seq. The insurance policy must contain provisions that the County be notified if the insurance carrier intends to cancel or not renew the policy.
 - C. Errors & Omission of insurance against claims of inadequate work product or negligent actions.This insurance (A, B and C) shall be maintained in full force and effect during the life of the contract.
6. To maintain all books, documents, papers, accounting records and other evidence pertaining to cost incurred and to make such materials available at their perspective offices at all reasonable times, during the contract period for three years from the date of final payment under the contract, for inspection by the County and copies thereof shall be furnished if requested.
7. Any written report or document generated by the Consultant, its agents, employees, subcontractors, and/or independent contractors retained pursuant to this agreement, in connection with this project shall become the property of the County without any right of the Consultant, its agents, employees, subcontractors, independent contractors and/or independent contractors retained pursuant to this agreement, to restrict said use in any manner by the County.

SECTION 2

THE COUNTY AGREES

1. The pay total fee not exceeds **One Hundred Thirty-Six Thousand, Nine Hundred Eighty-Two Dollars and Eighty Cents (\$136,982.80)** which includes all services provided by Consultant, its subcontractors and/or independent consultants retained pursuant to this agreement, as funds are available and work is authorized by the County Engineer.

SECTION 3

It is further mutually agreed by the County and the Consultant that:

1. A written notice will be made to the Consultant by setting out the date to begin the prosecution of the contract work.
2. It is expressly understood and agreed by and between the parties hereto that the Consultant, including its subcontractors and/or independent contractors retained pursuant to this agreement, will hold and save the County harmless from any and all claims of damage or cause of action

accruing to persons by reason of any of the work performed hereunder. The Consultant will be held responsible for the accuracy of engineering details and quantities of work to be performed or be performed by its subcontractors and/or independent contractors retained pursuant to this agreement. Frequent occurrence of irregularities in engineering details or quantities will be a basis for withholding future engineering contracts from said Consultant. The Consultant, its subcontractors and/or independent contractors retained pursuant to this agreement, shall furnish a legible copy of all computations used in developing pay quantities, neatly arranged, bound, properly identified and indexed. The Consultant will be held responsible for any mistakes or omissions in the work of the Consultant, its subcontractors and/or independent contractors retained pursuant to this agreement, which appear during the final review by the County or any other government agency.

3. For any major revision in the character of the scope of the work ordered in writing by the County, a supplemental agreement will be negotiated, prior to performing the additional work.
4. The County reserves the right to delete any portion of the contract at any time, and if such is done, the total engineering fee shall be reduced in the same ratio as the estimated cost of the work deleted varies with the estimated cost of the work as originally planned, or when appropriate, the engineering fee shall be computed for the reduced scope of work in the same manner used for determining the original contract fee, provided that if the work has been already accomplished on that portion of the contract to be deleted, the Consultant, including its subcontractors and/or independent contractors retained pursuant to this agreement, shall be paid for the deleted portion on the basis of the estimated percentage of completion of such portion.
5. The County reserves the right to terminate this contract at any time, and if this project should be abandoned, or the processing of same indefinitely postponed, or this contract terminated for any other reason, the Consultant, including its subcontractors and/or independent contractors retained pursuant to this agreement, shall be paid by the County the reasonable value for the data delivered or ready for delivery upon receipt thereof, and such determination by the County shall be conclusive and binding.
6. Any dispute concerning a question of fact in connection with the work not disposed of by the agreement between the County, the Consultant, including its subcontractors and/or independent contractors retained pursuant to this agreement, shall be referred for determination to the County Commissioner in whose district the project is located, or its duly authorized representative whose decision shall be taken to the Board of County Commissioners for further consideration and determination.
7. The County will consider a request for a reasonable extension of time, if the Consultant submits a request in writing indicating the length of extension required, along with satisfactory evidence showing that the Consultant is unable to complete this work in the time specified for reasons beyond the Consultant's control. However, the County and the Consultant may be bound by the schedule in other applicable respects.

8. The Consultant shall furnish all engineering services, labor, equipment, and incidentals as may be required to perform this contract, except as otherwise provided herein.
9. All work performed and submitted under this contract, including the Consultant including its subcontractors and/or independent contractors retained pursuant to this agreement, shall be done in a manner acceptable to the County, and all computations prepared or obtained under the terms of the contract shall be delivered to and become the property of the County and that basic noted and sketches, charts, computations, and other data prepared or obtained under such contract shall be made available upon request, to the County without restriction or limitation on their use. Consultant shall retain these documents for a minimum of three years from the date of final payment.
10. This contract is null and void unless the amount of the contract has been encumbered by the County and approved for payment by the Board of County Commissioners.
11. This agreement cannot be assigned or subcontracted by either party without written approval of either party.

TERMS OF AGREEMENT

This Agreement shall be effective upon execution by all parties and will expire on completion of the scope of work.

OWNER IS A GOVERNMENTAL ENTITY OF THE STATE OF OKLAHOMA

It is expressly understood that the County under this agreement is a body corporate and politic of the State of Oklahoma and consequently may only contract within limitations provided by Oklahoma law. Notwithstanding any other provision to the contrary hereinbefore set forth, the provisions of the Article shall control any other provisions of this agreement.

The Consultant shall not perform any services until the Consultant receives a Purchase Order from Oklahoma County showing the full amount of the obligation create pursuant to this Agreement for the Project has been encumbered within an unencumbered amount previously appropriated for such purpose within the budget of Oklahoma County for Fiscal Year 2025. For the purpose of this agreement it is understood and agreed that the full amount of the obligation created pursuant to this Agreement is no more than **One Hundred Thirty-Six Thousand, Nine Hundred Eighty-Two Dollars and Eighty Cents (\$136,982.80)**. In the event that an Amendment is approved pursuant to terms of this agreement, and terms of the Amendment require payment of any sum in addition to the sum immediately aforesaid, Consultant shall not perform any services contemplated within the scope of said Amendment until Consultant receives a Purchase Order showing that the full amount previously appropriated for such purchase in the budget of the Oklahoma County's Fiscal Year within which the Amendment is appropriated.

CONSULTANT:
Halff Associates, Inc.
1111 North Lee Ave. #400
Oklahoma City, OK 73102

Signed before me this 8th day of July, 2024.

Clay Scott
Consultant

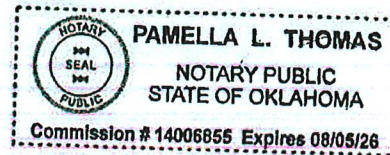
Pamela L Thomas
Notary Public

Clay Scott, Vice President
Printed Name and Title

08/05/26
My Comm. Expires

APPROVED:

Stacey Trumbo
Stacey Trumbo, P.E.
County Engineer



Approved as to form and legality this ____ day of _____, 2024.

Assistant District Attorney

IN WITNESS WHEREOF, the parties have executed this agreement this ____ day of _____, 2024.

BOARD OF COUNTY COMMISSIONERS
OKLAHOMA COUNTY, OKLAHOMA

Chairman

ATTEST:

Member

Member

ATTACHMENT "A"

SCOPE OF SERVICES / SCOPE OF WORK OKLAHOMA COUNTY PRELIMINARY ENGINEERING, PREPARATION OF CONSTRUCTION PLANS (Bridge and Approaches)

General Scope

The general scope of work includes the work described below to prepare a topographic and boundary survey, utility locations for all existing utilities, hydraulic analysis, preliminary bridge and roadway design, utility relocation coordination, and three on-site review meetings: culminating in the delivery of final construction Plans, Specifications and Estimates (PS&E). Project design shall utilize ODOT County Design Standards and ODOT Bridge Standards. Specifications, pay items and notes will also implement ODOT standard specifications. Two project locations are included in this scope of work and detailed below.

All fees include project management. Project fee assumes meetings for both locations occur concurrently. Fees and timeline assume both locations will be developed and submitted together.

A. Project Management

1. Halff shall provide monthly status reports to Oklahoma County. These status reports will be delivered via email the first week of each month.
2. Halff shall attend each review meeting with Oklahoma County. Review meetings are anticipated for the preliminary hydraulics and bridge layout conference, the 30% preliminary plan review, and the 90% final review meeting, for a total of three (3) meetings. Halff shall prepare a plan review meeting report for distribution following each meeting.
3. Halff shall prepare an estimated construction cost summary at each of the project milestones (30%, 65%, 90% and PS&E) based on current unit pricing from the most recent bidding results for similar projects. Cost Estimates shall be submitted in PDF digital format.

B. Deliverables

All deliverables will be digitally submitted to Oklahoma County via a FTP/OneDrive link and/or by email in PDF format.

1. Halff shall prepare and submit a 30% Preliminary Plans Submittal at a scale of 1 inch to 50 feet for review and comment by Oklahoma County. A preliminary construction cost estimate will be included in this submittal.
2. Halff shall prepare and submit a 65% Right-of-Way Plans Submittal for review and comment by Oklahoma County. An updated construction cost estimate will be included in this submittal.
3. Halff shall prepare and submit a 90% Final Review Plans Submittal for review and comment by Oklahoma County. An updated construction cost estimate will be included in this submittal.
4. Halff shall prepare and submit final construction Plans, Specifications and Estimates (PS&E) to Oklahoma County. Halff will attend the pre-bid, bid opening, and pre-construction meeting, a total of three (3) meetings.

**SCOPE OF SERVICES / SCOPE OF WORK OKLAHOMA COUNTY
PRELIMINARY ENGINEERING, PREPARATION OF
CONSTRUCTION PLANS
(Bridge and Approaches)**

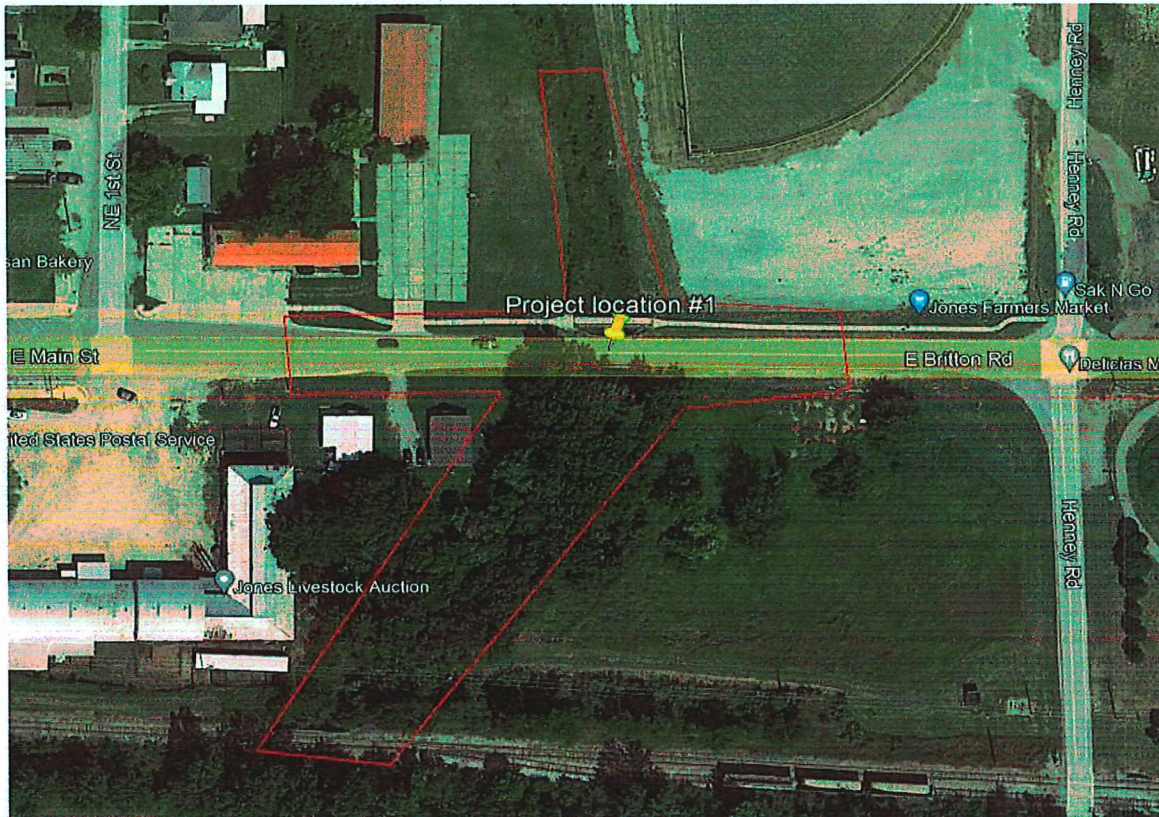
C. Additional / Optional Surveying Services

1. Survey Items not included in this proposal, but available upon request.
 - a. Individual parcel boundary surveys
 - b. ALTA/NSPS survey services (unless a TITLE COMMITMENT is provided)
 - c. SUE private utility locates
 - d. Elevation Certificate
 - e. FEMA Flood Plain Determination
 - f. Construction staking services
 - g. Staking/pinning services for proposed roadway/blocks

**SCOPE OF SERVICES / SCOPE OF WORK OKLAHOMA COUNTY
PRELIMINARY ENGINEERING, PREPARATION OF
CONSTRUCTION PLANS
(Bridge and Approaches)**

Project #1- NBI 04313 2 - 12' x 8' x 26.5' RCB

This bridge project will extend the existing NBIS 04313 2 - 12' x 8' x 26.5' RCB built in 1935.



A. Bridge (Project #1) (Jones)

1. Unless otherwise noted, bridge design shall be made in accordance with State of Oklahoma County Highway System Design Guidelines Manual 2022 – Chapter 12 – Bridge Design.
2. The Consultant will prepare PS&E plans for the structure size and orientation determined by the approved hydraulic report.
3. A full assessment of the current structure will be conducted for consideration of extending the existing NBI #04313 structure.
4. A comparative analysis will be prepared between the extension of the existing structure and full replacement.
5. Details will be provided to allow for the adjacent pedestrian bridge may be temporarily relocated during construction.
6. Details will be provided for reconstruction of any segments of sidewalk impacted by the construction.

**SCOPE OF SERVICES / SCOPE OF WORK OKLAHOMA COUNTY
PRELIMINARY ENGINEERING, PREPARATION OF
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(Bridge and Approaches)**

B. Bridge Hydraulics

1. Hydraulic bridge design shall be made in accordance with State of Oklahoma County Highway System Design Guidelines Manual 2022 – Chapter 12 – Bridge Design.
2. Bridge hydraulics analysis will be performed for open, existing, and proposed models to assure no adverse impacts to water surface elevations, floodplains, or regulatory floodways outside of the right-of-way. There should be no impact to upstream or downstream properties anticipated.
3. A preliminary hydraulic report with preliminary bridge size and layout will be provided prior to 30% submittal for review and discussion.

C. Roadway Design

1. Alignment and Grading Design
 - a. The horizontal alignment will be developed for use in the 30%, 65%, 90% and Final Plan submittals. The proposed alignment for the mainline and cross streets will follow the center of the existing roadway. No horizontal alignment changes are anticipated.
 - b. The vertical alignment will be developed for the mainline and adjacent connecting streets using the horizontal alignment and design survey data. The vertical alignment shall consider clearances from buried utilities, drainage features or improvements, and earthwork balance.
 - c. Erosion control information will be shown to protect the roads, streets, streams, and drainage facilities along the length of the project. These will be developed as separate erosion control sheets and included in the plan set.
 - d. Plan and Profile Sheets will be developed according to a standard engineering scale..
2. Signing and Striping Plans
 - a. The proposed roadway will be striped.
3. Cross Sections
 - a. Halfff shall prepare cross section sheets for the length of the project with sections cut at 50 foot spacing, at drainage crossings and pertinent locations. Cross sections shall show both existing and proposed ground, and shall be labeled with stations, rights-of-way, known utility crossing locations, and cut/fill end areas.

**SCOPE OF SERVICES / SCOPE OF WORK OKLAHOMA COUNTY
PRELIMINARY ENGINEERING, PREPARATION OF
CONSTRUCTION PLANS
(Bridge and Approaches)**

4. Front End Plans

- a. The quantity summary sheets will be prepared to document the computation of project pay items and quantities by category on a per sheet basis.
- b. Pay Items and Notes sheet will be prepared compiling all project quantities for final estimating and bidding. This sheet will also include pay item, general and construction notes tied to the unique items of the pay item list.
- c. All pay items shall be based on ODOT standard pay items.
- d. All notes shall be based on ODOT standard notes unless a special note is required.

D. Design Survey

1. Unless otherwise noted, survey shall be made in accordance with State of Oklahoma County Highway System Design Guidelines Manual 2022 – Chapter 2 - Survey.
2. This survey will be placed on the Oklahoma State Plane Coordinate System, NAD83 (NSRS2011) Lambert Projection, Zone appropriate with Primary Control derived from the ODOT RTN or OPUS solutions via Static Observations.
3. Level datum for this survey will be NAVD '88. Minimum accuracy standards will be NGS 3rd Order. Differential Leveling will be performed on established Primary control and Benchmarks.
4. All utility companies servicing the project area will be contacted through "OKIE811" and marked locations will be obtained.
 - a) NOTE: Lacking excavation, the exact location of underground features cannot be accurately, completely, and reliably depicted. In addition, 811 utility locate requests from surveyors are disregarded or result in an incomplete response, in which case will be noted in the drawing.
 - b) All utility information field collected will be placed in the CAD drawing. HALFF is NOT responsible for unmarked or mismarked utilities.

E. Utilities

1. Utility Designation: Information obtained through the application of appropriate surface geophysical methods to determine the existence and approximate horizontal position of subsurface utilities. Utility Designation data should be reproducible by surface geophysics at any point of their depiction. This information is surveyed to applicable tolerances defined by the project and reduced onto plan documents.
2. Appurtenance Survey: Information obtained by surveying and plotting visible above-ground utility features and by using professional judgment in correlating this information to records research information.
3. Record Research: Information derived from existing records or oral recollections.
4. Utility Designating: Halff will designate the approximate horizontal position of

**SCOPE OF SERVICES / SCOPE OF WORK OKLAHOMA COUNTY
PRELIMINARY ENGINEERING, PREPARATION OF
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(Bridge and Approaches)**

conductive/toneable utilities within the project limits using geophysical prospecting equipment and mark using paint and/or pin flags. Designation of irrigation lines, HDPE lines, gathering lines, asbestos concrete and/or PVC lines, as well as PVC lines without tracer wire or access are not part of this Scope of Services.

Because of limited utility record information and the possibility of non-conductive/un-toneable utilities, Halff cannot guarantee all utilities will be found and marked within the project limits.

5. Appurtenance Surveying: Utility Designation paint markings, pin flags, and above ground utility appurtenances will be surveyed and tied utilizing project survey control provided by the Client.
6. Records Research: Any available Records will be provided to Halff by the Client. Halff will perform additional record research as needed to successfully complete the project.

Because there are situations where the utility does not have a metallic composition, a metallic tracer line attached, or access to insert a tracer line, the approximate location of the utility may be determined by the use of utility records and direct correspondence with the utility owner/representative. In these areas, the information will be considered Quality Level-D, depicted according to utility record information only.

7. Deliverables / CADD: Deliverables for the utility investigation will be an electronic reference file. Electronic files will be provided in MicroStation or AutoCAD format along with any utility records collected.
8. Right-of-Entry: Right-of-Entry is not part of this Scope of Services as work is anticipated within the existing road right-of-way. If right-of-entry is required, it will be performed and provided to Halff by the Client. Halff will coordinate with property owner(s) once right-of-entry has been obtained.
9. Permitting: Permitting is not part of this Scope of Services.
10. Work Zone Traffic Control: Halff will provide standard temporary work zone traffic control consisting of cones and free-standing signage for this project. This Scope of Services does not include lane closure(s), flag person(s), changeable message board(s), arrow board(s) and/or engineered traffic control plans.

If an engineered traffic control plan is required for permit approval or if unique traffic control conditions exist, Halff will notify the Client and submit a supplemental agreement for authorization prior to proceeding with additional work.

Optional Additional Scope

1. Vacuum Excavation: Precise horizontal and vertical location of utilities obtained by the actual exposure (or verification of previously exposed and surveyed utilities) and subsequent measurement of subsurface utilities, usually at a specific point. Minimally intrusive excavation equipment is typically used to minimize the potential for utility

**SCOPE OF SERVICES / SCOPE OF WORK OKLAHOMA COUNTY
PRELIMINARY ENGINEERING, PREPARATION OF
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(Bridge and Approaches)**

damage. A precise horizontal and vertical location, as well as other utility attributes, is shown on plan documents.

2. Up to three (3) test holes will be performed on various utilities at locations specified by the Client. Halff will cut up to a 12" square test hole, excavate down to utility, record the depth to top of utility, backfill & compact the hole, and restore the surface to its original condition. An iron rod with cap or "x-cut" will be set to mark the approximate centerline location of the utility. A jackhammer will be utilized for work to be performed in asphalt and concrete areas. This Scope of Services includes all test holes being performed under one (1) mobilization.
3. If test holes are requested on non-conductive/untonable utilities depicted as record information where the horizontal location is assumed, Halff will coordinate with Client and respective utility owner, on-site personnel if private property and available records to pinpoint the location to perform the test hole. Due to the concrete/ground conditions, one (1) attempt shall be made, which may or may not expose the subject utility. Should the utility not be exposed, Halff will coordinate with the Client for direction on digging additional test holes if required and shall be compensated for each test hole dug.

F. Right of Way Staking

1. Staking, if needed shall be completed for right-of-way acquisition and utility relocations. All staking shall be done in accordance with ODOT Right-of-Way and Utilities Division's Policies and Procedures.

G. Easements & Right of Way Exhibits

1. Preparation of easements and right-of-way exhibits for any impacted parcels per design plans: If additional parcels are required, they will be determined and billed at the unit rate per parcel.

H. Traffic Control

1. Ensure that all code compliance for the governing agencies is met. The Oklahoma Department of Transportation's (ODOT) standard details will be utilized and govern unless otherwise specified in the construction documents.

Design Phase (Traffic Control and Detour Documents)

1. Prepare and submit Traffic Control Plans including the following:
 - a. Traffic Control Notes
 - b. Traffic Control Quantities
 - c. Traffic Control Plans
2. The Construction Plans will contain sufficient detail and dimensions for construction.
3. A site detail sheet will be provided for items needing additional detail will be provided on the detail sheet(s).

**SCOPE OF SERVICES / SCOPE OF WORK OKLAHOMA COUNTY
PRELIMINARY ENGINEERING, PREPARATION OF
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Fee Summary- Project #1- NBI 04313 2 - 12' x 8' x 26.5' RCB

100 Design - Bridge (Halff)	\$68,402.00
200 Design - Roadway/Traffic control (Halff)	\$39,309.00
300 Design - Survey (Halff)	\$18,330.00
400 Design - Utility Services	\$10,941.80
<hr/>	
Total Services	\$136,982.80

**SCOPE OF SERVICES / SCOPE OF WORK OKLAHOMA COUNTY
PRELIMINARY ENGINEERING, PREPARATION OF
CONSTRUCTION PLANS
(Bridge and Approaches)**

We trust this proposal is satisfactory. We appreciate the opportunity to be of service to you. If this proposal meets with your approval, please sign and date in the spaces provided below and return one copy as your order to proceed and approval of the budget.

Approved:

It is understood and agreed that by signing this proposal below, you agree with the attached and access to the property referenced in this proposal is granted for the purpose of conducting field survey work.

CLIENT:

By: _____

Signature

Date: _____

By: _____

Signature

Date: _____

Attachments:

Exhibit A is the fee cost proposal breakdown for the Bridge and Roadway tasks for each location.

Exhibit A

Bridge Roadway and Traffic Fee Proposal Spreadsheets

Oklahoma County
BRIDGE, HYDRAULICS, PROJECT MANAGEMENT AND MEETINGS ENGINEERING CONTRACT FEE PROPOSAL
 Sheet 1 of 3

Project #1 Jones RCB

COUNTY

Oklahoma

Facility

E Britton Rd / E Main St

CITY

Jones

AVO 57456.002

PROJECT DESCRIPTION 0.9 miles east of Hiwassee Rd and 0.6 miles west of Choctaw Road on Britton Rd

BRIDGE DESIGNATION

NBI 04313

BRIDGE DESCRIPTION Existing Structure: 2 - 12' x 8' x 26.5' RCB

NAME OF ORGANIZATION SUBMITTING PROPOSAL Half

DIRECT SALARY COSTS

LABOR CATEGORY											
1		2	3	4	5	6					
Principal		Sr. Project Mgr.	Project Mgr	Eng Intern	Admin Asst	CADD Tech					
Labor Rate		\$ 360.00	\$ 288.00	\$ 202.00	\$ 124.00	\$ 101.00	\$ 127.00				
HOURS											
BRIDGE PLAN DEVELOPMENT											
1.1 Project Management											
1.1.1 Confirmation of Scope & Fee Proposal											
1.1.2 Status Updates and Invoicing											
1.1.3 Project Coordination Outside of Normal Meetings											
2.1 Perform Bridge Hydraulics											
2.1.1 Perform Hydraulic Analysis/Design											
2.1.2 Attend Hydraulic Conferences											
2.1.3 Produce Hydraulic Report											
3.1 Generate Bridge Finished Grade Requirements											
3.2 Prepare Preliminary Bridge Plans											
3.2.1 Compute Preliminary Geometrics											
3.2.2 Perform Preliminary Structural Design											
3.2.3 Perform Comparative Cost Estimates											
3.2.4 Draft Preliminary Bridge Plans											
3.2.4.1 Draft Preliminary General Plan & Elevation											
3.2.4.2 Draft Preliminary Sequence of Construction Sheets (If Necessary)											
3.2.4.3 Draft Preliminary Details (If Necessary)											
3.2.5 Check & Review Preliminary Bridge Plans											
3.2.6 Prepare Cost Estimate											
3.3 Attend Preliminary Plan Field Review											
3.4 Perform Post-Preliminary Field Review Process											
3.4.1 Prepare Preliminary Plan Field Review Report											
3.4.2 Make Changes From Preliminary Plan Field Review											
3.4.2.1 Make Changes to Bridge Plans											
3.4.2.2 Revise Cost Estimate Based Upon Square Foot Costs											
3.5 Generate Bridge Sounding Requirements											
3.5.1 Layout Boring Locations On GP&E											
3.6 Prepare Corps Permit Application											
3.7 Attend Right-of-Way & Utility Meeting											
3.8 Perform Railroad Process											
3.8.1 Bridge Drafts and Supplies Exhibit A											

Footnote: If an item is not applicable, leave the box blank.

Oklahoma County
BRIDGE ENGINEERING CONTRACT FEE PROPOSAL (PHASE 1100)
Sheet 2 of 3

DIRECT SALARY COSTS

LABOR CATEGORY									
1	2	3	4	5	6				
Principal	Sr. Project Mgr.	Project Mgr.	Eng Intern.	Admin Asst.	CADD Tech				
\$ 360.00	\$ 288.00	\$ 202.00	\$ 124.00	\$ 101.00	\$ 127.00				
HOURS									
	0	5	10	4	0				
	1		4						
					</				

Footnote: If an item is not applicable, leave the box blank.

Oklahoma County
BRIDGE ENGINEERING CONTRACT FEE PROPOSAL (PHASE 1100)
 Sheet 3 of 3

DIRECT SALARY COSTS

DIRECT SALARY COSTS											
Bridge NBI 04313											
LABOR CATEGORY											
HOURS											
1 2 3 4 5 6											
Principal \$ 360.00 \$ 288.00 \$ 202.00 \$ 124.00 \$ 101.00 \$ 127.00											
Sr. Project Mgr. \$ 288.00 \$ 202.00 \$ 124.00 \$ 101.00 \$ 127.00											
Project Mgr. \$ 202.00 \$ 124.00 \$ 101.00 \$ 127.00											
End Intern \$ 124.00 \$ 101.00 \$ 127.00											
Admin Asst \$ 101.00 \$ 127.00											
CADD Tech \$ 127.00											
Sub-Task Task Activity Cost											
Labor Description Labor Rate	0	16	16	20	0	24				76	13,368
	4	4	8	8		18			38		
	2	2	4	2		2		10			
				2		4		8			
			</								

Footnote: If an item is not applicable, leave the box blank.

ROADWAY & STRIPING COST PROPOSAL											
Owner: _____ City: _____ Oklahoma County Jones			Proposal Date: April 29, 2024 Organization: HALFF Project Number: 57456.001 (HALFF)								
PROJECT DESCRIPTION: 0.9 miles east of Hiwassee Rd and 0.6 miles west of Choctaw Road on Britton Rd											
DIRECT SALARY COSTS											
Labor Description											
Principal		Sr. Project Manager		Project Manager		Engineering Intern		Utility Coordinator		CADD Technician	
\$ 360.00		\$ 288.00		\$ 202.00		\$ 124.00		\$ 160.00		\$ 127.00	
Labor Rate											
		</									

===== Bill To OK CO ENGINEERING 320 ROBERT S KERR ROOM 201 OKLAHOMA CITY, OK 73102	Requisition 12501068-00 FY 2025 Acct No: 1111-60-120-000-000-000-54455 - Review: Buyer: 6065enerimoo Status: Released	Page 1
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===== Vendor HALFF ASSOCIATES INC 1201 NORTH BOWSER RD RICHARDSON, TX 75081	===== Ship To OK CO ENGINEERING 320 ROBERT S KERR ROOM 201 OKLAHOMA CITY, OK 73102
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Deliver To
 OK CO ENGINEERING
 320 ROBERT S KERR
 ROOM 201
 OKLAHOMA CITY, OK 73102

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/09/24	004833				Engineer

LN Description / Account	Qty	Unit Price	Net Price
001 BLANKET Eng Serv for Bridge in Jones- East 1000 Britton Road & Hiwassee	136982.80 EACH	1.00000	136982.80
1 1111-60-120-000-000-000-54455 -			136982.80

Ship To
 OK CO ENGINEERING
 320 ROBERT S KERR
 ROOM 201
 OKLAHOMA CITY, OK 73102

Deliver To
 OK CO ENGINEERING
 320 ROBERT S KERR
 ROOM 201
 OKLAHOMA CITY, OK 73102

Requisition Link

Requisition Total 136982.80

***** General Ledger Summary Section *****

Account	Amount	Remaining Budget
1111-60-120-000-000-000-54455 -	136982.80	110924.71
County Road & Bridge Fund	Professional Services-Other	

***** Approval/Conversion Info *****

Activity Date	Clerk	Comment
Approved 07/09/24	Albert Rodriguez	Auto approved by: 6065ccmarpin

Bill To OK CO ENGINEERING 320 ROBERT S KERR ROOM 201 OKLAHOMA CITY, OK 73102	Requisition 12501068-00 FY 2025 Acct No: 1111-60-120-000-000-000-54455 - Review: Buyer: 6065enerimoo Status: Released
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Page 2

Vendor
 HALFF ASSOCIATES INC
 1201 NORTH BOWSER RD

RICHARDSON, TX 75081

Ship To
 OK CO ENGINEERING
 320 ROBERT S KERR
 ROOM 201
 OKLAHOMA CITY, OK 73102

Deliver To
 OK CO ENGINEERING
 320 ROBERT S KERR
 ROOM 201
 OKLAHOMA CITY, OK 73102

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/09/24	004833				Engineer

LN	Description / Account	Qty	Unit Price	Net Price
Approved	07/09/24 Deborah McDonald	Auto	approved by: 6065ccmarpin	
Approved	07/09/24 Maria Pinley	Auto	approved by: 6065ccmarpin	
Approved	07/09/24 Rikki Bennett	Auto	approved by: 6065ccmarpin	
Approved	07/09/24 Sheena McGrady	Auto	approved by: 6065ccmarpin	
Approved	07/09/24 Chantel Boso	Auto	approved by: 6065ccmarpin	
Queued	07/09/24 Chantel Boso	Auto	approved by: 6065ccmarpin	
Queued	07/09/24 Ashley Franklin	Auto	approved by: 6065ccmarpin	
Queued	07/09/24 Ashley McMichael	Auto	approved by: 6065ccmarpin	
Queued	07/09/24 Lauren Adkison	Auto	approved by: 6065ccmarpin	
Queued	07/09/24 Long Tran	Auto	approved by: 6065ccmarpin	

Authorized By: _____ Date: _____
 Signature