

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 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. August 13, 2024**. Emailed and hand-delivered submittals are not accepted.

Project Title: M4-NW010, MAPS4 Senior Wellness Center

Scope of Work: The consultant will assist the MAPS office in the development and design of a new Senior Wellness Center. This facility will connect seniors to health, wellness, recreational and social opportunities. Services will include meeting with City officials, stakeholders, the operating partner, and user groups as well as making presentations to the MAPS4 Neighborhoods Subcommittee, MAPS4 Citizens Advisory Board and City Council along with various design review committees as established by ordinance. The estimated construction cost is \$11,685,900.

Time Schedule for the above Scope of Work: Task 1 - Preliminary Report required within ninety (90) days of award of contract and Task 2 - Final Plans and Specifications required within one hundred twenty (120) days of the Notice to Proceed.

All questions must be submitted through Periscope by 10:00 a.m. on July 30, 2024. Answers to the questions will be posted in Periscope by 10:00 a.m. on August 2, 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. 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.



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