



**DELIVERY ORDER  
REQUEST FOR PROPOSALS  
FOR  
JOC CONTRACT #'s 2019011.001-.005**

**DORFP# 2**

**CONSTRUCTION OF CITY OF BUCKEYE'S WELL NO. 13  
IN BUCKEYE ARIZONA**

**CONTACT PERSON**

**Debby Fasano, Contracting Officer  
Construction & Contracting Division  
623.349.6174  
[dfasano@buckeyeaz.gov](mailto:dfasano@buckeyeaz.gov)**

**SCHEDULE OF EVENTS**

Date Issued DORFP:	January 20, 2022
Pre-Submittal & Site Walk:	January 27, 2022 at 9:00 AM
Last day for Questions:	February 4, 2022 at 5:00 PM
DORFP Due Date:	February 15, 2022 at 10:00 AM MST

**DELIVERY ORDER RFP  
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## SECTION I – GENERAL INFORMATION

This Delivery Order Request for Proposal (DORFP) is provided to all contractors under the Job Order Contracts 2019011.001-.005 for Water Production Infrastructure (the “Contract”). Any awarded Delivery Order arising from this DORFP will be in strict conformance to the terms and conditions specified in the Contract.

This document will provide directions to those Contractors awarded the subject Job Order Contract and provide information to those Contractors on how to prepare and submit your price proposals, and how those proposals will be evaluated. Each of the Job Order Contractors will be asked to provide project costs and schedules.

Sealed Proposals will be delivered and received **no later than 10:00 AM, local time on February 15, 2022 MST** via email to [dfasano@buckeyeaz.gov](mailto:dfasano@buckeyeaz.gov).

### **Scope of Work:**

This scope of work will include construction of City of Buckeye Well No. 13. Project will include a site wall with access gate, supplying and installing various equipment structures, generator, electrical equipment, ductile iron pipe, hydro tank, miscellaneous pumps, switches, valves, survey, testing and all other on and off-site improvements shown on the construction drawings designed by Carollo Engineers. It will be the contractor’s responsibility to ensure that they have adequate access to the site so that they can perform this work.

Major elements of the work include:

1. Well pump and discharge header including flow meters, control valves, sand separator and bag filter.
2. Hydropneumatic tank and air compressor.
3. Disinfection system including sodium hypochlorite feed skid and a residual chlorine analyzer.
4. Emergency power generator.
5. Miscellaneous electrical instrumentation and control elements.
6. Site improvements, including a block wall, access gates, drainage and paving improvements.
7. Discharge pipeline connecting to existing water system.

**Location of the Project:** 2771 S Powers Butte Rd, Buckeye, Arizona

**Duration of Project:** 270 calendar days from Notice to Proceed

Due to the nature of this JOC DORFP, Proposals **will not** be opened publicly or read aloud by the City Clerk.

All contractors engaged in City of Buckeye construction shall be licensed in the State of Arizona.

The Delivery Order will be awarded to the JOC Contractor whose proposal is the lowest cost to the City and meets the required construction schedule. The City also reserves the right to award this Delivery Order on a line item basis if it is in the best interest of the City to do so. The City desires that all permitting and construction work be completed no later than April 30, 2021 and issuance of a Notice to Proceed.

After receiving all price proposals, the City will enter into a Delivery Order contract with the selected JOC Contractor. The final executed contract documents will include, by reference, the Job Order Contract, this Delivery Order Request for Proposal (DORFP), the successful proposer's price proposal, the results of any negotiations, additional contract language, and signature pages.

The successful proposer is expected to enter into the standard form of agreement for Delivery Order Services. The Delivery Order terms and conditions are included in your Job Order Contract and Specifications associated with this Delivery Order.

**A Pre-submittal Conference is scheduled for 9:00 AM, January 27, 2022 local** at Buckeye City Hall, 530 East Monroe Road, Buckeye, Arizona 85326, 1<sup>st</sup> Floor Executive Conference Room. The purpose of this conference will be to clarify the contents of this DORFP in order to prevent any misunderstanding of the City's intention and desires. Any doubt as to the requirements of this DORFP, or any apparent omission or discrepancy should be presented to the City's representative at this conference. The City's representative will then determine the appropriate action. If necessary, the City's representative will issue a written amendment to the DORFP. Oral statements or instructions shall not constitute an amendment to this DORFP.

A site walk will follow the Pre-submittal Meeting.

## **SECTION II – PROPOSAL SUBMISSION REQUIREMENTS**

Proposals shall be emailed to [dfasano@buckeyeaz.gov](mailto:dfasano@buckeyeaz.gov) on or before **10:00 AM., local time, February 15, 2022**. No public disclosure will be made until after award of the contract.

**Subject of email shall read: DORFP #2 – Name of Your Company**

All documents required as part of the price proposal shall be completed, scanned as a .pdf, and added as an attachment to the email submittal. The .pdf shall have the title as the name of the company submitting the price proposal.

The Contractor assumes the responsibility for having the bid submitted on time via email to the email address shown above. Any price proposal received after the Due Date and Time shall not be considered. The Contractor assumes the risk of any delay in the electronic processing of the Contractor's email through both parties (Contractor and City) network. Contractors must allow adequate time to ensure that the emails are timely received by the City at the designated email address. All time referenced are Buckeye, Arizona local times. Contractors agree to accept the time and date that is recorded on the received email as the official time. Any emails submission that are 1:01 P.M. or later on the scheduled due date will be considered late and therefore, returned to sender.

**PROPOSAL:** All price proposals must be submitted using Exhibit (A).

You may withdraw your proposal at any time prior to the time and date set for closing. Proposals withdrawn after opening but prior to award may be withdrawn in accordance with the City of Buckeye Procurement Code.

The City reserves the right to conduct discussions with individual JOC Contractors, and to accept revisions of proposals, and to negotiate price changes. During this discussion period, the City will not disclose any information derived from proposals submitted, or from discussions with other proposers. Once an award is made, the DORFP file, and the proposals contained therein, are in the public record and will be disclosed upon request.

If you are submitting any information you consider to be proprietary, you must place it in a separate envelope and mark it "Proprietary Information". If the Manager, Construction and Contracting agree, this information will not be considered public information. The City Manager is the final authority as to the extent of material, which is considered proprietary or confidential. Pricing information cannot be considered proprietary.

Your proposal should be submitted in the format shown below. Proposals in any other format will be considered informal and may be rejected. Conditional proposals will not be considered. An individual authorized who executed the original JOC Contract must sign all proposals. Proposals that are not signed may be rejected.

The City reserves the right to reject any or all proposals or any part thereof, or to accept any proposal, or any part thereof, or to withhold the award and to waive or decline to waive irregularities in any proposal when it determines that it is in its best interest to do so. The City also reserves the right to hold all proposals for a period of 60 days after the closing date of this DORFP.

All JOC Contractors submitting a proposal shall be deemed to have read and understood all the terms, conditions and requirements in the specifications/scope of work.

All responses and accompanying documentation will become the property of the City at the time the proposals are received.

All formal inquiries or requests for significant or material clarification or interpretation, or notification to the City of errors or omissions relating to this DORFP must be directed, in writing to:

City of Buckeye  
530 East Monroe Avenue  
Buckeye, AZ 85326  
Attn: Debby Fasano  
[dfasano@buckeyeaz.gov](mailto:dfasano@buckeyeaz.gov)  
623.349.6174

The City believes that it can best maintain its reputation for treating all contractors in a fair, honest, and consistent manner by conducting solicitations in good faith and by granting competitors an equal opportunity to win an award. If you feel that we have fallen short of these goals, you may submit a protest pursuant to the Procurement Code of Buckeye.

### **SECTION III - EVALUATION PROCESS**

**PROPOSAL:** Proposals will be submitted using the PROPOSAL SUBMITTAL SHEETS at Exhibit (A).

No proposal will be reviewed unless accompanied by a scanned copy of the proposal guarantee of certified check, cashier's check, or surety bond on the form provided in Exhibit (B), in the amount of ten percent (10%) of the proposed design and construction cost. Submit your bid surety to City by mail to:

City of Buckeye  
530 East Monroe Avenue  
Buckeye, AZ 85326  
Attn: Debby Fasano  
[dfasano@buckeyeaz.gov](mailto:dfasano@buckeyeaz.gov)  
623.349.6174

**[END OF SECTION]**

**EXHIBIT A**  
**PROPOSAL SUBMISSION SHEET**

**PROPOSAL**

City Project Name: **Construction of City of Buckeye's Well No. 13**

Solicitation No: **DORFP #2; JOC Contract 2019011.001-.005**

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

Proposal from: \_\_\_\_\_  
(Name of Firm)

To: City of Buckeye, Construction & Contracting Division

The following proposal is made for construction services for the City of Buckeye, Arizona, in accordance with Construction Documents. The undersigned certifies that the Construction Documents, as well as the proposed construction site and conditions affecting the Work have been carefully examined; that the amount and nature of the Work to be done is thoroughly understood; and that at no time will misunderstanding of the drawings, specifications, or conditions to be overcome be pleaded.

The undersigned certifies that he or his firm is currently licensed under the provisions of ARS Sections 32-1151 and 32-1169. The undersigned further certifies that he or his firm has a privilege license pursuant to ARS Section 42-5005.

The undersigned has/will execute the Job Order Contract Delivery Order if awarded the Contract. Any exceptions to the terms and conditions have been stated in writing and submitted on a separate sheet with this price proposal. The undersigned understands that any exceptions taken to the Construction Contract which are not accepted and/or approved by the City may be a basis for rejection of the Price Proposal as nonresponsive.

RECEIPT BY THE UNDERSIGNED OF THE FOLLOWING ADDENDA IS HEREBY ACKNOWLEDGED:

AMENDMENT NUMBER: \_\_\_\_\_ DATED: \_\_\_\_\_

AMENDMENT NUMBER: \_\_\_\_\_ DATED: \_\_\_\_\_

AMENDMENT NUMBER: \_\_\_\_\_ DATED: \_\_\_\_\_



**LUMP SUM PROPOSAL:**

**LUMP SUM PROPOSAL: This is a Firm Fixed Price (Lump sum) Contract**

Item No.	Description	Amount
01	Division 1 – General Conditions	\$
02	Division 2 – Well Equipping and Site Piping	\$
03	Division 3 – Disinfection	\$
04	Division 4 – Well Site Work	\$
05	Division 5 – Electrical and Instrumentation	\$
06	Division 6 - Offsite Piping and Improvements	\$
07	Owners Contingency	\$ 254,000.00
<b>TOTAL AMOUNT OF BID IN NUMBERS (Items 1-7)</b>		\$

The undersigned proposes to complete all of the Work in accordance with said Construction Documents, plans, specification and all associated addenda for the sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_).

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in Words shall govern.)

Submitted by: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_  
NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
Principal Office: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_

M \_\_\_\_\_ being duly sworn deposes and says that he/she is the \_\_\_\_\_ of \_\_\_\_\_ Contractor(s), and that answers to the foregoing questions and all statements therein contained are true and correct.

Subscribed and sworn before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

Notary Public: \_\_\_\_\_

My Commission Expires: \_\_\_\_ day of \_\_\_\_\_, 20\_\_

SIGNATURE: \_\_\_\_\_

**EXHIBIT B  
SURETY BOND**

**SURETY BOND**

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, \_\_\_\_\_

\_\_\_\_\_  
(Contractor's Name)

as Principal, and \_\_\_\_\_, as Surety, are hereby held and firmly bound into City of Buckeye as OWNER in the penal sum of \_\_\_\_\_ for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

The Condition of the above obligation is such that whereas the Principal has submitted a certain BID, attached hereto and hereby made a part hereof to enter into a contract in writing, for: **DORFP #2 FOR JOC CONTRACT# 2019011.001-.005 Construction of City of Buckeye's Well #13.**

Now, therefore, if the obligee accepts the proposal of the principal and the principal enters into a contract with the obligee in accordance with the terms of the proposal and gives the bonds and certificates of insurance as specified in the standard specifications with good and sufficient surety for the faithful performance of the contract and for the prompt payment of labor and materials furnished in the prosecution of the contract, or in the event of the failure of the principal to enter into the contract and give the bonds and certificates of insurance, if the principal pays to the obligee the difference not to exceed the penalty of the bond between the amount specified in the proposal and such larger amount for which the obligee may in good faith contract with another party to perform the work covered by the proposal then this obligation is void. Otherwise it remains in full force and effect provided, however, that this bond is executed pursuant to the provisions of § 34-201, Arizona Revised Statutes, and all liabilities on this bond shall be determined in accordance with the provisions of the section to the extent as if it were copied at length herein.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

\_\_\_\_\_  
(Principal) (L.S.)

\_\_\_\_\_  
(Name of Surety)

By: \_\_\_\_\_  
(Signature)

**EXHIBIT C  
CONSTRUCTION PLANS**

Construction Plans can be found at <https://www.buckyeaz.gov/business/construction-contracting/open-solicitations> and click on the solicitation name.