

# ROSENSTEIN, FIST & RINGOLD

ATTORNEYS AT LAW

JOHN G. MOYER, JR.  
JERRY L. ZIMMERMAN  
FREDERICK J. HEGENBART  
ERIC P. NELSON  
JOHN E. PRIDDY  
BRYAN K. DRUMMOND  
KENT B. RAINEY  
ERIC D. WADE  
SAMANTHIA S. MARSHALL  
BRIAN J. KUESTER

M. SCOTT MAJOR  
ADAM T. HEAVIN

PARK CENTRE  
525 SOUTH MAIN, SUITE 700  
TULSA, OKLAHOMA 74103-4508  
(918) 585-9211

FACSIMILE  
(918) 583-5617

INTERNET WEB SITE:  
[www.rfrlaw.com](http://www.rfrlaw.com)

OKLAHOMA CITY OFFICE:  
UNION PLAZA BUILDING  
3030 NW EXPRESSWAY, SUITE 200  
OKLAHOMA CITY, OKLAHOMA 73112  
(405) 521-0202

C.H. ROSENSTEIN (1893-1990)  
HENRY L. FIST (1893-1976)  
DAVID L. FIST (1931-2008)  
A.F. RINGOLD (1931-2021)

OF COUNSEL  
ADAM S. BREIPOHL  
EMILY C. KRUKOWSKI  
ALISON A. VERRET

June 3, 2022

## VIA ELECTRONIC MAIL

Mike Eubank, Superintendent  
Mid-America Technology Center  
[meubank@matech.edu](mailto:meubank@matech.edu)

**Re: RFR Engagement Letter 2022-2023**

Dear Mr. Eubank:

This letter is intended to establish the terms and conditions of this firm's representation of Mid-America Technology Center ("Center"). This agreement must be approved by the Board pursuant to an agenda item at a duly called meeting of the Board.

Legal services rendered by this law firm are on an "as needed" basis and encompass work requested to be performed by the Superintendent or the Board of Education. A schedule of the current billing rates of our shareholders, associates, legal assistants, law clerks and interns is attached. This schedule is subject to change from time to time when the firm implements a general change of rates of its tech center clients, or to reflect additional experience or expertise gained by the firm's professional staff. In addition, newly hired professional staff may be added. The billing rates for new professionals will be set based upon their experience. The firm will provide an updated schedule of billing rates upon request at any time.

The firm will provide the Center a monthly statement for legal services rendered which will fully set out what services were provided and how much time was spent in performing them. In addition, you will be provided with a monthly statement of cash advanced on behalf of the Center. This will include funds expended on the Center's behalf for copying, LexisNexis computer time, travel expenses and the like.

From time to time, it may be possible for an associate of this firm to provide part of the legal services needed by the Center. Since associate time is billed at a lower hourly rate than mine, such may represent a lower expense to the Center. Of course, I will monitor all work performed by associates.

Mike Eubank, Superintendent  
June 3, 2022  
Page 2

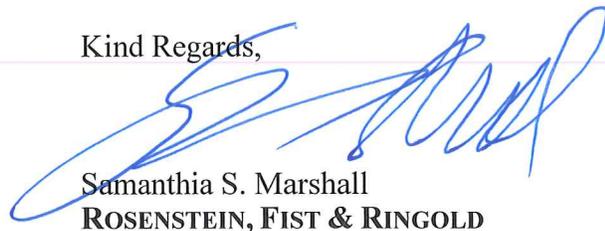
On or about the 15<sup>th</sup> of each month, the Center will receive an invoice for services rendered the previous month along with a statement of cash advanced. If you have any questions regarding any invoice which you receive, please call it to my attention immediately.

I trust that the above will be to your satisfaction. If this is the case and following approval by the Board, I would ask that the person designated by the Board execute this copy of the letter and return it to me for our file. Another copy with my original signature should be maintained for the Center's file.

This agreement may be terminated at any time without cause by either party upon written notice to the other. This agreement shall be deemed renewed on July 1 of each year unless one of the parties advises the other on or before June 30 that it wishes to withhold ratification and/or to terminate the Agreement.

If you have any questions regarding the above or wish to discuss the terms further, please do not hesitate to contact me.

Kind Regards,



Samanthia S. Marshall  
**ROSENSTEIN, FIST & RINGOLD**

SSM/cnw

Enclosures: 2021 RFR Rate Sheet (Currently in Effect)  
2022 RFR Rate Sheet (Effective 7/1/2022)

The Board of Education, having considered and approved the terms of this engagement letter, directs the President and Clerk to execute this document on behalf of the Tech Center.

Entered into by the Technology Center this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
President, Board of Education

\_\_\_\_\_  
Clerk