OFFER AND ACCEPTANCE FORM

TO PINAL COUNTY:

The undersigned hereby offers and agrees to furnish the material, service, or construction in compliance with all terms, conditions, specifications, and amendments in the Solicitation.

Margaret Ace

Authorized Signature

President/Owner

Margaret Green, Ph.D.

Printed Name

November 30, 2017

Date

Archaeological Consulting Services, Ltd.

Company Name

(480) 894-5477

Telephone

424 West Broadway Road

Address

Tempe, AZ 85282

City, State, Zip

For clarification of this offer, contact:

Name: Tracy McCarthey

Phone: (480) 894-5477

Fax: (480) 894-5476

Email: tmccarthey@acstempe.com

ACCEPTANCE OF OFFER
(For Pinal County Use Only)

The offer is hereby accepted and the Responder is now bound to sell or provide the materials, services, or construction as indicated by the Purchase Order or Notice of Award and based upon the solicitation, including all terms, conditions, specifications, amendments, etc. and the Offer as accepted by Pinal County.

The contract is for: On-Call Professional Services

This contract shall henceforth be referenced to as Contract No. ROQ 172721. The Offeror is cautioned not to commence any billable work or to provide any material or service under this contract until Offeror receives an executed purchase order or notice to proceed.

Awarded this 28th day of March 2017.

Todd House

Name (Print)

Chairman

Signature

Approved as to form:

Pinal County Attorney's Office

Solicitation No: ROQ 172721

Available online at
http://pinalcountyaz.gov/Purchasing/Pages/CurrentSolicitations.aspx

Page 26 of 27
OFFER AND ACCEPTANCE FORM – Page 2

By signing the previous page of the Offer and Acceptance Form, Responder certifies:

A. The submission of the bid did not involve collusion or other anti-competitive practices.
B. The Responder shall not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246.
C. The Responder has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the Submittal.
D. The Responder certifies that it complies with Executive Order 12549 related to Federal Government Debarment and Suspension (see 4-7)
E. The Responder certifies that the individual signing the bid is an authorized agent for the Responder and has the authority to bind them to the contract.

Archaeological Consulting Services, Ltd.
Company Name

[Signature]
Authorized Signature
PROFESSIONAL ON-CALL SERVICES CONTRACT

This Contract for Professional On-Call Services (the “Contract”) is made as of the latest date beneath the executions appearing at the end of the Contract, by and between:

Archaeological Consulting, (“Consultant”), with its principal place of business at (address) 444 W. Broadway Rd, Tempe, AZ 85282

AND

Pinal County (“County”), with its principal place of business at 31 North Pinal Street, Florence, AZ 85132.

SECTION 1. PURPOSE AND SCOPE

1. Consultant will furnish to the Customer by this Contract Professional Service(s) listed in the Statement of Work of the RFSQ.

2. Scope of Work/Services Consultant shall perform Professional Services for the satisfactory completion of the Project as detailed and described in the Scope of Work/Services marked Exhibit A, or other services deemed necessary by Pinal County, attached hereto and made a part hereof by this reference. The Consultant shall perform these services and/or through such other personnel as may be required who are employed or retained by the Consultant, and who the Consultant shall make available to Pinal within 48 hours of a request for services. If the Consultant is unable to comply with the request, the County may contact another Consultant under contract with Pinal to provide such services.

SECTION 2. TERM

The period of service is for one year, with two (2) one year optional renewals. Pinal may have more than one Consultant under contract to perform the services described in this Contract. Pinal in its own discretion and as it deems necessary, may choose any one consultant or combination of consultants to perform the types of services described in this Contract, and Pinal's decision shall be final. Pinal's choice of consultant(s) for any particular work assignment shall be entirely at Pinal's own discretion.

Pinal shall provide the Consultant with five (5) working days notice when its services are discontinued either because: (a) Pinal has determined that no additional work assignments are currently available requiring the Consultant's services; or (b) Pinal in its sole discretion, has determined that services performed by personnel provided by the Consultant are unsatisfactory. Pinal may use another consultant to complete any of Consultant's work assignments that are left unfinished or which are deemed unsatisfactory. During the Contract term, the Consultant's services may still be requested by the County if future work assignments become available and/or the Consultant provides personnel satisfactory to the County.
SECTION 3. PRICING AND PAYMENT TERMS

All pricing and terms associated with this professional service being requested are specified on Schedule A of the Supplement.

All Consultant payments shall be evidenced by appropriate documentation consisting of but not limited to Consultant Payment Requests and Progress Reports with each separate invoice submitted.

Pinal shall pay Consultant in installments based upon monthly progress reports and invoices and a final progress report and invoice submitted by Consultant in accordance with the amounts outlined in attached Exhibit B. The progress reports and invoices shall show percentage of services completed to date under this Contract by category of personnel, and expenses incurred to the date of the invoice by expense classification. It is understood and agreed, however, that payment to Consultant of installment payments shall not be construed as a waiver by Pinal of any of its rights herein or of any claim Pinal may have against Consultant under this Contract. Final payment is based upon Consultant's compliance with all the terms of this Contract and Pinal's acceptance of the services performed under this Contract and shall be made within thirty (30) calendar days from the date of acceptance by Pinal.

Direct Costs incurred by the Consultant in the performance of services directly relating to the tasks in this contract shall be billed at cost. Each Direct Cost, exceeding $100.00 in an invoice, shall be accompanied by supporting documentation including but not limited to invoices and receipts, etc.

The County shall fully review documented requests for rate adjustment after the contract has been in effect for two (2) years. Any rate adjustment shall only be made at the time of contract extension shall be specifically approved by the Director of Public Works and shall be a factor in the extension review process. The County shall determine whether the requested rate adjustment or an alternate option, is in the best interest of the County. Any rate adjustment shall be effective upon the effective date of the contract extension.

SECTION 4. INSURANCE

Without limiting any of the Consultant's liabilities or other obligations, Consultant shall provide and maintain the insurance coverage listed in Section 7 of the Special Terms and Conditions, as well as the coverage listed below. Such coverage shall remain in full force and effect until obligations under this Contract are satisfied. At a minimum the professional liability insurance shall be kept in force at least two years after final payment to Consultant.
1. Professional Liability insurance covering errors and omissions arising out of the work or services performed by Consultant or any such person employed by him with a minimum limit of not less than One Million Dollars each claim.

All insurance shall be maintained with responsible insurance carriers qualified to do business within the State of Arizona.

Excepting the worker’s compensation coverage, insurance certificates shall endorse Consultant as insured and Customer, its officials, employees and agents as additional insured and shall stipulate that the insurance afforded Consultant shall be primary insurance and that any insurance carried by Customer, its officials, employees or agents shall be excess and not contributory insurance to that provided by Consultant.

Certificates of insurance acceptable to Customer shall be issued to Customer prior to commencement of the Project as evidence that policies providing the required coverages, conditions and limits are in full force and effect. Such certificates shall contain provisions that coverage afforded under the policies will not be canceled, terminated or materially altered until at least thirty (30) days prior written notice is given to the Customer.

SECTION 5. SUBCONSULTANT INSURANCE

In addition to insurance coverage required of Consultant, as set forth above, Consultant shall require insurance coverage in the same amounts from its SubConsultants on behalf of the Customer and SubConsultant shall comply with the paragraph entitled "Insurance" above, except certificates of insurance shall be issued and delivered to Customer prior to SubConsultant’s performance under this contract.

SECTION 6. INDEMNIFICATION

To the fullest extent permitted by law, Consultant shall indemnify and hold harmless Pinal, its agents, representatives, officers, directors, officials and employees, from any and all liability, demands, proceedings, suits, actions, claims, losses, costs, and damages of every kind and description, arising out of, resulting from or alleged to have resulted from the performance of the Work. Consultant’s duty to indemnify and hold harmless Pinal, its agents, representatives, officers, directors, officials and employees shall arise in connection with all demands, proceedings, suits, actions, claims, worker’s compensation claims, unemployment claims, or employees liability claims, damages, losses, or expenses (including but not limited to attorney’s fees; court costs and/or arbitration costs and the cost of appellate proceedings) that are attributable to personal or bodily injury, sickness, disease, death or injury to, impairment or destruction of property including loss of use resulting therefrom, to the extent caused by or contributed to by the negligence, recklessness or intentional wrongful conduct, whether active or passive, of Consultant its employees, agents, representatives, any tier of Consultants subconsultants, their employees, agents or representatives or anyone directly or indirectly employed by Consultant or its subconsultants or anyone for whose acts Consultant or its subconsultants may be liable. The amount and type of insurance coverage requirements set
forth in the Contract Documents or remuneration of any issuance coverage herein provided shall in no way be constructed as limiting the scope of the indemnity in this paragraph. Such indemnity shall be required by Consultant from its subconsultants on behalf of Pinal.

SECTION 7. APPROVALS

All work shall be subject to the approval and satisfaction of the Director of Public Works/County Engineer and/or the Deputy Public Works Director. Consultant agrees to exercise the skill and care which would be exercised by comparable professional engineers performing similar services at the time and in the locality such services are performed. If the failure to meet these standards results in faulty work, Consultant shall undertake at its own expense, the corrective adjustments or modifications.

SECTION 8. NOTICE OF CLAIM

Consultant is required to notify Customer of any claim filed against Consultant or Consultant's insurance company arising from services performed under this Contract within thirty (30) days of such filing.

SECTION 9. CLAIMS/LIMITATION OF ACTION

No action shall be maintained by Consultant, its successors or assigns, against Customer on any claim based upon or arising out of this Contract or out of anything done in connection with this Contract unless such action shall be commenced within one year of the termination of this Contract.

SECTION 10. CANCELLATION OR TERMINATION OF CONTRACT

The County may cancel or terminate this Contract in accordance with A.R.S § 38-511 without penalty or further obligation.

SECTION 11. INCORPORATION OF UNIFORM GENERAL TERMS AND CONDITIONS

The Consultant agrees that the county’s Uniform General Terms and Conditions for this RFSQ are incorporated herein as if they were recited in full. If the Consultant takes exception to any such Terms and Conditions, such exception is fully explained on Response Form 1 and is subject to acceptance in writing by the County.

SECTION 12. CONFLICT OF INTEREST

Consultant shall not engage the services of any present or former employee who was involved as decision maker in the selection or approval processes or who negotiated and/or approved
billings or contract modifications for this contract. Consultant agrees that no public or private interest exists and none shall be acquired directly or indirectly which would conflict in any manner with the performance of this contract.

SECTION 13. NON-LIABILITY OF PUBLIC OFFICIALS AND PINAL REPRESENTATIVES

Neither the Pinal County Board of Supervisors, officials, agents or employees of Pinal County shall be charged personally by Consultant with any liability or held liable by consultant under any term or provision of this contract, in carrying out any of the provisions of the specifications or in exercising any power of authority granted to them by or within the scope of this contract or because of Consultant’s execution or attempted execution or because of any breach. It is understood and agreed that in all such manners the Pinal County Board of Supervisors, officials, agents and employees act solely as agents and representatives of Pinal County.

SECTION 14. ENVIRONMENTAL PROTECTION

For contracts exceed $100,000 Consultant shall comply with all applicable standards, orders or requirements issued under Section 306 of the Clean Air Act, (42 U.S.C 1857 (h)), Section 508 of the Clean Water Act (33 U.S.C 1344) and US Environmental Protection Agency (40 CFR Part 15) which prohibits the use under nonexempt federal contracts, grants or loans of facilities included on the EPA List of Violating Facilities. Violation shall be reported to the Federal Highway Administration and the US EPA Assistant Administrator for Enforcement (EN-329).

SECTION 15. SUSPENSION AND/OR DEBARMENT

Consultant shall acknowledge, sign and notarize the Affidavit of Suspension and/or debarment as included as Attachment A, affirming that no suspension or disbarment has occurred during the preceding three (3) years of the signing of this contract.

SECTION 16. PROHIBITED CONTRACTS

Consultant, on behalf of itself and any subconsultants, certifies that it is not currently engaged in and agrees for the duration of this contract not to engage in a boycott of Israel as defined in A.R.S. § 35-393.

SECTION 17. GOVERNMENT PROCUREMENT E-VERIFY REQUIREMENT

Compliance Requirements for A.R.S. § 41- 4401, the Consultant warrants compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance with Section A.R.S. § 23-214, Subsection A. After December 31, 2007, every employer, after hiring an employee, shall verify the employment eligibility of the employee through the e-verify program.

SECTION 18. DISPUTE RESOLUTION
Any disputes between the Customer and Consultant shall be resolved under the Pinal County Purchasing Code’s Contract Dispute Process. In the event of litigation over the performance of this Contract, the prevailing party shall be entitled to attorney’s fees and costs incurred during the course of litigation. This Contract shall be governed by the laws of the State of Arizona. In the event of a suit filed by either Consultant or the Customer under this Contract, the venue of such suit shall be the Superior Court of the State of Arizona in and for the County of Pinal, Florence, Arizona.

SECTION 19. GOVERNMENT PROCUREMENT E-VERIFY REQUIREMENT

Compliance Requirements for A.R.S. § 41-4401, the Consultant warrants compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance with Section A.R.S. § 23-214, Subsection A. After December 31, 2007, every employer, after hiring an employee, shall verify the employment eligibility of the employee through the e-verify program.

SECTION 20. MISCELLANEOUS

a) **Assignability.** This contract is non-assignable in whole or in part by either party without the written consent of both parties.

b) **Authority of Signatory.** The individuals signing this Contract and any supplements, warrant that they have been duly authorized and vested with the power to do so on behalf of their entity.

c) **Beneficiaries.** This Contract shall inure solely to the benefit of Consultant and Customer, and shall create no rights in any other person or entity.

d) **Comparable Treatment.** All of the prices, terms, warranties and benefits granted by Consultant herein are comparable to or better than the equivalent terms being offered by Consultant to any similar situated customer.

e) **Exhibits, Plats, Riders and Addenda.** All plats, riders, exhibits or addenda, if any, affixed to the Contract are a part hereof.

f) **Force Majeure.** Neither party shall be deemed in default for any delay or failure to have fulfilled its obligations under this Contract due to causes beyond its control.

g) **General Compliance with Laws.** Consultant is required to comply with all applicable federal and state laws and local ordinances and regulations.

h) **Headings.** The headings for each paragraph of this Contract are for convenience and reference purposes only and in no way define, limit or describe the scope or intent of said paragraphs or of this Contract nor in any way affect this Contract.
i) **Incorporation of Documents.** All documents referred to in this Contract are hereby incorporated by reference into the Contract.

j) **Independent Consultant.** Consultant acknowledges that it is an independent Consultant; that it alone retains control of the manner of conducting its activities in furtherance of the Contract; that it as well as any persons or agents as it may employ are not employees of the Customer; and that neither this Contract, nor the administration thereof, shall operate to render or deem either party hereto the agent or employee of the other.

k) **Retention of Records.** The Consultant and any SubConsultant shall keep and maintain all records related to the Contract as set forth in Section 3.2 of the Uniform Terms and Conditions.

l) **Severability.** If any part of the Contract shall be adjudged by any court of competent jurisdiction to be invalid, such judgment will not affect or nullify the remainder of the Contract.

m) **Survival.** Not as a waiver of any remedies either party may be entitled to under this Contract, the “Indemnification”, “Retention of Records”, and “Dispute Resolution” provisions will survive the termination of the Contract.

n) **Time of Essence.** Under the authority of the Contract, both parties understand that time is of the essence.

o) **Waiver.** Waiver of any of the terms of this Contract shall not be valid unless it is in writing and signed by all parties. The failure of either party to enforce the provisions of this Contract or require performance by opponent of any of the provisions shall not be construed as a waiver of such provisions or affect the right of either party to thereafter enforce the provisions of the Contract. Waiver of any breach of the Contract shall not be held to be a waiver of any other or subsequent breach of the Contract.

p) **Governing Law.** This Contract shall be governed by and construed in accordance with the laws of the State of Arizona as further described in Section 5-1 and 5-2 of the Uniform General Terms and Conditions.

**MODIFICATIONS** to this Contract shall be in writing and signed by both parties.
IN WITNESS WHEREOF, the parties have executed this Contract for Professional Services as of the 28th day of March, 2018.

CONSULTANT

Margerie Green
By: Margerie Green
Title: President
Date: 11/29/17

PINAL COUNTY

Chairman,
Board of Supervisors
Date: March 09, 2018

ATTEST:

Mark Langlitz, Deputy County Attorney
December 1, 2017

Ms. Gloria Bean
Procurement Officer
Pinal County Finance Department
31 North Pinal Street, Building A
Florence, Arizona 85132

Re: Review of Qualifications (ROQ) – 172721
Archaeological & Environmental Services

Dear Ms. Bean:

Enclosed please find our offer for Archaeological & Environmental Services. Our offer is organized into two sections: Section One and Section Two. Section One contains the title page and required forms, and Section Two contains our completed Response Form 1 for Archaeological & Environmental services.

Archaeological Consulting Services, Ltd. (ACS) has had the pleasure of providing archaeological and environmental consulting services to Pinal County under our current on-call contract (EV14-02), and we look forward to continuing to provide these services. By reselecting ACS, Pinal County will not only receive top-notch professional services from a woman-owned, full-service consulting firm with 40 years of local experience, but Pinal County will also gain the added benefit of our familiarity with Pinal County staff and standards that comes from having completed past projects for you.

Founded in 1977, ACS is incorporated in the State of Arizona and is certified by the Arizona Unified Certification Program as a woman-owned small disadvantaged business enterprise (DBE). ACS won a 2013 Arizona Department of Transportation (ADOT) DBE Trailblazer Award, and the Phoenix edition of The Business Journal included ACS on the list of top 25 environmental consulting firms every year they’ve had that category beginning in 2005.

We are ready and eager to provide continued archaeological and environmental services on an as-needed basis to Pinal County. Should you have any questions regarding this offer, please do not hesitate to contact Tracy McCarthey, Environmental & Safety Division Director, ACS’ project manager for this contract, or me at 480.894.5477.

Sincerely,

Margarie Green, Ph.D.
President
Enclosures

c: Tracy McCarthey
REVIEW OF QUALIFICATIONS
Pinal County Finance Department
Professional On-Call Services
ROQ – 172721

Procurement Officer Contact Name: Gloria Bean
Service: Archaeological & Environmental Services
Offerer: Archaeological Consulting Services, Ltd.
Offerer Contact Name: Tracy McCarthey, Environmental & Safety Division Director
Telephone: (480) 894-5477
Fax: (480) 894-5478
E-mail: tmccarthey@acstempe.com
Date: December 1, 2017
ATTACHMENT A

AFFIDAVIT OF SUSPENSION AND/OR DEBARMENT

Margerie Green, being duly sworn, deposes and says:

1. Affiant is President of Archaeological Consulting Services, Ltd.

2. Neither Affiant or any consultant firm or entity of which Affiant was either directly or indirectly affiliated as an officer, director or owner has been either suspended or debarred or otherwise had their privileges to conduct business revoked at the time of the signing and submission of this bid or at any time during the 3 years preceding the signing of this affidavit.

It is expressly understood that the foregoing statements, representations and promises are made as a condition to the right of the bidder to conduct work under any award made hereunder.

Margerie Green

Name
President
Title
Archaeological Consulting Services, Ltd.
Business Name

DATED November 29, 2017

(Individual Acknowledgement)

STATE OF ARIZONA )
) ss
COUNTY OF Maricopa )

SUBSCRIBED AND SWORN to before me, the undersigned Notary Public, this 29th day of

My Commission expires: May 29, 2020

Notary Public
(Partnership/corporate Acknowledgement)

STATE OF ARIZONA )
COUNTY OF Maricopa )

SUBSCRIBED AND SWORN to before me, the undersigned Notary Public, this 29th day of November, 2017, by Margerie Green who acknowledged herself to be President of Archaeological Consulting Services, Ltd., a(n) Arizona corporation and being duly authorized to do so, executed the foregoing instrument on behalf of said entity.

My Commission expires: May 29, 2020

Notary Public

(END OF SECTION)
ADDENDUM ACKNOWLEDGEMENT FORM

Solicitation Addendums are posted on the Pinal County website at the following address: http://pinalcountyaz.gov/Purchasing/Pages/CurrentSolicitations.aspx. It is the responsibility of the Responder to periodically check this website for any Solicitation Addendum.

This page is used to acknowledge any and all addendums that might be issued. Any addendum issued within five days of the solicitation due date, will include a new due date to allow for addressing the addendum issues. Your signature indicates that you took the information provided in the addendums into consideration when providing your complete response.

Please sign and date:

ADDENDUM NO. 1 Acknowledgement

Signature

Date

ADDENDUM NO. 2 Acknowledgement

Signature

Date

ADDENDUM NO. 3 Acknowledgement

Signature

Date

If no addendums were issued, indicate below, sign the form and return with your response.

Firm

Authorized Signature

Solicitation No: ROQ 172721

Available online at http://pinalcountyaz.gov/Purchasing/Pages/CurrentSolicitations.aspx
## RESPONDERS CHECKLIST

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Did you include your <strong>signed</strong> Offer sheet?</td>
<td>Yes</td>
</tr>
<tr>
<td><em>See Page 26 &amp; 27 of this solicitation.</em></td>
<td></td>
</tr>
<tr>
<td>Did you acknowledge all addendums, if any?</td>
<td>Yes</td>
</tr>
<tr>
<td><em>See page 22. Any addendums would be posted on the Pinal County website on the Bids/Proposals page of the Finance/Purchasing Department.</em></td>
<td></td>
</tr>
<tr>
<td>Did you complete and include all required Response Forms?</td>
<td>Yes</td>
</tr>
<tr>
<td><em>Any Response forms would be posted on the Pinal County website on the Bids/Proposals page of the Finance/Purchasing Department.</em></td>
<td></td>
</tr>
<tr>
<td>Did you include your W-9 Form?</td>
<td>Yes</td>
</tr>
<tr>
<td><em>See page 23 of this solicitation.</em></td>
<td></td>
</tr>
<tr>
<td>Did you include any necessary attachments?</td>
<td>N/A</td>
</tr>
<tr>
<td>Did you follow the order for submissions of documents?</td>
<td>Yes</td>
</tr>
<tr>
<td><em>See Section 3.4 – Offer format in the Special Instructions of this solicitation.</em></td>
<td></td>
</tr>
<tr>
<td>Did you include proof of insurance(s) if requested?</td>
<td>N/A</td>
</tr>
</tbody>
</table>
Responder Name: Archaeological Consulting Services, Ltd.

Responders shall complete the following Response Form, indicating their responses in the spaces provided. Additional pages may be added so long as they are clearly referenced in the spaces provided.

Please note: Any exception to the terms and conditions of the ROQ will not be accepted.

Acceptability of Responses

Offers that do not include fully completed copies of Response Forms 1 and Attachment A – Professional On-Call Services Contract may cause the entire offer to be deemed unacceptable and therefore non-responsive. Forms with incomplete or unacceptable responses will also be considered non-responsive.

1 Consultant Information

1.1 Consultant Name: Archaeological Consulting Services, Ltd. (ACS)

Mailing Address: 424 West Broadway Road

City: Tempe State: Arizona Zip Code: 85282

Phone Number: (480) 894-5477 Fax Number: (480) 894-5478

Email Address: mgreen@acstempe.com

1.2 Key Project Personnel:

Name: Tracy McCarty License # N/A

Phone: (480) 894-5477 Email: tmccarthey@acstempe.com

Name: Andrea Gregory License # N/A

Phone: (480) 894-5477 Email: agregory@acstempe.com

Name: Laura Stewart License # N/A

Phone: (480) 894-5477 Email: lstewart@acstempe.com

Name: Colleen Murray License # Associate Safety Professional (ASP) 25469
Name: Krista Perry
License #: N/A
Phone: (480) 894-5477
Email: kperry@acstempe.com

Phone: (480) 894-5477
Email: cmurray@acstempe.com

1.3 Will you be using subconsultants? Yes X No ________

If yes, identify who: Engineering and Environmental Consultants, Inc. (EEC)
Consultant Phone: (520) 321-4685
Consultant Email Address: kpierce@eeccorp.com

2. Experience

Please limit responses in this section to 10 pages

2.1 Describe experience of key personnel working on comparable projects/contracts.

ACS has been providing on-call archaeological and environmental services to Pinal County under our current contract (EV14-02) since June 2015, and to date, we have completed five projects under this contract, as follows.

**Missile Base Pit Access Road and Pit Area.** ACS conducted a Class III cultural resource survey, an Arizona State Land Department (ASLD) protocol survey for native plants, and a Sonoran desert tortoise pre-construction survey within a 9.88 acre easement and a 40-acre parcel near Avra, Pinal County. These assessments were conducted in support of a proposed haul road across Arizona State Trust lands and a pit to be excavated on Pinal County land. The Class III survey report was completed in November 2014, with an addendum survey and report completed in January 2016; the native plant survey report was submitted in May 2015. ACS’ Sonoran desert tortoise pre-construction survey report was completed in August 2016.

**Redington Road Improvements.** ACS completed Clean Water Act (CWA) Section 404 permitting and supporting documentation for this 6-mile roadway improvement project along Redington Road near San Manuel, Pinal County. ACS’ tasks included preparation of a Preliminary Jurisdictional Determination (PJD) Form and a Pre-Construction Notification (PCN) for the US Army Corps of Engineers’ (USACE’s) CWA Section 404 Nationwide Permit 14: Linear Transportation Projects. To demonstrate project compliance with the General Conditions of the Nationwide Permit, ACS also completed a Class III cultural resource survey and report as well as a biological resources assessment. ACS’ Biological Evaluation (BE) report was approved by the US Fish and Wildlife Service (USFWS) as part of that agency’s informal consultation process, which was initiated due to potential project impacts to the federally listed northern Mexican gartersnake and western yellow-billed cuckoo. The USACE approved the CWA Section 404 permit application and supporting documents in June 2016. ACS additionally prepared a Storm Water Pollution Prevention Plan (SWPPP) in accordance with Arizona Department of Environmental Quality’s (ADEQ’s) Construction General Permit requirements for this project.

**Germann Road, Meridian Road to Ironwood Drive.** ACS conducted a Native Plant Survey to comply with ASLD environmental clearance requirements for this 1.1-mile roadway improvements project near Queen Creek, Pinal County. During the survey, ACS biologists identified and recorded native plant species that are protected under the Arizona Native Plant Law and require a permit from the Arizona Department of Agriculture (AZDA) before being destroyed or harvested. A Native Plant Fee Assessment Report was subsequently prepared that provided
recommendations for filing notice with AZDA respective to scheduled construction activities. ACS additionally provided environmental services, including National Environmental Policy Act (NEPA) assistance, to the Arizona Department of Transportation (ADOT) as a subconsultant to EEC in support of this project. Specifically, ACS was responsible for public and agency scoping, preparation of the environmental overview section of the Project Assessment, and completion of a biological assessment (BA).

**Hunt Highway Phase II and Phase III Projects.** ACS conducted multiple ASTM-compliant Phase I environmental site assessments (ESAs) in support of the improvement projects along Hunt Highway in Queen Creek, Pinal County. ACS conducted the Phase I ESAs for the Hunt Highway Phase II project (Mountain Vista Road and Gary Road) and the Hunt Highway Phase III project (Gary Road and Bella Vista Road), and completed the Phase I ESA Update for the Phase II project. In total, ACS evaluated approximately 4.5 acres of project area, consisting of land uses including commercial and residential developments, utility easements, and current and former agricultural land. The successful completion of the assessments required coordination with Pinal County, New Magma Irrigation Drainage District (NMIDD), U.S. Bureau of Reclamation (Reclamation), and ASLD, and the completion of agency requirements outside of the ASTM Standard.

The following table identifies which of our key personnel were assigned to each of the above-listed projects and lists their respective roles on these projects.

<table>
<thead>
<tr>
<th>Project</th>
<th>Missile Base Pit Access Road and Pit Area</th>
<th>Redington Road Improvements</th>
<th>Germann Road</th>
<th>Hunt Highway Phase II (Mountain Vista Road and Gary Road)</th>
<th>Hunt Highway Phase III (Gary Road and Bella Vista Road)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tracy McCarthey</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Andrea Gregory</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laura Stewart</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Krista Perry</td>
<td></td>
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<td>X</td>
<td></td>
</tr>
<tr>
<td>Colleen Murray</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

Additional representative projects for our key personnel are provided below.

*Tracy McCarthey’s Pinal County project experience includes:*

**Cottonwood Canyon Road Environmental Assessment (EA).** ACS prepared the EA for this Bureau of Land Management (BLM) right-of-way grant application on behalf of Pinal County and the developers/owners of the proposed Silver Bar Mine Regional Landfill near Florence, Pinal County. In support of the EA, ACS completed all the technical studies, including the BA, Class III cultural resource survey, and hazardous material assessment, required to comply with the BLM’s NEPA requirements. The BLM approved the EA and issued a Finding of No
Significant Impact (FONSI) in May 2017. Ms. McCarthey served as project manager and senior biologist/NEPA planner for this project. In addition to her project administrator duties, Ms. McCarthey provided oversight and as-needed guidance during the technical studies and was a significant contributor to the EA document.

**Ak-Chin Eco-Museum and Church Roads Environmental Assessment.** ACS completed an EA in accordance with the Bureau of Indian Affairs’ (BIA’s) NEPA requirements for this roadway improvements project, involving paving and construction of Eco-Museum Road and Church Road. ACS performed the technical studies to identify, document and evaluate the existing resources within the project area in support of the EA, including a Class III cultural resource survey and report (in consultation with the tribal and BIA archaeologists), a biological review report, and a hazardous materials assessment. Ms. McCarthey served as the senior NEPA planner and senior biologist for the EA.

**Andrea Gregory’s Pinal County project experience includes:**

**San Carlos Irrigation and Drainage District (SCIDD) Rehabilitation Project.** Since 1984, ACS has provided on-call archaeological services to the Reclamation Phoenix Area Office (PXAO), including survey and testing of cultural resources throughout Arizona and portions of New Mexico. ACS has been assisting Reclamation with administering Section 106 compliance for SCIDD’s rehabilitation of its historic irrigation Joint Works system in north-central Pinal County for the past decade. ACS compiled a comprehensive Class I Literature Review of the entire 8,000-acre system in 2009, conducted a Class III Survey of 450 acres at the Ashurst-Hayden Dam in 2010, developed and implemented a Treatment Plan for phased data recovery at two sites in 2011, and conducted a Class III survey of 22 miles along the Florence Canal in 2011. Under a separate delivery order, ACS prepared and implemented a Treatment Plan for Eligibility Testing at two sites, Phase I Data Recovery at three sites, Boundary Testing at one site, and Archival Research at three sites in 2014, and assisted Reclamation in the development of the Memorandum of Agreement. The Phase 1 final report and collection were curated in 2016. ACS recently completed additional Class III survey of Reaches 3 and 4, as well as new areas within Reaches 1 and 2. The report, which included a historic context on USGS gauging stations and Parshall flumes located along the SCIDD, was approved in 2017. Ms. Gregory has served as Principal Investigator on behalf of Reclamation for survey, archival research, and phased testing and data recovery for SCIDD’s 10-year rehabilitation project.

**Apache Junction Safety Pullouts.** ACS completed the NEPA environmental clearance on behalf of ADOT and the City of Apache Junction for this locally sponsored Highway Safety Improvement project within Pinal County right-of-way in Apache Junction, Pinal County. Project activities included construction of six safety pullouts along Ironwood Drive between Baseline Avenue and Elliot Avenue. ACS prepared an ADOT CE, a BE, a Native Plant Survey, a Class III cultural resource survey, a hazardous material assessment (Preliminary Initial Site Assessment), and a lead-based paint (LBP) sampling and analysis report. Additional coordination was required with Reclamation and ASLD including a right-of-entry permit. ADOT approved the CE in April 2015. Ms. Gregory served as the Principal Investigator for the Class III cultural resource survey and was responsible for leading the archaeological investigation and overseeing preparation of the Class III report.

**Laura Stewart’s Pinal County project experience includes:**

**McCartney Road, Five At-Grade Crossings.** ACS was retained by Stanley Consultants to provide archaeological and environmental services in support of this Pinal County improvement project near Casa Grande, Pinal County. ACS completed a cultural resources survey, a BE, and a CWA compliance memorandum. ACS technical reports were provided to Pinal County in January 2017. Ms. Stewart served as lead biologist for this project and was responsible for conducting the biological resources survey and preparing the BE report. The BE assessed the potential effects of the proposed improvements on biological resources protected under the Endangered Species Act (ESA), Migratory Bird Treaty Act (MBTA), Bald and Golden Eagle Protection Act, and Arizona Native Plant Law. Ms. Stewart was also responsible for identifying potential Waters of the U.S. within the project limits that were subject to regulation under Section 404 of the CWA, and she prepared the CWA compliance memorandum.

**Biological Clearances, Gila River Indian Community.** ACS has completed biological resource assessments for dozens of housing and roadway projects in Pinal and Maricopa counties under the purview of the Gila River Indian Community’s Cultural Resource Management Program and the Gila River Indian Community’s Department of Transportation. ACS’ specific tasks involved completion of site visits to assess the potential for special status species such as Sonoran desert tortoise and western burrowing owl to occur in the project area, pre-construction surveys for western burrowing owls, report preparation, and development of measures to mitigate the impacts of project activities on biological resources. Since 2012, Ms. Stewart has served as lead biologist on many of these clearances and her
duties have included conducting the field surveys, identifying mitigation measures, and preparing the clearance reports.

**Colleen Murray's Pinal County project experience includes:**

**Casa Grande Landfill Drainage Improvements.** ACS provided archaeological and environmental services, including NEPA, to the City of Casa Grande, as a subconsultant to Sunrise Engineering, Inc., for this drainage improvement project in Casa Grande, Pinal County. The project required an encroachment permit to construct a new drainage pipe across an irrigation canal owned by the BIA and operated by the San Carlos Irrigation Project (SCIP). Issuance of the encroachment permit is a federal action subject to federal laws. ACS completed a biological resources review and a Class III cultural resource survey, and also prepared a CE in accordance with the BIA’s NEPA requirements. The BIA approved the CE in April 2017. ACS is currently scheduled to conduct the pre-construction surveys for western burrowing owl on behalf of the City of Casa Grande for this project in late November/early December 2017. As hazardous material specialist for this project, Ms. Murray was responsible for conducting the records reviews and site visit to assess the potential impacts from hazardous materials within or near the project area. Ms. Murry was a contributing author of the CE and prepared the public health and safety, hazardous material, and solid waste sections.

**Krista Perry's Pinal County project experience includes:**

**Pinal Air Park TI UP #771 Bridge Deck Rehabilitation.** As a sub-consultant to Stanley Consultants, ACS assisted ADOT in preparing the NEPA compliance documents required for this federally funded rehabilitation of the Pinal Air Park Traffic Interchange on Interstate 10 near Marana, Pinal County. ACS completed a biological resources assessment, a hazardous material assessment (Preliminary Initial Site Assessment), and asbestos/lead-based paint sampling. ADOT approved the environmental clearance for this project in September 2017. As environmental planner, Ms. Perry’s primary responsibilities included preparing the project description used for the technical reports, coordinating with the technical staff, reviewing technical reports, agency and public scoping, and managing the schedule and budget for the clearance. Ms. Perry identified the adjacent property owners and stakeholders and prepared the scoping letters informing the public and local agencies of the proposed project.

**Apache Junction Wireless Communications Upgrade.** ACS is currently providing environmental services, including NEPA, to the City of Apache Junction, as a subconsultant to Kimley-Horn and Associates, Inc., in support of this wireless communications upgrade project. The City of Apache Junction, in coordination with ADOT, is installing new communication equipment and closed captioning television (CCTV) cameras at 20 locations in Apache Junction, Pinal County. ACS is providing assistance with the ADOT Categorical Exclusion (CE), preparing the BA, conducting a hazardous material assessment (Preliminary Initial Site Assessment), and collecting asbestos-containing material (ACM) and lead-based paint. Ms. Perry serves as environmental planner and her primary duties include project coordination and public and agency scoping. Ms. Perry is also responsible for coordinating with the technical staff throughout the environmental clearance process to monitor progress and for reviewing the technical reports for consistency.

**2.2 Familiarity of personnel with municipal, local, and state government standards.**

ACS has been providing consulting services to public clients for 40 years and our personnel are well-acquainted with municipal, local, and state government standards having served a wide range of public clients. ACS’ municipal, local, state, federal, and tribal clients are listed below.

- City of Phoenix
- City of Tempe
- City of Mesa
- City of Glendale
- City of Scottsdale
- Gila County
- Graham County
- Pinal County Department of Public Works
- Maricopa County Department of Transportation
- Maricopa County Flood Control District
- Maricopa County Parks and Recreation
- Arizona Department of Transportation
- Arizona State Land Department
- U.S. Bureau of Indian Affairs
- U.S. Bureau of Reclamation
- U.S. Forest Service
- Bureau of Land Management
- San Carlos Apache Tribe
- Gila River Indian Community
- Salt River Pima-Maricopa Indian Community
- Tohono O’odham Nation
- Town of Queen Creek
Our personnel are not only familiar with municipal, local, and state government standards as a result of serving many public clients, but also, our personnel are well-versed in local, state, and federal regulatory requirements as a direct result of their extensive experience obtaining clearances and permits for publicly sponsored projects. We regularly consult with municipal, local, and state agencies, in addition to federal agencies, and we know the consultation protocols as well as the regulatory and permitting requirements of these regulatory agencies. This knowledge enables us to streamline the agency review process by reducing the back-and-forth on reviews and eliminating requests for additional information because we provide the needed and required information up front. The primary local, state, and federal regulatory agencies that ACS routinely consults with include:

- City Historic Preservation Offices (various)
- Maricopa County Air Quality Department (MCAQD)
- Arizona Department of Environmental Quality (ADEQ)
- Arizona Game and Fish Department (AGFD)
- Arizona State Historic Preservation Office (SHPO)
- U.S. Fish and Wildlife Service (USFWS)
- U.S. Army Corps of Engineers (USACE)

In addition to our personnel’s extensive agency coordination experience, several of our key personnel formerly worked as agency staff prior to joining ACS, as discussed below, and have the added advantage of having firsthand knowledge of those agencies’ protocols and requirements. Together, these experiences strengthen our personnel’s understanding of each agency’s unique standards and requirements.

Tracy McCarthey, Environmental and Safety Division Director and our project manager for this on-call contract, worked for AGFD for 10 years prior to joining ACS and knows the ins-and-outs of biological reviews and clearances particularly pertaining to threatened and endangered species. As Crew Supervisor for the U.S. Geological Survey, Laura Stewart, Biologist, coordinated and led protocol surveys for several threatened bird species in support of Reclamation’s Lower Colorado River Multi-Species Conservation Plan prior to joining ACS. As a result of this experience, Ms. Stewart gained valuable research and field experience as well as working knowledge of state and federal regulations relevant to conservation of biological resources. Both Ms. McCarthey and Ms. Stewart are permitted under ACS’ Threatened and Endangered Species Permit with the USFWS to conduct protocol surveys, and they have completed many BAs and BEs in support of ESA Section 7 Consultations, including the BAs for Pinal County’s Redington Road and McCartney Road roadway improvement projects. Additionally, Ms. McCarthey and Ms. Stewart have both conducted many native plant surveys in accordance with ASLD protocols, including for Pinal County’s Missile Base Pit Access Road and Pit Area and Germann Road projects, as well as nesting bird surveys to ensure compliance with the MTBA. They also both know well the USACE’s permitting and NEPA requirements having prepared CWA Section 404 permit applications (including Nationwide and Individual Permits) for many roadway projects, such as Redington Road.

Colleen Murray, Environmental Scientist/Health and Safety Specialist, served as a Hazardous Waste Compliance Officer at ADEQ, and Krista Perry, Environmental Planner, served as a Voluntary Remediation Specialist at ADEQ. Both Ms. Murray and Ms. Perry are well-versed in hazardous material compliance as a result of their agency work experiences. Both Ms. Murray and Ms. Perry have conducted record reviews at MCAQD, ADEQ, and the U.S. Environmental Protection Agency (EPA) in support of hazardous material assessments, including Phase I ESAs. Ms. Murray has further prepared Arizona Pollutant Discharge Elimination System (AZPDES) MS4 reports and SWPPPs in accordance with ADEQ requirements for public clients, including the SWPPP for Pinal County’s Redington Road project.

Andrea Gregory, ACS’ Cultural Resource Division Director, meets the Secretary of Interior’s Standards and Guidelines for both Archaeology and History and currently serves on the Tempe Historic Preservation Commission, where she reviews local nominations and provides guidance and input on other local historic preservation issues. Ms. Gregory knows well the survey and reporting standards and protocols of SHPO, and because of this, she regularly reviews cultural resources studies, including Class III reports, historic building and property inventories, archival research, and cultural landscape reports, to ensure these documents comply with and meet SHPO’s requirements. In fact, the majority of assignments ACS receives under our on-call contract with the City of Scottsdale’s Historic Preservation Office are peer reviews of other consultant’s cultural resource reports.
2.3 Qualifications and education of key personnel and support staff.

At ACS, we understand that our staff is the foundation of our 40 years of success. We further recognize that providing the right people with the right expertise is key to efficiency and ultimately to the success of any project. With this in mind, we purposefully identified our key personnel and support staff based on their relevant technical expertise, their prior experience working with Pinal County, and their availability. Our key personnel and support staff collaborate on projects on a regular basis and have successfully delivered on-call environmental services to Pinal County as well as other public clients.

In addition to the key personnel identified within this offer, it should also be noted that our firm capacity allows us to tap into our pool of technical staff to provide additional as-needed services upon project demand. ACS currently employs 30 full-time professional and administrative staff, including environmental planners, environmental scientists, biologists, archaeologists, historians, hazardous material specialists, geologists, GIS analysts, word processors, and project administrators—all of whom are readily available to share their technical skills and regulatory knowledge with Pinal County.

ACS’ subconsultant, Engineering and Environmental Consultants, Inc. (EEC) is a subconsultant on our current Pinal County on-call contract (EV14-02), and we have brought EEC on board again to provide supplemental hazardous material services should the need arise. ACS and EEC have been teaming and providing environmental services together since 2006. EEC is a full service, employee-owned, Arizona corporation and certified Tucson small business with expertise in civil engineering, land surveying, and environmental services. Over the past 30 years, EEC has provided a wide range of services for government entities, military installations, industrial clients, and businesses throughout the southwest. EEC’s geologists, hydrogeologists, chemists, and environmental engineers have the appropriate training, certifications, and registrations necessary to work on virtually any type of site or facility.

Brief biographies of our key staff, support staff, and subconsultant, are provided below.

**KEY PERSONNEL**

**Tracy McCarthey, B.S.,** Environmental and Safety Division Director and Senior Biologist/NEPA Planner, has 27 years of overall experience, including 14 years at ACS, and a background in broad wildlife management experience. Ms. McCarthey is the principal permittee on ACS’ Threatened and Endangered Permit with the USFWS. Ms. McCarthey’s experience includes: protected species surveys; MBTA compliance; NEPA studies (including CEs, EAs, and Environmental Impact Statements [EISs]); CWA Section 404 permitting; and ASLD native plant surveys. Ms. McCarthey’s strong leadership and communication skills, ability to manage concurrent projects, and comprehensive regulatory knowledge make her an ideal project manager for this on-call contract. She has managed on-call contracts for the County, including ACS’ current on-call contract (EV14-02) for archaeological and environmental services, as well as on-call contracts for many other local public clients. Ms. McCarthey will serve as project manager for this on-call contract and will provide as-needed technical guidance and support for biological and NEPA studies.

**Andrea Gregory, M.A., RPA,** Principal Investigator, has 18 years of experience in cultural resource studies. Her primary duties include supervision of survey and testing/data recovery projects; assistance with the preparation of EAs and agency consultation; and peer reviews of technical reports. Ms. Gregory also supervises and conducts historic building and property inventories, archival research, cultural landscape reports, and provides eligibility recommendations and impacts assessments. Ms. Gregory will serve as principal investigator for as-needed archaeological services.

**Laura Stewart, M.S.,** Biologist, NEPA Planner, has 15 years of professional experience in the fields of biology and wildlife management. Her experience includes protocol surveys for an extensive list of federally listed and special status species, biological clearances, and NEPA analyses (including BEs), CWA Section 401 and Section 404 permitting, and ASLD native plant surveys. Ms. Stewart has additionally assisted with the completion of NEPA documents, including CEs, EAs, and EISs, for a wide variety of transportation, utility, and mining projects, including projects within public lands and federally sponsored. Ms. Stewart will serve as task lead for as-needed biological and natural resource services and provide as-needed support for NEPA-related assignments.

**Colleen Murray, M.S.T., ASP,** Environmental Scientist/Health and Safety Specialist, has 13 years of environmental and health and safety compliance experience, including Resource Conservation and Recovery Act (RCRA) inspections and enforcement, Phase I ESAs, health and safety program development and employee training, lead-based paint and asbestos surveys, emergency response, and project administration. She has performed hazardous
material assessments for transportation and housing/urban development projects and has prepared the applicable sections of NEPA documents. Ms. Murray will serve as task lead for as-needed hazardous material services and provide support for NEPA-related assignments.

Krista Perry, M.S., PMP, Environmental Planner/Scientist, has five years of environmental compliance experience. She has prepared EAs and Phase I and II ESAs for development, housing, and transportation projects and is well-versed in NEPA as well as federal and state regulations related to hazardous materials. Additionally, she has prepared grant proposals to establish funding sources for environmental/remediation projects and programs. Ms. Perry will perform as-needed hazardous material assessments and serve as environmental planner as-needed on NEPA-related assignments.

SUPPORT STAFF

Below are brief biographies of just a few of our technical support staff that are available to assist with this on-call contract.

Melinda Jones, M.S., PG, Senior Environmental Planner, has 20 years of environmental planning and compliance experience, specializing in NEPA compliance. She has prepared CEs, EAs, and EISs for a wide variety of publicly sponsored projects, including transportation projects, from street landscaping and pedestrian pathways to bridge improvements and new highway construction; flood risk reduction projects; housing and urban development; and utilities. Her experience also includes CWA Section 404 delineations/permitting and hazardous material assessments. Ms. Jones will provide as-needed environmental and NEPA services under this on-call contract.

Stephanie Cobbold, Ph.D., Biologist, has 13 years of biological experience, including designing and coordinating field studies, performing biological surveys, analyzing biological data, and compiling technical reports. Dr. Cobbold received her Ph.D. from Utah State University and worked with the Idaho Department of Fish and Game prior to joining ACS. At ACS, she has successfully completed biological clearance documents and CWA Section 404 permitting documents for a wide variety of publicly sponsored projects. Dr. Cobbold will be responsible for performing biological evaluations, assisting with CWA compliance, and assisting with NEPA-related tasks.

Doug Mitchell, M.A., RPA, Principal Investigator, has over 35 years of experience in the field performing all aspects of cultural resource management required by federal, state, and civic law, including archaeological and historical archival research; site file research; archaeological survey, testing, and excavation; artifact analysis and curation; cultural resource assessment recommendations; and report preparation. He is thoroughly versed with Section 106 regulatory compliance procedures, NEPA studies, and permitting requirements. Mr. Mitchell will assist as-needed with archaeological services.

Keith Scoular, M.A., R.G., C.E.M., Chief Operating Officer/Senior Environmental Consultant, has over 39 years of experience in environmental and safety regulations, hazardous materials and waste management, surface and groundwater hydrology projects, site assessments and remediation, and project management. Mr. Scoular’s experience includes: Clean Water Act 404 projects; Arizona and National Pollutant Discharge Elimination System (AZPDES/NPDES) point source and stormwater projects; geology and geomorphology projects; Aquifer Protection Permits (APPs); environmental and safety compliance assessments; environmental compliance plans; environmental site assessments (ESAs); and asbestos and lead-based paint surveys. Mr. Scoular is a Registered Geologist (R.G.) in Arizona and a Certified Environmental Manager (C.E.M.) in Nevada. In addition to providing as-needed technical guidance and support on hazardous material assignments, Mr. Scoular will also serve as our quality control officer and ensure quality controls are being implemented on all work and deliverables.

Zachary Rothwell, MAS-GIS, GIS Analyst II, has six years of professional and academic experience in GIS across a variety of disciplines and applications including archaeology, transportation, and environmental remediation. In addition to his MA, Mr. Rothwell holds a post-Baccalaureate certificate in GIS from Western Michigan University. He also has extensive experience in the use of spatial data collection technologies including handheld Trimble units as well as Total Station. Mr. Rothwell has been involved with the creation and management of many high quality GIS projects for a variety of public and private sector clients. His competencies include ESRI’s ArcGIS suite of software as well as many associated GIS tools and software. Additionally, he has a strong background in the application of GIS in transportation/asset management. Mr. Rothwell will serve as GIS analyst and perform as-needed GIS services in support of archaeological and environmental assignments, including NEPA.
Kevin Pierce, B.A., Project Manager/Geohydrologist, has been EEC’s primary field operations manager involved in all aspects of assessment and remediation of soil and groundwater contamination for over 26 years. He has completed over 200 subsurface site characterizations and dozens of remediation projects. He is experienced with leaking underground storage tanks, RCRA compliance investigations, and CERCLA and WQARF (State Superfund) remedial action programs. Mr. Pierce is a specialist in site management, soil and groundwater sampling, modeling of subsurface contamination, remediation system installation, operation and maintenance, report preparation, and interaction with regulatory agencies. Mr. Pierce will provide technical assistance as needed with hazardous material-related services.

3. Organizational Chart

Please provide an organizational chart outlining staffing, key personnel and lines of authority.

ACS’ organizational chart is provided on the following page and demonstrates the breadth and depth of our staff and capabilities. We believe that our combination of capabilities, which includes archaeology, biology, hazardous materials, and environmental planning, makes us unique among smaller environmental firms.

ACS’ capabilities include:

- **NEPA compliance** and environmental planning, including all three tiers of NEPA clearances (e.g., CEs, EAs, and EISs), environmental overviews, feasibility studies, and critical issues analyses for many federal agencies;

- **Cultural resource** literature reviews, surveys, monitoring, testing, and data recovery projects; historic preservation, including historic building surveys, property histories, oral histories, state and National Register nominations, and preservation planning; and paleoenvironmental studies;

- **Biological and natural resource** assessments, reviews, and evaluations, including threatened and endangered species surveys, native plant surveys, vegetation surveys, construction monitoring, compliance reports, and agency consultations;

- **Surface water** assessments, jurisdictional delineations, CWA 401 and 404 permitting, SWPPPs, Clean Water Act Section 402 Arizona Pollution Discharge Elimination System (AZPDES) permitting;

- **Hazardous material** assessments including lead-based paint and asbestos sampling, Phase I environmental site assessments (ESAs), health and safety program development and personnel training, environmental compliance assessments, Aquifer Protection Permits (APPs), waste management, groundwater studies, Brownfields grant assistance; and

- **GIS** and GPS applications.
4. References

Please list three (3), clients for whom you have performed services similar to the Statement of Work in this solicitation.

1. Company Name: City of Phoenix, Neighborhood Services Department
   Address: 200 West Washington Street, 4th Floor, Phoenix, AZ 85003
   Contact Person: André Best
   Phone: (602) 262-7319 Email Address: andre.best@phoenix.gov
   Project Name: On-Call NEPA Environmental Reviews and Archaeological Monitoring

2. Company Name: City of Phoenix, Street Transportation Department
   Address: 200 West Washington Street, 5th Floor, Phoenix, AZ 85003
   Contact Person: Greta Halle
   Phone: (602) 534-6030 Email Address:greta.halle@phoenix.gov
   Project Name: On-Call Environmental/ Natural-Cultural Resources/ NEPA Services

3. Company Name: City of Glendale
   Address: 7070 West Northern Avenue, Glendale, AZ 85303
   Contact Person: Monica Rabb
   Phone: (623) 930-4133 Email Address: MRabb@GLENDAZ.com
   Project Name: On-Call Environmental Services Contract

5. Resumes

Please provide resumes for each professional who will assist in providing services or be a member of the project team. Resumes must include qualifications and experience of each professional. (Additional pages may be used if necessary)

Resumes for our key personnel are provided on the following pages.
Tracy D. McCarthey, B.S.  
Archaeological Consulting Services, Ltd. Tempe, AZ
Senior Biologist, Environmental Division Director

**Professional Background**
Ms. McCarthey has over 27 years of broad wildlife management experience that has provided her with extensive experience coordinating biological issues with federal, state, and tribal governments and conducting biological assessments. Ms. McCarthey was the Field Supervisor for the Arizona Breeding Bird Atlas Project and was the Southwestern Willow Flycatcher Project Coordinator during ten years spent with the AZ Game and Fish Department. While conducting postgraduate research the University of Arkansas, Ms. McCarthey gained experience trapping and monitoring small mammal populations. At ACS, Ms. McCarthey has completed or overseen the completion of biological clearances for hundreds of projects and is currently the Director of ACS’ Environmental Division. Ms. McCarthey is the principal permittee on ACS’ Threatened and Endangered Species Permit with the U.S. Fish and Wildlife Service.

**Relevant Experience**

**Missile Base Pit Access Road and Pit Area:** Responsible for initial ACS project management, client coordination, and quality control of biological deliverables for this Pinal County Environmental On-call project near Avra Valley, Pinal County, Arizona. ACS completed a native plant survey and a Sonoran desert tortoise survey with survey reports.

**Improvements along Redington Road:** Responsible for initial ACS project management, and quality control of biological and CWA 404 deliverables for this Pinal County Environmental On-call project near San Manuel, Pinal County, Arizona. ACS completed a BE report including informal consultation with the USFWS, as well as CWA 404 permitting documents.

**Germann Road Paving:** Responsible for quality control of the NEPA and biological deliverables for this Pinal County Environmental On-call and ADOT project near Queen Creek, Pinal County, Arizona. ACS completed an ASLD-required native plant survey and report for this project under our Pinal County On-call as well as an ADOT Biological Evaluation Short Form as a subcontract to EEC on their ADOT Project Development On-call.

**ADOT On-call Biological Clearances:** Responsible for biological compliance on ADOT statewide roadway projects as subcontractor for Jacobs, Stanley, TY Lin, Stantec, AECOM, and PB on various ADOT on-call contracts. Ms. McCarthey has completed or reviewed hundreds of biological compliance documents under these contracts.

**New Bridge Over Tonto Creek:** Responsible for the supervision of the preparation of a Biological Assessment report for the final design of a new bridge over Tonto Creek at Punkin Center, Arizona. This project included assisting ADOT and Gila County with formal USFWS consultation. Ms. McCarthey also completed six years of subsequent willow flycatcher and yellow-billed cuckoo surveys for Gila County in this project area.

**Tony Ranch Cultural and Ecological Assessment:** ACS teamed with Moore/Swick to complete baseline environmental resource studies for the Superstition Area Land Trust on their Tony Ranch property. Ms. McCarthey was responsible for the management of all natural resource tasks and for the writing of the Ecological Assessment report.

**Education**
- B.S., Wildlife Biology, Arizona State University, 1988

**Selected Training**
- Western Yellow-billed Cuckoo Workshop, 2016
- Marshbird Training Workshop, 2016
- Burrowing Owl Survey Training, 2008
- Flat-tailed Horned Lizard Workshop, 2007
- NEPA Cumulative Impacts, Shipley, 2005
- Biological Assessment Preparation, USFWS, 2004
- Southwestern Noxious / Invasive Weed Short Course, U of A/San Juan College, 2004
- Section 404, CWA Consultant Workshop, COP, 2003
- Desert Tortoise Survey and Handling Workshop, Desert Tortoise Council, 2003
- Bat Workshop, BCI, 2003
- NEPA Process and Document Preparation, Shipley, 2003
- Chiricahua Leopard Frog Survey/Identification Workshop, AGFD/USFWS, 2003
- Cactus Ferruginous Pygmy-owl Survey/Identification Workshop, AGFD/USFWS, 2003
- Report Preparation and Environmental Compliance, FERC, 2003
- Endangered Species Act Training Workshop, USFWS, 1997
Andrea R. Gregory, M.A., RPA
Archaeological Consulting Services, Ltd. Tempe, AZ
Director of Cultural Resources, Principal Investigator
Historical Services and Paleoenvironmental Studies Lead
Faunal, Shell, and Macrobotanical Analyst
Assistant Database Manager, Biologist

Professional Background
Ms. Gregory has 18 years experience in archaeology, including 16 years supervisory experience at ACS and serves as Director of Cultural Resources and lead for ACS’ Paleoenvironmental Studies (PES) and Historical Services. Ms. Gregory meets/exceeds the Secretary of the Interior’s Standards and Guidelines for both Archaeology and History. In addition to analyzing faunal and shell remains, she maintains comparative collections, including the only federally permitted private comparative collection of faunal materials in Arizona. Ms. Gregory also supervises a variety of survey and testing/data recovery projects, assists with the preparation of environmental assessments and agency consultation, develops work plans and budgets, drafts and reviews Programmatic Agreements and Memoranda of Agreement, peer reviews technical reports, and coordinates PES out-service projects. As Historical Services Lead, Ms. Gregory supervises and conducts historic building inventories, archival research, and cultural landscape reports, and provides eligibility recommendations, Section 4(f) analyses, and impacts assessments.

Relevant Experience
PVR FRS Class III Survey and Testing/Data Recovery Program (2012–present). Principal investigator for Class III survey of 1,622.5 acres for a dam rehabilitation analysis of the Powerline, Vineyard Road, and Rittenhouse Flood Retarding Structures in Queen Creek, AZ on behalf of the Flood Control District of Maricopa County. ACS prepared a treatment plan and programmatic agreement for the project, and is conducting archival research and phased eligibility testing and data recovery at 10 sites, as well as archaeological monitoring, cultural sensitivity training, and public outreach.

SCIDD Joint Works Rehabilitation (2009–2017). Principal investigator for a 10-year rehabilitation of SCIDD’s historic irrigation system in north-central Pinal County, assisting Reclamation with administering Section 106 compliance. Through multiple task orders under our Reclamation on-call contract, ACS compiled a comprehensive Class I literature review of the entire 8,000-acre Joint Works system in 2009, surveyed 450 acres at the Ashurst-Hayden Dam in 2010, developed and implemented a treatment plan for phased data recovery at two sites in 2011, surveyed 22 miles along Reaches 1 and 2 of the Florence Canal in 2011, surveyed additional right-of-way for Reaches 1 and 2 in 2013, and conducted eligibility testing and phase 1 data recovery investigations at six sites in 2014. Survey of Reaches 3 and 4 and preparation of an addendum treatment plan was completed in 2017.

Queen Creek Road Improvements (2014–2015). Principal investigator for Class I literature review, Class III survey, historic building documentation, and consultation letters for a road improvement project conducted for the City of Chandler, with the assistance of the ADOT, to improve Queen Creek Road from McQueen Road to Gilbert Road and Cooper Road from Queen Creek Road to Appleby Road.

Education
- M.A. with Honors, Anthropology, Northern Arizona University, 2000
- B.A., Summa cum laude, Anthropology, University of Arizona, 1998

Memberships and Registrations
- Register of Professional Archaeologists, 2013
- Tempe Historic Preservation Commission
- Tempe Historic Preservation Foundation Advisory Board
- Arizona Archaeological Council
- Society for American Archaeology

Selected Training
- Advanced Section 106 Training, Arizona Preservation Conference, 2007
- City of Phoenix Natural and Cultural Resource Regulatory Compliance, Section 404, Clean Water Act, 2005
- Excavation Awareness Program (OSHA), United Rentals/Trench Safety, 2002
- Identification and survey of the Mexican Spotted Owl, USDA Forest Service, 2002
- Identification and survey of the Southwestern Willow Flycatcher, Arizona Game and Fish, 2002
Laura R. Stewart, M.S.
Archaeological Consulting Services, Ltd. Tempe, AZ

Wildlife Biologist

Professional Background
Ms. Stewart has 16 years of professional experience in the fields of biology and wildlife management. She has extensive experience conducting biological research and working with special status species. Ms. Stewart received her M.S. from Texas A&M University where she served as lead on two research projects focused on golden-cheeked warblers and contributed to numerous collaborative studies. Ms. Stewart has also contributed to studies of aquatic invertebrates for Michigan State University, western yellow-billed cuckoos and southwestern willow flycatchers for the Bureau of Reclamation, and avian and arthropod populations for Arizona State University. During her five years at ACS, Ms. Stewart has successfully completed dozens of biological clearances as well as Clean Water Act permits, NEPA documents, and protocol surveys for listed species.

Relevant Experience

Missile Base Pit Access Road and Pit Area, Pinal County Public Works, 2016. Ms. Stewart completed a Sonoran desert tortoise pre-construction survey and report in support of a proposed haul road and pit located on ~50 acres of Pinal County and State Trust Land near Avra. No tortoises or tortoise sign were observed.

Redington Road Improvements, Pinal County Public Works, 2014. Ms. Stewart oversaw completion of the Preliminary Jurisdictional Delineation and prepared the Section 404 Nationwide Permit 14 Pre-Construction Notification for this roadway improvement project. In support of the permit, Ms. Stewart prepared a Biological Evaluation that included detailed analyses of project impacts to the federally listed northern Mexican gartersnake and western yellow-billed cuckoo. The biology report was approved by the US Fish and Wildlife Service during informal consultation. As ACS’ project manager, Ms. Stewart also oversaw completion of a cultural resource assessment.

McCartney Road Five at-Grade Crossings, Stanley Consultants/Pinal County, 2016. Ms. Stewart prepared a biological resources assessment and a Clean Water Act compliance memorandum for Pinal County’s proposed improvements to at-grade wash crossings along McCartney Road near Casa Grande. As ACS’ project manager, Ms. Stewart also oversaw completion of a cultural resources assessment.

Arizona Hedgehog Cactus Survey, confidential client, 2017: Ms. Stewart coordinated a 100% pedestrian survey for Arizona hedgehog cactus along a 7.4-mile-long, 200′-wide transmission line corridor on the Tonto National Forest near Superior. Ms. Stewart and her crew collected descriptive data and a GPS location for each of the 420 Arizona hedgehog cacti located on the survey. ACS also collected data for several hundred pink-flowered hedgehog cacti located within the survey corridor. Ms. Stewart prepared a report and GIS shapefiles containing the survey results.

Biological Clearances, GRIC DOT and CRMP: Ms. Stewart has completed biological resources assessments for dozens of projects under the purview of the Gila River Indian Community’s Department of Transportation and Cultural Resource Management Programs. Her tasks have included field surveys to assess the potential for special status species to occur in the project area, report preparation, and development of project-specific mitigation measures.

Education
- M.S., Wildlife and Fisheries Sciences, Texas A&M University, 2012
- B.S., Fisheries and Wildlife, Michigan State University, 2004

Training
- Wetland Delineation, Wetland Training Institute, 2017
- Chiricahua Leopard Frog Certification Workshop, USFS, 2016
- NEPA Cumulative Effects & Documentation, Shipley Group, 2016
- Clean Water Act Section 404 Workshop, Arizona Hydrological Society, 2015
- Bat Conservation and Management Combined Field Survey Techniques Workshop, 2015
- Applying the NEPA Process & Writing Effective NEPA Documents, Shipley Group, 2015
- Burrowing Owl Surveyor Training, AGFD, 2012
- Willow Flycatcher Survey Training Workshop, 2003 and 2008

Selected Publications
Colleen Murray, ASP  
Archaeological Consulting Services, Ltd. Tempe, AZ  
Environmental Scientist, Health and Safety Specialist (2015–Present)

Professional Background

Ms. Murray has over 13 years of experience in environmental, and health and safety compliance. Her experience includes hazardous materials investigations such as Phase I Environmental Site Assessments (ESAs) and lead-based paint (LBP) and asbestos surveys, as well as Resource Conservation and Recovery Act (RCRA) inspections and enforcement, Stormwater Pollution Prevention Plans (SWPPPs), health and safety program development, personnel training, emergency response, and project administration and finance management. Ms. Murray has experience working with private firms and government agencies, and has completed projects in multiple states.

Project Experience

Preliminary Initial Site Assessments (PISAs), ESAs, and Asbestos and LBP Assessments, Various Projects Statewide, 2008–Present. Responsible for the completion of numerous hazardous materials PISAs, ESAs, and asbestos and LBP assessments for highway projects for ADOT, MCDOT, and ADOT Local Government projects. Projects include the evaluation of large areas, and/or several miles of roadway, and include recommendations for further action where potential hazardous materials concerns were identified. Phase I ESAs are completed in accordance with the ASTM standard, and often include the analysis of multiple proposed alternatives within a study area.

Pinal County Public Works, SWPPP, Roadway Improvements Along Redington Road, 2016. Responsible for preparing a SWPPP for an approximately 6-mile-long highway construction project located near San Manuel, AZ. The SWPPP was prepared under the requirements of the Arizona Department of Environmental Quality’s (ADEQ’s) Construction General Permit, and was utilized throughout the length of the nearly 6-month-long project.

Pinal County Public Works, Phase I ESA, Hunt Highway Phase III – Gary Road to Bella Vista Road, 2015. Responsible for conducting an ASTM-compliant Phase I ESA for the highway improvement project. The project area consisted of multiple land uses, including commercial, residential, utility easements use, as well as former agricultural land. Successful completion of the ESA included coordination with Pinal County Public Works, Arizona State Land Department, and the Bureau of Reclamation/New Magma Irrigation and Drainage District.

City of Glendale, Municipal Separate Storm Sewer System (MS4) Annual Report, 2017. Responsible for updating the Stormwater Annual Report for the City of Glendale according to its Arizona Pollutant Discharge Elimination System (AZPDES) MS4 permit. Coordinated with the City to compile the necessary information to complete the update for submittal and approval of ADEQ.

Education

- M.S.T. Environmental Technology Management, Arizona State University, 2014
- B.I.S. Organizational Studies, Arizona State University, 2003

Registrations & Certifications

- Associate Safety Professional (ASP - 25469), 2016
- 29 CFR 1910.120 HAZWOPER, OSHA 2008 (current)
- 30 CFR 48 MSHA Surface, Metal and Nonmetal, 2014 (current)
- Asbestos (AHERA) Building Inspector, 2009 (current)
- EPA Lead Risk Assessor, 2016 (current)

Selected Training

- OSHA Standards for Construction Industry, Course 510, 2017
- Permit-required Confined Space, 2016
- HUD Region IX Part 58 3-Day Environmental Training, 2016
- Clean Air Act Compliance, 2015
- Erosion Control Coordinator, 2015
- Arizona Department of Occupation Safety and Health Safety Summit, 2015
- Environmental Sampling Field Course, 2014
Krista Perry
Archaeological Consulting Services, Ltd. Tempe, AZ
NEPA Planner/Environmental Scientist (June 2016-Present)

Professional Background

Ms. Perry has over five years of experience in environmental compliance and project management. Her experience includes Environmental Assessments (EAs) and Categorical Exclusions under the National Environmental Policy Act (NEPA), facilitating environmental clearances for federally funded project, Phase I and II Environmental Site Assessments (ESAs) and grant proposal preparation to establish funding sources for environmental/remediation projects and programs. Ms. Perry has experience working with private industry and government agencies on a wide range of environmental compliance projects around the state of Arizona.

Relevant Experience

Germann Road, Meridian Road to Ironwood Drive, EEC/Pinal County, 2017. Ms. Perry oversaw the environmental clearance for this 1.1-mile roadway improvements project near Queen Creek, Pinal County, Arizona. ACS provided environmental services, including NEPA assistance, to the Arizona Department of Transportation (ADOT) as a subconsultant to EEC. Specifically, ACS was responsible for public and agency scoping, preparation of the environmental overview section of the Project Assessment, and completion of a biological assessment (BA).

Apache Junction Wireless Communication Upgrade, Kimley-Horn/Pinal County, 2017. Ms. Perry is currently oversee the environmental clearance for this project to install wireless communication and closed captioning television camera improvements at 18 intersections and two City buildings in Apache Junction, Pinal County, Arizona. ACS is providing assistance with the ADOT Categorical Exclusion (CE), preparing the Biological Assessment, conducting a hazardous materials assessment (Preliminary Initial Site Assessment), and collecting asbestos-containing material (ACM) and lead-based paint (LBP).

Pinal Air Park TI UP #771 Bridge Deck Rehabilitation, Stanley Consultants, 2017. As the Environmental Planner for this project Ms. Perry managed the environmental clearance for this federally-funded bridge rehabilitation project at the Pinal Air Park Traffic Interchange on Interstate 10 near Marana, Pinal County, Arizona. ACS assisted ADOT prepare the NEPA compliance documents, completed a biological resources assessment, a hazardous materials assessment (Preliminary Initial Site Assessment), and asbestos/lead-based paint sampling.

Pima County Pavement Marking: Catalina Highway and Arivaca Road, EEC/Pima County, 2017. Ms. Perry was responsible for managing the environmental clearance of this project in Pima County, Arizona. ACS was responsible for public and agency scoping, preparation of the environmental overview section of the Project Assessment, and completion of a biological assessment.

Education

- M.S. Environmental Policy and Management, University of Denver, 2011
- B.S. Ecology and Evolutionary Biology, University of Arizona, 2004

Registrations & Certifications

- Project Management Professional (PMP) 2017 (current)

Selected Training

- Applying the NEPA Process & Writing Effective NEPA Documents
- 40-hour Health & Safety Training, OSHA
- 8-Hour Health & Safety Refresher Training, OSHA
End of Response Form 1 for ROQ - 172721 Professional On-Call Services