

Professional Services Agreement

This Agreement, entered into this ____ day of _____, 2026, by and between The Board of County Commissioners of Oklahoma County (hereinafter referred to as "COUNTY"), and Thingan & Associates LLC (hereinafter referred to as "CONSULTANT").

CONSULTANT agrees to provide the services described herein, COUNTY agrees to accept and pay for said services subject to the terms, and conditions set forth herein.

1. Description of Services. The CONSULTANT will assist the Oklahoma County Assessor in various areas of property valuation. On an annual basis, the CONSULTANT will quality control and review all residential models developed by the COUNTY. The CONSULTANT will continue to assist with the creation of a modeling process for land and commercial valuation. This includes both vacant and improved properties. The CONSULTANT will review all models with staff for quality control and for additional training for the COUNTY. During the modeling process, there will be an interactive approach where the employees will correspond with the consultant on any questions or issues that may arise. The consultant will perform ratio studies and other analyses to determine the relative strengths and weaknesses in the models as they are completed. The project shall stay within the approximate time frame and for a price not to exceed the hourly rates and expenses hereinafter set forth. The start date for this project will be July 1, 2026 with a completion date no later than June 30, 2027.

Consultant's Cost:

	Est. Hours & Rate	Est. Dollar Amount
Services:		
- Model Mentoring	50(\$200)	10,000
- Continue Commercial Extract for Additional Types	50(\$200)	10,000
- Models (2 Land Models & 9 Commercial Models)	360(\$200)	72,000
- Two on-site Visits	80(\$200)	16,000
Expenses:		
Two trips		7,000
Subtotals	Consulting Expenses	108,000 7,000
Total		\$115,000

2. Additional terms.

Governing Law. This Agreement shall be governed by the laws of the State of Oklahoma.

Assignment. This Agreement may not be assigned by either party without the express written approval of the other.

Cancellation. This Agreement may be cancelled by COUNTY at any time by first giving CONSULTANT thirty (30) days written notice of its intent to so do.

Ownership. All work products resulting from this Agreement shall be the property of COUNTY.

IN WITNESS WHEREOF, COUNTY and CONSULTANT have executed this agreement as of the date first above written.

THIMGAN & ASSOCIATES

RECOMMEND APPROVAL:

By/Title: 
James R. Thimgan, Partner

Larry Stein, County Assessor

BOARD OF COMMISSIONERS
OF OKLAHOMA COUNTY

Commissioner

Commissioner

Commissioner

APPROVED AS TO LEGALITY
Oklahoma County District Attorney

By: _____

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: 06/24/2026 Department: Assessor

State the nature of the legal request: _____

Please review the annual agreement with Thimgan for FY 26/27/ (A copy of prior year's contract is attached).

Please contact either Gretchen Crawford (x1238) or Marci Hoffman (x1203) with any questions. Thank you.



County Officer or Department Director

Reply of District Attorney's Office: _____

Date of Reply: _____

Assistant District Attorney

Bill To
 OKLAHOMA COUNTY ASSESSOR
 320 ROBERT S. KERR
 SUITE 313
 OKLAHOMA CITY, OK
 73102

Requisition 12700574-00 FY 2027

Acct No:
 UNDEFINED ACCOUNT.
 Review:
 Buyer: 6065armarhof
 Status: Created

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Vendor
 THIMGAN & ASSOCIATES
 PO BOX 668

Ship To
 OKLAHOMA COUNTY ASSESSOR
 320 ROBERT S. KERR
 SUITE 313
 OKLAHOMA CITY, OK 73102

LA JUNTA, CO 81050

Deliver To
 OKLAHOMA COUNTY ASSESSOR
 320 ROBERT S. KERR
 SUITE 313
 OKLAHOMA CITY, OK 73102

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
06/23/26	1000597				Assessor Revaluation
LN Description / Account	Qty	Unit Price	Net Price		
001 blanket for prof services	115000.00 EACH	1.00000	115000.00		

Ship To
 OKLAHOMA COUNTY ASSESSOR
 320 ROBERT S. KERR
 SUITE 313
 OKLAHOMA CITY, OK 73102

Deliver To
 OKLAHOMA COUNTY ASSESSOR
 320 ROBERT S. KERR
 SUITE 313
 OKLAHOMA CITY, OK 73102

Requisition Link

Requisition Total

115000.00

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

Amount Remaining Budget