

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 an Architectural 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 29, 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. 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. July 25, 2024**. Emailed and hand-delivered submittals are not accepted.

Project Title: Project No AE-0002, Oklahoma City Arena, located within the area bounded by Robinson Ave, E.K. Gaylord Blvd, Sheridan Ave, and Reno Ave.

Total Project Budget: \$900,000,000 Construction Budget: \$750,000,000 (minimum)

Scope of Work: The general scope of work includes providing a full range of design, planning, architectural and engineering services in order to construct a first class, state of the art arena on behalf of the City of Oklahoma City and the Oklahoma City Thunder Basketball Club (“Club”). A minimum of 750,000 square feet of arena is proposed and is outlined in the “Development Agreement” between the Club and the City. Included, will be the master planning of the entire block bounded by Robinson Ave, E.K. Gaylord Blvd, Sheridan Ave, and Reno Ave which will include Multi-use, transit use and connections to surrounding uses. The project will also include a parking garage located within this boundary with at least 650 spaces, demolition of an existing building on the proposed site, and all FF&E.

The responding Architect for Project AE-0002, Oklahoma City Arena will be responsible for engaging and coordinating an exceptional and complete architectural and engineering design team experienced in the design of multipurpose professional sports and entertainment venues, with specific arena design expertise, including knowledge of NBA design requirements and standards, site master planning, programming, architectural design and construction administration with on-site representation. This contract may also require presentations to City Council, user groups, stakeholders, media, etc.

Services of the Architect may include but not be limited to:

1. Project Initialization/Master Planning Services including, but not limited to developing and refining the general Project concept; assessing the Project site, including existing constraints, synergies and lines of visibility critical to creating the overall Master Plan; and developing the design schedule that fits within the overall Project schedule. Specifications and bidding documents for the demolition of the existing building will be required.
2. Programming Services including, but not limited to developing a detailed program based on in-depth interviews with the City, the Club, the Operator and other parties designated by the City and Club, which sets forth the design objectives, constraints and criteria, including space requirements and relationships, flexibility and expandability, premium products, normal and special systems and equipment, site requirements and other City, Club and Operator requirements.
3. Design Phase Services including, but not limited to preparing conceptual design, schematic

design, design development and construction drawings. During the design development phase, Project specifications adequate for obtaining preliminary cost and price estimates shall be provided; during the construction documents phase, construction specifications shall be provided which are adequate for complete pricing and construction of the Project as designed. If necessary, Architect shall participate in Value Engineering efforts with the City, Club and Contractor in order to ensure that the Project design complies with the Project budget. Digital models showing space layout to aid in the understanding of the facility will be required. A preliminary report will be required and will be presented to City Council. Applications and presentations to required boards for necessary approvals will be required.

4. Pre-Construction Services including, but not limited to preparing documentation as required in order to obtain the necessary permit approvals by the City and other governmental authorities having jurisdiction over the Project to allow the construction of the Project; assisting with the preparation of bidding and bid evaluations and providing responses to design-specific requests for information from bidders.
5. Construction Administration services including, but not limited to advising the City and Club throughout the progress of construction as required, providing full time, on-site quality assurance/site observation, construction issue resolution, reviewing and responding to Contractor's requests for information, reviewing and confirming that Contractor's shop drawings and submittal submissions comply with contract documents, reviewing of Contractor payment applications, preparing punch list and follow-up observations, and reviewing the work to determine the date of Substantial Completion and Final Completion of the Project.
6. Post-Construction services including, but not limited to reviewing of as-builts and close out documents provided by Contractor, consulting with the City and Club as necessary throughout the first year of the warranty period established under Contractor's construction contract, coordinating with the City and Club in conducting all remedial work during the warranty period and attending warranty inspections to monitor follow-up warranty work.
7. Additional Services are anticipated and will be included in the overall scope of work as the need arises.

Time Schedule for the above Scope of Work: Master Planning Services – Task 1A and Preliminary Report - Task 1B, Final Plans and Specifications – Task 2, are required within three hundred sixty-five (365) days of the Notice to Proceed. The duration of each Task will be negotiated with the Architect.

All questions must be submitted through Periscope by 10:00 a.m. on July 17, 2024. Answers to the questions will be posted in Periscope by 10:00 a.m. on July 19, 2024.

Proposal Schedule:


- Deadline for submitting Questions: July 17, 2024
- Answers Published: July 19, 2024
- Letter of Interest submission deadline: July 25, 2024
- Notification of Short-Listed Firms: August 5, 2024
- Interviews: September 5, 2024. Meeting invites will be sent.

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. A “short list” will be developed, and respondents notified on August 5th, with interviews scheduled for September 5th, those firms on the “short list”. During that interview, the Consultant will be expected to present high-level concepts and ideas. 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 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.


Debbie Miller, P.E., Director
Public Works/City Engineer