



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

**OFFICE OF CITY ENGINEER**

**CITYWIDE ENVIRONMENTAL SITE ASSESSMENT  
ON-CALL CONSULTING SERVICES**

**NOTIFICATION LETTER NO. 2**

**February 19, 2025**

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

**Section IV: Submittal Requirements: Delete the following section under “Submittals” in its entirety –** Experience Modification Rate (EMR) – provide current rating; the awarded company will be asked to provide verification upon contract execution.

**Questions and Answers:**

1. **QUESTION:** Is there an FTP site where SOQs can be uploaded in case file is too large to send via email?

**ANSWER:** FTP site is unfortunately currently down, if not able to send SOQ file in one email, please send several emails with separate files for report samples.

2. **QUESTION:** The RFx states: For Section IV C, current work and/or previous work of the firm (within the last 3 years) with airports (list the names of the airports), work in or around industrial sites/users, Voluntary Remediation Project sites and Superfund sites. Samples requested should include executive summaries. Would you please clarify “samples”. Are you requesting sample aviation, industrial, VRP, and Superfund reports?

**ANSWER:** Only provide the executive summary of sample aviation, industrial, VRP, and Superfund reports.

3. **QUESTION:** The RFx states: The firms should describe whether they are currently working on the Superfund, WQARF, or Voluntary Remediation Project sites on or near the Airports. Provide client list of the local and national offices. Would you please clarify what client list you are asking for? Do you mean just our aviation clients? Or, are you asking for a list of all of our firm’s nationwide offices?

**ANSWER:** Specifically focusing on the responsible parties or potentially responsible parties for Superfund, WQARF, or Voluntary Remediation Project sites on or near the Airports, provide local and national offices client list.

4. **QUESTION:** Would you consider allowing an additional two pages to provide our firm's response to the Aviation Department's request for airport qualifications, references, and our key personnel experience (the RFx states nine points we have to address)?

**ANSWER:** No. The page allotment was already increased from 10 pages for the last SOQ, to 12 pages for this SOQ.

5. **QUESTION:** Would you consider an extension? Monday is a holiday, leaving only 3 ½ business days to complete our response.

**ANSWER:** No. Most if not all the questions were discussed at the Pre-Submittal meeting.

All other terms and conditions remain unchanged.



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