

REQUEST FOR QUALIFICATIONS

City of Sedona
Engineering Services
108 Roadrunner Drive
Sedona, AZ 86336

Sealed Proposals for the **Transportation Master Plan Update** will be received by the Community Development Department, Engineering Services, located at 108 Roadrunner Drive, Sedona, Arizona, until **4:00 P.M. local time, February 23, 2016**. At that time, Proposals will be publicly opened and the names of respondents read aloud in the Engineering Services Conference Room. Details of the Proposals will not be announced at the time of the opening. Such information shall be made public after all Proposals are reviewed and evaluated. The Basis for Selection will include relevant experience with similar projects, including Project Manager experience; public relations experience, including public outreach; project approach; number, location and availability of qualified personnel, and familiarity with the City of Sedona. 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: RFQ – Transportation Master Plan Update

DESCRIPTION: The Transportation Master Plan Update will seek to identify those findings and recommendations from existing studies that are still relevant and use those as a foundation for the new study, then identify those areas where gaps in information exist and fill in those gaps. The final study would provide an in-depth analysis of the existing conditions and anticipated future circulation patterns, as well as recommendations for improvements for the safe and efficient operation of vehicles and pedestrians, with an emphasis on cost effectiveness and implementable alternatives.

Copies of the RFQ Instructions for use in preparing Proposals 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 your 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 **Monday, February 8, 2016, at 2:00 pm. in the Vultee Conference Room, 106 Roadrunner Drive, Sedona AZ, 86336.**

Completed Proposals 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: **TRANSPORTATION MASTER PLAN UPDATE PROPOSAL**

AND RECEIVED: **At the Community Development Department, Engineering Services office until 4:00 P.M. local time, February 23, 2016** (as determined by reference to www.time.gov ref Arizona area)

Upon selection of three (3) respondents, interviews will be held to determine the top candidate.

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

All questions should be directed in writing to Stephen Craver, Engineering Supervisor, 102 Roadrunner Drive, Sedona, Arizona 86336, or email SCraver@SedonaAZ.gov.

FIRST ADVERTISEMENT: **January 27, 2016**

SECOND ADVERTISEMENT: **January 29, 2016**

RED ROCK NEWS

BY:



J. Andy Dickey, PE

Assistant Community Development Director/City Engineer