



REQUEST FOR STATEMENT OF QUALIFICATIONS
FOR
JOB ORDER CONTRACTING FOR THE CONSTRUCTION OF THE
WWRP RECHARGE WELLS DRILLING PROJECTS

CITY OF SEDONA
PUBLIC WORKS DEPARTMENT

CITY OF SEDONA
RFQ – WWRP RECHARGE WELLS DRILLING JOC

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REQUEST FOR QUALIFICATIONS

City of Sedona
Engineering Services
108 Roadrunner Drive
Sedona, AZ 86336

Sealed Statements of Qualifications (SOQ) for Job Order Contracting (JOC) for the construction of the **WWRP Recharge Wells Drilling** will be received by the Public Works Department, located at 108 Roadrunner Drive, Sedona, Arizona, until **2:00 P.M. local time, June 6, 2017**. At that time, SOQ's will be publicly opened and the names of respondents read aloud in the Engineering Conference Room. Details of the SOQ will not be announced at the time of the opening. Such information shall be made public after all SOQ's are reviewed and evaluated. Evaluation criteria will include previous experience of completing projects similar in size and scope; including but not limited to quality of work, ability to manage costs, ability to maintain project schedule, and drilling experience within the Colorado Plateau using a casing advanced method. The City intends to award a single contract to one of the top three (3) respondents. Respondents are invited, but not required, to be present at the opening.

PROJECT: WWRP Recharge Wells Drilling - SOQ
DESCRIPTION: Work will include drilling up to three (3) 1,200 foot deep wells, two of which will be 16-inch diameter with a minimum of 8-inch diameter casing and one is 12-inch diameter with a minimum of 6-inch diameter casing. The wells will be drilled in a highly fractured geologic formation that may require using a casing advancement drilling method and telescoping casing. Upon completion, the wells will be developed and the two larger diameter wells will be tested for use as recharge wells.

Copies of the RFQ Instructions for use in preparing SOQ may be obtained from the Public Works Department, 108 Roadrunner Drive, Sedona, Arizona (phone 928-204-7111; FAX 928-282-5348). RFQ Instructions may also be downloaded from the City of Sedona's website at www.SedonaAz.gov under your Business, Doing Business, Bids & RFPs. If instruction documents are downloaded, the City will not be responsible for providing up-to-date information through the website or other communication methods.

PRE-SUBMITTAL CONFERENCE: A Pre-submittal conference will not be held. Questions can be submitted in writing to Rholland@SedonaAZ.gov or mailed to the address below.

Each SOQ shall be made on forms furnished in the Instructions to Respondents. Completed SOQ must be submitted in electronic format, and five (5) hard copies, and enclosed in a sealed envelope and addressed to:

HAND DELIVERED: City of Sedona
Public Works Department
108 Roadrunner Drive
Sedona, AZ 86336

U.S. MAIL: City of Sedona
Public Works Department
102 Roadrunner Drive
Sedona, AZ 86336

AND MARKED: SOQ for WWRP Recharge Wells Drilling JOC

AND RECEIVED: At the Public Works Department office until 2:00 P.M. local time, June 6, 2017
(as determined by reference to www.time.gov ref [Arizona](#) area)

Upon selection of three (3) respondents, Contract Documents, including construction plans and specifications, will be distributed to the respondents in order to submit proposals for a single contract. The successful Proposer will be required to furnish two (2) bonds. One (1) bond, to become effective upon award of the single contract, shall be a Performance Bond substantially in the form attached, and shall be in a sum of one hundred percent (100%) of the contract price including any additions to the Contract. The Bond shall be effective throughout the construction period, including a two (2) year warranty period. The successful Proposer shall also furnish a Labor and Material Payment Bond, substantially in the form attached, to become effective upon award of the single contract. Said Labor and Material Bond shall be in the amount of one hundred percent (100%) of the Contract price.

The City of Sedona, Arizona reserves the right to reject any or all SOQ, to waive or not to waive any informalities, or irregularities in the SOQ received, and to accept three (3) SOQ's which in its judgment best serves the interests of the City.

All questions should be directed in writing to Roxanne Holland, P.E., Associate Engineer, 102 Roadrunner Drive, Sedona, Arizona 86336, or email RHolland@sedonaaz.gov.

FIRST ADVERTISEMENT: **May 17, 2017**

SECOND ADVERTISEMENT: **May 24, 2017**

RED ROCK NEWS

BY: _____

J. Andy Dickey, PE
Director of Public Works/City Engineer

REQUEST FOR QUALIFICATIONS

The City of Sedona Public Works Department, (hereinafter “CITY”) is accepting Statements of Qualifications from interested Drillers (hereinafter “DRILLER”) for Job Order Contracting (JOC) for the WWRP Recharge Wells Drilling Projects.

1.0 PROJECT DESCRIPTION

The City of Sedona is seeking to identify and select professionally qualified JOC contractors (DRILLER) to provide recharge well drilling projects focusing on drilling and testing of up to four (4) recharge wells and drilling of one (1) or more point of compliance (monitoring) wells, as required, at the City of Sedona Wastewater Reclamation Plant (WWRP). Through a Request for Proposal (RFP) process, the CITY will identify a DRILLER to contract with. During the first year of the contract, the JOC will have a **maximum** contract amount of **\$1,000,000**. This JOC will be a **one-year** contract renewable for up to four one-year periods. The option to extend will be exercised based on the DRILLER’s successful performance and the needs of the CITY. The annual contract maximum may be increased at the time the option to extend is exercised, or at another time deemed prudent by the mutual agreement of both parties. At the CITY’s direction, a Price Book of common scope line items will be required and utilized.

The CITY is a member of the \$AVE cooperative purchasing group. \$AVE includes the State of Arizona, Maricopa County, many Phoenix metropolitan area municipalities, and many school districts. Under the \$AVE Cooperative Purchasing Agreement, and with the concurrence of successful Respondents under this solicitation, a member of \$AVE may access a contract resulting from this solicitation issued by the CITY. By signing the JOC Contract, the DRILLER agrees to allow other \$AVE members the ability to purchase their needs and “use” this contract for their JOC requirements.

2.0 SCOPE OF WORK

At the beginning of each Job Order, a scope of work conference may be scheduled to define construction services required of the DRILLER. It is the responsibility of the JOC DRILLER to provide cost estimating and project scheduling for specific project scopes.

Construction services to complete projects for the drilling and testing of recharge wells and the drilling of monitoring wells on an as-needed basis at the City of Sedona WWRP.

The DRILLER shall communicate its qualifications to complete the construction as defined. Job Order work may include, but is not limited to:

- Monitoring Wells – (preliminary design)
 - Drilling of a 12-inch diameter borehole to a depth of 1,200 feet, with 6-inch diameter PVC blank casing and 6-inch diameter PVC screen.
- Recharge Wells – (preliminary design)
 - Drilling of a 22-inch surface borehole, 16-inch intermediate borehole

to approximately 650 feet below ground surface (bgs), and 10-inch lower borehole to approximately 1,200 feet bgs.

- Installation of 18-inch low-carbon steel (LCS) surface casing, 10-inch LCS intermediate casing, and 6-inch LCS lower casing to be perforated in-situ.
- Drilling method shall be casing-advance (preferred) and/or air rotary
- Drilling will take place in the Transition Zone Physiographic Province of Arizona where highly fractured sedimentary rock stratigraphy are typical and will likely be encountered.
- Well Development
 - Rig development shall consist of approximately 60 hours of swab and airlift pumping at a rate of 50-200 gpm with a 350/750 compressor
 - Pump development shall consist of approximately 24 hours of pumping and surging at a rate of 50-500 gpm with the pump setting at 600 feet
 - DRILLER to supply all pumps and necessary equipment to complete the well development
- Aquifer testing – (preliminary)
 - 10-hour step-rate discharge test
 - 24-hour constant-rate aquifer test
 - 24-hour water-level recovery period
 - 10-hour step-rate injection test
 - 14-day constant rate injection test
 - DRILLER to supply all pumps, piping, and necessary equipment to complete the testing
- Routine Maintenance/Pumping
 - Remove PVC piping from well and install submersible pump for back wash
 - Recharge well cleaning

3.0 STATEMENT OF QUALIFICATIONS – EVALUATION CRITERIA

Qualified DRILLERS will submit Statements of Qualifications (SOQ) having a ten (10) page limit for review by the City’s Selection Panel (See Section 4.0 below). Evaluation of the submittals will be based on the following:

	Criteria	Score
1	General Information	15
2	Previous Company Experience on Similar Projects	25
3	Experience of Key Personnel	15
4	Past Performance Questionnaire (Avg. score of all PPQ’s received)	10
5	Quality of Work	20
7	Ability to Manage Costs and Maintain Schedule	15
	Maximum SOQ Points	100

3.1 General Information

- 3.1.1 Provide a signed letter of introduction from a person authorized to do business for the company.
- 3.1.2 Provide a general description of the company and/or team that is proposing to provide JOC services. Explain the legal organization of the proposed company or team.
- 3.1.3 Provide an organizational chart showing the key personnel. If a specific subcontractor will be utilized for all work of a certain type, include information on this subcontractor. The prime contractor is expected to self-perform a minimum of fifty percent (50%) of Job Order work. This requirement may be adjusted for specific Job Orders, at the CITY's discretion.
- 3.1.4 Identify the location of the company's principal office and the local office's work role.
- 3.1.5 Identify any contract or subcontract held by the company or officers of the company, which has been terminated within the last five (5) years for cause. Identify any claims arising from a contract owner, which resulted in litigation or arbitration within the last five (5) years. Briefly describe the circumstances and the outcomes.
- 3.1.6 The DRILLER shall include in the SOQ a list of all liens or lawsuits that the DRILLER has been involved with that are associated with a well construction project within the past five years, and the details of each lien or lawsuit incident. At the discretion of the CITY, the DRILLER may be rejected as non-responsive on the basis of previous or ongoing liens or lawsuits.
- 3.1.7 The DRILLER shall hold and provide copies of: (1) a valid Arizona Department of Water Resources (ADWR) Well Driller's License in the air rotary category; (2) an Arizona Registrar of Contractor License type A, A-4, A-16, C-53 or CR-53; and (3) all other licenses required by Federal, State, County or Municipal rules and regulations. SUBCONTRACTORS of the DRILLER may also hold a valid Arizona Well Driller's License in addition to that of the DRILLER, but not in lieu of the DRILLER'S ADWR Well Driller's License. The DRILLER represents, warrants and covenants that it has now and will have for the duration of this project, the requisite experience, licenses, financial wherewithal, labor and equipment to perform the Work as required by the Agreement between the DRILLER and the CITY.
- 3.1.8 Upon completion of this RFQ process, Contract Documents, including construction plans, and specifications, will be distributed to the DRILLER

in order to submit proposals for a single contract. Upon execution of a single contract, the DRILLER will be required to furnish two (2) bonds. One (1) bond, to become effective upon award of the single contract, shall be a Performance Bond substantially in the in the form attached, and shall be in a sum of one hundred percent (100%) of the contract price including any additions to the Contract. The Bond shall be effective throughout the construction period, including a two (2) year warranty period. The DRILLER shall also furnish a Labor and Material Payment Bond, substantially in the form attached, to become effective upon award of the single contract. Said Labor and Material Payment Bond shall be in the amount of one hundred percent (100%) of the Contract price. **Provide a statement of bonding capacity from a B+6 or better Surety Company, including the maximum amount for a single project and aggregate program amount.**

3.1.9 Items 3.1.7 and 3.1.8 above, should be attached as an Appendix, and will not count against the total page count.

4.0 Previous Company Experience on Similar Projects

4.1 Describe the past experience of the company with similar work in similar areas. DRILLER and crew members shall have no less than five (5) years of local (within the Colorado Plateau or Transition Zone geologic provinces of Arizona) experience using casing advance or air-rotary drilling methods.

4.2 DRILLER must have successfully completed no less than five (5) separate well installation projects within the past two (2) years, using casing advance or direct air-rotary drilling in similar geologic conditions, and involving installation of water supply or injection wells with similar casing dimension and well depths as specified in section 2.0 of this RFQ. For each project identified, provide the following information: (Please use the form in Exhibit D to complete this section)

4.2.1.1 Description of the project, including project name/location, detailed description of the geological formation(s), static water level, depth of well, diameter of well, drilling method(s) utilized, type of well (i.e. production, aquifer storage & recovery (ASR), recharge only, monitoring, etc.)

4.2.1.2 Role of the contractor, either as a prime or subcontractor

4.2.1.3 Project's original contracted construction cost and final construction cost

4.2.1.4 Construction dates

4.2.1.5 Project owner reference information (name with telephone number). This should be a person representing the Owner who has first-hand knowledge of work performance.

4.3 Experience of Key Personnel

- 4.3.1 Provide names of key personnel to be utilized on the project, including drilling foreman, crew chief, chief, tool pusher or lead driller.
- 4.3.2 For each key person identified, list at least two (2) drilling projects in which they have played a primary role. If a project selected for a key person is the same as one selected for the Contractor, provide only the project name and the role of the key person. For other projects provide the following information:
 - 4.3.2.1 Description of the project
 - 4.3.2.2 Role of the person
 - 4.3.2.3 Project's construction cost
 - 4.3.2.4 Construction dates
 - 4.3.2.5 Project owner reference information (name with telephone number). This should be a person representing the Owner who has first-hand knowledge of work performance.
- 4.3.3 Resumes with qualification of personnel including sub-consultants proposed for work on this project shall be provided in the Appendix and shall not count against the total page count.
- 4.3.4 Submit a Proposed Subcontractor Selection Plan. This 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. The Subcontractor Selection Plan shall be provided in the Appendix and shall not count against the total page count.

4.4 Past Performance Questionnaire

- 4.4.1 Past Performance Questionnaires (PPQ) shall be submitted by email to RHolland@SedonaAZ.gov or by mail at:

Attn: Roxanne Holland, P.E.
City of Sedona Public Works
102 Roadrunner Drive
Sedona, AZ 86336

At least three (3) Questionnaires, each from separate references, shall be sent to the CITY. Questionnaires shall be sent directly to the CITY prior to the SOQ deadline. The score for the questionnaire will be based on the average of all questionnaires received. The PPQ form is attached to the RFQ as Exhibit D.

4.5 Quality of Work

- 4.5.1 The DRILLER shall provide with its SOQ, a list of no less than five municipal or private client references (including reference name, telephone number, and email address) for well installations within the past five (5) years. The DRILLER references and proposal content should demonstrate expertise and experience in the installation wells

(preferably deep injection wells) in fractured sedimentary rock aquifers such as may be encountered during this project.

4.5.2 The DRILLER'S SOQ shall provide the specific details of the techniques, approaches, equipment, and materials that will be used to resolve potential drilling problems related to lost circulation conditions, unstable borehole conditions, or other anticipated drilling challenges.

4.6 Ability to Manage Costs and Maintain Scheduled

4.6.1 Provide a description of the DRILLERs history on meeting project budgets and schedules.

5.0 SOQ REQUIREMENTS

5.1 Reply to this request for Statement of Qualifications submittal with **not more than ten (10) pages** plus a **one-page cover letter**. Please provide an **original plus (4) copies (total of 5) and one (1) electronic copy in .pdf format of the Statement of Qualifications by 2:00 p.m., local time, on June 6, 2017**. Pages that have project photos, charts, and graphs will count toward the maximum number of pages. However, a cover letter and/or cover will not be considered part of the ten-page limitation, nor will resumes. Resumes for each key team member shall be limited to a maximum length of two pages, must not include pictures or submittal information, and should be incorporated as an appendix at the end of the SOQ. Submittals that exceed the 10-page limitation will not be considered. The minimum font size shall be 10-point.

5.2 The SOQ submittal must include:

5.2.1 A one-page cover letter prepared on the company's letterhead and signed by a principal of the company. This sheet is not included in the page count.

5.2.2 The company's responses to the RFQ criteria in order and titled as listed using a MAXIMUM of 10 pages, each 8 ½" x 11" in size. Adherence to the maximum page criterion is critical; each page with criteria information will be counted. The submittal must be able to be printed if necessary. Submittals which exceed the ten page limitation will not be considered.

5.2.3 The signed Affidavit Regarding Non-Collusion (Exhibit A).

5.2.4 Acknowledgement of Addenda (Exhibit B, if applicable, not counted as part of total page count).

5.2.5 Failure to comply with the following criteria will be grounds for disqualification and will be strictly enforced:

5.2.5.1 Receipt of submittal by the specified cut-off date and time

5.2.5.2 The number of originals and/or copies of the submittal specified

5.2.5.3 Adherence to maximum page requirement

5.2.5.4 Submittal of Performance Questionnaires (3 minimum, Exhibit D)

6.0 SELECTION PROCESS

A Selection Panel will evaluate each SOQ according to the criteria set forth in Section 3.0

above in order to determine a “shortlist” of three (3) DRILLERS. Finalist will be invited to submit unit costs. Each of the criteria rated, along with unit prices, will be evaluated to determine the best qualified DRILLER for this JOC request. Qualifications will account for sixty percent (60%) of the overall determination for the best qualified DRILLER, while unit costs will account for forty percent (40%).

The following tentative schedule has been prepared for this project:

SOQs Due	June 6, 2017
SOQ Evaluations Complete	June 13, 2017
Distribution of Cost Sheets	June 14, 2017
Cost Sheets Due	June 28, 2017
Anticipated Contract Award	July 26, 2017

Until the award and execution of the JOC contract, the CITY will only release the name of each person or firm placed on the final list. All other information received by the CITY in response to the SOQ or contained in the proposals will be confidential to avoid disclosure of the contents that may be prejudicial to the competing offeror(s) during the selection process. The proposals will be open to public inspection after the Contract(s) are awarded and the CITY has executed the contracts(s) with the selected offeror(s).

7.0 INDEMNIFICATION AND INSURANCE REQUIREMENTS

The CITY requires the selected Contractor(s) execute a City of Sedona Job Order Contract. The format of the City’s basic contract will be attached to the Request for Price Book.

The City’s insurance and indemnification language is included in this contract. Submission of your Statement of Qualifications shall indicate your company’s ability and agreement to execute the above-referenced contracts. Questions shall be addressed prior to submittal in writing.

The CITY will require posting of Payment and Performance Bonds as part of the individual JOC Work Orders, in conformance with the requirements of A.R.S. 34-608. Contractor may, at its option, provide Payment and Performance Bonds for the entire Job Order Contract amount, but there shall be no obligation for the CITY to reimburse the contractor for bond costs incurred, except on a prorated basis, as each individual job order is issued.

8.0 GENERAL INFORMATION/DEFINITIONS

Instructions: The CITY shall not be held responsible for any oral instructions. Any changes to this Request for Qualifications will be in the form of an addendum, which will be posted on the CITYs website.

City Rights: The CITY reserves the right to reject any oral SOQs, to waive any informality or irregularity in any SOQ received, and to be the sole judge of the merits of the

respective SOQs received.

Release of Project Information: The CITY shall coordinate the release of all public information concerning the project, including selection announcements and contract award. Firms 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 subconsultants) 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, City Manager, Assistant City Manager, Department Heads 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. All contacts on this selection process should be addressed in writing to the authorized representative identified below.

No Preferential Treatment or Discrimination: In accordance with the provisions of Article II, Section 36 of the Arizona Constitution, the CITY will not grant preferential treatment to or discriminate against any individual or group on the basis of race, sex, color, ethnicity, or national origin.

Protests: The CITY has not adopted and published procurement protest policies and procedures. Pursuant to ARS 34-603.J, the procurement policy and procedures of the State Department of Administration would apply. Those regulations are R2-7-A901 through A911 and are available at: http://apps.azsos.gov/public_service/Title_02/2-07.pdf.

Lawful Presence in the United States for Persons: A.R.S. §1-502 (H.B. 2008) requires that all PERSONS who will be awarded a contract and apply for public benefit must demonstrate through a signed affidavit and the presentation of a copy of documentation that verifies that they are lawfully present in the United States.

A PERSON is defined as all NATURAL PERSONS/INDIVIDUALS/SOLE PROPRIETORSHIPS as indicated by your W9 filing. *(This law does not apply to LLP's LLC's, PLLC's, Corporations Limited Partnerships or General Partnerships)*

By submitting your quote, bid, proposal and/or indicating your desire to enter in a contract with the CITY, you are agreeing that if you are selected as the awardee and meet the criteria of a PERSON, you will abide by this law and sign and submit an AFFIDAVIT DEMONSTRATING LAWFUL PRESENCE IN THE UNITED STATES and attach the appropriate copy of your documentation to verify that statement. Types of acceptable documentation copies are an Arizona Drivers License issued after 1996, Arizona non-cooperating identification license, U.S. birth certificate, U.S. Passport, 1-94 Form with photograph and several others that are all listed on the Affidavit form that the CITY will send to you for your completion before issuing any contract.

If you have previously done business with the CITY and have already filed the above Affidavit with copies of an acceptable documentation, please indicate when you filed the affidavit. If your approved Affidavit is already on file with the CITY, you have complied with this requirement.

Civil Rights: The CITY, in accordance with the provisions of Title VI of the Civil Rights 1964 (78 Stat. 252.42 U.S.C. §§ 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

EXHIBIT A - AFFIDAVIT REGARDING NON-COLLUSION

PROJECT NAME: JOC FOR WWRP RECHARGE WELL DRILLING PROJECTS

State of _____

County of _____

I, (name and title of authorized representative) says and certifies, that said Contractor/Company has not, either directly, or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive proposing in connection with the preparation or submission of its Offer in response to this solicitation or any potential resulting Contract. This affidavit must be notarized for it to be acceptable.

Contractor/Company Name

Signature of Authorized Representative

Printed Name and Title of Authorized Representative

The foregoing instrument was acknowledged before me this ___ day of _____, 2017

Notary Public

My Commission Expires

Notary Stamp:

EXHIBIT B - ACKNOWLEDGEMENT OF ADDENDA

The company shall acknowledge all addenda in writing, by writing the addendum number(s) and dates below.

ADDENDUM NO. _____ DATE:

ADDENDUM NO. _____ DATE:

ADDENDUM NO. _____ DATE:

EXHIBIT C – EXPERIENCE VERIFICATION FORM (USE ONE FORM FOR EACH PROJECT)

4.2.1.1 Project Description

- A. Project name _____
- B. Project location _____
- C. detailed description of geological formation(s), including depths (attach separate sheet as needed)

- D. static water level _____
- E. depth of well _____
- F. diameter of well _____
- G. drilling method(s) utilized _____
- H. type of well (i.e., production, aquifer storage & recovery (ASR), recharge only, monitoring)

4.2.1.2 Role of the contractor, either as a prime or subcontractor _____

4.2.1.3 Project Cost

- A. Project's original contracted construction cost _____
- B. final construction cost _____

4.2.1.4 Construction dates

- A. Start _____
- B. End _____

4.2.1.5 Project owner reference information (name with telephone number). This should be a person representing the Owner who has first-hand knowledge of work performance.

- A. Name _____
- B. Title _____
- C. Phone Number _____
- D. Email _____



City of Sedona Public Works Department

102 Roadrunner Drive Sedona, AZ 86336

(928) 204-7111 • Fax: (928) 282-5348

EXHIBIT D - PAST PERFORMANCE QUESTIONNAIRE

To: _____

Phone: _____

Email: _____

Subject: Past Performance Survey of : _____

Name of Company Being Surveyed

Name of Key Personnel

The City of Sedona collects past performance information (on firms and key personnel) to assist in procuring/awarding projects based on value. The firm/individual listed above is requesting reference for a past project they have completed. It would greatly be appreciated if you would take a few moments to complete the survey and return it to the City of Sedona.

Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the firm/individual again) and 1 representing that you were very unsatisfied (and would never hire the firm/individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, please leave it blank.

Client Name: _____ Date Completed: _____

Project Name: _____

No.	CRITERIA	UNIT	RATING
1	Ability to meet customer expectations for quality of work performed	(1-10)	
2	Ability to manage costs	(1-10)	
3	Ability to maintain project schedule	(1-10)	
4	Comfort level in hiring the firm / individual again	(1-10)	
5	Leadership ability of personnel assigned to the project	(1-10)	
6	Ability to Communicate Effectively	(1-10)	

Printed Name of Evaluator

Signature of Evaluator

Thank you for your time and effort in assisting the City of Sedona in this important endeavor.

Please email or mail the completed survey by June 6, 2017 to:

Rholland@sedonaaz.gov or

Attn: Roxanne Holland, P.E.

City of Sedona, Engineering Services

102 Roadrunner Drive

Sedona, AZ 86336