

WORK ORDER NO. 1

This Work Order, dated the _____ day of _____, _____ (the "Effective Date"), between the City of Norman ("City") and Poe & Associates, Inc. ("Consultant") (City and Consultant, together, the "Parties"), adopts and incorporates by reference the terms and conditions of the Agreement for On-Call Professional Services entered into on _____, ("Agreement") by the Parties. Capitalized terms used but not defined in this Work Order shall have the meanings set out in the Agreement.

WHEREAS, pursuant to Section 3.1 of the Agreement, the Parties wish to enter into this Work Order for purposes of setting forth the rights and obligations regarding the provision of Services by Consultant for Right-of-Way Acquisition hereinafter described as "Project" for purposes of this specific Work Order).

NOW THEREFORE, for good and valuable consideration contained herein, the exchange, receipt, and sufficiency of which are acknowledged, the parties agree as follows:

1. Scope of Services. Consultant shall perform those services set forth in Exhibit A attached hereto ("Services").
2. Compensation and Payment. In consideration for the performance of Services under this Work Order, City shall pay to Consultant in an amount and manner as set forth in Exhibit B attached hereto.
3. Schedule. Consultant shall perform the Services in accordance with the schedule set forth in Exhibit C attached hereto.
4. Termination. The term of this Work Order shall commence on the "Effective Date" and end upon the completion of the Services unless otherwise terminated in accordance with the Agreement.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, Consultant has caused this Work Order No. 1 to be duly executed.

POE & ASSOCIATES, INC.
(CONSULTANT)

By:

Title:

COO/Sr. Vice President

Attest:

Corporate Secretary

ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
)
COUNTY OF Ottawa) ss.

Before me, the undersigned, a Notary Public in and for said County and State, on this 13th day of October, 2025, personally appeared John Bowman, to me known to be the identical person who executed the foregoing instrument as an authorized representative of the Consultant, and acknowledged to me that they executed the same as their free and voluntary act for the uses and purposes therein set forth.

Witness my hand and official seal the day and year above written.

Notary Public

My Commission Expires:
My Commission Number:

January 9, 2029
13000270



IN WITNESS WHEREOF, the City has caused this Work Order No. 1 to be duly executed this _____ day of _____, 202__.

CITY OF NORMAN, OKLAHOMA (CITY)

By: _____
Mayor, City of Norman

Attest: _____
City Clerk – City of Norman

Reviewed as to form and legality this ____ day of _____, 202__.

City Attorney

EXHIBIT A

CITY OF NORMAN
Cleveland County
36th Avenue NW (Phase 3) Project
Project No.: BP0425
WORK ORDER NO. 1

SCOPE OF RIGHT-OF-WAY ACQUISITION SERVICES

- ***Consultant shall provide title reports, appraisal and appraisal review for Right-of-Way Parcel No. 1 as shown on attached Exhibit A and Exhibit B provided by Olsson Engineers, dated 4/22/2025***
- ***Consultant shall provide Right-of-Way acquisition and administrative services for Parcel No. 1 as shown on attached Exhibit A and Exhibit B provided by Olsson Engineers, dated 4/22/2025***
- ***Consultant shall provide title reports, appraisal and appraisal review for Right-of-Way Parcel No. 2 as shown on attached Exhibit A and Exhibit B provided by Olsson Engineers, dated 4/22/2025***
- ***Consultant shall provide Right-of-Way acquisition and administrative services for Parcel No. 2 as shown on attached Exhibit A and Exhibit B provided by Olsson Engineers, dated 4/22/2025***

EXHIBIT B

CITY OF NORMAN
Cleveland County
36th Avenue NW (Phase 3) Project
Project No.: BP0425
WORK ORDER NO. 1

COMPENSATION for RIGHT-OF-WAY ACQUISITION SERVICES

	<u>HOURLY RATE</u>	<u>UNIT/HOURS</u>	<u>TOTAL</u>
Project Management:	\$267.00	10 HRS	\$2,670.00
Title Reports:	\$600.00	2 EA	\$1,200.00
Appraisal:	\$3,750.00	2 EA	\$7,500.00
Appraisal Review:	\$1,500.00	2 EA	\$3,000.00
R/W Acquisition:	\$214.00	35 HRS	\$7,490.00
Administrative	\$153.00	2 HRS	\$306.00
Financial Manager	\$233.00	4 HRS	\$932.00
Condemnation Support:	\$450 (half day) / \$900 (full day)		<i>If necessary</i>
TOTAL:			\$23,098.00

EXHIBIT C

CITY OF NORMAN
Cleveland County
36th Avenue NW (Phase 3) Project
Project No.: BP0425
WORK ORDER NO. 1

SCHEDULE OF RIGHT-OF-WAY ACQUISITION SERVICES

- ***Consultant shall provide title reports, appraisal and appraisal review for Right-of-Way Parcel No. 1 in approximately 30 days***
- ***Consultant shall provide Right-of-Way acquisition and administrative services for Parcel No. 1 in approximately 60 days following completion of the title reports, appraisal and appraisal review***
- ***Consultant shall provide title reports, appraisal and appraisal review for Right-of-Way Parcel No. 2 in approximately 30 days***
- ***Consultant shall provide Right-of-Way acquisition and administrative services for Parcel No. 2 in approximately 60 days following completion of the title reports, appraisal and appraisal review***

RIGHT-OF-WAY EASEMENT

A variable width right-of-way easement within a tract of land recorded at Book 3363, Page 850, Records of Cleveland County, Oklahoma, being a portion the Southwest Quarter (SW/4) of Section Thirty-Five (35), Township Ten (10) North, Range Three (3) West of the Indian Base and Meridian (I.B. & M.), City of Norman, Cleveland County, Oklahoma, more particularly described as follows:

COMMENCING at the Northwest Corner of the Southwest Quarter (SW/4) of said Section Thirty-Five (35), also being the Northwest Corner of said tract of land; Thence along the North line of said Southwest Quarter and said tract of land, North 89 Degrees 37 Minutes 09 Seconds East, a distance of 33.00 feet to a point on the East Statutory Right-of-Way line, also being the **POINT OF BEGINNING**; Thence continuing along said North line North 89 Degrees 37 Minutes 09 Seconds East, a distance of 17.00 feet; Thence departing said North line, on a line being 17.00 feet East of and parallel to said East Statutory Right-of-Way line, South 00 Degrees 35 Minutes 01 Seconds East, a distance of 14.88 feet; Thence South 59 Degrees 11 Minutes 46 Seconds East, a distance of 58.58 feet; Thence on a line being 67.00 feet East of and parallel to said East Statutory Right-of-Way line, South 00 Degrees 35 Minutes 01 Seconds East, a distance of 90.00 feet; Thence South 51 Degrees 06 Minutes 54 Seconds West, a distance of 63.72 feet; Thence on a line being 17.00 feet East of and parallel to said East Statutory Right-of-Way line, South 00 Degrees 35 Minutes 01 Seconds East, a distance of 39.57 feet to a point on the South line of said tract of land recorded at Book 3363, Page 850; Thence along said South line South 89 Degrees 24 Minutes 50 Seconds West, a distance of 17.00 feet to a point on said East Statutory Right-of-Way line; Thence along said East Statutory Right-of-Way line North 00 Degrees 35 Minutes 01 Seconds West, a distance of 214.51 feet to the **POINT OF BEGINNING**.

Said tract contains 9,897 sq. ft. or 0.227 acres, more or less.

Basis of Bearings:

Grid North based on NAD 83 Oklahoma

State Plane Coordinate System South Zone

I, Nicholas S. Schrader, a Licensed Professional Land Surveyor in the State of Oklahoma, certify that the attached description is a true representation of the property described and meets the minimum technical standards for land surveying of the State of Oklahoma.



4/22/2025

Nicholas S. Schrader

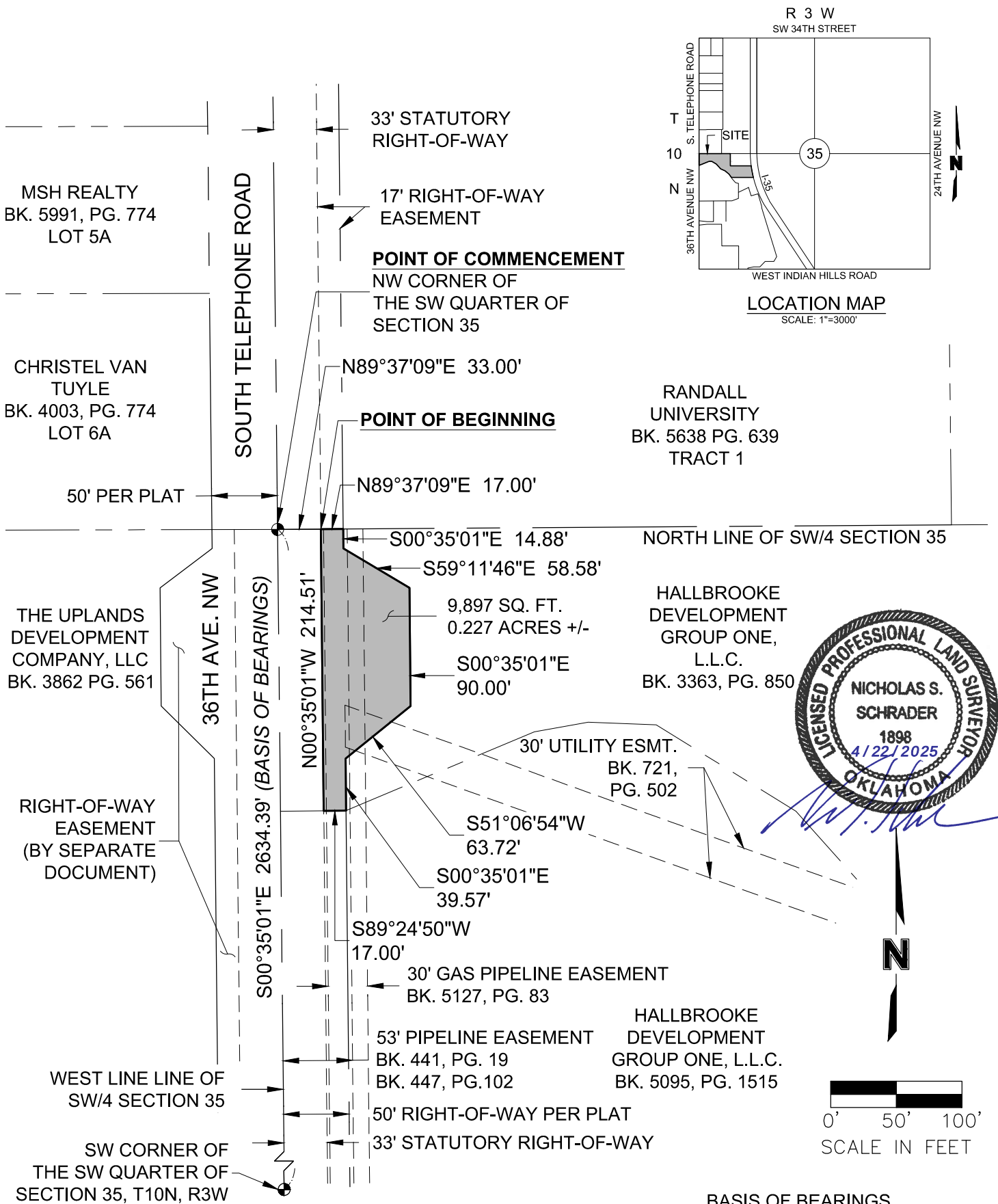
Date

OK PLS NO. 1898 - Expires January 31, 2027

OK CA NO. 2483 - Expires June 30, 2025

SHEET 1 OF 2

PROJECT NO: 021-06985	DESCRIPTION		11600 Broadway Extension Suite 300 Oklahoma City, OK 73114 TEL 405.242.6600	EXHIBIT
DRAWN BY: WML				A
DATE: 4/22/2025				



This sketch is not a boundary survey. It is intended to show the configuration of proposed easement. It should not be used to locate property lines and does not meet the Minimum Standards for Property Boundary Surveys.

BASIS OF BEARINGS
Oklahoma State Plane NAD83
Oklahoma South Zone

SHEET 2 OF 2

PROJECT NO: 021-06985
DRAWN BY: WML
DATE: 4/22/2025

EXHIBIT

olsson

11600 Broadway Extension
Suite 300
Oklahoma City, OK 73114
TEL 405.242.6600

EXHIBIT
B

RIGHT-OF-WAY EASEMENT

A variable width easement within a tract of land recorded at Book 3862, Page 561, Records of Cleveland County, Oklahoma, being a portion the Southeast Quarter (SE/4) of Section Thirty-Four (34), Township Ten (10) North, Range Three (3) West of the Indian Base and Meridian (I.B. & M.), City of Norman, Cleveland County, Oklahoma, more particularly described as follows:

COMMENCING at the Northeast Corner of the Southeast Quarter (SE/4) of said Section Thirty-Four (34), also being the Northeast Corner of said tract of land; Thence along the North line of said Southeast Quarter and said tract of land, South 89 Degrees 51 Minutes 57 Seconds West, a distance of 33.00 feet to a point on the West Statutory Right-of-Way line, also being the **POINT OF BEGINNING**; Thence departing said North line along said West Statutory Right-of-Way Line, South 00 Degrees 35 Minutes 01 Seconds East, a distance of 518.92 feet to a point on the South line of said tract of land recorded at Book 3862, Page 561; Thence along said South line South 89 Degrees 50 Minutes 56 Seconds West, a distance of 17.00 feet; Thence along a line being 17.00 feet West of and parallel to said Statutory Right-of-Way line, North 00 Degrees 35 Minutes 01 Seconds West, a distance of 344.51 feet; Thence North 45 Degrees 17 Minutes 41 Seconds West, a distance of 56.86 feet; Thence along a line being 57.00 feet West of and parallel to said Statutory Right-of-Way line, North 00 Degrees 35 Minutes 01 Seconds West, a distance of 90.00 feet; Thence North 52 Degrees 55 Minutes 24 Seconds East, a distance of 49.76 feet; Thence along a line being 17.00 feet West of and parallel to said Statutory Right-of-Way line, North 00 Degrees 35 Minutes 01 Seconds West, a distance of 14.43 feet to a point on said North line of said Southeast Quarter of Section 34 and said tract of land recorded at Book 3862, Page 561; Thence along said North line North 89 Degrees 51 Minutes 57 Seconds East, a distance of 17.00 feet to the **POINT OF BEGINNING**.

Said tract contains 13,822 sq. ft. or 0.317 acres, more or less.

Basis of Bearings:

Grid North based on NAD 83 Oklahoma
State Plane Coordinate System South Zone

I, Nicholas S. Schrader, a Licensed Professional Land Surveyor in the State of Oklahoma, certify that the attached description is a true representation of the property described and meets the minimum technical standards for land surveying of the State of Oklahoma.



4/22/2025

Nicholas S. Schrader

Date

OK PLS NO. 1898 - Expires Januray 31, 2027

OK CA NO. 2483 - Expires June 30, 2025

SHEET 1 OF 2

PROJECT NO: 021-06985	DESCRIPTION		11600 Broadway Extension Suite 300 Oklahoma City, OK 73114 TEL 405.242.6600	EXHIBIT
DRAWN BY: WML				A
DATE: 4/22/2025				

