

CITY OF PHOENIX  
Phoenix, Arizona

Lake Pleasant Water Treatment Plant DBO Project  
Project No. WS85350004-P

*Lake Pleasant WTP Pre-RFQ Meeting Minutes*

**DRAFT**

Greeley and Hansen  
July 19, 2000

1. The Lake Pleasant WTP Pre-RFQ meeting was held July 19, 2000 at City Hall, 200 W. Washington, Assembly Room A. The agenda is included as Attachment 1. The following Project Team members were in attendance:

Water Services Department

Mike Gritzuk  
Madeline Goddard

Greeley and Hansen

Andy Richardson  
William Newhouse

Malcolm Pirnie

Jim Albu

Meeting attendance by prospective proposers is listed in Attachment 2.

Attendance by prospective proposers at the site tour conducted on the morning of 7/19/2000 is listed in Attachment 3.

2. Mike Gritzuk opened the meeting by welcoming the attendees and making a brief statement of the purpose of the meeting. Madeline Goddard then reviewed the agenda. Madeline stressed the City's interest in obtaining the attendees' comments on the draft Request for Proposals, as well as any other questions about the project. She particularly noted that "...all questions may not get answered today, but they will be taken back for internal discussion and consideration."
3. Madeline briefly discussed the City's affirmative action program and some of the procedural requirements. Specifically, it was noted that proposing firms must be registered with the City of Phoenix and must include their registration number on their submittal. The affirmative action numbers of the principal designer, contractor, and operator shall be submitted with the SOQ.

4. Madeline also outlined the MBE/WBE goals for this project. The overall goal is currently set at 12 percent participation, with that being apportioned at 7 percent for MBE firms and 5 percent for WBE firms. Of the 12 percent, 7 percent of the goals shall be met through construction dollars. She noted that the City is interested in proposers' comments on those goals and their appropriateness for this type of project. There were no comments on this topic.
5. Andy Richardson then provided an overview of the Lake Pleasant WTP DBO Project. He described the location and scope of the project and specific site features of significance. He noted that limited geotechnical investigations have been conducted, and that the logs are available for reconnaissance level information purposes only. He also pointed out the key site restrictions of the two washes, the 200-foot setback requirement, and the location of the El Paso Natural Gas transmission main. During this presentation, it was noted that chloramine processes will not be accepted for this plant.
6. The next presentation consisted of an overview of the RFQ by Andy Richardson. He explained that the purpose of the draft RFQ is to obtain comments from prospective proposers in order to strengthen the overall project. He reviewed the RFQ by stepping through the table of contents. It was noted that the City particularly desired comments on the liability section, which requires unlimited liability on the part of the contractor.
7. Attendees were advised that the submittal requirements include a number of detailed forms. Andy stressed the importance of correct format and completeness of submittal forms.
8. The next topic on the agenda was the schedule. Andy reviewed the overall project schedule, pointing out key procurement dates and the required in-service date for the facility.
9. Andy closed the formal presentations by showing the attendees the project website and its key features. It was noted that documents posted on the website are for information purposes only. Official copies can only be obtained from the City's Engineering & Architectural Services Department.

When asked who had checked the project website, most attendees responded in the affirmative.

When asked if the website is working for them, the response was also solidly positive. No objections or complaints were voiced.

10. The last part of the meeting consisted of the City entertaining and answering questions. The questions and answers follow.

*Q: Can you make the website documents official copies?*

A: Not at this time. This is the first DBO project the City has ever undertaken, and this is the first time the City has utilized a project website. The requested service will probably be available on a future project, but is not available at this time.

*Q: Will project environmental information be posted on the website?*

A: Yes.

*Q: Explain the reason for unlimited liability. This seems extreme. The City may want to take another look at what the market is doing. If companies agree to unlimited liability on several projects, the commitment may become meaningless as companies may be over-extended. (This representative will supply written comments to the City on this point.)*

A: The City has investigated this issue and believes its approach is consistent with what is current practice in DBO procurements. However, the concerns are noted and will be looked at further by the project team.

*Q: What is the City's real intent on the conflict of interest language? Do you really mean that we can't work with Malcolm Pirnie, for example, in New York?*

A: You should discuss this provision with your own legal counsel and obtain his/her interpretation of the law. The City has not developed a final position on this matter, yet.

Attendee comment: An early determination on this would be valuable information.

*Q: Wouldn't it be more expeditious for the City to get the permits?*

A: It is the City's position that the DBO contractor will be responsible for obtaining the required permits. However, the City is expediting the matter to the extent possible by doing preparatory work with the various regulatory agencies.

*Q: What about application of prevailing wage provisions?*

A: This is not a federal project. Prevailing wage rules do not apply.

*Q: Will the City's Development Services be looking at this project?*

A: Yes.

*Q: What is meant by a TDS removal process being looked upon favorably?*

A: The City's performance standards will not require TDS removal, however the City expects some time in the future that TDS removal processes will be employed and that any process employed now that will reduce TDS will likely get a favorable review.

*Q: How are you going to handle the comments you receive? Will you publish them?*

A: They will not be published outright. Such comments as can be accepted will be incorporated into the final RFQ.

*Q: Would you explain the reason for banning chloramines?*

A: This decision was made on the basis of compatibility with the rest of the City's water system.

*Q: What determination of level of design (10%, 20%, or 30%) is the City doing?*

A: The City is doing a preliminary design for benchmark purposes only. The City's preliminary design is not mandating anything for the final design by the DBO proposers. They are completely free to come up with their own plant design.

*Q: What about use of the DBO contractor for the first plant expansion? Is there any flexibility there? The RFQ seems to exclude the DBO contractor from that expansion.*

A: It is not intended to be exclusive. The City sees the language as allowing a number of options. The City may want to rework the exact language in the RFQ to convey that more clearly.

*Q: The RFQ requires Statements of Qualifications include most recent quarterly financial reports. Non-public firms do not prepare quarterly reports. Will the City accept their most recent annual report in lieu of a quarterly report?*

A: Point noted. That will be passed on to the City's financial staff for resolution.

## **Attachment 1**

CITY OF PHOENIX  
Phoenix, Arizona

Lake Pleasant Water Treatment Plant DBO Project  
Project Number WS85350004-P

### ***Agenda Pre-RFQ Meeting***

July 19, 2000

1. Introductions
2. Affirmative Action
3. MBE/WBE
4. Overview of Lake Pleasant WTP DBO Project
5. Overview of Request for Qualifications
6. Submittal Requirements
7. Procurement Schedule
8. Website
9. Questions & Answers

## Attachment 2

CITY OF PHOENIX  
Phoenix, Arizona

Lake Pleasant Water Treatment Plant DBO Project  
Project Number WS85350004-P

### *Sign-In Sheet* *Pre-RFQ Meeting*

Draft Request for Qualifications  
July 19, 2000

<i>Name</i>	<i>Affiliation</i>	<i>Phone Number</i>
Andy Richardson	Greeley and Hansen	602/275-5595
Bill Newhouse	Greeley and Hansen	602/275-5595
Robert Wilson	American Water Service	856/596-3608
Steve Stanley	Danis Environmental	937/220-4906
Nolan Hake	Danis Environmental	937/220-4906
Kevin Lyons	Primatech Engineers	602/685-9009
Misty Barker	PMA Consultants	602/277-7307
Jim Rish	Parsons	626/440-3317
Gerry Ludwig	Parsons	626/440-3317
Jim Albu	Malcolm Pirnie	602/231-5550
John T. Morris	Sverdrup Civil	714/549-5050
Dick Roberts	ASL Consulting	602/244-2624
Steve Tedescu	ASL Consulting	602/244-2624
Madeline Goddard	City of Phoenix	602/434-3887
Tom McLean	CH2M Hill	480/966-8188
Doug Herbst	CH2M Hill	713/462-0169 X298
Ron Williams	CH2M Hill	480/966-8188
Bill Pfeifer	Bechtel	415/768-6511
David Chardavoyne	Thames Water	203/355-7400
Dreda Gaings	Thames Water	203/355-7400

**Attachment 2**  
(Continued)

<i>Name</i>	<i>Affiliation</i>	<i>Phone Number</i>
Roy Epps	Archer Western Contractors	623/247-5622
Bob Schratz	GE	623/582-4282
Barry Brown	Nabar Stanley Brown	602/912-9191
Sateesh Nabar	Nabar Stanley Brown	602/912-9191
Bill Hinton	PCL Civil Constructors	303/365-6424
Luis Ventoza	PCL Civil Constructors	480/829-6333
Jane Ryckman Siegwarth	Camp Dresser & McKee	602/956-4500
Jaime Burrola	CDM Engineers & Constructors	602/517-0131
Tom O'Dorreu	PCL Civil Constructors	480/829-6333
John Malta	DSWA	602/265-5400
Gary Albertson	United Water	973/208-7643
Bob Siemak	United Water	310/937-1513
Dan Wetstein	Montgomery Watson	303/382-5000
John Plattsmier	Montgomery Watson	702/878-8010
Bruce Kay	Ninyo & Moore	602/243-1600
Michael Smith	KJM and Associates	602/778-9888
Mike McClure	Montgomery Watson Constructors	303/439-2802
Walt Hitch	Montgomery Watson Constructors	626/568-6966
John Butler	Knight Piesold Consulting	602/214-6685
Andrew Watson	Knight Piesold Consulting	602/214-6685
Steve Todd	Wilson & Company	480/893-8860
Richard Trembath	Parson ES	619/681-0400
Dan Meyer	Black & Veatch	602/381-4400
Dave Mahaffay	Black & Veatch	602/381-4406
Gerry Murphy	McCarthy	602/282-2049
Jim Bayles	ProService/Foxboro	602/437-8110
Damon Williams	DSWA	602/265-5400
Marty Jessen	US Filter W	420/836-0887

### Attachment 3

CITY OF PHOENIX  
Phoenix, Arizona

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### *Sign-In Sheet* *Project Site Tour*

Draft Request for Qualifications  
July 19, 2000

<i>Name</i>	<i>Affiliation</i>	<i>Phone Number</i>
Brian Kasitz	PCL Civil Constructors	480/829-6333
Dick Roberts	ASL Consulting	602/244-2624
Steve Tedescu	ASL Consulting	602/244-2624
Bill Hinton	PCL Civil Constructors	303/365-6424
Kevin Lyons	Primatech Engineers & Consultants	602/685-9009
Mike McClure	Montgomery Watson Const.	303/439-2802
John Plattsmier	Montgomery Watson	702/878-8010
John T. Morris	Sverdrup Civil, Inc.	714/549-5050
Roy Epps	Archer Western Contractors	623/247-5622
Bob Schratz	GE	623/582-4282
Dan Wetstein	Montgomery Watson	303/382-5000
Jane Ryckman Siegwarth	Camp Dresser & McKee	602/956-4500
Misty Barker	PMA Consultants	602/277-7307
Jaime Burrola	CDM Engineers & Constructors	602/517-0131
Steve Robinson	McCarthy	602/262-8000
Tony Dill	Malcolm Pirnie, Inc.	215/399-4277
William Judy	Greeley and Hansen	602/275-5595
William Newhouse	Greeley and Hansen	602/275-5595
Andrew Watson	Knight Piesold and Co.	602/241-6685
John Butler	Knight Piesold and Co.	602/241-6685

**Attachment 3**  
(Continued)

<i>Name</i>	<i>Affiliation</i>	Phone Number
John Young	American Water Works Services Co.	856/346-8250
Robert Wilson	American Water Services	856/596-3608
Jim Dowell	Wilson and Company	480/893-8860
Dan Meyer	Black & Veatch	602/381-4400
Walt Hitch	Montgomery Watson	626/568-6966
Sateesh Nabar	Nabar Stanley Brown	602/912-9191
Barry Brown	Nabar Stanley Brown	602/912-9191
Bob Siemak	United Water	310/937-1513
Gary Albertson	United Water	973/208-7643
Bruce Kay	Ninyo & Moore	602/243-1600
Jim Rish	Parsons	626/440-3317
Gerry Ludwig	Parsons	626/440-3317
Dave Mahaffay	Black & Veatch	602/381-4406