The Cooperative Purchasing Network (TCPN)

Proposal for Architectural and Engineering Services
RFQ #12-08

January 23, 2012
Evaluation Criteria

1. General Information – 25 Points
   a. Firm Name and Address

   Emc2 Group Architects Planners, PC
   1635 N. Greenfield Road, Suite 144, Mesa, AZ 85205

   b. Contact Person(s) – limited to two persons per firm/application. List Name, Title, Phone Number, Fax Number and email address

   Richard Clutter, AIA, LEED AP, President
   480.830.3838, FAX 480.830.3860
   rclutter@emc2architects.com

   Barbara Shuck, FSMPS, CPSM, Chief Marketing Officer
   480.830.3838, FAX 480.830.3860
   bshuck@emc2architects.com

   c. Type of organization: Sole Proprietorship (individual), Partnership, Professional Corporation, Corporation, Joint Venture, or other.

   Professional Corporation

2. Qualifications Statement – 50 Points
   In a 400 word or less statement, please describe what services make your firm uniquely qualified to perform Architectural and Planning Services, including any superior qualities.

   Value Proposition
   Emc2 Architects delivers sound architectural solutions to public sector clients in Arizona, with considerable attention to functional design and maintainability, energy efficiency, current project delivery trends, limited client budgets, and flexibility to client schedules.

   Emc2 is entirely locally owned, and has served the Arizona market since 1978. Emc2 has a low turnover rate, with 14 out of 18 employees having more than 5 years of service at the firm, which brings proven project management expertise and leadership to projects. Furthermore, the cumulative years of experience for the 14 technical professionals is 162 years—an average of 11.5 years in the same firm. Employee retention benefits clients with consistent teams, proven operational procedures, collegiality, and sustained firm focus on client service.

   Emc2 has 8 registered architects on staff, which represents a strong bench of professional expertise to be responsive to client schedules and multiple task orders.

   Differentiation Strategies
   Emc2 Architects deliver exceptional services under the leadership of Project Managers who are Principals of the firm. Decisions that affect project success are made quickly, and without bureaucratic delays, which clients value.

   Project teams are committed to projects from early programming and design, and from construction through warranty, which results in better project construction quality because design planning and intent is carried through all phases of construction. Emc2 projects are delivered using Revit, the industry’s most current Building Information Modeling software. All Emc2 designers and technicians are skilled in Revit, which streamlines design and construction document preparation.

   Brand Promises
   Emc2 staff promise to deliver design that meets client needs, is based on proven sustainable and logical architectural concepts, and reflects latest trends in user needs and preferences. Emc2 staff promise to deliver accurate and reliable construction documents that reduce questions, time and costs in the field.
3. Firm Background, Capability, and Staff – 150 Points

a. Year present firm established 2001

b. Name of parent company, if any None

c. Identify all office locations. Include address and contact information

Emc2 Group Architects Planners, PC
1635 N. Greenfield Road, Suite 144, Mesa, AZ 85205, 480.830.3838, FAX 480.830.3860

d. List principal(s) of firm who would be involved in this proposed work

Richard Clutter, AIA, LEED AP, President/Sr. Project Manager
Scott Lutes, RA, Sr. Vice President/Sr. Project Manager
Eric Paul, RA, LEED AP, CDT, Principal/Project Manager
Dominic Monacchio, RA, Principal/Project Manager
Todd Kuenning, RA, Principal/Project Manager
Mike Hudson, RA, Principal/Project Manager
Rahib Sarela, RA, LEED AP, Sr. Project Manager/Associate

e. Number of employees located in each office 16

f. Total of employees in firm (all office locations) 16

g. Number of qualified persons firm-wide in the following positions: Registered Architect (in each state listed herein); Interior Designers; Specification Writers; Engineers (list type); Marketing; Digital Visualization; and Graphic Designers.

Emc2 Staff
Architects (Registered) 7
Interior Architecture 1
Architects-in-Training 1
CADD Operators 2
Specification Writers (Registered Architect) 1
Administrative (1 part-time) 4
Total 16

4. Professional Services Provided By Firm – 150 Points

a. Summarize all services provided to the owner. Identify which services are considered a part of your basic services.

b. Identify any additional services and/or expertise that your firm can offer that is not considered a part of basic services.

See adjacent table.

**Typical Service Matrix**

<table>
<thead>
<tr>
<th>Service</th>
<th>Basic Service</th>
<th>Additional Service</th>
<th>Reimbursable Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Program</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Schematic Design Phase</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Design Development Phase</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction Document Phase</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Warranty</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost Estimating</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full Time Onsite Representative</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part Time Representative</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Landscape</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interior Design</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Furniture Coordination</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Inspections</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vertical Transportation Consultant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Food Service Consultant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Data/Telecommunications Consultant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Color Sketches</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electronic 3-D Model</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Onsite Civil Consultant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Offsite Civil Consultant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MPE Consultant(s)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Structural Engineer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Energy Efficient Design/LEED</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Record Drawings</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire Sprinkler System Design (Performance)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weekly Review Meetings</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hazardous Material Coordination</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Multiple Bid Packages</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telephone, Fax, Miscellaneous Copying</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bid Document Printing (no mark-up, actual cost)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
c. List any & all consultants you propose to utilize in order to provide successful architectural planning services that will meet member needs and requirements.

We would select consultants from the following list depending on member needs and requirements. We have worked with these firms on prior assignments, and have developed strong working relationships with them. We will use other consultants as requested by members.

<table>
<thead>
<tr>
<th>Civil Engineering</th>
<th>Structural Engineering</th>
<th>MEP</th>
<th>Mechanical</th>
<th>Electrical</th>
<th>Landscape</th>
<th>Specialty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hubbard Engineering</td>
<td>Broderick Engineering</td>
<td>LSW Engineers</td>
<td>PH Mechanical</td>
<td>Monrad Engineering</td>
<td>Ryan and Associates</td>
<td>William Caruso &amp; Associates (Kitchen Design)</td>
</tr>
<tr>
<td>Strand Associates</td>
<td>Caruso Turley Scott</td>
<td>Kraemer Engineering</td>
<td>KC Mechanical</td>
<td>Logan Simpson Design</td>
<td>Fanning Howey Associates (K-12 design and bond assistance)</td>
<td></td>
</tr>
<tr>
<td>Broderick Engineering</td>
<td>Snow and Associates</td>
<td>MSW Engineering</td>
<td>Spectrum Engineering</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. Method Of Approach – 150 Points

a. Describe how your firm will work with TCPN members, or it’s designee, to define the governmental entities specification and program requirements, and how this document will become an integral part of the overall plan.

Having a team of seasoned professionals with experience in designing routine and specialty facilities is undoubtedly a bottom-line benefit for your members’ projects. Expertise streamlines the planning process, especially in early Programming stages. We quickly develop solutions that meet your needs and requirements. Each project is unique, but lessons learned from previous projects will improve conceptual and final design stages, and our expertise will result in direct benefits for the client. For example, some preliminary ideas include:

- Developing a plan that maximizes educational goals and design opportunities based on bond or agency guidelines and requirements.
- Helping clients prioritize their needs with realistic budgets.
- Maximizing facilities in an uncertain construction cost economy.
- Identifying topographical characteristics that affect layout and constructability of facilities.
- Making sound design and efficient use of prototypical plans, including site layouts.
- Incorporating design features to enhance environmental sustainability and “green” ideas that will comply with LEED requirements.
- Reviewing Agency and Community attitudes regarding design aesthetics.

Programming

The Programming/Master Planning phase seeks to produce a thorough understanding of required square feet, spatial relationships and special requirements for each area. We analyze all spaces, and help you determine aesthetics of the project. We have 3-dimensional modeling and animation capabilities available in-house, which helps your staff virtually experience the space to achieve better design. We conduct site visits, evaluate off-site requirements, conduct area and function analysis, coordinate programming with Agency Staff, conduct zoning and building code studies, and analyze the budget. We document what is in the Program, such as:

- Square feet
- How one area relates to another
- How an area is to be used
- User goals
- Materials and equipment desired
b. Describe the process of how your firm utilizes your planning services in order to create and develop a capital improvement program.

Emc2 has experience with Facility & Site Assessments which involved our staff walking campuses to identify maintenance issues that would be necessary for a future capital improvement program. We have completed the assessments for the following clients:
- Peoria Unified School District
- Thunderbird School of Global Management
- Washington Elementary School District
- Casa Grande Elementary School District
- Somerton Elementary School District

Based on these assessment, we helped clients determine how tasks would be prioritized, and helped develop estimates of probable cost to develop a capital improvement program. The four public school districts listed above, have used or are using our assessments to determine the basis for bond election programs in their districts. Examples of reports from the Peoria USD F&SA are shown below.

### Site Summary and Findings

<table>
<thead>
<tr>
<th>Site Summary</th>
<th>O&amp;M Improvement Project</th>
<th>Code &amp; Standards Projects by Discipline</th>
<th>O&amp;M Projects by Discipline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central High School</td>
<td>Estimated Costs</td>
<td>by Discipline</td>
<td>Code Projects by Discipline</td>
</tr>
<tr>
<td>Historical Review</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Findings</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### O&M Improvement Project Estimated Costs by Discipline

<table>
<thead>
<tr>
<th>Discipline</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td>$25,000</td>
<td>$26,000</td>
<td>$27,000</td>
<td>$28,000</td>
<td>$29,000</td>
</tr>
<tr>
<td>Mechanical</td>
<td>$30,000</td>
<td>$32,000</td>
<td>$34,000</td>
<td>$36,000</td>
<td>$38,000</td>
</tr>
<tr>
<td>Plumbing</td>
<td>$25,000</td>
<td>$27,000</td>
<td>$29,000</td>
<td>$31,000</td>
<td>$33,000</td>
</tr>
</tbody>
</table>

### Code & Standards Projects by Discipline

<table>
<thead>
<tr>
<th>Discipline</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td>$30,000</td>
<td>$31,000</td>
<td>$32,000</td>
<td>$33,000</td>
<td>$34,000</td>
</tr>
<tr>
<td>Mechanical</td>
<td>$35,000</td>
<td>$36,000</td>
<td>$37,000</td>
<td>$38,000</td>
<td>$39,000</td>
</tr>
<tr>
<td>Plumbing</td>
<td>$25,000</td>
<td>$26,000</td>
<td>$27,000</td>
<td>$28,000</td>
<td>$29,000</td>
</tr>
</tbody>
</table>

### O&M Projects by Discipline

<table>
<thead>
<tr>
<th>Discipline</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td>$30,000</td>
<td>$31,000</td>
<td>$32,000</td>
<td>$33,000</td>
<td>$34,000</td>
</tr>
<tr>
<td>Mechanical</td>
<td>$35,000</td>
<td>$36,000</td>
<td>$37,000</td>
<td>$38,000</td>
<td>$39,000</td>
</tr>
<tr>
<td>Plumbing</td>
<td>$25,000</td>
<td>$26,000</td>
<td>$27,000</td>
<td>$28,000</td>
<td>$29,000</td>
</tr>
</tbody>
</table>

### CIP Projects by Discipline

<table>
<thead>
<tr>
<th>Discipline</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td>$30,000</td>
<td>$31,000</td>
<td>$32,000</td>
<td>$33,000</td>
<td>$34,000</td>
</tr>
<tr>
<td>Mechanical</td>
<td>$35,000</td>
<td>$36,000</td>
<td>$37,000</td>
<td>$38,000</td>
<td>$39,000</td>
</tr>
<tr>
<td>Plumbing</td>
<td>$25,000</td>
<td>$26,000</td>
<td>$27,000</td>
<td>$28,000</td>
<td>$29,000</td>
</tr>
</tbody>
</table>

### Cost Analysis by:
- Square Feet
- Per Student

### High Priority Observations and Recommendations

- Facilities Condition
- Facilities Utilization
- Facilities Efficiency
Emc2 also has in-house resources for creating clear community communication and consensus to successfully deliver client bond proposal for new and/or renovations to existing facilities. We may also involve Fanning Howey, a leading national firm with extensive bond preparation experience to assist in the development of a bond.

Emc2 has assisted school districts in the past with passage of successful bond issues for their projects. Buena High School (Sierra Vista Unified School District #68), Show Low High School (Show Low Unified School District #10) and Casa Grande Elementary School District #4 are three Districts where Emc2 input was requested during the bond phase resulting in successful bond issue passage.

Services we have provided in the past, and will provide upon client request are:
- Help to identify and prioritize educational goals.
- Integrate technology and accommodate future learning and facilities trends.
- Optimize use of existing sites and facilities and anticipate future needs through demographic studies.

**c. Describe your firms approach in creating phasing plans and cost estimates to establish and define the overall program.**

Most Arizona public sector clients and governmental agencies use Construction Manager at Risk (CMAR) because they can select the contractor for project using Qualification Based Selection processes. Some clients use Design-Bid-Build (DBB) project delivery for projects that have very specific scope and lend themselves to DBB. For phasing plans in DBB projects, we use traditional planning and scheduling practices based on client schedules and requirements, and work collaboratively to develop the phasing plan that suits client needs. CMAR includes the contractor during the early Programming phase, so we gain the additional insight and know-how from the contractor. Again, phasing plans are developed based on architectural considerations, and contractor input for materials coordination and most efficient use of crews and equipment. Emc2 works with the CMAR and Owner in a win-win-win scenario to develop phasing that best suits the client’s need.

---

**Comprehensive tables and graphs** help you make informed and objective decisions as to when and where expenditures should be made, along with an estimate of probable cost over a 10-year timeframe.

Each F&SA includes a comprehensive report showing the priority of needs by campus and grade level for elementary, middle school, high school, and support facilities.

**FCI (Facility Condition Index)** –
Equals renewal needs backlog divided by current replacement value (based on current hard/soft construction cost).

**FEI (Facility Efficiency Index)** –
Equals the combined ratio of FCI divided by CUI (the ratio between physical student capacity and present average daily attendance giving utilization of facilities resources by student).

Comprehensive tables and graphs help you make informed and objective decisions as to when and where expenditures should be made, along with an estimate of probable cost over a 10-year timeframe.
The CMAR alternative delivery process is a good method to ensure that projects meet budget. As part of the value engineering process, we analyze building systems (metal building vs. masonry), as well as energy-saving and mechanical systems. We work with the contractor to monitor costs affecting the GMP. CMAR success depends upon the team and how well we work together to fulfill collective and individual responsibilities. Emc2 works with clients to identify alternatives that allow greater flexibility and choice at bid time to assure the budget is met and available funding is properly utilized.

We conduct frequent cost estimates to assess the pulse of current market conditions, and regularly communicate project status to ensure the client is apprised of conditions that might affect budgets. Considering the long-term nature of many projects, we may need to value engineer designs that have not yet been built as costs change. We address project continuity issues through regular communication within the team and with the client, excellent project documentation and tracking processes, and regular status update sessions to ensure that the projects are well-coordinated.

There is no additional fee for design changes until a Guaranteed Maximum Price is established in the CMAR delivery process. Our staff uses specialized in-house equipment to maintain a consistently high level of quality documents during the design phase, which results in better cost development and helps client meet project budgets. As part of our Basic Services we use Revit Architecture 2012 as our Building Information Modeling (BIM) software, and have found it to be an excellent tool to increase design efficiency as well as improve visualization for client review. Revit creates a three-dimensional digital representation of the actual building. All drawings and documents are specialized views and automatically update whenever a change to the design occurs; this self-coordination increases productivity by reducing, and sometimes eliminating, time spent making changes to drawing sheets. Simply, it is a time-saving tool that streamlines design. We require the same level of expertise from our design team so information and design documents are shared seamlessly between team members.

We realize that some design changes may occur once construction is underway. For the most part, these changes are minimal, and are done at no extra charge to the District. For District-requested changes, there will be additional fees. Emc2 managers are experienced and knowledgeable about conditions that warrant additional time or money and make every effort possible to ensure that projects are managed and controlled to suit client needs.

d. What expertise and experience does your firm possess and offer that sets you apart from the other Architectural firms?

Emc2 has focused on serving public sector clients for more than 30 years, with special focus on K-12 educational clients since 1995. As such, Emc2 is a leader in school design in Arizona, having completed 10 high schools, 25 K-8/elementary schools, and 18 middle schools, as well as more than 1,000 addition, renovation and modernization projects. We focus on functional design, and have a strong portfolio where a client’s budget is a significant consideration. Our functional design approach has served municipal and governmental clients well, too.

e. Describe any other advantages offered by your firm that would be of benefit to TCPN and their members.

**Emc2 delivers exceptional client services based on listening and understanding client needs. We design to deliver you clients want, not what we want.**

Emc2 brings the design team to clients during Site Based Design. We actively develop the design in their offices where we interpret programming requirements into design drawings with clients “looking over our shoulders.” We encourage input from staff, management, consultants, community, stakeholders and facility users. We explore and present many ideas, images and solutions in search of the ideal design for each client. A Construction Manager at Risk (CMAR) Contractor can add valuable constructability and cost insight during this process.
During Site Based Design, we develop preliminary project cost estimates based on area volume or unit cost, and may develop design alters and related costs. We may present the concepts to staff and/or Design Review Committee, as they direct.

6. Professional Liability Insurance Requirements – 100 Points
   a. Minimum general policy limit of $3 million per claim
   b. Minimum general policy limit of $5 million per annual aggregate
   c. Separate automotive liability policy of $1 million
   d. Separate liability policy covering workers compensation conforming to state statutory limits.

   A sample insurance certificate is included at the end of this section.

   e. Describe deductible amounts and requirements
      Any litigation or claim has a $25,000 deductible.
   f. Have you had any claims asserted against you within the last five years? If yes, provide details of each claim. No
   g. Has your firm brought suit against any school district in the last ten years? If yes, provide details of each claim. No

7. Experience Profile – 150 Points
   a. List the total number of Planning projects completed in the last five years. Briefly explain/list all services provided in each project listed.

   The following list of 133 projects shows projects that were started in 2006 or later, and completed within the past five year. All of the following projects included full architectural services except as noted. Full architectural services include Programming, Conceptual (Site Based) Design, Schematic Design, Design Development, Construction Documents, and Construction Administration.

   **Emc2 Projects Completed in the Past 5 Years**

   - Kofa High School Campus Replacement
   - Vesey Elementary School
   - Aspen Ridge - Conceptual Design
   - Yuma 3, 5, & 9 Landscape
   - Yuma 2 & 4 Landscape
   - Verano Elementary School
   - Agua Fria High School Site #5 - Concept Design
   - Casa Grande New Administration Facility
   - Raul Castro Middle School
   - Casa Grande Cottonwood & Cholla Multi-Purpose Bldgs.
   - Mensendick K-8 School
   - Wilson Library & Multi-Purpose Bldg. Classroom
   - Walden Grove High School
   - Castlegate Ward
   - Festival Foothills K-8 School
   - Judith Bobbitt Administration Building Renovation - Conceptual Design
   - St. Anthony’s of Padua Roman Catholic Church
   - Queen Creek AZ E. Stake - Appleby Rd. "Val Vista 1 & 2"
   - Scottsdale Portable Classroom Additions at Tavan & ANLC
   - Queen Creek AZ E. Stake - Ray Site
   - Glendale K-8 School #18 - Site Analysis
   - Queen Creek Elementary Additions & Remodel
   - Whittier Elementary School Administration Remodel
   - Kino Jr. High Administration Remodel
   - Glendale Maintenance/Operations Building - Conceptual Design
   - Queen Creek AZ Coombs Site
   - Apache Junction Crimson Site
   - Surprise Asante Blvd. Site
   - Valley View Ward Citrus Heights AZ Stake
   - Buckeye AZ Indian School Site Buckeye 1st Ward
   - Yuma Union YEMMC Facility Renovation
   - Metro Tech High School Additions/Renovations
   - Hunt Highway - Future Site Analysis
   - Peoria District Wide Bond Projects
   - Coolidge-Florence Elks Lodge
   - Yuma High School Shade Structure
   - Somerton District Transportation Project Building
   - Agua Fria 2005 Bond Projects
   - Agua Fria Bus Drop Off
   - Agua Fria Millennium Modular
   - Desert Edge HS Folding partitions
   - Julia Randall Elementary School
   - Wickenburg Ward Addition
   - New Ward 38th Place
   - Discovery Elementary Classroom Addition
   - Royal Palm Middle School
   - Southwestern Eye Center Bullhead City
   - Mesa Temple Laundry Room Remodel
   - Villago Elementary School
   - Perry Sr. Seminary
   - Lehi Grand Ward
   - Higley Transportation Center
   - Casa Grande Heritage at Villago
   - Buckeye & Coolidge Postal Station
   - Queen Creek High School Cafeteria Renovations & Remodel
   - San Tan & Lemon Ward
   - Carden Lakes Pavilion Avondale
   - Robson Pavilion in Mesa
   - Agua Fria New Directions T.I.
   - La Cima MS Additions & Remodel
   - Prince Elementary Additions & Remodel
   - Sahuarita Administration Building Addition – Feasibility Study
   - Buckeye & Coolidge USPS Document Phase (Phase II)
   - Benson Bond School Addition
   - San Tan & Lemon Queen Creek AZ - Chandler Heights Ward
   - Payson Rim Country Middle School Kitchen Design Remodel
   - Hermosa Vista Ward
   - Ocotillo Annex Remodel
   - Sheely Farms Elementary School Gym & Courtyard
   - Deer Valley High School Career Tech. Ed. (CTE)
   - Aztec Portable Classrooms
Emc2 Projects Completed in the Past 5 Years (Continued)

Aztec Bus Loop
ARISE Renovations
Recker & Azalea Site Feasibility
Brichta Elementary Bond Improvement
New Phoenix Welfare Facility
Crossroads Mission Kitchen Remodel
System Security Upgrades/Phoenix West Valley
Vail Middle School Bond Renovations
Agua Fria District Office Tenant Improvement
Kyreene Akimel Central Plant Improvements
Gilbert 1, 5 Structural Repairs
Bicentennial South HVAC Replacement
Mingus Union High School Shade Structure
Sahuarita Middle School Locker Room Re-roof Project
Payson Rock Building Renovation
Somerton Capital Improvement Master Plan (CIMP)
Rillito School Addition
Deer Valley High School Modernization
Payson High School CTE Ag Building
Scott Libby Elementary School Classroom Renovations
Canyon Del Oro CTE Projects
Millennium Portables
El Oso Park Facilities Renovations
Fruchthendler-Kellond Elementary Schools Upgrades & Renovations
Assisted Living Facility - Conceptual Design
Pegasus Ward, Queen Creek
Colonel Smith Middle School Complex
Ironwood Crossing Church Building
Villago Early Childhood Development Center
Agua Fria High School/Millennium ID Plans - Conceptual Design

b. List the total number of design market segments served and total number of projects completed, per each market segment within the last 2 years.

Education Market Sector (37)

Walden Grove High School
Brichta Elementary Bond Improvement
Vail Middle School Bond Renovations
Agua Fria District Office Tenant Improvement
Peoria Building Assessment
Kyreene Akimel Central Plant Improvements
Bicentennial South HVAC Replacement
Mingus Union High School Shade Structure
Sahuarita Middle School Locker Room Re-roof Project
Payson Rock Building Renovation
Capital Improvement Master Plan (CIMP)
Rillito School Campus Addition
Deer Valley High School Modernization
Payson High School CTE Ag Building
Bond Improvements
Scott Libby Elementary School Classroom Renovations
Canyon Del Oro CTE Projects
Millennium Portables
Fruchthendler-Kellond Elementary Schools Upgrades & Renovations
Colonel Smith Middle School Complex
Villago Early Childhood Development Center
Agua Fria High School/Millennium ID Plans

Orangewood Parent Drop-off
Millennium High School Walk-In Coolers
Peoria Facility Site and Assessment Master Plan
Tavan Group 2010 Bond Projects
Mountainside Group 2010 Bond Projects
Gadsden 2011 Bond Projects
The Green Schoolhouse Series - The Studio at Orangewood Elementary School
Anza Trail Parking Additions & Renovations
Glendale Bic North Walk-in Freezer
Yuma Cielo Verde Ward - Yuma 7, 10 Wards
Site Planning Studies 2011 ASU Research Park
Yuma Cielo Verde Ward- Yuma 7, 10 Wards
Cypress Texas Ward
Yuma 16th HVAC Renovations -- Yuma AZ Stake
Lehi Building Roof/Structural Repairs
Service Annex Code Study
Ray Building Renovations
Thunderbird Facility Site and Assessment Master Plan
District Office Annex Tenant Improvement (TI)
MOMAR Tenant Improvement (TI) at Desert Edge HS
AFUHSD Early Childhood Learning Center
Coombs LDS Seminary
Agleton Texas Ward - Site Feasibility Study/Annex Process
Termainte ART Project
Houston Building Repairs
Parkview Ward
Glendale Kitchen Assessments
Pecan Creek 1st Ward
Benson Bond Improvements Phase II
Meeting House Localization Review
The Cooperative Purchasing Network
Architectural and Engineering Services

Religious Market Sector (14)
Recker & Azalea Site Feasibility
New Phoenix Welfare Facility
Gilbert 1, 5 Structural Repairs
Pegasus Ward, Queen Creek
Ironwood Crossing Church Building
Yuma Cielo Verde Ward - Yuma 7, 10 Wards
Yuma Cielo Verde Ward - Yuma 7, 10 Wards
Cypress Texas Ward
Yuma 16th HVAC Renovations -- Yuma AZ Stake
Lehi Building Roof/Structural Repairs
Ray Building Renovations
Agleton Texas Ward - Site Feasibility Study/Annex Process
Houston Building Repairs
Pecan Creek 1st Ward

8. Project References – 150 Points
List three completed projects that would be representative of your firm’s work within the last three years. For each of the following project types: Planning, New Building Construction, Existing Building Renovations/Additions, Security Related, Energy Efficient Technologies Related. List the following information for each project listed: Project Name; Client; Contact Person/title; Phone number; Brief description of scope of services provided in each project.

<table>
<thead>
<tr>
<th>Project(s) &amp; Description by Name</th>
<th>Client</th>
<th>Contractor</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Planning</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Peoria Facility &amp; Site Assessment</td>
<td>Peoria USD #11 PO Box 39, Glendale, AZ 85380 Ed Gillam, Facilities Department, (623) 412-5266, FAX (623) 486-6111 <a href="mailto:egillam@peoriaud.k12.az.us">egillam@peoriaud.k12.az.us</a></td>
<td>NA</td>
</tr>
<tr>
<td>Thunderbird School of Global Management Facility &amp; Site Assessment</td>
<td>Thunderbird School of Global Management 1 Global Place, Glendale, AZ 85306-6000 Jim Harnden, Chief Information Officer, (602) 978-7100 <a href="mailto:jim.harnden@thunderbird.edu">jim.harnden@thunderbird.edu</a></td>
<td>NA</td>
</tr>
<tr>
<td>Washington Elementary Building Assessment</td>
<td>Washington Elementary School District 4650 W. Sweetwater Avenue Glendale, AZ 85304-1505 Mike Kramer, Director of Capital Projects, (602) 347-2600 <a href="mailto:mike.kramer@wesdschools.org">mike.kramer@wesdschools.org</a></td>
<td>NA</td>
</tr>
</tbody>
</table>
## New Building Construction

**Walden Grove High School** is a new 115,265 SF campus-style high school designed for 750 students. Spaces include classrooms, administration, full kitchen, cafeteria/multipurpose/ stage, gymnasium, music rooms, media center, labs, athletic fields and site development.

Sahuarita USD #30  
350 W. Sahuarita Road, Sahuarita, AZ 85629  
Daryl Rawson, Facilities Director,  
(520) 625-3502, FAX (520) 625-4609,  
drawson@sahuarita.k12.az.us  
Core Construction  
3036 East Greenway Rd., Phoenix, AZ 85032  
Merv Giles, Project Manager,  
(602) 494-0800, FAX (602) 992-0648,  
mervgiles@coreconstructaz.com

**Anza Trail School** is a new 110,000 SF campus-style school with four buildings that include administration/library, multipurpose/gymnasium, two 2-story classroom wings, and courtyard/amphitheater.

Sahuarita USD #30  
350 W. Sahuarita Road, Sahuarita, AZ 85629  
Dr. Manuel O. Valenzuela (520) 625-3502,  
FAX (520) 625-4609,  
mvalenzuela@sahuarita.net  
Sundt Construction (Anza Trail)  
4101 East Irvington Road, Tucson, AZ 85714  
Kurt Wadlington, Project Manager,  
(520) 750-4600, FAX (520) 750-6576,  
kjwadlington@sundt.com

**Queen Creek New Administration Center** is a new 35,000 SF administration center with board room and administrative areas.

Queen Creek USD #95  
20740 S. Ellsworth Road, Queen Creek, AZ 85242  
Candy Cooley, Director of Construction,  
(480) 987-5980, FAX (480) 987-9714,  
candycooley@qcusd.org  
Adolfson & Peterson  
5002 S. Ash Avenue, Tempe, AZ 85282-6843  
Jeff Keck, Vice President/PIC, Education  
Services (480) 756-1885, FAX (480) 345-8755,  
jkeck@a-p.com

## Existing Building Renovations/Additions

**Peoria Bond Renovations** - Emc2 was responsible for the design and construction administration of a $18 million bond renovation projects, including HVAC renovation and upgrades at five K-8 and classroom renovations at two high schools.

Peoria USD #11  
PO Box 39, Glendale, AZ 85380  
Ed Gillam, Facilities Department,  
(623) 412-5266,  
FAX (623) 486-6111,  
eggillam@peoriaud.k12.az.us  
McCarthy Building Companies  
80 E. Rio Salado Parkway, Suite 310,  
Tempe, AZ 85281  
Rob Langhoff, Sr. Vice President,  
Education (480) 449-4700, FAX (480) 449-4747,  
RRLanghoff@McCarthy.com

**Rillito Center (Addition)** includes refurbishing/remodel existing 8,000 SF Center while adding approximately 20,000 SF of new classrooms, administration, health offices and exterior site improvements for playground areas, walkways, security fencing and special learning spaces. Eight existing portable classroom buildings were demolished to make way for new construction. The addition also includes new administrative offices, nurse suite, reception and testing rooms, new bus, parent and emergency vehicle lanes with additional staff parking.

Amphitheater USD #10  
701 W. Wetmore Road, Tucson, AZ 85705  
Doug Aho, Construction Manager,  
(520) 696-5148,  
FAX (520) 696-5068, dah@amphi.com  
Core Construction  
3036 East Greenway Rd., Phoenix, AZ 85032  
Merv Giles, Project Manager,  
(602) 494-0800, FAX (602) 992-0648,  
mervgiles@coreconstructaz.com

**Metro Tech High School Renovations** originally included 50 “wish list” projects, which were then prioritized to 21 key needs. Final scope included eight projects, which include HVAC, electrical and special systems infrastructure upgrades, general building remodels and site improvements. Major work included a library addition and gymnasium renovation.

Phoenix Union HSD #210  
4502 N. Central Avenue, Phoenix, AZ 85012  
Pat Prince,  
(602) 764-1612, FAX (602) 271-3593  
prince@phxhs.k12.az.us  
Sundt Construction  
1501 W. Fountainhead Pkwy., Suite 600,  
Tempe, AZ 85282, Tim Lewis, Project  
Manager,  
(480) 293-3000, FAX (480) 293-3079,  
tlewis@sundt.com
The Cooperative Purchasing Network
Architectural and Engineering Services

Energy Efficient Technologies

<table>
<thead>
<tr>
<th>Deer Valley High School Campus</th>
<th>Deer Valley USD #97</th>
<th>Core Construction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Renovation</td>
<td>20402 N. 15th Avenue, Phoenix, AZ 85027</td>
<td>3036 East Greenway Rd., Phoenix, AZ 85032</td>
</tr>
<tr>
<td></td>
<td>Jerry Cipriano, Construction Manager, (623) 445-5002</td>
<td>Chris Harroun, Project Manager, (602) 494-0800</td>
</tr>
<tr>
<td></td>
<td>FAX (623) 445-5080, <a href="mailto:jerry.cipriano@dvusd.org">jerry.cipriano@dvusd.org</a></td>
<td>FAX(602) 992-0648, <a href="mailto:chrisharroun@coreconstructaz.com">chrisharroun@coreconstructaz.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Energy Efficient Technologies</th>
<th>Scottsdale Unified School District</th>
<th>Concord Construction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scottsdale Bond Projects (Tavan Group)</td>
<td>3811 N. 44th Street, Phoenix, AZ 85018</td>
<td>4215 E. McDowell Road, Suite 201, Mesa, AZ 85215</td>
</tr>
<tr>
<td></td>
<td>Robert Schoepe, Purchasing, (480) 484-6150</td>
<td>Tim Kinkert, Superintendent, (480) 694-4783</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:rschoepe@susd.org">rschoepe@susd.org</a></td>
<td><a href="mailto:tkinkert@concordinc.com">tkinkert@concordinc.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Scottsdale Bond Projects (Tavan Group)</th>
<th>Ft. Huachuca Accommodation District</th>
<th>Turner Construction Company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Colonel Smith Middle School is a</td>
<td>PO Box 12954, 21110 Hines, Rd., Fort Huachuca, AZ 85613</td>
<td>637 S. 48th Street, First Floor, Tempe, AZ 85281</td>
</tr>
<tr>
<td>105,000 SF replacement middle school for 450 students designed to be net zero energy. Completion is expected in August 2012. Energy saving features include minimum east/west glazing, layered daylighting, low-e glazing in critical locations, optimized insulation, solar water heating, wind machines, lower power use advanced lighting systems, digital lighting and controls, efficient outdoor lighting, heat recovery systems, low water flow or waterless toilet fixtures, rainwater harvesting and on-site storage.</td>
<td>Dr. Ronda Frueauf, Superintendent, (520) 458-5082</td>
<td>Robert Cortazzo, VP, Operations Manager, (480) 557-4700, FAX (480) 557-6743</td>
</tr>
<tr>
<td>Scottsdale Unified School District</td>
<td>FAX (520) 515-5972, <a href="mailto:frueauffr@fhasd.org">frueauffr@fhasd.org</a></td>
<td><a href="mailto:rcortazzo@tcco.com">rcortazzo@tcco.com</a></td>
</tr>
</tbody>
</table>

a. What CAD program and version does your firm utilize?
Revit Architecture 2012

b. Does your firm have Building Information Modeling (BIM) capabilities? If so, when did you introduce BIM to your firm? Describe your current experience level of utilizing BIM design technology.

Specialized in-house equipment helps the design staff maintain a consistently high level of quality documents. We use the most current computer systems and software, and we’re able to share files and provide updates quickly using the latest technological tools. As part of our Basic Services we use Revit Architecture as our Building Information Modeling (BIM) software, and have found it to be an excellent tool to increase design efficiency as
well as improve visualization for client review. Revit creates a three-dimensional digital representation of the actual building. All drawings and documents are specialized views and automatically update whenever a change to the design occurs; this self-coordination increases productivity by reducing, and sometimes eliminating, time spent making changes to drawing sheets. Simply, it is a time-saving tool that streamlines design. We require the same level of expertise from our design team so information and design documents are shared seamlessly between team members.

We use integrated specification SpecLink software, and provide current and accurate data to correspond with the drawings from the Programming Phase through Construction Documents. SpecLink helps produce project specifications that are better coordinated and more up to date due to a unique relational database. As the user chooses sections to include in the project, links in the database select related text and exclude incompatible options, which multiplies productivity, accuracy and reliability for bidding and construction documents. With this software, we are also able to designate LEED or sustainable design elements as the project may require.

c. Would 100% of design and construction documents be produced in Auto Cad drawing format? If not, what electronic CAD based program do you utilize?

We use Revit Architecture 2012 exclusively for architectural drawings. Our consultants use a variety of platforms for design and construction documents, depending on their discipline. Many use Revit. Others use standard programs that are widely acceptable in the industry and among clients. We are flexible to providing drawings in formats that clients prefer.

d. What percent of work would be on CAD? Describe the percentage of work that would not be on CAD.

Construction documents are delivered in Revit. During conceptual design and design development, we often use visualization platforms, including Sketchup, Photoshop and other graphic programs as project needs dictate.

e. At the conclusion of the project, would your firm transmit ALL contract documents including electronic drawings, and specifications, to the member/client for their use? If not, state what your restrictions would be?

We will provide contracts documents to clients per their requests.

f. Would your firm grant the member/client and/or their architect or agent-in-kind the license to reproduce any and all contract documents, including electronic drawings, and specifications, for purpose of future maintenance, alterations, and/or additions to the building, assuming the member/client and/or their architect or agent-in-kind would be liable for any changes to the original documents? If not, state what your restrictions would be?

Yes, we would be willing to grant member/client and/or their architect or agent-in-kind the license to reproduce any and all contract documents, including electronic drawings, and specifications, for purpose of future maintenance, alterations, and/or additions to the building, assuming the member/client and/or their architect or agent-in-kind would be liable for any changes to the original documents.
10. Additional Information – 25 Points

a. Include any additional information and/or brochures further describing your firm, providing you with an advantage in relation to this request.

Strengths of the Organization

Clients want quality projects completed on time and within budget. For this reason, we pursue quality clients, and make sound business decisions to pursue opportunities where we have the right experience and adequate personnel capacity to deliver successful projects.

Then, working together as a team, Emc2 creates high performance architecture based upon the client’s vision, goals, and requirements. With a proven history in design that meets agency approval, we understand how to design facilities that meet functional requirements and standards. Furthermore, we routinely incorporate sustainable design features based on expertise gained from two recently completed LEED certified projects.

The foundation of our organization is our proven commitment to deliver client delight and project excellence.

Values of the Organization

Our team brings value in the form of function, maintainability and sound design solutions that meet client goals, including schedule and budget. Our design philosophy is based on three foundations:

1. It must function well for the intended use.
2. It must be easily maintained relative to selected architectural finishes.
3. It should have a pleasing appearance that is appropriate with the project budget.

What Sets Emc2 Apart

Dedication to Client Delight

The Emc2 way of conducting business is based on sound design principles that adhere to client needs and budgets, along with our unique dedication to client delight. We believe effective communication is key to a successful project. We are 110% dedicated to listening... assessing... and then, determining how to meet your needs timely and efficiently. Our design philosophy is to serve as the architectural resource that reflects your educational vision.

Understanding of Key Issues in Designing for Arizona’s residents

With more than 30 years of Arizona design and construction experience, we understand many issues that clients face, including economic struggles, local workforce, volatility in construction prices, and issues dealing with a desert environment. We’ve built a voluminous history of lessons learned, which means we can guide clients through the project life cycles from programming through design and from document development through construction.

Environmentally Friendly Design

Emc2 has completed two LEED Certified Projects: NCA Office building in ASU’s Tempe Research Park is Gold Certified and Arizona’s First LEED Silver Certified Public High School for Agua Fria UHSD, Desert Edge High School - Phase II. As a standard design practice, we recommend many sustainable design features, even if clients decide not to pursue LEED certification. Green buildings are healthy buildings, and healthy buildings are good for its users, guests and the community. We currently have two projects underway that are designed for Net Zero Energy -- Colonel Smith Middle School in Fort Huachuca and The Green Schoolhouse Series - The Studio, located on Orangewood Elementary Campus in Phoenix.

Please accept my unqualified recommendation of... Emc2 for your building project....

Emc2 is a company that listens well and is willing to do whatever it takes to ensure owner satisfaction....

The Payson community is delighted with the outcome, as our new school is in harmony with the architectural themes found in Payson and fits beautifully bordering one of our town parks....

I would hire Emc2 for any future projects without reservation and would strongly encourage you to select them as your architects. They will design and oversee a quality project with customer service at the forefront...."

Casey O’Brien, Superintendent
Payson Unified School District
EPA’s “Tools for Schools” Emc2 embraces the EPA’s “Tools for Schools” (TfS) program in Arizona Schools. This voluntary program comes in an easily implementable package that School Districts can voluntarily implement to improve Indoor Air Quality (IAQ) in their schools. Emc2 will, at client request, provide the TfS package and make a presentation on how it works.

**In-House Public Involvement Expertise**

Emc2 has in-house resources for development and implementation of Public Participation Programs, which may include public meetings for stakeholder input, open houses, news releases, dedication events, and other community involvement activities.

**Experience with Alternative Delivery Methods**

Emc2 first began working with current Alternative Delivery Methods in 1998, successfully completing Show Low High School in June 1999 utilizing Construction Manager at Risk (CMAR). We have completed more than 100 projects utilizing Alternative Delivery Methods, and have completed many projects using traditional Design-Bid-Build (DBB). We have worked extensively with local CMAR Contractors. CMAR success depends upon the Team and how well we work together.

**Specialized School Facilities Board Experience**

We have worked with individual school district bond programs as well as the School Facilities Board (SFB), the state’s governing facility to provide funds and direction for school planning, new facilities, and renovations. At this time, the SFB is not awarding educational projects, and we maintain good working relationships with the agency as we all weather the economic downturn and its impact on education in Arizona. The firm’s founder, Ron Essley, served on the Technical Advisory Subcommittee for creation of the Arizona School Facilities Board Guidelines, which developed and suggested new construction guidelines at the inception of the Arizona SFB. We have completed 27 new SFB-funded schools. Our experience brings a uniquely functional and efficient approach to design. We also include as many attractive, aesthetic and sustainable details as possible to enhance the learning environment.

Our Site Based Design process is an on-site charrette activity where your stakeholders will participate in developing project design concepts.
CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 6/29/2011

PRODUCER
Southwest Risk Management, LLC
2855 East Brown Road
Suite 28
Mesa AZ 85213

CONTACT NAME: Tammy Tolle
PHONE: (480) 924-1200
FAX: (480) 924-1211
E-MAIL ADDRESS: ttolle@swriskmgt.com

INSURER(S) AFFORDING COVERAGE

NAIC #
INSURER A: Peerless Insurance Co 24198
INSURER B: Colorado Casualty 41785
INSURER C: Lloyd’s Of London

COVERAGES CERTIFICATE NUMBER: CL1162805722

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE INSURANCES LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

<table>
<thead>
<tr>
<th>BS</th>
<th>LTR</th>
<th>TYPE OF INSURANCE</th>
<th>ADJUS. BURDEN</th>
<th>INSD.</th>
<th>WWD</th>
<th>POLICY NUMBER</th>
<th>POLICY EFF</th>
<th>POLICY EXP</th>
<th>LIMITS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>GENERAL LIABILITY</td>
<td></td>
<td></td>
<td></td>
<td>BOP3765191</td>
<td>7/1/2011</td>
<td>7/1/2012</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>EACH OCCURRENCE $1,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>DAMAGE TO RENTED PREMISES (As occurs) $300,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MED EXP (Any one person) $5,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PERSONAL &amp; ADV INJURY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>GENERAL AGGREGATE $2,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PRODUCTS &amp; COMM PROP AGG $2,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>AUTOMOBILE LIABILITY</td>
<td></td>
<td></td>
<td></td>
<td>BA3765190</td>
<td>7/1/2011</td>
<td>7/1/2012</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>EACH OCCURRENCE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>BODILY INJURY (Per person) $1,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>BODILY INJURY (Per accident)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PROPERTY DAMAGE (Per accident)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>UMBRELLA LIABILITY</td>
<td>OCCUR</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>EACH OCCURRENCE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>AGGREGATE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>WORKERS COMPENSATION AND EMPLOYERS’ LIABILITY</td>
<td>Y/N</td>
<td>N/A</td>
<td>WC3765192</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>E.L. EACH ACCIDENT $1,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>E.L. DISEASE - EA EMPLOYEE $1,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>E.L. DISEASE - POLICY LIMIT $1,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PROFESSIONAL LIABILITY</td>
<td>Each Claim Ded $15,000</td>
<td>5/11/2011</td>
<td>5/11/2012</td>
<td>1,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Aggregate 2,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Professional Liability - Claims Made - Retro Date 05-01-79

CERTIFICATE HOLDER

For Information Only

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

John Holt/TT

© 1988-2010 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD.
GENERAL TERMS & CONDITIONS ACCEPTANCE FORM

Signature on the following page certifies complete acceptance of the General Terms and Conditions in this solicitation, except as noted below (additional pages may be attached, if necessary).

Check one of the following responses to the General Terms and Conditions:

☒ We take no exceptions/deviations to the general terms and conditions

(Note: If none are listed below, it is understood that no exceptions/deviations are taken.)

☐ We take the following exceptions/deviations to the general terms and conditions. All exceptions/deviations must be clearly explained. Reference the corresponding general terms and conditions that you are taking exceptions/deviations to. Clearly state if you are adding additions terms and conditions to the general terms and conditions. Provide details on your exceptions/deviations below:

(Note: Unacceptable exceptions shall remove your proposal from consideration for award. TCPN shall be the sole judge on the acceptance of exceptions/deviations and TCPN’s decision shall be final.)
SIGNATURE FORM

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this bid in collusion with any other Respondent and that the contents of this proposal as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: 120 days

<table>
<thead>
<tr>
<th>Company name</th>
<th>Emc2 Group Architects Planners, PC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>1635 N. Greenfield Rd., Suite 144</td>
</tr>
<tr>
<td>City/State/Zip</td>
<td>Mesa, AZ 85205</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>480.830.3838</td>
</tr>
<tr>
<td>Fax No.</td>
<td>480.830.3860</td>
</tr>
<tr>
<td>Email address</td>
<td><a href="mailto:info@emc2architects.com">info@emc2architects.com</a></td>
</tr>
<tr>
<td>Printed name</td>
<td>Richard J. Clutter</td>
</tr>
<tr>
<td>Position with company</td>
<td>President</td>
</tr>
<tr>
<td>Authorized signature</td>
<td></td>
</tr>
</tbody>
</table>

ACKNOWLEDGE ADDENDUM NUMBER: 1

Accepted by The Cooperative Purchasing Network:

Term of contract ___________ to ___________

Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew annually for an additional two (2) years if agreed to by TCPN and the awarded vendor. Awarded vendor shall honor all administrative fees for any sales made based on a TCPN contract whether renewed or not.

Director of TCPN __________________________ Date ___________

Print Name ___________________________________________

Authorized Signature __________________________ Date ___________

Print Name __________________________________________

TCPN Contract Number ___________
TAB 2 – QUESTIONNAIRE

Please provide responses to the following questions that address your company’s operations, organization, structure and processes for providing products and services.

1. States Covered
Bidder must indicate any and all states where products and services can be offered. Please indicate the price co-efficient for each state if it varies.

☐ 50 States & District of Columbia (Selecting this box is equal to checking all boxes below)
☐ Alabama                              ☐ Montana
☐ Alaska                                ☐ Nebraska
☐ Arizona                               ☐ Nevada
☐ Arkansas                               ☐ New Hampshire
☐ California                           ☐ New Jersey
☐ Colorado                              ☐ New Mexico
☐ Connecticut                          ☐ New York
☐ Delaware                             ☐ North Carolina
☐ District of Columbia                   ☐ North Dakota
☐ Florida                               ☐ Ohio
☐ Georgia                               ☐ Oklahoma
☐ Hawaii                               ☐ Oregon
☐ Idaho                                 ☐ Pennsylvania
☐ Illinois                              ☐ Rhode Island
☐ Indiana                               ☐ South Carolina
☐ Iowa                                  ☐ South Dakota
☐ Kansas                                ☐ Tennessee
☐ Kentucky                              ☐ Texas
☐ Louisiana                             ☐ Utah
☐ Maine                                ☐ Vermont
☐ Maryland                              ☐ Virginia
☐ Massachusetts                        ☐ Washington
☐ Michigan                              ☐ West Virginia
☐ Minnesota                            ☐ Wisconsin
☐ Mississippi                          ☐ Wyoming
☐ Missouri

☐ All U.S. Territories & Outlying Areas (Selecting this box is equal to checking all boxes below)
☐ American Samoa                        ☐ Northern Mariana Islands
☐ Federated States of Micronesia        ☐ Puerto Rico
☐ Guam                                  ☐ U.S. Virgin Islands
☐ Midway Islands

2. Minority and Women Business Enterprise (MWBE) and (HUB) Participation

It is the policy of some entities participating in TCPN to involve minority and women business enterprises and historically utilized businesses (HUB) in the purchase of goods and services. Respondents shall indicate below whether or not they are an MWBE or HUB certified.

a. Minority/Women Business Enterprise
   Respondent certifies that this firm is an MWBE
  ☐ Yes ☐ No

b. Historically Underutilized Businesses
   Respondent certifies that this firm is a HUB
   ☐ Yes ☐ No
3. Residency

Responding Company’s principal place of business is in the city of __________ State of __________.

4. Felony Conviction Notice

Please check applicable box:

☐ A publicly held corporation; therefore, this reporting requirement is not applicable.
☒ Is not owned or operated by anyone who has been convicted of a felony.
☐ Is owned or operated by the following individual(s) who has/have been convicted of a felony.

- If the 3rd box is checked, a detailed explanation of the names and convictions must be attached.

5. Processing Information

Company contact for:

Contract Management

Contact Person: Richard J. Clutter
Title: President
Company: Emc2 Group Architects Planners, PC
Address: 1635 N. Greenfield Road, Suite 144
City: Mesa State: AZ Zip: 85205
Phone: 480.830.3838 Fax: 380.830.3860
Email: rclutter@emc2architects.com

Billing & Reporting/Accounts Payable

Contact Person: Ferrell H. Catmull
Title: Controller
Company: Emc2 Group Architects Planners, PC
Address: 1635 N. Greenfield Road, Suite 144
City: Mesa State: AZ Zip: 85205
Phone: 480.830.3838 Fax: 480.830.3860
Email: fhcatmull@emc2architects.com
Marketing

Contact Person: Barbara Shuck

Title: Chief Marketing Officer

Company: Emc2 Group Architects Planners, PC

Address: 1635 N. Greenfield Road, Suite 144

City: Mesa State: AZ Zip: 85205

Phone: 480.830.3838 Fax: 480.830.3860

Email: bshuck@emc2architects.com

6. Distribution Channel: Which best describes your company’s position in the distribution channel:
   - [ ] Manufacturer direct
   - [x] Certified education/government reseller
   - [ ] Authorized distributor
   - [ ] Manufacturer marketing through reseller
   - [ ] Value-added reseller
   - [x] Other consultant

7. Cooperatives

List any other cooperative or state contracts currently held or in the process of securing

<table>
<thead>
<tr>
<th>Cooperative/State Agency</th>
<th>Discount Offered</th>
<th>Expires</th>
<th>Annual Sales Volume</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mohave Educational Services Coop</td>
<td>N</td>
<td></td>
<td>$100,000</td>
</tr>
<tr>
<td>Arizona Dept. of Administration</td>
<td>N</td>
<td>2014</td>
<td>$100,000</td>
</tr>
</tbody>
</table>


3. **Company Profile**

1. **Company’s official registered name.**
Emc2 Group Architects Planners, PC

2. **Brief history of your company, including the year it was established.**

Emc2 Group Architects Planners, PC (Emc2) is a full-service Mesa-based architectural firm, having served public sector clients throughout Arizona continuously since 1978. The steadily-growing organization was previously known as EMM, EMM/SHW, SHW Group, and became Emc2 on June 13, 2001. During the past 30 years, we have designed numerous public facilities including libraries, post offices, fire stations, utility buildings, vehicle maintenance facilities, high schools, middle schools, elementary schools, and more than 1,000 renovations and remodel projects. Projects range from 1,000 to 360,000 SF, many of which incorporated complex phasing and coordination scenarios. Arizona clients utilize a variety of project delivery methods, including Design-Bid-Build, Construction-Management-at-Risk (CMAR), Job Order Contracting (JOC) and Design-Build. We bring the following benefits to each project we design:

- Experience with public sector clients; we are committed to budget, schedule & functional design
- Experience with large project teams (Department, Facility Users, Related Departments, Review Agencies, General Public, etc.) to facilitate finalizing design and streamline permitting and approval
- Coordination of design with agency (IT, communication, design standards, facilities & maintenance personnel) to ensure that design intent is maintained
- Experience with durable and maintainable finishes to ensure client satisfaction
- Experience with community facilities to appreciate the general public’s interest in project success
- Experience with LEED requirements and certification process to ensure that proven sustainability strategies are implemented
- Experience with ADA and code compliance

Emc2 is located in Mesa, and is an entirely locally-owned corporation. We provide the highest level of service to clients through expeditious decision-making and responsiveness.

We have 16 employees, including eight registered architects, three LEED-accredited professionals, and one Recognized Educational Facility Planner (REFP). Project teams are assigned for the duration of a project, from early design through completion and warranty. This strategy ensures a seamless transition from design through construction, with fewer conflicts and questions in the field. We currently have adequate staffing to deliver excellent design services for the 3-year duration of this On-Call Contract.

We utilize Building Information Modeling (BIM) as our primary design and documentation platform, and Revit Architecture is our standard design program. Revit helps save time and money, improves the ability to analyze, visualize, refine, and convey designs, and increases reliability in design documents. We require the same level of expertise from our subconsultants so information and design documents are shared seamlessly between all the team members.


3. **Company’s Dun & Bradstreet (D&B) number**
12-067-0104
4. **Corporate office location.**

1635 North Greenfield Road, Suite 144, Mesa, AZ 85205, 480.830.3838, FAX 480.830.3860

5. **List the total number of sales persons employed by your organization within the United States, broken down by market**

1 sales person for all markets (K-12 education, higher education, religious, municipal, governmental)

6. **List the number and location of offices, or service centers for all states being bid in solicitation. Additionally, list the names of key contacts at each location with title, address, phone and e-mail address.**

   Mesa, Arizona
   Contact: Barbara Shuck

7. **Please provide contact information for the person(s) who will be responsible for the following areas, including resumes:**

   a. **Sales**
      Barbara Shuck, 480.830.3838, bshuck@emc2architects.com

   b. **Sales Support**
      Gina Alvarado, 480.830.3838, galvarado@emc2architects.com

   c. **Marketing**
      Barbara Shuck, 480.830.3838, bshuck@emc2architects.com

   d. **Financial Reporting**
      Ferrell Catmull, 480.830.3838, fcatmull@emc2architects.com

   e. **Executive Support**
      Richard Clutter, 480.830.3838, rclutter@emc2architects.com

8. **Define your standard terms of payment.**

   Net 30 days

9. **Who is your competition in the marketplace**

   Orcutt/Winslow, DLR Group, NTD, ADM, Corgan, Swaim Associates Architects, BWS Architects

10. **Overall annual sales for last three (3) years; 2009, 2010, 2011**

    | Year | Sales       |
    |------|------------|
    | 2011 | $4,474,834 |
    | 2010 | $3,995,658 |
    | 2009 | $4,446,686 |

11. **Overall public sector sales, excluding Federal Government, for last three (3) years; 2009, 2009, 2011**

    | Year | Sales       |
    |------|------------|
    | 2011 | $3,285,800 |
    | 2010 | $3,349,965 |
    | 2009 | $3,409,141 |
Richard has more than 29 years of experience in major educational projects in Arizona, and has been involved in all phases of project development from on-site design through construction. He manages projects from programming to construction documents, and from construction administration through project close-out. He manages the main architectural services contract as well as consultant contracts. Richard has extensive experience as a Project Manager in CM at Risk, conventional Design-Bid-Build, and design-build construction methods in Arizona. Serving as the firm’s President, Richard is the executive in charge of project successes and client satisfaction, as well as the firm’s overall performance. His relevant project experience includes:

- Ironwood Ridge High School, Tucson - new school, 330,000 SF, completed July 2003
- Billy Lane Lauffer Middle School, Tucson - new school, 67,669 SF, completed August 2005
- Gallego Elementary, Tucson - new school, 54,000 SF, completed August 2007
- Vesey Elementary Additions, Tucson - 6,769 SF, completed December 2009
- Mary Meredith K-12, Tucson – new school, 15,000 SF, completed October 2008
- Prince Elementary School Additions, Tucson - 25,868 SF, completed August 2009
- La Cima Middle School Additions, Tucson – 76,065, completed December 2009
- Painted Sky Elementary, Amphitheater – new school, 66,175 SF, completed December 2007
- Anthem K-8 School, Florence – new school, 101,640 SF, completed August 2006
- Walden Grove High School, Sahuarita – new school, 115,265 SF, estimated completion 2012
- Sahuarita High School Addition, Sahuarita – 23,048 SF, completed July 2005
- Scottsdale Portable Classroom Additions, Scottsdale – completed 2006
- Anza Trail K-8, Sahuarita – new school, 112,002 SF, completed April 2004
- Peoria Bond Projects, Peoria – renovations and additions - completed October 2008
- Phoenix Metro Tech Additions, Phoenix – 10,000 SF, completed December 2008
- Royal Palms Middle School, Phoenix – renovation, 67,500 SF, completed December 2009
- Scottsdale Additions and Renovations, Scottsdale
- Queen Creek Elementary School Renovations, Queen Creek – 17,000SF, completed June 2007
- Copper Basin K-8, Florence – new school, 101,640 SF, completed May 2005
- Walker Butte K-8, Florence – new school, 101,467 SF, completed May 2002
- Skyline K-8, Florence – new school, 319,000 SF, completed May 1999
- Buena High School, Sierra Vista – new school, completed January 1992
- Carlson Elementary, Douglas – new school, 49,000 SF, completed August 2004
- Douglas High School Remodel, Douglas
- Casa Grande High School Auto Shop Renovation, Casa Grande
- Ganado High School Football Stadium and Additions
- Mountain View Post Office, Mesa – new building, 24,000 SF
- Falcon Field Post Office, Mesa – new building, 24,000 SF
- Anderson Springs Post Office, Chandler – new building, 24,000 SF
- Ganado Primary School, Ganado – new school, 69,359 SF, completed March 1993
- San Carlos High School, San Carlos – new school, 86,400 SF, completed June 1995
- Las Sendas Elementary, Mesa – new school, completed September 1997
- Skyline High School, Mesa – new school, 319,000 SF, completed May 1999
- James Zaharis Elementary School, Mesa – new school, 72,000 SF, completed September 1999

Education:
- Masters of Architecture, 1985, Texas A&M University (College Station, Texas)
- Bachelor of Environmental Design, 1983, Texas A&M University (College Station, Texas)

Experience:
- 29 years in Architecture
- 27 years with firm

Registration:
- Arizona #24640
- LEED Accredited Professional

Presentations:
- “Public-Private Collaboration: How a Town, School District, Architect & Construction Company can work together to benefit the children of a community,” co-presenter with Dr. Jay St. John and Kurt Wadlington, ASA/ASBA Annual Conference, 2005
Barbara Shuck, FSMPS, CPSM
Public Involvement/Chief Marketing Officer

Barbara has more than 30 years of experience in communications, marketing and publishing. An active leader in local client and industry organizations, she has strategic planning and program implementation expertise, and is a creative visionary with accomplished writing, presentation and facilitation skills.

She is the firm’s Chief Marketing Officer, responsible for leading marketing and business development activities in the firm, including client relationship management, strategic partnerships, and purchasing cooperatives.

Public Participation experience includes strategizing effective programs, coordinating Open Houses, writing/editing newsletters, and designing presentations and boards.

Relevant Project Experience Includes:

- Colonel Smith Middle School Complex, Ft. Huachuca, AZ. Assisted team with public outreach presentations, including groundbreaking video, “Tapestry for Learning: Interwoven Instructional Design Components” and presentations for various civic and professional industry groups.
- Kofa High School Campus Replacement, Yuma. Helped develop, coordinate and implement extensive Communications Plan for the Yuma Union High School District to inform and ensure that District, staff and community stakeholders are aware of the project’s progress.
- Marana Community Strategy Session. Facilitated presentation to stakeholder group to describe the Sahuarita public meeting process that would similarly encourage discussion and commitment for public facilities in Marana.
- Walden Grove High School, Sahuarita USD. Facilitated two public meetings to gain insight and support from Sahuarita USD Staff, school administrators, and community stakeholders to incorporate community participation and possible funding sources for the New High School.
- Desert Edge High School, Phase II, Agua Fria Union High School District. Helped strategize, organize and conduct Dedication Ceremony for LEED Silver Certification, submitted winning award submittals, and assisted with development of text and imagery for on-line kiosk at the school. Continue to assist the District in District-wide Welcoming Events and other community activities.

Previous relevant experience includes:

- Served as a Facilitator for Visioning Exercise for Town of Fountain Hills. On April 15-16, 2005, more than 270 Fountain Hills citizens gathered in public meeting sessions to discuss their core values and vision components for the future of Fountain Hills.
- Helped coordinate and conduct an Open House for a municipal master planning project that involved Phoenix Parks and Recreation Department, Water Services, and multiple stakeholders, including balloonists, remote control airplane enthusiasts, athletes, and other members of the public.
- West Area Water Reclamation Facility, Glendale. With other design and construction team members, assisted the City of Glendale in pursuing local and national awards for the project. Gained recognition from Valley Forward (Merit Award) and Southwest Contractor (Best of 2000).
12. What is your strategy to increase market share?

Emc2 is taking serious steps to diversify into markets that leverage our core services, including higher education and municipal/governmental market sectors. We are tracking clients who need training, educational, and maintenance facilities, where our K-12 experience will be regarded as relevant. Furthermore, we are expanding our k-12 market focus to include charter schools.

13. What differentiates your company from competitors?

Emc2’s design philosophy is based on function, maintenance and appearance, in that order. We are leaders in K-12 design in Arizona, and current need for renovation, addition and modernization suits our philosophy. We focus on providing sustainable designs that meet agency pay-back timeframes, and we deliver LEED (Leadership in Energy and Environmental Design)-inspired solutions, even if the client doesn’t intend to get full certification. While appearance and aesthetics are important and speak about a client’s public perception, our designs are practical and efficient apart from the overall design. We listen closely and rely on the experience of client professionals who direct their programs and give clients “what they want,” not what “we think they want.” This client-focused and practical approach has resulted in more than 30 years of serving clients in Arizona.

Please also refer to page 13, Values of the Organization.

14. Describe your firm’s capabilities and functionality of your on-line catalog/ordering website.

Emc2’s website: www.emc2architects.com provides an overview of the firm’s staff, areas of expertise and provides information, photos and project sheets for many projects. Due to the Qualification-Based Selection (QBS) nature of public sector procurement in Arizona, websites are not used for on-line purchasing or catalogs, but serve as great communication tools to illustrate our experience and expertise.

15. Describe your company’s Customer Service Department (hours of operation, number of service centers, etc.)

Emc2 business hours are 8 am through 5 pm, Monday through Friday. We celebrate the following holidays: New Years Day, Memorial Day, 4th of July, Labor Day, Thanksgiving, day after Thanksgiving, Christmas Eve and Christmas. All Project Managers and Owners use smartphones and mobile devices so clients have access to us 24 hours a day, 7 days a week. We have an auto answering machine at the office that records messages during non-business hours.

16. Provide information regarding if your firm, either presently or in the past, has been involved in any litigation, bankruptcy, or reorganization.

Emc2 owners and staff are driven by exceptional client service, accountability and conflict resolution. During the past 30 years, there have been no instances of litigation, bankruptcy or reorganization.

Marketing / Sales

1. Detail how your organization plans to market this contract within the first 90 days of the award date. This should include, but not be limited to:

a. A co-branded press release within first 30 days

Emc2 will send out a news release to all recipients in our contact list, which includes more than 300 school districts and municipal agencies. We are open to using TCPN recommended language and will comply with TCPN branding guidelines.
b. **Announcement of award through any applicable social media sites**

Emc2 has a LinkedIn Company page, and will be posting the TCPN agreement for broad distribution. With a personal Twitter account, our Marketing Contact will broadcast tweets that include TCPN social media hashtags.

c. **Direct mail campaigns**

Emc2 will include the TCPN contract information on its website, and comply with TCPN branding guidelines for logo usage. All direct mail campaigns will include TCPN branding as part of the firm's qualifications.

d. **Co-branded collateral pieces**

Emc2 will include TCPN logos and indicate TCPN provider status in all brochures, booklets, project-specific collateral and publicity (if conducted under a TCPN contract).

e. **Advertisement of contract in regional or national publications**

All Emc2 advertisements in local, regional and national publications will include the TCPN logo indicating provider status.

f. **Participation in trade shows**

All Emc2 trade show handouts and collateral will include the TCPN logo indicating provider status. We will include the TCPN logo as it suits the graphic displays being used.

g. **Dedicated TCPN internet web-based homepage with:**

- TCPN Logo
- Link to TCPN website
- Summary of contract and services offered
- Due Diligence Documents including: copy of solicitation, copy of contract and any amendments, marketing materials

Emc2 will add a page to its website indicating the TCPN relationship, including using the TCPN logo, link to TCPN website, summary of contract and services offered, and attention to appropriate documentation needed for information regarding our purchasing contract.

2. **Describe how your company will demonstrate the benefits of this contract to eligible entities if awarded.**

We will use examples of types of work that can be contracted through TCPN, which streamlines a client’s purchasing process, which ultimately reduces their costs. Often, we have clients who have shared concerns and issues with us, yet are required to go through time-consuming and bureaucratic procurement. We will encourage clients to use TCPN, where we are prequalified and in position to negotiate a scope of work to mutual benefit. It will allow clients to get the architectural services they need sooner, which will enhance their responsiveness to their communities and facility users.

3. **Explain how your company plans to market this agreement to existing government customers.**

Architectural services are based on strong relationships between architects and clients. We will include notifications of TCPN provider status on company communications, including email signatures, invoices, and other correspondence so existing clients will be made aware of our status. It will be a point in our value proposition when we speak with prospects and clients.
4. **Provide a detailed 90-day plan describing how the contract will be implemented within your firm.**

**Days 1-30**
- Sign contract with TCPN
- Create TCPN Project Sheet with explanation of program and co-branding
- Conduct in-house training with PMs and staff on TCPN guidelines; continue to remind staff of TCPN resources in bi-weekly business development and managers meetings.
- Identify top 20 key clients who benefit from TCPN and contact in-person during first 30 days of implementation
- Add TCPN Project Sheet to website in new TCPN page
- Add TCPN logo and information to LinkedIn
- Tweet TCPN stratus weekly during first 90 days, with key messages highlighting benefits of procurement, including streamlined procurement for client, faster turnaround for architectural services, appealing to fast-track tenant improvement needs, etc.
- Evaluate upcoming trade show schedule and incorporate TCPN messaging if appropriate
- Evaluate upcoming advertising schedule and incorporate TCPN messaging if appropriate

**Days 31 - 60**
- Identify next 20 key clients who benefit from TCPN and contact in-person during first 30 days of implementation
- Continue weekly tweets on TCPN advantages
- Continue to include TCPN Q&A session as part of bi-weekly business development and managers meetings
- Mention TCPN opportunities and remind employees about purchasing cooperative advantages in Marketing UPdate at least once during this timeframe

**Days 61 - 90**
- Identify next 20 key clients who benefit from TCPN and contact in-person during first 30 days of implementation
- Continue weekly tweets on TCPN advantages
- Continue to include TCPN Q&A session as part of bi-weekly business development and managers meetings
- Mention TCPN opportunities and remind employees about purchasing cooperative advantages in Marketing UPdate at least once during this timeframe

5. **Describe how you intend on train your national sales force on the TCPN agreement.**

As a small firm with a closely-knit staff, we will use our management and business development meetings as a forum to communicate the TCPN agreement and procedures to Project Managers and key staff. We will use TCPN website and brochures to explain the program, and share ideas about how to market TCPN services to our clients. We will also use our weekly Marketing UPdate internal newsletter to keep all employees updated about TCPN practices, opportunities, and new contracts.

6. **Acknowledge that your organization agrees to provide its company logo(s) to TCPN and agrees to provide permission for reproduction of such logo in marketing communications and promotions.**

Emc2 agrees to provide its logo(s) to TCPN and provides permission of reproduction of such logo in marketing communications and promotions.
7. Provide the revenue that your organization anticipates each year for the first three (3) years of this agreement.

$100,000 in year one
$200,000 in year two
$500,000 in year three

Administration
1. Describe your company’s implementation and success with existing cooperative purchasing programs, if any, and provide the cooperative’s name(s), contact person(s) and contact information as reference(s).

Mohave Educational Services Cooperative
Craig McKee, Director of Contracting Programs
625 E. Beale Street, Kingman, AZ 86401
928-718-3201, craig@mesc.org

2. Describe the capacity of your company to report monthly sales through this agreement.

Ferrell Catmull, Emc2 Controller, provides a monthly report if there was activity with a MESC member. Once we are paid by the client, we pay MESC an administration fee of 1%.

3. Describe the capacity of your company to provide management reports, i.e. consolidated billing by location, time and attendance reports, etc. for each eligible agency.

Emc2 can provide management reports as requested by TCPN requirements or eligible agencies. We use Vision accounting software, which includes standard reports, with the flexibility of creating customized reports. We are also willing and able to create a specific report for each agency as requested.

4. Please provide any suggested improvements and alternatives for doing business with your company that will make this arrangement more cost effective for your company and Participating Public Agencies.

Local ownership in its Mesa offices allows Emc2 to provide personal service to our clients, and the TCPN vendor status will enhance our ability to serve clients quickly and more efficiently. We are a nimble organization that can respond to TCPN and member needs and requirements, and look forward to the opportunity to serve as a TCPN vendor.

“... It is with great pleasure that I recommend Emc2 Group... for architectural services for any project for which they apply. Emc2 did an outstanding job planning for and collaborating on the construction of our new Mary Meredith K-12 School. Tucson Unified School District community members have mentioned that our new school is one of the nicest in the district.

Mary Meredith K-12 School required a unique design due to the fact that we are a special needs school. Our students require a heightened level of supervision and safety is of key importance. The Emc2 project team worked for months collecting relevant data so that they would be able to plan for an optimally functional building that would meet the needs of our students. ... it was made evident that the Emc2 project team was an experienced group in working through the many challenges related to school construction. Members were always available to collaborate with the construction committee to work through problems and challenges associated with the project. ....

... I am certain that our school district would not hesitate to use Emc2 again for future projects. I personally give them a favorable recommendation as an architectural service.”

Terri L. Polan, Principal, 520-232-8200
Green Initiatives
...To that effort, we ask respondents to provide their companies environmental policy and/or green initiative.

Emc2 Group Architects Planners, PC is a steward of the environment, and incorporates sustainable practices as a part of our daily business operations.

Environmental Design
- 3 LEED Accredited Professionals on Staff
- 2 LEED Certified Projects: 1 Gold, 1 Silver and 1 Platinum underway
- 2 projects underway that are designed for Net Zero Energy Consumption

Within our firm, we support all business endeavors that include practices that reduce, reuse, recycle and recover precious resources:
- Recycling waste paper
- Using “green” and low VOC cleaning supplies
- Recycling aluminum
- Encouraging hybrid and fuel-efficient business vehicles for purchase and rental
- Using recycled paper
- Using low-energy light bulbs
- Using double switching lighting strategies in the design studio, where lights are at low settings during business hours
- Encouraging employees to carpool or ride bikes to work
- Optimizing the Mesa office location so it is close to employees to reduce travel time and fuel usage
- Using recycled materials for packaging supplies
- Incorporating LEED features in standard specifications within SpecLink
- Serving clients’ sustainability goals by including LEED certification services at no additional charge (part of Basic Services)
- Installing waterless urinals and low flow pressure assist toilets
- Using low VOC materials in the office, including carpet tile and cork linoleum
- Using recycled office furniture, if appropriate
- Filing documents electronically and minimizing multiple file copies in hard copy
- Encouraging employees and email recipients to file emails electronically
- Residing in a corporate office park where landscape is low water usage
- Posting sustainable tips on company newsboard
- Paying for LEED Accreditation for employees who successfully reach LEED AP status.
- Paying for study materials for LEED AP tests.
- Paying for employee membership and meeting attendance in USGBC

Desert Edge High School in Goodyear was the first public high school in Arizona to be designated LEED Silver.

Colonel Smith Middle School in Fort Huachuca is designed to be Net Zero Energy. Completion is anticipated in August 2012.

North Central Association in Tempe is LEED Gold Certified.

The Studio at Orangewood School is in Washington School District in Phoenix. It is designed to be Net Zero Energy and LEED Platinum. Design is currently underway.
Vendor Certifications (if applicable)

Provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with jurisdiction, allowing respondent to perform the covered services including, but not limited to licenses, registrations or certifications. Certifications can include applicable M/WBE, HUB, and manufacturer certifications for sales and service.

Professional Architectural Registrations in Arizona with expirations shown in parentheses

<table>
<thead>
<tr>
<th>Name</th>
<th>Registration Number</th>
<th>Address</th>
<th>Status</th>
<th>Practice Area Dates Registered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Richard J. Clutter, RA, LEED AP</td>
<td>Arizona #24640 (6/30/2014)</td>
<td>1636 N GREENFIELD Rd, SUITE 144 MESA, AZ 85205</td>
<td>President, Sr. Project Manager</td>
<td></td>
</tr>
<tr>
<td>Scott Lutes, RA</td>
<td>Arizona #46187 (6/30/2013), Texas #22494</td>
<td>1636 N GREENFIELD Rd #144 MESA, AZ 85205</td>
<td>Sr. Vice President, Sr. Project Mgr.</td>
<td></td>
</tr>
<tr>
<td>Dominic Monacchio, RA</td>
<td>Arizona #45064 (9/30/2012)</td>
<td>1636 N GREENFIELD Rd #144 MESA, AZ 85205</td>
<td>Vice President, Project Manager</td>
<td></td>
</tr>
<tr>
<td>Eric Paul, RA, LEED AP, CDT, CSI</td>
<td>Arizona #13987 (12/31/2012)</td>
<td>1636 N GREENFIELD Rd #144 MESA, AZ 85205</td>
<td>Vice President, Project Manager</td>
<td></td>
</tr>
<tr>
<td>Mike Hudson, RA</td>
<td>Arizona #50019 (9/30/2012), NCARB# 71658</td>
<td>1636 N GREENFIELD Rd #144 MESA, AZ 85205</td>
<td>Project Manager/Associate</td>
<td></td>
</tr>
<tr>
<td>Todd Kuennig, RA</td>
<td>Arizona #50020 (9/30/2012)</td>
<td>1636 N GREENFIELD Rd #144 MESA, AZ 85205</td>
<td>Project Manager/Associate</td>
<td></td>
</tr>
<tr>
<td>Rahib Sarela, RA, LEED AP</td>
<td>Arizona #14348 (6/30/2013)</td>
<td>1636 N GREENFIELD Rd #144 MESA, AZ 85205</td>
<td>Sr. Project Manager/Associate</td>
<td></td>
</tr>
<tr>
<td>Ron Essley, AIA, NCARB, REFP</td>
<td>Arizona #11009 (9/30/2014), Texas #22486, NCARB #19387</td>
<td>1636 N GREENFIELD Rd #144 MESA, AZ 85205</td>
<td>Founder</td>
<td></td>
</tr>
</tbody>
</table>

Screen shots from the Arizona Board of Technical Registration that demonstrate registration status are shown below:
The Cooperative Purchasing Network
Architectural and Engineering Services

Firm certification with Arizona Board of Technical Registration

STATE OF ARIZONA
BOARD OF TECHNICAL REGISTRATION

FIRM NAME
Emc2 Group Architects Planners, PC

FIRM ADDRESS
1635 N. Greenfield Road
Suite 144
Mesa, AZ 85205

SERVICES OFFERED
Architecture

FIRM REGISTRATION NO.: 10141-0
EXPIRES: March 31, 2012

RONALD W DALRYMPLE
EXECUTIVE DIRECTOR
FOR THE BOARD
**TAB 4 - PRODUCT / SERVICES**

Respondents will respond to each section by checking “Comply” or “Deviate”.

<table>
<thead>
<tr>
<th>General Requirements</th>
<th>Comply</th>
<th>Deviate</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Vendor shall provide member with implementation and management support including,</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>but not limited to: facilities, evaluation, data gathering &amp; reporting, design &amp;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>drawing services, building, renovation &amp; renewal requirements determination &amp;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>solutions, construction cost estimates, etc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>II. Vendor shall provide experienced architects/engineers Required to assist</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>members on a variety of projects</td>
<td></td>
<td></td>
</tr>
<tr>
<td>III. Architects and engineers and other applicable Professionals shall be licensed</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>and registered by the Board of Technical Registration.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IV. Licensed professional who work on this contract shall approved by the Board</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>of Technical Registration. The seal shall bear the name of the registrant and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>state the profession in which he is permitted to practice. In the case of</td>
<td></td>
<td></td>
</tr>
<tr>
<td>engineering, the branch or branches of engineering in which he has</td>
<td></td>
<td></td>
</tr>
<tr>
<td>demonstrated proficiency shall be displayed. Plans, specifications, plats or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>reports prepared by a professional or his bona fide employee shall be issued</td>
<td></td>
<td></td>
</tr>
<tr>
<td>under his seal.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>V. Architects and engineers shall provide pre-design, pre-construction administration,</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>study, evaluation or other professional services furnished in connection with any</td>
<td></td>
<td></td>
</tr>
<tr>
<td>actual or proposed construction, alteration, repair, maintenance, moving,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>demolition or excavation of any structure, street or roadway, appurtenance or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>other development or improvement to land.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VI. Vendor shall provide necessary engineering to meet the landscaping, civil,</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>structural, mechanical, plumbing, electrical and special needs system.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VII. NICET (National Institute for Certification in Engineering Technologies)</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>certified engineers are preferred.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VIII. EMCI (Engineering Management Certification International) Certified</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>engineers are preferred.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IX. Firms that are members of the American Institute of Architects are preferred.</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

**Page 36 of 44**
<table>
<thead>
<tr>
<th>Services Requested</th>
<th>Comply</th>
<th>Deviate</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Financial and cost estimating services are requested</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>II. Landscape architect services including, not limited to:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>feasibility studies, hardscape, streetscape, erosion and irrigation are requested</td>
<td></td>
<td></td>
</tr>
<tr>
<td>III. Leadership in Energy and Environment Design (LEED)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Architecture/Engineering Services are requested.</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>IV. Pre-planning and master planning services including,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>but not limited to: feasibility studies, space planning,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>strategic planning, facility planning, master site planning,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>site selection, special reports, environmental planning</td>
<td></td>
<td></td>
</tr>
<tr>
<td>zoning/rezoning, coordination, Geographical Information Systems and facility</td>
<td></td>
<td></td>
</tr>
<tr>
<td>assessments are requested.</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>V. Architectural services including, but not limited to:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concept, design, design charettes, and site planning are requested.</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>VI. Engineering services including, but not limited to:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>electrical, mechanical, structural, civil, transportation, geotechnical,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>environmental, commissioning are requested.</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>VII. Master planning and transportation engineering</td>
<td></td>
<td></td>
</tr>
<tr>
<td>services are requested.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VIII. Architect and engineering services for water, waste</td>
<td></td>
<td></td>
</tr>
<tr>
<td>water and drainage systems are requested.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
5. References

### Emc2 Client References

<table>
<thead>
<tr>
<th>Project(s) &amp; Description by Name</th>
<th>Client</th>
<th>Contractor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peoria Bond Renovations</td>
<td>Peoria USD #11</td>
<td>McCarthy Building Companies</td>
</tr>
<tr>
<td></td>
<td>PO Box 39, Glendale, AZ 85380</td>
<td>80 E. Rio Salado Parkway, Suite 310, Tempe, AZ 85281</td>
</tr>
<tr>
<td></td>
<td>Ed Gillam, Facilities Department, (623) 412-5266, FAX (623) 486-6111 <a href="mailto:egillam@peoriaud.k12.az.us">egillam@peoriaud.k12.az.us</a></td>
<td>Rob Langhoff, Sr. Vice President, Education</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(480) 449-4700, FAX (480) 449-4747, <a href="mailto:RRLanghoff@McCarthy.com">RRLanghoff@McCarthy.com</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Core Construction</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3036 East Greenway Rd., Phoenix, AZ 85032</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Merv Giles, Project Manager, (602) 494-0800, FAX (602) 992-0648, <a href="mailto:mervgiles@coreconstructaz.com">mervgiles@coreconstructaz.com</a></td>
</tr>
<tr>
<td>Walden Grove High School</td>
<td>Sahuarita USD #30</td>
<td>Core Construction</td>
</tr>
<tr>
<td></td>
<td>350 W. Sahuarita Road, Sahuarita, AZ 85629</td>
<td>3036 East Greenway Rd., Phoenix, AZ 85032</td>
</tr>
<tr>
<td></td>
<td>Daryl Rawson, Facilities Director, (520) 625-3502, FAX (520) 625-4609, <a href="mailto:drawson@sahuarita.k12.az.us">drawson@sahuarita.k12.az.us</a></td>
<td>Merv Giles, Project Manager, (602) 494-0800, FAX (602) 992-0648, <a href="mailto:mervgiles@coreconstructaz.com">mervgiles@coreconstructaz.com</a></td>
</tr>
<tr>
<td>Casa Grande New Administration Facility</td>
<td>Casa Grande ESD #4</td>
<td>Core Construction</td>
</tr>
<tr>
<td>Desert Willow Elementary School</td>
<td>1460 N. Pinal Avenue, Casa Grande, AZ 85222</td>
<td>3036 East Greenway Rd., Phoenix, AZ 85032</td>
</tr>
<tr>
<td>Village Middle School</td>
<td>Kevin Kelty, Admin. Services Director, (520) 836-2111 FAX (520) 426-3712 , <a href="mailto:kevin.kelty@cgelem.k12.az.us">kevin.kelty@cgelem.k12.az.us</a></td>
<td>Merv Giles, Project Manager, (602) 494-0800, FAX (602) 992-0648, <a href="mailto:mervgiles@coreconstructaz.com">mervgiles@coreconstructaz.com</a></td>
</tr>
<tr>
<td>Villago Early Childhood Learning Center</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Metro Tech High School Renovations</td>
<td>Phoenix Union HSD #210</td>
<td>Sundt Construction</td>
</tr>
<tr>
<td></td>
<td>4502 N. Central Avenue, Phoenix, AZ 85012</td>
<td>1501 W. Fountainhead Pkwy., Suite 600, Tempe, AZ 85282, Tim Lewis, Project Manager, (480) 293-3000, FAX (480) 293-3079, <a href="mailto:tlewis@sundt.com">tlewis@sundt.com</a></td>
</tr>
<tr>
<td>Queen Creek New Administration Center</td>
<td>Queen Creek USD #95</td>
<td>Sundt Construction</td>
</tr>
<tr>
<td>Queen Creek Classroom Additions</td>
<td>20740 S. Ellsworth Road, Queen Creek, AZ 85242</td>
<td>1501 W. Fountainhead Pkwy., Suite 600, Tempe, AZ 85282, Tim Lewis, Project Manager, (480) 293-3000, FAX (480) 293-3079, <a href="mailto:tlewis@sundt.com">tlewis@sundt.com</a></td>
</tr>
<tr>
<td></td>
<td>Candy Cooley, Director of Construction, (480) 987-5980 FAX (480) 987-9714, <a href="mailto:candycooley@qcusd.org">candycooley@qcusd.org</a></td>
<td>Jeff Keck, Vice President/PIC, Education Services (480) 756-1885, FAX (480) 345-8755, <a href="mailto:jkeck@a-p.com">jkeck@a-p.com</a></td>
</tr>
<tr>
<td>Prince Elementary School Additions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>La Cima Middle School Additions</td>
<td></td>
<td>Core Construction</td>
</tr>
<tr>
<td>Rillito Center</td>
<td></td>
<td>3036 East Greenway Rd., Phoenix, AZ 85032</td>
</tr>
<tr>
<td>Ironwood Ridge High School</td>
<td></td>
<td>Merv Giles, Project Manager, (602) 494-0800, FAX (602) 992-0648, <a href="mailto:mervgiles@coreconstructaz.com">mervgiles@coreconstructaz.com</a></td>
</tr>
<tr>
<td>Anza Trail School</td>
<td></td>
<td>Sundt Construction (Anza Trail)</td>
</tr>
<tr>
<td>Sahuarita New High School</td>
<td></td>
<td>4101 East Irvington Road, Tucson, AZ 85714</td>
</tr>
<tr>
<td></td>
<td>Sahuarita USD #30</td>
<td>Sundt Construction (Anza Trail)</td>
</tr>
<tr>
<td></td>
<td>350 W. Sahuarita Road, Sahuarita, AZ 85629</td>
<td>4101 East Irvington Road, Tucson, AZ 85714</td>
</tr>
<tr>
<td></td>
<td>Dr. Manuel O. Valenzuela (520) 625-3502, FAX (520) 625-4609 <a href="mailto:mvalenzuela@sahuarita.net">mvalenzuela@sahuarita.net</a></td>
<td>Kurt Wadlington, Project Manager, (520) 750-4600, FAX (520) 750-6576, <a href="mailto:kjwadlington@sundt.com">kjwadlington@sundt.com</a></td>
</tr>
<tr>
<td>Mensendick Addition</td>
<td></td>
<td>Sundt Construction (Anza Trail)</td>
</tr>
<tr>
<td></td>
<td>Glendale ESD #40</td>
<td>4101 East Irvington Road, Tucson, AZ 85714</td>
</tr>
<tr>
<td></td>
<td>7301 N. 58th Avenue, Glendale, AZ 85301</td>
<td>Kurt Wadlington, Project Manager, (520) 750-4600, FAX (520) 750-6576, <a href="mailto:kjwadlington@sundt.com">kjwadlington@sundt.com</a></td>
</tr>
<tr>
<td></td>
<td>Kevin Hegarty, (623) 842-8111, FAX (623) 842-8256 <a href="mailto:khegarty@gesd40.org">khegarty@gesd40.org</a></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
6. Value Add
Please include any additional products and/or services not included in the scope of the solicitation you think will enhance and add value to this contract for TCPN participating agencies.

Please see page 13-14 for highlights of Emc2 expertise relating to architectural services.

“For more than five years Emc2 Group has been “short listed” as an architect for the Deer Valley Unified School District. ... The latest project Emc2 Group teamed with us on was the addition of seven multi-purpose buildings at seven different existing sites. Just that description alone does not do an adequate job explaining the magnitude of this project. Without exception, all seven additions have been quite an achievement at each campus.... It is from working with Emc2 Group.... over the years that we have grown to value all their organizations contributes to a project. The accomplishments of the projects we have had the pleasure to work with them on have been recognized and appreciated by all in our school district.”

Jim Migliorino, Executive Director of Fiscal Services
Deer Valley Unified School District #97
I, the Vendor, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970, as Amended (42 U.S. C. 1857 (h), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 14 (1) regarding reporting violations to the grantor agency and to the United States Environment Protection Agency Assistant Administrator for the Enforcement.

I hereby further certify that my company has not been debarred, suspended or otherwise ineligible for participation in Federal Assistance programs under Executive Order 12549, “Debarment and Suspension”, as described in the Federal Register and Rules and Regulations.

Potential Vendor: Emc2 Group Architects Planners, PC

Title of Authorized Representative: President

Mailing Address: 1635 N. Greenfield Rd., Suite 144, Mesa, AZ 85205

Signature: [Signature]
LOBBYING CERTIFICATION

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by Section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

The undersigned certifies, to the best of his/her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, “Disclosure of Lobbying Activities,” in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding $100,000 in Federal funds at all appropriate tiers and that all sub-recipients shall certify and disclose accordingly.

Signature of Respondent  Richard J. Clutter, President

Date  1-17-12
CONTRACTOR REQUIREMENTS

Contractor Certification

Contractor's Employment Eligibility
By entering the contract, Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal and state immigration laws and regulations. The Contractor further warrants that it is in compliance with the various state statues of the states it is will operate this contract in.

Participating Government Entities including School Districts may request verification of compliance from any Contractor or subcontractor performing work under this Contract. These Entities reserve the right to confirm compliance in accordance with applicable laws.

Should the Participating Entities suspect or find that the Contractor or any of its subcontractors are not in compliance, they may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

The offeror complies and maintains compliance with the appropriate statutes which requires compliance with federal immigration laws by State employers, State contractors and State subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.

Contractor shall comply with governing board policy of the TCPN Participating entities in which work is being performed.

Fingerprint & Background Checks
If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district if requested of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.

The offeror shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted.

Contractor shall comply with governing board policy in the school district or Participating Entity in which work is being performed.

Business Operations in Sudan, Iran
In accordance with A.R.S. 35-391 and A.R.S. 35-393, the Contractor hereby certifies that the contractor does not have scrutinized business operations in Sudan and/or Iran.

Signature of Respondent: Richard J. Clutter, President
Date: 1-17-12
I affirm under penalty of perjury of the laws of the State of Texas that:

(1) I am duly authorized to execute this contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;

(2) In connection with this bid, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

(3) In connection with this bid, neither I nor any representative of the Company has violated any federal antitrust law; and

(4) Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this bid to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

Vendor  Emc2 Group Architects Planners, PC

Bidder
Signature
Printed Name
Position with Company

Address  1635 N. Greenfield Rd.
         Suite 144
         Mesa, AZ 85205

Authorizing Official
Signature
Printed Name
Position with Company

Phone  480.830.3838

Fax  480.830.3860

President
Position with Company