



**The City of  
OKLAHOMA CITY**  
UTILITIES DEPARTMENT

**May 20, 2025**

**Project Title:** Utilities Environmental Laboratory

**Project Location:** NW 6<sup>th</sup> St and Pennsylvania Avenue

**Project Number:** SM-0391

**Estimated Project Construction Cost:** To Be Determined.

### **1.0 Project Description:**

The Oklahoma City Water Utilities Trust (OCWUT) is evaluating the renovation and expansion of the existing filter building located at the Overholser Treatment Plant to house the new Utilities Environmental Laboratory (Lab).

### **2.0 Project Intent:**

The consultant will provide all services to support the design and construction of the Lab. These services include, but are not limited to, preliminary studies, final design, bidding, construction administration and management, inspection, and submittal of record drawings.

The exterior of the Lab will be restored to the current standards while maintaining the original architecture of the existing filter building. The interior will be completely modified to the current standards for the Lab, personnel, and flushing group. Any extension of the filter building will match the original architecture.

### **3.0 Backgrounds:**

OCWUT operates and maintains laboratory facilities presently located at the Hefner Water Treatment Plant. These facilities are used to perform water quality testing on potable water sources including the city-wide distribution systems and the Hefner and Draper treatment plants. These facilities are also used for wastewater quality testing for the pretreatment section in Wastewater Quality.

This project will renovate and expand the existing filter building at the Overholser Treatment Plant to facilitate the relocation of the existing laboratory facilities located at the Hefner Water Treatment Plant and add new space for future laboratory and testing needs.

#### **3.1 Laboratory Overview**

The present laboratory houses facilities for the following laboratory functions:

Administration Division • 420 West Main, Suite 500 • Oklahoma City, OK 73102  
405/297-2422 • FAX 405/297-3813

- Wet chemistry (BOD, TSS, OGS, Alkalinity, UV, Algae)
- Microbiology (total chlorine, turbidity, conductivity, pH, heterotrophic plate count, total coliform/e. Coli, Enterolert)
- Quality Control (sterility checks on water, agar, media, bottles, testing supplies)
- Instrumentation (HAA, TTHM, taste/odor, heavy metals, anions, EPA 624, EPA 625, TOC, DOC)
- Flushing/field sampling (Chlorine, turbidity, iron)

### **3.2 Project Need**

The needs of the expanding Oklahoma City metropolitan area have outgrown the capabilities of the present laboratory facilities. The consultant will be required to evaluate current and future needs such that the Lab will sufficiency house facilities for present and future functions, such as PFAS testing, to better serve the public and the demand of the Hefner and Draper treatment plants.

### **4.0 Area Overview:**

The Lab is to be relocated to the existing filter building at the Overholser Water Treatment Plant located near NW 6<sup>th</sup> Street and N Pennsylvania Ave. The existing filter building was originally constructed in the early 1920s and is presently vacant.

### **5.0 Current Projects:**

The design of the Lab will coincide with the design and construction of the new Utilities Operations Center Project (SM-0390).

### **6.0 Scope of Services and Schedule:**

The consultant will be required to provide detailed design plans, material selections, bidding documents, and conceptual drawings for approval. The contract will consist of Tasks 1 through 6 including Preliminary Design Report, Engineering Design, Bidding Services, Construction Administration and Management, Field Inspection Services, and As-Built Documentation.

#### **6.1 Time Schedule:**

The final Preliminary Report (Task 1) is required within 180 days after Trust approval of the notice to proceed. The Final Plans and Bidding Documents (Task 2) are required 180 days after Trust approval of Preliminary Report.

### **7.0 Letter of Interest Requirements:**

The Consultant shall provide a Letter of Interest that demonstrates their understanding of the project intent and scope of services. In addition to details on the approach and concept of the project and the requirements outlined in the advertisement, the Letter of Interest submittals must also provide the information below:

## **7.1 Similar Project Experience**

- Indicate the key aspects or characteristics of the referenced project that are relevant to OCWUT for the project the letter of interest is being submitted.
- Indicate the members of the proposed project team that worked on the reference project and what role they served on the project.

## **7.2 Project Team Availability**

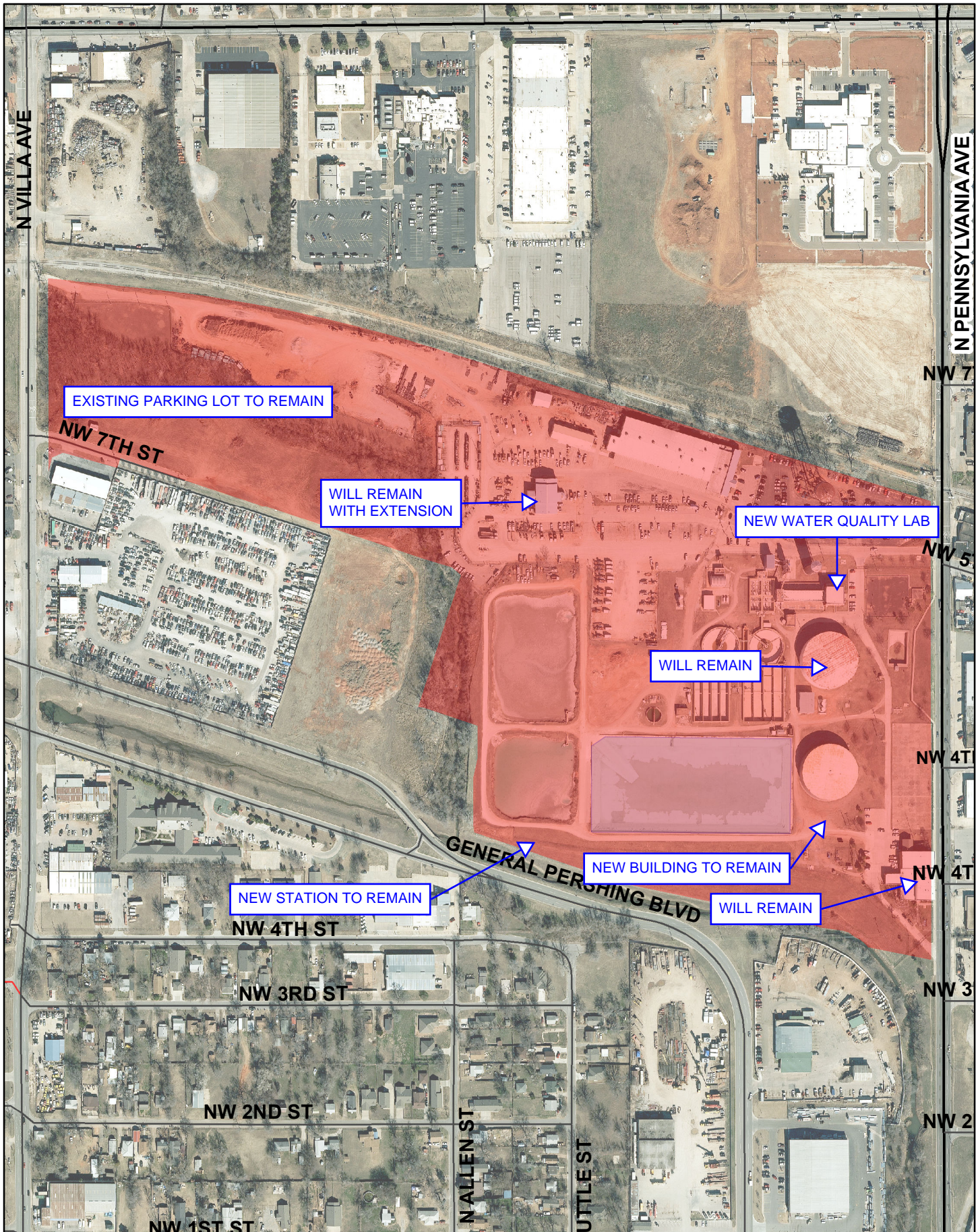
- Specifically address the availability of each proposed project member and communicate in a quantifiable manner how much availability they have (e.g. 25%, 50%, 75%, 100%).
- If the firm has existing projects with the City of Oklahoma City or any of its Trusts, provide a list of those projects, the members of the proposed project team working on those projects, and how much of their workload is allocated to those projects.
- The Consultant may not change the Project Team without prior consent from the Director. Letters of Interest must be 50 pages or less. Please provide a contact name and email address in your Letter of Interest.

## **8.0 Available Information**

Upon execution of a non-disclosure agreement, the following information will be made available for review in preparation of Letter of Interest submissions. The executed form must be submitted to Duke Newin ([duke.newin@okc.gov](mailto:duke.newin@okc.gov)) and Patty Pool ([patty.pool@okc.gov](mailto:patty.pool@okc.gov)) via e-mail.

- Available as-built drawings.
- Available additional record drawings.
- Available information for storm sewer and water distribution in the immediate area.





# UTILITIES OPERATIONS CENTER

