

Pre-Submittal Meeting

**October 24, 2024
9:00 AM**

5ED WATER PRESSURE ZONE RESILIENCE

ENGINEERING SERVICES

PROJECT WS85050056



Welcome and Introductions

Heather Roye, Contracts Specialist
Design and Construction Procurement
heather.roye@phoenix.gov
602-261-8894

Dan Burt, PE
Project Manager
Water Services Department



Meeting Overview

Sign-in sheet and PowerPoint will be posted on City of Phoenix's ProcurePHX system (RFx: 6000001662):

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

(or)

<https://solicitations.phoenix.gov>

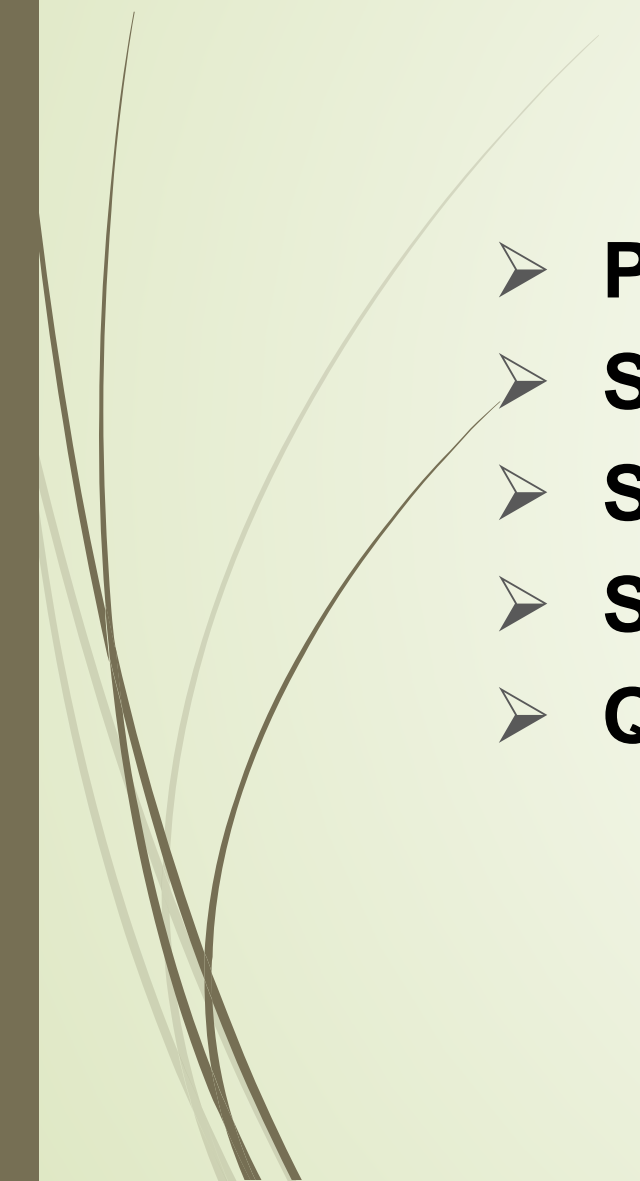
If you are on-line, please email me your information for the sign-in sheet. Your name, firm's name, contact number and email address.

It is your responsibility as a RFQ holder to determine, prior to submittal, if any Notifications have been issued. Due to technical issues with the ProcurePhx website, please check both websites for updates.

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



Agenda

- **Project Description**
 - **Scope of Work**
 - **Submittal Requirements**
 - **Selection Schedule**
 - **Questions?**
- 

Vendor Registration

**Register in the Vendor Management System
PRIOR to submitting a Statement of Qualifications.**

New Firms - After Registering, the City will email a Vendor Number within two days.

How to Register Information is available at:

<https://www.phoenix.gov/financesite/Pages/EProc-help.aspx>



Project Manager

Dan Burt

Civil Engineer III

Water Services Department

Project Description

- The City of Phoenix is seeking a qualified consultant team to provide engineering services for the 5ED Water Pressure Zone Resilience project. Services may include study, design, and possible construction administration and inspection.
- With future drought conditions forthcoming, the City of Phoenix Water Services Department has concerns about the potential impacts and lack of redundancy in the 5ED Water Pressure Zone in north Phoenix. In the case of a severe drought where CAP water is no longer available, the zone will be fed only by a single booster station and without any zone storage.

Scope of Work - Study

- Demand analysis, hydraulic modeling, storage analysis, water quality modeling and operational modeling to consider extreme drought conditions with no CAP water available.
- From this modeling various engineering alternatives should be considered to bolster the zone under these conditions. These should include, but are not limited to:
 - Additional sources, storage, and delivery options.
- The alternatives should be studied for feasibility, impact, effectiveness, cost, and constructability.
- It is also critical that any recommended improvements do not adversely impact the current operation of the water system in the area. A detailed report of the potential alternatives will be needed.
- Coordination meetings with the City of Phoenix Water Services Department's Remotes, Engineering, and Operations staff should be held during the study to help guide the process and to select the desired alternative.

Scope of Work – Design

- Provide construction documents and specifications for the construction of the selected alternative
- Provide a construction schedule and opinion of probably cost to construct and complete the selected alternative
- Develop preliminary Maintenance of Plant Operations (MOPO) plans for pipeline or facility shutdown/recharge
- Coordinate with the Street Transportation and other City Departments as required on right-of-way and/or City owned property
- Identify all utility locations both vertically and horizontally in conflict with the project

Scope of Work – Design

- Coordinate with the City's potholing contractor as necessary to establish utility locations
- Coordinate with other design consultants on adjacent projects, as needed
- Conduct geotechnical evaluations to develop construction requirements
- Investigate and identify traffic control impacts and costs using the City's Right-of-Way Management Program
- Obtain all applicable permits
- All City standards shall be used to develop construction documents including, but not limited to drafting standards and MAG standard specifications.

Scope of Work – CA&I

- General project administration, construction inspections
- Resident engineering services during construction
- Daily interaction with contractors to clarify job requirements
- Administration of contractor's contract
- Decision-making regarding technical project issues
- Monitoring of job progress
- Review and certification of progress payments and job orders
- Preparation of record drawings
- Public information and public relations services, and coordination with other City Departments, governmental agencies and operations staff



Questions?



Statement of Qualifications Criteria

- **A. Design Experience of the Prime Firm (150 points)**
- **B. CA&I Experience of the Prime Firm (150 points)**
- **C. Design Experience of the Key Personnel and Subconsultants (125 points)**
- **D. CA&I Experience of the Key Personnel and Subconsultants (125 points)**
- **E. Project Understanding and Approach (300 points)**
- **F. Staffing Information for Key Personnel (150 Points)**
- **G. Reference Checks (Up to 21 points)**

****Reference checks (up to 21 points) are in addition to the 1,000 points for the SOQ****

Statement of Qualifications Criteria

- ❑ SOQ Information Sheet

Provide one page with the following information: project title, project number, RFX number, legal firm name, address, phone number, vendor number, and the name, email address and signature of your contact person for the project. Do not include additional information.

- ❑ Evaluation Criteria – Address the SOQ evaluation criteria.

- ❑ Additional Content – Resumes and other information may be included - photos, charts, or other information.

- ❑ MAXIMUM Pages Permitted = **10 pages**

Statement of Qualifications Criteria

- ❑ **What WILL be Counted Toward Maximum Number of Pages:**
 - Each side of a page with criteria information.
 - Pages that have photos, charts, and graphs.
- ❑ **What WILL NOT be Counted unless they contain information that may be considered by the selection panel:**
 - Information Sheet
 - Front and Back Covers,
 - Table of Contents, and
 - Tab Dividers

Grounds for Disqualification


- Failure to email your SOQ by the due date and time
- Violating the “Contact with City Employees” policy

Statement of Qualifications Criteria

SOQ is Due:

**12:00 Noon, Phoenix time
Friday, November 8, 2024**

Email to: heather.roye@phoenix.gov



Due to technical issues with the ProcurePhx website (RFx) ALL SOQS will be emailed to heather.roye@phoenix.gov by noon (Phoenix time) on November 8, 2024

Same rules apply as the RFx website– if your SOQ is received after 12 PM on November 8, 2024, you will be disqualified.

Selection Schedule

- Pre-Submittal Meeting** **October 24, 2024**
- SOQ's Due** **November 8, 2024**
- Evaluation Meeting** **November 22, 2024**
- Scope Meeting** **December 2024**



Information on Design and Construction Procurement Webpage

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


and

City of Phoenix Procurement's website:

<http://phoenix.gov/streets/procurement/current-opportunities>

- Notification (if any)
- Pre-Submittal Power Point Presentation
- Pre-Submittal Sign-in sheet
- Award

It is your responsibility as an RFQ holder to determine, prior to submittal, if a Notification has been issued




Questions AFTER TODAY?

Last Day for questions is seven days before the SOQ's are due or **Friday, November 1, 2024**

Email all questions to:
heather.roye@phoenix.gov

Reference RFX Number:
6000001662
in your email subject line



OPEN FOR QUESTIONS & THANK YOU FOR ATTENDING

Reminder: If you are on-line, please email me your information so that I can add you to the sign-in sheet