



City of Phoenix
OFFICE OF THE CITY ENGINEER
DESIGN AND CONSTRUCTION PROCUREMENT
200 West Washington Street, 6th Floor
Phoenix, Arizona 85003-1611

**PLANNING AND DEVELOPMENT DEPARTMENT
GRADING & DRAINAGE, STORM WATER MANAGEMENT, STORM
DRAIN FACILITIES, CONCRETE, STREET
PAVING, WATER AND SEWER FOR
CIVIL PLAN REVIEW
ON-CALL SERVICES**

**PROCUREPHX PRODUCT CATEGORY CODE 925000000
RFx 6000000782**

NOTIFICATION LETTER NO. 2

ISSUE DATE: November 14, 2019

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

Questions and Responses:

Question: Is the contracted firm responsible for state health requirements?

Answer: In response to the Civil Plan Review Inquiry, the City of Phoenix is a delegated authority by the Arizona Department of Environmental Quality to perform plan review and inspections of water and sewer main extensions. As part of this delegation, specific city staff are designated as State Health Delegates and are required to sign water and sewer extension plan approvals for compliance with ADEQ requirements and the delegation agreement. Contract firms will review water and sewer plans for compliance with adopted city codes and ordinances but will not act as State Health Delegates.

Question: Sections C & D seem to request the same information, will this item be removed in one of the sections, so firms aren't required to provide the same response twice?

Answer: See below for revision to the RFQ.

Question: I am curious about the need for exhibit A for the RFQ. It seems like it applies to the other similar on-calls in this group, but not this one. Will there be an addendum for this?

Answer: Delete Exhibit A in its entirety.

Question: Will consultant staff be required to work physically at the City of Phoenix?

Answer: Our preference is to have staff work at City Hall, but we can also send plans out for review, so the answer to this is question is "no", but it is our preference.

Section IV – Statement of Qualifications Evaluation Criteria delete Criteria D. in its entirety and replace with the following:

D. Staffing Information for Key Personnel (maximum 150 points)

Provide the following:

1. Organization chart showing key personnel, current professional licenses or certifications
2. Identify how many plan reviewers will be provided with appropriate certification for each discipline
3. Identify the location of the lead firm's principal office and the home office location of key staff on this project

Exhibit A delete in its entirety.

All other terms and conditions remain unchanged.



Micheal Ricketson
Contracts Specialist
CITY OF PHOENIX
DESIGN AND CONSTRUCTION PROCUREMENT

*******END OF NOTIFICATION 2*******