
MEMO

APPROVED
1/24/2022



DATE: January 20, 2022

FROM: Matney M. Ellis
Procurement Director

A handwritten signature in black ink, appearing to read "Matney M. Ellis", with a long horizontal flourish extending to the right.

TO: Board of County Commissioners

SUBJECT: Engineering Contract – Hudson Prince Engineering & Inspection, PLLC

Submitted for your approval and execution is the attached Engineering Contract between the Board of County Commissioners on behalf of Tulsa County Engineering Department and Hudson Prince Engineering & Inspection, PLLC for drafting services located at W. 21st Street from Avery Drive to City of Tulsa as further described in the attached.

This contract is respectfully submitted for your approval and execution.

MME / jdf

SUBMITTED FOR: The January 24, 2022 BOCC meeting agenda.

CMF# 20220115

January 18, 2022

APPROVED
1/24/2022

Mr. Roger D. Hughes
Assistant County Engineer
Tulsa County Oklahoma
218 W. 6th Street Ste. 710
Tulsa, OK 74119

**Re: *Engineering Contract
Drafting Services for W. 21st Street from Avery Drive to City of Tulsa***

Dear Mr. Hughes,

On behalf of Hudson Prince Engineering and Inspection, PLLC thank you for the opportunity to submit a scope and fee on this project. We are pleased to provide drafting services for Tulsa County. The following summarizes the scope of services as described by Tulsa County. At the request of Tulsa County, this scope of services could be modified. Any amendments to this agreement must be agreed upon in writing.

PROJECT DESCRIPTION

The project described here is proposed by Tulsa County and is located along West 21st Street. The project begins at Avery Drive and extends approximately 2.4 miles east ending approximately 500 feet west of Yukon Avenue. This is a pavement rehabilitation project consisting of a mill and overlay. Tulsa County will be the Engineer of Record for the project.



CMF# 20220115

SCOPE OF SERVICES

The Consultant will provide drafting services to prepare a single set of 11" x 17" Plans for the construction of the above-described project. One (1) set of final plans will be developed for the project which will include all details, quantities, and notes necessary for construction of the project as described above.

Roadway engineering, survey, geotechnical/pavement design, and environmental studies are not included in the Consultant's scope of services and will be the responsibility of Tulsa County. No roadway geometric design (horizontal & vertical alignment) is anticipated for this project and is not included in the scope of drafting services.

The plans will be prepared in English units of measure. All drafting and plan development will be prepared for construction of the project in accordance with the Oklahoma Department of Transportation CADD Standards and plan development guidelines.

CAD software will be utilized to draft the construction plans. All electronic plan submissions to Tulsa County will be prepared and submitted in MicroStation DGN and Adobe PDF formats.

Drafting Services

The Oklahoma Department of Transportation CADD Standards and plan development guidelines will govern the design and supersede all other relevant design guidelines if a conflict exists. If available and where applicable, the Oklahoma Department of Transportation roadway standard drawings will be referenced and incorporated into the plans. The anticipated plan sheets or details to be included in the plans are as follows:

- Title
- Typical Section (Mill & Overlay)
- Environmental Notes
- Notes and Summary of Pay Quantities (Roadway)
- Summary Sheets (Roadway)
- Notes and Summary of Pay Quantities (Traffic)
- Sequence of Construction
- Standard Details
- Roadway Rehabilitation Plan Sheets
- Traffic Control Sheets
- Signing & Striping

