

REQUEST FOR QUALIFICATIONS

City of Sedona

Engineering Services

108 Roadrunner Drive

Sedona, AZ 86336

Sealed Statements of Qualifications (SOQ) for Job Order Contracting (JOC) for the construction of **Posse Grounds Bike Skills Park Projects** will be received by the Community Development Department, Engineering Services, located at 108 Roadrunner Drive, Sedona, Arizona, until **2:00 P.M. local time, December 10, 2015**. At that time, SOQ's will be publicly opened and the names of respondents read aloud in the Engineering Services Conference Room. Details of the SOQ ranking will not be announced at the time of the opening. Such information shall be made public after all SOQ's are reviewed and evaluated. Evaluation criteria will include previous experience of completing projects similar in size and scope; including but not limited to quality of work, ability to manage costs, ability to maintain project schedule, leadership ability of personnel assigned to the project, and ability to communicate effectively. The City intends to award a single contract to one of the top three (3) respondents. Respondents are invited, but not required, to be present at the opening.

PROJECT: JOC - Posse Grounds Bike Skills Park Projects

DESCRIPTION: Work will include construction services to complete Posse Grounds Bike Skill Park Projects focusing on, cut and fill grading, erosion control, soil compaction, general landscaping, and construction of a wide variety of dirt jumps and rollers for multiple skill levels, wooden framed features, trails of varying lengths and cambers, and provide general construction services.

Copies of the RFQ Instructions for use in preparing SOQ may be obtained from the Community Development Department, Engineering Services, 108 Roadrunner Drive, Sedona, Arizona (phone 928-204-7111; FAX 928-282-5348). RFQ Instructions may also be downloaded from the City of Sedona's website at www.SedonaAz.gov under Business, Doing Business, Bids & RFPs. If instruction documents are downloaded, the City will not be responsible for providing up-to-date information through the website or other communication methods.

PRE-SUBMITTAL CONFERENCE: A **non-mandatory** Pre-submittal Conference will be held on **December 2, 2015, at 3:00 pm. in the Vultee Conference Room of the City Hall Complex, 106 Roadrunner Drive, Sedona AZ, 86336**. At this meeting, staff will discuss the scope of work, general contract issues and respond to questions from the attendees.

Each SOQ shall be made on forms furnished in the Instructions to Respondents. Completed SOQ must be enclosed in a sealed envelope and addressed to:

HAND DELIVERED: City of Sedona
Community Development Department
Engineering Services
108 Roadrunner Drive
Sedona, AZ 86336

U.S. MAIL: City of Sedona
Community Development Department
Engineering Services
102 Roadrunner Drive
Sedona, AZ 86336

AND MARKED: SOQ for Posse Grounds Bike Skills Park Projects

AND RECEIVED: At the Community Development Department, Engineering Services office until 2:00 P.M. local time, December 10, 2015 (as determined by reference to www.time.gov ref Arizona area)

Upon selection of three (3) respondents, Contract Documents, including construction plans and specifications, will be distributed to the respondents in order to submit proposals for a single contract. The successful Proposer will be required to furnish two (2) bonds. One (1) bond, to become effective upon award of the single contract, shall be a Performance Bond substantially in the form attached, and shall be in a sum of one hundred percent (100%) of the contract price including any additions to the Contract. The Bond shall be effective throughout the construction period, including a two (2) year warranty period. The successful Proposer shall also furnish a Labor and Material Payment Bond, substantially in the form attached, to become effective upon award of the single contract. Said Labor and Material Payment Bond shall be in the amount of one hundred percent (100%) of the Contract price.

The City of Sedona, Arizona reserves the right to reject any or all SOQ, to waive or not to waive any informalities, or irregularities in the SOQ received, and to accept three (3) SOQ's which in its judgment best serves the interests of the City.

All questions should be directed in writing to Tina Searle, Associate Engineer, 102 Roadrunner Drive, Sedona, Arizona 86336, or email TSearle@sedonaaz.gov.

FIRST ADVERTISEMENT: **November 20, 2015**

SECOND ADVERTISEMENT: **November 27, 2015**

RED ROCK NEWS

BY:



J. Andy Dickey, PE
Assistant Community Development Director/City Engineer

11/16/15
Date