



**Pre-Qualification Conference Notes for
RFQ 26B-0205 Architect Services**

Wednesday, January 14, 2026 10:00 a.m. local Arizona time

Meeting held using Teams Meeting.

Michael Nentwig, CPPB called the meeting to order at 10:02 a.m.

Michael Nentwig, CPPB introduced themselves as the author of RFQ 26B-0205 and facilitated the meeting. Esther Hopkins, from Mohave, took the meeting notes. The meeting notes will be posted on the OpenGov project "*Addenda & Notices*" tab after the meeting. The questions asked today will determine if an amendment will be issued for clarifications, corrections, and/or additions. The final decision to issue an amendment rest with Mohave. If an amendment is issued, it will be emailed to the address provided in your OpenGov Procurement registration and posted under in "*Addenda & Notices*" tab for reference. **Note: An amendment will not be issued.**

There were 32 interested parties who called in.

Reminders:

- Mohave is requesting that all participants mute phones, while on the call.
- Any interested parties are welcome to the RFQ's opening. Contact the author of the solicitation to request opening information. In addition, the solicitation's sign-in and opening documents will be posted on our website within 24 hours of the due date.
- Thursday, January 29, 2026 is the last day for questions. Written emails are preferred.
- **Statements made during this pre-qualification conference are not amendments to the solicitation.**

Michael Nentwig, CPPB provided an overview of the procedure for the conference and solicitation reminders.

- The Special and General Terms and Conditions in this solicitation include statutes and requirements identified by and found within current applicable Presidential Executive Order(s); the Code of Federal Regulations; decisions and requirements from the Offices of the Arizona Attorney General and Auditor General; the Arizona Administrative Code (School District Procurement Rules); the Arizona State Procurement Code; Uniform Commercial Code, risk management, and Mohave procedures. These statutes, requirements, rules, codes, and practices are what is required to ensure awarded contracts are compliant for our members use.

When considering taking any exceptions/ deviations to the solicitation's terms and conditions, your firm must take into account that any exceptions or deviation will be evaluated for compliance to the statutes or requirements. Mohave cannot accept exceptions/ deviations to statutes, requirements, rules, or codes, where it has been adopted into practice or law by the state or federal government. *Unacceptable exceptions/ deviations shall remove your statement of qualification from consideration for award. Mohave shall be the sole judge on the acceptance of exceptions/ deviations and Mohave's decision shall be final.* This solicitation is a request for qualifications and cannot be revised after opening. Statements of qualification should be complete and meet all specifications and requirements of this solicitation.

- **To be considered, Statements of Qualifications shall be delivered to Mohave Educational Services Cooperative, Inc. (Attn: Contracts Dept.), 211 N 7th St, Kingman AZ 86401** in a sealed envelope or package with RFQ 26B-0205, offeror's name, mailing address, and Statement of Qualifications due date and time clearly indicated on the envelope or package. Statements of Qualifications must be in the actual possession of Mohave on, or prior to, the exact time and date indicated above. Statements of Qualifications shall be opened immediately following the Statement of Qualifications due date and time, with the name of each offeror publicly read and recorded.

Late Statements of Qualifications shall not be considered. Kingman is considered a "rural" area by many express delivery carriers and thus, they do not guarantee priority (next day) delivery by a specific time. Prospective offerors are encouraged to keep this in mind when arranging delivery of their Statement of Qualifications and are advised herein that late Statements of Qualifications shall be handled as specified by Arizona procurement rules and code.

If your firm plans to hand deliver the statement of qualifications the following will apply. February 5, 2026, I will be in the office all day to accept deliveries. If your firm would like to deliver prior to February 5, 2026 contact me to setup an appointment for drop off.

- **General Term and Condition 11.3. Evaluation Process:** The selection committee shall open and separately evaluate the statement of qualifications and score the statements using the scoring method in this Request for Qualifications. The selection criteria is listed on page 8 of this RFQ. No other factors or criteria shall be used in evaluation and scoring. Fees, price, man-hours or any other cost information shall not be requested or considered at any point in the qualifications selection process.

The selection committee will review the statement of qualifications and develop a final list with the minimum of three (3) and not more than five (5) offerors for each region listed on page 19 of this RFQ.

Interviews will not be conducted.

- **General Term and Condition 11.6. Negotiations:** Mohave shall enter into separate negotiations for contracts with the number of the highest qualified persons on the final list equal to the number of contracts to be awarded. If Mohave is unable to negotiate a satisfactory contract with a person after commencing negotiations, Mohave shall formally terminate negotiations with that person. Mohave shall then undertake negotiations for a contract with the next most qualified person on the final list with whom Mohave has not negotiated with and with whom Mohave has not previously negotiated in sequence until an agreement is reached for some or all of the multiple contracts included in the request for qualifications, or a determination is made to reject all persons on the final list.

- **Scope of Work, Page 7: Stand-alone engineering services are not requested in this solicitation.**
- **Statements of Qualifications shall not include pricing.**
- If your firm has received notification of this solicitation by means other than the original solicitation email notification from OpenGov, your firm will need to register as potential bidder with OpenGov at <https://procurement.opengov.com/portal/mesc>. By clicking "Subscriber" on the Mohave's OpenGov portal, your firm, will receive all future solicitation notices issued by Mohave.
- By clicking "Following" on the solicitation's OpenGov project page, your firm will receive any amendments, notices, and responses to questions that may be issued before the due date and time of the solicitation's opening.

Previously Submitted Questions and Answers:

- **Question:** In reviewing the RFQ I see that the header of pages 16-19 list "Method of Approach...Place after Tab 2a, 2b, 2c, etc.", however the info on those sheets is listed to go in Tab 1. Could you please clarify?
- **Mohave Answer:** The header information for pages 16-19 is incorrect. Follow the Tab 1 placement directions from individual parts and the placement instructions in the "Instructions to Offeror and Checklist Form".

Questions and Answers from the pre-qualification:

- **Question:** Are there any required qualifications outside of those listed in the RFQ?
- **Mohave Answer:** No. All applicable qualifications are listed in the RFQ.
- **Question:** What types of projects are usually requested by Mohave?
- **Mohave Answer:** Mohave does not request projects. The contracts are solicited on behalf of the cooperative membership. Our membership consists of school districts and other government entities, so any projects will generally be for public or educational use.

There were no other questions, and the meeting was concluded at 10:17 a.m.

Attachment: Attendee List

1/14/26: EH/MN

Attendee List:

Michael Nentwig, MESC
Esther Hopkins, MESC

Matthew Stahoviak, EMC2
Dave Gronik, EMC2

Jeff Winney, ADM Group

Belinda MacMaster, BWS

Rob Sampson, Selberg Associates

Cleries Martin, EAPC

Juliana Norvell, DLR Group

Erica Bullock, souLL architects

Reta Jay, Childers Architect
S Schimke, Childers Architect

Tara Huffman, Grace Design Studios

Christopher Thompson, Thompson Design Architects

Sarah Betts, Martin White Greene

Ellynn Bryant, Atmosphere Architects

Robert Wadsack, GH2 Architects
Devin Holmgren, GH2 Architects
Tricia Covert, GH2 Architects

Ye Zhang, Farnsworth Group

Johnny Birkinbine, Line and Space
Bob Clements, Line and Space

Alexis Vilay, Dekker
Adrienne Lewis, Dekker
Sanjay Kadu, Dekker

Krissy Naylor
Amanda Jackson
Robin Sim
Sara Altieri
Nicholas Naujokas
Amanda Besetzny
Scott Howell
Jeremy Rogers
Paul Baker