



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, SEWER, WATER, STORM
DRAIN CIVIL FIELD INSPECTION
ON-CALL SERVICES**

**PROCUREPHX PRODUCT CATEGORY CODE 925000000
RFx 6000000781**

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: Are there specific certifications you are looking for as it relates to ACI/ATTI?

Answer: Paving and soils will cover what you need.

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: Item C.3. does not appear to be applicable to this RFQ (RFx 6000000781, Civil Field Inspections Services) since the RFQ is for "field inspection services" and not "plan review services". If the City deems that this item is not applicable to this RFQ, will the item be removed from the evaluation criteria?

Answer: See below for revision to the RFQ.

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

C. Project Management, Approach, and Responsiveness (350 points)

Understanding and approach to the services, including a discussion of the important considerations in providing the services, and the teams approach to the following:

1. Describe proposed procedure for communicating between Planning and Development Department staff, the inspection team, and the customer
2. Describe the team's availability and plan to maintain continuity of the proposed services

3. Team's plan for responding to requests for additional qualified staff for short-term needs

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

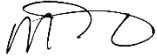
D. Staffing Information for Key Personnel (maximum 150 points)

Provide the following:

1. Organization chart showing key personnel, current professional licenses or certifications
2. Identify how many inspectors 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 and replace with the attached.

All other terms and conditions remain unchanged.



Micheal Ricketson
Contracts Specialist
CITY OF PHOENIX
DESIGN AND CONSTRUCTION PROCUREMENT

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