

**RFQ# ADSPO14-00003465, Annual Request for Qualifications and Experience  
REVISED - Attachment I – General Qualifications**

*(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:	Palmer Engineers, Inc.
b.	FIRM (OR BRANCH OFFICE) STREET:	2975 North Country Club Road
c.	FIRM (OR BRANCH OFFICE) CITY:	Tucson
d.	FIRM (OR BRANCH OFFICE) STATE:	Arizona
e.	FIRM (OR BRANCH OFFICE) ZIP CODE:	85716-1911
f.	YEAR ESTABLISHED	1995
(g1).	OWNERSHIP - TYPE:	Corporation
(g2)	OWNERSHIP - SMALL BUSINESS STATUS:	Small Business Concern
h.	POINT OF CONTACT NAME AND TITLE:	James S. Palmer, President
i.	POINT OF CONTACT TELEPHONE NUMBER:	520 326 4331
j.	POINT OF CONTACT E-MAIL ADDRESS:	jamespalmer@palmerengr.com
k.	NAME OF FIRM (If block 1a is a branch office).	

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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
Mechanical Engineer	P	1	
Other	P	3	
Other	S	1	
<b>Total</b>		5	

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**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)
1	Commercial Building ( <i>Low Rise</i> ); Shopping Centers	1
3	Community Facilities	1
1	Dining Halls; Clubs; Restaurants	1
2	Educational Facilities; Classrooms	1
1	Hospital and Medical Facilities	1
3	Judicial and Courtroom Facilities	1
1	Prisons & Correctional Facilities	1
1	Solar Energy Utilization	1
1	Special Environments; Clean Rooms, Etc.	1

**PROFESSIONAL SERVICES REVENUE INDEX NUMBER**

- |                                         |                                           |
|-----------------------------------------|-------------------------------------------|
| 1. Less than \$100,000                  | 6. \$2 million to less than \$5 million   |
| 2. \$100,000 to less than \$250,000     | 7. \$5 million to less than \$10 million  |
| 3. \$250,000 to less than \$500,000     | 8. \$10 million to less than \$25 million |
| 4. \$500,000 to less than \$1 million   | 9. \$25 million to less than \$50 million |
| 5. \$1 million to less than \$2 million | 10. \$50 million or greater               |

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

a. NAME James Stewart Palmer	b. ROLE IN THIS CONTRACT Project Engineer	c. YEARS EXPERIENCE	
		1. TOTAL 33	2. WITH CURRENT FIRM 33
d. FIRM NAME AND LOCATION (City and State) Palmer Engineers, Inc., 2975 North Country Club Road, Tucson, Arizona 85716-1911			
e. EDUCATION (DEGREE AND SPECIALIZATION) The University of Arizona Tucson, Arizona BS Mechanical Engineering - 1980		f. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Arizona #17045 Professional Engineer with proficiency in Mechanical Engineering	
g. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Member: American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE); National and Arizona Chapters of the Society of Professional Engineers (NSPE/ASPE); National and Arizona Chapters of the American Council of Engineering Companies (ACEC/ACECAZ); National Fire Protection Association (NFPA); Past Pima County Mechanical/Plumbing Code Committee Member.			

**H. RELEVANT PROJECTS**

1)	(1) TITLE AND LOCATION (City and State) Southern Arizona VA Health Care System - Tucson Energy Project Tucson, Arizona	(2) Year Completed Professional Services 2013	Construction (if applicable) 2013
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer to replace the steam system with a hot water system in Buildings 2, 3, 4, 38, 50, 57 and 80; install a solar hot water heating system in Building 80; and remove/replace the domestic hot water heating equipment in Building 30. Our subconsultants were an architect and electrical and structural engineers.		
2)	(1) TITLE AND LOCATION (City and State) Tucson Unified School District Pueblo Magnet High School HVAC Upgrades Phase I and II Tucson, Arizona	(2) Year Completed Professional Services 2012	Construction (if applicable) 2013
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer for upgrades to the HVAC systems in the Central Plant and those that provide service to the Auditorium, Cafeteria, East Wing and Lever Gym Buildings. Construction was bid in two phases; Phase 1 was Auditorium/Central Plant including East Wing piping; Phase 2 included the Lever Gym & Lockers and Lever Gym Central Plant & Lobby; Cafeteria Central Plant & Cafeteria/Kitchen for a total construction cost \$3,614,000.00. Our subconsultants were an architect and electrical and structural engineers.		
3)	(1) TITLE AND LOCATION (City and State) US Customs and Border Protection Border Patrol Station Infrastructure Improvement Nogales, Arizona	(2) Year Completed Professional Services 65%	Construction (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer for installation of roof system overlay; new roof drainage system with rainwater collection; rooftop HVAC equipment repair/replace and electrical modifications. Our subconsultants are an Architect and Electrical and Structural Engineers. This project is on schedule and on budget.		
4)	(1) TITLE AND LOCATION (City and State) ASPC Tucson - Rincon Unit Inpatient Care Facility Remodel Assessment Tucson, Arizona	(2) Year Completed Professional Services 2013	Construction (if applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mechanical Engineer in the assessment to determine the scope to remodel this facility from a typical health unit into an Inpatient Care Center to avoid the costs of hospitalization outside of the prison. The building assessment was necessary to verify if existing utilities would be sufficient, to review code requirements, provide design and construction cost estimates. Particular attention was directed to electrical supply, fire protection systems, HVAC and plumbing.		

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5a. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT		
<i>(Present no more than five (5) projects. Complete one Section 5 for each project.)</i>		
a. TITLE AND LOCATION <i>(City and State)</i>	b. YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
TUSD Pueblo High Magnet School Upgrades and Renovations, Lever Gym Analysis, Campus Buildings Analysis Tucson, Arizona	2009	
<b>23. PROJECT OWNER'S INFORMATION</b>		
c. PROJECT OWNER	d. DOLLAR AMOUNT OF PROJECT	e. TOTAL COST OF PROJECT
Tucson Unified School District 1		
f. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and length of project)		
<p>This project was performed under Palmer Engineers' open-end contract with Tucson Unified School District 1. Team Firms: Jerome E McGetrick and Associates Inc</p> <p>The scope of this project included renovation of the cooling system at Lever Gym and a system upgrade from evaporative cooling to air conditioning. The project also included a review of the existing heating and cooling systems for the entire site and a report of conditions observed. The report included potential upgrades and cost implications.</p> <p>Our team proceeded with the analysis of the equipment serving the campus buildings and we submitted our report to the school district. Our report included an overview of the existing installations at each of the buildings with details of several options for system improvement, correction or replacement at each of the buildings.</p>		

5b. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT		
<i>(Present no more than five (5) projects. Complete one Section 5 for each project.)</i>		
a. TITLE AND LOCATION <i>(City and State)</i>	b. YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
TUSD Pueblo High Magnet School HVAC Upgrades, Phases 1 and 2 Tucson, Arizona	2011	2013
<b>23. PROJECT OWNER'S INFORMATION</b>		
c. PROJECT OWNER	d. DOLLAR AMOUNT OF PROJECT	e. TOTAL COST OF PROJECT
Tucson Unified School District 1	Phase 1 - \$ 945,850.00 Phase 2 - \$2,526,000.00	Phase 1 - \$ 958,901.51 Phase 2 - \$2,655,274.46
f. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and length of project)		
<p>This project was performed under Earl Kai Chann Associates Ltd's open-end contract with Tucson Unified School District 1. Team Firms: Earl Kai Chann Associates Ltd; Jerome E McGetrick and Associates Inc; TLCP Structural Inc.</p> <p>This project was developed from the assessment our team completed for TUSD in 2009. Our scope of work included upgrades to the HVAC systems in the Central Plant and those that provide service to the Auditorium, Cafeteria, East Wing and Lever Gym Buildings. After final design documents were complete, the school district opted to phase the construction under separate contracts and to bid the chiller equipment separate as an equipment only bid. Additional designs services were required to re-package the construction documents into two separate bid packages and establish criteria for the chiller equipment bid package.</p> <p>Phase 1 work included the Auditorium/Central Plant including East Wing piping. Phase 2 work included the Lever Gym &amp; Lockers and Lever Gym Central Plant &amp; Lobby; Cafeteria Central Plant &amp; Cafeteria/Kitchen. The two construction contracts were performed by the same general contractor.</p>		

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**5c. 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 <i>(City and State)</i>	b. YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
TUSD Pueblo Gardens K-8 School Multipurpose Room Renovation Tucson, Arizona	2010	2010

**23. PROJECT OWNER'S INFORMATION**

c. PROJECT OWNER Tucson Unified School District 1	d. DOLLAR AMOUNT OF PROJECT \$ 179,450.00	e. TOTAL COST OF PROJECT \$ 185,486.18
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f. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and length of project)

This project was performed under Palmer Engineers' open-end contract with Tucson Unified School District 1. Team Firms: Monrad Engineering Inc; TLCP Structural Inc.

Provide engineering services required for the design and construction to replace the existing evaporative cooling and boiler heating systems serving the Multipurpose Room and Kitchen.

New combination gas/electric heating/air-conditioning equipment was installed. The existing ductwork, diffusers and grilles were reworked to accommodate the new systems. The existing boiler, pumps and associated piping inside the Boiler Room were removed. The existing Kitchen hood and exhaust systems remained.

**5d. 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 <i>(City and State)</i>	b. YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
TUSD Nine High Schools Kitchen Hoods Assessment, plus Pueblo HS A/C Assessment Tucson, Arizona	2010	2011

**23. PROJECT OWNER'S INFORMATION**

c. PROJECT OWNER Tucson Unified School District 1	d. DOLLAR AMOUNT OF PROJECT Phase 1 - \$ 270,000.00 Phase 2 - \$ 327,800.00	e. TOTAL COST OF PROJECT Phase 1 - \$ 294,078.19 Phase 2 - \$ 347,972.00
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f. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and length of project)

This work was performed under Palmer Engineers' open-end contract with Tucson Unified School District 1. Team Firms: Earl Kai Chann Associates Ltd; Jerome E McGetrick and Associates Inc; TLCP Structural Inc.

This project began as an assessment to provide the scope and cost estimates to replace the existing Kitchen cooking hoods at nine High Schools around Tucson. After the school district's review of our assessment submittal, we were awarded the design and construction phases.

The construction package was bid in two phases. Phase 1 construction replaced the existing Kitchen cooking hoods at Cholla, Rincon, Sabino, Sahuaro and Santa Rita High Schools while Phase 2 construction replaced the existing Kitchen cooking hoods at Pueblo, Palo Verde, Tucson and Catalina High Schools. The two construction contracts were performed by different general contractors.

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**5e. 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 <i>(City and State)</i>  TUSD Corbett & Tully Elementary Schools Multipurpose and Kitchen Heating & Cooling Tucson, Arizona	b. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2009	CONSTRUCTION <i>(If applicable)</i> 2010

**23. PROJECT OWNER'S INFORMATION**

c. PROJECT OWNER  Tucson Unified School District 1	d. DOLLAR AMOUNT OF PROJECT  \$ 254,794.00	e. TOTAL COST OF PROJECT  \$ 276,764.00
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f. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and length of project)

This project was performed under Palmer Engineers' open-end contract with Tucson Unified School District 1. Team Firms: Monrad Engineering Inc; TLCP Structural Inc.

Provide design and construction administration for the replacement of the existing evaporative cooling system in the Multipurpose Room and Kitchen at Tully Accelerated Elementary Magnet and Corbett Elementary School with new rooftop gas heating/electric cooling units. Existing evaporative cooling ductwork was removed and new ductwork was installed to accommodate the new heating/cooling units. A transfer duct was installed to bring ventilation air from the Multipurpose Room into the Kitchen area as make-up air for the cooking hood exhaust system. New temperature sensors were installed in the Kitchen and connected to the existing EMCS system for high temperature alarms. Included in this project was the installation of twelve new hand-drying units in six Restrooms at Corbett, and replacement of the existing hot water heaters at both schools.

Although the design phase was performed as two contracts; one for each school, the school district bid these projects as a package to one general contractor.

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6. ADDITIONAL INFORMATION

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

Please see attached sheet.

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:	96
b.	Percentage of Total Work Attributable to Non-Government Work:	4

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

Signature: 

Date: DEC 11, 13

Name: James S. Palmer, P.E.

Title: December 11, 2013  
President

# Palmer Engineers, Inc.

*Professional Consulting Mechanical Engineers Since 1953*

2975 North Country Club Road  
Tucson, Arizona 85716-1911  
(520) 326-4331 - voice  
(520) 326-8121 - fax  
palmer@palmerengr.com

## **Our Services**

Our firm provides the following HVAC, Plumbing and Fire Protection services:

- ▶ Feasibility Study and Report
- ▶ Documents for all Design Phases
- ▶ Construction Administration Services for our Designs

## **Design Philosophy**

Understand the goals and objectives of our clients and design quality system(s) based upon those criteria. The selection process begins with these criteria and extends into their future. What do they envision as their needs in 10 years, 20 years, and yes, 30 years from now? Looking into the future is difficult, but possible. We strive to keep the following four items in the forefront during the design process:

*Comfort:* The comfort of the occupants is important for most spaces. Comfort within a space includes temperatures, humidity, air motion, ventilation air and sound levels.

*Maintenance:* Space must be provided so the equipment may be properly maintained. Together we will select durable equipment with a reasonable life cycle and access to the equipment. The best equipment will not last a full life if maintenance is hindered.

*Energy:* Energy is expended in the operation process, in the construction process and in the maintenance of equipment. We strive to consider the Life Cycle Costs with energy savings features to achieve the proper balance. We feel the total energy picture is related to the total economic picture.

*Economics:* Mechanical systems must fit into the established budget. First costs, operation costs and maintenance costs must be considered for the best economics. We frequently review the balance of reduced operation costs with the maintainability of system. A complex system may cost more to maintain and lose the economic benefit.

## **Our History**

Our firm was established in 1953 as John Paul Jones Consulting Engineer. In 1970 we became an Arizona Corporation and our firm name changed to Stewart R. Palmer Consulting Engineers, Inc. In 1996 we shortened our name to Palmer Engineers, Inc., which it remains today.

## **Our Founders**

In November 1953 John Paul Jones founded our firm in Tucson, Arizona. In October 1954, Stewart R. (Dick) Palmer joined as partner. Dick Palmer is John Paul Jones' son-in-law and Dick had previously worked with John Paul in Cleveland, Ohio for eight years before moving his family to Tucson. Upon John Paul's death in 1970, Dick Palmer took the lead position in our firm and led the company into the millennium, until 2004 when he made the decision to retire from his day-to-day engineering activities at Palmer Engineers. James Stewart Palmer, grandson of John Paul Jones and son of Dick Palmer, began his full time engineering career at our firm after graduating from the University of Arizona with a mechanical engineering degree. Jim had previously worked at our firm part time while attending school here in Tucson from 1972 to 1980. Jim is a Professional Mechanical Engineer registered in the State of Arizona and is leading our firm into the future.

## **Performance**

Since our firm's inception, we have been involved in more than 2,800 projects, both new and/or remodel designs, for various end users and building types. Please contact us for more information.