

**LINKING AGREEMENT
BETWEEN
THE CITY OF GLENDALE, ARIZONA
AND
American Conservation Experience**

THIS LINKING AGREEMENT (this "Agreement") is entered into as of this _____ day of _____, 20____, between the City of Glendale, an Arizona municipal corporation (the "City"), and American Conservation Experience, a(n) Arizona non-profit organization authorized to do business in Arizona ("Contractor"), collectively, the "Parties."

RECITALS

- A. On April 26, 2017, under the S.A.V.E Cooperative Purchasing Agreement, Maricopa County entered into a contract with Contractor to purchase the goods and services described in the Maricopa and Sun Circle Trails Job Order Contract, #171057-JOC ("Cooperative Purchasing Agreement"), which is attached hereto as Exhibit A. The Cooperative Purchasing Agreement permits its cooperative use by other governmental agencies including the City.
- B. Section 2-149 of the City's Procurement Code permits the Materials Manager to procure goods and services by participating with other governmental units in cooperative purchasing agreements when the best interests of the City would be served.
- C. Section 2-149 also provides that the Materials Manager may enter into such cooperative agreements without meeting the formal or informal solicitation and bid requirements of Glendale City Code Sections 2-145 and 2-146.
- D. The City desires to contract with Contractor for supplies or services identical, or nearly identical, to the supplies or services Contractor is providing other units of government under the Cooperative Purchasing Agreement. Contractor consents to the City's utilization of the Cooperative Purchasing Agreement as the basis of this Agreement, and Contractor desires to enter into this Agreement to provide the supplies and services set forth in this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated by reference, and the covenants and promises contained in this Linking Agreement, the parties agree as follows:

- 1. Term of Agreement. The City is purchasing supplies and/or services from Contractor pursuant to the Cooperative Purchasing Agreement. According to the Cooperative Purchasing Agreement, purchases can be made by governmental entities from the date of award, which was April 26, 2017, until the date the contract expires on April 26, 2022. The Cooperative Purchasing Agreement, however, may not be extended beyond April 26, 2022. The initial period of this Agreement, therefore, is the period from the Effective Date of this Agreement until April 26, 2022.
- 2. Scope of Work; Terms, Conditions, and Specifications.

- A. Contractor shall provide City the supplies and/or services identified in the Scope of Work attached as Exhibit B.
 - B. Contractor agrees to comply with all the terms, conditions, and specifications of the Cooperative Purchasing Agreement. Such terms, conditions and specifications are specifically incorporated into and are an enforceable part of this Agreement.
3. Compensation.
- A. City shall pay Contractor compensation at the same rate and on the same schedule as provided in the Cooperative Purchasing Agreement, which is attached hereto as Exhibit A.
 - B. The total purchase price for the supplies and/or services purchased under this Agreement shall not exceed One Hundred Seventy Thousand and Seventy-Seven dollars (\$170,077) annually or One Hundred Seventy Thousand and Seventy-Seven dollars (\$170,077) for the entire term of the Agreement.
4. Cancellation. This Agreement may be cancelled pursuant to A.R.S. § 38-511.
5. Non-discrimination. Contractor must not discriminate against any employee or applicant for employment on the basis of race, color, religion, sex, national origin, age, marital status, sexual orientation, gender identity or expression, genetic characteristics, familial status, U.S. military veteran status or any disability. Contractor will require any Sub-contractor to be bound to the same requirements as stated within this section. Contractor, and on behalf of any subcontractors, warrants compliance with this section.
6. Insurance Certificate. A certificate of insurance applying to this Agreement must be provided to the City prior to the Effective Date.
7. E-verify. Contractor complies with A.R.S. § 23-214 and agrees to comply with the requirements of A.R.S. § 41-4401.
8. No Boycott of Israel. The Parties agree that they are not currently engaged in and agree that for the duration of the Agreement they will not engage in, a boycott of Israel, as that term is defined in A.R.S. §35-393. Unless and until the District Court's injunction in *Jordabl v Brnovich*, 336 F.Supp.3d 1016 (D.Ariz. 2018) is stayed or lifted, the Anti-Israel Boycott Provision (A.R.S. §35.393.01 (A)) (if applicable to this agreement) is unenforceable and the City will take no action to enforce it.
9. Attestation of PCI Compliance. When applicable, the Contractor will provide the City annually with a Payment Card Industry Data Security Standard (PCI DSS) attestation of compliance certificate signed by an officer of Contractor with oversight responsibility.
10. Notices. Any notices that must be provided under this Agreement shall be sent to the Parties' respective authorized representatives at the address listed below:

City of Glendale
c/o Timothy Rastedt, CIP Project Manager
Public Facilities, Recreation & Special Events
6210 W. Myrtle
Glendale AZ 85301

and

American Conservation Experience
c/o Mark Loseth, National Trail Specialist
2900 N. Fort Valley Road
Flagstaff, Arizona 86001
mloseth@usaconservation.org

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year set forth above.

“City”

“Contractor”

City of Glendale,
an Arizona municipal corporation

American Conservation Experience,
an Arizona non-profit organization

By: _____
Kevin R. Phelps
City Manager

By: 
Name: Mark Loseth
Title: National Trails Specialist

ATTEST:

Julie K. Bower (SEAL)
City Clerk

APPROVED AS TO FORM:

Michael D. Bailey
City Attorney

**LINKING AGREEMENT
BETWEEN
THE CITY OF GLENDALE, ARIZONA
AND
American Conservation Experience**

EXHIBIT A

Maricopa County and Sun Circle Trails Job Order Contract, #171057-JOC
(Attached)

**LINKING AGREEMENT
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AND
American Conservation Experience**

**EXHIBIT B
Scope of Work**

PROJECT

The trail enhancement project includes the repair of trail grades, improved trail use patterns, improved natural hydrology, installation of ideal wayfinding signs, and stabilizing trail treads to provide trail preservation to enhance the experience for increasing number of users and group abilities. The improvements will accommodate increased use and demand at the park using trail improvement standards and best practices. The construction will occur throughout the trails within the Thunderbird Conservation Park.

Sustainable Trail Construction will result in:

- Improved trail conditions resulting in better experience for increasing number of users.
- Existing trails in system upgraded to most current sustainable trail construction practices for long-term durability of entire system.
- Signage improvements resulting in easier orientation.
- Sensibly designed routes/loops of varying difficulty.
- Directing pedestrian traffic efficiently from parking/roadway areas to trail.

**LINKING AGREEMENT
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THE CITY OF GLENDALE, ARIZONA
AND
American Conservation Experience**

EXHIBIT C

METHOD AND AMOUNT OF COMPENSATION

Payment: Contractor shall be paid upon completion of the work performed based on the scope of work included herein and following the City's receipt of a properly completed invoice. All work and services performed must be completed to the satisfaction of the City of Glendale.

Invoicing: Contractor to submit invoice(s) monthly to City for payment. Invoice(s) to be paid in a timely manner in accordance with City of Glendale Finance Department procedures. Services to be based on the scope of work included herein and the quote provided by Contractor. Any issues regarding billing or invoicing must be directed to the City of Glendale representative requesting the service or material from the Contractor. A properly completed invoice should contain, at a minimum, the following:

- a. Parks Project Name
- b. Parks Project Number
- c. Contractor name, address, and contact information;
- d. City billing information;
- e. City contract number as listed on the first page of the Agreement;
- f. Invoice number and date;
- g. Payment terms;
- h. Date of service or delivery;
- i. Description of materials or services provided;
- j. If materials provided, the quantity delivered and pricing of each unit;
- k. Service address(es), contract number, and purchase order associated with the contract;
- l. Applicable taxes;
- m. Total amount due

NOT TO EXCEED AMOUNT

The total amount of compensation paid to Contractor for full completion of all work required by the Project must not exceed \$170,077 for the entire term of the Agreement.

DETAILED PROJECT COMPENSATION

City shall pay Contractor compensation in accordance with the rates as set forth in JOB ORDER CONTRACT: 171057-JOC Maricopa & Sun Circle Trails.

No terms set forth in any invoice, purchase order or similar document issued by Contractor will be deemed accepted by the City; the terms of the contractual relationship between the Parties are as set forth in this Agreement.



JOB ORDER CONTRACTOR (JOC) CONTRACT

MARICOPA COUNTY, ARIZONA

Maricopa and Sun Circle Trails Job Order Contract

Office of Procurement Services

Serial # 171057-JOC

Contract # 171057-JOC

C-73-17-035-5-00

Project # 171057-JOC

Maricopa County Parks & Recreation, Maricopa County Arizona

Division 0 - Bidding & Contract Requirements

<u>Section</u>	<u>Description</u>	<u>Number of Pages</u>
00005	Table of Contents	1
00500	Construction Contract.....	4
00610	Payment Bond and Performance Bond.....	3
00700	General Conditions Table of Contents	6
00700	General Conditions to the Construction Contract.....	43
	Exhibit A – Definitions to the General Conditions	3
	Exhibit B – Alternate Dispute Resolution	5
	Exhibit C – Legal Worker Certification	1
	Exhibit D – Request for Proposal for Task Order	1
	Exhibit E – Performance Bond and Payment Bond Forms	2
	Exhibit F – SBE Reporting Document	1
	Exhibit G – Request for Qualifications dated 12/29/16	___
	Exhibit H – Statement of Qualifications dated 1/26/17.....	___
	Exhibit I – Certificate of Insurance for Job Order Contract	2
	Exhibit J – General Requirements for the Job Order Contracts	

All of the exhibits above are incorporated by reference as though fully set forth herein whether or not physically attached to this contract.

NOTE: All references to “JOC” in this document are understood to mean the Maricopa and Sun Circle Trails Job Order Contract JOC.

END OF SECTION

SECTION 00500

JOB ORDER CONTRACT

A. EFFECTIVE DATE:

This CONTRACT is entered into by and between the Owner and the Job Order Contractor as Contract No. 171057-JOC, and shall be effective as of 4/26/17

B. OWNER:

MARICOPA COUNTY
c/o Parks & Recreation Department
41835 N. Castle Hot Springs Rd- Unit Operations Center
Morristown, Arizona 85342

C. JOB ORDER CONTRACTOR:

American Conservation Experience
2900 N. Fort Valley Road
Flagstaff, Arizona 86001
Attn: Matthew Roberts

Office: (928-814-8226); Fax: (928-226-1549); E-Mail: (mattr@usaconservation.org).

D. RECITALS:

The scope of work and specifications for a broad range of services will be identified in individual Task Orders which will be issued by the Owner from time to time. See EXHIBIT D hereto.

NOW THEREFORE, intending to be legally bound and for valuable consideration, the receipt and sufficiency of which are acknowledged, the Owner and Job Order Contractor agree as follows:

E. AGREEMENT:

Article I. THE CONTRACT

- 1.1 The Task Order and other Contract Documents explained in Section 7.1 below and the definitions which are contained Section 00700, Exhibit A, govern this Job Order Contract.

Article II. THE WORK

- 2.1 The Job Order Contractor shall execute the entire Work described by each Task Order, including work which is reasonably inferable and necessary to produce the results intended by the Contract and the Task Order.

Article III. CONTRACT TIME

- 3.1 The Job Order Contractor shall have access to the area of the Work effective from the date of the Notice to Proceed for the assigned Task and shall achieve Substantial Completion and Final Completion of the Work no later than the performance period specified in each Task Order issued. The length of this Contract for services will be for a period of three (3) years with two one-year options to extend the contract, but in no event will this Contract's Term continue longer than five (5) years from the date of the Contract. The term of this Contract shall not be extended. All Work issued hereunder must be completed in full by the final expiration date of this Contract. Extensions to this Contract for years 4 and 5 may only be made by an amendment signed by both parties. A permission to complete a Task Order that extends into Year 4 or Year 5 does not extend the Contract in its entirety for the additional year.

- 3.2 The Job Order Contractor shall achieve Substantial Completion of the Work (as defined in Section 00700, Article 9.8 herein, and evidenced by a Certificate of Substantial Completion) not later than as specified in each Task Order.
- 3.3 The Job Order Contractor shall achieve (as defined in Section 00700, Article 9.9 herein, and evidenced by a Certificate of Final Completion) no later than as specified in each Task Order.

Article IV. CONTRACT SUM

- 4.1 The Owner shall pay the Job Order Contractor in current funds for the Job Order Contractor's performance of individual Task Orders in an aggregate amount not to exceed Five Million Dollars (\$5,000,000.00) in total, and not to exceed One Million Dollars (\$1,000,000.00) per Fiscal Year, which Fiscal Year shall be designated by the Owner as beginning on July 1st and ending on June 30th of the next calendar year. The single maximum value of a task issued shall not exceed \$500,000.00. The Owner does not guarantee a minimum Contract Sum under this Contract, and Job Order Contractor, in accepting this Contract, does not expect a minimum Contract Sum. Payments will be made in accordance with the sum negotiated for each specific Task Order.

Maricopa County, at its sole discretion, may require the Job Order Contractor to purchase from a specified or designated County supplier (i.e. Home Depot) any and/or all available materials applied or installed by the Job Order Contractor or its subcontractors for a Task Order. The materials purchased by the Job Order Contractor(s), or its subcontractor(s), shall be purchased by the Job Order Contractor(s), or its subcontractor's, using their own funds and/or credit. Any discounts offered to the JOC by the County's material supplier shall be passed through to the County without markup. The County is not a party to these transactions and any issue/disputes shall be resolved without the involvement of the County.

- 4.2 **FEE AND OVERHEAD CALCULATIONS FOR CONSTRUCTION COSTS UP TO \$250,000.00**

Overhead must be all inclusive and include all "costs of doing business". The County will not pay separately for items such as, but not limited to warranty, project closeout, home office expense, personal safety equipment, safety personnel, unless safety personnel is specifically required for the Work being performed and approved by the Owner. The Job Order Contractor agrees the overhead shall be no more than 8% and the fee shall be capped at 5%.

- 4.3 **FEE AND OVERHEAD CALCULATIONS FOR CONSTRUCTION OVER \$250,000.00**

Overhead must be all inclusive and include all "costs of doing business". The County will not pay separately for items such as, but not limited to warranty, project closeout, home office expense, personal safety equipment, safety personnel, unless safety personnel is specifically required for the Work being performed and approved by the Owner. Overhead cost and percentages in addition to Job Order Contractor fee(s) shall be negotiated between the Job Order Contractor and the County for any projects exceeding \$250,000.00.

Article V. PROGRESS PAYMENTS

- 5.1 Progress payments will be made in accordance with Article 9 of the General Conditions to the Job Order Contract.

Article VI. FINAL PAYMENT

- 6.1 Final Payment will be made in accordance with Article 9 of the General Conditions to the Job Order Contract.

Article VII. CONTRACT DOCUMENTS

- 7.1 The Contract consists of the following documents incorporated herein by this reference:
 - 7.1.1 The Job Order Contract – Section 00500.
 - 7.1.2 The General Conditions to the Job Order Contract – Section 00700.

- 7.1.3 Permits, Change Orders, Change Directives, amendments or modifications to the Contract.
- 7.1.4 Any and all documents issued during the procurement process for this Contract.
- 7.1.5 Task Order documents including, but not limited to, Task Orders, associated plans and specifications.
- 7.1.6 Any addenda to any issued Task Orders or other Contract documents.
- 7.1.7 Exhibits to **Section 00700:**

- Exhibit A – Definitions to the General Conditions
- Exhibit B – Alternate Dispute Resolution
- Exhibit C – Legal Worker Certification
- Exhibit D – Request for Proposal for Task Order
- Exhibit E – Performance Bond and Payment Bond Forms
- Exhibit F – SBE Reporting Document
- Exhibit G – Request for Qualifications dated 12/29/16
- Exhibit H – Statement of Qualifications dated 1/26/17
- Exhibit I – Certificate of Insurance for Job Order Contract.
- Exhibit J – General Requirements for the Job Order Contracts

All of the exhibits listed above are incorporated by reference as though fully set forth, whether or not they are physically attached to this Contract.

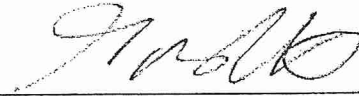
- 7.1.8 All amendments to this Contract shall be in writing and approved/signed by both parties. Maricopa County Office of Procurement Services shall be responsible for approving all amendments for Maricopa County.

7.1.9 ISRAEL BOYCOTT:

By submitting this proposal the Contractor certifies that they are in compliance with Article 9, Arizona Revised Statutes Section 35-393 et. seq.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and date first above written, in counterparts, each of which shall, without proof or accounting for the other counterparts, be deemed an original contract.

Maricopa & Sun Circle Trails Job Order Contract
171057-JOC

 Principal (Signature)	<u>3/22/17</u> Date
<u>MATTHEW ROBERTS</u> Printed Name	<u>37-1473291</u> Federal Tax Identification Number
<u>NATIONAL DIRECTOR</u> Title	<u>278786</u> License Number
<u>30 DAYS</u> Vendor Terms	<u>91226</u> NIGP Commodity Code (Advantage)

COUNTY OF MARICOPA, ARIZONA

RECOMMENDED BY:

R.J. Cardin 4/12/17
Department Head Date

ACCEPTED AND APPROVED:

Ray Bony APR 26 2017
Chairman, Board of Supervisors Date

ATTEST:

Debra McCassey APR 26 2017
Clerk of the Board Date

LEGAL REVIEW

Approved as to form and within the powers and authority granted under the laws of the State of Arizona to Maricopa County.

By: Rachael D.
Deputy County Attorney
Date: April 14, 2017

Trail Construction Fee Schedule

No	Task	Description	Unit	Unit Fee
1	Light Trail Maintenance 24" Wide	<p>A. Remove litter: 20 feet of center each side. Litter is any non-native items.</p> <p>B. Grooming tread surface: Hand tools, 50" mini-excavator and/or ATV pulling a tread rake & circular trail brush; removing loose medium to large size rocks; cleaning drains, repairing grade reversals; filling in holes and repairing erosion rutting areas; clean and repair tread surface back to almost new or original constructed state; and repair all damaged wash crossings. Consideration given for access issues (ATV, hand, mini-excavator).</p> <p>C. Brushing trail edges: With chain saw or hand tools, cutting back new vegetation growth along both edges of the tread. Cut and remove any large vegetation that has fallen onto the tread surface.</p> <p>D. Trail marker and posts: Inspect, repair and replace all damaged or missing county owned markers & posts. County furnished materials. Contractor to pickup materials at county office & keep inventory. Return all materials not used</p> <p>E. Gates and fences: Inspect both and repair as necessary.</p>	Mile	\$ 2,640.00
2	Light Trail Maintenance 48" Wide	<p>A. Remove litter: 20 feet of center each side. Litter is any non-native items.</p> <p>B. Grooming tread surface: Hand tools, 50" mini-excavator and/or ATV pulling a tread rake & circular trail brush; removing loose medium to large size rocks; cleaning drains, repairing grade reversals; filling in holes and repairing erosion rutting areas; clean and repair tread surface back to almost new or original constructed state; and repair all damaged wash crossings. Consideration given for access issues (ATV, hand, mini-excavator).</p> <p>C. Brushing trail edges: With chain saw or hand tools, cutting back new vegetation growth along both edges of the tread. Cut and remove any large vegetation that has fallen onto the tread surface.</p> <p>D. Trail marker and posts: Inspect, repair and replace all damaged or missing county owned markers & posts. County furnished materials. Contractor to pickup materials at county office & keep inventory. Return all materials not used</p> <p>E. Gates and fences: Inspect both and repair as necessary.</p>	Mile	\$ 3,520.00
3	Heavy Trail Maintenance 24" Wide	<p>Repair tread surface: Hand tools, 50" mini-excavator and/or ATV pulling a tread rake & circular trail brush; repair major storm damage; clean and repair tread surface back to almost new or original constructed state; and repair all damaged wash crossings. Consideration given for access issues (ATV, hand, mini-excavator).</p>	Ft	\$ 2.33
4	Heavy Trail Maintenance 48" Wide	<p>Repair tread surface: Hand tools, 50" mini-excavator and/or ATV pulling a tread rake & circular trail brush; repair major storm damage; clean and repair tread surface back to almost new or original constructed state; and repair all damaged wash crossings. Consideration given for access issues (ATV, hand, mini-excavator).</p>	Ft	\$ 3.33
5	Rock Bar Repair/Construction and Rock Wall Construction	<p>Repair/Construct rock bars and rock walls on pack trails</p>	Ft	\$ 20.00
6	Trail Construction - Flat Terrain 24" wide	<p>Trails will be built per the Maricopa Trail Design and Construction Manual (2007); A. General trail construction i. Install and improve drain dips;; ii. Install and finish reverse grades iii. Install and finish water bars. Install and finish climbing turns v. Install inside drains</p> <p>B. Construction of rock structures i. Aprons on drains ii. Walls, large and small iii. Water bars/grade reversals iv. Rip rap</p>	Mile	\$ 5,280.00
7	Trail Construction - Moderate Terrain 24" wide	<p>Trails will be built per the Maricopa Trail Design and Construction Manual (2007); A. General trail construction i. Install and improve drain dips;; ii. Install and finish reverse grades iii. Install and finish water bars. Install and finish climbing turns v. Install inside drains</p> <p>B. Construction of rock structures i. Aprons on drains ii. Walls, large and small iii. Water bars/grade reversals iv. Rip rap</p>	Mile	\$ 15,085.00
8	Trail Construction - Rough Terrain 24" wide	<p>Trails will be built per the Maricopa Trail Design and Construction Manual (2007); A. General trail construction i. Install and improve drain dips;; ii. Install and finish reverse grades iii. Install and finish water bars. Install and finish climbing turns v. Install inside drains</p> <p>B. Construction of rock structures i. Aprons on drains ii. Walls, large and small iii. Water bars/grade reversals iv. Rip rap</p>	Mile	\$ 21,120.00

Trail Construction Fee Schedule

No	Task	Description	Unit	Unit Fee
9	Trail Construction - Flat Terrain 48" wide	Trails will be built per the Maricopa Trail Design and Construction Manual (2007); A. General trail construction i. Install and improve drain dips;; ii. Install and finish reverse grades iii. Install and finish water bars. Install and finish climbing turns v. Install inside drains B. Construction of rock structures i. Aprons on drains ii. Walls, large and small iii. Water bars/grade reversals iv. Rip rap	Mile	\$ 5,817.00
10	Trail Construction - Moderate Terrain 48" wide	Trails will be built per the Maricopa Trail Design and Construction Manual (2007); A. General trail construction i. Install and improve drain dips;; ii. Install and finish reverse grades iii. Install and finish water bars. Install and finish climbing turns v. Install inside drains B. Construction of rock structures i. Aprons on drains ii. Walls, large and small iii. Water bars/grade reversals iv. Rip rap	Mile	\$ 8,617.00
11	Trail Construction - Rough Terrain 48" wide	Trails will be built per the Maricopa Trail Design and Construction Manual (2007); A. General trail construction i. Install and improve drain dips;; ii. Install and finish reverse grades iii. Install and finish water bars. Install and finish climbing turns v. Install inside drains B. Construction of rock structures i. Aprons on drains ii. Walls, large and small iii. Water bars/grade reversals iv. Rip rap	Mile	\$ 11,530.00
12	Gates	Install step through horse gates; Material will be furnished by the contractor.	EA	\$ 2,000.00
13	Signage	Install signs and posts; Material will be furnished by the County. Contractor to pickup materials at county office & keep inventory. Return all materials not used. This cost is for 3 steel signsper mile, digging the holes, concreting in the post	Mile	\$ 240.00
14	Trail Obliteration	Obliterating vandal routes, abandoned roads or abandoned trail segments. Includes scarification; placement of earth, mulch, rock and/or deadwood; The objective is to restore the landscape to a natural condition, halt shortcuts and prevent erosion.	Ft	\$ 5.70
15	Meetings	Construction meetings with Maricopa Trail Manager and partners.	Hour	\$ 38.00
16	Safety Rail	Install MAG Standard Detail 145 Safety Rail on concrete headwall	EA	\$ 100.00
17	Bridge Repair - Wood	Repair Wood bridge	Hour	\$ 136.00
18	Bridge Repair - Steel	Repair Steel bridge	Hour	\$ 136.00
19	Graffiti Removal	Remove graffiti on concrete surfaces	SF	\$ 25.00
20	Pipe Rail Fence Construction	Construct 54 inch double rail steel pipe fence, 2 inch diameter pipe with concrete foundations. Not including materials	Ft	\$ 40.00



AMERICAN CONSERVATION EXPERIENCE
2900 North Fort Valley Road
Flagstaff, AZ 86001, USA

January 26, 2017

Maricorpa County
Office of Procurement Services
320 W. Lincoln St. (second floor)
Phoenix, AZ 85003

Subject: Request for Qualifications for Job Order Contractor
Serial Number 171057-JOC
Contract Number 171057-JOC

Dear Review Committee,

On behalf of American Conservation Experience (ACE), I am pleased to present a statement of qualifications for the Maricopa and Sun Circle Trails Job Order Contract. ACE is a 501 (c) (3) nonprofit organization incorporated in the State of Arizona.

As specified in the narrative, ACE has recruited, retained, and trained a staff composed of trails and fencing technicians who have devoted their careers to learning and teaching trail design and construction skills. Our organization is built entirely on agency partnerships on the federal, state, and local level, uniquely preparing us to work in partnership with the County and other stakeholders. ACE possesses the skills, large, flexible labor force, local professional staffing, AZ contractor's license, and financial oversight documented through annual A-133 audits to successfully implement both the physical work and the administrative requirements of contract management defined in the Request for Qualifications.

Thank you for reviewing the overview of our qualifications and descriptions of projects, pulled from hundreds of successfully accomplished trails and fencing projects over a 12-year span. Please do not hesitate to contact us with any questions or clarifications.

Sincerely,

Chris Baker
President, American Conservation Experience
Incorporated, State of Arizona

Statement of Qualifications for
Job Order Contractor
SERIAL # 171057-JOC
CONTRACT # 171057-JOC
Due Date: Thursday 26, 2017
Due Time: 2:00PM, (Arizona Time)

1) Prior Experience

American Conservation Experience (ACE) (incorporated in the State Of Arizona), is a national, 501 (c)(3) nonprofit organization, with headquarters in Flagstaff, AZ, and regional bases in St George UT, Asheville NC, and Santa Cruz and Lake Tahoe CA. ACE employs 85 full time staff, approximately 1,250 young adults annually, and in 2016 crews completed 1500 weeks of work totaling more than 454,000 hours of service.

ACE is widely recognized as a national leader in the design, construction and maintenance of multiuse trails. ACE is a full service trails organization adept at managing large scale projects in both front and back country locations, using hand tools and mechanized means (Sutter Trail Dozers, mini excavators, rock drills, blasting equipment, and chainsaws). ACE takes pride in producing high quality trail work that conforms to National Standards and is sympathetic to the needs of the local environment, geology, hydrology and user groups.

ACE works with multiple Federal, State and local land management agencies and numerous trail focused non-profit organizations to deliver technical trail projects on time and on budget. ACE has worked with 13 regional government departments (including Coconino, Pima and Pinal Counties), 12 State Agencies, 13 Cities, 45 nonprofit organizations, and over 140 Federal land management units. ACE has successfully and safely completed hundreds of trail projects throughout Arizona and the Southwest since being founded in 2004. In the last 5 years the ACE Trail Team has completed over 1,800 miles of trail work during approximately 1 million hours of work. ACE has an excellent safety record with 0.067 injuries per crew week worked. ACE is licensed by the Arizona Registrar of Contractors under classification A-5 (excavating, grading and oil surfacing) and is a certified trail contractor for the State of Arizona State Parks program. ACE works under either job order contracts or formal participating agreements, that are functional equivalents of job order contracts for non- profit organizations.

ACE's unique model unites a full-time staff of highly skilled and experienced trail specialists, using the latest technology and equipment, with a large, well-trained workforce of young adult crew members. ACE's trails team staff serve as project managers to ensure that crews design, construct, and maintain each trail to exacting standards. This level of oversight on each trail project creates a highly skilled and professional trail building resource with the advanced capacity to successfully and safely complete any trail construction and maintenance project.

Project Title: Granite Mountain Hotshots Memorial State Park Trail
Agency Partners: Arizona State Parks

ACE holds a multi-year contract with AZ State Parks to provide trail maintenance and construction services. The average number of projects assigned and completed by ACE per year is six, with

an average annual cost of \$150,000. This project was to design and construct a 3.6 mile trail in Arizona's newest State Park leading from Highway 89 to the fatality site. ACE employed three hand crews, a site foreman and project manager to ensure project schedules and a high quality standard of the work. The project started in January 2016 and was completed in 7 months of construction time for the official dedication ceremony on November 30, 2016. The budget was determined by a collaboration between AZ State Parks and ACE to be value engineered for the best possible value to the project owner. This trail construction project was very complex and required complex rigging operations to construct extensive dry stone masonry structures throughout the entire length of the trail. ACE designed and built the trails at Granite Mountain Hotshots Memorial State Park. Park boundary maps, with a start and end point were provided by State Parks, but the concept alignment and site specific design plans were drafted by ACE. The trails were constructed using ACE crews and managed by ACE trail staff.

ACE provided complimentary trail and project design services to add value to the partnership. Over 150 hours were required to assess, design and cost the trail project. Multiple field surveys gathered detailed information to input in to industry leading cost estimating software to provide a detailed cost and project schedule. The cost estimate was used to create project schedules for five separate phases of the project to better define required field resources. Design phase and systems reviews were conducted with AZ State Parks team upon completion of field site surveys. This process revealed that three crews operating as a team under the direction of the site foreman were ideal to complete the project under the project owner's timeframe. The large and skilled labor force ACE offers to project sponsors was ideal to complete this complex project on time and on budget. ACE staff determined the best order of operations to organize and complete the project within the project schedule. Upon completion of the trail design, ACE project management staff conducted site visits to determine the time frames required to complete five sections of trail determined by effort required and the terrain. Each section was given a work schedule to ensure timely completion, with project design and troubleshooting performed by ACE project managers prior to project implementation.

Project price was established using the initial site visits and cost estimating software. Industry leading cost estimation software for trail projects was used to estimate the materials, labor, equipment and the total cost for the project, including trail design and construction. Twelve years of gathering and analyzing our production rate data have allowed us to combine our productions rates with the cost estimation software to determine the most comprehensive estimation available. No budget or estimate was provided by the owner prior to project design. Site visits conducted by ACE staff and subsequent cost estimating provided the initial cost for the project which was approved by the project owner. The project estimate was the actual contract amount of \$316,585.

A high level of construction quality was determined by combining natural surface trail standards of the U.S. Forest Service and AZ State Parks. Intimate knowledge of these trail standards and terrain complexities was used by ACE project managers to achieve essential quality control measures. The project was completed within the original project construction schedule, with no variances in the schedule. Pre-project site visits were conducted in advance of project implementation to identify potential problems. The potential problems were mitigated prior to implementation. Potential problems not foreseen during site visits and encountered during implementation were identified by project managers well ahead of construction crews. Project managers continually scouted the project ahead of trail crews to prioritize work and mitigate potential problems. No subcontractors, vendors or material suppliers were used to complete this project. All skills and abilities were provided in-house by ACE staff members, all materials were locally harvested from the construction area.

ACE engaged in consistent communications with AZ State Parks throughout the project schedule. Bi-monthly project updates including; hours worked, budget remaining, measurable accomplishments, photos and GIS data were provided throughout the process. The quality of the work completed during the first month of work established trust in the relationship and work quality remained consistent to maintain positive professional interactions with the project owner.

Project Title: Little Bear Trail Restoration

Agency Partners: Coconino National Forest and Flagstaff Biking Organization (FBO)

ACE holds a 5 year agreement with Coconino National Forest to provide trail maintenance and construction services. The average number of projects assigned and completed by ACE per year is five, with an average annual cost of \$180,000. Little Bear Trail restoration was targeted at 1.75 miles of the most damaged areas following the Schultz Fire and subsequent devastating floods in 2013. The trail exists within Mexican Spotted Owl habitat and no work was allowed until September 1, 2016. The official re-opening of the trail took place on October 15, 2016, leaving ACE a narrow timeframe to complete all work to Forest Service standards. Twelve specific project sites required completion during the project timeframe to re-establish a safe trail corridor for trail users. The budget for this project was \$30,000, plus \$10,000 provided by FBO. The challenging location, terrain, flood damage, and fire scars required reroutes, switchback construction and a variety of trail structure types, including rock retaining walls, rock armoring, timber walls and tread re-establishment. A full complement of tools was required to be transported by hand to the project areas, increasing the complexity of the logistics, site preparations and implementation.

ACE provided initial services to assist in designing a necessary re-route as well as identifying hazardous and heavily eroded areas in need of attention. ACE provided experienced sawyers to fell hazard trees and harvest timber for construction. A number of large retaining structures (both timber and rock) were constructed in a steep and highly erosive environment. Materials were locally sourced and moved into place using grip-hoist and associated rigging. In addition, the crew constructed nine armored drain pans in adherence of dry stone masonry principles to prevent future large rain events from causing the same catastrophic damage that had occurred previously. Structure construction was completed ahead of schedule, and routine trail maintenance including brushing, tread re-establishment and drainage installation was completed on 0.5 miles of trail in and around the timber and rock project sites.

To allow the Forest Service to re-open this trail, closed since the Schultz Fire of 2010, a defined amount of work was required to create a safe and enjoyable trail experience for users. During the estimating process, the scheduling milestone of the official re-opening of the trail, October 15, 2016 was used to determine timeframes for each phase of project implementation. Required resources for each phase were determined using industry leading cost estimating software compared with our production rate data to ensure the required resources were devoted to this project in the defined schedule timeframe. Design phase and systems reviews were conducted with the agency partner upon completion of field site surveys. Due to the remote and complex nature of the project, it was determined that a team of eight was optimal to complete the tasks in a safe and efficient manner. A project manager was assigned to the project to provide support for complex felling, timber construction and schedule management. The skilled and experienced project manager provided significant value to the project by donating time and work output to the project, and ensuring the project's timely completion under the defined project schedule.

ACE project managers conducted site visits in order to design the new trail tread, support structures, and trail maintenance needed for a successful project. This allowed ACE to determine the required materials and logistics required to execute the project within the time allotted and to the standard of the US Forest Service. The price of the project was pre-determined by the project

owner. Geo-spatial data collected during initial site visits were subsequently analyzed using industry leading cost estimation software to estimate the materials, labor, equipment and the total cost for the project, including trail design and construction. Twelve years of gathering and analyzing our production rate data have allowed us to combine our production rates with the cost estimation software to determine that the project price was appropriate and schedule constraints did not affect the success of the project.

The project estimate was the eventual project cost of \$40,000. ACE donated 58 hours of labor in order to ensure that the project was completed to the highest standard and within project schedule. ACE maintains close working relationships with project partners by maintaining high construction standards. In this instance ACE strictly adhered to the work standards of the US Forest Service. Frequent site visits from project partners as well as a final product walk through and subsequent user feedback ensured all parties were completely satisfied with the construction quality. The project was completed within the original project construction schedule, with no variances in the schedule.

ACE identified and overcame potential problems and challenges by conducting regular site visits and identifying the skillset required to complete the project to the highest standard. The correct personal, equipment and tools were assigned to the tasks and the necessary technical expertise was provided as needed. Constant dialogue between the onsite crew, the project manager and agency partner also confirmed that the project was running smoothly and that potential problems that arose were swiftly dealt with. No subcontractors were needed as ACE has all the necessary equipment and expertise in house. In addition all building materials were locally sourced from the surrounding area.

Project Title: Almosta Trail System Construction Project

Agency Partners: USFS, Prescott National Forest

ACE holds a 5 year agreement with Prescott National Forest to provide trail maintenance and construction services. The average number of projects assigned and completed by ACE per year is three, with an average annual cost of \$188,000. This Project constructed approximately 9 miles of multi-use non-motorized trail on the Bradshaw Ranger District. The project was conducted over a period of 6 months and comprised 15 crew weeks of construction. The budget was \$74,656 and ACE donated 1765 hrs of crew time valued at \$40,000. The project was conducted in the back country with no road access. All crew members, tools, food and equipment were "walked" into the project site adding to logistical complexity.

The method of construction was mechanized, with the use of a Sutter 450 trail dozer followed by hand crews to compact and finish the trail to a high standard. Upon completion of the trail, the trail dozer and hand crews obliterated and naturalized miles of an unauthorized 2-track road that repeatedly crossed the trail alignment. Cost estimates were performed by the project sponsor and confirmed by ACE staff site visits. Estimates were based on terrain, vegetation cover, and remote location. Pre project site visits and GIS data were used to develop an implementation plan which was agreed between the partner agency and ACE staff. Regular partner meetings were held to review progress, challenges and completion rates.

ACE project managers conducted site visits in order to examine the extent of new trail that had to be created. This allowed us to determine the required logistics and that the project could be executed within the time allotted and to the standard of the US Forest Service. The price of the project was pre-determined by the project owner. Geo-spatial data collected during initial site examinations were subsequently analyzed using industry leading cost estimation software, in order to estimate the materials, labor, equipment and the total cost for the project, including trail design and

construction. The project estimate was the eventual project cost of \$74,656, with an additional volunteer in kind match of 1765.25 hours valued at \$40,000.

ACE maintains close working relationships with its project partners, as such our partners are aware of the high construction standards to which we work. In this instance ACE strictly adheres to the work standards of the US forest service. ACE maintains its high quality of work through thorough training of its crews and additional experienced professional support when needed. Frequent site visits from project partners as well as a final product walk through and subsequent user feedback ensured all parties were completely satisfied with the construction quality. The project was completed within the original project construction schedule. However due to several large rock bands crossing the trail alignment forward progress was slower than expected and ACE added more crew resources, at no extra cost to the agency partner, to ensure that the project was completed within the agreed timeframe.

ACE avoided potential problems and was able to overcome potential issues by conducting initial site visits and identifying the skillset required to complete the project to ensure the correct personnel were assigned to the crew tasked with undertaking the work and that the necessary technical expertise could be provided as needed. No subcontractors were needed as ACE has all the necessary equipment and expertise in house. In addition all building materials were locally sourced from the surrounding area. ACE delivers consistent communications with project owner throughout the project schedule. Bi-monthly project updates including; hours worked, budget remaining, measurable accomplishments, photos and GIS data were provided throughout the process

Project Title: Arizona Trail, Mazatzal Divide and Red Hills Passage Maintenance
Agency Partners: Arizona Trail Association (ATA) and USFS Tonto National Forest

ACE has a strong 10 year working relationship with both the ATA and Tonto NF and averages 8 projects a year with both agencies for an annual cost of \$350,000. The project is currently in progress and has a goal of maintaining over 38.3 miles of the Arizona Trail in the Mazatzal Wilderness. The project is scheduled for 12 weeks of crew work between October 2016 and June 2017. Specific schedules are extremely weather dependent and logistics are extremely complex with all supplies, tools and water being hauled many miles into remote backcountry locations by ACE crews and mule pack teams from Tonto, Prescott and Coronado NF. These sections of the AZ Trail are among the most remote of the entire trail and are suffering from serious overgrowth and erosion issues. ACE is contracted to conduct intensive corridor brushing, tread maintenance, erosion control and route signage over 38 miles.

Project resources and work load were estimated following four multi day reconnaissance trips to the project area. ACE staff performed these trips as a free service to our partners. Details project goals, plans and milestones were developed and agreed by all partner before the crews were mobilized. The cost of this project was established by the ATA in consultation with ACE staff. ACE is in constant communication with the ATA providing accomplishments and cost data to ensure the project remain on time and budget. The initial budget was set at \$63,600 and ACE is expecting to provide approximately \$15,000 in match (cost of staff and crews above the agreed rate). ACE maintains high construction standards and strictly adheres to the work standards of the US forest service and the ATA.

The project is on schedule for completion within the original proposed time frame. ACE and the ATA are constantly reviewing logistical, weather and landscape challenges to ensure successful project completion. This collaborative approach will ensure that both parties reach their goals on

this project. ACE is not employing any subcontractors on this project. Additions resources have been provided by USFS partners to pack supplies into remote locations.

Agency Contract List for 2016

AGENCY	PROJECT	COST	WEEKS
Pinal County	ANST Passage 14 from Tiger Mine TH to Antelope Tank	\$30,000	6
Kingman BLM	Cerbat Foothills Recreation Area	\$10,000	2
Tonto NF	Trail Re-routes in Sunflower Area	\$15,360	3
Tonto NF	Switchback repair in Reavis Canyon	\$10,240	2
Walnut Canyon NM	WACA Trails and Fence ACE Public Land Corps Project FY16	\$19,800	5
Walnut Canyon NM	WACA Arizona National Scenic Trail FY16	\$20,000	5
Grand Canyon NP	Corridor/Greenway Trail Rehabilitation Support	\$261,000	42
Grand Canyon NP	GRCA) Tanner Trail Rehabilitation 2016	\$149,760	28
Lake Meredith NRA	LMNRA Area Multi-use Trail System Construction Project	\$102,314	16
Grand Teton NP	2016 GRTE/ACE Trail Construction and Rehabilitation	\$27,200	5
Coconino NF	Raptor and Thumper Trails Rehabilitation and Maintenance	\$21,360	6
Coconino NF	Fort Valley Trail Maintenance	\$33,000	6
Coconino NF	Red Rock Recreation and Restoration Project	\$70,720	13
Coconino NF	Flagstaff Ranger District Trail Maintenance Project	\$22,000	4
Tonto NF	Arizona National Scenic Trail Rehab, Passage 17 and 18	\$24,800	4.5
Tonto NF	Juniper Burned Area Emergency Response (BAER) Project	\$44,000	8
Prescott NF	Summer 2016 Conservation Corps Trail Crew	\$120,703	21
Sante Fe NF	ACE Pecos Wilderness Trails Project	\$30,000	6
Desert Peak NM	Trails Maintenance Organ Mountains-Desert Peak NM	\$37,000	6
Tonto NF	Trail Maintenance on Boulder Canyon section of the ANST	\$10,880	2
Tonto NF	Trail Maintenance on the AZNST in the Mazatzal Wilderness	\$63,600	12
Tonto NF	Trail Maintenance on Passage 43 of the AZNST	\$9,911	2
Yarnell	Granite Mountain Hotshots Memorial Trail	\$316,585	58
Coconino NF	RTP Little Bear Trail	\$30,000	6
Coconino NF	RTP Thumper, Lime Kiln and Lower Raptor Hills Trails	\$30,000	6
BLM Hassayampa	Harquahala Peak Pack Trail Restoration and Maintenance	\$8,200	2
Coconino County	Rogers Lake Trails and Masonry	\$21,760	4

2) Project Team

ACE has been designing, constructing and maintaining multi use trails for over 13 years, practicing and teaching sustainable trail building techniques on a national scale. ACE employs an in-house trail team comprised of specialists that provides project leadership, management, support, training and quality control on every trail project. Each Trails Team member has multiple years of trail design, construction and maintenance experience in addition to project management, volunteer training and community outreach skills. Staff dedicated to this project, including the Project Director, Project Manager, Safety Manager, Project Foreman, Equipment Operator, and Trail Crews.

All ACE field staff and trail crews are supported by an administrative team who are dedicated to providing the best service to our partners and employees. Our Arizona management team has the ability to coordinate 16 crews simultaneously, demonstrating the ability to exercise flexibility and adaptability in meeting the scheduling needs of agency partners. We ensure compliance with Federal, State and local funding partners by undertaking an annual A-133 single audit.

ACE staff specifically involved for projects with Maricopa County will include:

National Director – Matthew Roberts

Email: mattr@usaconservation.org Phone: (928) 814 8226

Matt began his service with ACE in 2004 as a crew member and Trail Crew Leader. During the last 12 years Matt has personally designed and constructed 100's of miles of multi-use trails across the Southwest for multiple land management agencies. Matt has significantly expanded ACE operations to its current national capacity, building a successful reputation and establishing a highly experienced and qualified professional trail team. Matt specializes in trail design and the mechanized construction of multi-use trails. Matt not only loves building trails but also spends considerable time training and educating community groups about the science, art and techniques of sustainable trail construction. Matt is currently the National Director of ACE and oversees the management of bases located in Arizona, California, North Carolina and Utah. Matt is responsible for all governmental contracting.

Project Director - Jordan Rolfe,

Email: jordan@usaconservation.org Phone: (928) 814 8781

Jordan Rolfe is the Director of ACE Arizona branch and has been involved in ACE activities for 10 years. Jordan is responsible for coordinating the ACE Arizona crew schedule, communicating with Maricopa County representatives, collecting feedback, completing contracted project reporting, and managing fleet and field logistics. Jordan also specializes in fence construction and repair. He has managed several large (\$200,000+) multi-year fence construction projects for the NPS at Wupatki NM, Walnut Canyon NM and Lake Mead NRA. Jordan will be responsible for the management of any fence construction and maintenance projects. Estimated time dedicated to projects: 5 hours per week if administrative, 15 hours per week if overseeing fencing project

Project Manager - Mark Loseth

Email: mloseth@usaconservation.org Phone: (307) 699 1018

Mark Loseth has 13 years of technical trails and masonry experience working with ACE and land management agencies including the National Park Service and the US Forest Service. Mark designed and co-leads the Trail Skills Institute for the Arizona Trail Association, where he teaches sustainable trail design, maintenance, rockwork and construction techniques. Mark received a professional certificate in GIS from San Francisco State University and is a current Wilderness First Responder.

Mark has managed trail projects ranging from wilderness areas to high-profile front country locations with Federal, State and local land management agencies, including 3 years developing his dry stone masonry and trail construction skills with the US Forest Service in Lake Tahoe. Additionally, Mark served 5 years in the Grand Teton National Park trail crew leading Youth Conservation Corps crews as well as performing backcountry work. During winter seasons Mark worked on technical backcountry trail projects in Saguaro National Park, requiring significant complicated dry stone masonry skills. In 2011 Mark joined ACE and has since coordinated dozens of trails projects and has trained hundreds of young adults in trail sustainability concepts, layout, construction, and masonry skills.

Mark oversees the ACE Trails Team as the National Trails Coordinator. His role includes: pre-project trail prescriptions, trail layout and assessment, coordinating field staff, training crews on professional trail building practices, acting as liaison between ACE crews and Project Sponsors, drafting project proposals and final reports. As Project Manager, Mark will be overseeing the tight flagging of the proposed trails and supervises the site foreman, crew leaders, and equipment operators. Estimated time dedicated to projects: 10 to 20 hours per week for trails projects.

Safety Coordinator – Colin Geigrich

Email: colin@usaconservation.org

Phone (928) 255 3887

Colin served two seasons on the Coconino NF Peaks Ranger District trail crew while earning a Bachelor's Degree in Environmental History from Northern Arizona University. In 2009 Colin began working as an ACE trail crew leader and in 2013 was promoted to the Safety Coordinator, certifying ACE staff in wilderness first aid, overseeing OSHA compliance, revising ACE safety training plans, compiling accident reports and statistics to inform ongoing field standards, and working with project owners to develop a Job Hazard Analysis for each project.

Colin's goal is to continually mitigate potential risks, before they can cause serious problems and therefore ensure the safety of ACE crews and staff. In addition to his regular duties, Colin is a Wilderness Medicine instructor and licensed contractor for ACE.

Site Foreman – Jack McMullin

Email: jmcmullin@usaconservation.org

Phone: (928) 606 0184

Jack has over 7 years of working with and coordinating youth conservation projects in both the USA and the UK. During his time in the UK he worked for TCV (formerly BTCV) working with young people 16-18 who were NEET (not in employment education or training) and through carrying out conservation based work they gained skills and training to either go onto further training or employment. Jack planned and organizing schemes of work, created lesson plans for the work that the young people would take part in. Jack also lead the practical sessions, leading up to 10 young people to carry out a practical activity such as coppicing, Footpath construction, Tree felling, fencing and planting. Jack volunteered as a corps member in January 2011 and then went on to work for ACE in July 2011. While working for ACE, Jack has led trail crews working in Arizona, California, Kentucky and Utah. Jack is now the ACE AZ Trails Coordinator and Trainer where he trains crew leaders how to teach and manage young adults performing technical trail projects. Estimated time dedicated to projects: Up to 40 hours per week when hand crews are in the field.

Equipment Operator - Kean Ruane

Email: kruane@usaconservation.org

Phone: (928) 864 8335

Kean began leading ACE trails and restoration crews throughout the American southwest. After years of leading and mentoring crews and leaders primarily in the trails arena, Kean advanced into the ACE Trails Trainer and Coordinator position. Kean has technical experience in sustainable trail layout and design; trail construction, reroutes and maintenance; advanced rigging, dozer operation, and chainsaw operation/maintenance. As the chief Equipment Operator, Kean will coordinate with the project manager to plan and manage the mechanized trail tread construction. Kean has logged hundreds of hours with our trail dozers (SWECO 480 and 450) and is experienced in logistical planning of all aspects of mechanized construction. Kean will oversee the construction and quality control of both the dozer and mini-excavator construction. Estimated time dedicated to projects: Up to 40 hours per week when mechanical construction required.

ACE Trail Crews

ACE's highly trained trail crews specialize in new construction, corridor and tread maintenance, technical rock work and supporting mechanized operations. Each trail crew is managed by a Crew Leader with at least two years of supervisory experience on trail projects. These highly skilled and full time professional Crew Leaders are the driving force behind the success of ACE crews on technical and demanding trail projects. They are responsible for the overall safety, quality, progress and success of individual projects. ACE crew members are young adults, ages 18-25, serving for 6 months or longer, and preparing for a career in natural resource management either within land management agencies, with ACE, or with other non-profit organizations. Each crew member receives in-depth training in sustainable trail design and construction, technical rock work, erosion control and restoration techniques together with worksite safety, Leave No Trace, tool safety and heat related illness prevention.

The Trails Team works as a collaborative unit on all of the trail projects undertaken by ACE in Arizona and the Southwest, this includes the projects highlighted in the Prior Experience section and Agency Trail Contract list.

2) Proposed subcontractor selection plan

ACE retains a diverse and skilled staff with the abilities to perform all project tasks highlighted in this RFQ. Prior experience implementing successful projects similar to those outlined in this RFQ have allowed ACE the foresight to ensure that ACE has developed all skills required to complete all trail and fencing tasks requested by project owners. These skills are taught to field crews by professionals in the field with decades of combined experience successfully managing and completing projects. Twelve years of implementing project of this nature have provided the data needed to identify which skills are required to retain within the ACE staff support structure, and value engineer each project to provide the best value to project owners. Project success is determined by a skilled and motivated work force, including field crews, supervisors and support staff. A diversity of projects throughout a range of land management agencies have provided ACE with detailed knowledge of industry standards, production rates, and necessary skills to complete these projects. ACE does not anticipate, nor intend to utilize any subcontractors for any of the tasks outlined in the scope of work.

4) Project Management Plan

ACE serves as both a youth development organization and as a full service contractor capable of designing and implementing large scale, technically complex trails, fencing, and restoration projects. ACE' organizational structure is designed to provide multiple layers of professional support to maximize safety, efficiency, and productivity of a large young adult labor force. With national headquarters in Flagstaff, ACE's full staff of trails designers, trainers, project managers, and logistical support personnel is locally available to facilitate all aspects of project management.

The team approach to planning and implementing projects is a crucial aspect of ACE and the hundreds of partnerships we maintain with federal, state, and local land managers. ACE's project management plan is developed and adapted through regular communication and solicited feedback from the project Owner. Only through a team approach can projects be planned and implemented successfully. We have developed enduring relationships with our project sponsors/owners and through positive communication maintain these relationships over

time. Combining our consistent quality work output with successful communication allows to maintain positive relationships with all of our project sponsors.

While site specific approaches vary from project to project, the fundamental structure of ACE's management plan follows a specific sequence of steps:

A) ACE conducts site visits to project areas before every project. These site visits are coordinated with the project owner and can be conducted by ACE exclusively or as a team. Site visits are conducted to gather a variety of information used to prepare cost estimates including; length of trail or fence to be maintained/constructed, cross slope of hillsides, number, type and frequency of structures to be constructed on the trail or fence line, availability of local material for structures, access points, drive times from major roads and from Flagstaff, camping and water locations for crews and intended work accomplishments for each project. This information is used to develop a detailed cost estimate for each project using industry leading cost estimating software to determine the maximum price for the project. Twelve years of gathering internal production rate data allows us to combine our known capabilities with the estimating software to produce an accurate estimate to the project owner and ensure the greatest value to our project sponsor.

Constructability and system reviews occur upon the return to our central office in Flagstaff. Informed by field observations, ACE's project management team gathers to present and discuss project logistics, tools and materials required, and to assign the correct field personnel with the appropriate skills for the project. Reviews include a value engineered approach to each project to ensure that all project tasks are considered while not charging for additional resources, including labor hours and specialized tools. These reviews are compared with cost estimating figures and internal production rate data to propose a project estimate that benefits both ACE and the project owner.

Each trail or fencing project ACE undertakes is assigned a project manager that acts as the direct line of contact with the project owner, design professional, and any sub-contractors involved. Communication begins during the request for services and continues through the design and implementation phase. The ACE project manager communicates directly with the project owner over a range of topics, including progress of the project planning, implementation dates, project progress and schedules. ACE's project manager is available and knowledgeable of the project to ensure that the project owner remains up to speed on all important aspects of the project.

Once the guaranteed maximum price is determined by ACE staff, a detailed budget is provided to the project sponsor including costs for labor, specialized equipment, travel and overhead. This budget is viewed by the project owner for review and comment. If negotiations are deemed necessary, ACE will willingly participate to guarantee that the price is mutually satisfactory. ACE guarantees all work to be completed within project schedules and budgets. ACE will invest additional resources if required to ensure successful completion of every project.

B) ACE retains skilled and experienced staff in all aspects of trail and fence work, including trail design, pipe rail fence construction and welding. ACE staff members are qualified in designing and implementing all aspects of these projects and has the capacity and capability to perform all necessary duties.

C) Upon approval from project owner for project critical path schedules and approved budgets, the ACE project manager coordinates with field personnel, office staff and project owner to implement the project as designed. ACE project managers are experienced with production rates, quality standards and perform routine assessments of upcoming project tasks to ensure that all schedules are being met. Critical path scheduling included in the contract are strictly adhered to, with additional resources deployed if required to achieve approved schedules. ACE field staff continue our team based approach throughout all aspects of managing field resources, submitting updates, data and budget updates to the project owner. Project outcomes and data are submitted to the project owner on a bi-monthly basis throughout the life of the project, from the request for services through to the final project report. This ensures that the project owner remains knowledgeable of milestone achievements, progress and measurable accomplishments during and after each project. Critical paths and subsequent project schedules are developed and maintained by ACE staff and enforced by the project manager. The project manager will continually monitor project elements and crew accomplishments to be able to communicate developments to necessary support staff and the project owner. Project managers have the authority to devote more resources to each project to ensure project schedules are maintained. Materials required for projects are acquired from local sources. Trail projects can utilize locally harvested material such as stone for structures and are located and documented during the cost estimating process, where appropriate. ACE retains the skills and equipment required to harvest these materials, including hand tools, rigging equipment and rock transport equipment. Materials that cannot be harvested will be purchased from local businesses in Maricopa County to benefit the local economy and ensure the fastest possible delivery to the project. Fencing materials can be sourced from local businesses to ensure that ACE and the project owner receive the best value, and quality, according to owner specifications. ACE owns equipment to transport all necessary materials for trail and fence projects, including transport trucks, trailers, a UTV, two tracked power carriers and rigging equipment.

5) Budget and Scope Management Capability

ACE designs budgets according to industry standard specifications, combined with the experience of twelve years of running crews and the consequent understanding of crews' capabilities and work production schedules. Except in the unusual circumstance of an extreme change in the scope of a previously designed project, all ACE budgets are guaranteed. ACE will not request a negotiation of, or an addendum to a budget that has been approved after work has begun. As an organization, ACE will provide realistic cost estimates to project owners and completes projects on time and on budget. Ongoing communication with project owners ensures that all work meets agency expectations, and that owners are aware of any unexpected developments. On rare previous occasions when ACE has underestimated the cost of a project, ACE has completed the agreed upon work at no additional cost to the project owner, deploying extra crews and personnel drawn from our Flagstaff headquarters or other ACE branches. In the very rare occurrence that uncontrollable factors have drastically changed the scope of work, such as an extreme weather event causing massive erosion at a project site, ACE has communicated with the project owner in order to reassess the previous plan and reach a mutually agreeable solution in the face of the changed circumstances.

6) Team Approach Capability

ACE has a 12-year history of successful collaboration with project owners and other stakeholders on projects across the Southwest USA and nationwide. ACE is equally effective and experienced when designing and constructing a trail, or working to another entity's design specifications. In all instances, ACE staff have communicated with all stakeholders involved to ensure that all needs and expectations are met or exceeded. ACE has a longstanding relationship with the Arizona Trail Association (ATA) and has conducted construction and maintenance projects throughout the 800 miles of trail. ACE's partnerships with ATA has involved liaising with a variety of land managers, volunteer groups, local communities and ATA staff to construct trail segments and reroutes, maintain trail in remote locations, and assist with the education and training of ATA trail volunteers.

7) Expedited Completion of Project

ACE fields up to 18 trails, fencing, and restoration crews concurrently in our Arizona branch. Such capacity allows the organization a unique level of flexibility in assigning crews to ensure that projects are completed on, or ahead of, schedule. ACE project managers are in constant communication with administrative staff to ensure that future planning can adapt to changing circumstances where necessary. While ACE schedules crews up to a full year in advance of project commencement, ACE also understands that certain instances require a rapid response to deal with unexpected events and mitigate damage, or conduct emergency repairs on fence or trails damaged by numerous factors. Over the course of ACE's history, the organization and our staff have developed strong relationships with land managers across the state of Arizona, who understand the need to divert previously assigned teams to deal with emergency assignments for other agencies. ACE's successful history of completing Burned Area Emergency Response (BAER) work in the aftermath of wildfires is indicative of our ability to rapidly assess and conduct work to minimize damage to fragile areas in the event of heavy precipitation and anticipated erosion.

The previously highlighted projects in Section 1 of this RFQ are all examples of ACE utilizing a flexible approach in ensuring that the required work was completed on time. In particular, the work on the Granite Mountain Hotshots Memorial State Park, was a large undertaking that required multiple crews working concurrently, under the oversight of a project foreman. At the end of each working week, the foreman would meet with project managers and directors to discuss work completed and plan on how many crews would be most effective for the subsequent, and future working weeks. This allowed us to increase the number of individuals on the team when the trail could be constructed quickly over easier terrain, or reduce the number of crews during phases of dry-stone masonry, which necessitated less people, due to limited working space and tasks. The planned reduction in the size of a crew also proved a benefit in the above mentioned Little Bear Trail Rehabilitation. In the face of potential delays due to adverse weather conditions, ACE deployed a large crew to complete much of the more basic work initially whilst conditions were optimal, then reduced the size of a crew to complete wood and rock structure work that was not as subject to delay by precipitation events. Conversely, the Almosta Trail development required multiple, large crews operating both independently, and alongside a mechanical trail dozer to complete large amounts of new trail in an efficient fashion. This project required oversight to ensure reallocation of resources to areas where the dozer could not safely be utilized, or additional people to complete finishing work in the aftermath of the dozer carving out the initial trail bench.

1) Company Name: **Arizona State Parks**

Address:

Phone Number: 602-542-6940

Facsimile Number:

Person to Contact: **Skip Varney**

(Email Address): wvarney@azstateparks.gov

Owner's Bid # or Project #: ADSPO14-062740

Date of Completion: November 22nd 2016

Brief Project Description (Including Partnering Team and Owner's project name): Granite Mountain Hotshots Memorial State Park: Two trails were designed and constructed by ACE in anticipation of the opening of the Arizona State Park's newest park. The trails were designed and constructed for sustainability and to reflect the rugged and remote nature of the terrain and allow users to "walk in the footsteps" of the members of the Granite Mountain Hotshots who gave their lives during the events of the Yarnell Hill Fire. Trail construction required extensive rock work and rigging applications to safely and efficiently build through the rugged terrain.

2) Company Name: **US Forest Service, Coconino National Forest, Flagstaff Ranger District**

Address: 1824 S Thompson St., Flagstaff, AZ 86001

Phone Number: (928) 527-3600

Facsimile Number: (928) 527-3620

Person to Contact: **Sean Murphy**

(Email Address): smurphy@fs.fed.us

Owner's Bid # or Project #: Arizona State Parks Project # 471508

Date of Completion: October 14th 2016

Brief Project Description (Including Partnering Team and Owner's project name): Little Bear Trail Restoration: ACE was tasked by the US Forest Service, Flagstaff Ranger District with installing armored drain pans, retaining walls and tread to repair damage caused by fire and heavy water erosion.

3) Company Name: **Arizona Trail Association**

Address: 534 N. Stone Avenue, Tucson, AZ 85705

Phone Number: (928) 273-4037

Person to Contact: **Matthew Nelson**, Executive Director

(Email Address): matthew@aztrail.org

Owner's Bid # or Project #: Trail Maintenance on the Arizona Trail in the Mazatzal Wilderness

Date of Completion: May, 2017

Brief Project Description (Including Partnering Team and Owner's project name): This agreement is between ACE and the Arizona Trail Association (ATA) to accomplish trail maintenance on 38.3 miles of the Arizona National Scenic Trail in the Mazatzal Wilderness, along the Mazatzal Divide and Red Hills passages on the Tonto National Forest.

4) Company Name: US Forest Service, Prescott National Forest, Bradshaw Ranger District.

Address: Prescott National Forest, Bradshaw Ranger District, 344 S Cortez St., Prescott, AZ 86303

Phone Number: 928-443-8000

Person to Contact: **Jason Williams**

(Email Address): jwilliams12@fs.fed.us

Owner's Bid # or Project #: 15-PA-11030903-007

Date of Completion: July 2015

Brief Project Description (Including Partnering Team and Owner's project name): Almosta Trail System Development Project: This Project constructed approximately 9 miles of multi-use non-motorized trail on the Bradshaw Ranger District. The method of construction was mechanized, with the use of a Sutter 450 trail dozer and track carrier where necessary. Upon completion of the trail, the trail dozer obliterated 3 miles of an unauthorized 2-track road that repeatedly crossed the trail alignment.

Jordan Rolfe
2640 E Heidi Loop
Flagstaff, AZ,86004
jordan@usaconservation.org
928-814-8781

Employment History

August 2015 – Present Day – Director, ACE Arizona

- Directs operations of branch that sends crews across Arizona, New Mexico, Texas and Oklahoma
- Manages program with up to 18 crews in the field concurrently across the Southwest USA
- Manages budget for \$2.8 million program
- Manages Arizona support staff to ensure efficiency of field crews
- Communicates with project partners and clients to plan effective strategy for current and future crew work
- Continues to train field staff in range-management fence construction and maintenance

January 2010 – July 2015 – Field Operations Manager/Associate Director ACE Arizona

- Oversaw daily field operations of approximately 100 member conservation corps
- Managed between 10 and 20 Crew Leaders and Assistant Crew Leaders, focusing on leadership development and management principles
- Communicated extensively with project partners to organize future scheduling of ACE crews
- Organized schedule for corps members in Arizona and Utah branches
- Worked as part of ACE Arizona management team to develop long term strategy for organization
- Liaised with Director of Utah and Director of North Carolina to ensure efficient allocation of resources

April 2007 - December 2009 – Crew Leader, ACE Arizona

- Oversaw teams of 6-12 in operations including trail construction and maintenance, fence construction and maintenance, dry stone masonry and ecological restoration.
- Extensive experience in fence construction and backcountry project management
- Exercised Wilderness First Responder principles as required
- Led crews at National Parks across the Southwest USA, including Grand Canyon National Park, Zion National Park, Rocky Mountain National Park and Wupatki National Monument

June 2000 – April 2007 – Hospital Porter, Lincoln County Hospital, Lincoln, England

- Worked as part of a team to support efforts of a variety of medical staff
- Transported patients, pharmaceuticals, food, laboratory samples, refuse and deceased individuals as required
- Responded to medical and security emergencies when needed

- On occasion, oversaw the porters department, ensuring efficient delivery of service in a 600 bed hospital

Education

BSc Environmental Studies, Northern Arizona University, December 2016

3 A2 Levels –English Literature, History, and Government & Politics

Wilderness First Responder, WMI of NOLS

Mark Stevens Loseth
3080 W Easter Day Ln.
Flagstaff, AZ 86001 US
Phone: 307-699-1018

Work Experience:

American Conservation Experience

2900 N Fort Valley Rd

Flagstaff, AZ 86001 United States

01/2014 - Present

National Trails Coordinator

I manage the Trails Program for American Conservation Experience, a non-profit conservation corps with a national reach. I oversee three staff members, the general oversight of trail projects in up to six states at a time, and control the long term strategic planning of the Trails Department.

My duties include; project planning, project management and implementation, grant writing and reporting, skills training and teaching, park management and maintenance consulting and contributing to managerial decisions. Specialized outdoor recreation planning experience includes:

- Presented a strategic plan for the design and construction of sustainable trails for the Board of Directors of the Kane County Recreation and Transportation Special Service District Board.
- Designed and implemented a trail re-alignment project for the Land Trust of Napa County to improve the safety and sustainability of the Archer Taylor Preserve trail system. The plan and design directly provide both an improved visitor experience and celebrate the unique aspects of the Preserve.
- Worked with federal agencies, city governments and other non-profits on inter-disciplinary teams to coordinate, approve and direct the implementation of recreational trail projects.
- Trained Americorps crews in the field. Strong construction principles, sustainable trail design, the importance of managed recreation
- opportunities were all taught to aspiring land managers.
- Created and maintained working relationships with multiple local, state and federal land managers, with excellent communication a requisite.

American Conservation Experience

2900 N Fort Valley Rd

Flagstaff, AZ 86001 United States

04/2011 - 08/2013

Professional Trails Trainer and Coordinator

- Planned and designed trail projects to meet sustainability, accessibility, safety and aesthetic guidelines. Types of projects included: new trail design, trail re-routes, erosion mitigation using stone, and stone and timber maintenance projects that specifically addressed visitor safety.
- Implemented technical information for field work on federal land use projects, including planning and engineering specifications.
- Contributed to the preparation of Environmental Assessments by making written recommendations, proposing erosion mitigation methods and data gathering.
- Implemented cross-disciplinary information from planning staff when designing and managing field projects.
- Completed and received grant awards through the Recreational Trails Program and Arizona State Parks. Grant application dates were met and the high quality proposal received funding.
- Incorporated knowledge of NEPA requirements when producing numerous project proposals to federal, local and state land management agencies. NEPA compliance and knowledge being a required background in providing clients with project proposals.

- Clearly communicated technical aspects of project implementation, project objectives and intended outcomes to multi-national crews with diverse backgrounds.
- Prepared project completion reports for federal land agencies and non-profits for public distribution in newsletters and web sites.
- Taught, mentored and assessed Americorps members for performance in hard and soft skills on trail projects. Mentored and oversaw crew supervisors during field work.
- Maintained good communications and working relationships with co-workers and project partners.

Saguaro National Park
3693 S. Old Spanish Trail
Tucson, AZ 85730 United States
12/2010 - 04/2011

- Produced quality work, completing the project on schedule and within the project budget. In four months, my crew completed; 314 sq. feet of retaining wall, 75 sq. feet of armored tread surface, 57 check dams and 8 stone water bars ensuring the trail would open on time, in a safe and sustainable fashion.
- Acted as project manager to plan, organize, and prioritize a large scale trail construction project within Saguaro National Park. The deadline required a safe and passable trail for the grand opening of the Arizona National Scenic Trail.
- Presented ideas and facts from field observations to Park planning staff. Made written and oral recommendations for sustainable construction techniques and implementation methods.
- Ensured quality projects and timely completion on a regular basis.
- Effectively reported all progress to supervisors to allow for effective decision making. Clearly communicated, orally and in writing with supervisors and colleagues in divisions outside of maintenance.

Grand Teton National Park
PO Drawer 170
Moose, WY 83012 United States
05/2010 - 09/2010

Trail Crew Leader (This is a federal job)

- Applied land use planning guidelines when designing trail construction projects. Numerous trail sections were improved to provide a rewarding experience for all user groups, increase sustainability, and to protect and celebrate the Park's resources.
- Documented direct and indirect impacts of visitor use in proposed wilderness locations. Data and photos were used for planning documents on back country travel management.
- Designed and constructed maintenance projects, ensuring quality and timely completion for each project.
- Defined disagreements among co-workers concerning project implementation. Facilitated group consensus to efficiently perform job duties.
- Trained and taught trail work fundamentals and the importance of recreation management to crew members.

Job Related Training:

Universal Trail Assessment Coordinator Training; March 2012

Advanced Rigging Applications; June, 2013

Helicopter Safety Training

Operational Leadership; Jan. 27, 2010

U.S Fish and Wildlife Service Trail Management Course OUT8194; April 3, 2009

Colin Giegerich
2900 North Fort Valley Road
Flagstaff, AZ 86001
Mobile: 928.255.3887

Work Experience

American Conservation Experience August 2012 – Present

Title: Safety Officer

Duties and Responsibilities:

- Continually update and enforce safety policies, JHAs, and mandatory certifications of staff members by monitoring industry best practices and consulting with industry experts.
- Perform site visits prior to and during crew work to discover and mitigate potential hazards and educate crews on best practices.
- Track and respond to all field incidents as they occur, developing organization-level responses as appropriate.
- Manage Workers Compensation accounts and employee claims for all programs.
- Manage fleet registration and insurance. Investigate and process automotive claims as they are generated.

American Conservation Experience 7/19/2009 – August 2012

Title: Crew Leader/Backcountry Trainer

Duties and Responsibilities:

- Trail assessment, layout, and design, including layout and design of large stone structures such as staircases, retaining walls, and switchbacks.
- Instruct crew leaders and corpsmembers in proper tool use, construction techniques, and safety protocols.
- Project planning and logistics

Bookman's Entertainment Exchange 6/1/2008 – 7/1/2009

Title: Baristi/Sales Associate

Duties and Responsibilities:

- Making coffee drinks
- Evaluating, buying, and selling used electronics and video game equipment in a pawn shop capacity
- General customer service and facility cleaning duties
- Cash register use and money handling

United States Forest Service 5/1/2007 – 9/1/2007, Flagstaff, AZ 86001

Title: Forestry Technician (Trails and Developed Recreation)

Duties and Responsibilities:

- Build and maintain trail systems using hand tools.
- Maintain tools and equipment including sharpening with hand files and bench grinders, and re-handling broken tools.

Northern Arizona University 10/1/2006 – 4/30/2007, Flagstaff, AZ 86001

Title: Classroom Technology Technician

Duties and Responsibilities:

- Design and install classroom technology to integrate projectors, computers, printers, and sound systems into coherent user interface.
- Provide faculty technical support by employing knowledge of computer, audio visual, and networking solutions.
- General carpentry and electrical work to facilitate installation

The College of New Jersey – 10/1/2004 – 6/30/2006, Ewing, NJ 86001

Title: Stage Hand and Lighting Technician

Duties and Responsibilities:

- Safely implement set design and lighting plans.
- Create theatre sets using carpentry, electrical, painting, and basic mechanical knowledge.
- Hoist and rig lighting equipment while suspended from rigging or standing on ladders at heights up to 80ft.
- Operate sound mixing board for speaking, orchestral, and theatre engagements
- Interface with the public as a greeter and event security.

Upper Greenwood Lake Property Owners Association 6/1/2001 – 09/20/2006

Title: Head Lifeguard

Duties and Responsibilities:

- Provide for the safety and wellbeing of lake-goers through the use of life guarding, aquatic rescue, and basic medical skills.
- Enforce facility regulations through cooperation with local law enforcement agencies.
- Maintain and improve the safety and integrity of all recreation facilities and equipment including trails, boardwalks, and playgrounds.
- Oversee and participate in swimming instruction.
- Operate small watercraft such as surf boards, canoes, and motorboats in monitoring, rescue, and enforcement capacities.

Education

- Northern Arizona University Flagstaff, AZ 86001
B.S. Environmental History 09/2006 – 12/2008
- The College of New Jersey, Ewing, NJ 08628
Credits towards B.S. in History 09/2004 – 6/2006
- West Milford Township High School, West Milford, New Jersey 07480
Received High School Diploma, 09/2000 – 6/2004

Kean J. Ruane

1619 North Fort Valley Road
Flagstaff, AZ 86001

(215) 837-8685
cruane24@gmail.com

PROFILE

- Devoted and experienced trails professional seeking employment in land and parks management with an emphasis in outdoor recreation. Experience comes from 5 years of conservation work with environmental non-profit conducting trails, restoration and fencing projects for a variety of local and federal agencies. Work was performed through a variety of project planning, direct implementation and project management ideal for a Trails/Parks Maintenance position.

EXPERIENCE

Trails Trainer and Coordinator, American Conservation Experience — May, 2014-Present

- Conducted initial site visits with project partners to evaluate and plan for trails projects. Types of projects include trail construction, trail maintenance, erosion mitigation projects utilizing both stone and timber and trail re-routes.
- Wrote detailed itineraries for trails projects to prepare Crew Leaders and assure proper logistics with inter-office personnel.
- Designed new trails for several agencies including New Mexico State Parks, US Forest Service, BLM and local agencies.
- Worked on the ground with both Crew Leaders and Corps members of diverse skill levels and national backgrounds to assure quality, production rates and safety.
- Planned and implemented a Trails Training for incoming Corps members consisting of both classroom time and field time covering topics such as hydrology, trails history, design elements, maintenance, grip-hoist use, proper tool use and trail construction techniques.
- Operated specialized Trail Bulldozer (Sutter 450, Sweco 480) to build new trail in Arizona, California, Utah and Texas
- Prepared post project completion reports for federal and local land agencies for use in their reporting, newsletters, websites, etc.
- Worked with National Trails Coordinator in outreach efforts to broaden work contacts and find new locations to conduct projects.

Crew Leader, American Conservation Experience — June, 2011-May, 2014

- Implemented trails construction, maintenance and dry stone masonry projects.
- Implemented restoration projects including invasive species removal, tree planting and pesticide use both as topical spraying and chainsaw cut stump applications.

Jack McMullin

Email: Jack.mcmullin0@gmail.com Tel:01785 600393

Date of Birth: 22nd July 1983

116 First Avenue, Holmcroft, Stafford, ST16 1QG

Education:

2001 – 2004 **BA. (Hons) 2.2 in Environmental studies at Staffordshire University.**

Subjects studied: Countryside recreation, Nature reserve Management, Restoration ecology, Aquatic ecology, Environmental policy and planning, Non-motorised transport,

1994 - 2001 Sir Graham Balfour High School. **8 GCSEs: C's and above.3 GCE A Levels:** Geography [C], General studies [C], Chemistry [E].

Vocational qualifications

NVQ level 2 Environmental conservation, First Aid at work, Equal opportunities, Health and safety for managers, Risk assessments, OCN Level 2 Hedge laying, Footpath constructions, installation of gates and stiles. Safeguarding training **PTTLLS**-Preparing to teach in the lifelong learning sector

Work History: Past to present

BTCV: Volunteer officer Stafford borough project April 2005 – January 2006 (started volunteering July 2004).

Carrying out and lead a range of practical Environmental tasks including tree felling, coppicing, hedge laying, planting, path construction, boardwalk construction, fencing, dry stonewalling and invasive species control.

BTCV:Shropshire Youth Outreach officer January 2006-April 2008

Identified and brokered new volunteer opportunities to meet young people's needs and supported organisations to facilitate youth-led activities and carry out risk assessments.

West Midlands regional Health and safety topic group member, this involved correlation of accident and near miss statistics and drove initiatives to reduce them. Attended quarterly meetings to report accident information and actions taken to directors.

Travelling and working in Australia April 2008-September 2008

BTCV Staffordshire Youth Neet Project officer-November 2008-December 2010

My role was to work with young people 16-18 who were NEET (not in employment education or training) and through carrying out conservation work with myself they would gain skills and training to either go onto further training or employment. Planning and organising schemes of work, I created lesson plans for the work that the young people would take part in. I made sure that the work was relevant to the needs of the young people.

Lead the practical sessions usually 3 a week, leading up to 10 young people to carry out a practical activity such as coppicing, Tree felling, fencing and planting. Making sure that everyone behaved that the tools were used safely and all relevant PPE was worn. I was responsible that the job was carried out to a high standard and that the young people got the training they needed to carry out the task. I insured that all activities were fully risk assessed and that all work was carried out safely and record any incidents that did occur.

American Conservation Experience January 2011-December 2012, Crew Leader

I led crews of up to 15 people of various nationalities to carry out residential conservation projects. I led crews in places like the Grand Canyon Arizona, St George Utah and Cumberland Gap Kentucky. The projects lasted from 8 days to 2 months and we camped where we worked. I was responsible for the crew's safety, the quality of the work and productivity. I made sure that the camp ran correctly and we had all the supplies that we needed. I worked alongside various project partners such as the National park service, Bureau of land management and the Fish and Wildlife service. Making sure that the work was carried out to the specification they required. The worked consisted of Trail work both construction and maintenance and removal of invasive species. During this Time I got to further develop my rock work and trail skills, became proficient with using a chainsaw and received my pesticide licence from the Arizona department of agriculture.

Mudtech-May 2014 December 2014, Technician

Provided best environmental solution to deal with ground contamination issues in civil engineering projects.

Carried out site visits took samples and analysed them for contaminants and provided solutions to allow clients to discharge water without breaking discharge consent.

Worked on sites operating centrifuge systems removing suspended solids from slurry to keep tunnelling progress at maximum performance.

Provided soil conditioning for EPB (earth pressure balance) Tunnelling projects, adapting additives used to match changing ground conditions.

Worked in contaminated sites monitoring Hexavalent Chromium levels, communicated with the team on the ground to insure workers and the environment were not exposed.

American Conservation Experience January 2015 – Present Day, Trails Trainer

Project Manager for creation of a trail in Arizona's newest state park – Granite Mountain Hotshot Memorial State Park.

Oversaw up to three crews in complex construction of trail, involving rigging systems and extensive dry stone masonry projects.

Communicated with other ACE staff, Arizona State Park employees and members of the local community to ensure that all concerns addressed and the trail met required standards.

Trained crew leaders and corps members in requisite trail construction techniques and provided feedback on individual's technical development.

- Implemented log out projects clearing downed, hung up and hazard trees on trails using chainsaws, cross-cut saws and axes.
- Implemented fencing projects working with barbed wire, post and rail and split rail fences. Work consisted of building, repairing and clearing fences of downed trees.
- Conducted thorough safety briefings for crew members each day specific to each project type.
- Performed in the field trainings for Corps members of various ages, skill levels, physical fitness levels and nationalities.
- Communicated with office personnel to plan and effectively pack tools, food, camp materials and other equipment specific to each project location and type.
- Measured and recorded all work completed both through numeric statistics, GPS data and photographs consisting of before, during and after pictures as well as Corps members performing work tasks.

Shop Manager, Lock Haven University Theatre Program— September, 2008- May, 2010

- Planned and managed construction of set pieces for Main Stage and Black Box productions.
- Trained new shop workers in the safe use of power tools including chop saw, table saw, router, band saw and drill press among others.
- Trained new shop workers in set construction techniques including platform assembly, multi-story set building and flat production.
- Managed and executed set deconstruction activities after each show closed.
- Worked with Technical Director to plan and order lumber and materials for each show.

COURSES AND CERTIFICATIONS

- Wilderness Medicine Institute Wilderness First Responder
- Arizona Pesticide Applicators License (expired)
- Advanced Rigging Training; Teacher: Mike Shields Location: Walnut Canyon, Flagstaff AZ
- Layout and Design Training; Teacher: Mike Shields Location: Estes Park, CO
- S212 Equivalent Chainsaw Training; Teacher: Afton McKusick Location: Fort Tuthill, AZ
- Ninemile Packing Clinic; Teacher: Casey Burns Location: Ninemile Wildlands Training Center, Montana

EDUCATION

- Lock Haven University, Lock Haven, PA
- Bachelor of Arts, Theatre, 2010
- GPA: 3.8

171057-JOC Maricopa and Sun Circle Trails Job Order Contract

Addendum #1- Work Task Questionnaire

Check box indicated whether the general contractor will be completing the work or will hire a sub contractor.

<u>NO</u>	<u>Task Description</u>	<u>General</u>	<u>Sub Contractor</u>
A	Trail Construction	<input checked="" type="checkbox"/>	<input type="checkbox"/>
B	Trail Maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C	Barbed wire fence Construction	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D	Barbed wire fence Repair	<input checked="" type="checkbox"/>	<input type="checkbox"/>
E	Pipe rail fence Construction	<input checked="" type="checkbox"/>	<input type="checkbox"/>
F	Pipe rail fence repair	<input checked="" type="checkbox"/>	<input type="checkbox"/>
G	Gate construction	<input checked="" type="checkbox"/>	<input type="checkbox"/>
H	Gate repair	<input checked="" type="checkbox"/>	<input type="checkbox"/>
I	General field welding	<input checked="" type="checkbox"/>	<input type="checkbox"/>
J	Bridge construction (> 10')	<input checked="" type="checkbox"/>	<input type="checkbox"/>
K	Bridge repair	<input checked="" type="checkbox"/>	<input type="checkbox"/>
L	Sign installation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
M	Trail design	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N	Rock wall construction	<input checked="" type="checkbox"/>	<input type="checkbox"/>
O	Rock wall repair	<input checked="" type="checkbox"/>	<input type="checkbox"/>
P	Brushing	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Submitting Firm AMERICAN CONSERVATION EXPERIENCE

Attachment 4 - NON COLLUSION AFFIDAVIT

STATE OF ARIZONA)
)§
COUNTY OF MARICOPA)

MATTHEW LINDON ROBERTS being first duly sworn, deposes and says:

That he is NATIONAL DIRECTOR of AMERICAN CONSERVATION EXPERIENCE
(Title) (Name of Business)

bidding on 171057-JOC for the construction of Maricopa and Sun Circle Trails Job Order Contract in the County of Maricopa, State of Arizona.

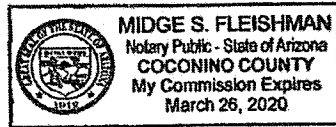
That, in connection with the above-mentioned project, neither he, nor anyone associated with the aforesaid business, has, directly or indirectly, participated in any collusion, entered into any contract, combination, conspiracy or other act in restraint of trade or commerce in violation of the provisions of A.R.S. § 34-251, Article 4, as amended.

[Handwritten Signature]
(Signature of Affiant)

Subscribed and sworn to before me this 26th day of January 2017.

My Commission Expires: March 26, 2020

[Handwritten Signature: Midge S. Fleishman]
(Notary Public)



IMPORTANT NOTICE
YOU MUST:

- 1.) REPORT DISSOCIATION OF QUALIFYING PARTY **IN WRITING** WITHIN 15 DAYS. [SEE A.R.S. § 32-1154(A)(18)]
- 2.) REPORT A CHANGE OF ADDRESS **IN WRITING** WITHIN 30 DAYS. [SEE A.R.S. § 32-1122(B)(1)]
- 3.) REPORT ANY TRANSFER OF OWNERSHIP OF 50% OR MORE IMMEDIATELY [SEE A.R.S. § 32-1151.01]
- 4.) REPORT ANY CHANGE IN LEGAL ENTITY, SUCH AS ANY CHANGE OF THE OWNERSHIP IN A SOLE PROPRIETORSHIP OR CHANGE OF A PARTNER IN A PARTNERSHIP OR THE CREATION OF A NEW CORPORATE ENTITY. [SEE A.R.S. § 32-1124(B)(F) § RULE R-4-9-110]

American Conservation Experience

2900 N Fort Valley Rd
Flagstaff, AZ 86001-8310

THIS IS YOUR IDENTIFICATION CARD
DO NOT DESTROY



LICENSE EFFECTIVE THROUGH: 06/30/2018
STATE OF ARIZONA

Registrar of Contractors CERTIFIES THAT

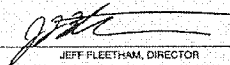


American Conservation Experience

CONTRACTORS LICENSE NO. 278786 CLASS A-5

Excavating, Grading and Oil Surfacing

THIS CARD MUST BE
PRESENTED UPON DEMAND


JEFF FLEETHAM, DIRECTOR

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American Conservation Experience

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Flagstaff, AZ 86001-8310

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American Conservation Experience

2900 N Fort Valley Rd
Flagstaff, AZ 86001-8310

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DO NOT DESTROY



LICENSE EFFECTIVE THROUGH: 06/30/2018
STATE OF ARIZONA

Registrar of Contractors CERTIFIES THAT

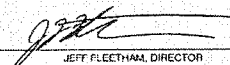


American Conservation Experience

CONTRACTORS LICENSE NO. 278786 CLASS A-5

Excavating, Grading and Oil Surfacing

THIS CARD MUST BE
PRESENTED UPON DEMAND


JEFF FLEETHAM, DIRECTOR

M E M O R A N D U M

To: Kevin Tyne, Chief Procurement Officer

Date: 03/25/2021

Re: Price Agreement(s)

The following Price Agreement Recommendations are submitted for your approval. They have been processed in accordance with the Maricopa County Procurement Code and have a transaction value under \$500,000.00.

OPS Agenda - Thursday, March 25, 2021

1. 171115-ROQ, OUTSIDE LEGAL SERVICES

This contract provides for private counsel to provide legal services to support the County, its officers and employees in various practice areas. The County Attorney and Risk Management are the main users, but the contract allows all county agencies to use the contract for legal services.

This contract contains options for contract renewals and is being renewed for a term of one-year thru March 31, 2022. The remaining MA balance in Advantage 3x of \$17,992,540.32 is sufficient to cover anticipated spend thru the end of this new term, therefore no additional funding is required.

It is requested by County Attorney and Risk Management that the Chief Procurement Officer approve the renewal for the contract effective day of April 01, 2021.

Ball Santin & McLeran PLC (Poli Ball P.L.C.)
Broening Oberg Woods Wilson
Fadell Cheney Burt PLLC
Fennemore Craig
Fisher & Phillips LLP
Ernest Calderon DbA: Calderon Law Offices
Gammage Bunham
Green Baker
Helm Livesay Worthington Ltd.
Hinshaw & Culbertson LLP
Iafrate Associates (Law Office of Michele Iafrate)
Jackson Lewis PC
Jardine Baker Hickman Houston
Jennings Strouss Salmon PLC
Jones Skelton Hochuli PLC
Jordan Hiser & Joy P.L.C (Eric L. Hiser PLC)
Koeller Nebeker Carlson Haluck
Kutak Rock LLP
Lundmark Barberich Lamont & Slavin PC
Manning & Kass, Ellrod, Ramirez Trester LLP;
Maynard Croin Erickson Curran & Reiter PLC
Munger Chadwick P.L.C.
O'Connor & Dyet PC
Pierce Coleman PLLC
Ryley Carlock Applewhite
Sacks Tierney PA
Sanders Parks PC
Simpson Law Firm
Squire Patton Boggs US LLP
Struck Love Bojanowski & Acedo, PLC
The Berke Law Firm
The Cavanagh Law Firm
Berry Law Group
Burch & Cracchiolo PA
Schmitt Schneck Smyth Casey Even & Williams

ADAMS & CLARK PC
Ryan Rapp Underwood & Pacheco PLC
Wieneke Law Group
Wilenchik Bartness PC

Approve the renewal of the following contractors once all insurance has been approved

Gust Rosenfeld PLC

Goldman & Zwillinger PLLC

Schneider & Onofry PC

Walker & Peskind PLLC

Approved on 3/25/2021 12:45:47 PM by Kevin Tyne, Chief Procurement Officer

2. 14088-S, PEST CONTROL SERVICES

Maricopa County Facilities Management Department (FMD), through their recommendation for award of 210164-S Pest Control, Termite Control, and Bed Bug Services, has requested that contract #14088-S Pest Control Services be terminated.

It is requested by the FMD that the Chief Procurement Officer approve the Cancellation of Contract, with an effective date of April 01, 2021.

City Wide Pest Control Inc.

Approved on 3/25/2021 12:45:38 PM by Kevin Tyne, Chief Procurement Officer

3. 210164-S, PEST CONTROL SERVICES

Approve the contract for award at an estimate of \$300,000.00 over two years until March 31, 2023 with four (4) one-year renewal options. The effective date of the contract will be April 1, 2021. The purpose of the contract is to provide to Maricopa County scheduled full maintenance pest control services for 1) pest preventative and control/eradication services, 2) termite control application, and 3) bed bug services for Maricopa County (County) sites for the Facilities Management Department (FMD) and other County departments.

It is requested by the FMD that the Chief Procurement Officer approve the subject award to the Multi-award to lowest most responsive and responsible respondents meeting Scope of Services as recommended.

AZEX, LLC dba AZEX Pest Solution

City Wide Pest Control

Approved on 3/25/2021 12:45:26 PM by Kevin Tyne, Chief Procurement Officer

4. 12161-IGA, WSCA WIRELESS SERVICES

The contract provides for AT&T, T-Mobile, Sprint, and Verizon to provide wireless services and equipment to various County departments. The value increase is necessary for the monthly PCard payment to be processed.

The value increase was approved by the DCPO on March 18, 2021 pending formal approval on the March 25, 2021 OPS agenda.

It is requested by the OET that the Chief Procurement Officer approve an increase of \$100,000 that would change the current award amount in the contract from \$7,975,000 to \$8,075,000 effective March 18, 2021.

AT&T Mobility LLC DBA: FirstNet

Sprint Solution

T-Mobile USA, Inc.

Verizon Wireless

Approved on 3/25/2021 12:46:32 PM by Kevin Tyne, Chief Procurement Officer

5. 179015-S, MAINTENANCE, REPAIR AND INSPECTION OF UPS SYSTEMS

This Contract provides full service and preventive maintenance, time and material repairs, and equipment relocation to Uninterruptible Power Supply (UPS) systems used by various Maricopa County agencies. Additionally, this contract may provide applicable services including engineering and electrical as needed.

This Contract contains options for contract renewals and is being renewed for a term of one-year thru March 31, 2022. The remaining MA balance in Advantage 3x of \$363,368 is sufficient to cover anticipated spend thru the end of this new term, so no additional funding is required.

It is requested by VARIOUS DEPARTMENTS that the Chief Procurement Officer approve the renewal for the contract effective day of April 1, 2021.

Gruber Technical Services Inc. DBA: Gruber Power Services

Titan Power, Inc.

Approved on 3/25/2021 12:46:16 PM by Kevin Tyne, Chief Procurement Officer

6. 10104-ITN, CREDIT AND DEBIT CARD PROCESSING SERVICES

This Contract provides County departments with Credit/Debit Card acceptance and processing services, ACH payments, and Credit/Debit processing services via the internet and Interactive Voice Response (IVR). The use of this contract allows the County departments to meet the needs of their customers and fulfill the department mission and goals. This extension provides us enough time to successfully finalize the replacement contract.

This Contract contains an option for extension and is being extended for a term of one month thru 04/30/2021. The remaining MA balance in Advantage 3x of \$4,000,000.00 is sufficient to cover anticipated spend thru the end of this new term, so no additional funding is required.

It is requested by Finance that the Chief Procurement Officer approve the extension for the contract effective day of April 1, 2021.

LINK2GOV CORP

Approved on 3/25/2021 12:46:01 PM by Kevin Tyne, Chief Procurement Officer

7. 180131-S, VEHICLE RENTAL

This Contract provides on demand vehicle rental and long-term vehicle leases for supplemental vehicles to the patrol fleet and for specialty operations for Maricopa County Sheriff's Office.

This contract contains options for contract renewals and is being renewed for a term of two years thru March 31, 2023. The remaining MA balance in Advantage 3x of \$478,980.87 is not sufficient to cover anticipated spend thru the end of this new term, therefore additional funding of \$800,000 needs to be added to the contract award value.

It is requested by MCSO that the Chief Procurement Officer approve the renewal for the contract effective day of April 1, 2021.

Enterprise Leasing Company of Phoenix LLC

Approved on 3/25/2021 12:45:00 PM by Kevin Tyne, Chief Procurement Officer

8. 210202-S, CALL RECORDING & VOICE MAIL MESSAGING, MAINTENANCE & SUPPORT

Approve the contract for award at an estimate of \$150,000 over one year until March 31, 2022 with four one-year renewal options. The effective date of the contract will be April 1, 2021. The purpose of the contract is to provide to Maricopa County a contractor for maintenance services for its Enterprise OpenText Voicemail system and Serenova Call Recording,

It is requested by the OET that the Chief Procurement Officer approve the subject award to the Sole bidder as recommended.

Norstan Communications Inc. DBA Black Box Network Services

Approved on 3/25/2021 12:44:49 PM by Kevin Tyne, Chief Procurement Officer

9. 171057-JOC, MARICOPA AND SUN CIRCLE TRAILS JOB ORDER CONTRACT

Authorize and approve a renewal in the amount not-to-exceed \$100,000.00, (\$50,000 per each firm) of this Job Order Contract between Maricopa County and American Conservation Experience (ACE), and Northwest Woodland Services for one (1) year. The purpose of the contracts are to provide hiking trail construction and maintenance on both the Maricopa and Sun Circle Trail systems.

It is requested by Parks and Recreation Department that the Chief Procurement Officer approve the renewal for the contract effective day of April 26, 2021.

American Conservation Experience(ACE)

Northwest Woodland Service Inc.

Approved on 3/25/2021 12:44:27 PM by Kevin Tyne, Chief Procurement Officer