

**Request for Qualifications**  
Solicitation No.  
**ADSP017-00006796**  
Description:  
**2017 Annual Professional Services List**

Arizona Department of  
Administration  
**State Procurement Office**  
100 N 15th Ave., Suite 201  
Phoenix, AZ 85007

Attachment 1  
**Offer and Acceptance Form**

**SUBMISSION OF OFFER:** Undersigned hereby offers and agrees to provide qualifications for **2017 Annual Professional Services List** in compliance with the Solicitation indicated above and our Offer indicated by the latest dated version below:

Initial Offer:	1.	<b>2/14/2017</b>		
	date		initial	

**ACS Services LLC**

Offeror company name		
2235 W. Broadway Rd	Signature of person authorized to sign Offer	Initials
Mesa   AZ   85202	Annemarie Haenfler	Owner
263912833	Printed name and title	
	Annemarie Haenfler	Owner
	Contact name and title	
	annemarie@acsservicesllc.com	480 968 0190
	Contact Email Address	Contact phone number

**CERTIFICATION:** By signature in the above, Offeror certifies that it:

- will not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246, [Arizona] State Executive Order 2009-9 or A.R.S. §§ 41-1461 through 1465;
- has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted offer. Failure to provide a valid signature affirming the stipulations required by this clause will result in rejection of the Offer. Signing the Offer with a false statement will void the Offer, any resulting contract, and may be subject to legal penalties under law;
- complies with A.R.S. § 41-3532 when offering electronics or information technology products, services, or maintenance; and
- is not debarred from, or otherwise prohibited from participating in any contract awarded by federal, state, or local government.

**ACCEPTANCE OF OFFER:** State hereby **accepts the initial Offer**, Revised Offer, or Best and Final Offer identified by number **ADSP017-00006796** at the top of this form, and which was dated 02/14/17 (the Accepted Offer). Offeror is now bound (as Contractor) to carry out the Work under the attached Contract, of which the Accepted Offer forms a part. Contractor is cautioned not to commence any billable work or to provide any material or perform any service under the Contract until Contractor receives the applicable Order or written notice to proceed from Procurement Officer.

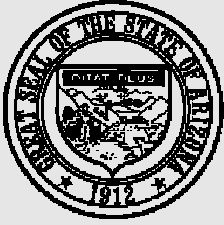
State's Contract No. is: **ADSP017-00006796**      The effective date of the Contract is: 04/03/17-01/31/18      Contract awarded 04/03/17

Procurement Officer signature

Gina DeCotiis

Procurement Officer printed name

Contract qualification award can be viewed at <https://spo.az.gov/procurement-services/professional-services>



**Request for Qualifications**  
Solicitation No.  
**ADSP017-00006796**  
Description:  
**2017 Annual Professional Services List**

Arizona Department of  
Administration  
**State Procurement Office**  
100 N 15th Ave., Suite 201  
Phoenix, AZ 85007

Attachment 2-A  
**Experience and Capacity**

STATE MAY DETERMINE YOUR SUBMITTAL IS NON-RESPONSIVE IF YOU DO NOT ANSWER ALL QUESTIONS FULLY.

**DEFINITIONS**

Architect Services, Engineer Services, Land Surveying Services, Assayer Services, Geologist Services and Landscape Architect Services: Those professional services within the scope of the practice of those services as provided in A.R.S § 32-101.

**Branch Office:** A geographically distinct place of business or subsidiary office of a firm that has a key role on the team.

**Discipline:** Primary technical capabilities of key personnel, as evidenced by academic degree, professional registration, certification, and/or extensive experience.

**Firm:** Defined in A.R.S § 32-101(B.13.).

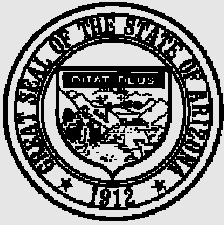
**Key Personnel:** Individuals who will have major contract responsibilities and/or provide unusual or unique expertise.

**Structure:** How a business is organized to accomplish its objectives (ie, Sole Proprietor, Limited Liability Company, Cooperative, Corporation, Partnership, S Corporation).

**1.0 Five (5) Example Projects**

List no more than five (5) **ARIZONA PROJECT** Example Projects Which Best Illustrate Firms Qualification for this contract in the chart provided below. Select project where multiple team members worked together, if possible, that demonstrate the team's capability to perform work similar to that required for this qualifications list contract. (NOTE: The integrity of the chart table columns shall remain unchanged, however the rows for each project may be expanded by the Offeror to accommodate the information).

- a. Title and Locations of project or contract. For an indefinite delivery contract, the location is the geographic scope of the contract.
- b. Enter the year completed of the professional services (such as planning, engineering study, or design), and/or the year completed if construction. If any of the professional services or the construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description of Project and Relevance to This Contract (block f).
- c. Project Owner or user, such as a government agency or installation, an institution, a corporation or private individual.
- d. Provide the original budget or not to exceed dollar amount for the project.
- e. Provide the Total Cost of the Project. If any of the professional services or construction projects is not complete, indicate the percentage complete and whether this project will be on budget, over or under budget.
- f. Brief Description: Indicate scope, size, and length of project, principle elements and special features of the project. Discuss the relevance of the example project to this contract.

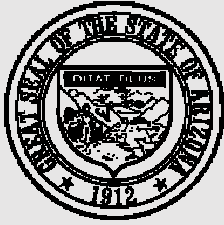


**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

**Example Projects Which Best Illustrate Firms Qualification**

Title and Location of Project	Design Completion Year	Construction Completion Year	Project Owner	Project Original Budget (or not to exceed amount)	Total Cost of the Project	Brief Description of Project
ADOT - AZ Temp Tech Contract #2017-007	Indefinite delivery contract	On-Going	ADOT	N/A	N/A - Starts 2017	Provision of qualified technical personnel to supplement ADOT personnel requirements on a project by project basis.
ADOT - AZ On Call Laboratory Referee Testing	Indefinite delivery contract	On Going	ADOT	N/A	\$18,800 in 2016	3 rd party Asphalt testing where disputed results exist on ADOT project sites
City of Phoenix On Call Contract	Indefinite delivery contract	2017	City of Phoenix, AZ	N/A	\$424,000 in 2016	Provision of qualified technical personnel to perform material testing on behalf of the city. Also perform Geotechnical design for various city projects.
City of Mesa On Call Contract	Indefinite delivery contract	On Going	City of Mesa, AZ	N/A	\$221,000 in 2016	Provision of qualified technical personnel to perform material testing on behalf of the city. Also perform Geotechnical design for various city projects.
University of Arizona - Bioscience Partnership 10 story building construction	On Call Contract	2017	U of A	\$190,000	\$200,000	Geotechnical design and Quality Assurance material testing during construction of 10 story building from ground up.



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

Attachment 2-A  
**Experience and Capacity**

STATE MAY DETERMINE YOUR SUBMITTAL IS NON-RESPONSIVE IF YOU DO NOT ANSWER ALL QUESTIONS FULLY.

**2.0 EMPLOYEES BY DISCIPLINE**

<b>Aeronautical Engineer</b>	<b>Electrical Engineer</b>	<b>Mechanical Engineer</b>
<b>Agricultural Engineer</b>	<b>Environmental Engineer</b>	<b>Metallurgical Engineer</b>
<b>Archeologist</b>	<b>Environmental Scientist</b>	<b>Mining Engineer</b>
<b>Architect</b>	<b>Fire Protection Engineer</b>	<b>Nuclear Engineer</b>
<b>Architectural Engineering</b>	<b>Geodetic Surveyor</b>	<b>Petroleum Engineer</b>
<b>Biologist</b>	<b>Geographic Information System Specialist</b>	<b>Photogrammetrist</b>
<b>CADD Technician</b>	<b>Geological Engineer</b>	<b>Project Manager</b>
<b>Chemical Engineer</b>	<b>Geologist</b>	<b>Sanitary Engineer</b>
<b>Civil Engineer</b>	<b>Hydrographic Surveyor</b>	<b>Soils Engineer</b>
<b>Construction Manager</b>	<b>Hydraulic Engineer</b>	<b>Structural Engineer</b>
<b>Construction Inspector</b>	<b>Hydrologist</b>	<b>Technician/Analyst</b>
<b>Control Systems Engineer</b>	<b>Industrial Engineer</b>	<b>Transportation Engineer</b>
<b>Cost Engineer/Estimator</b>	<b>Landscape Architect</b>	<b>Water Resources Engineer</b>

Enter requested information in the chart provided below:

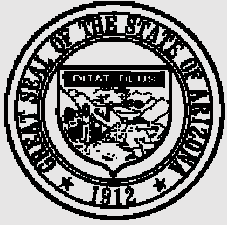
- a. Select disciplines from the List of Disciplines. For employees that do not qualify for any of the disciplines, select "Other".
- b. Each person can be counted only twice; once for his/her primary function and once for his/her secondary function. Primary and secondary functions should be indicated by including a "P" or an "S" in column b after the Description Title is given.
- c-d. If the form is completed for a firm (including all branch offices), enter the number of employees by disciplines in column c. If the form is completed for a branch office, enter the number of employees by discipline in column d and for the firm in column c. (NOTE: The Offeror may insert or delete rows in the existing Employees by Discipline chart table on page six (6 as necessary to complete the requirements for Question 2).

**EXAMPLE:**

PART 4 of the Solicitation Documents:  
 Offer Forms (Attachments)

Date: February 7, 2017  
 Page 5 of 35

**4**



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

a. Discipline Title	b. Function: Primary (P) or Secondary (S)	c. No. of Employees Firm	d. No. of Employees Branch
Geological Engineer	P	1	
Civil Engineer	P	2	
Project Manager	P	4	
Construction Inspector	P	2	
Technician/Analyst	P	12	
Other	P	9	
<b>Total</b>		30	



**Request for Qualifications**  
Solicitation No.  
**ADSP017-00006796**  
Description:  
**2017 Annual Professional Services List**

Arizona Department of  
Administration  
**State Procurement Office**  
100 N 15th Ave., Suite 201  
Phoenix, AZ 85007

### 3.0 FIRMS EXPERIENCE AND REVENUE

- a. [Firm shall complete the Excel spreadsheet titled "Amendment I Project Experience Number of Projects and Revenue", using same document title and upload in Excel format as an "Attachment" with firm's offer in ProcureAZ. \(NOTE: Amendment I version clarifies column instructions and additions of project experience categories\).](#)

### 4.0 FIRMS SERVICES

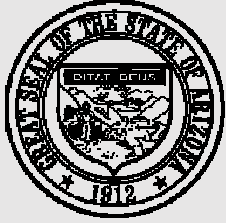
- a. Firm shall complete the Excel spreadsheet titled "**2017 Professional Services List of Firms Services**" [shall be completed and uploaded in Excel format only as an "Attachment" in ProcureAZ at time of offer submission.](#)

Amendment I ADSP017-0006796 Project Experience Number of Projects and Revenue  
ADSP017-0006796 2017 Annual Professional Services Qualifications List

ACS Services LLC

TYPE OF PROJECT	TOTAL NUMBER OF FIRM PROJECTS (ALL FIRM LOCATIONS) COMPLETED IN LAST THREE YEARS	Using the Revenue Index (Enter 1-10) indicate the approximate revenue the firm has earned over the last three years from ARIZONA ONLY state, municipal, federal etc. government projects only	Using the Revenue Index (Enter 1-10) indicate the approximate revenue the firm has earned over the last three years from ARIZONA ONLY non-government projects only	TYPE OF PROJECT	TOTAL NUMBER OF FIRM PROJECTS (ALL FIRM LOCATIONS) COMPLETED IN LAST THREE YEARS	Using the Revenue Index (Enter 1-10) indicate the approximate revenue the firm has earned over the last three years from ARIZONA ONLY state, municipal, federal etc. government projects only	Using the Revenue Index (Enter 1-10) indicate the approximate revenue the firm has earned over the last three years from ARIZONA ONLY non-government projects only
Acoustics, Noise Abatement				Land Surveying			
Activity Centers				Landscape Architecture			
Aerial Photography; Airborne Data and Imagery Collection and Analysis				LEED Accredited A/E			
Agricultural Development; Grain Storage; Farm Mechanization				LEED Independent 3rd Party Building Commissioning			
Air Pollution Control				Libraries; Museums; Galleries			
Airports; Navais; Airport Lighting; Aircraft Fueling				Lighting (Exteriors; Streets; Memorials; Athletic Fields, Etc.)			
Airports; Terminals and Hangars; Freight Handling				Lighting (Interior; Display; Theater, Etc.)			
Animal Facilities				Lighting (Cave; Cavern)			
Anti-Terrorism/Force Protection				Mapping Location/Addressing Systems			
Area Master Planning				Materials Handling Systems; Conveyors; Sorters			
Auditoriums and Theaters				Materials Testing			
Automation; Controls; Instrumentation				Measurement / Verification / Conservation Water Consumption			
Barracks; Dormitories				Medical Related			
Bridge Design; Bridges				Metallurgy			
Cartography				Mining and Mineralogy			
Cemeteries (Planning and Relocation)				Modular Systems Design; Pre-Fabricated Structures or Components			
Chemical Processing and Storage				Mold Investigation			
Child Care/Development Facilities				Museums			
Codes; Standards; Ordinances				Nuclear Facilities; Nuclear Shielding			
Cold Storage; Refrigeration and Fast Freeze				Office Buildings; Industrial Parks			
Commercial Building (Low Rise); Shopping Centers				Outdoor Recreation			
Communications Systems; TV; Microwave				Petroleum and Fuel (Storage and Distribution)			
Community Facilities				Phase I Environmental			
Computer Facilities				Photogrammetry			
Conservation and Resource Management				Pipelines (Cross-Country - Liquid and Gas)			
Construction Management				Plumbing and Piping Design			
Construction Materials Testing	1300	6	6	Pneumatic Structures, Air-Support Buildings			
Construction Surveying				Power Generation, Transmission, Distribution			
Controls and Electronics Engineer				Prisons and Correctional Facilities			
Corrosion Control; Cathodic Protection Electrolysis				Product, Machine Equipment Design			
Cost Estimating; Cost Engineering and Analysis; Parametric Costing; Forecasting				Public Safety Facilities			
Cryogenic Facilities				Radar; Sonar; Radio and Radar Telescopes			
Dams (Concrete; Arch)				Radio Frequency Systems and Shieldings			
Dams (Earth; Rock); Dikes; Levees				Railroad; Rapid Transit			
Desalination (Process and Facilities)				Recreation Facilities (Parks, Marinas, Etc.)			
Design & Planning Structured Parking Facilities				Refrigeration Plants/Systems			
Design-Build - Preparation of Requests for Proposals				Rehabilitation (Buildings; Structures; Facilities)			
Detention Security Systems				Research Facilities			
Digital Elevation and Terrain Model Development				Resources Recovery; Recycling			
Digital Orthophotography				Rivers; Canals; Waterways; Flood Control			
Dining Halls; Clubs; Restaurants				Roof Infrared Imaging to Identify Water Leaks			
Disability / Special Needs				Roofing			
Dredging Studies and Design				Safety Engineering; Accident Studies; OSHA Studies			
Ecological and Archeological Investigations				Security Systems; Intruder and Smoke Detection			
Educational Facilities; Classrooms				Seismic Designs and Studies	3		1
Electrical Studies and Design				Sewage Collection, Treatment and Disposal			
Electronics				Soils and Geologic Studies; Foundations	1000	2	6
Elevators; Escalators; People-Movers				Solar Energy Utilization			
Energy / Water Auditing Savings				Solid Wastes; Incineration; Landfill			
Energy Conservation; New Energy Sources				Special Environments; Clean Rooms, Etc.			
Environmental Impact Studies, Assessments or Statements				Specifications Writing	2	1	
Fallout Shelters; Blast-Resistant Design				Storm Water Handling and Facilities			
Fire Protection				Structural Design; Special Structures			
Fisheries; Fish Ladders				Surveying; Platting; Mapping; Flood Plain Studies			
Forensic Engineering	10	0	1	Sustainable Design			
Garages; Vehicles Maintenance Facilities; Parking				Swimming Pools			
Gas Systems (Propane; Natural, Etc.)				Testing and Inspection Services			
Geodetic Surveying; Ground and Airborne				Topographic Surveying and Mapping			
Heating; Ventilating; Air Conditioning				Towers (Self-Supporting and Guyed Systems)			
Highways; Streets; Airfield Paving; Parking Lots				Toxicology			
Historical Preservation				Traffic and Transportation Engineering			
Hospital and Medical Facilities				Traffic Studies			
Hotels; Motels				Transportation			
Housing (Residential, Multi-Family; Apartments; Condominiums)				Tunnels and Subways			
Hydraulics and Pneumatics				Urban Renewals; Community Development			
Hydrographic Surveying				Utilities (Gas and Steam)			
Industrial Buildings; Manufacturing Plants				Value Analysis; Life-Cycle Costing			
Industrial Processes; Quality Control				Warehouse and Depots			
Industrial Waste Treatment				Waste Water Treatment Facility			
Intelligent Transportation Systems				Water Resources; Hydrology; Ground Water			
Infrastructure				Water Supply; Treatment and Distribution			
Irrigation; Drainage				Water Well Rehabilitation; Water Well Work			
Judicial and Courtroom Facilities				Wind Tunnels; Research/Testing Facilities Design			
Laboratories; Medical Research Facilities				Zoning; Land Use Studies			
Labs - General							
Labs - Research - Dry							
Labs - Research - Wet							

Professional Services Index Number	Revenue
1.	Less than \$100,000
2.	\$100,000 to less than \$250,000
3.	\$250,000 to less than \$500,000
4.	\$500,000 to less than \$1 Million
5.	\$1 Million to less than \$2 Million
6.	\$2 Million to less than \$5 Million
7.	\$5 Million to less than \$10 Million
8.	\$10 Million to less than \$25 Million
9.	\$25 Million to less than \$50 Million
10.	\$50 Million or greater



**Request for Qualifications**  
Solicitation No.  
**ADSP017-00006796**  
Description:  
**2017 Annual Professional Services List**

Arizona Department of  
Administration  
**State Procurement Office**  
100 N 15th Ave., Suite 201  
Phoenix, AZ 85007

**EXPERIENCE REFERENCES:**

THE PRIME FIRM SHALL LIST A TOTAL OF THREE (3) CLIENT REFERENCES FOR ANY PROJECTS COMPLETED IN THE LAST YEAR BY THE FIRM (OR A BRANCH LOCATION). REFERENCES MAY BE CONTACTED BY ANY ELIGIBLE AGENCY.

1	Client Company/Address	Contact	Begin Date	End Date
	<b>University of Arizona</b>	<b>Jennifer Andrews</b>	<b>7/24/2014</b>	<b>1/30/2017</b>
	Phone Number	Email Address		
	<b>602 827 2246</b>	<b>Jenniferandrews@email.arizona.edu</b>		
	List project name, project location, original design fee, final design fee, construction costs (if applicable), and program facilities.			
	<b>Bio Science Partnership Building, 7th Street/Fillmore, Phoenix AZ - Fee - \$200,000</b>			
	Services performed similar to those described in Solicitation			
	<b>Geotechnical Investigation, Construction Materials Testing, Special Inspections</b>			
2	Client Company/Address	Contact	Begin Date	End Date
	<b>AZTEC Engineering</b>	<b>Curt Slagell</b>	<b>5/6/2014</b>	<b>6/5/2015</b>
	Phone Number	Email Address		
	<b>602 454 0402</b>	<b>cslagell@aztec.us</b>		
	List project name, project location, original design fee, final design fee, construction costs (if applicable), and program facilities.			
	<b>SR303L / I10 Ti Phase 2, Arizona - ADOT project - Fee - \$119,600</b>			
	Services performed similar to those described in Solicitation			
	<b>Geotechnical Drilling Engineering Services and Material Testing</b>			
3	Client Company/Address	Contact	Begin Date	End Date
	<b>Dibble Engineering</b>	<b>Bob Haneline</b>	<b>12/27/2016</b>	<b>1/30/2017</b>
	Phone Number	Email Address		
	<b>602 957 1155</b>	<b>Bob.haneline@dibblecorp.com</b>		
	List project name, project location, original design fee, final design fee, construction costs (if applicable), and program facilities.			
	<b>Goodyear Airport Drainage Improvements, City of Phoenix AZ - Fee - \$11,500</b>			
	Services performed similar to those described in Solicitation			
	<b>Geotechnical Investigation and Construction Material Testing</b>			

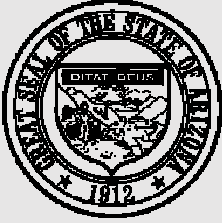




**Request for Qualifications**  
Solicitation No.  
**ADSP017-00006796**  
Description:  
**2017 Annual Professional Services List**

Arizona Department of  
Administration  
**State Procurement Office**  
100 N 15th Ave., Suite 201  
Phoenix, AZ 85007

**End of Attachment 2-A**



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

Attachment 2-B  
**Organization Profile**

STATE MAY DETERMINE YOUR PROPOSAL IS NON-RESPONSIVE IF YOU DO NOT ANSWER ALL QUESTIONS FULLY.

**ORGANIZATION PROFILE**

<b>Firm Name</b>	ACS Services LLC		<b>Year established</b>	2009
<b>Principal address (street, city, state)</b>	2235 West Broadway Rd, Mesa AZ 85202			
<b>Entity type:</b>	Limited Liability Company	<b>Structure:</b>	Limited Liability Company	
<b>Branch or Division:</b>	Sole Location	<b>Parent:</b>	N/A	
<b>Years the organization has conducted business in Arizona.</b>				8
Contract Representatives to Contact				
	Name	Title	Telephone Number	E-Mail Address
1.	Annemarie Haenfler	Owner	480 968 0190	annemarie@acsservicesllc.com
2.	Sean Mayfield	Operations Manager	480 968 0190	sean@acsservicesllc.com
3.		x	x	x
Firm Professional Licenses/Certifications (INCLUDE COPY OF DOCUMENT IN OFFER)				
	Description	Issuer	Number	Expiration
1.	Arizona Board of Technical Registration	State of Arizona	10150-0	4/30/2017
2.	Corporation Commission #	State of Arizona	L-1495002-0	N/A
3.	Class A General Engineering	AZ Register of Contractors	289631	1/31/2018
4.	US Army Core of Engineers	Concrete and Materials Branch		3/16/2018
5.	Water Well Drilling	AZ Department of Water Resources	854	6/30/2017

**End of Attachment 2-B**



**Request for Qualifications**  
Solicitation No.  
**ADSP017-00006796**  
Description:  
**2017 Annual Professional Services List**

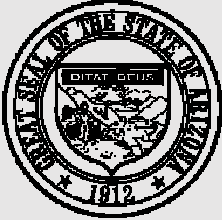
Arizona Department of  
Administration  
**State Procurement Office**  
100 N 15th Ave., Suite 201  
Phoenix, AZ 85007

Attachment 3-A  
**Method Proposal**  
(Method of Approach)

---

**RESERVED FOR AWARDED DESIGN PROFESSIONAL UPON SERVICE REQUEST**

**End of Attachment 3-A**



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

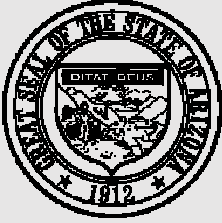
Attachment 3-B  
**Key Personnel Proposal**

Answer all questions thoroughly in the spaces provided. **Complete this form in full for each one of the key personnel who will participate in this contract.** Insert or attach a separate resume if desired, but any attached resumes are supplemental to this form and **do not substitute resumes for this form.** Offeror shall list any resume filename within the Key Personnel Form resume section and Attach as titled in ProcureAZ with offer. Resumes shall not be listed in Attachment 3-B as Supplements.

<b>1</b>	<b>Name:</b>	<b>Gene Hansen</b>	How long with company?	<b>5 years</b>
	Current position in company:	<b>Senior Engineer</b>	How long in position?	<b>5 years</b>
	Position for the Services:	<b>Geotechnical Engineer</b>	How much of time will be dedicated to the Services?	<b>20 %</b>
	What primary functions will be assigned?	<b>Geological Engineering, Soils reports and foundation design</b>		
	Describe person's experience in performing services like those that are to be assigned:	<b>Mr. Hansen has over 35 years in the industry and prepares over 200 soils reports a year ranging from house pad to 10 story buildings for the University of Arizona. He has also done engineering work for ADOT, City of Phoenix and the City of Mesa.</b>		
	List person's job-related training and education:	<b>B. S. Geology - University of Idaho</b> <b>M. S. Geological Engineering - University of Idaho</b> ADOT Training - Rock Blasting, Soils and Foundations, Geotextile Engineering, Construction Contract Claims, Drilled Shaft Construction, Drilled Shaft Design, Portland Cement Concrete, Geosynthetic Engineering, High Strength Bolts, Materials Control / Acceptance, PCCP Construction  FHWA Short Course - ASU Highway Materials Engineering		
	<b>Resume:</b>	<b>List filename</b>		

PART 4 of the Solicitation Documents:  
Offer Forms (Attachments)

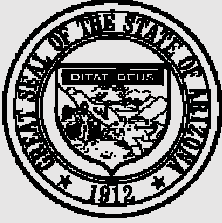
Date: February 7, 2017  
 Page 12 of 35



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

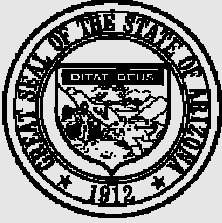
<b>2</b>	<b>Name:</b>	<b>Sean Mayfield</b>	How long with company?	<b>8 years</b>
	Current position in company:	<b>Operations and Project Manager</b>	How long in position?	<b>8 years</b>
	Position for the Services:	<b>Project Manager</b>	How much of time will be dedicated to the Services?	<b>25 %</b>
	What primary functions will be assigned?	<b>Manage Projects at Material Testing level, including client contact, dispatch, review and prepare required paperwork.</b>		
	Describe person's experience in performing services like those that are to be assigned:	<b>Mr. Mayfield with over 20 years in the industry has been in Construction Materials Testing Management for 15 years and project manages the material testing on several large projects pertaining to roadway work and vertical building at all times.</b>		
	List person's job-related training and education:	ATTI Field Level I  ACI Field Grade I  PTI Level 1 Testing  PTI Level 2 Testing  Radiation Safety short course, 01/1999  <b>In house Training:</b> Epoxy Inspection Rebar Inspection Bolt Inspection Weld Inspection, visual Site Investigations and soil boring extraction		
	<b>Resume:</b>	<b>List filename</b>		



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

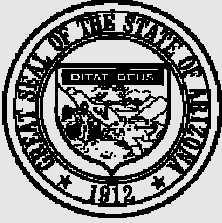
<b>3</b>	<b>Name:</b>	<b>Nathan Sorensen</b>	How long with company?	<b>5 years</b>
	Current position in company:	<b>Manager - Geological Engineering</b>	How long in position?	<b>4 years</b>
	Position for the Services:	<b>Project Manger</b>	How much of time will be dedicated to the Services?	<b>25 %</b>
	What primary functions will be assigned?	<b>Manage Geological Engineering Projects, including client contact, job requirements, equipment specifications, laboratory programming, job timing..</b>		
	Describe person's experience in performing services like those that are to be assigned:	<b>Responsible for project managing over 300 geological, drilling and civil engineering related projects per year.</b>		
	List person's job-related training and education:	<b>B.S. Civil Engineering</b> Arizona State University  <b>Registration:</b> Engineer in Training  <b>Certifications:</b> ATTI field, Current ACI field, Current CETCO waterproofing, Current Radiation Safety  <b>Technical Training:</b> CME 45 and 75 Rig Operation Mobile B59 Rig Operation Soils and Foundations Geo. report construction Laboratory Test Methods for Geo requirements		
	<b>Resume:</b>	<b>List filename</b>		



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

<b>4</b>	<b>Name:</b>	<input checked="" type="checkbox"/>	How long with company?	<input type="text" value="x years"/>
	Current position in company:	<input checked="" type="checkbox"/>	Current position in company:	<input checked="" type="checkbox"/>
	Position for the Services:	<input checked="" type="checkbox"/>	How much of time will be dedicated to the Services?	<input checked="" type="checkbox"/>
	What primary functions will be assigned?	<input checked="" type="checkbox"/>		
	Describe person's experience in performing services like those that are to be assigned:	<input checked="" type="checkbox"/>		
	List person's job-related training and education:	<input checked="" type="checkbox"/>		
	<b>Resume:</b>	<input type="text" value="List filename"/>		

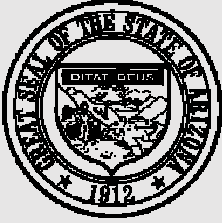


**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

<b>5</b>	<b>Name:</b>	<input checked="" type="checkbox"/>	How long with company?	<input checked="" type="checkbox"/> <b>x years</b>
	Current position in company:	<input checked="" type="checkbox"/>	Current position in company:	<input checked="" type="checkbox"/>
	Position for the Services:	<input checked="" type="checkbox"/>	How much of time will be dedicated to the Services?	<input checked="" type="checkbox"/>
	What primary functions will be assigned?	<input checked="" type="checkbox"/>		
	Describe person's experience in performing services like those that are to be assigned:	<input checked="" type="checkbox"/>		
	List person's job-related training and education:	<input checked="" type="checkbox"/>		
	<b>Resume:</b>	<input checked="" type="checkbox"/> <b>List filename</b>		

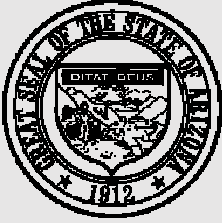




**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

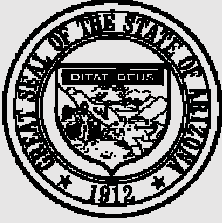
<b>6</b>	<b>Name:</b>	<input checked="" type="checkbox"/>	How long with company?	<input checked="" type="checkbox"/> <b>x years</b>
	Current position in company:	<input checked="" type="checkbox"/>	Current position in company:	<input checked="" type="checkbox"/>
	Position for the Services:	<input checked="" type="checkbox"/>	How much of time will be dedicated to the Services?	<input checked="" type="checkbox"/>
	What primary functions will be assigned?	<input checked="" type="checkbox"/>		
	Describe person's experience in performing services like those that are to be assigned:	<input checked="" type="checkbox"/>		
	List person's job-related training and education:	<input checked="" type="checkbox"/>		
	<b>Resume:</b>	<input checked="" type="checkbox"/> <b>List filename</b>		



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

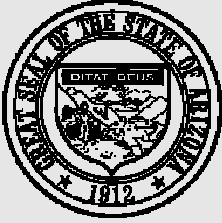
<b>7</b>	<b>Name:</b>	<input checked="" type="checkbox"/>	How long with company?	<input type="checkbox"/> <b>x years</b>
	Current position in company:	<input checked="" type="checkbox"/>	Current position in company:	<input checked="" type="checkbox"/>
	Position for the Services:	<input checked="" type="checkbox"/>	How much of time will be dedicated to the Services?	<input checked="" type="checkbox"/>
	What primary functions will be assigned?	<input checked="" type="checkbox"/>		
	Describe person's experience in performing services like those that are to be assigned:	<input checked="" type="checkbox"/>		
	List person's job-related training and education:	<input checked="" type="checkbox"/>		
<b>Resume:</b>	<input checked="" type="checkbox"/> <b>List filename</b>			



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

<b>8</b>	<b>Name:</b>	<input checked="" type="checkbox"/>	How long with company?	<input type="checkbox"/> <b>x years</b>
	Current position in company:	<input checked="" type="checkbox"/>	Current position in company:	<input checked="" type="checkbox"/>
	Position for the Services:	<input checked="" type="checkbox"/>	How much of time will be dedicated to the Services?	<input checked="" type="checkbox"/>
	What primary functions will be assigned?	<input checked="" type="checkbox"/>		
	Describe person's experience in performing services like those that are to be assigned:	<input checked="" type="checkbox"/>		
	List person's job-related training and education:	<input checked="" type="checkbox"/>		
<b>Resume:</b>	<input type="checkbox"/> <b>List filename</b>			



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

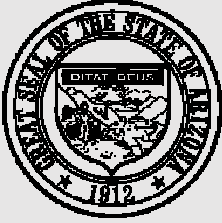
**ATTACHMENT 3-B SUPPLEMENTS:**

(For submission of additional Key Personnel qualifications beyond the number of forms provided in the Offer Documents: Offeror shall copy the Key Personnel Form in its entirety and complete in a separate Word Document for submission with the offer, and list file name below or type "None" on first line if not applicable. Offeror shall title Supplement(s) with the same title as named herein and upload with offer.)

	Title	Document Date	No. of pages	Purpose in Offer
1.	None	x	x	
2.	Enter or delete row if not needed			
3.	Enter or delete row if not needed			
4.	Enter or delete row if not needed			
5.	Enter or delete row if not needed			
6.	Enter or delete row if not needed			
7.	Enter or delete row if not needed			

**(NOTE: The Offeror may insert additional rows as required).**

**End of Attachment 3-B**



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

Attachment 3-C  
**Proposed Subcontractors**

**RESERVED FOR AWARDED DESIGN PROFESSIONAL UPON SERVICE REQUEST**

Check "NO" if you WILL NOT subcontract any portion of the Work and will therefore be carrying out all of the Work with your own personnel.

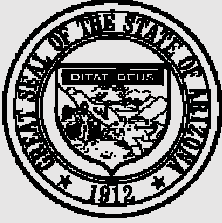
NO, the Offeror will not subcontract any portion of the Work.

If you WILL subcontract any portion of the Work, check "YES" below and list name of persons or companies you propose to use as subconsultants.

1. Fill in the information in the chart below for every proposed subcontractor – indicate the role and services work the subconsultant may provide in performing any of the services as outlined in the Requirements Document in the solicitation.
2. Offeror shall complete an Attachment 3-B Key Personnel Form in its entirety for each proposed subcontractor and submit with offer. The term "Subconsultant" shall be annotated in parenthesis after each subcontractor key personnel name typed in the "Name" section of the 3-B form.
3. State may demand additional information about proposed subcontractors as a precondition of award.

YES, the Offeror will use the Subcontractors listed below:

	Subcontractor Key Personnel Name; Subcontractor Firm Name and Contact Information	List Proposed Subcontractor Role(s) and Services	Capacity % Dedicated to Perform the Proposed Role/Service For Any Project Under This Contract
1.	Name		
2.	Name		
3.	Name		
4.	Name		
5.	Name		
6.	Name		
7.	Name		
8.	Name		
9.	Name		
10.	Name		



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

**ATTACHMENT 3-C SUPPLEMENTS:**

(Offeror to insert as required and list here or type "None" on first line. Offeror shall title any Supplement(s) with the same title as named herein and upload with offer.)

	Title	Document Date	No. of pages	Purpose in Offer
1.	None	x	x	x
2.	Enter or type "None for Sub #2"	x	x	x
3.	Enter or type "None for Sub #3"	x	x	x
4.	Enter or type "None for Sub #4"	x	x	x
5.	Enter or type "None for Sub #5"	x	x	x
6.	Enter or type "None for Sub #6"	x	x	x
7.	Enter or type "None for Sub #7"	x	x	x
8.	Enter or type "None for Sub #8"	x	x	x
9.	Enter or type "None for Sub #9"	x	x	x
10.	Enter or type "None for Sub #10"	x	x	x

**End of Attachment 3-C**



**Request for Qualifications**  
Solicitation No.  
**ADSP017-00006796**  
Description:  
**2017 Annual Professional Services List**

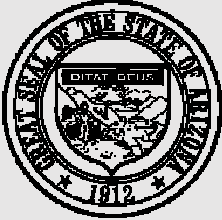
Arizona Department of  
Administration  
**State Procurement Office**  
100 N 15th Ave., Suite 201  
Phoenix, AZ 85007

Attachment 3-D  
Performance Guarantee

---

**RESERVED FOR AWARDED DESIGN PROFESSIONAL UPON SERVICE REQUEST**

**End of Attachment 3-D**



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

Attachment 3-E  
**Israel Boycott Form**

All materials submitted as part of a response to a solicitation are subject to Arizona public records law and will be disclosed if there is an appropriate public records request at the time of or after the award of the contract. Recently legislation has been enacted to prohibit the state from contracting with companies currently engaged in a boycott of Israel. To ensure compliance with A.R.S. §35-393.01. This form must be completed and returned with the response to the solicitation and any supporting information to assist the State in making its determination of compliance.

As defined by A.R.S. §35-393.01:

1. "Boycott" means engaging in a refusal to deal, terminating business activities or performing other actions that are intended to limit commercial relations with Israel or with persons or entities doing business in Israel or in territories controlled by Israel, if those actions are taken either:
  - (a) In compliance with or adherence to calls for a boycott of Israel other than those boycotts to which 50 United States Code section 4607(c) applies.
  - (b) In a manner that discriminates on the basis of nationality, national origin or religion and that is not based on a valid business reason.
2. "Company" means a sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, limited liability company or other entity or business association, and includes a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate.
3. "Direct holdings" means all publicly traded securities of a company that are held directly by the state treasurer or a retirement system in an actively managed account or fund in which the retirement system owns all shares or interests.
4. "Indirect holdings" means all securities of a company that are held in an account or fund, including a mutual fund, that is managed by one or more persons who are not employed by the state treasurer or a retirement system, if the state treasurer or retirement system owns shares or interests either:
  - (a) together with other investors that are not subject to this section.
  - (b) that are held in an index fund.
5. "Public entity" means this State, a political subdivision of this STATE or an agency, board, commission or department of this state or a political subdivision of this state.
6. "Public fund" means the state treasurer or a retirement system.
7. "Restricted companies" means companies that boycott Israel.
8. "Retirement system" means a retirement plan or system that is established by or pursuant to title 38.

**All offerors must select one of the following:**

- \_\_\_\_\_ My company **does not** participate in, and agrees not to participate in during the term of the contract a boycott of Israel in accordance with A.R.S. §35-393.01. I understand that my entire response will become public record in accordance with A.A.C. R2-7-C317.
- \_\_\_\_\_ My company **does** participate in a boycott of Israel as defined by A.R.S. §35-393.01. :

By submitting this response, proposer agrees to indemnify and hold the State, its agents and employees, harmless from any claims or causes of action relating to the State's action based upon reliance on the above representations, including the payment of all costs and attorney fees incurred by the State in defending such an action.

ACS Services LLC  
 \_\_\_\_\_  
 Company Name  
 2235 West Broadway Rd.  
 \_\_\_\_\_  
 Address  
 Mesa AZ 85202  
 \_\_\_\_\_  
 City State Zip

\_\_\_\_\_  
 Signature of Person Authorized to Sign  
 Annemarie Haenfler  
 \_\_\_\_\_  
 Printed Name  
 Owner/Principal  
 \_\_\_\_\_  
 Title

**End of Attachment 3-E**

PART 4 of the Solicitation Documents:  
 Offer Forms (Attachments)

Date: February 7, 2017  
 Page 24 of 35





**Request for Qualifications**  
Solicitation No.  
**ADSP017-00006796**  
Description:  
**2017 Annual Professional Services List**

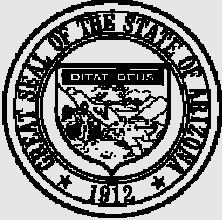
Arizona Department of  
Administration  
**State Procurement Office**  
100 N 15th Ave., Suite 201  
Phoenix, AZ 85007

Attachment 4  
Pricing Sheet

---

**RESERVED FOR AWARDED DESIGN PROFESSIONAL SERVICE ORDER CONTRACT**

**End of Attachment 4**



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

Attachment 5-A  
**Confidential Information Designation**

All materials submitted as part of a response to a solicitation are subject to Arizona public records law and will be disclosed if there is an appropriate public records request at the time of or after the award of the contract. Recognizing there may be materials included in a solicitation response that are proprietary or a trade secret, a process is set out in A.A.C. R2-7-103 (copy attached) that will allow qualifying materials to be designated as confidential and excluded from disclosure. For purposes of this process the definition of "trade secret" will be the same as that set out in A.A.C. R2-7-101(52).

Complete this form return it with your Offer along with the appropriate supporting information to assist State in making its determination as to whether any of the materials submitted as part of your Offer should be designated confidential because the material is proprietary or a trade secret and therefore not subject to disclosure.

STATE WILL NOT CONSIDER ANY MATERIAL IN YOUR OFFER "CONFIDENTIAL" UNLESS DESIGNATED ON THIS FORM.

**Check one of the following – if neither is checked, State will assume that as equivalent to "DOES NOT":**

<input checked="" type="radio"/>	This response DOES NOT contain proprietary or trade secret information. I understand that my entire response will become public record in accordance with A.A.C. R2-7-C317.
<input type="checkbox"/>	This response DOES contain trade secret information because it contains information that: <ol style="list-style-type: none"> <li>1. Is a formula, pattern, compilation, program, device, method, technique or process, AND</li> <li>2. Derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use; AND</li> <li>3. Is the subject of efforts by myself or my organization that are reasonable under the circumstances to maintain its secrecy.</li> </ol>

NOTE: Failure to attach an explanation may result in a determination that the information does not meet the statutory trade secret definition. All information that does not meet the definition of trade secret as defined by A.A.C. R2-7-101(52) will become public in accordance with A.A.C. R2-7-C317. State may make its own determination on materials in accordance with A.A.C. R2-7-103.

If State agrees with Offeror's designation of trade secret or confidentiality and the determination is challenged, the undersigned hereby agrees to cooperate and support the defense of the determination with all interested parties, including legal counsel or other necessary assistance.

By submitting this response, Offeror agrees that the entire Offer, including confidential, trade secret and proprietary information may be shared with an evaluation committee and technical advisors during the evaluation process. Offeror agrees to indemnify and hold State, its agents and employees, harmless from any claims or causes of action relating to State's withholding of information based upon reliance on the above representations, including the payment of all costs and attorney fees incurred by State in defending such an action.

**ACS Services LLC**

Offeror Company Name

2235 West Broadway Rd.

Address

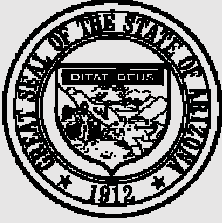
Signature of Authorized Person

Annemarie Haenfler

Printed Name

PART 4 of the Solicitation Documents:  
 Offer Forms (Attachments)

Date: February 7, 2017  
 Page 26 of 35



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

Mesa AZ 85202

Owner/Principal

City	State	Zip	Title
------	-------	-----	-------

**ATTACHMENT 5-A SUPPLEMENTS:**

(Offeror to insert as required and list here or type "None" on first line. Offeror shall title any Supplement(s) with the same title as named herein and upload with offer.)

	Title	Document Date	No. of pages	Purpose in Offer
1.	None	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2.	Enter or delete row if not needed			
3.	Enter or delete row if not needed			
4.	Enter or delete row if not needed			
5.	Enter or delete row if not needed			
6.	Enter or delete row if not needed			
7.	Enter or delete row if not needed			

**End of Attachment 5-A**



**Request for Qualifications**  
Solicitation No.  
**ADSP017-00006796**  
Description:  
**2017 Annual Professional Services List**

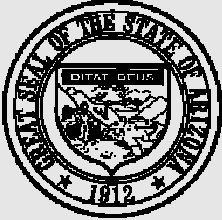
Arizona Department of  
Administration  
**State Procurement Office**  
100 N 15th Ave., Suite 201  
Phoenix, AZ 85007

*Copy of A.A.C. R2-7-103 [Confidential Information]  
as was current at time of Solicitation issuance*

PROVIDED FOR REFERENCE ONLY

- A. *If a person wants to assert that a person's offer, specification, or protest contains a trade secret or other proprietary information, a person shall include with the submission a statement supporting this assertion. A person shall clearly designate any trade secret and other proprietary information, using the term "confidential". Contract terms and conditions, pricing, and information generally available to the public are not considered confidential information under this Section.*
- B. *Until a final determination is made under subsection (C), an agency chief procurement officer shall not disclose information designated as confidential under subsection (A) except to those individuals deemed by an agency chief procurement officer to have a legitimate state interest.*
- C. *Upon receipt of a submission, an agency chief procurement officer shall make one of the following written determinations:*
1. *The designated information is confidential and the agency chief procurement officer shall not disclose the information except to those individuals deemed by the agency chief procurement officer to have a legitimate state interest;*
  2. *The designated information is not confidential; or*
  3. *Additional information is required before a final confidentiality determination can be made.*
- D. *If an agency chief procurement officer determines that information submitted is not confidential, a person who made the submission shall be notified in writing. The notice shall include a time period for requesting a review of the determination by the state procurement administrator.*
- E. *An agency chief procurement officer may release information designated as confidential under subsection (A) if:*
1. *A request for review is not received by the state procurement administrator within the time period specified in the notice; or*
  2. *The state procurement administrator, after review, makes a written determination that the designated information is not confidential.*

---



**Request for Qualifications**  
Solicitation No.  
**ADSP017-00006796**  
Description:  
**2017 Annual Professional Services List**

Arizona Department of  
Administration  
**State Procurement Office**  
100 N 15th Ave., Suite 201  
Phoenix, AZ 85007

Attachment 5-B  
**Conformance Statements**

STATE WILL NOT CONSIDER ANY EXCEPTIONS UNLESS DESIGNATED ON THIS FORM.

READ THE INSTRUCTIONS TO OFFERORS BEFORE TAKING ANY EXCEPTIONS – TAKING EXCEPTIONS CAN BE  
GROUNDS FOR STATE REJECTING YOUR OFFER IN EVALUATION.

**CONFORMANCE TO THE INSTRUCTIONS:**  
(PART 1 OF THE SOLICITATION)

Check one of the following – if neither is checked, State will assume that as equivalent to “YES”:



YES – Offeror acknowledges that it has read and understands the Solicitation Summary in Section 1-A of the Solicitation Documents and the Instructions to Offerors in Section 1-B of the Solicitation Documents and the and attests that its Offer complies with both.



NO – Offeror acknowledges that it has read and understands the Solicitation Summary in Section 1-A of the Solicitation Documents and the Instructions to Offerors in Section 1-B of the Solicitation Documents, and attests that its Offer complies with both EXCEPT FOR the exceptions listed in **Attachment 5-B Supplement 1**.

**CONFORMANCE TO THE CONTRACT TERMS AND CONDITIONS:**  
(PART 2 OF THE SOLICITATION)

Check one of the following – if neither is checked, State will assume that as equivalent to “YES”:



YES – Offeror acknowledges that it has read and understands the [AIA Documents \(for state agencies only\), and Special Terms and Conditions and the Uniform Terms and Conditions, along with their respective Exhibits and Appendices, in Part 2 of the Solicitation Documents](#) and attests that its Offer complies with both.



NO – Offeror acknowledges that it has read and understands the [AIA Documents \(for state agencies only\), and Special Terms and Conditions and the Uniform Terms and Conditions, along with their respective Exhibits and Appendices](#) in Part 2 of the Solicitation Documents and attests that its Offer complies with both EXCEPT FOR the exceptions listed in **Attachment 5-B Supplement 2**.

**CONFORMANCE TO THE TECHNICAL DOCUMENTS:**  
(PART 3 OF THE SOLICITATION)

Check one of the following – if neither is checked, State will assume that as equivalent to “YES”:



YES – Offeror acknowledges that it has read and understands the [Requirements Document and the Compensation Document](#) in Part 3 of the Solicitation Documents and attests that its Offer complies with both.

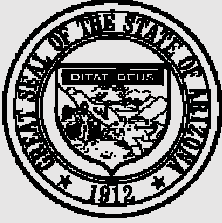


NO – Offeror acknowledges that it has read and understands the [Requirements Document and the Compensation Document](#), in Part 3 of the Solicitation Documents and attests that its Offer complies with both

PART 4 of the Solicitation Documents:  
Offer Forms (Attachments)

Date: February 7, 2017  
Page 29 of 35

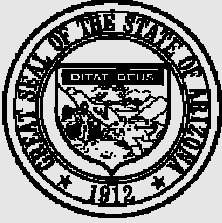
4



**Request for Qualifications**  
Solicitation No.  
**ADSP017-00006796**  
Description:  
**2017 Annual Professional Services List**

Arizona Department of  
Administration  
**State Procurement Office**  
100 N 15th Ave., Suite 201  
Phoenix, AZ 85007

EXCEPT FOR the exceptions listed in **Attachment 5-B Supplement 3**.



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

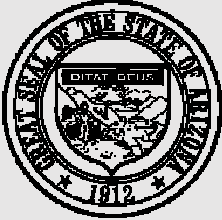
ATTACHMENT 5-B Supplement No. 1:  
**Exceptions to Instructions**

Article / Paragraph or Exhibit Reference	Proposed Changes / Alternate Language	Rationale for Proposed Change
<b>Section 1-A: Solicitation Summary</b>		
<input checked="" type="checkbox"/>	None	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	x	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	x	<input checked="" type="checkbox"/>
<b>Section 1-B: Instructions to Offerors</b>		
<input checked="" type="checkbox"/>	None	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	x	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	x	<input checked="" type="checkbox"/>

ACS Services LLC

Company Name

Signature of Person Authorized to Sign



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

ATTACHMENT 5-B Supplement No. 2:  
**Exceptions to Contract Terms & Conditions**

Article/ Paragraph or Exhibit Reference	Proposed Changes / Alternate Language	Rationale for Proposed Change
<b>Section 2-A: Special Terms &amp; Conditions</b>		
<b>x</b>	None	<b>x</b>
<b>x</b>	x	<b>x</b>
<b>x</b>	x	<b>x</b>
<b>x</b>	x	<b>x</b>
<b>x</b>	x	<b>x</b>
Article/ Paragraph or Appendix Reference	Proposed Changes / Alternate Language	Rationale for Proposed Change
<b>Section 2-B: Uniform Terms &amp; Conditions</b>		
<b>X</b>	None	<b>x</b>
<b>X</b>	x	<b>x</b>
<b>X</b>	x	<b>x</b>
Article/ Paragraph or Appendix Reference	Proposed Changes / Alternate Language	Rationale for Proposed Change
<b>Section 2-C: AIA Documents with AZ Modifications</b>		
<b>x</b>	None	<b>x</b>
<b>x</b>	x	<b>x</b>
<b>x</b>	x	<b>x</b>

ACS Services LLC

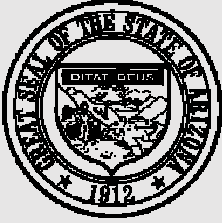
Company Name

Signature of Person Authorized to Sign

PART 4 of the Solicitation Documents:  
 Offer Forms (Attachments)

Date: February 7, 2017  
 Page 32 of 35





**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

ATTACHMENT 5-B Supplement No. 3:  
**Exceptions to Technical and Commercial**

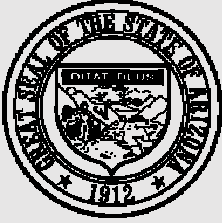
Article / Paragraph or Exhibit Reference	Proposed Changes / Alternate Language	Rationale for Proposed Change
<b>Section 2-A Scope of Work (Requirements Document)</b>		
<b>x</b>	None	<b>x</b>
<b>x</b>	x	<b>x</b>
<b>x</b>	x	<b>x</b>
<b>x</b>	x	<b>x</b>
<b>x</b>	x	<b>x</b>
<b>Section 2-B: Compensation Document</b>		
<b>x</b>	None	<b>x</b>
<b>x</b>	x	<b>x</b>
<b>x</b>	x	<b>x</b>
<b>x</b>	x	<b>x</b>
<b>x</b>	X	<b>x</b>

ACS Services LLC

Company Name

Signature of Person Authorized to Sign

**End of Attachment 5-B**



**Request for Qualifications**  
Solicitation No.  
**ADSP017-00006796**  
Description:  
**2017 Annual Professional Services List**

Arizona Department of  
Administration  
**State Procurement Office**  
100 N 15th Ave., Suite 201  
Phoenix, AZ 85007

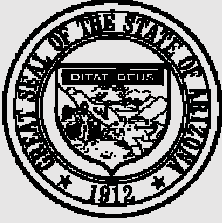
Attachment 5-C  
**Insurance Evidence**

---

**RESERVED FOR AWARDED DESIGN PROFESSIONAL UPON SERVICE REQUEST**

**End of Attachment 5-C**

---



**Request for Qualifications**  
 Solicitation No.  
**ADSP017-00006796**  
 Description:  
**2017 Annual Professional Services List**

Arizona Department of  
 Administration  
**State Procurement Office**  
 100 N 15th Ave., Suite 201  
 Phoenix, AZ 85007

Attachment 5-D  
**Offer Checklist**

STATE MAY DETERMINE YOUR PROPOSAL IS NON-RESPONSIVE IF YOU DO NOT SUBMIT ALL ATTACHMENTS.

	DOCUMENT	SUBMITTED
1.	Attachment 1: Offer and Acceptance Form	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
2.	Attachment 2-A: Experience and Capacity	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
3.	Attachment 2-A: References	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
4.	Attachment 2-B: Organization Profile	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
5.	Attachment 3-A: Method Proposal – <b>RESERVED FOR AWARD</b>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> <b>no</b>
6.	Attachment 3-B: Key Personnel Proposal	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
7.	Attachment 3-C: Proposed Subcontractors – <b>RESERVED FOR AWARD</b>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> <b>no</b>
8.	Attachment 3-D: Performance Guarantee – <b>RESERVED FOR AWARD</b>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> <b>no</b>
9.	Attachment 3-E: Israel Boycott Form	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
10.	Attachment 4: Pricing Sheet – <b>RESERVED FOR AWARD</b>	<input type="checkbox"/> YES, <input checked="" type="checkbox"/> <b>no</b>
11.	Attachment 5-A: Confidential Information Designation	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
12.	Attachment 5-B: Conformance Statements	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
13.	Attachment 5-C: Insurance Evidence – <b>RESERVED FOR AWARD</b>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> <b>no</b>
14.	Attachment 5-D: Offer Checklist	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
15.	Excel File: Project Experience Number of Projects and Revenue	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
16.	Excel File: 2017 Professional Services List of Firms Services	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no

**End of Attachment 5-D**

**End of Part 4**

PART 4 of the Solicitation Documents:  
 Offer Forms (Attachments)

Date: February 7, 2017  
 Page 35 of 35