



**The City of**  
**OKLAHOMA CITY**  
DEPARTMENT OF AIRPORTS

To: Eric Wenger, P.E. Director Public Works  
From: Jeff Mulder, AAAE, Director Department of Airports  
Date: December 21, 2022  
Re: Selection of Architect-Engineer

On behalf of the Oklahoma City Airport Trust, I hereby request professional Architectural/Engineering consultant selection services in accordance with the terms, regulations, and procedures of the City of Oklahoma City for the following professional services:

Architectural/Engineering Consultant for Project at WRWA for Design and Construction of New Customs and Immigration (CBP) – Federal Inspection Services (FIS) Space Buildout.

A company will be selected from this solicitation to provide services for planning, programming, and design for a new CBP – FIS Space Buildout. The consultant shall provide technical expertise for project design and construction phase services. This work will include conceptual, preliminary, and final design services including cost estimating, development of plans, specifications, bidding, and Construction phase services.

Studies and designs to include illustration of proposed improvements and cost estimates. Coordination with Airport Planning and Development, including Maintenance and IT staff, will be required throughout the project. Presentations of alternatives and designs shall be included within the study and design timeframes. The work will include developing Plans and Project Manual to competitively bid the work and may include briefing the Oklahoma City Airports Trust. Other work includes Basic Construction Phase Services and provisions for Resident Project Representative during construction, upon request.

Selected firm must employ appropriately licensed or certified individuals, whether by direct employ or sub-contract, in the disciplines of Architecture, Structural, Electrical, Mechanical and Civil Engineering along with wayfinding, access and control, and other disciplines as required. For selection, the team must demonstrate experience designing Customs and Immigration – FIS facilities.

The anticipated construction cost for this work is \$15,000,000. The schedule of services will generally follow a 30%, 60%, 90%, and final bid set level of service with actual milestone deadlines developed.

Projects developed through this process may be federally funded. As such, all federal procurement and implementation requirements must be followed.

The Oklahoma City Airport Trust, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all proposers that it will affirmatively ensure that any

contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

**(Please include this paragraph in the advertisement)**

cc: John R. Storms - Manager Planning and Development  
Tara Summerlin – Business Manager  
Scott Keith – Assistant Airport Director