



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

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

Part 4 of the Solicitation Documents:
Offer Forms
 (Attachments)
 Date: February 7, 2017

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Attachment 1
Offer and Acceptance Form

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

Initial Offer:	1.	10 Feb. 2017	LE	
		date	initial	

LEA-Architects, LLC

Offeror company name

1730 E. Northern Avenue, Suite 110

Address

Phoenix | AZ | 85020

City | State | ZIP

59-3775431

Federal tax identifier (EIN or SSN)

Larry Enyart, FAIA **LE**

Signature of person authorized to sign Offer Initials

Larry Enyart, FAIA, LEED Fellow Architect, Firm Principal

Printed name and title

Larry Enyart, FAIA, LEED Fellow Architect, Firm Principal

Contact name and title

lenyart@lea-architects.com 602.943.7511

Contact Email Address Contact phone number

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

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

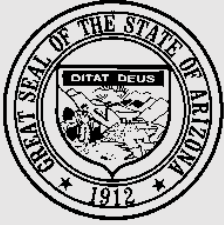
ACCEPTANCE OF OFFER: State hereby **accepts the initial Offer**, Revised Offer, or Best and Final Offer identified by number **ADSP017-00006796** at the top of this form, and which was dated 02/10/17 (the Accepted Offer). Offeror is now bound (as Contractor) to carry out the Work under the attached Contract, of which the Accepted Offer forms a part. Contractor is cautioned not to commence any billable work or to provide any material or perform any service under the Contract until Contractor receives the applicable Order or written notice to proceed from Procurement Officer.

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

Gina DeCotiis
Procurement Officer signature

Gina DeCotiis
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

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

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

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

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

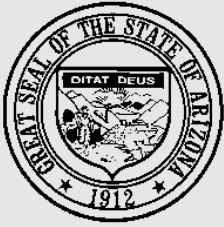
Key Personnel: Individuals who will have major contract responsibilities and/or provide unusual or unique expertise.

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

1.0 Five (5) Example Projects

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

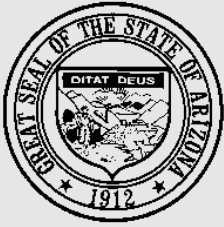
- a. Title and Locations of project or contract. For an indefinite delivery contract, the location is the geographic scope of the contract.
- b. Enter the year completed of the professional services (such as planning, engineering study, or design), and/or the year completed if construction. If any of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



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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
Glendale Regional Public Safety Training Center (GRPSTC) Glendale, AZ	2006	2007	Glendale,	\$47M	\$47M	LEA was the Architect and Planner for GRPSTC. This Police and Fire training facility will serve multiple cities west of Phoenix, and has been phased to accommodate the growth and financial requirements of these participants. The municipalities will utilize this facility as the training facility for all their sworn police and fire staff in the next three decades. In addition to police and fire departments, other organizations such as Glendale Community College and utility companies will also use the facility for training. Phase I was fast-tracked in order to have the emergency services elements completed before the Fiesta and BCS Championship Bowls in 2007 and the Superbowl in 2008, which is located at the University of Phoenix Stadium in Glendale, Arizona.
Arizona Game & Fish East Yard Operations + Maintenance Facility Phoenix, AZ	2015	N/A	Arizona Game and Fish	\$2.7M	N/A	LEA Architects was hired by the Arizona Game and Fish Department to provide Master Planning and Schematic Design Services the (6) acre Development Branch Service Yard located at the Ben Avery Shooting Facility adjacent the I-17 and Carefree Highway. The scope of the project improvements includes; a new 35,000 SF Operations and Multi-Purpose Building, new 13,000 SF Welding Operations Bundling, new 6,000 SF Game Brach Storage Building, new outdoor parking / shade canopies for large scale construction vehicles and boat storage, and well as new fencing, site lighting, and RV parking / hookups.
Sedona Fire Station No. 6 and 9/11 Memorial Sedona, AZ	2013	2014	Sedona Fire District	\$2.2M	\$2.2M	LEA worked closely with the Sedona Fire District for the design of the Sedona Fire Station No.6. The fire station is located off of State Road 179 and sits between The Christ Lutheran Church of Sedona and the Jewish Community Center. In response to this context, the design incorporates a "Friendship Walk" which harmoniously joins the two congregations.



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						The building program includes 2 apparatus bays, a training/community room for public use and living quarters. Living quarters include kitchen/dining, dayroom, and dormitories. These spaces were meticulously designed to take advantage of the majestic views inherent to the area. The Fire Station incorporates numerous sustainable design features.
Grand Canyon National Park Airport ARFF and Headquarter Operations Building – LEED Gold Tusayan, AZ	2009	June 2010	ADOT	\$7M	\$6M	LEA served as lead designer and architect for the new 8 bay Grand Canyon National Airport Aircraft Rescue Fire Fighting Facility and Headquarter Airport Operations which came in \$1M under estimated construction budget. Natural materials, including native stone combined with long span trusses and glazing offer extensive views of the airfield and surrounding forest. The building is designed with the natural vernacular of the Grand Canyon as an inspiration. Project features a roof solar hot air system storing energy under the bay floor slabs. LEA provided LEED analysis per USGBC.
Arizona State University, Department of Physics and School of Earth and Space Exploration Tempe, AZ	2015	Fall 2016	Arizona State University	\$10M	\$10M	LEA worked with ASU to design the Kirian laser lab in the basement of the Physical Sciences Center wing that houses the Department of Physics and School of Earth and Space Exploration. LEA is continuing to work with ASU to renovate floors 1-6 of this important building. This renovation will improve the building circulation, update faculty offices and refine student classrooms, but it is highlighted by the dynamic integration of ASU's new ETX (Education Through eXploration) space with the existing Student Success Space and main lobby.



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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	3	3
Architectural Engineering	S	2	2
CADD Technician	P	2	2
Construction Manager	P	2	2
Other	P	3	3



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Total		8	8

3.0 FIRMS EXPERIENCE AND REVENUE

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

4.0 FIRMS SERVICES

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

Amendment I ADSP017-00006796 Project Experience Number of Projects and Revenue
 ADSP017-00006796 2017 Annual Professional Services Qualifications List

FIRMS NAME (LEA-ARCHITECTS, LLC)

TYPE OF PROJECT	TOTAL NUMBER OF FIRM PROJECTS (ALL FIRM LOCATIONS) COMPLETED IN LAST THREE YEARS	Using the Revenue Index (Enter 1-10) indicate the approximate revenue the firm has earned over the last three years from ARIZONA ONLY state, municipal, federal etc. government projects only	Using the Revenue Index (Enter 1-10) indicate the approximate revenue the firm has earned over the last three years from ARIZONA ONLY non-government projects only	TYPE OF PROJECT	TOTAL NUMBER OF FIRM PROJECTS (ALL FIRM LOCATIONS) COMPLETED IN LAST THREE YEARS	Using the Revenue Index (Enter 1-10) indicate the approximate revenue the firm has earned over the last three years from ARIZONA ONLY state, municipal, federal etc. government projects only	Using the Revenue Index (Enter 1-10) indicate the approximate revenue the firm has earned over the last three years from ARIZONA ONLY non-government projects only
Acoustics, Noise Abatement				Land Surveying			
Activity Centers	1	1		Landscape Architecture			
Aerial Photography; Airborne Data and Imagery Collection and Analysis				LEED Accredited A/E	4	2	
Agricultural Development; Grain Storage; Farm Mechanization				LEED Independent 3rd Party Building Commissioning			
Air Pollution Control				Libraries; Museums; Galleries	1	2	
Airports; Navajids; Airport Lighting; Aircraft Fueling				Lighting (Exteriors; Streets; Memorials; Athletic Fields, Etc.)			
Airports; Terminals and Hangars; Freight Handling	3	3		Lighting (Interior; Display; Theater, Etc.)			
Animal Facilities				Lighting (Cave; Cavern)			
Anti-Terrorism/Force Protection	3	2		Mapping Location/Addressing Systems			
Area Master Planning	2	1		Materials Handling Systems; Conveyors; Sorters			
Auditoriums and Theaters	1	1		Materials Testing			
Automation; Controls; Instrumentation				Measurement / Verification / Conservation Water Consumption			
Barracks; Dormitories	3	2		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	1	2		Museums			
Codes; Standards; Ordinances				Nuclear Facilities; Nuclear Shielding			
Cold Storage; Refrigeration and Fast Freeze				Office Buildings; Industrial Parks	2	2	
Commercial Building (Low Rise); Shopping Centers	3	3		Outdoor Recreation			
Communications Systems; TV; Microwave				Petroleum and Fuel (Storage and Distribution)			
Community Facilities	5	5		Phase I Environmental			
Computer Facilities				Photogrammetry			
Conservation and Resource Management				Pipelines (Cross-Country - Liquid and Gas)			
Construction Management	7	3		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	5	5	
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	2	1		Rehabilitation (Buildings; Structures; Facilities)	2	2	
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	3	2		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	2	2		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	4	2		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	1	1		Wind Tunnels; Research/Testing Facilities Design			
Laboratories; Medical Research Facilities				Zoning; Land Use Studies			
Labs - General	2	2					
Labs - Research - Dry	2	2					
Labs - Research - Wet	2	2					

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



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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
	Sedona Fire District 2860 Southwest Drive Sedona, AZ 86336	Chief Kris Kazian	2012	present
	Phone Number	Email Address		
	(928) 204-8924	kkazian@sedonafire.org		
	List project name, project location, original design fee, final design fee, construction costs (if applicable), and program facilities. Sedona Fire Station No. 6 +9/11 Memorial – Sedona, AZ - \$2.2M			
	Services performed similar to those described in Solicitation Architecture: design, planning and construction management			
2	Client Company/Address	Contact	Begin Date	End Date
	City of Glendale 5850 W. Glendale Ave. Glendale, AZ 85301-2599	Bill Passmore	2005	present
	Phone Number	Email Address		
	(623) 930-3647	bpassmore@glendaleaz.com		
	List project name, project location, original design fee, final design fee, construction costs (if applicable), and program facilities. Glendale Regional Public Safety Training Center (GRPSTC) – Glendale, AZ - \$47M and various on-call projects for City of Glendale			
	Services performed similar to those described in Solicitation Architecture: design, planning and construction management			
3	Client Company/Address	Contact	Begin Date	End Date
	Phoenix Fire Department 2625 S. 19th Ave. Phoenix, AZ 85009	Chief Ken Leake	2000	present
	Phone Number	Email Address		
	(602) 534-5023	ken.c.leake@phoenix.gov		

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List project name, project location, original design fee, final design fee, construction costs (if applicable), and program facilities.

**Phoenix Fire Station No. 59 + Storage Facility – LEED Platinum, Phoenix, AZ - \$4M,
and various on-call projects for City of Phoenix**

Services performed similar to those described in Solicitation

Architecture: design, planning and construction management

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

Firm Name	LEA-Architects, LLC		Year established	1975
Principal address (street, city, state)	1730 E. Northern Avenue, Suite 110			
Entity type:	LLC	Structure:	Partnership	
Branch or Division:	n/a	Parent:	n/a	
Years the organization has conducted business in Arizona.				42
Contract Representatives to Contact				
	Name	Title	Telephone Number	E-Mail Address
1.	Larry Enyart, FAIA, LEED Fellow	Architect, Principal of Firm	602.943.7511 x 110	lenyart@lea-architects.com
2.	Lance Enyart, AIA, LEED AP	Architect, Principal of Firm	602.943.7511 x 160	lance@lea-architects.com
3.	Randy Jones, RA	Architect, Senior Project Manager, VP of LEA Operations	602.943.7511 x 180	rjones@lea-architects.com
Firm Professional Licenses/Certifications (INCLUDE COPY OF DOCUMENT IN OFFER)				
	Description	Issuer	Number	Expiration
1.	Arizona Board of Technical Registration	State of Arizona	11980-0	4/30/2017
2.	Arizona business license	State of Arizona	07413911	12/31/2017
3.				

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 in ProcureAZ with offer. Resumes shall not be listed in Attachment 3-B as Supplements.

1	Name:	Larry Enyart, FAIA, LEED Fellow	How long with company?	42 years
	Current position in company:	Architect, Principal of Firm	How long in position?	48 years
	Position for the Services:	Principal	How much of time will be dedicated to the Services?	30 %
	What primary functions will be assigned?	Principal		
	Describe person's experience in performing services like those that are to be assigned:	Larry Enyart, FAIA as Principal Design Architect at LEA since 1975 and and has served in all phases of the architectural process including planning, design, production, bidding and construction administration. He is involved in a variety of highly successful sustainable LEED projects including police and fire service, public safety training and higher education facilities. Larry leads LEA sustainable design efforts – over 125 design awards.		
	List person's job-related training and education:	Arizona State University - Master of Architecture - Professional Degree 1977 Arizona State University - Bachelor of Architecture - Professional Degree 1972 University of Iowa - Bachelor of Arts, Industrial Design 1966 U.S. Army Engineer Officer School, Ft Belvoir, Virginia 1967 U.S. Air Force Air Command & Staff College, The Air University, Alabama 1984 Pilot, Airplane - FAA License - Commercial Pilot Flying Program, Phoenix 1979 National Security Management, National Defense University Wash., D.C. 1990 Harvard University - Graduate School of Design, Design Symposium 1994		
	Resume:	Larry Enyart, FAIA, LEED Fellow – LEA-Architects - Resume		



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2	Name:	Lance Enyart, AIA, LEED AP	How long with company?	24 years
	Current position in company:	Architect, Principal of Firm	How long in position?	11 years
	Position for the Services:	Design Architect	How much of time will be dedicated to the Services?	70 %
	What primary functions will be assigned?	Design Architect		
	Describe person's experience in performing services like those that are to be assigned:	<p>Lance Enyart has been involved with LEA - Architects since 1993 and has served in all phases of the architectural process including planning, design, project management, and construction administration. He has been involved in a variety of projects including police and fire service, public safety training, higher education, municipal, industrial, residential, to commercial. Lance serves as a Principal Design Architect with LEA and is highly skilled in design communication and architectural visualization.</p>		
	List person's job-related training and education:	<p>EDUCATION: University of Arizona - Bachelor of Architecture - 5yr professional degree 2000 *Architectural thesis in "Urban Synergy" voted outstanding project</p> <p>REGISTRATION AND CERTIFICATIONS: Registered Architect, Board of Technical Registration, State of Arizona, 2006 LEED AP (BD+C) USGBC, 2008 Certified Building Safety Assessment Professional, State of California, 2011</p>		
	Resume:	Lance Enyart, AIA, LEED AP – LEA-Architects - Resume		



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3	Name:	Randy Jones, RA	How long with company?	31 years
	Current position in company:	Architect, Senior Project Manager	How long in position?	31 years
	Position for the Services:	Senior Project Manager	How much of time will be dedicated to the Services?	70 %
	What primary functions will be assigned?	Project Manager		
	Describe person's experience in performing services like those that are to be assigned:	<p>Mr. Jones has been involved with LEA - Architects since 1986 and has served in all phases of the architectural process including planning, design, production, bidding and construction administration. He has been involved in the design and construction of a wide variety of projects. Many of these deal with a government client so he extremely familiar with many of the standard operating procedures involved. Mr. Jones is involved in the updating and preparation of specifications for all projects. He works with owners and vendors to specify the best possible product for each job. He works with an office specification that has been developed over several years containing products and techniques that are proven and reliable. He also cross-checks this with other master specifications and extensive product research.</p>		
	List person's job-related training and education:	Arizona State University - Bachelor of Science in Design,1987 -Architecture		
	Resume:	Randy Jones, RA – LEA-Architects - Resume		



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



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



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



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



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

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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.	Enter or delete row if not needed	x	x	
2.	Enter or delete row if not needed			
3.	Enter or delete row if not needed			
4.	Enter or delete row if not needed			
5.	Enter or delete row if not needed			
6.	Enter or delete row if not needed			
7.	Enter or delete row if not needed			

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

End of Attachment 3-B



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Attachment 3-C
Proposed Subcontractors

RESERVED FOR AWARDED DESIGN PROFESSIONAL UPON SERVICE REQUEST

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

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

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

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

YES, the Offeror will use the Subcontractors listed below:

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



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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.	Enter or type "None for Sub #1"	x	x	x
2.	Enter or type "None for Sub #2"	x	x	x
3.	Enter or type "None for Sub #3"	x	x	x
4.	Enter or type "None for Sub #4"	x	x	x
5.	Enter or type "None for Sub #5"	x	x	x
6.	Enter or type "None for Sub #6"	x	x	x
7.	Enter or type "None for Sub #7"	x	x	x
8.	Enter or type "None for Sub #8"	x	x	x
9.	Enter or type "None for Sub #9"	x	x	x
10.	Enter or type "None for Sub #10"	x	x	x

End of Attachment 3-C



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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.

LEA-Architects, LLC
 Company Name
1730 E, Northern Avenue, Suite 110
 Address
Phoenix, AZ 85020
 City State Zip


 Signature of Person Authorized to Sign
Larry Enyart, FAIA, LEED Fellow
 Printed Name
Architect, Principal of Firm
 Title

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.

LEA-Architects, LLC

Offeror Company Name

1730 E. Northern Avenue, Suite 110

Address



Larry Enyart, FAIA, LEED Fellow

Printed Name

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Phoenix AZ 85020

Architect, Principal of Firm

City State Zip

Title

ATTACHMENT 5-A SUPPLEMENTS:

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

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

End of Attachment 5-A



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

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

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

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

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

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

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



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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

LEA-Architects, LLC
 Company Name


 Signature of Person Authorized to Sign



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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
x	x	x
x	x	x
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
Article/ Paragraph or Appendix Reference	Proposed Changes / Alternate Language	Rationale for Proposed Change
Section 2-C: AIA Documents with AZ Modifications		
x	x	x
x	x	x
x	x	x

LEA-Architects, LLC

Company Name


 Signature of Person Authorized to Sign

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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
x	x	x
x	x	x
Section 2-B: Compensation Document		
x	x	x
x	x	x
x	x	x
x	x	x
x	X	x

LEA-Architects, LLC

Company Name


 Signature of Person Authorized to Sign

End of Attachment 5-B



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Attachment 5-C
Insurance Evidence

RESERVED FOR AWARDED DESIGN PROFESSIONAL UPON SERVICE REQUEST

End of Attachment 5-C



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**Attachment 5-D
 Offer Checklist**

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

	DOCUMENT	SUBMITTED
1.	Attachment 1: Offer and Acceptance Form	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
2.	Attachment 2-A: Experience and Capacity	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
3.	Attachment 2-A: References	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
4.	Attachment 2-B: Organization Profile	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
5.	Attachment 3-A: Method Proposal – 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	<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	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
12.	Attachment 5-B: Conformance Statements	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
13.	Attachment 5-C: Insurance Evidence – 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.	Excel File: Project Experience Number of Projects and Revenue	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no
16.	Excel File: 2017 Professional Services List of Firms Services	<input checked="" type="checkbox"/> YES <input type="checkbox"/> no

End of Attachment 5-D

End of Part 4

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

Date: February 7, 2017
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