



City of Phoenix Water Services Department

IFB 2021-WWT-323 (AM)

Vactor Services

Pre-Bid Conference
February 18, 2021



Questions and Answers (Q&A)

- Written questions only
- All questions must be submitted by **Tuesday, February 23, 2021 by 5:00 p.m.** to the WSD Procurement E-mail: wsdprocurement@phoenix.gov
- Answers to be published in an Addendum on City website
- Addendum answers supersedes verbal answers.



Bid Deadline



Friday

March 5, 2021

2:00 p.m.

Phoenix Local Time

Electronically to:

wsdprocurement@phoenix.gov

Late proposals will be rejected



Contract Term

- Contract effective September 1, 2021
- Five-year contract term
 - No renewal options



Attachment C – Cost of Services

Item No.	Description	Estimated Annual Quantity	Unit of Measure	Standard Labor Rate (M – F, 6:00a.m. – 4:00p.m., City Holidays excluded)	Premium Labor Rate (Sat. and Sun., All other hours, City Holidays included)	Estimated Total Price
1.	Vactor Services – WSD	1,000	Hours	\$ _____	\$ _____	\$ _____
2.	Vactor Services – Parks	300	Hours	\$ _____	\$ _____	\$ _____
3.	Vactor Services – Confined Space	10	Hours	\$ _____	\$ _____	\$ _____
4.	Emergency Service Call	120	Each	\$ _____	\$ _____	\$ _____
5.	Flex Hose 6" (per 250 ft)	10	Each	\$ _____	\$ _____	\$ _____
Item No.	Description		Unit of Measure	Price per Ton		
6.	Disposal Site Dump Fee		Ton	\$ _____		
	ESTIMATED GRAND TOTAL ITEMS 1 - 5					\$ _____



Pre-Award Qualifications

- Section I, Para. 15, subpara's 15.1 – 15.3 , page 8
 - Offeror in operation minimum of 2 years.
 - Affirm Supervisor has minimum 1-year of experience as a Supervisor and appropriate work experience and training.
 - Affirm ownership or has access to equipment identified in Section V – Scope of Work.



Terms and Conditions

- Section II – Standard Terms & Conditions (pages 14 - 27)
- Section III – Special Terms and Conditions (pages 28 - 40)
 - Price, Method of Invoicing, Method of Payment (para. 1, 3, 4, page 28 - 29)
 - Background Screening, para. 25, subpara. 25.12 (*Maximum Risk Level*) (pages 36 - 38)



Section I - Instructions to Offers

- Vendor Self-Registration Requirements
<https://www.phoenix.gov/procure> (para. 2, page 4)
- Business in Arizona (para. 9, page 7)
- Licenses (para. 10, page 7)



Section VI - Submittals

Submittal Package (page 50):

1 electronic copy submitted to wsdprocurement@phoenix.gov

- Must contain a table of contents and tabbed per the following major sections:

Tab A – Pre-Award Qualifications

Tab B – Section VI – Submittals (pages 50 – 53)

Tab C – Attachment A – Conflict of Interest & Solicitation
Transparency Disclosure Form

Tab D – Attachment B – References

Tab E – Attachment C – Cost of Services

Tab F -- Signed Addenda(s), if applicable



Questions

- Written questions only. Q&A form provided for questions raised during Pre-Offer meeting



Section V – Scope of Work

- City requires Contractor experienced providing Vector Services on an as-needed basis
- Work includes but is not limited to sewer line, decant station, process pipelines, process tanks, storm drains, basin/rock trap, process liquid holding structure, process liquid conveying structure, flood irrigation lines, interceptor tanks, and pool filter / settling tank.
- Provide CCTV recording on interior of cleaned pipelines
- Multiple locations
- Disposal
- Spills
- Confined Space



Section V – Scope of Work (continued)

- Contractor Minimum Required Equipment
- Contractor's Staff
- Contractor Check In
- Response Times
- Work Hours
- Standard
- Deliverables
- Acceptance Criteria



Transparency Policy

City Code 43-36

All respondents and their representatives under penalty of disqualification will refrain from contacting anyone involved in this process other than the procurement officer.