



City of Phoenix
OFFICE OF THE CITY ENGINEER
DESIGN AND CONSTRUCTION PROCUREMENT
200 W. Washington Street, 5th Floor
Phoenix, Arizona 85003-1611

**STREET TRANSPORTATION DEPARTMENT
SUBSURFACE UTILITY EXCAVATION SERVICES
2-STEP JOB ORDER CONTRACT
4108JOC210
RFx 6000001269**

NOTIFICATION LETTER NO. 1

July 11, 2022

This notification letter shall become part of the Request for Qualifications for the above referenced project.

Response to Questions:

- QUESTION:** It does not state that a Professional Engineer and Professional Surveyor is required for this contract. To be in compliant with the ASCE 38 to achieve the QL D, C, B, and A, professional in responsible charge must sign the test hole forms and QL D, C, B deliverables. Does the City intend to require a licensed professional to be included as a key staff and part of the team?

ANSWER: Contract will contain that a licensed professional is required to be a key personnel and part of the primary contractor's team.
- QUESTION:** If a licensed professional is required, to meet technical board requirements, the professional in charge has to be employed by the Prime firm, is the City's intent to allow primes to not be professional registered and sub out the signing and sealing of deliverables?

ANSWER: Contract will contain that a licensed professional is required to be a key personnel and part of the primary contractor's team.
- QUESTION:** The RFQ mentions a 12 day turnaround so does that include both Quality Level utility location projects and vacuum excavation projects? Also, how many utility testholes are to be completed in those 12 days and how many days if it is a large project?

ANSWER: The 12 day turnaround is for up to 30 holes only, with survey. For every additional 5 holes, an extra day is added. Current Contract started out as 7 days but was amended to 12 days when slurry became difficult to obtain and causing delays.
- QUESTION:** For Criterion B2 "List all City of Phoenix projects by name only where the firm provided general construction services in the last five years either completed or ongoing." Could the City define "general construction services"? Is the City looking for projects in which our firm led construction services or projects in which we played a role in it? For example, we have provided potholing services on construction projects, but we did not actually provide the construction services. Please clarify.

ANSWER: Provide any work that was performed by your firm on any City of Phoenix projects within the last 5 years.
- QUESTION:** In the pre-bid meeting, it was stated that deliverables would be through a SharePoint site. Section 1 states that hard copy documentation is required within 12 working days. Is that still in force?

ANSWER: All deliverables will be submitted through a "SharePoint" file online provided by the SUE Project Manager. No hard copies will be accepted.
- QUESTION:** Can the City PM share the City's preference or standards with respect to the software formats for deliverables? example, MicroStation, AutoCAD, ESRI, GIS?

ANSWER: Deliverables will be submitted via a “SharePoint” site that will be shared with those firms awarded a contract.

7. **QUESTION:** What is MAG/CSI Format?

ANSWER: It’s the standard format from Maricopa Association of Governments (MAG) and City of Phoenix Supplemental to MAG and Construction Specification Institute (CSI).

8. **QUESTION:** What are the “Minor design services” that may be required? Can you provide an example?

ANSWER: In the event that a project manager decides to use full designation services of Quality Levels D, C, B, and A, the contractor will be responsible for providing sealed plans showing the locations of all underground utilities.

9. **QUESTION:** What are the amounts of the performance and payments bonds for this contract?

ANSWER: Per the RFQ: The City intends that each Job Order performed under this JOC will not exceed \$100,000 in construction costs, but in no event will any Job Order Agreement exceed \$1,000,000.

10. **QUESTION:** EMR Proposal requirement – should we simply list our score or provide entire report?

ANSWER: List only the Experienced Modification Rate (EMR) score.

11. **QUESTION:** Bonding Statement requirement – should the bonding level reflect a specific dollar level?

ANSWER: Per the RFQ: Bonding Statement – include a statement of the firm’s bonding capacity from a Surety Company (A- or better for the prior four quarters).

12. **QUESTION:** Will additional questions be allowed for the RFP process?

ANSWER: Yes.

13. **QUESTION:** For this solicitation, when is the deadline to submit questions?

ANSWER: There is not a set deadline, but the City may not respond if there is not enough time between the question and the submittal deadline.

14. **QUESTION:** How can we get information of use of this contract for FY 2020 & 2021?

ANSWER: Submit a “Public Records Request” to ask for the specific information you would like to review.

15. **QUESTION:** What is the previous JOC number?

ANSWER: 4108JOC154

All other terms and conditions remain unchanged.



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CITY OF PHOENIX, DESIGN AND CONSTRUCTION PROCUREMENT

*****END OF NOTIFICATION NO. 1*****