

March 29, 2024

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

RE: On-Call Right of Way Surveys, Right of Way Plans
and Monumentation Surveys – Statewide Locations
Contract Number: 2024-016

Dear Members of the Selection Committee,

EPS Group is pleased to submit this Statement of Qualifications and to notify ADOT of our desire to be selected for the above contract. The proposed EPS Group key personnel are committed to providing quality, timely service and communication. We are available immediately to take on any assigned task.

Project (Contract) Manager, Matthew (Matt) Buchanan, RLS, CFedS (AZ BTR # 59228; CFedS # 1778), has led numerous ADOT surveying tasks. EPS Group staff, and specifically our proposed key personnel, have extensive experience and knowledge of the ADOT Right of Way Survey and Legal Description process. For example, [Matt has been the Survey Manager on all seven \(7\) tasks awarded under EPS Group's current On-Call Right of Way contract, and on eleven \(11\) recent Project Development On-Call tasks for ADOT.](#)

EPS Group will serve as an extension of the ADOT Right of Way Plans Section (R/W PS). We will exercise excellent communication and coordination skills with other ADOT Groups/Sections while fully informing the R/W PS Coordinator/Reviewer, Technical Leader, and Manager on all elements of the task order progress. Using these communication and coordination skills, coupled with our extensive experience and knowledge of the ADOT process, we will lighten the workload of the R/W PS to the greatest extent possible.



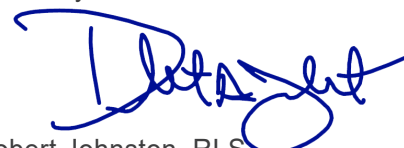
The EPS Group team offers distinct advantages:

- Quality You Can Count On
- Proven ADOT Experience (i.e., No Learning Curve)
- Experienced and Available Team
- Responsive Service

EPS Group is pre-qualified with ADOT ECS and is **not a certified DBE firm**. Our team is fully prepared to take ownership of the task orders assigned. We will be proactive in moving these assignments through the process. Quite simply, we will provide the effective project management and leadership that ADOT wants and should receive under every one of its contracts.

We are highly interested in completing any task under this contract, and the key personnel identified herein are fully committed, ready, and available to meet ADOT's quality and schedule expectations. Specifically, **Project Manager Matt Buchanan is available now**, and is **excited** to work on this project. We look forward to working with you!

Sincerely,

A handwritten signature in blue ink, appearing to read 'Robert Johnston'.

Robert Johnston, RLS
Principal and Authorized SOQ Signer
(Arizona BTR #37495)

Engineering Consultants Section SOQ Proposal Certifications Form

Contract #: 2024-016

Consultant Name: EPS Group, Inc.

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

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

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

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

Print Name: Robert Johnston, RLS

Title: Principal / Director of Survey

Signature: 

Date: March 29, 2024

**ARIZONA DEPARTMENT OF TRANSPORTATION
ENGINEERING CONSULTANTS SECTION
PARTICIPATION IN BOYCOTT OF ISRAEL - CONSULTANT CERTIFICATION FORM
ADOT ECS Contract No.: 2024-016**

This Certification is required in response to legislation enacted to prohibit the State from contracting with companies currently engaged in a boycott of Israel. To ensure compliance with A.R.S. §35-393, this form must be completed and returned with any response to a solicitation (SOQ), Contract Cost Proposals, and Contract Time Extensions. The Consultant understands that this response will become public record and may be subject to public inspection.

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

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

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

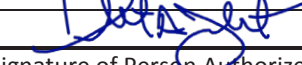
Under A.R.S. §35-393:

1. "Boycott" means engaging in a refusal to deal, terminating business activities or performing other actions that are intended to limit commercial relations with entities doing business in Israel or in territories controlled by Israel, if those actions are taken either:
 - (a) Based in part on the fact that the entity does business in Israel or in territories controlled by Israel.
 - (b) In a manner that discriminates on the basis of nationality, national origin or religion and that is not based on a valid business reason.
2. "Company" means an organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, limited liability company or other entity or business association, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate, that engages in for-profit activity and that has ten or more full-time employees.
...
5. "Public entity" means this State, a political subdivision of this State or an agency, board, commission or department of this State or a political subdivision of this State.

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

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

- The Company submitting this Offer **does not** participate in, and agrees not to participate in during the term of the contract, a boycott of Israel in accordance with A.R.S. §§35-393 *et seq.* I understand that my entire response will become public record in accordance with A.A.C. R2-7-C317.
- The Company submitting this Offer **does** participate in a boycott of Israel as described in A.R.S. §§35-393 *et seq.*
- Exempt Solicitation, Contract, or Contractor.**
Indicate which of the following statements applies to this Contract:
 - Solicitation or Contract has an estimated value of less than \$100,000;
 - Contractor is a sole proprietorship;
 - Contractor has fewer than ten (10) employees; and/or
 - Contractor is a non-profit organization.

EPS Group, Inc.	
Company Name	Signature of Person Authorized to Sign
1130 N. Alma School Road, Suite 120	Robert Johnston, RLS
Address	Printed Name
Mesa Arizona 85201	Principal / Director of Survey March 29, 2024
City State Zip	Title Date

FORCED LABOR OF ETHNIC UYGHURS BAN Certification Form

Forced Labor of Ethnic Uyghurs Ban

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

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

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

Under A.R.S. §35-394:

1. "Company" means an organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, limited liability company or other entity or business association, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate, that engages in for-profit activity and that has ten or more full-time employees.
 - (a) Based in part on the fact that the entity does business in Israel or in territories controlled by Israel.
 - (b) In a manner that discriminates on the basis of nationality, national origin or religion and that is not based on a valid business reason.
2. "Public entity" means this State, a political subdivision of this State or an agency, board, commission or department of this State or a political subdivision of this State.

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

<input checked="" type="checkbox"/>	<p>The Company submitting this Offer does not use, and agrees not to use during the term of the contract, any of the following:</p> <ul style="list-style-type: none"> • Forced labor of ethnic Uyghurs in the People's Republic of China; • Any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; or • Any Consultants, Subconsultants, or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.
<input type="checkbox"/>	<p>The Company submitting this Offer does participate in use of Forced Uyghurs Labor as described in A.R.S. § 35-394.</p>
<input type="checkbox"/>	<p>Exempt Consultant.</p> <p>Indicate which of the following statements applies to this Consultant (may be more than one):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Consultant is a sole proprietorship; <input type="checkbox"/> Consultant has fewer than ten (10) employees; and/or <input type="checkbox"/> Consultant is a non-profit organization.

EPS Group, Inc.

Company Name

1130 N. Alma School Road, Suite 120

Address

Mesa

City

Arizona

State

85201

Zip



Signature of Person Authorized to Sign

Robert Johnston, RLS

Printed Name

Principal / Director of Survey

Title

1. Contract Understanding and Approach

The Arizona Department of Transportation (ADOT) desires to select multiple firms to provide On-Call Right of Way (R/W) Survey and R/W Plans. In line with the services proposed in the RFQ, **EPS Group has performed survey and R/W plan activities for ADOT for over 20 years.** We have seen the evolution of the R/W Plans Section (R/W PS) policies and plan standards over these years and have comprehensive knowledge of each work element required to perform the proposed services. ADOT has placed continued emphasis on building trust and accountability with its on-call consultants. Relationships are primary to having a seamless flow from the initial R/W survey through the final R/W monumentation survey. With a group effort, we can leave the records and reference control in better condition than ever before. Communication is the key to having an excellent ADOT/Consultant relationship. EPS Group (EPS) has developed its project team, project understanding, and project approach to support these ideologies.

1.a) Tasks Generally Involved In Contract Task Assignment

Task Order Assignments for this contract are awarded through one of two methods – through either the Qualifications Based “Mini QBS” Selection process or Direct Assignment Basis. To be consistent with 23 CFR Part 172, Task Order

assignments for this contract will be assigned on a competitive basis. While ADOT may occasionally directly assign a task if it’s in the best interest of the State, typically all of the prime firms selected for this on-call will compete via a “Statement of Interest” (SOI) for each identified Task Order. This approach gives ADOT the benefit of selecting the most qualified team for each task. However, it also increases its staff workload in the solicitation and review of each firm response. EPS will mitigate this issue by developing comprehensive and thoroughly researched SOIs that accelerate project initiation.

Upon selection for a Task, EPS will submit a cost proposal based upon the Scope of Work provided by ADOT. The cost proposal will describe the applicable personnel hours and reimbursable expenses needed to complete the task. The cost proposal will be submitted to ADOT for review, potential negotiation, and approval. Official Notice to Proceed for the Task is provided through a Task Order Contract Modification from ADOT ECS, or through receipt of an executed Advance Authorization.

Right of Way Survey and Plans Standards

All Right of Way Surveys and Plans must conform to the applicable portions of the *ADOT Right of Way Survey & RIGHT OF WAY Plans Preparation Process* document dated August 2007, the *Right of Way Procedures Manual* for ADOT Plans Section Unit 4948, FHWA Certified July 16, 2018,

Right of Way Plans CADD Standards, available on the ADOT website, and the Interim Policies and Procedural Changes found on the ADOT website. FHWA standards shall be observed on federal aid projects.

EPS understands that the consultants selected for this contract may be assigned various tasks as outlined in the scope of work. The following describes the EPS approach to each component of this contract scope.

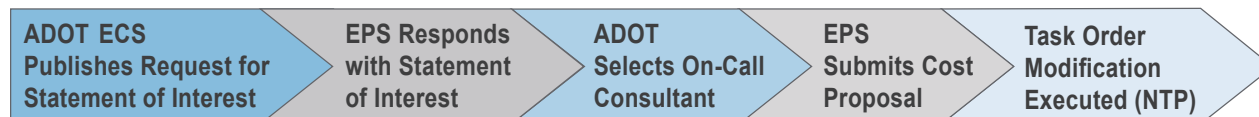
- **Right of Way Survey Task**

A R/W Survey is performed to obtain and show accurate and complete data needed to prepare R/W Plans and legal descriptions. The R/W Survey becomes a permanent part of the R/W Plans set. Unless otherwise specified in the scope, the coordinate base will use North American Datum (NAD) of 1983; the epoch will be 1992, 2007 or 2011, as directed by ADOT; State Plane coordinates will be modified to ground by a Grid Adjustment Factor (GAF).

For state-wide projects, the GAF will either be provided in the scope or determined by EPS from GPS observations. When performing tasks within Maricopa County, EPS will base the R/W Survey on applicable GDACS Control. A GAF of 1.00016 will be used to convert the Grid Coordinates to Ground values, as indicated in the Design Procedures Memorandum, dated June 25, 2005. The basis of coordinates, along with the basis of stationing, GAF and a list of controlling monuments, will be shown on the Results of Survey (ROS).

Records research of pertinent NGS Control, GLO township plats and related field notes from the BLM, R/W mapping, recorded surveys, subdivision plats and Assessor maps will aid in

MINI QBS PROCESS



the initial field location of controlling sectional and R/W corner monuments. This research and field work will establish the foundation from which the R/W Survey will be based.

ISSUE AND RESOLUTION

ISSUE – Ideally, all permits would be approved prior to Notice to Proceed with the survey field work. Federal permits have a longer approval process than the typical local permitting process.

RESOLUTION – Commence the field work in areas where permits have been approved first, followed by the areas that require longer approval process. This flexibility helps keep project on schedule.

The R/W PS includes, in its initial scope, which corners of the Public Lands Survey need to be located in connection with the project. Many projects are in remote areas with difficult terrain, making it a fairly expensive task to locate section corners and their original accessories. EPS makes it a practice to review the corners required by the scope with an eye toward the development of final right of way plans. If additional corner locations are necessary, it is much more efficient to identify them in this initial stage. For this same purpose, EPS also examines GLO plats and record surveys at this time to determine whether the sections have been further subdivided by GLO/BLM or



the U.S. Forest Service, necessitating the location of additional corners. Center Quarter Corners are routinely searched for on surveys involving private land, but it has been determined by the R/W PS that it is highly unlikely a Center Quarter Corner would be set in an un-subdivided section of government land. Searching for these corners would be an unnecessary expense.

EPS will obtain the necessary permits from ADOT to allow field personnel to work within the R/W. Currently, EPS holds blanket R/W encroachment permits in all seven ADOT Districts. During its previous On-Call contracts, EPS obtained permits from several Native American Tribes in order to perform work on their reservations. EPS understands the importance of communicating with the different agencies and notifying private land owners of property that may be entered. It is also important to communicate with agency surveyors and local private surveyors, as they may have knowledge of the area that cannot be obtained from recorded documents.

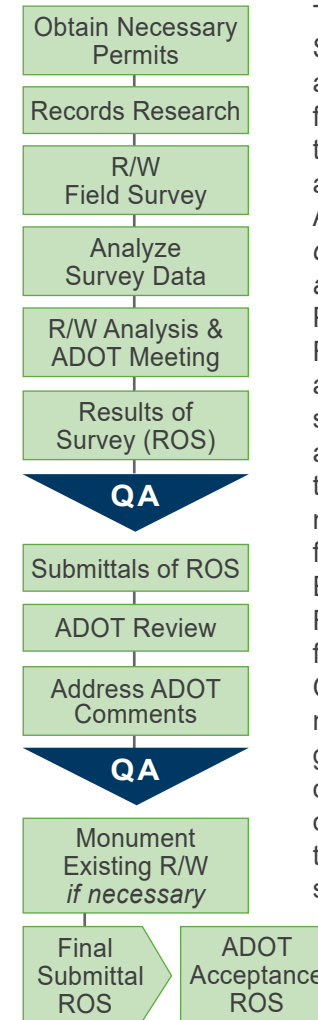
Along with the aforementioned Public Land Survey corners, EPS will locate all ADOT R/W monuments and private land surveyor's monuments found on the R/W. In cases where there have been numerous private monuments set, research will most likely be required. This may include searching for unrecorded surveys and communicating with local surveyors.

ISSUE AND RESOLUTION

ISSUE – On ADOT's I-10, Country Club and Kino TIs Task: because of the project scheduling constraints, the engineering design team is working concurrently with the R/W PS.

RESOLUTION – Constant communication with R/W PS and EPS Group's flexibility to meet project needs that don't follow the typical project life cycle.

R/W Survey Process



The EPS Group Project Surveyor will analyze and develop alternatives for the establishment of the existing centerline according to the current ADOT R/W PS's *Right of Way Corridor Survey and Analysis Guidelines*. Prior to commencing the ROS drawing, a centerline analysis meeting will be scheduled between EPS and the R/W PS to discuss the evidence found, the methodology, and the framework proposed by EPS for establishing the R/W corridor and options for basis of stationing. Other items discussed may include methodology for re-establishing lost or obliterated corners, or other problems encountered with the survey's sectional portion. EPS will prepare meeting minutes and distribute to all participants.

The R/W Corridor Survey and Analysis Meeting minutes document important decisions reached at the meeting regarding alignments, Basis of Stationing, and certain actions to be undertaken by EPS and/or the R/W PS. EPS understands the importance of these minutes, as many items are discussed with different ideas floated. It is paramount to record major decisions for future reference.

If an existing R/W report is not available at this stage of the project, EPS will be supplied with a package of existing R/W vesting deeds and other pertinent documents. EPS will review the package documents against the current R/W maps and plans to verify the configuration of the existing R/W shown on said plans and maps; then look for areas of gaps, overlaps, or areas of uncertain jurisdiction or ownership. EPS will then prepare a marked-up set of existing R/W plans, with areas relating to each document delineated with a different color, for use by the R/W Titles Section in completing the existing R/W report. These plans will be submitted at or prior to the centerline analysis meeting, so a discussion of any gaps or overlaps can occur. Although this effort was included in the scope of our previous On-Call contracts, EPS staff has routinely prepared a similar in-house document to better understand the existing R/W report and to prepare the “Index to Existing R/W” shown on R/W plans vicinity maps. EPS has also prepared several similar but more formal Existing R/W Exhibits, which were tasked on previous contracts but since discontinued.

EPS will not proceed with the drafting of a Results of Survey (ROS) until R/W PS is satisfied that all issues have been resolved. The survey will be prepared using the current ADOT R/W Plans Sheet Border and Cell Library.

QUALITY ASSURANCE (QA)

The various tasks that may be assigned under this contract have similar, but slightly different requirements for each submittal. Submittals for the Existing R/W Survey and all the following tasks will adhere to the requirements of the individual scopes, and to the ADOT required checklist. Prior to the Initial Submittal of any task to ADOT, a Quality Assurance Review will take place to ensure

accuracy, completeness, and conformance to ADOT standards in content and format. Any comments received from the ensuing review will be addressed, and EPS will again perform its Quality Assurance Review prior to any subsequent submittals.

● **Monument Existing Right of Way Task**

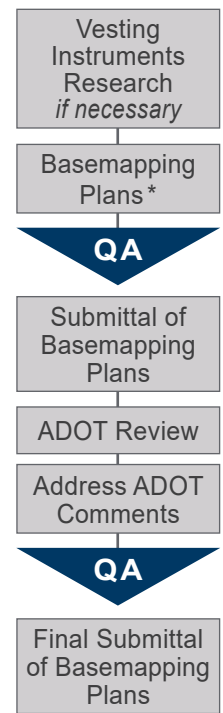
Once review comments have been addressed and R/W PS contemplates the Acceptance Submittal of the ROS, a determination will be made as to whether ADOT R/W Monuments shall be set at selected points on the existing R/W where they had not been previously set or were set improperly. In certain instances, they may decide that some existing monuments would need to be removed or refurbished. Applicable State statutes and standard ADOT procedures will be followed. The ROS is then revised to show the set monuments as detailed in the scope of services.

EPS was tasked to monument existing R/W on two occasions under ADOT On-Call contracts: US 191, MP 176 State Land Parcels – the existing R/W, which was in very rough terrain, had never been monumented; and on SR 90, San Pedro Bridge – some existing monuments had been erroneously set based on the construction centerline, and some were missing. From these experiences, EPS has an excellent understanding of what is necessary to accomplish this task.

● **Basemapping Plans Task**

Basemapping plans are prepared as a preliminary stage in developing the Final R/W plan set. This plan set will be prepared in accordance with ADOT Standards and Specifications for R/W Plans using the current CADD Standards and cell library. Using electronic files provided by ADOT or the design consultant, topographic features will be added to the Basemapping plans. The

Basemapping Plans Process



** On a fast-track project, base-mapping may begin after the R/W CL analysis meeting, but prior to final submittal of ROS.*

Basemapping plans will also depict existing conditions within and adjacent to the R/W corridor including, but not limited to, section lines, parcel boundaries, existing rights of way, and easements. Ownership Record Sheets will only show the owner’s name for each parcel, the total area of each parcel, and the plan sheet reference number of each parcel. Any overlaps or gaps between parcels EPS discovers will be communicated to the R/W PS so a course of action can be agreed upon to deal with those issues.

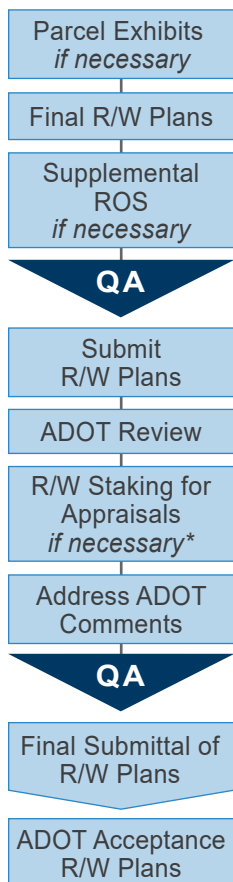
The Basemapping plan set will be created to include the Cover Sheet, Abbreviations and Symbols Sheet, Ownership Record Sheet, Vicinity Map Sheet, (including the Index to Existing R/W), Plan Sheet(s), Parcel Insert Sheet (if needed), Detail Sheet (if required), BIA Application Sheet (if required), and the ROS, using the published ADOT Standards and Specifications for R/W Plans for format and content.



● **Advance Acquisition Detail Sheet**

A parcel of land may need to be acquired prior to the completion of the R/W Plans. Under this condition, a request to prepare an Advance Acquisition Detail Sheet will be made. The drawing is prepared for the purpose of providing detailed information required to appraise and complete the acquisition of a property, and will be prepared in conformance with current ADOT standards. Once the R/W Plans are complete, the Advance Acquisition Detail Sheet will become a permanent part of the R/W Plan set.

● **Final Right of Way Plans Task**



Final Right of Way Plans are intended to clearly and accurately show the essential information for the location, acquisition, and use of lands in right of way or abutting land, before and after it becomes a highway. It is intended that the plan's end users include the public, property owners, title examiners, appraisers, attorneys, surveyors, and engineers. Typically, when the project design plans reach the 30% stage, the Final R/W Plans can start.

This is the opportune time to analyze the proposed R/W impacts on individual parcels, and to distinguish pertinent impacts from less significant ones. When a

* R/W Staking for appraisals may be required at anytime during the R/W Plans preparation process.

control point is located on a property line, it will require a supplemental ROS for that parcel. It may be possible that the control point can be moved to avoid the property line. This type of situation must be identified as soon as possible in order to get the new R/W revised prior to the next design phase, or to initiate the supplemental survey if necessary.

EPS knows alterations to the designed R/W lines often occur, and we will make the necessary modifications in a timely and efficient manner – always keeping the project schedule and the EPS Quality Assurance measures at the forefront.

The Final R/W Plan set will be prepared using the current ADOT Standards and Specifications for Right of Way Plans, for format and content.

● **Parcel Exhibits Task**

If requested by ADOT, Parcel Exhibits will be prepared in conjunction with the R/W Plan set, for use by the R/W Plans Project Management Section. ADOT R/W PS will direct the Consultant as to which parcels will need exhibits. ADOT Standards will be followed in the preparation of these exhibits. The purpose of the Parcel Exhibits is to give the R/W Project Management Section a document for use in beginning its appraisal process, in advance of



the completion and approval of the full set of R/W Plans. EPS fully understands the need to submit these Parcel Exhibits in a timely manner in order to expedite the project schedule.

● **Supplemental Results of Survey Task**

For the purposes described above in the Final R/W Plans Task, the Consultant may be required to provide a R/W Supplemental ROS. As with the R/W Survey, the supplemental survey will conform to guidelines set forth in the R/W PS Standards Manual and the R/W PS CADD Standards, and other applicable State statutes and standards. EPS has performed several Supplemental ROSs on previous On-Call contracts.

● **R/W Staking for Appraisals Task**

The Consultant may be tasked with setting temporary markings for the purposes of defining the existing and proposed rights of way on the ground in relation to particular parcels. These markings would be used by the appraiser in a field visit to better understand the context of the proposed acquisition taking. The staking must be performed in a manner that the new and existing R/W lines can be visually deduced.

EPS performed R/W Staking for Appraisals on the SR 89, Forest Boundary – Copper Lane project.

● **Revise Final Right of Way Plans Task**

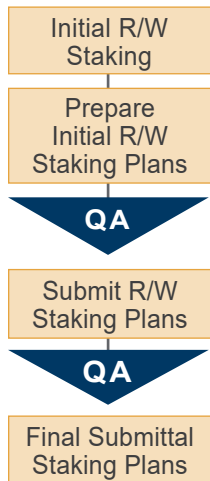
If revisions to the Final R/W Plans are needed due to changes to design requirements, Right of Way Management decisions or through property owner negotiations, EPS may be tasked through the project scope of work to prepare the updated plans. An additional review of the Final R/W Plans may be requested if revisions are made after all prior comments on the plans have been addressed. If an additional review is requested, revisions will be highlighted on the submitted review set.

● **Specialty Detail Exhibits Task**

Each project scope of work may include a request to prepare Specialty Detail Sheets. Specialty Detail Sheets include State Land Exhibit Sheets, Railroad Exhibit Sheets, and SRP/Bureau of Reclamation Exchange Sheets. The R/W PS will determine, based on the situation, if the detail sheet is to be signed by the EPS Group Registered Surveyor.

EPS Group is currently working on BIA display maps for ADOT 010 MA 161 F0252 project – Interstate 10 (I-10), SR 202L to SR 387.

● **Initial R/W Staking and R/W Staking Plans Task**

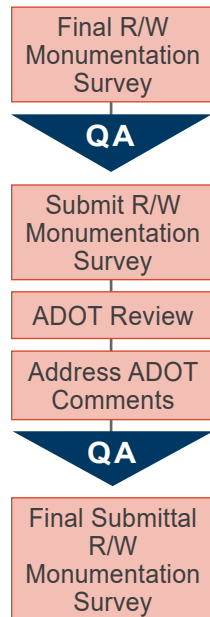


Prior to construction, EPS will set initial R/W monuments to identify the new R/W for ADOT and the adjoining land owners, as well as delineate the working limits for the construction contractor. The monuments will be set at locations designated by the scope in conformance with the Arizona Boundary Survey Minimum Standards. Any R/W monuments found during this task that were not previously found and/or shown on the ROS will be located, and the affected sheets revised, on the ROS to include this additional information. The revised survey will be submitted prior to submittal of the R/W Staking Plans. EPS understands the construction contractor will depend upon the initial monuments; therefore, keeping to the schedule is of utmost importance.

EPS has performed initial R/W staking on seven (7) tasks under our current on-call contract, and **we have completed these tasks on time and within budget.**

After the initial monuments have been set, the R/W Staking Plan sheets will be prepared and submitted to ADOT.

● **Final R/W Monumentation Survey Task**



This task consists of replacing the initial R/W monuments with drivable R/W monuments and witness posts in accordance with the current *ADOT R/W PS Right of Way Monumentation Procedures & Standards*. Witness corners or reference corners will be set if the actual corner location is not viable for a monument. EPS staff has extensive experience with this task and are dedicated to establishing and/or perpetuating these monuments to the highest level of accuracy. Upon completion of this process, a R/W Monumentation Survey will be prepared, using the initial R/W Monumentation Staking plan set as the basis, and will include the type and kind of monuments set and any monuments that were removed or destroyed.

● **Acquisition Record Completion Task**

When the R/W PS receives the project's acquisition information and documentation, the information will be supplied to EPS. This information will be entered into the CADD file for the Ownership Record Sheet, and submitted to ADOT.

1.b) **Dealing with Tasks and Issues**

EPS deals with tasks from an ownership mindset. When we accept a task, we own it!

EPS Group's proposed Project Manager (Contract) is Matt Buchanan. He is responsible for building project teams around an assigned task. **Because EPS has committed two (2) Project Surveyors to this contract, the team will be able to respond immediately to any assigned task.**

EPS begins each project by thoroughly researching and understanding its opportunities and risks. Then we develop specific strategies within our initial scope development. As a team – EPS and ADOT – we want to ensure success on every task. EPS will diligently communicate with the R/W PS to keep him/her informed of the task's development. When a challenge does arise, EPS will present a complete background of the issue and recommend solutions. With direction from the R/W PS, EPS will then resolve the issue and move forward. We do not allow procedural or bureaucratic hang-ups to be an excuse for lack of delivery. EPS will proactively manage project issues toward successful project delivery.

EXAMPLES OF SUCCESS

EPS staff identified a way to save on cost and time impacts for the SR 260, Willow Wash-Timberland Road and SR 347, SR 238 Sidewalks project. By suggesting slight adjustments to the new R/W line, supplemental surveys were no longer needed. In another instance, for the I-19, Canoa Traffic Interchange (TI)-Continental TI and 303L, I-10 TI, the R/W PS determined it was necessary to leave some control points on property lines. EPS identified and communicated the need for a supplemental survey due to the condition. This proactive approach kept the project on task and on schedule.

1.c) Schedule and Scheduling Strategies

Tentative Schedule

We have described a variety of tasks that may be assigned as part of this On-Call contract. For each task assignment, EPS will develop a customized schedule that is responsive to ADOT’s needs and reflective of the project’s Critical Path elements. For the purposes of this SOQ, we have developed a tentative schedule for a medium-sized project that includes an Existing R/W Survey and Final R/W Plans. Initial or Final R/W Staking is not included. Meeting the agreed upon schedule is critical to ADOT. R/W acquisition is the final piece of the puzzle before construction can begin.

Strategies to Avoid or Make-Up Slippage

EPS understands that R/W needs are sometimes not determined until late in the design process and are always subject to change due to various circumstances. To ensure the successful and on-time completion of its assigned task orders, EPS pledges a high level of consultant responsiveness and production capabilities; continuous and proactive coordination of services; and proper communication with ADOT R/W PS regarding project progress, issues, and decisions. We recognize that many of the tasks likely to be assigned under this contract will require rapid startup and quick completion.

Additionally, EPS utilizes some basic strategies to avoid or make-up potential schedule slippage on a project. We may allocate additional field crews to make up lost time, or additional office staff may be allocated to complete a task – or a combination of both. Through discussion with the R/W PS, an approach to focus on Critical Path Items ahead of something less critical could resolve a potential delay in overall schedule.

TYPICAL PROJECT SCHEDULE								◆ Critical Path Item	★ Approval
Task	Month	1	2	3	4	5	6	7	
Kick-off meeting with ADOT R/W PS		◆							
Prepare Cost Proposal, Research Records & Obtain Permits		◆							
R/W Field Survey									
Analyze Survey Data									
Calculate Alternative CL's, R/W CL Analysis Meeting									
Prepare Results, Calc. Book & QA Review – Initial ROS Submittal									
ADOT Review									
Monument Existing R/W, if necessary									
Address Comments & QC Review									
Final ROS Review Submittal									
Final ROS Task Submittal									
ROS Acceptance Submittal									
Inc. ROS into R/W Base Plan, Proposed R/W Data & Existing Topo									
Plot Affected Parcels from Title Reports or Vesting Deeds									
Supplemental ROS, if necessary									
Prepare Plans, Calc. Book & QA Review – Initial R/W Plans Submit.									
Make Initial R/W Plans Submittal									
R/W Appraisal Staking, If Necessary									
Final R/W Plans Review Submittal									
Final R/W Plans Task Submittal									
R/W Plans Acceptance Submittal									

To strategically maintain project scheduling goals and avoid slippage: 1) EPS holds weekly internal meetings to schedule staff resources; 2) a survey field coordinator ensures that field crews are scheduled appropriately, and that supplies needed for staking are ordered and received in advance of the need to use them in the field; 3) survey

vehicles and equipment are regularly serviced in order to keep them running in top condition and avoid causing a delay; and 4) EPS employs qualified IT staff to keep computer and office equipment running efficiently and ensure updates are regularly installed.

2. Contract Team

2.a) Summary of Relevant Experience, Licensures, and Qualifications

EPS Group was founded in 2003 to provide professional consulting services to public and private clients throughout Arizona. EPS Group has offices in Mesa, Tucson, Goodyear, and North Phoenix populated by an excellent staff of nearly 300 that includes Arizona registrants in civil engineering, surveying, and landscape architecture.

EPS Group's Arizona Land Survey & Mapping Department (managed by Robert Johnston, RLS) is comprised of a staff of 107, many of whom are highly experienced in ADOT R/W Surveys and R/W Plans. With one of the largest surveying teams in Arizona (24 field crews and 6 Registered Land Surveyors), EPS Group maintains a fully-equipped fleet of survey crews that provide our clients with experienced, proven land surveyors, project managers, and technical teams that take

a practical approach to solving client needs through accurate and timely research, data, and documentation.

Like many of our competitors, EPS offers high-quality service in each of its disciplines. However, unlike most firms, many of our discipline leaders and other key employees are company owners. Thus, an entrepreneurial spirit of quality, service, communication, and customer satisfaction flourishes throughout EPS Group.

Preparing for the unknown is one of the greatest challenges an owner faces when embarking on a new project. Whether a several mile stretch of roadway or a single rural intersection, understanding existing field conditions allows for greater design accuracy, and provides a roadmap for potential cost savings.

The science of land surveying continues to evolve along with the technological advances in construction. As a proven industry leader, EPS Group embraces this new generation of surveying and utilizes comprehensive, state-of-the-art tools and instruments to add value to infrastructure projects. However, the equipment is only as effective as the professionals who are operating it.

Qualified surveyors are crucial to the successful delivery of a project. From boundary studies to control networks upon which projects are built – quality data collection, analysis, and reporting are imperative for the success of all project phases.

Land surveying at EPS Group is not simply about measurements; it's about understanding our clients' needs and expectations – and then exceeding them.

EPS Group Team Member Project Role Contract Participation	Registration	Education	Role on Similar Projects Owner Project Name Role
Matt Buchanan , RLS Project (Contract) Manager 50% commitment to contract	AZ BTR # 59228 CFedS # 1778; licensed 9 years	Matt has 28 years of survey experience	ADOT On-Call Right of Way, Contract #2020-007.03 P.M. ADOT Project Dev. On-Call, Contract #2022-006.05 P.M. ADOT Project Dev. On-Call, Contract #2018-006.06 P.M. ADOT US 60X Improvements, Contract #2021-013 P.M.
Robert Johnston , RLS Project Principal QA/QC 40% commitment to contract	AZ BTR #37495; Colorado #38049; licensed 17 years	Associate degree in Architecture, High-Tech Institute 32 years of survey experience	ADOT SR 101 HOV Improvement, SR202 – Tatum P.M.* ADOT SR 202 HOV Improvement, SR101 – Gilbert P.M.* <i>* prior to joining EPS Group</i>
Raymond (Artie) Garcia , RLS Registered Land Surveyor 50% commitment to contract	AZ BTR #80584; licensed < 1 year	Artie has 23 years of survey experience	ADOT On-Call Right of Way, Contract #2020-007.03 RLS ADOT Project Dev. On-Call, Contract #2022-006.05 RLS ADOT Project Dev. On-Call, Contract #2018-006.06 RLS ADOT US 60X Improvements, Contract #2021-013 RLS

2.b) Project Manager

Matt Buchanan,

RLS, CFedS

WITH EPS GROUP: 2 years
REGISTRATION: AZ RLS #59228;
CFedS #1778



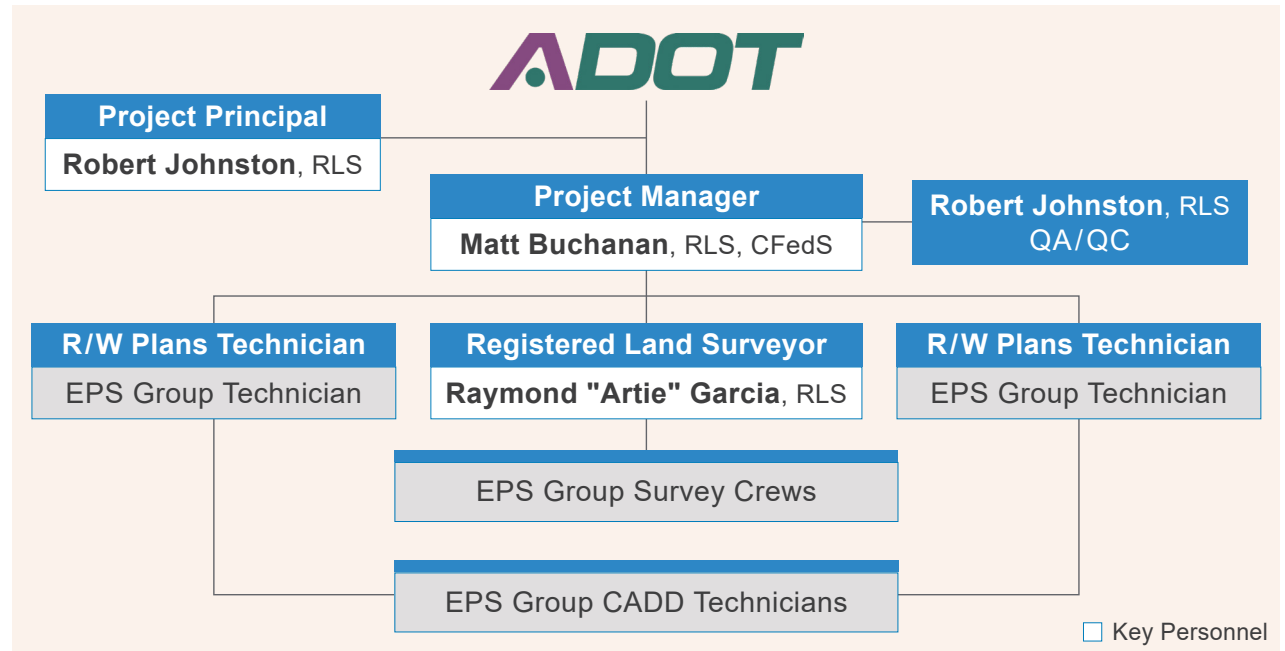
ROLE: **Project (Contract) Manager**

Matt has 28 years of surveying experience, 19 of which is in the state of Arizona. He specializes in land surveying, serving as Project Manager for the current ADOT On-Call Right of Way Plans and Surveys contract 2020-007.03.

As EPS Group Project Manager, Matt provides ADOT R/W PS the convenience of a single source for communication and coordination in all phases of Task Order execution for the duration of each of these projects, including attendance at all required meetings. Matt has hands-on responsibilities in the majority of the tasks, including the scheduling and coordination of field and office personnel; calculations of existing R/W centerlines and corridors; preparation of existing R/W surveys, basemapping and R/W plans; assistance with ADOT research and scope preparation; and preparation of R/W staking and monumentation surveys. His management style can be best described as responsive and schedule driven, responding to emails and phone calls within hours – not days.

Matt is currently the Project Manager and main point of communication for all ADOT-related survey projects. To date he has managed 14 tasks, including verification surveys, results of surveys, right of way plans, and legal descriptions.

Matt is available now to complete any assigned task from ADOT, and has no other long-term commitments. Typically, when assigned an ADOT task, 50% of his time is devoted to it.



2.c) Project Surveyor(s) and/or Other Key Personnel

Robert Johnston, RLS

WITH EPS GROUP: 6 years
REGISTRATION: AZ RLS #37495
EDUCATION: AA, High-Tech Institute



ROLE: **Project Principal**

Robert has more than 32 years of surveying experience, both in field operations and in the office. He understands the importance of accuracy, precision, and project management.

Robert has completed all aspects of survey work, including ALTA/NSPS land title surveys, maps of dedication, topography surveys, data analysis, construction staking, and field crew preparations. His current duties as Survey Department Manager include oversight of project managers, survey staff

and teams; and managing and overseeing clients for various survey tasks, such as ALTA/NSPS Land Title Surveys, topographic mapping, subdivision plats, construction staking, legal descriptions and exhibits. He manages the day-to-day department operations, including proposals, contracts, finances, and field and office operations.

When a specific Task Order is assigned, Robert will ensure the project is properly staffed, and that it is completed to ADOT's satisfaction.

Artie Garcia, RLS

WITH EPS GROUP: 4 years
REGISTRATION: AZ RLS #80584
EDUCATION: Community Colleges



ROLE: **Registered Land Surveyor**

Artie has a 23-year work history in surveying, which includes supervising land surveying crews

and department personnel. He has additional experience with AutoCAD, Civil 3D, and Trimble Business Center. Artie uses his experience in land surveying to ensure that the ultimate product is accurate and of high quality. His current duties include survey tasks such as ALTA/NSPS Land Title Surveys, topographic mapping, subdivision plats, legal descriptions, and exhibits.

When assigned to a specific Task Order, Artie will be involved in all research, calculations, coordination with field personnel and CAD technicians necessary for the production of R/W Surveys and R/W Plans.

Non-Key Personnel

The EPS Group team includes Right of Way Plans Technicians who have worked with **Matt Buchanan** on the following ADOT tasks:

- I-10, Country Club & Kino TIs | Tucson, AZ
- Missouri Avenue ATI | Glendale, AZ
- Old Hwy 66 & Fort Rock Road | Seligman, AZ

- US 89 & N Lake Powell Boulevard | Page, AZ
- MUP Along Patagonia Highway | Nogales, AZ
- SR 202L, I-10 to Maricopa Co Line | GRIC, AZ
- Stadium Trail: 73rd to 83rd Ave | Peoria, AZ
- 10th Ave & Los Alamos Curve | San Luis, AZ

2.d) Required Work Experience to Perform the Contract Services

EPS Group has outstanding financial resources and has been profitable every year since its establishment in 2003. We use the latest in surveying, project management, engineering, and financial management software. We are a locally owned corporation where an entrepreneurial spirit of quality, service, communication, and customer satisfaction flourishes throughout the firm.

EPS Group has six full-time CADD Technicians with experience in MicroStation, Inroads, AutoCAD, LDD, Civil 3D, and Trimble's Business Center.

Not only does EPS Group have much experience to offer, but a lot of it is **shared** experience. Matt Buchanan and Artie Garcia, along with the team's R/W Plans Technicians, have all worked as a team on Tasks assigned through the ADOT Right of Way Plans and Surveys contract 2020-007.03 and projects awarded through the Project Development On-Call contracts. This teamwork will continue through the 2024-016 contract.

Exactly the right professional resources and expertise to complete each assigned task exists here at EPS Group. Our Land Survey and Mapping Department considers its current On-Call R/W Plans and Surveys contract their top priority, and we understand that performance on your project directly impacts our future success with ADOT. [This team looks forward to continuing our tradition of excellent service to ADOT.](#)

3. Demonstrated Knowledge, Skills & Abilities

3.a) Key Personnel's Demonstrated Knowledge, Skills, and Abilities

EPS Group key personnel, **Matt Buchanan**, RLS (Project Manager), **Robert Johnston**, RLS (Project Principal), and **Raymond "Artie" Garcia**, RLS (Registered Land Surveyor) have demonstrated their knowledge and abilities applicable to this area of assignment – first, as accomplished licensed land surveying professionals in the State of Arizona. To become an Arizona licensed land surveyor requires many years of education and/or work experience, and passing national and state specific exams showing their understanding of the fundamentals of land surveying, the public land

survey system, coordinate systems, and methods of precise measuring.

The combined experience of our proposed key personnel is 83 years. More importantly, their professional roles as project surveyors, project managers, and survey managers over their long careers required them to demonstrate their ability to research, perform calculations, analyze boundaries, prepare sealed professional documents, communicate complex concepts to a myriad of clients, prepare proposals and cost

estimates, and manage contract documents – all of which relates directly to this Area of Assignment.

[Additionally, Matt Buchanan is a Certified Federal Surveyor.](#) He has demonstrated through this certification that he has attained additional knowledge and skills in the specialty area of public and Indian lands. This gives our team the added ability to work on projects requiring this higher level of certification, such as Tribal and certain Federal Lands – and EPS Group has done so through recent on-call tasks located on the Gila River Indian Community.

Our outstanding team of talented professionals continue to elevate and strengthen the abilities of each other through daily interaction and impromptu discussions over challenges that arise as a regular part of a land surveyor's project experience. This interaction among the EPS team provides a natural and necessary way to mentor and build the next generation of professionals who will work within our industry and become our firm's future project managers and key personnel.

3.b) Knowledge, Skills, and Abilities

EPS Group is properly registered with the Arizona Board of Technical Registration, Firm Registration #11727. Our main office is in Mesa, Arizona. We also have survey staff in our Tucson, Goodyear, and North Phoenix offices.

EPS Group is pre-qualified to submit this Statement of Qualifications through ECS and understands the contractual requirements of this type of contract, having primed both survey and engineering contracts over the last 20 years. EPS has worked with ECS on contract negotiation and labor classifications, task order assignments, contract modifications, contract close-outs, and record auditing.

The firm understands and currently utilizes the proper record keeping procedures and accounting principles necessary for ADOT and Federal projects. EPS carries appropriate insurance and is able to comply with the certificate of insurance requirements for this contract.

Matt Buchanan, Project Manager, has 2 years of project management experience on various ADOT

contracts; and 10+ years with ADOT projects in the roles of field crew chief and R/W technician. He has the proven knowledge, skills, and abilities to prepare Mini QBSs, proposals, manage task requests, contract modifications, and other contractual requests required.

3.c) Knowledge of R/W Plans & Surveys

The key personnel listed in the SOQ have direct experience working on survey tasks throughout their careers. See the table on Page 11 for a sample of the many projects that this group of key personnel have responsibly completed right of way plans and surveys for. EPS has a strong, capable, and professional team to effectively complete tasks assigned under this R/W Surveys, R/W Plans and Monumentation Surveys contract.

4. Relevant Experience

EPS Group has excellent ADOT On-Call Services experience. We have described below recent ADOT on-call contracts that describe our firm's invaluable experience in right of way surveys and right of way plans, as well as roadway design. EPS Group was the prime consultant on the listed contracts, with the exception of Santan Freeway, Lindsay Road Traffic Interchange and Valley Metro Gilbert Light Rail Extension.

4.a) Relevant Experience In Completing Similar Work

Key Project – Project Name Description	Firm Role	EPS Staff Involved
ADOT On-Call Right of Way Plans and Surveys (ADOT Contract #2020-007.03) Under this contract, EPS Group completed 7 task orders: Right of Way Surveys, Right of Way Plans, Verification Surveys, Specialty Detail Exhibits	Right of Way (R/W) Plans; R/W Survey; Legal Descriptions	Matt Buchanan – Project Manager Surveyors (PS): Artie Garcia, R/W Plans Technicians
ADOT US 60X: Sossaman Road to Meridian Drive Improvements (ADOT Contract #2021-013) EPS Group completed design for this 5-mile section of arterial roadway, reducing the roadway cross section to 2 lanes in each direction; all R/W encroachments resolved as part of the project.	Supplemental Topographic Survey; Civil Engineering	PS: Matt Buchanan, Artie Garcia, R/W Plans Technician

Key Project – Project Name Description	Firm Role	EPS Staff Involved
<p>ADOT Project Development On Call (ADOT Contract # 2018-006.06) Performed 11 tasks all over Arizona under this engineering contract, which included survey components such as horizontal and vertical control, topo surveys, centerline alignments, and R/W basemapping.</p> <p>ADOT Project Development On Call (ADOT Contract # 2022-006.05) Awarded 9 tasks to date under this ongoing engineering contract, which include survey components such as horizontal and vertical control, topo surveys, centerline alignments, and R/W basemapping.</p>	Survey; Civil Engineering	Matt Buchanan – Project Manager Surveyors (PS): Artie Garcia, R/W Plans Technicians
<p>Town of Gilbert ADOT R/W Plans – Santan Freeway, Lindsay Road TI, 202L MA 043 H8873 EPS Group prepared R/W plans under the direction of ADOT R/W PS through subconsultant's contract on this Town of Gilbert project; provided topo survey services and 30+ legal descriptions and exhibits.</p>	R/W Plans; Survey; Civil Engineering	PS: Matt Buchanan, R/W Plans Technician
<p>Town of Gilbert Ocotillo Road: 148th Street to Greenfield Road EPS Group completed design for Ocotillo Road to minor arterial standards, which included four lanes and striped center left turn lane, bike lanes, reclaimed water line, and relocation of 69kV power lines.</p>	Survey; Engineering	PS: Artie Garcia, R/W Plans Technician
<p>Valley Metro & City of Mesa Gilbert Road Light Rail Extension For this 1.9 mile light rail extension, EPS prepared final roadway design, drainage design, utility design, right of way plans, legal descriptions, and exhibits for the acquisition of 116 individual parcels.</p>	Survey; Legal Descriptions; Engineering	PS: R/W Plans Technician
<p>Roosevelt Water Conservation District On-Call Engineering & Surveying (from 2010 to present) The Land Survey & Mapping Department performed well over 100 tasks to date, which included ALTA/ NSPS land title surveys, topographic surveys, right of way surveys, legal descriptions & exhibits.</p>	Survey; Legal Descriptions; Engineering	PS: Robert Johnston

4.b) Experience and Record of Performance On Past Contracts

EPS Group as a firm, along with the proposed key personnel, have an outstanding record of performance on similar ADOT R/W Plans contracts listed in the table above – **for each, EPS delivered the project per client schedule expectations.** ADOT's selection of our firm for these contracts illustrates your confidence in the EPS owners and staff members to continue providing quality and timely deliverables for right of way and surveying services. **QA/QC Manager Robert Johnston understands the need for excellent communication and timely responsiveness.**

4.c) Key Personnel's Level of Experience

EPS Group has proven that our firm's level of experience and the experience of our key personnel is exceptional. This is shown by our demonstrated excellence throughout the performance of every ADOT Task assigned under the contracts listed in the table above.

Key personnel's anticipated degree of participation:
Matt Buchanan, RLS (Project Manager) – 50%;
Robert Johnston, RLS (Principal) – 40%; and
Reg. Land Surveyor Artie Garcia, RLS – 50%.

4.d) Subconsultant Relevant Experience

EPS Group's strength lies in the ability to provide our clients extensive, in-house experts – a valuable asset for tasks requiring immediate action. EPS is known for its nimble nature in responding to any type of request with short advance notice. Our broad survey discipline base means we don't require the services of subconsultants, allowing us to provide an accelerated start-up.

However, if a need should arise that requires a specialty service, EPS Group has outstanding relationships with a number of consultants through our numerous engineering transportation projects.

5. Quality Control

5.a) Internal Quality Control Procedures

Because EPS is employee-owned, we take quality seriously. It's not just our company's name on the line, but our professional reputations as well. With EPS, quality control starts at project inception and continues through completion. It employs an in-depth understanding of the project approach, diligent research, organized field directives, proper processes and procedures, accurate data collection, and post processing, thorough data analysis, and orderly final drafting. Quality at EPS means plan sets are complete with all parts, pieces and details.

EPS developed and has followed a Quality Control Plan for similar task assignments. Our Quality Control Plan incorporates the standards ADOT publishes for each and every stage of a Task. EPS staff uses these standards to ensure the format and content of all our submittals are complete – which produces a high-quality deliverable.

In addition to the current ADOT standards, the basic concept of having “enough information for the survey to be retraced” is also used to ensure that sufficient data is included on the Results of Survey, Basemapping, Final R/W Plans, and R/W Monumentation Survey. Traverse computations are calculated for the centerline, existing and proposed rights-of-way, parcels, and controlling monuments/section corners. These traverses are compared to the data shown on each set of plans, through their evolution, to ensure the information shown is accurate and complete. Not only is the technical data thoroughly reviewed on a plan set, but the easy-to-overlook aspects of a plan sheet are also visually checked for accurate sheet numbering, project numbers, north arrow orientation, scales, match line references, and typos.

EXAMPLE OF SUCCESS

This review process has been performed on the [20 various Tasks under the current 2020-007.003 contract](#). These successful reviews covered Existing Right of Way Surveys, Existing R/W Exhibits, Basemapping, Parcel Exhibits, Final R/W Plans, Initial R/W Staking, R/W Staking Plans, and R/W Monumentation Surveys, and Specialty Detail Exhibits.

5.b) QC Process for the Contract Tasks

EPS will develop a Quality Control Plan similar to the one described in 5.a) for assigned contract tasks, which outlines the responsibilities and procedures for delivering a quality product – including checking, back-checking, and review procedures. Our QA/QC Manager, Robert Johnston, will monitor the process.

The individual completing the task will review the work by answering:

- Has everything been done?
- Is the task complete?

- Has all of the information been shown?
- Is the information shown correct?
- Does it conform to the requirements?
- Is it consistent with other information?

Only after completing this self-check will the work be released for a formal QA/QC internal review, during which our independent reviews of surveys and plans are performed by peers or senior technical experts who continuously communicate with the project team to ensure that survey documents are clear and represent sound surveying. Robert Johnston will perform the primary and final QC review for a task deliverable, and may assign a “fresh set of eyes” to perform a review of each task. Finally, and prior to a formal submittal to ADOT, the deliverables will be reviewed by our Project Manager, Matt Buchanan. Plan documents will be submitted to ADOT only after Matt's approval.

Through our successful completion of numerous ADOT On-Call R/W Surveys and R/W Plans, EPS has demonstrated our knowledge of ADOT's standards and procedures. [We look forward to working with ADOT R/W PS on this new contract.](#)





Matt Buchanan, RLS, CFedS

Project (Contract) Manager

Matt is registered land surveyor (RLS) and a Certified Federal Surveyor (CFedS) with more than 28 years of experience in surveying, mapping, and project management for numerous public and private sector clients. He has provided extensive land surveying services: ALTA/NSPS, topographic surveys, boundary surveys, right of way surveys, utility mapping, and legal descriptions. Matt has a strong understanding of the administrative, contractual, and technical issues related to land surveying, and he works closely with all project stakeholders in providing the knowledge and experience necessary to deliver a successful project.

REGISTRATION

Registered Land Surveyor,
Arizona #59228

CERTIFICATION

Certified Federal Surveyor, #1778

TIME WITH EPS GROUP

2 years

TOTAL EXPERIENCE

28 years

SELECT EXPERIENCE

- Arizona Department of Transportation | On-Call Right of Way Plans and Surveys
 - Gila River Bridge Staging Area | Gila River Indian Community, AZ
 - Santa Cruz Wash Bridge | Gila River Indian Community, AZ
 - Dirk Lay Road, South of SR 387 | Gila River Indian Community, AZ
 - SR 202L, I-10 to Maricopa County Line | Gila River Indian Community, AZ
 - Riggs Road Traffic Interchange | Gila River Indian Community, AZ
 - I-10, Country Club & Kino Traffic Interchanges | Tucson, AZ
 - SR 347, I-10 to City of Maricopa | Gila River Indian Community, AZ
- Arizona Department of Transportation | Project Development On-Call
 - SR 87 at Skousen Road | Coolidge, AZ
 - Stadium Trail: 73rd Avenue to 83rd Avenue | Peoria, AZ
 - Palisades Boulevard and Saguaro Boulevard Sidewalks | Fountain Hills, AZ
 - Missouri Avenue Active Transportation Improvements (ATI) | Glendale, AZ
 - Old Highway 66 & Fort Rock Road | Seligman, AZ
 - US 191, Little Colorado Bridge to Cemetery Road | St. Johns, AZ
 - US 89 & N Lake Powell Boulevard | Page, AZ
 - Multi-Use Pathway Along Patagonia Highway | Nogales, AZ
 - 10th Avenue and Los Alamos Street Curve Realignment | San Luis, AZ
- Arizona Department of Transportation | US 60X: Sossaman Road to Meridian Drive | Mesa & Apache Junction, AZ
- Concord Wilshire Capital, LLC | Metrocenter Redevelopment, Due Diligence | Phoenix, AZ
- Wickenburg Development Co | Wickenburg Ranch North, Boundary Surveys | Wickenburg, AZ
- Town of Chino Valley | Perkinsville Road, Water and Sewer Extension | Chino Valley, AZ
- City of Litchfield Park | Camelback Road, Annexation Legal Description | Litchfield Park, AZ
- Tohono O'odham Nation | Gu Vo Loop Road | Gu Vo, AZ
- Native American Connections | Surprise Facility: Sun Ridge Parcel 4 | Surprise, AZ
- Sage Memorial Hospital | Medical Office Building & Multi-Family | Ganado, AZ





Robert Johnston, RLS

Project Principal | QA/QC

Robert has more than three decades of surveying experience, both in field operations and in the office. He understands the importance of accuracy, precision, and proper project management. Robert's experience in all aspects of survey work includes ALTA/NSPS land title surveys, maps of dedication, topography surveys, data analysis, construction staking, and field crew preparations. He has significant experience as a project manager responsible for public projects, residential subdivision, and commercial developments, working directly with and on behalf of the client.

EDUCATION

Associate of Science,
Architecture,
High-Tech Institute

REGISTRATION

Registered Land
Surveyor,
Arizona #37495
Registered Land
Surveyor,
Colorado #38049

AFFILIATIONS

National Society of
Professional Surveyors
(NSPS)

TIME WITH EPS GROUP

6 years

TOTAL EXPERIENCE

32 years

SELECT EXPERIENCE

- Arizona Department of Transportation
District Materials Lab | Kingman, AZ
SR 101 HOV Improvements (SR 202 to Tatum), Construction Staking | Scottsdale, AZ*
ADOT SR 202 HOV Improvements (SR 101 to Gilbert Road), Construction Staking | Mesa, AZ*
- Town of Gilbert | Ocotillo Road Improvements, Greenfield Road to Higley Road | Gilbert, AZ
- U.S. Army Corps of Engineers | Luke Air Force Base, Sewer System Replacement | Glendale, AZ
- BHP | Solitude Tailings Mine Survey | Globe, AZ
- National Park Service/Aramark | Glen Canyon National Recreation Area, Wahweap Utility Locating and Mapping | Page, AZ
- Gila River Indian Community | Komatke Lane, New SR 202 (South Mountain Freeway) Connection | Laveen, AZ
- City of Maricopa | Maricopa, AZ
East-West Corridor (Sonoran Desert Parkway, Phase 1): SR 347 to Porter Road
Edison Road Extension
- City of Mesa | Mesa, AZ
Red Mountain Shared-Use Path: Loop 202, Power Road to North City Limit
Central Mesa Reuse Pipeline
- Beatitudes | Senior Living Campus Expansion | Phoenix, AZ
- Dignity Health | St. Joseph's Hospital and Medical Center – Third Avenue Medical Office Building | Phoenix, AZ
- National Cardiovascular Management | Akos Medical Office Building Campus | Avondale, AZ
- Creighton School District | Creighton Elementary, New Classroom Buildings | Phoenix, AZ
- Diamond Care Health Network – Casa Grande Skilled Nursing Facility | Casa Grande, AZ
- Brayden Management | Verrado East District, Commercial Center | Buckeye, AZ
- Navajo Health Foundation | Sage Memorial Hospital Expansion | Ganado, AZ
- Pinal Land Holdings | ALTA Surveys for 86 parcels | Coolidge/Eloy, AZ*
- Williams Gateway Airport | Facility Aerial Photography and Mapping | Mesa, AZ*
- Intel | FAB22 – Survey | Chandler, AZ*

* work performed prior to joining EPS Group





Raymond "Artie" Garcia, RLS

Registered Land Surveyor

Artie has a 23-year work history in surveying, which includes supervising land surveying crews and department personnel. He has additional experience with AutoCAD, Civil 3D, and Trimble Business Center. Artie uses his experience in land surveying to ensure that the ultimate product is accurate and of high quality. His current duties include survey tasks such as ALTA/NSPS Land Title Surveys, topographic mapping, subdivision plats, legal descriptions, and exhibits. When assigned to a specific task order, Artie will be involved in all research, calculations, coordination with field personnel and CAD technicians necessary for the production of right of way surveys and right of way plans.

EDUCATION

Local Community
Colleges

REGISTRATION

Registered Land
Surveyor,
Arizona #80584

TIME WITH EPS GROUP

4 years

TOTAL EXPERIENCE

23 years

SELECT EXPERIENCE

- Arizona Department of Transportation | On-Call Right of Way Plans and Surveys
 - Gila River Bridge Staging Area | Gila River Indian Community, AZ
 - Santa Cruz Wash Bridge | Gila River Indian Community, AZ
 - Dirk Lay Road, South of SR 387 | Gila River Indian Community, AZ
 - SR 202L, I-10 to Maricopa County Line | Gila River Indian Community, AZ
 - SR 347, I-10 to City of Maricopa | Gila River Indian Community, AZ
- Arizona Department of Transportation | Project Development On-Call
 - Marsh Road: Russell to Midway and Russell Road: Marsh to Arica | Stanfield, AZ
 - Old West Highway, Idaho Road to Goldfield Road | Apache Junction, AZ
 - Palisades Boulevard and Saguaro Boulevard Sidewalks | Fountain Hills, AZ
 - Missouri Avenue Active Transportation Improvements (ATI) | Glendale, AZ
 - Old Highway 66 & Fort Rock Road | Seligman, AZ
 - SR 95, S Palo Verde to Industrial Blvd and N Palo Verde to Price Drive | Lake Havasu City, AZ
- Arizona Department of Transportation | US 60X: Sossaman Road to Meridian Drive | Mesa & Apache Junction, AZ
- City of Mesa | Mesa, AZ
 - Val Vista Drive Improvements, US 60 to Pueblo Avenue
 - Power Road Design Concept Report (DCR): East Maricopa Floodway to Loop 202
 - Gantzel Road High Pressure Gas Line
- Town of Gilbert | Gilbert, AZ
 - Ocotillo Road Improvements, 148th Street to Greenfield Road
 - Ocotillo Road Improvements, Greenfield Road to Higley Road
- Salt River Pima-Maricopa Indian Community | Victory Acres, Infrastructure Reconstruction | Scottsdale, AZ
- Wickenburg Development Co. | Wickenburg Ranch North, Boundary Surveys | Wickenburg, AZ
- Phoenix IG, LLC | Metro Center Redevelopment | Phoenix, AZ
- Global Water Resources | Pinal Farms Service Area Master Plan | Pinal County, AZ



Greg Froehlich

From: ADOT Business Engagement and Compliance Office <AZUTRACS-Support@azdot.gov>

Sent: Tuesday, March 26, 2024 11:07 AM

To: Marketing <marketing@epsgroupinc.com>

Cc: ContractorCompliance@azdot.gov

Subject: Bidders List for EPS Group, Inc

EPS Group, Inc, AZUTRACS Number: [10354](#) has submitted a Bidder/Proposer list for **2024-016** on 03/26/2024 at 11:07 AM MST (UTC - 07:00).

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

No subconsultants on the EPS Group team

Engineering Consultants Section

Katie Hobbs, Governor
Jennifer Toth, Director
Greg Byres, Deputy Director for Transportation/State Engineer
Steve Boschen, Division Director

Date: March 19, 2024

TO: ALL INTERESTED PARTIES

SUBJECT: AMENDMENT NUMBER 01

REFERENCE: REQUEST FOR QUALIFICATIONS
CONTRACT NUMBER 2024-016
ON-CALL RIGHT OF WAY SURVEYS,
RIGHT OF WAY PLANS AND MONUMENTATION SURVEYS


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

Question 1:

Will Consultant Information Pages be posted with this procurement, or should consultants use the forms posted here: <https://azdot.gov/business/engineering-consultants/forms-and-templates-engineering-consultants>

Answer 1:

The "Consultant Information Pages (CIP)-Race Neutral Contract" can be found at:
<https://azdot.gov/sites/default/files/media/2022/02/Consultant%20Information%20Pages%20-%20Race%20Neutral%20Contract-Rev1.pdf>



Jessica McCall
Contract Specialist
Engineering Consultants Section

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

Robert Johnston, RLS – EPS Group, Inc.

CONSULTANT NAME

SIGNATURE

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

CONSULTANT INFORMATION PAGES (CIP)

CONTRACT NO.: 2024-016

CONTACT PERSON: Robert Johnston, RLS

E-MAIL ADDRESS: robert.johnston@epsgroupinc.com

TITLE: Principal / Director of Survey

CONSULTANT FIRM: EPS Group, Inc.

ADDRESS: 1130 N. Alma School Road, Suite 120

CITY, STATE ZIP: Mesa, Arizona 85201

TELEPHONE: 480.503.2250

FAX NUMBER: 480.503.2258

DUNS #: 14-546-1625

ADOT CERTIFIED DBE FIRM? (YES/NO)

no

SUBCONSULTANT(S):	TYPE OF WORK	ADOT CERTIFIED DBE FIRM (YES/NO)
No subconsultants on the EPS Group team		

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

SUBCONSULTANT(S) TABLE:

SUBCONSULTANT FIRM NAME:	<u>No subconsultants on the EPS Group team</u>
CONTACT PERSON:	_____
E-MAIL ADDRESS:	_____
TITLE:	_____
ADDRESS:	_____

CITY, STATE ZIP:	_____
TELEPHONE:	_____
FAX NUMBER:	_____
DUNS #:	_____

SUBCONSULTANT FIRM NAME:	_____
CONTACT PERSON:	_____
E-MAIL ADDRESS:	_____
TITLE:	_____
ADDRESS:	_____

CITY, STATE ZIP:	_____
TELEPHONE:	_____
FAX NUMBER:	_____
DUNS #:	_____

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

DBE GOAL ASSURANCE/DECLARATION

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

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



Signature

March 29, 2024

Date

Robert Johnston, RLS – EPS Group, Inc.

Printed Name

Principal / Director of Survey

Title

SOQ SUBMITTAL CHECKLIST

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

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

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