

**NOTICE OF REQUEST FOR STATEMENTS OF QUALIFICATIONS FROM  
CONTRACTORS FOR A JOB-ORDER-CONTRACT CONTRACT  
TOWN OF GILBERT, ARIZONA**

Project Name: Job Order Contract for Water & Wastewater Treatment & Remote Facilities Project Services  
Contract Number: 325000164, 325000165, 325000166, 325000167 & 325000168  
Deadline: November 26, 2024 @ 2:00 p.m. MST  
GILBERT Staff Contact: Jed Ward, Senior Project Manager ([jed.ward@gilbertaz.gov](mailto:jed.ward@gilbertaz.gov))  
RFQ available at: See below for Town of Gilbert e-Builder electronic bidding platform

**Date and Location for Submittal:** Sealed Statements of Qualifications (SOQs) from qualified Job-Order-Contractors will be received electronically via the Town of Gilbert e-Builder electronic bidding platform (link provided below) until 2:00 p.m. MST, November 26, 2024. The SOQ shall consist of a single .pdf document that is PC readable and not password protected. Any Statement of Qualifications not received electronically via the Town of Gilbert eBuilder electronic bidding platform will not be accepted. The SOQ must include all information items listed in the RFQ in the order listed. It is the firm’s responsibility to assure SOQ’s are received at the above location on or before the specified time.

Project specific Town of Gilbert e-Builder electronic bidding platform:

<https://gateway.app.e-builder.net/app/bidders/landing?accountid=3c1a5940-f22f-437a-8d5a-97bb70b62547&projectid=efd34115-f1b4-4738-ab8a-c3407a09a6c8&bidpackageid=eef68e6-5154-4cee-b896-7fdcd68fbab4>

**Project Description:** The Town of Gilbert is soliciting Job-Order-Contracting (JOC) services for Water & Wastewater Treatment & Remote Facilities Projects. Scope of typical services associated with this solicitation are outlined within the RFQ. Within this solicitation the Town may award up to five separate JOC contracts with separate firms for JOC services.

**Pre-Submittal Conference:** A pre-submittal conference will be held on November 11, 2024 at 10:00 a.m. utilizing Microsoft Teams. The meeting can be accessed here [Microsoft Teams Invite](#) (hyperlink provided in electronic .pdf format). Please attempt to access the meeting prior to the scheduled meeting time to identify any access issues. Attendance at this meeting is highly recommended since vital information necessary to the understanding of the Project and the selection process will be discussed.

**SOQ Format:** Each SOQ received must be in accordance with the format and information provided within the Request for Qualifications package. Any submittal that does not conform, in all material respects to what is outlined in the RFQ, will be considered non-responsive. Each SOQ shall be submitted to Town of Gilbert e-Builder electronic bidding platform.

**Solicitation Transparency Policy:** Beginning on the date this Solicitation is issued and continuing until either the date a contract is awarded or this Solicitation is withdrawn by Gilbert, all persons or entities who respond or intend to respond to this Solicitation, including without limitation their employees, agents, representatives, partners, subcontractors, consultants, joint venturers, members, lobbyists, or attorneys (collectively, “Proposers”), shall only discuss matters associated with this Solicitation with the Procurement Officer designated in this Solicitation and shall not have any direct or indirect contact about this Solicitation with any other Town staff or Town official, including, without limitation, members of the evaluation panel, the Town Manager, Deputy Town Managers, the

Mayor, or any member of the Gilbert Town Council. As long as the subject matter of the Solicitation is not discussed, Proposers may continue to conduct business with Gilbert.

Notwithstanding the foregoing, Proposers may discuss this Solicitation with the Mayor or a member of the Gilbert Town Council, provided such meetings are scheduled through the Procurement Officer listed on this Solicitation, conducted in person at Gilbert Civic Center, Town Hall Administration Building, 50 East Civic Center Drive, Gilbert, Arizona 85296, and are posted as open meetings by the Town Clerk at least twenty-four (24) hours prior to the scheduled meetings. The posted notice shall identify the participants and the subject matter, as well as invite the public to participate.

This policy is intended to create a level playing field for all Proposers, assure that contracts are awarded in public, and protect the integrity of the selection process. **Proposers who violate this policy shall be disqualified from participating in this Solicitation.**

**Right to Reject SOQ:** GILBERT reserves the right to waive any irregularities in any submittal and to reject all submittals and re-advertise or cancel the project in its entirety, at its sole discretion. GILBERT, or its consultants and advisors, will not be responsible for any cost incurred by any firm submitting a SOQ or responding to this notice.

**Equal Opportunity:** GILBERT is an equal opportunity employer. Minority and women's business enterprises are encouraged to submit on this Project.

DATED:

TOWN OF GILBERT, ARIZONA  
Town Clerk

Publications Date(s):

October 25, 2024  
November 1, 2024