



CITY OF TOLLESON

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CITY OF TOLLESON REQUEST FOR QUALIFICATIONS 20-02: RFQ WASTEWATER TREATMENT PLANT MASTER PLAN UPDATE

ADDENDUM NO. 3
Wednesday, January 6, 2021

TO ALL SUBMITTERS: The following Addendum shall be incorporated into the RFQ Documents of the above project, and all clarifications and requirements herein are fully a part of the RFQ.

After consultation with the City of Tolleson's partners in the operation of the WWTP, the City has determined it to be in the City's best interest to allow ANY qualified consultant who may be interested to be considered as a provider of professional engineering services this project – IDENTIFICATION OF WASTEWATER TREATMENT PLANT CAPITAL PROJECTS – to also be considered for professional engineering services during the design, construction, and oversight phases of subsequent capital projects identified by this study. Accordingly, the following section located in the second paragraph on Page 1 of the original RFQ is stricken in its entirety:

~~... The City's intent is to divide the engineering scope of work between the consulting engineer services under this RFQ and any subsequent design, construction, or oversight services. As a result, the successful engineer and its sub-consultants, if any, will agree that it will not assist in the design, construction, or oversight of any capital project it recommends to the City under this Project. ...~~

The second paragraph on Page 1 will now read as follows:

All qualified engineers that are interested in providing these services to the City of Tolleson are invited to submit their Statement of Qualifications (SOQ). All SOQ's must comply with the requirements specified in this Request for Statement of Qualifications (RFQ). Upon review of all responsive submittals, the City will select the most qualified engineer from the pool of respondents.

In order to accommodate those consultants who may now be interested in submitting their SOQ for this project, the deadline for submittals is ***delayed three (3) weeks to February 2, 2021.***

IMPORTANT:
A STATEMENT ACKNOWLEDGING RECEIPT OF ADDENDUM #3 ISSUED JANUARY 6, 2021
MUST BE INCLUDED IN YOUR SUBMITTAL COVER LETTER.

Any technical questions concerning this Addendum shall be directed via email to:

Owner: City of Tolleson

ATTN: Gregory Smith, City Engineer

Phone: (623) 474-4960

Email: Gregory.Smith@Tolleson.az.gov

Please see the following pages for supporting documentation relating to the information above.





**REQUEST FOR
STATEMENTS OF QUALIFICATIONS
FOR
ENGINEERING SERVICES – IDENTIFICATION OF WASTEWATER
TREATMENT PLANT CAPITAL PROJECTS
FOR THE CITY OF TOLLESON
SOLICITATION INFORMATION AND SELECTION SCHEDULE**

Solicitation Number:	ENG 20-02
Solicitation Title:	Wastewater Treatment Plant Capital Projects for the City of Tolleson
Release Date:	December 7, 2020
Advertisement Dates:	December 10, 2020 and December 17, 2020
Pre-Submittal Conference: (attendance recommended, not mandatory)	December 21, 2020 at 10:00 a.m. MST Via Zoom link information located on page
Final Date for Inquiries:	December 22, 2020
SOQ Submittal Deadline:	February 2, 2021 by 5:00 p.m. (local time, Phoenix, Arizona)
SOQ Reviews/Evaluations Completed	February 18, 2021
Oral Interviews (if conducted)	February 25, 2021
Recommendation to City Manager:	March 1, 2021
Council Authorization to Negotiate Contract	March 9, 2021
Contract + Notice to Proceed	February 15, 2021
City Representative	Gregory Smith, PE/PS, ENV_SP City Engineer 9555 West Van Buren Street Tolleson, Arizona 85353

* The City of Tolleson reserves the right to amend or cancel the solicitation as necessary.



**NOTICE AND REQUEST FOR QUALIFICATIONS
FOR
ENGINEERING SERVICES – IDENTIFICATION OF WASTEWATER
TREATMENT PLANT CAPITAL PROJECTS
FOR THE CITY OF TOLLESON**

The City of Tolleson (the “City”) is issuing this Request For Qualifications (this “RFQ”) seeking statements of qualifications (“SOQs”) from highly qualified engineering services (“Vendors”), with emphasis on experience and knowledge of the operation and maintenance of municipal wastewater treatment plans, to assist Tolleson in identifying capital projects required or advisable for the on-going operation and maintenance of the Tolleson Wastewater Treatment Plan (“WWTP”) (the “Services”), as more particularly described in the Scope of Work.

Go to www.tollesonaz.org to download this Request for Qualifications (RFQ) and related form contract from the City of Tolleson website. Click on Quick Links, select RFP/RFQ/Bid Documents from the menu on the far left, and then click the link to access the RFQ documents. **IMPORTANT:** You must register with the City of Tolleson to become a Request for Statement of Qualifications holder of record. If you download the RFQ without registering, there will be no record that you are interested in this solicitation and you will not be sent any addendums to this RFQ. Copies of the RFQ are only available via the City of Tolleson website.

The Statement of Qualifications (SOQ) must be received by the City of Tolleson Development Services Department via an electronic submittal using an assigned drop box folder provided by city staff no later than **5:00 p.m. on February 2, 2020**. Vendors must email DevelopmentServices@tolleson.az.gov to request the drop box link for all submittals. It is the respondent’s responsibility to confirm the City’s receipt of their SOQ.

LATE STATEMENTS OF QUALIFICATIONS WILL NOT BE ACCEPTED.

DIRECT CONTACT WITH SELECTION COMMITTEE MEMBERS OR ANY CITY EMPLOYEE CONCERNING THIS RFQ AT ANY TIME IS STRICTLY PROHIBITED.

If you have any questions about obtaining the RFQ or to register as a RFQ holder of record, please contact **Tiffany Rivas at 623/936-2714 or via e-mail at trivas@tollesonaz.org**

Published: December 10, 2020 and December 17, 2020 Arizona Business Gazette

REQUEST FOR STATEMENT OF QUALIFICATIONS
ENGINEERING SERVICES – IDENTIFICATION OF
WASTEWATER TREATMENT PLANT CAPITAL PROJECTS

The City of Tolleson seeks highly qualified engineering services, with emphasis on experience and knowledge of the operation and maintenance of municipal wastewater treatment plants, to assist Tolleson in identifying capital projects required or advisable for the on-going operation and maintenance of the Tolleson Wastewater Treatment Plan (“WWTP”).

All qualified engineers that are interested in providing these services to the City of Tolleson are invited to submit their Statement of Qualifications (SOQ). All SOQ’s must comply with the requirements specified in this Request for Statement of Qualifications (RFQ). ~~The City’s intent is to divide the engineering scope of work between the consulting engineer services under this RFQ and any subsequent design, construction, or oversight services. As a result, the successful engineer and its sub-consultants, if any, will agree that it will not assist in the design, construction, or oversight of any capital project it recommends to the City under this Project.~~ Upon review of all responsive submittals, the City will select the most qualified engineer from the pool of respondents.

SECTION I – PROJECT DESCRIPTION

PURPOSE

Tolleson operates a municipal wastewater treatment plant that currently services 8.1 million gallons per day (“MGD”) of wastewater flow. To assist Tolleson in the identification of capital projects, defined as those projects with a life expectancy of 10 years or more (“Capital Projects”), which are required or advisable for the on-going operation and maintenance of the WWTP, Tolleson seeks an engineer (the “Engineer”) to provide the requested service (“Project”).

PROJECT OBJECTIVES

The Engineer will assist Tolleson in identifying Capital Projects. The Project objectives are:

- A. To identify those Capital Projects required or advisable for the on-going operation and maintenance of the WWTP.
- B. To develop a comprehensive WWTP Infrastructure Assessment Study (the “Study”) to determine the Capital Projects required over a period not to exceed the succeeding ten years.
- C. The Capital Projects identified will be those required to allow the WWTP to continue providing sewage treatment services, allow the WWTP to meet its current and ongoing contractual obligations, and to operate in compliance with applicable laws, rules or regulations and Tolleson’s