



January 23, 2014

Mr. Daniel Casados
City of Flagstaff
211 W. Aspen Ave.
Flagstaff, AZ 86001

Re: **City of Flagstaff**
RSOQ: 2014-31
Professional Services for Materials Testing

Dear Mr. Casados,

ATL, Inc. (ATL) hereby confirms it will perform various construction materials testing services (field and laboratory) for the City of Flagstaff as stipulated in Section IV, Scope of Services (pages 7 and 8) of this RSOQ.

ATL's unit price estimated cost proposal for these services is attached as Exhibit A for incorporation into the contract.

ATL sincerely appreciates the opportunity to be a part of the City of Flagstaff team.

Very truly yours,

Frank C. Rivera
President/CEO

FCR/er

Attachment: Exhibit A



EXHIBIT A

CITY OF FLAGSTAFF
2014-31 MATERIALS TESTING SERVICES

TYPE OF TEST	ESTIMATED TOTAL NUMBER OF TESTS FOR CITY	UNIT COST OF TEST INCLUDING INCIDENTALS, OVERHEAD & PROFIT	TOTAL ESTIMATED COST
DENSITY - SOIL	2538	25	63450
DENSITY - AC	532	30	15960
PROCTOR	33	95	3135
GRADATION - SOILS	3	60	180
GRADATION - MA	30	60	1800
GRADATION - CHIPS	6	60	360
PLASTIC INDEX	40	55	2200
CYLINDERS	898	15	13470
CONCRETE BREAKS	874	15	13110
AIR CONTENT	173	15	2595
SLUMP	180	15	2700
AC CONTENT	73	75	5475
AC GRADATION	73	30	2190
AC MOISTURE	73	15	1095
MARSHAL PLUGS	136	95	12920
STABILITY & FLOW	142	95	13490
RICE	39	60	2340
AIR VOIDS	38	15	570
LA ABRASION	5	130	650
SAND EQUIVALENT	70	75	5250
		TOTAL ESTIMATED ANNUAL TESTING AMOUNT	\$162,940

- CONTINGENCY ALLOWANCE \$10,000.00
- STANDBY TIME (IF REQUIRED) \$62.00 / HOUR
SENIOR TECHNICIAN
- OVERTIME (IF REQUIRED) STRAIGHT TIME x 1.35

participants and the subject matter, and shall invite the public to participate. No contacts made by telephone, other than to schedule a public meeting, are permitted. Copies of contacts made by letter, facsimile, e-mail, or other written method shall be made available to the public, press, and all submitting firms.

RESERVATION OF RIGHTS

There shall be no express or implied intent to contract until expressly stated in writing by City, an award is made, and all conditions stated herein are satisfied. The City reserves the right to reject any or all SOQs, or to withhold the award for any reason it may elect, and to waive or decline to waive irregularities in any proposal.

IV. SCOPE OF SERVICES

The City of Flagstaff (the "City") invites interested professionals to submit a written Statement of Qualifications (SOQ) for performing annual construction materials testing services for infrastructure improvements in and for the City of Flagstaff, Arizona. The contract would be for a minimum term of three years. Within the three-year term, the contract shall be subject to annual renewals contingent upon successful performance reviews, generally based upon the quality, technical accuracy, timely completion and coordination of all services provided under this contract.

Firms must submit a SOQ that clearly demonstrates the firm's applicable competence, qualifications and relevant experience with construction materials and testing including being able to demonstrate adequate resources for delivery of the required services.

The scope of services required is consistent with the City of Flagstaff Agreement for Materials Testing Services contract, which is attached as a reference document and will be posted on the City of Flagstaff website along with the RSOQ as a related document.

Additional conditions and services will generally include, but may not be limited to,

1. Equipment and Laboratory Criteria
 - a. Provision of a laboratory facility located in Flagstaff. A physical facility is preferred however, a mobile laboratory suited for all necessary testing may be considered.
 - b. All laboratory equipment shall be calibrated annually. Verification of calibration is required. Ongoing maintenance of equipment is required. The City reserves the right to inspect laboratory facilities at any time.
 - c. Nuclear densometers are required for determining field density, moisture content and oil content and shall be stored and operated at all times in strict adherence to Arizona radiation regulatory agency requirements.
2. Personnel Qualifications and Personnel Performance Criteria
 - a. City desires that field personnel have ACI certification, NICET and/or ATTI certifications.
 - b. Ability to maintain strict adherence to industry accepted testing procedures and requirements when conducting and reporting test results.
 - c. Field personnel are required to meet a one-hour maximum response time between various project locations.
 - d. Ability to perform critical tests and sampling for asphalt (e.g. Marshall plug, oil content, gradation, stability/flow and voids) and to report lab results to the assigned City Inspector within four (4) hours of taking the sample.
 - e. Ability to perform critical tests and sampling for soils and aggregate base course (e.g. proctor, sieve, plasticity index and gradation) following initial testing and to report lab results to the assigned City Inspector within four (4) hours of taking the sample.

- f. Field personnel shall demonstrate having received safety training, competency in confined space entry, flagging and traffic control, trench excavations and general work zone safety
- g. Materials testing field personnel shall be able to demonstrate the ability to ;
 - i. accept direction from the City's Construction Manager
 - ii. function as a team member
 - iii. provide excellent customer service in all situations that arise on a construction site
 - iv. perform their duties as an extension of City staff
 - v. accept direction from City Inspectors as to frequency and location of tests and how to report failing tests to our customers
 - vi. read construction plans and specifications
 - vii. identify issues and to communicate their concerns to the City Inspector

3. Firms' Criteria

- a. All laboratory materials testing shall be conducted under the direct supervision of a Professional Engineer registered in the State of Arizona.
- b. Demonstrate that staff is skilled, knowledgeable and well trained in materials testing processes and protocols.
- c. Firms providing information in response to this RSOQ must be able to maintain a fully integrated training and quality control program, independently from the City.
- d. Materials testing services as provided by the private sector shall be a seamless extension of City staff performing quality assurance services on all projects permitted in the City right-of-way. These material testing services are not to be considered quality control services performed on behalf of the permitted contractor.
- e. Firm shall demonstrate their ability to perform testing accurately with attention to detail in both the laboratory and in the field.
- f. A minimum of two (2) materials testing field personnel shall be provided, solely dedicated to City projects from April 15 to December 15. The personnel shall be available to respond on an as need basis with a twenty-four (24) hour notice from December 15 through April 15.
- g. Firm must demonstrate the ability to adjust staffing level to accommodate fluctuations in workloads.
 - i. Regular attendance is a mandatory requirement of the service provided. Staff must be able to work weekends, holidays and night shifts.
- h. Demonstrate that field personnel have adequate construction site transportation, cell phones, necessary field testing equipment and safety clothing.
- i. Maintain accurate and complete records and reports
 - i. Submittal of test results to the City on a weekly basis