



# MEMORANDUM

The City of  
**OKLAHOMA CITY**

TO: Frances Kersey  
City Clerk

FROM: Eric J. Wenger, P.E., Director  
Public Works/City Engineer

A handwritten signature in black ink, appearing to read "E. Wenger", written over the printed name of Eric J. Wenger.

DATE: September 26, 2016

SUBJECT: Facility Improvements for Project MP-0507, Schilling Park Shelter, Walks and Paths, Skate Park and Paving Improvements; and Stars and Stripes Skate Park - Notice to Architects, Engineers, and Planners

It is requested the attached Notice to Architects, Engineers and Planners be advertised in the "Journal Record" on September 30, 2016. Please contact Christina Hankins at x2034 if you have questions or need additional information.

## Attachment

pc: J.C. Reiss, Public Works Department w/attachment  
Christina Hankins, Public Works Department w/attachment  
Ahmad Lesani, Public Works Department w/attachment  
Christy Wall, Public Works Department w/attachment  
Terry Ash, Parks Department w/attachment

## NOTICE TO ARCHITECTS, ENGINEERS, AND PLANNERS

NOTICE IS HEREBY GIVEN, that the City of Oklahoma City has a project that requires the services of a consulting firm.

In order to be considered, the Consultant must 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 <http://okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e> from the office of the Public Works Department Director.

The Project is as follows: MP-0507, Schilling Park Shelter, Walks and Paths, Skate Park and Paving Improvements; and Stars and Stripes Skate Park

Estimated Construction Cost \$824,710

Scope of Work (Schilling Park): Includes a new skate "spot"; minor renovations to the existing asphalt parking lots (repairs of potholes, base failures, cracks, etc.); new ADA accessible sidewalks; erosion control, landscaping; and the addition of a new 20'x20' prefabricated metal shelter.

The City has identified a location in the park for the new skate "spot" (for younger entry level users) adjacent to and accessible from the existing sprayground and community center. The spot will be a concrete in-ground slab with a combination of premanufactured and site-built skating elements. The size is approximately 3,000 to 5,000 square feet with the shape and skate elements to be determined by the availability of funds. The design should include a small spectator area and rest area with site furniture.

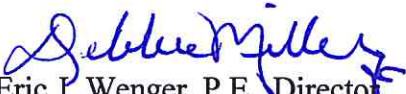
Scope of Work (Stars and Stripes Park): Design of a new skate "court" (for intermediate lever / mountain bike users) adjacent to and accessible from the existing playground structure and picnic pavilion. The court will be a concrete in-ground slab with a combination of premanufactured and site-built skating elements. The size is approximately 8,000 to 12,000 square feet with the shape and skate elements to be determined by the availability of funds. Provisions for a future parking area and court expansion should be considered as a future project. The design should include a small shaded spectator area and rest area structure with site furniture.

As a part of your Letter of Interest, provide your understanding of the project and your expertise and experience on similar projects.

Refer to the basic contract located on <http://okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e>. All contracts with the City or it's related Trusts use this contract. Please review the contract to ensure insurance and indemnity requirements will be met.

*Please include a 254 Form with your Letter of Interest.*

Time Schedule for the above project: Preliminary Report required within sixty (60) days and Final Plans and Specifications in ninety (90) days of the issuance of the Work Order. Last date for submitting Letter of Interest (**two copies of letter and all attachments and an electronic copy**) to the Public Works Department Director, 420 W. Main Street, Suite 700, Oklahoma City, OK 73102: prior to 5:00 p.m. October 14, 2016.

  
Eric J. Wenger, P.E., Director  
Public Works/City Engineer