

MOHAVE COUNTY PROCUREMENT DEPARTMENT PRE-SUBMITTAL WEB CONFERENCE AGENDA

REVIEW

Job Order Contract: On-Call Flood Channel Grounds Maintenance
RFQ NO.: 2025-044-RFQ

DATE: May 15, 2025 TIME: 10:00 AM (Local AZ Time)

[Join the meeting now](#) - Meeting ID: 260 705 752 673 7 - Passcode: 5AJ7RL2V

1. **Greetings and Introductions:** Shelli Whaley, Procurement Department
 - a. Purpose of this pre-proposal conference – to answer questions openly and provide clarification on the RFQ.
 - b. No verbal statements made shall change the solicitation.
2. **RFQ Overview:**
 - a. Solicitation documents are available at: <https://procurement.opengov.com/portal/mohavecounty>
 - b. Mohave County is seeking statements of qualifications from qualified Contractors for a Job Order Contract (“JOC”) to provide Flood Channel Grounds Maintenance.
 - c. Overview of sections of the RFQ.
3. **RFQ Questions:**
 - a. All questions concerning the RFQ are to be submitted in writing, preferably through email or OpenGov.
 - b. Questions are due by 5:00PM on May 20, 2025.
 - c. Answers will be made through a solicitation addendum and will be made public.
4. **RFQ Submission:**
 - a. **SOQ Submittals are due May 28, 2025 at 2:00 p.m. Local AZ Time.**
 - b. Late submittals will not be considered for any reason.
 - c. Options for submission:
 - i. Submit electronically through the County's online bidding system at: <https://procurement.opengov.com/portal/mohavecounty>, or;
 - ii. Submit physically on paper through mail, delivery service, or in-person.
 - d. Kingman is considered rural by delivery carriers - express and next day not guaranteed.
 - e. The Evaluation of Proposals sections of the RFQ lists submittal requirements.
 - f. Check the County’s procurement portal before submitting a proposal, include any addenda that have been issued.
 - g. Do not use the Mohave County Seal in your proposal – use of the Seal is restricted.
5. **Evaluation and Award:**
 - a. Evaluation will be made by a committee that will rank the proposals according to the Evaluation of Proposals section of the RFQ, based on the information in your proposals.
 - b. County may negotiate with top-ranked offeror. If negotiations fail with the top-ranked offeror, County may move on to the next.
 - c. The Evaluation Committee’s recommendation for award requires approval by the Mohave County Board of Supervisors, anticipated at a Board meeting in July 2025.
6. Elaboration by Mohave County representatives.
7. Questions and Answers from vendors.