

## 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.com)) prior to 5:00 p.m. February 16, 2024**. Emailed and hand-delivered submittals are not accepted.

**Project Number and Title: AT-0076/ OCAT GEN 2416, On-Call Multi-Year Planning, Environmental, Engineering and Design Services for OCAT and Federal or State Grant Funded Airport Projects at Will Rogers World Airport, Wiley Post Airport, and Clarence E. Page Airport**

**Scope of Work:** One or more consultants will be selected to provide planning, programing, environmental, and engineering services for up to a 5-year period. Selected consultant(s) will assist with developing a 5-year CIP and support for annual CIP documentation with implementation of various identified airport projects. Consultant(s) shall provide technical expertise in the evaluation of project priorities, scheduling, cost estimating, and preliminary engineering to identify future projects and funding requirements. The total compensation for all professional services under the Contract shall not exceed \$750,000 for any one individual project. See additional requirements and information attached.

**All questions must be submitted through Periscope by 10:00 a.m. on February 1, 2024. Answers to the questions will be posted in Periscope by 10:00 a.m. on February 8, 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.**

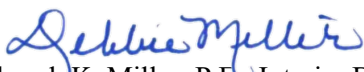
The City and its related Trusts use the Contract located on [www.okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e/AE-contract](http://www.okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e/AE-contract). Please review the Contract, particularly the insurance 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.

This program will be funded from the Oklahoma City Airport Trust funds or federal or state grant sources. 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.

This solicitation for professional services will use qualifications-based selection procedures as outlined in FAA Advisory Circular 150/5100-14E that comply with Title 49 CFR § 18.36 and 49 USC§ 47107(a)(17), as amended.



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