

**SOLICITATION AMENDMENT  
REQUEST FOR QUALIFICATIONS (RFQ) #2019023  
CITY OF BUCKEYE  
CONSTRUCTION & CONTRACTING DIVISION  
623.349.6175**

**AMENDMENT #1**

**NOTE:** Attach to Original RFQ. However, if Proposal has been submitted to the City of Buckeye, complete this amendment and return as an attachment to your Proposal by 11:00 am, October 15, 2019.

City of Buckeye  
530 East Monroe Avenue  
Buckeye, Arizona 85326  
Attn: Tammy Vogel

**SOLICITATION: REQUEST FOR QUALIFICATIONS #2019023- ECONOMIC DEVELOPMENT STRATEGIC PLAN FOR THE CITY OF BUCKEYE**

**NOTICE TO CONSULTANTS:**

**This Amendment forms a part of the Contract and clarifies, corrects, or modifies the original Request for Qualification documents prepared by the City of Buckeye.**

Bid Due Date and Time: **October 15, 2019 at 11:00 a.m. MST**

Last Day for Questions: **October 07, 2019 at 5:00 p.m. MST**

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**The balance of the scope of work and instructions remain the same. Offerors must acknowledge receipt and acceptance of this amendment by returning the entire amendment with Request for Qualifications.**

**The Questions and Answers for this Request for Qualifications (RFQ) are listed below:**

**QUESTION:** On Page 5 of the RFQ identifies critical goals identified by the City for this project. With respect to “revitalization of the historic downtown area”, we were under the impression that the city is planning to undertake a separate downtown revitalization plan effort in the near future. If that is the case, was or is the city’s expectations for downtown revitalization as part of the economic development strategic plan? Would this effort consist more of a policy analysis and recommendations, including the creation of an adaptive reuse ordinance (by example), or is the city expecting more of a physical inventory of dilapidated and/or underutilized

buildings (as noted on page 3) that could be repurposed to help support new recommendations of this Economic Development Strategic Plan?

**ANSWER:** There is indeed a separate process being run by Planning and Development Services to develop an overall downtown revitalization plan, so that is not expected as part of this ED Strategy. The statement on page 5, is simply meant to acknowledge that an important economic goal of the City is to support the revitalization of the historic downtown, and that Economic Development plays a key role in that with respect to attracting new businesses, finding ways to support the existing businesses, looking for financial assistance, etc. E.D. is not the lead in many of the aspects of this- such as in terms of zoning, adaptive reuse ordinances, design, infrastructure, etc. – but will clearly play a role in the overall City efforts to implement downtown revitalization.

**QUESTION:** With respect to another critical project goal identified on page 5; “infrastructure/water/commercial space constraints”, can you please describe the city’s deliverable expectations for this broad topic within the identified budget for this project?

**ANSWER:** The two key disadvantages Buckeye confronts in its economic development efforts today are 1) lack of existing infrastructure (particularly water, sewer, and natural gas) desired by prospects, and 2) the lack of existing building inventory (at the moment we have zero inventory of industrial and office space) and many prospects desire only existing facilities rather than waiting for a build-to-suit. We would like the plan to provide guidance to the City as to how it can better help support economic development activities (i.e. prioritize certain infrastructure improvements over others) and to address creative strategies to help deal with these issues (i.e. help mitigate the lack of existing inventory by at least trying to get sites “shovel ready”). Approximately 90% of the prospects the City is unable to respond to are due to these two key issues, and therefore we would like to see these addressed in the Strategy.

**QUESTION:** Does the City have an existing economic development committee, or do you envision the need to create a committee for this project?

**ANSWER:** The City does not have an E.D. Committee, and is not currently planning on creating such. However, we would be very open to having the Strategy address the pros and cons of this, and to have a recommendation from the consultant as to the value of creating such a Committee.

**QUESTION:** Do you have a current targeted industry analysis, or should one be prepared under this scope of services?

**ANSWER:** The City has not formally done a target market analysis, but the ED staff (based on prospect activity, developer and broker analysis, comments from prospects, types of locates, etc.) believes that it has a good understanding of the most likely targets

for Buckeye at the moment – primarily advanced manufacturing and logistics/distribution/transportation, and secondarily energy, retail, and health care services – but we would be very open to having the consultant provide an analysis and recommendation as to the best targets for both today and into the future.

**QUESTION:** During the pre-proposal conference, a question was asked about “teaming” arrangements. Can you please provide the answer?

**ANSWER:** We would welcome submittals from teams, especially when the skills of the teams complement each other, but we need to make sure that there is a clearly identified “Primary” consultant vs. “Sub” consultant. The Team arrangement must be identified and company arrangements fully disclosed in an organizational structure identified by Prime and Sub Consultant which names critical aspects of the requirements to be performed by each. Any narrative provided should be incorporated into the Consultant’s proposal after the cover letter.

**QUESTION:** The RFQ includes the following statement (page 7): “The SOQ shall include a one-page cover letter to address the SOQ criteria specified (including organizational chart).” Please clarify, especially in reference to the organizational chart, which is specified to be included under Tab C.

**ANSWER:** The organizational chart is included under Tab C.

**PLEASE ACKNOWLEDGE YOUR FIRM’S RECEIPT OF THIS AMENDMENT BY SIGNING THE ATTACHED SOLICITATION AMENDMENT ACKNOWLEDGEMENT.**

**SOLICITATION AMENDMENT ACKNOWLEDGEMENT**

**RFQ#2019023**

**AMENDMENT NUMBER 1**

**AMENDMENT ISSUE DATE: October 08, 2019**

Offeror certifies that Offeror has read, understands, and will fully comply with this Request for Qualifications, its attachments and any referenced documents. Offeror also certifies that this offer was independently developed without consultation with any of the other Offerors or potential Offerors.

Name of Company: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_