

Pre-Submittal Meeting

**CITY OF PHOENIX
REQUEST FOR QUALIFICATIONS**

WATER SERVICES DEPARTMENT

**VAL VISTA WATER TREATMENT PLANT RESERVOIR 3
MAJOR REHABILITATION
ENGINEERING SERVICES**

PROJECT NO. WS85050019 - RFx 6000001504

JANUARY 30, 2024



Welcome and Introductions

Julie B. Smith, Contracts Specialist II

Point of Contact for Submittals and RFQ Questions

Office of the City Engineer

julie.b.smith@Phoenix.gov

(602) 534-2418

Joshua Smith, Civil Engineer III – Project Manager
Water Services Department



Meeting Overview

- ❑ Sign-in please
- ❑ Sign-in sheet and PowerPoint will be posted on Procurement's website:

[Solicitations - Solicitations City of Phoenix](#)

It is your responsibility as an RFQ holder to determine, prior to submittal, if any **Notifications** have been issued

- ❑ Please hold questions until Q&A period
- ❑ This is the **ONLY** opportunity to discuss this project with City staff



Vendor Registration

- ❑ All Firms **SHOULD** Be Registered in the Vendor Management System **PRIOR TO SUBMITTING A PROPOSAL**

- ❑ **New Firms** – After Registering, the City will send an e-mail with a vendor **number** approx. **2 days**

- ❑ The **VENDOR NUMBER** is to be included on the cover of the Statement of Qualifications. Information on how to register with the City is available at:
 - <https://www.phoenix.gov/finance/vendorsreg>



Agenda

- ☐ **Project Description**
- ☐ **Scope of Work**
 - ☐ **Engineering Services**
- ☐ **Statement of Qualifications Evaluation Criteria and Submittal Requirements**
 - ☐ **Engineering Services**
- ☐ **Selection Schedule**
 - ☐ **Engineering Services**



Project Description

- ❑ Val Vista Water Treatment Plant – Reservoir No. 3 major rehabilitation (CMAR Delivery Method)
- ❑ 40 Million Gallon (MG) potable water reservoir
- ❑ Full rehabilitation, including but not limited to:
 - ❑ New standing seam metal roof
 - ❑ New NSF-61 membrane liner system
 - ❑ New baffle walls
 - ❑ Structural and mechanical repairs and replacement, as recommended/required
- ❑ Modeling analysis
- ❑ Professional Services (Design and CA&I) and CMAR (pre-construction and Construction)



Project Site



Scope of Work

☐ Engineering Services

☐ Design Services

- ☐ Assessment and inspection of the reservoir as required for design
- ☐ Prepare and submit design deliverables for review and approval, including:
 - ☐ Basis of Design Report
 - ☐ Drawings
 - ☐ Technical Specifications
- ☐ Design documentation shall be submitted at 60%, 90%, and 100%
- ☐ Preparation of design documentation and demolition plan for the removal and demolition of the existing membrane liner and metal roof
- ☐ Modeling and analysis of reservoir and adjacent structure
- ☐ Prepare and submit to the City an Opinion of Probable Construction Cost (OPCC) estimate for each deliverable
- ☐ Data collection and field survey, including geotechnical evaluation for construction requirements
- ☐ Agency coordination and permitting



Scope of Work

☐ Engineering Services

☐ CA&I Services

- ☐ General construction administration and oversight
- ☐ Construction inspection and materials testing services, including preparation of punch lists for corrective work to be performed by the contractor and any subsequent re-inspections
- ☐ Confirm Contractor's work progress and qualities of work completed
- ☐ Certify Contractor progress payments
- ☐ Provide data from construction to update Computerized Maintenance Management System per direction of the City's Water Asset Management Team
- ☐ Preparation of record documentation and maintenance procedures
- ☐ Startup and commissioning services
- ☐ Programming services



QUESTIONS ON SCOPE?



Statement of Qualifications Criteria

❑ Engineering Services

- A. Design Experience of Prime Firm – 150 points**
- B. CA&I Experience of Prime Firm – 150 points**
- C. Design Experience of Key Personnel and Subconsultants – 125 points**
- D. CA&I Experience of Key Personnel and Subconsultants – 125 points**
- E. Project Understanding and Approach – 300 points**
- F. Staffing Information for Key Personnel – 150 points**



Submittal Requirements

- ❑ Information Sheet – 1 page – Only included: company name (legal firm name – not a trade name), address and contact information (include email of contact person), vendor number, project title and project number.



❑ MAXIMUM pages permitted is 12 pages:

- + Evaluation Criteria (including organizational chart)
- + Additional Content (resumes or other information)
- + Photos, charts / graphs or other evaluation content

10 MAXIMUM pages permitted – Front/Back Covers, Information Sheet, Table of Contents, tabs or dividers are not included in page count unless they include evaluation criteria or additional content that could be considered by selection panel.



Grounds for Disqualification

- ✓ Receipt of submittal after specified cut-off date and time.
- ✓ Emailing submittal to the wrong email address.
 - ✓ Julie.b.smith@phoenix.gov
- ✓ Violating “Contact with City Employees” policy.



Selection Schedule

☐ ENGINEERING SERVICES

- | | |
|--|------------------|
| <input type="checkbox"/> SOQ's Due | February 9, 2024 |
| <input type="checkbox"/> Firm Notified for Award | February 2024 |
| <input type="checkbox"/> Scope Meeting | March 2024 |



Street Transportation Procurement **Section WEBPAGE**

[Tabulations, Awards, and Recommendations - Solicitations City of Phoenix](#)

- ☐ Notifications (if any)
- ☐ Award
- ☐ Pre-submittal Power Point Presentation
- ☐ Pre-submittal Sign-in sheet



Questions After Today

E-mail your questions to:
julie.b.smith@phoenix.gov

PROJECT TITLE:

**VAL VISTA WATER TREATMENT PLANT
RESERVOIR 3 MAJOR REHABILITATION
PROJECT NO. WS85050019**

ENGINEERING SERVICES RFQ

Thank You for Attending !!!

**Julie B. Smith
Contract Specialist II
(602) 534-2418**

