

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: **MC-0650, Paving Program Consultant.**

The City is implementing a paving program and requires the assistance of one or more consulting engineers to assist with program implementation.

Scope of Work: Provide office engineer(s) and project manager(s) as necessary to be used on the Paving Program. Engineer requirements are, but not limited to; assist in the development of a paving implementation plan, program phasing timeline(s), assist with the budget, scope, design phase services, review of preliminary and final designs, cost estimate review, bidding assistance, and bid evaluation on projects. The Paving Program Consultant shall also assist with development of program schedules and project milestones, including data collection and assistance with paving software. Prepare program management information for boards, commissions and City Council and coordinate with staff for community public meetings related to projects. Personnel will utilize city offices and resources to complete the work.

A question and answer session will be held from 2:00 to 3:00 pm on January 17, 2020 at 420 W. Main Street, on the 10th Floor Conference Room. Please address your questions at the meeting.

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: Last date for submitting Letter of Interest (**four copies of letter and all attachments and an electronic copy, provided on a 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 30, 2020. Emailed submittals are not being accepted at this time.



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