



CITY OF BUCKEYE

**REQUEST FOR QUALIFICATIONS
RFQ: 2015-027**

Water Master Plan Update

CONTACT PERSON

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Date Issued:	June 1, 2015
Pre-Proposal Conference:	June 11, 2015 at 1:00 PM
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SECTION 1 - INTRODUCTION

The City of Buckeye is currently seeking Statements of Qualifications from qualified, licensed firms interested in providing professional services to update the Water Master Plan.

The estimated budget for the project is \$700,000.00.

SECTION 2 – PROJECT SUMMARY/SCOPE OF WORK

The City of Buckeye is in need of the services of a qualified Professional Engineer, licensed in the State of Arizona, and supporting disciplines to perform civil engineering and economic analysis and produce a comprehensive update to the existing Water Master Plan (the “Plan”) for the City of Buckeye, Arizona.

The City of Buckeye owns and operates a State-Regulated municipal water system. The City currently supplies all of its own water needs through its groundwater source wells. Funding for operation and maintenance of the City’s water system is provided by an enterprise fund.

The study area for this Plan is the current and planned potable water utility service area for the City of Buckeye (Plan Area Map, Attachment 2). The planning horizon for this study will be 10 years into the future. Projections indicate that the City may not reach “build-out” until the year 2065 or later.

The City of Buckeye is now seeking a Professional Engineer to perform the Water Master Plan Update and to perform related tasks and analysis. The selected consultant will review the existing master plan dated February 18, 2011 (Attachment 3) and related reports, maps and documentation; meet and coordinate with stakeholders; evaluate the current state of the water system with respect to current demands, system capacity, system condition and regulatory requirements; evaluate probable future demands and requirements based on projected development and anticipated regulatory changes; evaluate probable future condition and serviceability of the system due to system aging; perform hydraulic system modeling and analysis; identify needed improvements and make recommendations; and produce a new contemporary master plan including recommended policies, practices, capital improvements and other measures for the orderly provision of municipal water service within the City of Buckeye. The consultant will also conduct a conceptual feasibility study for the potential to implement reclaimed water distribution systems in selected areas of the City. In addition, the consultant will perform a data-quality analysis of the City’s current water system mapping. Furthermore, the consultant will evaluate water quality and taste, odor and scaling issues and make recommendations for measures to mitigate these issues.

The firm that is selected by the City of Buckeye shall perform the following tasks for this project:

1. Communicate regularly with City staff regarding project issues via telephone, and electronic mail.

2. Schedule and attend meetings as necessary for the completion of the tasks. All meetings shall be presented and/or facilitated by the consultant. If the consultant has an office in the Phoenix area, meetings may be held at the consultant's office to reduce consultant costs.
3. Prepare and submit bi-weekly progress reports to the City. Progress reports will include a narrative summary.
4. Comprehensively review the existing water master plan (Brown and Caldwell, February 18, 2011) and all relevant City studies, documents, records, previous water balance calculations, the City's Geographic Information System, topographic maps, population and growth/development projections and all other applicable records and documentation as a starting point, background and basis for the development of a new, contemporary state of the art water master plan.
5. Identify data gaps in the City's water system GIS database that will affect preparation of the Plan. Collaborate with City staff or perform necessary investigation and field work to obtain data needed for modeling and analysis associated with preparing the Plan.
6. Identify stakeholders that are affected by or have a direct interest in the Plan. Communicate with stakeholders to receive and address input and concerns that may affect the Plan.
7. Project annual and seasonal, average and peak, water supply demands for the City in each water system and in total through each year of the planning horizon.
8. Project water supply capacity under normal operating conditions in each water system and in total through each year of the planning horizon.
9. Summarize the City's water rights and permits in conjunction with the operational characteristics and patterns of the respective sources. Determine allowable operational scenarios based on available rights and identify any problematic constraints.
10. Identify any current or projected future deficiencies in water supply capacity and/or emergency water storage needs for the City in each water system and in total through each year of the planning horizon.
11. Prepare maps of the water systems and summary tables indicating the system components, locations, and functional data.
12. Recommend system preservation measures to prevent system deficiencies that will occur due to system aging, if preventable; and/or operational or administrative practices or policies to offset those deficiencies.
13. Identify system replacement or rehabilitation that will be required within the planning horizon to correct non-preventable deficiencies due to system aging within the planning horizon. This will constitute the replacement and rehabilitation program for the City's water systems.
14. Access current and probable future drinking water quality regulations that will affect the operation and maintenance of the water systems through the planning horizon. Identify improvements which will be required to meet water quality requirements and estimate capital costs as well as annual operational and maintenance cost associated with these improvements.

15. Prepare a draft “City of Buckeye Water Master Plan” (the “Plan”) that compiles and presents the analyses and findings derived above. **See below table of contents as the outline for the minimum plan requirements.**
16. Meet with City staff to submit the draft Plan and present an oral summary of the study and its findings. If the consultant has an office in the Phoenix area, the meeting may be held at the consultant’s office to reduce consultant costs.
17. Distribute copies of the draft Plan to stakeholders and receive comments.
18. Following review of the draft Plan by the City and other stakeholders, meet with City staff to discuss and make revisions as directed by the City. If the consultant has an office in the Phoenix area, the meeting may be held at the consultant’s office to reduce consultant costs.
19. Provide ten (10) hard-copies of the finalized Plan and twenty five (25) digital copies in Adobe Acrobat format on DVD’s to the City.

WATER MASTER PLAN GUIDELINE TABLE OF CONTENTS (minimum plan requirements)

Executive Summary

1.0 Introduction

- 1.1. Background
- 1.2. Project Purpose and Scope
- 1.3. Study Area

2.0 Regulatory Framework

- 2.1. Safe Drinking Water Act
- 2.2. Fire Protection Standards
- 2.3. Arizona Department of Environmental Quality Regulatory Framework
- 2.4. Arizona Department of Water Resources Regulatory Framework

3.0 Hydrology

- 3.1 Groundwater Sub-Basins
 - 3.1.1 West Salt River Valley Sub-Basin
 - 3.1.2 Hassayampa Sub-basin
- 3.2 Hydrologic Units
 - 3.2.1 Upper Alluvial Unit
 - 3.2.2 Middle Alluvial Unit
 - 3.2.3 Lower Alluvial Unit
- 3.3 Depth to Bedrock and Bedrock Lithology
- 3.4 Buckeye Waterlogged Area
- 3.5 Groundwater Quantity Trends (Map of Groundwater Production versus Hydrologic Unit in City Wells)
- 3.6 Groundwater Quality Trends (Map of Groundwater Quality versus Hydrologic Unit in City Wells)

3.7 Depth to Groundwater (Groundwater depth in City Wells and Groundwater Contour Map)

4.0 Existing and Soon to be Completed Water Infrastructure

- 4.1 Existing Water Service Areas
- 4.2 Existing Water Supplies
- 4.3. Existing Production Wells
- 4.4 Airport Well #2 (ADWR # 55-800479)
 - 4.4.1. Equipping Airport Well #2
 - 4.4.2 Airport Well #2 Water Quality
 - 4.4.3 Treatment for Airport Well #2
 - 4.4.4 Storage for Airport Well #2 and Hopeville
- 4.5 Tartesso Well #3 (ADWR # 55-207074)
 - 4.5.1 Equipping Tartesso Well #3
 - 4.5.2 Tartesso Well #3 Water Quality
- 4.6 Sun City Festival Well #3 (ADWR # 55-207985)
 - 4.6.1 Equipping Sun City Festival Well #3
- 4.7 Water Quality in Existing Wells
 - 4.7.1 Arsenic Treatment Systems for Existing Wells
 - 4.7.2. Blending Plans for Existing Wells
- 4.8. Storage Reservoirs for Existing Wells
- 4.9. Booster Pump Stations for Existing Wells
- 4.10. Existing System Piping
- 4.11. Existing Pressure Zones
- 4.12. Historic Water Production
- 4.13. Daily Demand Variations
- 4.14 Monthly Demand Variations

5.0 Near Future Infrastructure Improvement Projects

- 5.1 Industrial Corridor
- 5.2 Skyline Park
- 5.3 WestPark and SR-85 Corridor to Palo Verde Road
- 5.4 North of I-10 and East of Palo Verde Road
- 5.5 Sweetwater North of I-10
- 5.6 South and East of Sundance
- 5.7. Blending Plans

6.0 Current Water Demands and Peaking Factors

- 6.1. Current Drinking Water Demand
- 6.2. Maximum Day Peaking Factor
- 6.3. Peak Hour Peaking Factor
- 6.4. Planning Period Peaking Factors
- 6.5. Planning Period Flows

7.0 Hydraulic Model Update and Design Criteria

- 7.1. Model Software
- 7.2. Existing Model
- 7.3. Ground Elevations
- 7.4. Model Updates
- 7.5. Model Scenarios
- 7.6. Model Facilities
 - 7.6.1. Junctions
 - 7.6.2. Pipes
 - 7.6.3. Wells
 - 7.6.4. Tanks
 - 7.6.5. Valves
- 7.7. Model Demands
 - 7.7.1. Existing System Demand Allocation
 - 7.7.2. Calibration
 - 7.7.3. System Performance and Design Criteria
 - 7.7.4. Future System Demand Allocation
 - 7.7.5. Demand Distribution
 - 7.7.6. Diurnal Curves
 - 7.7.7. Pump Control

8.0 Existing System Evaluation (Including Global Water Acquisition)

- 8.1. Existing Production Well Analysis
- 8.2. Existing Storage Analysis
- 8.3. System Reliability/Redundancy
- 8.4. Average Day Demand Analysis
- 8.5. Maximum Day Demand Analysis
 - 8.5.1. Historic Buckeye and Valencia
 - 8.5.2. Sundance, Sunora and WestPark
 - 8.5.3. Tartesso
 - 8.5.4. Festival Ranch
 - 8.5.5. Buckeye Airport and Hopeville
 - 8.5.6. Other Water Providers
- 8.6. Pressure Zones
- 8.7. Velocity and Headloss
- 8.8. Booster Pump Stations
- 8.9. Transmission/Distribution Mains
- 8.10. Storage
- 8.11. Fire Flow Analysis
- 8.12. Water Meters
- 8.13. Water System Security
- 8.14. Summary

9.0 Recommended System Improvements

- 9.1. Future Water Supply Strategy
- 9.2. Additional Master Plan Assumptions
- 9.3. Production, Storage, and Booster Pumping Requirements
 - 9.3.1. Production Requirements
 - 9.3.2. Recommended Additional Production Capacity
 - 9.3.3. Recommended Additional Well Assessments
 - 9.3.4. Recommended Water Treatment
 - 9.3.5. Storage Requirements
 - 9.3.6. Pumping Requirements
- 9.4. Basis for Cost Estimates
- 9.5. Recommended Infrastructure for 2017-2021
- 9.6. Recommended Infrastructure for 2022-2026
- 9.7. Additional Evaluations
- 9.8. Connection to Other Water Companies

10.0 Reclaimed Water

- 10.1 Introduction
- 10.2 Quality, and Annual Volume
- 10.3 Recharge or Groundwater Savings Facility vs. Direct Reuse
- 10.4 Direct Reuse Annual Committed Capacity and Demands
- 10.5 Reclaimed Water System
 - 10.5.1 Tier 3 Reclaimed Water Agent Permit
 - 10.5.2 Direct Reuse Infrastructure
 - 10.5.3 Existing Customers
 - 10.5.4 Future Customers (Schools, Festival Ranch, and Other Customers)
 - 10.5.5 Seasonal Demand/Monthly Pattern
 - 10.5.6 Diurnal Pattern
- 10.6 Artificial Recharge
 - 10.6.1 Tartesso Underground Storage Facility
 - 10.6.2 Future Underground Storage Facilities
 - 10.6.3 Existing Underground Storage Facilities Owned by Others
 - 10.6.4 Roosevelt Irrigation District Groundwater Savings Facility
 - 10.6.5 Tonopah Irrigation District Groundwater Savings Facility
- 10.7 Reclaimed Water System Evaluation
- 10.8 Reclaimed Water System Reliability
- 10.9 Summary

11.0 Recommended Reclaimed Water System Improvements

- 11.1. Future Reclaimed Water Strategy
- 11.2. Additional Master Plan Assumptions
- 11.3. Basis for Cost Estimates
- 11.4. Recommended Infrastructure for 2017-2021
- 11.5. Recommended Infrastructure for 2022-2026

12.0. Water Quality Strategic Plan

- 12.1. Purpose of the Water Quality Strategic Plan
- 12.2. Water Quality Goals
- 12.3. Recommendations

SECTION 3 - PRE-SUBMITTAL CONFERENCE

The pre-proposal conference has been scheduled for **June 11, 2015, at 1:00 PM** at Buckeye City Hall. The address is 530 East Monroe Avenue, Buckeye, AZ 85326, Council Chambers. Attendance is encouraged but not required.

SECTION 4 – SUBMITTAL REQUIREMENTS

Firms interested in this RFQ should submit a Statement of Qualifications, in an **original and five (5) copies by 4:00 PM, local time July 2, 2015**. Three-ring binders are preferred. In addition, submit a complete copy of the Qualifications on Compact Disk (CD) using a searchable “.pdf” file format. Your submission must conform to the following: The original and all copies of the submittal will be appropriately labeled as such. Each set shall be organized using the tabs specified below. A Firm will be selected through a qualifications-based selection process based on the criteria below.

Submittals must be received by the specified time. On the submittal package, please display: firm name, solicitation title, and solicitation number. All submittals should be addressed to:

City of Buckeye
530 East Monroe Avenue
Buckeye, AZ 85326
Attn: Erin Gilbert

Submittal Cover Letter (one (1) page cover letter)

TAB A: Project Experience (two (2) page per project, maximum of five (5) projects)

TAB B: Past Performance Questionnaire (one form per projects identify in TAB A)

TAB C: Key Personnel Resumes (one page per resume, plus organizational chart)

TAB D: Method of Approach (25 pages)

COVER LETTER

Within the one-page cover letter, include your firm’s full company name, address, phone number and the email address for your firms contact person for the RFQ. Adherence to the maximum page criterion is critical: each page side (maximum 8-1/2” x 11”) with criteria information will be counted. Do not use 11” x 14” or 11” x 17” size sheets (e.g., fold-outs) unless specifically authorized. Pages that have project photos, charts and/or graphs will be counted towards the required number of pages. Front and back covers, Table of Contents pages, and divider (tab) pages will not be counted unless they include qualifications information that could be considered by the selection panel. Resumes should provide information for key

staff (no company profiles) and should not include project pictures or general firm information. Any additional company information or non-key staff information included in the resume section will be counted against the maximum page requirement. Do not submit additional information not listed herein. Font size may not be less than 10 point.

Consultant Team Arrangements are considered an arrangement in which either 1- two or more companies form a partnership or joint venture to act as a potential prime consultant; or 2- a potential prime consultant agrees with one or more other consultants to have them act as its subconsultants for this specific solicitation. The City will recognize the integrity and validity of the consultant's team arrangements; provided, the arrangements are identified and company relationships are fully disclosed in the proposal. The Consultant shall identify the major or critical aspects of the requirement to be performed by those identified in the Consultant Team Arrangement. The submission must contain a narrative that clearly explains the relevance to a particular factor of information concerning a company that is part of a Consultant Team Arrangement. Any narrative provided should be incorporated into the Consultant's proposal after the cover letter.

TAB A - PROJECT EXPERIENCE (30 points)

Identify at least three (3) but no more than five (5) projects where you were the primary consultant. Demonstrate the experience of your firm and/or proposed team, including all sub-consultants, on projects same/similar to that described in this solicitation for same/similar services. The projects submitted should also demonstrate that the consultant and/or the team have performed a same/similar type of services to be considered relevant.

TAB B - PAST PERFORMANCE QUESTIONNAIRE (20 points)

For each project submitted in TAB A, complete a Past Performance Questionnaire, ATTACHMENT (1). The firm is directed to provide this form to the project owner or Point of Contract. Instruct the owner to complete the form and return the form with your submission.

TAB C - EXPERIENCE OF KEY PERSONNEL (20 points)

For each key person identified, list their length of time with the firm and at least two comparable projects in which they have played a primary role. There are no limitations on the number of key positions the firms may provide. However, at a minimum the firm must provide the primary consultant, and at least one (1) person from each sub-consultant identified. Each resume is limited to one (1) page;

Include an organizational chart (maximum 2 pages) at the end of this tab, chart may be submitted in 11"X17". Provide an organization chart that depicts the project team organization and lines of authority. Clearly indicate superior/subordinate reporting relationships; Provide names of each position and identification of firm or sub-consultant.

TAB D - METHOD OF APPROACH (30 Points)

Describe the firm's approach to performing the required Services in the Scope of Work described above.

Describe the opportunities and constraints involved with the performance of the associated tasks which include: plan framework, citizen participation, community outreach, facilitation, plan editing and drafting, data collection and analysis to support each element, graphics and diagrams, maps, public surveying, public meetings and any related items that are necessary in moving the general plan update forward.

Provide a Project Work Plan/schedule showing key project milestones and deliverables. The schedule shall demonstrate firm's ability to meet the designated milestones.

SECTION 5 - SELECTION PROCESS

This Request for Qualifications (RFQ) is being conducted pursuant to A.R.S. § 34-604. The process is to evaluate and score the qualifications submitted in response to this RFQ, then rank the firms in descending order of score in a short list. The successful firm(s) will be selected through a qualifications based selection process. Interested firms will submit a Statement of Qualifications (SOQ). A Selection Panel will evaluate each SOQ according to the criteria set forth in Section 4 above. The City will select a firm(s) based on the SOQ's received; formal interviews may not be conducted. The City may conduct a due diligence review on the firm(s) receiving the highest evaluation.

A "Selection Committee" will be comprised of City employees and one person who is an architect or engineer registered pursuant to ARS § 32-121. These members may be employees of City or outside consultants. The selection committee will review, evaluate, and score the RFQ responses in accordance with the evaluation criteria established above.

The City may then decide if necessary to conduct interviews of firms to make final selections.

The City will then award a Consulting Contract to the highest-ranked firm.

SECTION 6 - GENERAL INFORMATION

City Rights. The City of Buckeye reserves the right to reject any or all Statements of Qualifications, to waive any informality or irregularity in any Statement of Qualifications received, and to be the sole judge of the merits of the respective Statements of Qualifications received.

Acceptance of Evaluation Methodology. By submitting its Qualifications in response to this SOQ, respondent acknowledges and accepts the evaluation process, the established criteria and associated point values, and that determination of the "most qualified" firm(s) will require subjective judgments by the City.

Release of Project Information. The City shall provide the release of all public information concerning this project, including selection announcements and contract award. Those desiring to release information to the public must receive prior written approval from the City.

Contact with City Employees. All firms interested in this project (including the firm's employees, representatives, agents, lobbyists, attorneys, and subcontractors) 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, the City Manager, Department Heads and other City 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. All contact on this selection process should be addressed to the authorized representative identified in Section 4 above.

Data Confidentiality. Except as specifically provided in the Contract, the Contractor or its subcontractors shall not divulge data to any third party without prior written consent of the City.

Legal Worker Requirements. The City of Buckeye is prohibited by A.R.S. § 41-4401 from awarding a contract to any contractor who fails, or whose subcontractors fail, to comply with A.R.S. § 23-214(A). The contractor and each subcontractor shall comply with all federal immigration laws and regulations related to their employees and compliance with the stated law. The City of Buckeye retains the legal right to inspect the papers of any contractor or subcontractor employee who is awarded a contract to ensure that the firm or subcontractor is complying with the law.

Lawful Presence Requirement. Pursuant to A.R.S. §§ 1-501 and 1-502, the City of Buckeye is prohibited from awarding a contract to any natural person who cannot establish that such person is lawfully present in the United States. To establish lawful presence, a person must produce qualifying identification and sign a City-provided affidavit affirming that the identification provided is genuine. This requirement will be imposed at the time of contract award. This requirement does not apply to business organizations such as corporations, partnerships or limited liability companies.

Protest Procedures. Firms wishing to respond to disqualification or a procurement outcome may refer to The Procurement Code of the City of Buckeye, Section 24-3-16 which governs protest procedures utilized throughout the selection process.

Suspension/Debarment. By submitting a proposal in response to this solicitation, the respondent is certifying that it is neither debarred nor suspended nor under consideration for suspension or debarment by any federal, state or local government or agency. If a respondent is not able to so certify, the respondent must submit a letter that identifies the agency involved and a contact and explains why respondent is suspended or debarred or being considered for suspension or debarment.

Questions. All questions pertaining to this selection process, contract issues, or Scope of Work must be directed to Chris Williams, Manager, Construction and Contracting at (623) 349-6225. All questions must be received no later than seven (7) days in advance of the SOQ due date.

Responses to questions that materially change the scope or intent of this RFQ will be issued via Amendment on the City of Buckeye website. The City will not notify Respondents of posting of amendments. Therefore, it is the Respondents' sole responsibility to check the website periodically for all issued amendments. Failure to include acknowledgement of all amendments may be cause for rejection of the proposal.

**ATTACHMENT 1
TO
RFQ NO. 2015-027
WATER MASTER PLAN UPDATE**

PAST PERFORMANCE QUESTIONNAIRE

(See following pages)

PAST PERFORMANCE QUESTIONNAIRE

CONTRACT INFORMATION (To be completed by Contractor/Consultant)

1. Contractor/Consultant Information:

Firm Name: _____ Email : _____
Address: _____ Contact Name: _____
Phone Number: _____ Contact Phone: _____

2. Work Performed as: Prime Contractor Sub Contractor Joint Venture Other (Explain):

3. Contract Information:

Contract Number: _____
Contract Type: Firm Fixed Price Cost Reimbursement Other (Please specify):
Contract Title: _____ Contract Location: _____

Award Date (mm/dd/yy): _____
Contract Completion Date: _____ Actual Completion Date : _____

Explain Differences:

Original Contract Price (Award Amount): _____
Final Contract Price (to include all modifications, if applicable) : _____
Explain Differences:

4. Project Description:

Complexity of Work: High Med Routine

How is this project relevant to project of submission? (Please provide details such as similar equipment, requirements, conditions, etc.)

CLIENT INFORMATION (To be completed by Client)

5. Client Information:

Name: _____ Phone Number: _____
Title: _____ Email Address: _____

6. Describe the client's role in the project:

Client Signature:

Date:

**ADJECTIVE RAITINGS AND DEFINITIONS TO BE USED TO BEST REFLECT
YOUR EVALUATION OF THE CONTRACTOR'S PERFORMANCE**

RAITING	DEFINITION	NOTE
(E) Exceptional	Performance meets contractual requirements and exceeds many to the Government/Owner's benefit. The contractual performance of the element or sub-element being assessed was accomplished with few minor problems for which corrective actions taken by the contractor were highly effective	An Exceptional rating is appropriate when the contractor successfully performed multiple significant events that were of benefit to the Government/Owner. A singular benefit, however, could be of such magnitude that it alone constitutes an Exceptional rating. Also there should have been NO significant weaknesses identified.
(VG) Very Good	Performance meets contractual requirements and exceeds some to the Government/Owner's benefit. The contractual performance of the element or sub-element being assessed was accomplished with some minor problems for which corrective actions taken by the contractor were effective	A Very Good raiting is appropriate when the Contractor successfully performed a significant event that was a benefit to the Government/Owner. There should have been no significant weaknesses identified.
(S) Satisfactory	Performance meets minimum contractual requirements. The contractual prformance of the element or sub-element contains some minor problems for which corrective actions taken by the contractor appear or were satisfactory	A Satisfactory raiting is appropriate when there were only minor problems, or major problems that the contractor recovered from without impact to the contract. There should have been NO significant weaknesses identified. Per DOD policy, a fundamental principle of assigning raitings is that the contractors will not be assessed a raiting lower than Satisfactory solely for not performing beyond the requirements of the contract.
(M) Marginal	Performance does not meet some contractual requirements. The contractual performance of the element or sub-element being assessed reflects a serious problem for which the contractor has not yet identified corrective actions. The contractor's proposed actions appear only marginally effective or were not fully implemented.	A Marginal raiting is appropriate when a significant event occurred that the contractor had trouble overcoming which impacted the Government/Owner.
(U) Unsatisfactory	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element or sub-element contains serious problem(s) for which the contractor's corrective actions appear or were ineffective.	An Unsatisfactory raiting is appropriate when multiple significant events occurred that the contractor had trouble overcoming and which impacted the Government/Owner. A singular problem, however, could be of such serious magnitude that it alone constitutes an unsatisfactory raiting.
(N) Not Applicable	No information or did not apply to your contract	Raiting will be neither positive nor negative.

PAST PERFORMANCE EVALUATION
(TO BE COMPLETED BY CLIENT)

1. QUALITY	
a) Quality of technical data/report preparation efforts	E VG S M U N
b) Ability to meet quality standards specified for technical performance	E VG S M U N
c) Timeliness/effectiveness of contract problem resolution without extensive customer guidance	E VG S M U N
d) Adequacy/effectiveness of quality control program and adherence to contract quality assurance requirements (without adverse effect on performance)	E VG S M U N
2. SCHEDULE/TIMELINESS OF PERFORMANCE:	
a) Compliance with contract delivery/completion schedules including any significant intermediate milestones. <i>(If liquidated damages were assessed or the schedule was not met, please address below)</i>	E VG S M U N
b) Rate the consultant's use of available resources to accomplish tasks identified in the contract	E VG S M U N
3. CUSTOMER SATISFACTION	
a) To what extent were the end users satisfied with the project?	E VG S M U N
b) Consultant was reasonable and cooperative in dealing with your staff (including the ability to successfully resolve disagreements/disputes; responsiveness to administrative reports, businesslike and communication)	E VG S M U N
c) To what extent was the consultant cooperative, businesslike, and concerned with the interests of the customer?	E VG S M U N
d) Overall customer satisfaction	E VG S M U N
4. MANAGEMENT/PERSONNEL/LABOR	
a) Effectiveness of on-site management of consultants, and/or labor force?	E VG S M U N
b) Ability to hire, apply, and retain a qualified workforce through this effort	E VG S M U N
c) Knowledge/expertise demonstrated by consultant personnel	E VG S M U N
d) Ability to simultaneously manage multiple projects with multiple disciplines	E VG S M U N
e) Ability to assimilate and incorporate changes in requirements and/or priority, including planning, execution and response to Government changed	E VG S M U N
f) Effectiveness of overall management (including ability to effectively lead, manage and control the program)	E VG S M U N

5. COST/FINANCIAL MANAGEMENT	
a) Ability to meet the terms and conditions within the contractually agreed price(s)?	E VG S M U N
b) Consultant proposed innovative alternative methods/processes that reduced cost, improved maintainability or other factors that benefited the client	E VG S M U N
c) Is the Consultant's accounting system adequate for management and tracking of costs? <i>If no, please explain in Remarks section.</i>	Yes No
d) If this is/was a Government contract, has/was this contract been partially or completely terminated for default or convenience or are there any pending terminations? <i>Indicate if show cause or cure notices were issued, or any default action in comment section below.</i>	Yes No
e) Have there been any indications that the consultant has had any financial problems? <i>If yes, please explain below.</i>	Yes No
6. GENERAL	
a) Ability to successfully respond to emergency and/or surge situations (including notifying COR, PM or Contracting Officer in a timely manner regarding urgent contractual issues)	E VG S M U N
b) Compliance with contractual terms/ provisions <i>(explain if specific issues)</i>	E VG S M U N
c) Would you hire or work with this firm again? <i>(if no, please explain below)</i>	Yes No
d) In summary, provide an overall rating for the work performed by this consultant.	E VG S M U N

Please provide responses to the questions above (if applicable) and/or additional remarks. Furthermore, please provide a brief narrative addressing specific strengths, weaknesses, deficiencies, or other comments which may assist our office in evaluating performance risk. (please attach additional pages if necessary)

Client Signature:

Date:

**ATTACHMENT 2
TO
RFQ NO. 2015-027
WATER MASTER PLAN UPDATE**

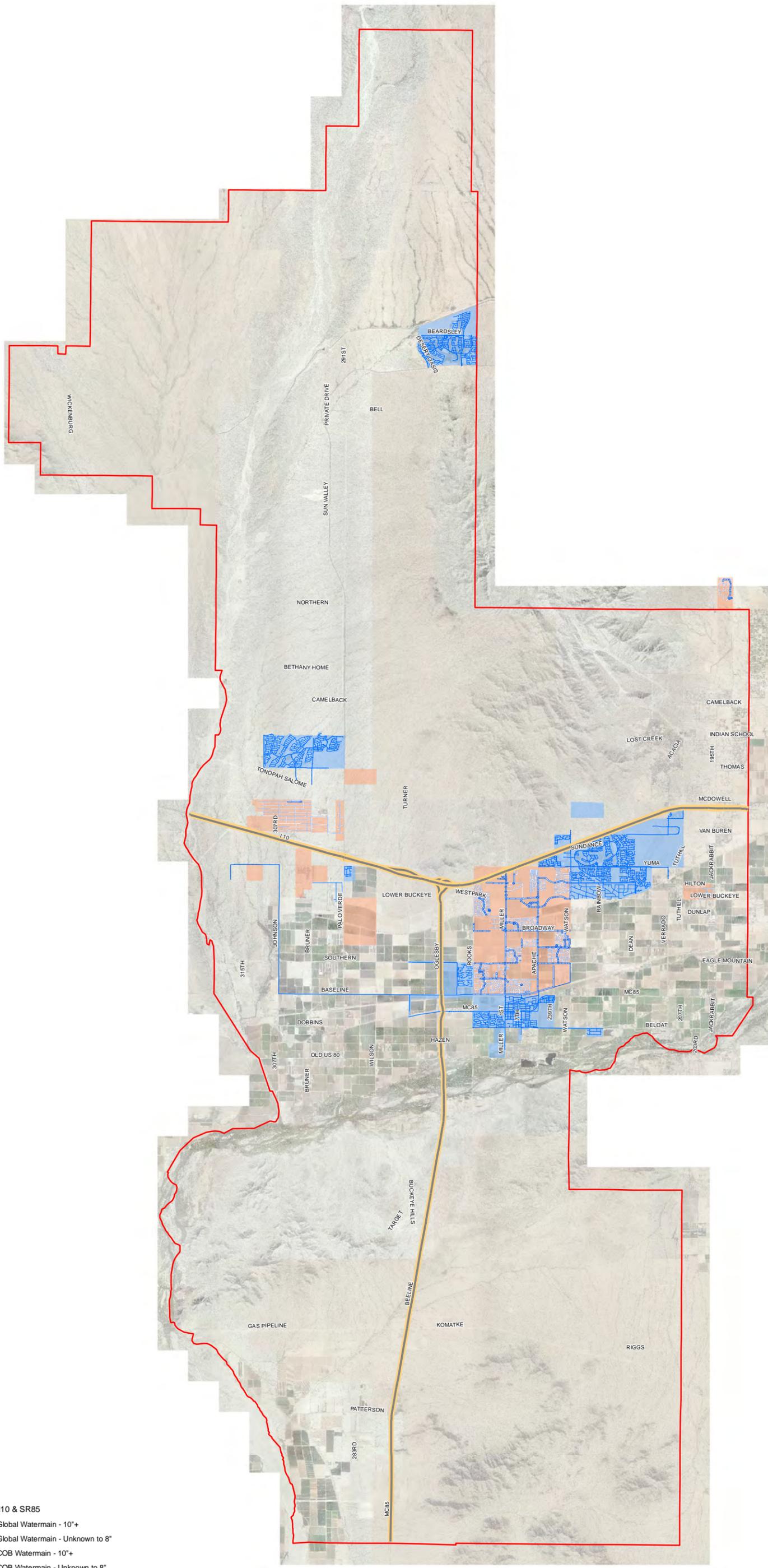
PLAN AREA MAP

(See following pages)

**City of Buckeye
Water Resources
Plan Area Map**

Water Service Areas

- I10 & SR85
- Global Watermain - 10"+
- Global Watermain - Unknown to 8"
- City of Buckeye
- COB Watermain - 10"+
- Global Water Company
- COB Watermain - Unknown to 8"



**ATTACHMENT 3
TO
RFQ NO. 2015-027
WATER MASTER PLAN UPDATE**

EXISTING MASTER PLAN DATED FEBRUARY 18, 2011

Please download existing Master Plan at the link provided on www.buckeyeaz.gov under this solicitation, or at Procure AZ.