

NOTICE TO ARCHITECTS, ENGINEERS, AND PLANNERS

NOTICE IS HEREBY GIVEN, that the City of Oklahoma City has public improvement work that requires the professional services of a consulting firm ("Consultant").

In order to be considered, the Consultant must timely submit a Letter of Interest as provided herein and 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 www.okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e/consultant-selection-procedures. Letter of Interest, **must be submitted on a flash drive, and postmarked prior to 3:00 p.m. December 10, 2021**, addressed to the Public Works Department Director, **ATTN: Hailey Melvin**, 420 W. Main Street, Suite 700, Oklahoma City, OK 73102. Emailed submittals are not being accepted at this time.

Project Title: WT-0253, Draper Water Treatment Plant Existing High Service Pump Station (HSPS) Electrical Improvements

Scope of Work: The Consultant is responsible for assessing the current switchgear, conduits, and wiring in the existing HSPS and providing recommendations for removal and replacement. The consultant is also responsible for review of electrical equipment for compliance with all applicable codes. Finally, the Consultant will provide preliminary engineering, final design, bidding, construction administration and management, inspection, and as-built services for the recommended improvements of the switchgear in the existing HSPS. See additional information on www.okc.gov.

Estimated Construction Cost \$1,200,000

Time Schedule for the above project: The Preliminary Engineering Report will be due within ninety (90) days after the issuance of the Notice to Proceed. Final Plans and Specifications will be due within two hundred forty (150) days after the issue of the Notice to Proceed.

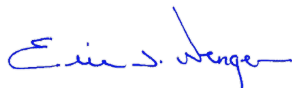
All questions must be submitted in writing to patty.butenhoff@okc.gov by 10:00 a.m. November 24, 2021. Answers to the questions will be posted on the OKC.gov website Public Works Department, Engineer and Architect Resources, by 10:00 a.m. December 1, 2021.

Letter of Interest must provide your understanding of the project and scope of services; your approach and concept; designation of your Project Team and their detailed expertise and experience on similar projects, and accessibility to City staff. The Consultant may not change the Project Team without prior consent of the City Engineer. **Please provide a contact name and email address in your Letter of Interest.**

All contracts with the City or its related Trusts use this Contract. The Contract is located on [www.okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e/AE-contract-\(City or Trust\)](http://www.okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e/AE-contract-(City%20or%20Trust)). Please review the Contract and particularly the insurance and indemnity requirements will be met. Contract terms are not negotiable. The City may negotiate Scope of Work, Compensation, and Additional Services. If the City or Trust determines, in its sole discretion, the City or Trust is not able to timely negotiate an acceptable Scope of Work, Compensation, and Additional Services with the selected Consultant, then the City or Trust may terminate such negotiations and commence negotiation with another Consultant.

Please include a 254 Form with your Letter of Interest

The City and its Trust reserve the right to award the Contract(s) or not and to revise the Scope of Services and/or the Project scope or description, as may be in the best interest of the City or Trust.



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