



# MEMORANDUM

The City of  
**OKLAHOMA CITY**

TO: Frances Kersey  
City Clerk

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



DATE: May 25, 2017

SUBJECT: Notice to Architects, Engineers, and Planners for AT-0047, Mater Plan Update -  
Wiley Post Airport

It is requested the attached Notice to Architects, Engineers and Planners be advertised in the "Journal Record" on June 2, 2017. Please contact Angee Wagner at x2034 if you have questions or need additional information.

Attachment

pc: Angee Wagner, Public Works Department w/Attachment  
Shannon Cox, Public Works 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: AT-0047, Master Plan Update - Wiley Post Airport

The selected firm will provide airport planning services, prepare drawings and exhibits, and various planning studies to provide a Master Plan Update for Wiley Post Airport. The Consultant will work in close liaison with Airport Management and Staff, the Oklahoma City Airport Trust (Trust), a Study Committee, interested parties, the Oklahoma Aeronautics Commission (OAC), and the Federal Aviation Administration (FAA) to make certain that the plan truly reflects the airport development needs. The successful Consultant will be responsible for the identification and recognition of a variety of relevant issues and conditions during the preparation of this Master Plan Update. The issues and conditions are to be documented, reviewed, and analyzed with recommendations and resolutions integrated into the final plan. Major components of the plan will include, but are not limited to, the following: Typical FAA airport master plan format including, public involvement program, environmental considerations, existing conditions, aviation forecasts, facility requirement, alternatives development and evaluation, airport layout plans, facilities implementation plan, and financial feasibility analysis. Specific consideration shall be provided in the areas of forecast of aviation activity, NAVAIDS/approaches, development and redevelopment potentials/strategies, runway analysis and evaluations (length and strength)/crosswind runway utilization, hangar development and area layouts, on/off airport land use planning/land use compatibility, established airport land use patterns, updated/verified airport property maps, infrastructure development, financial planning and programming, security, evaluation for potential relocation of the control tower, evaluation for a potential new/relocated terminal building, capacity and noise analysis for Runway 17R/35L and 13/31 and potential widening/lengthening of Runway 17R/35L, environmental analysis, and evaluation of existing airfield geometry/configuration.

Components and preparation for both the Master Plan Update document and Airport Layout Plan shall include all relevant items in the FAA Airport Layout Plan Check Llist (latest version); FAA AC 150/5070- 6B (Change 2 or latest version), Airport Master Plans; 150/5300-13A ("Change 1 or latest version"), Airport Design; and other applicable FAA Orders, Federal Aviation Regulations (FAR), and Advisory Circulars.

Work product will include documentation through narrative and illustration of the existing facilities, presentations, public outreach (as required), and proposed facilities and all related planning documentation for approval by the OAC, FAA, and Trust. Coordination with the Department of Airports' staff and all stake holders will be required throughout the project.

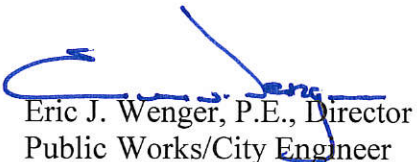
The selected team must employ appropriately licensed or certified individuals, whether by direct employ or sub-contract, in the disciplines of airport master planning, environmental planning, engineering and other disciplines as required.

This project will be funded from the Airport Improvement Program. 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. A good faith effort must be demonstrated to meet the Oklahoma City Airport Trust's goal of 4.8% Disadvantaged Business Enterprise (DBE) participation.

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

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

Time Schedule for the above project: Last date for submitting Letter of Interest (**two copies of letter and all attachments and an electronic copy, provided on a CD or flash drive**) to the Public Works Department Director, 420 W. Main Street, Suite 700, Oklahoma City, OK 73102: prior to 5:00 p.m. June 16, 2017. Emailed submittals are not being accepted at this time.

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