

September 5, 2024

Arizona Department of Transportation
Engineering Consultants Section
205 South 17th Avenue, Mail Drop 616 E
Phoenix, AZ 85007

Re: Statement of Qualifications for Supplemental Services | Temporary Part - Time Project Delivery Manager(s) | Contract Number 2025-003

Dear Members of the Selection Panel,

Civil Solutions Engineering & Management, LLC (CSEM) is pleased to provide our qualifications and is extremely interested in being selected for the Arizona Department of Transportation (ADOT) Request for Qualifications for Temporary Part-Time Project Delivery Manager(s).

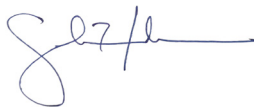
We have reviewed ADOT's 5 Year Plan and firmly believe our staff possess the necessary qualifications and experience to provide high quality services for the upcoming work load. CSEM understands that improving the transportation system within Arizona is a top priority for the State and its residents. CSEM confirms the commitment of the key personnel identified in this submittal to meet ADOT's quality and schedule expectations. Specifically, our team provides:

- » **Partnering:** Our team is committed to the principles of partnering and recognizes that consultants, contractors, and ADOT must all work together towards a common goal for the project to be successful. CSEM Engineers have been partnering with multiple agencies for years. Many of our projects have been selected as partnering projects of the year both locally and nationally. CSEM looks forward to continuing this partnership with ADOT and their teams for many years.
- » **Experienced Staff:** The CSEM team is strategically aligned to bring ADOT the personnel and project teams who have the appropriate training, necessary experience, and proven performance. Our highly trained professionals have worked on a wide range of projects and come with the knowledge, support, and drive to deliver high quality projects on time and within budget.
- » **Customer Service:** CSEM promotes an environment in which the needs of the customer are our top priority. Our team is motivated to consistently exceed expectations which includes being ready and available to work when called upon.

The Contract Manager for CSEM will be John Halvarson, PE (AZ #54638). He can be reached at 623.203.8124 or jchalvarson@csem-az.com.

CSEM is a certified DBE and SBC. We look forward to the opportunity to continue to work alongside ADOT personnel to provide staff to create a better Arizona.

Sincerely,



John Halvarson, PE
Contract Manager
p: 623.203.8124
e: jchalvarson@csem-az.com



Timothy Fish, PE
Managing Member
p: 480.390.5841
e: tcfish@csem-az.com

Engineering Consultants Section SOQ Proposal Certifications Form – SUPPLEMENTAL SERVICE

Contract Number: 2025-003

Consultant Name: Civil Solutions Engineering
& Management, LLC

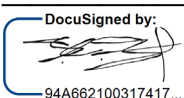
Please read the nine (9) statements below. The statements are to ensure Consultants are aware and in agreement with Federal, State and ECS guidelines related to the award of this contract. Consultants shall submit the specific Certification form attached to each SOQ advertised, as revisions to the form may occur from time to time. Failure to sign and submit the certification form specified in this SOQ with the SOQ proposal shall result in the SOQ proposal being rejected.

The signature below and submission of the SOQ by the Consultant certifies that to the best of its knowledge:

1.	The Consultant has not engaged in collusion with respect to the contract under consideration.
2.	The Consultant and/or its principals have not been suspended or debarred from doing business with any government entity.
3.	The Consultant and/or Supplemental Service individual proposed have the proper and current Arizona license(s) and registration(s) for services to be performed under this contract.
4.	The Consultant's signature on any SOQ proposal or contract constitutes an authorization to ADOT to ascertain the eligibility of the firm and its principals to enter into contract with the ADOT and with any other governmental agency.
5.	The Supplemental Service individual submitted is 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.	The Supplemental Service individual submitted by the Consultant that is a former ADOT employee 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 SOQ due date or (2) have not made any material decisions about this project while employed by ADOT.
8.	No Federally appropriated funds have been paid or shall be paid, by or on behalf of the Consultant for the purpose of lobbying.
9.	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 nine (9) statements above and/or that the statements are true to the best of my knowledge as a condition of award of this contract (must be signed by a Principal or Officer of the Consultant).

Print Name: Timothy Fish **Title:** Managing Member

Signature:  **Date:** 9/3/2024 | 7:42 PM MST

Engineering Consultants Section

ADOT Project Involvement Disclosure Statement – SUPPLEMENTAL SERVICE

Supplemental Service personnel proposed in an SOQ must disclose on this form **ALL** work he/she is currently performing (or anticipate performing) under any contractual agreements (listed in a submitted SOQ, in negotiations and/or executed contracts) with ADOT. This disclosure includes contracts awarded and/or executed through the Engineering Consultants Section, Procurement Group, Multi-Modal Planning Division or other ADOT Groups or Divisions.

THIS FORM MUST BE COMPLETED AND SIGNED FOR ALL SUPPLEMENTAL SERVICES CONTRACTS EVEN IF NO WORK IS CURRENTLY BEING PERFORMED, OR IS ANTICIPATED TO BE PERFORMED, BY THE PROPOSED SUPPLEMENTAL SERVICES PERSONNEL ON OTHER ADOT CONTRACTS. This form **shall** be submitted or the SOQ shall be rejected.

Consultant Name: Civil Solutions Engineering & Management, LLC **Contract Number:** 2025-003

Proposed Supplemental Service Personnel Name: John Halvarson

% of time available to work on the proposed contract: 10

No.	ADOT Section	Contract or Agreement Number	Detailed Description of Proposed Supplemental Service Personnel's Role in Project	Average Number of Hours per Week Working on Project	Anticipated Completion Date of Work
1.	ECS	2018-018	GEC. Sub to WSP. Resident Engineer	40	9/30/24
2.	ECS	2024-011	Full Service CM. Sub to CEI. Resident Engineer	40	5/31/27
3.					
4.					
5.					
6.					
7.					
8.					
9.					

(Add additional sheets, as needed)

I hereby certify the above to be true to the best of my knowledge (must be signed by Proposed Supplemental Services Personnel and a Principal or Officer of the firm).

John Halvarson
Proposed Supplemental Service Name

DocuSigned by:
John Halvarson
S 07CE182A34DB46C...

9/4/2024 | 7:31 AM PDT
Date

Timothy Fish
Principal or Officer of Firm Name

DocuSigned by:
[Signature]
S 94A662100317417...

9/3/2024 | 7:42 PM MST
Date

ARIZONA DEPARTMENT OF TRANSPORTATION

ENGINEERING CONSULTANTS SECTION

PARTICIPATION IN BOYCOTT OF ISRAEL - CONSULTANT CERTIFICATION FORM

ADOT ECS Contract No.: 2025-003

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."

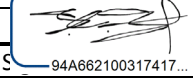
Under A.R.S. §35-393:

- "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:
 - Based in part on the fact that the entity does business in Israel or in territories controlled by Israel.
 - In a manner that discriminates on the basis of nationality, national origin or religion and that is not based on a valid business reason.
 - "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.
- ...
- "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.

Civil Solutions Engineering & Management, LLC Company Name			DocuSigned by:  94A662100317417... Authorized to Sign	
P.O. Box 262 Address			Timothy Fish Printed Name	
Joseph City	AZ	86032	Managing Member	9/3/2024 7:42 PM
City	State	Zip	Title	Date



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: • Forced labor of ethnic Uyghurs in the People's Republic of China; • Any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; or • 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 <u>does</u> participate in use of Forced Uyghurs Labor as described in A.R.S. § 35-394.
☐	Exempt Consultant. Indicate which of the following statements applies to this Consultant (may be more than one): ☐ Consultant is a sole proprietorship; ☐ Consultant has fewer than ten (10) employees; and/or ☐ Consultant is a non-profit organization.

Civil Solutions Engineering & Management, LLC

Company Name

P.O. Box 262

Address

Joseph City

City

AZ

State

86032

Zip

DocuSigned by:

Signature

94A662100317417...

Timothy Fish

Printed Name

Managing Member

Title

1. RELEVANT EXPERIENCE

a. Relevant Experience of Staff

John Halvarson, PE (AZ #54638) – Contract Manager (CM)



John has previously served as the Assistant Contract Manager (ACM) and is currently serving as the ACM on ADOT Contract 2017-007.15 and ADOT Contract 2022-014.04 (Temporary Technical Engineering Personnel Services), respectively. While serving as the ACM on these contracts, John

has worked closely with ADOT Construction Group (Sherri Ross, Melissa Siaotong, and Karen Stallings) to coordinate/initiate new contract assignments, handle day-to-day updates and general management duties for CSEM employees on active assignments, and properly generate/consolidate the monthly invoice for prompt submission to ADOT and efficient approval from ADOT.

From a more technical standpoint, John has obtained a vast range of civil engineering experience in both construction and design over his 16-year career. He has worked with Pulice Construction (heavy civil contractor) as a Project Engineer, worked as a Resident Engineer (RE) for ADOT as a full-time employee and as a consultant, served as a Civil Engineer Corps officer in the US Navy Reserve, and worked at Amec Foster Wheeler as a Transportation Engineer. The majority of John's career has been in construction. During that time, John has been able to manage many projects throughout the State of Arizona as an RE ranging from small ADOT design-bid-build projects to local government projects to large alternate delivery projects (CMAR, design-build, and P3). During his employment with ADOT, he was able to review several projects during the development phase and provide a constructability review and comments.

Jeremy Sala, PE (AZ #54659) – Project Delivery Manager (PDM)



Jeremy is a Registered Professional Engineer (PE) in the State of Arizona with a wide range of experience administering highway, bridge, Local Public Agency, CMAR, and P3 construction projects. During his time as an ADOT RE, he was responsible for the construction

administration of a wide range of projects varying from local government sign replacements to major highway construction, including a high profile \$20+

million CMAR project which widened one of Arizona's most traveled interstates. Since joining CSEM, Jeremy has held the role as a Segment RE on the Broadway Curve Project as a general engineering consultant (GEC) to ADOT Major Projects Division. As an RE on multiple ADOT projects, Jeremy has gained valuable experience negotiating supplemental agreements, participating in the partnering issue resolutions, and keeping the project completion on schedule.

Prior to joining CSEM, Jeremy served as the consultant Lead Roadway Designer/Deputy Project Manager (PM) on three Minnesota DOT (MnDOT) design-build projects which included preparing preliminary layouts and final design plans. Additionally, he has also served as the Lead Roadway Designer/Deputy PM on various projects for the City of Minneapolis (COM) and other municipalities in Minnesota. Through all these roles during his 15-year career, Jeremy has become a knowledgeable and proactive project leader during every stage of development and even into construction resulting with on-schedule project deliveries.

Cliff Oltman, PE (AZ #73209) – Project Delivery Manager (PDM)



Cliff is a Registered PE with 13 years of experience in design, construction, survey, and even materials testing. Prior to joining CSEM, Cliff worked for the Illinois DOT (IDOT) as a Lead Designer and ultimately as a PM. As a Lead Designer, Cliff was able to gain experience in the pre-design studies of a project and design

experience using MicroStation and Geopak. At IDOT, the delivery method for a PM was inception to maintenance, meaning Cliff was responsible for the delivery of projects through all phases of development and then through the completion of construction. With this delivery method and Cliff's willingness to be heavily involved at each phase of the project, Cliff gained a vast amount of project management experience delivering projects through the development/design phases to get bid-ready. During construction of his IDOT projects, Cliff was expected to have multiple feathers in his hat which translated into Cliff gaining knowledge in construction engineering, survey, and materials testing.

After IDOT, Cliff moved to Phoenix and joined ADOT Central District as an RE and has most recently joined CSEM. During his time in Arizona, Cliff has been able to expand his knowledge as how ADOT delivers their projects during construction while

providing constructability reviews for upcoming projects within Central District.

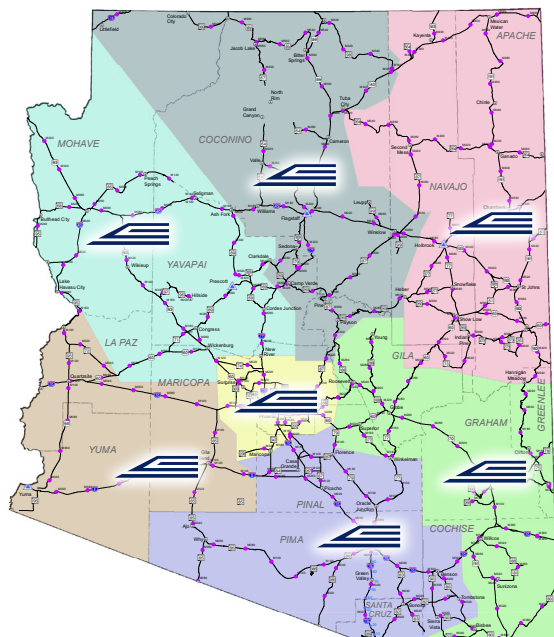
CSEM CM and PDMs

In summary, John, Jeremy, and Cliff have had various roles and experiences, but one common attribute they all have is extensive experience of working through issues during the delivery of projects in efforts to keep the projects moving forward within scope, within budget, and most importantly on schedule. Regardless of the assigned role, our team will continue to efficiently manage general tasks and brainstorm through any project issue with professional communication to meet project deadlines.

b. Performance Record on Similar Past Projects

The main goal of any PDM is to ensure it is meeting the project delivery schedule, ensuring adherence of the intended project scope associated with the funding sources and stakeholders, and managing the Scope of Services assigned to the team members. As noted in Section C.1.a, CSEM PDMs have extensive experience managing project budgets, quickly resolving potential scope changes either during design or during construction, and maintaining approved schedules milestones to completion. As a team, CSEM has managed projects and fulfilled these goals throughout the state of Arizona, as seen in **Figure 1** below. CSEM's proposed PDMs experience on several selected projects can be seen in **Figure 3** on the next page.

Figure 1: Project Experience Map



2. DEMONSTRATED KNOWLEDGE, SKILLS AND ABILITIES (KSAs)

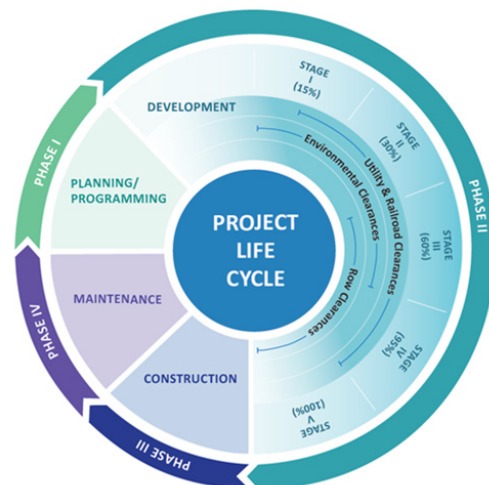
a. Staff Demonstrated KSAs

This proposed CSEM team comprised of John, Jeremy, and Cliff brings a combined 44 years of experience in various disciplines of Civil Engineering. John and Jeremy began in the ADOT Engineer-in-Training program in 2010 working their way up to Senior RE and RE roles, respectively. Along the way, they've built strong relationships with ADOT personnel as well as the consultant community. Cliff began his ADOT career in 2021 as a RE and was trusted from the onset to deliver challenging projects such as the I-10 Widening between SR85 and Verrado Way.

The CSEM team possesses a unique skill set and perspective which separates them from the pack as all three key personnel have been ADOT REs, knowing what it takes to construct a quality project. By knowing what is required during construction, the CSEM team can virtually reverse engineer what it takes on the front end as PDMs to ensure a successful project. On a construction project, REs constantly look for warning signs that could delay the project or increase the contract costs. Jeremy and Cliff will apply the same principles in Project Management and will be able to mitigate risks by constantly looking ahead. Each team member knows the importance of managing the scope, schedule, and budget of each project and understands that being a proactive communicator is key to success. Each person is aware of the Department's 20/30/30/20 targeted distribution of projects for each quarter and will monitor the schedule thoroughly to ensure the goals of the Department are attained.

The CSEM team is very familiar with ADOT's Project Life Cycle, as depicted in **Figure 2**. CSEM has

Figure 2: Project Life Cycle



demonstrated their ability to manage and deliver many projects using the four phases of the cycle:

- » **Phase 1 – Planning/Programming:** CSEM PDMs have prepared planning studies, Scoping Letters, Project Assessments, and Design Concept Reports necessary to define project improvements and program projects.
- » **Phase 2 – Design:** CSEM PDMs have extensive experience developing preliminary and final design plans, including the Stage I, II, III, IV, and V process used by ADOT.
- » **Phase 3 – Construction:** CSEM PDMs have experience providing Post Design Services through the procurement and construction phases of a project.
- » **Phase 4 – Maintenance:** CSEM PDMs understand the importance of visualizing the design from a maintenance perspective and prepares project designs that maximize project efficiency, minimize maintenance requirements, and meet the project's established goals.

One of the key skills of an RE is being an excellent negotiator when it comes to change orders and looking out for the Department's best interest. This skill is of utmost importance as a PDM when it comes to evaluating changes to the scope of work and balancing stakeholder requests. The goal is always to achieve a win-win outcome while keeping the available budget and the project funding sources at the forefront. Every decision made as an RE during construction has future maintenance in mind. The CSEM team as PDMs will apply this same mindset during Development.

b. Technical Skills

The CSEM team has balanced technical skills having worked on design and construction of urban and rural projects. From the I-10 Broadway Curve, one of the largest urban freeway construction projects, to local sign installation projects, this CSEM team has an abundance of technical expertise. **Figure 3: Staff Experience Chart** depicts the roles and technical skills each team member has fulfilled throughout a variety of projects.

Figure 3: Staff Experience Chart

Figure 3: Staff Experience Chart

	ROLE				PROJECT SCOPE / TASKS												
	ACM	Design	PDM	RE	Survey	ROW	ENV	U&RR	Geotech	Roadway	Structures	Drainage	ITS/FMS	Traffic	Roadside	Aesthetics	
John Halvarson, PE - CM																	
ADOT, Contract 2017-007.15	✓																
ADOT, Contract 2022-014.04	✓																
ADOT, SR90 & East Gate Intersection		✓			✓	✓	✓	✓	✓	✓		✓		✓	✓		
ADOT, Main Street, Coolidge		✓			✓	✓	✓	✓	✓	✓		✓		✓			
ADOT, SR87 & Randolph Rd, Coolidge		✓			✓	✓	✓	✓	✓	✓		✓		✓			
ADOT, L303, Peoria Ave to Bell Rd CMAR				✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	
ADOT, L303 and US60 TI CMAR				✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	
ADOT, L101, I-17 to Pima Rd Design-Build				✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
ADOT, Broadway Curve, P3 Design-Build				✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Jeremy Sala, PE - PDM																	
MnDOT, TH 14 Expansion Design-Build		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
COM, North Loop Pedestrian Improvements		✓	✓		✓	✓		✓		✓		✓	✓	✓		✓	
COM, Hoyer Heights Reconstruction		✓	✓		✓	✓	✓	✓	✓	✓		✓		✓	✓		
MnDOT, TH 210 Flood Repair Design-Build		✓			✓		✓		✓	✓	✓	✓	✓		✓	✓	
ADOT, I-17 Cordes Junction CMAR				✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	
ADOT, Broadway Curve, P3 Design-Build				✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Cliff Oltman, PE - PDM																	
IDOT, Route 6 Mill/Overlay		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓		✓	✓		
IDOT, Clear Creek			✓		✓	✓	✓		✓	✓	✓	✓		✓	✓		
IDOT, I-474 Mill/Overlay		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓		✓	✓		
IDOT, US 24 Highway Expansion		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓		✓	✓		
ADOT, I-10 Widening, SR85 and Verrado Way				✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	
ADOT, SR347 Widening				✓	✓	✓	✓			✓		✓		✓	✓		

As the CM, John will be responsible for billing and administration of the contract. Having worked for ADOT for 14 years as an employee and consultant, John will be a tremendous resource for Cliff and Jeremy. John has successfully worked on ADOT Central District's highest profile projects including: I-10 Broadway Curve, L101 – I-17 to Pima Rd, and L303 and US60 CMAR. In addition, John has worked as a designer on several roadway projects during his time as a Transportation Engineer.

Jeremy is currently a Segment RE on the I-10 Broadway Curve Project and has served in the rural district delivering projects for ADOT's Northwest District. Jeremy also has extensive experience in design, serving as a Deputy PM/Lead Roadway Designer for various high profile projects in Minnesota. He was the Lead Roadway Designer on TH 14 Expansion Design-Build, responsible for the design of two preliminary layouts and four final design packages. He was responsible for three roadway design teams. In this role, he also acted as the Deputy PM coordinating with MnDOT, property owners, Army Corps of Engineers, and other municipalities, while also managing the scope, schedule, and budget for the Roadway Design.

Cliff is currently an RE working on the ADOT central projects through the ADOT Contract 2022-014.04 (Temporary Technical Engineering Personnel Services). Cliff has extensive experience with earthwork, concrete pavement, asphalt pavement, structures, drainage, ADA, Maintenance of Traffic, and traffic signals. Cliff also has valuable experience as a PM and Lead Designer for multiple projects for IDOT. On multiple IDOT projects, Cliff coordinated with utilities and railroad, survey and ROW, and other disciplines to ensure successful project delivery.

c. Innovative Techniques

The CSEM team brings unique perspective having experience as REs. We are effective communicators, excellent negotiators, and can provide constructability reviews to ensure the handoff from Development to Construction is a smooth one.

In addition, each team member is a recipient of multiple Spirit of Partnering awards on construction projects, as seen in **Figure 4**. This same mentality will be applied as a PDM to provide win-win outcomes. John, Jeremy, and Cliff believe every project, Construction or Development, can be

successful if partnerships are formed around the common principles referred to as the Four C's:

- » Communication
- » Commitment
- » Cooperation and
- » Continuous improvement

Figure 4: Spirit of Partnering Awards



d. Contract Manager's Ability and Skills

With 16 years of experience in construction and design, John exceeds the requirements to be the CM for this assignment. John also serves as the ACM for the ADOT Construction Temporary Technician On-Call responsible for the billing and administration of the contract. John has been trusted to deliver ADOT Central Districts most complex projects and also has served as the ADOT RE in rural cities such as Holbrook, Flagstaff and Safford.

3. KNOWLEDGE OF FEDERAL, STATE AND INDUSTRY STANDARDS

a. Federal Standards and Guidelines

Our CSEM team has extensive experience managing federally funded projects and dealing with federal standards. We are well-versed in the federal procedures required for such projects, including Disadvantaged Business Enterprises (DBE), consultant selection, the National Environmental Policy Act (NEPA), construction procedures, and design standards.

Throughout the project life cycle, the Federal Highway Administration (FHWA) plays a crucial role. The FHWA participates in all project meetings, including design reviews, and is responsible for reviewing and approving design exceptions, Right-of-Way (ROW) clearances, utility and railroad clearances, and authorizing construction funding. During construction, the FHWA is notified of all contract changes and approves the majority of the supplemental agreement. If the project is a Project of Division Interest (PODI), the FHWA has more

oversight and must concur on all contract changes and has input on selecting the environmental mitigation measures.

Our team has extensive experience with the following federal guidelines:

- » FHWA design guidelines
- » AASHTO design guidelines
- » Manual on Uniform Traffic Control Devices (MUTCD)
- » Americans with Disabilities Act (ADA) and Public Right-of-Way Accessibility Guidelines (PROWAG)

b. State Standards and Guidelines

Our team has extensive experience with ADOT and local agency projects, having worked with their standards and guidelines for many years. All members of our team have previously served as REs for ADOT and are currently engaged in ADOT projects, ensuring daily familiarity with these standards. We also maintain active communication with other key agencies, including the Maricopa Association of Governments (MAG) and the Flood Control District of Maricopa County (FCDMC).

We are well-versed in the procedures for project development as outlined by ADOT and are familiar with the following guidelines:

- » Roadway Design Guidelines
- » CADD Standards
- » Construction C-Standards
- » MAG Standards and Specifications
- » Approved Products List (APL)
- » Bridge Group Structural Detail Drawings
- » Traffic Engineering Standards
- » Pavement Design Guide
- » Traffic, ITS, and Signing and Marking Standards
- » ADOT Construction Manual
- » ADOT Standard Specifications for Roadway Construction

4. AVAILABILITY

a. Individual Time and Commitment

CSEM is committed to providing John as the CM, with Jeremy and Cliff serving as PDMs. John will also be available as a PDM, if the need would arise and availability would allow. This team has the adequate time to commit to contract specific project tasks.

John will commit 10% of his time to the administration of the contract. John is in the process of transitioning off the I-10 Broadway Curve project and will be the RE for the I-40/US 93 West Kingman Traffic Interchange.

Jeremy can commit up to 80% of his time to this contract. The I-10 Broadway Curve project is set for Substantial Completion in March of 2025. At that time, responsibilities as the RE will taper off, and the ADOT PDM role will be his primary focus.

Cliff can commit up to 50% of his time to this contract. Cliff currently has three active projects: Temporary Technician for ADOT (30%), Apex Race Track for Trax Builders (5%) and Luke Wash for MCDOT (15%). However, all projects will be substantially complete in 2025.

Our current CSEM team project commitments and their expected end dates are shown in **Figure 5** below.

b. Firm Commitment

The CSEM team has been trusted to deliver ADOT's most complex construction projects as REs and is grateful for the opportunity to translate those skills to serve as Part-time PDMs. The skills for both are closely aligned, and the team is determined to be an asset to ADOT Project Management Group for years to come.

Figure 5: CSEM Current Project Commitments

	Assignment	Owner	% Time	End Date
John Halvarson, PE	I-10 Broadway Curve	ADOT	90%	Oct 2024
	I-40/US 93 West Kingman Traffic Interchange	ADOT	90%	May 2027
Jeremy Sala, PE	I-10 Broadway Curve	ADOT	90%	March 2025
Cliff Oltman, PE	ADOT Temp Tech	ADOT	30%	July 2025
	Apex Race Track	Trax Builders	5%	Jan 2025
	Luke Wash	MCDOT	15%	May 2025



PROFESSIONAL SUMMARY

EXPERIENCE:

16 years

EDUCATION:

BSE (Civil) | Arizona State University, Tempe, AZ USA | May 2008 | GPA 3.43

PROFESSIONAL QUALIFICATIONS:

Professional Engineer

» AZ 54638

CERTIFICATIONS:

- » ATTSA Supervisor (Expires 10/2024)
- » AGC ECC (Expires 04/2027)

MEMBERSHIPS/AFFILIATIONS:

Chi Epsilon - Civil Engineering Honor Society

LOCATION:

Phoenix, AZ

LANGUAGES:

- » English (native)

John is a Registered Professional Engineer in the State of Arizona. During his professional career, John has obtained a vast range of civil engineering experience in both construction and design. John has worked with Pulice Construction (heavy civil contractor) as a Project Engineer, the Arizona Department of Transportation and multiple consultants as a Resident Engineer, the US Navy Reserve as a Civil Engineer Corps officer, and Amec Foster Wheeler as a Transportation Engineer. Through these various roles and experiences, John has been able to obtain technical knowledge in both construction and design as well as develop his leadership and conflict resolution skills.

CORE SKILLS

- » Registered Professional Engineer (Civil)
- » ITS/FMS, AC, PCCP, Bridge Construction Experience
- » Highway Design Experience
- » Proficient at Project Scheduling
- » Partnering & Issue Resolution Experience
- » Supervisory and Staffing Experience
- » Excellent Verbal and Written Skills

PROJECTS

CONSTRUCTION ADMINISTRATION – BRIDGE, FREEWAY, & HIGHWAY

- » ADOT, F000201C – I-10/Broadway Curve
- » ADOT, F012101C – L101, I-17 to Pima Rd (Design-Build)
- » ADOT, H787501C – L303 and US60 TI (CMAR)
- » ADOT, H814501C – L303 – Peoria Ave to Bell Rd (CMAR)
- » ADOT, F002801C – I-10, Island Wash Scour Pad Retrofits
- » ADOT, F007701C – US 191Y (Bowie Spur), AC Mill and Repave
- » ADOT, H854901C – SR 80, Scour Retrofit and Bridge Deck Repair
- » ADOT, H878901C – US 70, 8th Street to US 191, Mill and Repave
- » ADOT, H889001C – US 70 & SR 75, Chip Seal

CONSTRUCTION ADMINISTRATION – DRAINAGE AND LANDSCAPING

- » ADOT, Durango Curve, Drainage and Erosion Improvements
- » ADOT, H859001C – US 191, Drainage and Pedestrian Improvements

CONSTRUCTION ADMINISTRATION – ITS/FMS

- » ADOT, F001301C – L303, US 60 to I-17 – ITS/FMS Project
- » ADOT, F005501C – Statewide – Uninterrupted Power Supplies (UPS)

- » ADOT, F019401C – I-10 & I-40 – Radar Speed Feedback Signs
- » ADOT, H853101C – Statewide – Dynamic Message Signs (DMS)
- » ADOT, H873601C – Statewide – Weigh-In-Motion (WIM) Stations
- » ADOT, H881301C – L303, I-10 to Northern – ITS/FMS Project
- » ADOT, H881801C – L202, Ray Rd to Broadway Rd – ITS/FMS Project
- » ADOT, H881901C – I-10, Perryville Rd to Bullard Ave – ITS/FMS Project

CONSTRUCTION ADMINISTRATION – LOCAL GOVERNMENT PROJECTS

- » Cochise County, SS95401C – Davis Rd, Drainage and Roadway Improvements
- » Graham County, SS99001C – Intersection Improvements
- » City of Peoria, T000101C – Traffic Management Center (TMC) Upgrades
- » City of Glendale, T003101C – Various Locations, Flashing Yellow Arrows
- » City of Avondale, T003401C – McDowell Rd, ITS Project
- » City of El Mirage, T006401C – El Mirage Rd, ITS Project
- » City of Glendale, T007701C – GPS Emergency Vehicle Preemption (EVP)
- » City of Avondale, T008001C – Dysart Rd, Van Buren St to I-10, ITS Project
- » City of Apache Junction, T010401C – Communications Upgrade
- » City of Goodyear, T013601C – Cotton Ln, ITS Project
- » Cochise County, SS95401C – Davis Rd
- » Graham County, SS99001C – Reay Ln & Safford-Bryce Rd
- » City of Glendale, Multi-Use Path and Soil Cement Levee
- » City of Flagstaff, Sign Replacement
- » City of Winslow, Renaissance V, 2nd St & 3rd St

CONSTRUCTION ADMINISTRATION – REST AREA REHABILITATION

- » ADOT, H821401C – Rest Area Rehab (Painted Cliffs & Meteor Crater)

CONSTRUCTION ADMINISTRATION – SOUND WALL

- » ADOT, 67th Ave & I-10 and SR51 & L101

CONSTRUCTION ADMINISTRATION – SIGN REPLACEMENT

- » ADOT, I-17 – Indian School to Peoria Ave

DESIGN - MILL AND REPLACE ASPHALTIC CONCRETE

- » ADOT, Smelter Hill Road to Horseshoe Curve; Clifton, AZ

DESIGN - INTERSECTION IMPROVEMENTS

- » ADOT, SR90 & East Gate Intersection; Sierra Vista, AZ
- » ADOT, Main Street - Coolidge Ave to Pinkley Ave; Coolidge, AZ
- » ADOT, SR87 & Randolph Rd Intersection; Coolidge, AZ

DESIGN – RUMBLE STRIP INSTALLATION

- » ADOT, Rumble Strip Installation; Southcentral District

From: **ADOT Business Engagement and Compliance Office** <AZUTRACS-Support@azdot.gov>
Date: Tue, Sep 3, 2024 at 7:51 PM
Subject: Bidders List for Civil Solutions Engineering & Management
To: <dwfish@csem-az.com>
CC: <ContractorCompliance@azdot.gov>

Civil Solutions Engineering & Management, AZUTRACS Number: 15626 has submitted a Bidder/Proposer list for **2025-003** on 09/03/2024 at 7:50 PM MST (UTC - 07:00).

Civil Solutions Engineering & Management submitted a blank bidders/proposers list. This means that they did not list any firms that they reached out to or were contacted by during the preparation of this bid/proposal. NOTE: Subbing out work is encouraged, where applicable. Under some circumstances, no subbing opportunities are available.



Engineering Consultants Section

Our True North: *Safely Home*

Katie Hobbs, Governor

Jennifer Toth, Director

Greg Byres, Deputy Director for Transportation/State Engineer

Steve Boschen, Division Director

Adam Bieniek, Group Manager

Date: August 28, 2024

TO: ALL INTERESTED PARTIES

SUBJECT: AMENDMENT NUMBER 01

REFERENCE: REQUEST FOR QUALIFICATIONS
CONTRACT NUMBER 2025-003
SUPPLEMENTAL SERVICES
PROJECT MANAGEMENT GROUP
TEMPORARY PART-TIME PROJECT DELIVERY MANAGER(S)

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

Question 1: Please clarify if ADOT is only asking for the Project (Contract) Manager's resume or for resumes of all key personnel identified in the statement of qualifications (SOQ), e.g. other qualified staff discussed in our firm's responses under Relevant Experience (Evaluation Criteria 1) or Demonstrated Knowledge, Skills and Abilities (Evaluation Criteria 2)

Answer 1: Yes, ADOT is only asking for the Project (Contract) Manager's resume.

Question 2: If we are discussing qualifications of other qualified staff (not the Project/Contract Manager) in our firm's responses under Relevant Experience (Evaluation Criteria 1) or Demonstrated Knowledge, Skills and Abilities (Evaluation Criteria 2), should the "ADOT Project Involvement Disclosure Statement" form also be provided for those staff members?

Answer 2: No, Only one disclosure form for the Project (Contract) Manager is to be submitted in the SOQ.

Question 3: Can you please confirm that **only a single resume**, which is that of the Project Contract Manager, is required to be attached to the SOQ submittal?

Answer 3: Yes, ADOT is only asking for the Project (Contract) Manager's resume.

Question 4: Can you please confirm that by stating the Project Contract Manager is the only person considered as *key personnel* for this contract, that **only a single "ADOT Project Involvement Disclosure Statement"** form (page 3 of Part B of the SOQ) is required to be submitted?

Answer 4: Yes, Only one disclosure form for the Project (Contract) Manager is to be submitted in the SOQ.

Thank you,

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.

Civil Solutions Engineering & Management, LLC

CONSULTANT NAME



SIGNATURE

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

CONSULTANT INFORMATION PAGES (CIP)

CONTRACT NO.: 2025-003

CONTACT PERSON: Timothy Fish

E-MAIL ADDRESS: tcfish@csem-az.com

TITLE: Managing Member

CONSULTANT FIRM: Civil Solutions Engineering & Management, LLC

ADDRESS: P.O. Box 262

CITY, STATE, ZIP: Joseph City, AZ 86032

TELEPHONE: 480-390-5841

FAX NUMBER: _____

UNIQUE ENTITY ID# (FROM SAM WEBSITE): V1LKY4AEL2L6

ADOT CERTIFIED DBE FIRM? (YES/NO) Yes

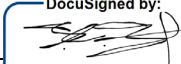
SUBCONSULTANT(S):	TYPE OF WORK	ADOT CERTIFIED DBE FIRM (YES/NO)

NOTE: This page is not evaluated by the Selection Panel but is used by Engineering Consultants Section for administrative purposes.

DBE GOAL ASSURANCE/DECLARATION

This Contract is Race Neutral (No DBE Goal-DBE use encouraged).

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.

DocuSigned by:

94A662100317417...

9/3/2024 | 7:42 PM MST

Date

Timothy Fish
Printed Name

Managing Member
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 <u>Supplemental Services</u> Type Contracts ONLY)

NOTE: This page is not evaluated by the Selection Panel but is used by Engineering Consultants Section for administrative purposes.