



**CITY OF PHOENIX, ARIZONA
OFFICE OF THE CITY ENGINEER
DESIGN AND CONSTRUCTION PROCUREMENT**

REQUEST FOR QUALIFICATIONS

**LARGE DIAMETER MAIN AND VALVE PROGRAM JOB ORDER
CONTRACT**

OPENGOV ID NO. JOC259

The City of Phoenix is seeking qualified contractors to do business on an on-call basis to provide Large Diameter Main and Valve Program Job Order Contracting (JOC) Services as described below. Up to four contractors may be selected for this JOC.

A Small Business Enterprise goal of 4% has been established for this project.

Project Description

The work under this JOC includes furnishing all labor, equipment, and materials required to support the City in the excavation, exposure, assessment, inspection, repair, replacement, and restoration of potable water infrastructure. This includes pipelines ranging from 16 inches to 108 inches in diameter, operator mechanisms, and associated components. The Contractor will excavate and expose water pipelines and large water valves; assess and perform necessary repairs; prepare sites for repair activities; install manholes; repair or replace valves, including valve bypasses; backfill, compact, and complete final street pavement restoration.

Additionally, the Contractor will provide support to the City and its consultant for the inspection and assessment of large-diameter Pre-Stressed Concrete Cylinder Pipe (PCCP) (42 inches and larger), other types of water transmission mains, and valves. This includes furnishing all labor, equipment, and materials necessary for pipeline shutdowns, access preparations, and system startups to facilitate inspections, as well as to assist with potential emergency assessments, repairs, or rehabilitation of these transmission mains and valves.

This contract will support the City's needs for emergency repairs of transmission mains and associated assets. In the event of an emergency, within 90 minutes of receiving notification, the Contractor will arrive onsite, assess the condition, and determine the appropriate repair method. As part of this requirement, the Contractor must maintain readiness to perform immediate repairs, ensuring that adequate staff, materials, and equipment are available to address the issue without delay.

At a minimum, the Contractor will be expected to successfully perform the following construction services, including, but not limited to:

- Performing water main shutdowns, isolations, controlled startups, and associated dewatering, filling, flushing, and disinfection.
- Leak detection, continuity testing, operability verification, and other condition assessment tasks.
- Inspection and evaluation of PCCP assets, valves, operators, actuators, Air Release Valves (ARVs), gearboxes, manholes, vaults, and appurtenances.
- Confined space entry setup, atmospheric monitoring, access preparation, and supervision.
- Preparation of Maintenance of Plant Operations (MOPOs) and inspection support documents; Combined Analog TV & Sonar (CATV) or video inspection support.
- Documentation, data collection, verification, and inventory tracking for inspection activities.

- Public outreach support and full traffic control setup/maintenance as required for operational impacts.
- Excavation, exposure, shoring, trench safety, and dewatering to access assets (all depths, including beyond 20 feet).
- Repair and replacement of gate, butterfly, and specialty valves (2–108 inches), operators, actuators, and extensions.
- Installation or modification of bypass piping, fittings, appurtenances, and auxiliary structures.
- Construction or rehabilitation of manholes, vaults, operator structures, and access points.
- Cleaning, conditioning, and preparation of pipeline interiors; rehabilitation or replacement of pipeline sections.
- Temporary/permanent pavement restoration, trench plating, compaction, and jobsite restoration.
- Confined space operations within vaults, manholes, shored excavations, and pipeline interiors.
- Preparation of repair documentation including: work performed, parts replaced, condition assessment, and applicable record drawings.
- Mobilization within 90 minutes of notification, available 24/7/365, including holidays.
- Emergency excavation, exposure, shoring, stabilization, and hazard mitigation.
- Emergency condition assessment, leak detection, operability testing, and structural evaluation.
- Rapid repair or replacement of pipeline sections, valves (2–108 inches), bypass components, PCCP elements, and appurtenances.
- Installation of temporary bypasses, isolation measures, or flow redirection needed to stabilize service.
- Traffic control and safety setup appropriate for emergency conditions.
- Emergency site stabilization, trench plating, pavement restoration, and documentation of actions taken.
- All other emergency activities necessary to assess, stabilize, restore, or repair potable water transmission and distribution assets.
- All other rehabilitation, installation, replacement, or restoration tasks required or reasonably associated with water pipeline and valve system work under this JOC.

This will be for a 60-month duration or \$40,000,000 per JOC, whichever occurs first. The City intends that each Job Order Agreement (JOA) issued under this JOC will not exceed \$4,000,000 in construction costs, but in no event will any JOA exceed \$4,000,000 subsequent to Council approval of the change in limits.

The Contractor is required to provide performance and payment bonds in the amount of each Job Order proposal prior to executing the Agreement.

During the term of the JOC, work is performed as a series of individual Job Orders. Each Job Order Agreement, initiated by the City, is defined cooperatively by the City and the Contractor. A scope, schedule, and price are agreed upon, and the Contractor is directed to proceed with the work. JOAs may include pre-construction services, construction work, project management and contract administration as comprised within the Contractor's construction management plan.

Scope of Work

The scope of work will vary with each JOA. Minor design services may be required for some JOAs, however, most will be designed through consultants under a separate contract with the City. City staff may design some projects.

For JOAs that may require design services, the Contractor shall seek the services of an Arizona registered professional architect and/or engineer to prepare plans for permitting. It is the responsibility of the Contractor to provide cost estimating, project scheduling for design, construction and/or maintenance, and obtain permits if needed from the appropriate City departments. The Contractor is also responsible for:

- Knowledge of and compliance with current City of Phoenix adopted codes
- All other work as it relates to this JOC, and
- All work incidental to this JOC

Prior to preparing each Job Order Agreement, a scope of work conference may be scheduled to define design and construction services required of the Contractor.

The City of Phoenix will provide construction administration, inspection, and acceptance material testing for the JOAs.

Assumptions about JOAs:

- All sites will be in the State of Arizona.
- The Contractor will furnish all necessary tools and test equipment required for the performance of its work in accordance with the scope of work.
- All customer-provided documentation is obtained within a reasonable time at project start.
- All customer-required approvals are provided within a reasonable and mutually agreed upon time frame.
- Any work required at each site outside of this scope of work will be performed in accordance with the adjustment process.
- **Each JOA Schedule of Values must be submitted in MAG or CSI format or it will not be accepted.**

Use of UNIFIER, an Application Service Provider (ASP) web-based project management database, may be required during this JOC. The following information provides a guideline for utilization. Any questions related to the requirements of UNIFIER should be directed to the Project Manager.

- The Contractor will be required to maintain all project records in electronic format.
- The City provides an ASP web-based project management database which the Contractor will be required to utilize in the fulfillment of the JOC requirements.
- The Contractor shall provide a computerized networked office platform with broadband internet connectivity.
- UNIFIER training will be provided through the City of Phoenix to firms under this JOC.

Small Business Enterprise (SBE) Requirements

This JOC will be subject to the City of Phoenix Code, Chapter 18, Article VI, pertaining to participation of Small Business Enterprise (SBE) firms in subcontracting opportunities on the Project. Firms that have been certified by the City of Phoenix Equal Opportunity Department are eligible to meet the SBE subcontracting goals.

A SBE utilization goal for this JOC has been established. The goal is based on the City's evaluation of the availability of certified SBE firms in all subcontracting trade areas where work will be performed. Firms should strongly consider how entering into project team or subcontract arrangements will impact their ability to meet the utilization goal.

The JOC Contractor is required to make good faith efforts to utilize certified SBE firms to achieve this goal on each Job Order Agreement and shall provide good faith effort to meet the annual goal during each year of the contract and overall over the term of the contract.

SBE goals must be met or a waiver requested in order to perform a job order under the JOC. For further information, contact the Equal Opportunity Department at 602-534-1279.

Failure to meet the required annual goal without sufficient demonstration of good faith efforts shall be deemed as a breach of the SBE provisions of this Job Order Contract.

The Contractor agrees that if the Equal Opportunity Department determines that the contractor will fail, or has failed, to meet the SBE subcontracting goals, and / or has failed to act in good faith to ensure compliance with the SBE Program Requirements, it will deem the contractor "non-compliant" and not in good standing with this City contract.

SEE VENDOR QUESTIONNAIRE SBE CLAUSE AND FORMS FOR MORE INFORMATION

Pre-Submittal Meeting

A pre-submittal meeting will be held at 9:00 am, Phoenix time on Tuesday, September 8, 2026, at 200 W. Washington St., Floor 9 Training Room, Phoenix, AZ 85003 **AND** via Teams. At this meeting, City staff will discuss the scope of work, general project requirements, and respond to questions from the attendees. It is strongly recommended that interested firms attend the pre-

submittal meeting. Inquiries regarding the project scope outside of this pre-submittal meeting must be directed to the Contracts Specialist.

Pre-Submittal Meeting Teams Information:

Join: <https://teams.microsoft.com/meet/243772762482362?p=VIQQDwSFwBYCKdz4bp>

Meeting ID: 243 772 762 482 362

Passcode: M3QJ6Yh7

Statement of Qualifications Evaluation Criteria

Firms will be selected through a qualifications-based selection process based on the criteria below. Subcriteria are listed in order of importance in relation to project services. City of Phoenix project experience is not required.

No.	Evaluation Criteria	Scoring Method	Weight (Points)
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1.	General Information A. Provide a general description of the firm that is proposing to provide the requested services under this Job Order Contract. Explain the legal organization of the proposed firm or team. B. Provide the following information: 1. List the Arizona contractor licenses held by the firm and the key personnel who will be assigned to this Project. Provide the contractor license number. Reference the appropriate licenses held, if needed. In order to be considered for this Project, the Contractor must hold the correct license as deemed appropriate by the Arizona Registrar of Contractors prior to submitting a Statement of Qualifications (SOQ) for this project in accordance with Arizona Revised Statute §32-1151. 2. Identify the location of the firm's principal office and the home office location of key staff on this project. 3. Identify any contract or subcontract held by the firm or officers of the firm, which has been terminated within the last five years. Identify any claims arising from a contract which resulted in litigation or arbitration within the last three years. Briefly describe the circumstances and the outcomes. 4. Provide an organization chart showing the qualifying Contractor, and the Contractor's key personnel down to the superintendent level. If a specific	Points Based	100 (9.8% of Total)
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	subcontractor will be utilized for all work of a certain type include information on this subcontractor. (The organizational chart is included in the page limitation.)		
2.	Experience and Qualifications of the Firm A. Identify at least three comparable projects on water transmission mains related to the scope in which the firm played a major role in the last three years. Provide examples where the Contractor installed or replaced a valve on an existing main, installed/rehabilitated/replaced a water transmission main, and responded to an emergency on a water main, The projects listed should show the breadth of the firm's experience and demonstrated capabilities and show the experience in managing multiple trade subcontractors, vendors, and suppliers. For each comparable project identified, provide: 1. Description of project 2. Role of the firm either as prime or subcontractor 3. Project's construction cost 4. Construction dates (identify if this included phased construction) 5. Project Owner	Points Based	300 (29.4% of Total)

3.	Experience of Key Personnel to be Assigned A. For each key person identified, list their length of time with the firm and at least two comparable projects in which they have played a primary role in the last three years. If a project selected for a key person is the same as one selected for the firm, provide just the project name and the role of the key person. Explain their knowledge and understanding of Maricopa Association of Governments (MAG) Specification and Details, City of Phoenix Supplement to MAG Specification and Details, and City of Phoenix Standards as they relate to the installation, rehabilitation, and replacement of water transmission mains, large valve replacement, and emergency response related to the scope. For other projects provide the following: 1. Description of project 2. Role of the person 3. Project's construction cost 4. Construction dates 5. Project Owner B. List any proposed subcontractors, including key staff names and the experience and qualifications of these individuals.	Points Based	200 (19.6% of Total)
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4.	Approach to Performing the Required Services A. Describe the firm's understanding of the City's need for this project, including important considerations such as project issues and challenges of large transmission mains and valves regarding the scope. Explain the project team's knowledge and understanding of common deficiencies and repair solutions. B. Describe the team's approach to the project, including important considerations such as scope, schedule, and budget of multiple installations and repairs under this contract. Describe the firm's project management approach including perspective and experience on partnering, quality control, project scheduling, claims, dispute resolution, changes in the scope of work, and construction safety. C. Provide a proposed subcontractor selection plan. The selection plan must select subcontractors based on qualifications alone or on a combination of qualifications and price and shall not select subcontractors based on price alone. Describe how you intend to implement this subcontractor selection plan. Discuss the benefit that your subcontractor selection plan provides to the project.	Points Based	250 (24.5% of Total)
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5.	Staffing Information for Key Personnel Provide the following: A. Provide proof of adequate staffing requirements to accommodate the potential of simultaneous Job Order Agreements under this contract as well as a dedicated emergency response team available 24/7/365 including holidays. B. Team's availability and commitment to the project, including subconsultants C. Team's plan to maintain continuity of the proposed services and emergency response requirements.	Points Based	150 (14.7% of Total)
6.	Reference Checks Use the form provided in the Attachments section to obtain at least three references. It is preferred no more than one be a City of Phoenix project. If your firm has not completed prior projects with other agencies, you will not be penalized. It is recommended there be references outside the City of Phoenix. *These points are in addition to the 1,000 points for the SOQ.	Points Based	21 (2.1% of Total)

Submittal Requirements

Electronic Submittal Process: Firms interested in this project must submit a Statement of Qualifications (SOQ) electronically through the City's Procurement Portal at <https://procurement.opengov.com/portal/phoenix>.

Submittal requirements are as follows:

Vendor Information: All firms must be registered in the City's Vendor Management System prior to submitting a proposal. The vendor number should be included on the cover of the SOQ. Information on how to register with the City is available at:

<https://www.phoenix.gov/financesite/Pages/EProc-help.aspx>

If your firm is already registered with the City of Phoenix's Procurement system, visit <https://procurement.opengov.com/portal/phoenix> to login and access the electronic solicitation.

Submittals:

- Experience Modification Rate (EMR) – provide current rating; the awarded company will be asked to provide verification upon contract execution.
- Submit only one SOQ electronically, in .PDF format only, addressing all evaluation criteria. No hard copies will be accepted.
- Clearly display the firm legal name, vendor number, project title, and project number on the cover of the SOQ.
- A maximum of **14 pages** is permitted to address all content in the SOQ submittal. ***(Maximum page limit includes evaluation criteria and all additional content. It does not include information sheet.)***
- Submit electronically the Statement of Qualifications by **12:00 pm, Phoenix time, on Friday, September 25, 2026.**
- Page size must meet requirements of 8½" x 11".
- Font size must not be less than 10 point.
- Content count:
 - Each side of a page containing evaluation criteria and additional content will be counted toward the maximum page limit noted above.
 - Pages that have project photos, charts and/or graphs will be counted towards the maximum page limit noted above.
 - Front and back covers, information sheet, Table of Contents pages, and divider (tab) pages **will NOT** be counted toward the maximum page limit noted above, unless they include evaluation criteria and additional content that could be considered by the selection panel.

Information Sheet: Provide an information sheet that includes project title, OpenGov ID number, **legal firm name (not a trade name)**, address, phone number, vendor number, and the name, title, email address and signature of your contact person for the project. Do not include any additional information.

Evaluation Criteria: Address the SOQ evaluation criteria.

Bonding Statement: As a separate PDF attachment, include a statement of the firm's bonding capacity from a Surety Company (A- or better for the prior four quarters). *This bond statement will not be counted towards the maximum number of pages.*

Additional Content: Resumes and other information may be included (*content shall be included within the permitted maximum page limit*).

Note: All pages exceeding the specified maximum page limit will be removed from the submittal and not considered in evaluating a submitted SOQ.

Grounds for Disqualification

Please be advised that the following **will be grounds for disqualification**, and will be strictly enforced:

- Submitting a Statement of Qualifications for a different project.
- Violating the “Contact with City Employees” policy contained in this RFQ.
- Failure to provide bonding statement.

Selection Process and Schedule

The successful firms will be selected through a qualifications-based selection process. Interested firms will submit a Statement of Qualifications (SOQ). A Selection Panel will evaluate each SOQ according to the criteria set forth in the Statement of Qualifications Evaluation Criteria above. The City will select firms based on the SOQs received; no formal interviews will be conducted. The City may conduct due diligence reviews on the firms receiving the highest evaluation.

The City expects to create a final list of at least four, but not more than five firms for this project. The City will enter into negotiations with the selected firms and execute contracts upon completion of negotiation of contract terms for City Council approval.

The following tentative schedule has been prepared for this project. The Pre-submittal meeting is not mandatory.

Pre-submittal Meeting	9:00 am on Tuesday, September 8, 2026
Last Date for Questions	4:00 pm on Friday, September 18, 2026
SOQs Due	12:00 pm on Friday, September 25, 2026
Selection Notification	Mid October, 2026
Scope Meeting	Early November, 2026

If the City is unsuccessful in negotiating contracts with the best-qualified firms, the City may then negotiate with the next most qualified firms until contracts are executed, or the City may decide to terminate the selection process. Once contracts are executed with the successful firms, the procurement is complete.

The firms selected for this project will be notified directly by the City. Notification to all other firms on the status of a short list for this project will be posted on the City of Phoenix’s Procurement Portal:

<https://procurement.opengov.com/portal/phoenix>

General Information

Citywide Capital Improvement Projects. Consulting and contractor services supporting the City's Capital Improvement Projects are procured under the authority of the City Engineer, currently located within the Street Transportation Department. Design and Construction Procurement coordinates the citywide consulting and construction contracting procurement processes.

Changes to Request for Qualifications. *Any changes to this Request for Qualifications (RFQ) will be in the form of a Notification.* The City of Phoenix shall not be held responsible for any oral instructions. Notifications are available on both the Current Opportunities and City's eProcurement Portal at <https://procurement.opengov.com/portal/phoenix>.

It shall be the responsibility of the registered RFQ holder to determine, prior to the submittal of the Statement of Qualifications, if a Notification has been issued. Registered RFQ holders may refer to the web page or call the Contracts Specialist Sadie Thompson at (602) 534-1509 to ascertain if a Notification has been issued for this project.

Alternate Format. For more information or a copy of this publication in an alternate format, contact the Contracts Specialist (listed above) - Voice or TTY 711. Requests will only be honored if made within the first week of the advertising period.

Release of Project Information/Public Records Request. The City shall provide the release of all public information concerning the project, including selection announcements and contract awards. Those desiring to release information to the public must receive prior written approval from the City. To submit a Public Records Request, visit phoenix.gov/prr.

City Rights. The City of Phoenix reserves the right to reject any or all Statements of Qualifications, to waive any informality or irregularity in any Statement of Qualifications received, and to be the sole judge of the merits of the respective Statements of Qualifications received.

Contact with City Employees. This policy is intended to create a level playing field for all Proposers, assure that contracts are awarded in public, and protect the integrity of the selection process. **OFFERORS THAT VIOLATE THIS POLICY WILL BE DISQUALIFIED.**

Beginning on the date the RFQ is issued and until the date the contract is awarded or the RFQ withdrawn, all persons or entities that respond to the RFQ, including their authorized employees, agents, representatives, proposed partner(s), subcontractor(s), joint venture(s), member(s), or any of their lobbyists or attorneys (collectively the Proposer), will refrain from any direct or indirect contact with any person (other than the designated Contract Specialist) who may play a part in the selection process, including members of the evaluation panel, the City Manager, Assistant City Manager, Deputy City Managers, Department heads, the Mayor and other members of the Phoenix City Council. As long as the RFQ solicitation is not discussed, Proposers may continue to conduct business with the City and discuss business that is unrelated to this RFQ solicitation with City staff.

Commencing on the date and time a solicitation is published, potential or actual proposers (including their representatives) will only discuss matters associated with the solicitation with the Mayor, any members of City Council, the City Manager, any Deputy City Manager, or any department director directly associated with the solicitation (including in each case their assigned staff, except for the designated procurement officer) at a public meeting, posted under the Arizona Revised Statutes, until the resulting contract(s) are awarded or all offers or responses are rejected

and the solicitation is cancelled without any announcement by the procurement officer of the City's intent to reissue the same or a similar solicitation.

Proposers may discuss their proposal or the RFQ solicitation with the Mayor or one or more members of the Phoenix City Council, provided such meetings are scheduled through the Contract Specialist (listed above), conducted in person at 200 W. Washington, Phoenix, Arizona 85003, and are posted as open meetings with the City Clerk at least twenty-four (24) hours prior to the scheduled meetings. The City Clerk will be responsible for posting the meetings. The posted notice shall identify the participants and the subject matter, as well as invite the public to participate.

Conflict of Interest. The City reserves the right to disqualify any Proposer on the basis of any real or apparent conflict of interest that is disclosed by the proposal submitted or any other data available to the City. This disqualification is at the sole discretion of the City. Any Proposer submitting a proposal herein waves any right to object now or at any future time, before any body or agency, including but not limited to, the City Council of the City of Phoenix or any court.

Protest Procedures. Firms responding to disqualification or a procurement outcome are referred to the Code of the City of Phoenix Chapter 2, Article XII, Section 2-187 to 2-190.4, which governs protest procedures utilized throughout the selection process. The procedures may be reviewed through the City of Phoenix website at:

<http://www.codepublishing.com/az/phoenix/>

A copy of the Protest Policy is also available online at:

<https://www.phoenix.gov/administration/departments/streets/careers/business-opportunities.html>

Good Standing. Any JOC Contractor that currently contracts with the City must be in good standing for its Statement of Qualifications (SOQ) to be considered responsive. For the purpose of the RFQ, good standing refers to compliance with all contractual provisions, including payment of financial obligations.

Questions - Questions pertaining to this selection process or contract issues should be submitted via the e-Procurement Portal.

Vendor Questionnaire

*Response required

*Response required