Part A – Introductory Letter

27 February 2024

Arizona Department of Transportation
Engineering Consultants Section
205 South 17th Avenue, Mail Drop 616E
Phoenix, Arizona 850007

Re: Request for Qualifications Package, Contract Number: 2024-014 – Supplemental Services

Dear Review Panel:

South**w**est **T**raffic **E**ngineering, LLC (**SWTE**) is proud to submit our response to your Request for Qualifications (RFQ), Supplemental Service – Traffic Engineering Group. **SWTE** is a comprehensive Arizona Traffic Engineering firm with extensive experience working on many successful projects with the Arizona Department of Transportation (ADOT). We are excited about the opportunity to support ADOT with the requested services.

SWTE confirms that the key personnel outlined in our Statement of Qualifications (SOQ), including Andrew Smigielski, Matt Reeg, Amy Forsythe and Richard Mouer, are ready to commit the resources to the extent necessary to meet ADOT's quality and schedule expectations.

SWTE is uniquely qualified to provide the services outlined in this RFQ. It starts with our key personnel. **Andrew Smigielski's** career in the transportation industry started with an ADOT internship. He was later hired into the ADOT Engineer-In-Training (EIT) program and then worked in the TEG for several years. After departing ADOT, Andrew has continued to support the TEG by providing standard and specifications feedback when requested. He is the current co-chair for the ADOT traffic standards review committee. **Matt Reeg** is also a graduate of the ADOT EIT program. Matt joined the ADOT Phoenix regional traffic office where he was able to perform various traffic operational tasks including speed studies, traffic signal warrant studies and designing/reviewing temporary traffic control plans. **Amy Forsythe** (PE pending) is our third key team member. Over the last four years, Amy has spent a vast majority of her time writing technical reports and conducting traffic analysis for many jurisdictions around the State. She shows exceptional attention to detail and a willingness to collaborate with professionals from various disciplines to integrate transportation solutions into broader planning initiatives. Our fourth key team member, **Richard Moeur**, spent a significant amount of his career with ADOT, which included the development of the Arizona Supplement to the 2009 Manual on Uniform Traffic Control Devices, assisted by Andrew Smigielski. These experiences have allowed our team to gain extensive knowledge about the history, purpose and magnitude of all ADOT Standards, Specifications and especially the Arizona Supplement to the 2009 MUTCD.

SWTE has a 20-year work history of working almost exclusively in Arizona. The abundance of projects, multitude of different jurisdictions and long history of working in Arizona provides us with a comprehensive understanding of how traffic engineering standards and guidelines are applied around the State. We are experts at applying these standards to real-world scenarios, considering factors like traffic volume, road geometry and safety requirements.

SWTE is not a Disadvantaged Business Enterprise (DBE). We are a Certified Small Business Enterprise, not a large, national corporation. We are committed to Arizona and its communities. Please contact us directly at 602.266.**SWTE** (7983) should you have any questions. We are excited by the prospect of providing ADOT with the requested services.

Respectfully Submitted

Andrew Smigielski, PE, PTOE, PMP
Project Manager
smig@swte.us

PART B as Follows

Engineering Consultants Section
SOQ Proposal Certifications Form – SUPPLEMENTAL SERVICE

Contract Number: 2024-014 **Consultant Name:** Southwest Traffic Eng.

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: Andrew Smigielski Title: Principal

Signature: [signature] Date: 2/27/24

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 PERSONELL ON OTHER ADOT CONTRACTS. This form **shall** be submitted or the SOQ shall be rejected.

Consultant Name: Southwest Traffic Engineering **Contract Number:** 2024-014

Proposed Supplemental Service Personnel Name: Matt Reay & Amy Forsythe

% of time available to work on the proposed contract: 80%

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.	DBA	F0072 01C	Broadway Curve Post Design Services for Segment 3 - MOT, Signing and Marking	5	12/24
2.	ECS	F0618 01D	US 60, MP 345 to MP 348 Passing Lanes - MOT, signing and pavement marking	3	9/25
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).

Matthew Reay
Proposed Supplemental Service Name

Signature

2/27/24
Date

Andrew Smigielski
Principal or Officer of Firm Name

Signature

27 Feb 24
Date

Revised 12/21/16

ARIZONA DEPARTMENT OF TRANSPORTATION
ENGINEERING CONSULTANTS SECTION
PARTICIPATION IN BOYCOTT OF ISRAEL - CONSULTANT CERTIFICATION FORM
ADOT ECS Contract No.: 2024-014

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.

Southwest Traffic Engineering Company Name	 Signature of Person Authorized to Sign
3838 N. Central Ave Ste 1810 Address	Andrew Smigielski Printed Name
Phoenix AZ 85012 City State Zip	Principal 2/27/24 Title Date

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: • 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 **does** 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.

Southwest Traffic Engineering
Company Name

3838 N Central Ave, Ste 1810
Address

Phoenix AZ 85012
City State Zip

Signature of Person Authorized to Sign

Andrew Smigielski
Printed Name

Principal
Title

PART C – EVALUATION CRITERIA

The Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) is a comprehensive document issued by the Federal Highway Administration (FHWA) that sets standards and guidelines for traffic control throughout the Unites States. It aims to promote uniformity and consistency in traffic control devices across the nation to enhance safety and efficiency on roadways.

Although the MUTCD is substantially accepted throughout the nation, many states adopt a supplement to the MUTCD to tailor the original version of the manual to implement particular localized standards and guidelines. In 2009, when the 10th Edition of the MUTCD was published, the Arizona Department of Transportation (ADOT) established the Arizona Supplement to the MUTCD.

ADOT is seeking the services of qualified firms to provide an on-site and remote consultant to assist the Traffic Engineering Group (TEG) in reviewing, making recommendations and updating all ADOT traffic design standards, references, and the Arizona Supplement to the MUTCD to be in compliance with the recently published 11th Edition of the MUTCD released in 2023. **S**outh**w**est **T**raffic **E**ngineering (**SWTE**) is excited about the opportunity and is uniquely qualified to support ADOT with these services based on the following information:

1. Relevant Experience

SWTE is a traffic engineering firm with a 20-year history of providing consulting services for local, county and state jurisdictions throughout the State of Arizona. We pride ourselves on being able to complete all levels of projects. In 2023 alone, **SWTE** completed over 90 individual projects ranging from large-scale design projects to traffic impact analysis review. While our projects can be broken down into two main categories – *Traffic Studies & Traffic Design,* **SWTE** has also actively been involved in the revision of various technical manuals, writing new ones, and also being asked to provide feedback on upcoming changes to manuals/guidelines. Our team design and analysis experience extends from public agency (e.g. highway, local roads) to private development work that allows us to bring a detailed understanding of how the MUTCD impacts multiple users of the manual, not just public agencies.

Technical Manuals

- Arizona Supplement to the MUTCD 2009 Edition
- City of Casa Grande Traffic Calming Guidelines
- City of Tucson Access Management Guidelines
- Town of Marana Traffic Impact Analysis Guidelines
- City of Kingman Traffic Impact Analysis Guidelines
- Yuma County Traffic Impact Analysis Guidelines
- ADOT Access Management Guidelines
- Town of Queen Creek Roadway Signing and Pavement Marking Manual

Traffic Studies

Traffic studies can include, but are not limited to, Traffic Impact Analyses (TIA), Traffic Impact Statements (TIS), Parking Analyses (PA), neighborhood traffic calming studies, roadway lighting analyses and long-term transportation master plans. **SWTE** is the leader in Arizona for studying traffic impacts along key economic corridors such as the State Route 85 and Loop 303. The list below provides examples of recent traffic studies, along with associated tasks/roles, recently completed by **SWTE**:

- Project Alpha (Queen Creek)
  • Access Management Alternatives • Offsite improvements and Temporary Access for Construction
- HSIP Streetlights (Phoenix)
  • Roadway Lighting Analysis • Project Assessment
- CCTV and ARID Citywide Expansion (Phoenix)
  • Equipment research • Special Provisions • Opinion of Probable Cost
- Sandpiper Neighborhood Traffic Analysis (Sandpiper Community)
  • Data Collection • Speed Study • Traffic Calming Measures
- Olive Avenue: Sarival Avenue to Reems Road (MCDOT)
  • Railroad Preemption Analysis • Railroad Pre-Signal Design
- Kingman 6 (Kingman)
  • Pedestrian Circulation and Intersection Analysis at 6 Locations
- 40th Street Design Concept Report (Yuma)
  • Long Range Transportation Planning • Projections
- Kingman 10 (Kingman)
  • Traffic Signal Timing Analysis at 10 Intersections
- Copperwing Traffic Analysis (El Mirage)
  • 900 acres • Long Range Transportation Planning • Traffic Signal Warrant Analysis • Turn Lane Analysis
- Eisenberg Southern TIA (Buckeye)
  • Traffic Signal Warrant Analysis • Crash Analysis
- Echo Surprise Industrial Park TIA (Surprise)
  • Projections • Traffic Signal Warrant Analysis
- Fairway Commerce Center TIA (Avondale)
  • Trip Generation • Turn Lane Analysis
- Hello Fresh TIA (Goodyear)
  • Employee Shift Change Analysis • Crash Analysis • Traffic Signal Warrant Analysis
- Vistancia Commercial Core Center Traffic Analysis (Peoria)
  • Roadway and Intersection Analysis • Projections • Crash Analysis
- Bell Dysart McDonalds Drive Thru Queue Analysis (Surprise)
  • Drive-Through Queue Analysis

Traffic Design

Our familiarity with ADOT, and other local and statewide standards, allows us to produce traffic engineering designs for traffic signals, roadway lighting, traffic control, pavement marking, and roadway signing. Below is a short list of design projects (with tasks/roles) recently completed by **SWTE**:

- Pima Freeway, SR 101, I-17 to Pima Road (ADOT, Phoenix, Scottsdale)
  • Roadway Signing/Pavement Marking Design • Traffic Control Design
- HSIP Streetlights (Phoenix)
  • Roadway Lighting Design • Utility Coordination
- I-40, Devil Dog Wash (MP 157 to MP 161 (ADOT, Coconino County)
  • Roadway Signing Rehabilitation Design • Pavement Marking Design
- I-17 Pavement Preservation 19th Avenue to Arizona Canal (Phoenix)
  • Traffic Control Design • Traffic Signal Modification Design • Pavement Marking Design
- Maryland Loop 101 HOV Ramp (ADOT, Glendale)
  • Traffic Control Design • Roadway Signing/Pavement Marking Design
  • Roadway Lighting Analysis/Design • Traffic Signal Design

- Switzer Canyon Drive Turquoise Drive Roundabout (Flagstaff)
  • Roadway Lighting Analysis Design • Roadway Signing/Pavement Marking Design • Traffic Control Design
- Casa Grande Maricopa Highway Porter Rd to High Lonesome Drive (ADOT, Maricopa)
  • Intersection Lighting Analysis • Traffic Signal Modification Design • Traffic Control Design • Roadway Signing/Pavement Marking Design
- Camino Boleadoras at Kolb Road Traffic Signal Design (Tucson)
  • Traffic Signal Design
- Tempe Multi-Use Path Connections (Tempe)
  • Roadway/Pedestrian Lighting Analysis •Design • Traffic Signal Design
- Baffert Drive Multi Use Path (Nogales) (ADOT)
  • Traffic Signal Design • Maintenance of Traffic
- Cotton Lane at Commerce Drive Improvements (Goodyear)
  • Traffic Signal Modification
- 20th Avenue Traffic Signal Design (Stafford)
  • Traffic Signal Design
- Meridian Road HAWK (Queen Creek)
  • HAWK and Traffic Signal Design
- El Mirage ITS (El Mirage)
  • ITS Design • Federal Funding
- Happy Valley Bridge (Peoria)
  • Traffic Signal Design • Roadway Lighting Design
- Broadway Curve Design Build (ADOT, Tempe and Phoenix)
  • Traffic Control Design • Traffic Signal Design • Roadway Signing/Pavement Marking Design • Pavement Marking Design
- Oracle Road Lighting (ADOT)
  • Roadway Lighting Analysis and Design

The abundance and variety of **SWTE** projects, multitude of different jurisdictions and long history of working in Arizona provides us with a comprehensive understanding of how traffic engineering standards and guidelines are applied around the State. We are experts at applying these standards to real-world scenarios, considering factors like traffic volume, road geometry and safety requirements. Additionally, we stay updated on revisions and advancements in traffic engineering principles to ensure designs and recommendations are compliant and effective in promoting safe and efficient traffic flow.

SWTE has been requested by several jurisdictions around the State to provide review, input and comments on their respective traffic/transportation related standards and guidelines. **SWTE** performed a review and updated the roadway signing and pavement marking standards for the Town of Queen Creek. Our team has also been directly involved with jurisdictional updates of traffic engineering standards and guidelines for the Town of Marana, City of Kingman, Yuma County among others. **SWTE** believes that sharing thoughts, experiences, insights and ideas benefit the industry as a whole.

2. Demonstrated Knowledge, Skills & Abilities

Our project team is uniquely qualified to perform the services requested with this contract, beginning with our key personnel.

Andrew Smigielski brings over 30 years of experience in the traffic engineering domain. He embarked on his professional journey as an intern at ADOT, after which he progressed through the Engineer-In-Training (EIT) program. During his tenure at ADOT, Andrew played a pivotal role in the development of the Arizona Supplement to the 2009 MUTCD and ADOT Access Management Guidelines, showcasing one of his significant contributions to the field. Even after his time at ADOT, Andrew remains dedicated to supporting the TEG by offering valuable insights and feedback on standards and specifications when called upon. Currently, he serves as the co-chair for the ADOT traffic standards review committee, demonstrating his ongoing commitment to advancing industry standards. Andrew is an experienced traffic engineer who frequently serves as an expert witness who possesses a deep understanding of the importance of standards and guidelines in their field. He has been involved in numerous legal cases where his expertise was sought to provide insights and analysis regarding traffic patterns, roadway design, safety protocols, and adherence to industry standards. Andrew is detailed in his work, consistently applying standards and guidelines to his projects to uphold the highest levels of safety and compliance. He understands the implications of deviating from established norms and is skilled at articulating these complexities in legal contexts. Andrew will serve as the Contract/Project Manager for the contract.

Matt Reeg is also a graduate of the ADOT EIT program, during which he made four-month rotations through several departments within ADOT including: the traffic engineering group, traffic operations center, Phoenix district survey, construction operations, roadway design, urban project management, and the phoenix maintenance district. After completing the EIT program, Matthew joined the ADOT Phoenix regional traffic office where he was able to perform various traffic operational tasks including speed studies, traffic signal warrant studies and designing/reviewing temporary traffic control plans. This enabled Matt to gain a fundamental understanding of ADOT Traffic Guidelines and Processes. Matt will serve as the lead Engineer Standards Reviewer.

Matt served the City of Goodyear as the Assistant City Traffic Engineer from November 2020 to January 2023. In over two years with the City of Goodyear, he gained valuable experience in the construction of various traffic control devices including traffic signals, mid-block (pedestrian) crossings, dynamic speed feedback signs and speed cushions. He was able to visually inspect all aspects of the construction of traffic control devices including the installation of underground conduits, forming/pouring concrete foundations, standing traffic signal poles, pulling traffic signal conductors, etc. Matt also acted as the primary traffic reviewer (analysis and design review) on all City and development projects. In this capacity, he worked with City staff and local residents to ensure future projects would meet City engineering standards.

Meet Amy, a young and dynamic traffic engineer who demonstrates a remarkable understanding of standards and regulations. Amy is a soon to be PE (paperwork pending) whose passion for transportation and keen intellect sets her apart from her peers. Though relatively new to the profession, Amy has delved deeply into the intricacies of traffic engineering standards. She possesses a voracious appetite for learning and has made it her mission to master the various guidelines and regulations that govern her work. Whether it's the MUTCD, AASHTO Green Book, or state-specific standards, Amy is well-versed in the latest updates and revisions. Driven by a desire to excel, Amy is meticulous in her approach to projects. She understands that adherence to standards is paramount not only for ensuring safety but also for optimizing traffic flow and minimizing environmental impacts. Amy's attention to detail and commitment to excellence shine through in her designs and recommendations. Her colleagues admire her enthusiasm and respect her expertise, often turning to her for guidance on standards-related matters. She takes pride in sharing her knowledge and helping others understand the significance of following established guidelines. In a rapidly evolving field like traffic engineering, Amy represents the future generation of professionals who are dedicated to upholding the highest standards of quality and safety. With her passion, knowledge, and dedication, Amy is poised to make significant contributions to the transportation industry for years to come. Amy will assist Matt as the secondary Engineering Standards Reviewer.

Richard Moeur, team member number four, has extensive MUTCD-related experience, having served as the chair of a National Committee on Uniform Traffic Control Devices (NCUTCD) technical committee for 15 years and authored or managed a significant number of proposals, signs, and figures now in the National MUTCD. Richard will serve as a secondary QA/QC Reviewer and provide general oversight. He also managed the development of the Arizona Supplement to the 2009 MUTCD, including engineering analyses and justifications for the content. Richard was responsible for managing Arizona DOT traffic engineering guidelines and references from 2012 to 2017 as Traffic Standards Engineer, including traffic, signal, and lighting standard drawings, specifications and Traffic Guidelines and Processes', and was the primary creator of the current Arizona Manual of Approved Signs (MOAS). He is knowledgeable regarding the Code of Federal Regulations, state statutes affecting traffic control, and other applicable laws and regulations. Richard provides expert sign design training and consulting under contract to Bentley Systems, and provides professional review on traffic control device issues through Moeurgineering PLLC. Richard has chaired American Association of State Highway and Transportation Officials (AASHTO) task forces, has been published in Transportation Research Record, and is a chapter author for the ITE Traffic Control Devices Handbook.

These experiences have given our team extensive knowledge about the history, purpose and magnitude of all ADOT Standards and Specifications, especially the Arizona Supplement to the MUTCD. Detailed resumes for our key personnel can be found attached to this SOQ.

3. Knowledge of Federal, State & Industry Standards

At **SWTE**, we pride ourselves on our team's comprehensive understanding and application of both Federal and State standards and guidelines in the realm of traffic engineering. Our proposed staff members possess a wealth of knowledge, familiarity, and practical experience in adhering to these regulatory frameworks, ensuring that our projects consistently meet and exceed compliance requirements. We have a proven track record of delivering successful projects that not only meet but often exceed Federal and State standards. Our comprehensive approach to compliance includes thorough analysis, meticulous planning and proactive communication with regulatory agencies to ensure all requirements are met in a timely and efficient manner. Our past performance speaks volumes about our team's dedication to excellence and our ability to navigate complex regulatory environments (such as Title 23 of the Code of Federal Regulations) with confidence and proficiency. Below you will find the key Federal standards that are intimately associated with the traffic engineering field:

Key Federal Standards - Title 23 of the Code of Federal Regulations (CFR) encompasses regulations related to Highways, specifically focusing on federal highway programs, standards, and construction requirements. Parts 470, 635, and 655 within Title 23 cover various aspects of highway planning, design, construction, and maintenance:

Part 470 outlines the Surface Transportation Project Delivery Program, which allows states to assume responsibility for certain federal environmental review and approval processes related to highway projects. This includes compliance with the National Environmental Policy Act (NEPA) and other environmental laws.

Part 635 establishes requirements for the construction and maintenance of highways funded with federal assistance. It covers a wide range of topics, including contract procedures, bidding requirements, materials specifications, construction inspection, and quality assurance.

Part 655 focuses on traffic operations and safety standards for highways. It includes regulations related to traffic control devices (such as signs, signals, and pavement markings), traffic management during construction and maintenance activities, highway-rail grade crossings, and other traffic-related matters.

In summary, these parts of Title 23 CFR provide guidance and standards for the planning, construction, and maintenance of highways, as well as the management of environmental considerations and traffic operations in accordance with federal requirements.

Each member of our proposed team brings with them a solid foundation of expertise in navigating the intricacies of Federal and State standards. Our team includes professionals who have actively contributed to the development and revision of associated standards, staying abreast of the latest updates and best practices. Moreover, our staff members have successfully applied these standards in numerous projects across various jurisdictions, showcasing our ability to adapt and implement tailored solutions that align with regulatory requirements.

SWTE prioritizes ongoing training and professional development to ensure that our staff members remain up to date with the evolving landscape of Federal and State standards and guidelines. Our team regularly participates in seminars, workshops, and certification programs specifically focused on compliance and regulatory updates. This commitment to continuous learning enables us to provide our clients with the most current and effective solutions while maintaining strict adherence to all applicable standards.

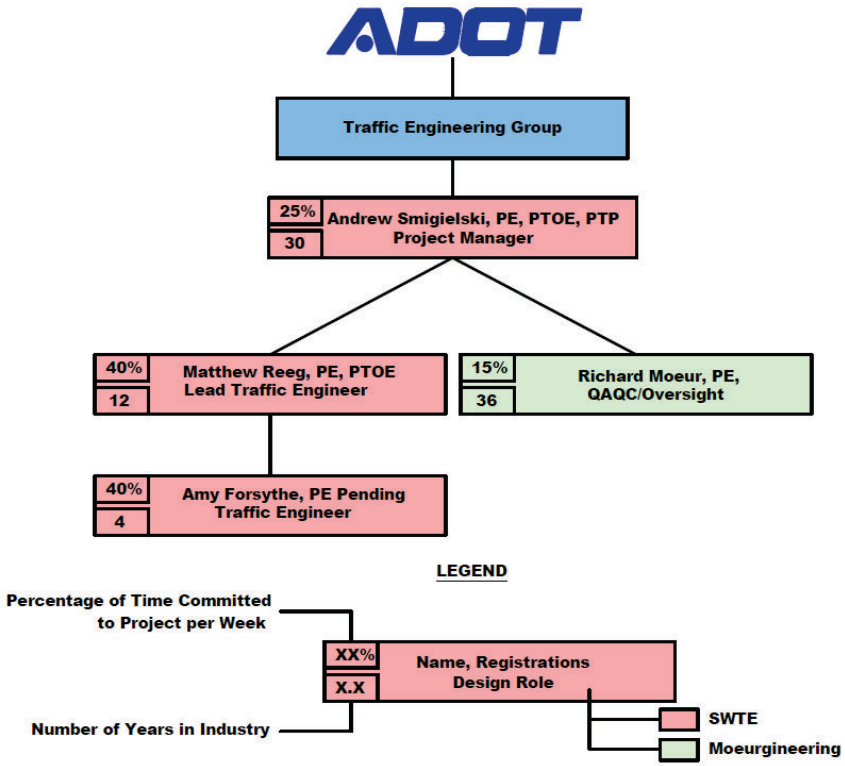
Our proposed team possesses the requisite knowledge, familiarity, and experience with applicable Federal and State standards and guidelines. We are committed to upholding the highest standards of compliance in all our projects, and we look forward to the opportunity to demonstrate our expertise in this regard. **SWTE**'s office is conveniently located in the building directly south of the Arizona Division of FHWA.

4. Availability

Andrew Smigielski will act as the project manager for this contract. He will provide general oversight, quality control/review and ensure deadlines are successfully met. Richard Moeur will add a second layer of quality control/review, provide insight into the history of the documents that will be updated and assist in advising the best path forward with this update.

Matt Reeg and Amy Forsythe will be the primary traffic standard reviewers and will update MUTCD documents as appropriate. It is expected that upon selection, discussions, based on the expected project timeline, between ADOT and **SWTE,** will be conducted to determine how many hours per week Matt Reeg and Amy Forsythe will be present at the ADOT Phoenix TEG Office.

Our dedicated team of professionals is ready to begin work immediately, ensuring that all milestones and deadlines are met. We have flexible scheduling and a proactive project management approach to guarantee that the contract will receive the attention it deserves, delivering exceptional results on time and within budget.



5. Past Performance

No action is required for this item from consultants submitting an SOQ.

SOUTHWEST TRAFFIC ENGINEERING, LLC

ANDREW SMIGIELSKI, PE, PTOE, PTP

Technical Specialty: Traffic Engineering

Andrew has more than thirty years of experience in the civil engineering field, specializing in traffic and transportation engineering at both the state and local levels. He has significant experience in the planning and design of urban roadway improvement projects, designing traffic calming measures for established and new neighborhoods, public meetings, and resolving circulation issues for public schools. In addition, he has written and prepared reports for a wide range of public projects including neighborhood traffic studies, Safety Evaluation reports for Highway Safety Improvement Program (HSIP) Federal grant monies, annual traffic signal warrant studies, and traffic calming tool evaluations.

He has specific expertise in traffic design and is well versed in the analysis of intersection and arterial capacity using a wide variety of software, including HCS, Hi Cap, Traffix and Synchro. He has performed traffic signal warrant analysis and traffic signal design. Andrew has also been extensively involved with access analysis and was the lead engineer for the development of the ADOT Access Management Guidelines. As part of his many tasks, Andrew has completed various levels of crash analyses. Moreover, he has led and participated in intersection safety and arterial channelization design projects. By combining his traffic engineering/planning, public policy, and roadway design experience with a customer-based attitude, Andrew develops plans which improve capacity and safety deficiencies that are workable, cost effective, and on time.

EXPERIENCE
9/2003 – Current, 1992 to 9/2003 Other Firms

REGISTRATION
Arizona Professional Engineer, Civil, #32339
Colorado Professional Engineer, Civil, #40863
Nevada Professional Engineer, Civil, #15931
New Mexico Professional Engineer, #19331
Utah Professional Engineer, Civil, #6358709
Professional Traffic Operations Engineer, USA, #789
Professional Transportation Planner, USA #82

AFFILIATIONS
American Society of Civil Engineers
Institute of Transportation Engineers
American Council of Engineering Companies
Urban Land Institute

EDUCATION
BS - Civil Engineering, University of Arizona 1994
MS - Civil Engineering, Arizona State University 1997

RELEVANT PROJECTS

City of Peoria Traffic Engineering On-Call; Peoria, AZ
Project Traffic Engineer assigned various projects under this on-call contract. Traffic engineering tasks included Neighborhood Traffic Analysis, warrant analysis, school circulation analysis, intersection analysis and pavement marking and signing evaluation. Projects have required extensive coordination with local neighborhoods and school districts.

City of El Mirage Traffic Engineering On-Call; El Mirage, AZ
Project Traffic Engineer assigned various projects under this on-call contract. Traffic engineering tasks included traffic signal warrant analysis, traffic report review, traffic plans review, school facilities review, pavement marking and signing evaluation, and pavement marking and signing design.

Maricopa County Department of Transportation On-Call; Maricopa County, AZ
Project Traffic Engineer assigned various projects under this on-call contract. Traffic engineering tasks include traffic signal design, neighborhood traffic analyses and traffic calming evaluations.

Neighborhood traffic analyses included cut-through traffic, speeding, and high traffic volume evaluations.

Arizona Department of Transportation
Traffic Engineering Services; Arizona
Provided traffic engineering services to ADOT as a Project Traffic Engineer assigned to various statewide design projects under this on-call contract. Traffic engineering tasks included traffic signal design, traffic calming evaluation and design, traffic control plans, pavement marking and signing, and various traffic analyses. Projects have required extensive coordination with local agencies. Many of the projects required traffic engineering design project oversight.

Litchfield Park Traffic Engineering Services; Litchfield Park, AZ
Traffic Engineer who provided traffic calming evaluations, along with roadway signing and pavement marking assessments as part of this contract with the City of Litchfield Park.

Casa Grande Traffic Calming On-Call; Casa Grande, AZ
Project manager who provided on-going traffic calming services for the rapidly growing City of Casa Grande. The role included completing various neighborhood traffic studies focusing on speeding, cut-through traffic, and traffic levels. The studies included various traffic mitigation alternatives for each specific area. Also provided a public involvement plan/process to maintain contact with neighborhood residents and update them on findings. This on-call contract included the development of a traffic-calming program within the City of Casa Grande.

Town of Buckeye Traffic Engineering On Call; Buckeye, AZ
Provided traffic engineering services to Buckeye as a Project Traffic Engineer assigned to various planning projects under this on-call contract. Traffic engineering tasks included traffic calming evaluation, transportation model development for the new downtown city hall complex, roadway realignment analysis, technical review, traffic signal and four-way STOP analysis, school pedestrian analysis, and sight distance evaluation. Was also used as a technical expert for questions/issues that arose with City Staff.

Mohave County Public Works Department On-Call; Mohave County, AZ
Project Traffic Engineer assigned various projects under this on-call contract. Traffic engineering tasks included technical review, development of traffic impact analysis guidelines, four-way STOP warrant analysis, along with traffic design. Traffic design tasks included pavement marking and roadway signing design.

Santa Rosa Traffic Signal; Kingman, AZ
Project Traffic Engineer for the design of a new traffic signal at this new four-way intersection in a completely undeveloped area. The Kingman Crossing Boulevard/Santa Rosa Boulevard was constructed as part of the Hualapai Mountain Medical Center located on the northwest corner of the intersection. Work tasks included preparation of preliminary plans, preparation of final PS&E, and assistance with the project during bidding and construction. Extensive coordination was needed between the roadway designer and the City of Kingman. The traffic signal design needed to take into account the future key nature of the intersection as the first and maybe only intersection north of the proposed new traffic interchange (TI) at Interstate 40/Kingman Crossing Boulevard. The City of Kingman requested that the traffic poles be set in their final location even though the status of the TI and future development in the area was unknown at the time of design.

Dysart Road/Thunderbird Road Traffic Signal and Roadway Lighting Design; El Mirage AZ
Project Traffic Engineer for the design of a traffic signal at this intersection to replace the existing Span Wire system. In addition, to the traffic signal design, roadway lighting analysis and design was required for each approach to the intersection. The challenge with the project occurred with completing the design around the existing live railroad crossing which in effect traveled diagonally through the intersection and two of its legs. Extensive coordination with the railroad was required to determine the operation of the traffic signal, the pre-emption system for trains, and the operation of the railroad gates. Over ten traffic signal poles were required at this intersection. The roadway lighting design required addressing inconsistent spacing of the existing roadway lighting on each leg of the intersection. The new roadway lighting needed not only design for current guidelines, but design to incorporate the existing roadway lighting.

MATTHEW REEG, P.E., P.T.O.E.

Technical Specialty: Traffic Engineering

Matt has more than 11 years of experience working in the transportation industry. He began his career in the Arizona Department of Transportation (ADOT) EIT Program, where he took part in rotations at several different departments. Matt then joined the ADOT Phoenix regional traffic office where he worked on a wide range of Traffic Engineering projects, gained experience in traffic operations analysis and responded to citizen inquiries.

Matt joined SWTE in 2016 where he led various traffic operational tasks such as speed studies, traffic signal warrant studies, traffic signal design/review, ITS, roadway/pedestrian lighting, and temporary traffic control plans. Matt has also been involved in implementing low-cost solutions to address spot improvements at various locations throughout the Phoenix metro area and participated in crash reconstruction demonstrations as part of expert witness tasks. Matt has worked on multiple Road Safety Assessment (RSA) projects, which included identifying existing features and recommending safety improvements. He has valuable experience working on inter–agency projects with both state, county and city personnel.

Matt served the City of Goodyear as the Assistant City Traffic Engineer from November 2020 to January 2023. In over two years with the City of Goodyear, Matt gained valuable experience in the construction of various traffic control devices including traffic signals, mid-block (pedestrian) crossings, dynamic speed feedback signs and speed cushions. He was able to visually inspect all aspects of the construction of traffic control devices including the installation of underground conduits, forming/pouring concrete foundations, standing traffic signal poles, pulling traffic signal conductors, etc. Matt also acted as the primary traffic reviewer (analysis and design review) on all City and development projects. In this capacity, he worked with City staff and local residents to ensure future projects would meet City engineering standards.

Matt spent a significant amount of time responding to and meeting with residents throughout the City of Goodyear to address concerns including sign knock downs, roadway lighting outages, pedestrian crossings and speed cushion requests. It is with this operations experience that Matt has gained an appreciation of our role as Traffic Engineers to deliver a transportation system that supports our residents.

While at the City of Goodyear, Matt performed a city-wide safety analysis that pinpointed all of the high crash locations within the City. This data was further evaluated to identify any potential crash trends that could be addressed using Maricopa Association of Governments (MAG) safety funding. Through this process, Matt identified one location in the City of Goodyear as having a safety concern that could be mitigated with traffic engineering improvements. An application was submitted to the MAG Road Safety Program (RSP) and Highway Safety Improvement Program (HSIP) to fund the improvements. The project was selected for both funding streams in 2022.

Matt rejoined SWTE in February 2023 where he is excited for the opportunity to use his unique public and private background, as well as his complimentary design and construction experience, to help deliver Traffic Engineering Services for the City of Mesa.

EXPERIENCE

2/2023 to current, SWTE
11/2020 to 2/2023, City of Goodyear
4/2016 to 11/2020, SWTE
2016 to 2017, Other Firms
2011 to 2016, ADOT

REGISTRATION

Arizona Professional Engineer, Civil, #63605
Professional Traffic Operations Engineer, #4512

AFFILIATIONS

American Society of Civil Engineers
Institute of Transportation Engineers
American Society of Highway Engineers

EDUCATION

BSE - Engineering, Arizona State University, 2010

RELEVANT STUDY PROJECTS

ADOT I-10 Broadway Curve Project, Phoenix/Tempe, Arizona

As one of the largest transportation projects in ADOT's history, this re-configuration of the Interstate 10 Mainline between Loop 202 Santan and I-17 had a significant impact on the traveling public during construction. Matthew led Maintenance of Traffic design for a large section of this project. SWTE was also responsible for the traffic signal, roadway signing and pavement marking design for Segment 3 of the project.

The Union Traffic Impact Analysis, Mesa, Arizona

The Union is a large, general office development being constructed near the existing Sloan Park (Cubs spring training facility) in Mesa, Arizona. Matthew was able to work with the developer and key staff at the City of Mesa to identify and mitigate the potential impacts of this site to the surrounding roadway system.

The Preserve at Twin Peaks, Marana, Arizona

Matthew designed a traffic signal at the intersection of Twin Peaks Road/Camino de Manana to accommodate the future residential development being constructed near the intersection. Matthew worked with staff at the Town of Marana to provide all of the necessary infrastructure for future growth in this relatively rural area.

Loop 101 Pima Design Build, ADOT

As a member of the design team on the Loop 101 Design Build project from Interstate 17 to Princess Road, Matthew designed and sealed temporary traffic control plan sheets for construction work that had major impacts to the traveling public. In excess of 170 plan sheets were submitted and approved by ADOT.

Plaintiff vs. State, ADOT

Matthew has performed work on behalf of the State of Arizona in response to several litigation cases. This background has allowed Matthew to become familiar with legal matters relating to the design and construction of transportation systems. He has also been able to participate in a crash reconstruction workshop to identify the probable cause of an incident.

Southern and 97th Street Traffic Signal Scoping and Design Report, Mesa, Arizona (MDOT)

As the project manager, Matthew coordinated project meetings, designed preliminary traffic signal plans and steered the project through the MCDOT project development manual. Key issues were identified as part of the scoping effort. MCDOT selected SWTE for final design after successful completion of the scoping and design report.

Pan American Charter School Traffic Impact Analysis, Phoenix, Arizona

Matthew performed trip generation analysis, capacity analysis, turn lane analysis and queue analysis to determine the impacts of this 1,300 student school. As part of the study, mitigation measures were recommended to the internal circulation of the site during peak drop-off/pick-up times to limit potential impacts to the adjacent street system.

North Interstate 8 Frontage Road, Yuma County

After coordination with the Yuma Metropolitan Planning Organization (YMPO), Matthew analyzed the Interstate 8 Frontage Road, between Avenue 10E and Avenue 22E, to determine the necessary roadway cross section to accommodate future population growth in the area. A report with recommendations/conclusions was provided to Yuma County summarizing the methodology that went into conducting the analysis.

Goodyear Airport Commons Traffic Impact Analysis, Goodyear Arizona

Matthew provided traffic engineering services to determine the impact of this mixed use development on the surrounding roadway system. Key items addressed in the analysis included trip generation calculations, access point spacing and geometrics, and recommended turn lanes with storage requirements.

Cotton Estrella Bridges Traffic Analysis, Goodyear, Arizona

A large residential/commercial development (Estrella Mountain) located in south Goodyear is primarily served by two bridges that span the Gila River on Estrella Parkway and Cotton Lane. In an effort to account for the continued expansion of this development and projected growth within the area, Matthew provided traffic engineering analysis to determine the number of through lanes that should be provided on each bridge to accommodate future traffic volumes. In addition, an existing roundabout that serves the community was analyzed to determine when the intersection will need to be converted to a typical signalized intersection.

PV303 Traffic Impact Analysis, Goodyear, Az
PV 303 is a large industrial/manufacturing development located between Indian School Road and Camelback Road, east and west of Loop 303 in Goodyear, Arizona. Matthew provided traffic-engineering services to outline the impacts of the development on the surrounding roadway network. Due to the enormity of the PV303 development, several major mitigation measures were recommended including roadway widening on Camelback Road, installation of several traffic signals and pavement marking improvements to handle traffic associated with the growing area around the site.

Arizona Avenue Improvements Frye Road to Pecos Road, Chandler, Arizona
Matthew provided post design services for the above project, which included requests for information, shop drawing review, construction meetings and record drawings. Shop drawing reviews were conducted for roadway lighting luminaires and poles, traffic signal equipment and materials, and roadway signing.

ADOT Statewide Luminaire LED Replacement, AZ Statewide
As the lead traffic engineer, Matthew worked with ADOT staff to identify over 1,200 locations where existing roadway lighting fixtures will be replaced with Light Emitting Diode (LED) luminaires. The project team also identified the temporary traffic control quantities needed to complete the project. This project required extensive coordination with rural ADOT field offices to specifically identify all of the luminaires that will be replaced with the project.

Wilmot Park Traffic Impact Analysis, Tucson, AZ
Traffic engineer. Matthew prepared a TIA to meet the standards of Pinal County. This residential community project consisted of 800 dwelling units. The analysis included trip generation calculation, intersection capacity analysis and turn lane warrant analysis. Major challenges included the new construction of Wilmot Road near the project site and estimating future traffic volumes.

Sunland Gas Station, Casa Grande, AZ
Traffic engineer. Matthew prepared a TIA to meet the standards of the City of Casa Grande. This project proposed the construction of a new gas station and mini storage facility. The analysis included trip generation calculations, intersection capacity analysis, turn lane analysis and traffic signal warrant analysis.

Olive Avenue: Citrus Road to Reems Road , Peoria, AZ (MCDOT, BNSF)
Traffic engineer for the preparation of traffic signal design plans at four intersections. Plan set includes pole schedule, conductor schedule, quantity take off and opinion of probable cost. In addition, advanced pre-emption will be installed at the railroad crossings at the four major intersections using railroad pre-emption analysis provided by Matthew.

El Mirage ITS, El Mirage, AZ
Traffic engineer for the preparation of Intelligent Transportation System (ITS) design plan sheets for the City of El Mirage. The design includes the installation of fiber optic cable and Closed Circuit Television (CCTV) cameras.

Heroes Park, Glendale, AZ
Design and prepare signing and marking plan sheets for the new Heroes Regional Park located on 83rd Avenue, north of Bethany Home Road. The project provided half street improvements that included an addition of a right turn lane.

AMY FORSYTHE, EIT (PE PENDING)

Technical Specialty: Traffic Engineering

Amy has over four years of experience in traffic engineering, with a primary focus on the preparation of traffic impact studies, which includes traffic modeling, capacity analysis, traffic signal warrant analysis, queue analysis, and traffic design elements. She has developed expertise with gas stations analyses and drive-through window queue studies for fast food restaurants, having contributed to over thirteen studies for Circle K's and four McDonald's queue studies throughout the state. Her adeptness in traffic analyses extends to mentorship responsibilities, where she guides new recruits and offers constructive feedback on their studies.

Amy has also been involved with several design projects including traffic signal design, signing and pavement marking, traffic control, and roadway lighting design.

Amy spearheads biweekly educational meetings within the office, covering pertinent updates in standards, industry news, and conducting training sessions pertinent to traffic engineering and development.

EXPERIENCE

7/2019 to current, SWTE

AFFILIATIONS

American Society of Civil Engineers
Institute of Transportation Engineers
American Society of Highway Engineers

EDUCATION

BS – Civil Engineering, University of Arizona, 2014

RELEVANT STUDY PROJECTS

Vistancia North Traffic Analysis, Peoria, AZ

Conducted comprehensive traffic analysis for the integration of over 3,000 proposed single-family homes into the Vistancia development along Vistancia Boulevard, north of the Central Arizona Project Canal. Focused analysis on assessing roadway capacity within the proposed network and performed detailed turn lane queue analysis.

Continental Circle K Traffic Impact Analysis, Green Valley, AZ

Provided a traffic impact analysis (TIA) for a gas station located on the northeast corner of Interstate 19 and Continental Road. Delivered thorough capacity analysis, turn lane analysis, and trip generation assessment. Provided strategic mitigation measures to address significant impacts identified.

Sandpiper Neighborhood Speed Study, Scottsdale, AZ

Amy conducted a speed study within the Sandpiper community. Formulated recommendations that include signing and marking enhancements, alongside proposing long-term roadway solutions to address identified concerns.

Cactus 303 TIA, Surprise, AZ

Completed a TIA for a mixed-use development with over one-million square feet of industrial park space. The TIA included capacity analysis, turn lane analysis, traffic signal warrant analysis, and trip generation. Implemented mitigation strategies to address identified impacts.

Five North at Vistancia TIA, Peoria, AZ

Amy analyzed a mixed-use commercial/residential development. The TIA included roadway and intersection capacity analysis, turn lane analysis, traffic signal warrant analysis, and trip generation. Mitigation measures were provided for any significant impacts. Posted speed limits were also recommended for the internal project roadways.

Reverence TIA, Apache Junction, AZ

Prepared a TIA for a large-scale single-family home development. The TIA included capacity analysis, turn lane analysis, traffic signal warrant analysis, and trip generation. Developed and implemented mitigation measures to address significant impacts identified during analysis.

Richard C. Moeur, PE

13236 N. 7th Street, Suite 4 #301, Phoenix, Arizona 85022
(602) 909-8451
rcm@moeurgineering.com

Overview

- Experienced leader at the team, office, group, region, state, and national level
- Nationally-recognized leader in the development of traffic engineering standards and guidelines
- Nationally-recognized expert in traffic engineering and traffic control devices
- Experienced educator and trainer (sign software, cycling skills)
- Talented facilitator
- Delivering innovative and effective solutions for difficult problems and issues

Education

University of Arizona, Tucson:

- Bachelor of Science in Civil Engineering, May 1988
- Transportation and traffic engineering emphasis
- GPA: 3.28
- Member Tau Beta Pi honor society, Theta Tau engineering fraternity

Specific training in:

- Traffic and transportation engineering
- Bicycle planning and facilities
- Freeway traffic operations
- National Incident Management System and Incident Command System
- Complete Streets and accommodating all transportation modes
- Cycling skills instruction

Technical Proficiencies

Leader in development of traffic engineering standards and guidelines at the state and national level
Nationally-recognized expert in traffic engineering and traffic control devices
Over 30 years of experience in:

- Transportation project management
- Freeway and highway signing design and traveler guidance
- Traffic engineering standards, guidelines, procedures, and process development
- National and state MUTCD text, figure, and table creation and development
- Contract and special provisions development and project estimation
- Engineering plans and specifications review
- Work zone and pavement marking design
- Bicycle facility and nonmotorized transportation design and operations

Software:

- MacOS, iOS
- Windows (NT, 2000, XP, Vista, 7, 10, 11)
- Computer-aided design {CADD} (Microstation)
- Sign design (Bentley OpenRoads SignCAD) - expert and trainer
- Graphic design
- HTML coding and webpage design
- Virtual meeting management (Zoom)

Professional Experience

National Committee on Uniform Traffic Control Devices (NCUTCD)
***Associate Executive Secretary / Executive Secretary** (under contract to Moeurgineering PLLC)*
November 2019 to present
Administering all operational activities of NCUTCD
Preparing for, holding, and recording NCUTCD meetings (in-person and virtual)
Maintaining the records of NCUTCD and filing required corporate and fiscal documents
Correspondence within and outside NCUTCD
Contract negotiation and administration
Budgeting and fiscal responsibilities
Tracking membership and meeting registrations
Organizing and tracking NCUTCD work products including technical proposals and comments
Reporting to the NCUTCD Board
Managing NCUTCD electronic meetings, including hosting and preparation

Moeurgineering PLLC, Phoenix, Arizona
Principal and Chief Engineer
October 2017 to present
Expert design review for complex urban traffic control projects
Advising clients on engineering and risk management issues involving traffic control devices
Bentley OpenRoads SignCAD sign design software trainer for public agencies and organizations
Leading the revision and update of high-profile US traffic sign websites

Arizona Department of Transportation, Phoenix, Arizona
Transportation Engineer II, Traffic Group (Traffic Standards Engineer)
January 2012 to March 2017
Directed creation and development of State standards, policies, procedures, and guidelines
Provided technical guidance on projects, studies, and reports
Maintained traffic engineering information resources
Coordinated with internal and external customers to ensure quality of technical guidance

Arizona Department of Transportation, Phoenix, Arizona
Transportation Engineer II, Traffic Group (Traffic Design Manager, Northern Region)
February 2000 to January 2012
Managed team of 2 engineers, 3 engineering specialists, 1 plans technician
Directed technical activities and design efforts
Managed ADOT adoption of the 2009 MUTCD
Directed development of the Arizona Supplement to the 2009 MUTCD
Directed on-call traffic engineering services and approving billings
Mentored engineers and team members on project planning and management
Developed new and updated standards and guidelines for highway and freeway signing
Managed several large-scale freeway traffic sign replacement projects

Arizona Department of Transportation, Phoenix, Arizona
Transportation Engineer I, Traffic Group (Western Region Team Engineer)
May 1994 to February 2000
Managed team technical activities and directed design efforts
Directed on-call traffic engineering services and approved billings
Managed several large-scale freeway traffic sign replacement projects

Arizona Department of Transportation, Phoenix, Arizona
Transportation Engineering Specialist, Traffic Studies Section
October 1992 to May 1994
Directed team of analysts, technicians, and field crews
Developed traffic signal and safety studies and operational evaluations

Professional Experience (continued)

Arizona Department of Transportation, Phoenix, Arizona
Transportation Engineering Specialist, Urban Highway Section
October 1989 to October 1992
Managed computerized graphical project information and management system
Reviewed consultant plans for Phoenix freeway system
Coordinated updates to Urban Highway Design Manual

Arizona Department of Transportation, Phoenix, Arizona
Transportation Engineering Associate, Engineer in Training Program
May 1988 to October 1989
Gained an enhanced understanding of the mission, functions, and scope of ADOT
Developed experience in many areas of ADOT Highways Division
Engaged in construction project management and field engineering

Arizona Department of Transportation, Phoenix, Arizona
State Service Intern, Student Engineering Program
May 1986 to May 1988
Gained experience in asphalt mix design and materials testing
Engaged in construction project inspection and field testing

Registrations, Certifications, and Memberships

Registered Professional Engineer
- Arizona - Registered Civil Engineer #27424

American Association of State Highway and Transportation Officials (AASHTO)
- Member, Subcommittee on Traffic Engineering (SCOTE), 2004-2017
- Chair, AASHTO Task Force on US Numbered Bicycle Routes, 2003-2017

Transportation Research Board (TRB)
- Member, Committee on Bicycle Transportation {ANF20}, 2003-2012
- Member, Committee on Traffic Control Devices {AHB50/ACP55}, 2014-present
- Member of numerous current & previous NCHRP panels

Arizona State Board on Geographic and Historic Names
- Member, April 2016 - March 2017

From:	Engineering Consultants Section (ECS)
To:	Christy K. Smigielski; Andrew Smigielski
Cc:	klopez2@azdot.gov; ecsprequalification@azdot.gov; eomeragic@azdot.gov; CJohnson@azdot.gov
Subject:	[Southwest Traffic Engineering, LLC] - Your 2024-2025 Prequalification Application has been approved by the Arizona Department of Transportation - Engineering Consultants Section (ECS)
Date:	Friday, December 29, 2023 9:55:10 AM

This correspondence shall serve as notification that the Arizona Department of Transportation, Engineering Consultants Section (ECS) **has approved** your firm's 2024-2025 Prequalification Application.

As an approved consultant, your firm will be added to the ECS e-mail distribution list and now are eligible to receive courtesy e-mail notifications of all information bulletins, role changes, and other correspondence. The ECS Prequalification Consultant list will NOT be used to send notification of future contract Selections. Consultants are responsible for regularly checking newspapers and/or visiting the ECS website at http://www.azdot.gov/Highways/ECS for the most up-to-date information on contract solicitations.

Congratulations on the approval of your Prequalification Application. The prequalification period for 2024-2025 expires December 31, 2025.

If you have further questions or concerns regarding the SOQ process, contact the ECS Prequalification group by e-mail at ECSPrequalification@azdot.gov.

ADOT

Engineering Consultants Section

Date: February 16, 2024

TO: ALL INTERESTED PARTIES

SUBJECT: AMENDMENT NUMBER 01

REFERENCE: REQUEST FOR QUALIFICATIONS
CONTRACT NUMBER 2024-014
ENGINEER FOR ARIZONA MUTCD SUPPLEMENT AND TRAFFIC REFERENCES
(ENGINEERING STANDARDS REVIEWER)

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

Question 1 What is the expected weekly commitment for supplemental staff in terms of hours (i.e., 8, 16, 24, 32 or 40 hours)?

Answer 1 It is expected the selected firm provide full time equivalent staff to work 40 hours per week.

Question 2 The SOQ requests a "Contract Manager"/key personnel resume. If our firm has more than one person who may be qualified in this Contract Manager role, can we submit more than one candidate for consideration by ADOT?

Answer 2 The role of the Contract Manager is specific to this contract only and oversees the contract's administration. The Supplemental Services employee (Engineer, Engineer-Sr., Project Engineer or Project Engineer-Sr.) may also fill this role. Multiple Contract Managers are not needed.

Question 3 Is ADOT seeking one person to fulfill this role or seeking as-needed help from a pool of candidates to fulfill various tasks when requested?

Answer 3 ADOT is seeking person(s) to fulfill the role of working along sided ADOT employees in our Traffic Engineering Group. A pool of employees would not be desired.

Question 4 The link to the approved Labor Classification List on Page 7 of the RFQ does not work. Can ADOT please provide a resource link to the approved Labor Classification List and its associated definitions/qualifications as it relates to the four anticipated classifications listed in Attachment A of the RFQ?

Answer 4 Here is the link to the ECS Labor Classifications with definitions:
https://azdot.gov/sites/default/files/2019/06/fy13_ecs_labor_classification_list_w_definitions.pdf

June A Cross

June A Cross
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.

Southwest Traffic Engineering
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.: 2024-014

CONTACT PERSON: Matthew Reeg

E-MAIL ADDRESS: matt@swte.us

TITLE: Traffic Engineer

CONSULTANT FIRM: Southwest Traffic Engineering, LLC

ADDRESS: 3838 N. Central Ave., Ste 1810

CITY, STATE ZIP: Phoenix, AZ 85012

TELEPHONE: 602.266.7983

FAX NUMBER: 602.266.1115

DUNS #: 614440233 // SAM# JL6KC54GQK17 5JTK3

ADOT CERTIFIED DBE FIRM? (YES/NO)

No

SUBCONSULTANT(S):	TYPE OF WORK	ADOT CERTIFIED DBE FIRM (YES/NO)
Richard Moeur	Traffic Engineering	No

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

SUBCONSULTANT(S) TABLE:

SUBCONSULTANT FIRM NAME:	Moeuringeering, PLLC
CONTACT PERSON:	Richard Moeur, PE
E-MAIL ADDRESS:	rcm@moeurgineering.com
TITLE:	Chief Engineer
ADDRESS:	13236 N. 7th Street, Ste 4 #301
CITY, STATE ZIP:	Phoenix, AZ 85022
TELEPHONE:	602.909.8451
FAX NUMBER:	
DUNS #:	108679240

SUBCONSULTANT FIRM NAME:	
CONTACT PERSON:	
E-MAIL ADDRESS:	
TITLE:	
ADDRESS:	
CITY, STATE ZIP:	
TELEPHONE:	
FAX NUMBER:	
DUNS #:	

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.

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.

Signature	2/27/2024 Date
Andrew Smigielski Printed Name	Principal Title

SOQ SUBMITTAL CHECKLIST

Place a check mark on the left side of the table indicating compliance with the following:

☑	Required Page Limit Met
☑	One PDF Document no larger than 15 MB
☑	All Amendments Included
☑	Introduction Letter (Including all required elements/statements)
☑	SOQ Proposal Formatted According to Requirements Listed in Part C and any applicable amendments
☑	Correct SOQ Certification List Signed and Dated by a Principal or Officer of the Firm
☑	Completed Consultant Information Page (Including listing DBE firms, if applicable)
☑	Supplemental Services Disclosure Form (REQUIRED for Supplemental Services Contract)
☑	All Subconsultants & Proposed Work Type (Including listing DBE firms, if applicable)
☑	Any Additional Required Documents (Specific Requirements in RFQ such as Resumes, etc.)
☑	Commenting or User Rights Feature Enabled in SOQ PDF Document
☑	DBE Goal Assurance/Goal Declaration completed

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