

## NOTICE TO ARCHITECTS, ENGINEERS, AND PLANNERS

NOTICE IS HEREBY GIVEN, that the City of Oklahoma City has a project that requires the services of a consulting firm.

In order to be considered, the Consultant must comply with the Resolution establishing procedure for "Selection of Architects, Engineers, and Planners" adopted by the City Council on November 18, 1986, a copy of which may be obtained at <http://okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e> from the office of the Public Works Department Director.

The Project is as follows: Project SM-0296, Utilities Operations Center at NW 5<sup>th</sup> Street and Pennsylvania Avenue

Estimated Construction Cost: \$10,000,000 (Initial Phase)

Scope of work: The engineer will develop a site study to include layout, functionality, and phasing for the new operations center. The findings will be provided in a preliminary report. The engineer will evaluate current and proposed requirements with prioritized phasing of the improvements for the Utilities operations center. The final preliminary report will be developed based on numerous meetings to get stakeholder input to assist with developing the best options for the new operations center. Drainage detention may be required.


A question and answer meeting will be held from 2:00 to 3:00 pm on November 30, 2018 at 420 W. Main Street, Suite 500, Conference Room A. Please address your questions at the meeting. The Utilities Department contact is Nathan Madenwald at (405) 297-2068.

As a part of your Letter of Interest, provide your understanding of the project and your expertise and experience on similar projects. **Please provide a contact name and email address in your letter of interest.**

Refer to the basic contract located on <http://okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e>. All contracts with the City or its related Trusts use this contract. Please review the contract to ensure insurance and indemnity requirements will be met.

***Please include a 254 Form with your Letter of Interest.***

Time Schedule for the above project: Preliminary Report is required within one hundred eighty (180) days of the issuance of the Work Order. Plans and Specifications are required within three hundred sixty days (360) days of the issuance of the Work Order. Last date for submitting Letter of Interest **(two copies of letter and all attachments and an electronic copy, provided on a CD or flash drive)** to the Public Works Department Director, 420 W. Main Street, Suite 700, Oklahoma City, OK 73102: prior to 5:00 p.m. December 10, 2018. Emailed submittals are not being accepted at this time.

  
Eric J. Wenger, P.E., Director  
Public Works/City Engineer



**The City of**  
**OKLAHOMA CITY**  
**UTILITIES DEPARTMENT**

**September 28, 2018**

**Project Title:** Utilities Operations Center at NW 5<sup>th</sup> St. and Pennsylvania Ave.

**Project Number:** SM-0296

**Estimated Project Cost:** \$10,000,000 (Initial Phase)

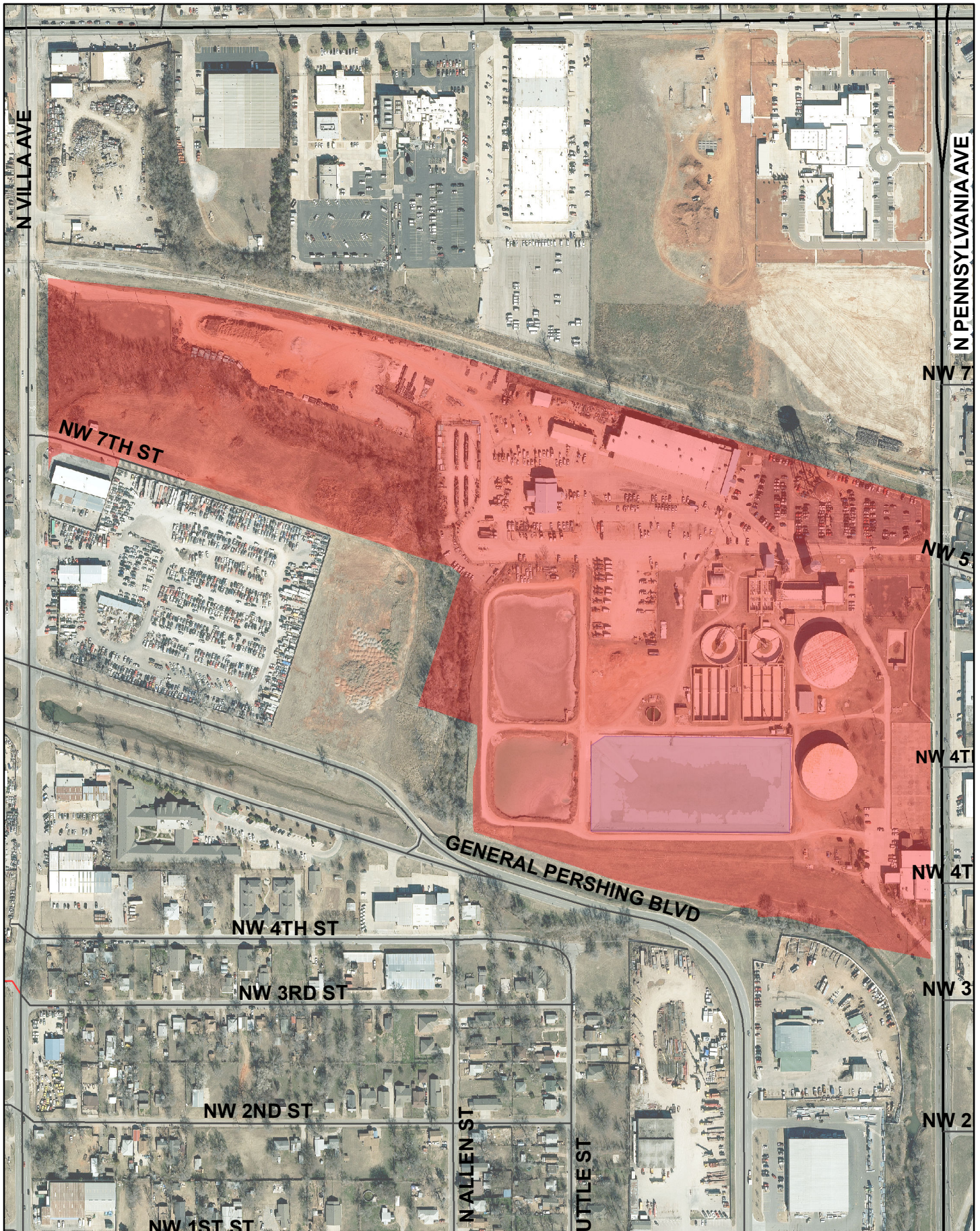
**Estimated Project Duration:** Preliminary Engineering Report (180 days)  
Plans and Specification (360 days)

**Background:** The City of Oklahoma City (City) owns and operates and the Oklahoma City Water Utilities Trust (OCWUT) leases and finances a water and wastewater system that provides services within Oklahoma City and other areas in and around the City. The Utilities Department includes several operating divisions responsible for operation and maintenance of these systems. These divisions that are operational in function include Line Maintenance, Water Quality, Wastewater Quality, Fleet Maintenance, and Utility Customer Service. To operate more efficiently and to ensure there is sufficient space for current and future staff requirements, a centralized operations center at NW 5<sup>th</sup> Street and N Pennsylvania is proposed within the current five-year capital plan with additional phases in the future as necessary. The site currently contains the Overholser Water Treatment Plant (to be decommissioned in the future), Line Maintenance, and Fleet Maintenance.

**Project Intent:** OCWUT proposes to have a consultant evaluate and provide a preliminary report that is a comprehensive facility plan for the Utilities Operation Center. The evaluation shall accommodate current and proposed requirements with prioritized phasing of the improvements for the Utilities Operations Center. The final report will be developed based on numerous meetings to get stakeholder input to assist with developing the best options for site layout, functionality, and phasing for the new operations center. Following completion of the preliminary report, the Consultant will provide final design, bidding, construction administration and management, inspection and as-built services for completion of the initial phase of improvements.

**Proposal Instructions:** The interested consulting firms will have four weeks to submit their Letter of Interest for this project. OCWUT staff will hold a question and answer session approximately one week after advertisement for this project. Once Letters of Interest have been received at the end of the four-week period, firms will be identified (short-listed) two weeks in advance of a set interview date. The identified firms will then be free to engage OCWUT staff in meetings to gain further project specific knowledge in advance of the interview session.





SM-0296: Utilities Operations Center

