



Pre-submittal Meeting Glenrosa Fleet Shop Replacement Engineering Services

CITY OF PHOENIX

Public Works Department

PROJECT PW26700044

PROCUREPHX PRODUCT CATEGORY CODE: 925000000

RFx Number: 6000001593

May 2, 2024

Welcome and Introductions

- Julie B. Smith, Contract Specialist II
602.534.2418 – julie.b.smith@phoenix.gov
- Joe Cortez, Facilities Project Planner
Public Works Department
- Jaime Garrido, Architect
Street Transportation Department

Agenda

Meeting Overview

Scope of Work/Services

SOQ Evaluation Criteria / RFQ Overview

Submittal Requirements (Page Count,
Disqualifications)

Important Dates: Selection Schedule

Websites

Meeting Overview

Sign-in sheet and PowerPoint will be posted on City of Phoenix's ProcurePHX system (RFx: 6000001593):

<https://eprocurement.phoenix.gov/irj/portal>

(or)

<https://solicitations.phoenix.gov/>

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

This is your ONLY opportunity to discuss this solicitation with City staff.

Project Description/Background

- The building facility provides repairs and maintenance for the City of Phoenix's Solid Waste fleet of various waste trucks plus other fleet cars and trucks. A significant portion of the serviced vehicles are or will soon be fueled by compressed natural gas (CNG). The City has identified the existing maintenance facility, including both the light and heavy portions, as requiring either upgrades to the selected building systems to comply with current building code requirements; or construction of a new facility; which will allow service of CNG vehicles in all service areas of the building.
- Services to be provided are to be comprehensive for the remodeling and expansion of the existing facility and will include architectural programming & design, structural engineering, mechanical, plumbing and electrical engineering, civil engineering, as well as landscape architecture as required for the delivery of a complete project.
- The project design shall consist of a phased construction, in order to accommodate owner continued operations and occupancy of the facility.

Project Description / Background Cont.

The remodeled and expanded facility is to include:

- an 8-bay facility with warehouse
- tire storage and repair,
- administrative, and support spaces comprising approximately 16,300 square feet.

The fleet to be serviced includes garbage trucks, pickup trucks, cars, backhoes, street sweepers, and other miscellaneous City vehicles. Vehicle staging and circulation around and within the proposed facility is an important program requirement.

Scope of Work / Services





QUESTIONS

FOR THE PROJECT MANAGER

SOQ Evaluation Criteria

- Programming / Design Experience of the Prime Firm – 150 Pts.
- CA&I Experience of the Prime Firm – 150 Pts.
- Programming / Design Experience of Key Personnel/Subs -125 Pts.
- CA&I Experience of Key Personnel/Subs – 125 Pts.
- Project Understanding and Approach – 300 Pts.
- Staffing Information for Key Personnel – 150 Pts.

VERIFY INFO IS CORRECT

Submittal Requirements

- Submit One (1) page Information Sheet
- Paper Size shall be 8½" x11"; Font size no less than 10 pt.
- Each page containing resumes, evaluation criteria, and additional content will be counted toward the maximum page limit
- Pages that have project photos, charts and/or graphs will be counted toward the maximum page limit

MAXIMUM pages permitted is **12**
pages:

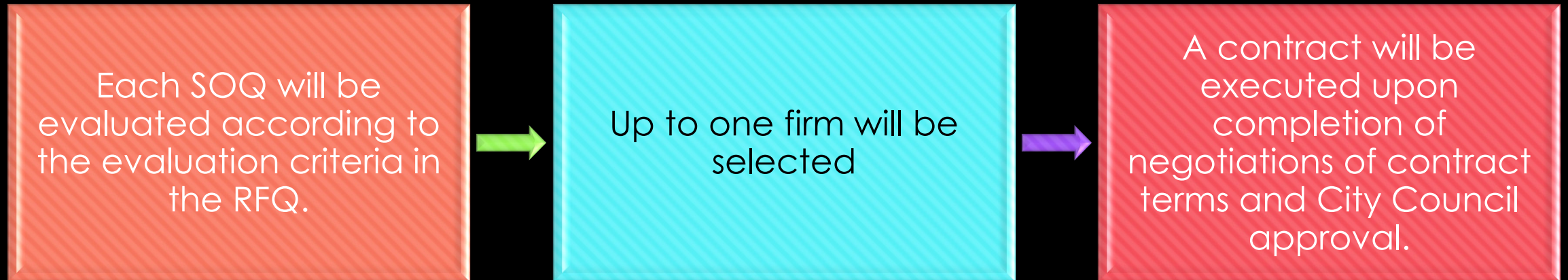
The following will NOT be counted
in the max page count:

- Front and back covers
- Information Sheet
- Table of Contents

Grounds for disqualification:

- Failure to submit via email by the due date and time
- Violating "Contact with City Employees" policy

Selection Process



Important Dates: Selection Schedule

Event:	Date:
Pre-submittal meeting	May 2, 2024
SOQs Due	May 17, 2024
Selection Notification	June 2024
Scope of Work Meeting	June 2024

Procurement Website

<https://www.phoenix.gov/streets/procurement-opportunities/>

Solicitations Website

Procurement Newsletter

Submitter's Handbook

The screenshot shows the City of Phoenix website's Procurement Opportunities page. At the top, there is a blue header with the City of Phoenix logo and name on the left, and a yellow box for 'Convention Center Public Meetings' on the right. Below the header is a search bar and a navigation menu with links for 'PHX At Your Service', 'PHX Pay Online', 'Map It', 'Find Public Records', 'PHXTV', and 'Translate'. The breadcrumb trail reads 'City of Phoenix > Street Transportation > Procurement Opportunities'. The main heading is 'Consulting & Construction For Capital Improvement Programs'. The text describes the contracting process and includes a notice that as of Monday, March 11, 2019, all links now direct to the main solicitations page. Key sections include 'Current Opportunities', 'Project Interviews', 'Bid Results and Project Selections', and 'Subscribe to Procurement Newsletter'. A note mentions that construction plans and specifications are available for download to reduce paper costs. A list of 'Other Useful Resources' includes links for Protest Policy, Submit Protest to City Clerk, Submitter's Handbook, Public Records Request, and SBE/DBE Directory.

City of Phoenix

Convention Center Public Meetings

Search...

PHX At Your Service PHX Pay Online Map It Find Public Records PHXTV Translate

City of Phoenix > Street Transportation > Procurement Opportunities

Consulting & Construction For Capital Improvement Programs

Design and Construction Procurement coordinates the contracting process for capital improvement projects using Design-Bid-Build, Job Order Contracting, Design-Build, and Construction Manager at Risk project delivery methods. The section handles all aspects relating to the contracting process from advertisement through contract award and execution under A.R.S. Title 34 and the direction of the City Engineer.

***EFFECTIVE MONDAY, MARCH 11, 2019 ALL DESIGN AND CONSTRUCTION PROCUREMENT WEB PAGE LINKS NOW DIRECT TO THE MAIN CITY OF PHOENIX SOLICITATIONS PAGE.**

Current Opportunities – Request for Qualifications, project plans, and specifications for projects that are currently available, as well as project amendments, notifications, plan holders list, pre-bid or pre-submittal sign-in sheets and PowerPoint presentations.

Project Interviews – Firms recently short-listed to participate in interviews for professional services and construction opportunities, as well as firms short-listed for 2-Step procurement processes.

Bid Results and Project Selections – Preliminary and final bid results are for Design-Bid-Build procurement opportunities. Preliminary bid results do not reflect the responsiveness or responsibility of any received bids. Project Selections identify firms to be awarded professional services and construction opportunities with the City.

Subscribe to Procurement Newsletter – Register to be on the distribution list for the free weekly newsletter that advertises design and construction opportunities.

In an effort to decrease paper costs, Design and Construction Procurement will place all construction plans, specifications, and addendum/notification on the City of Phoenix website for downloading. Interested parties can download the information and print at their own offices or copy the information to a disk and take to any reprographics company of their choice.

Other Useful Resources

- [Protest Policy](#)
- [Submit Protest to City Clerk](#)
- [Submitter's Handbook](#)
- [Public Records Request](#)
- [SBE/DBE Directory](#)

City of Phoenix Solicitations Website



1. Project-specific RFQs, Notifications, Sign-in Sheets, PowerPoint Presentations
2. Link to “**Tabulations, Awards and Recommendations**” web page

<https://solicitations.phoenix.gov>

City of Phoenix Solicitations Tabulations, Awards, and Recommendations

Solicitations

The City of Phoenix is committed to the principles of open competition and fairness for the procurement of goods and services. Working with customers, the City strives to ensure that our community receives the best value for the tax dollars that are expended.

The following is a list of all formal solicitations estimated to cost \$100,000 or more available for open competition. The list is inclusive of all formal solicitations issued by all City Departments for goods and services and for A.R.S Title 34 professional and construction services through the Office of the City Engineer. Please read the solicitation for submission instructions and requirements.

For information about the results of recent solicitations, [visit the Tabulations, Awards, and Recommendations web page](#).

Search and Filter Options:

Search for Solicitation by:

Number Title Department NIGP Code

Solicitation number "contains" searched term

Search Clear

Limit to NIGP...

All

Clear

Reminders

Place the following items on the Information Sheet:

- ❖ Project Title
- ❖ Project Number (*RFx Number 6000001593*)
- ❖ Firm Name
- ❖ Firm Address
- ❖ Firm Phone Number
- ❖ Vendor Number
- ❖ Name, Title, and Email Address of Contact Person

○ **Do NOT include any other information**

Questions after today?

Email all questions to:
Julie.b.smith@phoenix.gov
Or call: 602-534-2418

Reference **RFx 6000001593** in
your email subject line



Thank You for Attending!!!