CivTech

April 1, 2025

Arizona Department of Transportation (ADOT)
Engineering Consultants Section
205 S 17th Ave., Mail Drop 616E
Phoenix, AZ 85007

**RE: Part A — Introductory Letter**
**ADOT Contract No. 2025-011 – Project Development On-Call**

Dear Members of the Selection Committee,

We at **CivTech Inc. (CivTech)**, AZBTR Registration No. 10445, as Prime Consultant, and our esteemed teaming partners, **Ethos Engineering, LLC (Ethos); J2 Engineering & Environmental Design (J2 Design); Atwell, LLC (Atwell);** and **DFDG Architecture (DFDG),** are honored to express our interest and submit our team's statement of qualifications (SOQ) in response to the Arizona Department of Transportation's (ADOT) Request for Qualifications (RFQ) Package for Contract Number 2025-011, Project Development On-Call Statewide Locations. We are grateful for the opportunity to present our qualifications for ADOT's consideration.

Our key team members, including our Project Principal, CivTech's Founder, Dawn Cartier, PE, PTOE, Contract Manager and Task Manager, Larry Wiele, PE, Adam Carreon, PE, PTOE, Mick Mathieu, PE, F. ASCE, Jeff Holzmeister, PE (J2 Design) and Pancho Garza, PE (Ethos) are not only fully committed but also deeply passionate about the Project Development On-Call Contract No. 2025-011.

CivTech is a City of Phoenix-certified Small Business Enterprise (SBE), AZ UTRACS DBE Certified, and SBC Registered (AZ UTRACS # 15223) and is committed to meeting the established DBE Goal for this contract. Two of our teaming partners, Ethos and J2 Design, are also certified DBE firms.

**Why Select the CivTech Team**

ADOT has many consultants to select from to provide professional services under Contract No. 2025-011 – Project Development On-Call. We firmly believe that CivTech's Team offers many benefits and advantages to ADOT, including:

- **Experienced Contract Manager—**Our Contract Manager, Larry Wiele, has over 30 years of experience working on a wide range of projects, including intersection redesigns, minor and major roadway improvements, signal designs, and comprehensive highway design projects. This wide-ranging experience allows him to provide ADOT with the necessary expertise while maintaining a consistent point of contact throughout all assigned projects.
- **On-Call Experience—**CivTech has secured dozens of on-call contracts over the years. This experience enables us to set up and execute task orders quickly. Our team's flexibility and cross-training allow us to quickly assign the right people to the right jobs, effectively completing our assignments. Our team's collective experience is a testament to our deep understanding of ADOT's policies and procedures, instilling confidence in our ability to deliver high-quality results.
- **Creative Solutions—**CivTech prides itself on thinking outside the box. For instance, on the City of Buckeye's Verrado Way and Yuma Road Intersection Improvements and Drainage Evaluation, CivTech not only met the project requirements but also improved the original concept by proposing to raise the intersection, provide a new culvert crossing, adding a depressed crossing further to the west, and implementing downstream channel improvements along Verrado Way, delivering the best value and most effective result for the Buckeye community. We are committed to providing similar innovative solutions for ADOT.

We eagerly anticipate the opportunity to serve ADOT for the duration of Contract No. 2025-011 – Project Development On-Call, and we are committed to delivering exceptional results.

Kind Regards,

Dawn D. Cartier, PE, PTOE
Professional Engineer (Civil): Arizona #35879
Professional Traffic Operations Engineer(PTOE): #723
Founder and President
CivTech Inc.

## B) EVALUATION CRITERIA

### SOQ Proposal Certifications Form

**Engineering Consultants Section**
**SOQ Proposal Certifications Form**

Contract #: **2025-011** Consultant Name: **CIVTECH INC.**

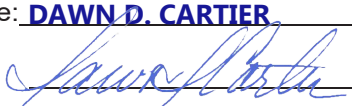
**Please read the fifteen (15) statements below. The statements are to ensure Consultants are aware and in agreement with Federal, State and ECS guidelines related to the award of this contract. Consultants shall submit the specific Certification form attached to each RFQ advertised, as revisions to the form may occur from time to time. Failure to sign and submit the certification form specified in the RFQ with the SOQ proposal will result in the SOQ proposal being rejected.**

**Submission of the SOQ by the Consultant certifies that to the best of its knowledge:**

| | |
|---|---|
| 1. | The Consultant and its subconsultants have not engaged in collusion with respect to the contract under consideration. |
| 2. | The Consultant, its principals and subconsultants have not been suspended or debarred from doing business with any government entity. |
| 3. | The Consultant shall have the proper Arizona license(s) and registration(s) for services to be performed under this contract. Furthermore, the Consultant shall ensure that all subconsultants have the proper Arizona license(s) and registration(s) for services to be performed under this contract. |
| 4. | The Consultant's signature on any SOQ proposal, negotiation document or contract constitutes that a responsible officer of the Consultant has read and understands its contents and is empowered any duly authorized on behalf of the Consultant to do so. |
| 5. | The Consultant's Project Team members are employed by the Consultant on the date of submittal. |
| 6. | All information and statements written in the proposal are true and accurate and that ADOT reserves the right to investigate, as deemed appropriate, to verify information contained in proposals. |
| 7. | Key members of the Project Team, including subconsultants, are currently licensed to provide the required services as requested in the RFQ package. |
| 8. | All members of the Project Team who are former ADOT employees did not have or provide information that gives the Consultant a competitive advantage; and either (1) concluded their employment with ADOT at least 12 months before the date of the SOQ or (2) have not made any material decisions about this project while employed by ADOT. |
| 9. | Work, equating **at least 51%** of the contract value, shall be completed by the Consultant unless otherwise specified in the SOQ or contract. |
| 10 | No Federally appropriated funds have been paid or shall be paid, by or on behalf of the Consultant for the purpose of lobbying. |
| 11. | The Consultant understands that it is required to have a compliant accounting system, in accordance with Generally Accepted Accounting Principles (GAAP), Federal Acquisition Regulation (FAR) of Title 48, Code of Federal Regulations (CFR)-Part 31, applicable Cost Accounting Standards (CAS), and ADOT Advance Agreement Guideline. |
| 12. | If project is funded with Federal Aid funds, the Consultant affirmatively ensures that in any subcontract entered into pursuant to this advertisement, Disadvantaged Business Enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award, in accordance with Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations. |
| 13. | The Consultant shall utilize all Project Team members, subconsultants and DBE firms, if applicable, submitted in the SOQ, and shall not add other Project Team members or subconsultants, unless the Consultant has received prior written approval from ADOT. |
| 14. | The Consultant shall either meet its DBE goal commitment and any other DBE commitments or make Good Faith Efforts to meet the DBE goal commitments as stated in its SOQ proposal or Cost Proposal and shall report on a timely basis its DBE utilization as detailed in the contract. |
| 15. | If selected, the Consultant is committed to satisfactorily carry out the Consultant's commitments as detailed in the contract and its SOQ proposal. |

*I hereby certify that I have read and agree to adhere to the fifteen (15) statements above and/or that the statements are true to the best of my knowledge as a condition of award of this contract.*

Print Name: **DAWN D. CARTIER** Title: **FOUNDER // PRESIDENT**

Signature:  Date: **APRIL 1, 2025**

Revised 2/11/2022

# ADOT Participation in Boycott of Israel – Consultant Certification Form

**ARIZONA DEPARTMENT OF TRANSPORTATION**
**ENGINEERING CONSULTANTS SECTION**
**PARTICIPATION IN BOYCOTT OF ISRAEL - CONSULTANT CERTIFICATION FORM**
**ADOT ECS Contract No.: 2025-011**

This Certification is required in response to legislation 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, this form must be completed and returned with any response to a solicitation (SOQ), Contract Cost Proposals, and Contract Time Extensions. The Consultant understands that this response will become public record and may be subject to public inspection.

**Please note that if any of the following apply to this Solicitation, Contract, or Contractor, then the Offeror shall select the "Exempt Solicitation, Contract, or Contractor" option below:**

- The Solicitation or Contract has an estimated value of less than $100,000;
- Contractor is a sole proprietorship;
- Contractor has fewer than ten (10) employees; OR
- Contractor is a non-profit organization.

**Pursuant to A.R.S. §35-393.01, public entities are prohibited from entering into contracts "unless the contract includes a written certification that the company is not currently engaged in, and agrees for the duration of the contract to not engage in, a boycott of goods or services from Israel."**

Under A.R.S. §35-393:

1. "Boycott" means engaging in a refusal to deal, terminating business activities or performing other actions that are intended to limit commercial relations with entities doing business in Israel or in territories controlled by Israel, if those actions are taken either:

   (a) Based in part on the fact that the entity does business in Israel or in territories controlled by Israel.
   (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 an organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, limited liability company or other entity or business association, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate, that engages in for-profit activity and that has ten or more full-time employees.

…

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.

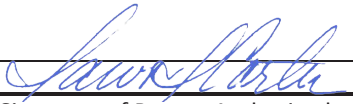
The certification below does not include boycotts prohibited by 50 United States Code Section 4842 or a regulation issued pursuant to that section. *See* A.R.S. §35-393.03.

**In compliance with A.R.S. §§35-393 *et seq*., all offerors must select one of the following:**

☐ The Company submitting this Offer **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 *et seq*. I understand that my entire response will become public record in accordance with A.A.C. R2-7-C317.

☑ The Company submitting this Offer **does** participate in a boycott of Israel as described in A.R.S. §§35-393 *et seq*.

☐ **Exempt Solicitation, Contract, or Contractor.**
Indicate which of the following statements applies to this Contract:
☐ Solicitation or Contract has an estimated value of less than $100,000;
☐ Contractor is a sole proprietorship;
☐ Contractor has fewer than ten (10) employees; and/or
☐ Contractor is a non-profit organization.

| | |
|---|---|
| **CIVTECH INC.**<br>Company Name |  <br>Signature of Person Authorized to Sign |
| **10605 N. HAYDEN RD., SUITE 140**<br>Address | **DAWN D. CARTIER**<br>Printed Name |
| **SCOTTSDALE** **AZ** **85260**<br>City State Zip | **FOUNDER // PRESIDENT** **APRIL 1, 2025**<br>Title Date |

Participation in Boycott of Israel – Consultant Certification
Form Revised - 4/28/2020

## Forced Labor Of Ethnic UYGHURS Ban Certification Form

ADOT Infrastructure Delivery and Operations

# FORCED LABOR OF ETHNIC UYGHURS BAN Certification Form

Forced Labor of Ethnic Uyghurs Ban

**Please note that if any of the following apply to the Consultant, then the Offeror shall select the "Exempt Consultant" option below:**

- Consultant is a sole proprietorship;
- Consultant has fewer than ten (10) employees; OR
- Consultant is a non-profit organization.

**Pursuant to A.R.S. § 35-394, the State of Arizona prohibits a public entity from entering into or renewing a contract with a company unless the contract includes written certification that the company does not use the forced labor, or any goods or services produced by the forced labor, or use any consultants, subconsultants, or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.**

Under A.R.S. §35-394:

1. "Company" means an organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, limited liability company or other entity or business association, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate, that engages in for-profit activity and that has ten or more full-time employees.

   (a) Based in part on the fact that the entity does business in Israel or in territories controlled by Israel.
   (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. "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.

**In compliance with A.R.S. §§ 35-394 et seq., all offerors must select one of the following:**

| | |
|---|---|
| ☑ | The Company submitting this Offer does not use, and agrees not to use during the term of the contract, any of the following:<br>• Forced labor of ethnic Uyghurs in the People's Republic of China;<br>• Any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; or<br>• Any Consultants, Subconsultants, or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. |
| ☐ | The Company submitting this Offer **does** participate in use of Forced Uyghurs Labor as described in A.R.S. § 35-394. |
| ☐ | **Exempt Consultant.**<br>Indicate which of the following statements applies to this Consultant (may be more than one):<br>☐ Consultant is a sole proprietorship;<br>☐ Consultant has fewer than ten (10) employees; and/or<br>☐ Consultant is a non-profit organization. |

**CIVTECH INC.**
Company Name

**10605 N. HAYDEN RD., SUITE 140**
Address

**SCOTTSDALE** **AZ** **85260**
City State Zip

Signature of Person Authorized to Sign

**DAWN D. CARTIER**
Printed Name

**FOUNDER // PRESIDENT**
Title

ADOT ECS Contract No: 20XX-XXX

Forced Labor of Ethnic Uyghurs Ban Certification Form *(rev 10-2022)*

***ADOT Project Development On-Call - Consultant Services Matrix***
***ADOT Contract No.: 2025-011***
***Prime Consultant Name:*** **CIVTECH INC.**

**Please indicate in the Matrix below whether the prime Consultant and/or Subconsultant in-house resources will provide services for the following Key Technical Disciplines.**

| Key Technical Discipline | Technical Sub Areas | Prime Consultant | Subconsultant(s) (include firm name) | ADOT Technical On-Call** |
|---|---|---|---|---|
| Roadway Design | | CIVTECH | | N/A |
| | Fringe-Urban Highway Design | CIVTECH | | N/A |
| | Rural Highway Design | CIVTECH | | N/A |
| | Controlled Access Urban Highway. | CIVTECH | | N/A |
| | Local Roads | CIVTECH | | N/A |
| | Roundabout | CIVTECH | | N/A |
| | Intersection Improvements | CIVTECH | | N/A |
| | ADA/Sidewalk/MUP | CIVTECH | | N/A |
| | Climbing Lanes | CIVTECH | | N/A |
| | Shoulder Widenings | CIVTECH | | N/A |
| | Interchange Improvements | CIVTECH | | N/A |
| Survey & Mapping | | | ATWELL | N/A |
| | Aerial Survey, Mapping | | ATWELL | N/A |
| | Field Survey | | ATWELL | N/A |
| | Bathymetric Survey | | ATWELL | N/A |
| Landscape and Irrigation Design & Erosion Control | | | J2 DESIGN | N/A |
| | Erosion Control | | J2 DESIGN | N/A |
| | Irrigation Design | | J2 DESIGN | N/A |
| | Hardscape Aesthetics | | J2 DESIGN | N/A |
| | Landscape Design | | J2 DESIGN | N/A |
| | SWPPP | | J2 DESIGN | N/A |
| | Seeding Mix Design | | J2 DESIGN | N/A |
| Materials Design | | | ETHOS | N/A |
| | Asphaltic Pavement | | ETHOS | N/A |
| | Concrete Pavement | | ETHOS | N/A |
| | Pavement Life Extension | | ETHOS | N/A |
| | Rockfall Mitigation | | ETHOS | N/A |
| | Life Extension Projects | | ETHOS | N/A |
| | | | | N/A |
| | PBPD | | ETHOS | N/A |
| Bridge/Structural Design | | | ETHOS | N/A |
| | Bridge | | ETHOS | N/A |
| | Deck Overlay | | ETHOS | N/A |
| | Deck Replacement | | ETHOS | N/A |

| | | | | |
|---|---|---|---|---|
| | ABC | | **ETHOS** | N/A |
| | Retaining Wall | | **ETHOS** | N/A |
| | Noise Wall | | **ETHOS** | N/A |
| | Signal/Lighting/Sign Foundations | | **ETHOS** | N/A |
| | Sign/Pole Design | | **ETHOS** | N/A |
| | Steel Structures | | **ETHOS** | N/A |
| Geotechnical Studies/Design | | | **ETHOS** | N/A |
| | | | | N/A |
| | | | | N/A |
| | FWD | | **ETHOS** | N/A |
| | Pavement Coring | | **ETHOS** | N/A |
| | Drilling/Foundation Design | | **ETHOS** | N/A |
| | Slope Stability /Soil Nail | | **ETHOS** | N/A |
| | Rockfall Mitigation, Rock Scaling | | **ETHOS** | N/A |
| | Drilled Shaft | | **ETHOS** | N/A |
| | MSE Walls | | **ETHOS** | N/A |
| Drainage Design | | | **J2 DESIGN** | N/A |
| | Pipe Culvert/ Box Culvert | | **J2 DESIGN** | N/A |
| | Drainage Retrofit | | **J2 DESIGN** | N/A |
| | Hydraulic/Hydrologic Drainage Analysis - HEC RAS, HEC1 | | **J2 DESIGN** | N/A |
| | 2D Hydraulic Modeling | | **J2 DESIGN** | N/A |
| | Drainage Channel and Structures | | **J2 DESIGN** | N/A |
| | Bridge Hydraulics | | **J2 DESIGN** | N/A |
| | LOMR / CLOMR | | **J2 DESIGN** | N/A |
| | Scour Analysis/Retrofit | | **J2 DESIGN** | N/A |
| Traffic/Safety Engineering Design | | **CIVTECH** | | N/A |
| | Temporary Traffic Control | **CIVTECH** | | N/A |
| | Signing/Pavement Marking/Striping | **CIVTECH** | | N/A |
| | Traffic Signal Design | **CIVTECH** | | N/A |
| | Street Lighting Design | **CIVTECH** | | N/A |
| | Intersection Lighting Design | **CIVTECH** | | N/A |
| | High Mast Lighting | **CIVTECH** | | N/A |
| | RSA | **CIVTECH** | | N/A |
| | VISSIM | **CIVTECH** | | N/A |
| | Intersection Control Evaluation (ICE) | **CIVTECH** | | N/A |

| | | | | |
|---|---|---|---|---|
| | Dynamic Messaging Signs (DMS) | **CIVTECH** | | N/A |
| | Smart Work Zones | **CIVTECH** | | N/A |
| Intelligent Transportation Systems | | **CIVTECH** | | N/A |
| | Broadband, Fiber Optic | **CIVTECH** | | N/A |
| | Speed Feedback | **CIVTECH** | | N/A |
| | Wrong Way Detection | **CIVTECH** | | N/A |
| | CCTV | **CIVTECH** | | N/A |
| | DMS | **CIVTECH** | | N/A |
| Cost Estimations/Specifications | | **CIVTECH** | | N/A |
| | Unit Cost Verification | **CIVTECH** | | N/A |
| | Bid Justification | **CIVTECH** | | N/A |
| | Special Provisions | **CIVTECH** | | N/A |
| | | | | N/A |
| | | | | N/A |
| Environmental Services** | | | | **YES** |
| | Noise Analysis | | | **YES** |
| | 404 Permit / 408 Permit | | | **YES** |
| | | | | |
| | Cultural Surveys | | | **YES** |
| | Air Quality Analysis | | | **YES** |
| | Biological Evaluation | | | **YES** |
| | Section 4(f) analysis | | | **YES** |
| | Hazardous Materials Analysis | | | **YES** |
| | Public Involvement | | | **YES** |
| | Other NEPA Documentation | | | **YES** |
| Right-Of-Way Mapping, & Plans** | | | | **YES** |
| | Legal Description | | | **YES** |
| | Right of Way Plans | | | **YES** |
| | TCE | | | **YES** |
| | Right of Way Cost Determination | | | **YES** |
| Utility Locating - SUE** | | | | **YES** |
| Facilities/Maintenance Design (e.g. Rest Area, Port of Entry, Airport etc.) | | | **DFDG** | N/A |
| | Vertical Design | | **DFDG** | N/A |
| | MEP | | **DFDG** | N/A |
| | ADEQ Approvals | | **DFDG** | N/A |
| List any Other expertise that pertains to the | Independent Cost Estimating (ICE) | | **J2 DESIGN** | N/A |

| | | | | |
|---|---|---|---|---|
| project | 3D Modeling<br>Visual Simulations<br>Public Relations<br>Cost Risk Analysis<br>Value Engineering | **CIVTECH**<br>**CIVTECH**<br><br>**CIVTECH** | **J2 DESIGN**<br>**J2 DESIGN**<br><br>**J2 DESIGN** | |
| | | | | |
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** Consultants may, but are not required to, include the prime Consultant's in-house resources or subconsultants to provide services associated with ROW Mapping & Plans, Utility Locating (SUE) and Environmental Services as part of their team. Prime Consultants must identify in the Consultant Services Matrix if they are proposing to include their firm's resources or Subconsultants (or both) to perform these services or if they elect to utilize consultants contracted through existing ADOT ROW, or EP on-call contracts to perform these services. Evaluation scores and comments will not be affected by the prime Consultant's decision to include or exclude these services as part of their SOQ/proposal or future Task Order Assignments.

- *Prime Consultant's electing to perform these services with their own in-house resources or Subconsultants must demonstrate their technical qualifications in their SOQ proposal (following the SOQ Technical Evaluation Criteria) and perform these services in conformance with the Scope of Work and minimum state and federal standards/regulations.*

- *Consultants electing to use available ADOT EP or ROW on-call contracts will not be included as part of the consultant selection process associated with these on-call contracts, but will still be responsible for managing and delivering the project per the agreed upon scope, schedule and budget for the associated task order they were assigned.*

# PART C. EVALUATION CRITERIA—TECHNICAL

## 1. Understanding and Approach

**CivTech Inc. (CivTech)** and our teaming partners, **Ethos Engineering, LLC (Ethos); J2 Engineering & Environmental Design (J2 Design); Atwell, LLC (Atwell); and DFDG Architecture (DFDG)** have wide-ranging experience and subject matter experts to successfully complete task orders ADOT assigns to our team. This experience has provided us with a thorough understanding of the contracting and design process needed to successfully complete projects. *The following table highlights our understanding of the key elements of potential task orders which may be assigned under this on-call contract.*

| | | |
|---|---|---|
| **Technical Elements** | **Memos:** Short, concise documents written to convey information to stakeholders with minimal graphical elements. Written at a technical level commensurate with the expected audience. | **Potential Issue:** These memos should be written to convey the necessary information to stakeholders who may not have the technical background needed to fully comprehend the context of the study. If the memos are written in a manner which is not completely understood, they may not be able to provide the necessary approvals for the project to move forward.<br>**Mitigation Strategy:** As a first step, the expected audience should be known before the memo is prepared. Secondly, it is beneficial to make sure the memo is not the only time the contents of the memo are presented. Other meetings or communication should occur before the final memo is completed. Lastly, internal review by members of the design team not directly involved in the project can provide valuable insight into what is clear and what needs more clarification before the document is completed. |
| | **Technical Reports:** Detailed documents expected to provide the reader with a thorough background of the subject issue, the methodology utilized to develop alternative solutions and a complete description of the analysis leading to the selected outcome. | **Potential Issue:** For technical reports, sometimes base assumptions and understanding are left out of the report due to the familiarity of the writer with the project. If those elements are left out of the report, future readers may not grasp how the results of the report best meet the needs of the community.<br>**Mitigation Strategy:** Provide opportunities for QC of report by independent peers to see what questions independent reviewers have and ensure those weak spots in the report are addressed prior to finalization of document. |
| | **Plans:** Final plans, specifications and cost estimate developed to allow for project bidding and construction. | **Potential Issue:** Existing conditions not fully vetted prior to completion of plans leading to change orders and plan modifications during construction.<br>**Mitigation Strategy:** In today's digital world, sometimes site visits are eliminated to minimize costs. Site visits by designers early in the development of a project can be a cost-effective method to avoid change orders or plan changes during construction. |
| **Institutional Elements** | **Required Approvals:**<br>• Tribal Approvals<br>• Flood Control/Water District Approvals<br>• NEPA documentation<br>• Local/ADOT approvals | **Potential Issue:** Schedule disruptions due to approval process.<br>**Mitigation Strategy:** To avoid schedule disruptions, the need for approval from regulatory agencies should be determined at the beginning of each project. Each agency should be communicated with and the process documented in the project schedule to allow for needed permit preparation, document review and the approval process. Designs should proceed in a manner where the agency requirements for approval are completed early in the design process so the agency review process can be completed concurrently with other design elements as they are being completed. |
| | **LPA Reviews**<br>**ADOT Reviews** | **Potential Issue:** Misunderstanding of appropriate local agencies having jurisdiction, leading to incorrect standards and regulations being followed.<br>**Mitigation Strategy:** As part of the initial scoping process, the authorities involved in decision making for the project should be clearly identified. Is it the county or the city? Public works or Engineering department? Maintenance staff or operations? |
| | **ROW Acquisition** | **Potential Issue:** ROW needs not being discovered until late in the design process causing project delays.<br>**Mitigation Strategy:** ROW review should be included as a risk in the *Risk Register* and evaluated during the 30% design stage. If ROW needs are discovered later, ADOT should be notified immediately to minimize schedule impacts. |

| | | |
|---|---|---|
| Project Delivery | **Data Collection/Survey/ Geotechnical Studies** | **Potential Issue:** Incomplete data collection requiring additional field visits.<br>**Mitigation Strategy:** Design team should work closely with survey/geotechnical teams to clearly identify needs prior to field work being completed. Planned data collection elements should be reviewed with senior level team members prior to initiation of data collection. Avoiding additional field visits reduces costs and schedule impacts. |
| | **Drainage Design** | **Potential Issue:** Culvert extension in areas with limited Right-of-Way.<br>**Mitigation Strategy:** Modify culvert angle and add custom energy dissipation feature |
| | **Landscape Design** | **Potential Issue:** Roadway widening impacting existing landscaping.<br>**Mitigation Strategy:** Conduct an inventory of existing native plant species to identify potential candidates for salvage and/or replacement, ensuring landscape continuity. Assess and match existing granite samples to ensure visual consistency. Identify and evaluate existing irrigation infrastructure, making necessary adjustments to accommodate the modified landscape. |
| | **Bridge/Structural Design** | **Potential Issue:** Project specific soil conditions and geometric limitations must be considered when determining the right type of retaining wall to use.<br>**Mitigation Strategy:** Mechanically Stabilized Earth (MSE) retaining walls are a good solution when constructing retaining walls in fill where space is limited and the soil conditions are such that differential settlement is anticipated. Cast-in-place concrete retaining walls are a good solution when constructing retaining walls in cut situations and where there is sufficient space for excavation.<br>**Potential Issue:** Signal/Lighting/Sign foundations often conflict with retaining walls.<br>**Mitigation Strategy:** Special details can be designed to support these types of structures on retaining walls, or the retaining wall footings can be modified to provide space for the signal/lighting/sign foundations. |
| | **Roadway Design** | **Potential Issue:** Designers not looking beyond immediate project area which leads to operational, drainage or sight distance issues.<br>**Mitigation Strategy:** Designers should develop a comprehensive understanding of project area through site visits, and discussions with local stakeholders to ensure understanding of the project area and the context of the surrounding locations. |
| | **Traffic Design/ITS** | **Potential Issue:** Utilization of non-standard items for traffic signal items. Not meeting the operating agencies' protocols for equipment.<br>**Mitigation Strategy:** An understanding of the operating agency's preferences for equipment (i.e. traffic detection, controllers or monitoring cameras) prior to beginning design will reduce future redesign of project plans. |
| | **Cost Estimations/ Specifications** | **Potential Issue:** Waiting too long to develop cost estimate and realizing too late in the process the costs are not in alignment with project budget.<br>**Mitigation Strategy:** In addition to cost estimates being prepared with every plan stage, designers should pay attention to potential scope creep and be on the lookout for cost savings and value engineering opportunities during project development |
| | **Environmental Studies/ROW Mapping & Plans/SUE** | **Potential Issue:** Misunderstanding of project limits and scope by outside consultants.<br>**Mitigation Strategy:** Because the CivTech team is proposing to use ADOT On-Call consultants for completion of these items, it will be critical to maintain clear communication on the project scope and the needs of each of these groups to ensure there are no variations from the initial study areas. Recommend these groups be involved in regular project meetings to maintain awareness of project developments. |
| | **Facilities/Maintenance Design** | **Potential Issue:** Pre-Engineered Metal Building coordination and ensuring design and construction timelines meet the project schedule.<br>**Mitigation Strategy:** If PEMB is used, the design and construction team need to coordinate with the manufacturer at key points in design to ensure layout and sections are compatible with the readily available PEMB solutions. |

*When CivTech is selected for a Task Order, we will follow the steps described below to develop a Scope of Work that will meet the needs of the project efficiently and eliminate un-needed plan sheets:*

- **Pre-Selection Work.** Prior to being selected for any individual task order, the CivTech team will work to ensure all contractual items are up to date between ADOT and CivTech. In addition, CivTech will develop a boilerplate scope and fee document to act as a starting point for task orders that are assigned as part of this on-call contract. This boilerplate will reduce the amount of time required to produce the scope and fee for projects assigned to our team.
- **Scoping Meeting.** Immediately upon being notified of task order assignment, the CivTech team will convene a scoping meeting with the ADOT project manager and, as applicable, the LPA project lead to confirm the project goals, project limits and project schedule. By developing a clear understanding of the project, the project scope and fee can be developed to match the ADOT's and LPA's expectations. At this time, a *Risk Register* will be developed identifying specific project elements that endanger project development. These risks will be discussed during project meetings and become part of the QC process for the project.
- **Scope of Work.** The Scope of Work will be developed in accordance with the information gained during the scoping meeting, and will typically include the following items:
  - **Data Collection.** Clearly defined project limits and data needs will be established. Our survey team from Atwell LLC will determine cost effective methodology for obtaining topographical survey (traditional survey, LIDAR, aerial methods, etc.) for the project. If traffic counts are required, CivTech routinely utilizes subconsultants that are able to complete counts within one week of notification. If geotechnical investigations are required, Ethos will develop a plan to safely and efficiently collect needed soil borings and analyze the samples to complete their review.
  - **Preliminary Design/Alternative Analysis.** Using the data collected, alternatives will be prepared to evaluate available options to complete the intended improvements in accordance with ADOT's and the LPA's (when applicable) project goals. The CivTech teams broad experience base will allow it to develop creative alternatives that will efficiently meet these goals. Alternatives will be presented to the stakeholders with enough details provided to make decisions without costly over-designing of alternatives at this stage of development.
  - **Final Design.** When the preferred alternative has been selected, final design can commence. Final design will follow the typical ADOT Stage Design process, with adequate time for internal QA/QC before submittal and for agency review of plans. It is anticipated the plans will be submitted to and reviewed using the ADOT Workfront process. Following each stage submittal, a comment resolution meeting will be held to confirm any unresolved comments.
  - **Project Meetings.** In addition to the aforementioned comment resolution meetings, we would anticipate a project kick-off meeting and regularly scheduled project meetings. CivTech has learned that regularly scheduled project meetings is one of the most effective ways to maintain project schedules and unsure the final plan meets ADOT's expectations. The CivTech project manager will share the meeting agenda at least a week in advance of the meeting. We will track all comments received, establish responsible parties and inform the ADOT Project Manager of any issues raised during these meetings that may result in impacts to the project schedule or costs.
  - **Cost Estimating.** Because of the current bid climate for construction projects, cost estimating has become a critical path to completion of any project. The CivTech team will develop cost estimate to go along with each Stage submittal. These cost estimates will be developed utilizing the latest bid prices from ADOT's E2C2 website, local bid tabs as available in the project area and by discussions with our contacts in the construction world. Contingencies will be included for items that are inadequately defined in the early stages of project development.
  - **Quality Control.** Time and resources will be included in each contract to assure the submittals to ADOT are accurate, clear and concise. CivTech's QC/QA process is described in greater detail in **Part C, Section 2 of this SOQ (pg. 19)**
- **Efficient Construction Documents.** Balancing the need to provide the contractor with the necessary construction documentation needed to complete the project accurately and reducing the number of required plan sheets is difficult. Several key strategies can be used to develop that balance:
  - **Reduce Duplication of information.** Designers should strive to include necessary information only once. In addition to reducing plan sheets, reducing duplication will minimize the risk of conflicting data.
  - **Utilization of Tables.** By utilizing tables rather than plan sheet callouts, plan sheet data can be more efficiently presented to contractors. Additionally, tables can typically be produced faster, thereby reducing design costs.
  - **Use of Standards.** Whenever possible, standard ADOT details will be utilized to reduce the number of special details required for plans. In addition to reducing the sheet count for a plan set, utilizing standard details reduces the likelihood of errors during construction by allowing contractors to leverage their experience in building those items.

*In summary, plan sheets will provide contractors with only what is necessary, avoiding duplication and unnecessary design elements.*

## 2. Team Experience and Qualifications

CivTech as Prime Consultant and our top-notch team of partners will support ADOT on **Contract Number 2025-011, Project Development On-Call (PDOC) at Statewide Locations**. The team's experience in the key technical disciplines is presented in the table below.

| **TECHNICAL DISCIPLINE: Roadway Design** *(Fringe-Urban Highway Design, Rural Highway Design, Controlled Access Urban Highway, Local Roads, Roundabout, Intersection Improvements, ADA/Sidewalk/MUP, Climbing Lanes, Shoulder Widenings, Interchange Improvements)* | | | | |
|---|---|---|---|---|
| Project Title and Location | Brief Scope | Key Discipline Role Prime/Subconsultant | Delivery Schedule | Explanation of variance in delivery schedule |
| Stringfield Development Company, Granite Mountain Development; Prescott, AZ | **CivTech** completed design for signal modifications to add a fourth leg to the existing T-intersection of Pioneer Parkway and Williamson Valley Road in Prescott. The design included the relocation of two signal poles, the installation of two new poles, the addition of turn lanes, and revisions to pavement markings. The project also included design for relocated guardrails and post-design services. | Prime | 9/2023-3/2025<br>On-Time | N/A — The project was delivered on time. |
| Mountain Line Transit, First/Last Mile Improvements; Flagstaff, AZ | **CivTech** completed a traffic study and final design for the first/last mile improvements for Mountain Line Transit in Flagstaff, Arizona. The project included traffic and pedestrian counts, a gap study, a crossing improvement analysis, and a final report documenting the changes to the client, the City of Flagstaff, and ADOT. The final design includes a pedestrian hybrid beacon (HAWK Signal), and several median refuge islands. | Subconsultant | 10/2023 - Ongoing | N/A — The project is ongoing. |
| NDOT I-11/I-215 Henderson Interchange Design-Build; Henderson, NV | **CivTech** provided transportation engineering design for NDOT's Henderson Interchange Design-Build project. The project will increase capacity and enhance connectivity. Project elements include traffic modeling and design assistance, emphasizing safety during construction, enhancing long-term protection, and accommodating regional and local travel demands. CivTech completed alternative design evaluations using NDOT-approved AIMSUN software. Design changes included widening several bridges to add additional traffic lanes, shifting traffic to reduce merging and weaving areas, adding braided ramps to reduce interaction between interchanges, changing operations at ramp terminals, signal timing adjustments, reconstruction of existing signalized intersections, widening of surface roadways and enhancements of local roadways. | Prime | 11/2023 - 1/2025 | Our client requested additional services, including additional traffic modeling, landscape design, and authoring the technical design approach section of the proposal. |
| **TECHNICAL DISCIPLINE: Survey and Mapping** *(Aerial Survey, Mapping, Field Survey, Bathymetric Survey)* | | | | |
| Project Title and Location | Brief Scope | Key Discipline Role Prime/Subconsultant | Delivery Schedule | Explanation of variance in delivery schedule |
| City of Phoenix Fiber Optic Replacement; Phoenix, AZ | **Atwell** completed topographic, utility, and right-of-way mapping for Deer Valley Rd. from 7th Ave, to 7th St and 7th St. from Deer Valley Rd. to Paradise Ln. | Subconsultant | 6 Months/ On-Time | N/A — The assignment was delivered on time. |
| Mingus West Mixed Master Planned Community; Prescott Valley, Arizona | **Atwell** completed 588 AC. topographic mapping / ALTA Survey, Post Ranch 589 for the Mixed Master Planned Community | Subconsultant | Multiple years<br>On-Time | N/A — The assignments were delivered on time. |
| **TECHNICAL DISCIPLINE: Landscape and Irrigation Design & Erosion Control** *(Erosion Control, Irrigation Design, Hardscape Aesthetics, Landscape Design, SWPPP, Seeding Mix Design)* | | | | |
| Project Title and Location | Brief Scope | Key Discipline Role Prime/Subconsultant | Delivery Schedule | Explanation of variance in delivery schedule |
| US 60 Pavement Preservation Project, Milepost 250 to 252; Gila County, AZ | **J2 Design** provided erosion control plans, details, an opinion of probable construction cost, and special provisions for this rehabilitation project on a section of US 60 from milepost 250 to 252. The preservation project included temporary and permanent erosion control measures within the project area. | Subconsultant | 8/2023-08/2025 (est) | N/A — The project is ongoing |

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| ADOT, I-10/Broadway Curve; Phoenix, AZ | **J2 Design** performed hydrologic/ hydraulic analysis of the Tempe Drain from SR-143 to the Salt River, landscape architecture, bridge aesthetics, and wall aesthetics. J2 Design replaced the existing overgrown rip rap lined channel with a concrete lined channel from 32nd Street to the Salt River. The firm also provided plant inventory and planting, irrigation, refined aesthetic details and developed elevations for bridges and retaining walls This project will improve traffic flow with external general purpose HOV lanes, several new and widened bridges, and improved bridges for pedestrians. The project has also involved coordination with USACE, ADOT, FCDMC, SRP, and the Cities of Phoenix Tempe. | Subconsultant | 6/2021 - 05/2025 (est) | N/A — The project is ongoing |
| **TECHNICAL DISCIPLINE: Materials Design** *(Asphaltic Pavement, Concrete Pavement, Pavement Life Extension, Rockfall Mitigation, Life Extension Projects, PBPD)* | | | | |
| Project Title and Location | Brief Scope | Key Discipline Role Prime/Subconsultant | Delivery Schedule | Explanation of variance in delivery schedule |
| ADOT, Pavement Life Extensions Various TRACS; Statewide, AZ | **Ethos** provided geotechnical and civil engineering services. We performed a data review and visual assessment of the existing pavement, assisted with traffic quantities, helped provide utility clearance letters, and development of pavement rehabilitation recommendations for multiple sites. | Subconsultant | On-Time | N/A — The assignments were delivered on time. |
| ADOT, Delaware Drive Pedestrian Improvements, TRACS T0309 01C; Apache Junction; AZ | **Ethos** provided geotechnical engineering services for a bicycle lane, a center turn-lane and pedestrian improvements including pavement design as well as structural design of drainage structures. Post-design services were also provided. | Subconsultant | On-Time | N/A — The assignment was delivered on time. |
| **TECHNICAL DISCIPLINE: Bridge/Structural Design** *(Bridge, Deck Overlay, Deck Replacement Pavement, Screen Wall, ABC, Retaining Wall, Noise Wall, Signal/ Lighting/Sign Foundations, Sign/Pole Design, Steel Structures)* | | | | |
| Project Title and Location | Brief Scope | Key Discipline Role Prime/Subconsultant | Delivery Schedule | Explanation of variance in delivery schedule |
| ADOT SR 73, Cedar Creek, TRACS F0217 01C; Fort Apache, AZ | **Ethos** provided structural and geotechnical support for this PDOC project, including geotechnical recommendations and structural drainage details for several culverts. Work was streamlined as the geotechnical designer was able to coordinate internally with the structural designer. | Subconsultant | On-Time | N/A — The task assignment was delivered on time. |
| ADOT, I-17 Flex Lanes Project; Maricopa and Yavapai Counties, AZ | **Ethos** designed various miscellaneous structures along the I-17 corridor from Anthem Way to Sunset Point. Structures included custom oversized cantilever sign structures, roadway barrier transitions, custom drainage structures, retaining walls, and combination walls. Ethos also developed details for scour aprons at New River Wash, Moores Gulch, and Agua Fria River. | Subconsultant | On-Time | N/A — The assignments were delivered on time. |
| **TECHNICAL DISCIPLINE: Geotechnical Studies/Design** *(FWD, Pavement Coring, Drilling/Foundation Design, Slope Stability/Soil Nail, Rock Mitigation/Rock Scaling, Drilled Shaft, MSE Walls)* | | | | |
| Project Title and Location | Brief Scope | Key Discipline Role Prime/Subconsultant | Delivery Schedule | Explanation of variance in delivery schedule |
| ADOT, Stadium Trail Pedestrian Crossing over Skunk Creek, TRACS T0321 01C; Maricopa County and City of Peoria, AZ | **Ethos** provided geotechnical engineering for the bridge and pavement design engineering services. Field investigation included coordination with Flood Control District of Maricopa County and the City of Peoria. The project included a 440-foot multi-use path, undercrossing at 75th Avenue, and a pedestrian bridge at Skunk Creek. The pathway consists of a 12-foot wide concrete path with variable width shoulders, landscaping and lighting. | Subconsultant | On-Time | N/A — The assignment was delivered on time. |

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| ADOT, Delaware Drive Pedestrian Improvements, TRACS T0309 01C; Apache Junction; AZ | **Ethos** provided geotechnical engineering services for a bicycle lane, a center turn-lane and pedestrian improvements including pavement design as well as structural design of drainage structures. Post-design services were also provided. | Subconsultant | On-Time | N/A — The assignment was delivered on time. |
| **TECHNICAL DISCIPLINE: Drainage Design** *(Pipe Culvert/Box Culvert, Drainage Retrofit, Hydraulic/Hydrologic Drainage Analysis - HEC RAS, HEC1, 2D Hydraulic Modeling, Drainage Channel & Structures, Bridge Hydraulics, LOMR/CLOMR, Scour Analysis/Retrofit )* | | | | |
| Project Title and Location | Brief Scope | Key Discipline Role Prime/Subconsultant | Delivery Schedule | Explanation of variance in delivery schedule |
| ADOT, Ironwood Drive - Elliot Avenue to Baseline Avenue; Apache Junction, AZ | **J2 Design** provided data collection, hydrologic and hydraulic analyses, and erosion control services. ADOT installed paved shoulders and rumble strips along a 2-mile stretch of Ironwood Drive from Elliot Road to Baseline Avenue. Rumble strips were added to both sides of the roadway. Earthwork and culvert extensions were also needed to widen the shoulder. | Subconsultant | 11/2022-04/2024 | N/A — The project was delivered on time. |
| ADOT, SR202 South Mountain Freeway; Maricopa County; AZ | **J2 Design** drainage design services such as data collection, hydrologic analysis of Dobbins Road, pavement drainage design, and storm drain design The SR202 South Mountain Freeway project involved constructing a new freeway corridor, completing the third and final segment of the Loop 202 freeway. The entire project spanned 22 miles, from I-10 (Maricopa) to I-10 (Papago). | Subconsultant | 2/2016-10/2020 | N/A — The project was delivered on time. |
| **TECHNICAL DISCIPLINE: Traffic/Safety Engineering** *(Temporary Traffic Control, Signing/Pavement Marking/Striping, Traffic Signal Design, Street Lighting Design, Intersection Lighting Design, High Mast Lighting, RSA, VISSIM, Intersection Control Evaluation (ICE), Dynamic Messaging Signs (DSM), Smart Work Zones)* | | | | |
| Project Title and Location | Brief Scope | Key Discipline Role Prime/Subconsultant | Delivery Schedule | Explanation of variance in delivery schedule |
| City of Glendale, Arterial Pedestrian Safety Improvements; Glendale, AZ | **CivTech** led traffic engineering, data collection, crash analysis, HAWK evaluation, and ensured the solutions align with MUTCD and ADA design standards. The project addressed critical gaps in the pedestrian network by constructing approximately 6,600 feet of new sidewalks across six arterial streets and one local street, benefiting high-volume destinations such as schools, parks, medical facilities, and retail centers. With AADT volumes ranging from 17,300 to 27,700, the project included safety-critical features like curb and gutter installations, ADA-compliant curb ramps, and streetlights. | Subconsultant | 2/2024-12/2024<br>On-Time | N/A — The project was delivered on time. |
| City of Phoenix, Road Safety Assessment (RSA) 27th Avenue, Campbell Rd to Camelback Rd; Phoenix, AZ | **CivTech** completed a RSA along 27th Ave from Campbell Rd to Camelback Rd. The assessment included evaluating crash data and conducting day and night field reviews. Maps and graphics displaying existing conditions and concerns observed during field visits, and data collected from the City of Phoenix were developed. In June 2024, CivTech presented recommendations to the City and the Vision Zero Community Advisory Committee. | Subconsultant | 3/2024-6/2024<br>On-time | N/A — The project was delivered on time. |
| **TECHNICAL DISCIPLINE: Intelligent Transportation Systems** *(Broadband, Fiber Optic, Speed Feedback, Wrong Way Detection, CCTV, DMS)* | | | | |
| Project Title and Location | Brief Scope | Key Discipline Role Prime/Subconsultant | Delivery Schedule | Explanation of variance in delivery schedule |
| Cavasson-Nationwide Scottsdale Campus Development; Scottsdale, AZ | **CivTech** evaluated the roadway infrastructure needs and service levels, determining the needed roadway improvements for the 135-acre mixed-use development between Pima Freeway (SR 101) and Legacy Blvd. CivTech designed three (3) new traffic signals, designed a conduit system for a fourth, and revised a fifth signal due to the project's impacts. CivTech designed an Intelligent Traffic System (ITS) to monitor CCTV and control traffic signals at the Scottsdale Traffic Operations Center, ensuring smooth operation and management. | Prime | 2/2017 - 12/2020<br>On-time | N/A — The project was delivered on time. |

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| Idaho Department of Transportation (ITD), I-90, Wolf Lodge to Cedars; Kootenai County, ID | **CivTech** is responsible for the Traffic Control Plans (TCPs), Illumination Design, Intelligent Transportation Systems (ITS) design, and Utility Plans, for he I-90 Wolf Lodge to Cedars project. The project also includes coordination of construction efforts for the grind, overlay, and median barrier replacement project along I-90 between the Wolf Lodge and the Cedars maintenance facility. | Subconsultant | 12/2023 - Ongoing | N/A — The project is ongoing |
| **TECHNICAL DISCIPLINE: Cost Estimations/Specifications** *(Unit Cost Verification, Bid Justification, Special Provisions)* | | | | |
| Project Title and Location | Brief Scope | Key Discipline Role Prime/Subconsultant | Delivery Schedule | Explanation of variance in delivery schedule |
| Hayden Road/Mayo Boulevard Traffic Signal Plans; Scottsdale, AZ | **CivTech** provided traffic engineering services for traffic signal plans for the Crossroads East development at the intersection of Hayden Road and Mayo Boulevard. CivTech's tasks included data collection, utility coordination, and the development of the preliminary and final Traffic Signal Interconnect Plan Sheets covering the limits of the project area. The plan sheets showed the interconect layout with the connection/vault locations, conduit runs, and pull boxes. | Prime | 4/2021 - 8/2022<br>On-time | N/A — The project was delivered on time. |
| ADOT/SR 93 White Hills/ Last Stop Facility; White Hills, AZ | **CivTech** prepared traffic signal design and roadway improvements to construct the recommendations from the TIA. The traffic signal design included ITS infrastructure. Advanced signal warning signs were installed on SR 93 per the TIA. Additional development occurred at the site, which required modifications to the access spacing along SR93. CivTech aided our client in obtaining concurrence and is preparing roadway design plans and ITS relocation plans. | Prime | 1/2018 - Ongoing | N/A — The project is ongoing |
| **TECHNICAL DISCIPLINE: Facilities/Maintenance Design** *(e.g. Rest Area, Port of Entry, Airport etc.) (Vertical Design, MEP, ADEQ Approvals)* | | | | |
| Project Title and Location | Brief Scope | Key Discipline Role Prime/Subconsultant | Delivery Schedule | Explanation of variance in delivery schedule |
| ADOT Keams Canyon Truck Barn; Keams Canyon, AZ | **DFDG** provided pre-design, schematic design, design development, construction documents, construction administration, and project close-out. The project included a new, 4-bay, 6,000-SF, Pre-Engineered Metal Building (PEMB) for snow removal/road equipment storage. Spaces include offices, conference room, restroom, locker areas, and ready storage. | Prime | 10/2019 - 10/2025 | The project is currently under construction |
| ADOT De-Icing Building; Superior, AZ | **DFDG** provided architectural design and construction documentation for a new 30'x60' Pre-Engineered Metal Building (PEMB) on 10' high concrete wall base) was used due to limited site. This 30'x50' building has a single overhead panel door required for exterior unloading of salt. This building replaces a dilapidated wood building and includes an exterior storage shed for other ADOT equipment and materials | Prime | 10/2019 - 09/2024 | N/A — The project was delivered on time. |
| ADOT Materials Testing Lab; Kingman, AZ | **DFDG** provided predesign, schematic and design development, and construction documents for interior renovation of ADOT'S Kingman 4,000 SF material testing lab. A building envelope to accommodate the change of building use provided energy efficiency, durability, economy of construction, and is recognizable as an ADOT facility. Project was designed and through permitting before being halted. | Prime | 09/2019 - 02/2021 | N/A — The project was delivered on time. |
| **TECHNICAL DISCIPLINE: Other Expertise that Pertains to the Project** *(Independent Cost Estimating (ICE), 3D Modeling Visual Simulations, Public Relations, Cost Risk Analysis, Value Engineering)* | | | | |
| Project Title and Location | Brief Scope | Key Discipline Role Prime/Subconsultant | Delivery Schedule | Explanation of variance in delivery schedule |
| Grant Road / Coyote Drive Development Traffic Engineering; Tucson, AZ | **CivTech** conducted a preliminary analysis for a HAWK signal and compared the costs of the new traffic signal with those of a HAWK signal. It was determined, based on the results of the TIA and the associated costs, that the HAWK would be a more suitable solution at this location The project involved a 101,220-square-foot (SF) distribution warehouse located north of Grant Road, along Copper Street, between Jackrabbit Avenue and Coyote Drive in Tucson. . | Prime | 3/2023 - 10/2023 | N/A — The project was delivered on time. |

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| Dobbins Road Speed and Clear Zone Assessment; Phoenix, AZ | **CivTech** conducted a speed, gap, and clear zone study to evaluate the need for changes along the Dobbins Road corridor. On a two-lane roadway, the posted speed was 45 mph. Existing traffic volumes exceeded that value in the non-peak hours. Looking at future traffic volumes and the location of SRP power poles adjacent to the roadway, a speed limit of 40 mph was recommended to enhance the corridor's safety. A custom guardrail design meeting AASHTO Clear Zone recommendations was provided to assist with protecting the motoring public. | Prime | 11/2023 - 6/2024 | N/A — The project was delivered on time. |

## 3. Team Capability

CivTech's team includes several individuals with a wide variety of project experience covering each of the technical disciplines that may be needed to complete projects assigned as part of the on-call contract:

- **CivTech // Larry Wiele, PE (Roadway Design, Traffic/Safety Engineering Design, Intelligent Transportation Systems, Cost Estimations/Specifications, Environmental Services - Other NEPA Documentation, Public Relations, Value Engineering)** CivTech's proposed Contract/Project Manager has over 33 years of experience in transportation engineering. *During his career, Larry has worked on a wide range of projects, including preliminary and final design for major highway improvements (such as US Highways 61,63, 151, Iowa 58, SR 89A and I-10), local street improvements (Pioneer Parkway in Prescott, Gantzell Road in Queen Creek), traffic signal designs in dozens of locations (most recently in Queen Creek), recreational trail design (multiple projects in Iowa), ADA improvements on nearly all recent projects, drainage design, flood protection projects, sanitary sewer design and site development work.* He has completed NEPA environmental documents, location studies, and various traffic studies, including traffic impact analysis, Safe Routes to School studies, and Roadway Safety Audits. His wide range of experience gives him a breadth of understanding to respond to unexpected project needs and makes Larry the ideal Contract/Project Manager for this on-call contract. *Larry is a state of Arizona registered PE, #75306.*
- **CivTech // Adam Carreon, PE, PTOE (Traffic/Safety Engineering Design, Cost Estimations/Specifications, Value Engineering)** is a dedicated civil engineer and safety professional with vast experience on projects throughout the state. *His 20-year career includes experience in various traffic control and engineering capacities, most recently at the Arizona Department of Transportation (ADOT). Adam has continued his career at CivTech, performing and overseeing Traffic Impact Studies, Road Safety Assessments, project scoping reports, and other safety and operational analyses.* As Project Manager, Adam recently completed an RSA for the emerging corridor of 27th Avenue in the City of Phoenix. He has expertise in various aspects of traffic control and engineering. Adam was the ADOT Resident Engineer for the Construction Manager at Risk project on I-15 with the Pulice-Wadsworth Joint Venture for Bridge 6. His experience on this award-winning project in northwestern Arizona provides him with a unique understanding of the traffic safety needs associated with the construction of major roadway projects. *Adam served as the Work Zone Safety and Mobility Champion for ADOT and developed the state's new Standard Specification for the use of intelligent transportation devices in work zones to increase safety and improve mobility. Having served as chairperson and project panel member on numerous National Cooperative Highway Research projects and as a member of ADOT's Highway Safety Improvement Program (HSIP), a federally funded program in the United States aimed at reducing traffic-related fatalities and severe injuries on public roads has resulted in Adam having extensive safety expertise. Adam is a registered PE in the state of Arizona, # 50237 and a certified PTOE, #5141.*
- **CivTech // Mick Mathieu, PE, F.ASCE (Roadway Design, Traffic/Safety Engineering Design, Cost Estimations/ Specifications, Public Relations, Value Engineering)** has over 40 years of experience managing traffic engineering, roadway design and construction, and construction administration/quality assurance projects for various clients including the Cities of Tucson, Nogales, Sierra Vista, Yuma, and Casa Grande, the Town of Marana, and Pima, Santa Cruz, Cochise, Maricopa and Yuma Counties, and ADOT and MCDOT. *Mick's areas of design experience include horizontal and vertical design, geometric layout, pavement design, traffic signal design, pavement marking and signing design, earthwork and plan quantities take-off, construction phasing plans, cost estimates, Special Provisions, Traffic Engineering Reports, Traffic Impact Analysis Reports, coordination with subconsultants, utility coordination, and quality control of design plans. Mick, an ASCE Fellow, is committed to mentoring and inspiring the next generation of civil engineers and is also an Arizona registered PE, #20930.*
- **CivTech // Sean Messner, PE, (Roadway Design, Traffic/Safety Engineering Design, Intelligent Transportation Systems, Cost Estimations/Specifications, Public Relations, Value Engineering)** is a seasoned civil engineer and project manager with 20 years of experience specializing in traffic engineering design, analysis, operations, signing/marking, illumination, and ITS maintenance. *He has led multiple ITS planning and design projects and has been involved with more than 20 ITS*

*projects throughout his career. He has worked on dozens of transportation projects and is also well-versed in long- and short-term transportation planning and performing plan reviews and has led successful funding efforts for local agencies.* Sean's proficiency in MicroStation, TransCAD, Aimsun, AutoCAD, AutoTurn, SignCAD, Visual, AGi32, VISUM, Traffix, Highway Capacity Software, and Synchro make him a valuable project resource. Now housed in CivTech's Spokane Valley, Washington office, Sean divides his time working on projects located in the Northwest and Arizona. *Sean is a registered state of Arizona PE, #48377.*

- **CivTech // Benjamin Good, PE, PTOE (Roadway Design, Traffic/Safety Engineering Design, Intelligent Transportation Systems, Environmental Services - Noise Analysis, Value Engineering)** is a Senior Traffic Engineer with 25 years of traffic engineering and transportation planning experience. *Ben has prepared Traffic Noise Analysis Technical Memorandums, utilizing FHWA's latest software "Traffic Noise Model" version. Ben's project responsibilities have also included traffic control design, signing and pavement marking design, roadway lighting and traffic signal design, noise mitigation analysis, utility coordination, and traffic studies.* He has significant expertise with many transportation software packages, including Traffix, HCS, Synchro/SIMTraffic, Cala/PRO, Visual, and Stamina/Optima, the FHWA TNM, as well as MicroStation and AutoCAD. *Ben is a state of Arizona registered PE, #40976 and a certified PTOE, #1434.*
- **CivTech // Allison Shinn Hill (Environmental Services - 404 Permit/408 Permit, Other NEPA Documentation, Public Involvement, Public Relations)** is a community-focused transportation professional with eight years of private and public sector experience. Her experience includes a variety of transportation projects, including environmental planning, safety planning, multi-modal planning Alternative Selection Reports (ASR), Environmental Impact Statement (EIS), Environmental Assessment (EA) and Categorical Exclusions (CE). *Allison has experience in environmental analysis including environmental justice/Title IV, land use, and land ownership and has supported projects with NEPA documentation and 404/408 permits. Allison worked with rural communities and tribal nations to receive input and develop documentation on ADOT's I-11 Tier 1 EIS.* She has widespread knowledge of ArcGIS (GIS) and utilizes GIS for technical analysis and cartography, has experience utilizing US Census and American Community Survey data to establish community profiles depicting different demographic and socioeconomic factors, often to help inform a local agency on key areas for transportation investments and is *involved in community engagement, including developing materials, presenting data and engaging with the public and project stakeholders.*
- **J2 Design // Jeff Holzmeister, PE (Drainage Design, Independent Cost Estimating (ICE), 3D Modeling, Cost Risk Analysis)** has worked with federal, state and local governments for 42 years on projects throughout Arizona. With a unique focus on drainage engineering, *Jeff has supported drainage engineering and civil engineering design for numerous ADOT projects across the state.* Many of these projects required analyses of surface water hydrology, open channel hydraulics, sediment transport analyses, 401/402/404 permit applications, and FEMA floodplain/floodway delineations. He is experienced in the application of FLO-2D, HEC-1, HEC-2/HEC-RAS, and HEC-6, and more computer programs. *Jeff is a state of Arizona registered PE, #23170.*
- **J2 Design // Bill Fogell, PE (Drainage Design, Independent Cost Estimating (ICE), 3D Modeling, Cost Risk Analysis)** has nearly 29 years of civil engineering experience. Specializing in water resources engineering, he has provided technical support on projects throughout the state. *Bill has worked on ADOT projects, designing culvert extensions and drainage features for roadway improvements.* Early in his career, Bill gained hands-on experience as a field inspector, later serving as a construction administrator and project manager overseeing the design-bid-build process. As a project manager, Bill has led design teams for public works and commercial projects across the Metro area. His expertise in hydraulic modeling and CAD design enhances team efficiency in a fast-paced environment. *Bill is a registered PE in the state of Arizona, #62327.*
- **J2 Design // Seth Placko, PLA, ASLA (Landscape & Irrigation Design & Erosion Control)** has been involved in a wide variety of freeway landscape architecture projects throughout the state for ADOT. *His ADOT experiences include projects that involved extensive landscape and irrigation designs for miles of freeways including native plant salvage and inventory, re-vegetation efforts, storm water pollution designs, bridges and walls with extensive aesthetics and graphics, the incorporation of unique landform graphics, and public roadway corridor enhancements.* He is additionally skilled in schematic design, design development, hardscape detailing, site grading, landscape and irrigation design, SWPPP & erosion control design and project management. *Seth is a state of Arizona registered Landscape Architect, #34191, and a member of The American Society of Landscape Architects (ASLA).*
- **Ethos // Pancho Garza, PE (Geotechnical Studies/Design, Materials Design)** is an Arizona-registered professional engineer with over 22 years of experience in the geotechnical consulting field. His focus has been the desert southwest, but his experience includes numerous projects throughout the western United States. *His key areas of expertise include analysis, design, and recommendations for numerous projects, ranging from single- and multi-story structures to commercial and residential developments, roadways, pavements, bridges, retaining walls, dams, mines, and pipelines.*

He holds a Master's degree in Civil Engineering with a geotechnical focus, including graduate-level classes on soil improvement, foundations, and pavement design and rehabilitation. Pancho's primary focus has been geotechnical investigations for transportation-related projects, and he has been involved with more than 200 roadway projects. *Pancho is a registered PE in the state of Arizona, #47676.*

- **Ethos // Brian Grimaldi, PE (Bridge/Structural Design)** is a Bridge Engineer with 26 years of experience in the design and inspection of bridges, retaining walls, and other transportation-related structures. He has designed many types of bridges, including steel, prestressed concrete, and reinforced concrete. Brian's project experience includes traffic interchanges, system interchanges, river crossings, pedestrian bridges, retaining walls, noise barrier walls, traffic sign structures, and drainage structures. *Brian is a state of Arizona registered PE, #44976.*
- **DFDG // Chad Billings, AIA, LEED AP, WELL AP (Facilities/Maintenance Design)**, a partner and professional architect with DFDG has over 27 years of experience in design and construction administration. He has successfully overseen numerous on-call municipal projects, ranging from a few hundred square feet to over 250,000 square feet, with most including construction administration as an integral component. *Chad's expertise lies in merging architectural precision with sustainable building practices to create environmentally responsible designs.* As a principal and project manager, he excels in balancing technical expertise and creative innovation to deliver projects on time and within budget. His leadership ensures our team thrives in fast-paced environments, crafting thoughtful solutions that meet both the client's goals and environmental considerations. *Chad is a state of Arizona registered Architect, #47384 and is LEED AP, WELL AP Certified.*
- **Atwell // Jim Spring, PLS (Survey & Mapping)** has more than 45 years of extensive experience in the survey field services industry. As Team leader, Jim leads field survey operations. He is a key member of the design team, responsible for providing constructability reviews throughout the planning and design phases of municipal and private developments. These reviews encompass a range of projects, including major roadway and utility improvement districts for local and regional municipalities and general contractor clients, as well as mixed-use master-planned communities for land developers and home builders. In addition to *managing field staff and survey projects, including document, record, right-of-way, and/or easement research, ALTA, boundary retracement, topographic, aerial mapping, and construction surveys,* Jim's responsibilities include contract oversight, ensuring client satisfaction, and ensuring work is completed on time and in budget. *Jim is a state of Arizona registered PLS, #22282.*
- **Atwell // Mitch Ragsdale, PLS (Survey & Mapping)** has over 25 years of land surveying experience. He holds an Associate's degree in Civil Engineering, possesses extensive expertise in Boundary, Topographic, Aerial, and A.L.T.A. surveys and has completed over 200 projects. He is skilled in commercial and residential construction surveys using conventional survey and GPS equipment, and is proficient in AutoCAD Civil 3D for volume calculations, basemap creation, Final Plats, and Records of Survey. *Mitch is an Arizona registered PLS, #48943.*

## PART C. EVALUATION CRITERIA—NON-TECHNICAL

Full resumes for the Key Personnel listed below are included in **Part D Attachments** of this SOQ.

### 1. Key Personnel

**PROJECT PRINCIPAL.** As CivTech's founder and President, **Dawn Cartier, PE, PTOE**, is actively involved in the day–to–day management of the company's operations and the driving force behind all of the firms services. She routinely reviews contracts and, when disputes arise, leads the efforts to resolve them promptly. *As the sole owner of CivTech, she takes personal responsibility for the quality of work and the delivery of services, striving to maintain the highest standards in CivTech's work product possible.* Dawn serves as Project Principal for several on-call contracts with agencies across Arizona, as well as in Texas and Washington. *On-Call contracts that Dawn is currently involved with include **ADOT's On-Call Transit Consulting Contract CTR053898 and Transportation Systems Management & Operations Group (TSMO) Contract CTAR062471;** Pinal County's On-Call Traffic Engineering Services Contract 205326ROQ, the City of Casa Grande's On-Call Professional Services FY23-24 Contract 1023-16, the City of Pasco, Washington's On-Call Traffic Engineering Services Agreement #24-011, and CapMetro's Engineering and Architectural Design On-Call in Austin, Texas.* Dawn's responsiveness to clients is demonstrated by CivTech's repeat business with both public and private clients, as well as the respect she has earned from engineers throughout Arizona.

**CONTRACT MANAGER.** CivTech's proposed Contract/Project Manager, **Larry Wiele, PE** has over 33 years of professional experience, 20 years of which has been focused on program and project management. His wide-ranging background of projects, including roadway and highway design, traffic signal design, recreational trails, utilities (storm, sanitary, and water), aesthetic improvements, and site development, provides him with the unique ability to provide oversight to any project awarded as part of this contract. His project management style includes three (3) key elements:

- **Communication.** Each project should have a high level of communication:
  - Weekly 15-minute check-ins with ADOT's Project Manager
  - Monthly in-person or virtual progress meetings
  - Milestone Review Meetings. Following the agency review, a meeting will be held to review comments and ensure they are understood, and all parties will agree to corrective actions.
  - Unscheduled Meetings. CivTech will be available for a phone call, meeting, or site visit to ensure issues are resolved promptly.
- **Schedule.** If there is no deadline, there is no action. Scheduling significant milestones and smaller project milestones helps to ensure that projects do not fall through the cracks.
- **Personal Involvement.** Larry's involvement in a project extends beyond just paperwork and ensuring that others are doing their job. He will be hands-on, reviewing and designing projects to keep everything and everyone on track.

*Larry's experience with on-call contracts includes the **On-Call Traffic Engineering, On-Call Traffic Engineering Assistance Program, and On-Call Design Contracts** with the Iowa Department of Transportation, serving as Program Manager for the City of Phoenix's T2050 program (while with a previous employer), and **current active involvement as a DBE subconsultant on the existing ADOT Contract No. 2022-006 (On-Call Contract series for Project Development).***

### TASK PROJECT MANAGERS

- **Larry Wiele, PE,** CivTech's proposed Contract/Project Manager will also serve as one of CivTech's Task Project Managers for the *Roadway Design, Traffic/Safety Engineering Design, Intelligent Transportation Systems, Cost Estimations/Specifications, Environmental Services - Other NEPA Documentation, Other Expertise that Pertains to the Project - Value Engineering* technical disciplines/technical sub areas. *Refer to Larry's full resume in **Part D Attachments.***
- **Adam Carreon, PE, PTOE** will serve as one of CivTech's Task Project Managers for the *Traffic/Safety Engineering Design, Cost Estimations/Specifications, Other Expertise that Pertains to the Project - Value Engineering* technical disciplines/technical sub areas. *Refer to Adam's full resume in **Part D Attachments.***
- **Mick Mathieu, PE, F. ASCE** will serve as one of CivTech's Task Project Managers for the *Roadway Design, Traffic/Safety Engineering Design, Cost Estimations/Specifications, Other Expertise that Pertains to the Project - Value Engineering* technical disciplines/technical sub areas. *Refer to Mick's full resume in **Part D Attachments.***
- **Jeff Holzmeister, PE** of J2 Design will serve as a Task Project Manager for the *Drainage Design* technical discipline. *Refer to Jeff's full resume in Part D Attachments.* **.**
- **Pancho Garza, PE** of Ethos will serve as a Task Project Manager for the *Geotechnical Studies/Design, Materials Design* technical disciplines. *Refer to Pancho's full resume in **Part D Attachments.***

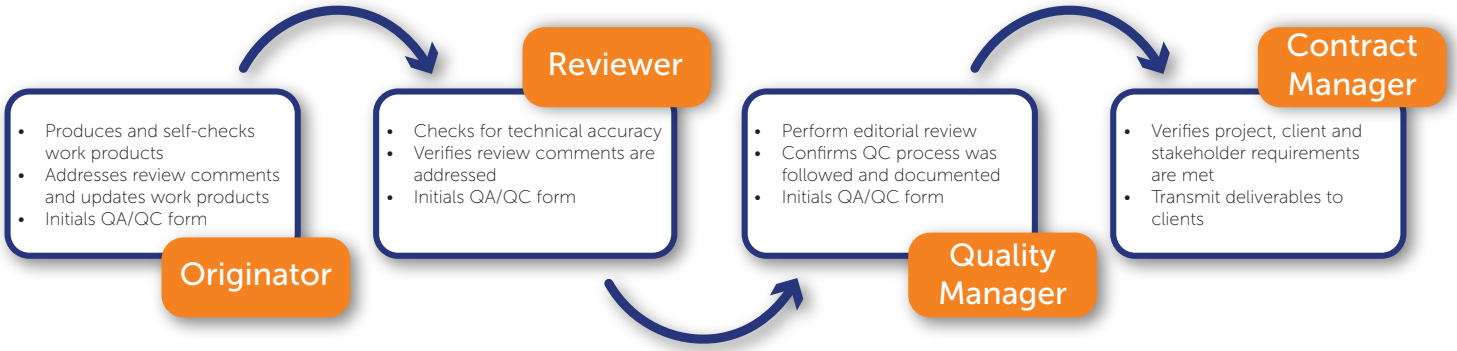
## 2. Quality Assurance /Quality Control (QA/QC)

CivTech's Quality Control program is designed to ensure that our clients receive a high-quality final product. We understand the intent of ADOT review periods is not to find mistakes or errors but rather to verify the plans meet the intended goal of the project and ADOT's preferences. CivTech's QC program includes the following stages:

**CivTech has successfully used BlueBeam Revu to conduct its internal Quality Reviews on similar projects**. *Utilizing the 'Sessions' tool for these reviews allows multiple users to review simultaneously as well as eliminating wasted time on duplicate comments. This method reduces file management requirements of multiple review files that must be combined after the review period. These tools also provide a method for notating designer responses and completion of plan updates.*

- **Originator Review.** As is typical in most engineering offices, our younger EITs and PEs will be responsible for originating much of the design work for projects under the direction and control of our senior engineers and project managers. Our senior staff will provide our designers with general guidelines and project requirements. The designers will then implement this direction in the preparation of plans, adhering to ADOT standards as well as other applicable standards, such as PROWAG, MUTCD, and AASHTO. Before submitting plans for internal review, the originator of the designs will evaluate their work for errors or graphical (i.e., plotting) issues with the plans.
- **Reviewer.** Our senior staff will be responsible for reviewing the plans to ensure there are no technical errors, that the plan concept is being followed, and that the plans are thorough without requiring excessive plan sheets. This review will include a comparison of the prepared plans to the agreed-upon project scope and an evaluation of the plans to the applicable standards governing the work. These reviews are typically done utilizing electronic review tools, such as BlueBeam Revu.
- **Risk Assessment.** The *Risk Register* developed during our project development will be used to evaluate the plans at each stage of the project. Our internal review will assess each risk to ensure the plans address those key issues; if not, we will provide recommendations for plan modifications to mitigate these risks.

- **Subconsultant Reviews.** For any project that involves subconsultants, the work product submitted by our team members will undergo an Inter-Discipline Review (IDR) to ensure there are no conflicts between internal work and that provided by our subs. This can be completed by reviewing plan sheets or by comparing our CADD drawings. For larger projects, the ProjectWise system will be utilized to ensure each team member has constant access to the latest version of our files.
- **Quality Manager.** For larger projects, a Quality Manager (QM) will be assigned to the project who is not involved in the day-to-day design work to provide an independent peer review of the work. The QM will be a senior-level engineer with experience in the specific disciplines in the design. The QM will perform a general scope review and verify the comments made in the previous review of the plans. *For smaller projects, our Task Project Manager will complete these steps.*
- **Contract/Project Manager.** Our contract/project manager will verify that project, client, and stakeholder requirements are met and will perform a final QA of the plan set before uploading the plans to ADOT's Workfront system.




## Cost Estimating

The first step in creating a quality construction cost estimate is to have a quality set of plans. Plans that are missing bid items, have incomplete scope elements, or fail to meet the intended project scope will inevitably result in inaccurate cost estimates. If these plan inaccuracies are not corrected during the design phase of the project, changes during construction will lead to change orders. Some key mitigation strategies can be used to ensure quality construction cost estimating:

- **Experienced Reviewers.** Reviewers should have experience and expertise in similar previous projects to understand the bid items required for constructing a project.
- **Project Comparison.** Utilizing previous successful ADOT projects of the same type and magnitude for comparison will help ensure that no bid items are missed.
- **Use of Project Contingencies.** Project contingencies can be utilized in the early stages of a project to account for unknowns. As these unknowns are eliminated, the contingencies can be reduced, providing more accurate estimates.
- **Use of Recent Bids and Contractor Guidance.** Cost estimates should use the most recent bidding data available for comparable projects. Costs can vary significantly based on location, project magnitude, and the availability of contractors. Understanding the bidding climate in each location can help develop more accurate cost estimates.

## 3. DBE Commitment

As a DBE consultant, CivTech understands the importance of meeting the established DBE goal for each Task Order assigned under this on-call contract. **We have two (2) certified DBE firms on our team as major subconsultants and will utilize their services on each task order that requires their services.** *For unique contracts that do not require their specialty services, CivTech will utilize ADOT's list of DBE Consultants and reach out to them before submitting Task Assignment proposals to include them on our team. A good faith effort will be made on each Task Assignment submittal to meet or exceed the established DBE Goal.*

## PART D. ATTACHMENTS

- *Complete resumes for the team's Project Principal, Contract/Project Manager, and Task Project Managers begin below.*
- *A copy of CivTech's SOQ Bidder's/Proposer's List confirmation email follow the resumes.*

# DAWN CARTIER, PE, PTOE

CivTech Founder, Principal-in-Charge

With 29 years of experience in transportation engineering and urban planning, Dawn has established herself as a leader in the field. As the Founder and President of CivTech, Dawn is the driving force behind all the firm's services, ensuring the highest standards of modeling, planning, and design. Her leadership role instills confidence in the quality of CivTech's work. *Agency On-Call Contracts where Dawn has recently or is currently serving as Project Principal or Project Manager include ADOT Transportation Systems Management & Operations Group (TSMO) On-Call Contract CTAR062471, ADOT On-Call Transit Consulting Contract CTR053898; Pinal County On-Call Traffic Engineering Services Contract 205326ROQ, Sierra Vista MPO (SVMPO) On-Call Professional Planning Services, Contract 20-SVMPO-OC1-002, City of Casa Grande On-Call Professional Services FY23-24, and City of Yuma, On-Call Engineering Services.*

### 29 YEARS in INDUSTRY

### EDUCATION

Bachelor of Science, Civil Engineering, Northern Arizona University, 1996

### REGISTRATION

Professional Engineer (Civil):
Arizona #35879
Nevada #020382

Professional Traffic Operations Engineer(PTOE): #723

### SOFTWARE PROFICIENCIES

MicroStation

Highway Capacity Software

Synchro

SIMTraffic

TEAPAC

Visual (Lighting)

## RELEVANT PROJECT EXPERIENCE

**VERRADO WAY AND YUMA ROAD INTERSECTION IMPROVEMENTS AND DRAINAGE EVALUATION PROJECT; BUCKEYE, AZ** CivTech, in collaboration with subconsultants WOODPATEL and Huitt-Zollars, evaluated the existing and proposed drainage conditions impacting the intersection of Verrado Way and Yuma Road for the City of Buckeye. This collaborative effort, leveraging the expertise of multiple entities, resulted in a comprehensive assessment of the watershed, extending north of I-10, and quantified peak discharges that cross Yuma Road at the intersection and extend further west. The proposed improvements include raising the intersection, providing a new culvert crossing, adding a depressed crossing further to the west, and implementing downstream channel improvements along Verrado Way. CivTech presented its findings in the Project Assessment document. The planned improvements will raise the intersection profile three (3) feet, with four (4) 36" pipes placed through the intersection to account for the drainage that inundates the intersection during storms. Dawn served as Project Principal.

**TEMPE CORE SMALL AREA TRANSPORTATION STUDY; TEMPE, AZ.** ASU and Tempe, in a joint effort, commissioned a Small Area Transportation Study with CivTech to develop network transportation modeling that reviews the existing and future conditions of the downtown core bounded by SR-202, Apache Boulevard, SR-101 and Priest Drive. The study modeled all modes of transportation, including pedestrian and transit, allowing the city and ASU to determine areas that may need short-term and long-term solutions to ensure the network operates as efficiently as possible. The model evaluated auto, transit, and active transportation trips using current and future entitlements, parking locations, masterplans and transit improvements for horizon year 2040.

**CENTRAL STATION ETOD AND TRAFFIC SIGNAL DESIGN; PHOENIX, AZ.** Traffic Lead providing planning, transportation analysis, and traffic engineering services for the Central Station ETOD Redevelopment project. This vibrant mixed-use project includes high-rise residential, student housing, office, retail, a functioning bus and light rail transit center, underground parking and retail uses. CivTech completed the traffic impact assessment, off-site parking study, developed a shared use parking model, as well as a revenue parking model. Follow-up work included traffic signal design for access from Polk Street to Central Avenue and 1st Avenue.

**CULDESAC EASTLINE VILLAGE ETOD; TEMPE, AZ.** Dawn prepared a Traffic Impact Analysis and provided general engineering consulting for bicycle, pedestrian, and other connections. Access to transit, car sharing, ample bicycle paths, and storage, and drop-off bays for taxis and transportation network companies (TNCs) were evaluated to assist residents with transportation without the need for personal vehicles. During the development of the site, Culdesac relied on Dawn to resolve transportation-related issues, including bike lane design, parking configuration, and transit access. Dawn oversaw the design of a beacon

pedestrian crosswalk to the Light Rail Station along with a revised platform design for pedestrian accessibility with TVM, fencing, track design, and drainage for LRT Pedestrian Access.

**SCOTTSDALE ROAD IMPROVEMENTS; SCOTTSDALE, AZ.** A traffic signal design for Scottsdale Road/Thunderbird Road and a traffic signal modification plan for 73rd Street/Thunderbird Road were prepared as part of the improvement plans for Scottsdale Road. This project realigned 73rd Street to provide the required intersection spacing and signal synchronization between the two key intersections. A design concept report level traffic analysis was prepared to provide recommendations for storage lengths and identify the need for dual left-turn lanes and locations for existing median closures. Unique options for lane configuration and tapering were used to avoid additional right-of-way takes on portions of land lying within the City of Phoenix. Due to the close proximity of the signals (750 feet), a signal interconnect plan was provided to maximize operational efficiency and reduce overall delay. A traffic signal progression plan was prepared within the project limits to properly time the new signal within the existing system. Both traffic signal timing and multiple signal coordination were obtained using Synchro software. Traffic engineering work included traffic analysis and traffic design work included traffic signal, signing and pavement marking, and intelligent transportation systems design.

**RIVULON TRAFFIC SIGNALS; GILBERT, AZ** CivTech prepared the traffic impact analysis, provided roadway geometric design support, and prepared traffic signal plans for four intersections as the traffic engineering consultant for the Rivulon development located along the western border of the Town of Gilbert. Two of these intersections are located completely within the Town of Gilbert - Pecos Road and Allen Avenue and Pecos Road and La Arboleta. The Pecos/Allen signal is already operational and the Pecos/La Arboleta signal is operational. The other two intersections are located along Gilbert Road where Gilbert and Chandler share a border. One of these, the intersection of Gilbert Road and Rivulon Boulevard, has an existing signal for which CivTech prepared modification plans, and the other is the intersection of Gilbert Road and a private driveway north of the Mercedes Benz dealership for which CivTech prepared plans for a new signal. CivTech's design and plan production expertise, as well as our ability to coordinate the needs of multiple stakeholders, was demonstrated throughout this project.

**MOCKINGBIRD LANE AT INVERGORDON ROAD ENGINEERING SERVICES; PARADISE VALLEY, AZ** CivTech was hired by the Town of Paradise Valley to review the existing intersection of Mockingbird Lane with Invergordon Road, specifically the southern median curb damage and surrounding landscape damage caused by eastbound right turning vehicles. CivTech documented the existing conditions, conducted an AutoTurn analysis to determine if the existing condition would support turning movements from large vehicles, examined design alternative options to mitigate the current intersection conditions, and prepared conceptual design options that offered potential solutions.

**CITY OF PHOENIX SBE ON-CALL ENGINEERING/CONSULTING SERVICES; PHOENIX, AZ.** As part of an On-Call contract with the City to provide traffic engineering services on an as-needed basis, CivTech performed a Reversible Lanes Analysis for 7th Avenue and 7th Street to install permitted left-turn phasing where previously prohibited. In addition, CivTech performed a planning analysis on 27th Drive between North Valley Parkway and Carefree Highway in anticipation of the future construction of Sonoran Parkway.

**CITY OF MARICOPA ON-CALL TRAFFIC ENGINEERING SERVICES – PORTER/ADAMS AND PORTER/SMITH-ENKE TRAFFIC SIGNAL DESIGNS; MARICOPA, AZ** As part of CivTech's On-call Contract with the City of Maricopa, two traffic signal designs were performed at intersections that warranted installation due to high traffic volumes, Porter Road at Adams Way and Smith-Enke. The City requested an evaluation, design and construction specifications to install traffic signals and make other necessary improvements at these two intersections. Through this particular task order, a complete set of bid documents including traffic signal installation plans, signing and striping plans, roadway/intersection improvement plans, construction special provisions, baseline timing plans, and construction cost estimate were prepared. Utility coordination, bidding and construction phase assistance was also provided.

**CITY OF MARICOPA ON-CALL TRAFFIC ENGINEERING SERVICES – MARICOPA-CASA GRANDE HIGHWAY SIGNAL INTERCONNECT; MARICOPA, AZ** In addition to the traffic signal designs, CivTech prepared traffic signal interconnect plans along Maricopa-Casa Grande Highway in order to enhance the traffic flow and mobility within the City of Maricopa. The interconnect plans were engineered between 4 traffic signals located within a span of approximately ¾ of a mile. The 4 traffic signals were located in the near proximity of the intersection of Porter Road and Maricopa Casa Grande Highway. The following lists of tasks were completed: construction drawings, technical specifications, design of conductors, updates to existing equipment, conductor schedules, bid support and all other tasks associated with developing bid documents for the signal interconnect. As part of the design, CivTech created the City's ITS standard to be used on all future ITS projects.

# LARRY WIELE, PE

## Contract/Task Manager

Larry is CivTech's Director of Design and a Senior Transportation Engineer and has 33 years of experience working on a wide range of projects, including preliminary and final designs for major highway improvements, local street improvements, lighting design for street and specialty lighting, traffic control plans, recreational trail design, ADA improvements, drainage design, flood protection projects, sanitary sewer design, and site development work. He has completed NEPA environmental documents, location studies, and various traffic studies, including traffic impact analysis, Safe Routes to School studies, and Roadway Safety Audits.

### 33 YEARS in INDUSTRY

### EDUCATION

Bachelor of Science, Civil Engineering, Iowa State University, 1991

### REGISTRATION

Professional Engineer (Civil):
Arizona #75306
Colorado #PE0064582
Idaho #P-22205
Iowa #13495
Nevada #030994
North Dakota #PE-8532
Oregon #104737PE
South Dakota #15727
Texas #142980
Washington #23017761

### SOFTWARE PROFICIENCIES

MicroStation

Highway Capacity Software

Synchro

SIMTraffic

** denotes work performed with a previous employer*

### PROJECT EXPERIENCE

**ADOT, I-10 WILD HORSE PASS; MARICOPA AND PINAL COUNTIES, AZ.** Project Manager and Lead Designer for the Maintenance of Traffic Design for the design build project to complete widening the last remaining stretch of 4-lane roadway between Phoenix and Tucson. The project included MOT design for the mainline roadway, including crossovers and multi-stage construction for ramp connections. The project also includes MOT for sideroad reconstruction, including bridge widening and the construction of new bridges.

**ADOT, SR 89A GUARDRAIL REPLACEMENT; COCONINO AND YAVAPAI COUNTIES, AZ.** Project Manager for the Maintenance of Traffic Design for the project to replace guardrail along SR 89A between Sedona and Flagstaff in the Oak Creek Canyon. This steep, winding road had multiple areas of guardrail that were failing. CivTech was responsible for developing a traffic control design that allowed the roadway to remain open while the guardrail was being replaced.

**ADOT, US 180 PAVEMENT PRESERVATION; ST, JOHNS, AZ.** Project Manager for the Maintenance of Traffic Design, signing and pavement marking for the project to resurface approximately 4 miles of US 180 in and near St. Johns, AZ. This project consisted of multiple phases to minimize the impact on the traveling public. This project also included the reconstruction of multiple driveways along the roadway, requiring MOT plans that allowed for replacing the driveways one at a time when multiple access points were in place or for constructing the driveways half at a time if only one access point served the property.

**CITY OF PHOENIX, T2050 PROGRAM MANAGEMENT; PHOENIX, AZ*** Program Manager for this Program Management project, assisting the city on a variety of projects, including traffic signals, ADA, intersection improvements, safety, signing, marking, and active transportation projects. This project involves coordinating a wide range of stakeholders and interest groups. This project supports the City of Phoenix in managing its local option sales tax (0.7%), which generates over $ 250 million annually for use on street and transit improvements.

**NEVADA DEPARTMENT OF TRANSPORTATION (NDOT) I-11/I-215 HENDERSON INTERCHANGE DESIGN BUILD; HENDERSON, NV.** Project Manager for preliminary design of a major system interchange reconstruction. The project includes redesigning two signalized intersections, pavement marking, and signage, including freeway guide signs, for the three interstate highway interchange, including widening to 5-lane cross sections and constructing new ramps. The project is currently in design.

**CAPE SANTIAGO ROADWAY IMPROVEMENTS; CASA GRANDE, AZ.** Project Manager for the roadway design on a new alignment to serve the new industrial complex. The design included horizontal and vertical alignment of 4800' of new roadway, continuous roadway lighting, utility relocations and adjustments, accommodation of existing irrigation canals, and a new intersection with State Highway 84. This project, located in the City of Casa Grande industrial park, will serve a new chemical processing plant planned for construction.

**STRINGFIELD DEVELOPMENT COMPANY, GRANITE MOUNTAIN DEVELOPMENT; PRESCOTT, AZ.** Project Manager and Lead Designer for this recently completed project. Larry was responsible for project management signal design for signal modifications to add a fourth leg to the existing T-intersection of Pioneer Parkway and Williamson Valley Road in Prescott, Arizona. The design included relocation of two signal poles, two new poles, the addition of turn lanes and pavement marking revisions.

**CITY OF CASA GRANDE, COTTONWOOD/PUEBLO INTERSECTION IMPROVEMENTS; CASA GRANDE, AZ.** Project Manager for the design of new traffic signals at the intersection of Cottonwood Lane and Pueblo Drive. The project involved the reconstruction of the sidewalk along the south leg of the intersection, including the installation of ADA curb ramps. The project included coordination with utilities for overhead line clearances. This full-service project included survey, SUE, and design.

**LOOP 202/CHANDLER ROAD IMPROVEMENTS; CHANDLER, AZ.** Project Manager for this project to construct a driveway at a proposed development at the Loop 202 Frontage Road intersection and Chandler Village Drive. When constructed, the project will add a south leg to the intersection, requiring modifications to the long-established traffic pattern at this location. The project required significant coordination with ADOT and was completed in accordance with ADOT standards.

**CITY OF WATERLOO, UNIVERSITY AVENUE RECONSTRUCTION; WATERLOO, IA*** Larry was responsible for Traffic Engineering for a full-service design contract for the reconstruction of a major arterial in Waterloo, Iowa. The existing roadway was originally designated as U.S. Highway 218; however, with the construction of a relocated freeway segment, the Iowa Department of Transportation (DOT) transferred jurisdiction of the roadway to the city. The project encompasses approximately 3 miles of 4-lane arterial roadway, three bridges, seven signalized intersections, one roundabout, and major storm sewer connections, as well as other private utility relocations. The project was completed under traffic, with a total estimated construction cost of approximately $40 million.

**ARIZONA DEPARTMENT OF TRANSPORTATION I-10 FIBER GAP; PINAL COUNTY, AZ.*** Larry served as Project Manager for the final design for this project to complete the fiber optic network along I-10. The project included 30+ miles of fiber optic cable, pull boxes, connection to existing infrastructure and construction of a new fiber node building. Completing this fiber optic network will allow ADOT better communication from remote areas of the state to the Traffic Management Center.

**IOWA DEPARTMENT OF TRANSPORTATION, IOWA 58/ VIKING ROAD INTERCHANGE; CEDAR FALLS, IA.*** Larry was responsible for the final design of the Single-Point Interchange at the Iowa 58 interchange with Viking Road. The project included the reconstruction of a 4-lane freeway section, ramps, and side roads along the Avenue of the Saints in Cedar Falls, Iowa. The project involved over 80,000 square feet of retaining wall, a 115'x228' pretensioned, prestressed concrete beam bridge, three signalized intersections, right-of-way acquisitions, and a staging plan to allow both roadways to remain open during construction. The total estimated construction cost was over $36 million.

**MOUNTAIN LINE TRANSIT; FLAGSTAFF, AZ** Project Manager for a traffic study and final design for first/last mile improvements for Mountain Line Transit in Flagstaff, AZ. The project included traffic and pedestrian counts, a gap study, a crossing improvement analysis, and a final report documenting the changes to the client, the City of Flagstaff, and ADOT. The final design included two beacon installations, a pedestrian hybrid beacon (HAWK Signal), and several median refuge islands.

**CITY OF DALLAS, DOUGLAS AND PRESTON ROAD; DALLAS, TX.** The project involves a traffic study, schematic, and final design for pedestrian improvements, including traffic signal modifications and installing a HAWK signal. Larry is the Project Manager and Lead Designer for this project.

**CITY OF DALLAS SIGNAL DESIGN GROUP 7; DALLAS, TX.** Larry is Project Manager for this project, which includes reconstructing four (4) signalized intersections and making ADA improvements. The projects also require significant coordination with utilities, neighborhoods, and city staff.

**AUSTIN TRANSIT PARTNERSHIP TASK ORDER #1, TRACK 01— PRELIMINARY ENGINEERING; AUSTIN, TX.** CivTech is a member of the HNTB team selected for Austin Transit Partnership's Task Order #1 – Track 01 – Preliminary Engineering. Larry is serving as Project Manager for the traffic signal review and design of approximately 120 signals along the Track 01 Corridor.

# ADAM CARREON, PE, PTOE

Task Manager

Adam is a dedicated civil engineer and safety professional with extensive experience as a Project Manager on significant, high-profile safety initiatives and projects. His 20-year career has seen him work in various traffic control and engineering roles, most recently at the Arizona Department of Transportation (ADOT). Since joining CivTech, Adam has performed and overseen Traffic Impact Studies and Road Safety Assessments and prepared project scoping reports and other safety and operational analyses. For every project he undertakes, Adam relies on the vast safety expertise he has gained as a chairperson and panel member on numerous projects with the National Cooperative Highway Research Program and ADOT's Highway Safety Improvement Program (HSIP). This federally funded program aims to reduce traffic-related fatalities and severe injuries on public roads, reinforcing his competence. Additionally, Adam's involvement in significant safety initiatives has been instrumental in his career. His role as a Subject Matter Expert (SME) for ADOT's Multimodal Planning Division (MPD) and his involvement with the Federal Highway Administration's Every Day Counts initiative are also noteworthy.

## 20 YEARS in INDUSTRY

## EDUCATION

Bachelor of Science,
Civil Engineering, Arizona State University, 2006

## REGISTRATION

Professional Engineer (Civil):
Arizona, #50237
Nevada #032519
Texas # 155293
Washington # 24014694

Professional Traffic Operations Engineer (PTOE), #5141

## SOFTWARE PROFICIENCIES

Traffix

Highway Capacity Software

Synchro

SIMTraffic

MicroStation

InRoads

** denotes work performed with a previous employer*

## PROJECT EXPERIENCE

**WORK ZONE SAFETY AND MOBILITY CHAMPION, ADOT.*** As Committee Chair Adam was involved with the Work Zone Safety & Mobility (WZSM) committee for 10 years. He became Committee Co-Chair in 2019, and finally given sole responsibility in 2021. The primary responsibilities of the committee were to maintain the WZSM Policy, Guidelines, and perform the biannual Process Review. These are federal requirements outlined in the Code of Federal Regulations Title 23, Section 630. The Work Zone Process Review assess the effectiveness of work zone safety and mobility procedures on a statewide, program level assessment. The reviews could include the evaluation of work zone data at the State level, and/or review of randomly selected projects throughout multiple jurisdictions. Adam authored the 2018, 2020, and 2022 reports: State Work Zone Safety & Mobility Champion.

**NDOT I-11/I-215 HENDERSON INTERCHANGE DESIGN-BUILD; HENDERSON, NV.** Traffic Control Engineer for CivTech's Traffic Engineering Design Services for NDOT's Henderson Interchange Design-Build project. The project will improve operations by adding capacity and improving connectivity to the system and will be constructed in two phases. This project will reconstruct the Henderson Interchange of three interstate highways, including widening 5-lane cross sections and construction of new ramps. The project includes the redesign of two signalized intersections, pavement marking and signage, including freeway guide signs. Phase I includes traffic modeling and design assistance, emphasizing safety during construction, enhancing long-term safety, and accommodating regional and local travel demands.

**ADOT, ROADWAY SAFETY ASSESSMENTS; STATEWIDE, AZ.*** Over the course of Adam's ADOT carreer he was in volved in several RSAs. As team member of the Operational Traffic & Safety Group, Adam supported RSAs evaluating corridors involving multiple intersections, each with their own report. The corridors that were evaluated include: US60 through Gold Canyon, SR85 south of I-10, US60 from I-17 to L101, and I-10 between I-17 and L101 Agua Fria. Adam conducted field reviews, and managed reporting, the implementation of countermeasures, and tracking of changes in crash frequency. Ultimately the monthly reporting of these finding were sent to the Governor's Office of Highway Safety as function of ADOT's performance.

**STATE OPERATIONS WORK ZONE ENGINEER, ADOT.*** As a member of ADOT's Operational Traffic & Safety Group, Adam was assigned to create the Smart Work Zone (SWZ) program. During his tenure Adam successfully created a entire new Standard Specification Section for ADOT, devoted to using intelligent transportation devices in work zones to increase safety and improve mobility.

**I-15 VIRGIN RIVER BRIDGE, ADOT.*** Adam served as Resident Engineer for ADOT's highly sensitive Construction Manager At-Risk (CMAR) I-15 Virgin River Bridge project. The bridge had been classified as structurally deficient, with scour-susceptible foundations, cracked steel girders showing signs of wear and fatigue, and virtually no shoulders. With more than 1.4 million trucks using this bridge to carry goods to and from Arizona, California, Nevada, and Utah every year, the sensitivity came from its higher importance to the adjoining states and national freight distribution than to Arizonians, creating politically sensitive issues that could escalate very quickly. Communication with stakeholders was critical. Over the three-years of construction the team worked through every challenge and won six major partnering awards including the APWA National Project of the Year. The project was completed with funds secured through the Transportation Investment Generating Economic Recovery (TIGER) grant.

**ADOT MULTIPLE WIDENING PROJECTS—PICACHO PEAK TO PINAL AIR PARK; PICACHO PEAK TO SR 87; I-8 TO SR 87; AND I-10/VAL VISTA ROAD TO EARLEY ROAD; AZ.*** While with ADOT, Adam served as the Resident Engineer performing all associated duties for widening approximately 40 miles of roadway from a 38' two-land highway to a 60' three-lane highway with 12' shoulders in multiple areas including Picacho Peak to Pinal Air Park; Picacho Peak to SR 87 and I-8 to SR 87. For the I-10/Val Vista Road to Earley Road project, in addition to serving as the Resident Engineer, Adam was also the Engineer of Record, and completed all federal and state requirements for project closeout. The work consisted of widening I-10 from four lanes to six lanes, and included the reconstruction of the McCartney Road traffic interchange ramps.

**CITY OF PHOENIX 27TH AVENUE ROADWAY SAFETY ASSESSMENT; PHOENIX, AZ.** As part of the Transportation 2050 program, roadway safety assessments (RAS) were completed based on feedback from the community and City of Phoenix committee members. CivTech conducted a RAS of 27th Avenue from Campbell Road to Camelback Road, including evaluating existing conditions, and providing recommended safety improvements. CivTech completed the evaluation of the existing conditions and presented safety recommendations. Adam served as Project Manager.

**CITY OF GLENDALE, ARTERIAL PEDESTRIAN SAFETY IMPROVEMENTS; GLENDALE, AZ**. Adam served as CivTech's Project Manager and Senior Transportation for the City of Glendale's Arterial Pedestrian Safety Improvements Project. This project addresses critical gaps in the pedestrian network by constructing approximately 6,600 feet of new sidewalks across six arterial streets and one local street, benefiting high-volume destinations such as schools, parks, medical facilities, and retail centers. With AADT volumes ranging from 17,300 to 27,700, the project includes safety-critical features like curb and gutter installations, ADA-compliant curb ramps, and streetlights. Adam is leading the traffic engineering elements, including data collection, crash analysis, and HAWK evaluation, to ensure design solutions align with MUTCD and ADA standards. By providing schematic designs for the proposed HAWK signal and preparing a comprehensive Design Concept Report, CivTech is advancing pedestrian safety while supporting Glendale's vision of a connected and accessible urban environment.

**LAVEEN TOWNE CENTER, 59TH AVENUE AND ROBBINS ROAD, PHOENIX, AZ.** Adam served as CivTech's Senior Transportation Engineer for this project, providing due diligence assistance for this proposed commercial development. When constructed, the project would provide approximately 413,500 square feet (SF) of commercial space, including several major retailers, other shops, restaurants, and retail pads on two parcels. CivTech reviewed the existing conditions, analyzed potential trip generation, and projected the capacity analysis for the proposed development.

# MICK MATHIEU, PE, F.ASCE

Task Manager

Mick has over 40 years of experience managing Civil Engineering projects and design-build projects in the areas of traffic engineering, roadway and airport design and construction, and construction administration/quality assurance for various clients including the Cities of Yuma, Tucson, Sierra Vista, Casa Grande and Nogales; Yuma, Pima, Santa Cruz, Cochise, and Maricopa Counties, the Arizona Department of Transportation (ADOT) and the Maricopa Department of Transportation (MCDOT), and the Texas Department of Transportation (TxDOT) and the Town of Marana. Mick's areas of design experience include horizontal and vertical design, geometric layout, pavement design, traffic signal design, pavement marking and signing design, earthwork and plan quantities take-off construction phasing plans, cost estimates, Special Provisions, Traffic Engineering Reports, Traffic Impact Analysis Reports, coordination with subconsultants, utility coordination, and quality control of design plans.

## 40 YEARS in INDUSTRY

## EDUCATION

Bachelor of Science, Civil Engineering, University of Arizona, 1980

## REGISTRATION

Professional Engineer (Civil): Arizona #20930

## PROJECT EXPERIENCE

**GRANT ROAD / COYOTE DRIVE DEVELOPMENT TRAFFIC ENGINEERING; TUCSON, AZ** The project was for a 101,220 square foot (SF) distribution warehouse to located north of Grant Road along Copper Street between Jackrabbit Avenue and Coyote Drive in Tucson. Mick served as Project Manager and lead the efforts to gain approval of the Traffic Report so the project could move through the City's Development Plan Process. The efforts included data collections including intersections counts at the Coyote Drive/ Grant Road intersection, developing the trip generation, trip distribution, background traffic projections, crash analysis, considerations of future warehouse development north and east of the warehouse project, street network capacity, turn lane warrant analysis, sight distance calculations, and queue storage calculations. The intersection had a designated paint crosswalk across Grant Road.
The outcome of the analysis indicated that a traffic signal would be warranted at the Coyote Drive/Grant Road intersection based on preliminary traffic signal warrant analysis – Warrants 1-3. Mick coordinated with the City of Tucson Traffic Engineering staff about the new traffic signal. After much discussion it was determined that HAWK signal may be a better solution at the location. CivTech then did a preliminary analysis for a HAWK signal and compared the costs of the new traffic signal and a HAWK signal. It was determined based on the results of the TIA and the costs, that the HAWK would be a better solution at this particular location.

**FHB COMMERCIAL CENTER; YUMA COUNTY, AZ.** As part of the Yuma County On-Call Contract, CivTech was asked to prepare Proposal and Fee for a Work Order. CiFHB Commercial Center Project; Yuma County, AZ. As part of the Yuma County On-Call Contract, CivTech was asked to prepare Proposal and Fee for a Work Order. CivTech was then selected for the Work Order. The FHB Commercial Center project was for two 7,500 SF buildings located at the SEC of the Foothills Boulevard/Tiffany Lane intersection. The proposed land use of the two buildings was for retail, restaurant, and general office use. Mick served as Project Manager and lead the efforts to get the Traffic Report approved so that the project could move through the County's Development Plan Process. The efforts included data collections including intersections counts at the Foothills Boulevard/South Frontage Road intersection, developing the trip generation, trip distribution, background traffic projections, crash analysis, considerations of future roadway improvements identified in the Yuma County 2030 Comprehensive Plan, a future bicycle route, street network capacity, turn lane warrant analysis, sight distance calculations, and queue storage calculations.

**TARTESSO WEST UNIT 3A; BUCKEYE, AZ.** Mick served as Project Manager for the proposed development Tartesso West Unit 3A. This project allows vehicles from the masterplan of single-family homes and mixed-use developments to navigate to and from the Sun Valley Parkway and Interstate 10 in the

City of Buckeye. Mick oversaw the evaluation of the proposed internal roadways of the site which included using internal capture and alternate mode reductions for the connection of different land uses. It also evaluation and drafted the traffic impact analysis study, which included other evaluations such as capacity analysis, crash analysis, and signal warrant analysis. The analyses were achieved in conformance with City of Buckeye standards and their future transportation master plan. These evaluations included the redistribution of traffic, transit signal priority impacts, adjusted signal timing scenarios, including new intersection signal control and roadway cross section considerations.

**APS IRONWOOD SOLAR POWER PROJECT; YUMA COUNTY, AZ.** As part of the Yuma County On-Call Contract, CivTech was asked to prepare Proposal and Fee for a Work Order. CivTech was then selected for the Work Order. CivTech was retained by McCarthy Builders to provide traffic engineering services for the APS Ironwood Solar Power Project. The project was to develop 2,050 acres located north and east of the Avenue 64E/Palomas Road "T" intersection. Mick was the Project Manager and lead the efforts to get the Traffic Report approved so that the project could move to the construction phases of solar facility. The efforts included data collections including intersections counts at the I-8/Avenue 64E TI, developing the trip generation, trip distribution, background traffic projections, street network capacity, turn lane warrant analysis, MUTCD stop sign warrant analysis, and queue storage calculations. The difficulty with the intersection layout was the existing STOP sign placement; the STOP signs were placed on the EB and the NB approach. The WB approach had no restrictions as well as the NB right-turn movement. The existing STOP placement precluded using Synchro to analyze the "T" intersection as the STOP were placed in unconventional locations. Mick worked with Yuma County staff to come up with an innovated approach to account for the increased traffic turning left at the intersection. The solution was for the NB left-turn traffic to stop at the "T" intersection and to create a channelized NB right-turn movement with pavement markings.

**BELLA VISTA FARMS DEVELOPMENT; PINAL COUNTY, AZ.** Project Manager. CivTech provided traffic engineering services for a development unit in Pinal County, AZ. Civtech prepared a traffic impact analysis (TIA) to consider the impact of new homes on the adjacent and surrounding street system. CivTech completed data collection, traffic counts and trip generation. Mick also oversaw two separate versions of the TIA.

**TOWN OF FLORENCE NORTH END FRAMWORK TRAFFIC; FLORENCE, AZ.** Project Manager. CivTech is preparing a TIA that will be used to compile information of the traffic analysis. This also included site visits to document existing conditions. Information of the study included average annual growth ratee, traffic volumes and crash history. The study included 17 traffic counts at various intersections in the Town.

**STAFFORD ROUNDABOUT; GRAHAM COUNTY, AZ.** Design Project Manager. Tasks included managing a team of four PEs and EITs to design a single lane roundabout within Graham County per the ADOT Standard Details and Specifications. The roundabout was located at a "Y" intersection that had a large percentage of semi-trucks using the roadways. The roundabout replaced a STOP controlled intersection that had excessive speeds due to topography. The intersection was 8th Avenue, Airport Road, and Safford-Bryce Road.

**PILOT TRAVEL CENTER AND OFFSITE ROADWAY IMPROVEMENTS; PINAL COUNTY, AZ.** Project Manager. CivTech prepared a TIA that aligned with ADOT's Traffic Engineering Guidelines and Processes manual. Mick was in charge of overseeing site visits, traffic counts, and crash analysis. CivTech determined off-site transportation improvements. Additional scope of work included preparing cost estimates for future improvements, preparing materials for a neighborhood meeting, signal design, signing and striping plans.

# Jeff Holzmeister, PE

## Director of Engineering

**About Jeff.** Jeff has worked with federal, state, and local governments for 42 years on projects throughout Arizona. With a unique focus on drainage engineering, Jeff has supported the drainage engineering and civil engineering design of numerous ADOT projects across the state. Many of these projects required analyses of surface water hydrology, open-channel hydraulics, sediment transport analyses, 401/402/404 permit applications, and FEMA floodplain and floodway delineations. He is experienced in the application of FLO-2D, HEC-1, HEC-2/HEC-RAS, and HEC-6, as well as other computer programs.

### Experience

**I-10 Broadway Curve; Phoenix, AZ (ADOT)**
Drainage Engineer. J2 served as a subconsultant for ADOT's I-10/Broadway Curve project. The goal of this project is to improve traffic flow by introducing external general-purpose High Occupancy Vehicle (HOV) lanes, constructing several new bridges and widening existing ones, and enhancing pedestrian bridges. Additionally, the Tempe Drain serves as a major outfall for stormwater runoff generated by the I-10 freeway system. J2 was responsible for the hydrologic and hydraulic analysis of the Tempe Drain from SR-143 to the Salt River, as well as for landscape architecture, bridge aesthetics, and wall aesthetics. J2 replaced the existing overgrown rip-rap-lined channel with a concrete-lined channel from 32nd Street to the Salt River. J2 also provided plant inventory and planting, refined aesthetic details, and developed elevations for bridges and retaining walls. The project required extensive coordination with USACE, ADOT, FCDMC, SRP, the City of Phoenix, and the City of Tempe.

**SR303 Thomas Road to Camelback Road; Goodyear, AZ (ADOT)**
Drainage Engineer. HDR retained J2 as a drainage subconsultant for the subject section of SR-303. J2 was responsible for the offsite drainage design. They were responsible for reviewing and refining the FCDMC White Tanks ADMS hydrologic models, developing hydraulic analyses for the offsite channel, and conducting hydrologic and hydraulic analyses for the detention and retention basins. Additionally, they prepared construction documents, including plans, specifications, and opinions of probable cost, for the project. In addition, the project required coordination with ADOT, HDR, private utilities, and adjacent property owners.

### Experience

42 Years Total
22 with J2 Design

### Education

M.S., Water Resources Engineering, University of Kansas

B.S., Civil Engineering, University of Kansas

### Registrations

Professional Engineer Arizona #23170

### Affiliations

American Society of Civil Engineers (ASCE)

Arizona Council of Engineering Companies (ACEC)

Arizona Floodplain Managers Association (AFMA)

**SR303 Happy Valley to Lake Pleasant Parkway; Peoria, AZ (ADOT)**
Drainage Engineer. Point Engineering, Inc. retained J2 as a drainage subconsultant for the construction of the SR-303/Jomax Road Traffic Interchange. Due to rapid development in the northwest valley, the interchange was added to the SR-303 corridor. The original freeway drainage design was modified to add the interchange. J2 was responsible for the onsite drainage analyses, modification of offsite drainage facilities, coordination with irrigation districts, and preparation of construction documents.

**SR202 South Mountain Freeway; Phoenix, AZ (ADOT)**
Drainage Engineer. The SR202 South Mountain Freeway project involved constructing a new freeway corridor, completing the third and final segment of the Loop 202 freeway. The entire project spanned 22 miles, from I-10 (Maricopa) to I-10 (Papago). J2 served as a subconsultant on this project, providing drainage design services that included data collection, hydrologic analysis of Dobbins Road, pavement drainage design, and storm drain design.

**SR179, Village of Oak Creek to City of Sedona; Sedona, AZ (ADOT)**
Drainage subconsultant. Jeff served as J2's Project Principal, responsible for pavement drainage design, storm drain design, hydrologic and hydraulic analysis, bridge scour evaluation, and water quality coordination. J2 prepared 60%, 95%, and 100% of the construction documents for the project. The project required coordination with FHWA, ADOT, Coconino County, Yavapai County, Coconino National Forest, the City of Sedona, and private citizens.

**SR202L (Red Mountain Freeway), SR101L (Price Freeway) TI to Country Club Drive; Mesa, AZ (ADOT)**
Drainage Project Manager. Jeff was responsible for off-site drainage analyses and the design of the Salt River bank protection. The project included the development of a detailed hydrologic (HEC-1) model for the contributing watershed, as well as numerous hydraulic (HEC-2) models for the Salt River. Plans, specifications, and estimates were also prepared for the project.

**SR202L (Red Mountain Freeway): SR101L: to McKellips Road; Maricopa County, Arizona (ADOT)**
Drainage Project Manager. The project required the development of off-site hydrologic models (HEC-1) for the contributing watershed, as well as the development of HEC-2 and HEC-6 models for the Salt River. He was responsible for designing the off-site drainage system. The off-site drainage system included the design of a cement-stabilized alluvium (CSA) hardbank for the Salt River, as well as the design of drainage channels and cross culverts. The project required the preparation of construction plans, estimates, and specifications.

**SR202L (Santan)/I-10 TI; Phoenix, AZ (ADOT)**
Drainage Project Manager. Jeff was responsible for the off-site drainage design and pump station design. The off-site drainage system consisted of three independent, concrete-lined open channels: I-10, SR 202L, Santan Freeway, and 48th Street. The channel junction structure was constructed using roller-compacted concrete. The pump station is located adjacent to Pecos Park. The pump station is comprised of 3 50 cfs mixed flow pumps and one 5 cfs submersible pump. Jeff was responsible for conducting engineering analyses, preparing plans, and developing quantity and cost estimates.

SENIOR GEOTECHNICAL ENGINEER

## FRANCISCO "PANCHO" GARZA, PE

ethos ENGINEERING, LLC.

**EDUCATION:**

BSE Civil and Environmental Engineering, University of Michigan

MS Civil Engineering, Arizona State University

**EXPERIENCE:**

22 Years; 6 with Ethos

**REGISTRATIONS:**

Professional Engineer – Civil
AZ State License # 47676

Pancho is an Arizona-registered professional engineer with over 22 years of experience in the geotechnical consulting field. His focus has been on the desert Southwest, and his key areas of expertise include analysis, design, and recommendations for numerous projects, such as drainage improvements, roadways, pavements, bridges, retaining walls, dams, pipelines, mines, single- and multi-story structures, and commercial and residential developments. He holds a master's degree with a geotechnical focus, including graduate-level classes on soil improvement, foundations, pavement design, and rehabilitation. His expertise includes project management, performing and supervising geotechnical field and laboratory investigations, pavement design, slope stability analysis, and preparing geotechnical and foundation design reports. Pancho has also performed quality control as a laboratory manager for an AMRL-certified materials laboratory.

## RELEVANT PROJECTS

**(ADOT) Project Development On-Call: Statewide, AZ – 2022 to present**
Project Engineer for geotechnical investigations for drainage conveyance systems, retaining walls, roadways, and bridges associated with the state highway system. Individual tasks involved Design Concept Reports for roadway and bridges, bridge replacements, bridge rehabilitations, pavement rehabilitations, pavement widening, pavement life extensions, and rumble strip evaluations. Reporting efforts included pavement reports, including both pavement evaluation and design; geotechnical reports, including drilled shaft and driven pile foundations; and design recommendations, including slope stability. Over 60 projects completed under the various on-call contracts on the PDOC contract 2022-006.

**(ADOT) SR 73, Cedar Creek (TRACS F0217 01C); Fort Apache, AZ – completed 2020.** Ethos provided structural and geotechnical support for this PDOC project, including geotechnical recommendations and structural drainage details for several culverts. Work was streamlined as a geotechnical designer was able to coordinate internally with the structural designer.

**(ADOT) Delaware Drive Pedestrian Improvements (TRACS TO309 01C), Apache Junction, AZ – completed 2022.** Ethos provided geotechnical engineering services for a bicycle lane, a center turn-lane, and pedestrian improvements, including pavement design as well as structural design of drainage structures. Post-design services were also provided.

**(ADOT) Stadium Trail Pedestrian Crossing over Skunk Creek, TRACS T0321 01C; Maricopa County and City of Peoria, AZ, Scottsdale, AZ – completed 2022.** The project included a 440-foot multi-use path, an undercrossing at 75th Avenue, and a pedestrian bridge at Skunk Creek. The pathway consists of a 12-foot-wide concrete path with variable-width shoulders, landscaping, and lighting. Ethos provided geotechnical engineering services for the bridge and pavement design. The field investigation included coordination with the Flood Control District of Maricopa County and the City of Peoria.

**(ADOT) Pavement Life Extensions Various TRACS; Statewide, AZ – completed 2022- 2024.** Ethos provided geotechnical and civil engineering services. We conducted a data review and visual assessment of the existing pavement, assisted with traffic quantity calculations, provided utility clearance letters, and developed pavement rehabilitation recommendations for multiple sites.

**(City of Phoenix) Grand Canalscape Phase II Pedestrian Bridges, SRP Grand Canal at 28th Street and Palm Lane and 44th Street and Washington Street, Phoenix, AZ**
Oversaw geotechnical investigation of two pedestrian bridges over Grand Canal to be supported on drilled shaft foundations, including percussion hammer drilling in dense sand, gravel, and cobbles. Also includes recommendations for shallow foundations to support abutment retaining walls. Project recommendations included spread-type footings and axial resistance for bridge spanning canal.

**From:** ADOT Business Engagement and Compliance Office
**To:** Civtech Marketing
**Cc:** ContractorCompliance@azdot.gov
**Subject:** RESENT: (COPY of) Bidders List for CivTech Inc.
**Date:** Friday, March 28, 2025 4:06:53 PM



**CivTech Inc.**, AZUTRACS Number: 15223 has submitted a Bidder/Proposer list for **2025-011** on 03/24/2025 at 7:15 PM MST (UTC - 07:00).

### Bidders/Proposers for this firm include:

| Firm Name | AZUTRACS # | Expiration Date | Email Address | Phone Number |
|---|---|---|---|---|
| Atwell LLC | 21950 | 05/30/2027 | azsubmittals@atwell-group.com | 602-620-4241 |
| DFDG Architecture | 19615 | 03/21/2028 | jbrickey@dfdg.com | 602-954-9060 |
| Ethos Engineering, LLC | 10363 | 06/04/2027 | pgarza@ethosengineers.com | 480-326-8487 |
| J2 Engineering & Environmental Design, LLC | 14800 | 09/13/2024 | Jholzmeister@j2design.us | 602-438-2221 |

## PART E. AMENDMENTS

ARIZONA DEPARTMENT OF TRANSPORTATION

MD 616E
205 S 17th Ave.
Phoenix, AZ 85007

KATIE HOBBS
GOVERNOR

JENNIFER TOTH
DIRECTOR

**Date:** March 18, 2025

**TO:** ALL INTERESTED PARTIES

**SUBJECT:** AMENDMENT NUMBER 01

**REFERENCE:** REQUEST FOR QUALIFICATIONS
CONTRACT NUMBER: 2025-011
CONTRACT DESCRIPTION: Project Delivery On-Call

**The following revision is made to the referenced Request for Qualifications (RFQ) package:**

**Page 20, Section V, Part C, SOQ Non-Technical Evaluation Criteria, 1.c., is revised as follows:**

c) Demonstrate that the firm has experienced project managers to manage the tasks expected to be conducted under the contract. Demonstrate that the Task Order Project Managers have the experience and a record of past performance on projects of similar type and size, and that they have been responsive to clients in the past.
(Maximum 25 pts.)

**The following questions have been asked in reference to the above RFQ package:**

**Question No. 1:** The RFP specifies that the consultant must provide resumes for up to five Task Order Project Managers. Can you confirm whether these five Task Order Project Managers are the only task managers that can be utilized for the duration of the contract, or if additional task managers may be assigned as needed based on project requirements?

**Answer No. 1:** After the selection of firms in Tier 1, Task Order Project Managers may be added at the time of the task order request(s) at the discretion of ADOT, as applicable.

**Question No. 2:** Please confirm we can name multiple individuals in the SOQ without identifying them as key personnel (for example, in a team member qualifications table to respond to Section 3(a), Team Capability.

**Answer No. 2:** Yes, the SOQ may also identify other key members of the team, including other personnel (classifications identified in Attachment A of the Scope of Work) determined by the Consultant. These are personnel from both the prime Consultant and Subconsultants who the Consultant wishes to highlight in the submittal that may provide special expertise or perform critical task(s) on the project.

**Question No. 3:** Are we limited on the number of Key Personnel (with 2-page Resumes) that we can present within our SOQ?

**Answer No. 3:** Yes, there is a limit: one Project Principal, one Project (Contract) Manager, and up to five Task Order Project Managers, totaling no more than seven Key Personnel resumes. Please refer to page 5 paragraph 1 of the RFQ for the requirements.

**Question No. 4:** On the Consultant Services Matrix form, should we identify prime and subconsultants for the Key Technical Discipline category rows on the matrix, for example, the Roadway Design row, Survey & Mapping row, and Bridge Design row?

**Answer No. 4:** Yes

**Question No. 5:** Can you clarify the due date for the prequalification application (as specified on page 12 of the RFQ)? It currently says March 10th.

**Answer No. 5:** March 18, 2025

**Question No. 6:** Page 18 of the RFQ states "the SOQ must include for each discipline a matrix documenting…" is the intent to have one table documenting experience for all disciplines, or 10 separate tables (1 per discipline)? Page 19 (section 2a) requests one table.

**Answer No. 6:** Yes, SOQ must include one table that includes all disciplines.

**Question No. 7:** Do we need to include a resume for every team member named in the proposal?

**Answer No. 7:** No, refer to page 5 paragraph 1 of the RFQ for the requirements. Only resumes requested are for Key Personnel.

**Question No. 8:** Can we list a team member by name without them being a key personnel? (page 5, paragraph 2)

**Answer No. 8:** Yes, do not include resumes for other members of the team. Resumes included for other members of the team will count towards the overall page limit, regardless of the location these documents are placed in the SOQ.

**Question No. 9:** On Page 3, the Compensation Type is listed as Lump Sum per Task Order, with a non-negotiable fixed fee of 10. On Pages 5 and 6, there are several references to the ADOT Audit Requirements related to Unit Rate Reviews and Indirect Cost Rate Reviews (audit, analysis, submittals, etc.) and Labor Classification Lists. Our question is if the Task Orders to be issued under this contract are Lump Sum, why are Indirect cost rates and Labor Classifications needing to be reviewed?

**Answer No. 9:** This is to establish contract rates that will be used at the time of the request for services.

**Question No. 10:** We are submitting the following questions, regarding the Project Development On-Call RFQ: Please clarify that the only resume attachments allowed are for the Project Principal, Project (Contract) Manager, and up to five Task Order Project Managers.

**Answer No. 10:** Yes, that is correct.

**Question No. 11:** Are we able to recreate the Consultant Services Matrix, since some of the Technical Sub Areas may require the use of more than one subconsultant, and we may need to list multiple firm names within a single cell of the matrix?

**Answer No. 11:** No, use the Project Development On-Call Consultant Services Matrix.

**Question No. 12:** If we are allowed to recreate the Consultant Services Matrix, are we required to include the text explanation at the end of the matrix, on page 17?

**Answer No. 12**: Use the Project Development On-Call Consultant Services Matrix as supplied in the RFQ. Yes, you are required to include the text explanation at the end of the matrix.

**Question No. 13:** On page 12, under Item 11, Format Content, the total number of pages for the ADOT Project Development Consultant Services Matrix is "4". If we list multiple subconsultants within several cells of the matrix, and the table extends beyond 4 pages, is that allowable?

**Answer No. 13:** No, as this will put you over your page limit.

**Question No. 14:** On page 20, Item 4, Past Performance, indicates that a maximum of 5 points may be deducted from the total score, based on consultants' past performance on ADOT contracts. If a firm has not worked on ADOT contracts in the past, will this not apply?

**Answer No. 14:** This will not apply.

**Question No. 15:** On page 18, Item 1 a), is a table format necessary to show technical and institutional elements and associated tasks or can a different format be used?

**Answer No. 15:** Yes, present a table showing technical elements (e.g. memos, reports, plans), institutional elements (e.g. clearances, processes), and tasks associated with all key technical disciplines involved in project delivery that must be considered, completed, or addressed.

**Question No. 16:** Will questions be answered as they come in, prior to the March 24th deadline, or does ADOT plan on gathering all questions and then answering them all at once, after the 24th?

**Answer No. 16:** ADOT will address all questions as they come in and post the amendments accordingly.

**Question No. 17**: Could you please confirm whether the five additional key personnel to be listed by name and with resumes should be Task Order Project Managers, Key Discipline Leaders, or other specific roles? According to Section II (General Instructions) [6] and Section IV (SOQ Format Instructions) [7], we are required to include resumes for up to five Task Order Project Managers.

**Answer No. 17:** Please refer to Answer No. 3 above.

**Question No. 18:** Section V (SOQ Format and Evaluation Criteria) mentions Key Discipline Leaders as part of the evaluation criteria [20]. Can you confirm if these are the only additional key personnel we need to provide resumes for, or if there are other roles we should consider?

**Answer No. 18:** Key Discipline Leaders do not required resumes. The only resumes required are for Key Personnel which are listed in the above Answer No. 3.

**Question No. 19**: Do we need to pick only five of the key disciplines to have leads if the five key personnel are Key Discipline Leaders and not solely Task Order Managers?

**Answer No. 19:** There are no limit of key disciplines, however there are only up to five Key Personnel as Task Order Project Managers. Please refer to page 18, under SOQ Technical Evaluation.

**Question No. 20:** What is the definition of "Right of Way Cost Determination"? Does this include appraisal services or not?

**Answer No. 20:** Right of Way Cost determination includes the estimated cost to acquire a new right of way or the estimated cost of temporary construction easement needed for a project. This is intended to get a right of way estimate for determining total project cost. Reference Right of Way information in sections 471 and 472 of the Dictionary of Standardized Work Tasks or as noted in the task order scope of work. Yes, this includes appraisal services.

**Question No. 21:** We are having issues with the functionality of the CIP form. When we enter a subconsultant's name in the second half of the form, and select the appropriate "Type of Work", the form automatically fills in every cell below it with the same "Type of Work". The form will not allow us to enter a different "Type of Work" for each subconsultant. The same issue happens with the DBE drop-down. If we choose "Yes", all cells are filled in with "Yes". If we try changing it to "No", all cells are changed to "No". Is ADOT able to correct this form and issue a new one so that we are able to complete it accurately for our submittal?

**Answer No. 21:** ADOT ITG is currently working on these issues.

April R Conti-Farris
April R Conti-Farris
Contract Specialist
Engineering Consultants Section

**AN OFFEROR MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT BY SIGNING BELOW AND INCLUDING ALL PAGES OF THIS AMENDMENT IN THE SOQ SUBMITTAL. FAILURE TO DO SO SHALL RESULT IN REJECTION OF THE PROPOSAL.**

**CIVTECH INC.** _____
CONSULTANT NAME

_____
SIGNATURE

* This amendment is not included in the total page count in the Statement of Qualification submittal.

ARIZONA DEPARTMENT OF TRANSPORTATION

MD 616E
205 S 17th Ave.
Phoenix, AZ 85007

KATIE HOBBS
GOVERNOR

JENNIFER TOTH
DIRECTOR

**Date:** March 26, 2025

**TO:** ALL INTERESTED PARTIES

**SUBJECT:** AMENDMENT NUMBER 02

**REFERENCE:** REQUEST FOR QUALIFICATIONS
CONTRACT NUMBER: 2025-011
CONTRACT DESCRIPTION: Project Development On-Call

**The following revision is made to the referenced Request for Qualifications (RFQ) package:**

**Page 18 (20/58) Section V, Part C., SOQ Technical Evaluations, Paragraph 3, is revised as follows:**

The SOQ must clearly document the team's project understanding and approach, relevant experience and qualifications, and firm capability applicable to each key discipline noted above and consistent with the Project Development On-Call-Consultant Services Matrix and contract objectives. SOQs must include for each discipline a table documenting (at a minimum) recent relevant experience, including project name, client name, consultant Project Manager and Key Discipline Leader name, prime Consultant, Subconsultant, construction cost estimate, brief description, and project location. The SOQ must identify the Team Members who will be in direct charge of each technical discipline of work performed as part of this contract.

**The following questions have been asked in reference to the above Request for Qualifications package:**

**Question No. 1:** On page 20/58 of the RFQ package, the SOQ Technical Evaluation states, "SOQs must include for each discipline a matrix documenting (at a minimum) recent relevant experience, including project name, client name, consultant Project Manager and Key Discipline Leader name, prime Consultant, Subconsultant, construction cost estimate, brief description, and project location. The SOQ must identify the Team Members who will be in direct charge of each technical discipline of work performed as part of this contract."

However, on page 21/58 the requirement changes per 2. a)stating, "The table should include a brief scope, the role the prime Consultant or Subconsultant performed, and indicate whether the delivery schedule was met for each project presented." Can you please clarify what is required to be included in the table?

**Answer No. 1:** On page 20/58 of the RFQ package under PART C. EVALUATION CRITERIA, SOQ Technical Evaluation, this part provides an overall/general description of the Technical Evaluation Criteria which should be presented in a table.
On page 20/58, 1a, page 21/58 1b, 2a and 3a, details and separate the distribution of the weighted score for each of the SOQ Technical Evaluation Criteria: Understanding and Approach, Team Experience and Qualifications and Team Capability. Required items to include in this table, prime Consultant's and Subconsultant's previous project experience. Identify relevant project experience associated with all the Key Technical Disciplines that are indicated as prime Consultant and/or Subconsultant in-house

resources in the "Consultant Services Matrix". The table should include a brief scope, the role the prime Consultant or Subconsultant performed, and indicate whether the delivery schedule was met for each project presented.

**Question No. 2:** Would ADOT be willing to extend the current due date of April 1, 2025, by an additional 7-10 business days?

**Answer No. 2:** No.

**Question No. 3:** Amendment No. 1 indicated that ADOT ITG was working to fix the issues on the CIP form. Is there an anticipated timeframe for this to be completed so that we have sufficient time to complete the form for our submittal?

**Answer No. 3:** CIP Race Neutral Contract Form has been corrected on the website. Please use this link https://azdot.gov/sites/default/files/2025-03/Consultant-Information-Pages-Race-Conscious-contract.pdf. In the event anyone is still experiencing issues, please reach out to ECSSOQ@azdot.gov

**Question No. 4:** If our Contract Manager will also be proposed as a Task Manager, would their resume count towards one of our five task manager resumes or are we permitted to list and provide resumes for five additional Task Managers?

**Answer No. 4:** 2 resumes, plus up to 5 resumes, total not to exceed 7 resumes. The prime Consultant shall provide the resume for the Project Principal, Project (Contract) Manager, and up to five Task Order Project Managers as identified in their SOQ. Each resume shall be limited to two pages each, and shall demonstrate the individual's experience related to services outlined in this RFQ.

**Question No. 5:** Since we are not permitted to recreate the Project Development On-Call Consultant Services Matrix, and will need to abbreviate our subconsultants' names in order to fit them all into a single cell on the matrix, are we able to include a legend on one of the matrix pages or within the submittal, listing these abbreviations?

**Answer No. 5:** Yes and all submittals shall follow SECTION IV – SOQ FORMAT INSTRUCTIONS.

April R Conti-Farris
April R Conti-Farris
Contract Specialist
Engineering Consultants Section

**AN OFFEROR MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT BY SIGNING BELOW AND INCLUDING ALL PAGES OF THIS AMENDMENT IN THE SOQ SUBMITTAL. FAILURE TO DO SO SHALL RESULT IN REJECTION OF THE PROPOSAL.**

**CIVTECH INC.** _____ _____
CONSULTANT NAME SIGNATURE

* This amendment is not included in the total page count in the Statement of Qualification submittal.

## PART F. CONSULTANT INFORMATION PAGES (CIP)

**CONSULTANT INFORMATION PAGES (CIP)**

CONTRACT NO.: 2025-011

CONTACT PERSON: Dawn D. Cartier or Larry Wiele

E-MAIL ADDRESS: dcartier@civtech.com // lwiele@civtech.com

TITLE: Founder, President // Director of Design

CONSULTANT FIRM: CivTech Inc.

ADDRESS: 10605 N. Hayden Rd., Suite 140

CITY, STATE, ZIP: Scottsdale, AZ 85260

TELEPHONE: 480.659.4250

FAX NUMBER: 480.659.0566

UNIQUE ENTITY ID# (FROM SAM WEBSITE): CLSBAMS5GKX7

ADOT CERTIFIED DBE FIRM? (YES/NO) Yes

| SUBCONSULTANT(S): | TYPE OF WORK | ADOT CERTIFIED DBE FIRM (YES/NO) |
|---|---|---|
| Ethos Engineering, LLC | Geotech, Material Testing, Subsurface | Yes |
| Ethos Engineering, LLC | Bridge/Structural Engineering | Yes |
| J2 Engineering & Environmental Design, LLC | Landscape Architecture | Yes |
| J2 Engineering & Environmental Design, LLC | Drainage | Yes |
| Atwell, LLC | Survey, Mapping, Aerial | No |
| DFDG Architecture | Architecture & Related Services | No |
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**NOTE: This page is not evaluated by the Selection Panel but is used by Engineering Consultants Section for administrative purposes.**

Revised 05/02/2024

**SUBCONSULTANT(S) TABLE:**

| | |
|---|---|
| SUBCONSULTANT FIRM NAME: | Ethos Engineering, LLC |
| CONTACT PERSON: | Pancho Garza |
| E-MAIL ADDRESS: | pgarza@ethosengineers.com |
| TITLE: | President & Senior Geotechnical Engineer |
| ADDRESS: | 9180 S Kyrene Rd, Suite 104 |
| | |
| CITY, STATE ZIP: | Tempe, AZ 85284 |
| TELEPHONE: | 480.720.7769 |
| FAX NUMBER: | |
| UNIQUE ENTITY ID #: | QQGVC86EHVA5 |

| | |
|---|---|
| SUBCONSULTANT FIRM NAME: | J2 Engineering & Environmental Design, LLC |
| CONTACT PERSON: | Jeff Holzmeister, PE |
| E-MAIL ADDRESS: | Jholzmeister@j2design.us |
| TITLE: | Director of Engineering |
| ADDRESS: | 4649 E Cotton Gin Loop |
| | |
| CITY, STATE ZIP: | Phoenix, AZ 85040 |
| TELEPHONE: | 602.438.2221 |
| FAX NUMBER: | |
| UNIQUE ENTITY ID #: | FPF9FEV1HKC5 |

**NOTE: Each Subconsultant listed in the SOQ must be included in the Subconsultant Table of the CIP. Add additional Subconsultant Table pages as necessary. The CIP is not evaluated by the Selection Panel but is used by Engineering Consultants Section for administrative purposes.**

*Please confirm that each Subconsultant listed is in the eCMS database. If a Subconsultant's name is not in the eCMS database, contact ECS at E2@azdot.gov and allow two (2) business days to have the Subconsultant added to eCMS. Click Here check the eCMS database or go to ECS Website.

Revised 05/02/2024

**SUBCONSULTANT(S) TABLE:**

| | |
|---|---|
| SUBCONSULTANT FIRM NAME: | DFDG Architecture (DICK & FRITSCHE DES |
| CONTACT PERSON: | Jana Brickey |
| E-MAIL ADDRESS: | jbrickey@dfdg.com |
| TITLE: | Principal \| BD & Marketing |
| ADDRESS: | 4545 E McKinley Street |
| | |
| CITY, STATE ZIP: | Phoenix, AZ 85008 |
| TELEPHONE: | 602.954.9060 |
| FAX NUMBER: | |
| UNIQUE ENTITY ID #: | USPFLXMS3DL8 |

| | |
|---|---|
| SUBCONSULTANT FIRM NAME: | Atwell LLC |
| CONTACT PERSON: | Jason Segneri |
| E-MAIL ADDRESS: | jsegneri@atwell.com |
| TITLE: | Senior Director Land Survey |
| ADDRESS: | 4900 N. Scottsdale Road, Ste 1600 |
| | |
| CITY, STATE ZIP: | Scottsdale, AZ 85251 |
| TELEPHONE: | 480.234.3877 |
| FAX NUMBER: | |
| UNIQUE ENTITY ID #: | EXCGPEYB37N9 |

**NOTE: Each Subconsultant listed in the SOQ must be included in the Subconsultant Table of the CIP. Add additional Subconsultant Table pages as necessary. The CIP is not evaluated by the Selection Panel but is used by Engineering Consultants Section for administrative purposes.**

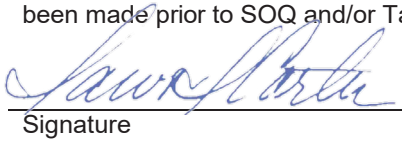
*Please confirm that each Subconsultant listed is in the eCMS database. If a Subconsultant's name is not in the eCMS database, contact ECS at E2@azdot.gov and allow two (2) business days to have the Subconsultant added to eCMS. Click Here check the eCMS database or go to ECS Website.

Revised 05/02/2024

**DBE GOAL ASSURANCE/DECLARATION**

This Contract is Race Conscious. The DBE goal percentage is set at 11.96 %

By signing below, and in order to submit an SOQ proposal and be considered to be awarded for this contract, in addition to all other pre-award requirement, the consultant/Proposer certifies that they will meet the established DBE goal or will make good faith efforts to meet the goal for the contract and that arrangements with certified DBEs have been made prior to SOQ and/or Cost Proposal submission. The proposer will meet the established DBE goal or will make good faith efforts to meet the goal on each Task Order assignment associated with the contract and that arrangements with certified DBEs have been made prior to SOQ and/or Task Order proposal submission.



Signature

01 April 2025
Date

Dawn D. Cartier, PE, PTOE
Printed Name

Founder, President
Title

**SOQ SUBMITTAL CHECKLIST**

Place a check mark on the left side of the table indicating compliance with the following items. Only include the Supplemental Services Disclosure Form listed below if the form is requested in the Request for Qualifications:

| | |
|---|---|
| ☑ | SOQ is within the page limit indicated in the RFQ |
| ☑ | SOQ is combined into one PDF Document no larger than 15 MB |
| ☑ | All Amendments are Included and Signed |
| ☑ | Introduction Letter (Including all required elements/statements) |
| ☑ | SOQ Proposal Formatted According to Requirements Listed in RFQ Section IV, #11. |
| ☑ | Correct SOQ Certification List (15 pt **OR** 9 pt) Signed and Dated by a Principal or Officer of the Firm |
| ☑ | Completed Consultant Information Pages (CIP)(Including listing DBE firms, if applicable) |
| ☑ | DBE Goal Assurance/Goal Declaration completed (located at the top of this page) |
| ☑ | All Subconsultants & Proposed Work Type listed on CIP (Including indicating DBE firms) |
| ☑ | Any Additional Required Documents (Specific to RFQ such as Resumes for all Key Personnel named) |
| ☑ | Commenting or User Rights Feature Enabled in SOQ PDF Document |
| ☐ | Supplemental Services Disclosure Form (Required for Supplemental Services Type Contracts ONLY) |

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Revised 05/02/2024