(If a firm has branch offices, complete for each specific branch office seeking work.)

1. REVISED ADSPO13-00003465*: Annual Request for Qualifications*

a.	**FIRM** (OR BRANCH OFFICE) NAME:	CIVILTEC Engineering (Firm)
b.	FIRM (OR BRANCH OFFICE) STREET:	2050 N. Willow Creek Road
c.	FIRM (OR BRANCH OFFICE) CITY:	Prescott
d.	FIRM (OR BRANCH OFFICE) STATE:	Arizona
e.	FIRM (OR BRANCH OFFICE) ZIP CODE:	86301

f.	YEAR ESTABLISHED:	**1986**

(g1).	OWNERSHIP - TYPE:	Corporation
(g2)	OWNERSHIP - SMALL BUSINESS STATUS:	Small Business Application Pending

h.	POINT OF CONTACT NAME AND TITLE:	Richard Shroads, P.E. , R.L.S.
i.	POINT OF CONTACT TELEPHONE NUMBER:	928-771-2376
j.	POINT OF CONTACT E-MAIL ADDRESS:	rshroads@civiltecengineering.com

k.	NAME OF FIRM *(If block 1a is a branch office)*:	

REVISED ADSPO13-00003465*: Annual Request for Qualifications*

a.	FIRM (OR **BRANCH OFFICE**) NAME:	CIVILTEC Engineering (Branch)
b.	FIRM (OR BRANCH OFFICE) STREET:	9299 W. Olive Ave, Suite 405
c.	FIRM (OR BRANCH OFFICE) CITY:	Peoria
d.	FIRM (OR BRANCH OFFICE) STATE:	Arizona
e.	FIRM (OR BRANCH OFFICE) ZIP CODE:	85345

f. YEAR ESTABLISHED:

(g1).	OWNERSHIP - TYPE:	2002
(g2)	OWNERSHIP - SMALL BUSINESS STATUS:	Corporation

h.	POINT OF CONTACT NAME AND TITLE:	Chris Dusza, P. E., CFM
i.	POINT OF CONTACT TELEPHONE NUMBER:	623-582-0970
j.	POINT OF CONTACT E-MAIL ADDRESS:	cdusza@civiltecengineering.com

k.	NAME OF FIRM *(If block 1a is a branch office)*:	CIVILTEC Engineering

2. EMPLOYEES BY DISCIPLINE

a. Discipline Title	b. Function: Primary (P) or Secondary (S)	c. No. of Employees - Firm	d. No. of Employees - Branch
Civil Engineer	P	3	2
Civil Engineer	S	1	0
Land Surveyor	P	2	0
Land Surveyor	S	1	0
Geographic Information System	S	1	1
Water Resource Engineer	P	1	1
Project Manager	P	2	1
Project Manager	S	1	0
Construction Inspector	P	1	0
Construction Inspector	S	1	0
Total		14	5

3. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST YEAR

a. Approximate No. of Projects	b. Experience	c. Revenue Index Number *(see below)*
2	Construction Management	2
4	Construction Surveying	2
2	Highways, Streets, Airfield Paving, Parking Lots	3
3	Irrigation; Drainage	2
5	Land Surveying	2
1	Surveying, Platting, Mapping, Flood Plain Studies,	2
5	Topographic Survey & Mapping	3
2	Water Resources, Hydrology, Ground Water	2
1	Zoning; Land Use Studies	1

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

4. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (*Complete one Section 4 for each key person.)*

a. NAME	b. ROLE IN THIS CONTRACT	c. YEARS EXPERIENCE	
		1. TOTAL	2. WITH CURRENT FIRM
Richard Shroads	**Principal / Senior Engineer/ Survey Manager/**	30	27 w/ Civiltec

d. FIRM NAME AND LOCATION *(City and State)*
CIVILTEC Engineering, 2050 N. Willow Creek Road, Prescott, Arizona, 86301

e. EDUCATION *(DEGREE AND SPECIALIZATION)*

B.S. Civil Engineering

f. CURRENT PROFESSIONAL REGISTRATION *(STATE AND DISCIPLINE)*
AZ – Civil P.E. # 24601 /
CA – Civil P.E. #35447
AZ - RLS # 26405
CA – RLS # 5640

g. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

H. RELEVANT PROJECTS

1)

(1) TITLE AND LOCATION *(City and State)*
Chino Valley Bypass Corridor Study,
Yavapai County, AZ

(2) Year Completed - **2010**

Professional Services **Engineering**

Construction *(if applicable)*

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

Mr. Shroads was principal in charge for this planning study for a regional team composed of CYMPO, Yavapai County, Prescott Valley, Chino Valley, Dewey-Humbolt, Prescott and ADOT, which analyzed various alternative routes to provide a main north-south thoroughfare from the planned Great Western Boulevard corridor to the Road 5 North area of Chino Valley. The corridor study was also a continuation of the Regional Transportation Study (2030 Plan) which identified the transportation system needs for the movement of goods, services, and people throughout the Central Yavapai Region.
Project Cost = $200,000.

2)

(1) TITLE AND LOCATION *(City and State)*
Iron Springs Road,
Yavapai County, AZ

(2) Year Completed - **2012**

Professional Services **Engineering**

Construction *(if applicable)*

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

☐ **X** Check if project performed with current firm

Mr. Shroads was principal in charge as Civiltec recently completed plans, specifications, and the construction cost estimate for a 5.4 mile stretch of roadway construction for the Yavapai County Department of Public Works. The project entails full reconstruction of the County rural highway from just south of Prescott to the railroad overpass just north of Skull Valley. Project constraints include relatively high design speeds, sight distance issues, and very tight right-of-way limits due to adjoining public lands. Horizontal and vertical alignments were studied and adjusted using AASHTO standards. Super-elevation criteria were developed with County Public Works staff, and a full Design Concept Report (DCR) was prepared. Due to tight project right-of-way constraints and steep slope conditions, geotechnical creativity along with project retaining walls were decided upon to fit the roadway prism within these tight tolerances. Other slope stability methods were studied as alternatives such as soil nails, soil cement, and mechanically stabilized earth structures. Seismic refraction testing was done in order to support calculations for steep project excavations.
Project Cost = $250,000.

3)

(1) TITLE AND LOCATION *(City and State)*
North Plains Recharge Facility,
Town of Prescott Valley, Arizona

(2) Year Completed - **2012**

Professional Services **Engineering**

Construction *(if applicable)*

.(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE ☐ **X** Check if project performed with current firm

Mr. Shroads was principal for the North Plains Recharge Facility for the Town of Prescott Valley. The project included construction management services, inspection services, construction staking services and record plan development for this five basin, 70-acre reclaimed water recharge facility. The project was located along Coyote Wash and the Agua Fria River in Prescott Valley. The facility utilized 4,000 linear feet of 16 inch and 12 inch diameter fused HDPE transmission pipelines with plug valves, air release valves, automatic water surface elevation monitoring and telemetry, and 9,000 linear feet of access road from the Prescott Valley Wastewater Treatment Plant to the recharge pond gallery. This project enables Prescott Valley to achieve full recharge credits via USF permitting with Arizona Department of Water Resources. Project Cost = $150,000.

4)

(1) TITLE AND LOCATION *(City and State)*
Highway 69 Corridor Improvements
Town of Prescott Valley, Arizona

(2) Year Completed **2011**

Professional Services **Engineering/ Transportation**

Construction *(if applicable)*

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE ☐ **X** Check if project performed with current firm

Mr. Shroads was principal in charge as Civiltec completed 2 miles of roadway design and access management studies for a parallel roadway and parking facilities for the Highway 69 beautification corridor for Town of Prescott Valley. This was done through the creation of a Community Facilities District. The project included roadway design, hydrology studies and drainage system design, construction administration, and construction staking. Project Cost = $225,000.

5)

(1) TITLE AND LOCATION *(City and State)*
ASU Tempe Campus Mapping, Polytec Campus Mapping,
Arizona State University, Arizona

(2) Year Completed **2010**

Professional Services **Engineering / Surveying**

Construction *(if applicable)*

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE ☐ **X** Check if project performed with current firm

Mr. Shroads was principal in charge and survey manager as Civiltec set ground survey control and 3D aerial panel points for 1-foot, 40 scale aerial mapping. All mapping was coordinated with Arizona State University's Facilities Management Department. The University mandated the use of NAD 83 (1992) and NAVD'88. Civiltec also provided a geodetic analysis on coordinate systems from other surveying firms to mesh the use of multiple local coordinate systems. Project Cost =$150,000.

4. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (*Complete one Section 4 for each key person.)*

c. NAME	d. ROLE IN THIS CONTRACT	c. YEARS EXPERIENCE	
Chris Dusza	**Project Manager/ Senior Engineer**	2. TOTAL 20 yrs	2. WITH CURRENT FIRM 15 yrs w/ Civiltec

d. FIRM NAME AND LOCATION *(City and State)*
CIVILTEC Engineering, 9299 W. Olive Drive, Suite 405, Peoria, AZ 85345

e. EDUCATION *(DEGREE AND SPECIALIZATION)*

BS Degree Watershed Science

f. CURRENT PROFESSIONAL REGISTRATION *(STATE AND DISCIPLINE)*
AZ – Civil P.E. # 35885 / CFM – US # 05-01450

g. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

H. RELEVANT PROJECTS

	(1) TITLE AND LOCATION *(City and State)*	(2) Year Completed - **Ongoing**	
1)	**Shultz Area Flood Mitigation, Coconino County, AZ**	Professional Services **Engineering**	Construction *(if applicable)*

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE **X** Check if project performed with current firm

Mr. Dusza role as Project Manager is providing engineering project management, construction administration and construction observation services including engineering of the off-forest measures for Wupatki Trails Emergency Watershed Protection. Several Project sites are included this the overall project including, Campbell, Copeland and Brandes and Wapatki Trails. These projects includes an integrated watershed approach that ties watershed recovery efforts on forest to flow conveyance and flood protection measures in the neighborhoods. The overall project will reduce sediment loads originating in USFS lands and will safely convey flood waters through developed public and private lands. Project Cost = $250,000

	(1) TITLE AND LOCATION *(City and State)*	(2) Year Completed - **2011**	
2)	**Fry Wash Hydraulic Floodplain Analysis and Drainage Improvements, Cochise County, AZ**	Professional Services **Engineering**	Construction (*if applicable)*

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE ☐ **X** Check if project performed with current firm

Mr. Dusza's role included Senior Engineer & Project Manager. This project included funding from the City, County, and a CDBG Grant. Fry Wash is designated as FEMA Flood Hazard Area. The project included a HEC-RAS analysis of Fry Wash to determine the effects of channel and drainage structure (bridge and culvert crossing) improvements on the floodplain. Improvement plans were developed and constructed. The improvements included channelization and modifications to the existing bridge structures to improve capacity and minimize sediment build up. The bridges were be retrofitted with inlet throats, cutoff walls, and concrete bottoms. Project Cost =

	(1) TITLE AND LOCATION *(City and State)*	(2) Year Completed - **2011**
3)		

	Cliff Rose and Blackhawk Area Drainage Master Study, City of Prescott, AZ	Professional Services **Engineering**	Construction *(if applicable)*
	(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE ☐ **X** Check if project performed with current firm Mr. Dusza served as Senior Engineering and Project Manager for this project that included a hydrologic analysis of 20 drainage basins comprising 3.1 square miles of drainage area including tributaries to Willow Creek and Granite Creek. The modeling was completed using WMS (Watershed Modeling System) for the 2, 10, 25, 50, and 100 year events. 206 existing drainage structures were inventoried and analyzed for hydraulic capacities. A qualitative evaluation matrix was developed to select projects based on constructability, mitigation effects, construction costs, and maintenance. Project Cost = $150,000		
4)	(1) TITLE AND LOCATION *(City and State)* **Chino Valley Transportation Loop Project, Chino Valley, AZ**	(2) Year Completed **2013** Professional Services **Engineering/**	Construction *(if applicable)*
	(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE ☐ **X** Check if project performed with current firm Mr. Dusza served as Project Manager when Civiltec was selected by the Town of Chino Valley to provide 30% design of two new, rural roadways (3.3 miles) – Road 4 South from east of outlaw road to Peavine Trail & Peavine Trail from Road 4 South to Center Street. Services included hydrologic and hydraulic calculations for the sizing of 14 new drainage structures. Preservation of existing, historical drainage structures along Peavine Trail. 100% design of Center Street (1.2 miles). Civiltec also provided the design of new 6 barrel 8'x10' reinforced concrete box culvert at the Santa Cruz Wash crossing and CLOMR/LOMR process in order to update the floodplain and floodway as part of a detailed hydraulic analysis of the wash. A Cadastral survey was provided for the entire project and a detailed topographic survey along Center Street. Civiltec provided utility coordination for the entire project. Project Cost =$225,000		
5)	(1) TITLE AND LOCATION *(City and State)* **State Route 89 Mile Post 320 to 325, Yavapai County, AZ**	(2) Year Completed **2012** Professional Services **Engineering**	Construction *(if applicable)*
	(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE ☐ **X** Check if project performed with current firm As Project Manager, Mr. Dusza recently completed the design for a proposed roadway project located in Yavapai County SR 89, south of the Chino Valley Town Limits. This design project included constructing a new two lane road paralleling the existing two lane roadway, reconstructing the existing two lane roadway and constructing two roundabouts. This project will also construct a two lane road from the proposed Deep Well Ranch Road roundabout to Ruger Road. As a sub-consultant to Stanley Consultants, Civiltec was directly involved in performing hydrologic and hydraulic calculations for three driveway crossings, five roadway crossings, including two box culverts, and four median catch basins and storm drain pipes. Civiltec was also responsible for the utility coordination for the entire project and roadway design for 1.3 miles of the 4.65 mile project. Project Cost= $225,000.		

4. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (*Complete one Section 4 for each key person.)*

e. NAME	f. ROLE IN THIS CONTRACT	c. YEARS EXPERIENCE	
Andrew Shroads	**Project Engineer**	3. TOTAL 7	2. WITH CURRENT FIRM 7 w/ Civiltec

d. FIRM NAME AND LOCATION *(City and State)*
CIVILTEC Engineering, 9299 W. Olive Ave, #405, Peoria, AZ 85251

e. EDUCATION *(DEGREE AND SPECIALIZATION)*

BS Civil Engineering
MS Civil Engineering

f. CURRENT PROFESSIONAL REGISTRATION *(STATE AND DISCIPLINE)*
EIT - # 10887_
CFM - US-13-07037

g. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

AFMA, ASFPM

H. RELEVANT PROJECTS

1)

(1) TITLE AND LOCATION *(City and State)*
SR 89 – Deep Well Ranch Road to South Chino Valley Limits, Yavapai County, AZ

(2) Year Completed - **2013**

Professional Services **Engineering**

Construction *(if applicable)*

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

X Check if project performed with current firm

Andrew Shroads was Project Engineer for this project. The project included the design of a portion of a new two lane road paralleling the existing two lane roadway, hydrologic and hydraulic calculations for three driveway crossings, five roadway crossings, box culverts, catch basins and storm drain pipes. Andrew was also responsible for the utility coordination for the entire roadway project.
Project Cost = $240,000

2)

(1) TITLE AND LOCATION *(City and State)*
Prescott Airport, Prescott, AZ

(2) Year Completed - **2012**

Professional Services **Engineering**

Construction *(if applicable)*

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

☐ **X** Check if project performed with current firm

Andrew Shroads was Project Engineer for this project. He was primarily responsible for providing airspace analysis data per FAA guidelines, coordinating the AGIS submittal process and developing the needed data for the Instrument Landing Survey.

Civiltec provided all of the survey control and design survey for the lengthening of Runway 3R-21L. The survey included approximately 49,000 field observations in addition to ground control services for both high altitude and low altitude aerial imagery. Civiltec also provided base map preparation for the project, designed approximately 8,000 LF of 36" – 78" storm drain, and provided construction inspection and survey quality control checks per FAA guidelines, all of which Andrew assisted with.
Project Cost = $225,000

3)

(1) TITLE AND LOCATION *(City and State)*
Chino Valley Transportation Loop Project, Town of Chino Valley, AZ

(2) Year Completed - **2013**

Professional Services **Engineering**

Construction *(if applicable)*

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

[X] Check if project performed with current firm

Andrew Shroads was Project Engineer for this project. The scope of the project was to provide 30% design of two new, rural roadways (3.3 miles) – Road 4 South from east of outlaw road to Peavine Trail & Peavine Trail from Road 4 South to Center Street. Services included hydrologic and hydraulic calculations for the sizing of 14 new drainage structures, preservation of existing, historical drainage structures along Peavine Trail, and 100% design of Center Street (1.2 miles). Civiltec also provided the design of a new 6 barrel 8'x10' reinforced concrete box culvert at the Santa Cruz Wash crossing and CLOMR/LOMR process in order to update the floodplain and floodway as part of a detailed hydraulic analysis of the wash, which Andrew assisted with. A Cadastral survey was provided for the entire project and a detailed topographic survey along Center Street. Civiltec provided utility coordination for the entire project.

Project Cost = $200,000

4)

(1) TITLE AND LOCATION *(City and State)*

Wupatki Trails Channel, Coconino County, AZ

(2) Year Completed **2013- Ongoing**

Professional Services **Engineering**

Construction *(if applicable)*

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

[ ] X Check if project performed with current firm

Andrew Shroads was Project Engineer for this project. The housing development was subject to significant flooding problems. The existing drainage characteristics and improvement plans were reviewed to determine what drainage deficiencies existed. Significant errors were discovered in the original hydrologic analysis and drainage design for the subdivision.

His roles included the review of the existing improvement plans and drainage study for a recently built 52 lot subdivision in Coconino County, designing a cost-conscious, 4,000 LF channel lined with a with a turf reinforcement mat, performing hydraulic calculations for two road crossings, and utility coordination, including designing the channel in order to eliminate a costly fiber optic utility relocation.

Project Cost = $60,000

5)

(1) TITLE AND LOCATION *(City and State)*

I-10 Margret Hance Deck Park Tunnel

City of Phoenix, AZ

(2) Year Completed **2013 – Current**

Professional Services **Engineering**

Construction *(if applicable)*

(3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE

[ ] X Check if project performed with current firm

Andrew Shroads is Project Engineer for this project. The project scope includes repairing the existing drainage system along the north and south edges of the Deck Park Tunnel along I-10 and repairing one of the leaking bridge deck joints. Andrew is responsible for utility coordination, tremendous as-built plan research, field investigations, coordination with ADOT, City of Phoenix, and the Japanese Friendship Garden personnel, survey QA/QC, drainage repair designs, including details, drain board replacement, waterproofing, etc., and plan production.

Project Cost = $210,000

5. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present no more than five (5) projects. Complete one Section 5 for each project.)

a. TITLE AND LOCATION *(City and State)*	b. YEAR COMPLETED- **2013 - Ongoing**	
Shultz Area Flood Mitigation, Coconino County, AZ	PROFESSIONAL SERVICES **Engineering**	CONSTRUCTION *(If applicable)*

23. PROJECT OWNER'S INFORMATION

c .PROJECT OWNER	d .DOLLAR AMOUNT OF PROJECT	d. TOTAL COST OF PROJECT
Coconino County	**$250,000**	**$5.5 Million (to date)**

f. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and length of project)

Civiltec was selected to provide engineering project management, construction administration and construction observation services including engineering of the off-forest measures for Wupatki Trails Emergency Watershed Protection. Several Project sites are included this the overall project including, Campbell, Copeland and Brandes and Wapatki Trails. These projects includes an integrated watershed approach that ties watershed recovery efforts on forest to flow conveyance and flood protection measures in the neighborhoods. The overall project will reduce sediment loads originating in USFS lands and will safely convey flood waters through developed public and private lands.

5. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present no more than five (5) projects. Complete one Section 5 for each project.)

a. TITLE AND LOCATION *(City and State)*	b. YEAR COMPLETED **2012**	
North Plains Recharge Facility, Prescott Valley, AZ	PROFESSIONAL SERVICES **Engineering / Survey**	CONSTRUCTION *(If applicable)*

23. PROJECT OWNER'S INFORMATION

c .PROJECT OWNER	d .DOLLAR AMOUNT OF PROJECT	e. TOTAL COST OF PROJECT
Town of Prescott Valley	**$150.000**	**$2,000.000**

f. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and length of project)

Civiltec provided design peer review services, construction management services, inspection services, construction staking services and record plan development for this five basin, 70 acre reclaimed water recharge facility along Coyote Wash and the Agua Fria River in Prescott Valley. Project included use of 4,000 linear feet of 16 inch and 12 inch diameter fused HDPE transmission pipelines with plug valves, air release valves, automatic water surface elevation monitoring and telemetry, and 9,000 linear feet of access road from the Prescott Valley Wastewater Treatment Plant to the recharge pond gallery. This project enables Prescott Valley to achieve full recharge credits via USF permitting with Arizona Department of Water Resources.

5. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present no more than five (5) projects. Complete one Section 5 for each project.)

a. TITLE AND LOCATION *(City and State)*	b. YEAR COMPLETED **2013**	
Iron Springs Road Reconstruction	PROFESSIONAL SERVICES Engineering	CONSTRUCTION *(If applicable)*

23. PROJECT OWNER'S INFORMATION

c .PROJECT OWNER	d .DOLLAR AMOUNT OF PROJECT	f. TOTAL COST OF PROJECT
Yavapai County Dept. of Public Works	**$250,000.**	**$8.5 Million**

f. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and length of project)

Design of 5.4 miles of rural highway including heavy hillside grading issues, superelevation, 85,000 cubic yards of grading, 77,000 cubic yards hauloff, 5,400 yards milling hauled to a recieving roadway (Wagoner Road) , an existing dirt road. Included retaining wall design, profiles, new pavement, base, subgrade, widening from about 24' tottal to 24' travelled way+4 foot paved shoulders+4'unpaved shoulders totaling 40 foot prism. Some steep slopes (up to 0.50:1), restricted right-of-way, guard rails with 8' and 11' long posts for extra protection, hydrology, hydraulics, culvert design and reconstruction, erosion control, full set of ps&e's using Civil3D - developed cross sections and corridor modeling including superelevations, mass haul diagrams etc. using this software.

5. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present no more than five (5) projects. Complete one Section 5 for each project.)

a. TITLE AND LOCATION *(City and State)*	b. YEAR COMPLETED **2012**	
Earnest A.Love Airport Runway 3R – 21L RSA Improvements	PROFESSIONAL SERVICES **Engineering/ Survey / GIS**	CONSTRUCTION *(If applicable)*

23. PROJECT OWNER'S INFORMATION

c .PROJECT OWNER	d .DOLLAR AMOUNT OF PROJECT	d. TOTAL COST OF PROJECT
City of Prescott	**$225,000.**	**8.3 Million**

BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and length of project)

Civiltec provided all of the survey control and design survey for the lengthening of Runway 3R-21L. The survey included approximately 49,000 field observations in addition to ground control services for both high altitude and low altitude aerial imagery. Civiltec also provided airspace analysis data per FAA guidelines, base map preparation for the project, and AGIS processing. Civiltec also designed approximately 8,000 LF of 36" – 78" storm drain for this project. During construction Civiltec is provided construction inspection and survey quality control checks per FAA guidelines.

5. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present no more than five (5) projects. Complete one Section 5 for each project.)

a. TITLE AND LOCATION *(City and State)*	b. YEAR COMPLETED 2011	
Cliff Rose / Blackhawk Area Drainage Master Study	PROFESSIONAL SERVICES **Engineering**	CONSTRUCTION *(If applicable)*

23. PROJECT OWNER'S INFORMATION

c .PROJECT OWNER	d .DOLLAR AMOUNT OF PROJECT	d. TOTAL COST OF PROJECT
City of Prescott	$120,000.	**N/A**

f. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and length of project)

Hydrologic analysis of 20 drainage basins comprising 3.1 square miles of drainage area. Tributaries to Willow Creek and Granite Creek. Modeled with WMS (Watershed Modeling System), using HEC-1, 2,10,25,50,100 year 24 hour events. Rainfall losses modeled using SCS Curve No. Method. Soils from SCS Soil Survey of Yavapai County, Western Part. 206 existing drainage structures inventoried and analyzed hydraulic capacities. Qualitative Evaluation Matrix developed to select projects based on Constructability, Mitigation Effects, Construction Costs, and Maintenance. Preliminary (15%) Design Concepts prepared for top 2 project areas and preliminary cost estimates developed for funding requests from Yavapai County Flood Control District.

6. ADDITIONAL INFORMATION

a. PROVIDE ANY ADDITIONAL INFORMATION YOU FEEL MAY BE NECESSARY TO DESCRIBE YOUR FIRMS QUALIFICATIONS. *(ATTACH ADDITIONAL SHEETS AS NEEDED.)*

History - Civiltec Engineering, Inc. (Civiltec) was founded in 1986 on the principles of innovative thinking, premier quality, and a wide spectrum of experience in full service civil engineering, surveying and construction management throughout Arizona and California. We offer a project staff of talented and experienced civil engineers, certified floodplain managers, surveyors, designers, and drafters. We are not too big, so we can and will be there when needed in an efficient and affordable fashion. We are not too small, so we can provide you with the depth-of-bench needed to guarantee continuous service and adherence to the project schedule.

We strive to achieve a balance between form and function, budgets and best solutions, and passion and practicality. We are committed to building the right team for each project, tailored to the specific needs of our clients.

We are a financially strong and stable firm that has taken measures to stay one step ahead of our current economic climate. Our clients take comfort in the fact that we have a strong balance sheet. **Civiltec** is a "C" corporation organized under the laws of Arizona and is registered with the Arizona State Board of Technical Registration. Corporate ownership consists of Richard Shroads PE, RLS, President, W. David Byrum, PE, Senior Vice President, and Chris Dusza, PE, CFM, Vice President. **Civiltec** is committed to providing our clients with innovative, cost effective solutions on every project.

Services - We recognize that projects are becoming increasingly more complex, requiring a greater depth of expertise. We offer talented professionals that provide comprehensive multi-discipline services in the following areas.

- Drainage / Water Resources
- Transportation
- Survey and Right-of-way
- Water and Wastewater Engineering
- Land Development

Commitment - Civiltec professionals are energized and committed to providing every client with fresh innovative, consistent, superior engineering, and cost effective solutions on every project. Our teams are always committed to producing plans, specifications, reports and documents for its clients by communicating and troubleshooting early on in all their design to avoid construction problems or delays in the field. **Civiltec** promotes a decision making process based on the consensus of ideas and information from all project team members. This helps ensure that sound and intelligent recommendations and solutions are reached and have the best chance for success because they will also be supported by the involvement of the project team as a whole. Knowledge and communication are the foundation for successful problem avoidance and when necessary, sound and decisive problem resolution.

We believe the following project goals are key to formulating sound and cost effective solutions to design issues and potential problems and preparing an efficient design, thus ensuring the timely and successful completion of all projects we undertake:

- ✓ Completely understanding the project requirements.
- ✓ Identifying potential conflicts and design challenges early in the planning phase of the project.
- ✓ Listening to all team members.
- ✓ Utilizing the best available technical expertise and information.
- ✓ Communicating and sharing knowledge and information among all project team members.

The **Civiltec** Team proposes to follow a simple four part philosophy to promote the timely and successful completion of all projects we undertake; (1) we do our homework, (2) we listen, (3) we are committed to supporting all projects with the best technical and personnel resources at our disposal and (4) we communicate.

Technology Resources - Civiltec is equipped with state of the art computer systems, surveying instruments and software. We make use of the latest engineering software systems to keep our teams on the cutting edge of professional development. We prepare plans with the most current versions of both AutoCAD Civil 3D and MicroStation with InRoads.

Arizona Staff Matrix -

	Years of Experience	Registration	Transportation	Survey	Water	Wastewater	Drainage	Hydrology and Hydraulics	Land Development	Native American Tribes	Public Works	Construction Management	Construction Inspection	Administration	Business Development
KEY STAFF															
Richard Shroads PE, RLS President	30	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓
Christopher Dusza PE, CFM Vice President	20	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓		✓
Ken Davidson, RLS Head Surveyor	15	✓		✓					✓	✓	✓		✓		
Raymond Buettner Designer / Inspector	15		✓		✓	✓	✓		✓	✓	✓	✓	✓		
Mark Myers Designer	25		✓		✓	✓	✓		✓		✓		✓		
Andrew Shroads, EIT, CFM Staff Engineer	7	✓	✓		✓	✓	✓	✓			✓				
Ben Tilman, RLS Staff Surveyor	7	✓		✓					✓	✓	✓				
ADMINISTRATION / BUSINESS DEVELOPMENT															
Theresa Shroads	15													✓	
Loretta Flick	15														✓

Richard Shroads, PE, RLS, President (27 years at Civiltec)

Mr. Shroads has been involved in the Engineering and Public Works arena for 30 years and brings extensive experience associated with Public Works projects, transportation engineering, land surveying, water and wastewater projects, construction administration, inspection, project planning, project design, bidding, construction contract negotiations and other issues critical to most projects. He founded Civiltec 27 years ago.Mr. Shroads has personally engineered, designed, managed, and overseen construction of hundreds of projects throughout Arizona ranging from a recent ARRA mill and replacement project on Northern Avenue in Kingman to macro-rainwater harvesting plots in Chino Valley. He is an experienced Project Manager and offers valuable advice and assistance for project planning, design, specifications, bidding documents, construction management, inspection, and contractor negotiations. He has performed these services many, many times before. Clients also benefit from his knowledge of funding sources such as WIFA, CDBG grants and others. His experience in managing federally funded projects goes a long way as cities and towns become more dependent on new funding sources.

When taking on new public works projects, Mr. Shroads will find ways to provide safe public works solutions that protect the public, yet are real-world, common sense solutions that are affordable. Mr. Shroads and the entire Civiltec team offers clients our guarantee that while one eye is on good, solid, safe project designs, the other eye is watching clients' finances.

Chris Dusza, PE, CFM, Vice President (18 years at Civiltec)

Mr. Dusza is an experienced engineer and Certified Floodplain Manager who has designed and managed scores of Public Works projects in Yavapai County, Coconino County, Mohave County, Pinal County, Cochise County, and Maricopa County. He is a well-rounded, practical engineer with extensive experience in transportation engineering, water and wastewater engineering, drainage engineering, hydrologic and hydraulic analysis, and land development projects.

Mr. Dusza's wide variety of experience includes projects such as area master drainage studies and plans, new roadway designs, roadway reconstruction projects, small and large diameter water pipeline designs, sewer pipe bursting and main line and manhole relining projects and residential, commercial, and industrial land development projects. Currently Mr. Dusza is managing flood control projects for Coconino County, providing comprehensive management, design review, and construction administration services for the Emergency Watershed Protection program within the Schultz Fire project area.

Mr. Dusza's background includes serving as a Planning and Zoning Commissioner and employment with the Yavapai County Flood Control District. His specialty is drainage engineering and his project experience and expertise includes hydrologic and hydraulic modeling using HEC1, HEC RAS, and FLO2D. He also has extensive experience in floodplain delineations and mapping and map revision processing through FEMA. Currently Mr. Dusza is managing flood control projects for Coconino County, providing comprehensive management, design review, and construction administration services for the Emergency Watershed Protection program within the Schultz Fire project area.

Ken Davidson, RLS, Head Surveyor (8 years at Civiltec)

Mr. Davidson is responsible for the coordination of all field work, managing field crews, and is in charge of data management for all land surveying aspects of Civiltec projects. Mr. Davidson's experience includes boundary analysis, right of way establishment, easement establishment, planimetric surveys, ALTA/ACSM surveys, land title research, topographic surveys, aerial control surveys, construction surveys, land divisions, and map preparation. Mr. Davidson's recent project experience includes numerous on-call surveying projects for the Resolution Copper Mine in Superior, several ALTA/ACSM surveys and map preparation for commercial and residential properties in Yavapai County, design survey and construction staking for the Cliff Rose Drainage Improvement Project in Prescott, and design survey work for several road reconstruction projects in Prescott. Mr. Davidson is also currently providing part time construction inspection services for a runway lengthening project at the Prescott Airport and a road widening and reconstruction project in Yavapai County (Iron Springs Road).

Raymond Buettner, Designer, Inspector (15 years at Civiltec)

Mr. Buettner is a key member of our design team. He is responsible for project CAD management and plan production for the using the latest version of Civil3D by Autodesk (Version 2012). Over the years, Mr. Buettner has developed strong professional relationships with many of the governmental agency staff members through projects we have completed. He has designed and processed through ADEQ scores of water and wastewater projects for the past 15 years at our firm. His recent experience includes completion of 100% design plans for the 5.4 mile Iron Springs Road widening and reconstruction project, Cliff Rose Drainage Improvement Project, and the Blackhawk Drainage Improvement Project. He is currently providing construction inspection services for a runway widening project at the Prescott Airport and Iron Springs Project.

Mark Myers, Designer (2 years at Civiltec)

Mr. Myers has over 25 years of civil engineering experience. His primary role is to provide assistance with the CAD production of all Civiltec projects. Mr. Myers is an expert with Civil3D plan production. The use of Civil3D design elements with projects involving grading, pipes, channels, utilities, and roadways is especially useful because design changes can be made very easily and efficiently with automated updates throughout the plan set. This saves our clients time and money. Mr. Myers recent project experience includes completion of 100% design plans for the 5.4 mile Iron Springs Road widening and reconstruction project, Cliff Rose Drainage Improvement Project, and approximately 8,000 linear feet of large and small diameter storm drain improvements at the Prescott Airport. He was also a key team member for the recently completed Chino Valley Area Drainage Master Study.

Andrew Shroads, EIT, CFM, Staff Engineer (7 years at Civiltec)

Mr. Shroads holds a Master's Degree in Civil Engineering and recently passed his Professional Engineering license exam. Mr. Shroads experience includes preparation of area master drainage improvement plans, grading and drainage plans, ADOT highway improvements plans, water and sewer plans, improvement plans for large stormwater/recharge basins, storm drain hydraulic modeling and improvement plans, hydrologic and hydraulic modeling with HEC 1 and FLO2D, roadway design, and preparation of area drainage master studies. His recent project experience includes the Cliff Rose and Blackhawk ADMS and Drainage Improvements in Prescott, Ernest A. Love Field Storm Drain Improvements in Prescott, Lazy Loop Storm Drain Improvements in Chino Valley, Fort Valley Drainage Study and Floodplain Mapping in Coconino County, Pomona Valley Protective Association San Antonio Spreading Grounds Improvements and Repairs in Upland, CA, and the ADOT SR 89 widening project in Yavapai County.

Ben Tilman, RLS, Staff Surveyor (7 years at Civiltec)

Mr. Tilman is a Registered Surveyor responsible for all field surveying. He is our field survey party chief and is responsible for all data collection including survey observations, filed photographs, planimetric data, boundary data, and utility data. His expertise includes working with Trimble total station and GPS field data collection equipment and software. Mr. Tilman's recent project experience includes providing all field surveying services for numerous Resolution Copper Mine survey projects in Superior, topographic surveying for Willow Lake Water Main Project in Prescott, topographic, planimetric, and construction surveying for the Cliff Rose Drainage Improvement Project in Prescott, and collection of thousands of field observations for the runway lengthening and development of new FAA instrument procedures at the Prescott Airport.

7. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS

a.	Percentage of Total Work Attributable to State, Federal and Municipal Government Work:	90 %
b.	Percentage of Total Work Attributable to Non-Government Work:	10 %

8. AUTHORIZED REPRESENTATIVE. The foregoing is a statement of facts.

Signature: [signature] Date: 12-9-13

Name: CHRIS DUSZA Title: V.P.

REVISED - Attachment II - Qualifications Form

Please provide your responses only in the orange shaded cells in **Tabs 1 and 2** (see tabs below). ***IT IS IMPORTANT THAT YOU NOT ADD OR DELETE ANY COLUMNS OR CELLS.*** The State intends to download this information into a database to make searching for firms on the list more manageable for contract customers.

Tab 1	
Date:	Nov. 18, 2013
Submitter Firm Name:	CIVILTEC Engineering
Which service(s) are you qualified to perform? *Place an "X" in the appropriate boxes.*	
Architect services	
Assayer services	
Engineer services	X
Geologist services	
Landscape architect services	
Land surveying services	X
Indicate which Regions you prefer to work in: *Place an "X" in the appropriate boxes.*	
Phoenix Metro Area	X
Tucson and surrounding areas	X
Flagstaff and surrounding areas	X
Yuma and surrounding areas	
Statewide	
Indicate Project Cost Range preference(s) below: *Place an "X" in the appropriate boxes.*	
50,000 - 100,000	X
101,000 - 400,000	X
401,000 - 1,000,000	X
Next to the appropriate Disciplines below, enter an ***I for In-House*** *or* ***C for provision through a Consultant***. If the Discipline is not provided by your firm, *leave the box blank.*	
Discipline	**I, C or Blank**
Aeronautical Engineer	
Agricultural Engineer	
Archeologist	C
Architect	C
Architectural Engineering	
Biologist	
CADD Technician	I
Chemical Engineer	
Civil Engineer	I
Constructin Manager	I
Construction Inspector	I
Control Systems Engineer	
Cost Engineer/Estimator	I
Ecologist	
Electrical Engineer	C
Environmental Engineer	C
Environmentl Scientist	
Fire Protection Engineer	C
Geodetic Surveyor	I
Geographic Information System Specialist	I
Geological Engineer	C
Geologist	C
Hydorgraphic Surveyor	I
Hydraulic Engineer	I
Hydrologist	I

REVISED - Attachment II - Qualifications Form

Industrial Engineer	
Landscape Architect	C
Mechanical Engineer	C
Metallurgical Engineer	
Mining Engineer	
Nuclear Engineer	
Petroleum Engineer	
Photogrammetrist	C
Project Manager	I
Sanitary Engineer	
Soils Engineer	C
Structural Engineer	C
Technician/Analyst	
Transportation Engineer	I
Water Resources Engineer	I

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Please provide your responses only in the orange shaded cells in **Tabs 1 and 2** (see tabs below). ***IT IS IMPORTANT THAT YOU NOT ADD OR DELETE ANY COLUMNS OR CELLS.*** The State intends to download this information into a database to make searching for firms on the list more manageable for contract customers.

Tab 2

Indicate which of the areas before in which you have experience: *Place an "X" in the appropriate boxes below.*

Acoustics, Noise Abatement		Labs - Research - Dry	
Activity Centers		Labs Research - Wet	
Aerial Photography; Airborne Data and Imagery		Land Surveying	x
Agricultural Development; Grain Storage; Farm		Landscape Architecture	
Air Pollution Control		LEED Accredited A/E	
Airports; Navaids; Airport Lighting; Aircraft Fueling		LEED Independent 3rd Party Building	
Airports; Terminals and Hangars; Freight Handling	x	Libraries; Museums; Galleries	
Animal Facilities		Lighting (Exteriors; Streets; Memorials; Athletic	
Anti-Terrorism/Force Protection		Lighting (Interior; Display; Theater, Etc.)	
Area Master Planning	x	Mapping Location/Addressing Systems	x
Auditoriums/Theatres		Materials Handling Systems; Conveyors; Sorters	
Automation; Controls; Instrumentation		Materials Testing	
Barracks; Dormitories		Measurement / Verification / Conservation Water	
Bridge Design		Medical Related	
Cartography	x	Metallurgy	
Cemeteries (Planning & Relocation)		Mining & Mineralogy	
Chemical Processing & Storage		Modular Systems Design; Pre-Fabricated Structures	x
Child Care/Development Facilities	x	Mold Investigation	
Codes; Standards; Ordinances	x	Museums	
Cold Storage; Refrigeration and Fast Freeze		Nuclear Facilities; Nuclear Shielding	
Commercial Building (low rise); Shopping Centers	x	Office Buildings; Industrial Parks	x
Community Facilities	x	Outdoor Recreation	x
Communications Systems; TV; Microwave		Petroleum and Fuel (Storage and Distribution)	
Computer Facilities		Phase I Environmental	
Conservation and Resource Management	x	Photogrammetry	
Construction Management	x	Pipelines (Cross-Country - Liquid & Gas)	x
Construction Materials Testing		Plumbing & Piping Design	
Construction Surveying	x	Pneumatic Structures, Air-Support Buildings	
Controls and Electronics Engineer		Power Generation, Transmission, Distribution	
Corrosion Control; Cathodic Protection; Electrolysis		Prisons & Correctional Facilities	
Cost Estimating; Cost Engineering and Analysis;	x	Product, Machine Equipment Design	
Cryogenic Facilities		Public Safety Facilities	
Dams (Concrete; Arch)		Radar; Sonar; Radio & Radar Telescopes	
Dams (Earth; Rock); Dikes; Levees		Radio Frequency Systems & Shieldings	
Desalinization (Process & Facilities)		Railroad; Rapid Transit	
Design & Planning Structured Parking Facilities		Recreation Facilities (Parks, Marinas, Etc.)	x
Design-Build - Preparation of Requests for Proposals		Refrigeration Plants/Systems	
Detention Security Systems		Rehabilitation (Buildings; Structures; Facilities)	
Digital Elevation and Terrain Model Development	x	Research Facilities	
Digital Orthophotography		Resources Recovery; Recycling	
Dining Halls; Clubs; Restaurants		Rivers; Canals; Waterways; Flood Control	x
Disability / Special Needs		Roof Infrared Imaging to Identify Water Leaks	
Dredging Studies and Design		Roofing	
Ecological & Archaeological Investigations		Safety Engineering; Accident Studies; OSHA	
Educational Facilities; Classrooms	x	Security Systems; Intruder & Smoke Detection	
Electrical Studies and Design		Seismic Designs & Studies	

REVISED Attachment II - Qualifications Form

Electronics		Sewage Collection, Treatment and Disposal	
Elevators; Escalators; People-Movers		Soils & Geologic Studies; Foundations	
Energy / Water Auditing Savings		Solar Energy Utilization	
Energy Conservation; New Energy Sources		Solid Wastes; Incineration; Landfill	
Environmental Impact Studies, Assessments or		Special Environments; Clean Rooms, Etc.	
Fallout Shelters; Blast-Resistant Design		Specifications Writing	x
Fire Protection		Storm Water Handling & Facilities	x
Fisheries and Fish Ladders		Structural Design; Special Structures	
Forensic Engineering		Surveying; Platting; Mapping; Flood Plain Studies	x
Garages; Vehicles Maintenance Facilities; Parking		Sustainable Design	
Gas Systems (Propane; Natural; Etc.)		Swimming Pools	
Geodetic Surveying: Ground and Aireborn	x	Testing & Inspection Services	
Heating; Ventilating; Air Conditioning		Topographic Surveying and Mapping	x
Highways; Streets; Airfield Paving; Parking Lots	x	Towers (Self-Supporting & Guyed Systems)	
Historical Preservation		Toxicology	
Hospital & Medical Facilities		Traffic & Transportation Engineering	x
Hotels; Motels		Traffic Studies	
Housing (Residential, Multi-Family; Apartments;		Transportation	x
Hydraulics & Pneumatics	x	Tunnels & Subways	
Hydrographic Surveying	x	Urban Renewals; Community Development	
Industrial Buildings; Manufacturing Plants		Utilities (Gas and Steam)	
Industrial Processes; Quality Control		Value Analysis; Life-Cycle Costing	
Industrial Waste Treatment		Warehouses & Depots	
Infrastructure	x	Waste Water Treatment Facility	x
Intelligent Transportation Systems		Water Resources; Hydrology; Ground Water	x
Irrigation; Drainage	x	Water Supply; Treatment and Distribution	x
Judicial and Courtroom Facilities		Water Well Rehabilitation; Water Well Work	x
Laboratories; Medical Research Facilities		Wind Tunnels; Research/Testing Facilities Design	
Labs - General		Zoning; Land Use Studies	x