

**PHOENIXMART  
REQUEST FOR QUALIFICATIONS  
FOR  
CONSTRUCTION MANAGER AT RISK  
FOR  
PHOENIXMART INFRASTRUCTURE**

PhoenixMart is advertising for Requests for Qualifications (RFQ) for selection of a firm(s) to provide Construction Manager at Risk for pre-construction and construction services for an infrastructure project.

Each response shall be in accordance with the RFQ information and instructions on file with the City Clerk at City Hall, 510 East Florence Boulevard, Casa Grande, Arizona, 85122, where copies can be obtained by calling the City Clerk's Office (520) 421-8600, or a complete packet is available on the City's website: [www.casagrandeaz.gov](http://www.casagrandeaz.gov). All responses must be submitted by **1:30 p.m.** City time on **Thursday, February 6, 2014** to the City Clerk at the address specified below.

Responses must be addressed to:

**Remilie S. Miller, City Clerk  
City of Casa Grande  
510 E. Florence Boulevard  
Casa Grande, Arizona 85122**

The envelope must be boldly marked:

**REQUEST FOR QUALIFICATIONS  
CONSTRUCTION MANAGER AT RISK FOR  
PHOENIXMART INFRASTRUCTURE PROJECT**

PhoenixMart and the City of Casa Grande reserve the right to waive any informalities or irregularities in this Request for Qualifications, or to reject any or all responses; to be the sole judge of the suitability of the services offered, and to award a contract for the services it deems to be in the best interest of PhoenixMart and the City.

/s/James V. Thompson  
City Manager



# REQUEST FOR QUALIFICATIONS CONSTRUCTION MANAGER @ RISK PHOENIX MART INFRASTRUCTURE

Project Manager: Brad Holyoak

Phoenix Mart

Issued: 01/16/2014

Due: 02/06/2014

e-mail: [bholyoak@azsourcing.com](mailto:bholyoak@azsourcing.com)

phone: 602.688.7502

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## **SUBMITTAL FOR REQUEST FOR QUALIFICATIONS**

**Material and/or Service:** Construction Manager at Risk, PhoenixMart Phase I

**Submittal DUE DATE:** 02-06-14 **Time:** 1:30 P.M.

**Submittal Location:** City of Casa Grande  
**City Clerk**  
510 E Florence Blvd  
Casa Grande, AZ 85122

### **Section 1. PROJECT DESCRIPTION.**

The PhoenixMart is a proposed 585-acre multi-use and multi-phased commercial, business and residential Planned Area Development (“PAD”) located on the north side of SR 287 (aka Florence Blvd.) at Toltec Buttes Road. Proposed uses will include various business, retail, hotel, office and employment.

The project includes public and private improvements of infrastructure to support the development generally located between LeBrea Street and Evans on the east and west and Cottonwood Lane and Florence Blvd. (SR287) on the north and south. The infrastructure will generally support phase one of the project to include a 1,550,000 sq. ft. building; however, some infrastructure will be constructed now to support future phases. The estimated project budget is \$17,000,000. The improvements include the following:

- Road Improvements – New construction of approximately 4-miles of public roadways, including paving, curb and gutter and drainage structures located within the first phase of the approx. 585-acres. Improvements shall include street lighting and improvements to SR287.
- Water Improvements – New construction of private domestic water supply located within the newly dedicated public right-of-way located within the first phase of the 585-acres along with improvements to connect to existing facilities located on Mission Parkway north of Florence Blvd. (SR287). Routing shall be north on Mission Parkway, then east on Cottonwood Lane to the 585-acre development.
- Sewer Improvements – New construction of public sanitary sewer supply located within the newly dedicated public right-of-way located within the first phase of the 585-acres.
- Landscape Improvements – New construction of landscape, hardscape and irrigation located within the newly dedicated public right-of-way and immediately adjacent to the right-of-way in the adjoining landscape tracts located within the first phase of the 585-acres.
- Grading and Drainage – Provide grading and drainage facilities, including temporary and permanent retention basins to capture right-of-way drainage located within the first phase of the 585-acres.
- Coordination – Provide coordination with existing Southwest Gas, ED2 Electric District and Hohokam irrigation services.

The City of Casa Grande and the Post Ranch Community Facility District (CFD) may participate financially in portions of the project. The water portion of the construction will be not eligible for CFD funding and must be accounted for separately.

## **Section 2. SCOPE OF WORK.**

One contract for the pre-construction work may be awarded, and a separate contract for the construction. PhoenixMart reserves the rights to accept all, a portion or none of the project.

A. Pre-construction services by the CMAR may include:

- Detailed cost estimating and knowledge of marketplace conditions;
- Construction project planning and scheduling throughout construction;
- Provide constructability review and recommendations;
- Alternate systems evaluation and constructability studies;
- Advise PhoenixMart of methods to gain efficiencies in project delivery;
- Provide long-lead procurement studies and initiate procurement of long-lead items; and
- Incorporate the owner's sensitivity to quality, safety, and environmental factors;

B. Construction phase services by the CMAR shall include:

- Construction of all improvements;
- Assure that the property remains secure during construction activities;
- Coordinate with PhoenixMart, government agencies, utility companies, and all other project stakeholders;
- Arrange for on time procurement of materials and equipment;
- Schedule and manage site operations;
- Bid, award, and manage all construction related contracts while meeting Phoenix Mart and State requirements for procurement of subcontractor and supplier bids;
- Provide quality controls;
- Bond and insure the construction;
- Address federal, state and local permitting requirements;
- Assist in resolution of owner issues; and
- Maintain a safe work site.

## **Section 3. SUBMITTAL REQUIREMENTS.**

The Construction Manager at Risk will be selected through a qualifications-based selection process. Firms interested in providing Construction Manager at Risk services must submit a RFQ that meets the criteria set forth in this section. Information included in the RFQ response may be used to evaluate your firm as part of any criteria, regardless of where that information is found in the RFQ. Information obtained from the RFQ and from any other relevant source, including independent investigation by PhoenixMart or the City of Casa Grande, may be used in the evaluation and selection process.

Please provide the following information in the sequence and format prescribed by this section.

Submittals are required to be printed on 8-1/2 x 11 plain white paper, and secured in the upper left-hand corner. See section 6, general terms and conditions, for additional requirements.

1. *Statement of Qualifications and availability to undertake the project.*
  - Provide a statement of interest for the Project including a narrative describing the respondent's unique qualifications as they pertain to this particular Project.
  - Provide a Statement of why you should be selected. What differentiates your firm from others in this particular project? Define your approach to managing this project.
  - Describe how you will develop, maintain and update the project schedule during design and construction.
  - Describe your approach to assuring timely completion of this project. Provide examples of how these techniques were used successfully in the past.
  - Describe your management philosophy for the Construction Manager-at-Risk delivery method.
  - Describe your quality assurance program. Provide specific example of how these techniques or procedures were used successfully in the past.
  - Provide an example of a successful constructability program used to maintain project budgets without sacrificing quality.
  
2. *Provide proposed solutions to challenges as examples of problem solving methodology.*
  - The ADOT permit may not be in place for work within SR287. Please explain your approach.
  - Hohokam Irrigation Canals may need to be relocated. Please explain your approach.
  - Provide an overview of firm's general problem solving methodology and provide a couple examples how it was used successfully to overcome major challenges.
  
3. *Construction management team.* Provide a brief description of the firm/team proposing to provide services. General information concerning the team shall:
  - Provide construction management team names and resumes including their experience with similar projects, the number of years with the firm and their City of residence.
  - Describe in graphic and written form, the proposed project assignments, and lines of authority and communication for each team member to be directly involved in the project. Indicate the estimated percentage of time these team members will be involved in the project.
  - List any consultants who will be involved and their role in the project.
  - Provide address of principal office.
  - Provide phone number, fax number, website address and e-mail address information.
  - Provide the name of the individual who will be PhoenixMart's primary contact.

4. *Organization.* Provide a brief description of the organizational structure of the firm/team proposing services. Information provided should include the following:
- Provide the following information for the firm for the past five years:
    - Annual number, dollar value and percentage change in contracts in Arizona and Nationally per year
    - Annual revenue totals and percentage change per year
  - Total bonding capacity
  - Available bonding capacity and current backlog
  - How many years has your organization been in business in its current capacity?
  - How many years has your organization been in business under its present name? Under what other or former names has your organization operated?
  - Provide the date of incorporation/organization, state of organization, and the names of relevant principals of the company (to include corporate officers, members/managers of a limited liability corporation, names of general partners of partnerships, etc.)
  - List jurisdictions in which your organization's partnership or trade name is filed.
  - Identify if your firm is currently for sale or involved in any transaction to expand or to become acquired by another business entity. If so, explain the contemplated impact in organization and company direction.
5. *Licensing.* Please provide the following information:
- List jurisdictions and trade categories in which your organization is legally qualified to do business and indicate registration or license numbers, if applicable. Applicants must be now and for at least one year prior, a registered contractor in the State of Arizona.
  - Construction manager to provide copies of valid licenses as requested by PhoenixMart.
6. *Subcontractors.* Please provide a description of the process to be used in selection of subcontractors. Information should include:
- List any subcontractors in which your organization has some ownership and list the categories of work those subcontractors normally perform.  
Interested Contractors shall include in their submittal a proposed subcontractor selection plan. The proposed subcontractor 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.
7. *Claims and suits.* (If the answer to any of the questions below is yes please attach details).
- Has your organization ever failed to complete any work awarded to it?
  - Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?
  - Has your organization filed any lawsuits or requested arbitration with regard to construction contracts within the last five years?
  - Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete any contract? (If the answer is yes, please attach details).

8. *Current work* – List the major projects your organization has in progress, giving the following information:
  - Name and location of project
  - Work scope under contract
  - Size of Project
  - Owner
  - Contract amount
  - Percent complete
  - Scheduled completion date
  - Team members who are scheduled to work on these projects
  
9. List the major projects your organization has completed which demonstrate capabilities applicable to this project. For each project, provide the following Information:
  - Name and Location
  - Nature/description of the project
  - Team members who worked on these projects
  - Project’s original contracted construction cost and final construction cost
  - Scheduled and actual completion date
  - Owner’s name and contact information
  - Reference information (two current names with telephone numbers per project)
  - Manner in which your organization was selected (bid or submittal or other method)
  
10. *Insurance* - Name of workers compensation, general liability and commercial auto liability insurance companies, name, address, agent and phone number. If selected as a finalist for Construction Manager, the firm may also be required to submit a statement from its bonding company concerning bonding capacity.

#### **Section 4. SELECTION PROCESS.**

Representatives of PhoenixMart, an independent consulting firm and the City of Casa Grande will read, review and evaluate the submittals independently based on the evaluation criteria. A point formula system will be used to evaluate the submittals. A “final list” will be constructed based on the score of the initial evaluations. The “final list” will consist of no fewer than three, but no more than five firms unless fewer than three firms respond. PhoenixMart may call firms to clarify information received in the submittal. The “final list” of firms may be asked to interview with the Selection Committee. However, PhoenixMart may proceed with an award on the basis of information received in the original submittal and subsequent interviews (if held) without calling for additional discussions. Upon completion of the selection process and the identification of the best qualified team, PhoenixMart shall enter into negotiations with the selected team and execute a contract following completion of negotiation of fees and any contract terms for consideration. Generally, the form of contract shall be one prescribed by PhoenixMart, and the final-list firms must identify any objections to the form of contract, which objections shall be considered as part of the negotiation process. If PhoenixMart is unable to successfully negotiate a contract with the best-qualified team, they may then negotiate with the second or third most qualified until a contract is reached or may terminate the selection process.

**The following factors will be used in the initial evaluation process:**

- 1. Reputation, quality and experience as a Contractor. (20 points possible)**
  - How substantial is the firm's recent experience in projects of comparable size and complexity?
  - Is the firm knowledgeable in regards to the requirements for a contractor of municipal facilities (i.e., state statutes, county and city codes, etc.)?
  - How substantial is the firm's recent experience in providing construction services for projects of comparable size and complexity?
  - Has the firm worked for PhoenixMart in the past? If so, when and in what capacity? Was the work satisfactory? Was that work finished within budget and on time?
  
- 2. Location, Size, financial stability (20 points possible)**
  - Location of the firm in relation to the project site or dedicated presence on site?
  - How many project managers does the firm have?
  - What was the average net income over the past five years?
  
- 3. Over all Project Team Experience (20 points possible)**
  - Level of experience completing projects within budget and on schedule?
  - Does the construction manager's organizational structure appear to be strong?
  - Does the project team have experience with similar projects?
  - Past performance.
  
- 4. Ability to identify and resolve problems (20 points possible)**
  - How well does the firm understand the challenges and opportunities associated with the pre-construction and construction services and is there a strategy for resolving the issues?
  - Does the firm have a risk assessment plan and resolution process in place?
  
- 5. Overall Qualifications (20 points possible)**
  - Did the firm respond to all RFQ directions and are the materials organized?
  - Is there a quality assurance program?
  - Are best practices in use for reporting, controlling and tracking costs, and change order management system?

After completion of the initial evaluation process, PhoenixMart may select candidates for further interviews as set forth above. If interviews are held, the following factors will be used to score the interview evaluation process:

- 1. References (20 points possible)**
  - Did all references listed have a favorable experience with the firm? Would they work with them again? How comparable was their project? Was their projects completed within budget and on time?
  
- 2. Knowledge of site and local conditions (20 points possible)**
  - Firm demonstrated knowledge of site and local codes and ordinances.

3. **Proposed project staff** **(20 points possible)**
  - **(Primary staff assigned to this project must be at the interview and able to discuss their role in the project).** Proposed project staff appeared to have qualifications and experience to perform the duties as assigned.
  
4. **Overall approach and methodology** **(20 points possible)**
  - The firm shall demonstrate their plan for performing the work on this project. Instructions as well as supplementary information may be provided to finalists prior to interview.
  
5. **Project scheduling and contract issues** **(20 points possible)**
  - The firm shall indicate its procedure for scheduling and for compliance controls and provide examples of representative current or past projects. Construction manager will be asked to propose a scheduling methodology for the project.
  - What material objections, if any, did the firm have to the proposed Construction Manager contract forms, and what effect do those objections have on the risks associated with the Project.

All Submittals shall be open for public inspection after award of contract, except to the extent the vendor designates, and the project owner concurs, that trade secrets or other proprietary data contained in the documents may remain confidential under Arizona law.

**Section 5. PROPOSED SCHEDULE OF EVENTS.**

This Calendar of Events is an integral part of the Submittal Requirements and Contract Documents. PhoenixMart reserves the right to alter these timelines as necessary in the best interest of the project and to accommodate scheduling difficulties relating to interviews or Company selection of the Contractor. All times refer to Local Arizona Time.

Event	Item (Referenced Document)	Date and Time
1	Request for Qualifications Release	01-16-14
2	Advertisement for Bids	01-16-14 and 01-23-14
3	Pre-submittal conference	not scheduled
4	Closing Date and Time to Receive Qualifications	02-06-14 @ 1:30 pm.
5	Review Qualifications and develop a final-list	02-13-14
6	Notify final-list selected construction managers	02-14-14
7	Interviews (if held)	02-21-14
8	Notify selected construction manager	02-24-14
9	Negotiation of selected construction manager	03-10-14
10	Contract signed	03-24-14
11	Anticipated NTP/Start of Pre-Construction Activities	03-25-14

## Section 6. GENERAL TERMS, CONDITIONS, AND INSTRUCTIONS.

### 1. *Definition of Terms Used in These Instructions*

As used in these instructions, the following terms have the following meaning:

- A. **“Attachments”** means all items required of the Submitter as a part of the submittal.
- B. **“Days”** means calendar days unless otherwise specified.
- C. **“Exhibits”** means all items attached to the solicitation.
- D. **“Submittal”** means bid, submittal, quotation, and qualifications.
- E. **“Submitter”** means a vendor or provider who responds to any type of solicitation.
- F. **“Contract Manager”** means the person duly authorized to enter into and administer contracts and make written determinations with respect to the contract or his or her designee. For PhoenixMart, that shall mean the Project Manager.
- G. **“Solicitation”** means an invitation for bids (IFB), a request for submittals (RFP), a request for quotations (RFQ) or a request for qualifications (RFQ).

### 2. **Preparation of Submittal**

- A. Copies of Submittal. To be considered responsive, one original and nine (9) copies of a submittal must be provided in a sealed envelope or box with the RFQ Description (Construction Manager @ Risk – PhoenixMart Infrastructure) and the submitter’s name and address clearly indicated on the package by the deadline. The submittal must bear the original signature of an authorized representative of the submitter on the acknowledgment provided.
- B. Forms: A submittal shall be completed either on the forms provided in this solicitation or their substantial equivalent. Any substitute document for the forms provided in this solicitation shall be legible and contain the same information requested on the form. Forms must be submitted to the location noted by the date and time indicated.
- C. Typed or Ink; Corrections. The submittal must be typed or in ink. Erasures, interlineations or other modifications in the submittal must be initialed in ink by the person signing the submittal. Modifications shall not be permitted after submittals have been opened except as otherwise provided under applicable law.
- D. Duty to Examine. It is the responsibility of each submitter to examine the entire solicitation, seek clarification in writing, and check its submittal for accuracy before submitting the submittal. Lack of care in preparing a submittal shall not be grounds for withdrawing the submittal after the submittal due date and time nor shall it give rise to any contract claim.

- E. Amendments. Each solicitation amendment, if any, shall be signed with an original signature by the person signing the submittal, and shall be submitted no later than the submittal due date and time. Failure to return a signed copy of a material solicitation amendment may result in rejection of the submittal.
- F. Submittal Amendment or Withdrawal. A submittal may not be amended or withdrawn after the submittal due date and time except as otherwise provided under applicable law.
- G. Public Record. Under applicable law, all submittals provided and opened are public records and must be retained by PhoenixMart. Submittals shall be open to public inspection after contract award, except for such submittals deemed to be confidential. If a submitter believes that information in its submittal should remain confidential, it shall stamp as confidential that information and submit a statement with its submittal detailing the reasons that information should not be disclosed. The PhoenixMart shall make a determination pursuant to PhoenixMart's operating guidelines and the Public Records laws of the State of Arizona.
- H. Exceptions to Terms and Conditions. A submittal that takes exception to a material requirement of any part of the solicitation, including a material term and condition of any proposed contract, may be rejected. Exceptions to the submittal documents shall be clearly set forth in an attachment to the submittal.
- I. Release of Project Information. PhoenixMart 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 PhoenixMart.
- J. Non-compliant Submittals to be Rejected. Submitters are advised that failure to comply with the following criteria will be grounds for disqualification and will be strictly enforced:
- Receipt of submittal by the specified cut-off date and time.
  - Failure to deposit the submittal in the appropriate location.

These failures will result in disqualification and no action, including late acceptance, shall act to waive or otherwise affect the disqualification.

- K. PhoenixMart Rights. PhoenixMart reserves the right to reject any or all Submittals, and except as set forth in subsection (j) above, to waive any informality or irregularity in any Submittal received, to be the sole judge of the merits of the respective Submittals received, and to cancel any solicitation if deemed to be in the interest of PhoenixMart to do so.

### 3. **Inquiries**

- A. Solicitation Contact Person; Other Contact Prohibited. Any inquiry related to a solicitation shall be directed solely in writing to the PhoenixMart Project Manager identified in this proposal. The submitter shall not contact or direct inquiries concerning this solicitation to any other employee unless the solicitation specifically identifies a person other than the Project Manager as a contact. All firms interested in this project (including the firm's employees, representatives, agents, lobbyists, attorneys, and sub consultants) will refrain, under penalty of disqualification, from direct or indirect contact for the purpose of influencing the selection or creating bias in the selection process with any person who may play a part in the selection process, including the evaluation panel, and other staff. This policy is intended to create a level playing field for all potential firms, assure that contract decisions are made in public and to protect the integrity of the selection process. The Project Manager/Contact Person for this Solicitation shall be:

Brad Holyoak

Email: [bholyoak@azsourcing.com](mailto:bholyoak@azsourcing.com)

Phone: 602.688.7502

- B. Submission of Inquires. The Project Manager or the person identified in the solicitation as the contact for inquires may require that an inquiry be submitted in writing. Any inquiry related to a solicitation shall refer to the appropriate solicitation number, page, and paragraph. Do not place the solicitation number on the outside of the envelope containing that inquiry since it may then be identified as a submittal and not be opened until after the submittal due date and time.
- C. Timeliness. Any inquiry should be submitted at least four (4) days before the submittal due date and time. Failure to do so may result in the inquiry not being answered.
- D. No Right to Rely on Verbal Responses. Any inquiry that raises material issues and results in changes to the solicitation shall be answered solely through a written solicitation amendment. A submitter may not rely on verbal responses to its inquiries.

### 4. **Submittal Acceptance Period**

By submitting a proposal pursuant to this solicitation, the submitter agrees that it shall hold its submittal open for the number of days from the submittal due date that is stated in the solicitation. If the solicitation does not specifically state a number of days for the submittal acceptance, the number of days shall be ninety (90).

### 5. **Cost of Submittal Preparation**

PhoenixMart shall not reimburse any submitter the cost of responding to a solicitation.

## 6. **Certifications, Disclosure, and Disqualification**

- A. Non-collusion, Employment, and Services. By signing the Submittal form, or other official contract form, the submitter certifies that:
- i) It did not engage in collusion or other anti-competitive practices in connection with the preparation or submission of its submittal; and
  - ii) It does not discriminate against any employee, applicant for employment, or person to whom it provides services because of race, color, religion, sex, national origin, or disability, and that it complies with all applicable federal, state, and local laws and executive orders.
- B. Disclosure. If the Design Consultant, Construction Contractor, business, or person submitting this submittal has previously been debarred, suspended, or otherwise lawfully precluded from participating in any public procurement activity, including being disapproved as a subcontractor with any federal, state, or local government, or if any such preclusion from participation from any public procurement activity is currently pending, the Submitter must fully explain the circumstances relating to the preclusion or proposed preclusion in the submittal. If awarded, the submitter must include a letter with its submittal setting forth the name and address of the governmental unit, the effective date of this suspension or debarment, the duration of the suspension or debarment, and the relevant circumstances relating the suspension or debarment. If suspension or debarment is currently pending, a detailed description of all relevant circumstances including the details enumerated above must be provided.
- C. Disqualification. The submittal of a submitter who is currently debarred, suspended or otherwise lawfully prohibited from any public procurement activity shall be rejected.

## 7. **Award of Contract**

- A. Number or Types of Awards. Where applicable, PhoenixMart reserves the right to make multiple awards or to award a contract by individual line items, by a group of line items, or to make an aggregate award, whichever is deemed most advantageous to PhoenixMart. If the Project Manager determines that an aggregate award to one submitter is not in the PhoenixMart's interest, "all or none" submittals shall be rejected. In the event that PhoenixMart and selected contractor cannot arrive at a mutually acceptable contract, PhoenixMart reserves the right to negotiate with the next Contractor.
- B. Prompt Payment Discount. Prompt payment discounts of thirty (30) days or more set forth in submittal shall be deducted from the submittal for the purposes of evaluating that price.
- C. Contract Inception. A submittal does not constitute a contract nor does it confer any rights on the submitter to the award of a contract. A contract is not created until the submittal is accepted in writing by PhoenixMart.

## 8. **Protests**

All protests shall be in writing and be filed with the Project Manager of PhoenixMart. To be considered timely, a protest of a solicitation any protest must be filed within three (3) days after the protester knows or should have known the basis of the protest. A protest shall include:

- A. The name, address, and telephone number of the protester;
- B. The signature of the protester or its representative;
- C. Identification of the purchasing agency and the solicitation or contract number;
- D. A detailed statement of the legal and factual grounds of the protest including copies of relevant documents; and
- E. The form of relief requested.

The protest will be considered by the Chief Executive Officer and Legal Counsel. The protest policy and procedures are available at the PhoenixMart offices at 7047 E Greenway Pkwy, Suite 160, Scottsdale, AZ 85254.

## 9. **Solicitation Order of Precedence**

In the event of a conflict in the provisions of this solicitation, the following shall prevail in the order set forth below:

- A. Solicitation;
- B. Special Terms and Conditions, if any;
- C. Uniform General Terms and Conditions;
- D. Specifications;
- E. Exhibits;
- F. Special Instructions to Submitters; and
- G. Uniform Instructions to Submitters.

## 10. **Persons with Disabilities**

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Contract Manager, Brad Holyoak. Requests should be made as early as possible to allow time to arrange the accommodation. A person requiring special accommodations may contact the solicitation contact person responsible for this procurement as identified on the first page of this solicitation.

**SUBMITTAL ACKNOWLEDGMENT**

To PhoenixMart:

The undersigned hereby submittals and agrees to furnish the materials in compliance with all terms, conditions, specifications and amendments in the Solicitation. Signature also certifies understanding and compliance with PhoenixMart’s Standard Terms and Conditions.

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ EMAIL: \_\_\_\_\_

AUTHORIZED COMPANY SIGNATURE \_\_\_\_\_

**THIS FORM MUST BE SIGNED AND RETURNED WITH SUBMITTAL**



**Authorization for Release of Performance Information and Waiver**

I, \_\_\_\_\_, the undersigned, on behalf of \_\_\_\_\_ (this company), being duly authorized to do so, do hereby consent and authorize all those companies and government entities listed in my submittal to PhoenixMart, and any other entity for whom this company has performed pre-construction and/or construction services, to disclose and release to PhoenixMart, or its representatives, information, records and opinions concerning this company's performance. The purpose of this disclosure is to provide references and background material to PhoenixMart. This company hereby waives any claim it may have against PhoenixMart or any company or entity providing information to PhoenixMart by reason of any information being disclosed or opinions provided regarding the actions or performance of this company.

This authorization shall be effective for one year, and a copy of this authorization shall be as valid and effective as the original.

Dated: \_\_\_\_\_

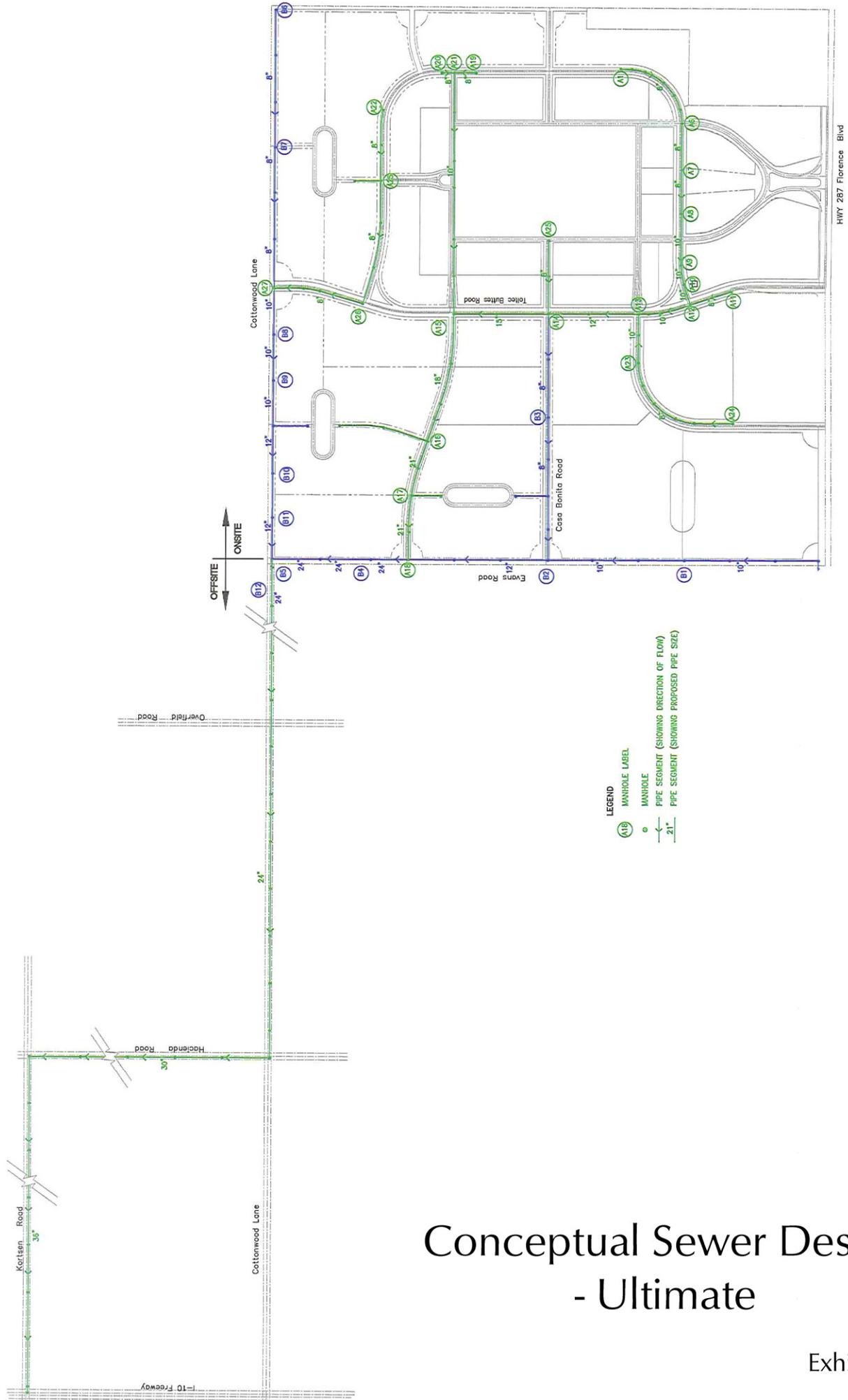
By: \_\_\_\_\_

Title: \_\_\_\_\_

Contact: \_\_\_\_\_

**CHECK LIST FOR SUBMISSION OF SUBMITTAL RESPONSE**

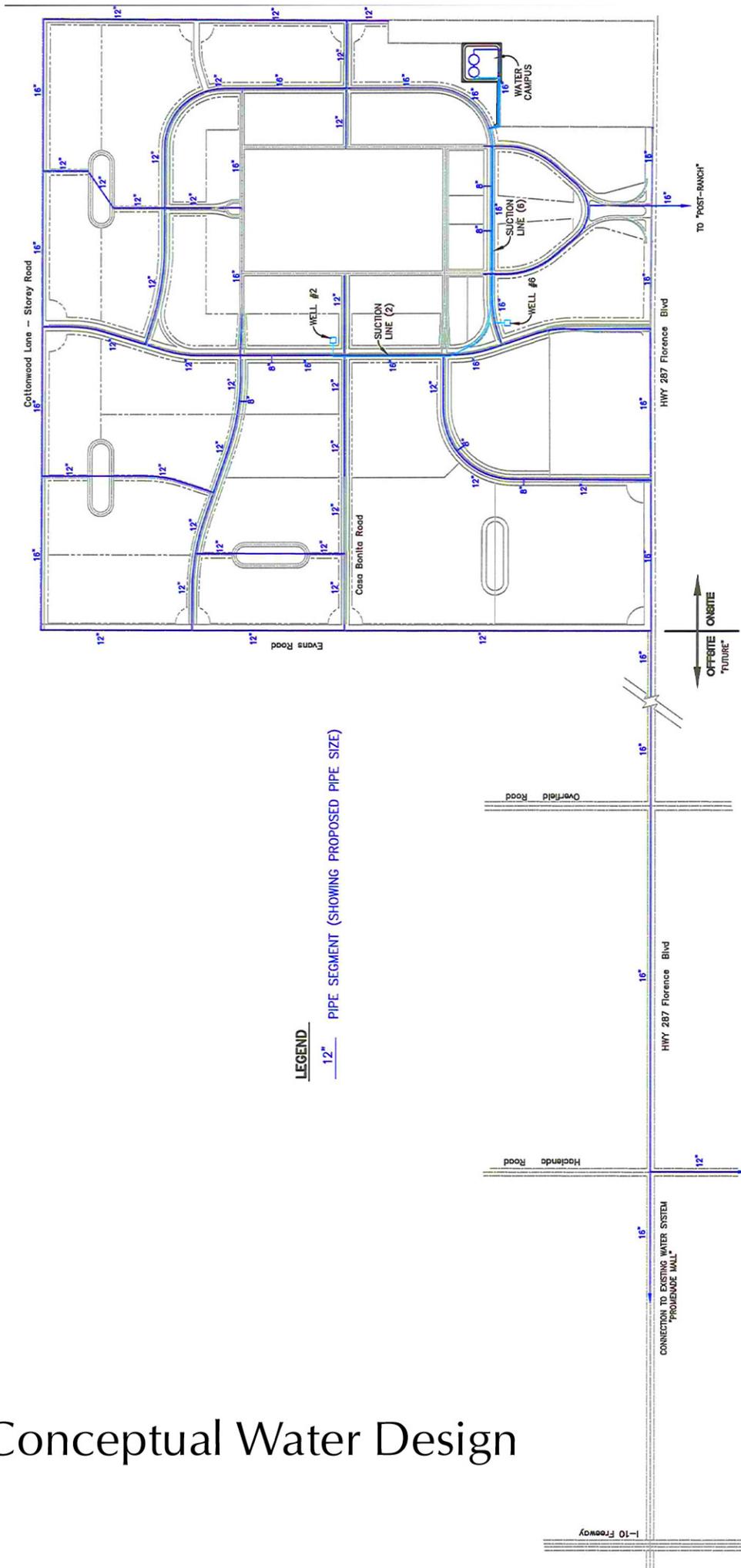
- \_\_\_\_\_ 1 Submittal has been submitted, checked and reviewed.
- \_\_\_\_\_ 2 Any addendum's have been signed and are included.
- \_\_\_\_\_ 3 The original submittal and acceptance form has been fully completed in ink and is included. (submittals will be considered non-responsive if not included)
- \_\_\_\_\_ 4 The non-collusion affidavit has been fully completed in ink and is included.
- \_\_\_\_\_ 5 W-9 has been fully completed and is included.
- \_\_\_\_\_ 6 All information requested from the questionnaire is included.
- \_\_\_\_\_ 7 The envelope is properly addressed and sealed.
- \_\_\_\_\_ 8 The submittal will be mailed or delivered in time to be received no later than February 6, 2014 at 1:30 pm. (otherwise the submittal will not be considered).



# Conceptual Sewer Design - Ultimate

Exhibit M3

# Conceptual Water Design



THE ON-SITE SATELLITE WATER SYSTEM IS SUBJECT TO THE APPROVAL OF THE ARIZONA WATER COMPANY.