

Sedona Fire District

Station 4 RFQ process

Executive summary

The Sedona Fire District initiated a request for qualifications (RFQ) process in May 2025. The purpose was to evaluate and select an architect and construction manager at risk (CMAR) for the construction of the uptown Sedona Station 4.

The RFQ selection process timeline and criteria of the District are outlined below.

Evaluation criteria

Phase 1 April 30, 2025 to May 30, 2025

Timely submission to the public purchase portal based on the parameters defined in both RFQ's on the public purchase portal.

Phase 2 June 9, 2025

Architectural firm evaluation

- Project understanding and approach
- Firm experience and qualifications
- Key Personnel-design
- Firm's CA&O experience
- CA&O Key personnel
- General information

CMAR company evaluation

- Firm experience
- Project understanding and approach
- Key personnel experience
- General information

Phase 3 July 7-8, 2025

The selected firms were given a list of follow-up questions to prepare a presentation for review by the committee.

Architectural firm follow up questions

Design Approach

- Can you describe your design philosophy and how it applies to projects like ours in the historic Jordan Park area?
- How do you balance design innovation with budget constraints?
- What sustainability or energy efficiency strategies do you typically integrate?
- How do you integrate the NFPA standards 1500, 1710, 1720, and 1851 into your fire station design?

Team & Collaboration

- Who from your team will lead the project, and what is their availability? The Sedona Fire District governing board is ready to start on this project immediately.
- What is your approach to working with a CMAR during preconstruction?
- How will you capture and include input from the District with regards to design and layout elements?

Project Management

- What is your process for managing design changes initiated by the owner or uncovered during preconstruction?
- How do you ensure accurate and timely document delivery?
- What software and tools do you use for document coordination and collaboration?
- What experience do you have designing facilities in rural or remote Arizona locations?
- How do you address limitations in infrastructure, utilities, or environmental conditions?
- Please identify who from your firm will be the primary lead during construction.

Cost & Value

- How do you monitor and control project costs during design?
- Can you provide examples of where you helped reduce project costs without compromising design intent?
- How do you engage the community or the fire district's constituents during the design process, especially for public-facing projects?

CMAR follow up questions

Team & Experience

- Can you clarify which team members will be assigned to this project and their specific roles and experience within those roles?

Project Approach

- How do you plan to ensure collaboration between the owner, architect, and subcontractors during preconstruction and the construction phase of the project?
- What is your approach to cost estimating during the design phase?
- How do you handle constructability reviews and value engineering suggestions?
- Regarding the location of the construction site in a popular tourist area with residential housing, how do you propose to manage the site and lessen the impact during the construction process?

Schedule & Cost Control

- What tools and processes do you use to maintain the construction schedule and control costs?
- How do you ensure early identification and mitigation of potential delays or cost overruns?
- Can you describe a project where your team overcame a significant schedule challenge?

Subcontractor Management

- What is your subcontractor prequalification process?
- Will you solicit bids from local contractors and suppliers if they are qualified and available?
- How do you ensure competitive bidding while maintaining quality standards?
- How do you manage subcontractor performance on-site?

Building Warranty and Post-Construction Support

- What type of warranty do you provide on your fire station builds, and what does it cover?
- How do you handle warranty claims or issues that arise after project completion?
- Do you offer a post-construction maintenance program or orientation for facilities staff?

Sedona Fire District review committee members

Ed Mezulis, MPA

Fire Chief

Architectural review

Ed has been with the Sedona Fire District for 25 years. Before assuming his current role at SFD, he was responsible for managing vendor selection and procurement processes for the district's emergency medical services, training, and fleet services needs. Ed also brings over 20 years of experience in metal fabrication. His experience includes designing and maintaining shipboard systems, installing and maintaining chemical and gas delivery systems for the semiconductor industry, and designing and installing high-pressure pipes.

Lance Waldrop

Board Member

CMAR review

Before joining the fire board, Lance held various roles within the federal government, with a primary focus on fleet management in the United States Navy. His duties encompassed fleet maintenance, the review and development of specifications for a range of commercial apparatus, procurement, and project management. Additionally, Lance currently serves as a fleet management consultant for the Sedona Police Department.

Corrie Cooperman

Board Clerk

Architectural review

Corrie has served as a board member with the district for over a decade. She played an active role in the design, selection, and construction of Sedona Fire Station 6. Professionally, she is a licensed registered nurse with over 40 years of experience.

Scott Schwisow

Project Manager

Architectural/CMAR review

Scott dedicated 32 years to the district, ultimately retiring as a Division Chief. After a short break, he returned to take on the role of district project management coordinator. With many decades of experience in the residential construction industry in the Verde

Valley, he also served as the district project manager for the construction of Fire Station 6 in the Sedona Chapel area.

Jeff Wassell

Battalion Chief

Architectural/CMAR review

Jeff has been with the district for over 25 years. In his current role, he oversees facilities maintenance and repair while serving as a shift battalion. He has played a crucial role in numerous capital projects over the past few years, contributing to the development of scope of work documents, vendor selection, and cost analysis. Jeff's construction background also includes extensive experience as a commercial and residential electrician.

Jarrett Tarver

Captain

Architectural/CMAR review

Jarrett has been with the district for 24 years, during which he has led numerous in-house tenant improvement projects. With over 30 years of construction experience across Arizona, Jarrett has primarily worked as a construction foreman and private contractor, specializing in residential framing and concrete layout, design, and construction.

Greg Eberlein

Captain

CMAR review

Greg has dedicated over 20 years to the fire service with Sedona. He holds a B.S. in civil engineering and is a registered professional engineer in Arizona. His experience spans 26 years in design, engineering, procurement, management, scheduling, cost estimation, and residential real-estate entitlement. Mr. Eberlein is proficient in commercial and residential structures, land development construction including grading, drainage, water systems, asphalt pavement, and sidewalks. He is skilled in highway construction, encompassing drilling, paving, and pre-cast concrete bridges. He has experience in water treatment plant construction, involving tank construction, concrete structures, and mechanical piping. His expertise extends to vibration investigation and assessment of structural members after fire damage.

All committee members completed independent evaluations and confirmed there were no conflicts of interest

Committee Ranking of Submittals

Architect

1. LEA-Architects
2. OPN Inc
3. Perlman Architects
4. EAPC Architects Engineers
5. Breckenridge Group Architects
6. GH2 Architects, LLC
7. David E. Shambach, Architect, INC.
8. Cole Architects
9. The Galante Architecture Studio

CMAR

1. Core Construction, Inc.
2. Danson Construction, LLC
3. Willmeng Construction Inc.
4. Caliente Construction, Inc.
5. FCI Constructors, Inc.
6. Tierra Verde Builders

Summary

This process was crucial to the success of the Sedona Fire District's future capital planning. In our effort to build sustainable infrastructure while adhering to a fiscally responsible budget, we approached these selection decisions with great care. All submitting firms demonstrated professionalism and capability. The selected firms distinguished themselves by their alignment with the District's operational priorities and understanding of the specific challenges posed by this project.

Our decision was difficult, yet we stand by it confidently. The Sedona Fire District adhered to a transparent, qualifications-based selection process consistent with Arizona Revised Statutes and District procurement policies. All firms were evaluated using the criteria outlined in the RFQ and follow-up materials. Although the formal review and scoring process offered a structured basis, our final recommendation also accounted for project-

specific factors clearly aligned with the RFQ criteria—such as responsiveness to environmental constraints, stakeholder coordination, and regional experience.

We prioritized firms that not only exhibited technical proficiency but also showed keen attention to detail and a proven ability to listen, adapt, and collaborate in a manner that aligns with our community's expectations and values.

Each firm's ability to present a realistic and achievable project timeline, which respected both operational continuity and our long-term vision, was of particular importance. We highly valued candidates who demonstrated a genuine understanding of the Sedona Fire District's unique service demands, including the need to balance seasonal tourism pressures, topographic constraints, and the complexities of the area.

Furthermore, we needed assurance that the chosen teams were not only familiar with Northern Arizona but also capable of anticipating and planning for the complexities of constructing in a high-profile, environmentally sensitive area like Sedona. Their ability to engage with stakeholders, foresee permitting and infrastructure challenges, and align their strategies with our standards for service delivery and community trust was a crucial factor.