

## 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 **City of Sedona Street Maintenance 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, January 14, 2016.** 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 SOQs 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 - City of Sedona Street Maintenance Projects  
**DESCRIPTION:** Work will include pavement overlay, pavement and subgrade replacement, pavement seal coat, crack sealing, aggregate base course placement, pavement marking replacement, concrete curb and gutter installation and replacement, and concrete sidewalk installation and replacement, on an as-needed basis at various project locations throughout the City.

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/RFQ](http://www.SedonaAz.gov/RFQ). 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 mandatory Pre-submittal Conference will be held on **January 4, 2016, at 2:00 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 City of Sedona Street Maintenance Projects

**AND RECEIVED:** At the Community Development Department, Engineering Services office until 2:00 P.M. local time, January 14, 2016 (as determined by reference to [www.time.gov](http://www.time.gov) ref Arizona area)

Upon selection of three (3) respondents, Contract Documents, 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(s), to waive or not to waive any informalities, or irregularities in the SOQ received, and to accept three (3) SOQs which in its judgment best serves the interests of the City.

All questions should be directed in writing to Victor Estrada, Traffic Aide, or Jerry Hutchison, Traffic Aide, 102 Roadrunner Drive, Sedona, Arizona 86336, or email [VEstrada@sedonaaz.gov](mailto:VEstrada@sedonaaz.gov) or [JHutchison@sedonaaz.gov](mailto:JHutchison@sedonaaz.gov).

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BY:

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

12/15/15  
Date