

PROFESSIONAL SERVICE AGREEMENT

This Professional Service Agreement ("the Agreement") is made and entered into by and between the City of Broken Arrow, a municipal corporation (City), and John Barnhart, P.C., Attorneys and Counselors at Law ("Outside Counsel"), 7711 East 111th Street, Suite 104, Tulsa, Oklahoma 74133-2562.

I. PURPOSE OF REPRESENTATION

City has retained Outside Counsel to provide counsel and legal advice to the City of Broken Arrow regarding workers' compensation matters.

II. OUTSIDE COUNSEL REPORTS TO CITY AND ITS DESIGNATED THIRD PARTY ADMINISTRATOR

Outside Counsel agrees to keep City and its designated Third Party Administrator(TPA) informed of the status of the matters covered by this Agreement by:

- A. Communicating orally with the City representatives and designated TPA as needed and as requested by City;
- B. Providing timely copies of all pleadings, discovery, and correspondence to City representatives and its designated TPA;
- C. Submitting invoices for services to the City's designated TPA in the format and schedule set forth by said TPA.

All written communications required by this Agreement should be sent to The Human Resources Department, City of Broken Arrow, City Hall, 220 South 1st Street, Broken Arrow, Oklahoma 74012.

III. CONFLICT OF INTEREST

Outside Counsel must conduct a conflicts check covering potential and actual conflicts of interest before accepting a specific case or engagement. Outside Counsel must promptly notify the City Attorney in writing of all actual or potential conflicts. Outside Counsel must disclose past or present representation of a client associated directly, indirectly, actually, or potentially with the subject of the representation. No waiver of an actual or potential conflict will be valid unless in writing and executed by the identified conflict party(ies). Outside Counsel must all obtain any necessary third party waivers in writing prior to representing the Employee/Employees. Outside Council will monitor whether any actual or potential conflicts arise in connection with Outside Counsel's proposed representation of other defendants while representing the Employee/Employees and shall promptly notify the City Attorney in writing of any such conflicts.

IV. TIMELY ACTION BY OUTSIDE COUNSEL

By executing this Agreement, Outside Counsel agrees to act in a timely manner in conducting work under this Agreement.

V. FEES AND EXPENSES

City agrees to pay Outside Counsel an hourly fee based on the following hourly rates:

John G. Barnhart	\$125.00 per hour maximum
Associates	\$100.00 per hour maximum
Paralegals	\$60.00 to \$80.00 per hour maximum

The maximum fees, costs and expenses shall not exceed \$50,000.00.

VI. SETTLEMENT

Settlement possibilities should be identified and considered early and at subsequent stages in the proceedings. Outside Counsel must promptly report settlement overtures to the City and its designated TPA. Cases may be settled only with the prior approval of the City Attorney and appropriate City and/or its designated TPA.

VII. MALPRACTICE INSURANCE

Outside Counsel shall maintain professional liability insurance acceptable to the City Attorney with appropriate and adequate coverage. Upon request Outside Counsel shall submit a certificate from its insurance carrier that provides that written notice will be provided to the City Attorney before cancellation of the insurance is effective. Outside Counsel shall promptly advise the City if its insurance is canceled or lapses.

VIII. RIGHT TO AUDIT

The City shall have the right by use of internal or external resources to audit Outside Counsel's time records and billing, upon reasonable notice provided in writing to Outside Counsel. Outside Counsel will cooperate with an audit request by providing reasonable access to appropriate records and personnel necessary to conduct an audit.

IX. RETENTION OF OUTSIDE COUNSEL

Outside Counsel is being retained because of Outside Counsel's experience and expertise in the area of workers' compensation litigation. Outside Counsel will provide ethical representation and will comply with all professional rules of conduct.

X. ACCEPTANCES

This Agreement constitutes the entire agreement between the City and Outside Counsel and supersedes all prior agreements, written or oral, relating to the subject matter. Any change must be made or confirmed in writing, duly executed by both parties.

XI. ASSIGNABILITY OF AGREEMENT

This Agreement is personal in nature and may not be assigned by Outside Counsel.

XII. INDEPENDENT CONTRACTOR

Outside Counsel agrees and acknowledges that during the existence of this Agreement, it acts in the capacity of an independent contractor and that Outside Counsel is not an employee of the City of Broken Arrow.

XIII. APPLICABLE LAW AND VENUE

This Agreement and its incorporated documents shall be governed by and construed in accordance with the law of the State of Oklahoma. The venue of any suit brought concerning this Agreement or its incorporated documents is fixed in any court of competent jurisdiction in Tulsa County, Oklahoma.

XIV. TERMINATION

The City may terminate this Agreement upon providing 30 days' written notice to Outside Counsel.

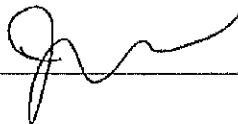
XV. TERM

This Agreement shall commence on the date below and shall remain in full force and effect through June 30, 2019, unless the term of this Agreement is extended by agreement of the parties.

IN WITNESS WHEREOF, this Agreement has been executed in multiple copies and is effective as of THIS 16th day of October, 2018

JOHN BARNHART, P.C.

CITY OF BROKEN ARROW,
a municipal corporation

By:  _____

By: _____

APPROVED AS TO FORM:



Assistant City Attorney

AFFIDAVIT OF CLAIMANT

STATE OF OKLAHOMA)
) ss.
COUNTY OF Tulsa)

The undersigned person, of lawful age, being first duly sworn on oath, says that all invoices to be submitted pursuant to this agreement with the City of Broken Arrow will be true and correct. Affiant further states that (s)he has made no payment directly or indirectly to any elected official, officer or employee of the City of Broken Arrow or of any public trust where the City of Broken Arrow is a beneficiary, of money or any other thing of value to obtain payment of the invoice or procure the contract or purchase order pursuant to which an invoice is submitted. Affiant further certifies that (s)he has complied with all applicable laws relating to equal employment opportunity.

JOHN BARNHART, P.C.

By: [Signature]
Managing Partner

Subscribed and sworn to before me this 8th day of October, 2018.

[Signature]
Notary Public

My commission expires: 12-29-2021

My commission number: 18000029

