

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 5:00 p.m August 10, 2023**, 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: WY-0030/MC-0739 Dam Inspections for Lakes and Lagoons

Scope of Work: Dam Inspections for Lakes and Lagoons: Lake Overholser, Lake Draper, Lake Hefner, Dolese Youth Park, Northwest Oklahoma City Sludge Lagoon No. 1 (North of Hefner Water Treatment Plant), Dry Creek Detention Pond, Lightning Creek Holding Pond A, Lightning Creek Holding Pond C, Northeast (Zoo Lake), and Will Rogers Park Holding Pond. These dams are classified as "High Hazard" and are required to be inspected annually.

The following dams are classified as "Hazard" and are required to be inspected every five years: Lightning Creek Holding Pond B, Eastern Avenue, Brum Dam (Western Avenue), May A venue Dam, Kitchen Lake, SW Oklahoma City Sludge Lagoon, Trolly Lake, and Atoka Lake. The inspection schedule will be provided by the City for future inspections.

Reports are due January 1 every year respectively. This contract will be for a five year period.

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 the Contract located on www.okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e/AE-contract. Please review the Contract, particularly the insurance and indemnity paragraphs to ensure 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