



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

**ENGINEERING ON-CALL SERVICES
 CALENDAR YEARS 2025-2027
 NOTIFICATION NO. 1**

RFx6000001630

JULY 10, 2024

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

Section IV – Submittal Requirements – under Submittals delete Information Sheet Paragraph in its entirety and replace with the following:

Provide a one-page Information Sheet that includes project title, RFx number, full legal firm name (not a trade name), address, phone number, vendor number, and the name, title, email address and signature of your contact person for the project. Firms must specifically identify the category(ies) and associated services for which the firm is qualified and interested in providing to the City. Do not include additional information.

Q1.	For criteria sections A and B on page 6 of the RFQ it says, "Projects should be complete." Please confirm if that is a suggestion or requirement.
A1.	Project should be complete. This is a requirement.
Q2.	How do we show a project complete for post-design services?
A2.	The project is complete when all services have been completed and any deliverables have been provided.
Q3.	Does DBE Certifications get the same consideration as the SBE Certifications?
A3.	Yes, however neither get a separate consideration. They are scored the same as non SBE/DBE.
Q4.	What category would commissioning services be under?
A4.	There is no specific category, but include this service on your information sheet as a service you can provide.
Q5.	We have a lot of experience in a particular category, however, we cannot disclose the client due to confidentiality. We are not able to provide specific descriptions, costs and dates, but can provide ranges and general descriptions. Can this be included in the proposal?
A5.	Do not list confidential projects.
Q6.	What are the categories for Aviation Services?

A6.	The Aviation Department uses the Engineering On-Call primarily for studies & ALTA surveys. Some design.
Q7.	RFQ says that a referenced project must be complete. Does that mean design AND construction, or can it include design only?
A7.	It can be for either
Q8	Since SOQs are being submitted by email, can we get an email to confirm submittal received?
A9	Yes

All other terms and conditions remain unchanged.

Tom Carroll

Tom Carroll
 Contracts Specialist II
 CITY OF PHOENIX
 DESIGN AND CONSTRUCTION PROCUREMENT

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

