



**NOTICE OF A REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
TUESDAY, AUGUST 11, 2026 AT 6:00 PM**

In Person: Clark Memorial Clubhouse, 19 N. Ninth St., Clarkdale AZ

OR

Join Zoom Meeting

<https://us02web.zoom.us/j/88268309680>

Meeting ID: 882 6830 9680

Unless otherwise stated, the public will have physical access to the meeting place 15 minutes prior to the meeting start time.

Town of Clarkdale Vision

The Town of Clarkdale capitalizes on our unique history, proximity to the Verde River, and small-town charm. We cultivate an environment where residents and businesses can thrive.

We sustainably enhance our infrastructure, support the arts and education, and develop recreational opportunities to create a bright future for our entire community.

PURSUANT TO A.R.S. §38-431.02, NOTICE IS HEREBY GIVEN to the members of the Common Council of the Town of Clarkdale and to the general public that the Town of Clarkdale Town Council will hold a Regular Meeting open to the public on Tuesday, August 11, 2026, at 6:00 PM in a hybrid meeting via Zoom Video Conference or in person at 19 N. Ninth Street, Clarkdale, Arizona, Clark Memorial Clubhouse, Men's Lounge. Members of the Clarkdale Common Council will attend either in person or by telephone, video or internet conferencing. Pursuant to A.R.S. §38-431.03, the Council may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda.

Supporting documentation and staff reports furnished to the Council with this agenda are available for review on the Town website at www.clarkdale.az.gov and the Town Clerk's Office.

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.

1. CALL TO ORDER

2. ROLL CALL

3. CALL TO THE PUBLIC

The Town Council invites the public to provide comments at this time. Members of the Town Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01, action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further

consideration and decision at a later date. Persons interested in making comments on a specific agenda item are asked to complete a brief form and submit it to the Clerk or liaison during the meeting. Each speaker is asked to limit their comments to three minutes unless a different amount of time is noted on the agenda or is determined by the Presiding Officer or by a majority vote of the Council, Commission or Committee.

4. REPORTS

A. Current Events – (submitted electronically)

A brief summary of current events. The Council will not propose, discuss, deliberate, or take legal action on any matter in the summary. Reports submitted electronically:

- Mayor's Report
- Vice-Mayor's Report
- Councilmembers' Reports

B. Organizational Reports – (submitted electronically)

Reports regarding regional organizations submitted electronically:

- VVTPO – Verde Valley Transportation Planning Organization
- NACOG - Northern Arizona Council of Governments
- NAMWUA - Northern Arizona Municipal Water Users Association
- TPAC – Transportation Policy Advisory Council
- VFLC – Verde Front Leadership Council
- Sustaining Flows Committee
- Yavapai Communities for Young Children
- NACOG Community Action Board (CAB)
- Yavapai County Water Resource/Open Space Committee

5. CONSENT AGENDA

Items on the consent agenda are of a routine nature or have been previously studied by the Town Council at a work session or during a New Business discussion. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

A. Approval of Minutes

Consider and act upon the draft minutes from the regular meeting held on July 28, 2026.

B. #1 Food Store Liquor License - Series 10 - Beer and Wine Store

Consider and act upon an application submitted by Alnoor Walani on behalf of #1 Food Store for a Series 10 Beer and Wine Store license.

C. Intergovernmental Agreement - School Resource Officer

Consider and act upon the renewal of the Intergovernmental Agreement between Clarkdale-Jerome School District and the Town of Clarkdale for a School Resource Officer on campus.

6. NEW BUSINESS

A. Verde Valley Fire District Update

Town Council will receive a presentation from Fire Chief, Danny Johnson, regarding the Verde Valley Fire District.

B. Resolution No. 1767 - Adopting the Official Canvass of the July 21, 2026 Primary Election

Discuss, consider and act upon Resolution No. 1767, adopting the official Yavapai County canvass for the July 21, 2026 Primary Election.

C. Heat Illness Prevention Program (HIPP) Policy

Discuss, consider and act upon the addition of a Safety Section of the HR Policy Manual, to include the Heat Illness Prevention Program (HIPP) Policy, in accordance with Executive Order 2025-09.

D. Professional Services Contract to Provide Town Engineer Services

Discuss, consider and act upon a Professional Services Contract with Ardurra to provide Town Engineer Services.

E. Haskell Spring South Water Tank Safety Upgrades and Recoating

Discuss, consider, and act upon a quote from Southwest Tank and Steel to perform the Haskell Springs South Welded Steel Tank Safety Upgrades and Recoating for \$248,690.

7. FUTURE AGENDA ITEMS

Town Council may propose items to be placed on a future agenda. This item is for discussion only.

8. ADJOURNMENT

Values

Values are the guiding principles that provide an organization with purpose and direction. The Town of Clarkdale's organizational values are:

COPPER

Customer focused

Open, transparent and equitable

Preserving our history, charm, and environment

Planning for a sustainable future

Economic and social resiliency

Resourceful and innovative

Mission

The Town of Clarkdale serves the community by providing amenities, infrastructure, services, and public safety to enhance quality of life. We are stewards of our history while we sustainably and resiliently plan for the future with an emphasis on community engagement and transparency.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at (928) 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.



From the office of Mayor Prud'homme-Bauer

July 2026 Report

Regularly Held Monthly Meetings:

- Regular weekly one-on-one meetings with the Town Manager on Wednesdays.
- Agenda review meetings on Monday afternoon before the Town Council meeting.
- Host twice monthly Verde Valley Mayors/Managers Zoom meetings.
- Monday morning LACT Legislative Call (when they are scheduled).

Other Meetings, Events, Emails and Phone Calls:

- Attended all July 4th activities in Clarkdale.
- Virtual meeting with County Supervisor Check: draft stormwater recharge resolution.
- Virtual meeting with Verde Front co-chair and facilitators.
- Attended the Tourism Working Group meeting.
- Met with a downtown business owner.
- Chaired the annual meeting of the Municipal Property Corporation.
- Attended a meeting with the Yavapai-Apache Nation Tribal Council and Town Council and staff about plans for upgrades to Cement Plant Road.
- Met with developer of the Gather Tiny Home Villages on updates to the project.
- Virtual meeting with other Verde Mayors and Congressional candidate Jonathan Nez.
- Lunch meeting with Yavapai County Superintendent of Schools Steve King.
- Attended a NCL webinar: Leading through Differences: Engaging NIMBY Voices in your City.
- Attended the 3rd meeting of the Yavapai College Economic Prosperity Initiative, held at the Verde Campus in Clarkdale.
- Virtual meeting with Verde Front Leadership Council and Coordinating Team on facilitation needs for Verde Front.
- Virtual meeting with Verde Front Co-chair on follow-up to the Leadership meeting.
- Attended the League of Cities and Towns Executive Committee meeting.



From the office of Vice Mayor Hunseder

July 2026 Report

07/04/26 – Attended Clarkdale Old Fashioned 4th of July Celebration and Concert.

What a fun day!!! So well organized and executed by town staff and volunteers! Thank you!

07/07/26 – Attended CDBA meeting.

07/13/26 – Met one-on-one with Town Manager Andersen.

07/14/26 – Town of Clarkdale Council meeting.

07/15/26 – Attended YAN Tribal Council meeting – Camp Verde.

07/21/26 – Clarkdale Library - Stuart Rosebrook – History of Clarkdale.

07/27/26 – Met one-on-one with Town Manager Andersen.

07/28/26 – Town of Clarkdale Council meeting.



From the office of Council Member O'Neill

July Report

- 7-4 Helped at the pancake breakfast, rode the firetruck in the parade and went to the concert.
- 7-14 One-on-one with Town Manager Andersen, Council meeting.
- 7-15 Attended a presentation by DK and Chell to the Yavapai-Apache Council.
- 7-17 My attempt to attend the NAMWUA meeting failed due to traffic.
- 7-27 One-on-one with Town Manager Andersen.
- 7-28 Council meeting.

Thank you, Town Staff, for your teamwork in managing the huge rainfall. You are the best!



From the office of Council Member Babbitt-Pierce

July Report

July 4 - Old Fashioned 4th of July.

July 13 - 1:1 with Town Manager Andersen.

July 14 - Town Council meeting.

July 27 - 1:1 with Town Manager Andersen.

July 28 - Town Council meeting.



From the office of Council Member Laura Jones

July 2026

Council Member Report

- 7/4 Attended Clarkdale's Old Fashion 4th of July Celebration.
 Helped with Flag Guard for 4th of July.
- 7/13 Met with Town Manager Lou Andersen.
 Attended Town Council meeting.
- 7/15 Attended joint meeting with Yavapai-Apache Nation Council.
- 7/27 Attended Sustaining Flows Council meeting.
- 7/28 Attended Town Council meeting.
 Met with Lou Anderson and the Mayor to discuss Sustaining Flows Council.



Staff Report

Item Number: 5.A.

<u>Agenda Item:</u>	Approval of Minutes Consider and act upon the draft minutes from the regular meeting held on July 28, 2026.
<u>Staff Contact:</u>	Charity Brooks, Town Clerk
<u>Meeting Date:</u>	August 11, 2026
<u>Strategic Goal:</u>	Not applicable..
<u>Background:</u>	Review of the draft minutes from the regular meeting held on July 28, 2026.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	Staff recommends that the Council approve the draft minutes from the regular meeting held on July 28, 2026.



**SUMMARIZED MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
TUESDAY, JULY 28, 2026 AT 3:00 PM**

(To listen to the full audio of the meeting, please visit www.clarkdale.az.gov – agendas & minutes)

Members Present: Mayor Prud'homme-Bauer, Vice Mayor Hunseder, and Council Members, Lisa O'Neill, Marney Babbitt-Pierce, and Laura Jones

Other Municipal Officials Present: Lou Andersen, Town Manager; Charity Brooks, Town Clerk; DK Green, Deputy Town Manager; Brittany Earles, Finance Director; Virginia Smith, Public Works Director; Dorie Blair, Public Works Administrative Supervisor; Daniel Daoust, Public Works Management Assistant; Sherri O'Connor, Administrative Supervisor and Randy Taylor, Police Chief

Zoom: No members of the public were present.

Audience: Approximately two members of the public were present.

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.

1. CALL TO ORDER – Mayor Prud'homme-Bauer called the meeting to order at 3 p.m.

2. ROLL CALL – All members present.

3. CALL TO THE PUBLIC

Jeanie Baird – Resident. Thanked Council and staff for the street light at 6th and Main.

4. REPORTS

Departmental Reports (submitted with Council packet) –
Summary of written reports from Town Departments and other agencies:

- Building Permit Report
- Grants Report
- Human Resources Report
- Magistrate Court Report
- Parks and Recreation Report
- Police Department Report
- Verde Valley Humane Society
- Water and Wastewater Report
- Finance Report

5. RECOGNITION

A. Presentation of Certificates of Recognition

Police Chief, Randy Taylor, presented Certificates of Recognition to four teens for acts of selflessness during the Calle Tomallo fire.

6. CONSENT AGENDA

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A. Approval of Minutes of the Common Council

Consider and act upon the draft minutes from the regular meeting held on July 14, 2026.

B. Intergovernmental Agreement with the State of Arizona for the Gang and Immigration Intelligence Team Enforcement Mission Task Force

Consider and act upon an Intergovernmental Agreement between the Clarkdale Police Department and the State of Arizona, through its Department of Public Safety and the Gang and Immigration Intelligence Team Enforcement Mission (GIITEM) Gang Task Force, to enhance law enforcement services concerning the criminal activities of street gangs.

C. Resolution No. 1766 - Leibforth Estate

Consider and act upon Resolution No. 1766, confirming the Town of Clarkdale as the Court Appointed Personal Representative of the estate of Teri Leibforth, and authorize the Town Manager to execute all documents related to the sale and closure of the estate.

Action: Approve consent agenda items A thru C as presented:

Motion: Council Member Babbitt-Pierce

Second: Council Member O'Neill

Vote: Approved 5-0

Voting Member	Aye/Nay
Mayor Robyn Prud'homme-Bauer	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Council Member Marney Babbitt-Pierce	Aye
Council Member Laura Jones	Aye

7. NEW BUSINESS

A. Rescind Town Engineer Services Professional Services Agreement

Discuss, consider and act upon a Professional Services Contract with Ardurra to provide Town Engineer Services.

Action: Approve to rescind the award of the Town Engineer Services contrat to Ardurra for the purpose of reconvening the RFQ evaluation panel:

Motion: Council Member Jones

Second: Vice Mayor Hunseder

Vote: Approved 5-0

Voting Member	Aye/Nay
Mayor Robyn Prud'homme-Bauer	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Council Member Marney Babbitt-Pierce	Aye
Council Member Laura Jones	Aye

B. Second Addendum to the Collection Service Agreement with Waste Management

Discuss, consider and act upon a second addendum to the residential solid waste collection service agreement with Waste Management.

Action: Approve a second addendum to the residential solid waste collection service agreement with Waste Management and authorize the Mayor, Town Attorney and Town Clerk to execute all documents:

Motion: Council Member Babbitt-Pierce

Second: Council Member O'Neill

Vote: Approved 5-0

Voting Member	Aye/Nay
Mayor Robyn Prud'homme-Bauer	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Council Member Marney Babbitt-Pierce	Aye
Council Member Laura Jones	Aye

C. Yavapai College Verde Valley Campus Agricultural Water Agreement

Discuss, consider and act upon the Yavapai College Verde Valley Campus Agricultural Water Agreement.

Action: Approve the Yavapai College Verde Valley Campus Agricultural Water Agreement and authorize the Town Attorney, Town Manager and Town Clerk to execute all documents:

Motion: Vice Mayor Hunseder

Second: Council Member Babbitt-Pierce

Vote: Approved 5-0

Voting Member	Aye/Nay
Mayor Robyn Prud'homme-Bauer	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Council Member Marney Babbitt-Pierce	Aye
Council Member Laura Jones	Aye

8. FUTURE AGENDA ITEMS

Town Council did not propose items to be placed on a future agenda.

9. ADJOURNMENT

Action: Motion to adjourn:

Motion: Vice Mayor Hunseder

Second: Council Member Jones

Vote: Approved 5-0

ROLL CALL VOTE	Aye/Nay
Mayor Robyn Prud'homme-Bauer	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Council Member Marney Babbitt-Pierce	Aye
Council Member Laura Jones	Aye

Mayor Prud'homme-Bauer adjourned the meeting without objection at 3:30 p.m.

APPROVED:

ATTESTED/SUBMITTED:

Robyn Prud'homme-Bauer, Mayor

Charity Brooks, Town Clerk

CERTIFICATION AND ATTESTATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 28th day of July 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Date approved by Town Council: August 11, 2026

Charity Brooks, Town Clerk



Staff Report

Item Number: 5.B.

Agenda Item: **#1 Food Store Liquor License - Series 10 - Beer and Wine Store**
Consider and act upon an application submitted by Alnoor Walani on behalf of #1 Food Store for a Series 10 Beer and Wine Store license.

Staff Contact: Charity Brooks, Town Clerk

Meeting Date: August 11, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses and visitors to Clarkdale.
- Goal Area 3 - Strengthen and diversify our economy through cultivating a business-friendly climate for business attraction and strategically capitalizing upon tourism.

Background: The Series 10 Beer and Wine Store license is an off-sale license in Arizona, authorizing the sale of beer and wine (but not distilled spirits) in their original, unbroken packages for consumption off the licensed premises. This license is commonly held by grocery stores, convenience stores, specialty beer and wine shops, and other retail establishments that primarily sell packaged beer and wine. Holders of this license are permitted to:

- **Sell Beer and Wine:** Offer and sell all types of beer and wine.
- **Off-Premises Consumption Only:** All sales must be for consumption away from the licensed premises. No on-site consumption is permitted under this license.
- **Sales in Original Containers:** Beer and wine must be sold in its original, sealed packaging.
- **On-Premises Sampling:** Licensees can apply for permanent sampling privileges, allowing them to offer limited on-premises samples of their alcoholic products to customers. **The establishment must meet specific building requirements to be eligible.**

Requirements:

- **Diagram of Licensed Premises:** Applicants must submit a diagram

of the location where the license is authorized to sell, dispense, or service spiritous liquor. This will include entrances, exits, liquor storage, and office area.

- **Responsible Operations:** Licensees are legally responsible for adhering strictly to all Arizona liquor laws and regulations, including those related to sales to minors, service to intoxicated persons (Dram Shop liability), operating hours, and general responsible alcohol service practices. Training for staff (e.g., Title 4 Basic Training) is highly recommended.
- **Operating Plan:** A detailed operating plan outlining the proposed business model, hours of operation, security measures, and compliance procedures may be required.
- **Location Requirements:** The licensed premise must be more than 300 feet from a school which offers K-12 Grade Programs.
- **Compliance with Local Ordinances:** The proposed premises must comply with all applicable state and local zoning ordinances, building codes, and health regulations. Applicants must ensure compliance with all local ordinances related to noise, public safety, and business operations.

Budget Impact: The application fee of \$100 has been paid in full.

Recommendation: Staff recommends that the Council approve the application submitted by Alnoor Walani on behalf of #1 Food Store for a Series 10 Beer and Wine Store license and authorize the Town Clerk to submit the required documents to the Department of Liquor.

State of Arizona
Department of Liquor Licenses and Control

Created 07/01/2026 @ 03:56:06 PM

Local Governing Body Report

LICENSE

Number:		Type:	010 BEER AND WINE STORE
Name:	#1 FOOD STORE		
State:	Pending		
Issue Date:		Expiration Date:	
Original Issue Date:			
Location:	755 W HWY 89A CLARKDALE, AZ 86324 USA		
Mailing Address:	1221 E APACHE BOULEVARD #3075 TEMPE, AZ 85281 USA		
Phone:	(972)363-9931		
Alt. Phone:			
Email:	ALNOOR.WR@GMAIL.COM		

AGENT

Name:	ALNOOR R WALANI
Gender:	Male
Correspondence Address:	1221 E APACHE BOULEVARD #3075 TEMPE, AZ 85281 USA
Phone:	(972)363-9932
Alt. Phone:	
Email:	ALNOOR.WR@GMAIL.COM

OWNER

6041
8-30-26

Name: COPPER COMMERCE LLC
Contact Name: ALNOOR R WALANI
Type: LIMITED LIABILITY COMPANY
AZ CC File Number: 25058774 State of Incorporation:
Incorporation Date: 05/04/2026
Correspondence Address: 1221 E APACHE BOULEVARD
#3075
TEMPE, AZ 85281
USA
Phone: (972)363-9932
Alt. Phone:
Email: ALNOOR.WR@GMAIL.COM

Officers / Stockholders

Name:	Title:	% Interest:
ALNOOR R WALANI	Member	100.00

COPPER COMMERCE LLC - Member

Name: ALNOOR R WALANI
Gender: Male
Correspondence Address: 1221 E APACHE BOULEVARD
#3075
TEMPE, AZ 85281
USA
Phone: (972)363-9932
Alt. Phone:
Email: ALNOOR.WR@GMAIL.COM

MANAGERS

Name: ALNOOR R WALANI
Gender: Male
Correspondence Address: 1221 E APACHE BOULEVARD
#3075
TEMPE, AZ 85281
USA
Phone: (972)363-9932
Alt. Phone:
Email: ALNOOR.WR@GMAIL.COM

APPLICATION INFORMATION

Application Number: 400700
Application Type: New Application
Created Date: 05/22/2026

QUESTIONS & ANSWERS

010 Beer and Wine Store

- 1) Are you applying for an Interim Permit (INP)?
Yes
What date are you taking ownership? Please upload the Interim Permit Notary page when you reach the upload page.
tentative closing window between July 1st and July 15th, 2026
- 2) Provide name, address, and distance of nearest school.
(If less than one (1) mile note footage)
Distance to nearest School: 1620 ft

Name of School: Clarkdale Elementary School

Address: 1615 Main St, Clarkdale, AZ 86324
- 3) Are you one of the following? Please indicate below.
Property Tenant
Subtenant
Property Owner
Property Purchaser
Property Management Company
Property Tenant
- 4) Is there a penalty if lease is not fulfilled?
Yes
What is the penalty?
6 Month's rent.
- 5) Is the Business located within the incorporated limits of the city or town of which it is located?
Yes
- 6) What is the total money borrowed for the business not including the lease?
Please list each amount owed to lenders/individuals.
Arif Samnani \$100,000
- 7) Are there walk-up or drive-through windows on the premises?
No
- 8) Does the establishment have a patio?
No
- 9) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
No

DOCUMENTS

DOCUMENT TYPE	FILE NAME	UPLOADED DATE
ALIEN STATUS	Alien_Status signed.pdf	05/22/2026
ALIEN STATUS	AW AZ ID.jpg	05/22/2026
QUESTIONNAIRE	Personal_Info_Question signed.pdf	05/22/2026
DIAGRAM/FLOOR PLAN	liquor lic #1 Diagram.pdf	05/26/2026
INTERIM PERMIT NOTARY PAGE	liquor lic #1 upload.pdf	05/26/2026
ORGANIZATIONAL DOCUMENTS	Copper Commerce EIN CP_575_A.pdf	05/26/2026
ORGANIZATIONAL DOCUMENTS	Copper Commerce Articles of Organization.pdf	05/26/2026
	Title 4 baisc .jpg	05/28/2026
	Title 4 Manager.jpg	05/28/2026
	Background receipt.pdf	05/28/2026
	Fieldprint receipt.pdf	05/28/2026
	Application receipt .pdf	05/28/2026

State of Arizona
Department of Liquor Licenses and Control

Created 07/01/2026 @ 04:06:57 PM

Local Governing Body Report

LICENSE

Number:	INP130038889	Type:	INP INTERIM PERMIT
Name:	#1 FOOD STORE		
State:	Active		
Issue Date:	07/01/2026	Expiration Date:	09/09/2026
Original Issue Date:	07/01/2026		
Location:	755 W HWY 89A CLARKDALE, AZ 86324 USA		
Mailing Address:	1221 E APACHE BOULEVARD #3075 TEMPE, AZ 85281 USA		
Phone:	(972)363-9931		
Alt. Phone:			
Email:	ALNOOR.WR@GMAIL.COM		

AGENT

Name:	ALNOOR R WALANI
Gender:	Male
Correspondence Address:	1221 E APACHE BOULEVARD #3075 TEMPE, AZ 85281 USA
Phone:	(972)363-9932
Alt. Phone:	
Email:	ALNOOR.WR@GMAIL.COM

OWNER

Name: COPPER COMMERCE LLC
Contact Name: ALNOOR R WALANI
Type: LIMITED LIABILITY COMPANY
AZ CC File Number: 25058774 State of Incorporation:
Incorporation Date: 05/04/2026
Correspondence Address: 1221 E APACHE BOULEVARD
#3075
TEMPE, AZ 85281
USA
Phone: (972)363-9932
Alt. Phone:
Email: ALNOOR.WR@GMAIL.COM

Officers / Stockholders

Name:	Title:	% Interest:
ALNOOR R WALANI	Member	100.00

COPPER COMMERCE LLC - Member

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MANAGERS

Name: ALNOOR R WALANI
Gender: Male
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#3075
TEMPE, AZ 85281
USA
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Alt. Phone:
Email: ALNOOR.WR@GMAIL.COM

APPLICATION INFORMATION

Application Number: 400852
Application Type: New Application
Created Date: 05/26/2026

QUESTIONS & ANSWERS

INP Interim Permit

- 1) Enter License Number currently at location # 10133291
- 2) Is the license currently in use? yes
- 3) Submit the interim permit section of the license series application you are applying for when you reach the upload page. yes

SECTION 5 - Organization

EACH PERSON LISTED **MUST** SUBMIT A PERSONAL QUESTIONNAIRE FORM, FINGERPRINT CARD, AND \$22 PROCESSING FEE PER CARD.

Fingerprint requirements: A.R.S. § 4-202 <https://azliquor.gov/fingerprints.cfm>

1. If the applicant is an entity, not an individual, answer questions A and B.

A) Date Incorporated/Organized: 05/04/2026 State where Incorporated/Organized: Arizona

B) AZ Corporation or AZ L.L.C. Entity No: 25058774 Approval Date: 05/04/2026

2. List any individual or entity that owns interest of 10% or more, and/or has control. If the owner/member listed below owns another entity, **MUST** attach a statement which includes the liquor license number involved.

Name	Title	%	Complete Mailing Address
Alnoor Walani	Member	100	1221 E Apache BLVD # 3075 Tempe AZ 85281

SECTION 6 - Interim Permit

1. Current license number at the location: 10133291 Is the license currently in use? ☒ Yes ☐ No

2. If **NOT** currently in use, how long has it been since the license was last used at this location? _____

Current Licensee Name: <u>Robin Wilber</u>	Signature: <u>Robin Wilber</u>
State of <u>Arizona</u>	
County of <u>Yavapai</u>	
Signed before me on this <u>4th</u> day of <u>June</u> , 20 <u>26</u>	
Notary Signature <u>Danielle Lodmell</u>	
My commission expires on <u>17</u> day of <u>April</u> , 20 <u>29</u>	



Notary Seal

SECTION 7 - Location

1. I am the:
- ☐ Owner
 - ☒ **Tenant:** a person who holds the lease of a property; a lessee.
 - ☐ **Subtenant:** a person who rents property from a tenant of the property.
 - ☐ **Purchaser:** attach purchasing agreement
 - ☐ **Management Company:** attach management agreement

SECTION 5 - Organization

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Name	Title	%	Complete Mailing Address
Alnoor Walani	Member	100	1221 E Apache BLVD # 3075 Tempe AZ 85281

SECTION 6 - Interim Permit

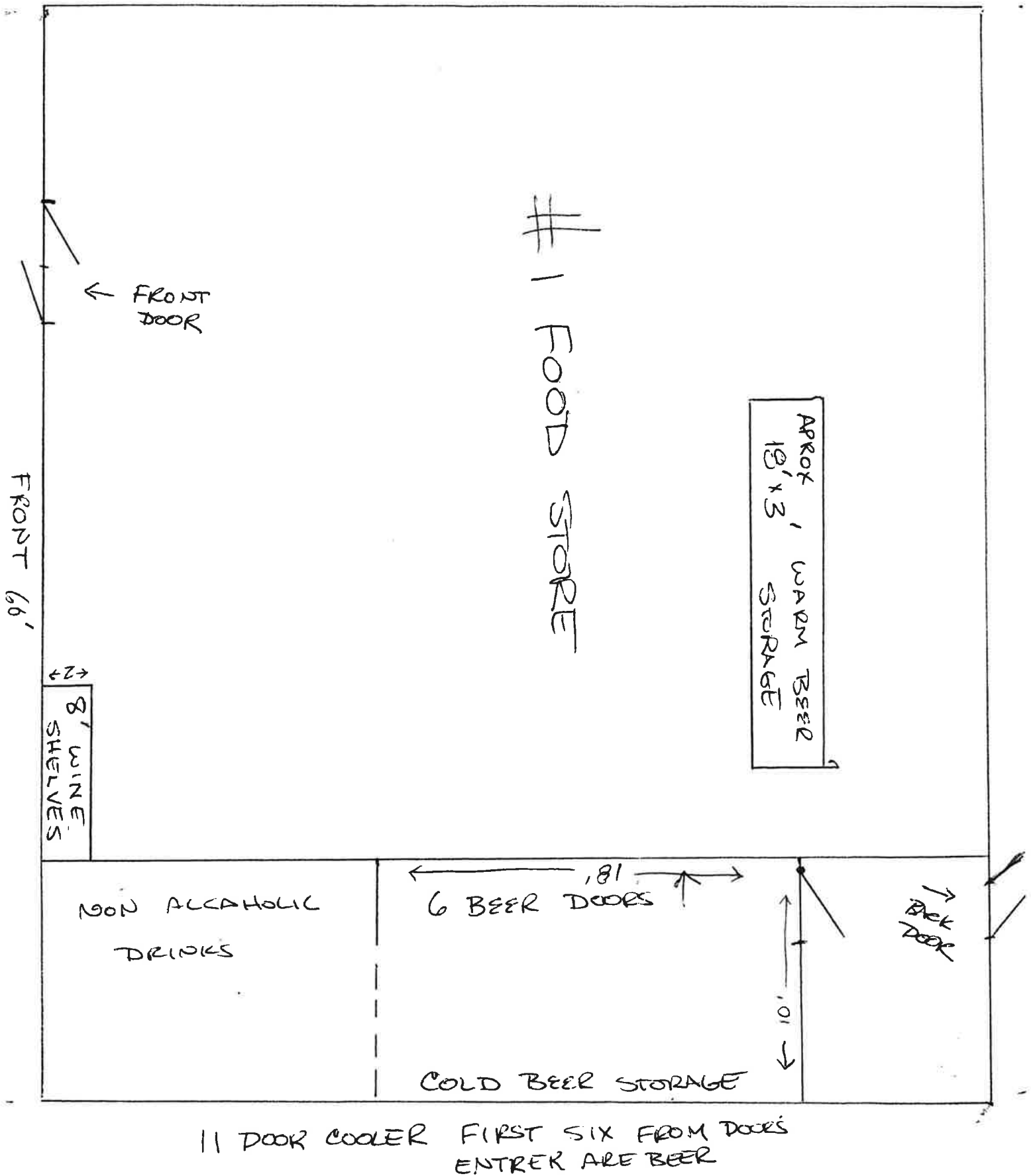
1. Current license number at the location: 10133291 Is the license currently in use? ☒ Yes ☐ No

2. If **NOT** currently in use, how long has it been since the license was last used at this location? _____

Current Licensee Name: <u>Robin Wilber</u>	Signature: <u>Robin Wilber</u>
State of <u>Arizona</u>	 Notary Seal
County of <u>Yavapai</u>	
Signed before me on this <u>26</u> day of <u>May</u> , 20 <u>26</u>	
Notary Signature: <u>Danielle Loomell</u>	
My commission expires on <u>17</u> day of <u>April</u> , 20 <u>26</u>	

SECTION 7 - Location

1. I am the:
- ☐ **Owner**
 - ☒ **Tenant:** a person who holds the lease of a property; a lessee.
 - ☐ **Subtenant:** a person who rents property from a tenant of the property.
 - ☐ **Purchaser:** attach purchasing agreement
 - ☐ **Management Company:** attach management agreement





Arizona Department of Liquor Licenses and Control
https://www.azliquor.gov
(602) 542-5141

126 5 28 Lic. Dept FM12:39

DLLC USE ONLY

Job #: 400700

Date Accepted: 5-28-26

LC: 8

License #

**Personal Information
Questionnaire**

ATTENTION APPLICANT: This is a legally binding document. An investigation of your background will be conducted. Incomplete applications will not be accepted. False or misleading answers may result in the denial or revocation of a license or permit and could result in criminal prosecution.

THE COMPLETED QUESTIONNAIRE NEEDS TO BE SUBMITTED TO THE DEPARTMENT ALONG WITH A \$22. FEE, AND FD-258 FINGERPRINT CARD, THAT HAS BEEN SEALED IN AN ENVELOPE, AND SIGNED OR INITIALED BY THE FINGERPRINT TECHNICIAN, **MUST** INCLUDE THE FINGERPRINT VERIFICATION FORM. MUST BE COMPLETED BY A RECOGNIZED FINGERPRINT SERVICE OR LAW ENFORCEMENT AGENCY.

Fp current until 6/3/28

Agent: a person who is designated by an applicant or licensee to receive communications from the department and to file and sign documents submitted to the department on behalf of the applicant or licensee. An agent is not a manager.

A.R.S. §4-202(A).

Controlling Person: person directly or indirectly possessing control of an applicant or licensee.

A.R.S. §4-101(10).

Manager: An individual (not an entity) approved by the Department of Liquor who has the authority to organize, direct, carry out, control or to otherwise operate the day-to-day operations of a liquor-licensed business.

A.R.S. §4-101(22) and
A.R.S. §4-202(C)

SECTION - 1 INDIVIDUAL INFORMATION

☒ **AGENT**

☒ **CONTROLLING PERSON**

☐ **MANAGER**

1. Name: Walani Alnoor R
Last First Middle
2. Social Security #: [REDACTED] Birth Date: [REDACTED]
(NOT a public record) (NOT a public record)
3. Driver's License #: [REDACTED] State Issued: AZ
(NOT a public record)
5. Are you a resident of Arizona? ☒ Yes ☐ No Date of residency: 03 / 24 / 2025
6. Email address: alnoor.wr@gmail.com
7. Home Address: 1221 E Apache BLVD # 3075 Tempe AZ 85281
8. Daytime phone #: 972-363-9932 Alternative phone #: _____

SECTION 2 – LICENSED BUSINESS INFORMATION

1. License Number: _____
2. Business Name (doing business as): #1 Food Store (S)
3. Business Address: 755 W Hwy 89 A Clarkdale, AZ, 86324 (S)

SECTION 3 – DAY TO DAY OPERATION OF BUSINESS

Must attach copies of Basic and Management Title 4 training certificates for person managing the day to day operation of the licensed business.

Who is managing the day to day operations? ☒ Agent ☒ Controlling Person ☐ Manager

Name of persons who will be handling the day to day operations: Alnoor Walani

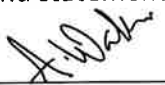
SECTION 4 – BACKGROUND

If you answer "YES" to any Question 1 through 5 **YOU MUST** attach a signed statement. Give complete details including dates, agencies involved and dispositions. CHANGES TO QUESTIONS 1-5 MAY NOT BE ACCEPTED

1. Have you owned, or been a controlling person of any entities that held a liquor license in Arizona, or any jurisdiction, in the past 5 years? Yes ☐ No ☒
2. Have you been cited, arrested, indicted, convicted, or required to appear in court for violation of ANY criminal law or ordinance, regardless of the disposition, even if dismissed or expunged, within the past 5 years? Yes ☐ No ☒
3. Has an entity in which you are or have been a controlling person had an application or license rejected, denied, revoked, or suspended in or outside of Arizona within the last 5 years? *A.R.S. §4-202(D)* Yes ☐ No ☒
4. Have you had ANY administrative law citations, compliance actions, or consents, in any jurisdiction in the past 5 years? (Do not include civil traffic tickets)
A.R.S. §4-202, 4-210
**Administrative Law Violations are any civil penalties, fines, suspension, or revocations of your liquor license.* Yes ☐ No ☒
5. Has anyone EVER obtained a judgement against you the subject of which involved fraud or misrepresentation? Yes ☐ No ☒

SIGNATURE

I, (Print Full Name) Alnoor Walani hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Signature:  Date: 05-21-2026



Arizona Department of Liquor Licenses and Control
<https://www.azliquor.gov>
 (602) 542-5141

ALIEN STATUS

DLLC USE ONLY

Job #:	400700
Date Accepted:	5.28.24
LC:	82
License #:	

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (the "Act"), 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), nonimmigrant, and certain aliens paroled into the United States are eligible to receive state, or local public benefits. With certain exceptions, a professional license and commercial license issued by a State agency is a State public benefit.

Arizona Revised Statutes § 41-1080 requires, in general, that a person applying for a license must submit documentation to the license agency that satisfactorily demonstrates the applicant's presence in the United States is authorized under federal law.

Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III.

Submit this completed form and a copy of one or more document(s) from the attached "Evidence of U.S. Citizenship, U.S. National Status, or Alien Status" with your application for license or renewal. If the document you submit does not contain a photograph, you must also provide a government issued document that contains your photograph. You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

SECTION I – APPLICANT INFORMATION

APPLICANT NAME (Print or type) Alnoor R Walani

SECTION II – CITIZENSHIP OR NATIONAL STATUS

Are you a citizen or national of the United States? ☒ Yes ☐ No - If **yes**, indicate place of birth:

City Karachi State _____ COUNTRY Pakistan

If you answered **Yes, 1)** Attach a legible copy of a document from the list below.

2) Name of document: An Arizona driver license issued after 1996

If you answered **No**, you must complete Sections III.

EVIDENCE OF U.S. CITIZENSHIP, U.S. NATIONAL STATUS, OR ALIEN STATUS

You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.

Evidence showing authorized presence in the United State includes the following:

1. An Arizona driver license issued after 1996 or an Arizona non-operating identificationcard.
2. A driver license issued by a state that verifies lawful presence in the UnitedStates.
3. A birth certificate or delayed birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after Jan. 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time)
4. A United States certificate of birth abroad.
5. A United States passport. ***Passport must be signed***
6. A foreign passport with a United States visa.
7. An I-94 form with a photograph.
8. A United States citizenship and immigration services employment authorization document or refugee travel document.
9. A United States certificate of naturalization.
10. A United States certificate of citizenship.
11. A tribal certificate of Indian blood.
12. A tribal or bureau of Indian affairs affidavit of birth.
13. Any other license that is issued by the federal government, any other state government, an agency of this state or a political subdivision of this state that requires proof of citizenship or lawful alien status before issuing the license.

SECTION III – QUALIFIED ALIEN

Applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of a document from the attached list or other document as evidence of your status.

Name of document provided

Qualified Alien Status (8 U.S.C. §§ 1621(a)(1), -1641(b) and (c))

- ☐ 1. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA)
- ☐ 2. An alien who is granted asylum under Section 208 of the INA.
- ☐ 3. A refugee admitted to the United States under Section 207 of the INA.
- ☐ 4. An alien paroled into the United States for at least one year under Section 212(d)(5) of the INA.
- ☐ 5. An alien whose deportation is being withheld under Section 243(h) of the INA.
- ☐ 6. An alien granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980.
- ☐ 7. An alien who is a Cuban/Haitian entrant.
- ☐ 8. An alien who has, or whose child or child's parent is a "battered alien" or an alien subject to extreme cruelty in the United States

Nonimmigrant Status (8 U.S.C. § 1621(a)(2))

- 9. A nonimmigrant under the Immigration and Nationality Act [8 U.S.C § 1101 et seq.] Non-immigrants are persons who have temporary status for a specific purpose. See 8 U.S.C § 1101(a)(15).

Alien Paroled into the United States for Less Than One Year (8 U.S.C. § 1621(a)(3))

- 10. An alien paroled into the United States for less than one year under Section 212(d)(5) of the INA

Other Persons (8 U.S.C § 1621(c)(2)(A) and (C))

- 11. A nonimmigrant whose visa for entry is related to employment in the United States, or
- 12. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect [Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia. 48 U.S.C. § 1901 et seq.];
- 13. A foreign national not physically present in the United States.
- 14. **Otherwise Lawfully Present**
- 15. A person not described in categories 1-13 who is otherwise lawfully present in the United States.

PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. §

Alnoor R Walani

Print Name

Signature

05-22-2026

Date

ARIZONA

RECEIPT

Date: 05/19/2026

Order ID: 031616533799014

Authorization #: 7542020

Please reference these numbers in any correspondence regarding your transaction



Billing Information

Alnoor Walani

1221 E Apache Blvd

3075

Tempe AZ 85281

Phone #: 972-363-9931

Email: alnoor.wr@gmail.com

Account Information

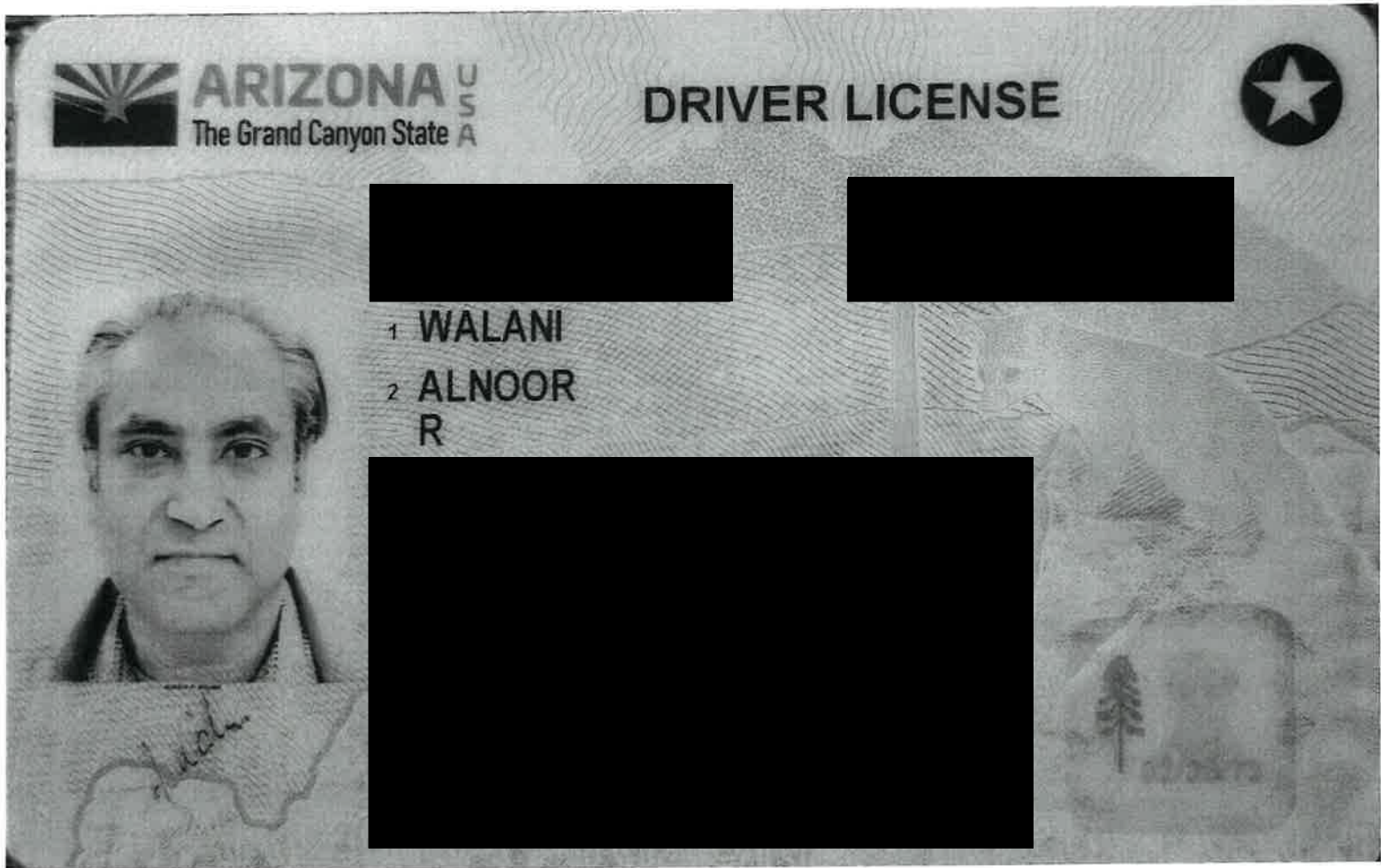
Payment Method: VISA

XXXXXXXXXXXX2932 12/2028

Product ID	Item Description	Amount	Quantity	Gross
PSAPT001	Conduct Criminal Background Checks for Pre-Employment Screening - State & Federal Agencies	\$22.00	1	\$22.00
PSPSPCC1	Service Fees	\$0.44	1	\$0.44
			TOTAL	\$22.44

Notes:

Arizona Department of Public Safety: This is a transaction for AZDPS for A000920336



Certificate # 32263

26 5 29 11:34 AM

☐ On-sale
☐ Off-sale
☒ On- and off-sale

Certificate of Completion For Title 4 **BASIC** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

The State requires BASIC Title 4 training only as a prerequisite for MANAGEMENT Title 4 training or as a result of a liquor law violation. Persons required to have BASIC Title 4 training are listed at the base of this Certificate. Licensees sometimes require BASIC Title 4 Training a condition of employment.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information

DITAT DEUS

ALNOOR WALANI

Full Name (please print)

Signature

05/17/2026

Training Completion Date

05/16/2029

Certificate Expiration Date
(three years from completion date)

Training Provider Information

Diversys Learning, Inc. DBA SureSellNow.com

Company Name

1011 Arrow Point Drive, Cedar Park, Texas 78613

Mailing Address

866-402-9809

Daytime Contact Phone Number

I, Kelly Bailey, certify that the above named individual did successfully complete
Instructor Name (please print)

Title 4 BASIC Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.) R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Kelly Bailey
Instructor Signature

05/17/2026

Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)
Conveyance (series 8)
Restaurant (series 12)

Government (series 5)
Liquor Store (series 9)
In-state Farm Winery (series 13)

Bar (series 6)
Private Club (series 14)

Beer & Wine Bar (series 7)
Hotel/Motel w/restaurant (series 11)
Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

July 11, 2013

Certificate # 32263

*26 5 29 Lqr. Dept #11134

Certificate of Completion
For
Title 4 MANAGEMENT Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

Basic Title 4 training is a prerequisite for MANAGEMENT Title 4 training. A valid Certificate of Completion for BASIC Title 4 training must be on file at the Department of Liquor and satisfactory completion of a State-approved BASIC Title 4 course must be verified by the training provider prior to issuing a Certificate of Completion for MANAGEMENT Title 4 training.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.

Student Information**ALNOOR WALANI**

Full Name (please print)

Signature

05/17/2026

Training Completion Date

★ 1912 ★

05/16/2029Certificate Expiration Date
(three years from completion date)**Training Provider Information****Diversys Learning, Inc. DBA SureSellNow.com**

Company Name

1011 Arrow Point Drive, Cedar Park, Texas 78613

Mailing Address

866-402-9809

Daytime Contact Phone Number

I, **Kelly Bailey**, certify that the above named individual did successfully complete
 Instructor Name (please print)

Title 4 MANAGEMENT Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.) R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

Kelly Bailey
 Instructor Signature

05/17/2026

Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below
 2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)
 Conveyance (series 8)
 Restaurant (series 12)

Government (series 5)
 Liquor Store (series 9)
 In-state Farm Winery (series 13)

Bar (series 6)
 Private Club (series 14)

Beer & Wine Bar (series 7)
 Hotel/Motel w/restaurant (series 11)
 Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

July 11, 2013



Town of Clarkdale
Liquor License Review Form
Community Development

Type of License	Series 10 - Beer and Wine Store
Applicant's Name	Alnoor R Walani
Business Name	#1 Food Store
Business Address	755 W HWY 89A

A.R.S 4-203 states that "A spiritous liquor license shall be issued only after **satisfactory showing** of the **capability, qualifications and reliability** of the applicant and, with the exception of wholesaler, producer, government or club licensees, **that the public convenience requires that the best interest of the community will be substantially served** by the issuance."

Please review the application based on the above criteria and answer the questions below:

1. Number and types of licenses within one mile of the proposed premises:

Series 3 = 1	Series 10 = 2	Series 14 = 1
Series 6 = 2	Series 12 = 1	
Series 7 = 1	Series 13 = 1	
Total = 8		

2. Evidence that all necessary use fees, licenses and permits for which the applicant is eligible at the time of application have been paid, obtained and are in compliance from the state and all other governing bodies:

No additional permits required.

3. Any concerns of the nature of the proposed business, its potential market and its likely customers and zoning:

None.



Town of Clarkdale
Liquor License Review Form
Community Development

4. Compatibility of the proposed business with other activity within one mile of proposed premises:

No concerns. Transfer of ownership only.

5. Effect or impact on the activities of businesses or the residential neighborhood that might be affected by granting a license at the proposed premises:

None.

6. Residential and commercial population density within one mile of the proposed premises:

157 commercial parcels
11 industrial parcels
1,496 residential parcels
Not all parcels are developed

7. Any additional concerns/comments?

None.



Approved



Denied

Digitally signed by Scott Ellis
Date: 2026.07.16 14:26:31
-07'00'

E-Signature

Community Development Director

Title

Scott Ellis

Name

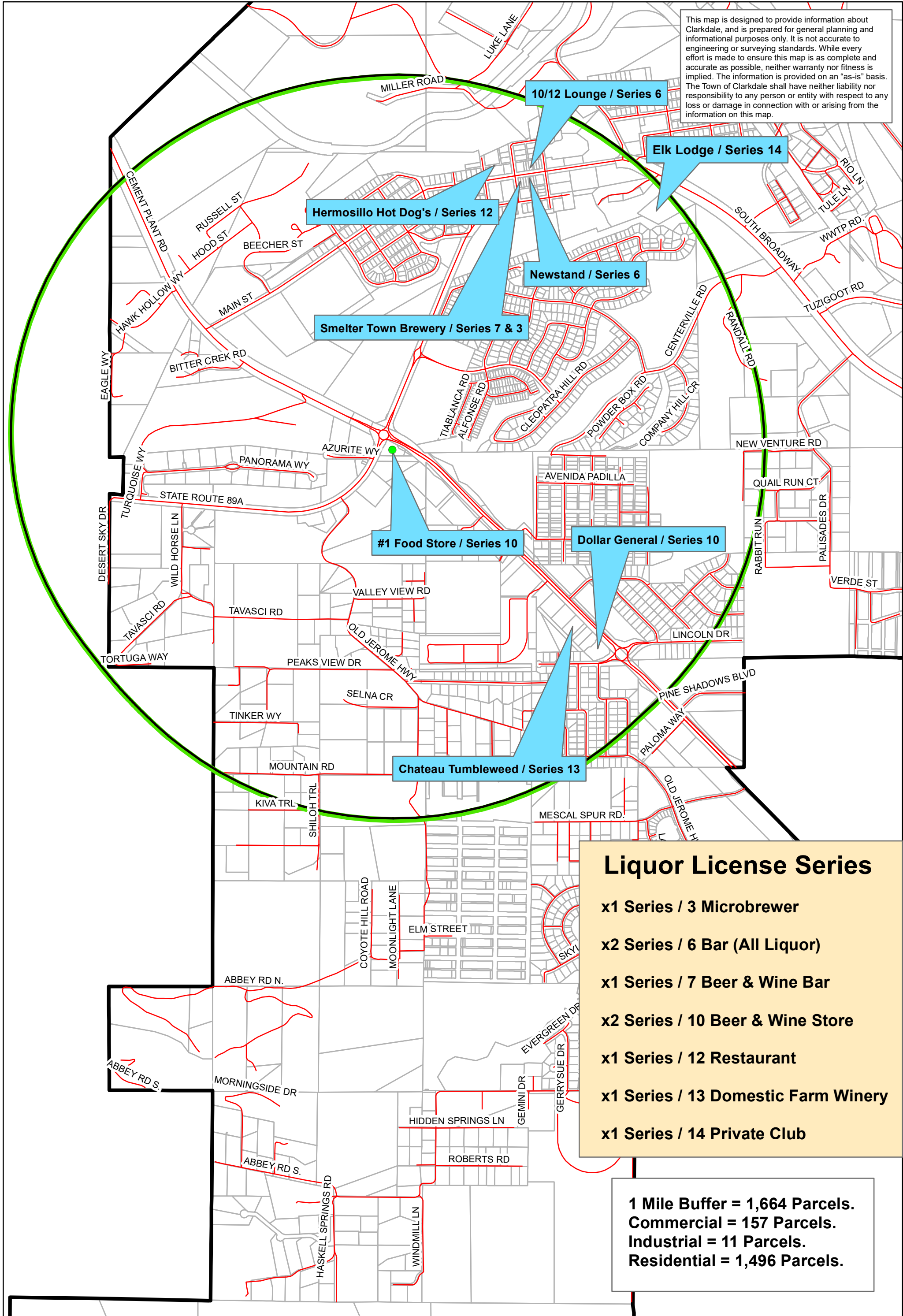
07/16/2026

Date

This license is scheduled for the Town Council Meeting on: 8/11/2026

Return to Town Clerk by: 7/23/2026

This map is designed to provide information about Clarkdale, and is prepared for general planning and informational purposes only. It is not accurate to engineering or surveying standards. While every effort is made to ensure this map is as complete and accurate as possible, neither warranty nor fitness is implied. The information is provided on an "as-is" basis. The Town of Clarkdale shall have neither liability nor responsibility to any person or entity with respect to any loss or damage in connection with or arising from the information on this map.



Liquor License Series

x1 Series / 3 Microbrewer

x2 Series / 6 Bar (All Liquor)

x1 Series / 7 Beer & Wine Bar

x2 Series / 10 Beer & Wine Store

x1 Series / 12 Restaurant

x1 Series / 13 Domestic Farm Winery

x1 Series / 14 Private Club

1 Mile Buffer = 1,664 Parcels.
Commercial = 157 Parcels.
Industrial = 11 Parcels.
Residential = 1,496 Parcels.





Town of Clarkdale
Liquor License Review Form
Utilities/Public Works

Type of License	Series 10 - Beer and Wine Store
Applicant's Name	Alnoor R Walani
Business Name	#1 Food Store
Business Address	755 W HWY 89A

A.R.S 4-203 states that "A spiritous liquor license shall be issued only after **satisfactory showing** of the **capability, qualifications and reliability** of the applicant and, with the exception of wholesaler, producer, government or club licensees, **that the public convenience requires that the best interest of the community will be substantially served** by the issuance."

Please review the application based on the above criteria and answer the questions below:

1. Evidence that all necessary use fees, licenses and permits for which the applicant is eligible at the time of application have been paid, obtained and are in compliance from the state and all other governing bodies:

Account current to date.

2. Effect on vehicular traffic within one mile of the proposed premises:

No impact.

3. Calls and Activities regarding property and/or person(s) in application:

None.



Town of Clarkdale
Liquor License Review Form
Utilities/Public Works

4. Any additional concerns or comments?

None.



Approved



Denied

Virginia Smith Digitally signed by Virginia Smith
Date: 2026.07.22 16:08:24 -07'00'

E-Signature

Public Works Director

Title

Virginia Smith

Name

July 22, 2026

Date

This license is scheduled for the Town Council Meeting on: 8/11/2026

Return to Town Clerk by: 7/23/2026



Town of Clarkdale
Liquor License Review Form
Fire Department

Send to Nate Bailey: VVFD Fire Inspector
nbailey@verdevalleyfire.org

Type of License	
Applicant's Name	
Business Name	
Business Address	

A.R.S 4-203 states that "A spiritous liquor license shall be issued only after **satisfactory showing** of the **capability, qualifications and reliability** of the applicant and, with the exception of wholesaler, producer, government or club licensees, **that the public convenience requires that the best interest of the community will be substantially served** by the issuance."

Please review the application based on the above criteria and answer the questions below:

1. Evidence that all necessary use fees, licenses and permits for which the applicant is eligible at the time of application have been paid, obtained and are in compliance from the state and all other governing bodies:

--

2. Effect on vehicular traffic within one mile of the proposed premises:

--

3. Fire Safety /Compliance with International Fire Code as adopted by the Town of Clarkdale and enforced by Verde Valley Fire District:

--



Town of Clarkdale
Liquor License Review Form
Fire Department

4. Calls and Activities regarding property and/or person(s) in application:

5. Any additional concerns/comments?

☐ Approved

☐ Denied

E-Signature

Title

Name

Date

This license is scheduled for the Town Council Meeting on: _____

Return to Town Clerk by: _____



Town of Clarkdale
Liquor License Review Form
Police Department

Type of License	Series 10 - Beer and Wine Store
Applicant's Name	Alnoor R Walani
Business Name	#1 Food Store
Business Address	755 W HWY 89A

A.R.S 4-203 states that "A spiritous liquor license shall be issued only after **satisfactory showing** of the **capability, qualifications and reliability** of the applicant and, with the exception of wholesaler, producer, government or club licensees, **that the public convenience requires that the best interest of the community will be substantially served** by the issuance."

Please review the application based on the above criteria and answer the questions below:

1. Evidence that all necessary use fees, licenses and permits for which the applicant is eligible at the time of application have been paid, obtained and are in compliance from the state and all other governing bodies:

--

2. Effect on vehicular traffic within one mile of the proposed premises:

There is no evidence that vehicular traffic would be affected within a one mile radius.

3. Effect or impact on the activities of businesses or the residential neighborhood that might be affected by Granting a license at the proposed premises:

There is no evidence that this businees would have a negative affect or impact on activities of businesses or residential neighborhood. This is an already existing business.



Town of Clarkdale
Liquor License Review Form
Police Department

4. Spillman Background/History review

Clarkdale Police Department has never had contact and no court cases within Arizona were found on applicant.

5. Calls and Activities regarding property and/or person(s) in application:

Within the past 5 years, Clarkdale PD has been called to the business for reports of theft, abandoned vehicle, and trespassing.

6. Any additional concerns/comments?

No additional concerns at this time.

☒ Approved

☐ Denied


E-Signature

SEERGEANT
Title

MIKE BRUMBY
Name

7-17-26
Date

This license is scheduled for the Town Council Meeting on: 8/11/2026

Return to Town Clerk by: 7/23/2026



Staff Report

Item Number: 5.C.

Agenda Item: **Intergovernmental Agreement - School Resource Officer**
Consider and act upon the renewal of the Intergovernmental Agreement between Clarkdale-Jerome School District and the Town of Clarkdale for a School Resource Officer on campus.

Staff Contact: Randy Taylor, Police Chief

Meeting Date: August 11, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses and visitors to Clarkdale.
- Goal Area 5 - Strategically invest in organizational development to enhance efficiency and service delivery and to attract and retain an exemplary workforce.

Background: The Town of Clarkdale Police Department has provided a School Resource Officer (SRO) intermittently through the years since approximately 2000. The initial cost of this program was covered by Federal COPS grants. In January 2017, the COPS grant funding ceased. Since that time, the Police Department has pursued additional grant funding on multiple occasions. However, those efforts have been unsuccessful.

The Town approached the Clarkdale-Jerome School District (CJSD) regarding assistance with funding. CJSD was awarded grant funding through the Department of Education and has agreed to contribute \$11,276.10 per month toward the SRO Program. This agreement provides for School Resource Officer services for the 2026-2027 school year from August 5, 2026, through May 21, 2027. The agreement automatically renews annually for up to three (3) one-year terms unless terminated earlier by either party.

Budget Impact: Funding for the Town's share of the School Resource Officer Program is included in the FY2026-2027 adopted budget.

Recommendation: Staff recommends that the Council approve the renewal of the Intergovernmental Agreement between the Clarkdale-Jerome School District

and Town of Clarkdale for School Resource Officer services and authorize the Mayor and Town Clerk to execute all documents.

INTERGOVERNMENTAL SCHOOL RESOURCE POLICE OFFICER ON CAMPUS AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 2026, by and between the CLARKDALE-JEROME SCHOOL DISTRICT, hereinafter called “School District” and the TOWN OF CLARKDALE, a municipal corporation of the State of Arizona hereinafter called “Clarkdale.”

WHEREAS, both School District and Clarkdale have determined that a cooperative agreement to provide a police officer on the school campus would be beneficial for students.

NOW THEREFORE, the parties mutually agree as follows:

1. A police officer shall be available on the school campus for 960 hours during the school year starting August 5, 2026, and ending May 21, 2027. Hours listed provide for five (5) days per week at eight hours per day.
2. As much as possible, the School Resource Officer shall provide minimal Law for Kids training in the middle school, Stranger Danger for lower primary and Anti Bully Program training for seventh and eighth grades.
3. Crime Scene Investigation training for seventh and eighth grade will be offered.
4. The School District agrees to pay \$11,276.10 monthly for the Officer services.
5. The Town of Clarkdale shall invoice the school on a monthly basis.
6. This Agreement shall be for the school year commencing on August 5, 2026 and expiring on May 21, 2027. In 2026, the parties agreed to automatically renew annually for three (3) one-year periods unless terminated earlier by a party.
7. This Agreement may be terminated by either party upon thirty (30) days written notice delivered to the other party. In the event of termination, the compensation paid by School District to Clarkdale shall be prorated by the proportion of the SRO hours provided divided by the 960 SRO hours contemplated by this Agreement.
8. This Agreement may be cancelled pursuant to the provisions of ARS 38-511.
9. All books, accounts, reports, files and other records relating to this Agreement shall be subject to inspection and audit by Clarkdale and the School District for five years after completion of the Agreement as provided in ARS 35-214.
10. Legal Arizona Workers Act Compliance. School District hereby warrants that it will, at all times during the term of this Contract, comply with all federal immigration laws applicable to District’s employment of its employees, and with the E-Verify requirements of A.R.S. § 23-214 (A) (together the “State and Federal Immigration Laws”). School District shall further ensure that each subcontractor who performs any work for School District under this contract likewise complies with the State and Federal Immigration Laws.

11. Insurance & Liability. Any injury that occurs to SRO in the exercise of the SRO’s official duties shall be covered by Worker’s Compensation and liability insurance provided by the Town of Clarkdale. The SRO is an employee of the Town of Clarkdale.

School District shall carry the following insurance relative to the Agreement with Clarkdale:

Certificate of Insurance for a General Liability Insurance Policy against claims for bodily injury, death and property damage with limits of at least:

Each Occurrence.....	\$1,000,000
General Aggregate.....	\$2,000,000

In addition, the Certificate of Insurance must name the Town of Clarkdale, Arizona as an additional insured.

All insurance shall be primary and non-contributory. All insurance policies shall include a waiver of subrogation.

Certificate of Insurance for Workers’ Compensation Insurance Policy (**Statutory**).

School District liability under this Agreement is not in any way limited by the insurance required by this Agreement.

School District shall keep said policies in force for the duration of the Agreement and for any possible extension thereof.

12. Indemnification by School District. To the fullest extent permitted by law, School District shall defend, indemnify, and hold harmless Clarkdale, its departments, officers, officials, agents, and employees (collectively referred to as “Clarkdale Indemnitees”) 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, grossly negligent, or willful misconduct of the School District or any of its departments, officers, officials, agents, and employees in connection with this Agreement and/or in connection with its performance of the services provided herein. This indemnity includes any claim or amount arising out of, or recovered under, the Workers’ Compensation Law or arising out of the failure of the School District to conform to any federal, state, or local law, statute, ordinance, rule, regulation, or court decree in connection with this agreement. It is agreed that Clarkdale will be responsible for primary loss investigation, defense, and judgment costs where this indemnification is applicable. In consideration of this Agreement, all Parties agree to waive all rights of subrogation against the others, their departments, officers, officials, agents, and employees.
13. Indemnification by Clarkdale. To the fullest extent permitted by law, Clarkdale shall defend, indemnify, and hold harmless School District, its departments, officers, officials,

agents, and employees (collectively referred to as “School District Indemnitees”) 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, grossly negligent, or willful misconduct of Clarkdale or any of its departments, officers, officials, agents, and employees in connection with this Agreement and/or in connection with its performance of the services provided herein. This indemnity includes any claim or amount arising out of, or recovered under, the Workers’ Compensation Law or arising out of the failure of Clarkdale to conform to any federal, state, or local law, statute, ordinance, rule, regulation, or court decree in connection with this Agreement. It is agreed that the School District will be responsible for primary loss investigation, defense, and judgment costs where this indemnification is applicable. In consideration of this Agreement, all Parties agree to waive all rights of subrogation against the others, their departments, officers, officials, agents, and employees.

14. Mediation. For any controversy or claim arising out of or relating to this Agreement, or breach thereof, that cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by mediation before resorting to arbitration, litigation, or some other dispute resolution procedure. If the parties have not agreed upon the mediator within 10 days from the date of submission of a mediation request, either party may request the Presiding Judge of the Superior Court of Yavapai County to assign a mediator from a list of experienced mediators maintained by the Arizona Municipal Risk Retention Pool.
15. All notices or demands upon any party to this Agreement shall be in writing and shall be delivered in person or sent by mail, addressed as follows:

If to Town:

Town Clerk	Town Attorney
Town of Clarkdale	Boyle, Pecharich, Cline, Whittington & Stallings,
	P.L.L.C.
P.O. Box 308	Attention: Stephen Polk
Clarkdale, AZ 86324	125 North Granite Street
	Prescott, AZ 86301

If to School District:

Clarkdale-Jerome School District
Attn: Dr. Matt Schumacher, Superintendent
1615 Main Street
Clarkdale, AZ 86324

16. In accordance with ARS 11-952(D) the attached written determination of each party’s legal counsel that the parties are authorized to enter into this Agreement and that the Agreement is in proper form.
17. To the extent applicable, 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.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officials on the aforementioned date.

TOWN OF CLARKDALE

CLARKDALE-JEROME SCHOOL DISTRICT

Robyn Prud'homme-Bauer, Mayor

(Town of Clarkdale Seal)

Dr. Matt Schumacher, CJSD
Superintendent

ATTEST:

Charity Brooks, Town Clerk

Angelina Smith, Clarkdale-Jerome
School District Governing Board
President



Staff Report

Item Number: 6.B.

<u>Agenda Item:</u>	Resolution No. 1767 - Adopting the Official Canvass of the July 21, 2026 Primary Election Discuss, consider and act upon Resolution No. 1767, adopting the official Yavapai County canvass for the July 21, 2026 Primary Election.
<u>Staff Contact:</u>	Charity Brooks, Town Clerk
<u>Meeting Date:</u>	August 11, 2026
<u>Strategic Goal:</u>	Not applicable.
<u>Background:</u>	The Town of Clarkdale conducted its Primary Election on July 21, 2026, for the purpose of electing two Council Members to four-year terms. Two candidates qualified for the ballot: Laura Jones and Ben Kramer. Pursuant to A.R.S. § 9-821.01, a candidate for a council seat is declared elected at the primary election if the candidate receives a majority of the votes cast for that office. The majority is calculated by adding all votes cast for all candidates for the office, dividing by the number of seats to be filled, and then dividing that result by two, rounded up to the nearest whole number. Based on the official canvass, the majority required for election was 465 votes. Both Laura Jones (931 votes) and Ben Kramer (928 votes) exceeded that threshold and are therefore elected to the two available Council Member seats. Arizona law requires the governing body to canvass the election returns and adopt a resolution declaring the official election results. Adoption of Resolution No. 1767 formally canvasses the July 21, 2026 Primary Election and certifies Laura Jones and Ben Kramer as elected to four-year terms on the Clarkdale Town Council. Because both available seats were filled at the primary election, no Council Member race will appear on the November General Election ballot.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	Staff recommends that the Council Adopt Resolution No. 1767 declaring and adopting the official results of the July 21, 2026 Primary Election and certifying Laura Jones and Ben Kramer as elected to four-year terms on the Clarkdale Town Council and authorize the Mayor and Town Clerk to execute all

documents.



Yavapai County Elections
1015 Fair St. RM 228
Prescott AZ 86305
928-771-3248 Ext. 8
www.yavapaivotes.gov

Laurin L. Custis
Director of Elections

Stephanie Quinn
Assistant Director of Elections

July 29, 2026

Charity Brooks, CMC
Town Clerk | Town of Clarkdale
P.O. Box 308
Clarkdale, AZ 86324

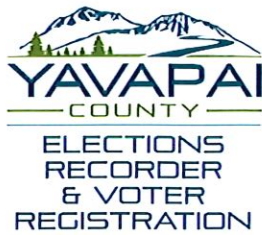
Dear Ms. Brooks,

Enclosed please find documents and reports required for your canvass: The Certification of Election Results, Statement of Votes Cast, Summary Results Report, and Reject Report. Please let my office know by e-mail at elections@yavapaiaz.gov once your canvass is complete.

Thank you and best regards,

Laurin L. Custis
Director of Elections

Enclosure



Yavapai County Elections,
Recorder,
& Voter Registration
1015 Fair St. RM 228
Prescott AZ 86305
928-771-3248 Ext. 8
www.yavapaivotes.gov

Laurin L. Custis
Director of Elections

Michelle M. Burchill
Recorder

CERTIFICATION OF ELECTION RESULTS

For the

TOWN OF CLARKDALE

PRIMARY ELECTION

July 21, 2026

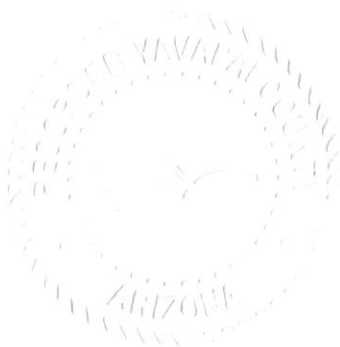
YAVAPAI COUNTY, ARIZONA

We, Laurin L. Custis, Yavapai County Director of Elections and Michelle M. Burchill, Yavapai County Recorder hereby certify that the attached foregoing vote results contain a full, true, and correct copy of the vote tabulations for the July 21, 2026, Primary Election.

Dated this 27th day of July 2026.


Laurin L. Custis, Director of Elections


Michelle M. Burchill, Recorder



Registered Voters 3,354 - Total Ballots 1,241 : 37.0%

CLARKDALE COUNCIL MEMBER (4-YEAR TERM) (NONPARTISAN)		
Vote For 2		
Total Votes	1,859	
JONES, LAURA F.	931	50.08%
KRAMER, BEN	928	49.92%
Undervote	623	
Overvote	0	

Statement of Votes Cast
JULY 21, 2026
COUNTY OF YAVAPAI
STATE OF ARIZONA
Results
Unofficial Final Results (Town of Clarkdale)

Date: 7/27/2026
Time: 11:50:46 AM MST
Page 1/1

CLARKDALE COUNCIL MEMBER (4-YEAR TERM)
(NONPARTISAN)

		(NONPARTISAN)							
		Reg. Voters	Total Votes	JONES, LAURA F.		KRAMER, BEN		Over votes	Under votes
Jurisdiction Wide									
ONYX (337.00)									
Election Day		763	40	19	47.50%	21	52.50%	0	12
Early Voting		763	469	240	51.17%	229	48.83%	0	121
Provisional		763	0	0	-	0	-	0	0
GHOST (338.00)									
Election Day		2589	122	62	50.82%	60	49.18%	0	84
Early Voting		2589	1224	608	49.67%	616	50.33%	0	406
Provisional		2589	0	0	-	0	-	0	0
SPIRIT (339.00)									
Election Day		2	0	0	-	0	-	0	0
Early Voting		2	4	2	50.00%	2	50.00%	0	0
Provisional		2	0	0	-	0	-	0	0
Total									
Election Day		3354	162	81	50.00%	81	50.00%	0	96
Early Voting		3354	1697	850	50.09%	847	49.91%	0	527
Provisional		3354	0	0	-	0	-	0	0
Total		3354	1859	931	50.08%	928	49.92%	0	623

Registered Voters 3,354 - Total Ballots 1,241 : 37.0%

CLARKDALE COUNCIL MEMBER (4-YEAR TERM) (NONPARTISAN)		
Vote For 2		
Total Votes	1,859	
JONES, LAURA F.	931	50.08%
KRAMER, BEN	928	49.92%
Undervote	623	
Overvote	0	

Statement of Votes Cast
JULY 21, 2026
COUNTY OF YAVAPAI
STATE OF ARIZONA
Results
Official Final Results (Town of Clarkdale)

Date: 7/27/2026
Time: 2:34:27 PM MST
Page 1/1

CLARKDALE COUNCIL MEMBER (4-YEAR TERM)
(NONPARTISAN)

		Reg. Voters	Total Votes	JONES, LAURA F.		KRAMER, BEN		Over votes	Under votes
Jurisdiction Wide									
ONYX (337.00)									
Election Day		763	40	19	47.50%	21	52.50%	0	12
Early Voting		763	469	240	51.17%	229	48.83%	0	121
Provisional		763	0	0	-	0	-	0	0
GHOST (338.00)									
Election Day		2589	122	62	50.82%	60	49.18%	0	84
Early Voting		2589	1224	608	49.67%	616	50.33%	0	406
Provisional		2589	0	0	-	0	-	0	0
SPIRIT (339.00)									
Election Day		2	0	0	-	0	-	0	0
Early Voting		2	4	2	50.00%	2	50.00%	0	0
Provisional		2	0	0	-	0	-	0	0
Total									
Election Day		3354	162	81	50.00%	81	50.00%	0	96
Early Voting		3354	1697	850	50.09%	847	49.91%	0	527
Provisional		3354	0	0	-	0	-	0	0
Total		3354	1859	931	50.08%	928	49.92%	0	623

YAVAPAI COUNTY ELECTIONS DEPARTMENT

JULY 21, 2026 - PRIMARY ELECTION

EARLY BALLOT REJECT REPORT

PRECINCT SPLITS	Number of Early Ballots rejected	Already Voted	Non-matching signature	Missing Signature/ Multiple Ballots	No Affidavit	Received By Voter	Received Envelope	Missing/Incorrect Ballot	Spoiled	Switch Signatures	Undeliverable by USPS	Returned by USPS-Temporarily Away	Other	Total Early Ballots Rejected
GRANITE (301.01)	81	1	1	1			33		4	23	18			81
EAGLE (302.01/02/03)	51		1	2			19			17	12			51
COURT (303.01/02/03/04/05/06)	83			2			25			45	11			83
GOLF (304.01/02/03/04/05/06/07/08/09/10)	90		1	1			32			44	12			90
FAIR (305.01/02/03/04)	72		1	1			15		1	28	26			72
WILLOW (306.01/02/03/04)	77			3			32		6	26	10			77
WATSON (307.01/02/03)	57				1		22		2	24	8			57
RANCH (308.01/02/03/04/05/06/07/08)	69						34	2	2	18	13			69
SKULL (309.01)	3									2	1			3
KIRK (310.01/02/03/04)	15		2				10			1	2			15
HILL (311.01)	0													0
MINE (312.01/02/03)	14			1			2			11				14
MESQUITE (313.01/02/03/04/05/06/07)	60		2				14			5	39			60
YARN (314.01/02/03)	12						3		2	7				12
WICK (315.01)	114			1			7		1	15	90			114
CHAPS (316.01)	0													0
SPURS (317.01)	0													0
LASSO (318.01/02)	8									1	7			8
LASSO (318.03)	1										1			1
WALNUT (319.01/02/03)	5						1			4				5
TOWERS (320.01/02)	5						2				3			5
SPRINGS (321.01/02)	0													0
PLEASANT (322.01)	0													0
SUNSET (323.01/02/03/04/05)	41			1			4			21	15			41
BUG (324.01/02/03/04/05/06/07/08/09)	40						5	1		26	8			40

YAVAPAI COUNTY ELECTIONS DEPARTMENT

JULY 21, 2026 - PRIMARY ELECTION

EARLY BALLOT REJECT REPORT

PRECINCT SPLITS	Number of Early Ballots rejected	Already Voted	Non-matching signature	Missing Signature/ Multiple Ballots	No Affidavit Envelope	Received Ballot Late	Missing/Incorrect Ballot	Spoiled	Switch Signatures	Undeliverable by USPS	Returned by USPS-Temporarily Away	Other	Total Early Ballots Rejected
SALT (325.01/02/03)	2									2			2
RIM (326.01/02/03/04/05/06)	0												0
COWBOYS (327.01)	24	1	2	1		6		1	10	3			24
FORT (328.01/03/05/07/09)	47	2				11			30	4			47
FORT (328.02/04/06/08)	5					2		2	1				5
WELL (329.01/02/03)	33	2	1			7			13	10			33
SCARLET (330.01/03/04/05)	138		4	1		12		4	40	77			138
SCARLET (330.02)	7					1				6			7
RUBY (331.01/05)	88		1	1		17			28	41			88
RUBY (331.02/03/04)	16			1					4	11			16
BRIDGE (332.01/02/03)	1								1				1
BRIDGE (332.04)	0												0
WIND (333.01/02/03)	0												0
WIND (333.04/05)	0												0
WIND (333.06)	0												0
CREEK (334.01)	28			2		7			13	6			28
CREEK (334.02)	0												0
CREEK (334.03)	0												0
AZURE (335.01/04)	23					2			11	10			23
AZURE (335.02/03/05)	75			2		8		2	36	27			75
AZURE (335.06)	0												0
QUAIL (336.01/02)	5					2			1	2			5
QUAIL (336.03)	3									3			3
ONYX (337.01/05)	75					16		2	49	8			75
ONYX (337.02)	8					4			2	2			8

YAVAPAI COUNTY ELECTIONS DEPARTMENT

JULY 21, 2026 - PRIMARY ELECTION

EARLY BALLOT REJECT REPORT

PRECINCT SPLITS	Number of Early Ballots rejected	Already Voted	Non-matching signature	Missing Signature/ Multiple Ballots	No Affidavit Not Signed By Voter	Received Envelope	Missing/Incorrect Ballot	Spoiled	Switch Signatures	Undeliverable by USPS	Returned by USPS-Temporarily Away	Other	Total Early Ballots Rejected
ONYX (337.03/04)	10					3			3	4			10
GHOST (338.01)	4								2	2			4
GHOST (338.02/04/05)	0												0
GHOST (338.03/06)	41					9		2	22	8			41
GHOST (338.07)	0												0
SPIRIT (339.01/02/03)	3							2	1				3
SPIRIT (339.04)	0												0
AGUA (340.01/02/04)	10		1			4			4	1			10
AGUA (340.03)	55					11		2	30	12			55
AGUA (340.05)	2			1					1				2
IRON (341.01)	28		1			8			14	5			28
LYNX (342.01/03/05/06/07/09)	38					12	1		22	3			38
LYNX (342.04/08)	21					10			9	2			21
WATER (343.01/02/03)	56			1		28		1	21	5			56
WATER (343.07)	0												0
BUCK (344.01)	43		1	1		14		3	18	6			43
BUCK (344.02)	21		1			9			6	5			21
BIGHORN (345.01)	66			2		20		1	2	39	2		66
BISON (346.01)	69		3			17			1	40	8		69
BEARS (347.01)	56		1			18			4	23	10		56
BEARS (347.02)	13					1			1	11			13
BURRO (348.01)	71		1	3		19			47	1			71
PRONGHORN (349.01)	61			3		20			2	26	10		61
COYOTE (350.01)	5					2			3				5
COYOTE (350.02/03/04/05/07)	49					21			2	19	7		49

YAVAPAI COUNTY ELECTIONS DEPARTMENT

JULY 21, 2026 - PRIMARY ELECTION

EARLY BALLOT REJECT REPORT

PRECINCT SPLITS														
	Number of Early Ballots rejected	Already Voted	Non-matching signature	Missing Signature/ Multiple Ballots	No Affidavit	Received By Voter	Received Envelope	Missing/Incorrect Ballot	Spoiled	Switch Signatures	Undeliverable by USPS	Returned by USPS-Temporarily Away	Other	Total Early Ballots Rejected
COYOTE (350.06)	0													0
GRAZE (351.01)	50		3			9	1			26	11			50
COUGARS (352.01/02/04/05/06)	46		1			13				22	10			46
COUGARS (352.03/07)	1					1								1
BASIN (353.01/04)	39		2		1	17				16	3			39
ANTELOPE (354.01/02/03/06)	40		1	2		14				15	8			40
CAMP (355.01/02/03/04/05/06/07)	7					2				3	2			7
STONE (356.01/02/03)	11	1	1			1			1	7				11
CARS (357.01/02/03/04)	15			1		5				7	2			15
NON-YAVAPAI COUNTY VOTER	33									33				33
	2440	7	33	35	2	0	643	3	3	52	1047	615	0	2440

YAVAPAI COUNTY ELECTIONS DEPARTMENT

JULY 21, 2026 - PRIMARY ELECTION

PRECINCT	Reasons for Rejection*																							
	# of Registered Voters*	Regular Provisional Ballots Rec'd	Conditional Provisional Ballots Rec'd	Total Provisional Ballots Rec'd	Regular Provisional Ballots Tabulated	Conditional Provisional Ballots Tabulated	Total Provisional Ballots Tabulated	SUBTOTAL of Ballots Tabulated	Administrative Error	Already Voted	Elector Challenged	Insufficient/Illegible Info	Not Eligible	Missing Ballot	No ID Provided	No Signature	Non-Matching Signature	Not Registered	Wrong Jurisdiction	Wrong Party	Wrong Precinct	Other	Regular Provisional Ballots Rejected	Conditional Provisional Ballots Rejected
GRANITE (301.01)	4912	3		3	2		2	1										1			1	0		1
EAGLE (302.01/02/03)	3717	0		0			0	0													0	0		0
COURT (303.01/02/03/04/05/06)	6462	2	2	4	2		2	2			1		1								0	2		2
GOLF (304.01/02/03/04/05/06/07/08/09/10)	6925	1		1	1		1	0													0	0		0
FAIR (305.01/02/03/04)	4892	1		1	1		1	0													0	0		0
WILLOW (306.01/02/03/04)	5523	1		1			0	1									1				1	0		1
WATSON (307.01/02/03)	4161	2		2			0	2			1						1				2	0		2
RANCH (308.01/02/03/04/05/06/07/08)	5580	2	1	3	2	1	3	0													0	0		0
SKULL (309.01)	388	1		1	1		1	0													0	0		0
KIRK (310.01/02/03/04)	865	2		2	2		2	0													0	0		0
HILL (311.01)	94	0		0			0	1	1												1	0		1
MINE (312.01/02/03)	1036	0		0			0	0													0	0		0
MESQUITE (313.01/02/03/04/05/06/07)	1559	1		1			0	0													0	0		0
YARN (314.01/02/03)	978	1		1	1		1	0													0	0		0
WICK (315.01)	1690	1		1	1		1	0													0	0		0
CHAPS (316.01)	6	0		0			0	0													0	0		0
SPURS (317.01)	0	0		0			0	0													0	0		0
LASSO (318.01/02)	274	0		0			0	0													0	0		0
LASSO (318.03)	10	0		0			0	0													0	0		0
WALNUT (319.01/02/03)	65	0		0			0	0													0	0		0
TOWERS (320.01/02)	120	0		0			0	0													0	0		0
SPRINGS (321.01/02)	55	0		0			0	0													0	0		0
PLEASANT (322.01)	0	0		0			0	0													0	0		0

YAVAPAI COUNTY ELECTIONS DEPARTMENT

JULY 21, 2026 - PRIMARY ELECTION

PRECINCT	Reasons for Rejection*																							
	# of Registered Voters*	Regular Provisional Ballots Rec'd	Conditional Provisional Ballots Rec'd	Total Provisional Ballots Rec'd	Regular Provisional Ballots Tabulated	Conditional Provisional Ballots Tabulated	Total Provisional Ballots Tabulated	SUBTOTAL of Ballots Tabulated	Administrative Error	Already Voted	Elector Challenged	Insufficient/Illegible Info	Not Eligible	Missing Ballot	No ID Provided	No Signature	Non-Matching Signature	Not Registered	Wrong Jurisdiction	Wrong Party	Wrong Precinct	Other	Regular Provisional Ballots Rejected	Conditional Provisional Ballots Rejected
SUNSET (323.01/02/03/04/05)	2016	1		1			0	1									1				1	0	1	
BUG (324.01/02/03/04/05/06/07/08/09)	4154	4		4	2		2	2								2				2	0	2		
SALT (325.01/02/03)	408	2		2			0	2									1		1		2	0	2	
RIM (326.01/02/03/04/05/06)	21	0		0			0	0													0	0	0	
COWBOYS (327.01)	2807	2		2	1		1	1			1										1	0	1	
FORT (328.01/03/05/07/09)	4715	3		3	1		1	2								2					2	0	2	
FORT (328.02/04/06/08)	167	0		0			0	0													0	0	0	
WELL (329.01/02/03)	3137	2	1	3	0	1	1	2								1			1		2	0	2	
SCARLET (330.01/03/04/05)	4852	1		1	1		1	0													0	0	0	
SCARLET (330.02)	142	0		0			0	0													0	0	0	
RUBY (331.01/05)	4876	6		6	2		2	4	1							1			2		4	0	4	
RUBY (331.02/03/04)	778	1		1	1		1	0													0	0	0	
BRIDGE (332.01/02/03)	69	1		1			0	1								1					1	0	1	
BRIDGE (332.04)	0	0		0			0	0													0	0	0	
WIND (333.01/02/03)	129	0		0			0	0													0	0	0	
WIND (333.04/05)	0	0		0			0	0													0	0	0	
WIND (333.06)	0	0		0			0	0													0	0	0	
CREEK (334.01)	2634	4		4	3		3	1										1			1	0	1	
CREEK (334.02)	6	0		0			0	0													0	0	0	
CREEK (334.03)	0	0		0			0	0													0	0	0	
AZURE (335.01/04)	1287	0		0			0	0													0	0	0	
AZURE (335.02/03/05)	6098	2		2	2		2	0													0	0	0	
AZURE (335.06)	0	0		0			0	0													0	0	0	

YAVAPAI COUNTY ELECTIONS DEPARTMENT

JULY 21, 2026 - PRIMARY ELECTION

PRECINCT	Reasons for Rejection*																							
	# of Registered Voters*	Regular Provisional Ballots Rec'd	Conditional Provisional Ballots Rec'd	Total Provisional Ballots Rec'd	Regular Provisional Ballots Tabulated	Conditional Provisional Ballots Tabulated	Total Provisional Ballots Tabulated	SUBTOTAL of Ballots NOT Tabulated	Administrative Error	Already Voted	Elector Challenged	Insufficient/Illegible Info	Not Eligible	Missing Ballot	No ID Provided	No Signature	Non-Matching Signature	Not Registered	Wrong Jurisdiction	Wrong Party	Wrong Precinct	Other	Regular Provisional Ballots Rejected	Conditional Provisional Ballots Rejected
QUAIL (336.01/02)	385	1		1			0	1									1				1	0	1	
QUAIL (336.03)	43	0		0			0	0													0	0	0	
ONYX (337.01/05)	5845	5		5	1		1	4	2								1	1			4	0	4	
ONYX (337.02)	764	0		0			0	0													0	0	0	
ONYX (337.03/04)	2102	0		0			0	0													0	0	0	
GHOST (338.01)	343	0		0			0	0													0	0	0	
GHOST (338.02/04/05)	11	0		0			0	0													0	0	0	
GHOST (338.03/06)	2591	2		2			0	2	2												2	0	2	
GHOST (338.07)	0	0		0			0	0													0	0	0	
SPIRIT (339.01/02/03)	58	0		0			0	0													0	0	0	
SPIRIT (339.04)	2	0		0			0	0													0	0	0	
AGUA (340.01/02/04)	1231	1		1	1		1	0													0	0	0	
AGUA (340.03)	3378	1		1	1		1	0													0	0	0	
AGUA (340.05)	53	0		0			0	0													0	0	0	
IRON (341.01)	3390	2		2	1		1	0													0	0	0	
LYNX (342.01/03/05/06/07/09)	2604	0		0			0	1									1				1	0	1	
LYNX (342.04/08)	1304	1		1	1		1	0													0	0	0	
WATER (343.01/02/03)	4072	0		0			0	0													0	0	0	
WATER (343.07)	0	0		0			0	0													0	0	0	
BUCK (344.01)	2431	3		3			0	3									2	1			3	0	3	
BUCK (344.02)	2271	0		0			0	0													0	0	0	
BIGHORN (345.01)	6192	1		1	1		1	0													0	0	0	
BISON (346.01)	5996	4	1	5	2		2	3			1		1			1					2	1	3	

YAVAPAI COUNTY ELECTIONS DEPARTMENT

JULY 21, 2026 - PRIMARY ELECTION

PRECINCT									Reasons for Rejection*																		
	# of Registered Voters*	Regular Provisional Ballots Rec'd	Conditional Provisional Ballots Rec'd	Total Provisional Ballots Rec'd	Regular Provisional Ballots Tabulated	Conditional Provisional Ballots Tabulated	Total Provisional Ballots Tabulated	SUBTOTAL of Ballots Tabulated	Administrative Error	Already Voted	Elector Challenged	Insufficient/Illegible Info	Not Eligible	Missing Ballot	No ID Provided	No Signature	Non-Matching Signature	Not Registered	Wrong Jurisdiction	Wrong Party	Wrong Precinct	Other	Regular Provisional Ballots Rejected	Conditional Provisional Ballots Rejected	Total Provisional Ballots Rejected		
BEARS (347.01)	4833	0		0			0	0														0	0	0			
BEARS (347.02)	1431	0		0			0	0														0	0	0			
BURRO (348.01)	4034	1	1	2	1	1	2	0														0	0	0			
PRONGHORN (349.01)	4896	3		3	1		1	2									2					2	0	2			
COYOTE (350.01)	469	1		1	1		1	0														0	0	0			
COYOTE (350.02/03/04/05/07)	4477	3		3	2		2	1									1					1	0	1			
COYOTE (350.06)	0	0		0			0	0														0	0	0			
GRAZE (351.01)	6177	3	1	4	1		1	3						1			1	1				2	1	3			
COUGARS (352.01/02/04/05/06)	3314	0		0			0	0														0	0	0			
COUGARS (352.03/07)	17	0		0			0	0														0	0	0			
BASIN (353.01/04)	2804	0		0			0	0														0	0	0			
ANTELOPE (354.01/02/03/06)	5096	10		10	3		3	7									1	3	2	1		7	0	7			
CAMP (355.01/02/03/04/05/06/07)	780	0	1	1			0	1						1								0	1	1			
STONE (356.01/02/03)	740	1		1	1		1	0														0	0	0			
CARS (357.01/02/03/04)	1229	3		3	1		1	1									1					1	0	1			
	172971	93	8	101	45	3	48	52	0	6	0	4	0	0	4	0	0	19	9	5	5	0	47	5	52		

CERTIFICATE OF ELECTION

I, Charity Brooks, Town Clerk of the Town of Clarkdale, County of Yavapai, State of Arizona
DO HEREBY CERTIFY that at the Primary Election held in and for the Town of Clarkdale,
on the 21st day of July 2026

LAURA JONES

Was duly elected to the office of Council Member of the Town of Clarkdale, County of Yavapai, State of Arizona, as appears
by the official returns approved by the Town Council and on file in my office.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the official seal of the Town of Clarkdale this 11th day of
August 2026.

EFFECTIVE DATE IS NOVEMBER 3, 2026

ASSUME OFFICE ON NOVEMBER 10, 2026



CHARITY BROOKS,
TOWN CLERK OF THE TOWN OF CLARKDALE

CERTIFICATE OF ELECTION

I, Charity Brooks, Town Clerk of the Town of Clarkdale, County of Yavapai, State of Arizona
DO HEREBY CERTIFY that at the Primary Election held in and for the Town of Clarkdale,
on the 21st day of July 2026

BEN KRAMER

Was duly elected to the office of Council Member of the Town of Clarkdale, County of Yavapai, State of Arizona, as appears
by the official returns approved by the Town Council and on file in my office.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the official seal of the Town of Clarkdale this 11th day of
August 2026.

EFFECTIVE DATE IS NOVEMBER 3, 2026

ASSUME OFFICE ON NOVEMBER 10, 2026



CHARITY BROOKS,
TOWN CLERK OF THE TOWN OF CLARKDALE



Staff Report

Item Number: 6.C.

<u>Agenda Item:</u>	Heat Illness Prevention Program (HIPP) Policy Discuss, consider and act upon the addition of a Safety Section of the HR Policy Manual, to include the Heat Illness Prevention Program (HIPP) Policy, in accordance with Executive Order 2025-09.
<u>Staff Contact:</u>	Angela Benavides, Human Resources/Risk Director
<u>Meeting Date:</u>	August 11, 2026
<u>Strategic Goal:</u>	This agenda item supports the following Clarkdale Strategic Goal Area: • Goal Area 5 - Strategically invest in organizational development to enhance efficiency and service delivery and to attract and retain an exemplary workforce.
<u>Background:</u>	In May 2025, Governor Katie Hobbs issued Executive Order 2025-09 directing the Industrial Commission of Arizona (ICA) and the Arizona Division of Occupational Safety and Health (ADOSH) to develop Heat Safety Guidelines for Arizona employers. The Workplace Heat Safety Task Force has since issued its final recommendations to help protect Arizona workers from heat-related hazards. The ICA is monitoring implementation efforts throughout the state. As part of its Workers' Compensation Renewal Process, the Arizona Municipal Risk Retention Pool (AMRRP) has been asked by the ICA to report on the implementation status of the new heat safety guidelines among its member entities. As a member of AMRRP, the Town of Clarkdale is required to provide information regarding its compliance efforts. A new Heat Illness Prevention Program (HIPP) policy has been developed for inclusion in the safety section of the HR Policy Manual. The policy is based on the heat safety guidelines issued by the ICA and ADOSH and establishes measures to protect TOC employees from heat-related hazards. Adoption and implementation of the policy will keep TOC aligned with Executive Order 2025-09 and satisfy the heat-safety requirements associated with the AMRRP Workers' Compensation Renewal Process.
<u>Budget Impact:</u>	No additional budgetary impact is anticipated, as requirements for providing water and cooling stations are already incorporated into existing operations.

Recommendation: Staff recommends that the Council approve and adopt the new Safety section of the HR Policy Manual, including the Heat Illness Prevention Program (HIPP) policy, in accordance with Executive Order 2025-09.

	TOWN OF CLARKDALE HR POLICY MANUAL	
Policy No. 10.01	SECTION X. SAFETY – HEAT ILLNESS PREVENTION PROGRAM (HIPPP)	
	ORIGINATION DATE: 08.11.26	REVISION DATE(S):

PURPOSE: The purpose of this policy is to establish measures that protect employees from heat-related hazards, illnesses, and injuries in indoor and outdoor work environments and to ensure compliance with ADOSH requirements and A.R.S. § 23-403(A).

I. POLICY

- A. The Town is committed to protecting employees from heat-related hazards in indoor and outdoor work environments.
- B. The Town shall maintain and implement a Heat Illness Prevention Program in accordance with ADOSH requirements and A.R.S. § 23-403(A).
- C. Employees and supervisors shall follow all established heat illness prevention, reporting, training, and emergency response procedures.

II. RESPONSIBILITIES

- A. Management:
 1. Provide all necessary resources, including potable water, adequate shade, and training.
- B. Supervisors:
 1. Monitor weather conditions daily, manage work-rest schedules, and monitor employees for signs of heat stress.
- C. Employees:
 1. Hydrate frequently, use shaded areas for rest, and immediately report any heat-related symptoms in yourselves or co-workers.

III. WATER PROVISION

- A. The Town provides fresh, pure, and suitably cool potable water at no cost to all employees.
 1. Water will be located as close as practicable to the work area.
 2. For non-plumbed areas, a minimum of one quart of water will be provided per employee per hour at the start of the shift.

3. Water will be provided at a cool temperature, ideally 59°F, and clean containers regularly.
4. "Drink-in-place" hydration moments and frequent water consumption are encouraged throughout the day.

IV. ACCESS TO SHADE

- A. Shade structures or accessible buildings will be provided to allow the body to cool down effectively during breaks.
- B. Shade will be large enough to allow all employees on break to sit in a natural posture without being in direct sunlight.
- C. Shaded areas are open to the air on at least three sides or are mechanically ventilated.
- D. Shade is located as close as reasonable to the work area and is kept free of hazards.

V. REST AND HIGH HEAT PROCEDURES

- A. Employees will be allowed to take preventative cool-down rest periods in the shade without penalty whenever they feel the need to prevent overheating.
- B. High heat procedures (Heat Index $\geq 100^{\circ}$ F) – when conditions reach or exceed a Heat Index of 100° F:
 1. Employees are required to hydrate at least every 15-20 minutes.
 2. Employees are required together to monitor each other for signs of heat illness.
 3. Supervisors are required to maintain regular contact with all employees.
 4. Strenuous tasks will be scheduled for cooler parts of the day when possible.

VI. ACCLIMATIZATION

- A. A gradual approach is to be utilized to help employees adapt to hot environments over 7 to 14 days.
- B. Procedures:
 1. New employees will begin at 20% of their normal workload on Day 1, gradually increasing exposure daily by 20%.
 2. Employees absent for 3+ days will start at 50% workload, reaching 100% over four days.
 3. Supervisors will closely observe unacclimated employees for any signs of distress.

VII. TRAINING

- A. For employees that are reasonably anticipated to work in an environment that will result in exposure to the risk of heat illness, training will be conducted in a language employees understand before they begin work in such conditions.
- B. Training topics include:
 - 1. Risk factors, symptoms of heat illness, and employer/employee rights.
 - 2. Procedures for water, rest, shade, and acclimatization.
 - 3. First aid and emergency response protocols.
 - 4. The use of the NIOSH Heat Stress APP and the National Weather Service HeatRisk Map.
 - 5. Retraining will be held annually or after any serious heat-related incident.

VIII. EMERGENCY RESPONSE

- A. In the event of a suspected heat illness, the following steps must be followed:
 - 1. Any employee noticing symptoms must notify a supervisor immediately.
 - 2. Move the employee to a shaded/cool area, provide cool water, and apply cooling measures.
 - 3. Call 911 for signs of Heat Stroke (confusion, unconsciousness, high body temp).

IX. LEGAL REFERENCES

A. Federal Laws and Regulations:

- 1. Occupational Safety and Health Act of 1970, General Duty Clause – Section 5(a)(1), 29 U.S.C. § 654(a)(1).
- 2. Occupational Safety and Health Standards for General Industry – 29 C.F.R. Part 1910.
- 3. OSHA Sanitation Standard – 29 C.F.R. § 1910.14.
- 4. OSHA Medical Services and First Aid Standard – 29 C.F.R. § 1910.151.
- 5. Safety and Health Regulations for Construction – 29 C.F.R. Part 1926.

B. Arizona State Laws and Rules:

- 1. Arizona Occupational Safety and Health Act, Employer's Duty – A.R.S. § 23-403.

2. Development of Occupational Safety and Health Standards and Rules – A.R.S. § 23-410.
3. Protection from Discharge or Discrimination for Exercising Workplace Safety Rights – A.R.S. § 23-425.
4. Federal Occupational Safety and Health Standards for Construction – A.A.C. R20-5-601.
5. Federal Occupational Safety and Health Standards for General Industry – A.A.C. R20-5-602.
6. Arizona Division of Occupational Safety and Health, Arizona Heat Stress State Emphasis Program – CPL 03-00-024.



Staff Report

Item Number: 6.D.

Agenda Item: **Professional Services Contract to Provide Town Engineer Services**
Discuss, consider and act upon a Professional Services Contract with Ardurra to provide Town Engineer Services.

Staff Contact: Virginia Smith, Public Works Director

Meeting Date: August 11, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses and visitors to Clarkdale.
- Goal Area 4 - Plan for the maintenance and growth of quality infrastructure that is sustainable and resilient.

Background: The Town requires an Arizona Registered Engineer for design and review of Town projects and development proposals. The current Town Engineer Services contract with Ardurra expired on Dec. 31, 2025, and was extended to June 11, 2026, for the purpose of reissuing the Town Engineering Services Request for Qualifications (RFQ).

Staff issued a Request for Qualifications (RFQ) in compliance with A.R.S. Title 34, Public Buildings and Improvements, Chapter 1, Employment of Special Services. In compliance with the Environmental Protection Agency's (EPA) six good faith efforts, the solicitation was advertised in accordance with A.R.S. Title 34 and listed on AZ UTRACS to notify Disadvantaged Business Enterprise (DBE) and Small Business Concern (SBC) entities. Additionally, staff contacted the Minority Business Development Agency and the U.S. Small Business Administration to maximize awareness of the opportunity.

Five (5) proposals were evaluated by the review committee, and the Council was presented with highest ranked on July 14, 2026, and Ardurra Group LLC was awarded the professional services agreement. Staff received inquiries regarding the bids which led to the discovery that one additional proposal had been received prior to the RFQ deadline. Council rescinded the contract award on July 28, 2026, in order for the review committee to reconvene and review all qualified submittals.

Six (6) proposals were received by the deadline; all six (6) were ranked by the members of the review committee summarized in the attached table. Ardurra was ranked first of the proposals received. Staff is confident that the design and review needs of the Town can be met by the staff of Ardurra.

Budget Impact:

Funds are budgeted to Public Works, Streets, Water, and Wastewater Professional Services lines for work related to each respective area. Funds are also budgeted to the Community Development Consulting line for development reviews, and are reimbursed by the applicant in accordance with Zoning Code Article 4-070, Payment By Owner of Professional Services Deemed Necessary by Town Council.

Recommendation:

Staff recommends approving the selection of Ardurra to provide Town Engineer services for the Town of Clarkdale, and authorize the Town Attorney, Town Manager and Town Clerk to execute all documents.

Town of Clarkdale
Town Engineer Services RFQ FY26-PW-02

Evaluation Summary

Criteria	Past project performance regarding relevance, quality and ability to meet schedules.	Demonstrated professionalism of the Respondent, associates and consultants proposed for the Project.	Capability of the Respondent to meet Town needs and goals and provide the required services within the time schedule and original budget of the Project.	The Respondent's proposed method of approach.	Past proven performance in the construction of Town facilities, roads, and water/sewer systems.	Reputation for personal and professional integrity and competence.	Overall evaluation of Respondent.	Totals
Maximum Points	20	20	15	15	15	10	5	100.00
Rick Engineering								
Eval A	18.00	18.00	13.00	14.00	15.00	10.00	5.00	93.00
Eval B	15.00	15.00	15.00	10.00	13.00	8.00	4.00	80.00
Eval C	10.00	18.00	12.00	8.00	14.00	8.00	4.00	74.00
								247.00
Matrix Design Group								
Eval A	15.00	18.00	12.00	14.00	12.00	10.00	5.00	86.00
Eval B	10.00	10.00	8.00	15.00	8.00	8.00	3.00	62.00
Eval C	10.00	17.00	7.00	7.00	7.00	10.00	3.00	61.00
								209.00
Kimley Horn								
Eval A	18.00	16.00	13.00	15.00	15.00	10.00	5.00	92.00
Eval B	20.00	15.00	12.00	15.00	15.00	8.00	4.00	89.00
Eval C	19.00	19.00	15.00	12.00	14.00	9.00	4.00	92.00
								273.00
Southwestern Environmental								
Eval A	16.00	16.00	12.00	11.00	15.00	8.00	4.00	82.00
Eval B	15.00	10.00	10.00	10.00	10.00	7.00	2.00	64.00
Eval C	15.00	10.00	7.00	10.00	11.00	5.00	3.00	61.00
								207.00
All Construction Engineering								
Eval A	15.00	15.00	12.00	11.00	12.00	8.00	4.00	77.00
Eval B	5.00	5.00	5.00	5.00	5.00	5.00	1.00	31.00
Eval C	8.00	15.00	12.00	12.00	5.00	7.00	3.00	62.00
								170.00
Ardurra Group LLC								
Eval A	20.00	20.00	15.00	15.00	15.00	10.00	5.00	100.00
Eval B	20.00	20.00	13.00	15.00	15.00	10.00	5.00	98.00
Eval C	20.00	20.00	12.00	15.00	15.00	10.00	5.00	97.00
								295.00



ATTACHMENT G

PSA

TOWN ENGINEER PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into as of this _____ day of _____, 2026, by and between the TOWN OF CLARKDALE, Arizona, an Arizona municipal corporation ("Town"), and ARDURRA GROUP, INC., a Florida corporation registered to do business in the State of Arizona ("Engineer"). Town and Engineer are sometimes referred to individually as a "Party" and collectively as the "Parties."

RECITALS

A. Town issued a Request for Qualifications for Town Engineer Services, RFQ # FY26-PW-02, to procure professional services pursuant to A.R.S. § 34-603 through a qualifications-based selection process. The RFQ describes the anticipated Town Engineer services, selection process, and contract framework, and provides that the initial contract will be valid for a period of three (3) years.

B. Town selected Engineer based on demonstrated competence and qualifications; this Agreement is not a construction contract and does not authorize construction services or the employment of mechanics or laborers by Engineer to perform construction work.

C. Certain Town projects may be financed in whole or in part with Federal funds, requiring incorporation of applicable federal provisions into this Agreement and any task orders issued hereunder. Appendix II to 2 C.F.R. Part 200 establishes contract provisions required for non-Federal entity contracts under Federal awards, as applicable.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

1. TERM; NON-APPROPRIATION; RENEWAL

- 1.1. Term. The term commences on **July 21, 2026** and continues through **July 31, 2029**, unless earlier terminated as provided herein.
- 1.2. Non-Appropriation. Continuation beyond any fiscal year is subject to Town Council appropriation; absent appropriation, this Agreement terminates at the end of the funded fiscal period without penalty. Town reserves a non-appropriation termination right.
- 1.3. Renewals/Extensions. Any extension shall be in writing and approved by Town.

2. NATURE OF ENGAGEMENT; NO CONSTRUCTION

- 2.1. Independent Contractor. Engineer is an independent contractor and is not Town's employee, agent, or partner. The Engineer, its employees and subcontractors are not entitled to workers' compensation benefits from the Town. The Town does not have the authority to supervise or control the actual work of the Engineer, its employees or subcontractors. The Engineer, and not the Town, shall determine the time of its performance of the services provided under this Agreement so long as the Engineer meets



the requirements of its agreed scope of work as set forth in Section 3. The Engineer is neither prohibited from entering into other contracts nor prohibited from practicing its profession elsewhere.

- 2.2. No Construction. This Agreement covers professional engineering and related consulting services only; no construction, construction means and methods, or contractor services are authorized hereunder.

3. SCOPE OF SERVICES; TASK ORDERS

- 3.1. Town Engineer. Engineer shall serve, on a consulting basis, as the Town Engineer of Record and shall provide professional engineering and technical services to the Town for buildings, developments, and public infrastructure. The services to be provided by Engineer are further described in Exhibit A and include, without limitation: designing capital improvement projects and preparing draft and final plans; preparing engineering documents for grant applications; reviewing residential and commercial development and improvement plans for conformance with applicable ordinances, rules, regulations, and codes; assisting the Public Works and Community Development Departments in identifying rights-of-way, easements, and utilities; facilitating the advancement of public projects through various phases of implementation; preparing project budgets and schedules; assisting with the preparation of solicitations and consultant selections; providing recommendations to Town staff and Council; attending meetings; coordinating with Town departments; preparing specifications and contract documents; visiting and inspecting construction sites; and reviewing and approving plats, development plans, site and improvement plans, and development agreements. These services are not exhaustive and may include additional professional engineering services necessary to fulfill the Town Engineer role as assigned through Task Orders.
- 3.2. Standards. Engineer shall perform services in accordance with the standard of care ordinarily exercised by Arizona licensed engineers practicing under similar circumstances, and, when applicable, Arizona Department of Transportation ("ADOT") standards for ADOT projects and Maricopa Association of Governments ("MAG") standards for other Town projects. Town requires ADOT standards for ADOT projects and MAG standards for other Town projects as adopted in the Town of Clarkdale Town Code.
- 3.3. Task Orders. Services will be authorized by written Task Orders executed by both Parties describing scope, deliverables, schedule, and compensation method consistent with Section 4. Each Task Order is incorporated by reference.
- 3.4. Federal Funding. For Task Orders funded in whole or in part with Federal funds, the provisions of Section 14 apply and shall be flowed down to any lower-tier agreements as required. Engineer shall timely provide all technical information, cost detail, and documentation necessary to support Town's procurement files, including cost/price analysis, independent cost estimates, pre-award reviews, and other documents required under 2 C.F.R. Part 200 or programmatic conditions.

4. COMPENSATION; INVOICING; AUDIT

- 4.1. Compensation Method. The Town shall pay Engineer at the rates provided in the Cost Proposal, marked as Exhibit B and incorporated herein by reference, for the services as set forth in Exhibit A.
- 4.2. Invoicing. Engineer shall invoice monthly for services performed under each Task Order. Each invoice shall include task-level detail, including labor categories, hours worked, applicable rates, and



reimbursable expenses, and shall itemize all Services completed to date with sufficient detail to justify payment. The Town shall pay all undisputed amounts within thirty (30) days of receipt of a proper invoice.

- 4.3. Withholding/Setoff. Town may withhold disputed amounts pending resolution and set off amounts due to Town.
- 4.4. Records; Audit. Engineer shall maintain complete and accurate project and accounting records for at least five (5) years after final payment, but never for less than the minimum period required by 2 C.F.R. § 200.334, and longer if any litigation, claim, audit, or other action involving the records is pending. Engineer shall make such records available to the Town at reasonable times for audit or inspection. For any federally funded Task Order, Engineer shall also provide the Town, the Inspectors General, the Comptroller General, or entity providing funding with access to all records directly pertinent to the federally funded work, as required by 2 C.F.R. § 200.337.

5. SCHEDULE; DELAYS

- 5.1. Time of the Essence. Engineer shall meet Task Order schedules and milestones. Town's ranking criteria emphasize the ability to meet schedules.

6. KEY PERSONNEL; SUBCONSULTANTS

- 6.1. Key Personnel. Engineer's proposed key personnel shall not be replaced without Town's prior written consent, which shall not be unreasonably withheld.
- 6.2. Subconsultants. Engineer shall not subcontract any portion of the Services without the Town's prior written consent. Engineer remains fully responsible for the performance of all subconsultants and for their compliance with this Agreement.

7. **INSURANCE; INDEMNIFICATION.** Engineer shall maintain insurance policies described in this Section during the term of this Agreement issued by companies licensed in Arizona with a current AM Best rating of A:VIII or better. The Town's Risk Management reserves the right to review and make an exception for substitute/alternative coverage in the Town's sole discretion. Failure to maintain insurance as specified herein may result in termination of this Agreement at the Town's option. Prior to executing the Agreement, Engineer shall furnish the Town's Risk Manager with certificates of insurance evidencing the coverages, conditions, and limits required by this Agreement, at the following address:

Town of Clarkdale
Risk Manager
39 N. Ninth Street
Clarkdale AZ 86324
Telephone: (928) 639-2400

- 7.1. Required Coverages and Limits. Engineer shall maintain, at its own expense, the following minimum insurance coverages:



- (a) Commercial General Liability insurance, written on an occurrence form, with limits of not less than \$1,000,000 per occurrence and \$2,000,000 general aggregate, covering bodily injury, property damage, personal and advertising injury, and products/completed operations.
 - (b) Automobile Liability insurance with a limit of not less than \$1,000,000 combined single limit per accident, covering owned, hired, and non-owned autos.
 - (c) Workers' Compensation insurance as required by Arizona law, and Employer's Liability insurance with limits of \$1,000,000 each accident, \$1,000,000 disease each employee, and \$1,000,000 disease policy limit.
 - (d) Professional Liability (Errors & Omissions) insurance with limits of not less than \$1,000,000 per claim, covering negligent acts, errors, or omissions in the performance of professional services.
- 7.2. Additional Insured Endorsement. The insurance policies, except Worker's Compensation and Professional Liability as described in this Section, shall be endorsed to name the Town of Clarkdale, its agents, officers, officials, employees, and volunteers as additional insureds with corresponding endorsement relative to the additional insured indemnification and with the following language: "The Town of Clarkdale, its agents, officers, officials, employees, and volunteers are hereby named as additional insureds as their interest may appear."
- 7.3. Claims-Made Coverage; Extended Reporting. If any required insurance is written on a claims-made basis (including Professional Liability), the Engineer shall maintain such coverage or purchase an extended reporting period endorsement "tail" for not less than two (2) years after completion and acceptance of the Services, and shall provide annual certificates of insurance evidencing such coverage for each year of the required period.
- 7.4. Cancellation/Nonrenewal Notice. The Engineer shall provide the Town with at least thirty (30) days' prior written notice of cancellation, material reduction, or nonrenewal of any required policy. The Engineer shall provide the Town with at least ten (10) days' prior notice for cancellation due to nonpayment of premium. The Engineer shall also use commercially reasonable efforts to cause its insurers to provide such notice to the Town. Notice shall be sent to the Town Clerk at charity.brooks@clarkdale.az.gov.
- 7.5. Primary and Noncontributory; Additional Insured; Waiver of Subrogation. The Engineer's insurance shall be primary and noncontributory with any insurance or self-insurance maintained by the Town. For Commercial General Liability and Automobile Liability, the Town, its officers, officials, employees, and volunteers shall be additional insureds to the extent of liabilities arising out of the Engineer's operations (ISO CG 20 10/20 37 or equivalents, and CA 20 48 or equivalent). All policies, to the extent commercially available, shall include a waiver of subrogation in favor of the Town.
- 7.6. Subconsultants/Subcontractors. The Engineer shall require all subconsultants and subcontractors of any tier to maintain insurance at levels and with terms no less protective than those required of the Engineer, and shall maintain evidence of such coverage available for Town review upon request.
- 7.7. Indemnification. To the fullest extent permitted by law, Engineer shall indemnify and hold harmless Town and its council members, officers, employees, and agents from and against claims to the extent



caused by the negligent acts, recklessness, or intentional misconduct of Engineer or its subconsultants in connection with the services.

8. COMPLIANCE; ETHICS; IMMIGRATION

- 8.1. Compliance with Laws. Engineer shall keep fully informed of and comply, and shall cause its employees, agents, and subconsultants to comply, with all applicable federal, state, county, and local laws, ordinances, regulations, codes, and standards, including all applicable Town requirements and applicable workplace health and safety requirements, including OSHA standards. Engineer shall comply with all such requirements as they exist now and as they may be amended during the term of this Agreement.
- 8.2. Immigration Compliance; Compliance requirements for A.R.S. § 41-4401-immigration laws and E-Verify requirement. Engineer shall comply with IRCA and A.R.S. § 41-4401, maintain E-Verify compliance, and permit inspection as required.
 - (a.) The Engineer warrants compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance with A.R.S. § 23-214, Subsection A.
 - (b.) A breach of a warranty regarding compliance with immigration laws and regulations shall be deemed a material breach of the contract and the Engineer may be subject to penalties up to and including termination of the Agreement.
 - (c.) The Town retains the legal right to inspect the papers of any employee who works on the Agreement to ensure that the Engineer or subcontractor is complying with the warranty under paragraph 6(a).
- 8.3. Executive Orders; Non-Discrimination. Engineer shall comply with applicable Federal and State laws, rules, and regulations, including the Americans with Disabilities Act, and State Executive Orders Nos. 2023-01 and 2009-09.
- 8.4. Conflicts; Gratuities. Engineer shall avoid conflicts of interest and shall not offer or give any gratuity, gift, favor, entertainment, loan, or other item of value to any Town officer, employee, or agent in connection with this Agreement. A violation of this Section constitutes a material breach and is grounds for termination under Section 13.
- 8.5. Engineer shall not use federal funds for lobbying activities prohibited by 31 U.S.C. §1352.

9. DOCUMENTS; OWNERSHIP; LICENSE

- 9.1. Instruments of Service. Upon payment, Town shall own copies of documents, drawings, specifications, data, and deliverables produced; Engineer retains its standard instruments of service copyright but grants Town a non-exclusive, perpetual, royalty-free license to use, reproduce, and display the deliverables for Town purposes, including future maintenance, alteration, and expansion, at Town's sole risk for uses beyond the original purpose without Engineer's involvement. For any Task Order funded in whole or in part by a Federal award, the applicable federal awarding agency shall also have a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize



others to use, for federal government purposes, any work developed under such Task Order.

- 9.2. ADOT/MAG Standards. Documents shall conform to the applicable standards identified in Section 3.2. Town requires documents and specifications to meet applicable code requirements, comply with laws and regulations, and align with professional engineering standards.

10. REVIEWS; APPROVALS; SITE VISITS

- 10.1. Reviews and Approvals. Engineer shall perform reviews and approvals reserved to the Town Engineer under Town codes and policies, including plan and plat reviews, as assigned by Town. The Town Engineer reviews and approves technical documents such as preliminary and final plats, development plans, site and improvement plans, and development agreements.
- 10.2. Meetings and Site Visits. Engineer shall attend pre-bid, pre-construction, progress, and Council meetings as reasonably requested and visit construction sites for progress observation within the scope defined in Task Orders.

11. CONFIDENTIALITY; PUBLIC RECORDS

- 11.1. Confidentiality. Engineer shall not disclose Town confidential information except as required to perform services or by law. The Engineer shall establish and maintain procedures and controls that are acceptable to the Town for the purpose of ensuring that information contained in its records or obtained from the Town or from others in carrying out its obligations under this Agreement shall not be used or disclosed by it, its agents, officers, or employees, except as required to perform the Engineer's duties under this Agreement. Persons requesting such information should be referred to the Town. The Engineer also agrees that any information pertaining to individual persons shall not be divulged other than to employees, agents or officers of the Engineer as needed for the performance of duties under this Agreement.
- 11.2. Public Records. Town is subject to Arizona public records law; Engineer-designated proprietary information will be treated consistent with applicable law. Notwithstanding any provisions of this Agreement regarding confidentiality, secrets, or protected rights, the Engineer acknowledges that all documents provided to the Town may be subject to disclosure by laws related to open public records. Consequently, the Engineer understands that disclosure of some or all of the items subject to this Agreement may be required by law. In the event Town receives a request for disclosure that is reasonably calculated to incorporate information that might be considered confidential by Engineer, the Town agrees to provide the Engineer with notice of that request, which shall be deemed given when deposited by the Town with the USPS for regular delivery to the address of the Engineer specified in 9.13. Within ten (10) days of Town notice by the Town, the Engineer will inform the Town in writing of any objection by the Engineer to the disclosure of the requested information. Failure by the Engineer to object timely shall be deemed to waive any objection and any remedy against the Town for disclosure. In the event the Engineer objects to disclosure within the time specified, the Engineer agrees to handle all aspects related to the request, including properly communicating with the requestor and timely responding with information the disclosure of which the Engineer does not object thereto. Furthermore, the Engineer agrees to indemnify and hold harmless the Town from any claims, actions, lawsuits, or any other controversy or remedy, in whatever form, that arises from the failure to comply with the request for information and the laws pertaining to public records, including defending the Town in any legal



action and payment of any penalties or judgments. This provision shall survive the termination of this Agreement.

12. DISPUTE RESOLUTION

- 12.1. Informal Resolution. The Parties shall confer in good faith to resolve disputes.
- 12.2. Right to Adequate Assurance. Town may demand adequate assurance of due performance upon reasonable grounds for insecurity; failure to provide assurance constitutes repudiation.

13. TERMINATION; SUSPENSION

- 13.1. Termination for Town's Convenience. This Agreement is for the convenience of the Town and, as such, may be immediately terminated without cause after receipt by the Engineer of written notice by the Town. Upon termination for convenience, Town shall pay for all undisputed services performed and reasonable, documented closeout costs through the effective termination date.
- 13.2. Termination for Cause. Either Party may terminate for material breach not cured within thirty (30) days of written notice; Town may withhold payments pending cure.
- 13.3. Statutory Conflict Cancellation. The requirements of A.R.S. § 38-511 apply to this Agreement. The Town may cancel this Agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating this Agreement on behalf of the Town is, at any time while this Agreement or any extension is in effect, an employee, agent, or consultant of Engineer with respect to the subject matter of this Agreement..
- 13.4. Prohibition on Gratuities. Engineer shall not offer or give any gift, gratuity, favor, entertainment, loan, or other item of value to any Town officer, employee, or agent for the purpose of securing this Agreement or obtaining favorable treatment under it. The Town may terminate this Agreement immediately upon written notice if it determines that Engineer has violated this provision, and may pursue all other remedies available at law or in equity.
- 13.5. Suspension. Town may suspend work, in whole or in part, by written notice; Engineer shall promptly resume upon notice to proceed, with equitable adjustment if appropriate.

14. FEDERAL REQUIREMENTS (IF FEDERALLY FUNDED). For any Task Order funded in whole or in part under a Federal award, Engineer shall comply with all applicable General Terms & Conditions and programmatic conditions incorporated into the Town's federal award, as they relate to Engineer's scope of work. Where the Federal award is an EPA award, Engineer shall additionally comply with all applicable EPA-specific General Terms & Conditions and programmatic requirements. The following apply to this Agreement and any Task Order to the extent funded in whole or in part by a Federal award; Engineer shall flow down applicable provisions to all subcontracts:

- 14.1. Remedies for Breach. For contracts exceeding the simplified acquisition threshold, this Agreement provides administrative, contractual, and legal remedies in cases of breach, including withholding, setoff, termination for cause, and recovery of damages. 2 C.F.R. Pt. 200, App. II(A) requires remedies for breach for contracts above the simplified acquisition threshold.



- 14.2. Termination. For contracts exceeding \$10,000, this Agreement includes termination for cause and for convenience and sets forth effectuation and settlement basis. 2 C.F.R. Pt. 200, App. II(B) requires termination for cause and convenience terms for contracts over \$10,000.
- 14.3. Equal Employment Opportunity. If and only to the extent any Task Order meets the definition of a “federally assisted construction contract” under 41 C.F.R. 60-1.3, Engineer shall include the equal opportunity clause at 41 C.F.R. 60-1.4(b) in applicable lower-tier contracts. 2 C.F.R. Pt. 200, App. II(C) requires the EEO clause for contracts that meet the definition of federally assisted construction contracts.
- 14.4. Davis-Bacon Act; Copeland Act. If required by specific Federal program legislation and applicable because Town directly awards a prime construction contract exceeding \$2,000, the Davis-Bacon and Copeland Act provisions shall apply; as this Agreement is for professional services and not a construction contract, these provisions do not apply to Engineer’s services unless Engineer separately contracts for construction contrary to Section 2.2. 2 C.F.R. Pt. 200, App. II(D) applies Davis-Bacon and Copeland provisions to prime construction contracts when required by program legislation. Engineer shall not procure or manage construction contracts unless expressly authorized in a Task Order; if so authorized, Engineer shall incorporate all Davis-Bacon requirements and wage determinations into such procurements.
- 14.5. Contract Work Hours and Safety Standards Act. Where applicable to any contract in excess of \$100,000 involving mechanics or laborers, CWHSSA requirements apply; as this Agreement is for professional services, this clause is not expected to apply to Engineer’s services. 2 C.F.R. Pt. 200, App. II(E) applies to contracts over \$100,000 that involve employment of mechanics or laborers.
- 14.6. Rights to Inventions. If any Task Order under a Federal “funding agreement” involves experimental, developmental, or research work by a small business or nonprofit, 37 C.F.R. Part 401 applies. 2 C.F.R. Pt. 200, App. II(F) incorporates Bayh-Dole requirements where applicable.
- 14.7. Clean Air Act and Federal Water Pollution Control Act. For contracts and subgrants over \$150,000, Engineer shall comply with applicable standards, orders, and regulations and report violations to the Federal awarding agency and EPA Regional Office. 2 C.F.R. Pt. 200, App. II(G) imposes CAA and FWPCA compliance for awards exceeding \$150,000.
- 14.8. Debarment and Suspension. Engineer shall not contract with parties listed in SAM exclusions and shall verify eligibility as required by 2 C.F.R. Part 180. 2 C.F.R. Pt. 200, App. II(H) prohibits awards to parties listed on SAM governmentwide exclusions.
- 14.9. Byrd Anti-Lobbying Amendment. Pursuant to 31 U.S.C. §1352, its implementing regulations (including, as applicable, 31 C.F.R. Pt. 21 or 40 C.F.R. Pt. 34), and 2 C.F.R. Pt. 200, App. II(I), for any Federal award exceeding \$100,000, Engineer shall provide required certifications and disclosures and ensure each tier certifies accordingly.
- 14.10. Domestic Preferences; Prohibited Telecommunications; Procurement of Recovered Materials. Engineer shall comply with requirements incorporated by reference in 2 C.F.R. §§ 200.323, 200.216, and 200.322, as applicable to the procurement actions, materials specifications, and technology used in federally



funded projects. 2 C.F.R. Pt. 200, App. II(J)-(L) incorporate §§ 200.323, 200.216, and 200.322 by reference. Engineer represents that it will not connect its IT systems to EPA networks unless expressly authorized by Town and EPA and will comply with any cybersecurity requirements applicable under EPA's General Terms & Conditions. The Engineer represents that it does not use covered telecommunications equipment or services in performing the Services and will promptly notify the Town upon discovery of any such use.

- 14.11. Engineer shall comply with the consultant compensation limitation at 2 C.F.R. §1500.10. Engineer shall not charge, and Town shall not pay from federal funds, consultant rates exceeding the daily or hourly equivalent of Executive Schedule Level IV.
- 14.12. Nondiscrimination and DBE Compliance (40 C.F.R. Part 33). The Engineer shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The Engineer shall implement and carry out applicable requirements of 40 C.F.R. part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Engineer shall implement EPA's six good-faith efforts as required by 40 C.F.R. Part 33 and submit DBE utilization and documentation as requested by the Town. Failure by the Engineer to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.
- 14.13 Domestic Sourcing (AIS/BABA as Applicable). To the extent applicable to a federally funded task order, the Engineer shall assist the Town in complying with domestic sourcing requirements in effect for the funding source (e.g., American Iron and Steel for SRF projects; Build America, Buy America for other programs), including incorporating applicable requirements into specifications and subcontracts and identifying potential waiver needs. The SRF-specific AIS requirements described below apply when the funding source requires AIS. Any project authorized under Title VI of the Federal Water Pollution Control Act (33 U.S.C. §1381 et seq.) and Section 1452 of the Safe Drinking Water Act (42 U.S.C. §300j-12) involving the construction, alteration, maintenance, or repair of a public water system or treatment works must utilize only iron and steel products produced in the United States, unless a waiver or exception is properly granted under applicable law. For purposes of this Section, "iron and steel products" means products made primarily of iron or steel, including lined or unlined pipes and fittings, manhole covers and other municipal castings, hydrants, tanks, flanges, pipe clamps and restraints, valves, structural steel, reinforced precast concrete, and other construction materials.
- 14.14 Federal Environmental Compliance Support. Engineer shall perform the Services in a manner consistent with applicable federal, state, and local laws. To the extent the Services include environmental, cultural, or historic resource tasks required by the Town in connection with federally funded projects, Engineer shall provide technical assistance, studies, surveys, and documentation within its professional scope of services to support the Town's compliance with applicable federal requirements, including NEPA and the National Historic Preservation Act. Engineer shall not be responsible for agency determinations, consultations, or approvals.
- 14.15 Whistleblower Protections. Pursuant to 41 U.S.C. § 4712, Engineer shall not discharge, demote, or otherwise take reprisal action against any employee who discloses information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, gross waste of federal funds, abuse of authority, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract or grant. Engineer shall inform its employees in writing of these rights prior to commencement of work on any federally funded Task



Order.

- 14.16 False Claims. Engineer acknowledges that knowingly presenting a false or fraudulent claim for payment under a federally funded Task Order may subject the responsible party to civil penalties under the False Claims Act (31 U.S.C. §§ 3729–3733), including penalties of up to three times the amount of the false claim. Engineer shall immediately report to the Town any known or suspected fraud, waste, or misuse of federal funds in connection with this Agreement.

15. LICENSES; REGISTRATION

- 15.1. Professional Registration. Engineer and subconsultants shall remain appropriately licensed or registered in Arizona for the services performed.

16. NOTICES; COMMUNICATIONS

- 16.1. Notices. Notices shall be in writing and delivered by personal delivery, overnight courier, or certified mail to:

Town:

Town of Clarkdale
c/o Lou Andersen, Town Manager
39 N. North Ninth Street
Clarkdale, AZ 86324
Susan.guthrie@clarkdale.az.gov

Copies to:

Town of Clarkdale
c/o Charity Brooks, Town Clerk
39 N. North Ninth Street
Clarkdale, AZ 86324
Charity.brooks@clarkdale.az.gov

Boyle, Pecharich, Cline, Whittington & Stallings PLLC
c/o Stephen W. Polk, Town Attorney
125 N. Granite Street
Prescott, AZ 86301
spolk@bpcws.com

Engineer:

[Name/company/address/email]

- 16.2. Deemed Receipt; Change of Address. A notice is deemed received (i) when delivered personally to the Party, (ii) three (3) business days after deposit in the U.S. Mail, registered or certified, return-receipt requested, postage prepaid, properly addressed, or (iii) the next business day after deposit with a nationally recognized overnight delivery service, charges prepaid, properly addressed. If a Party also sends a copy to counsel or another recipient, the deemed-receipt date applies to the Party, not the copy recipient. A Party may change its notice address or addressees by giving notice in accordance with this



Section.

- 16.3. Communications Protocol. Formal communications related to Task Orders shall follow the RFQ's formal communication expectations as reasonably applicable post-award, with Town's Contract Administrator designated in each Task Order.

17. MISCELLANEOUS

- 17.1 Assignment. Engineer shall not assign or transfer this Agreement without Town's prior written consent.
- 17.2. Governing Law; Venue. Arizona law governs; venue lies in Yavapai County Superior Court.
- 17.3. Entire Agreement; Amendments; Reliance. This Agreement, together with its exhibits and any Task Orders issued hereunder, constitutes the entire agreement between the Parties and supersedes all prior or contemporaneous negotiations, discussions, representations, or agreements, whether oral or written, relating to its subject matter. Each Party acknowledges that it is not relying on any representation, warranty, or statement not expressly set forth in this Agreement. No amendment or modification is effective unless in a written instrument signed by both Parties. This Agreement shall be interpreted according to its plain meaning, without presumption for or against either Party as the drafter, and each Party acknowledges that it has had the opportunity to consult legal counsel regarding this Agreement.
- 17.4. Order of Precedence. If a conflict exists among this Agreement and any exhibit, attachment, or Task Order, the following order of precedence applies:
- a. this Agreement; then
 - b. a Task Order (but only for the Services it specifically covers); then
 - c. the exhibits and other attachments to this Agreement; then
 - d. documents incorporated by reference.

Notwithstanding the foregoing, to the extent a Task Order is federally funded, the Federal Requirements in Section 14 control where required by applicable law.

- 17.5. Required Provisions. Any provision required by applicable law to be included in this Agreement shall be deemed incorporated herein as if fully set forth. If any such provision is inadvertently omitted or incorrectly stated, the Parties shall promptly execute an amendment to correct the omission or error.
- 17.6. Severability. The provisions of this Agreement are severable to the extent that any provision or application held to be invalid by a Court of competent jurisdiction shall not affect any other provision or application of the Agreement which may remain in effect without the invalid provision or application.
- 17.7. Non-Waiver. Nothing in this Agreement shall be construed, expressly or by implication, as a waiver by the Town of any existing or future right or remedy available at law or in equity in the event of any default or breach of this Agreement. No failure or delay by either Party to enforce any term of this Agreement, and no course of dealing, will operate as a waiver of any right or remedy. Acceptance of performance or payment does not waive any breach.
- 17.8. Attorneys' Fees. If any action or proceeding is commenced to enforce or interpret this Agreement, the



prevailing Party is entitled to recover its reasonable attorneys' fees, court costs, and expenses from the non-prevailing Party. Such fees and costs shall be deemed to accrue from the commencement of the action and may be awarded whether or not the action proceeds to judgment.

- 17.9. Liens. Engineer shall deliver all Services and materials free and clear of all liens, claims, and encumbrances. Engineer shall obtain and provide lien waivers or releases from itself and all subconsultants or suppliers upon request by the Town as a condition of payment.
- 17.10. Counterparts; Electronic Signatures. This Agreement may be executed in counterparts and by electronic signatures.

18. MANDATORY STATE TERMS

- 18.1. Notwithstanding any provision of the Agreement to the contrary, the Town is not authorized to indemnify Engineer.
- 18.2. Every payment obligation of the Town under this Agreement is conditioned upon the availability of funds appropriated and allocated for the payment of such obligation. If funds are not appropriated, allocated and available or if the appropriation is changed by the legislature resulting in funds no longer being available for the continuance of this Agreement, this Agreement may be terminated by the Town at the end of the period for which funds are available pursuant to Section 1.2. No liability shall accrue to the Town in the event this provision is exercised, and the Town shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.
- 18.3. Pursuant to A.R.S. §§ 35-214 and 35-215, the Engineer shall retain all records relating to this Agreement for a period of five (5) years after completion of the Agreement. All records shall be subject to inspection and audit by the Town at reasonable times. Upon request, the Engineer shall produce the original of any or all such records at the offices of the Town.
- 18.4. The Engineer shall comply with State Executive Orders No. 2023-01, 2009-09, and any and all other applicable Federal and State laws, rules and regulations, including the Americans with Disabilities Act.
- 18.5. Engineer assigns to the Town any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services supplied by third parties to Engineer toward fulfillment of this Agreement.
- 18.6. This Agreement shall be construed in accordance the laws of the State of Arizona.
- 18.7. The Parties to this Agreement agree to resolve all disputes arising out of or relating to this Agreement through arbitration, after exhausting applicable administrative review, to the extent required by A.R.S. § 12-1518 except as may be required by other applicable statutes.
- 18.8. Israel Boycott. To the extent A.R.S. § 35-393 through § 35-393.03 is applicable, Engineer certifies that it is not currently engaged in and agrees for the duration of Contract that it will not engage in, a boycott of Israel, as that term is defined in A.R.S. § 35-393.
- 18.9. Uyghur Forced Labor Compliance (A.R.S. § 35-394). Engineer certifies that it is not engaged in, and for



the duration of this Agreement will not engage in, the use of forced labor of ethnic Uyghurs in the People's Republic of China, or support an entity on a prohibited list under A.R.S. § 35-394, if applicable.

TOWN OF CLARKDALE, an Arizona municipality

Lou Andersen, Town Manager

Date

ATTEST:

Charity Brooks, Town Clerk

Date

APPROVED AS TO FORM:

Stephen W. Polk, Esq., Boyle, Pecharich, Cline, Whittington & Stallings, P.L.L.C.

[Selected Engineering Firm], a [State] corporation,

By: _____

Name: _____

Title: _____

Date



EXHIBIT A

SCOPE OF SERVICES

JUNE 29, 2026



STATEMENT OF QUALIFICATIONS for
**TOWN ENGINEER
SERVICES**

RFQ 26-PW-02



5.1 TRANSMITTAL LETTER

June 29, 2026

Lou Andersen, Town Manager
Town of Clarkdale 39 N. Ninth Street
Clarkdale, Arizona 86324

**RE: Statement of Qualifications for Town Engineer Services;
RFQ #FY26-PW-02**

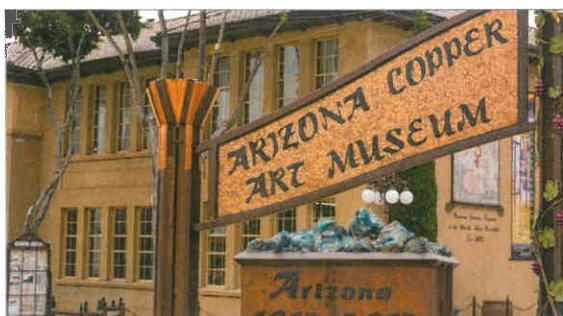
Dear Selection Committee,

Ardurra Group, Inc. (Ardurra) is pleased to submit this Statement of Qualifications (SOQ) for the Town Engineer Services RFQ for the Town of Clarkdale. We recognize the importance of providing professional engineering services for the Town's capital improvement plans, reviewing plats and improvement plans, and serving as the Floodplain Administrator. Our experience as the acting Town Engineer has equipped us to manage community engagement, ensure regulatory compliance, and facilitate collaboration between agencies. We've also successfully handled grant applications and emergency response planning, allowing us to deliver innovative solutions that meet the community's needs.

Project Principal Guillermo Cortes, PE has 30 years of experience and has been Ardurra's representative as one of your On-call Engineers since 2011. Our team comprises personnel with proven experience in the repair, completion, and/or construction of government facilities. Our team members have the resources and expertise to accommodate any assigned task from this contract as Town Engineer. Six key members of our staff will support Guillermo Cortes, PE: Michael Janes, PE, Curtis Krausman, PE, Steve Lewis, PE, Alicia Stoffers, PE, Jan Tijmes, EIT, and Colin Griffith, PE. Michael has not only served as the City/Town Engineer for the Town of Clarkdale, City of Williams, and Town of Springerville, but has also served the City of Winslow as the On-Call City Engineer. The following summarizes the key points covered in our SOQ and the benefits we provide:

Local Experience: We have decades of experience working in Arizona communities. Ardurra takes pride in providing comprehensive Civil Engineering and Surveying Services to our local communities, including the Town of Clarkdale, where we have been providing engineering services since 1990, from our local office in Cottonwood. Ardurra has also served as the Town of Clarkdale's Town Engineer for the past three years. Our success can be attributed to our ability to pair qualified technical expertise with local communities, restrictive budgets, varying terrain, and environmental challenges. We are experienced with the rugged terrain of northern Arizona, ensuring our designs integrate seamlessly with the natural topography to minimize unnecessary land disturbance and reduce construction costs.

Knowledge & Understanding: We understand the diverse needs of rural municipalities and agencies and have successfully completed numerous capital projects for a variety of on-call engineering clients. These have included: Town of Clarkdale, Town of Jerome, City of Cottonwood, Town of Camp Verde, City of Flagstaff, City of Sedona, City of Williams, City of Winslow, Coconino County, Yavapai County, City of Prescott, City of Page, Town of Springerville, and Northern Arizona University (NAU).



Ardurra's civil engineering expertise and focused experience have allowed us to develop longstanding relationships with local governments across Arizona. Our knowledge of the area and our technical qualifications will continue to be a valuable asset to the Town under this on-call Engineer contract. Additionally, Ardurra has 68 additional staff in Arizona and over 2,000 staff nationwide, who can provide support in various areas, including staff support, grant writing, public participation, traffic engineering, inspection services, as well as expertise in water production and wastewater management.

Our staff's availability ensures that we provide the highest level of responsiveness and quality, exceeding the Town's expectations, schedules, and commitments. We are dedicated and eager to achieve the Town's objectives. Thank you for your consideration. If you have any questions or require additional information, please don't hesitate to contact us at 928.282.1061.

ARDURRA GROUP, INC.



Guillermo Cortes | Principal-In-Charge
925.774.4636 | gcortes@ardurra.com

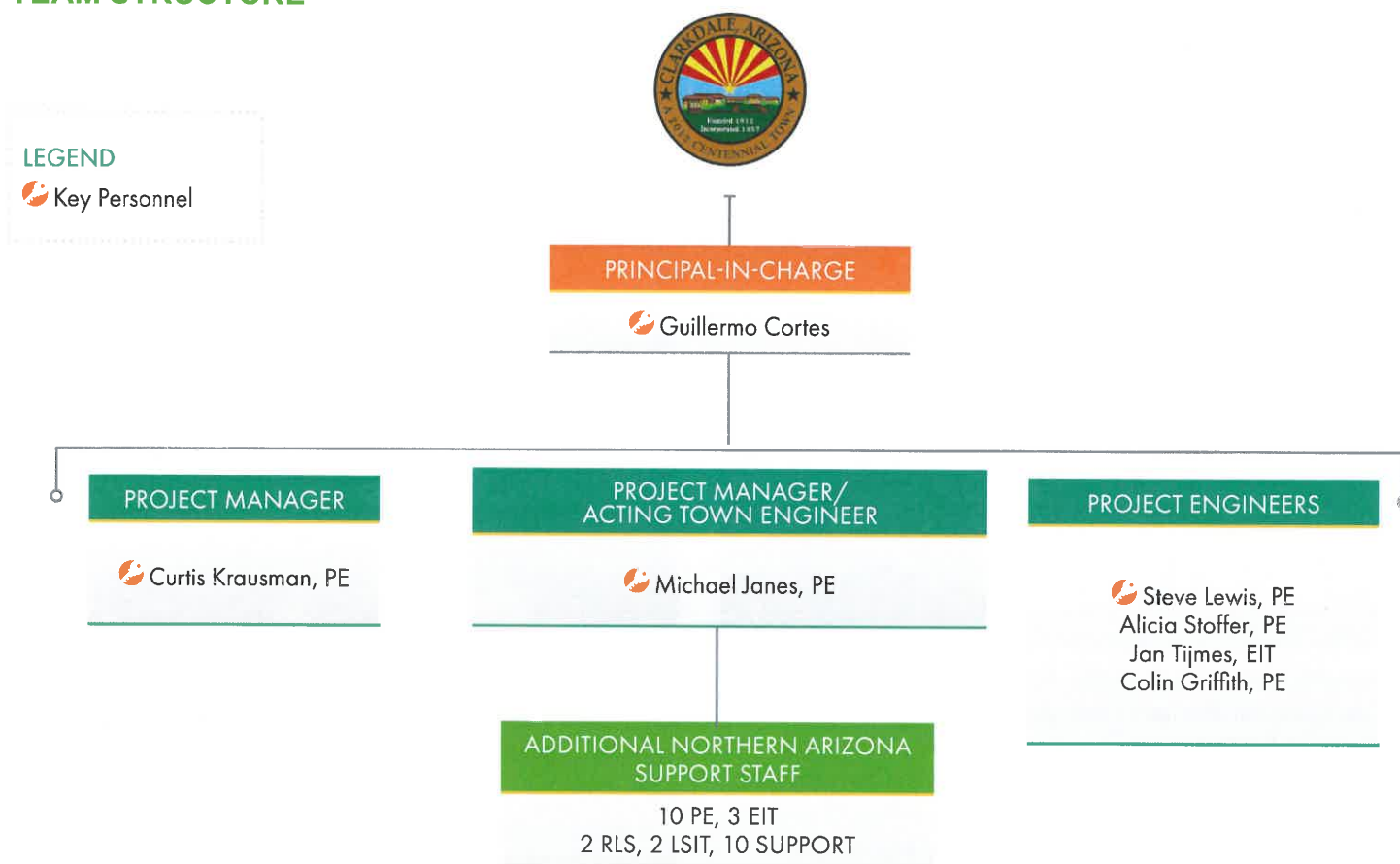
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5.2 CAPACITY DETAILS

5.2.1 ORGANIZATION

TEAM STRUCTURE



SUMMARY OF TEAM MEMBERS

Each member of our team plays an integral role in the success of our team as a whole and, ultimately, the project's success. Our collaborative team experience has cultivated key team member leadership that shares a unified vision, possesses technical mastery, fosters transparent communication, and demonstrates flexibility in working with Town staff to complete design and construction phase services for improvements that enhance our communities. Summary bios for each key team member are provided in Section C. Key Individual Qualifications and Experience.

Guillermo Cortes, PE, is designated as the Project Principal on the project and will ensure the correct and proper resources are assigned to the contract. He will handle contractual matters and be ultimately responsible for ensuring the quality and timeliness of the team's performance. Michael Janes, PE, will serve as our main Project Manager and be the single point of contact for the Town. Michael Janes will be responsible for official Town Engineer duties.

5.2.2 QUALIFICATIONS AS DEMONSTRATED BY EXPERIENCE

COMPARABLE PROJECTS

From preliminary planning and complete civil design to construction management (including inspection services), Ardurra's work has encompassed the entire range of infrastructure, including water and sewer distribution, stormwater, transportation and roadway projects, municipal buildings, water and wastewater facilities, airports, and parks. Some of our Northern Arizona staff's main focus clients are in smaller cities and towns. Working with Towns and Cities, we have learned the level of service required for each project or task. We have completed hundreds of projects for clients just like Clarkdale in the last 30 years. In the last three years serving as Clarkdale's Town Engineer, we have completed over 30 specific projects for the Town, reviewed 15 private projects, and assisted with several minor tasks that required the experience of a Town Engineer or Surveyor. Some examples of these projects are detailed below.

TOWN ENGINEER, *Town of Clarkdale*



Ardurra has served as the Town Engineer for Clarkdale for the last three years. During our time as Town Engineer, we have assisted the Town with multiple engineering tasks and services. Our services range from large design and planning projects to grant and funding assistance. We have also provided the Town with brief on-site engineering assistance and recommendations for minor issues brought to their attention by the community.

Project Dates (Contractual | Actual): Ongoing (since 1/2023) | Ongoing

Original | Actual Value: N/A | N/A

SELNA MONGINI PARK, *Town of Clarkdale*

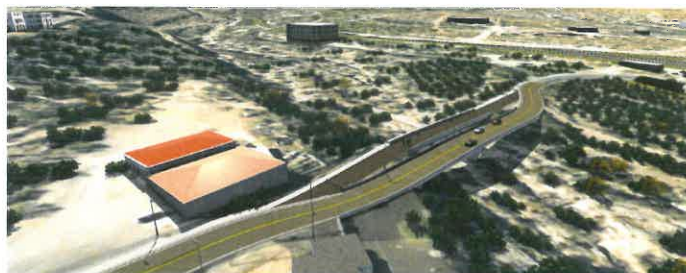


Ardurra provided surveying, design, construction staking, and construction administration services for this project. Ardurra's design included grading, drainage, utilities, and hardscape design for a new Town Park. During construction, Ardurra provided contractor payment application reviews, material submittal reviews, RFI responses, site visits, and general construction observation.

Project Dates (Contractual | Actual): 12/2025 | 12/2025

Original | Actual Value: \$210k | \$210k

BITTER CREEK BRIDGE, *Town of Clarkdale*



Ardurra was engaged by the Town to produce plans, bid documents, and cost estimates for the Bitter Creek Bridge Project. This project consists of the addition of a new bridge to the northwest of the existing Bitter Creek Bridge and converting the existing bridge into a pedestrian bridge.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: \$1.4M | \$1.7M

3RD N SEWER REPLACEMENT, *Town of Clarkdale*

The 3rd Street North Sewer project consists of replacing 1700 LF of 8" Sewer mains to eliminate conflicts with residences constructed over an existing sewer line and the overall need for replacement. Important aspects of the project included relocating the water main to allow for the sewer installation and working with property owners to route existing sewer services to the new sewer line.

Project Dates (Contractual | Actual): 12/2025 | 12/2025

Original | Actual Value: \$104k | \$129k

WATER AND SEWER MASTER PLAN, *Town of Clarkdale*

This project involves reviewing the town's current water and wastewater systems, including water treatment and distribution, as well as wastewater collection and treatment, to determine the town's full build-out demands for water and sewer. Ardurra will identify immediate and long-term needs and associated costs with those projects as part of the analysis.

Project Dates (Contractual | Actual): 5/2025 | 5/2025

Original | Actual Value: \$273k | \$273k

89A WATER CAMPUS, *Town of Clarkdale*

The 89A water campus includes a new water storage tank, well, arsenic treatment plant, truck fill, site grading, site piping, and booster pump station. Ardurra's scope includes project management, design plans, well drilling coordination, bid documents, design reports, cost estimating, and permitting. Through subconsultants, Ardurra has also provided geotechnical investigation, electrical engineering, environmental clearances, and hydrogeological services.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: \$1M | \$1M

BROADWAY ROAD DRAINAGE, *Town of Clarkdale*



The Broadway Road Drainage project is a project to mitigate localized drainage ponding at the intersection of the Elks Lodge driveway and Broadway Road. Ardurra completed a topographic survey and basemap, drainage assessment and memo, and improvement plans for the project.

Project Dates (Contractual | Actual): 2/2026 | 2/2026

Original | Actual Value: \$27k | \$27k

PRIVATE DEVELOPMENT REVIEW, *Town of Clarkdale*



Ardurra currently provides private development review for the Town of Clarkdale. Development review includes civil, electrical, and structural reviews as requested by the Town. In the last three years, Ardurra has provided reviews on the Taawaki Inn, Black Hilles West Subdivision, Mongini Tuzigoot Roadway, APS Clarkdale Substation, Belle Maison, Plateau, Newstand, and the Venus Tree/Drake's Building, Circle K, Uhaul.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: \$20k | \$20k

VALLEY VIEW CEMETERY DRAINAGE, *Town of Clarkdale*



Source: Town of Clarkdale

Ardurra provided a topographic and boundary survey of the Valley View Cemetery. The survey was used to produce a design report and drainage improvement plans for the cemetery. Improvements included roadside infiltration trenches and a culvert connection to dissipate stormwater on-site. The project is currently under construction through a JOC contract.

Project Dates (Contractual | Actual): 12/2024 | 12/2024

Original | Actual Value: \$34k | \$34k

CODE AND STANDARDS UPDATE, *Town of Clarkdale*

Ardurra is assisting the Town in reviewing and amending the Town Codes and Standards. Part of the amendment will include the establishment of engineering standards and the expansion of the land development standards.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: \$40k | \$40k

RECLAIMED WATERLINE, *Town of Clarkdale*

The Clarkdale Reclaimed Waterline project is to design a reclaimed waterline from the VRIC Booster Pump Station to Selma-Mongini Park, Main Street Park, and the cemetery. Improvements will include a new VRIC Booster Pump Station, reclaimed water fire hydrants, park irrigation connections, and surface improvements. The design will be coordinated with the Bitter Creek Bridge project, which will provide a sleeve for the new reclaimed water line.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: \$217k | \$217k

SOUTH BROADWAY OVERLAY PHASE 2, *Town of Clarkdale*

The Broadway Overlay Phase 2 project included new curb, gutter and sidewalk and a street overlay along Broadway Road in Clarkdale, Arizona. Improvements extended from the Town limits with Cottonwood and extended approximately 3,500 LF. Ardurra provided survey, design, and construction administration for the project.

Project Dates (Contractual | Actual): 4/2025 | 4/2025

Original | Actual Value: \$95k | \$95k

EV CHARGING STATION, *Town of Clarkdale*



Source: Plugshare

Ardurra provided design plans for installing a new EV Charging Station for police vehicles at the Clarkdale Police Department Building. The design utilizes existing infrastructure and minimizes improvement costs by routing conduit in landscaped areas.

Project Dates (Contractual | Actual): 9/2025 | 9/2025

Original | Actual Value: \$5k | \$3k

CEMENT PLANT ROAD, *ADOT/Town of Clarkdale*

Ardurra is preparing an SL and plans, specifications, and estimates for an eight-foot-wide shared-use path, on-street bike lanes, a right-turn lane, and curb and gutter improvements in the Clarkdale Historic District. Improvements include roadway reconstruction, guardrail updates, box culvert extensions, MOT, solar-powered Rectangular Rapid-Flashing Beacon (RRF), curb and gutter, and signing and marking. Stakeholder consensus requires extensive coordination with ADOT, Clarkdale, the Yavapai-Apache Nation (YAN), the Salt River Pima-Maricopa Indian Community (SRPMC), and Clarkdale-Jerome School.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: \$249k | \$249k

CLARKDALE PARKWAY (AZ SMART), *ADOT/Town of Clarkdale*



Source: verdenews.com

The Clarkdale Parkway project scope of work included survey, geotechnical evaluations, environmental investigation, and engineering design services for preparing plans, specifications, and estimates for a multi-use path along the west side of Clarkdale Parkway and on-street bike lanes. The project's southern boundary starts north of SR 89A and extends northward to the northern limit at 1st Street. This project is being funded by a SMART grant, so it is contracted with ADOT and follows the ADOT design process.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: \$119k | \$119k

MISCELLANEOUS SURVEYS, *Town of Clarkdale*

Ardurra has completed several topographic, boundary, easement, and right-of-way surveys for the Town of Clarkdale. Surveys have been requested for several reasons, including, but not limited to, property corner confirmation, verification of improvement location with respect to property lines, easements across private property, and right-of-way staking along existing streets.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: Varies by task | Varies by task

WWTP EFFLUENT EVALUATION, *Town of Clarkdale*

Ardurra was engaged by the Town of Clarkdale to evaluate the anticipated requirements for discharging wastewater treatment plant effluent directly to Bitter Creek. Once the requirements are determined, an evaluation of the wastewater plant's water quality will be tested, and recommendations for improvements and the associated cost will be made.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: \$30k | \$Ongoing

WILLIAMS CITY ENGINEER, *City of Williams*



As City Engineer for the City of Williams, the team provides construction plans, subdivision preliminary and final plat plan review services, in-house design for roadways, drainage, water, and wastewater facilities, and other typical "City Engineer" services. Ardurra has served in this role since 2017. Services for Williams have been very similar to those required by Clarkdale. We have completed projects that include a new water storage tank, an 18-mile waterline replacement, master plans, grant applications, grant management, and private development review. We have also managed the evaluation of their wastewater treatment plant and potential expansion.

Project Dates (Contractual | Actual): Ongoing (since 2017) | Ongoing

Original | Actual Value: Varies by task | Varies by task

BEULAH BOULEVARD AND UNIVERSITY STREET IMPROVEMENTS, *City of Flagstaff*



Ardurra completed civil construction plans for the Beulah Boulevard Extension and University Alignment project that extends Beulah Boulevard north to Yale Street and realigns University Avenue to the west of Milton Road. The realignment of University Avenue provides a safer and more direct route for traffic flow to/from the NAU campus across Milton Road by allowing vehicles traveling on University Avenue to directly cross Milton Road rather than the two offset intersections, which require traffic to enter/exit Milton to continue in either direction on University Avenue. The extension of Beulah Boulevard provides an additional option for drivers to connect with Milton Road.

A pedestrian underpass under Milton Road is a significant component of the project. It is constructed on the north side of University Avenue and features a 10-foot-wide ADA-compliant concrete path along the Flagstaff Urban Trail System (FUTS). The underpass replaced an existing surface crosswalks across Milton Road, thereby eliminating pedestrian and bicycle conflicts with traffic on Milton Road. Significant efforts have gone into the underpass to make it feel safe by incorporating sufficient lighting and by sizing the underpass to not feel confined. In addition to the underpass, a signalized pedestrian crossing is being planned on the south end of Beulah Boulevard. The crosswalks are offset, and pedestrians will be provided refuge in a 15-foot-wide median.

A roundabout is being planned for the intersection of Beulah Blvd. and University Avenue. The roundabout will accommodate raised pedestrian and bicycle crosswalks. The project is currently designed with grade-separated 11-foot shared-use (pedestrian and bicycle) paths on both sides of the roadway. This was done as part of the City of Flagstaff's efforts to provide safe opportunities for bicycles and pedestrians by separating them from vehicular traffic. There are also pedestrian refuge islands in the medians on the east and west legs of the Milton/University intersection. The outside lanes along Beulah Blvd will be dedicated bus lanes, which Mountain Line intends to incorporate into their Bus Rapid Transportation (BRT) routes. New

water, sewer, and storm drain infrastructure is also being constructed with the roadway project. Two water and sewer main lines within the project limits are being upsized as part of this project. Stormwater runoff will be routed to two existing detention facilities: one within the Woodlands Village Apartment complex and the other on the NAU campus near the Applied Research and Development building. Both detention ponds will require modification to accommodate increased runoff from the new roadways.

The project required the team to coordinate with and submit to multiple government agencies: the City of Flagstaff, the Arizona Department of Transportation, Northern Arizona University, the Arizona Department of Environmental Quality (ADEQ), and Mountain Line. Ardurra also had to coordinate with Unisource Energy, APS, CenturyLink, and SuddenLink to incorporate new dry utilities into the project.

Project Dates (Contractual | Actual): Ongoing | Ongoing

Original | Actual Value: \$735k | \$735k

CITY ENGINEER, *City of Winslow*



Currently, the team supports the City of Winslow as City Engineer, performing tasks such as plan review services for commercial development, CIP planning, review of standards and updates, public meetings and presentations to public bodies, and administration of the City's CDBG Projects and construction administration.

Project Dates (Contractual | Actual): Ongoing (since 1998) | Ongoing

Original | Actual Value: Varies by task | Varies by task

YAVAPAI COUNTY DEVELOPMENT SERVICES, *Yavapai County*

Ardurra is currently under contract with Yavapai County for ADEQ delegation authority compliance reviews for water and wastewater projects. We have been providing this service since 2003. Ardurra provided general water and wastewater system design reviews and swimming pool and specialty wastewater system reviews. To date, the team has reviewed approximately 200 sets of plans for Approval to Construct and Approval to Operate permits for the County.

Project Dates (Contractual | Actual): Ongoing (since 2005) | Ongoing

Original | Actual Value: Varies by task | Varies by task

ON-CALL ENGINEER, *City of Page*



For the City of Page, work includes plan review for commercial development, subdivisions, and capital improvement projects; in-house design of roadways and storm drainage facilities; surveying legal descriptions, survey exhibits, and plat reviews.

Project Dates (Contractual | Actual): Ongoing (since 2021) | Ongoing

Original | Actual Value: Varies by task | Varies by task

Ardurra is committed to providing creative and innovative solutions to address technical challenges. Our team is dedicated to devising practical solutions that not only meet the specific needs of the Town but also align with the principles of efficient design. Through close collaboration with clients, including the Town of Clarkdale, we actively pursue solutions that are both efficient and economical, always considering the long-term viability of each proposed solution.

RIO DE FLAG, *City of Flagstaff*



Our team was first contracted by the City of Flagstaff for this flood control project in 2004. We prepared complete plans, specifications, and cost estimates for the utility relocation effort, which included the acquisition of property rights for the construction of the Rio de Flag Flood Control project. The new drainage structure for the Rio de Flag was designed by the Army Corps of Engineers. Our responsibilities included preparing legal descriptions and exhibits for the acquisition of ROWs for the new drainage structure, and for the rerouting and reconstruction of City sewer, water, and reclaimed water lines along the three-mile alignment. The team was also responsible for coordinating rerouting and reconstruction of all Franchise Utilities within the project limits, and for designing street surface replacements at all street crossings affected by the Rio de Flag. Survey and GIS services were also performed.

In 2014, we teamed with Michael Baker for the Rio de Flag Bridge Crossing Project. Michael Baker was hired by the City of Flagstaff to study and prepare plans for new box culverts for the Rio de Flag crossings at Thorpe Road and Beale Street. The new box culverts were designed to improve the capacity under Thorpe and Beale Street, while the sewer, water, and reclaimed water lines at the crossings were re-aligned to clear the foundations. Project Manager Guillermo Cortes and the Ardurra team were responsible for preparing construction plans for realigning roadways and utilities. Both roads required lowering the water line to clear the bottom of the structures. Both roads required the Flagstaff Urban Trail System (FUTS) trails to be re-aligned to provide pedestrians and bicyclists with a safe crossing of the street. On Beale Street, the team designed a tabletop crossing that serves a dual purpose: the FUTS crossing and also provides traffic calming. Guillermo Cortes and Stephen Irwin all contributed to the success of this project.

Ardurra is finalizing design for the contributing storm drains that connect to the box culvert, design of the composite channel, and FUTS from the Frances Short Pond to Route 66 and preparing the Segment Maps and legal descriptions of the

easements needed for the box construction.

This past year, Ardurra has been focused on and worked closely with the Army Corps of Engineers and City of Flagstaff on the real estate efforts and finalizing easements.

Project Dates (Contractual | Actual): Ongoing (since 2023) | Ongoing

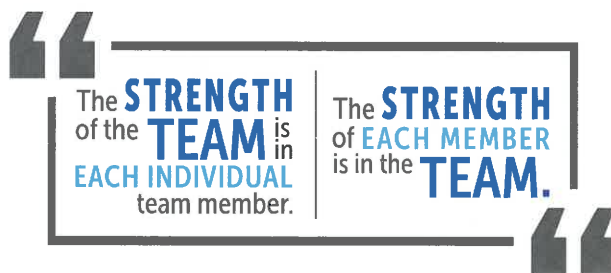
Original | Actual Value: \$1M | Ongoing



5.2.3 KEY INDIVIDUAL QUALIFICATIONS AND EXPERIENCE

KEY PERSONNEL BIOS & RESUMES

Within our local staff, we intentionally duplicate capabilities and credentials. Ardurra has engaged and managed subconsultants as needed for on-call tasks. We have formed lasting relationships with environmental, geotechnical, landscape architects, and architects that can be utilized on projects. This redundancy is unique in that we have both specialists and project management on staff to accommodate an expanding scope of work, add resources to our projects at critical times to ensure scheduling milestones are met, and ensure we can always respond during any interruption in the PM's schedule. Our team's resumes are included at the end of this submittal.



GUILLERMO CORTES, PE
PROJECT PRINCIPAL

Background & Qualifications: Guillermo has 30 years of experience in civil engineering, specializing in municipal, commercial, and residential development across Arizona. His background includes all aspects of civil engineering and surveying. Guillermo manages Ardurra's Flagstaff, Cottonwood, and Prescott offices and has the authority to commit the necessary resources. Guillermo was raised in Flagstaff and attended Northern Arizona University. Guillermo will support Mike and the Town as needed on projects or staffing issues. Guillermo will also serve as the Town's point of contact when Mike is not available.



MICHAEL JANES, PE
TOWN ENGINEER

Background & Qualifications: Since 2004, Mike has designed and managed water, wastewater, transportation, storm drainage, and site design projects for municipalities, commercial clients, and private developers. These improvements have included water and sewer lines, pumping facilities, treatment facilities, local and rural roads, sidewalks, storm drainage facilities, parking lots, and general site design. Mike has also responded to City/Town Engineering tasks, as needed. These tasks include grant applications and management, private development review, City/Town Council presentations, public meetings, infrastructure emergencies, agency coordination, CIP planning, mapping, master plans, and system mapping.

He also manages many projects resulting from our work as a City Engineer for the City of Williams, City of Winslow, Town of Clarkdale, Town of Springerville, and many of our on-call projects for Northern Arizona University and Camp Navajo. As a Senior Project Manager, Mike manages multi-disciplined teams of professionals and delivers quality, comprehensive projects while keeping them under budget and on schedule.



CURTIS KRAUSMAN, PE
PROJECT MANAGER

Background & Qualifications: Curtis has over 30 years of experience in civil engineering, specializing in design and construction management for transportation, water, wastewater, and stormwater projects. He has worked with federal, state, and local agencies, focusing on civil infrastructure, roads, bridges, and sewer systems. As a Senior Civil Engineer at the City of Mesa, he managed various capital improvement projects, overseeing construction and coordinating with departments to meet project criteria. A crucial part of his work included thorough QA/QC and constructability reviews before contractor bidding.



STEVE LEWIS, PE
PROJECT ENGINEER

Background & Qualifications: Steve has over 30 years of experience in civil and environmental engineering, with a focus on water, wastewater, land development, and municipal facilities. His expertise includes water systems, wastewater systems, and the development of commercial, industrial, and residential sites. Steve also specializes in municipal infrastructure design, including roadways, drainage, utility pipelines, and utility coordination. He currently manages several on-call engineering contracts and multiple design teams.



ALICIA STOFFERS, PE
PROJECT ENGINEER

Background & Qualifications: Alicia has worked for Ardurra since graduating from Northern Arizona University in 2002 with a degree in civil engineering and an emphasis in environmental engineering. She has been a key team member for our public works projects, including roadway/streetscape, water and sewer systems modeling, utility replacements, utilities coordination, as well as land development projects. Her major responsibilities include street and utility design, government approvals, construction management, and utility system modeling and analysis. She has served as Project Engineer for the Water Master Plan for the City of Williams and the Utilities Master Plan for the City of Winslow.



JAN TIJMES, EIT
PROJECT ENGINEER

Background & Qualifications: Jan specializes in designing decentralized wastewater systems crucial for sustainable urban development, especially where traditional sewer infrastructure is unfeasible. His expertise includes the design and implementation of lift stations to elevate wastewater when gravity flow is insufficient, as well as planning and executing water and sewer line extensions for municipalities. By ensuring reliable access to water services, Jan's work enhances public health, environmental protection, and community growth, all while focusing on innovation and sustainability to minimize ecological impacts.



COLIN GRIFFITH, PE
PROJECT ENGINEER

Background & Qualifications: Colin has experience providing private utility coordination and water/wastewater design for municipal roadway and utility improvement projects. His transportation projects have included identifying/resolving utility conflicts, coordinating with private/public utility owners, and designing new utility lines, as well as relocating existing facilities. He maintains excellent working relationships with Arizona utility agencies and has successfully managed several large-and small-diameter water, sewer, reclaimed, and gas line designs. Colin will work closely with the Town to coordinate private utilities, minimize conflicts with impacted facilities, and provide design services for any water-related improvements.

5.2.4 ABILITY / CAPACITY OF RESPONDENT TO SERVICE THE PROJECTS

PROCEDURES

One of Ardurra's strengths is our experience providing engineering services and consulting using contracts where tasks are developed as needed. This type of on-call service has been a specialty for this designated team for over 47 years, and we have a time-tested system in place to manage these contracts. We understand that sometimes the Town needs an immediate response from its Town Engineer, whether by phone, remote meeting, or in person. Mike Janes will be available to the Town and prides himself on being responsive. If an emergency arises and someone needs to be on-site immediately, Ardurra has three professional engineers within 4.5 miles of Clarkdale. When Mike is unavailable, the Town can reach out to Guillermo or any team member for assistance.

We are skilled and experienced at managing staff resources to accommodate our clients' on-call needs. On-call work requires a dynamic structure to take on new projects as they come up while balancing the work already underway. Our internal project management system for managing task assignments through an on-call contract is already in place. In fact, providing on-call services is a core competency of our firm. Due to the large number of on-call assignments we complete, we have configured our project management software to specifically track and provide financial reporting on many dozens of tasks originating from each on-call contract. The key points are summarized below.

- We serve as an extension of your staff, working cooperatively as part of your team to supplement your expertise and strengths.
- We offer a turn-key approach to our projects: we can help the Town staff by managing all aspects of the Tasks requested, serving as project managers as needed.
- Staffing at Ardurra is intentionally duplicated in capabilities and credentials. This redundancy is unique and helps us accommodate a diverse or expanding scope of work.
- We provide cost-effective solutions by matching the complexity of the particular task assigned to the Ardurra staff with an appropriate level of skills and experience.
- We have a great deal of experience with a wide variety of clients requesting on-call service. We learn and adapt to your workflow, processes, and procedures.
- We recognize that our job is to balance the costs, opportunities, options, and budget and present those that are in the best interest of the Town.

RESPONSE TO SCOPE OF SERVICES

- **Engineering Assistance to Town Staff and Officials.** Our services range from providing support to staff in technical matters to program management, CIP planning, engineering design, and planning and management of capital projects through design and construction. We are very flexible and comfortable in both supporting roles and management roles, depending on the expertise required.

RESPONSIVENESS	INNOVATION + COST EFFECTIVENESS	QUALITY SERVICES
"Same Day" communication via phone, email, and progress meetings. Action items are tracked to verify resolution prior to construction schedule impacts.	Ardurra's frontline professionals continually seek solutions to delivery sustainable community improvements. Our staff vetts cost effective alternatives that meet or exceed budget and schedule requirements.	Ardurra has the resources, Key Personnel, and technical understanding to complete all task assignments. This expertise results in high quality deliverables that are UNSURPASSED.

- **General Civil Engineering.** As described in our projects listing, Ardurra has completed many projects that are well aligned with the scope of services requested. We have designed all aspects of water, sewer, and stormwater systems; site designs; parking lots; roads; pedestrian facilities; structural improvements; subdivisions; commercial buildings; industrial buildings; and many other general civil engineering projects.

- **Pavement Management.** Our pavement management experience includes specific capital projects and managing pavement maintenance programs for the City of Winslow, the City of Williams, Northern Arizona University, and Camp Navajo. We have helped develop 5-year pavement maintenance plans which have included pavement rating, cost estimating, and evaluations.

CONSTRUCTION ADMINISTRATION We provide construction administration on many of our projects, including all City of Winslow projects, as well as administration of the City's CDBG Projects, providing services that are compliant with a project receiving federal dollars. We provide a full range of project and construction management services, from complete turn-key services to minimal services on an as-needed basis. Services may include pre-bid meetings, bid addenda, bid opening, bid evaluation, recommendation of award of contract, material submittal review, RFI review and responses, construction meetings, site visits, change order review, contractor payment application review, punch list, testing review, and close out.



Construction Administration: Our team handles construction administration for the City of Winslow, such as this Route 66 Pavement Maintenance project.

- **Management of Capital Projects.** Ardurra is experienced in managing minor task assignments resulting from on-call contracts to major capital infrastructure projects. We have managed many capital projects that required coordination with federal agencies, including FEMA, USFS, USACE, and FHWA. We are familiar with the procedures required for managing, reporting, and administering grant-funded projects, as several of our recent projects have received federal dollars or WIFA support. We also provide grant application support for our clients by providing technical narratives for infrastructure projects, producing exhibits, and coordinating with Agency staff.

STAFF LICENSE AND AVAILABILITY TABLE

Ardurra's proposed staff for this service category are immediately available to complete any task assigned by the Town for this contract.

KEY STAFF	Current Workload	Availability
Guillermo Cortes, PE AZ PE #33983	Capstone Subdivisions, Capstone Homes Northern Arizona Healthcare Flagstaff Campus, Northern Arizona Healthcare John Wesley Powell Extension, Capstone Homes	10%
Michael Janes, PE AZ PE #49111	Acting Town Engineer, Town of Clarkdale Acting City Engineer, City of Winslow Acting City Engineer, City of Williams Acting Town Engineer, Town of Springerville Pinewood Sanitary District Sewer Project	30%
Steve Lewis, PE AZ PE #34589	Clarkdale Code Update, Town of Clarkdale Wildcat Sewer Interceptor, City of Flagstaff Montezuma Creek Utility Study, Navajo Utah Commission	25%
Alicia Stoffers, PE AZ PE #49953	Wildcat Sewer Interceptor, City of Flagstaff Water and Sewer Impact Analysis On-Call, City of Flagstaff Pedestrian and Bicycle Improvements First Mile Last Mile, Mountain Line Transit	20%
Jan Tijmes, EIT EIT #31251	WM Phase II Septic Dr Daniel Bright Wastewater Horsemen Lodge Wastewater Hess Septic Mohave County Reviews	30%
Colin Griffith, PE AZ PE #65218	Reclaimed Waterline, Town of Clarkdale Light Rail Capital Extension, Valley Metro	30%
Curtis Krausman, PE AZ PE #32325	Bitter Creek Bridge, Town of Clarkdale Drought Strategy Document & Code, Town of Clarkdale On-Call Services, City of Chandler	30%

STATEMENT ON PROFESSIONAL LIABILITY INSURANCE

Ardurra is currently covered by professional liability insurance that is equal to or greater than the quality and amounts of the professional liability insurance required for this contract.

QUALITY MANAGEMENT PLAN

Ardurra maintains strict quality control and quality assurance (QC/QA) procedures that ensure the project's design is accurate to fulfill the project objectives. QC/QA is an ongoing process during the design effort and is implemented in our processes from the initial pre-design meeting to the final construction plans. To accomplish a total and consistent quality approach with all our projects, our Project Managers utilize a Quality Control program that tracks the project Goal, Purpose, Methodology, and Key Elements for Plan Checks. The following procedure is an example of our model for maintaining Quality Control on a typical project:

1. **Project Scoping and Kick-off.** Ardurra will work with the Town staff to fine-tune the project's scope. Identification of schedule, stakeholders, and reviewing agencies/departments will determine the project expectations and critical path elements of design and review.
2. **Contract Documentation Checking.** The project manager assigned to the on-call project will review all documents leaving our office for accuracy and adherence to the project scope. The following processes will be followed:
 - a. **Concept Design Review.** Our experienced team of engineers will brainstorm and discuss possible alternatives together. There are always multiple ways to solve a problem, so this process during schematic design can identify potential improvements in methodology.
 - b. **Submittal Reviews.** Ardurra will complete a pre-submittal review before our submittal date to the Town. A pre-submittal review can highlight design challenges early on that would have normally occurred at submittal time. The following steps are used in our pre-submittal review:
 - Check for conformance to the scope and approved design concept
 - Check to ensure the incorporation of agency and client comments
 - Check report/plan clarity, presentation, uniformity, coordination of work by other consultants, and accuracy of details
 - Check specifications and cost estimates
 - **Pre-Final Check and Review.** This step occurs prior to the formal submittal of the Pre-final construction documents. This step includes checks of all notes, dimensions, sub-consultant work, quantities, and cross-references the plans against the project specifications.
 - **Final Check.** As each section of the Construction Documents is assembled, a final check is done to ensure that any last-minute revisions and/or comments are addressed.
3. **Coordination with Franchise Utilities and other Stakeholder Agencies.** Submittals will be made early on in the project to Franchise Utility and other Stakeholder Agencies for the identification of possible conflicts and to initiate the buy-in/approval process.
4. **Communication.** Communication is the best tool available in our Quality Control Process. Communication between our PM and the Town will happen frequently and accurately. All correspondence and meetings will be properly documented so that there is a written record of the decision made for the project.

VALUE ENGINEERING CONTRIBUTIONS

Value engineering is used to solve problems and identify and eliminate unwanted costs while improving function and quality. The aim is to satisfy the product's performance requirements at the lowest possible cost. In construction, this involves considering the availability of materials, construction methods, transportation issues, and site limitations or restrictions. Value engineering is an exercise that involves most of the project team as the project

develops by selecting the most cost-effective solution. However, it is about taking a wider view and examining the selection of materials, equipment, and processes to determine if a more cost-effective solution exists that will achieve the same project objectives.

Value engineering should start at project inception, where the benefits can be most significant; however, the contractor may also make a significant contribution as long as the changes required to the contract do not affect the schedule or incur additional costs that outweigh the savings. On larger projects, our team works with some of our local contractors to verify the cost of materials or that the sequencing of the project does not add cost.

On road jobs that are typically your earthwork (excavation/embankment), pavement design alternatives, availability of materials locally, and soil characteristics. Ardurra maintains recent bid tabs from local projects, allowing us to consider material costs when making decisions on project alternatives.

Ardurra takes a collaborative approach to developing design solutions. The process typically begins with a brainstorming session during our weekly staff and project meetings to identify problems and generate possible solution alternatives. These ideas are then examined in more detail by our project engineers and managers, who will develop the best alternatives into conceptual design drawings and sketches for final evaluation. Our team can draw upon a long and broad history of northern Arizona engineering experience through our staff members throughout our multiple offices.

All of the above help to improve a project's quality while reducing costs and not sacrificing the schedule. Our team has also been involved in full VE sessions like the Rio de Flag, where the Army Corps of Engineers established a multidisciplinary team of people, and we worked under the direction of a facilitator who followed an established set of procedures to review the project, making sure the team understood requirements, and we developed a cost-effective solution over a three-day period.

On the Bitter Creek Bridge project, we recently estimated construction costs to exceed the project budget. The team re-evaluated the proposed improvements and reduced costs by over \$1 million, bringing the project back within budget.

QUESTIONS FROM RFQ

Have any members of the Respondent's team had any business bankruptcies or foreclosures?

No

Have any members of the team been, or are they currently, involved in any litigation with any client or public or governmental organizations? If so, explain the circumstances, resolution, and current status.

No

Have primary members of the team been involved in any construction-related litigation with any building owners in the last five years, excluding workers' compensation claims? If so, explain the circumstances, resolution, and current status.

No

5.2.5 PROJECT UNDERSTANDING AND APPROACH

In reviewing the RSOQ, we find that our team has performed all the potentially required tasks on many occasions for our municipal clients. Our plan review services have included evaluating engineering studies, reports, and other submittal documents to ensure agency compliance.

We have provided cost estimates and feasibility reviews for capital projects for budgeting purposes, and we have attended Council retreats for project planning. Ardurra acts as an extension of the Town's staff. We build lasting relationships with all Town departments and work with each group that requires an engineer. We consistently look for opportunities to improve the town's infrastructure and, through our involvement with several other cities/towns and agencies, seek ways to help fund Town projects.

Development reviews are a recurring part of our Town Engineer assignments for subdivision and commercial master plans, re-zonings, general plan compliance, improvement districts, and other related planning tasks. We were also assigned in-house design tasks for surveys, traffic studies, drainage studies, and capital projects as funds become available, and the communities' needs evolve. Prioritizing projects is an additional task we provide based on the community's actual needs rather than the wants of various stakeholders and special interest groups.

All of our plan reviews are provided in letter format, documenting the submittal items and dates, references to the checklist, and conformance with design standards, regulatory agency requirements, generally good engineering practice, drainage, traffic, floodplain regulations, and other agency requirements.

DESIGN PHILOSOPHY AND GENERAL APPROACH

At Ardurra, we measure our success by the quality of our services and the satisfaction of our clients. We tailor each assigned task to the project or requested service. Frequent communication with the client is essential for meeting project objectives. A typical approach would include a Project Manager riding around with staff during visits to the community to identify problem areas and discuss solutions with them in the field, meet and hear concerns from the residents, meet with developers to discuss their site issues, and provide recommendations to staff for any concerns that they have. This has proven beneficial over the years in helping prioritize projects and see firsthand the community's challenges.

Our Engineers produce a final product that complies with all applicable standards and specifications. This requires familiarity with the latest statutory requirements and awareness of the latest regulations issued by the various agencies with jurisdiction. At Ardurra, we stay current with all applicable codes under which we practice, including but not limited to AASHTO, ADA, ADEQ, ADOT, MAG, YAG, MUTCD, and City/Town codes. We ensure absolute conformity to current standards, governing agencies, and most importantly, to your specifications.

The following philosophy and general approach are provided in regard to the tasks that could be assigned to us for on-call services:

- Obtain your understanding of the project and create a task list based on this understanding and our initial input.
- Facilitate obtaining input from all affected stakeholders or their designated representatives.
- Collect base information, including field surveys, as-built plans for existing infrastructure, utility information, regulatory agency requirements, checklists, submitted documents, staff reports, P&Z and Council minutes, and other relevant task information.
- For assigned design projects, we would prepare a Basis of Design Report that details the standards and specifications that will govern the design and provide a clear description of Ardurra's exact scope of services. Before proceeding with the design of the improvements, we would receive your written acceptance of BODR prior to moving forward.
- Assemble Concept Design drawings based on the BODR scope to a 30% level of detail. Review Concept Design drawings with the client before moving forward.
- Assemble 60%, 90% and 100% design drawings and specifications based on approvals for each level of submittal, including agency reviews.

PLAN REVIEWS

Ardurra's plan review process for our agency clients is thorough and comprehensive. All submittals are reviewed to a consistent standard of care and relate directly to the specific agency requirements. Using checklists, either agency-provided or developed in-house, ensures that a consistent, unambiguous, and equitably applied review is provided to the Town and the applicants.

The following information reflects the quality that goes into our reviews:

- We have never had a complaint regarding preferential treatment in our reviews by one applicant over another.
- We have never had our comments challenged by the applicants or their engineers.
- Our clients have never had to correct our written reviews or have us issue any statements of retraction for errors or contradictions.
- We are diplomatic in our review comments, always intending to provide positive recommendations, not derogatory or demeaning statements.

Our reviews always include a letter with our comments, which serves to document the issues of concern, provide a record of the submittals, follow the checklist items, and is used as a reference for subsequent reviews. The Town typically provides the applicant with our written comments to be addressed, and we have rarely had to attend Council/P&Z meetings. The staff, engineers, and developers appreciate receiving our comments promptly, typically before the development review team meetings.

- We understand our role as a reviewing engineer.
- We don't try to design the projects, we don't make deals on behalf of the community, and we remain independent of the local politics. This is a significant issue that allows us to be the Town's impartial representative.

The Town of Clarkdale will benefit from the depth of our reviews. No inexperienced engineers or surveyors will be assigned to Town projects for training at your expense.

IN-HOUSE DESIGN

Our plans are consistent across offices, from the front covers to the final SWPPP sheets. We have standard general notes that conform to the appropriate agency requirements, our Construction notes are tried and true, addenda for plan clarifications are rarely required, and our standard specifications have held up to scrutiny over the years. We follow the basic 30-60-90-100% submittal process unless a fast track is requested and warranted. We can also develop "good enough" plans for in-house construction as needed. Our Project Managers have also been known to go out with a hand level and direct the construction of small projects with Town staff.

CONSTRUCTION PHASE SERVICES

We can administer public bid projects from the project bid to close out. We can provide management of the record plan holders lists, distribution of plans to plan rooms and contractors, conduct pre-bid meetings, attend bid openings, and prepare the record bid tabulations and recommendations of awards. During construction, we provide inspections, QA/QC coordination with geotechnical firms, construction staking, conduct progress meetings, prepare minutes of all meetings, and photo-document our inspections, review payment applications and overall quality of the work, prepare as-built plans, and provide the final agency certifications as necessary.

We are consistent in our approach to construction management and inspections. This provides potential bidders with a known entity in preparing their bids. Our design engineers and senior staff are also inspectors. This not only helps in the design and construction but also allows them to improve the constructability of our plans by observing the latest construction techniques in the field. Contractors are not treated preferentially, and construction standards are adhered to.

We believe professional work should be reviewed by professionals.

SOUND ENGINEERING SOLUTIONS

Ardurra provides design solutions based on agency standards and requirements, the physical constraints of the project environment, the aesthetics of the location, and the concerns of the affected stakeholders in the projects. The extensive experience of our project managers and engineers allows us to provide creative solutions where warranted. Ardurra believes that listening is our most important asset when planning your projects.

With the depth of experience provided by our staff, many options can be considered quickly. All major decisions are discussed with the Town, and care is taken in not making hasty decisions or recommendations. Ardurra is always open to the opinions and experiences of our clients and believes that success is achieved and innovative solutions developed through a collective discussion on project issues. Collecting the necessary information and weighing the options before presenting alternatives is vital for sound engineering recommendations. An open discussion with Town Staff and the appropriate Council Members will typically lead to consensus. Additionally, our “brutally honest” approach to the project budgets and schedules will significantly impact the final recommended solutions.

PROBLEM RESOLUTION

Problems occasionally do present themselves. Open and early communication is typically the best solution to address problems of any nature. It is always better to reach a decision or agreement at the lowest point in the organizational chart where possible; if not, the resolution will, by necessity, move up through the organization on both sides of the discussion until it is finally agreed to. Good plans and specifications typically head off most construction-related disagreements and problems. We pride ourselves on the infrequent nature of having to deal with construction-related problems. Again, early identification of problems and quick resolution will keep things from escalating into positions taken on both sides that are hard to withdraw from.

The adage that you can’t please everyone is especially true regarding municipal projects. Special interest groups will have agendas and preconceived opinions of just how good or bad a project is. We try to address not only the vocalized opinions but also try to find the sometimes “hidden agendas” that can affect a project’s outcome.

Public meetings and open houses can provide the opportunity to express their concerns or support for Town projects and allow the community to meet with us and see that we have their best interests in mind.

ON-SITE/RESPONSE TIME

Ardurra’s Cottonwood office has identified our travel time as 10 minutes for meetings and other site visit requirements listed in the RSOQ. We will be accessible to you during design and construction. Just like you, we want the Town to thrive and look forward to continuing to work with you on positive community improvements.

Over the past 32 years, we have continuously proven that it is our protocol to always respond quickly to our Town project managers, especially when a project is under construction. This practice is vital to our core as a company. Our team will be available to meet face-to-face regularly and on short notice, at Town offices or on-site, during both the design and construction phases. We will work diligently to resolve concerns and accommodate unforeseen issues in the field without delay.

SCHEDULE MANAGEMENT

Our Team will manage workloads using Deltek. This program allows our staff to manage multiple projects and tasks. Ardurra manages long-duration projects the same way we manage those of a shorter duration, and staff assignments typically do not change on longer-duration projects. Staff resources are always assigned at utilization rates less than 100%, and task schedules are “buffered” to allow some flexibility in staff resource allocation. This standard practice is particularly beneficial for servicing On-Call contract task orders, which often come with short notice.

We greatly appreciate the opportunity to present our qualifications and look forward to continuing the same great working relationship that we have established with numerous communities throughout northern Arizona.

5.2.6 CLIENT REFERENCES

LOU ANDERSEN, TOWN MANAGER, TOWN OF CLARKDALE

928.639.2525

Role on referenced projects: Current Town Manager, Former Public Works Director

SCOTT ELLIS, COMMUNITY DEVELOPMENT DIRECTOR, TOWN OF CLARKDALE

928.639.2505

Role on referenced projects: Current Community Development Director.

ROGER MCCORMICK, PUBLIC WORKS DIRECTOR, YAVAPAI COUNTY

928.771.3183

Role on referenced projects: Road and Right of Way Director for areas adjacent to Town limits.

LYNN WHITMAN, DIRECTOR OF YAVAPAI COUNTY FLOOD CONTROL DISTRICT, YAVAPAI COUNTY

928.773.3197

Role on referenced projects: Yavapai County Floodplain Administrator.

DAWN CAPOTOSTI, ENVIRONMENTAL SERVICES DIVISION MANAGER, YAVAPAI COUNTY

928.639.8151

Role on referenced projects: Water and sewer permitting for Yavapai County Development Services projects.

TIM PETTIT, CITY MANAGER, CITY OF WILLIAMS

928.635.4451

Role on referenced projects: City Manager on Williams City Engineer contract.

DAVID COOLIDGE, CITY MANAGER, CITY OF WINSLOW

928.587.8096

Role on referenced projects: City Manager on Winslow City Engineer contract and [role] on FEMA Physical Map Revision project.

TIM WESTOVER, PUBLIC WORKS DIRECTOR, CITY OF PAGE

928.645.4302

Role on referenced projects: Public Works Director on Page On-Call Engineer contract.

BRETT SLAVENS, BUILDING AND SAFETY, CITY OF PAGE

928.645.4265

Role on referenced projects: Building and Safety for Page On-Call Engineer contract.

CHRISTINE CAMERON, CITY OF FLAGSTAFF CAPITAL IMPROVEMENTS ENGINEER, CITY OF FLAGSTAFF

928.213.2682

Role on reference projects: Project Manager for the Rio de Flag project.

DAVID PEDERSEN, PROJECT MANAGER, CITY OF FLAGSTAFF

928.213.2677

Role on reference projects: Project Manager for Beulah Blvd and University St. Improvements projects.

ADDITIONAL REFERENCES

MIRANDA FISHER, TOWN MANAGER, TOWN OF CAMP VERDE

928.554.0050

Role on referenced projects: Past Town Manager for the Town of Clarkdale.

BRUCE CONNELLY, TOWN ENGINEER, TOWN OF CAMP VERDE

928.554.0826

Role on referenced projects: Project Manager for the Town of Camp Verde.

JAMES BRAMBLE, PROJECT ENGINEER, CITY OF COTTONWOOD

928.340.2770

Role on referenced projects: Current City of Cottonwood Plan Review Engineer.

JOE DUFFY, ADMINISTRATIVE SERVICES DIRECTOR, TOWN OF CHINO VALLEY

928-636-2646

Role on referenced projects: Head of Finance Department, Contracts and Procurement

5.3 RESPONSE SECTION (ATTACHMENT B)

Attachment B can be found in the Appendix.

5.4 FEES AND PRICING

N/A

5.5 PROPRIETARY INFORMATION

None



APPENDIX **ATTACHMENT B** RESUMES



ATTACHMENT B
RESPONSE SECTION

TOWN OF CLARKDALE
TOWN ENGINEER SERVICES
RFQ #26-PW-02

1. Respondent Information:

Firm Name: Ardurra Group, Inc.

Contact Name: Guillermo Cortes, PE

Principal Address: 1801 W. Route 66, Suite 117, Flagstaff, AZ 86001

Phone: 925.774.4636 Fax: N/A

E-Mail: gcortes@ardurra.com

Local Address: 1801 W. Route 66, Suite 117, Flagstaff, AZ 86001

Type of Organization: Corporation

Tax ID #: 59-1782900 License #: 23975-2 (AZBTOR) Flagstaff Office

2. Disclosure of Debarment Information (§4.5.5 Disclosure): N/A

3. Receipt of Addenda:

Respondent acknowledges receipt of the following Solicitation Addendum(s):

<u>Addendum No.</u>	<u>Date</u>
<u>1</u>	<u>06/09/2026</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

4. Intent to be Bound by Response: _____

(Signature of Individual Authorized to Sign Response)

Guillermo Cortes, PE, Northern Arizona Group Manager
(Printed Name of Individual Authorized to Sign Response)



TO THE TOWN OF CLARKDALE:

Ardurra Group, Inc. declares an interest in being selected to perform the services described in RFQ #26-PW-02, and affirms that the following Addenda have been received and that the information contained in the addenda has been incorporated in formulating its Statement of Qualifications.

Ardurra Group, Inc.
Company Name

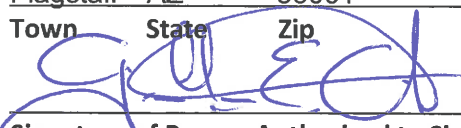
Name: Guillermo Cortes, PE

1801 W. Route 66, Suite 117
Address

Phone: 928.774.4636

Flagstaff AZ 86001
Town State Zip

Fax: N/A


Signature of Person Authorized to Sign

Email: gcortes@ardurra.com

Guillermo Cortes, PE
Printed Name

Northern Arizona Group Manager
Title



ATTACHMENT C
DISCLOSURE OF RESPONSIBILITY STATEMENT

- A. List any convictions of any person, subsidiary, or affiliate of the company, arising out of obtaining, or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract.
N/A
- B. List any convictions of any person, subsidiary, or affiliate of this company for offenses such as embezzlement, theft, fraudulent schemes, etc. or any other offenses indicating a lack of business integrity or business honesty, which affects the responsibility of the contractor.
N/A
- C. List any convictions or civil judgments under state or federal antitrust statutes.
N/A
- D. List any violations of contract provisions such as failing to perform (without good cause), or unsatisfactory performance, in accordance with the specifications of a contract.
N/A
- E. List any prior suspensions or debarments by any governmental agency.
N/A
- F. List any contracts not completed on time.
Ardurra has rarely had contracts that were not completed within the proposed timeframe due to unforeseen circumstances, owner-initiated changes, or other causes beyond Ardurra's control.
- G. List any penalties imposed for time delays and/or quality of materials and workmanship.
Ardurra has not been penalized for time delays or quality of work.
- H. List any documented violations of federal or state labor laws, regulations, or standards, occupational safety and health rules.
N/A

I, Guillermo Cortes, PE, as Northern Arizona Group Manager
Name of individual Title & Authority

of Ardurra Group, Inc., declare under oath that the above statements,
Company Name

Including any supplemental responses attached hereto, are true. By: [Signature]
(Signature of Individual/Representative)

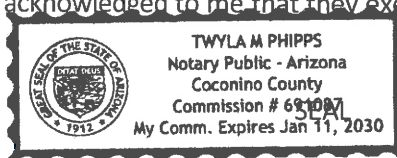


STATE OF: ARIZONA)
COUNTY OF: COCONINO) ss.
)

On this the 25 day of JUNE, 2026, before me, the undersigned NOTARY PUBLIC, personally appeared Guillermo Cortes, PE, who acknowledged to me that they executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand and official seal.

Twylla M Phipps
NOTARY PUBLIC



My Commission Expires: Jan 11 2030



ATTACHMENT D
NON-COLLUSION AFFIDAVIT

STATE OF: Arizona)
TOWN OF: Flagstaff) ss
)

Ardurra Group, Inc., Guillermo Cortes, PE,
(Name of Company, Representative)

being first duly sworn, deposes and says:

That she/he is Northern Arizona Group Manager of Ardurra Group, Inc.
(Title) (Name of Company)
and

That pursuant to and ARS 34-253, he/she certifies as follows: That neither he/she nor anyone associated with the said

Ardurra Group, Inc
(Name of Company)

has, directly or indirectly entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding for the SOQ for the Town of Clarkdale Town Engineer Services.

This SOQ is genuine and not made in the interest of or on behalf of any undisclosed firm or corporations and is not submitted to conform to any agreement or rules of any group, association, organization or corporation. Bidder has not submitted a false SOQ or solicited whether directly or indirectly with any other Bidder to submit a false SOQ which would give one particular SOQ any advantage over others or the owner.

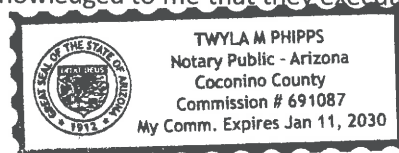
By: [Signature]
(Signature of Individual/Representative)

STATE OF: Arizona)
COUNTY OF: Coconino) ss
)

On this the 25 day of June, 2026, before me, the undersigned NOTARY PUBLIC, personally appeared Guillermo Cortes, PE, who acknowledged to me that they executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand and official seal.

[Signature]
NOTARY PUBLIC



SEAL



ATTACHMENT E
CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND INELIGIBILITY

Pursuant to 2 C.F.R. Part 180 and 2 C.F.R. § 200.213, and as a condition of eligibility for award under this solicitation:

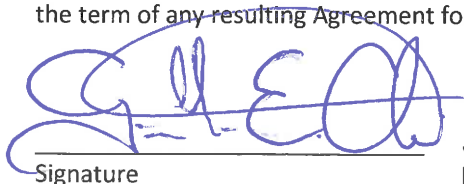
The undersigned, on behalf of the Respondent identified below, certifies that, to the best of its knowledge and belief, neither the Respondent nor any of its principals — including its officers, directors, owners, partners, and persons having primary management or supervisory responsibilities — is presently:

- debarred, suspended, or proposed for debarment;
- declared ineligible for award of contracts by any federal agency;
- voluntarily excluded from covered transactions; or
- convicted of or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public contract; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

Respondent further certifies that it will not knowingly enter into any subcontract with a person or entity that is debarred, suspended, proposed for debarment, or otherwise ineligible for award under federal procurement requirements.

Respondent understands that this certification is a material representation of fact upon which reliance is placed when this solicitation is evaluated. A false certification may subject the Respondent to criminal prosecution, civil liability, and debarment or suspension from future federal and Town procurements.

Respondent acknowledges that the Town will verify eligibility in the System for Award Management (SAM.gov) prior to award of any federally funded task order, and that Respondent's SAM.gov registration must remain current throughout the term of any resulting Agreement for federally funded work.


Signature

June 29, 2026
Date

Guillermo Cortes, PE, Northern Arizona Group Manager
Printed Name and Title

Ardurra Group, Inc.
Firm Name





YRS OF EXPERIENCE (FIRM | TOTAL)

30 | 30

REGISTRATION(S)

Professional Engineer AZ #33983

EDUCATION

BS, Civil Engineering, Northern
Arizonaa University

ASSOCIATIONS

American Society of Civil
Engineers

American Public Works
Association

Greater Flagstaff Chamber of
Commerce

Northern Arizona Builders
Association

Lumberjack Athletic Association

GUILLERMO CORTES, PE |

PROJECT PRINCIPAL

PROFILE SUMMARY

Guillermo has 30 years of experience in civil engineering, specializing in municipal, commercial, and residential developments across the state of Arizona. His background includes all aspects of civil engineering and surveying. Guillermo manages Ardurra's Flagstaff office and has the authority to commit the necessary resources. Guillermo also can assist employees and the Town when high level issues may arise with the Town and on projects.

PROFESSIONAL EXPERIENCE

City of Flagstaff, Rio de Flag Flood Control Project, Flagstaff, AZ. The Rio de Flag Flood Control Project is an ongoing, \$54 million project by the U.S. Army Corps of Engineers (USACE). Ardurra was first contracted with the City of Flagstaff for this project in 2004, at which time Guillermo served as the Project Manager. For this project, Ardurra is preparing complete plans, specifications, and cost estimates for the utility relocation effort, including the acquisition of property rights for the construction of the USACE-designed drainage structure. Ardurra's responsibilities include preparation of legal descriptions and exhibits for the acquisition of rights-of-way, and the rerouting and reconstruction of City sewer, water, and reclaimed water lines along the three-mile alignment - a portion of which lies under the proposed site for the Lone Tree Overpass. Ardurra is also responsible for designing street surface replacements at all street crossings affected by the Rio de Flag.

City of Flagstaff, Aztec Street Improvements, Flagstaff, AZ.

Guillermo served as the Project Principal for a road repair and utility replacement project near downtown Flagstaff. Ardurra's team provided a topographic survey of utilities, construction plans, and construction observation for the City of Flagstaff. The scope of work included water main replacements, meter and service line replacements, sewer line replacement, and mill, overlay, and full-depth replacement of the street. Guillermo was responsible for overseeing the design team and coordinating with the project's stakeholders.

Northern Arizona University Traffic Improvements, Flagstaff, AZ.

Ardurra was contracted to provide a traffic analysis and construction documents for 12 separate traffic improvement projects (pedestrian, bicycle, and vehicular) at various locations throughout the NAU campus in Flagstaff, Arizona. The scope of work includes pedestrian and bicycle safety analysis, intersection capacity analysis, signage and striping, and traffic signal analysis. Each site included a site visit, alternatives analysis, design narrative, and construction plans of the recommended improvement. Guillermo served as the Project Principal and provided technical oversight for Ardurra's design team.

GUILLERMO CORTES, PE | PROJECT PRINCIPAL

Village of Oak Creek, Jacks Canyon Road, Village of Oak Creek, AZ. Guillermo served as the Project Manager for the reconstruction of approximately 5,000 linear feet of road at Jack's Canyon Road in the Village of Oak Creek. Prior to design, Ardurra performed a traffic analysis to forecast future traffic and identified the need for additional traffic lanes. Three public meetings were held in the Village of Oak Creek to keep the public informed about the project schedule and recommendations found through our TIA. In addition to the TIA, Ardurra provided surveying and engineering of the roadway; new curb and gutter; utilities; and improvements to the drainage infrastructure.

City of Flagstaff, Rio de Flag Bridge Crossing, Flagstaff, AZ. Ardurra teamed with Michael Baker for the Rio de Flag Bridge Crossing Project, who was hired by the City of Flagstaff to study and prepare plans for new box culverts for the Rio de Flag crossings at the Thorpe Road and Beale Street. The new box culverts were designed to improve the capacity under Thorpe and Beale Street, while the sewer, water, and reclaimed water lines at the crossings were realigned to clear the foundations. Guillermo and the Ardurra team were responsible for the preparation of construction plans for realignments of the roadways and utilities. Both roads required the water line to be lowered to clear the bottom of the structures. Thorpe Road had a 20-inch reclaimed water line within the right-of-way that needed both horizontal and vertical realignment. Due to the height of the new box culverts, the road profiles needed to be adjusted. The road profiles have been raised to meet the top of the box culvert and redesigned to match the existing grade in both directions. Both roads required the FUTS trails to be realigned to provide pedestrians and bicycles a safe crossing of the street. On Beale Street, Ardurra designed a tabletop crossing which serves a dual purpose: the FUTS crossing and to provide traffic calming.

City of Sedona, Soldiers Pass Traffic Study, Sedona, AZ. Guillermo served as the Project Manager for a traffic study of SR-89A in Sedona, Arizona. His role included assisting with concept development of engineering alternatives and recommending the alternatives through the public process. Additionally, Guillermo was directly responsible for identifying the right-of-way and utility impacts on the alternatives, along with developing cost estimates.

Coconino County, Coconino Humphreys Street Improvements, Flagstaff, AZ. Guillermo served as the Project Principal for the water, sewer and street improvements to four streets within the City of Flagstaff. The goals of the project were to improve deteriorated portions of the roadway, bring the intersections and sidewalks up to ADA standards, and improve drainage. Ardurra was contracted by the City of Flagstaff to prepare plans, specifications, and cost estimates for all improvements. Guillermo was responsible for overseeing the Ardurra design team and coordinating with the project's stakeholders. In addition, Guillermo worked closely with the geotechnical engineer for pavement alternatives.

City of Sedona, Traffic Calming Study, Sedona, AZ. Guillermo served as the Project Manager responsible for an evaluation of traffic calming solutions for the Thunder Mountain/Sanborn Road corridor in Sedona, Arizona. This evaluation was initiated because of increased traffic volumes, excessive vehicular speeds, and unsafe pedestrian and bicycle conditions along the corridor. Guillermo led a focus group of City Staff and citizens and ultimately presented the conclusions and recommendations to the City Council.

City of Flagstaff, Butler Avenue Corridor Study, Flagstaff, AZ. Guillermo served as the Project Principal to aid the City of Flagstaff in evaluating Butler Avenue between Sinagua Heights and Little America, near I-40 in Flagstaff, Arizona. Ardurra's evaluation included working with the City Traffic Engineering department, Planning department, and Flagstaff Urban Trail System to create a cross-section that accommodated all types of users. The analysis evaluated access management, medians, traffic analysis, future trips, intersection alternatives, and right-of-way.

City of Flagstaff, Clay Avenue Detention Basin, Flagstaff, AZ. Ardurra performed the boundary survey for the City of Flagstaff parcel identified by the U.S. Army Corps of Engineers for the Clay Avenue Detention basin. The boundary survey was performed to ensure the detention basin project limits were clear of the BNSF railroad track slope prism prior to construction.

MICHAEL JANES, PE | TOWN ENGINEER



YRS OF EXPERIENCE (FIRM | TOTAL)

9 | 22

REGISTRATION(S)

Professional Engineer AZ #49111

EDUCATION

BS, Civil Engineering, Northern
Arizona University

ASSOCIATIONS

American Public Works
Association

PROFILE SUMMARY

Since 2004, Mike has designed and managed water, wastewater, transportation, storm drainage, and site design projects for municipalities, commercial clients, and private developers. These improvements have included water and sewer lines, pumping facilities, treatment facilities, local and rural roads, sidewalks, storm drainage facilities, parking lots, and general site design.

He also manages many projects resulting from our work as a City Engineer for the City of Williams, City of Winslow, Town of Clarkdale, and many of our on-call projects for Northern Arizona University and Camp Navajo. As a Senior Project Manager, Mike manages multi-disciplined teams of professionals and delivers quality, comprehensive projects while keeping them under budget and on schedule.

PROFESSIONAL EXPERIENCE

Town of Clarkdale, Town Engineer, Clarkdale, AZ. Town Engineer. Ardurra has served as the Town Engineer for Clarkdale for the last three years. During our time as Town Engineer, we have assisted the Town with multiple engineering tasks and services. Our services range from large design and planning projects to grant and funding assistance. We have also provided the Town with brief on-site engineering assistance and recommendations for minor issues brought to their attention by the community.

Town of Clarkdale, 3rd North Sewer, Clarkdale, AZ. Project Manager. The 3rd Street North Sewer project consists of replacing 1700 LF of 8" Sewer mains to eliminate conflicts with residences constructed over an existing sewer line and the overall need for replacement. Important aspects of the project also included relocating the water main to allow for the sewer installation and working with property owners to route existing sewer services to the new sewer line.

Town of Clarkdale, Water and Sewer Master Plan, Clarkdale, AZ. Project Manager. This project consists of reviewing the town's current water and wastewater systems, including water treatment and distribution, and wastewater collection and treatment, to identify the town's full build-out demands for water and sewer. Ardurra will identify immediate and long-term needs and associated costs with those projects as part of the analysis.

Town of Clarkdale, Selna Mongini Park, Clarkdale, AZ. Project Manager. Ardurra provided surveying, design, construction staking, and construction administration services for this project. Ardurra's design included grading, drainage, utilities, and hardscape design for a new Town Park. During construction, Ardurra provided contractor payment application reviews, material submittal reviews, RFI responses, site visits, and general construction observation.

MICHAEL JANES, PE | TOWN ENGINEER

Town of Clarkdale, Bitter Creek Bridge, Clarkdale, AZ. Project Manager. Ardurra was engaged by the Town to produce plans, bid documents, and cost estimates for the Bitter Creek Bridge Project. This project consists of the addition of a new bridge to the northwest of the existing Bitter Creek Bridge and converting the existing bridge into a pedestrian bridge.

Town of Clarkdale, 89A Water Campus, Clarkdale, AZ. Project Manager. The 89A water campus includes a new water storage tank, well, arsenic treatment plant, truck fill, site grading, site piping, and booster pump station. Ardurra's scope includes project management, design plans, well drilling coordination, bid documents, design reports, cost estimating, and permitting. Through subconsultants, Ardurra has also provided geotechnical investigation, electrical engineering, environmental clearances, and hydrogeological services.

Town of Clarkdale, Broadway Road Drainage, Clarkdale, AZ. Project Manager. The Broadway Road Drainage project is a project to mitigate localized drainage ponding at the intersection of the Elks Lodge driveway and Broadway Road. Ardurra completed a topographic survey and basemap, drainage assessment and memo, and improvement plans for the project.

Town of Clarkdale, Private Development Review, Clarkdale, AZ. Project Manager. Ardurra currently provides private development review for the Town of Clarkdale. Development review includes civil, electrical, and structural reviews as requested by the Town. In the last three years, Ardurra has provided reviews on the Taawaki Inn, Black Hilles West Subdivision, Mongini Tuzigoot Roadway, APS Clarkdale Substation, The Highlands at Clarkdale, Plateau, Newstand, and the Venus Tree/Drake's Building.

Town of Clarkdale, Reclaimed Waterline, Clarkdale, AZ. Project Manager. The Clarkdale Reclaimed Waterline project is to design a reclaimed waterline from the VRIC Booster Pump Station to Selna-Mongini Park, Main Street Park, and the cemetery. Improvements will include a new VRIC Booster Pump Station, reclaimed water fire hydrants, park irrigation connections, and surface improvements. The design will be coordinated with the Bitter Creek Bridge project, which will provide a sleeve for the new reclaimed water line.

Town of Clarkdale, EV Charging Station, Clarkdale, AZ. Project Manager. Ardurra provided design plans for installing a new EV Charging Station for police vehicles at the Clarkdale Police Department Building. The design utilizes existing infrastructure and minimizes improvement costs by routing conduit in landscaped areas.



YRS OF EXPERIENCE (FIRM | TOTAL)

2 | 30

REGISTRATION(S)

Professional Engineer AZ #32325

EDUCATION

MS, Fundamental Math, Ball State University

MS, Civil Engineering, University of Arizona

BS, Civil Engineering, University of Arizona

CURTIS KRAUSMAN, PE |

PROJECT MANAGER

PROFILE SUMMARY

Curtis has over 30 years of civil engineering experience providing design and construction management services. His experience includes a wide range of transportation, water, wastewater, storm water collection and conveyance infrastructure projects. Curtis's expertise includes federal, state, and local agency design, coordination, and construction management services in the areas of civil infrastructure, transportation, roads, bridges, pavement, water, and sewer systems. His experience includes serving as a Senior Civil Engineer at the City of Mesa, where he was responsible for various capital improvement projects ranging from building renovations to improvements within right-of-ways. For each project, he was responsible for the approval and permitting of construction documents, overseeing the construction of the project, and coordinating with departments to ensure the project was developed within appropriate criteria. A main feature in achieving these goals required plans to undergo a thorough QA/QC review and constructability review prior to being bid out to the contractor.

PROFESSIONAL EXPERIENCE

Town of Clarkdale, Bitter Creek DCR and Bitter Creek Bridge, Clarkdale, AZ. Project manager responsible for the Design Concept Report (DCR) and design of a new two-directional bridge to add to the town over Bitter Creek. The existing Bitter Creek Bridge is a historic bridge with a limited load rating. Higher loads need permits from ADOT, and low speeds to cross the bridge. In addition, this bridge is a one-lane bridge and brings traffic to the Verde Canyon Railroad and additional properties that have the potential to be developed. The new bridge will provide one lane of traffic in each direction, utilize the historic bridge for pedestrian use, and include lighting along the bridge as well as utility conduits for future growth in the area. The DCR addressed the type of bridge, a preliminary cost of the project, and presented a preliminary set of plans (15% level). A town council has confirmed moving forward with design, and Ardurra is currently completing the 90% plans for design. The plans are anticipated to be bid out in July 2026 and construction to begin in Spring 2026.



EXHIBIT B

COST PROPOSAL



**Town of Clarkdale
2026 FEE SCHEDULE**

Fees for services provided will be based on the following rates:

Principal	\$ 260 per hour
Assoc. Principal	\$ 245 per hour
Dept. Mgr/Sr. PM	\$ 225 per hour
Project Manager	\$ 208 per hour
Professional Engineer/Surveyor	\$ 185 per hour
Sr. Designer/Sr. Crew Chief	\$ 168 per hour
Designer/Sr. Tech/Planner	\$ 145 per hour
Engineer/Surveyor (IT)	\$ 145 per hour
Technician/Administrative	\$ 110 per hour
Clerical/Intern	\$ 93 per hour
2 Person Survey Crew	\$ 243 per hour
1 Person Survey Crew	\$ 173 per hour
Mileage	Current government rate

Direct expenses including but not limited to; meals and lodging, expedited shipping, printing, copying, submittal, review and permitting fees and title reports, and subconsultants will be billed with a 15% markup and are not included in our lump sum or hourly fees unless the contract specifically states that they are included. Hourly Rates for any staff position not listed are available upon request.

Work required by clients outside of normal business hours will be charged at 1.5 times our regular rates. Expert witness and other services related to litigation or arbitration including preparation and on-call time will be charged at 1.5 times our regular rates.

This fee schedule is subject to annual increases as negotiated between the client and Ardurra.



Staff Report

Item Number: 6.E.

Agenda Item: **Haskell Spring South Water Tank Safety Upgrades and Recoating**
Discuss, consider, and act upon a quote from Southwest Tank and Steel to perform the Haskell Springs South Welded Steel Tank Safety Upgrades and Recoating for \$248,690.

Staff Contact: Ethan Pebworth, Lead Operator

Meeting Date: August 11, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 4 - Plan for the maintenance and growth of quality infrastructure that is sustainable and resilient.
- Goal Area 6 - Water Conservation Strategies the prevent negative aquifer impacts and no degradation of the Verde River flows.

Background: The Town's Water System has two water production and storage sites, Haskell Springs and 89A. The site's four water reservoirs store 2.4 million gallons of potable water. The Haskell Springs South Tank is a welded steel tank built in 1970 and holds 500,000 gallons, or 20% of our system capacity.

The Town's potable water reservoirs and tanks are cleaned and inspected every three years per AWWA recommendations. The last periodic inspection by Rubicon Applied Divers on 07/16/22 found blistering paint on the interior coating on the walls and floor.

On 02/12/26, the tank was drained, cleaned, and inspected with Southwest Tank and Steel. The tank's walls and floor had blistering paint. Everything structurally looked sound and in good shape, but the tank needs to be recoated and updated to meet current OSHA safety standards, and the manual level gauge needs to be replaced.

The scope of the project will include all needed OSHA safety updates to include: a ladder fall protection system, 36" side access hatch, a roof handrail system, replacement of the roof vent, manual level gauge, and interior and exterior recoating. We will be utilizing a contract through SAVE, Flagstaff Contract 2024-145 Water Storage Tank Maintenance and Painting for Southwest Tank and Steel Inc.

Budget Impact: CIP W20 Haskell Springs South Tank Coating 13-5-0800-8034 has an available balance of \$400,000

Recommendation: Staff recommends that the Council approve the quote from Southwest Tank and Steel to perform the Haskell Springs South Welded Steel Tank Safety Upgrades and Recoating for \$248,690 and authorize the Town Manager to execute all documents and approve any change orders in an amount not to exceed \$290,000.

Southwest Tank and Steel, Inc.
Office 928.646.5900 Fax 928.646.5908
AZ ROC 268351

July 22, 2026

Re: Town of Clarkdale Haskell Springs South 500K

Ethan,

Below is the pricing to coat the interior and exterior of the existing Haskell Springs 52' X 32' 500K Potable water tank. All coatings are NSF 600 approved. We will utilize existing drawings for all structural items.

Interior: 100% solids

1. Prep- SSPC-SP10 Near white Metal Blast
2. Roof Primer- SW Sherplate 600 epoxy applied at 6-8 Mils
3. Roof Finish- SW Sherplate 600 epoxy applied at 6-8 Mils
4. Shell/ floor Finish- SW Poly-cote 115 100% solids applied at 20-30 Mils

Exterior

1. Field Prep- WJ4 pressure wash
2. Intermediate- SW Macropoxy 646FC applied at 4-6 Mills as needed to bare steel
3. Finish- SW Hi Solids Poly applied at 2-4 Mils

Paint Pricing:

Interior Coatings	\$140,427.00
Exterior Coatings	\$44,638.00
Disinfection per C-652	\$2,000.00
Anniversary inspection and disinfection	\$4,500.00

Structural upgrade pricing:

Mobilization	\$4,750.00
Cathodic Protection	\$18,800.00
New Components for Liquid Level Indicator	\$4,472.00
36" Shell Manway and Repad	\$9,830.00
New 10' wing rails	\$4,862.00
24" Flanged Center vent	\$8,795.00
Roof flange for telecommunication access	\$975.00
Cable-style safety climbs with Slides	\$4,641.00 each

***Structural durations- 2-3 weeks; prep and paint the interior and exterior of tank 4-6 Weeks**

*Prices do not include Taxes, Dehumidification, Bonding, NACE Inspection, Containment system, Permits, TERO, or prevailing wages.

*STS requires Full payments on all Invoices no later than net 30.

By accepting this bid, you agree to our above terms and conditions.

Sincerely,

Brandon Bentley

General Manager/ Estimator



4900 N Hayfield Draw Camp Verde AZ 86322