	Notice of Request for Quotation	Arizona Department of Juvenile Corrections 1624 West Adams Street Phoenix, Arizona 85007
	Quotation No.: BPM003097 Description: Programing and Planning Consultant for New Juvenile Correctional Facility	

Notice: In accordance with A.R.S. §41-2535, an offer for the materials or services specified in the solicitation shall be received electronically through the State’s online e-Procurement system, the Arizona Procurement Portal (“APP”), by the Arizona Department of Administration (“ADOA”) Purchasing Unit. Arizona Procurement Portal website is: app.az.gov

Description: The Arizona Department of Juvenile Correction is looking to contract with a vendor who can provide programming and planning consultation to assist the agency with the planning for a new facility.

Due Date and Time: The offer shall be submitted prior to the bid opening date and time specified in APP.

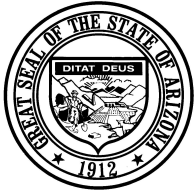
Submittals: Offers submitted in response to this solicitation shall be submitted within the State’s e-Procurement system, APP (<https://app.az.gov>). The due date and time is indicated in APP. Late submittals will not be considered. Offers received by the due date and time will be electronically opened. Offers submitted outside of APP, or those that are received after the due date and time, shall be rejected.

Offerors shall copy and save APP attachments to their own computer, save the information entered, and submit the completed information as a new, appropriately renamed Attachment in APP. APP will not save information entered directly on the attachments.

Solicitation Requirements: This procurement is expected to be less than \$100,000. In accordance with A.R.S. §41-2535, this procurement is restricted to Small Businesses. A small business is one that, including its affiliates, is independently owned and operated, is not dominant in the type of business it conducts, and which employs fewer than 100 full-time employees OR which had gross receipts of less than \$4 million dollars in its last fiscal year. Non-small businesses will be considered if no small businesses submit qualified offers.

Questions: Inquiries regarding the solicitation are encouraged to be submitted online through APP utilizing the Discussion Forum tab.

OFFERORS ARE STRONGLY ENCOURAGED TO READ CAREFULLY THE ENTIRE SOLICITATION.



Notice of Request for Quotation

**Arizona Department of
Juvenile Corrections**
1624 West Adams Street
Phoenix, Arizona 85007


Quotation No.: BPM003097

Description: Programing and Planning Consultant for New Juvenile Correctional Facility

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Scope of Work

1. **Overview**

1.1. The intent of this solicitation is to allow the Arizona Department of Juvenile Corrections (“ADJC”) to enter into a contract for the procurement of the following specified service, as specified in General Specifications/Requirements, at a fixed price.

2. **Specifications/Requirements**

2.1. ADJC is seeking a Programming and Planning Consultant: The Department is in need of a programming and planning consultant to assist in milestone planning for a new juvenile facility location within a Metropolitan area in Arizona and to help identify the type of juvenile correctional facility the Agency will need.

2.2. The Department has approximately 7 years left on its state land lease at the current location of 2800 W. Pinnacle Peak Road and needs to plan accordingly for a new location for its juvenile facility.

2.3. Currently the Department houses approximately 215 youth and has approximately 300 staff at its current facility (Adobe Mountain). The ADJC trend has been to maintain and slightly increase population over the past 5 years. A new facility must provide for enough space to meet the needs of the Agency. The consultant will provide at least a minimum of 3 site locations as a deliverable under the resultant contract.


2.4. The Department will initiate a task assignment for each of the initiatives below that it expects the consultant to achieve along with a deliverable identified for the task. Once the task assignment is issued to the consultant a firm price will be identified for that task along with the timeframes the consultant believes it will take to achieve. Once confirmed and accepted a Purchase order will be issued for the task. Upon completion of the task the consultant shall invoice the Department for work completed.

2.4.1. Following award and within a reasonable time period the consultant shall meet with the Department and the group assigned to the task of working with the consultant through this entire initiative. This task shall set goals of the group and establish any expectations between the group and the consultant.

2.4.2. The consultant will be used to evaluate and determine the Agency needs for the new facility, including future population forecasts, and the new location.


2.4.3. The consultant will be used to develop the road map to ensure that the Agency meets any timelines necessary so that when the time comes for bidding and Construction for building ADJC is ready.

2.4.4. The consultant shall provide to the Department a minimum of 3 site locations for a new facility that will meet the Agency needs.


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Special Terms and Conditions

1. **Authority to Contract:** This contract is issued under the authority of Arizona Department of Juvenile Corrections. No alteration of any portion of the contract, any items or services awarded, or any other agreement that is based upon this contract may be made without the express written approval of Arizona Department of Juvenile Corrections Purchasing Department's Chief Procurement Officer or authorized designee in the form of an official contract amendment. Any attempt to alter any documents on the part of the Arizona Department of Juvenile Corrections or the contractor is a violation of the contract and the Arizona Procurement Code. Any such action is subject to legal and contractual remedies available to the State inclusive of, but not limited to, contract cancellation, suspension and/or debarment of the contractor.
2. **Eligible Agencies:** Arizona Department of Juvenile Corrections
3. **Contract Type:** Firm Fixed Price Term Contract.
4. **Contract Term:** The contract shall commence upon award or as specified in the award documents and shall remain in full force and effect for one (1) year unless terminated, canceled, or extended as otherwise provided herein.
5. **Contract Extension:** The initial contract term is subject to additional successive one-year periods or portions thereof with a maximum aggregate contract term including all extensions not to exceed five (5) years.
6. **Amendments:** Any change in the Contract, including but not limited to the Statement of Work described herein, whether by modification or supplementation, must be accomplished by a formal contract amendment or change order approved by the duly authorized representatives of the Contractor and ASF. The Contractor expressly and explicitly understands and agrees that no other method and/or no other document, including correspondence, acts, and oral communications by or from any person, shall be used or construed as an amendment to the contract.
7. **Estimated Quantities:** The State makes no guarantee or commitment of any kind concerning the quantity or monetary value of activity actually initiated and completed.
8. **FOB Destination:** Contract pricing shall be F.O.B. Destination.
9. **Taxes Not Included in Price:** Contract prices shall not include applicable state and local taxes. The state shall pay all applicable taxes. Taxes must be listed as a separate item on all invoices.
10. **Price Adjustment:** All pricing shall be held firm for the first year of the contract. ASF may review a fully documented request for a price increase only after the contract has been in effect for one (1) year. A price increase adjustment shall only be considered at the time of a contract extension and shall be a factor in the extension review process. The requested increase shall be based upon a cost increase to the contractor that was clearly unpredictable at the time of the offer and is directly correlated to the price of the product concerned. The Arizona Exposition and State Fair shall determine whether the requested price increase or an alternate option is in the best interest of the State.

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11. **Price Reductions:** Price reductions may be submitted to the state for consideration at any time during the contract period. The contractor shall offer the state a price reduction on the contract product(s) concurrent with a published price reduction made to other customers. The state at its own discretion may accept a price reduction.
12. **Billing:** All billing notices shall reference the Contract Number on which the order is based, the Department's request reference number (see document header information), an itemized list of products or services supplied. Products are to be identified by the name, model number, contract number, line item number, and serial number if applicable.
13. **Payment:** Payments shall be made in accordance with A.R.S. Titles 35 and 41.
14. **Licensing:** Contractor(s) performing work within the State of Arizona shall, as applicable be properly licensed for the Scope of Work in which they are contracting.
15. **Retention of records, inspection/auditing by others:** Contractor shall retain all records to facilitate inspections and auditing by Arizona Department of Juvenile Corrections for a period of five (5) years from the date of termination of the contract. Contractor shall make all records available within 24 hours of request.
16. **Employee Removal:** The Contractor agrees to utilize only experienced, responsible and capable people in the performance of the work. The State may require that the Contractor remove from the job covered by this contract, employees who endanger persons or property or whose continued employment under this contract is inconsistent with the interest of the State.
17. **Indemnification Clause**
 - 17.1. To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Contractor or any of its owners, officers, directors, agents, employees or subcontractors. This indemnity includes any claim or amount arising out of, or recovered under, the Workers' Compensation Law or arising out of the failure of such Contractor to conform to any federal, state, or local law, statute, ordinance, rule, regulation, or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by Contractor from and against any and all claims. It is agreed that the Contractor will be responsible for primary loss investigation, defense, and judgment costs where this indemnification is applicable. In consideration of the award of this contract, the Contractor agrees to waive all rights of subrogation against the State of Arizona, its officers, officials, agents, and employees for losses arising from the work performed by the Contractor for the State of Arizona.

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17.2. This indemnity shall not apply if the contractor or sub-contractor(s) is/are an agency, board, commission or university of the State of Arizona.

18. **Insurance Requirements**

18.1. Contractor and subcontractors shall procure and maintain, until all of their obligations have been discharged, including any warranty periods under this Contract, insurance against claims for injury to persons or damage to property arising from, or in connection with, the performance of the work hereunder by the Contractor, its agents, representatives, employees or subcontractors.

18.2. The Insurance Requirements herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. The State of Arizona in no way warrants that the minimum limits contained herein are sufficient to protect the Contractor from liabilities that arise out of the performance of the work under this Contract by the Contractor, its agents, representatives, employees or subcontractors, and the Contractor is free to purchase additional insurance.

18.3. **Minimum Scope and Limits of Insurance.** Contractor shall provide coverage with limits of liability not less than those stated below.

18.3.1. Commercial General Liability (CGL) – Occurrence Form

18.3.1.1. Policy shall include bodily injury, property damage, and broad form contractual liability coverage.

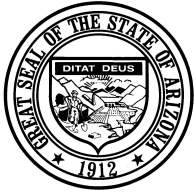
18.3.1.1.1.	General Aggregate	\$2,000,000
18.3.1.1.2.	Products – Completed Operations Aggregate	\$1,000,000
18.3.1.1.3.	Personal and Advertising Injury	\$1,000,000
18.3.1.1.4.	Damage to Rented Premises	\$50,000
18.3.1.1.5.	Each Occurrence	\$1,000,000

18.3.1.2. The policy shall be endorsed, as required by this written agreement, to include the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Contractor.

18.3.1.3. Policy shall contain a waiver of subrogation endorsement, as required by this written agreement, in favor of the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

18.3.2. Business Automobile Liability

18.3.2.1. Bodily Injury and Property Damage for any owned, hired, and/or non-owned automobiles used in the performance of this Contract.



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18.3.2.1.1. Combined Single Limit (CSL) \$1,000,000

18.3.2.2. Policy shall be endorsed, as required by this written agreement, to include the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees as additional insureds with respect to liability arising out of the activities performed by, or on behalf of, the Contractor involving automobiles owned, hired and/or non-owned by the Contractor.

18.3.2.3. Policy shall contain a waiver of subrogation endorsement as required by this written agreement in favor of the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

18.3.3. **Workers' Compensation and Employers' Liability**

18.3.3.1. Each Accident \$1,000,000

18.3.3.2. Disease – Each Employee \$1,000,000

18.3.3.3. Disease – Policy Limit \$1,000,000

18.3.3.4. Policy shall contain a waiver of subrogation endorsement, as required by this written agreement, in favor of the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

18.3.3.5. This requirement shall not apply to each Contractor or subcontractor that is exempt under A.R.S. § 23-901, and when such Contractor or subcontractor executes the appropriate waiver form (Sole Proprietor or Independent Contractor).

18.4. **Additional Insurance Requirements**


18.4.1. The policies shall include, or be endorsed to include, as required by this written agreement, the following provisions:

18.4.2. The Contractor's policies, as applicable, shall stipulate that the insurance afforded the Contractor shall be primary and that any insurance carried by the Department, its agents, officials, employees or the State of Arizona shall be excess and not contributory insurance, as provided by A.R.S. § 41-621 (E).

18.4.3. Insurance provided by the Contractor shall not limit the Contractor's liability assumed under the indemnification provisions of this Contract.

18.5. **Notice of Cancellation**

18.5.1. Applicable to all insurance policies required within the Insurance Requirements of this Contract, Contractor's insurance shall not be permitted to expire, be suspended, be canceled, or be

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materially changed for any reason without thirty (30) days prior written notice to the State of Arizona. Within two (2) business days of receipt, Contractor must provide notice to the State of Arizona if they receive notice of a policy that has been or will be suspended, canceled, materially changed for any reason, has expired, or will be expiring. Such notice shall be sent directly to the Department and shall be mailed, emailed, hand delivered or sent by facsimile transmission to (State Representative's Name, Address & Fax Number).

18.6. Acceptability of Insurers


18.6.1. Contractor's insurance shall be placed with companies licensed in the State of Arizona or hold approved non-admitted status on the Arizona Department of Insurance List of Qualified Unauthorized Insurers. Insurers shall have an "A.M. Best" rating of not less than A- VII. The State of Arizona in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

18.7. Verification of Coverage

- 18.7.1. Contractor shall furnish the State of Arizona with certificates of insurance (valid ACORD form or equivalent approved by the State of Arizona) evidencing that Contractor has the insurance as required by this Contract. An authorized representative of the insurer shall sign the certificates.
- 18.7.2. All such certificates of insurance and policy endorsements must be received by the State before work commences. The State's receipt of any certificates of insurance or policy endorsements that do not comply with this written agreement shall not waive or otherwise affect the requirements of this agreement.
- 18.7.3. Each insurance policy required by this Contract must be in effect at, or prior to commencement of work under this Contract. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of contract.
- 18.7.4. All certificates required by this Contract shall be sent directly to the Department. The State of Arizona project/contract number and project description shall be noted on the certificate of insurance. The State of Arizona reserves the right to require complete copies of all insurance policies required by this Contract at any time.

18.8. Subcontractors

18.8.1. Contractor's certificate(s) shall include all subcontractors as insureds under its policies or Contractor shall be responsible for ensuring and/or verifying that all subcontractors have valid and collectible insurance as evidenced by the certificates of insurance and endorsements for each subcontractor. All coverages for subcontractors shall be subject to the minimum Insurance Requirements identified above. The Department reserves the right to require, at any time

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throughout the life of the Contract, proof from the Contractor that its subcontractors have the required coverage.

18.9. **Approval and Modifications**

18.9.1. The Contracting Agency, in consultation with State Risk, reserves the right to review or make modifications to the insurance limits, required coverages, or endorsements throughout the life of this contract, as deemed necessary. Such action will not require a formal Contract amendment but may be made by administrative action.


18.10. **Exceptions**

18.10.1. In the event the Contractor or subcontractor(s) is/are a public entity, then the Insurance Requirements shall not apply. Such a public entity shall provide a certificate of self-insurance. If the Contractor or subcontractor(s) is/are a State of Arizona agency, board, commission, or university, none of the above shall apply.

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Special Instructions to Offerors

1. **Introduction:** The following Special Instructions to Offeror are provided in addition to the Uniform Instructions to Offeror contained in the solicitation. In the event of a discrepancy between Special Instructions to Offeror and Uniform Instructions to Offeror, Special Instructions to Offeror shall prevail. Offerors are strongly encouraged to review both Special Instructions to Offeror and Uniform Instructions to Offeror before proceeding with review and submission of an offer.
 - 1.1. **Definition of Key Words and Acronyms:** As used in the solicitation, the definitions and keywords are as follows:
 - 1.1.1. Shall, must: Indicates a mandatory requirement. Failure to meet a mandatory requirement may result in rejection of the offer as being non-responsive.
 - 1.1.2. Should: Indicates something that is recommended but not mandatory. If the Offeror fails to provide recommended information, Arizona Exposition and State Fair may, at its sole option, ask the Offeror to provide the information or evaluate the offer without the information.
 - 1.1.3. May: Indicates something that is not mandatory but permissible.
2. **Submittal Information:** The following should be submitted with the offer. Offeror may also submit additional documentation needed to verify compliance with this section with its offer. These include, but may not be limited to, certifications, documentation, descriptive literature, client reference letters, written information, etc.
 - 2.1. **Attachment A, Offer and Acceptance (SPO Form 203):** Complete and submit with the offer.
 - 2.1.1. Failure to complete and submit Attachment A, Offer and Acceptance may result in the offer being deemed non responsive, therefore, not considered for award.
 - 2.2. **Attachment B, Price Sheet:** Complete and submit with the offer
 - 2.2.1. Failure to complete and submit pricing as specified in Price Sheet Attachment B may result in the offer being deemed non responsive, therefore, not considered for award.
 - 2.3. **Attachment C, Designation of Confidential, Trade Secret & Proprietary Information:** Complete and submit with the offer.
 - 2.3.1. Failure to complete and submit Attachment C, Designation of Confidential, Trade Secret & Proprietary Information may result in the offer being deemed non responsive, therefore, not considered for award.
 - 2.4. **Attachment D, Declaration:** Complete and/or submit Attachment D with the offer.
 - 2.4.1. Failure to complete and submit Attachment D, Declaration may result in the offer being deemed non responsive, therefore, not considered for award.
 - 2.5. **Attachment E, Participation in Boycott of Israel Declaration:** Complete and submit with the offer.
 - 2.5.1. Failure to complete and submit Attachment E, may result in the offer being deemed non

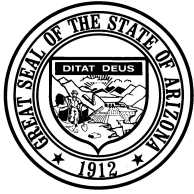
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responsive, therefore, not considered for award.

2.6. **Attachment F, Experience Questionnaire:** Complete and submit with the offer.

2.6.1. Failure to complete and submit Attachment F, may result in the offer being deemed non responsive, therefore, not considered for award.

3. **Current Products:** All materials or products offered in response to this solicitation shall be in current and ongoing production; shall have been formally announced for general marketing purposes; shall be a model or type currently functioning in a user (paying customer) environment and shall be capable of meeting or exceeding all specifications and requirements set forth herein.
4. **Contract Award:** Offers shall be evaluated and awarded in accordance with the Arizona Procurement Code ARS §41-2535, Procurements not exceeding a prescribed amount; small businesses; simplified construction procurement program, and its implementing rules.
5. **Evaluation Factors**
 - 5.1. Pricing
 - 5.2. Experience
6. **Negotiations:** In accordance with A.R.S. § 41-2535, after the initial receipt of offers, the Procurement Officer may conduct discussions with those Offerors who submit proposals determined by the State to be reasonably susceptible of being selected for award.
 - 6.1. Procurement Officer will request a best and final offer from any offerors with whom negotiations have been conducted, provided that the State may make award without any Negotiations and therefore every offeror is forewarned to always submit its offer complete and on the most favorable terms initially, and not to assume any opportunity for Negotiation.
7. **Taxes, Not Included in Price:** Offered prices shall not include applicable state and local taxes. The state shall pay all applicable taxes. Taxes must be listed as a separate item on all invoices.



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Attachment A: Offer and Acceptance

Submission of Offer: Undersigned hereby offers and agrees to provide Programming and Planning Consultation for a new Juvenile Correctional Facility in compliance with the Solicitation indicated above and our Offer indicated by the latest dated version below:

Offer		
	Date	Initial

Offeror Company Name	Signature of Person Authorized to Sign Offer	
Address	Printed Name and Title	
City, State, Zip	Contact Name and Title	
Federal Tax Identifier (EIN or SSN)	Contact E-Mail Address	Contact Phone Number

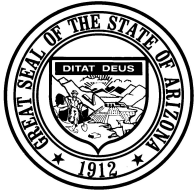
CERTIFICATION: By signature in the above, Offeror certifies that it:

1. will not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246, [Arizona] State Executive Order 2009-9 or A.R.S. §§ 41-1461 through 1465;
2. has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discounts, trips, favor, or service to a public servant in connection with the submitted offer. Failure to provide a valid signature affirming the stipulations required by this clause will result in rejection of the Offer. Signing the Offer with a false statement will void the Offer, any resulting contract, and may be subject to legal penalties under law;
3. complies with A.R.S. § 41-3532 when offering electronics or information technology products, services, or maintenance; and
4. is not debarred from, or otherwise prohibited from participating in any contract awarded by federal, state, or local government.

ACCEPTANCE OF OFFER: State hereby accepts the initial Offer, Revised Offer, or Best and Final Offer identified by number at the top of this form. Offeror is now bound (as Contractor) to carry out the Work under the attached Contract, of which the Accepted Offer forms a part. Contractor is cautioned not to commence any billable work or provide any material or perform any service under the Contract until Contractor receives the applicable Order or written notice to proceed from Procurement Officer.

Contract Number: _____ **Contract Effective Date:** _____ **Contract Awarded Date:** _____

Procurement Officer Signature: _____ **Procurement Officer:** Jennifer Wenger



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Attachment B: Price Sheet

Description	Unit of Measure	Price (\$)
Consultant Rate	Hourly	

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Attachment C: Designation of Confidential, Trade Secret & Proprietary Information

All materials submitted as part of a response to a solicitation are subject to Arizona public records law and will be disclosed if there is an appropriate public records request at the time of or after the award of the contract. Recognizing there may be materials included in a solicitation response that are proprietary or a trade secret, a process is set out in A.A.C. R2-7-103 that will allow qualifying materials to be designated as confidential and excluded from disclosure. For purposes of this process the definition of "trade secret" will be the same as that set out in A.A.C. R2-7-101(52).

Complete this form and return it with your Offer along with the appropriate supporting information to assist the State in making its determination as to whether any of the materials submitted as part of your Offer should be designated confidential because the material is proprietary or a trade secret and therefore not subject to disclosure.

STATE WILL NOT CONSIDER ANY MATERIAL IN YOUR OFFER "CONFIDENTIAL" UNLESS DESIGNATED ON THIS FORM.

Check one of the following – if neither is checked, State will assume that as equivalent to "DOES NOT":


	This response DOES NOT contain proprietary or trade secret information. I understand that my entire response will become public record in accordance with A.A.C. R2-7-C317.
	This response DOES contain trade secret information because it contains information that: <ol style="list-style-type: none"> 1. Is a formula, pattern, compilation, program, device, method, technique or process, AND 2. Derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use; AND 3. Is the subject of efforts by myself or my organization that are reasonable under the circumstances to maintain its secrecy.

NOTE: Failure to attach an explanation may result in a determination that the information does not meet the statutory trade secret definition. All information that does not meet the definition of a trade secret as defined by A.A.C. R2-7-101(52) will become public in accordance with A.A.C. R2-7-C317. State may make its own determination on materials in accordance with A.A.C. R2-7-103.

If the State agrees with Offeror's designation of trade secret or confidentiality and the determination is challenged, the undersigned hereby agrees to cooperate and support the defense of the determination with all interested parties, including legal counsel or other necessary assistance.


By submitting this response, Offeror agrees that the entire Offer, including confidential, trade secret and proprietary information may be shared with an evaluation committee and technical advisors during the evaluation process. Offeror agrees to indemnify and hold State, its agents and employees, harmless from any claims or causes of action relating to State's withholding of information based upon reliance on the above representations, including the payment of all costs and attorney fees incurred by State in defending such an action.

Offeror Company Name	Signature
Address	Printed Name
City, State, Zip	Title

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Attachment D: Declaration

Has the Offeror/Firm been debarred, suspended, or otherwise lawfully prohibited from participating in any public procurement activity, including, but not limited to, being disapproved as a subcontractor of any public procurement unit or other governmental body. Yes: No

	<h2>Notice of Request for Quotation</h2>	Arizona Department of Juvenile Corrections 1624 West Adams Street Phoenix, Arizona 85007
	Quotation No.: BPM003097 Description: Programing and Planning Consultant for New Juvenile Correctional Facility	

Attachment E: Participation in Boycott of Israel Declaration

All materials submitted as part of a response to a solicitation are subject to Arizona public records law and will be disclosed if there is an appropriate public records request at the time of or after the award of the contract. Recently legislation has been enacted to prohibit the state from contracting with companies currently engaged in a boycott of Israel. To ensure compliance with A.R.S. §35-393.01. This form must be completed and returned with the response to the solicitation and any supporting information to assist the State in making its determination of compliance.

As defined by A.R.S. §35-393.01:

1. "Boycott" means engaging in a refusal to deal, terminating business activities or performing other actions that are intended to limit commercial relations with Israel or with persons or entities doing business in Israel or in territories controlled by Israel, if those actions are taken either:
 - a. In compliance with or adherence to calls for a boycott of Israel other than those boycotts to which 50 United States Code section 4607(c) applies.
 - b. In a manner that discriminates on the basis of nationality, national origin or religion and that is not based on a valid business reason.
1. "Company" means a sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, Limited Liability Company or other entity or business association, and includes a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate.
2. "Direct holdings" means all publicly traded securities of a company that are held directly by the state treasurer or a retirement system in an actively managed account or fund in which the retirement system owns all shares or interests.
3. "Indirect holdings" means all securities of a company that are held in an account or fund, including a mutual fund that is managed by one or more persons who are not employed by the state treasurer or a retirement system, if the state treasurer or retirement system owns shares or interests either:
 - a. Together with other investors that are not subject to this section.
 - b. That are held in an index fund.

"Public entity" means this State, a political subdivision of this State or an agency, board, commission or department of this State or a political subdivision of this State.

"Public fund" means the state treasurer or a retirement system.

"Restricted companies" means companies that boycott Israel.

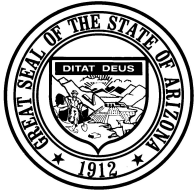
"Retirement system" means a retirement plan or system that is established by or pursuant to title 38.

All offerors must select one of the following:

	My company DOES NOT participate in, and agrees not to participate in during the term of the Contract, a boycott of Israel in accordance with A.R.S. §35-393.01. I understand that my entire response will become public record in accordance with A.A.C. R2-7-C317.
	My company DOES participate in a boycott of Israel as defined by A.R.S. §35-393.01

By submitting this response, proposer agrees to indemnify and hold the State, its agents and employees, harmless from any claims or causes of action relating to the State's action based upon reliance on the above representations, including the payment of all costs and attorney fees incurred by the State in defending such an action.

Offeror Company Name	Signature
Address	Printed Name
City, State, Zip	Title



Notice of Request for Quotation

Arizona Department of
Juvenile Corrections
1624 West Adams Street
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Quotation No.: BPM003097

Description: Programing and Planning Consultant for New
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Attachment F: Experience Questionnaire

The Offeror shall provide a narrative response to each question that demonstrates their understanding of the Scope of Work requirements and describes your company's overall experience providing the services stated in this Solicitation. The State may determine your proposal is non-responsive if you do not answer all questions fully.

Instructions: Please provide a detailed response as it relates to each of the questions listed below:

1. Consultant shall demonstrate that they have the experience to fulfill the requirements herein identified for the Department by having a minimum 15 years experience in the field of Juvenile Justice consulting but not limited to needs assessment; program evaluation; operation analysis; master planning; facility programming for criminal justice; juvenile justice; and government public safety.

2. Consultant shall provide specific projects that they have worked on in the past 10 years. The Department reserves the right to check information related to these projects.

1. Full Organization Name
2. Location (Full Address)
3. Contact Name, email and phone number
4. Project Name
5. Project Date