

NOTICE TO ARCHITECTS, ENGINEERS, AND PLANNERS

NOTICE IS HEREBY GIVEN, that the City of Oklahoma City has a certain Capital Improvement 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 www.okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e/consultant-forms/consultant-selection-procedures.

Project Title: Project AT-0066, Facilities Maintenance Engineering Agreement at Will Rogers World Airport, Wiley Post Airport and Clarence E. Page Airport and Facilities Maintenance Engineering Agreement at Will Rogers World Airport and Mike Monroney Aeronautical Center

The consultant(s) will annually inspect all facilities owned by the Oklahoma City Airports Trust at the Trust's three airports. Prepare an annual report including condition of facilities and itemized statements of recommended capital improvements, repairs, and major maintenance projects. Two companies will be selected from this solicitation, one for each agreement. The agreements will be for a term of one (1) year with two (2) renewals for one (1) year each for a total of three (3) years. Each of these agreements will be on-call and include a not to exceed annual fee potential of \$300,000 for Type A services, \$300,000 for Type B services, and \$300,000 for construction project representation services.

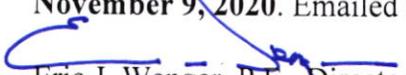
The Oklahoma City Airport Trust, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all proposers that it will affirmatively ensure that any contract entered into pursuant to this advertisement, 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.

All questions must be submitted in writing to patty.butenhoff@okc.gov by 10:00 a.m. Thursday, October 29, 2020. Answers to the questions will be posted on the OKC.gov website Public Works Department, Engineer and Architect Resources, by 10:00 a.m. Wednesday, November 4, 2020.

As a part of your Letter of Interest, provide your understanding of the project and your expertise and experience on similar projects. **Please provide a contact name and email address in your letter of interest.** Refer to the basic contract located on [www.okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e/consultant-forms/AE-contract-\(City or Trust\)](http://www.okc.gov/departments/public-works/engineer-architect-resources/notice-to-a-e/consultant-forms/AE-contract-(City%20or%20Trust)). All contracts with the City or its 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: Last date for submitting Letter of Interest **provided on a flash drive** to the Public Works Department Director, **ATTN: Angee Wagner**, 420 W. Main Street, Suite 700, Oklahoma City, OK 73102: **must be postmarked prior to 5:00 p.m. November 9, 2020.** Emailed submittals are not being accepted at this time.


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



MEMORANDUM

The City of OKLAHOMA CITY

TO: Eric Wenger, P.E., Director
Public Works Department

FROM: Mark D. Kranenburg, Director
Department of Airports

DATE: September 10, 2020

SUBJECT: Selection of Architect-Engineer

On behalf of the Oklahoma City Airport Trust, I hereby request consultant selection for the following professional services:

WRWA
Facilities Maintenance Engineering Agreement
At Will Rogers World Airport, Wiley Post Airport and Clarence E. Page Airport

and

MMAC
Facilities Maintenance Engineering Agreement
At Will Rogers World Airport and Mike Monroney Aeronautical Center

Two companies will be selected from this solicitation, one for each agreement. The agreements will be for a term of one (1) year with two (2) renewals for one (1) year each for a total of three (3) years. Each of these agreements will be on-call and include a not to exceed annual fee potential of \$300,000 for Type A services, \$300,000 for Type B services, and \$300,000 for construction project representation services.

Either of these agreements may be utilized at any of the Oklahoma City Airports Trust (OCAT) airports including Mike Monroney Aeronautical Center (MMAC), however, generally the WRWA agreement is intended for OCAT's three airports not including MMAC and the MMAC agreement is intended for use at MMAC with the potential for WRWA as required.

For the first listed agreement, WRWA, annually inspect all facilities owned by the Oklahoma City Airports Trust at the Trust's three airports. Prepare an annual report including condition of facilities and itemized statements of recommended capital improvements, repairs, and major maintenance projects. Annual inspection reports shall be provided in a searchable and sortable electronic file and shall utilize the current industry standard for facility life cycle reporting capability.

For the second listed agreement, MMAC, annually inspect all facilities owned by the Oklahoma City Airports Trust at the Mike Monroney Aeronautical Center and, if directed, elsewhere within the Airport Trust owned properties. Prepare an annual report including condition of facilities and itemized statements of recommended capital improvements, repairs, and major maintenance projects. Annual inspection reports shall be provided in a searchable and sortable electronic file and shall utilize the current industry standard for facility life cycle reporting capability.

Work for both agreements also includes the provision of project manuals for the acquisition of services by an appropriate contractor for the discipline and/or trade-specific Annual Maintenance Contracts held by the Trust. Further, provide Type A Engineering Services for studies, cost estimating, and engineering reports; and Type B Engineering Services for project design, development of plans and specifications for periodic preventative minor and major repair, response to and development of requirements for emergency repairs, and minor renovation or capital improvements to all buildings, utilities, and other facilities, including providing services for urgent maintenance or urgent repair, when requested. Provide Project Representation Services upon request.

The successful Architect-Engineer is required to maintain full service capabilities by appropriately licensed or certified individuals, whether by direct employ, partnership, or sub-contract, in the disciplines of Architecture, Civil Engineering, Mechanical Engineering, Fire Protection Engineering, Electrical Engineering, Structural Engineering, and support staff including CAD technicians, technical writers, and persons qualified to provide Project Representation Services.

For the WRWA agreement, specialized experience and capability or subconsultants shall be included in the areas of pavement evaluation, management, and design; terminal architecture and interior design; and terminal area vehicular transportation planning and design.

For the MMAC agreement, specialized experience and capability or subconsultants shall be included in the area of medium voltage electrical service, equipment, and distribution.

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.

JRD

cc: Aubrey McDermid, Assistant City Manager
John R. Storms, P.E., Manager Planning and Development