CITY OF PHOENIX

Request For Qualifications
Pre-Submittal Meeting

Storm Drain Assessment Replacement Program
General Obligation Bond Program (GO Bond)

Engineering Services

ProcurePhx Product Category Code: 925000000

RFx Number: 6000001755

March 11, 2025

City of Phoenix Representatives

Heather Roye, Contracts Specialist II
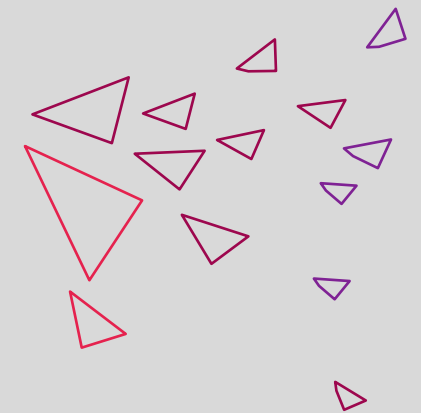*Point of Contact for Submittals and RFQ Questions*
Office of the City Engineer, Design and Construction Procurement
(602) 261-8894
heather. roye@phoenix.gov

Nazar Nabaty, Project Manager, PE
Office to the City Engineer

AGENDA

Questions are welcome after each presentation

Meeting Overview

Project Description

Scope of Work

SOQ Evaluation Criteria / RFQ Overview

Submittal Requirements (Page Count, Disqualifications)

Selection Process

Important Dates: Selection Schedule

Procurement Websites & Vendor Registration

MEETING OVERVIEW

PRE-SUBMITTAL ATTENDANCE SHEET

In-Person: Please Sign In

On-Line: Please email me your Name, Firm Name, Phone No. and Email Address

**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 6000001755)
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.

The City of Phoenix is transitioning to OpenGov Procurement in April 2025!

We are excited to announce that the City of Phoenix is transitioning to OpenGov, a modern procurement portal, to replace the current Solicitation Application. This change will streamline the way we work with vendors, offering a faster and more transparent user-friendly process for managing solicitations.

Why Register Now:

- Receive notifications for new solicitations.
- Enjoy easy, step-by-step guidance for offer submissions.
- Access all procurement opportunities in one convenient location.

How to Register:

1. Visit the [City of Phoenix Procurement Portal](#)
2. Subscribe if you already have an existing OpenGov account or create your free account and then subscribe.
3. Stay informed with email notifications about opportunities.

We encourage you to register early on the OpenGov portal at OpenGov. Registration is 100% cost-free and ensures you stay updated on all bidding opportunities.

Instructions to register on OpenGov: [Vendor Registration](#)

Video guides for new OpenGov users: [Video Guides: OpenGov Procurement Vendor Training](#)

OpenGov - Vendor Outreach Event (RSVP by March 5, 2025)

Please join the City of Phoenix for an exclusive vendor outreach event that will be held March 11, 2025, from 3 pm to 5 pm at Phoenix City Hall. The intent is for businesses to connect with city representatives and gain valuable insights into the procurement process. This is a great opportunity to network, ask questions, and learn how to do business with the City of Phoenix. Don't miss the chance to expand your reach and grow your business opportunities!

Please RSVP by March 5, 2025, to secure your seat. Click the link below for the event flyer.
FLYER OUTREACH_Doing Business with the COP Event

PROJECT MANAGER

Nazar Nabaty, PE

The City of Phoenix has a comprehensive storm drain infrastructure composed of various materials, sizes, and shapes. This system includes pipes, channels, manholes, inlets, outlet structures, detention basins, dry wells, and other specialized components designed to effectively collect and convey stormwater runoff.

Refer to RFQ for details

PROJECT DESCRIPTION

The storm drain system and its facilities are essential for effectively collecting and conveying stormwater, which helps mitigate flooding and ensures public safety & environmental enhancement.

Managing stormwater in the city involves:
❑ Developing Capital Improvement Plans.
❑ Upgrading drainage and stormwater systems.
❑ Identifying issues with conveyance.
❑ Implementing a stormwater asset management program.
❑ Creating Capital Improvement Projects.

Refer to RFQ for details

This program is crucial for identifying the necessary improvements needed to operate and maintain this public asset in compliance with federal, county, and city guidelines.

The city aims to replace one to two miles of outdated metal storm drainpipes each year, which we believe will significantly improve our infrastructure's overall integrity and reliability.

Refer to RFQ for details

SCOPE OF WORK

The essential services will include the following tasks:

➢ Conduct a survey to gather updated information on the storm drain system, including its size, slope, depth, and condition assessment.

➢ Update the City's storm drain Geographic Information System (GIS) map.

➢ Model stormwater flows to evaluate the capacity of the stormwater infrastructure.

➢ Establish Level of Performance (LOP) goals based on capacity, condition, and budget considerations.

Refer to RFQ for details

SCOPE OF WORK

The essential services will include the following tasks: (con't)

➢ Prioritize and schedule maintenance, repair, and replacement activities based on LOP and Business Risk Exposure evaluations.

➢ Determine the life cycle costs for each asset in the inventory.

➢ Develop a long-term funding strategy to achieve the defined LOP goals.

➢ Identify critical areas that require immediate treatment to prevent storm drain collapse and sinkhole formation.

➢ Provide additional services as needed.

Refer to RFQ for details

Thank You For Your Interest!

SOQ EVALUATION CRITERIA

The selection of the Consultant will be based on the following:

A. Assessment experience of the Prime Firm *(250 points max)*

B. Assessment experience of the Key Personnel and Subconsultants (250 points max)

C. Design experience of the Prime Firm (50 points max)

D. Design Experience of the Key Personnel and Subconsultants (50 points max)

E. Project Understanding and Approach (300 points max)

F. Staffing Information for Key Personnel (100 points max)

Maximum Number of Points is 1021

***Reference Checks** *(21 Points)*

*Provide responses in the order listed in the RFQ

Be complete, be concise

SUBMITTAL REQUIREMENTS

MAXIMUM pages permitted is
10 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 designated email address 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.

Shortlist of at least 3 but no more than 5 firms. One firm will be selected.

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

IMPORTANT DATES
SELECTION SCHEDULE

- Pre-submittal meeting   March 11, 2025
- SOQs due 12:00pm   March 21, 2025
- Selection Notification   Mid April 2025
- Scope Meeting   Late April 2025

DCP PROCUREMENT WEBPAGES

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 <u>Solicitations</u> only**

    https://eprocurement.phoenix.gov/irj/portal
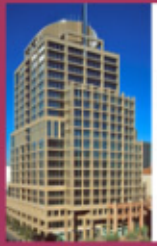
VENDOR REGISTRATION

- **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

- The VENDOR NUMBER is to be included on the cover of the Statement Of Qualifications

QUESTIONS AFTER TODAY?

Stay for ProcurePHX Overview

THANK YOU FOR ATTENDING!!!

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

Reference RFx Number:
6000001755 in your email subject line