



# CITY OF CASA GRANDE

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## Public Works Department

### CITY OF CASA GRANDE LANDFILL PERIMETER BERM AND DRAINAGE DITCH PRE-SUBMITTAL MEETING (OPTIONAL)

Date of Conference: January 07, 2016

Meeting Time: 10:00 AM -11:30 AM Local Time

Meeting Location: Conference Room NOC-MainFloor-2,  
City of Casa Grande  
North Operations Center  
3181 N Lear Ave, Casa Grande, Arizona 85122

- 1. Introductions. Sign-In sheet.
- 2. Background -
  - The City is seeking a qualified consultant to provide professional services for this project.
  - Vicinity Map (RFQ Page 4 of 35)
  - Volume III of Solid Waste Facility Plan Management (RFQ Page 5 of 35) - operation is planned to be divided into two east and west cells. West cell is currently operations
  - Design and optional construction phase services for the West Cell Landfill Perimeter Berm & Drainage Ditch. Initial Conceptual Design (RFQ Page 6 of 35).
- 3. Project Description and General Scope of Services:
  - Design stormwater collection ditches/channels along existing berms and conveyed to the existing stormwater retention basin via pipes across an irrigation canal.
  - Canal is owned by the Bureau of Indian Affairs (BIA) and operated by the San Carlos Irrigation Project (SCIP).
  - A detailed scope of professional services and professional fees will be negotiated and will be submitted for review and approval by the City Council.
  - The consultant selected to perform this work shall be required to obtain and maintain insurance coverage as specified in the sample Contract and Casa Grande business license. (RFQ Page 20 of 35)
  - The **Consultant** will provide the services under the direction of a Registered Professional Engineer within the State of Arizona in the appropriate discipline.
  - The major objectives of the project are:
    - i. Coordination with the BIA and SCIP to determine their design requirements and fees for irrigation canal crossing.



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- ii. Preparation and submission of Categorical Exclusion (CatEx) or preparation of an Environmental Assessment to satisfy the BIA National Environmental Policy Act (NEPA) compliance for Encroachment Permit. National Historic Preservation Act (NHPA) compliance, if needed.
- iii. Compile a database of critical project hydrological and hydraulic information, including proposed drainage infrastructure by other consultants for this project, existing infrastructure data, and information on alternative solutions to avoid duplication of efforts.
- iv. Identify cost-effective, context sensitive, conceptual and final design with evaluations that are acceptable to the City and stakeholders.
- v. Initial and final engineering design for stormwater ditches along the berms, stormdrain pipe crossings and conveyance to the existing retention basin.
- vi. Obtaining encroachment and other necessary permits from the City and other agencies involved in the project.

- Subject to availability of additional funds, the selected Consultant may, at the City's sole discretion, be awarded a contract to provide construction phase administrative services.
- Projected Solicitation Schedule (RFQ Page 8 of 35)

4. Items to be supplied by the City, when requested

- Aerial Photography: Up to 3-inch resolution
- Aerial Topography: 2-ft contours information up to the City limits.

5. Submittal Info

- See Sections 4 and 5 of RFQ for General Instructions & Requirements of Submittals
- All Statements of Qualifications (SOQ) must be submitted by 2:00 PM local time, January 22, 2016 at the City of Casa Grande, City Clerk's Office – City Hall Bldg. A located at 510 East Florence Boulevard, Casa Grande, Arizona 85122.
- Submittal package must include all Original Submittal Forms located in the Appendix (RFQ Pages 32,34 & 35 of 35).

6. Miscellaneous

- Questions regarding the solicitation shall be submitted via email only to Abdul Rashid, PE CFM (arashid@casagrandeaz.gov). Questions are requested to be submitted no later than 5:00 PM January 12, 2016 (RFQ Page 8 of 35).
- Clarifications to proposal documents will be by Addendum issued and posted on City website.
- The budget range for design, permitting (various), construction and construction administration is \$300,000 - \$400,000.



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7. Questions/Discussion:

### Useful Weblinks

1. **City of Casa Grande Code of Ordinance:**  
<http://goo.gl/6JwfGM>
2. **Engineering and Planning Reference Documents:**  
<http://goo.gl/Cghox3>
3. **Engineering permits:**  
<http://goo.gl/N7kpgG>
4. **Fees**  
<http://goo.gl/uUHU7L>
5. **Master Drainage Study for the City of Casa Grande:**  
<http://goo.gl/Ar7hC5>
6. **City of Casa Grande Code of Ordinance-Flood Damage Prevention 15.40:**  
<http://goo.gl/6JwfGM>