

August 29, 2026

**Re: REQUEST FOR LETTER OF INTEREST AND STATEMENT OF QUALIFICATIONS (LOI/SOQ)  
FOR PROFESSIONAL ENGINEERING SERVICES FOR: COMMUNITY-WIDE  
BROWNFIELD ASSESSMENT PROJECTS**

Your firm, among others, is invited to submit a LOI/SOQ to provide consulting services for the above referenced project. It is anticipated that one or more firms may be selected for these citywide services which will total approximately \$300,000.

Services may include all or part of the following: Phase I, Phase II, and Phase III environmental site assessment and investigation, asbestos and lead-based paint surveys, plans, specifications, cost estimates, public involvement, and research. Services will also include preparation of EPA compliance documents, specifically Quality Assurance Project Plans (QAPPs).

The LOI/SOQ submittal will be evaluated on:

- ☐ **PROJECT APPROACH TO PHASE I, II, AND III ENVIRONMENTAL ASSESSMENTS AND COMPLIANCE DOCUMENTS (10 POINTS)**
- ☐ **SAFETY PLANNING APPROACH FOR PHASE I, II, AND III ENVIRONMENTAL ASSESSMENTS WITH 3 YEARS OF EMR DATA (10 POINTS)**
- ☐ **DESCRIPTION OF 5 TEAM-MEMBER PROJECTS WITH VERIFIABLE REFERENCES (30 POINTS)**
- ☐ **TEAM ORGANIZATION AND RESUMES (20 POINTS, must include MBE/WBEs for full points below)**
- ☐ **MBE/WBE TEAM MEMBER DESCRIPTIONS, ROLES, AND UTILIZATION (15 POINTS)**
- ☐ **PERCENTAGE OF WORK TO BE PERFORMED BY PERSONNEL LOCATED IN THE TULSA METROPOLITAN AREA (15 POINTS)**

The response shall be limited to ten (10) single sided pages plus a cover which identifies:

- Company Name, address, phone, and website
- Primary and Secondary Contacts for the Proposal

Emailed copies of the LOI/SOQ will be submitted to [rfp@partnertulsa.org](mailto:rfp@partnertulsa.org) and will be accepted until **Friday, September 25, 2026 5:00 p.m., (local time).**

REQUEST FOR LETTER OF INTEREST/STATEMENT OF QUALIFICATIONS:  
COMMUNITY-WIDE BROWNFIELD ASSESSMENT PROJECTS  
August X, 2026

The Tulsa Authority for Economic Opportunity reserves the sole right to evaluate the submittal, waive any irregularities therein, select candidates for submittal of proposals and/or interviews, or reject any and all firms that submitted should it be deemed for its best interest. All parties selected to submit proposals will be notified by email. Please direct comments, questions, and any request for information to [rfp@partnertulsa.org](mailto:rfp@partnertulsa.org).

Sincerely,

Nia James, SVP of Real Estate and Asset Management  
Brownfields Program Manager  
Tulsa Authority for Economic Opportunity

Michelle Barnett, P.E., SVP of Economic and Workforce Development, Brownfields Quality  
Manager