



ATTACHMENT I – General Qualifications
ANNUAL REQUEST FOR QUALIFICATIONS AND EXPERIENCE NO:
ADSP015-00004729

STATE PROCUREMENT OFFICE
Department of Administration
100 North 15th Avenue, Suite 201
Phoenix, Arizona 85007

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

1. Annual Request for Qualifications

a. FIRM (OR BRANCH OFFICE) NAME:	HDA Architects, LLC
b. FIRM (OR BRANCH OFFICE) STREET:	459 N. Gilbert Road, Suite C-200
c. FIRM (OR BRANCH OFFICE) CITY:	Gilbert
d. FIRM (OR BRANCH OFFICE) STATE:	AZ
e. FIRM (OR BRANCH OFFICE) ZIP CODE:	85234
f. YEAR ESTABLISHED:	1989
(g1). OWNERSHIP - TYPE:	Limited Liability Corporation
(g2) OWNERSHIP - SMALL BUSINESS STATUS:	N/A
h. POINT OF CONTACT NAME AND TITLE:	Bruce Scott, Principal
i. POINT OF CONTACT TELEPHONE NUMBER:	480.539.8800
j. POINT OF CONTACT E-MAIL ADDRESS:	bruces@hd-architects.com
k. NAME OF FIRM (If block 1a is a branch office):	N/A



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2. EMPLOYEES BY DISCIPLINE

a. Discipline Title	b. Function: Primary (P) or Secondary (S)	c. No. of Employees - Firm	d. No. of Employees - Branch
Architect	P	6	
CADD Technician	P	4	
Construction Inspector	P	2	
Project Manager	P	1	
Total		13	



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4. Resumes of Key Personnel Proposed for this Contract *(Complete one Section 4 for each key person.)*

a. NAME Bruce Scott	b. ROLE IN THIS CONTRACT Principal-in-Charge	c. YEARS EXPERIENCE	
		1. TOTAL 28	2. WITH CURRENT FIRM 20
d. LOCATION <i>(City and State)</i> Gilbert, AZ			
e. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> Architectural Technology Degree		f. PROFESSIONAL TRAINING - REGISTRATIONS Registered Architect, Arizona #27022	
g. OTHER PROFESSIONAL QUALIFICATIONS <i>(Organizations, Awards, etc.)</i>			

H. RELEVANT PROJECTS

1.	(1) TITLE AND LOCATION <i>(City and State)</i> Gilbert Fire Station #7 Gilbert, Arizona	(2) YEAR COMPLETED
		Professional Services 2014
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE - New, 2-story fire station - 12,000 square feet - \$4.3 million construction budget - Design complete in 2014, currently under construction	<input checked="" type="checkbox"/> Check if project performed with current firm Design Team Lead
2.	(1) TITLE AND LOCATION <i>(City and State)</i> Gilbert Public Safety Building – Detention Center Renovations Gilbert, Arizona	(2) YEAR COMPLETED 2014
		Professional Services 7/2014
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE - Interior renovation of detention facility including CCTV integration and design - \$250,000 construction budget	<input checked="" type="checkbox"/> Check if project performed with current firm Design Team Lead
3.	(1) TITLE AND LOCATION <i>(City and State)</i> Notre Dame High School Activity Center Renovations	(2) YEAR COMPLETED 2014
		Professional Services 7/2014
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE - Interior renovation, repurposing two classrooms into a campus student activity center plus office/conference space - \$137,865 construction budget / 1,500 square feet	<input checked="" type="checkbox"/> Check if project performed with current firm Design Team Lead
4.	(1) TITLE AND LOCATION <i>(City and State)</i> Our Lady of Perpetual Help Tenant Improvements Scottsdale, Arizona	(2) YEAR COMPLETED
		Professional Services 2/2014
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE - Interior tenant improvements to previously constructed project - 2,154 square feet of finished office space - \$160,560 project budget	<input checked="" type="checkbox"/> Check if project performed with current firm Design Team Lead
5.	(1) TITLE AND LOCATION <i>(City and State)</i> Gilbert Freestone Rec Center Roof Inspection/Analysis Gilbert, Arizona	(2) YEAR COMPLETED 2014
		Professional Services 9/2014
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE - Prepared report determining cause for leaks - Developed a solution for repairs	<input checked="" type="checkbox"/> Check if project performed with current firm Design Team Lead



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a. NAME Phillip Johns, LEED-AP	b. ROLE IN THIS CONTRACT Project Architect	c. YEARS EXPERIENCE	
		1. TOTAL 34	
d. LOCATION (City and State) Gilbert, AZ			
e. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Architecture		f. PROFESSIONAL TRAINING - REGISTRATIONS Registered Architect, Arizona #29389/California #C15682	
g. OTHER PROFESSIONAL QUALIFICATIONS (Organizations, Awards, etc.) LEED Certified			

H. RELEVANT PROJECTS

1.	(1) TITLE AND LOCATION (City and State) Gilbert Fire Station #7 Gilbert, Arizona	(2) YEAR COMPLETED	
		Professional Services 2014	Construction (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE - New, 2-story fire station - 12,000 square feet - \$4.3 million construction budget - Design complete in 2014, currently under construction	<input checked="" type="checkbox"/>	Check if project performed with current firm Project Architect
2.	(1) TITLE AND LOCATION (City and State) Gilbert Public Safety Building – Detention Center Renovations Gilbert, Arizona	(2) YEAR COMPLETED 2014	
		Professional Services 7/2014	Construction (if applicable) 9/2014
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE - Renovation interior of detention facility including CCTV integration and design - \$250,000 construction budget	<input checked="" type="checkbox"/>	Check if project performed with current firm Project Architect
3.	(1) TITLE AND LOCATION (City and State) St. Bernadette Catholic Church Scottsdale, Arizona	(2) YEAR COMPLETED	
		Professional Services 12/2014	Construction (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE - Design of a new 21,000-square foot church - Design to be complete December 2014 - \$5.6 million construction budget	<input checked="" type="checkbox"/>	Check if project performed with current firm Project Architect
4.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		Professional Services	Construction (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/>	Check if project performed with current firm
5.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		Professional Services	Construction (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input type="checkbox"/>	Check if project performed with current firm



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a. NAME Jason Olive, LEED-AP	b. ROLE IN THIS CONTRACT Project Architect	c. YEARS EXPERIENCE	
		1. TOTAL 15	2. WITH CURRENT FIRM 13
d. LOCATION (City and State) Gilbert, AZ			
e. EDUCATION (DEGREE AND SPECIALIZATION) B.A., Business Administration M.A., Spanish		f. PROFESSIONAL TRAINING - REGISTRATIONS Registered Architect, Arizona #49919	
g. OTHER PROFESSIONAL QUALIFICATIONS (Organizations, Awards, etc.) LEED Certified			

H. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		Professional Services	Construction (if applicable)
1.	Chandler 7-12 Academy Queen Creek, Arizona	8/2014	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE - Design of a new combined Junior High and High School - Four Buildings totaling 170,000 square feet - Complete Varsity sports facilities - \$34 million construction budget / currently under construction	<input checked="" type="checkbox"/> Check if project performed with current firm	Project Architect
2.	Chandler K-6 Elementary School #31 Queen Creek, Arizona	8/2014	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE - Design of a new single story elementary school - Total of 65,279 square feet - \$16.5 million construction budget / currently under construction	<input checked="" type="checkbox"/> Check if project performed with current firm	Project Architect
3.	Franklin East Elementary Remodel Mesa, Arizona	11/2014	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE - Demolition of an indoor pool converting the space to classrooms - Total of 3,200 square feet - Currently under construction	<input checked="" type="checkbox"/> Check if project performed with current firm	Project Architect
4.	Gilbert Pools Chemical Rooms Renovations Gilbert, Arizona	1/2015	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE - Renovations of Chemical Rooms at four public pools in Gilbert - 600 square feet each (Mesquite, Greenfield, Perry and Williams Field) - \$300,000 project budget	<input checked="" type="checkbox"/> Check if project performed with current firm	Project Architect
5.	Tempe Fire Station Evaluations Tempe, Arizona	2/2015	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE - Evaluation of existing facilities for future planning of existing fire stations and new fire stations	<input checked="" type="checkbox"/> Check if project performed with current firm	Project Architect



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a. NAME Brian Koskella	b. ROLE IN THIS CONTRACT Construction Administrator	c. YEARS EXPERIENCE	
		1. TOTAL 37	2. WITH CURRENT FIRM 14
d. LOCATION <i>(City and State)</i> Gilbert, AZ			
e. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> Business College and Estimating		f. PROFESSIONAL TRAINING - REGISTRATIONS	
g. OTHER PROFESSIONAL QUALIFICATIONS <i>(Organizations, Awards, etc.)</i>			

H. RELEVANT PROJECTS

1.	(1) TITLE AND LOCATION <i>(City and State)</i> Chandler 7-12 Academy Queen Creek, Arizona	(2) YEAR COMPLETED	
		Professional Services 8/2014	Construction (if applicable)
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE - Design of a new combined Junior High and High School - Four Buildings totaling 170,000 square feet - Complete Varsity sports facilities - \$34 million construction budget / currently under construction	<input checked="" type="checkbox"/> Check if project performed with current firm	Construction Administrator
2.	(1) TITLE AND LOCATION <i>(City and State)</i> Chandler K-6 Elementary School #31 Queen Creek, Arizona	(2) YEAR COMPLETED	
		Professional Services 8/2014	Construction (if applicable) 7/2015
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE - Design of a new single story elementary school - Total of 65,279 square feet - \$16.5 million construction budget - Currently under construction	<input checked="" type="checkbox"/> Check if project performed with current firm	Construction Administrator
3.	(1) TITLE AND LOCATION <i>(City and State)</i> Cadeo Charter School Peoria, Arizona	(2) YEAR COMPLETED	
		Professional Services 6/2014	Construction (if applicable) 11/2014
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE - Design of a new Classroom/Administration building - 14,233 square feet with 9 classrooms for upper grades - 8,697-square foot Gymnasium/Multi-Purpose Building, and new football field - \$3 million construction budget	<input checked="" type="checkbox"/> Check if project performed with current firm	Construction Administrator
4.	(1) TITLE AND LOCATION <i>(City and State)</i> Perry High School Classroom Additions Gilbert, Arizona	(2) YEAR COMPLETED	
		Professional Services 12/2013	Construction (if applicable) 10/2014
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE - Design of a new 2-story facility - 33,484 square feet of new instructional space - \$5.5 million construction budget - Space includes Labs for Culinary Arts, Graphics, Marketing, Video Production, Nursing, Fashion, Engineering & Chemistry	<input checked="" type="checkbox"/> Check if project performed with current firm	Construction Administrator
5.	(1) TITLE AND LOCATION <i>(City and State)</i> Hamilton High School Classroom Additions Chandler, Arizona	(2) YEAR COMPLETED	
		Professional Services 12/2013	Construction (if applicable) 8/2014
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE - New one-story building with 13,800 square feet of instructional space - Includes standard classrooms and two science labs - \$1.8 million project budget	<input checked="" type="checkbox"/> Check if project performed with current firm	Construction Administrator



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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	
Gilbert Fire Station No. 7 Gilbert, Arizona	PROFESSIONAL SERVICES 4/2014	CONSTRUCTION (If applicable) 5/2015

23. PROJECT OWNER'S INFORMATION

c. PROJECT OWNER	d. ORIGINAL BUDGET/NTE AMOUNT OF PROJECT	e. TOTAL COST OF PROJECT
Town of Gilbert	\$4,300,000	N/A

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

Gilbert Fire Station #7 is a new station replacing the existing station #7 to improve response times in this area of town. The station design incorporates material and detail treatments to enhance this specific area of Gilbert utilizing a unique use of masonry textures and colors combined to create a contemporary look utilizing traditional materials. The station utilizes bi-fold apparatus doors, which enhances the design as well as reducing maintenance and repair costs. This three-bay, 12,000-square foot station is designed with sustainable methodologies to enhance performance, reduce life cycle costs and provide a long-lasting facility meeting fire department requirements.

This project is being delivered as a CM@Risk. Design work is complete, and the project is currently under construction. HDA Architects is providing Construction Administration services, and the project is scheduled to be complete in May 2015.



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a. TITLE AND LOCATION (City and State)	b. YEAR COMPLETED	
Gilbert Public Safety Building Detention Center Renovations Gilbert, Arizona	PROFESSIONAL SERVICES 7/2014	CONSTRUCTION (If applicable) 9/2014

23. PROJECT OWNER'S INFORMATION

c. PROJECT OWNER	d. ORIGINAL BUDGET/NTE AMOUNT OF PROJECT	e. TOTAL COST OF PROJECT
Town of Gilbert	\$250,000	\$250,000

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

HDA was hired direct by the Police Department and Capital Improvements to provide design services for renovations to the Gilbert Public Safety Detention area. The project is a result of the Gilbert and Chandler Police Departments creating a unified holding system to reduce transportation costs. The project entails modifying holding cells, relocating officer stations, and repairing surfaces due to demolition. Additionally, **HDA's** team coordinated voice/data and security camera infrastructure and equipment with Town IT and police department personnel upgrading systems to state-of-the-art technologies. The project entailed nearly 5,000 square feet of renovations.



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

a. TITLE AND LOCATION (City and State)	b. YEAR COMPLETED	
Notre Dame Preparatory High School – Activity Center Renovations Scottsdale, Arizona	PROFESSIONAL SERVICES 6/2014	CONSTRUCTION (If applicable) 11/2014

23. PROJECT OWNER'S INFORMATION

c. PROJECT OWNER	d. ORIGINAL BUDGET/NTE AMOUNT OF PROJECT	e. TOTAL COST OF PROJECT
Notre Dame Preparatory High School	\$137,865	\$137,865

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

HDA Architects was hired to complete this renovation project for the Notre Dame Preparatory High School. The project entailed taking two separate classrooms, and turning them into a Student Activity Center for campus-wide use. The total project size is 1,500 square feet, and the budget was \$137,865 for this project, which took less than six months to complete.



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a. TITLE AND LOCATION <i>(City and State)</i> Our Lady of Perpetual Help Office T.I. Scottsdale, Arizona	b. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2/2014	CONSTRUCTION <i>(If applicable)</i> 5/2014

23. PROJECT OWNER'S INFORMATION

c. PROJECT OWNER Diocese of Phoenix	d. ORIGINAL BUDGET/NTE AMOUNT OF PROJECT \$160,560	e. TOTAL COST OF PROJECT \$160,560
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f. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and length of project)

Our Lady of Perpetual Help's new parish center is a 40,000-square foot building designed to accommodate several functions for the parish and school. **HDA** designed this original building, which was completed in 2009. Several areas were not finished due to budget shortfalls during the original design and construction phases. In 2013, Our Lady of Perpetual Help contracted with **HDA** to design office space involving 2,154 square feet. **HDA** designed the spaces, finishes and systems matching the existing building requirements and meeting both budget and schedule requirements. Our scope of work included construction administration assisting both the Owner and contractor responding to contractor questions, reviewing submittals and pay applications along with visiting the site to confirm construction followed requirements outlined in the contract documents.



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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) Gilbert Freestone Park Rec Center Roof Inspection Analysis Gilbert, Arizona	b. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) N/A

23. PROJECT OWNER'S INFORMATION

c. PROJECT OWNER Town of Gilbert	d. ORIGINAL BUDGET/NTE AMOUNT OF PROJECT Unknown	e. TOTAL COST OF PROJECT Unknown
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f. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and length of project)

HDA Architects was hired to investigate causes for roof leaks within this facility and propose strategies for repair.

6. ADDITIONAL INFORMATION



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

HDA Architects routinely performs design services on a wide range of project types, scope and size. We have the staff depth to expedite projects meeting tight timelines, and we have the experience to design projects within budget parameters while maintaining functional requirements.

HDA Architects, LLC, a Gilbert-based firm, has been providing architectural services in Arizona for the last 22 years. Since our inception, HDA has executed in excess of \$1.9 billion in construction projects, completed or in various stages of design or construction. Our portfolio of work focuses on educational, municipal, and ecclesiastical projects throughout Arizona including projects for the following clients:

Municipalities

- City of Avondale
- City of Casa Grande
- City of Flagstaff
- Maricopa County
- City of Maricopa
- City of Mesa
- City of Phoenix
- Town of Queen Creek
- City of Tempe
- City of Tolleson

- Town of Fountain Hills
- Town of Gilbert
- City of Glendale
- City of Kingman
- Gilbert Public Schools
- Lake Havasu Unified School District
- Liberty Elementary School District
- Maricopa Unified School District
- Mesa Unified School District
- Morenci Unified School District
- Page Unified School District
- Paloma Elementary School District
- Paradise Valley Unified School District
- Payson Unified School District
- Peoria Unified School District
- Phoenix Union High School District
- Quartzsite Elementary School District
- Queen Creek Unified School District
- Red Rock Elementary School District
- Santa Cruz Valley Unified School District
- St. John’s Unified School District
- Tombstone Unified School District
- Willcox School District

School Districts

- Agua Fria Union High School District
- Alhambra Elementary School District
- Apache Junction Unified School District
- Blue Ridge Unified School District
- Casa Grande Union High School District
- Chandler Unified School District
- Coolidge School District
- Creighton Elementary School District
- Deer Valley Unified School District
- Flagstaff Unified School District

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:	20
b.	Percentage of Total Work Attributable to Non-Government Work:	80

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

Signature: _____

Date: December 23, 2014

Name: Bruce Scott

Title: Principal-in-Charge