



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

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

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

ATTACHMENT 1..... OFFER AND ACCEPTANCE FORM..... 2
 ATTACHMENT 2-A... EXPERIENCE AND CAPACITY 3
 1.0.... FIVE (5) EXAMPLE PROJECTS 3
 ATTACHMENT 2-A... EXPERIENCE AND CAPACITY 7
 2.0.... EMPLOYEES BY DISCIPLINE 7
 3.0.... FIRMS EXPERIENCE AND REVENUE 8
 4.0.... FIRMS SERVICES 9
 5.0.... EXPERIENCE REFERENCES:..... 10
 ATTACHMENT 2-B... ORGANIZATION PROFILE..... 12
 ATTACHMENT 3-A... METHOD PROPOSAL 14
 ATTACHMENT 3-B... KEY PERSONNEL PROPOSAL 15
 ATTACHMENT 3-C... PROPOSED SUBCONTRACTORS 20
 ATTACHMENT 3-D... PERFORMANCE GUARANTEE 22
 ATTACHMENT 3-E... ISRAEL BOYCOTT FORM..... 23
 ATTACHMENT 4..... PRICING SHEET 24
 ATTACHMENT 5-A... CONFIDENTIAL INFORMATION DESIGNATION 25
 ATTACHMENT 5-B... CONFORMANCE STATEMENTS 28
 ATTACHMENT 5-C... INSURANCE EVIDENCE 31
 ATTACHMENT 5-D... OFFER CHECKLIST 32

--

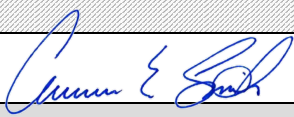
	Request for Qualifications Solicitation No. ADSP018-00007887 Description: 2018 Professional Services List	Arizona Department of Administration State Procurement Office 100 N 15th Ave., Suite 201 Phoenix, AZ 85007
--	--	---

Attachment 1
Offer and Acceptance Form

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

Initial Offer:	1. 01/23/2018 date	tes initial	
----------------	------------------------------	-----------------------	--

PEAK ENGINEERING, INC.



Offeror company name	tes Initials
110 N. AGASSIZ STREET Address	THOMAS E. SMITH, PRINCIPAL Printed name and title
FLAGSTAFF ARIZONA 86001 City State ZIP	THOMAS E. SMITH, PRINCIPAL Contact name and title
27-2360460 Federal tax identifier (EIN or SSN)	TOM@PEAKEGR.COM 928-774-4046 x199 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 ADSP018-00007887** at the top of this form, and which was dated **1/23/18** (the Accepted Offer). Offeror is now bound (as Contractor) to carry out the Work under the attached Contract, of which the Accepted Offer forms a part. Contractor is cautioned not to commence any billable work or to provide any material or perform any service under the Contract until Contractor receives the applicable Order or written notice to proceed from Procurement Officer.

State's Contract No. is: ADSP018-00007887 **The effective date of the Contract:** 1/30/18-1/30/19 **Contract awarded:** 1/30/18

 Procurement Officer signature	Sean Wulfekuhle Procurement Officer printed name
--	---

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



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

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

Attachment 2-A
Experience and Capacity

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

DEFINITIONS

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

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

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

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

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

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

1.0 Five (5) Example Projects

List no more than five (5) example projects which best illustrate firm’s qualification for this contract [in the chart provided below](#). Select projects where multiple team members worked together, if possible, that demonstrate the team’s capability to perform work similar to that required for this qualifications list contract. [\(NOTE: The integrity of the chart table columns shall remain unchanged, however the rows for each project may be expanded by the Offeror to accommodate the information\).](#)

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



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

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

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
Camp Navajo Engineering Services 200 Area Water Distribution System – Camp Navajo, Belmont AZ	2017	2018 (FEB)	Arizona Department of Emergency and Military Affairs (DEMA) Camp Navajo	\$155,180 (DESIGN) \$590,000 (CONST)	\$125,960 (DESIGN) \$540,000 (CONST)	Camp Navajo 200-Area Waterline Replacement project included: <ul style="list-style-type: none"> • Replacement of 4,375 LF of old (1942) waterlines with new 10” waterlines • Valve and hydrant replacements • Utility Investigation • ADEQ Permitting • Cultural, Historical, and Environmental clearances through DEMA and SHPO.
Grand Canyon Yavapai Lodge ADA Sidewalk, Patio Grading and Café Atrium Drainage – Yavapai Lodge, Grand Canyon National Park	2017	To Be Constructed in 2018	Grand Canyon National Park Service operated by Delaware North	\$46,609 (DESIGN) \$833,910 (CONST)	TBD	The Yavapai Lodge project is a significant exterior upgrade to a historic hotel, restaurant and tavern at the Grand Canyon National Park. Improvements included: <ul style="list-style-type: none"> • A new outdoor patio dining area • ADA compliant sidewalks along the west and south sides of the lodge • New concrete entry • Drainage improvements to the atrium dining area and



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

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

						delivery/loading dock.
Ft. Tuthill County Park Improvements Flagstaff, Coconino County, Arizona	Phase 1: 2016 Phase 2: 2016	Phase 1: 2016 Phase 2: 2017	Coconino County Parks & Recreation	Phase 1: \$1,038,408 Phase 2: \$4,784,722	\$5,823,130	Ft. Tuthill Regional Park is the gateway to Flagstaff and the home of the Coconino County Fair. The project vision was to re-energize the historic quad. This was done by: <ul style="list-style-type: none"> • Replacing existing deteriorated surface with new ADA compliant flexible surface • Install New water and sewer infrastructure • Develop an adequate Storm drain system • Extend the existing urban trail • Develop Stage area improvements.
City of Flagstaff Core Services Maintenance Facility Flagstaff, Arizona	2017	Construction currently underway, civil work is approx. 80% complete	City of Flagstaff Public Works	\$469,717 (DESIGN) \$19,290,340 (CONST)	\$21,365,437	The City of Flagstaff has needed a new Core Maintenance Facility for many years. In 2012, voters approved a bond for design and construction of the new facility. A significant civil engineering challenge is that the improvements encroached into the 100-year flood limits of a regional detention basin. Civil Engineering project elements include: <ul style="list-style-type: none"> • Drainage calculations with grading &



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

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

						<p>drainage design for volume exchange to maintain the capacity of the regional detention basin</p> <ul style="list-style-type: none"> • Management of stormwater runoff quality and quantity through dispersed Low Impact Development (LID) ponds • Water system & Fire suppression system design • Sewer collection system • Grading and paving design.
<p>NAU Engineered Concrete Replacements, NAU Campus Flagstaff, AZ</p>	<p>2014, 2015, 2016, 2017</p>	<p>2014, 2015, 2016, 2017</p>	<p>Northern Arizona University</p>	<p>~\$750,000 Annually</p>	<p>~\$3,000,000 (Design & Construction)</p>	<p>The past 4 years, Peak Engineering has provided civil engineering design and ADA compliance evaluation for NAU's annual concrete and Residence Life concrete replacement program. This included:</p> <ul style="list-style-type: none"> • Concrete assessments • ADA path of travel analysis • Construction plans & specifications • Construction administration

	Request for Qualifications Solicitation No. ADSP018-00007887 Description: 2018 Professional Services List	Arizona Department of Administration State Procurement Office 100 N 15th Ave., Suite 201 Phoenix, AZ 85007
--	--	---

Attachment 2-A
Experience and Capacity

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

2.0 EMPLOYEES BY DISCIPLINE

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

Enter requested information in the chart provided below:

- a. Select disciplines from the List of Disciplines. For employees that do not qualify for any of the disciplines, select "Other".
- b. Each person can be counted only twice; once for his/her primary function and once for his/her secondary function. Primary and secondary functions should be indicated by including a "P" or an "S" in column b after the Description Title is given.
- c-d. If the form is completed for a firm (including all branch offices), enter the number of employees by disciplines in column c. If the form is completed for a branch office, enter the number of employees by discipline in column d and for the firm in column c. (NOTE: The Offeror may insert or delete rows in the existing Employees by Discipline chart table on page six (6) as necessary to complete the requirements for Question 2).



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

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

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
Civil Engineer	P	6	6-Flagstaff
Hydrologist	S	1	1-Flagstaff
Project Manager	S	2	2-Flagstaff
Transportation Engineer	S	2	2-Flagstaff
Water Resources Engineer	S	1	1-Flagstaff
Total		6	6-Flagstaff

3.0 FIRMS EXPERIENCE AND REVENUE

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



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

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

4.0 FIRMS SERVICES

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



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

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

5.0 EXPERIENCE REFERENCES:

THE PRIME FIRM SHALL LIST A TOTAL OF THREE (3) CLIENT REFERENCES FOR ANY PROJECTS COMPLETED IN THE LAST YEAR BY THE FIRM (OR A BRANCH LOCATION). REFERENCES MAY BE CONTACTED BY ANY ELIGIBLE AGENCY.

1	Client Company/Address	Contact	Begin Date	End Date
	AZ DEMA-OOD-OES/ 1 Hughes Avenue Camp Navajo, Bellemont, AZ 86015	Mr. Lynn S. Mattson	Jan 2017	Feb 2018
	Phone Number	Email Address		
	928-773-3392	lynn.mattson@azdema.gov		
<p>List project name, project location, original design fee, final design fee, construction costs (if applicable), and program facilities (What were the uses, facilities, or activities that were built. For example; lift station, parking lot, bridge, playground, sewerage treatment plant, storm drainage, etc.).</p> <p>NAME: Camp Navajo Area 200 Water Distribution System LOCATION: 200 Area, Camp Navajo, Bellemont, AZ ORIGINAL DESIGN FEE: \$155,180 FINAL DESIGN FEE: \$125,960 CONSTRUCTION COSTS: \$589,777 PROGRAM FACILITIES: Utility infrastructure (water); Fire protection; Cost Estimating; Construction Administration (SIOH)</p> <p>Services performed similar to those described in Solicitation</p> <p>Utility infrastructure (water); Historic District; Airborne Data and Imagery Collection; Environmental Impact Studies, Assessments or Statements; Construction Management (SIOH); Cost Estimating; Fire Protection; Historical Preservation; Water Supply, Treatment & Distribution;</p>				
2	Client Company/Address	Contact	Begin Date	End Date
	Coconino County Parks & Recreation 2446 Fort Tuthill Loop Flagstaff, AZ 86005	Jeff Stein, RLA, LEED-AP (now in Public Works)	04/2015	09/2017
	Phone Number	Email Address		
	928-679-8021	jstein@coconino.az.gov		
<p>List project name, project location, original design fee, final design fee, construction costs (if applicable), and program facilities (What were the uses, facilities, or activities that were built. For example; lift station, parking lot, bridge, playground, sewerage treatment plant, storm drainage, etc.).</p>				



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

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

NAME: Coconino County Fort Tuthill Renovation

LOCATION: Fort Tuthill, Arizona

ORIGINAL DESIGN FEE: \$250,000

FINAL DESIGN FEE: \$374,722 (Due to owner added Phasing and Scope)

CONSTRUCTION COSTS: \$788,408 (Phase 1), \$4,660,000 (Phase 2)

PROGRAM FACILITIES: County Park Recreation Area, Utility Infrastructure (Water, Sewer, Electrical), Parking Lot, Storm Drainage, Historic District.

Services performed similar to those described in Solicitation

Area Master Planning; Community Facilities; Construction Management; Cost Estimating; Digital Elevation & Terrain Model Development; Infrastructure; Outdoor Recreation; Recreation Facilities; Stormwater Handling & Facilities; Water Supply.

3	Client Company/Address	Contact	Begin Date	End Date
	APMI 8300 North Hayden Road, Suite A-209 Scottsdale, AZ 85258	Will Reilly, AIA, LEED AP BD+C	05/2016	CURRENT
	Phone Number	Email Address		
	480-998-0709	wreilly@apmi.com		

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

NAME: City of Flagstaff Core Services Maintenance Facility

LOCATION: Flagstaff, Arizona

ORIGINAL DESIGN FEE: \$469,717

FINAL DESIGN FEE: \$521,688 (additional services were identified at the beginning of design and authorized as needed. The original design budget amount was not exceeded)

CONSTRUCTION COSTS: ~\$19,290,340

PROGRAM FACILITIES: Utility Infrastructure (Water & Sewer); Regional Stormwater Detention; Low Impact Stormwater Development; Parking Lots; Site Grading to comply with ADA Guidelines.

Services performed similar to those described in Solicitation

Area Master Planning; Community Facilities; Construction Management; Cost Estimating; Digital Elevation & Terrain Model Development; Fire Protection; Infrastructure; Irrigation, Drainage; LEED Accredited A/E; Sewage Collection, Treatment & Disposal; Stormwater Handling & Facilities; Surveying; Sustainable Design; Topographic Surveying & Mapping; Traffic and Transportation Engineering; Water Resources; Hydrology; Water Supply.

End of Attachment 2-A

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

Date: January 8, 2018
Page 11 of 32

	Request for Qualifications Solicitation No. ADSP018-00007887 Description: 2018 Professional Services List	Arizona Department of Administration State Procurement Office 100 N 15th Ave., Suite 201 Phoenix, AZ 85007
---	--	---

Attachment 2-B
Organization Profile

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

ORGANIZATION PROFILE

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

Firm Name	PEAK ENGINEERING, INC.	Year established	2010	
Principal address (street, city, state)	110 N. AGASSIZ STREET, FLAGSTAFF, ARIZONA			
Entity type:	CORPORATION	Structure:	S-CORPORATION	
Branch or Division:	MAIN OFFICE	Parent Company:	N/A	
Years the organization has conducted business in Arizona.			7.5	
Contract Representatives to Contact				
	Name	Title	Telephone Number	E-Mail Address
1	THOMAS E. SMITH	PRINCIPAL	928-774-4046 x199	TOM@PEAKEGR.COM
2	JULIE LEID	PRINCIPAL	928-774-4046 x120	JULIE@PEAKEGR.COM
3.	x	x	x	x
Firm Professional Registration and Certifications (INCLUDE COPY OF DOCUMENT IN OFFER)				
	Description	Issuer	Number	Expiration
1	Arizona Board of Technical Registration	State of Arizona	16367	04/30/2018
2	Arizona transaction privilege tax license or (if applicable) Arizona Corporate Commission Certificate of Good Standing	State of Arizona	ACC Certificate of Good Standing	Included as attachment

ATTACHMENT 2-B SUPPLEMENTS:

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

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

Date: January 8, 2018
Page 12 of 32

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

Title	Document Date	No. of pages	Purpose in Offer
-------	---------------	--------------	------------------

NONE

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

End of Attachment 2-B

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

Attachment 3-A
Method Proposal
(Method of Approach)

RESERVED FOR AWARDED DESIGN PROFESSIONAL UPON SERVICE REQUEST

End of Attachment 3-A



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

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

Attachment 3-B
Key Personnel Proposal

Answer all questions thoroughly in the spaces provided. **Complete this form in full for each one of the key personnel who will participate in this contract.** Insert or attach a separate resume if desired, but any attached resumes are supplemental to this form and **do not substitute resumes for this form.** Offeror shall list any resume filename within the Key Personnel Form resume section **and Attach as titled and submit with firm's offer in ProcureAZ. Resumes shall not be listed in Attachment 3-B as Supplements.**

1	Name:	THOMAS E. SMITH, P.E.	How long with company?	7.5 years
	Current position in company:	PRINCIPAL, PROJECT MANAGER	How long in position?	7.5 years
	Position for the Services:	PROJECT MANAGER	How much of time will be dedicated to the Services?	50 %
	What primary functions will be assigned?	CIVIL ENGINEER, PROJECT MANAGER, TRANSPORTATION ENGINEER		
	Describe person's experience in performing services like those that are to be assigned:	Tom has worked as a Civil Engineer throughout Arizona for 18 years and as a Project Manager for the past 13 years, completing numerous projects for municipalities across the state. His broad Civil Engineering experience includes water main and sewer main infrastructure design, roadway rehabilitation, urban renewal projects in the public right-of-way, transportation planning and site circulation assessment, and higher education projects including site grading and drainage.		
	List person's job-related training and education:	Registered Professional Civil Engineer #42777, ARIZONA Bachelor of Science in Civil Engineering, Northern Arizona University (1999) Leadership In Engineering Administration Program (LEAP), American Council of Engineering Companies of Arizona (2004)		
	Resume:	2018 PEAK ENG RESUME-SMITH.PDF		



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

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

2	Name:	JULIE LEID, P.E.	How long with company?	7.5 years
	Current position in company:	PRINCIPAL, PROJECT MANAGER	How long in position?	7.5 years
	Position for the Services:	PROJECT MANAGER	How much of time will be dedicated to the Services?	50 %
	What primary functions will be assigned?	CIVIL ENGINEER, PROJECT MANAGER, TRANSPORTATION ENGINEER		
	Describe person's experience in performing services like those that are to be assigned:	<p>Julie has provided Civil Engineering services in Arizona for 15 years. The first few years of her career were spent in remote areas of Arizona providing full-time construction phase support and administrative services. This was invaluable experience and led to an understanding of constructability issues and how to address these issues in the design. Julie's design experience is primarily in site development whether it be new sites or major redevelopments, water and sewer infrastructure, and roadway reconstruction. Most recently, Julie has provided on-call Project Management services to Coconino County where she provides Engineering guidance to County Staff and their design consultants. Julie is skilled at delivering technical information to diverse audiences and fostering collaboration and endorsement of solutions to complicated design issues.</p>		
	List person's job-related training and education:	<p>Registered Professional Civil Engineer #47669, ARIZONA Bachelor of Science in Civil Engineering, Montana State University (2002) Leadership in Engineering Administration Program (LEAP), American Council of Engineering Companies of Arizona (2010) LEED Accredited Professional (2009)</p>		
	Resume:	2018 PEAK ENG RESUME-LEID.PDF		



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

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

3	Name:	CALEB LANTING, P.E.	How long with company?	6.5 years
	Current position in company:	PROJECT ENGINEER / PROJECT MANAGER	How long in position?	6.5 years
	Position for the Services:	PROJECT ENGINEER / PROJECT MANAGER	How much of time will be dedicated to the Services?	75 %
	What primary functions will be assigned?	CIVIL ENGINEER, PROJECT MANAGER, HYDROLOGIST, TRANSPORTATION ENGINEER		
	Describe person's experience in performing services like those that are to be assigned:	<p>Caleb began his Civil Engineering career in Northern Arizona in 2002 and he is the technical lead for Peak Engineering projects. Caleb's 15 years of experience include complex renovation projects such as roadway, drainage, utility and pedestrian improvements in historic neighborhoods, historic districts, and urban environments. Caleb also serves as Holbrook's on-call City Engineer and Page's Civil Engineering plans reviewer. He regularly represents both City's on the Northern Arizona Council of Governments Technical Board.</p> <p>Caleb is known for his experience and commitment to ADA accessible design. He is the go-to person for our clients because of his depth of understanding related to code requirements, his creativity in providing universal design (even in challenging mountain areas), and unwavering commitment to the diverse needs of our population.</p>		
	List person's job-related training and education:	<p>Registered Professional Civil Engineer #44706, ARIZONA Bachelor of Science in Civil Engineering, Northern Arizona University (2001) Leadership in Engineering Administration Program (LEAP), American Council of Engineering Companies of Arizona (2006)</p>		



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

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

Resume:	2018 PEAK ENG RESUME-LANTING.PDF
----------------	--

4	Name:	SAMUEL HEFFELFINGER, P.E.	How long with company?	6.5 years
	Current position in company:	PROJECT ENGINEER	How long in position?	2.0 years
	Position for the Services:	PROJECT ENGINEER	How much of time will be dedicated to the Services?	75%
	What primary functions will be assigned?	CIVIL ENGINEER, WATER RESOURCES ENGINEER		
	Describe person's experience in performing services like those that are to be assigned:	<p>Sam's professional Civil Engineering career began in 2011 with a high-profile roadway and utility infrastructure project in the City of Flagstaff. In the 6.5 years since he started, he has developed into an outstanding Civil Engineer with a keen understanding of issues related to the built environment. He has designed water and sewer infrastructure, managed ADEQ permitting, designed and managed roadway infrastructure projects and developed unique solutions to challenging drainage problems.</p>		
	List person's job-related training and education:	<p>Registered Professional Civil Engineer #60461, ARIZONA Bachelor of Science in Civil Engineering, Northern Arizona University (2009) Master of Science, Civil Engineering, Northern Arizona University (2011) Leadership in Engineering Administration Program (LEAP), American Council of Engineering Companies of Arizona (2017)</p>		
	Resume:	2018 PEAK ENG RESUME-HEFFELFINGER.PDF		

	Request for Qualifications Solicitation No. ADSP018-00007887 Description: 2018 Professional Services List	Arizona Department of Administration State Procurement Office 100 N 15th Ave., Suite 201 Phoenix, AZ 85007
---	--	---

ATTACHMENT 3-B SUPPLEMENTS:

(For submission of additional Key Personnel qualifications beyond the number of forms provided in the Offer Documents: Offeror shall copy the Key Personnel Form in its entirety and complete in a separate Word Document for submission with the offer, and list file name below or type "None" on first line if not applicable. Offeror shall title Supplement(s) with the same title as named herein and upload with offer.).

	Title	Document Date	No. of pages	Purpose in Offer
1.	NONE	x	x	

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

End of Attachment 3-B



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

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

Attachment 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		
1	Name		

	Request for Qualifications Solicitation No. ADSP018-00007887 Description: 2018 Professional Services List	Arizona Department of Administration State Procurement Office 100 N 15th Ave., Suite 201 Phoenix, AZ 85007
---	--	---

ATTACHMENT 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

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

Attachment 3-D
Performance Guarantee

RESERVED FOR AWARDED DESIGN PROFESSIONAL UPON SERVICE REQUEST

End of Attachment 3-D

	Request for Qualifications Solicitation No. ADSP018-00007887 Description: 2018 Professional Services List	Arizona Department of Administration State Procurement Office 100 N 15th Ave., Suite 201 Phoenix, AZ 85007
---	--	---

Attachment 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.

PEAK ENGINEERING, INC.

 Company Name
 110 N. AGASSIZ ST.

 Address
 FLAGSTAFF ARIZONA 86001

 City State Zip



 Signature of Person Authorized to Sign
 THOMAS E. SMITH

 Printed Name
 PRINCIPAL

 Title

End of Attachment 3-E

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

Date: January 8, 2018
 Page 23 of 32

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

Attachment 4
Pricing Sheet

RESERVED FOR AWARDED DESIGN PROFESSIONAL SERVICE ORDER CONTRACT

End of Attachment 4

	Request for Qualifications Solicitation No. ADSP018-00007887 Description: 2018 Professional Services List	Arizona Department of Administration State Procurement Office 100 N 15th Ave., Suite 201 Phoenix, AZ 85007
---	--	---

Attachment 5-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.

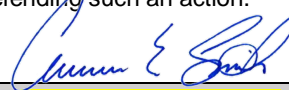
NOTE: Failure to attach an explanation may result in a determination that the information does not meet the statutory trade secret definition. All information that does not meet the definition of trade secret as defined by A.A.C. R2-7-101(52) will become public in accordance with A.A.C. R2-7-C317. State 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.

PEAK ENGINEERING, INC.

Offeror Company Name
110 N. AGASSIZ STREET
Address



Signature of Authorized Person
THOMAS E. SMITH
Printed Name

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

Date: January 8, 2018
 Page 25 of 32

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

FLAGSTAFF ARIZONA 86001

PRINCIPAL

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.	NONE	x	x	x

End of Attachment 5-A

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

*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.*

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

Attachment 5-B
Conformance Statements

STATE WILL NOT CONSIDER ANY EXCEPTIONS UNLESS DESIGNATED ON THIS FORM.
READ THE INSTRUCTIONS TO OFFERORS BEFORE TAKING ANY EXCEPTIONS – TAKING EXCEPTIONS CAN BE
GROUNDS FOR STATE REJECTING YOUR OFFER IN EVALUATION.

**CONFORMANCE TO THE INSTRUCTIONS:
(PART 1 OF THE SOLICITATION)**

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

- YES – Offeror acknowledges that it has read and understands the Solicitation Summary in Section 1-A of the Solicitation Documents and the Instructions to Offerors in Section 1-B of the Solicitation Documents and the and attests that its Offer complies with both.
- NO – Offeror acknowledges that it has read and understands the Solicitation Summary in Section 1-A of the Solicitation Documents and the Instructions to Offerors in Section 1-B of the Solicitation Documents, and attests that its Offer complies with both EXCEPT FOR the exceptions listed in **Attachment 5-B Supplement 1**.

**CONFORMANCE TO THE CONTRACT TERMS AND CONDITIONS:
(PART 2 OF THE SOLICITATION)**

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

- YES – Offeror acknowledges that it has read and understands the Special Terms and Conditions and the Uniform Terms and Conditions, along with their respective Exhibits and Appendices, in Part 2 of the Solicitation Documents and attests that its Offer complies with both.
- NO – Offeror acknowledges that it has read and understands the Special Terms and Conditions and the Uniform Terms and Conditions, along with their respective Exhibits and Appendices in Part 2 of the Solicitation Documents and attests that its Offer complies with both EXCEPT FOR the exceptions listed in **Attachment 5-B Supplement 2**.

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

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

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

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

Date: January 8, 2018
Page 28 of 32

	Request for Qualifications Solicitation No. ADSP018-00007887 Description: 2018 Professional Services List	Arizona Department of Administration State Procurement Office 100 N 15th Ave., Suite 201 Phoenix, AZ 85007
---	--	---

NO – Offeror acknowledges that it has read and understands the [Requirements Document and the Compensation Document](#), in Part 3 of the Solicitation Documents and attests that its Offer complies with both EXCEPT FOR the exceptions listed in **Attachment 5-B Supplement 3**.

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

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

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

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

	Request for Qualifications Solicitation No. ADSP018-00007887 Description: 2018 Professional Services List	Arizona Department of Administration State Procurement Office 100 N 15th Ave., Suite 201 Phoenix, AZ 85007
---	--	---

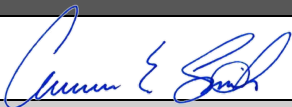
Article/ Paragraph or Appendix Reference	Proposed Changes / Alternate Language	Rationale for Proposed Change
Section 2-B: Uniform Terms & Conditions		
X	x	x
X	x	x
X	x	x

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

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

PEAK ENGINEERING, INC.

Company Name


 Signature of Person Authorized to Sign

End of Attachment 5-B



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

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

Attachment 5-C
Insurance Evidence

RESERVED FOR AWARDED DESIGN PROFESSIONAL UPON SERVICE REQUEST

End of Attachment 5-C



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

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

Attachment 5-D
Offer Checklist

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

	DOCUMENT	SUBMITTED
1.	Attachment 1: Offer and Acceptance Form - SIGNED	<input type="checkbox"/> YES <input type="checkbox"/> no
2.	Attachment 2-A: Experience and Capacity	<input type="checkbox"/> YES <input type="checkbox"/> no
3.	Attachment 2-A: References	<input type="checkbox"/> YES <input type="checkbox"/> no
4.	Attachment 2-B: Organization Profile	<input 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 type="checkbox"/> YES <input type="checkbox"/> no
7.	Attachment 3-C: Proposed Subcontractors – RESERVED FOR AWARD	<input type="checkbox"/> YES <input checked="" type="checkbox"/> no
8.	Attachment 3-D: Performance Guarantee – RESERVED FOR AWARD	<input type="checkbox"/> YES <input checked="" type="checkbox"/> no
9.	Attachment 3-E: Israel Boycott Form - SIGNED	<input type="checkbox"/> YES <input type="checkbox"/> no
10.	Attachment 4: Pricing Sheet – RESERVED FOR AWARD	<input type="checkbox"/> YES, <input checked="" type="checkbox"/> no
11.	Attachment 5-A: Confidential Information Designation - SIGNED	<input type="checkbox"/> YES <input type="checkbox"/> no
12.	Attachment 5-B: Conformance Statements - SIGNED	<input 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 type="checkbox"/> YES <input type="checkbox"/> no
15.	.pdf File: Number of Projects and Revenue	<input type="checkbox"/> YES <input type="checkbox"/> no
16.	Excel File: 2018 Professional Services List of Firms Services	<input 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: January 8, 2018
 Page 32 of 32



Sam Heffelfinger

Excellence in
Technical Design



Education

Northern Arizona University, B.S. Civil Engineering

Northern Arizona University, M.S. Civil Engineering

ACEC Leadership in Engineering Administration Program, 2017

Registrations

Registered Professional Engineer (AZ #60461)

SAM HEFFELFINGER, P.E., Project Engineer

Sam began his career in consulting engineering in 2011 when he started as the first employee of Peak Engineering. Since then, he has developed into a highly efficient Project Engineer with a keen understanding of constructability issues and plenty of know-how. He holds a Masters of Science Degree in Engineering.

His professional experience includes a broad range of civil engineering services for municipal, educational and institutional clients. He has designed ADA compliant sidewalk systems and pedestrian pathways, urban trails, roadways, and water and sewer infrastructure.

Sam recently completed design of the Core Services Maintenance Facility for the City of Flagstaff. The project was technically challenging and included volume exchange for a regional detention facility, low impact development, water and sewer modeling, improvements to an arterial roadway and multi-agency review (ADEQ, ADOT, City of Flagstaff, Coconino County).

Sam directs the work of design engineers at Peak Engineering. He has primary responsibility for preparation of technical reports, construction documents, and cost estimates. He delivers these work products as agreed upon in the project scope of work and upholds the Peak Engineering culture of on-schedule and on-budget project delivery.

Sam's Representative Projects

- Core Services Maintenance Facility, City of Flagstaff
- Sunnyside Phase 5D Improvements, City of Flagstaff
- Lockett Road Improvements, City of Flagstaff
- West Street & Arrowhead Avenue Improvements, City of Flagstaff
- Northern Arizona Intergovernmental Public Transportation Authority Phase 2 Development
- Fire, Life, Safety Infrastructure Improvements, NAU
- Observatory Fields, NAU
- Uptown Sedona Pedestrian Infrastructure Improvements, City of Sedona



Caleb Lanting

Excellence in
Project Execution



Education

Northern Arizona University, B.S. Civil Engineering

ACEC Leadership in Engineering Administration Program, 2006

Registrations

Registered Professional Engineer (AZ #44706)

CALEB LANTING, P.E., Project Engineer

Caleb began his engineering career in 2001 in Northern Arizona and joined Peak Engineering in July 2011. His 17 years of professional experience include roadway design, infrastructure rehabilitation, site grading and drainage design, school site improvements, adjacent ways funded projects and high school track and field design. Tom and Julie worked with Caleb at their former firm before starting Peak Engineering and with the first big project, they brought him on-board.

Caleb oversees ADA code compliance for Peak projects. He worked one-on-one with NAU's Code Compliance officer to develop a design, review and documentation process for ADA compliance on our NAU projects. The accessibility standards for plan preparation that Caleb has created have been distributed to others in the consulting community as examples of how NAU wants to see their submittals.

Caleb is known for his technical excellence, accuracy and attention to detail. He's the kind of engineer that you go to for the "do you remember that project when we ..." and he immediately locates his notes for that specific project and can detail exactly what transpired and the decisions made.

Caleb's Representative Projects

- Yavapai Lodge ADA Grading & Drainage, Delaware North
- Camp Navajo 200 Area Waterlines, AZ DEMA
- Coconino County Parks and Recreation, Fort Tuthill Infrastructure Improvements
- Business Accelerator, Northern Arizona Center for Emerging Technologies and the City of Flagstaff
- NAU Concrete Engineered Replacements (2014 - 2017)
- NAU/Pine Knoll Sidewalks
- City of Flagstaff West St & Arrowhead Avenue Roadway & Utility Improvements
- City Engineer for the City of Holbrook
- NAU Health and Learning Center Water Main Extension



Julie Leid

Excellence in
Project Management



Education / Training

Montana State University, B.S., Civil Engineering, 2002

ACEC Green Infrastructure and Sustainable Communities, 2008

Green Building Certificate Course, Colorado State University, 2009

ACEC Leadership in Engineering Administration Program (LEAP), 2010

Registrations

Registered Professional Engineer (Civil) AZ #47669

USGBC LEED Accredited Professional

Professional Affiliations

USGBC Northern Arizona Branch Governing Council Member and Chair, 2009-2012

Flagstaff Regional Plan Citizens Advisory Committee, 2009-2013

NAU CM499 & FS111 Guest Lecturer, 2010-2012

City of Flagstaff Transportation Commissioner, 2016-present

City of Flagstaff Transportation Tax Commissioner, 2017-present

Julie Leid, P.E., Principal, Project Manager

Julie began her career in 2002 with Arizona Engineering Company and was a founding partner of Peak Engineering, Inc. in May 2010. Her professional experience includes a diverse mix of municipal and educational projects included ADA assessments, site grading and drainage design, construction administration, infrastructure rehabilitation and public outreach and facilitation.

Julie brings creativity to design solutions, tackles difficult issues head-on, and delivers on her promises. She enjoys working with people and interacting with the public, even when presenting difficult issues. In addition to her creative engineering solutions, her clients benefit from her ability to bring people together in a public setting and present technical information to all personality types. This unique ability results in efficient, technically sound design solutions that are well supported by the public.

Julie's Representative Projects

- Core Services Maintenance Facility, City of Flagstaff
- Coconino County Parks and Recreation, Fort Tuthill Infrastructure Improvements
- 2017 Concrete Improvements, NAU (campus-wide)
- Observatory Fields Renovation, NAU
- West Street & Arrowhead Avenue Improvements, City of Flagstaff
- Transit Spine Associated Construction, NAU
- Business Accelerator, Northern Arizona Center for Emerging Technologies and the City of Flagstaff
- Health & Learning Center Waterline, NAU
- Northern Arizona Intergovernmental Public Transportation Authority Phase 2 Development
- Flagstaff Urban Trail System, City of Flagstaff



Tom Smith

Excellence in
Project Leadership



Education / Training

Northern Arizona University, B.S., Civil Engineering, 1999

ACEC Leadership in Engineering Administration (LEAP), 2004

Registrations

Registered Professional Engineer (AZ #42777)

Professional Affiliations

Flagstaff Unified School District
Citizen's Budget Committee (2009-2010)

Civil Engineering Department
Advisory Committee, NAU (2008-2012)

NAU Engineering Department Guest
Lecturer NAU ASCE Student Chapter
Concrete Canoe Sponsor

ACEC Arizona Board of Directors,
Vice-Chair, 2016-present

Tom is trusted by state educational and non-profit agencies to provide leadership, current information and education to its stakeholders. This leadership experience is an indicator that Tom is a perfect fit to manage civil engineering projects for agencies across the State of Arizona.

Thomas E. Smith, P.E., Principal, Project Manager

Tom began his professional career in 1999 with Arizona Engineering Company. Throughout his career, he has focused on helping municipal and educational clients turn vision into reality. This includes a broad range of public works experience including roadway development and design, site circulation and parking facilities, infrastructure rehabilitation, water and sewer design and permitting and project management.

As a founding partner of Peak Engineering, Tom serves as a Project Director and Project Manager and is responsible for client satisfaction and quality control. His corporate responsibilities include financial management, risk management and contracts oversight as well as general business management.

Tom is the "cool under fire" engineer. His first reaction is always positive, proactive and solutions oriented. During the Sunnyside Phase IV project for the City of Flagstaff, he was responsible for designing \$4M of infrastructure improvements in 150 days, including City review and approval. Everyone else told the City it couldn't be done, but Tom figured it out and hit a homerun. That effort/commitment resulted in long lasting relationships and trust between City staff and Tom.

Tom's Representative Projects

- Yavapai Lodge ADA Grading & Drainage, Delaware North
- Camp Navajo 200 Area Waterlines, AZ DEMA
- On-Call City Engineer, City of Page
- Grand Canyon Village Market Paving, Delaware North
- Sunnyside Phase 5D Improvements, City of Flagstaff
- Lockett Road Improvements, City of Flagstaff
- North Campus Athletic and Recreation Center, NAU
- 2016 Concrete Replacements (Facilities and Residence Life), NAU
- Greening the North Quad, NAU
- Valle Water Development and Distribution System

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

FIRMS NAME (INSERT NAME):

TYPE OF PROJECT	TOTAL NUMBER OF FIRM PROJECTS (ALL FIRM LOCATIONS) COMPLETED IN LAST THREE YEARS	Using the Revenue Index (Enter 1-10) indicate the approximate revenue the firm has earned over the last three years from ARIZONA ONLY state, municipal, federal etc. government projects only	Using the Revenue Index (Enter 1-10) indicate the approximate revenue the firm has earned over the last three years from ARIZONA ONLY non-government projects only	TYPE OF PROJECT	TOTAL NUMBER OF FIRM PROJECTS (ALL FIRM LOCATIONS) COMPLETED IN LAST THREE YEARS	Using the Revenue Index (Enter 1-10) indicate the approximate revenue the firm has earned over the last three years from ARIZONA ONLY state, municipal, federal etc. government projects only	Using the Revenue Index (Enter 1-10) indicate the approximate revenue the firm has earned over the last three years from ARIZONA ONLY non-government projects only
Acoustics, Noise Abatement				Land Surveying			
Activity Centers				Landscape Architecture			
Aerial Photography; Airborne Data and Imagery Collection and Analysis				LEED Accredited A/E			
Agricultural Development; Grain Storage; Farm Mechanization				LEED Independent 3rd Party Building Commissioning			
Air Pollution Control				Libraries; Museums; Galleries			
Airports; Navais; Airport Lighting; Aircraft Fueling				Lighting (Exteriors; Streets; Memorials; Athletic Fields, Etc.)			
Airports; Terminals and Hangars; Freight Handling				Lighting (Interior; Display; Theater, Etc.)			
Animal Facilities				Lighting (Cave; Cavern)			
Anti-Terrorism/Force Protection				Mapping Location/Addressing Systems			
Area Master Planning				Materials Handling Systems; Conveyors; Sorters			
Auditoriums and Theaters				Materials Testing			
Automation; Controls; Instrumentation				Measurement / Verification / Conservation Water Consumption			
Barracks; Dormitories				Medical Related			
Bridge Design; Bridges				Metallurgy			
Cartography				Mining and Mineralogy			
Cemeteries (Planning and Relocation)				Modular Systems Design; Pre-Fabricated Structures or Components			
Chemical Processing and Storage				Mold Investigation			
Child Care/Development Facilities				Museums			
Codes; Standards; Ordinances				Nuclear Facilities; Nuclear Shielding			
Cold Storage; Refrigeration and Fast Freeze				Office Buildings; Industrial Parks			
Commercial Building (Low Rise); Shopping Centers				Outdoor Recreation			
Communications Systems; TV; Microwave				Petroleum and Fuel (Storage and Distribution)			
Community Facilities				Phase I Environmental			
Computer Facilities				Photogrammetry			
Conservation and Resource Management				Pipelines (Cross-Country - Liquid and Gas)			
Construction Management				Plumbing and Piping Design			
Construction Materials Testing				Pneumatic Structures, Air-Support Buildings			
Construction Surveying				Power Generation, Transmission, Distribution			
Controls and Electronics Engineer				Prisons and Correctional Facilities			
Corrosion Control; Cathodic Protection Electrolysis				Product, Machine Equipment Design			
Cost Estimating; Cost Engineering and Analysis; Parametric Costing; Forecasting				Public Safety Facilities			
Cryogenic Facilities				Radar; Sonar; Radio and Radar Telescopes			
Dams (Concrete; Arch)				Radio Frequency Systems and Shieldings			
Dams (Earth; Rock); Dikes; Levees				Railroad; Rapid Transit			
Desalination (Process and Facilities)				Recreation Facilities (Parks, Marinas, Etc.)			
Design & Planning Structured Parking Facilities				Refrigeration Plants/Systems			
Design-Build - Preparation of Requests for Proposals				Rehabilitation (Buildings; Structures; Facilities)			
Detention Security Systems				Research Facilities			
Digital Elevation and Terrain Model Development				Resources Recovery; Recycling			
Digital Orthophotography				Rivers; Canals; Waterways; Flood Control			
Dining Halls; Clubs; Restaurants				Roof Infrared Imaging to Identify Water Leaks			
Disability / Special Needs				Roofing			
Dredging Studies and Design				Safety Engineering; Accident Studies; OSHA Studies			
Ecological and Archeological Investigations				Security Systems; Intruder and Smoke Detection			
Educational Facilities; Classrooms				Seismic Designs and Studies			
Electrical Studies and Design				Sewage Collection, Treatment and Disposal			
Electronics				Soils and Geologic Studies; Foundations			
Elevators; Escalators; People-Movers				Solar Energy Utilization			
Energy / Water Auditing Savings				Solid Wastes; Incineration; Landfill			
Energy Conservation; New Energy Sources				Special Environments; Clean Rooms, Etc.			
Environmental Impact Studies, Assessments or Statements				Specifications Writing			
Fallout Shelters; Blast-Resistant Design				Storm Water Handling and Facilities			
Fire Protection				Structural Design; Special Structures			
Fisheries; Fish Ladders				Surveying; Platting; Mapping; Flood Plain Studies			
Forensic Engineering				Sustainable Design			
Garages; Vehicles Maintenance Facilities; Parking				Swimming Pools			
Gas Systems (Propane; Natural, Etc.)				Testing and Inspection Services			
Geodetic Surveying: Ground and Airborne				Topographic Surveying and Mapping			
Heating; Ventilating; Air Conditioning				Towers (Self-Supporting and Guyed Systems)			
Highways; Streets; Airfield Paving; Parking Lots				Toxicology			
Historical Preservation				Traffic and Transportation Engineering			
Hospital and Medical Facilities				Traffic Studies			
Hotels; Motels				Transportation			
Housing (Residential, Multi-Family; Apartments; Condominiums)				Tunnels and Subways			
Hydraulics and Pneumatics				Urban Renewals; Community Development			
Hydrographic Surveying				Utilities (Gas and Steam)			
Industrial Buildings; Manufacturing Plants				Value Analysis; Life-Cycle Costing			
Industrial Processes; Quality Control				Warehouse and Depots			
Industrial Waste Treatment				Waste Water Treatment Facility			
Intelligent Transportation Systems				Water Resources; Hydrology; Ground Water			
Infrastructure				Water Supply; Treatment and Distribution			
Irrigation; Drainage				Water Well Rehabilitation; Water Well Work			
Judicial and Courtroom Facilities				Wind Tunnels; Research/Testing Facilities			
Laboratories; Medical Research Facilities				Design			
Labs - General				Zoning; Land Use Studies			
Labs - Research - Dry							
Labs - Research - Wet							

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

SAM Search Results
List of records matching your search for :

Search Term : peak* engineering* inc.*
Record Status: Active

ENTITY	Peak Resource Conservation, Inc.	Status:Active
DUNS: 057172359	+4:	CAGE Code: 7SA52 DoDAAC:
Expiration Date: Dec 28, 2018	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 4465 Northpark Dr Ste 400A	City: COLORADO SPRINGS	State/Province: COLORADO
ZIP Code: 80907-4225		Country: UNITED STATES



Arizona State Board of Technical Registration

Details

Business Name	Peak Engineering, Inc.
Service/Discipline	
Street	110 N. Agassiz
City	Flagstaff
State	AZ
Zip	86001
Phone Number	

Registration Number	Registration Type	Registration Issue Date	Registration Expiration Date	Registration Status
16367	Firm Registration	4/21/2010	4/30/2018	Active

Title	Name	Discipline	Expiration Date of Current Registration
Principal Registrant	JULIE OAKASON LEID	Professional Engineer Registration	2020-03-31

[Back to Results](#)



Arizona State Board of Technical
Registration

STATE OF ARIZONA



Office of the
CORPORATION COMMISSION

CERTIFICATE OF GOOD STANDING

To all to whom these presents shall come, greeting:

I, Ted Vogt, Executive Director of the Arizona Corporation Commission, do hereby certify that

*****PEAK ENGINEERING, INC.*****


a domestic corporation organized under the laws of the State of Arizona, did incorporate on April 09 2010.

I further certify that according to the records of the Arizona Corporation Commission, as of the date set forth hereunder, the said corporation is not administratively dissolved for failure to comply with the provisions of the Arizona Business Corporation Act; and that its most recent Annual Report, subject to the provisions of A.R.S. sections 10-122, 10-123, 10-125 & 10-1622, has been delivered to the Arizona Corporation Commission for filing; and that the said corporation has not filed Articles of Dissolution as of the date of this certificate.

This certificate relates only to the legal existence of the above named entity as of the date issued. This certificate is not to be construed as an endorsement, recommendation, or notice of approval of the entity's condition or business activities and practices.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Arizona Corporation Commission. Done at Phoenix, the Capital, this 23rd day of January, 2018, A. D.





Ted Vogt, Executive Director

By: _____ 1814367