



COCHISE COUNTY PROCUREMENT DEPARTMENT

1415 Melody Lane, Building C, Bisbee, AZ 85603
Phone: (520) 432-8390 | Fax: (520) 432-8397

26-14-BOS-01

OFFER ACCEPTANCE AWARD LETTER AND CONTRACT

THIS OFFER ACCEPTANCE AWARD LETTER AND CONTRACT (“**CONTRACT**”) is made and entered into this May 19, 2026, by and between COCHISE COUNTY (“**COUNTY**”), and DLR GROUP. (“**CONTRACTOR**”).

In accordance with the Request for Supplier Qualifications, 26-14-BOS-01 (the “**RFSQ**”), the COUNTY hereby awards a single **CONTRACT** to the **CONTRACTOR** to fulfill the requirements specified within the RFSQ. This **CONTRACT** together with both the RFSQ and the **CONTRACTOR’S** response to the RFSQ (in each case, including attachments thereto), constitute the entire **CONTRACT** between COUNTY and **CONTRACTOR**. Only those personnel listed as authorized ordering officials, or the County’s Procurement Department, will have authority to make orders from this **CONTRACT** through the issuance of a Purchase Order (“**PO**”) as approved by the COUNTY’s Procurement Department.

The **CONTRACTOR** shall not commence any billable work or provide any material or services under this **CONTRACT** until **CONTRACTOR** receives an executed copy of the **CONTRACT** and/or **PO** or is otherwise directed to do so in writing by the COUNTY’s Procurement Office. The COUNTY will pay the **CONTRACTOR** within thirty (30) days of services rendered following the submission of an itemized invoice(s) that includes **CONTRACTOR** company name, phone number, invoice number, email address, mailing address, and prior COUNTY approval for any services rendered. No payment shall be issued prior to receipt of service and a correct invoice. Each payment request must bear written certification by an authorized COUNTY representative confirming the services for which payment is requested have been performed and received.

CONTRACTOR:

DLR Group
177 North Church Avenue, Suite 755
Tucson, AZ 85701
602-381-8580
lsmith@dlrgroup.com

AUTHORIZED ORDERING OFFICIAL:

Sharon Gilman
County Administrator
1415 Melody Lane, Building G
Bisbee, AZ 85603
520-432-9332
SGilman@cochise.az.gov

COUNTY PROCUREMENT:

Anne Coppola
Contracts Administrator
1415 Melody Lane Building C
Bisbee, AZ 85603
520-432-8394
ACoppola@cochise.az.gov

ACCEPTANCE OF OFFER:

The offer is hereby accepted, and the CONTRACTOR is now bound to sell or provide the materials, services, or construction, as indicated by the PO or CONTRACT and based upon the solicitation documents, including all its attachments and amendments, and the offer as submitted by the CONTRACTOR and accepted by the COUNTY.

This contract is for: Design-Build Criteria Architect Services

This CONTRACT shall henceforth be referenced as Contract 26-14-BOS-01. The CONTRACTOR is cautioned not to commence any billable work or to provide any materials or services under this Contract until the CONTRACTOR receives an executed PO or Notice to Proceed.

AWARDED this 19th day of May 2026.

BOARD OF SUPERVISORS:

Frank Antenori
Chairman


Date

ATTEST:

Lara Loewenheim
Clerk of the Board

Date

APPROVED AS TO FORM:



Daniel S. Restrepo
Civil Deputy County Attorney

5/14/2026
Date

ACCEPTED BY CONTRACTOR:

Contractor

Date