



Request for Qualifications
 Solicitation No.
ADSP018-00007887
 Description:
2018 Professional Services List

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

Offer Forms
 (Attachments)
 Date: [January 8, 2018](#)

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Attachment 1
Offer and Acceptance Form

SUBMISSION OF OFFER: Undersigned hereby offers and agrees to provide qualifications for **2018 Annual Professional Services List** in compliance with the Solicitation indicated above and our Offer indicated by the latest dated version below:

Initial Offer:	1.	1/10/18	AGS	
	date		initial	

APMI, Inc

Offeror company name
8300 N. Hayden Rd Suite A-209
Address
Scottsdale, AZ 85258
City State ZIP
86-0479904
Federal tax identifier (EIN or SSN)



AGS
Signature of person authorized to sign Offer
Initials
Adam Siros, AIA Principal Architect
Printed name and title
Adam Siros, AIA Principal Architect
Contact name and title
asiros@apmi.com
Contact Email Address
480-998-0709
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 **ADSP018-00007887** at the top of this form, and which was dated 1/10/18 (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: **ADSP018-00007887** The effective date of the Contract: 1/30/18-1/30/19 Contract awarded: 1/30/18

<i>Sean Wulfekuhle</i>
Procurement Officer signature

Sean Wulfekuhle
Procurement Officer printed name

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



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Attachment 2-A
Experience and Capacity

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

DEFINITIONS

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.

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

Parent Company. Identify controlling company name in this field if the Firm is owned or controlled by another company.

Structure: How a business is organized to accomplish its objectives (ie, Sole Proprietor, Limited Liability Company, Cooperative, Corporation, Partnership, S Corporation). [See chart below for example:](#)

Entity Type	Structure
Corporation	S Corporation or C Corporation, or Professional Corporation
Cooperative	Cooperative
Partnership	General Partnership, Limited Partnership, Limited Liability Partnership, Limited Liability Limited Partnership
Sole Proprietor	Sole Proprietor
Limited Liability Company	Limited Liability Company or Professional Limited Liability Company

1.0 Five (5) Example Projects

List no more than five (5) example projects which best illustrate firm’s qualification for this contract [in the chart provided below](#). Select projects 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.



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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
Dispatch Office Remodel, COP. Phoenix, AZ	2012	2012	City Phoenix	\$100,000.00	Constructed by COP In-House Staff	APMI developed documents to expand the office and provide independent cooling for the space. Upgrades had to be completed in the evenings and over weekends due to their need of maintaining continuous operations. RELEVANCE <ul style="list-style-type: none"> • Building Assessment • ADA Upgrades • Projection of Costs • Preparation of Detailed CDs
Santa Fe Apartments Assessment, City of Phoenix, Phoenix, AZ	October 2014	N/A	City of Phoenix, Department Housing	\$1,679,000.00	N/A	The City needed to determine what would be required to bring each of the 310 housing units in the 17-building complex up to current standards. A Forensic Investigation was conducted, and a report made to include the existing condition evaluation, recommendation of work needed with a projection of construction cost. RELEVANCE <ul style="list-style-type: none"> • Building Assessment • Forensic Study • ADA Upgrades • Projection of Costs • Preparation of a Detailed Report
Okemah Vehicle Maintenance – Restroom Addition, Phoenix, AZ	2015	March 2016	City of Phoenix	\$381,875.00	\$450,000.00 (added Project Scope)	Existing restrooms were not ADA Compliant and did not meet the needs of the facility. New restrooms were designed to be fully ADA Compliant, accessible from both the interior and exterior of the building for field staff use. RELEVANCE



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						<ul style="list-style-type: none"> • ADA Upgrades for full Accessibility. • Provides both Interior and Exterior Access • Fleet Vehicles • 24/7 Operation during Construction
CNG Vehicle Maintenance Additions, COP, Phoenix, AZ	June 2015	March 2017	City of Phoenix	\$2,475,000.00	\$3,650,000.00 (\$1,125,000.00 Added scope March 2016)	<p>As the result of the study, two existing Vehicle Maintenance Facilities were targeted for additions. CNG Vehicle Maintenance requires attention to specific Building Codes that address explosive environments. The new additions had to address unleaded fuels (heavier than air) and CNG fuels (lighter than air) in order to ensure a safe working environment.</p> <p>RELEVANCE</p> <ul style="list-style-type: none"> • Building Assessment • CNG Code Compliance • ADA Upgrades • Projection of Costs • Preparation of Detailed CDs
ADA Surveys, JP Morgan Chase Bank, Throughout AZ, CA, NV & UT	Ongoing	Ongoing	JP Morgan Chase Bank, N.A.	Numerous Projects – Varying costs	Numerous Projects – Varying costs	<p>Since 2013, over 300 buildings have been surveyed to determine what improvements were required to ensure that each of the buildings were ADA Compliant. At issue is access to each building from the public right of way, access into the building and the ability for customers to transition through the building. Reports were developed, utilizing a “check-list” to illustrate each area of concern. Projects still underway and on budget.</p> <p>RELEVANCE</p> <ul style="list-style-type: none"> • Repeat Projects Since 2013 • Investigate Existing Conditions



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						<ul style="list-style-type: none">• Office Type Spaces Similar to COP ADA Compliance
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Attachment 2-A
Experience and Capacity

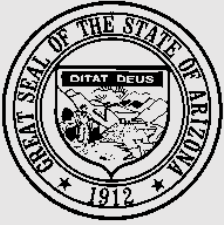
STATE MAY DETERMINE YOUR SUBMITTAL IS NON-RESPONSIVE IF YOU DO NOT ANSWER ALL QUESTIONS FULLY.

2.0 EMPLOYEES BY DISCIPLINE

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

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).



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EXAMPLE:

a. Discipline Title	b. Function: Primary (P) or Secondary (S)	c. No. of Employees Firm	d. No. of Employees Branch
Example: Architect	P	138	50-Yuma Branch 50-Tempe Branch 38 – Phoenix Branch
Example: Architect	S	20	5-Yuma Branch 5-Tempe Branch 5 – Phoenix Branch 5- Tucson Branch

a. Discipline Title	b. Function: Primary (P) or Secondary (S)	c. No. of Employees Firm	d. No. of Employees Branch
Architect	P	4	4-Scottsdale Branch
Architect	S	2	2-Flagstaff Branch
Project Manager	P	3	3-Scottsdale Branch
Project Manager	S	2	2-Flagstaff Branch
CADD Technician	P	3	3-Scottsdale Branch
Total		12	



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3.0 FIRMS EXPERIENCE AND REVENUE

- a. Firm shall complete the document titled "Project Experience Number of Projects and Revenue", using same document title and upload in .pdf format only as an "Attachment" with firm's offer in ProcureAZ.

4.0 FIRMS SERVICES

- a. Firm shall complete the Excel spreadsheet titled "**2018 Professional Services List of Firms Services**" using same document title and uploaded in Excel format only as an "Attachment" with firm's offer in ProcureAZ.



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5.0 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
	City of Phoenix	Ruth Spear	2016	March 2017
	Phone Number	Email Address		
	602-256-3442	ruth.spear@phoenix.gov		
<small>CN</small>				
List project name, project location, original design fee, final design fee, construction costs (if applicable), and program facilities (What were the uses, facilities, or activities that were built. For example; lift station, parking lot, bridge, playground, sewerage treatment plant, storm drainage, etc.)				
CNG Vehicle Maintenance Addition, City of Phoenix, \$132,000.00 original design fee, \$180,00(change of scope) final design fee, \$3,650,000.00 construction costs.				
Services performed similar to those described in Solicitation				
Full Architectural Services for Design and Construction Administration				
2	Client Company/Address	Contact	Begin Date	End Date
	City of Flagstaff	James Duval	June 2014	Sept 2016
	Phone Number	Email Address		
	928-213-2678	jduval@flagstaffaz.gov		
List project name, project location, original design fee, final design fee, construction costs (if applicable), and program facilities (What were the uses, facilities, or activities that were built. For example; lift station, parking lot, bridge, playground, sewerage treatment plant, storm drainage, etc.)				
Business Accelerator Facility, \$619,612.00 original design fee, \$619,612.00 final design fee, \$5,938,338.00 construction costs				
Services performed similar to those described in Solicitation				
Full Architectural Services for Design and Construction Administration				
3	Client Company/Address	Contact	Begin Date	End Date
	ASU	Mohammad Madjidi	June 2015	Dec 2016
	Phone Number	Email Address		
	480-965-1809	Mohammad.madjidi@asu.edu		

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List project name, project location, original design fee, final design fee, construction costs (if applicable), and program facilities (What were the uses, facilities, or activities that were built. For example; lift station, parking lot, bridge, playground, sewerage treatment plant, storm drainage, etc.).

Archival Library New Building, ASU East, Mesa, AZ, \$290,348.00 original design fee, \$290,348.00 final design fee, \$6,172,645.00 Construction costs

Services performed similar to those described in Solicitation

Full Architectural Services for Design and Construction Administration

End of Attachment 2-A

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Attachment 2-B Organization Profile

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

ORGANIZATION PROFILE

The firm shall complete a separate Organizational Profile document for each branch office.

Firm Name	APMI, Inc		Year established	1984
Principal address (street, city, state)	8300 N Hayden Rd. Suite A-209 Scottsdale, AZ 85258			
Entity type:	Architecture	Structure:	S Corporation	
Branch or Division:	Scottsdale	Parent Company:	N/A	
Years the organization has conducted business in Arizona.				<input checked="" type="checkbox"/>
Contract Representatives to Contact				
	Name	Title	Telephone Number	E-Mail Address
1.	Adam Siros	Principal	480-998-0709	asiros@apmi.com
2.	William Reilly	Principal	480-998-0709	wreilly@apmi.com
3.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Firm Professional Registration and Certifications (INCLUDE COPY OF DOCUMENT IN OFFER)				
	Description	Issuer	Number	Expiration
1.	Arizona Board of Technical Registration	State of Arizona	10661-0 (Scottsdale) 10661-1 (Flagstaff)	3/31/2018
2.	Arizona transaction privilege tax license or (if applicable) Arizona Corporate Commission Certificate of Good Standing	State of Arizona	07501426	12/31/2018

ATTACHMENT 2-B SUPPLEMENTS:

(For submission of additional Organizational Profile qualifications beyond the number of forms provided in the Offer Documents: Offeror shall copy the Organizational Profile form in its entirety and complete in a separate Document for submission with the offer or type "None" on first line if not applicable. Offeror shall title Supplement(s) with the same

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beginning title as named herein, number sequentially in accordance with the number of Organizational Profile forms submitting and upload with offer.).

Title	Document Date	No. of pages	Purpose in Offer
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(NOTE: The Offeror may insert additional rows as required).

End of Attachment 2-B



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Attachment 3-A
Method Proposal
(Method of Approach)

RESERVED FOR AWARDED DESIGN PROFESSIONAL UPON SERVICE REQUEST

End of Attachment 3-A

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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 and submit with firm's offer in ProcureAZ. Resumes shall not be listed in Attachment 3-B as Supplements.**

1	Name:	Adam Siros	How long with company?	9 years
	Current position in company:	Principal Architect / Architect of Record	How long in position?	9 years
	Position for the Services:	Project Manager / Project Architect	How much of time will be dedicated to the Services?	N/A %
	What primary functions will be assigned?	Project Manager / Project Architect		
	Describe person's experience in performing services like those that are to be assigned:	Adam Siros brings over nineteen years of design, production and construction administration experience to the project team. Mr. Siros' experience includes municipal facilities, corporate offices, financial institutions, data centers, semi-conductor facilities, and retail center projects. His responsibilities have included the coordination of projects from conception to closure, working closely with clients and their staff on a daily basis, coordinating consultants and orchestrating municipal requirements. Mr. Siros was the Project Manager for the projects listed in section 4.a.		



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List person's job-related training and education:	Arizona State University
Resume:	N/A

2	Name:	William Reilly	How long with company?	6 years
Current position in company:	Architect	How long in position?	6 years	
Position for the Services:	Architect	How much of time will be dedicated to the Services?	N/A %	
What primary functions will be assigned?	Architect			
Describe person's experience in performing services like those that are to be assigned:	<p>Mr. Reilly brings to APMI over 20 years of design, production and construction experience. Mr. Reilly's experience includes corporate offices, food service, financial institutions data centers and retail center projects. His responsibilities have included development of a project as a sole proprietor to managing design teams on major projects. Mr. Reilly has been very active in promoting sustainable design and directing the documentation required to obtain LEED Certified Projects. In addition to specific project responsibilities, Mr. Reilly is responsible for implementing universal design principals on APMI projects.</p>			



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List person's job-related training and education:	Bachelor of Architecture University of Oregon
Resume:	N/A

3	Name: Tony Siros	How long with company?	34 years
	Current position in company:	How long in position?	34 years
	Position for the Services:	How much of time will be dedicated to the Services?	N/A %
	What primary functions will be assigned? Architect		
	Describe person's experience in performing services like those that are to be assigned: Mr. Siros is a working principal, acting in the capacity of Project Manager and Architect to ensure that the ultimate project will be a success for the Client and APMI. This direct project involvement brings the Client and APMI together, working in a partnership, directed toward meeting the needs of the Client and completing the project on schedule and within budget.		

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List person's job-related training and education:	Bachelor of Architecture University of Illinois
Resume:	N/A

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	

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

End of Attachment 3-B

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Attachment 3-C
Proposed Subcontractors

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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.

<input type="checkbox"/>	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.

- 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.
- 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.
- State may demand additional information about proposed subcontractors as a precondition of award.

<input checked="" type="radio"/>	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.	TBD per State approval		
2.	TBD per State approval		
3.	TBD per State approval		

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

End of Attachment 3-C

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Attachment 3-D
Performance Guarantee

RESERVED FOR AWARDED DESIGN PROFESSIONAL UPON SERVICE REQUEST

End of Attachment 3-D

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**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.

APMI, Inc	
Company Name	Signature of Person Authorized to Sign
8300 N. Hayden Rd. Suite A-209	Adam Siros, AIA
Address	Printed Name
Scottsdale, AZ 85258	Principal Architect
City State Zip	Title

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End of Attachment 3-E

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Attachment 4
Pricing Sheet

RESERVED FOR AWARDED DESIGN PROFESSIONAL SERVICE ORDER CONTRACT

End of Attachment 4

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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"> 1. Is a formula, pattern, compilation, program, device, method, technique or process, AND 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 3. Is the subject of efforts by myself or my organization that are reasonable under the circumstances to maintain its secrecy.

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.

APMI, Inc Offeror Company Name	 Signature of Authorized Person
8300 N. Hayden Rd. Suite A-209 Address	Adam Siros Printed Name

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Request for Qualifications
 Solicitation No.
ADSP018-00007887
 Description:
2018 Professional Services List

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

Scottsdale, AZ 85258

Principal

City	State	Zip
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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"/>

End of Attachment 5-A

	<p style="text-align: center;">Request for Qualifications Solicitation No. ADSP018-00007887 Description: 2018 Professional Services List</p>	<p style="text-align: right;">Arizona Department of Administration State Procurement Office 100 N 15th Ave., Suite 201 Phoenix, AZ 85007</p>
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*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.*

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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 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 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.

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 Offer Forms (Attachments)

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

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

Article / Paragraph or Exhibit Reference	Proposed Changes / Alternate Language	Rationale for Proposed Change
Section 1-A: Solicitation Summary		
x	x	x
x	x	x
x	x	x
Section 1-B: Instructions to Offerors		
x	x	x
x	x	x
x	x	x

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

Article/ Paragraph or Exhibit Reference	Proposed Changes / Alternate Language	Rationale for Proposed Change
Section 2-A: Special Terms & Conditions		
x	x	x
x	x	x
x	x	x

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Article/ Paragraph or Appendix Reference	Proposed Changes / Alternate Language	Rationale for Proposed Change
Section 2-B: Uniform Terms & Conditions		
X	x	x
X	x	x
X	x	x

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

Article / Paragraph or Exhibit Reference	Proposed Changes / Alternate Language	Rationale for Proposed Change
Section 2-A Scope of Work (Requirements Document)		
x	x	x
x	x	x
x	x	x
Section 2-B: Compensation Document		
x	x	x
x	x	x
x	x	x

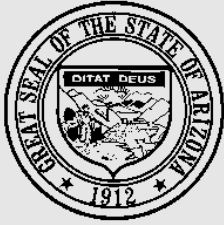
APMI, Inc

Company Name	 Signature of Person Authorized to Sign
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End of Attachment 5-B

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Request for Qualifications

Solicitation No.
ADSP018-00007887

Description:
2018 Professional Services List

Arizona Department of
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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.
ADSP018-00007887
Description:
2018 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 - SIGNED	<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 – RESERVED FOR AWARD	<input type="checkbox"/> YES <input checked="" type="checkbox"/> no
6.	Attachment 3-B: Key Personnel Proposal	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
7.	Attachment 3-C: Proposed Subcontractors – RESERVED FOR AWARD	<input type="checkbox"/> YES <input checked="" type="checkbox"/> no
8.	Attachment 3-D: Performance Guarantee – RESERVED FOR AWARD	<input type="checkbox"/> YES <input checked="" type="checkbox"/> no
9.	Attachment 3-E: Israel Boycott Form - SIGNED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
10.	Attachment 4: Pricing Sheet – RESERVED FOR AWARD	<input type="checkbox"/> YES, <input checked="" type="checkbox"/> no
11.	Attachment 5-A: Confidential Information Designation - SIGNED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
12.	Attachment 5-B: Conformance Statements - SIGNED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
13.	Attachment 5-C: Insurance Evidence – RESERVED FOR AWARD	<input type="checkbox"/> YES <input checked="" type="checkbox"/> no
14.	Attachment 5-D: Offer Checklist	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
15.	.pdf File: Number of Projects and Revenue	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
16.	Excel File: 2018 Professional Services List of Firms Services	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no

End of Attachment 5-D

End of Part 4

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ADSP018-00007787 Number of Projects and Revenue
 ADSP018-00007787 2018 Annual Professional Services Qualifications

FIRMS NAME (INSERT NAME):

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				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			
Electrical Studies and Design				Sewage Collection, Treatment and Disposal			
Electronics				Soils and Geologic Studies; Foundations			
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			
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				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			
Laboratories; Medical Research Facilities				Design			
Labs - General				Zoning; Land Use Studies			
Labs - Research - Dry							
Labs - Research - Wet							

Professional Services	Revenue
Index Number	
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

SAM Search Results
List of records matching your search for :

Search Term : apmi*
Record Status: Active

ENTITY [REDACTED] APMI GROUP, INC.	Status:Active
DUNS: 181454161 +4:	CAGE Code: 36XJ0 DoDAAC:
Expiration Date: Jul 26, 2018 Has Active Exclusion?: No Debt Subject to Offset?: No	
Address: 7700 OLD BRANCH AVE STE E202 City: CLINTON State/Province: MARYLAND ZIP Code: 20735-1609 Country: UNITED STATES	
ENTITY [REDACTED] APMI, Inc	Status:Active
DUNS: 148808561 +4:	CAGE Code: 7DMA2 DoDAAC:
Expiration Date: May 1, 2018 Has Active Exclusion?: No Debt Subject to Offset?: No	
Address: 8300 N Hayden Rd Ste A-209 City: SCOTTSDALE State/Province: ARIZONA ZIP Code: 85258-2481 Country: UNITED STATES	



Arizona State Board of Technical Registration

Firm Search Results

Name	City	State	Services/Discipline	Business Type	Registration Status
APMI, Inc.	Scottsdale	AZ		Firm Registration	Pending

1

New Search

Display Result: 10 ▾



Arizona State Board of Technical
Registration

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