



CITY OF PHOENIX

CONSULTING AND CONSTRUCTION SERVICES FOR CAPITAL IMPROVEMENT PROJECTS

FEBRUARY 22, 2017

VOL NO. 9

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NEW VENDOR SUBMITTAL AND W-9 INFORMATION – Updated
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Call for Qualifications and Call for Bid advertisements for the Capital Improvement Projects listed below may be found in the Arizona Business Gazette.

Requests for Qualifications and Bid Documents for the following projects are available at:

<https://phoenix.gov/streets/procurement/current-opportunities>

PROFESSIONAL SERVICES ANNOUNCED IN THIS NEWSLETTER

AVIATION DEPARTMENT

- Terminal Area Monitoring System Monitoring Services (Project No. 6663111040). The Request for Qualifications for this project will be available on February 23, 2017. – LB

STREET TRANSPORTATION DEPARTMENT

- Van Buren Street: 7th Street to 24th Street – Design Services (Project No. ST85100396-1). The Request for Qualifications for this project will be available on February 23, 2017. – DR
- 3rd and 5th Avenues: McDowell Road to Washington Street, Street Modernization Project – Design Services with 3rd Street Promenade: Roosevelt Street to Indian School Road, Street Modernization Project – Design Services – (Project Nos. ST87100164-1 and ST87100162-1). - EE

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CONSTRUCTION SERVICES ANNOUNCED IN THIS NEWSLETTER

THERE ARE NO CONSTRUCTION ADVERTISEMENTS FOR THIS NEWSLETTER

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GENERAL NOTICE

ARIZONA UNIFIED CERTIFICATION PROGRAM (UCP) FOR DISADVANTAGED BUSINESS ENTERPRISES (DBE)

The Arizona Unified Transportation Registration and Certification System (AZ UTRACS) is a centralized database of companies that have indicated that they are ready, willing and able to perform work on federally funded ADOT and local government transportation projects in the state of Arizona. This new database/web portal combines the Arizona Unified Certification Program (UCP) database/website and the former Civil Rights Vendor Registration website into one comprehensive web portal. The AZ UTRACS database/web portal also contains Certified Disadvantaged Business Enterprises (DBE) and registered Small Business Concerns (SBC) throughout the state of Arizona.

The ADOT Unified Certification Program (UCP) works to certify all firms wishing to be certified with ADOT. The UCP members include the City of Phoenix, which certifies all firms located in Maricopa County, and the City of Tucson, which certifies all firms located in Pima County. ADOT conducts certifications for firms in all other counties as well as firms located in other states.

To find ADOT's current list of DBEs certified by ADOT and the other UCP members, please visit:

<https://adot.dbesystem.com>

SMALL BUSINESS ENTERPRISES

The City of Phoenix Small Business Enterprises (SBE) Program gives eligible firms the opportunity to qualify and participate in City contracts as a certified SBE firm. SBE participation is either required as stated in each solicitation or strongly encouraged on all other projects. The City of Phoenix maintains a database of certified SBE firms at:

<https://phoenix.diversitycompliance.com>

PROCUREMENT PROTEST PROCEDURES

Firms wishing to respond to disqualification or a procurement outcome may refer to The Code of the City of Phoenix Chapter 2, Section 2-188 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/>

ALTERNATIVE FORMATS

For more information or a copy of this publication in an alternate format, contact the Design and Construction Procurement Reception Desk at (602) 534-5786 or calling 602-256-4286 – TTY. Requests will only be honored if made within the first week of the advertising period. Please allow a minimum of seven calendar days for production.

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SUBSCRIPTION INFORMATION ONLY
(602) 534-5786

SUBSCRIPTION FORM: <http://lists.phoenix.gov/fms/eas-nwsltrsubscribe.html>

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NEW - PUBLIC RECORDS REQUEST PROCESS

IF YOUR FIRM IS REQUESTING TO REVIEW A DESIGN OR CONSTRUCTION PROCUREMENT FILE, PLEASE SUBMIT A RECORDS REQUEST THROUGH THE CITY CLERK DEPARTMENT'S WEBSITE AT:

<https://www.phoenix.gov/cityclerk/public-records-request>

IN THE DESCRIPTION INDICATE THAT THE REQUEST IS FOR **STR CR PROCUREMENT**. THIS WILL ENSURE THAT THE REQUEST GETS TO THE APPROPRIATE PARTY AS QUICKLY AS POSSIBLE.

UPDATED VENDOR SUBMITTAL and W-9 INFORMATION

ALL FIRMS MUST BE REGISTERED IN THE CITY'S VENDOR MANAGEMENT SYSTEM PRIOR TO SUBMITTING A PROPOSAL. FOR NEW FIRMS - THE CITY WILL SEND AN EMAIL TO YOUR FIRM WITH A VENDOR NUMBER WITHIN TWO DAYS OF SUBMITTING THE REQUEST. THE VENDOR NUMBER NEEDS TO BE INCLUDED ON THE COVER OF THE STATEMENT OF QUALIFICATIONS OR ON THE BID PROPOSAL PACKAGE/ENVELOPE. INFORMATION ON HOW TO REGISTER WITH THE CITY IS AVAILABLE AT:

<https://www.phoenix.gov/finance/vendorsreg>

Design and Construction Procurement will continue to send W-9 forms to firms for awarded contracts. This document should only be used for **FIRST TIME** contracts with the City of Phoenix. If your firm has a current vendor number in the system, please confirm all information is up to date. If your information is not up to date, notify:

vendor.support@phoenix.gov

If the addresses do not match, the pay request may be held up and require updating of information by contacting:

vendor.support@phoenix.gov

If your firm currently holds a contract with the City of Phoenix and you have not yet registered, this needs to be completed as soon as possible. Please visit <https://www.phoenix.gov/finance/vendorsreg> for any questions.

REMIT TO INFORMATION ON PAY REQUESTS

When submitting pay requests/invoices to the City of Phoenix for CIP projects, do not send the invoice to the Finance Department. The invoice should be sent directly to the City's Project Manager. Please ensure that the REMIT TO: address on the pay request matches the address on the W-9 form. If the addresses do not match, the pay request may be held up and require updating of information by contacting:

vendor.support@phoenix.gov

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CONSULTANT AND CONTRACTOR SELECTION PANEL PARTICIPATION

The City of Phoenix Capital Improvement Program Contract Procurement Section is seeking Consultants and Contractors to participate on Capital Improvement Project selection panels.

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***The Consultant participants on the Study/Design/Consulting Services panels should be a Project Manager or above, but a professional technical registration is not required.**

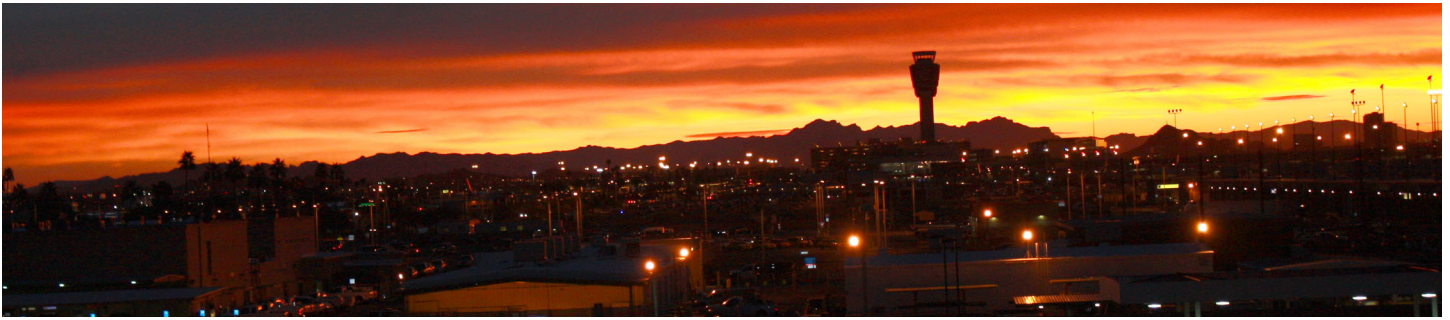
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***The General Contractor participants on the Construction Services panels must be a senior management employee of a licensed contractor pursuant to ARS Title 34.**

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***A person who is a member of a selection committee shall not be a Consultant/Contractor under a contract awarded under the procurement or provide any professional services, construction, construction services, materials or other services under the contract.**

Please contact any Contract Specialist in the Street Transportation Department to express interest in participation (602-534-5786). Your name will be added to a database of available Consultants and Contractors.



Phoenix Aviation Business Summit

Tuesday, February 28, 2017
Phoenix Convention Center – West Hall
8 a.m. – 4:30 p.m.
Registration is required

Education

Learn how you can do business with the City of Phoenix Aviation Department.

Networking

Network with representatives from the Phoenix Aviation Department and airport business partners.

Tools

Workshops will showcase potential opportunities to do business with the airport as well as provide information on the tools available to help you.

Register Now
skyharbor.com/AviationSummit

For sponsorship and event questions or for reasonable accommodations requests,*
please contact Cindy Lizarraga at (602) 273-3483 or
cindy.lizarraga@phoenix.gov
TTY relay 1-800-781-1010 and "711" Friendly

*For reasonable accommodations, please contact us as early as possible to coordinate needed arrangements.

2017 ADOT DBE & SMALL BUSINESS TRANSPORTATION EXPO

MANAGING THE MADNESS WITH WORLD CLASS TRANSPORTATION SYSTEMS

FREE TO ATTEND!

2017 ADOT DBE & SMALL BUSINESS TRANSPORTATION EXPO

Join us for this half-day event:

Learn about project opportunities, network with industry professionals and business owners, and hear from transportation leaders, including featured speakers

ADOT Director John Halikowski and Maricopa Association of Governments Transportation Director Eric Anderson.

REGISTER AT ADOTDBEEXPO.COM

MARCH 16, 2017

7AM - 12PM
GLENDALE CIVIC CENTER
5750 W GLENN DRIVE
GLENDALE, AZ 85301

PARTNERS



City of Phoenix



PHOENIX SKY HARBOR INTERNATIONAL AIRPORT



THANK YOU REGISTRATION SPONSOR

CONNECT 202 PARTNERS

