



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

**STREET TRANSPORTATION DEPARTMENT
DAM AND LEVEE SAFETY ADVISOR
ENGINEERING ON-CALL SERVICES**

RFX 6000001570

PROCUREPHX PRODUCT CATEGORY CODE 925000000

NOTIFICATION LETTER NO. 1

APRIL 5, 2024

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

1. **SECTION IV – SUBMITTAL REQUIREMENTS**

Submittals: Delete the fourth bullet point in its entirety and replace with the following:

A maximum of **12 pages** is permitted to address all content in the SOQ submittal. ***(Maximum page limit includes evaluation criteria and all additional content. It does not include information sheet.)***

Response to Questions:

1. **QUESTION:** What is the intended duration of the on-call contract?
ANSWER: Three years with the possibility of two additional years.
2. **QUESTION:** What is the maximum amount of each contract?
ANSWER: Five million over five years for each firm.
3. **QUESTION:** How many firms will be selected?
ANSWER: Per the RFQ, up to three firms will be selected.
4. **QUESTION:** Are there any SBE/DBEs for this project?
ANSWER: Per the RFQ, there will be no SBE/DBE for this contract.
5. **QUESTION:** Are subconsultants required?
ANSWER: Subconsultants are not to be submitted as part of this advertisement. Subconsultants will be added on a per assigned project as needed.
6. **QUESTION:** What is the basis for having multiple (2 or more) contracts? Will work be split contractually by structure type?

ANSWER: Having two or more contracts ensures the City will meet the needs of the projects on a timely basis. No, the work may be any structure type and any scope based on the needs of the City.

7. **QUESTION:** Within the RFQ it states that the resumes count toward the 10-page allotment. Is that the intent or would the City prefer to have the resumes included with an Appendix that does not count against the page limit?

ANSWER: See above Submittal Requirements for change.

8. **QUESTION:** Does the organization chart count toward the 10-page allotment or can it be alternatively placed within an Appendix for improved clarity of the proposed team. We recognize the 10-page allotment is focused for the responses of Section 3, items A-D respectively.

ANSWER: Page count has increased to 12 pages; all information will be counted towards those pages. See above Submittal Requirements for change.

9. **QUESTION:** Will there be enough work for each firm?

ANSWER: We will need different services that are not exactly engineering work such as training of staff and emergency response so each firm will have a decent amount of work.

10. **QUESTION:** What if one of the dams come up with construction needed?

ANSWER: For construction purposes we use our contractors which falls under another contract.

11. **QUESTION:** Regarding consultant PM requirements, item 2 notes, "Have at least five years of experience in inspecting and design of the dams and levees, Hydraulic design of flood retarding structures and Hydrological analysis." Does the City plan to reevaluate the H&H for the dam and levees as part of this On-Call?

ANSWER: City is not planning to reevaluate H&H for dams, but it will be a needed service under design on a case-by-case basis.

12. **QUESTION:** Regarding evaluation criteria, item A notes, "Identify projects the submitting firm has completed in the last three years." Can the projects identified be older than the last three years and indicate completion dates?

ANSWER: City will Consider projects started and finished within the last 5 years.

All other terms and conditions remain unchanged.



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CITY OF PHOENIX
DESIGN AND CONSTRUCTION PROCUREMENT

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