



**CITY OF PHOENIX
REQUEST FOR QUALIFICATIONS
PARKS AND RECREATION DEPARTMENT**

PRE-SUBMITTAL MEETING

**NORTH VALLEY PARKWAY AND SONORAN WASH BRIDGE
ENGINEERING SERVICES
ST85110174**

PROCUREPHX PRODUCT CATEGORY CODES: 925000000

RFx Number: 6000001697

December 2, 2024

Please **MUTE** your microphone and Turn **OFF** your camera



WELCOME AND INTRODUCTIONS

City of Phoenix Representatives

Bobbie Hobart, Contracts Specialist I

Point of Contact for Submittals and RFQ Questions

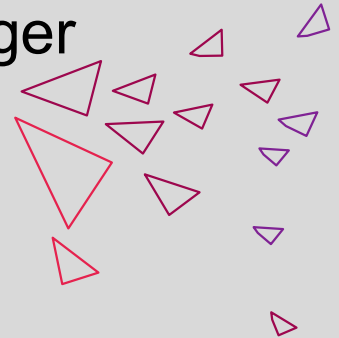
Office of the City Engineer, Design and Construction Procurement

bobbie.hobart@phoenix.gov (602) 534-8352

Francisco Miramontes, PE, Civil Engineer III, Project Manager

Street Transportation Department

Design and Construction Management Division





AGENDA

Questions are welcome after
each presentation

Unmute, Identify yourself, and
Ask Question

OR

Enter question/s into the Chat
Box and Identify yourself

- ❑ Meeting Overview
- ❑ Project Description
- ❑ Scope of Work / Services
- ❑ SOQ Evaluation Criteria / RFQ Overview
- ❑ Submittal Requirements (Page Count)
- ❑ Grounds for Disqualification
- ❑ Important Dates: *Selection Schedule*
- ❑ Procurement Webpages
- ❑ ProcurePHX for RFX
 - ❑ Vendor Registration
- ❑ Questions After Today



MEETING OVERVIEW

Please sign in on the Attendance sheet if you are here in person. For those of you on-line, to be added to the Attendance Sheet, send an email by 5:00 PM today to bobbie.hobart@phoenix.gov with the following: name, firm name, contact number and email address with Subject line: RFX 6000001697. Your information will be added to the Attendance sheet.

The Attendance Sheet, PowerPoint and Notification(s) will be posted on City of Phoenix's ProcurePHX system at: <https://eprocurement.phoenix.gov/irj/portal>

(RFX 6000001697)

AND posted on City of Phoenix's Procurement website: <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 MANAGER

Francisco Miramontes, PE, CEIII
Street Transportation Department
Design and Construction Management Division



PROJECT DESCRIPTION

- The North Valley Parkway and Sonoran Wash Bridge project consists of construction of roadway improvements along North Valley Parkway between Dixileta Drive and Rancho Tierra Drive, including a vehicular bridge across the Sonoran Wash.
- The project is approximately 4,000-ft in length.





SCOPE OF WORK

- North Valley Parkway is an arterial roadway, improvements include but are not limited to:
 - Street improvements
 - Sidewalk
 - Additional travel and bike lanes
 - Median
 - Streetlighting
 - Signing and striping
 - Bridge to span across the Sonoran Wash
 - Alternative A – Structure to Span the Floodway (short bridge) outline in 2021 Project Assessment is preferred design alternative



SCOPE OF WORK

- Drainage analysis
 - Roadway impacts
 - Channelization
 - Bank protection
 - Scour
- Floodplain analysis
 - Section 404 permitting
 - Conditional Letter of Map Revision (CLOMR)
- Utility coordination
 - Identify conflicts
 - Pothole exhibits
 - Attend coordination meetings
- Geotechnical analysis



SCOPE OF WORK

- Data collection, topographic surveying
- Public Engagement
 - Provide exhibits, presentations, and attend and present at public meetings
- Construction Manager at Risk coordination for constructability reviews, cost estimates, scheduling and construction sequencing
- Construction Administration and Inspection (CA&I) services





SOQ EVALUATION CRITERIA

Maximum Number of Points is 1000

- A. Design Experience of the Prime Firm *(150 pts)*
- B. Construction Administration and Inspection Experience of Prime Firm *(75 pts)*
- C. Design Experience of the Key Personnel and Subconsultants *(200 pts)*
- D. Construction Administration and Inspection Experience of Key Personnel and Subconsultants *(75 pts)*
- E. Project Understanding and Approach *(350 pts)*
- F. Staffing Information for Key Personnel *(150 pts)*

Provide responses in the order listed in the RFQ

Be complete, be concise

**Reference Check (21 points)*

*These points are in addition to the 1000 points for the SOQ

SUBMITTAL REQUIREMENTS

MAXIMUM pages permitted is
14 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** to the assigned Contracts Specialist by the due date and time
- Violating “Contact with City Employees” policy

Submit One (1) page Information Sheet: Project title/number; RFx number; firm name (legal name), address, phone number, vendor number; project contact person name, title, email address and signature. ***Do not include any additional information.***

Paper Size 8½” x 11”; 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 noted above

Selection Process

Each SOQ will be evaluated according to the evaluation criteria in the RFQ.



A contract will be executed upon completion of negotiations of contract terms and City Council approval.



IMPORTANT DATES: SELECTION SCHEDULE

- SOQs Due December 13, 2024
- Selection Notification Early January 2025
- Scope Meeting Late January 2025



DCP PROCUREMENT WEBPAGES

[HTTPS://WWW.PHOENIX.GOV/STREETS/PROCUREMENT-OPPORTUNITIES](https://www.phoenix.gov/streets/procurement-opportunities)

- **Current Opportunities:**
 - *Project-specific RFQs, Notifications, Sign-in Sheets, Presentations*
<https://solicitations.phoenix.gov>
- **Project Interviews, Bid Results, and Project Selections:**
<https://solicitations.phoenix.gov/awards>
- **The ProcurePHX online portal will be used for Solicitations only**
<https://eprocurement.phoenix.gov/irj/portal>



DCP PROCUREMENT WEBPAGES

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

- ❖ RFQ
- ❖ Pre-Submittal Power Point Presentation & Sign-In Sheet
- ❖ Preliminary Results
- ❖ Final Results



City of Phoenix

Convention Center Public Meetings

Search_ Q

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 advertiser 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



REGISTRATION HELP



Call Help Desk
(602) 262-1819

Email Help Desk
vendor.support@phoenix.gov

VENDOR REGISTRATION

- **All Firms MUST** be registered in the Vendor Management System **PRIOR TO SUBMITTING A SOQ**
- Information on how to register with the City is available at:
<https://www.phoenix.gov/finance/vendorsreg>
- **New Firms** – After Registering, the City will send an e-mail with a vendor number in approx. 2 days
- If your firm is already registered with the City of Phoenix's ProcurePHX system, login and access the electronic solicitation at:
<https://eprocurement.phoenix.gov/irj/portal>
- Product Category Codes are: 925000000, 906570000, 906640000, 906720000, 918460000, & 962580000
- RFx Number is: 6000001697
- The **VENDOR NUMBER** is to be included on the cover of the Statement Of Qualifications



BECOME A VENDOR



1. **Gather** Your Business Info
2. **Scan** Your Signed W-9
3. **Register** in System
4. **Set-Up** ID & Password

Steps to Success!

To do business with the city you must register in **procurePHX**. To register, you must have a signed, scanned copy of your W-9. **Need Help?** Email vendor.support@phoenix.gov or call (602) 262-1819.

Instructions >

Registration >

ProcurePHX Login >



LOGIN TO PROCUREPHX

If your firm is already registered with the City of Phoenix's ProcurePHX system, visit <https://eprocurement.phoenix.gov/irj/portal> to login and access the electronic solicitation

Product Category Code is: 925000000

RFx (Event) Number is: 6000001697

*Note: The **VENDOR NUMBER** is to be included on the cover of the Statement Of Qualifications*

A screenshot of the ProcurePHX login interface. The page features the 'procurePHX' logo in the top left corner, with a small shopping bag icon. Below the logo, there are two input fields: 'User *' and 'Password *'. To the right of the 'Password *' field is a 'Log On' button. At the bottom left of the login area, there is a link that reads 'Lagon Problems? [Get Support](#)'.



**QUESTIONS
AFTER TODAY?**

**THANK YOU FOR
ATTENDING!!!**

Email all questions to:
bobbie.hobart@phoenix.gov

Reference Rfx Number: **6000001697**
in your email subject line

Or call Bobbie Hobart at:
(602) 534-8352



THANK YOU

THANK YOU

THANK YOU



PROCUREPHX / RFX OVERVIEW

Tips and
Tricks

Vendor
Registration

Login

Viewing
Solicitations

Subscribe to
Notifications

Questions



RFX TIPS

▶ Brief overview for online submissions

- Click “**Refresh**” often
- Make sure your Pop-Up blocker is turned **OFF**
- Application is accessible with **Google Chrome or Microsoft Edge (NOT Internet Explorer)**
- When in the application, check for Notifications and other uploads by scrolling to the far right until you see a vertical ribbon. Then scroll down on the ribbon.
- When finished, always click “**Close**” on current screen, then click “**Log Out**” on upper right corner, following you can click the “**X**” in the upper right corner of the internet application.



LOGIN TO PROCUREPHX

If your firm is already registered with the City of Phoenix's ProcurePHX system, visit <https://eprocurement.phoenix.gov/irj/portal> to login and access the electronic solicitation

Product Category Code is: 925000000

*RFx (Event) Numbers are:
6000001697*

*Note: The **VENDOR NUMBER** is to be included on the cover of the Statement Of Qualifications*

The screenshot shows the ProcurePHX login interface. At the top left is the ProcurePHX logo, which includes a red shopping bag icon and the text "procurePHX". Below the logo are two input fields: "User *" and "Password *". To the right of the "Password *" field is a "Log On" button. At the bottom left of the login area, there is a link that reads "Logon Problems? [Get Support](#)".



RFX HOME SCREEN - LOGIN

Once you are logged in to ProcurePHX portal:

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

Select RFX and Auctions tab on the Ribbon

You will be taken to the RFX Overview (Event) Page

SAP

◀ Back Forward ▶ History Favorites Personalize View Help

RFX and Auctions Administration Messages

Home Create Users Own Data Company Data

Administration > Home

Thank you for your interest in becoming a vendor in the
As a Vendor Administrator for your company you have



FINDING SOLICITATIONS

Click **Refresh** Button on the RFX Overview (Event) Page to see the most current information.

Find the solicitation you'd like to view from the list, by RFX (Event) Number.

For this solicitation, your RFX (Event) Number is:
6000001697

The screenshot shows the RFX Overview page with the following elements:

- Navigation tabs: RFX and Auctions, Administration, Messages.
- Breadcrumbs: RFX and Auctions > Overview > RFX and Auctions.
- Active Queries section:
 - eRFxs: All (7), Published (1), Ended (0), Completed (0)
 - eAuctions: All (0), Published (0), Ended (0), Completed (0)
- eRFxs - All section with a "Show Quick Criteria Maintenance" button.
- View: [Standard View] | Create Response | Display Event | Display Response | Print Preview | **Refresh** | Ex
- Table of solicitations:

Event Number	Event Description	Event Type	Event Sta
6000000583	PHX-19-R-ZCIP-63-000004-001	RFX for CIP	Published



VIEW SELECTED SOLICITATION

RFx and Auctions Administration Messages

Overview

RFx and Auctions > Overview > RFx and Auctions

Active Queries

eRFxs **All (7)** [Published \(1\)](#) [Ended \(0\)](#) [Completed \(0\)](#)

eAuctions [All \(0\)](#) [Published \(0\)](#) [Ended \(0\)](#) [Completed \(0\)](#)

eRFxs - All

Show Quick Criteria Maintenance

View: [Standard View] | Create Response **Display Event** Display Re

Event Number	Event Description
6000000583	PHX-19-R-ZCIP-63-000004-001
6000000578	PHX-19-R-ZCIP-84-000001

1. Click the gray box next to the RFx (Event) Number you'd like to view. Then,
2. Click **Display Event**

This will open a new window to view the selected RFx

*If you don't see the new window, check your **POP-UP BLOCKER**.*



WOULD YOU LIKE UPDATES ON THIS SOLICITATION?



Display Rfx :

Print Preview | | Close Participate Do Not Participate Tentative Create Response

Rfx Number 6000000583 Smart Number PHX-19-R-ZCIP-63-000004-001 Rfx Status
Rfx Version Type Active Version

Rfx Information Items Notes and Attachments

Rfx Parameters Questions Notes and Attachments Table Extensions

Time Zone: MSTNO
* Start Date: 07/11/2018 13:30:00
* Submission Deadline: 07/11/2018 14:00:00
Opening Date: 07/11/2018 14:00:00
Currency: USD
* Title: SOILS AND MATERIALS TESTING ON-CALL SERVICES CALENDAR



Update your **Participation Status** accordingly

1. Click Participate. *This will ensure you to get email notifications regarding your Rfx Event, i.e. Notifications, New Attachments.*
2. Review **Rfx Information** Tab for Start/Due dates/ Title of Solicitation



QUESTIONS

