



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

REQUEST FOR QUALIFICATIONS

**AVIATION CIVIL CONSTRUCTION
JOB ORDER CONTRACT
4108JOC227**

**RFX 6000001533
PROCUREPHX PRODUCT CATEGORY CODE 912000000**

NOTIFICATION LETTER NO. 1

February 5, 2024

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

SUBMITTAL OF STATEMENT OF QUALIFICATIONS:

Due to technical issues with the ProcurePHX RFX system, submittal of Statement of Qualifications (SOQ) for the Aviation Civil Construction Job Order Contract Services, 4108JOC227, are to be emailed to debra.russell@phoenix.gov by 12 noon, Phoenix time (Arizona time), on Friday, February 9, 2024.

REQUEST FOR QUALIFICATIONS:

Second paragraph – delete the following in its entirety:

In addition to the City and with approval of the Contractor selected under this procurement, the results of this procurement may be extended for use by other eligible municipalities and government agencies under Arizona Revised Statutes (ARS) Title 34.

SECTION I – PROJECT DESCRIPTION:

First paragraph – delete in its entirety and replace with the following:

This will be for a 36-month duration or \$24,000,000 per JOC, whichever occurs first. The JOC will include an option to renew, based on the Contractor's satisfactory performance, the City's need for additional services, and funding availability. The option to renew will be for an additional 24-month term or the balance of the maximum contract amount of \$40,000,000, including all JOC amendments. The City intends that each Job Order Agreement (JOA) issued under this JOC will not exceed \$4,000,000 in construction costs, but in no event will any JOA exceed \$4,000,000 subsequent to Council approval of the change in limits.

SECTION III – PRE-SUBMITTAL MEETING:

Delete in its entirety and replace with the following:

A pre-submittal meeting will be held at 8:30 a.m., on January 25, 2024, at Phoenix Sky Harbor International Airport Facilities & Services Building, 2nd Floor Conference Rooms A and B, located at 2515 E. Buckeye Road, Phoenix, Arizona, 85034. At this meeting, City staff will discuss the scope of work, general project requirements, and respond to questions from the attendees. It is strongly recommended that interested firms attend the pre-submittal meeting. Inquiries regarding the project scope outside of this pre-submittal meeting must be directed to the Contracts Specialist.

SECTION IV – STATEMENT OF QUALIFICATIONS EVALUATION CRITERIA:

Criteria B. Experience and Qualifications of the Firm, delete the following in its entirety:
Criteria B. Item 1. f. Percentage of SBE Participation.

Criteria D. Approach to Performing the Required Services, add the following:
Item 4. Describe the firm’s approach to managing multiple JOA Projects concurrently under this JOC Program.

QUESTIONS AND ANSWERS:

Q1.	Which engineering/architectural firms are servicing this JOC program?
A1.	TRACE Consulting, LLC and LEA-Architects, LLC.
Q2.	What airports does this JOC program service?
A2.	Phoenix Deer Valley Airport, Phoenix Goodyear Airport, and Phoenix Sky Harbor International Airport.
Q3.	If our submittal gets kicked back via email, what are we to do?
A3.	For submitting issues, email Contracts Specialist debra.russell@phoenix.gov and we will then send you an FTP link to submit your SOQ.
Q4.	If we are submitting our SOQ via email, how will we know if you received it?
A4.	You may email Contracts Specialist at debra.russell@phoenix.gov to confirm receipt.
Q5.	The RFQ shows two different Contracts Specialist to contact. Who are we to submit questions, references, and the SOQ submittal to?
A5.	Submit questions, references, and your SOQ submittal attention to: debra.russell@phoenix.gov. If you have submitted questions or references attention to bobbie.hobart@phoenix.gov they will be accepted.
Q6.	Do photos of our employees on the front cover/tabs of the pursuit count toward page count? The photos included would not include any scoreable content, only photos of employees doing work.
A6.	That would be acceptable as long as no scoreable content.

All other terms and conditions remain unchanged.



Debra K. Russell
Contracts Specialist II – Team Lead
CITY OF PHOENIX
DESIGN AND CONSTRUCTION PROCUREMENT

*****END OF NOTIFICATION*****