

## NOTICE TO ARCHITECTS AND ENGINEERS

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 and Engineers” adopted by the City Council on August 28, 2023, a copy of which may be obtained at [www.okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e/consultant-selection-procedures](http://www.okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e/consultant-selection-procedures). Letters of Interest **must be submitted through the electronic bidding system at <https://www.periscopeholdings.com/s2g> (formerly [www.bidsync](http://www.bidsync)), prior to 5:00 p.m. January 19, 2024.** Emailed and hand-delivered submittals are not accepted.

**Project Title: MB-1623, New Fire Station No. 10, east of North Rockwell Avenue and north of NW 150th Street**

**Scope of Work:** The fire station replaces the current 1970’s era station and includes 10,000 square feet. Livable space includes, common area, a kitchen, a dining space, a workout room, offices, a public restroom, a separate women’s and men’s locker room spaces and restrooms, individual sleeping quarters, a lactation room, a chief’s sleeping quarters, a major’s sleeping quarters and a radio room. The Fire Station also includes an apparatus bay consisting of 2 bays and an add alternate for a 3<sup>rd</sup> bay, a tool storage area, decontamination area, EMS area, a cleaning room, and a locker room. The new station will be designed to include provisions for portions of it to be an ICC-500 rated storm shelter. The design is to be based on the latest design standards for hot zone separation developed to improve the longevity and lives of the fire fighters that use the station daily.

**Timeline:** The project consists of a 90-day programming phase which will outline the space accommodation needed to operate the new fire station. Preliminary report to be delivered in 90 days after the programming phase and final plans to be delivered in 180 days after the preliminary report delivery date. The fixed Limit of Construction Cost is \$5,500,000.

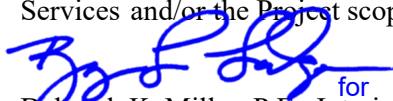
**All questions must be submitted through the electronic bidding system at <https://www.periscopeholdings.com/s2g> by 10:00 a.m. on January 3, 2024. Answers to the questions will be posted in Periscope by 10:00 a.m. on January 10, 2024.**

Letters 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. Letters of Interest must be 50 pages or less. **Please provide a contact name and email address in your Letter of Interest.**

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](http://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.



for  
Deborah K. Miller, P.E., Interim Director  
Public Works/Interim City Engineer