



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

**INSTRUMENTATION & CONTROL SYSTEMS
INSPECTION AND TESTING SERVICES
FOR WATER REMOVAL FACILITIES
ENGINEERING SERVICES
WS85400011
RFx 6000000938
NOTIFICATION LETTER NO. 1**

July 7, 2020

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

Questions and Answers:

1. Do projects need to be complete to list in the SOQ, or is it acceptable to list current projects and/or projects where design phase services are complete but construction is still ongoing?
 - A. It will be acceptable to list projects where the design phase is completed and construction is on-going, indicating the type of services being performed.
2. Do the original contract value, final contract value, and reason for variance need to be submitted for all projects, or only for projects where the prime firm was the prime contractor/consultant? Is it acceptable to only list the total construction cost if the firm was not involved in aspects of the project that caused the price to increase/does not have access to that information?
 - A. The firm should determine how best to present in their SOQ based on the evaluation criteria, project scope and approach
3. If the same project is listed in multiple sections of the SOQ, is it acceptable to reference information provided earlier in the SOQ rather than re-listing the same information?
 - A. The firm should determine how best to present their information in the pages allotted.
4. Section II – Scope of Work of the RFQ states that the selected firm will “maintain and update the standards.” What sorts of standards is this referring to? (CAD standards, standard specifications, other types of standards, etc.)
 - A. The RFQ is referring to the Water Services Department (WDS) Guide Specifications Division 17.

5. Will the number of points awarded for Evaluation Criteria Sections A-D be based on the number of projects submitted? If so, how many projects need to be submitted to receive full points?
 - A. Evaluators score independently and allocate points within each category a variety of ways. There is no set method for how the points are awarded per category if it is not specified in the RFQ.
6. The RFQ makes many references to the selected firm working on water projects. Is that inclusive of both water and wastewater projects (similar to how a “water utility” might also manage wastewater), or will projects be limited strictly to water treatment/transmission?
 - A. Projects will be limited to water projects and more specifically, remote facility sites (Booster Stations, PRV’s, Concrete Reservoirs, Steel Tanks, Water Production/ASR Wells, etc.)
7. Is this presentation available for download?
 - A. Yes, the PowerPoint presented at the pre-submittal meeting is attached to the RFx.
8. Will the City publish the Q&A from this call (pre-submittal meeting)?
 - A. Yes, the questions and answers contained in this notification were developed from the pre-submittal meeting and any questions separately emailed to the contracts specialist.
9. How many sites are there and what is your schedule for this project?
 - A. There are multiple remote facility sites planned under CIP that are at various stages of design and/or construction requiring Instrumentation and Control (I&C) systems support. The initial contract will be valid for two years with the option to extend one additional year.
10. In the online system, do we need to submit the same SOQ for both RFx or do we prepare two separate SOQ's, 1 for each RFx?
 - A. There would be two separate SOQ’s. Be sure to submit under the correct RFx number for the project you are submitting for. Only this pre-submittal meeting is combined.
11. Section IV.E (Project Understanding) of the RFQ requests a description of firm’s understanding of the project scope, schedule and budget, in as much as a specific project, schedule and budget has not been identified, can the City elaborate on this requirement?
 - A. The firm should describe their understanding of various Scope of Work items in the RFQ. They should describe how they would approach and complete each item and how they would address challenges and problems associated with these items.
12. Since this project is for the City’s remote facilities, we were wanting to get a sense of what the anticipated workload for the project would be. Does the City have a sense of the level of effort associated with providing instrumentation and control systems inspection and testing services for the duration of the contract? (for example, full time support over the contract period, a few hours/weeks over the contract periods, or sporadically over the contract period on an as needed basis?)? Would it be possible to provide an approximate number of projects the selected firm will work on over the two-year contract duration?

- A. It is anticipated that I&C systems inspection and testing services will require full-time support for the duration of the contract. However, the actual workload, schedule, etc. will be discussed with the selected firm based on the projects on going and planned at this time NTP is issued.

All other terms and conditions remain unchanged.



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CITY OF PHOENIX
DESIGN AND CONSTRUCTION PROCUREMENT

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