



## OKLAHOMA DEPARTMENT OF TRANSPORTATION

Project Management Division

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**DATE:** November 7<sup>th</sup>, 2006

**TO:** Consulting Engineering Firms

**FROM:** Janice Schultz, Project Management Division

**SUBJECT:** Solicitation for Environmental Studies

At this time, the Department is soliciting the services of Consulting Engineering Firms to provide Environmental Studies, NEPA documentation on County Road and Bridge Improvement Projects Statewide. This solicitation includes specialized environmental services contracts to be utilized in support of the Planning and Research Division. These services require qualifications, expertise, experience and/or equipment that are of a highly specialized nature. Please find attached a list of the project and description for which the Department is seeking the noted services.

Your response for this **Engineering Contract** that you are interested in being considered for will include the submission of one (1) unbound original and five (5) copies of a packet containing the following:

1. A Letter of Interest referencing the Engineering Contract Number (EC No.).
2. A Table of Organization depicting the proposed project team.
3. A statement of your qualifications (CAP 255 Form preferred).
4. Any additional information you believe appropriate for the Department's use in determining your capabilities and qualifications to perform the type of work encompassed by that particular contract.

Please remember that this is a SOLICITATION OF INTEREST and not a Request for Proposal. As such, you are only requested to provide information related to your qualifications to perform the work described. Any additional information you choose to provide related to proposed solutions for the solicited project or any other prepared Contract/Project specific media is NOT required and is unnecessary for the Department's processes. Proposals will be requested upon entering the interview phase of the Consultant Selection Process.

The deadline for the submittal of your responses will be 4:30 p.m. Wednesday, November 15<sup>th</sup>, 2006. The Department anticipates the selection process to be complete and the contract negotiated and approved by the Transportation Commission as soon as possible and not later than January 8<sup>th</sup> of 2007. As this contract is anticipated to be financed with Federal Fiscal Year 2007 funding, the Notice to Proceed is expected in January of 2007.

As always, your assistance, cooperation and patience is greatly appreciated. Please do not hesitate to make us aware of any questions, comments or concerns that you may have or to offer suggestions for process improvement.

<b>Contract No.</b>	EC - 1120	<b>Services Description: Environmental Studies</b>  The successful Consulting Firm will be required to complete Environmental Studies and Coordination on County Road and Bridge Improvement Projects Statewide. The Consultant will be responsible for all specialist studies required under NEPA, any public involvement required, and preparing the appropriate environmental clearance documents. ODOT will perform any interagency coordination required for this project.
<b>ODOT Division</b>	Planning & Research	
<b>County</b>	Statewide	
<b>State Job Piece No.</b>	TBD	
<b>Federal Aid Proj. No.</b>	TBD	