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

**PROJECT NO. TMUA ES 2022-16, LOWER BIRD CREEK WASTEWATER TREATMENT  
FLOW EQUALIZATION IMPROVEMENTS**

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 of Tulsa's web site at:

<https://www.cityoftulsa.org/media/14663/tul-9280-october-2020.pdf>

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

This project scope is the design of the following components:

LBCWWTP Phase 1 – construction of a new 16-million-gallon Flow Equalization Basin (FEB) and associated piping, flow meters, return pump station, and other associated improvements at the existing plant site.

All or part of this work will be funded by a State American Rescue Act Plan (ARPA) Grant. All grant funds must be expended by December 31, 2026. Hence, the components above must be designed and built on a critical schedule.

Federal requirements will include:

- Disadvantaged Business Enterprise (DBE)
- 2 CFR: All procurement transactions for the acquisition of property or services must be conducted in a manner providing full and open competition consistent with the standards of 2 CFR 200.319 and 2 CFR 200.320.

Services may include all or part of the following: engineering report, preliminary and final design, bidding assistance, construction contract documents, and construction management and/or inspection services.

The LOI/SOQ submittal will be evaluated on:

- ❑ **FIRM EXPERIENCE WITH PROJECTS OF A SIMILAR NATURE AND SCHEDULE, AS DOCUMENTED IN THE TUL 9280 (35 POINTS)**
- ❑ **DESIGN TEAM ORGANIZATION, APPROACH, AND RESUMES (45 POINTS)**

Date: October 27, 2022

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- ❑ **WORK PERFORMED LOCALLY (10 POINTS)**
- ❑ **VERIFIABLE REFERENCES (5 POINTS)**
- ❑ **DISADVANTAGED BUSINESS ENTERPRISE (DBE) (5 POINTS)**

The response shall be limited to ten (10) single sided 8-½” x 11” pages including cover letter. The TUL 9280 form is not included in the total page count. Fifteen (15) copies of the LOI/SOQ and Form TUL 9280, and one (1) USB flash drive of the entire submittal (PDF) will be received by Patty Wernhardt (918-596-9565), 2317 South Jackson Avenue, Room S-200, Tulsa, Oklahoma 74107 until **5:00 p.m. (local time), December 1, 2022.**

**ENGINEER SELECTION SCHEDULE:**

10-19-22	PCSSC	Request to send Letter of Interest and Statement of Qualification (LOI/SOQ)
10-26-22	TMUA	Approve Request of LOI/SOQ
12-01-22		Receive LOI/SOQ 5:00 p.m.
12-14-22	PCSSC	Review LOI/SOQ, make selection
12-21-22	TMUA	Approve Selection

Please note that due to COVID-19, site visits will not be allowed at this time.

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. All parties selected to interview will be notified by mail. Please direct all comments, questions, and any requests for information to Aaron Johnson or [ajohnson@cityoftulsa.org](mailto:ajohnson@cityoftulsa.org).

Sincerely:

**TULSA METROPOLITAN UTILITY AUTHORITY**



Rick Hudson, Chairman  
Engineering Selection Committee

Cc: PCSSC	Thomas Prag
TMUA/ESC	Matt Vaughan
Clayton Edwards	
Aaron Johnson	