

**City of Phoenix**

**OFFICE OF THE CITY ENGINEER**

**DESIGN AND CONSTRUCTION PROCUREMENT**

200 W. Washington Street, 5th Floor

Phoenix, Arizona 85003-1611

**CITYWIDE ASBESTOS AND LEAD**

**ON-CALL CONSULTING SERVICES**

**NOTIFICATION LETTER NO. 2**

**July 8, 2024**

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

**Response to Questions:**

1. **QUESTION:** Do mold clearances have specific clearances defined in the RFQ?

**ANSWER:** No. The specific mold clearance requirements will be made available to the successful firms in their contract.

1. **QUESTION:** Are Cost Estimate/Cost Unit for employees or current rates needed at this time?

**ANSWER:** Any Rates or Unit Costs will be negotiated once selections are made.

1. **QUESTION:** Do we have to include information about potential subcontractors or subconsultants we plan to use under this contract?

**ANSWER:**  If a subconsultant is part of your team being included in the SOQ for evaluation and consideration and will be performing core work task(s), then subconsultant information should be provided the same as you would for your firm team members. Subcontractors such as the labs, suppliers, etc. that are not part of the core team to be evaluated do not need to be discussed at this time.

1. **QUESTION:** Are there restrictions for subcontractor’s qualifications and is there a price structure?

**ANSWER:** The RFQ doesn’t request information on subconsultants. After a contract is in place, based on per project needs the consultant will identify subconsultants and fees.

1. **QUESTION:** Will a written heat plan request be filed for this review for the contract?

**ANSWER:** No, it will be discussed after selection and at Contract. It’s up to you if you include it within the 10 pages.

1. **QUESTION:** Should the full report be included, or should the appendix be removed?

**ANSWER:** The RFQ states some can be removed. The full appendix is not needed but provide enough information to be evaluated.

1. **QUESTION:** Are sample reports and example reports not included as part of the 10 pages?

**ANSWER:** No, they do not count towards page count.

1. **QUESTION:** For sample reports, can we submit a couple reports, or do they all need to be included into one report? (Lead and Asbestos)?

**ANSWER:** Multiple submittals are acceptable, there are no restrictions.

1. **QUESTION:** Does the example report need to be a combination asbestos and lead project, or can we provide separate reports (1 for asbestos and 1 for lead)? I ask this because most abatement projects are one or the other, and not usually a combination of both.

**ANSWER:** The example reports can be separate reports. It does not need to be a combination project report.

1. **QUESTION:** What is the contract value?

**ANSWER:** This has not been solidified but it will not be less than the current.

1. **QUESTION:** For the new application, UNIFIER, will reports or anything need to be sent through the system?

**ANSWER:** UNIFIER is taking over for PROMIS but will not be used at this time by consultants. At this time all communication and invoicing will be sent through email or FTP site. Consultants will be notified in advance of implementation and training will be provided.

1. **QUESTION:** Can the pre-submittal meeting be recorded for later?

**ANSWER:** We don’t open it up for recording, we post the presentation online.

All other terms and conditions remain unchanged.

A picture containing indoor, linedrawing

Description automatically generated

Anna York

Contracts Specialist I

[anna.york@phoenix.gov](mailto:bobbie.hobart@phoenix.gov)

CITY OF PHOENIX

DESIGN AND CONSTRUCTION PROCUREMENT

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