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**Re: REQUEST FOR LETTER OF INTEREST AND STATEMENT OF QUALIFICATIONS  
(LOI/SOQ) FOR PROFESSIONAL ENGINEERING SERVICES FOR:**

**TMUA ES 2027-19 Private Property I/I Abatement Program Evaluation**

Your firm, among others, is invited to submit a LOI/SOQ and an Architect/Engineer and Related Services Questionnaire, (Form TUL 9280) found on the City's web site at:

<https://www.cityoftulsa.org/media/1048/tul9280.pdf>

to the Tulsa Metropolitan Utility Authority (TMUA) to provide Professional Engineering Services for the above referenced project.

This project includes professional engineering services for the evaluation of an areawide multi-year rehab and replacement program to abate Inflow and Infiltration (I/I) from Private Sewer Laterals connected to the city's wastewater collection system. The project includes a planning and prioritization phase followed by implementation. Construction activities may include a mix of inflow source disconnects, lateral rehabilitation or lateral replacement depending on solutions that are determined to be most cost-effective during the evaluation phase of the project. The Northslope and Southslope Master Plans assumed a maximum I/I reduction of 35% from public sources and some areas require up to an additional 10% reduction of private I/I to eliminate Sanitary Sewer Overflows. The highest priority flow monitoring basins (TL-83A, TL-1415C, TL-26, TL-95, TL11\_43, TL-17, TL-20A, TL-111, TL-10/TL-42A, TL-85, TL-93). Approximately 41,000 service laterals exist in those flow basins.

Scope of engineering services will include but not be limited to evaluation of current state laws, local ordinances, I/I abatement tools and technologies, feasibility of utilizing public dollars for private improvements and the Return on Investment (ROI), cost estimates, as well as creation of an Engineering Report detailing a recommended plan for implementation of an areawide multi-year rehab and replacement program to abate I/I from private sewer laterals in the most cost effective way for TMUA and its rate payers.

The LOI/SOQ submittal will be evaluated on:

- ❑ **FIRM'S EXPERIENCE AND CAPABILITY FOR WORK – (30 POINTS)**  
Specific project type experience. Similar to project type (complexity, size, etc.). Related experience to include projects of a relevant nature with date of completion; projects of relevant scope with date of completion. Describe your firm's project budgeting and cost estimating procedures with results. This shall include a complete and updated TUL 9280 Form.
- ❑ **PROJECT TEAM EXPERIENCE – (40 POINTS)**  
Provide an organization chart showing key personnel identified below. The chart shall indicate lines of authority and points of contact.  
**Proposed Project Manager:** Response must name the Project Manager directly responsible and engaged in the work. Describe the project manager's specific qualifications and experience directly related to private sector I/I abatement. Focus on the proposed project manager's specific duties and responsibilities and how project experience is relevant to the proposed contract.  
**Proposed Project Staff:** Response shall name the key staff from the firm, and its subconsultants, who will perform the functions deemed necessary to accomplish the A/E Services for the proposed project. Describe the typical work to be performed by each key staff member and detail their specific qualifications and experience directly related to the contract. Focus on the individuals' specific duties and responsibilities and how project experience is relevant to the proposed contract.

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❑ **PROJECT APPROACH – (20 POINTS)**

Response must demonstrate your comprehension of the objectives and services for the proposed contract. Do not merely duplicate the Anticipated Scope of Work described in this Request for Qualifications (RFQ). Describe and demonstrate your firm's/team's comprehension of the goals and objectives of this project. Describe your proposed team's approach to managing this project. Discuss whether the statement of services is sufficiently explicit for the proposed work.

❑ **VERIFIABLE REFERENCES – (10 POINTS)**

Describe what you consider to be past successful projects of similar magnitude/scope and why. If no projects have been completed for the City of Tulsa, then please utilize another Municipality along with contact information.

The submittal shall be limited to a front/back cover, one (1) single-sided letter of interest statement, ten (10) single-sided pages, excluding Form TUL 9280. Fifteen (15) copies of the LOI/SOQ and Form TUL 9280 and One (1) thumb drive with two (2) files: 1) LOI/SOQ 2) TUL-9280 [“firm name TUL 9280 2026”]. All submittals shall be in an envelope, package or box clearly labeled with **PCSSC, Attention LaNay Cosby, Firm Name, and Project Name. Deliver packet to Tulsa City Hall, 175 E. 2<sup>nd</sup> St, 2<sup>nd</sup> Floor – City Clerk Office, Tulsa, Oklahoma 74103 (see attached map) until Thursday at 5:00 p.m. July 16, 2026.**

**ENGINEER SELECTION SCHEDULE:**

05/20/26	PCSSC	Request to send Letter of Interest and Statement of Qualification (LOI/SOQ)
06/10/26	TMUA-ESC	Approve Request of LOI/SOQ – signed by the Chairman
06/12/26	LOI/SOQ Letters	Send LOI/SOQ letters
06/23/26	Virtual	Mandatory Virtual Group Informational Meeting
07/16/26	TMUA	Receive LOI/SOQ 5:00 PM Thursday
08/5/26	PCSSC	Review LOI/SOQ, recommend short-list or selection
08/12/26	TMUA-ESC	Reject, select, or short-list for interviews or requests for proposals

There will be a **ONE-TIME, MANDATORY** group informational meeting on **Wednesday, June 23, 2026, at 11:00 am.** No additional individual meetings will be conducted or allowed.

Interested professional consulting firms should attend the informational meeting by videoconferencing or teleconferencing via Microsoft Teams by joining from a computer, tablet, or smartphone.

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Participants can join by entering the Meeting ID and Passcode into Microsoft Teams.

Meeting ID: 258 033 214 489 883

Passcode: VZ99Cj6E

The Tulsa Metropolitan Utility Authority reserves the sole right to evaluate the submittal, waive any irregularities therein, select candidates for interviews or reject any and all firms that submitted should it be deemed for its best interest. More than one consultant may be selected for this work. All parties selected to interview will be notified by mail. Please direct all comments, questions, and any request for information to Andrew Liechti at [aliechti@cityoftulsa.org](mailto:aliechti@cityoftulsa.org).

Sincerely:

**TULSA METROPOLITAN UTILITY AUTHORITY**

Rick Hudson, Chairman  
Engineering Selection Committee

Cc: TMUA-ESC Thomas Prag Eric Lee Andrew Liechti Chris Kovak  
PCSSC Matt Vaughan Joan Gausvik Mohamed Ali Pete Denis



## LOI/SOQ PACKET DELIVERY INSTRUCTIONS

Deliver your LOI/SOQ packets to Tulsa City Hall, 175 E. 2nd St., 2nd Floor.

Enter by following the ramp to the public entrance at Second St. and Cincinnati Ave. and you will be on the 2nd floor. City Hall's hours are 8:00 a.m. to 5:00 p.m. (Central Time) Doors lock at 5:00 p.m.

Check in with security and then go left past the Utilities & Payments area to the Office of the City Clerk.

