

NOTICE AND CALL FOR SUBMITTALS
TOWN OF GILBERT, ARIZONA

Project Name: Neely WRP RAS / WAS Pump Station Replacement
Project Number: WW1090 / WW1120
Contract Number: 319001059
Submittal Due Date: April 10, 2019, at 5:00 p.m., MST
GILBERT Staff Contact: Jeanne M. Jensen, jeanne.jensen@gilbertaz.gov
Bid Documents available at: **Town of Gilbert e-Builder Platform ONLY (at no charge, registration required)**
<https://bidders.e-builder.net/landing?bidpackageid=aed62f19-ce4a-4716-903a-2f976e79bf94>

Date and Location for Submittal: Sealed Statements of Qualifications (SOQs) from qualified Architecture/Engineering (A/E) firms will be received electronically via the Town of Gilbert's e-Builder electronic bidding platform, and via electronic copy on a USB flash drive as a single .pdf document that is PC readable, labeled and not password protected at the Gilbert Civic Center, Town Hall Administration Building, located at 50 East Civic Center Drive, Gilbert, Arizona 85296 by **5:00 p.m., MST, April 10, 2019**. SOQs must be submitted **both** electronically via the Town of Gilbert's e-Builder electronic bidding platform **and** via electronic copy on a USB flash drive. No printed or hardcopy paper submittals will be accepted. The USB flash drive version of the SOQ must be submitted in a sealed envelope clearly marked in accordance with the requirements of the Request for Qualifications (RFQ). The SOQ must include all information items listed in the RFQ in the order listed. Any SOQ received after the time specified will be returned unopened. (No amendments will be accepted). It is the A/E's responsibility to assure SOQ's are both submitted electronically and received physically at the above location on or before the specified time.

Project Description: This will be a Construction Manager at Risk Project pursuant to ARS Section 34-601 et seq. A general description of the Project is:

Design and construction to replace return activated sludge (RAS) pumps, minor structural repairs/modifications to RAS wet well, and install new RAS pump station structure, and electrical power distribution improvements. These components of the Neely facility are nearing the end of their useful life and replacement has been scheduled as part of the Long Range Infrastructure Plan.

Design and construction to replace waste activated sludge pumps, install new pump station structure, minor structural modifications to return activated sludge wet well and electrical power distribution improvements. Existing submersible pumps are at midpoint of their useful life (13 years) and will begin requiring replacement of major components. This project will replace the existing pumps with dry pit chopper pumps, with variable speed drives. These operate more efficiently and require less energy consumption. Existing scum pumping and screening will be decommissioned.

Pre-Submittal Conference: A pre-submittal conference will be held on **March 21, 2019 at 10:00 a.m.**, MST at the Gilbert Civic Center, Municipal Building II, 90 East Civic Center Drive, Room 236. It is highly recommended that all prospective Proposers attend, as Proposer responsibility issues will be discussed, along with Project requirements.

SOQ Format: Each SOQ received must be in accordance with the format and information provided within the Request for Qualifications package. Any submittal that does not conform, in all material respects to what is outlined in the RFQ, will be considered non-responsive. The USB flash drive version of the SOQ shall be submitted in a sealed envelope per the directions provided in the RFQ.

Solicitation Transparency Policy: Beginning on the date this Solicitation is issued and continuing until either the date a contract is awarded or this Solicitation is withdrawn by Gilbert, all persons or entities who respond or intend to respond to this Solicitation, including without limitation their employees, agents, representatives, partners, subcontractors, consultants, joint venturers, members, lobbyists, or attorneys (collectively, "Proposers"), shall only discuss matters associated with this Solicitation with the Procurement Officer designated in this Solicitation and shall not have any direct or indirect contact about this Solicitation with any other Town staff or Town official, including, without limitation, members of the evaluation panel, the Town Manager, Deputy Town Managers, the Mayor, or any member of the Gilbert Town Council. As long as the subject matter of the Solicitation is not discussed, Proposers may continue to conduct business with Gilbert.

Notwithstanding the foregoing, Proposers may discuss this Solicitation with the Mayor or a member of the Gilbert Town Council, provided such meetings are scheduled through the Procurement Officer listed on this Solicitation, conducted in person at Gilbert Civic Center, Town Hall Administration Building, 50 East Civic Center Drive, Gilbert, Arizona 85296, and are posted as open meetings by the Town Clerk at least twenty-four (24) hours prior to the scheduled meetings. The posted notice shall identify the participants and the subject matter, as well as invite the public to participate.

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. **Proposers who violate this policy shall be disqualified from participating in this Solicitation.**

Right to Reject SOQ: GILBERT reserves the right to waive any irregularities in any submittal and to reject all submittals and re-advertise or cancel the project in its entirety, at its sole discretion. GILBERT, or its consultants and advisors, will not be responsible for any cost incurred by any firm submitting a SOQ or responding to this notice.

Equal Opportunity: GILBERT is an equal opportunity employer. Minority and women's business enterprises are encouraged to submit on this Project.

DATED:

TOWN OF GILBERT, ARIZONA
Town Clerk

Publications Date(s):

March 14, 2019

March 21, 2019