

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: WC-0962, Second Atoka Pipeline Construction Program Manager for Stanley Draper Reservoir to Atoka Reservoir

Scope of work: The Program Manager will provide administrative and technical support services to enhance operations and assist City staff with the efficient and timely construction of the Second Atoka Pipeline program. The Program Manager will work under the direction of the Utilities Department Raw Water Manager. One or more persons may be necessary to fulfill the requirements of the Program Manager who may office in ADA, Oklahoma and will need to provide a location to house management staff.

As a part of your Letter of Interest, provide your understanding of the project and your expertise and experience on similar projects.

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: 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. January 4, 2019. 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

November 26, 2018

Project Title: 2nd Atoka Pipeline Construction Program Management

Project Location: Stanley Draper Reservoir to Atoka Reservoir

Project Number: WC-0962

Project Description: This project will provide administrative and technical support services to enhance operations and assist City staff with the efficient and timely construction of the 2nd Atoka Pipeline program. The Program Manager will work under the direction of the Engineering Manager for the Utilities Department.

Background: The Oklahoma City Water Utilities Trust (OCWUT) operates, maintains, and finances a 100-mile long, 60-inch prestressed concrete cylinder pipeline and six pump stations bringing water from the Atoka Reservoir in southeast Oklahoma to the Stanley Draper Reservoir in southeast Oklahoma City. OCWUT also owns and operates the McGee Creek pipeline from McGee Creek Reservoir to the Atoka Reservoir. This portion contains 11.5 miles of 72-inch and 5.8 miles of 66-inch steel pipe with on pump station at the McGee Creek Dam.

In 2003, a water master plan (titled Strategic Capital-Requirements and Water Stability Evaluation) was completed and determined the City of Oklahoma City's water needs up to year 2051. Another study (titled 2009 Regional Raw Water Supply Study of Central Oklahoma) also reviewed water needs and requirements for Central Oklahoma, including Oklahoma City, up to year 2060. Both reports showed the need for a parallel 2nd Atoka pipeline to be constructed by 2021.

OCWUT hired a System Engineer (CDM-Smith) to develop an implementation plan and a design standards manual for the second Atoka pipeline. The System Engineer determined that a new 72-inch steel pipe would need to be constructed to provide redundancy, resiliency, and to fully utilize OCWUT's current water rights from the Atoka and McGee Creek Reservoirs. The System Engineer is also tasked with design, construction administration and inspection of new pump stations and interim surge facilities for the second Atoka pipeline.

Subsequently, OCWUT hired eight Design Engineers to provide design, construction administration, and inspections services for nine separate segments of the second Atoka pipeline. The design of these sections are being completed and the construction bidding is expected to begin in Fiscal Year 2019.

Project Intent: The Program Manager will assist City staff with construction implementation of the second Atoka pipeline program. Below is a list of services for the Program Manager including, but not limited to, the following:

1. Coordination of System Engineer, Design Engineers, Environmental Consultants, and their projects;
2. Oversight/management of commissioning activities for all projects as they are completed and turned over to OCWUT;
3. Oversight/management of environmental requirements and responsibilities throughout the project;
4. Monitor schedules of all Design Engineers, System Engineer, Environmental Consultants, Pipe Supplier, and Pipeline Construction Contractors;
5. Monitor budgets/expenditures of all Design Engineers, System Engineer, Environmental Consultants, Pipe Supplier, and Pipeline Construction Contractors;
6. Maintain communications between various Pipeline Construction Contractors, Design Engineers, System Engineer, Pipe Supplier, tribal nations, land owners, and local authorities;
7. Develop database for management of documents, records, and other items submitted by the Pipeline Construction Contractors, Design Engineers, System Engineer, Environmental Consultants, Pipe Supplier and other entities regarding this program;
8. Management and editing of ArcGIS data related to the existing and second Atoka pipeline and pump stations;
9. Coordinating and managing meetings and making presentations, updates, summaries, etc. to staff, OCWUT, and/or public;
10. Other services necessary to implement the Program.

Qualifications:

Firms applying shall provide information regarding employees documenting sufficient qualifications and capabilities as follows:

1. Professional Engineer(s) registered in Oklahoma;
2. Engineer(s) with minimum of 10 years of relevant experience;
3. Recent experience concurrently managing four or more large projects (\$5M and above for each project);
4. Experience with as many phases of projects as possible, including, but not limited to: Planning, Development/Monitoring of Scope, Development/Monitoring of Schedule, Development/Monitoring of Budget, Development/Maintaining Documents and Databases, Development/Management of ArcGIS Data, Testing/Commission of Systems and Equipment;
5. Ability to electronically keep and maintain documents, records, photos, logs, etc.;

6. Ability to see and track risk across the program and to keep supervisors informed of same;
7. Familiarity and strong adherence with health and safety regulations for the work;
8. Ability to write reports and discuss same with client and regulators;
9. Strong project management skills, with experience in organizing, planning, and executing projects;
10. Proven experience working with multi-discipline teams;
11. Ability to mediate/adjudicate field disagreements between contractors, engineers, land owners, local officials, Pipe Supplier, and/or vendors;
12. Ability to set goals and to focus team on achieving those goals;
13. Proven experience working on multi-site projects;
14. Ability to work with and in The City of Oklahoma City and OCWUT management structure;
15. Strong and proven oral and written communications skills;
16. Strong working knowledge of standard office/business software: Word, Excel, PowerPoint, etc.;
17. Knowledge of AutoCAD and ArcGIS data management and editing;
18. Understanding of scheduling concepts and familiarity with software such as Primavera P6 or equivalent;
19. Ability to work non-standard hours, as needed, for program advancement;
20. Ability to read and understand project plans and schedules;
21. Strong knowledge of construction methods and equipment;
22. Ability to travel and visit multiple work-sites and/or job-offices daily;
23. Direct experience in construction trades;
24. Ability to conduct meetings with clients, engineers, contractors, vendors, regulators and local officials;