



# City of Broken Arrow

## Request for Action

---

**File #:** 19-1400, **Version:** 1

---

**Broken Arrow City Council**  
**Meeting of: 11-18-2019**

**Title:**

Approval of and authorization to execute Resolution No. 1284, a Resolution authorizing the selection of a qualified firm concerning Bridge Inspection responsibility by local government for compliance with National Bridge Inspection Standards, Bridge Inspection Contracts for April 1, 2020 to March 31, 2022

**Background:**

The Federal Highways Administration requires that state and local governments have all bridges in their respective jurisdictions inspected on a biannual basis by engineering firms qualified to perform the inspections. The City of Broken Arrow has 83 structures that qualify as bridges under federal standards. The Oklahoma Department of Transportation (ODOT) is responsible for seeing that municipalities and counties in the state select qualified engineers, for contracting out the inspections, and for ensuring that the necessary load postings or repairs are made. The cost of the inspections is borne 100% by federal funds. ODOT has developed a list of engineering firms who are qualified to perform the inspections and requires that local governments either (1) interview a minimum of three firms from the list and make a selection, (2) use qualified City engineers to perform the inspections, (3) use the engineer selected by the County, or (4) allow ODOT to select an engineering firm.

City Engineering and Construction staff selected the first option and established an evaluation team consisting of: Mike Kyser, Interim Director; Roger Hughes, Engineering Division Manager; Travis Small, Transportation Manager; and Charlie Bright, Special Projects Manager, of the Engineering and Construction Department, to conduct phone interviews. Those interviews were conducted with three firms on ODOT's list, and the firms were rated by each member of the evaluation team. The team selected Garver, LLC, to perform the inspections from April 1, 2020 to March 31, 2022. The attached Resolution No. 1284 memorializes that selection. The resolution along with all backup material for the interviews must reach ODOT by December 1, 2019.

**Cost:** \$0

**Funding Source:** N/A

**Requested By:** Mike Kyser, Interim Engineering and Construction Director

**Approved By:** City Manager's Office

**Attachments:** Resolution No. 1284, Evaluation Team Score Sheets,  
Evaluation Team Nondisclosure Statements & Evaluation Questions

**Recommendation:**

Approve Resolution No. 1284 and authorize its execution.