
MEMO

APPROVED
4/4/2022



DATE: March 30, 2022
FROM: Matney M. Ellis
Procurement Director
TO: Board of County Commissioners
SUBJECT: Agreement – Allana Buick & Bers, Inc.

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

Respectfully submitted for your approval and execution is the attached Agreement between the Board of County Commissioners on behalf of Tulsa County Building Operations and Allana Buick & Bers, Inc, for re-design services for the Tulsa County Garage Roof Replacement project located at 2321 Charles Page Blvd as further described in the attached.

MME / llm

SUBMITTED FOR: The April 4, 2022 BOCC meeting agenda.

CME# 20220580

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ALLANA BUICK & BERS

Making Buildings Perform Better

February 24, 2022

Ms. Megan Blackford
Assistant Purchasing Director
Tulsa County
500 South Denver Avenue
Tulsa, Ok

**RE: Proposal for Limited Roof Replacement Re-Design Services
Tulsa County Garage Roof Replacement
2321 Charles Page Blvd
Tulsa, OK 74103**

ON: 0719-BB607001.01

Dear Ms. Blackford,

Allana Buick & Bers, Inc. (ABB) is pleased to present the **Tulsa County (CLIENT)** this proposal for limited roof re-design services for the proposed **Tulsa County Garage Roof Replacement** to be located at **2321 Charles Page Blvd, Tulsa, OK**.

Background

Tulsa County asked ABB to provide re-design services for the roof replacement project at the Tulsa County Garage.

Based on our understanding of your requirements for the project, ABB proposes the following scope of services:

Scope of Services

1. Design Services

- a) Pre-prepare revised specifications and drawings for the roof replacement project.

Fee Proposal

Our fees for the above described services have been broken down by the phases listed above. Fees include reimbursable expenses.

Item	Service Phase	Fee Type	Fee (*)
1.	Construction Document (CD) Phase Services Re-Design	Lump Sum	11,543
Total:			\$11,543

(*) The above noted fees and services shall be in accordance with our attached General Terms and Conditions. Services will be invoiced monthly.

Exclusions and Assumptions

1. ABB's services are limited to those specifically described above. If additional services are requested or required, we will be pleased to provide you with a supplemental services agreement once the scope of additional services is defined.
2. Our fee estimate does not provide for overtime work (more than 8 hr/day, 40hrs/wk). If overtime is required, a separate invoice for overtime will be approved by Client and ABB in writing.

Consulting Services

We have proposed to provide services that will assist you in reviewing that the new revised roof replacement assemblies are being designed and installed in accordance with the design intent. However, such construction is an extremely specialized building expertise; our proposed scope of services and fees are therefore based on the

CMF# 20220580



Contractor installing building enclosure systems in strict conformance with manufacturer's requirements, industry standards, specifications, design details and submitted and approved product literature and shop drawings.

Despite our diligent efforts on your behalf, there is still a chance that a failure may occur. This typically results from improper installation, negligence by construction trades when working around the new systems or improper protection after installation. Therefore, it is expressly understood that it is the sole responsibility of Owner's selected Contractor to install and protect fully functioning building enclosure systems that do not leak.

Agreement

Our Agreement consists of this executed proposal and our Master Agreement. We will initiate this project upon receipt of your written authorization to proceed. If this Agreement is acceptable, please sign and return one copy by email (contracts@ABBAE.com), US Mail or FAX.

When ABB is requested to perform services described in this proposal prior to receiving an executed Agreement from you, such request will constitute an acceptance of this agreement. If you request ABB to provide services in addition to those specifically outlined in this agreement, it is understood that ABB will invoice for those additional services on a time and expense basis in accordance with our Master Agreement.

Thank you for this opportunity to be of service to **Tulsa County**. Please call us if you have any questions regarding this proposal or other aspects of our capabilities.

Very truly yours,
Allana Buick & Bers, Inc.

Kenneth Paar, RA, AIA, LEED AP BD+C, BECXP, CxA+BE
Operations Manager, Senior Principal

Eugene Buick, P.E.
Senior Principal, COO

Authorized Signature

This proposal are accepted by:
Tulsa County

Karen Keith

Printed Name

Chair, Board of County Commissioners
of the County of Tulsa

4/4/2022

Date

Attest: Chief Deputy



Approved as to form:

James G. Rea Digitally signed by James G. Rea
Date: 2022.03.29 16:10:47 -05'00'

Assistant District Attorney

Initials _____