

September 24, 2025

Dear City Official:

Re: Letter of Choice for City Bridge Inspection Contracts

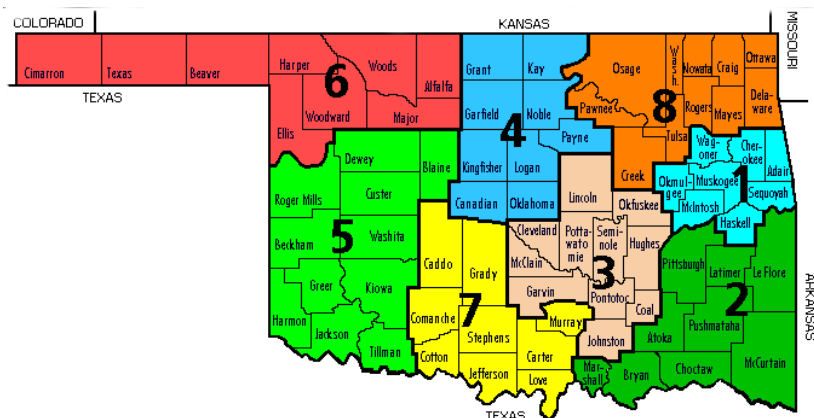
The Oklahoma Department of Transportation (ODOT) has prequalified seven consulting firms to perform Local Government bridge safety inspections based on our established qualifications-based selection process and the requirements of the National Bridge Inspection Standards (NBIS). It is anticipated the new routine Local Government bridge inspection contracts will start April 1, 2026 and extend to March 31, 2028. A list of the prequalified inspection firms is attached.

- (1) Select one of the ODOT prequalified consulting firms from the attached “Qualified Bridge Inspectors” list. You are encouraged to evaluate the Consultant’s Letter of Interest (LOI) and the Consultant’s response packet to determine which firm best suits your needs. *Interviews are not required to finalize your selection.* Please refer to the following web site:
<https://www.odot.org/projmgmt/off-system-bridge-inspection-consultants-2025-2026/>
- (2) You may elect to perform bridge safety inspections with your own forces provided the bridge inspection teams and program manager are fully qualified in accordance with the NBIS. For your information we have attached a copy of the latest NBIS qualification requirements. Payment would be based on actual rates including applicable payroll additives for benefits, etc. and vehicle mileage rates. Provide ODOT the qualifications of your team leader, assistant team leader, and program manager for approval prior to performing inspections.
- (3) Use the same firm that the County selects.
- (4) Let ODOT select for you.

*You are respectfully requested to make your choice before **November 28, 2025, by Resolution stating your choice of 1, 2, 3, or 4 above.** It is critical that we receive your resolution in a timely manner to obtain ODOT Transportation Commission approval prior to April 2026. Only one (1) engineering firm per city. **If your resolution is not received by November 28, 2025, ODOT will make the selection for you. Please note that, once you select your bridge inspection team, no changes can be made until the next contractual period.***

Please send one copy of your resolution to the appropriate field district office and one copy to the contract administrator (see following page), electronic copies via e-mail are preferred.

Contract Administrator	Field District	Contact/Email
Sunsinee L. Parker Project Management Division Oklahoma Dept. of Transportation 200 NE 21 st Street Oklahoma City, OK 73105-3204 Phone: (405) 210-0643 SLParker@odot.org	Dis 1: (918) 687-5407	Kevin Arnold kwarnold@odot.org
	Dis 2: (580) 298-3371	Shane Miller SHMILLER@odot.org
	Dis 3: (580) 332-1526	Matthew Blakeslee mblakeslee@odot.org
	Dis 4: (580) 336-7340	Wes Kellogg wkellogg@odot.org
	Dis 5: (580) 323-1431	Jimabel Moore JJMoore@odot.org
	Dis 6: (580) 735-2561	Luke Davis LDDAVIS@agency.ok.gov
	Dis 7: (580) 255-7586	Dustin Vaughan dvaughan@odot.org
	Dis 8: (918) 838-9933	Thomas Askegaard TAskegaard@odot.org



Per ODOT policy, the city is responsible for bridge inspections in the cities under their jurisdiction that have less than five (5) bridges. Per Oklahoma statute (69 O.S. § 316) the county is responsible for bridge inspections in cities with a population less than 2,500. Exceptions to the statute may exist where cities with populations between 2,500 and 5,000 have existing maintenance agreements with the county in place, and on file at ODOT, directing responsibility of bridge inspection on the county. For your information, attached is a list of the cities and their populations per the 2020 census.

Once we receive your choice as noted above, the Department will contract with the consultant to perform bridge inspections. Please feel free to contact any of the following with questions you may have:

- ODOT District Office in your area Ask for the County Bridge Coordinator.
- Steven Gauthé sgauthé@odot.org 405-521-2553 Local Government Division
- Walt Peters wpeters@odot.org 405-521-2606 Bridge Division
- Daniel Knickmeyer dknickmeyer@odot.org 405-521-2606 Bridge Division

Yours sincerely,

Jason Giebler, P.E., S.E.
Bridge Engineer

JG/wp

Enclosures

cc: Director
Chief Engineer
Director of Operations
Director of Design
County Bridge Coordinators
Prequalified Inspection Consultants

Field District Engineers
Project Management Division
Local Government Division
FHWA
ACCO
Circuit Engineering Districts 2, 3, 4, 7, and 8

QUALIFIED Bridge Inspectors For CI-2550

Prequalified Consultants	Contact	Office Phone	Cell Phone	E-mail Contact
B&N / Lochner	Edward Cinadr Troy Travis	(614) 296-0522 (405) 249-5463	(614) 296-0522 (405) 249-5463	ed.cinadr@burgessniple.com
CEC Corporation	Gus Wuertz	(405) 753-4200	(405) 753-4200	Gus.Wuertz@connectcec.com
Conсор Engineers, LLC	Ryan Craig	(405) 370-3915	(405) 370-3915	Ryan.Craig@consoreng.com
Garver	Brad Thompson	(918) 250-5922	(918) 740-6386	brthompson@garverusa.com
Guy Engineering	Brad Folks	(918) 437-0282	(539) 424-5033	Brad@GUYengr.com
Olsson	Jimmy Sparks	(405) 435-4504	(405) 435-4504	jsparks@olsson.com
Walter P. Moore	Brent Bolerjack	(405) 493-0500	(405) 394-0875	BBolerjack@walterpmoore.com

Additional information pertaining to the consultants can be found at the following address:

<https://www.odot.org/projmgmt/off-system-bridge-inspection-consultants-2025-2026/>

National Bridge Inspection Standards (NBIS) Requirements:

Program Manager: Reference is made to 23 CFR Part 650 National Bridge Inspection Standards (NBIS): NBIS require that the program manager be a registered professional engineer, registered in Oklahoma. The program manager is responsible for oversight of the Local Government bridge safety inspection program. He or she must be qualified and approved by the ODOT Bridge Division to review inspection forms, calculate load ratings for posting and closing bridges, do scour studies and assessments, and make repair recommendations to the bridge owner. If the Local Government does not employ a qualified Professional Engineer, you may select a consulting engineer under similar terms covered in choice (2) above for the Program Manager or when there is a qualified Circuit Engineering District in your area, you may use the Program Manager from the Circuit Engineering District – choice (1) above. Program Managers must participate in the Department's QC/QA training.

Inspection Team: The NBIS, FHWA, and / or ODOT require the following: The bridge inspection team consists of a Team Leader and an assistant, with the Team Leader having successfully completed a two-week FHWA approved comprehensive bridge inspection class plus one of the following:

- (1) Be a registered Professional Engineer registered in the State of Oklahoma with a minimum of 6 months bridge inspection experience.
- (2) Have a full five-year bridge safety inspection experience.
- (3) Have a NICET level III or IV in bridge safety inspection.
- (4) Have a bachelor's degree in engineering from accredited college or university, pass the National Council of Examiners for Engineering and Surveying Fundamentals of Engineering examination, and have a minimum of two years of bridge inspection experience.
- (5) Have an associate's degree in engineering or engineering technology from an accredited college or university and four years of bridge inspection experience.

The Team Leader must participate in the Department's QC/QA training.

Assistant Team Leader: The assistant team leader must have completed two-week FHWA approved comprehensive bridge inspection class **and/or** attend QC / QA bridge inspection training provided by the Department.

EXAMPLE RESOLUTION for CI-2550

**CONCERNING BRIDGE INSPECTION RESPONSIBILITY
BY LOCAL GOVERNMENT FOR COMPLIANCE WITH
NATIONAL BRIDGE INSPECTION STANDARDS
Bridge Inspection Contracts for April 1, 2026 to March 31, 2028**

WHEREAS, the City of _____ has the responsibility of bridge maintenance and safety inspections.

WHEREAS, the City of _____ has the following options:

- (1) Select one of ODOT's prequalified engineering firms.**
- (2) Elect to do bridge safety inspections with your own forces using inspection teams and an oversight engineer *fully qualified* as mandated by the NBIS (National Bridge Inspection Standards).**
- (3) Use the same consultant as _____ County.**
- (4) Let ODOT make your selection.**

Therefore, BE IT RESOLVED, by the City of _____ that it is their desire to select option #____ and choose

Name _____
Address _____

as the engineer responsible for city bridge inspections as approved by the Oklahoma Department of Transportation.

ADOPTED this _____ day of _____, 2025

BY _____ CHAIRMAN

BY _____ MEMBER

BY _____ MEMBER

ATTEST: _____
City Clerk

Cities Qualifying for a Bridge Inspection Contract

	CITY_NAME	County	District	Number Bridges	Total Inspections	Bridges Requiring Load Ratings	Population	Snooper Required
1	Ada	Pontotoc	3	10	10	1	17,239	No
2	Altus	Jackson	5	10	10	1	18,162	No
3	Ardmore	Carter	7	20	22	2	24,769	No
4	Atoka	Atoka	2	6	7	1	3,033	No
5	Bartlesville	Osage & Washington	8	28	33	3	36,605	No
6	Bixby	Tulsa	8	7	7	1	28,453	No
7	Blanchard	McClain	3	8	8	1	9,114	No
8	Broken Arrow	Tulsa & Wagoner	1 & 8	85	94	9	111,648	No
9	Chandler	Lincoln	3	6	8	1	3,080	No
10	Chickasha	Grady	7	27	27	3	16,372	No
11	Choctaw	Oklahoma	4	23	24	2	12,768	No
12	Claremore	Rogers	8	11	11	1	18,927	No
13	Clinton	Custer	5	5	5	1	8,947	No
14	Collinsville	TULSA	8	7	7	1	7,540	No
15	Coweta	Wagoner	1	9	12	1	10,206	No
16	Del City	Oklahoma	4	24	30	2	21,638	No
17	Duncan	Stephens	7	37	38	4	22,259	No
18	Durant	Bryan	2	14	15	1	19,157	No
19	Edmond	Oklahoma	4	59	65	6	95,346	No
20	El Reno	Canadian	4	33	37	3	20,596	No
21	Elk City	Beckham	5	18	18	2	11,354	No
22	Enid	Garfield	4	79	79	8	49,542	No
23	Fairview	Major	6	10	12	1	2,579	No
24	Ft. Gibson	Muskogee	1	5	6	1	3,933	No
25	Grove	Delaware	8	5	5	1	7,184	No
26	Guthrie	Logan	4	11	12	1	11,800	No
27	Harrah	Oklahoma	4	8	10	1	6,627	No
28	Henryetta	Okmulgee	1	12	18	1	5,503	No
29	Jenks	Tulsa	8	13	13	1	24,257	No
30	Lawton	Comanche	7	94	98	9	93,164	No
31	Lone Grove	Carter	7	5	5	1	5,190	No
32	McAlester	Pittsburg	2	35	35	4	17,788	No
33	Miami	Ottawa	8	7	8	1	12,947	No
34	Midwest City	Oklahoma	4	20	21	2	57,591	No
35	Moore	Cleveland	3	28	28	3	63,102	No
36	Muskogee	Muskogee	1	22	27	2	36,831	No
37	Newcastle	McClain	3	7	7	1	11,347	No
38	Norman	Cleveland	3	74	75	7	125,762	No
39	Okla. City	Canadian, Clev, Okla	3 & 4	606	626	61	662,314	Yes
40	Okmulgee	Okmulgee	1	10	10	1	11,615	No
41	Owasso	Tulsa & Rogers	8	31	31	3	37,241	No
42	Piedmont	Canadian	4	13	13	1	8,973	No
43	Ponca City	Kay	4	17	17	2	23,482	No
44	Poteau	LeFlore	2	12	16	1	8,906	No
45	Sand Springs	Tulsa & Osage	8	7	8	1	20,017	No
46	Sapulpa	Creek	8	14	14	1	21,349	Yes
47	Seminole	Seminole	3	5	5	1	7,035	No
48	Shawnee	Pottawatomie	3	35	35	4	31,555	No
49	Stillwater	Payne	4	31	32	3	50,306	No
50	Tahlequah	Cherokee	1	24	27	2	16,998	No
51	The Village	Oklahoma	4	6	6	1	9,639	No
52	Tulsa	Osage, Tulsa, Wagoner	1 & 8	308	315	31	403,166	Yes
53	Tuttle	Grady	7	14	14	1	7,634	No
54	Weatherford	Custer	5	5	5	1	11,901	No
55	Yukon	Canadian	4	16	17	2	28,793	No