



Coastside Fire Protection District

STAFF REPORT

TO: Honorable Board of Directors

FROM: Jonathan Cox, Deputy Fire Chief

DATE: October 27, 2021

SUBJECT: RESOLUTION TO AWARD AN ON-CALL ARCHITECTURAL AND ENGINEERING SERVICES CONTRACT TO SVA ARCHITECTS, INC., AND AUTHORIZE THE EXECUTION OF AN AGREEMENT FOR PROFESSIONAL SERVICES

Recommendation

It is recommended that the Fire Board adopt the attached resolution awarding an on-call architectural and engineering services contract to SVA Architects, Inc., and authorize the Board President to execute the contract. (Attachment 1)

Background and Discussion

On September 13, 2021, the Coastside Fire Protection District issued a Request for Proposal (RFP) for On-Call Architectural and Engineering Services. The Board is seeking to retain an architectural and engineering firm who would be available to provide architectural and engineering services, if requested by the Board, within the next twelve (12) months. (Attachment 2) The firm chosen by the Board will be required to:

The scope of work shall include, in general, the full range of professional architectural or engineering pre-planning and design services including, services of all types of sub-consultant design disciplines typically required for architectural projects in the public sector. Tasks may include but are not limited to the following architectural or engineering design tasks:

- Program Development to Program Validation including Concept Development and Spatial Programming Studies
- Feasibility Studies/Project Definition
- Bid Scoping Documents
- All Phases of Project Design and Disciplines
- Specifications
- Design Reviews
- Cost Estimating
- Value Engineering
- Constructability Reviews
- Building Evaluations
- Troubleshooting
- Construction Support Services
- Building Information Modeling (BIM)/Computer-Aided Design & Drafting (CADD)/Drafting Work
- General Engineering Services

- Specific requirements include but are not limited to the following:
 - o Services will be provided on an on-call basis. The process will consist of the District contacting the CONTRACTOR(s) and requesting services related to an individual project. CONTRACTOR(s) will then prepare a detailed scope and cost.
- All work shall be done in conformance with all applicable local, County, State and Federal laws, regulations, and code.

The attached three (3) responses were received on October 8, 2021, from: SVA Architects, Inc., ZFA Structural Engineers, and STRATA AP. The responses were reviewed on October 12, 2021.

Staff recommends that the Board retain SVA Architects, Inc. This recommendation is made because SVA Architects' proposal most satisfactorily meets the requirements laid out in the RFP for experience in providing similar services for similar projects; key team members' qualifications, certifications, abilities, and availability; project understanding and approach; pricing; and utilization of local firms.

Fiscal Impact

SVA Architects, Inc., has indicated that their assignment fees vary depending on the complexity of the assignment.

Conclusion

It is recommended that the Fire Board adopt the attached resolution awarding an on-call architectural and engineering services contract to SVA Architects, Inc., and authorize the Board President to execute the contract.

Attachments:

1. Resolution and Agreement for Professional Services
2. Request for Proposals (RFP) On-Call Architectural and Engineering Services for Coastside Fire Protection District
3. Responses by:
 - a. SVA Architects, Inc.
 - b. ZFA Structural Engineers
 - c. STRATA Ap

ATTACHMENT 1

RESOLUTION AND AGREEMENT FOR PROFESSIONAL SERVICES

RESOLUTION NO. 2021-XX

A RESOLUTION TO AWARD AN ON-CALL ARCHITECTURAL AND ENGINEERING SERVICES CONTRACT TO SVA ARCHITECTS, INC., AND AUTHORIZE THE EXECUTION OF AN AGREEMENT FOR PROFESSIONAL SERVICES

WHEREAS, the District issued a Request for Proposals for On-Call Architectural and Engineering Services and on October 8, 2021, the last day to submit a response to the RFP, three (3) proposals were received; and

WHEREAS, the Deputy Fire Chief reviewed the proposals received from SVA Architects, Inc., ZFA Structural Engineers, and STRATA AP; and

WHEREAS, the Deputy Fire Chief recommends that the Board award a contract to SVA Architects, Inc., due to the fact that their proposal most satisfactorily met the requirements of the RFP; and

WHEREAS, the Board, having reviewed the three (3) proposals, wishes to implement the recommendation of the Deputy Fire Chief.

NOW, THEREFORE, BE IT RESOLVED, by the Fire Board of the Coastside Fire Protection District that:

1. An on-call architectural and engineering services contract to SVA Architects, Inc., is hereby approved;
2. The Fire Board directs that an agreement be negotiated in a form acceptable to the District's Attorney and the President hereinafter be authorized to execute the agreement on behalf of the District.

PASSED AND ADOPTED as a Resolution of the Coastside Fire Protection District at the regular meeting held on the 27th day of October, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Gary Burke, Board President

ATTEST:

Deputy Fire Chief Jonathan Cox, District Secretary

PROFESSIONAL SERVICES AGREEMENT
FOR
ON-CALL ARCHITECTURAL AND ENGINEERING SERVICES

This Agreement is made and entered into as of the 1st day of November, 2021 by and between the Coastside Fire Protection District hereinafter called "DISTRICT" and SVA Architects, Inc., hereinafter called "CONSULTANT".

RECITALS

This Agreement is entered into with reference to the following facts and circumstances:

- A. That DISTRICT desires to engage CONSULTANT to provide professional services in the DISTRICT;
- B. That CONSULTANT is qualified to provide such services to the DISTRICT and;
- C. That the DISTRICT has elected to engage the services of CONSULTANT upon the terms and conditions as hereinafter set forth.

- 1. Services. The services to be performed by CONSULTANT under this Agreement shall include those services set forth in Exhibit A, which is, by this reference, incorporated herein and made a part hereof as though it were fully set forth herein.

Performance of the work specified in said Exhibit A is hereby made an obligation of CONSULTANT under this Agreement, subject to any changes that may be made subsequently hereto upon the mutual written agreement of the said parties.

Where in conflict, the terms of this Agreement supersede and prevail over any terms set forth in Exhibit A.

- 2. Term; Termination. (a) The term of this Agreement shall commence upon the date hereinabove written and shall expire upon completion of performance of services hereunder by CONSULTANT. (b) Notwithstanding the provisions of (a) above, either party may terminate this Agreement without cause by giving written notice not less than ten (10) days prior to the effective date of termination, which date shall be included in said notice. In the event of such termination, DISTRICT shall compensate CONSULTANT for services rendered, and reimburse CONTRACTOR for costs and expenses incurred, to the date of termination, calculated in accordance with the provisions of paragraph 3. In ascertaining the services actually rendered to the date of termination, consideration shall be given both to completed work and work in process of completion. Nothing herein contained shall be deemed a limitation upon the right of DISTRICT to terminate this Agreement for cause, or otherwise to exercise such rights or pursue such remedies as may accrue to DISTRICT hereunder.

3. Compensation; Expenses; Payment. DISTRICT shall compensate CONSULTANT for all services performed by CONSULTANT hereunder in an amount based upon CONSULTANT's hourly rates during the time of the performance of said services. A copy of CONSULTANT's hourly rates for which services hereunder shall be performed are set forth in CONSULTANT's fee schedule marked Exhibit "B" hereof, attached hereto and by this reference incorporated herein.

Notwithstanding the foregoing, the combined total of compensation and reimbursement of costs payable hereunder shall not exceed the sum One hundred fifty thousand dollars (\$150,000.00) unless the performance of services and/or reimbursement of costs and expenses in excess of said amounts have been approved in advance of performing such services or incurring such costs and expenses by the DISTRICT Fire Chief (for contracts less than \$25,000) or DISTRICT Board (for contracts \$25,000 or more) evidenced by motion duly made and carried.

Compensation and reimbursement of costs and expenses hereunder shall be payable upon monthly billing therefor by CONSULTANT to DISTRICT, which billing shall include an itemized statement, briefly describing by task and labor category or cost/expense items billed.

4. Additional Services. In the event DISTRICT desires the performance of additional services not otherwise included within the services described in Exhibit A, such services shall be authorized in advance of the performance thereof by the DISTRICT Fire Chief (for contracts less than \$25,000) or DISTRICT Board (for contracts \$25,000 or more) by motion duly made and carried. Such amendment to this Agreement shall include a description of the services to be performed thereunder, the maximum compensation and reimbursement of costs and expenses payable therefor, the time of performance thereof, and such other matters as the parties deem appropriate for the accomplishment of such services. Except to the extent modified by written amendment, all other terms and conditions of this Agreement shall be deemed incorporated in each such amendment.
5. Records. CONSULTANT shall keep and maintain accurate records of all time expended and costs and expenses incurred relating to services to be performed by CONSULTANT hereunder. Said records shall be available to DISTRICT for review and copying during regular business hours at CONSULTANT's place of business or as otherwise agreed upon by the parties.
6. Authorization. This Agreement becomes effective when endorsed by both parties in the space provided below.
7. Reliance on Professional Skill of CONSULTANT. CONSULTANT represents that it has the necessary professional skills to perform the services required and the DISTRICT shall rely on such skills of the

CONSULTANT to do and perform the work. In performing services hereunder CONSULTANT shall adhere to the standards generally prevailing for the performance of expert consulting services similar to those to be performed by CONSULTANT hereunder.

8. Documents. All documents, plans, drawings, renderings, and other papers, or copies thereof, as finally rendered, prepared by CONSULTANT pursuant to the terms of this Agreement, shall, upon preparation and delivery to DISTRICT, become the property of DISTRICT.
9. Relationship of Parties. It is understood that the relationship of CONSULTANT to the DISTRICT is that of an independent contractor and all persons working for or under the direction of CONSULTANT are its agents or employees and not agents or employees of the DISTRICT.
10. Schedule. CONSULTANT shall adhere to the schedule set forth in Exhibit A; provided, that DISTRICT shall grant reasonable extensions of time for the performance of such services occasioned by governmental reviews of CONSULTANT's work product or other unavoidable delays; provided, further, that such unavoidable delay shall not include strikes, lockouts, work stoppages, or other labor disturbances conducted by, or on behalf of, CONSULTANT's officers or employees.

CONSULTANT acknowledges the importance to DISTRICT of DISTRICT's Project schedule and agrees to put forth its best professional efforts to perform its services under this Agreement in a manner consistent with that schedule.

11. Indemnity. To the fullest extent allowed by law, CONSULTANT hereby agrees to defend, indemnify, and save harmless DISTRICT, its Board, officers, employees and agents, from and against any and all claims, suits, actions liability, loss, damage, expense, cost (including, without limitation, costs and fees of litigation) of every nature, kind or description, which may be brought against, or suffered or sustained by, DISTRICT, its Board, officers, employees or agents caused by, or alleged to have been caused by, the negligence, intentional tortuous act or omission, or willful misconduct of CONSULTANT, its officers, employees, subcontractors or agents in the performance of any services or work pursuant to this Agreement.

The duty of CONSULTANT to indemnify and save harmless, as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code; provided, however, that nothing herein contained shall be construed to require CONSULTANT to indemnify Coastside Fire Protection District, its Board, officers, employees and agents against any responsibility or liability in contravention of Section 2782 of the California Civil Code.

CONSULTANT's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law.

The defense and indemnification obligations of this agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained within this Agreement.

12. Insurance. CONSULTANT shall acquire and maintain Workers' Compensation, employer's liability, commercial general liability, owned and non-owned and hired automobile liability, and professional liability insurance coverage relating to CONSULTANT's services to be performed hereunder covering DISTRICT's risks in form subject to the approval of the DISTRICT Attorney and/or DISTRICT's Risk Manager. The minimum amounts of coverage corresponding to the aforesaid categories of insurance per insurable event, shall be as follows:

<u>Insurance Category</u>	<u>Minimum Limits</u>
Workers' Compensation	statutory minimum
Employer's Liability	\$1,000,000 per accident for bodily injury or disease
Commercial General Liability	\$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury, personal injury and property damage
Automobile Liability	\$1,000,000 per accident for bodily injury and property damage (coverage required to the extent applicable to CONSULTANT's vehicle usage in performing services hereunder)
¹ Professional Liability	\$1,000,000 per claim and aggregate

It shall be a requirement under this Agreement that any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements and/or limits shall be available to the DISTRICT as an Additional Insured. Furthermore, the requirements for coverage and limits shall be the greater of either (1) the minimum coverage and limits specified in this Agreement or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named Insured.

¹ Note: Professional liability insurance coverage is not required if the CONSULTANT is not providing a service regulated by the state. (Examples of service providers regulated by the state are insurance agents, professional engineers, doctors, certified public accountants, lawyers, etc.) Please check and initial the following if professional liability is **NOT** required for this agreement. Recommended _____
[Project Manager] Approved _____ [Risk Manager]

CONSULTANT agrees to include with all subcontractors in their subcontracts the same requirements and provisions of this agreement including the indemnity and insurance requirements to the extent they apply to the scope of the subcontractor's work. Subcontractors hired by CONSULTANT shall agree to be bound to CONSULTANT and DISTRICT in the same manner and to the same extent as CONSULTANT is bound to DISTRICT under this Agreement and its accompanying documents. Subcontractors shall further agree to include these same provisions with any sub-subcontractors. A copy of the indemnity and insurance provisions of this Agreement will be furnished to the Subcontractor upon request. CONSULTANT shall require all subcontractors to provide a valid certificate of insurance and the required endorsements included in the subcontract agreement and will provide proof of compliance to the DISTRICT prior to commencement of any work by the subcontractor.

Concurrently with the execution of this Agreement, CONSULTANT shall, on the Insurance Coverage form provided in Exhibit C, furnish DISTRICT with certificates and copies of information or declaration pages of the insurance required hereunder and, with respect to evidence of commercial general liability and automobile liability insurance coverage, original endorsements:

- (a) Precluding cancellation or reduction in per occurrence limits before the expiration of thirty (30) days (10 days for nonpayment) after DISTRICT shall have received written notification of cancellation in coverage or reduction in per occurrence limits by first class mail;
- (b) Naming the Coastside Fire Protection District, its Board, officers, employees, and agents, as additional insureds; and
- (c) Providing that CONSULTANT's insurance coverage shall be primary insurance with respect to Coastside Fire Protection District, its Board, officers, employees, and agents, and any insurance or self-insurance maintained by DISTRICT for itself, its Board, officers, employees, or agents shall be in excess of CONSULTANT's insurance and not contributory with it. CONSULTANT and its insurer may not seek contribution from DISTRICT's insurance or self-insurance.

The limits of insurance required in this agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of DISTRICT, to the extent required by this Agreement, before the DISTRICT's insurance or self-insurance may be called upon to protect DISTRICT as a named Insured.

All self-insured retentions (SIR) must be disclosed to DISTRICT for approval and shall not reduce the limits of liability coverage. Policies containing and SIR provision shall provide or be endorsed to provide that

the SIR may be satisfied by either the named CONSULTANT/Named Insured or DISTRICT.

DISTRICT reserves the right to obtain a full certified copy of any insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of right to exercise later.

Any and all Subcontractors shall agree to be bound to CONSULTANT and DISTRICT in the same manner and to the same extent as CONSULTANT is bound to DISTRICT under this Agreement. Subcontractors shall further agree to include the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, in any agreement with sub-subcontractors to the extent that they apply to the scope of the sub-subcontractor's work. A copy of the indemnity and insurance provisions of this Agreement shall be furnished to any subcontractor upon request.

CONSULTANT shall maintain insurance as required by this Agreement to the fullest amount allowed by law and shall maintain insurance for a minimum of five (5) years following completion of this project or service. In the event CONSULTANT fails to obtain or maintain completed operations coverage as required by this Agreement, the DISTRICT at its sole discretion may purchase the coverage required and the cost will be paid by CONSULTANT.

13. WORKERS' COMPENSATION. CONSULTANT certifies that he is aware of the provisions of the Labor Code of the State of California which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and CONSULTANT certifies that he will comply with such provisions before commencing the performance of the work of this agreement.

14. NON-DISCRIMINATION. The CONSULTANT will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The CONSULTANT will take affirmative action to ensure that applicants are employed and the employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, advancement, demotion, transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The CONSULTANT shall at all times be in compliance with the requirements of the Federal Americans With Disabilities Act (Public Law 101-336) which prohibits discrimination on the basis of disability by public entities. The CONSULTANT agrees to post in conspicuous places available to employees and applicants for employment any notices provided by the DISTRICT setting forth the provisions of this non-discrimination clause.

15. Notice. All notices required by this Agreement shall be given to the DISTRICT and CONSULTANT in writing, by first class mail, postage prepaid, addressed as follows:

DISTRICT: Coastside Fire Protection District
1191 Main Street
Half Moon Bay, CA 94019
Attention: Fire Chief

CONSULTANT: _____
(SVA Architects, Inc.
2030 Franklin Street, Suite 210
Oakland, CA 94612
Nathan Herrero, Principal-in-Charge)

16. Non-Assignment. This Agreement is not assignable either in whole or in part.
17. Amendments. This Agreement may be amended or modified only by written agreement signed by both parties.
18. Validity. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.
19. Governing Law. This Agreement shall be governed by the laws of the State of California and any suit or action initiated by either party shall be brought in the County of San Mateo, California. In the event of litigation between the parties hereto to enforce any provision of the Agreement, the unsuccessful party will pay the reasonable attorney's fees and expenses of litigation of the successful party.
20. Mediation. Should any dispute arise out of this Agreement, the parties shall meet in mediation and attempt to reach a resolution with the assistance of a mutually acceptable mediator. Neither party shall be permitted to file legal action without first meeting in mediation and making a good faith attempt to reach a mediated resolution. The costs of the mediator, if any, shall be paid equally by the parties. If a mediated settlement is reached neither party shall be deemed the prevailing party for purposes of the settlement and each party shall bear its own legal costs.
21. Conflict of Interest. CONSULTANT may serve other clients, but none who are active within the DISTRICT's service area or who conduct business that would place CONSULTANT in a "conflict of interest" as that term is defined in State law.
22. Entire Agreement. This Agreement, including Exhibits A, B C, and D, comprises the entire Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the date first above written by their respective officers duly authorized in that behalf.

COASTSIDE FIRE PROTECTION DISTRICT

Dated: _____

Jonathan Cox, DISTRICT Deputy Chief

Dated: _____

Gary Burke,
DISTRICT Board President
(for contracts \$25,000 or more)

APPROVED AS TO FORM

Dated: _____

Jean Savaree, DISTRICT Attorney

CONSULTANT

Dated: _____

Nathan Herrero, Principal-in-Charge

EXHIBIT A

SCOPE OF WORK AND SCHEDULE
FOR
ON-CALL ARCHITECTURAL AND ENGINEERING SERVICES

Scope of Work

The District seeks to retain an architectural and engineering firm who would be available and qualified to conduct appraisals for the District during the next twelve (12) months.

The scope of work shall include, in general, the full range of professional architectural or engineering pre-planning and design services, including services of all types of sub-consultant design disciplines typically required for architectural projects in the public sector. Tasks may include but are not limited to the following architectural or engineering design tasks:

- Program Development to Program Validation including Concept Development and Spatial Programming Studies
- Feasibility Studies/Project Definition
- Bid Scoping Documents
- All Phases of Project Design and Disciplines
- Specifications
- Design Reviews
- Cost Estimating
- Value Engineering
- Constructability Reviews
- Building Evaluations
- Troubleshooting
- Construction Support Services
- Building Information Modeling (BIM)/Computer-Aided Design & Drafting (CADD)/ Drafting Work
- General Engineering Services
- Specific requirements include but are not limited to the following:
 - Services will be provided on an on-call basis. The process will consist of the District contacting the CONSULTANT(s) and requesting services related to an individual project. CONSULTANT(s) will then prepare a detailed scope and cost.
- All work shall be done in conformance with all applicable, local, County, State and Federal laws, regulations, and code.

EXHIBIT B
CONSULTANT'S FEE SCHEDULE

HOURLY RATES

SVA Architects

Partner / Principal	\$225
Senior Project Architect / Manager	\$195
Senior Designer / Planner	\$195
Project Architect / Manager	\$175
Designer / Planner	\$175
Job Captain	\$155
Intermediate Technical Designer	\$125
Junior Technical Designer	\$100
Clerical Staff	\$75

BKF Engineers

Principal / Vice President	\$251
Senior Associate / Vice President	\$225
Associate	\$219
Senior Project / Technical Manager	\$218
Project / Technical Manager	\$213
Surveying / Planning Manager	\$197
Senior Project Engineer / Surveyor	\$183
Project Engineer / Surveyor / Planner	\$160
Design Engineer	\$140
Staff Surveyor / Planner	\$140
BIM Specialist I-III	\$140-183
Technician I-IV	\$133-167
Drafter I-IV	\$104-138
Survey Party Chief	\$182
Instrumentman	\$157
Survey Chairman	\$117
Utility Locator I-IV	\$95-184
Apprentice I-IV	\$72-113
Senior Construction Administrator	\$207
Resident Engineer	\$154
Field Engineer I-III	\$140-183
Project Assistant	\$88
Engineering / Surveying Assistant	\$86
Clerical / Administrative Assistant	\$74

KPFF Consulting Engineers

Principal Landscape Architect	\$195
Associate Landscape Architect	\$175
Landscape Architect / Project Manager	\$155
Job Captain	\$140
CADD Technician	\$125
Clerical	\$85

IMEG Corp.

Client Executive/Market Director	\$250
Project Executive	\$230
Senior Engineer Technical Specialist	\$215
Senior Engineer I-III	\$160-205
Project Engineer I-II	\$130-150
Engineer	\$120
Senior Design Technical Specialist	\$190
Senior Designer I-III	\$150-180
Project Designer I-II	\$130-140
Designer I-IV	\$105-120
Senior Virtual Design Coordinator	\$115
Virtual Design Coordinator	\$100
Virtual Design Technician	\$95
Clerical Support	\$80
Senior Construction Administrator	\$165
Construction Administrator	\$145
Senior Commissioning Authority	\$185
Project Commissioning Authority	\$145
Commissioning Authority/Engineer	\$120

Sierra West Group

Principal / Chief Estimator	\$125
Expert Witness / Litigation Support	\$250
Cost Manager / Quantity Surveyor	\$110
Mechanical / Electrical Estimator	\$110
Civil Engineer / Estimator	\$110
Administrative	\$78

REIMBURSABLE EXPENSES

Reimbursement for any direct expenses will be at 1.10 times the actual expense. Reimbursable expenses will include, but not be limited to, printing and reproduction, photo work, artist renderings (if requested by Client), overnight delivery, and messenger services.

EXHIBIT C

INSURANCE FORMS

CONSULTANT shall provide, in addition to the Certificates of Insurance, original Endorsement affecting the coverages specified in Section 12 - INSURANCE of the Agreement on the attached form. No substitute form will be accepted.

ATTACHED

1. Insurance Coverage Form

EXHIBIT D

This **INSURANCE COVERAGE FORM** modifies or documents insurance provided under the following:

Named Insured: _____ Effective Work Date(s): _____

Description of Work/Locations/Vehicles: _____

ADDITIONAL INSURED: Coastside Fire Protection District (DISTRICT)
1191 Main Street
Half Moon Bay, CA 94019
Attention: Fire Chief

Endorsement and Certificates of Insurance Required The Additional Insured, its elected or appointed officers, officials, employees and volunteers are included as insureds with regard to damages and defense of claims arising from: (Check all that apply)	Insurer	Policy No.
<input type="checkbox"/> General Liability: (a) activities performed by or on behalf of the Named Insured, (b) products and completed operations of the Named Insured, (c) premises owned, leased occupied or used by the Named Insured, and/or (d) permits issued for operations performed by the Named Insured. {Note: MEETS OR EXCEEDS ISO Form # CG 20 10 11 85}		
<input type="checkbox"/> Auto Liability: the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Named Insured, regardless of whether liability is attributable to the Named Insured or a combination of the Named Insured and the Additional Insured, its elected or appointed officers, officials, employees or volunteers.		
<input type="checkbox"/> Other:		
Certificates of Insurance Required (no endorsement needed) (Check all that apply)	Insurer	Policy No.
<input type="checkbox"/> Workers Compensation: work performed by employees of the Named Insured while those employees are engaged in work under the simultaneous directions and control of the Named Insured and the Additional Insured.		
<input type="checkbox"/> Professional Liability:		

PRIMARY/NON-CONTRIBUTORY: This insurance is primary and is not additional to or contributing with any other insurance carried by or for the benefit of Additional Insureds.

SEVERABILITY OF INTEREST: The insurance afforded by this policy applies separately to each insured who is seeking coverage or against whom a claim is made or a suit is brought, except with respect to the insurer's limit of liability.

PROVISIONS REGARDING THE INSURED'S DUTIES AFTER ACCIDENT OR LOSS: Any failure to comply with reporting provisions of the policy shall not affect coverage provided to the Additional Insured, its elected or appointed officers, officials, employees, or volunteers.

CANCELLATION NOTICE. The insurance afforded by this policy shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice (ten (10) days if canceled due to non-payment) by regular mail return receipt requested has been given to the Additional Insured. Such notice shall be addressed as shown above.

WAIVER OF SUBROGATION: The insurer(s) named above agree to waive all rights of subrogation against the DISTRICT, its elected or appointed officers, officials, agents, volunteers and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for the DISTRICT.

Nothing herein contained shall vary, alter or extend any provision or condition of the Policy other than as above stated.

SIGNATURE OF INSURER OR AUTHORIZED REPRESENTATIVE OF THE INSURER

I, _____ (print/type name), warrant that I have authority to bind the above-named insurance company and by my signature hereon do so bind this company.

SIGNATURE OF AUTHORIZED REPRESENTATIVE (original signature required)

ORGANIZATION: _____ **TITLE:** _____

ADDRESS: _____

TELEPHONE: () _____ **DATE ISSUED:** _____

ATTACHMENT 2

REQUEST FOR PROPOSALS (RFP) ON-CALL
ARCHITECTURAL AND ENGINEERING SERVICES
FOR COASTSIDE FIRE PROTECTION DISTRICT



Request for Proposals (RFP)
On-Call Architectural and
Engineering Services

Coastside Fire Protection
District

Prepared by:
Jonathan Cox, Deputy Chief

September 13, 2021

Introduction and Purpose of the RFP

The Coastside Fire Protection District (District) seeks proposals from an individual or firm to provide on-call architectural and engineering services for the District in anticipation of several public works projects. The Board requests proposals from individuals and companies whose combination of experience and expertise will provide timely, cost-effective, and quality professional service to the District.

Qualifications, Insurance and Licensing Requirements

1. CONTRACTOR shall be a licensed Architect or Engineer in the State of California.
2. CONTRACTOR shall have a minimum of five (5) years of experience leading and controlling the design and construction of public works projects and/or any other public sector projects. Experience shall be in the state of California, and CONTRACTOR'S project manager shall have a minimum of five (5) years of direct control managing successful public works projects.
3. CONTRACTOR shall use at a minimum AutoCAD 2012 to produce all design documents.
4. CONTRACTOR shall be capable of following and submitting deliverables under the protocols of the US National Computer-Aided Design (CAD) standards.
5. Insurance coverage in the minimum amounts specified below:
 - a. Professional liability insurance coverage in the minimum amount of \$1,000,000;
 - b. Automobile liability in the minimum amount of \$1,000,000;
 - c. Commercial general liability in the minimum amount of \$1,000,000; and
 - d. Workers' compensation insurance as required by California statutes.

Scope of Work

The District seeks to retain an architectural and engineering firm who would be available and qualified to provide architectural and engineering services for the District during the next twelve (12) months.

The scope of work shall include, in general, the full range of professional architectural or engineering pre-planning and design services, including services of all types of sub-consultant design disciplines typically required for architectural projects in the public sector. Tasks may include but are not limited to the following architectural or engineering design tasks:

- Program Development to Program Validation including Concept Development and Spatial Programming Studies
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- Troubleshooting
- Construction Support Services
- Building Information Modeling (BIM)/Computer-Aided Design & Drafting (CADD)/Drafting Work
- General Engineering Services
- Specific requirements include but are not limited to the following:
 - Services will be provided on an on-call basis. The process will consist of the District contacting the CONTRACTOR(s) and requesting services related to an individual project. CONTRACTOR(s) will then prepare a detailed scope and cost.
- All work shall be done in conformance with all applicable local, County, State and Federal laws, regulations, and code.

Response to the RFP – Proposal/Qualification Package Requirements

Content and Layout

CONTRACTOR should provide the information as requested and as applicable to the proposed goods and/or services. The proposal or qualifications package shall be organized as per the table below; headings and section numbering utilized in the proposal or qualifications package shall be the same as those identified in the table. Proposal or qualifications packages shall include, at a minimum, but not limited to, the following information in the format indicated: Proposals shall consist of the following sections, in the following order:

<u>Proposal Layout</u> Organize and Number Sections as Follows:	
Section 1	COVER LETTER
	TABLE OF CONTENTS
Section 2	PROPOSED APPROACH FOR MEETING THE SERVICES DESCRIBED IN SCOPE OF WORK
Section 3	QUALIFICATIONS, INSURANCE AND LICENSING REQUIREMENTS
Section 4	KEY STAFF, PROJECT EXPERIENCE AND REFERENCES
Section 5	PRICING
Section 6	APPENDIX

Section 1

- Cover Letter: All proposal or qualifications packages must be accompanied by a cover letter not exceeding two (2) pages and should provide firm information and contact information as follows:
 - Contact Info: The name, address, telephone number, email, and fax number of CONTRACTOR’s primary contact person during the solicitation process through to potential contract award.
 - Firm Info: Description of the type of organization (e.g., corporation, partnership,

including joint venture teams and subcontractors) and number of years in existence. Indicate any planned or anticipated changes in business organization or operations, such as dissolution, winding-up, merger, etc., that may bear on ability to complete services in accordance with AGREEMENT.

- Litigation History: Provide a description of litigation to which your firm has been a party in the past five (5) years. Please include the following details:
 - Name of Case Case, Number, Date Filed
 - Court which Filed Judgment or Result
- Table of Contents

Section 2

Proposed Approach for Meeting the Services Requested by District for Scope of Work described:

- An implementation plan that describes in detail:
 - The methods, including controls, by which your firm manages projects
 - The way your firm intends to provide adequate staffing, and equipment or other resources to be provided.
 - Identify sub-consultants, if any, your firm proposes to use to provide the services.
 - The methodology for soliciting and documenting views of internal and external stakeholders; and
 - Any other project management or implementation strategies or techniques that CONTRACTOR intends to employ in carrying out the services requested.

Detailed description of efforts CONTRACTOR will undertake to achieve client satisfaction and to satisfy the requirements in the Scope of Work.

Section 3

Qualifications/Licensing Requirements:

- Qualifications: CONTRACTOR must acknowledge in writing that it meets all the qualifications, insurance, and licensing requirements as set forth in this document and in the District Agreement for Professional Services (attached).
- Licensing Requirements: CONTRACTOR must acknowledge, in writing, its compliance with all laws governing the services as described and that it meets all governmental licensing requirements.

CONTRACTOR shall possess all permits, licenses, and professional credentials necessary to supply products, and the ability to deploy devices and perform services as specified.

Section 4

Key Staff, Project Experience & References shall include:

- Organizational Chart of Proposed Team: CONTRACTOR shall attach the firm's organizational chart. The chart should show the names and roles of all key personnel and the firm they are associated with if they are a subcontractor. The chart should provide a clear picture of the working relationship between all key personnel on the proposed team.
- Resume(s) of Key Staff: CONTRACTOR shall provide resume(s) for each key person on the proposed team. The District will also be looking at proposed team member's relevant

technical expertise to provide architectural and engineering tasks in the Scope of Work. County will also be checking that assigned staff has appropriate licenses, registrations, and certifications to provide architectural and engineering tasks listed in the Scope of Work, and that some or all the team members (firms) have previously worked together on similar projects.

- Project Management Approach (three [3] page limit): CONTRACTOR shall provide a project management approach describing the steps and methods to be used from concept inception through construction documents and construction administration. Include submittals and meetings with agencies, staff roles and responsibilities for each step in the work process, and all methods employed for in-house plan checks during all phases of document development and submittals.
- Schedule Management Approach (one [1] page limit): CONTRACTOR shall provide schedule management approach, including scheduling software used and methods used to recover from slippage of scheduled milestones.
- Cost Management Approach (one [1] page limit): For tight project budgets, describe your firm's value engineering methodology.
- Experience & References: CONTRACTOR shall describe its demonstrated capability, including length of time it has provided the services requested in this solicitation.

CONTRACTOR shall provide three (3) similar projects for which it provided similar services as described in the Scope of Work (preferably California State or local government agencies) the last five (5) years. Information provided should demonstrate CONTRACTOR had the capacity and expertise to meet previous customers' needs, and should include at a minimum:

1. Client Name and Contact Info
2. Project Name (if applicable)
3. Brief Project Description
4. Project Start and End Dates
5. Project Details should include the following:
 - a. Size (i.e., number of parcels/miles/square feet)
 - b. Type(s) of services provided
 - c. Name of General Contractor on Project
 - d. Specify Specialty Area - specify which of the following specialty areas this project falls under: Commercial, Office, Warehouse/Storage, Information Technology, Maintenance, Court Facilities, Schools, Health, or Other (specify)

Violations: CONTRACTOR shall submit copies of all notices of violations, corrective action notices, enforcement actions or orders, warning notices, writings, or other forms of permit violation/non-compliance documentation (such as those issued by CAL-OSHA) received by CONTRACTOR, or any business organization owned or operated by CONTRACTOR, or any business organization which owns or operates as CONTRACTOR, from any public agency for the last five (5) years.

Section 5

CONTRACTOR shall complete and submit a pricing schedule for services outlined in the Scope of Work. All applicable tax shall be included as a separate line item.

Section 6

CONTRACTOR may provide any additional information that it believes to be applicable to this proposal or qualifications package and include such information in an Appendix section.

Additional Requirements

To be considered “responsive,” submitted proposal or qualifications packages shall adhere to the following:

- (1) Original full proposal and (1) electronic version of the entire proposal or qualifications package on a USB memory stick. Additional copies may be requested by District at its discretion.
- Proposal or qualifications packages shall be prepared on 8 ½ x 11 paper, preferably bound with front and back covers. Foldout charts, tables, spreadsheets, brochures, pamphlets, and other pertinent information or work product examples may be included as Appendices.
- Reproductions of the District logo shall not be used in any documents submitted in response to this solicitation.
- CONTRACTOR shall not use white-out or similar correction products to make late changes to their proposal or qualifications package. CONTRACTOR may make corrections and late changes through line out and initial in BLUE ink any item which no longer is applicable or accurate.
- ~~To validate your proposal or qualifications package, submit the SIGNATURE PAGE (contained herein) with your proposal or qualifications package. Proposal or qualifications packages submitted without that page will be deemed non-responsive. Proposal or qualifications package signature must be manual, in BLUE ink, and included with the original copy of the proposal or qualifications package.~~
- CONFIDENTIAL OR PROPRIETARY CONTENT: Any page of the proposal or qualifications package that is deemed by CONTRACTOR to be a trade secret by CONTRACTOR shall be clearly marked “CONFIDENTIAL INFORMATION” or “PROPRIETARY INFORMATION” at the top of the page. DO NOT mark the entire proposal “CONFIDENTIAL INFORMATION” or “PROPRIETARY INFORMATION.”

Evaluation Process

The Board will perform evaluations and select based on consensus. Evaluations will focus on identifying relative strengths, weaknesses, deficiencies, and risks associated with the firm’s proposal. Interviews with firms are not anticipated but may be held at the option of the Board. The Board reserves the right to obtain clarification or to obtain additional information with any firm regarding its proposal. The Board reserves the right to select a responsive, responsible firm(s) on basis of “best value” that is most advantageous to the District. All firms who submit proposals will be notified of the selection results. Final approval of any selected firm is subject to the action of the Board to award a contract.

Evaluation scores are from 1 (lowest) to 10 (highest).

Evaluation Criteria	Evaluation Score (1-10)
1. Firm's experience in providing similar services for similar projects	
2. Key Team Members' qualifications, certifications, abilities, and availability	
3. Project understanding and approach	
4. Pricing	
5. Utilization of local firms	
Total Score	

Submittal Instructions and Criteria

Submittal Identification Requirements: ALL SUBMITTALS MAILED OR DELIVERED CONTAINING PROPOSAL OR QUALIFICATIONS OR QUOTATION PACKAGES MUST BE SEALED AND BEAR ON THE OUTSIDE, PROMINENTLY DISPLAYED IN THE LOWER LEFT CORNER "ARCHITECTURAL AND ENGINEERING RFP" and CONTRACTOR's COMPANY NAME.

Mailing Address: Proposal or qualifications packages shall be mailed to Coastside Fire Protection District Headquarters at 1191 Main Street, Half Moon Bay, CA 94019.

Due Date: Proposal or qualifications packages must be received by District ON OR BEFORE 5:00 PM on October 8, 2021, located at 1191 Main Street, Half Moon Bay, CA 94019. It is the sole responsibility of CONTRACTOR to ensure that the proposal or qualifications package is received at or before the specified time. Postmarks and facsimiles are not acceptable. Proposal or qualifications packages received after the deadline shall be rejected and returned unopened.

Shipping Costs: Unless stated otherwise, the Free on Board (FOB) for receivables shall be destination. Charges for transportation, containers, packaging, and other related shipping costs shall be borne by the shipper.

Acceptance: Proposal or qualifications packages are subject to acceptance at any time within ninety (90) days after opening. District reserves the right to reject all proposal or qualifications packages, or part of any proposal or qualifications package, to postpone the scheduled deadline date(s), to make an award in its own best interest, and to waive any informalities or technicalities that do not significantly affect or alter the substance of an otherwise responsible proposal or qualifications package and that would not affect a CONTRACTOR's ability to perform the work adequately as specified.

Ownership: All submittals in response to this solicitation become the property of District. If a CONTRACTOR does not wish to submit a proposal or qualifications package but wishes to

acknowledge the receipt of the request, the reply envelope shall be marked "No Bid."

CAL-OSHA: The items proposed shall conform to all applicable requirements of the California Occupational Safety and Health Administration Act of 1973 (CAL-OSHA).

Contract Award

No Guaranteed Value: District does not guarantee a minimum or maximum dollar value for any AGREEMENT or AGREEMENTS resulting from this solicitation.

Board of Directors: The award(s) made from this solicitation may be subject to approval by District Board of Directors.

Interview: District reserves the right to interview selected CONTRACTOR(s) before an AGREEMENT is awarded. The costs of attending any interview are the CONTRACTOR's responsibility.

Incurred Costs: District is not liable for any costs incurred by CONTRACTOR in response to this solicitation.

Notification: All CONTRACTORS who have submitted a proposal or qualifications package will be notified of the final decision as soon as it has been determined.

In District's Best Interest: The award(s) resulting from this solicitation will be made to CONTRACTOR(s) that submit(s) a response that, in the sole opinion of District, best serves the overall interest of District.

Questions

Questions regarding this RFP shall be submitted in writing by e-mail to Coastside Fire Protection Deputy Chief Jonathan Cox. Verbal questions will NOT be accepted. The District does not guarantee that questions received after September 17, 2021 will be answered.

Timeframe

The timeframe for this RFP is as follows:

September 13, 2021 – RFP sent out by Fire District
October 1, 2021 – Last date to submit questions to District
October 8, 2021 – Last date to submit response to RFP, due by 5:00 pm
October 12, 2021 – RFP submissions opened
October 27, 2021 – RFP evaluation results provided by District

Contact Information

Jonathan Cox, Deputy Chief
Coastside Fire Protection District
1191 Main Street
Half Moon Bay, California 94019
(650) 726-5213
Jonathan.Cox@fire.ca.gov

Confidentiality

All information included in this RFP is subject to disclosure according to the California Public Records Law contained in California Code §§ 9-337 through 9-350. If you provide trade secrets, production records, appraisals, bids, or proprietary information please mark clearly that confidential business information.

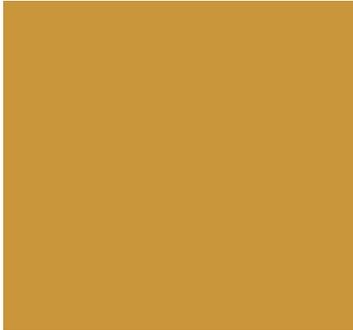
Disclaimer

THIS IS A REQUEST FOR PROPOSALS (RFP) ONLY. It is intended to identify potential independent contractors who can provide commercial appraisal services for the Coastside Fire Protection District. The information provided in this RFP is subject to change and is not binding on the District. The District has not made a commitment to procure any of the items discussed, and release of this RFP should not be construed as such a commitment or as authorization to incur cost for which reimbursement would be required or sought. All submissions become District property and will not be returned.

ATTACHMENT 3

RESPONSES BY SVA ARCHITECTS, INC.,
ZFA STRUCTURAL ENGINEERS, AND
STRATA AP

Coastside Fire Protection District Request for Proposals (RFP) On-Call Architectural & Engineering Services



SVA Architects, Inc.
2030 Franklin Street, Suite 210
Oakland, CA 94612
T: 510.267.3180
www.sva-architects.com



1 Cover Letter & Table of Contents

October 8, 2021

Coastside Fire Protection District

1191 Main Street,
Half Moon Bay, CA 94019
ATTN: Jonathan Cox, Deputy Chief

RE: Request for Proposals (RFP) for On-Call Architectural & Engineering Services

Dear Mr. Cox and Selection Committee,

SVA Architects, Inc. (SVA) is excited to have the opportunity to submit our qualifications and proposal to Coastside Fire Protection District for on-call architectural and engineering services. The SVA team and our key consultants have decades of relevant experience in facilities planning and design, with a strong emphasis with public safety facilities. We are prepared to implement efficient approaches and creative solutions for each project that the District may assign to our team. The District will benefit from a team that can demonstrate the following:

- **Public Safety Facilities Experience** – Among our portfolio of work, our team has a proven history of delivering innovative fire and law enforcement facility designs, including fire stations, public safety training facilities, and police headquarters. Key examples include the City of Vernon Fire Station No. 1, City of Mountain View Police & Fire Headquarters, and the Allan Hancock Public Safety Education/Training Center.
- **Cost & Schedule Control** – SVA has a proven track record of projects delivered on time and on budget. Our firm has the technical expertise and the staff resources to complete your project successfully. We are experienced with maintaining timelines and budgets, and we work closely with each member of the project team to develop strategies to ensure efficient design and construction processes.
- **Top Local Consultants** – SVA has selected BKF Engineers (civil), KPFF Consulting Engineers (structural), IMEG Corp. (MEPT), and Sierra West Group (cost estimator) as our consultant team for these on-call projects due to our extensive history working together in addition to each firm’s experience with similar facilities for fire department clients. We are confident that our team will be able to provide unparalleled service to Coastside FPD.
- **Local Presence** – SVA has had an established office located in the Bay Area for over 15 years, with team members including myself residing in San Mateo County as well. Our Oakland office allows us to serve our clients efficiently, including many recent and current clients located throughout the Bay Area. Our proximity will enable our team to work closely with Coastside Fire Protection District and respond quickly to any needs that may arise during the design and construction of any project(s) that the District may assign our team.

Our reputation with similar projects, award-winning designs, and repeat relationships with satisfied clients make us uniquely qualified to collaborate with Coastside FPD on your future projects. Please do not hesitate to contact me if you have any questions. Please view the following page for SVA’s firm info and litigation history.

SVA confirms that we have received and reviewed the revision to the RFP (dated 09/24/2021).

Sincerely,



Nathan Herrero AIA, LEED AP BD+C

Principal || Primary Contact

E: nherrero@sva-architects.com || C: 209.614.5395

SVA Architects, Inc.
2030 Franklin Street, Suite 210
Oakland, CA 94612
T: 510.267.3180
www.sva-architects.com



FIRM INFORMATION

SVA Architects, Inc. (SVA) is the natural evolution of decades of innovative and award-winning architecture, master planning, and sustainable design achievements. Mr. Robert Simons ^{AIA} and Mr. Ernesto Vasquez ^{FAIA} founded the company in 2003. Since its inception, SVA has advocated for the development and improvement of healthy communities through creation of public and private projects. We regularly and avidly interacted with public agencies, cities, counties, colleges, universities, and school districts to bring the goals of viable communities to fruition. As President and CEO, they each have over 30 years of architectural experience and have utilized this expertise and skill to guide the SVA team in designing a wide range of 21st century facilities. Our Oakland office is led by Mr. Robert Simons ^{AIA} and Mr. Nathan Herrero ^{AIA, LEED AP BD+C}.

A leader in sustainability through effective design, SVA has a strong portfolio of LEED-certified and Zero Net Energy projects. We strongly emphasize cost-effectiveness solutions for our projects, balancing thorough analysis of each site, objectives, delivery schedule, and contractual items to deliver functional and sustainable designs.

Throughout our extensive history of providing creative and viable design solutions across California, the SVA team has delivered projects for a wide range of civic clients. When delivering these projects, we strive to take into consideration the needs that various end user groups may have. A key factor of our design approach incorporates stakeholder input, and our team looks forward to collaborating with Coastside Fire Protection District's staff and community members.

Firm Philosophy

SVA's philosophy is defined by a three-step process: **Listen/Solve/Create**. We believe that the collective voice of the user is the principal driver of design, emphasizing context and function. We listen and work closely with our clients. Their challenges become our challenges, and their goals become our goals. By engaging the diverse user groups of each project, we can offer a more responsible and responsive solution. As part of this process, SVA places a high value on building consensus. Our goal is to receive holistic feedback so that we can be sure we are understanding the breadth of needs, ideas, and objectives in our design and construction of a client's various facilities should they be master planning, new construction, expansion, renovations, or even temporary interim housing. We take this feedback seriously and allow it to guide our process.

LITIGATION HISTORY

SVA Architects has not been a party to any litigation within the past five (5) years.



ARCHITECTS

COMPANY NAME:
SVA Architects, Inc.

TYPE OF ORGANIZATION:
California S Corporation

**PLANNED/ANTICIPATED
CHANGES IN BUSINESS
ORGANIZATION:**
N/A



It became apparent to me from our initial meetings that the SVA team was committed to taking our conceptual desires for this facility and translating them into a realistic, functional design.

Overall, it was a pleasure to work alongside the SVA team, and I am pleased to share that the design of the Emergency Operations Center has surpassed our original expectations.



Robert Simmons
Emergency Management Administrator
City of Irvine

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2 Proposed Approach

IMPLEMENTATION PLAN

Project Management Methods

SVA is dedicated to using comprehensive project management methods for all of our projects. These methods include user-driven design meetings and workshops, a robust QA/QC process that produces highly accurate construction documents, and budget and schedule control that adheres to the clients' needs. In this way, we are able to incorporate feedback and creative design solutions from all team members—owner, architect, construction manager, engineers, and subcontractors—to form a collaborative effort, while eliminating waste and cutting costs. Our approach involves a three-pronged platform with the owner as one entity, the architect and engineers as the second, and the contractors or builders as the third. The three parties act as the core group to manage the integrated project delivery process.

SVA will coordinate with our consultants to prepare a detailed schedule and budget for each project at inception, against which the project manager will monitor work completed to date on a regular basis. At that time, they will also utilize a budget report to check expenditures against schedule and budget. We set up procedures to coordinate with each stakeholder from the outset when the contract is developed, establishing the baseline on how the coordination will occur. Further, we require each consultant to respond to a detailed quality review of their documents; this procedure is necessary to prevent conflicts between disciplines and to eliminate conflicts under construction.

During the project closeout phase, our team will work with the construction team to prepare a project punch list and review and check off the completion of all items within a reasonable timeframe. We will provide a close out check list and will review all close out documents and warranties prior to submission to the District. Our communications on the close out documents and punch list completion will be sent daily until all is complete.

Please reference pages 25–27 for a more detailed description of our project approach by project phase.

Staffing Approach

SVA Architects is a substantial architectural firm; we offer a full range of architectural design services that includes programming, entitlements, conceptual design, schematic design, design development, construction documents, construction administration, and post-occupancy services. Our team of qualified experts works together in an interactive manner to ensure quality results at each stage of the design process. We understand the importance of having staffing continuity for the entirety of a project, and we strive to keep the same team members from project start to project completion. Should more resources be needed, we will assign additional staff to the project to ensure that it is completed on time, and we always ask the same of our consultants – this allows us to respond to any magnitude of changes to schedule or scope.

Subconsultants

SVA has enjoyed successful working relationships with many qualified consultants in the area, and we have selected the team members that meet your project objectives. We are confident in their design and technical expertise, and they have proven to be effective partners who share our commitment to client service. The proposed team includes BKF Engineers (civil), KPFF Consulting Engineers (structural), IMEG Corp (MEPT Engineers), and Sierra West Group (cost estimator). Please view the following page for a brief description of each firm.

- An exemplary reputation for excellence in their work
- Leadership and innovation through their work on civic projects
- Direct experience with SVA on relevant projects of various sizes and scope
- Familiarity with the surrounding community and region
- Strong understanding of local laws, ordinances, regulations, policies, permitting, and other requirements
- Commitment of highly experienced staff available to dedicate to the District

Subconsultants



BKF Engineers Civil Engineer // bkf.com

Since 1915, BKF Engineers earned a reputation for its ability to successfully plan, design, survey, and implement complex projects. We draw upon and utilize our experience diligently guiding projects from the initial due diligence and feasibility stages, progressing project designs and permitting approvals, and concluding with construction and implementation. This proven approach recognizes that developing dynamic projects is informed by focused team collaboration, mitigating physical constraints and potential risks, and balancing designs goals with value engineering solutions.



KPFF Consulting Engineers Structural Engineer // kpff.com

Since 1960, KPFF has provided creative, practical solutions for projects of all kinds, scales and industries. We approach every design challenge to fulfill our passion for solving problems, delivering excellence and enabling the growth and creativity of our people, partners and profession. KPFF has provided engineering services for hundreds of buildings occupied and/or operated by local, state, regional, and federal government agencies. These facilities include fire stations, police precincts, community centers, administration and support facilities, courtrooms, and city halls.



IMEG Corp MEPT Engineers // imegcorp.com

With a history that dates back over 100 years, IMEG grew from several firms coming together under one unifying vision: people-centered engineering. As a national engineering and design consulting company we've intentionally localized our focus to serve carefully chosen regions and markets, allowing us to put relationships and communities first, without sacrificing expertise.

Our specialties are high-performing building systems, infrastructure, program management and construction-related services, but our secret to success is found in our deep bench of 1,500 team members.



Sierra West Group Cost Estimator // sierrawestgroup.com

Sierra West Consulting Group-(SWG) has remained one of the leading cost estimating firms in the country since 1998- (21) years, and it's not just because we're determined to provide the best possible service at all costs. While that approach certainly underlies our reputation, it is our commitment to accuracy that truly sets us apart.

Our team comprises experienced estimators specializing in new and renovation construction, replacement costs, long range facilities master planning and modernization, of an extensive range of public and private projects.

Outreach to Internal & External Stakeholders

We have had the pleasure of working with various civic clients and their respective communities throughout California; through continuous communication as a collective team, we have developed comprehensive ideas and objectives with the communities when designing new projects or modernizing existing facilities for the inhabitants. We have conducted outreach meetings and workshops to help guide the design process and develop sensitive and beneficial solutions for both its users and its neighbors. By directly collaborating with these stakeholders, our project team has had the opportunity to discuss various project aspects, such as site options and building layouts, with the people who will eventually see the entire project come to fruition. These aspects and features are then explored with wide-ranging support to foster interaction between the architectural and engineering team and the community.

One example of our experience in communicating with the project team, stakeholders, and various user groups is our work on La Escuelita Education Center: the success of this project was the result of the full collaboration between Oakland USD, the design team, and the community of Oakland. Through a series of outreach meetings and design workshops coordinated with the Oakland Community Organization (OCO) and the East Bay Asian Youth Center (EBAYC), an intensive synergy and decidedly creative focus was established by the assistant superintendent, facility director, members of the construction management firm, teachers and administrators, parents, and other community members. The community input from these sessions was the driving force behind this development.



CONDUCTING BUSINESS DURING COVID-19

Virtual Meetings



Survey & Questionnaires



Bluebeam Utilization



ADDITIONAL IMPLEMENTATION STRATEGIES / TECHNIQUES

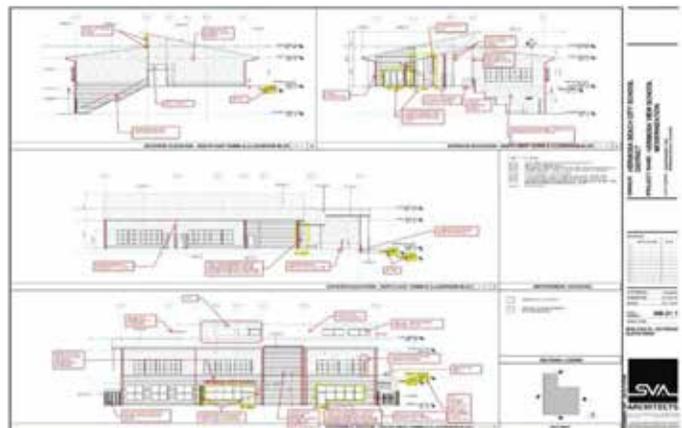
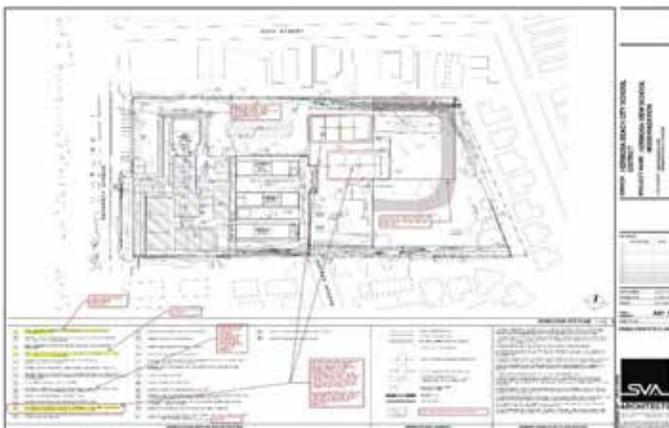
Quality Assurance / Quality Control Approach

The SVA team firmly believes that the key to a successful quality assurance plan and process is the commitment of not simply a few key members but the entire team. It is the responsibility of all project team members to maintain the highest quality of standards for all project documentation at all times. This is a commitment and work philosophy that the SVA team takes very seriously and is at the core of each assignment we undertake. SVA has implemented an improved QA/QC process to ensure quality delivery of every project. Every project is reviewed by the project manager as well as SVA's QA/QC Director (David Forman ^{AIA}) who provides a fresh set of eyes to both architectural and engineering drawings; David has over 30 years of relevant project experience. Reviews are built into the project schedule at the kickoff meeting, and deadlines are established for all responses. In addition, page turns are scheduled at the completion of Design Development and Construction Document stages to review scope and re-confirm design intent with the client. Outlined are the assets that the SVA team brings to the QA/QC process.

- **Revit Software** – The ability to effectively integrate BIM is a significant part of SVA's Quality Assurance effort. The nature of the software allows our team to spend time more efficiently on design ideas and technical implementation. Revit has eliminated many of the manual procedures that exist in traditional CAD processes in preparing documents.
- **Training** – The SVA team utilizes a thorough and ongoing internal training program to remain current in methodologies and standards. We publish these standards internally, distribute them through our Intranet, and review them with our teams at regular in-house training sessions.
- **Document Delivery Checklists** – During the design process, the SVA team incorporates tracking documents that monitor the status of deliverables and information required as part of the drawings at major project milestones.
- **Detail Standards** – The SVA team has established multiple standard detail and project note sheets that outline essential technical information that is consistent from project to project. These standards address accessibility, life-safety and code requirements, and other key building components.
- **Library of Project References** – Throughout the years, SVA has compiled a vast library of projects documented and constructed that are available for our staff to use as references and we use these at our regular internal training sessions.

We use Bluebeam Revu to better manage the collaborative process with owners and contractors. Bluebeam allows us to collaborate directly in real-time on design reviews. This makes the process of feedback more efficient and timelier so that not only are our documents more accurate, but our project team is able to collaborate more conveniently in Bluebeam Studio's digital board room. Documents are centrally organized, the submittal review is simplified, and the QA/QC process is more thorough.

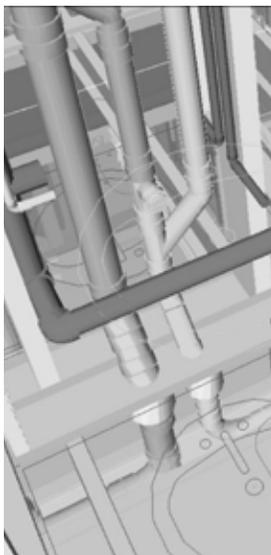
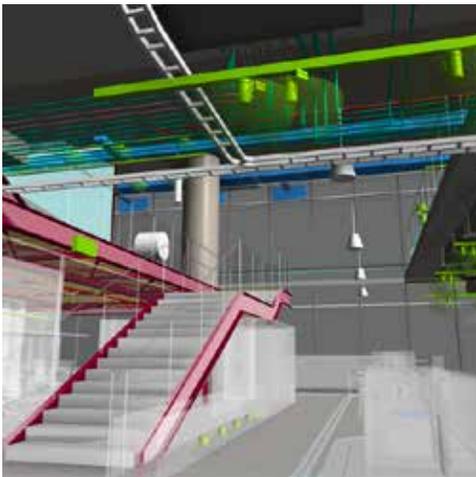
QA/QC Samples



Building Information Modeling (BIM) Experience

SVA is committed to utilizing Building Information Modeling (BIM) as a design and delivery tool for all of our projects, from conceptual design to construction and beyond. BIM allows our project team to use parametric-based objects to build a three-dimensional model of a project. Revit's instant 3-D capability allows designers and their clients to better visualize and comprehend a project from its earliest concepts to its fully developed state. Architects and engineers have more opportunities to identify potential conflicts by sharing the model and utilizing its built-in interference checking technology. Clients benefit greatly from the program's powerful visualization and rendering capabilities as well as its database and quantity reporting technologies.

Careful measurement and planning is essential in producing a quality product. In the building industry, BIM cuts down on the time needed to measure and analyze a building's design, while simultaneously allowing for quicker understanding of how specific changes in design or construction models will impact other variables, such as structure, loads, energy efficiency, and the project budget. Throughout the design process, the project model can be adjusted as necessary to incorporate design refinements that clients may request. When the model is changed, the entire drawing package is updated as well, eliminating coordination drafting errors. Revit has become the standard for building design, both speeding up the development of the overall model and enhancing the accuracy of the final product. Moreover, BIM is especially useful in integrating sustainable design. Utilizing Revit and requiring that all of our consulting engineers complete their projects in Revit, SVA has been able to carefully analyze and incorporate sustainable project aspects, including heat gain, solar, ventilation, and energy efficiency, into our designs.



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3 Qualifications/Licensing Requirements

QUALIFICATIONS ACKNOWLEDGMENT

SVA Architects, Inc. acknowledges that we meet all of the qualifications ,insurance, and licensing requirements as set forth in this document and in the District Agreement for Professional Services.

LICENSING ACKNOWLEDGMENT

SVA Architects, Inc. acknowledges that we possess all permits, licenses, and professional credentials necessary to perform the scope of work as specified in the RFP.

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4 Key Staff, Project Experience & References

Since its founding in 2003, SVA Architects, Inc. has offered architectural planning and design services to public sector clients across the western United States. Throughout this time, SVA has been able to receive both new and repeated commissions based on our reputation, client satisfaction, civic experience, design excellence, technical expertise, sustainable design approach, teamwork, and our overall commitment to our clients. Below is our team’s organizational chart representing the SVA staff and our key consulting firms. We have a long history of working with each of the proposed consultants – over 10 years in many cases. Resumes for our key team members and consultants can be found on the following pages.





ROBERT M. SIMONS AIA

Architect of Record

Mr. Simons has devoted his 35-year career to creating enduring, functional, and innovative spaces in the public sector. He believes that outstanding planning, architecture, and sustainability are foundational assets to creating effective working, learning, and living spaces. His vision for creating spaces that enhance quality of life has resulted in an array of unique developments and award-winning projects. Under his leadership, the growing firm is focused on delivering exceptional environments that benefit both faculties and learners alike. His work comprises many civic facilities throughout California.

TITLE

Partner & President

EDUCATION

Bachelor of Architecture,
California Polytechnic State
University, San Luis Obispo

REGISTERED ARCHITECT

C-18301

PROFESSIONAL AFFILIATIONS

American Institute of Architects

Coalition for Adequate
School Housing

Community College
Facility Coalition

California Parks &
Recreation Society

Society of College &
University Planners



- **City of Vernon Fire Station No. 1 Renovation, Vernon, CA.** In collaboration with Fasone Construction, SVA is renovating this 2,200 SF fire station using Design-Build deliver. The project will convert four existing double occupancy rooms to one double and six single rooms. The large restroom/shower rooms will be converted to two single-occupancy restroom/shower rooms with an additional bay storage area, and the existing kitchen will be remodeled into a more efficient layout.
- **Fire Station No. 1, Culver City, CA.** The fire station houses 16 to 18 fire fighters in a two-story, 25,000 SF structure, designed as an integral part of the new downtown Civic Center. A 6,000 SF maintenance facility provides high-bay light and heavy-duty vehicle support for the City Fire Department.
- **Fire Station No. 25, Glendale, CA.** The mass of the building was developed to be sensitive to the neighborhood and to have two apparatus bays supporting translucent panels for natural lighting. The administration and sleeping quarters were developed as a two-story structure.
- **Moreno Valley College School of Public Safety, Riverside, CA.** The new facility features training space, student services, a centralized location for administrative operations, general lecture classrooms as well as flexible classrooms, and various laboratories. The labs will be used for Emergency Medical Tech (EMT) in training for CPR, first aid, and other lifesaving skills.
- **Allan Hancock College Public Safety Educational & Training Complex Lompoc, CA.** This 68-acre classroom and laboratory educational complex is comprised of Police and Fire Technology skills training facilities including a fire tower, shooting range, EVOC track, scenario village, and physical training facilities. In addition, it has shared administrative spaces, locker rooms, apparatus/vehicle storage, and other support spaces. This project is LEED Silver.
- **City of Mountain View Public Safety Headquarters, Mountain View, CA.** SVA has been hired by the City to develop alternatives for the Public Safety Headquarters – an option that adds 17,000 SF to its existing building along with modernization as well as two options for an entirely new building of approximately 65,000 SF, one at the current site and another at a different City property nearby.
- **Orange County Public Works Various On-Call Projects, County of Orange, CA.** SVA has served as an on-call architect since 2016 and has delivered or is currently providing services for eight of OCPW's projects. These project range in scale from a park shelter replacement to the master plan for the Dana Point Harbor revitalization.



NATHAN HERRERO AIA, LEED AP BD+C

Principal-In-Charge

Mr. Herrero will be the Principal-In-Charge for your project(s) and will have the responsibility to fully coordinate the work of our selected engineers and consultants. He has been with the firm for over 15 years and leads the Architectural & Engineering (A/E) team in completing design documents from the development phase through construction completion. He is highly knowledgeable of building code and accessibility compliance standards and has a stellar track record in obtaining jurisdictional approvals, project certification, and closeout for each assignment.

TITLE

Principal

EDUCATION

Bachelor of Architecture with Honors, Yale University

REGISTERED ARCHITECT

C-33048

PROFESSIONAL AFFILIATIONS

American Institute of Architects

United States Green Building Council

San Francisco Planning & Urban Research

Urban Land Institute



- **City of Mountain View Public Safety Headquarters, Mountain View, CA.** SVA has been hired by the City to develop alternatives for the Public Safety Headquarters – an option that adds 17,000 SF to its existing building along with modernization as well as two options for an entirely new building of approximately 65,000 SF, one at the current site and another at a different City property nearby.
- **County of Santa Clara On-Call Architectural Services, Santa Clara, CA.** SVA is serving in an on-call capacity for various projects for the County of Santa Clara and its Parks and Recreation Department. The first project concerns restroom renovations at the County fairgrounds, highlighted by ADA improvements, new doors and frames, and new water fountains. The other project involves path of travel and accessibility improvements for the East Valley Health Clinic.
- **City of Cupertino Library Expansion, Cupertino, CA.** The Cupertino Library expansion involves the demolition of the existing single-story Children’s Book Area and replacing it with a new two-story addition that will connect to the existing structure. A new multipurpose room will house a presentation space with 130 seats as well as additional spillover seating. Space flexibility will be achieved with rooms that can be divided and used for multiple programs.
- **Jefferson UHSD Serramonte Faculty Housing, Daly City, CA.** A voter approved Measure J bond will provide \$33 million of funding for teacher/ staff housing, the first of its kind in the state. SVA and J.H. Fitzmaurice Construction are delivering a design-build project to provide 122 units (1BR, 2BR and 3BR) below market-rate units for up to 25% of the district’s staff on a 3.3-acre site.
- **Lodi USD New Maintenance & Operations Facility, Lodi, CA.** The project consists of the design-build construction of a new Maintenance & Operations Facility for Lodi Unified School district on 14 acres. The project features a new 37,000 SF manufactured steel building and the development of all associated site structures including driveways, parking, site walls, fencing, and stormwater facilities.
- **Palo Alto USD District-Wide Upgrades & Modernizations, Palo Alto, CA.** SVA is currently working with Palo Alto USD on district-wide services at various campuses in support of the District’s Measure Z bond capital projects. Master-planned projects include new multipurpose rooms, classrooms, learning center, cafeteria, administration, and fire alarms.



CHRISTOPHER BRADLEY AIA, CSI, CCCA

Senior Project Manager

Mr. Bradley joined SVA Architects in 2005, and since then, has become one of the firm's key project managers and architects. He has vast experience with a variety of public works and has a long history working on many civic projects. As Project Manager, his responsibilities include performing onsite studies, researching city planning and related code compliance. Chris is also responsible for our client relations in Northern California to ensure each project is proceeding on schedule and meeting our clients' expectations.

TITLE

Senior Associate Partner

EDUCATION

Master of Philosophy,
Biola University

Bachelor of Architecture,
California State Polytechnic
University, Pomona

REGISTERED ARCHITECT

C-29233

PROFESSIONAL AFFILIATIONS

American Institute of Architects

Construction Specifications
Institute

Certified Construction Contract
Administrator



- **Allan Hancock College Public Safety Educational & Training Complex Lompoc, CA.** This 68-acre classroom and laboratory educational complex is comprised of Police and Fire Technology skills training facilities including a fire tower, shooting range, EVOC track, scenario village, and physical training facilities. In addition, it has shared administrative spaces, locker rooms, apparatus/vehicle storage, and other support spaces. This project is LEED Silver.
- **City of Mountain View Public Safety Headquarters, Mountain View, CA.** SVA has been hired by the City to develop alternatives for the Public Safety Headquarters — an option that adds 17,000 SF to its existing building along with modernization as well as two options for an entirely new building of approximately 65,000 SF, one at the current site and another at a different City property nearby.
- **County of Santa Clara On-Call Architectural Services, Santa Clara, CA.** SVA is serving in an on-call capacity for various projects for the County of Santa Clara and its Parks and Recreation Department. The first project concerns restroom renovations at the County fairgrounds, highlighted by ADA improvements, new doors and frames, and new water fountains. The other project involves path of travel and accessibility improvements for the East Valley Health Clinic.
- **County of Santa Cruz Recovery Center Renovation, Santa Cruz, CA.** This project relocates the Santa Cruz Recovery Center from its existing location to the "Yellow House" The existing building will be demolished, and the Yellow House renovated. Renovation work will include improvements to the intake/reception area, recovery room, laundry room, admin offices, kitchenette, restrooms, showers and storage room.
- **Fremont USD Various On-Call Projects, Fremont, CA.** SVA has had a long-running relationship with the District, performing projects of all sizes and scope. On the smaller end, this comprises district-wide IT upgrades, parking lot improvements and play structures, and graduates to various portable/interim housing projects, modular classroom additions, and on up to the reconstruction of the Horner Middle School campus.
- **City of Davis Civic Center Improvements, Davis, CA.** The 16,500 SF roof replacement for the Davis Civic Center Gym will include the truss repair of the interior structure and a brand new flat roof with clay tile. Critical to the project will be a revised HVAC system, new skylights, roof drains, and insulation.



VELMA ANELO ARCHITECT, LEED AP BD+C

Project Architect

Ms. Anelo serves as Project Architect for many of SVA's projects. She understands specific requirements for civic projects, including a spectrum of project requirements that are closely tied with our clients' needs. Since starting with SVA, Velma has worked on many projects that range in scope from modernization to new construction for a variety of civic assignments.

TITLE

Associate

EDUCATION

Master of Architecture,
Dalhousie University, Halifax

Bachelor of Environmental
Design Studies,
Dalhousie University, Halifax

Bachelor of Science
in Urban & Regional Planning,
Obafemi Awolowo University

REGISTERED ARCHITECT

C-38278

PROFESSIONAL AFFILIATIONS

United States Green Building
Council



- **City of Berkeley Fire Station #1 Renovation, Berkeley, CA.** For this renovation of a two-story, 5,000 SF fire station, Ms. Anelo co-managed client relations, authored SD-bid documents, oversaw all client coordination including cost estimating, finishes, and construction administration.
- **Cherryland Community Center, Cherryland, CA.** Adjacent to the historical Meek Estate Park, the center was programmed to facilitate communal place-making activity with space for communal lobby, a neighborhood library, a multipurpose room, a catering kitchen, a day care space and classrooms. Ms. Anelo managed the Revit model and net-zero energy calculations for natural ventilation and night flushing as well as the project details and presentation material for community outreach efforts.
- **Half Moon Bay Library, Half Moon Bay, CA.** This net-zero energy building was a new construction project comprised of two stories and 21,000 SF. Ms. Anelo's involvement included co-management of the Revit model, exterior details development, and the co-authoring of DD-bid documents.
- **Laney College Title IX Locker Room Renovation, Oakland, CA.** This renovation will upgrade the 21,800 SF locker room to simplify access, reduce travel distance, improve security, achieve Title IX compliance, and create a dedicated space that celebrates Laney College's women and female athletes. Scope of work includes a new MEP system, HVAC, fire protection, furniture, and fixtures.
- **Fremont USD Various On-Call Projects, Fremont, CA.** SVA has had a long-running relationship with the District, performing projects of all sizes and scope. On the smaller end, this comprises district-wide IT upgrades, parking lot improvements and play structures, and graduates to various portable/interim housing projects, modular classroom additions, and on up to the reconstruction of the Horner Middle School campus.
- **Venetia Valley K-8 School Replacement Classrooms and MPR Building, San Rafael, CA.** This project involves several key components aimed at improving the experience of Venetia Valley's students and families. The new classroom and multipurpose room building features 17 general classrooms, a STEM classroom, RSP classroom, tutoring room, speech and occupational therapy facilities, a psychologist office, counselor office, and family center.
- **Berkeley USD CTE Projects, Berkeley, CA.** Over the last few years the District has initiated a Career Technical Education program to meet the needs of students on multiple career pathways. SVA will be responsible for A/E Services for specific CTE projects including the Stagecraft and Carpentry/Construction projects.



TITLE

Director of Interiors

EDUCATION

Bachelor of Architecture,
University of Arizona

PROFESSIONAL AFFILIATIONS

International Interior Design
Association



ROBERT PULEO ASSOC. IIDA

Programmer & Space Planner

Mr. Puleo has over 30 years of professional experience in functional space planning, overall facility utilization and layout studies, interior design, and project management. He is especially accomplished in building requirements programming, existing facility evaluation studies, building renovation and relocation, floor area analysis, and space layout planning. He can also provide FF&E services if needed for your project(s).

- **Port of Los Angeles Police Headquarters, San Pedro, CA.** The 92,000 SF complex is three stories over below-grade parking with a separate two-story 37,000 SF parking structure, and provides comprehensive physical training facilities as well as administrative offices. The facility also reaches out to the surrounding residential community and features an outdoor civic plaza, as well as community rooms available for public use. The project is LEED Gold Certified. Mr. Puleo worked on this project prior to joining SVA.
- **Allan Hancock College Public Safety Educational & Training Complex Lompoc, CA.** This 68-acre classroom and laboratory educational complex is comprised of Police and Fire Technology skills training facilities including a fire tower, shooting range, EVOC track, scenario village, and physical training facilities. In addition, it has shared administrative spaces, locker rooms, apparatus/vehicle storage, and other support spaces. This project is LEED Silver.
- **Moreno Valley College School of Public Safety, Riverside, CA.** The new facility features training space, student services, a centralized location for administrative operations, general lecture classrooms as well as flexible classrooms, and various laboratories. The labs will be used for Emergency Medical Tech (EMT) in training for CPR, first aid, and other lifesaving skills.
- **City of Westminster Civic Center Space Planning, Westminster, CA.** SVA is providing programming and conceptual planning for the relocation of the internal functions of the City Hall into the existing Police Headquarters. Scope includes meeting with stakeholders of both City Hall and Police Department to understand their functional requirements.
- **City of La Habra Civic Center, La Habra, CA.** The project relocated the existing civic center to a business complex, as it had outgrown its space over the years. The two-story office complex was fully converted to a new City Hall that houses administration, finance, community development, public works, and engineering, along with a Post Office and an art museum. A vacant bank was transformed into the City Council Chamber.
- **City of Beaumont Civic Center Master Plan Beaumont, CA.** SVA assessed City Hall, police department building, transit building, animal shelter, Building E, two modular buildings, and Building F. SVA will also provide conceptual design renderings to beautify the streetscapes near the civic center.
- **Monte Vista Water District Master Plan and Renovation, Montclair, CA.** SVA Architects is working with Monte Vista Water District (MVWD) in master planning its 2.8-acre site with both new and renovated facilities. Project scope includes an expansion to the two-story administration building, relocation of the Board Room to an accessible ground level, reorganization of all of its departments, and improvement of the overall site circulation.

Additional SVA Team Members



Beatriz Coronado – Job Captain

Since starting with SVA, Ms. Coronado has worked on many institutional projects that range in scope from modernization to new construction, as well as commercial projects and multi-family housing. She has been able to work on all portions of the design process which consist of schematic design, design development, construction documents and construction administration. She received her Bachelor of Architecture from California State Polytechnic University, Pomona.



David Forman ^{AIA} – Director of Quality Assurance / Quality Control

Mr. Forman will be in charge of Quality Assurance/Quality Control. David has proven himself to be a versatile project architect particularly knowledgeable in technical and design areas. He will define and manage the QA/QC procedures, manage risk analysis and resource planning, and take an active role in process inspection and improvement. He received his Bachelor of Architecture from California State Polytechnic University, Pomona.



Judy Cheng ^{MBA, LEED AP} – Project Coordinator

Ms. Cheng will be the Project Coordinator assigned to your project(s). Judy has been a major part of the firm's success, having joined SVA over a decade ago. She has been involved with all phases of projects from schematics to construction administration for various public and institutional projects, including the firm's work for West Basin Municipal Water District and Inland Empire Health Plan Tenant Improvement. She received her Bachelor of Architecture from the University of Southern California and a Master's in Business Administration from the University of California, Irvine.



PATRICK CHAN, PE, LEED AP

VICE PRESIDENT

As Vice President at BKF, Mr. Chan has a broad base of civil engineering experience. Throughout his career, he has worked with both private and public sector clients. He is responsible for many phases of project development ranging from preliminary studies to contract document preparation and construction administration. His experience includes residential, commercial, institutional and community related projects.

SELECT PROJECT EXPERIENCE

EDUCATION

B.S., Civil Engineering,
Santa Clara University

REGISTRATION

Professional Civil
Engineer, CA No. 83189

AFFILIATIONS

LEED® Accredited
Professional
American Society of Civil
Engineers

TOTAL YEARS EXPERIENCE

16 years, 16 with firm

Halfmoon Bay Fire Station

Halfmoon Bay

Coastside Fire Station #41

El Granada

Livermore/Pleasanton Fire Station #2

Pleasanton

Livermore/Pleasanton Fire Station #3

Pleasanton

Mountain View Fire Station #4

Mountain View

2400 Agnew Road

Santa Clara

San Ramon Fire Station 34

San Ramon

San Ramon Fire Training Center

San Ramon

Public Safety Facility

San Ramon

Santa Clara County (Fleets and Facilities) On-Call

San Jose

On-Call Engineering Services

San Jose

Precise Plans On-Call

Sunnyvale

Central Service Yard - Phase II

San Jose

SCC Emergency Vehicle Operations Center

Morgan Hill

Corporation Yard Feasibility

Sunnyvale

Environmental Innovation Center

San Jose

Palo Alto Transfer Station

Palo Alto

Los Altos Community Center

Los Altos

Burlingame Community Center

Burlingame

East County Hall of Justice

Dublin





David Rossi, SE Principal Structural Engineer

Dave Rossi has over 30 years of structural engineering experience including project management, design, and analysis of both new and existing buildings and other structures. He excels in conceptual and detailed design, as well as field investigations to assess potential seismic hazards. Dave develops solutions by integrating the building’s structural demands with the functional and aesthetic requirements. He has experience in steel, concrete, masonry and timber buildings of a variety of project types including higher education, k-12, residential, commercial and civic. Dave’s resume also includes work on unique structural elements such as glass pedestrian bridges, large pieces of public artwork requiring special bracing and architectural stairs. He joined KPFF in 1999.

- EBMUD Improvements Project; Oakland, California
- EBMUD Wastewater Treatment Plant; Oakland, California
 - Equipment Bracing**
 - Seismic Retrofit**
- Contra Costa Water District; Contra Costa County, California**
- Sunnyvale City Hall; Sunnyvale, California
- Sunnyvale Emergency Operations Center; Sunnyvale, California
- Police & Fire Admin Building; Mountain View, California
- Humboldt County Jails Seismic Repairs; Eureka, California
- Eureka Veterans Building Seismic Retrofit; Eureka, California
- Fischer Middle School Multipurpose Building; San Jose, California*
- Horner Middle School; Fremont, California*
 - Administration and Classroom Building
 - Classroom and Science Lab Building
 - Multipurpose Building
 - Locker Room Building
- Albany Middle School Annex; Albany, California*
 - Classroom Building
 - Music Building
- Venetia Valley Elementary School; San Rafael, California*
 - Classroom Building
 - Multipurpose Building
- Pioneer Elementary School Classroom Building; Union City, California*
- Rix/Kidango Elementary School Seismic Retrofit;

Education

Master of Science, Structural Engineering, University of California, Berkeley

Bachelor of Science, Civil Engineering, University of California, Berkeley

Registration

Registered Structural Engineer: CA #S4127

Registered Civil Engineer: CA #C49653

Professional Affiliations

Structural Engineers Association of Northern California

American Institute of Steel Construction

San Francisco Housing Action Coalition

Fremont, California*

- Ravenswood Middle School Seismic Retrofit; Palo Alto, California*
- Corde Terra Village; Santa Clara, California
- Madison Place; Santa Clara, California

***projects completed while at another firm*

**projects completed in collaborations with SVA Architects*

Ryan Sprangers, PE, LEED AP

MEP PROJECT MANAGER | MECHANICAL ENGINEER



Ryan serves as project manager and lead mechanical engineer for many of IMEG's municipal, education, commercial, and laboratory projects. Ryan is experienced in a variety of building types and sizes with varying types of mechanical systems, such as heating, ventilating, air conditioning (HVAC), fire protection, plumbing, process cooling, and laboratory specific systems. His project experience includes the Department of Energy's National Laboratories, National Institute of Health, data center design including water cooled supercomputers, acoustically sensitive buildings, geothermal, and mechanically intensive studies on existing facilities and campuses.

PROJECT HIGHLIGHTS

- City of Daly City, CA, Westlake Library HVAC Replacement
- City of Fairfield, CA, 6,000-sf New Community Center
- City of Palo Alto, CA, 1,600-sf Municipal Service Center Pre-Engineered Metal Storage and Workshop Building
- City of San Jose, CA, Police Training Center Evaluation
- Deerfield Public Libraries, IL, 20,000-sf Library Space Build-Out
- Lagrange Library, Lagrange, IL, New Emergency Generator Installation
- San Mateo County Transportation Authority (SamTrans), San Carlos, CA, Infrastructure Study
- San Mateo County Transportation Authority (SamTrans), CA, Sewer Pump Replacement, Central Office
- San Mateo County Transportation Authority (SamTrans), San Carlos, CA, Electrical Bus Chargers, North Base Bus Facility
- San Mateo County Transportation Authority (SamTrans), San Carlos, CA, Bus Fleet Electrification Master Plan, North and South Base Bus Facility
- Village of Arlington Heights, IL, Firing Range Ventilation System Upgrade, Village of Arlington Heights Police Station

Experience

18 Total, 18 with IMEG

Education

Milwaukee School of Engineering, BS
Mechanical Engineering, 2003

Registrations

Professional Engineer
California (37131)
Wisconsin (39738-6)

Certifications

LEED Accredited Professional

Affiliations

ASHRAE
International Institute for Sustainable
Laboratories
ASHRAE Technical Committee 9.10
Laboratory Systems: Corresponding
Member

Presentations & Publications

Consulting-Specifying Engineer 2006
Consulting-Specifying Engineer 2008
Speaker- I2SL National Conference:
Precision Temperature Control for
Demanding Research Applications, 2018

Awards

ACEC-IL, Honor Award - Wheaton College
Science Building 2010

Nestor Ignacio, PE

LEAD ELECTRICAL ENGINEER



Nestor has more than 30 years of electrical engineering experience for both new and existing municipal facilities. His responsibilities include construction cost estimating, specification writing, construction administration, bidding and negotiation, and all aspects of electrical engineering and design. Nestor has designed lighting, power, fire alarm, security, radio, intrusion alarm, paging, AV, communication, voice, and data distribution systems including fiber optic backbones and Category 6 copper to workstations. He has been responsible for the design of a number of projects including new police/fire stations, city hall, community centers, libraries and central plants.

PROJECT HIGHLIGHTS

- City of Apple Valley, CA, Police Department
- City of Buena Park, CA, 18,000-sf New Fire Station No. 61 (*Commissioning*)
- City of Carlsbad, CA, 45,501-sf New Police Station and Safety Training Center
- City of Fairfield, CA, 6,000-sf New Community Center
- City of Glendale, CA, Police Facility Mechanical Systems Analysis
- City of Moreno Valley, CA, 45,900-sf Public Safety Building HVAC System Upgrade
- City of Moreno Valley, CA, Generator Upgrade for Emergency Operations Center, Police Station and City Hall
- City of Ontario, CA, Police Department Headquarters Improvement
- City of Palm Springs, CA, Palm Springs Police Department Remodel
- City of Palm Springs, CA, Police Department Training Center Remodel
- City of Yucaipa, CA 22,500-sf New Police Station
- County of Riverside, CA, 14,381-sf New Juvenile Courthouse Building, Southwest Justice Center
- Riverside County Law Library, Riverside, CA, Victor Miceli Law Library Foundation HVAC and Power Upgrade
- San Bernardino County, CA, New Generator at Central Detention Center Rule 21 Application
- San Bernardino County, Riverside, CA, 2,500-sf District Attorney Emergency Operations Center Renovation
- San Bernardino County, CA, Central Detention Facility MEP Systems Assessment
- Town of Mammoth Lakes, CA, 5,400-sf New Police Headquarters

Experience

30 Total, 22 with IMEG

Education

California State University, Long Beach
BS Electrical Engineering

Registrations

Professional Engineer
California (E16934)

Affiliations

Institute of Electrical and Electronics Engineers
National Society of Professional Engineers
California Society of Healthcare Engineers
ACE Mentor 1E Chapter Board Member



JOHN L. MORENO

Chief Estimator, Vice President

PROFILE

 (916) 925.4000

 jlmoreno@sierrawestgroup.com

 9700 Business Park Drive #102
Sacramento, CA 95827

EDUCATION

- AA-Construction- Butte Community College, Chico, CA
- RS Means- Electrical Estimating
- RS Means- Mechanical Estimating
- CSUS & ARC-Estimating

AFFILIATIONS

Association of Professional Estimators- (ASPE)
Construction Specifications Institute- (CSI)
Association of General Contractors- (AGC)

PROFILE

Mr. Moreno offers a diverse range of construction expertise. He brings with him over 23 years of experience in construction and estimating. Specializing in mechanical and electrical work, his participation ranges from the conceptual planning phase through design and final construction. With an extensive knowledge base, Mr. Moreno has a proven record and is known for his ability to work with clients to produce quality results.

PROJECT ROLE

John Moreno leads the cost estimating efforts for Sierra West Consulting Group, Inc. He works closely with the entire team through each phase of the project to provide a series of successively refined estimates as the project scope is clarified to assure that the project remains within the budget parameters.

PROJECT EXPERIENCE

- **City of Mountain View Public Safety Headquarters:** This project is to develop alternatives for the Public Safety Headquarters – an option that adds ~17,000 SF to its existing building along with modernization, as well as two options for an entirely new building of approximately 65,000 SF, one at the current site and another at a different City property nearby.
- **Allan Hancock College Public Safety Educational & Training Complex:** This 68-acre classroom and laboratory educational complex is comprised of Police and Fire Technology skills training facilities including a fire tower, shooting range, EVOC track, scenario village, and physical training facilities. In addition, it has shared administrative spaces, locker rooms, apparatus/vehicle storage, and other support spaces.
- **City of San Jose Fire Station No. 17**
- **City of Salinas Fire Station No. 5**
- **City of Sacramento Fire Station No. 15**
- **City of Lincoln Fire Station No. 35**
- **City of Paso Robles Fire Station**
- **City of Visalia Fire Station**
- **City of Woodland Fire Station**
- **City of Butte Fire Station**
- **California Fire & Safety Training Center**
- **Santa Barbara Fire Department Training Center**
- **Nevada City Forest Fire Station**
- **Boonville Forest Fire Station**
- **Colfax Forest Fire Station**
- **Rincon Valley Center Fire Station**
- **City of Irvine Public Safety Training Center**

PROJECT MANAGEMENT APPROACH

SVA's motto is 'Think Context,' and as such, we begin every project with a thorough process to understand the site conditions, programs, and stakeholders – there is no one-size-fits-all design answer. We will work with Coastside FPD to create designs that can be durable and efficient for decades to come. We look forward to exploring all of these options and features with the District and all stakeholders to create projects that satisfy all user groups. Please view below for a description of our firm's general project management approach broken down by phase:

Project Kick-Off/Programming: To kick-off a project, members of our project team will facilitate an initial meeting with Coastside Fire Protection District staff, facilities team, and other stakeholders to review the project objectives and planning premises. SVA and our consultants will tour the existing site to better understand the stakeholders' concerns and their goals. Additionally, we will discuss the organizational structure, schedule, project budget, and other special areas of interest to the District. We will also establish the key architect and client responsibilities, the suggested procedures and priorities, and the methods for work review and approval during the course of the project. Our team will work with the District to review any existing documentation and determine the required program, exploring different site layout and developing design elements for review with CFPD.



Conceptual & Schematic Design: Our team will further develop the selected conceptual design into a complete schematic design package that will include floor plans and elevations, renderings and perspectives, and preliminary engineering designs. We will work with the District to review the schematic design documents to compare the advantages and disadvantages of each design, keeping in mind any cost considerations. At the conclusion of the schematic design phase, a final design concept will be defined and approved, with a preliminary material board based upon the final design concept. This design will be the package that goes through the local jurisdictions for review and approval. SVA will guide Coastside FPD through the process of guiding the projects through the planning department and obtaining the necessary approvals so that the project can move forward through the remainder of the design and engineering phases.

Design Development: Design development drawings, outline specifications, and preliminary engineering calculations and analysis will be performed for all major disciplines. Drawings will reflect architectural, interiors, structural, mechanical/electrical/plumbing, lighting, and acoustical design components. Detailed development of these project components will occur. Construction materials, methodologies, major products and materials, and required equipment will also be determined. Based upon the results of previous reviews, the final design of the project will be coordinated with the stakeholders. Design development documents will be revised and refined accordingly.



Construction Documents: Updated estimates of construction costs will be prepared during this phase. The final construction documents, project manual, supporting calculations, and final cost estimate will be presented for final review and approval. Construction documents will be submitted to the local jurisdictions (including the City Engineering Development Division and Building Department) for plan check and permit approval. Our team will make all necessary revisions consistent with all agency reviews and will obtain final approvals from all governing authorities in order to secure final plan check approval.

Bid Support: SVA and the design team will provide support throughout the bid process, including helping with any required documentation, attending pre-bid site walks with prospective contractors, responding to bid questions and RFIs, and reviewing the bids with Coastside FPD, if desired.

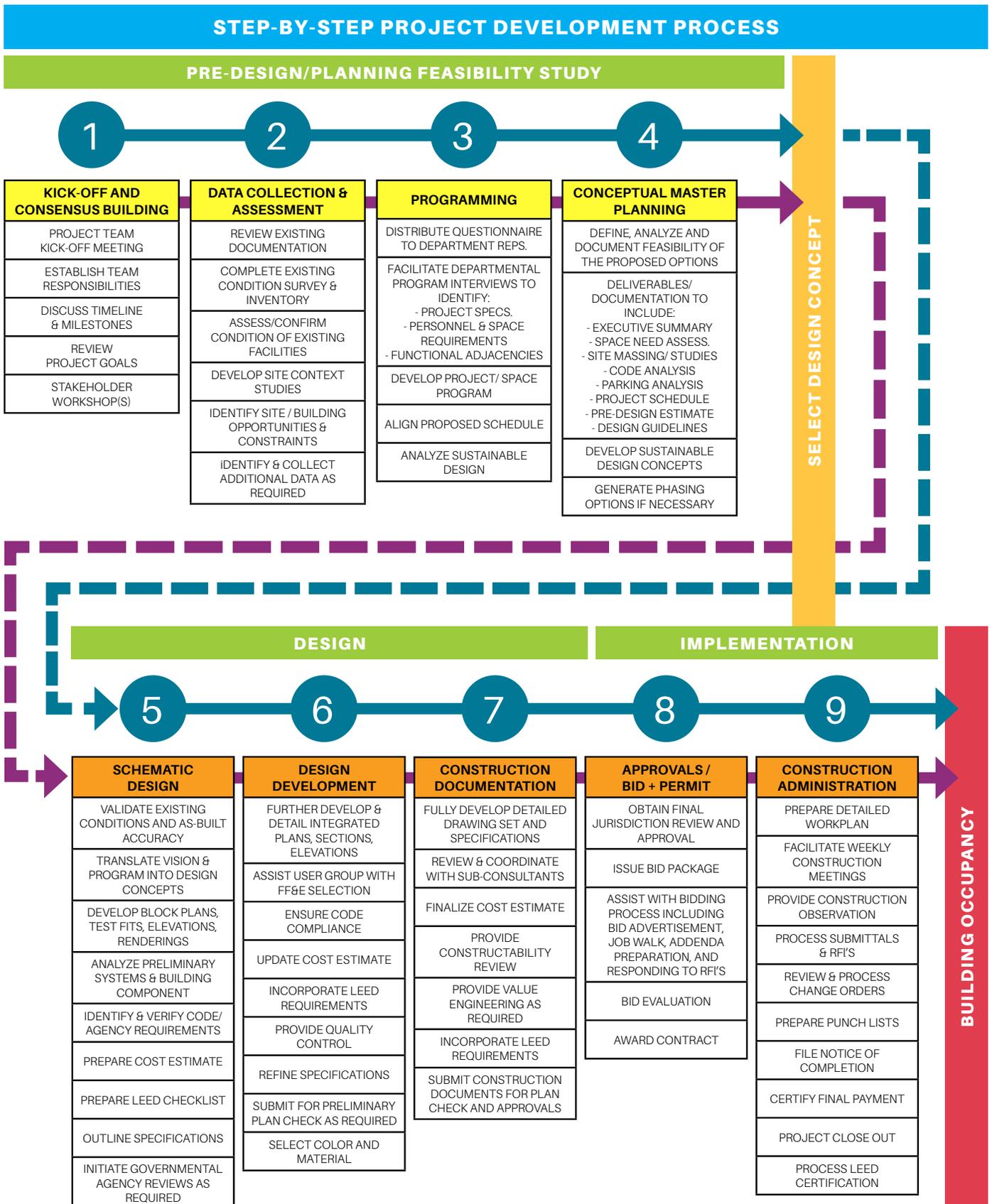
Construction Administration: SVA will provide full construction administration services throughout the duration of construction. These services include presiding over construction meetings with the owner, contractor, and inspector; taking notes and issuing field reports as we review construction progress; reviewing the contractor's submittals and substitution requests, and responding to RFIs. Our role during construction is to monitor the construction and ensure that the intent and requirements of the drawings and quality construction are maintained throughout. Our entire team understands that the construction process moves quickly and will work with the contractor to review items immediately and efficiently to help make sure the schedule is maintained without any delays.

Specific job site reviews will be conducted in order to determine the point of substantial and final completion. A detailed punch list will be created for each space, building component, or site element in a detailed manner by the design team and submitted to the contractor for correction and completion. At the time of final completion, the design team will conduct a final job site review.

Final As-Built Drawings: SVA will assist the general contractor in recording and maintaining a set of "as-built" drawings in AutoCAD format so the District has a record for future reference.

PROJECT DEVELOPMENT PROCESS

Please view below for a graphic representation of SVA's project approach; depending on specific project scope, we will adapt this to meet the project's needs and the Coastside Fire Protection District' expectations.



SCHEDULE MANAGEMENT

For schedule control, we establish a detailed work plan at the start of each phase, indicating the major tasks and milestones to be accomplished by each team member. This schedule is used to track the progress of design and construction throughout the assignment. We maintain a continuous communication with our clients, focusing on the important design, cost, and schedule issues to ensure both technical accuracy and timeliness of delivery. This is invaluable in fostering a team spirit for successful project completion.

With substantial civic project experience, SVA has an established understanding of what it takes to provide a realistic and efficient project schedule. We have decades of experience and have maintained an excellent track record with a variety of governing agencies that will have jurisdictions over Coastside FPD’s project(s).

Experience with Online Schedule Management

SVA has significant experience with online project management and extranet solutions on a wide variety of projects. These systems include ProCore, ConstructWare, Buzzsaw, ProjectTalk (Meridan), Expedition, Submittal Exchange, and others.

These systems are implemented by our clients or design-build partners, though SVA has also provided and implemented these services directly when requested. Of these various systems, we most appreciate the workflow, ease of use and project cost savings associated with Submittal Exchange’s and ProCore’s online systems

Additionally, SVA has internally developed our own proprietary construction administration management system, called Project Tracker. This system provides real time feedback to our architectural staff about the status of open issues including RFIs, submittals, change orders and other construction administration documents. Project Tracker goes beyond normal online solutions in that it tracks the origin and resolution of issues, and provides flexible in-depth reporting tools. This information is of tremendous value to our clients and project partners in successfully resolving claims and construction disputes should they occur. Additionally, the reporting tools within ProjectTracker aide our project and departmental managers in recognizing areas where specific attention and detailing can be implemented to improve our processes, our working drawings, and our designs. This process results in tangible gains in quality, cost savings, and performance of the projects we design for our clients.

SAMPLE OF A LOOK-AHEAD SCHEDULE

Week	Date	Task	Comments	Who
CD WEEK 14: 03/19 – 03/23/18				
3/21/18	Wednesday	Phase 1 (Site) Bid Package from Consultants	4pm: consultant sets due at SVA	Design Team
3/21/18	Wednesday	60% CD Progress Set: Complete Set: From All Consultants	4pm: consultant sets due at SVA; This set will include responses to UCR comments generated by the 45% CD review; agency review comments: constructability; budget; waterproofing review responses.	
3/23/18	Friday	PHASE 1: BID SET	2pm: SVA Publishes PHASE 1 BID Set (site package)	SVA

CD WEEK 15: 03/26 – 03/30/18				
	Mon-Fri	Phase 1 Bidding	Week 1 of 8: Prepare final bid docs for bidding, day 1-5.	TCC
	Tuesday	Weekly Conf. Call	<u>Topic:</u> TBD <u>Attendees:</u> UCR, FH, SVA	UCR, FH, SVA
3/28/18	Wednesday	Consultant Check In Conference Calls	GoTo meetings will be set up to review progress with each consultant	Design Team

CD WEEK 16: 04/02 – 04/13/18				
	Mon - Fri	Phase 1 Bidding	Week 2 of 8: Prepare final bid docs continues, day 6 of 6. Bid period starts, day 1-4.	TCC
	Tuesday	Weekly Conf. Call	<u>Topic:</u> TBD <u>Attendees:</u> UCR, FH, SVA	UCR, FH, SVA
04/04/18	Wednesday	Consultant Check In Conference Calls	GoTo meetings will be set up to review progress with each consultant	Design Team

CD WEEK 17: 04/09 – 04/13/18				
	Mon - Fri	Phase 1 Bidding	Week 3 of 8: Bid period continues, day 5-9	TCC
	Tuesday	Weekly Conf. Call	<u>Topic:</u> TBD <u>Attendees:</u> UCR, FH, SVA	UCR, FH, SVA
04/11/18	Wednesday	Consultant Check In Conference Calls	GoTo meetings will be set up to review progress with each consultant	Design Team

CD WEEK 18: 04/16 – 04/20/18				
	Mon - Fri	Phase 1 Bidding	Week 4 of 8: Bid period continues, day 10-14.	TCC
	Tuesday	Weekly Conf. Call	<u>Topic:</u> TBD	UCR, FH, SVA

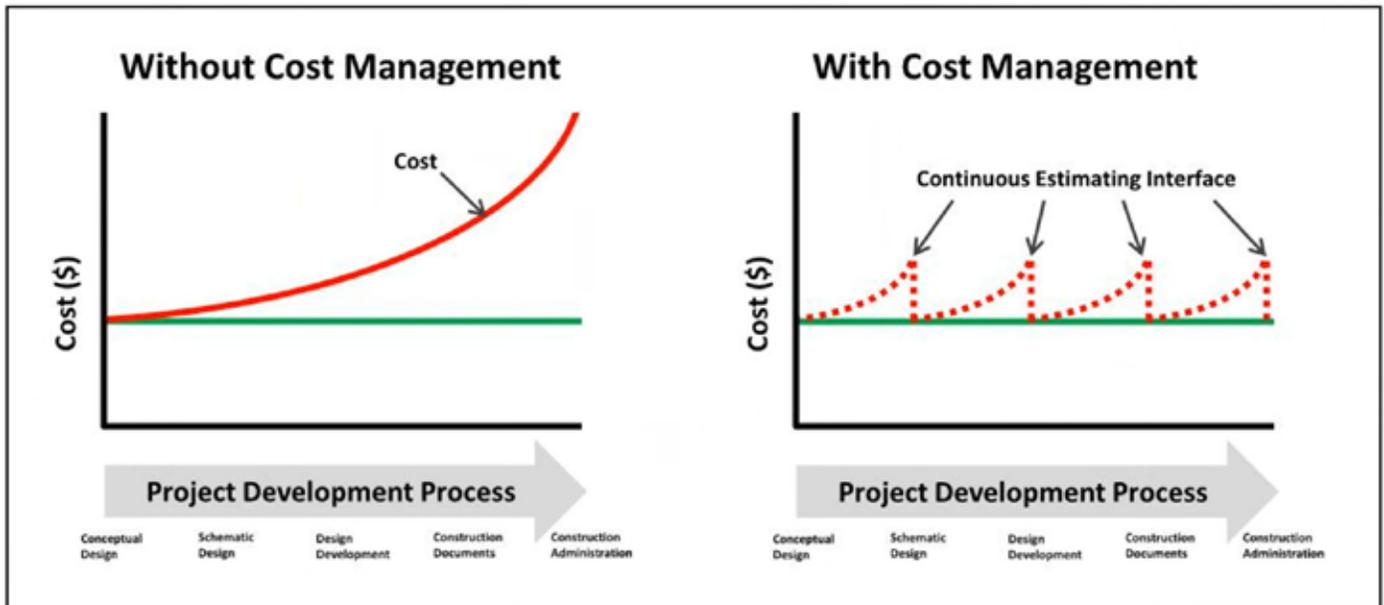
COST MANAGEMENT

Our team's proactive approach to providing cost estimates ensures our clients are getting the most for their invested dollar as well as accurate pricing based upon our local market analysis and our understanding of the national economy. We employ a proven process that delivers the goals and objectives set by the client on time, on budget, and within quality standards. The detailed process of development of our estimate, which includes checking the costs with the industry, ensures our ability to have an accurate estimate through each phase of the development.

Cost control is a constant goal of management and is placed as a permanent item on the project meeting agendas. SVA keeps up-to-date records of building system costs for its past and current assignments in an effort to monitor the costs of construction. During the initial design phases, we meet extensively with the project team members, vendors, and manufacturers to determine new ways of maximizing the value of our design within the budget constraints. Discussions with clients, consultants, vendors, and contractors are recorded in objective detail and transmitted to the appropriate parties involved in the action. We actively participate in maintaining the project budget, and our experience from past assignments has proven invaluable in obtaining the maximum value and quality for every construction dollar spent.

Value Engineering

Our firm incorporates continuous value engineering throughout the design process in order to help our clients reduce costs, and improve quality in our projects from start to finish. Throughout the design period, quality considerations, budget constraints, and value decisions are applied to the design elements and building systems so that a positive decision-making base is available to the client, architect, engineers, and consultants. This process is then carried forward during the subsequent process phase and can include value engineering sessions with the general contractor to reduce further costs. Our consultants share this focus on designing high-performance systems for buildings as well. We apply energy-efficient design principles in the creation of the building envelope, heating and cooling systems, lighting, appliances, and equipment. Our team is familiar with the building energy codes and efficiency standards, and we incorporate such measures in the initial stages of our design.



- 1 Early identification of construction costs, cost drivers & non-standard cost issues
- 2 Continuous cost management interface avoids milestone surprises
- 3 All costs tracked back to budget
- 4 Reconcile estimates at each design phase

EXPERIENCE & REFERENCES

Unlike a residential or a commercial project, civic projects typically are more program-intensive. With decades of similar and relevant experience, we have acquired the skills and developed the methodologies to program, design, and construct these types of projects by keeping the goals and objectives of our clients and stakeholders in mind. Our firm was established to focus on institutional and civic assignments; we feel strongly that we have the capabilities and resources to fulfill the objectives and maximize benefits for any projects that may be assigned to us by Coastside FPD. SVA has decades of public sector experience in California; moreover, our team has led the design efforts for many civic projects with outstanding results. Dedicated to collaborating closely with key staff and stakeholders to integrate feedback and input, we craft and fine-tune project requirements to align with each client's specific requirements and budget.

As a collaborative team, we will work with all stakeholders for each project that may be assigned to us, providing designs that stay realistic to available budget by finding cost-effective solutions. We have the staff, knowledge, and availability to take on any amount of work assigned to us by the District efficiently and effectively.

Our multidisciplinary team will perform the architectural, engineering, and interior design services necessary for any of the projects assigned to us in order to enable your staff to perform most effectively. We have performed similar work including the Allan Hancock Public Safety Educational & Training Complex, which includes classrooms and training areas utilized by local fire departments; the City of Vernon Fire Station No. 1 Renovation, which provides Vernon FD's staff with renovated living areas, locker/shower rooms, kitchen and additional bay storage areas; City of Mountain View Public Safety Headquarters, which is providing design alternatives for a new Police & Fire Headquarters for the city; and the County of Santa Clara Various On-Call Projects, which is providing ADA upgrades and restroom renovations at sites across the county.

Below is a partial list of our team's civic clients in California:



We have completed similar projects including those listed below (please view detailed descriptions of the three bolded projects – including client references – on the following pages):

- **City of Mountain View Public Safety Headquarters**
- **Allan Hancock College Public Safety Educational & Training Complex**
- **County of Santa Clara Various On-Call Projects**
- City of Vernon Fire Station No. 1 Renovation
- Culver City Fire Station No. 1
- Glendale Fire Station No. 25
- County of Santa Cruz Recovery Center Renovation

CITY OF MOUNTAIN VIEW PUBLIC SAFETY HEADQUARTERS

Mountain View, CA



As the City of Mountain View has grown, the City has dramatically outgrown its existing public safety building, home to its police department, emergency operations, and fire administration.

SVA has been hired by the City of Mountain View to develop alternatives for the Public Safety Headquarters – an option that adds ~17,000 SF to its existing building along with modernization, as well as two options for an entirely new building of approximately 65,000 SF, one at the current site and another at a different City property nearby. The goal is to select the most viable option and proceed with full design and implementation.

Client Contact: City of Mountain View
David Printy,
Senior Project Manager
p: 650.903.6162
e: david.printy@mountainview.gov

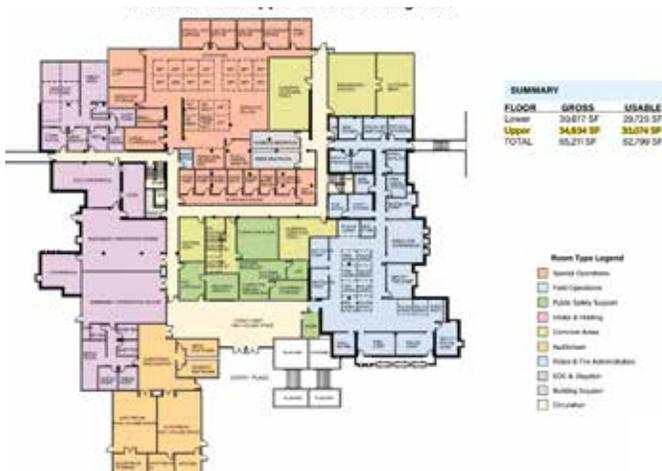
Dates of Service: 2019–2022 (est.)

Size: 44,000–65,000 SF
(varied by design option)

Services Provided: Full Architectural Services & Conceptual Design Study

General Contractor: TBD

Specialty Area(s): Administration Facility for Police Department, Emergency Operations, & Fire Administration



ALLAN HANCOCK PUBLIC SAFETY EDUCATIONAL & TRAINING COMPLEX

Lompoc, CA

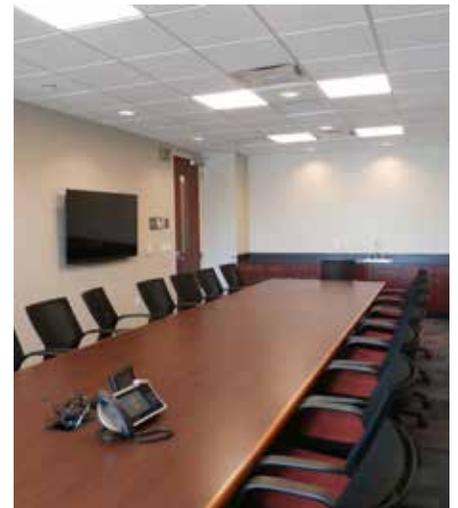


The Allan Hancock College Public Safety educational programs comprise of Police (Police Academy, administration of justice, advanced officer training) and Fire Technology (fire science, fire academies, wild land fire, environmental technology, emergency medical services). The existing buildings were neither DSA approved nor to building codes and standards.

The new public safety complex addresses the classroom and primary laboratory needs of all public safety programs at Allan Hancock College. In addition, it has shared administrative spaces, locker rooms, apparatus/vehicle storage, and support spaces. The project also incorporates a skill training facility, which the college had been lacking despite its essential nature to the two programs. These skill training facilities include a burn tower, a shooting range, a scenario village, a fitness room, and more adequate outdoor training grounds. A new 1.3-mile Emergency Vehicle Operations Course (EVOC) and high-speed course is also be provided for training. This project is LEED Silver.

Client Contact:	Allan Hancock Joint Community College District Randy Rominger, Owner Representative p: 559.263.9660 e: rrominger@kitchell.com
Dates of Service:	2009–2017
Size:	40,000 SF (educational building) + training facilities
Services Provided:	Full Architectural Services
General Contractor:	Sinianian Development
Specialty Area(s):	Training Facility, Scenario Village, Administration, Classrooms & Labs, Apparatus/Vehicle Storage, Support Spaces





COUNTY OF SANTA CLARA VARIOUS ON-CALL PROJECTS

County of Santa Clara, CA



SVA is serving in an on-call capacity for various projects for the County of Santa Clara and its Parks and Recreation Department.

County Fairground Renovation

The first project concerns the restroom renovation of three buildings, known respectively as “The Pavilion,” “Exposition Hall,” and “The Fiesta,” at the County Fairground. The scope of the project covers numerous modernizations and safety upgrades including modified slope entrances, new concrete walkways, drinking fountain replacements, new ADA door and wall signages, new doors, frames, and hardware, tile repair, and new paint. The project will also include the new construction of an additional 250 sq. ft. Women’s restroom in the Fiesta Hall Youth Activities Building. All bathroom partitions will be new, and accessories and dispensers will be relocated and reused as required.

East Valley Health Clinic Renovation

The East Valley Health Clinic has been identified by the County as a high priority for upgrades. These improvements include path of travel and accessibility remodels and renovation to facility restrooms needed to achieve ADA compliance.



Client Contact:

County of Santa Clara
Karl Bakke, Construction
Project Manager
p: 408.210.8952
e: karl.bakke@faf.sccgov.org

Dates of Service:

2019–2022 (est.)

Size:

Varied

Services Provided:

Full Architectural Services

General Contractor:

Varied

Specialty Area(s):

Civic Facilities,
On-Call A/E Services,
Various Renovations &
Improvement Projects

Team's Additional Public Safety & Civic Project Experience



1. CITY OF VERNON FIRE STATION NO. 1 RENOVATION (VERNON, CA)
2. CULVER CITY FIRE STATION NO. 1 (CULVER CITY, CA)
3. CITY OF GLENDALE FIRE STATION NO. 25 (GLENDALE, CA)
4. COASTSIDE FIRE STATION NO. 41 (EL GRANADA, CA)
5. CITY OF CLOVIS POLICE & FIRE DEPARTMENT HEADQUARTERS (CLOVIS, CA)
6. SAN RAMON FIRE STATION NO. 34 (SAN RAMON, CA)
7. LIVERMORE/PLEASANTON FIRE STATION NO. 2 (PLEASANTON, CA)
8. CITY OF SANTA CLARA NEW FIRE STATION NO. 4 (SANTA CLARA, CA)

Team's Additional Public Safety & Civic Project Experience



1. CITY OF CUPERTINO LIBRARY EXPANSION (CUPERTINO, CA)
2. CITY OF LA HABRA CITY HALL CONVERSION (LA HABRA, CA)
3. CITY OF IRVINE PUBLIC SAFETY TRAINING COMPLEX (IRVINE, CA)
4. MORENO VALLEY COLLEGE PUBLIC SAFETY TRAINING CENTER (MORENO VALLEY, CA)
5. PORT OF LOS ANGELES POLICE HEADQUARTERS (SAN PEDRO, CA)
6. CITY OF BEAUMONT CIVIC CENTER MASTER PLAN (BEAUMONT, CA)
7. CITY OF IRVINE GREAT HALL ADMINISTRATIVE BUILDING (IRVINE, CA)
8. WEST BASIN MUNICIPAL WATER DISTRICT VISITOR CENTER (EL SEGUNDO, CA)

5 Pricing

HOURLY RATES

SVA Architects

Partner / Principal	\$225
Senior Project Architect / Manager	\$195
Senior Designer / Planner	\$195
Project Architect / Manager	\$175
Designer / Planner	\$175
Job Captain	\$155
Intermediate Technical Designer	\$125
Junior Technical Designer	\$100
Clerical Staff	\$75

BKF Engineers

Principal / Vice President	\$251
Senior Associate / Vice President	\$225
Associate	\$219
Senior Project / Technical Manager	\$218
Project / Technical Manager	\$213
Surveying / Planning Manager	\$197
Senior Project Engineer / Surveyor	\$183
Project Engineer / Surveyor / Planner	\$160
Design Engineer	\$140
Staff Surveyor / Planner	\$140
BIM Specialist I-III	\$140-183
Technician I-IV	\$133-167
Drafter I-IV	\$104-138
Survey Party Chief	\$182
Instrumentman	\$157
Survey Chairman	\$117
Utility Locator I-IV	\$95-184
Apprentice I-IV	\$72-113
Senior Construction Administrator	\$207
Resident Engineer	\$154
Field Engineer I-III	\$140-183
Project Assistant	\$88
Engineering / Surveying Assistant	\$86
Clerical / Administrative Assistant	\$74

KPFF Consulting Engineers

Principal Landscape Architect	\$195
Associate Landscape Architect	\$175
Landscape Architect / Project Manager	\$155
Job Captain	\$140
CADD Technician	\$125
Clerical	\$85

IMEG Corp.

Client Executive/Market Director	\$250
Project Executive	\$230
Senior Engineer Technical Specialist	\$215
Senior Engineer I-III	\$160-205
Project Engineer I-II	\$130-150
Engineer	\$120
Senior Design Technical Specialist	\$190
Senior Designer I-III	\$150-180
Project Designer I-II	\$130-140
Designer I-IV	\$105-120
Senior Virtual Design Coordinator	\$115
Virtual Design Coordinator	\$100
Virtual Design Technician	\$95
Clerical Support	\$80
Senior Construction Administrator	\$165
Construction Administrator	\$145
Senior Commissioning Authority	\$185
Project Commissioning Authority	\$145
Commissioning Authority/Engineer	\$120

Sierra West Group

Principal / Chief Estimator	\$125
Expert Witness / Litigation Support	\$250
Cost Manager / Quantity Surveyor	\$110
Mechanical / Electrical Estimator	\$110
Civil Engineer / Estimator	\$110
Administrative	\$78

REIMBURSABLE EXPENSES

Reimbursement for any direct expenses will be at 1.10 times the actual expense. Reimbursable expenses will include, but not be limited to, printing and reproduction, photo work, artist renderings (if requested by Client), overnight delivery, and messenger services.

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6 Appendix



Sustainable Design Experience

Our team understands that sustainable design does not succeed by addressing only single elements such as system efficiency or building skin design within a project; rather, a comprehensive approach is needed. Our approach relies on full collaboration and integration of design team members, project stakeholders, and key community members to set project goals, brainstorm strategies, and to implement our design throughout construction and occupancy. Listed below are some key ways we approach sustainable design.

- **Energy Efficiency and Conservation** – Our firm pays special attention to designing environments which are energy efficient as well as comfortable and healthy. We apply energy efficient design principles in the creation of the building envelope, heating and cooling systems, lighting, appliances and equipment. Our team is familiar with the building energy codes and efficiency standards and we incorporate such measures into our design very early on.
- **Operating Efficiency** – Effective maintenance and operations procedures are fundamentally important to sustaining the performance of all building systems. The County will need to consider the often opposing issues of long-term vs. initial installation costs. This topic will be the main focus of our maintenance discussions early on during the design phases. Almost without fail, lower initial construction cost will result in higher long-term maintenance costs. This principle applies to the selection of air conditioning units, hardware, flooring, and a host of other products. We understand the County might have some standards established already, we will work closely with your staff when designing systems and selecting materials which compromise the existing approach and also tailor to the best investments for the years to come.
- **Waste Minimization Techniques** – We understand the benefits of reusing building components and materials to both the environment and the community. Deconstruction and design for reuse are innovative principles; the “grave-to-cradle” approach deals with the issue of what to do with the stock of existing buildings that are reaching the end of their useful lives. Reuse of building materials will preserve the energy that was initially invested in the creation of the materials and reduce the need to extract new materials from the environment.

Each site and each project is unique; one sustainable concept might be applicable to one project and might not to another. We will work with the District to look for ways to maximize sustainability throughout your headquarters. There are many other sustainable techniques beyond minimizing waste and recycling, and we encourage all that is within reasonable reach of each project.

SUSTAINABLE & AWARD-WINNING DESIGN

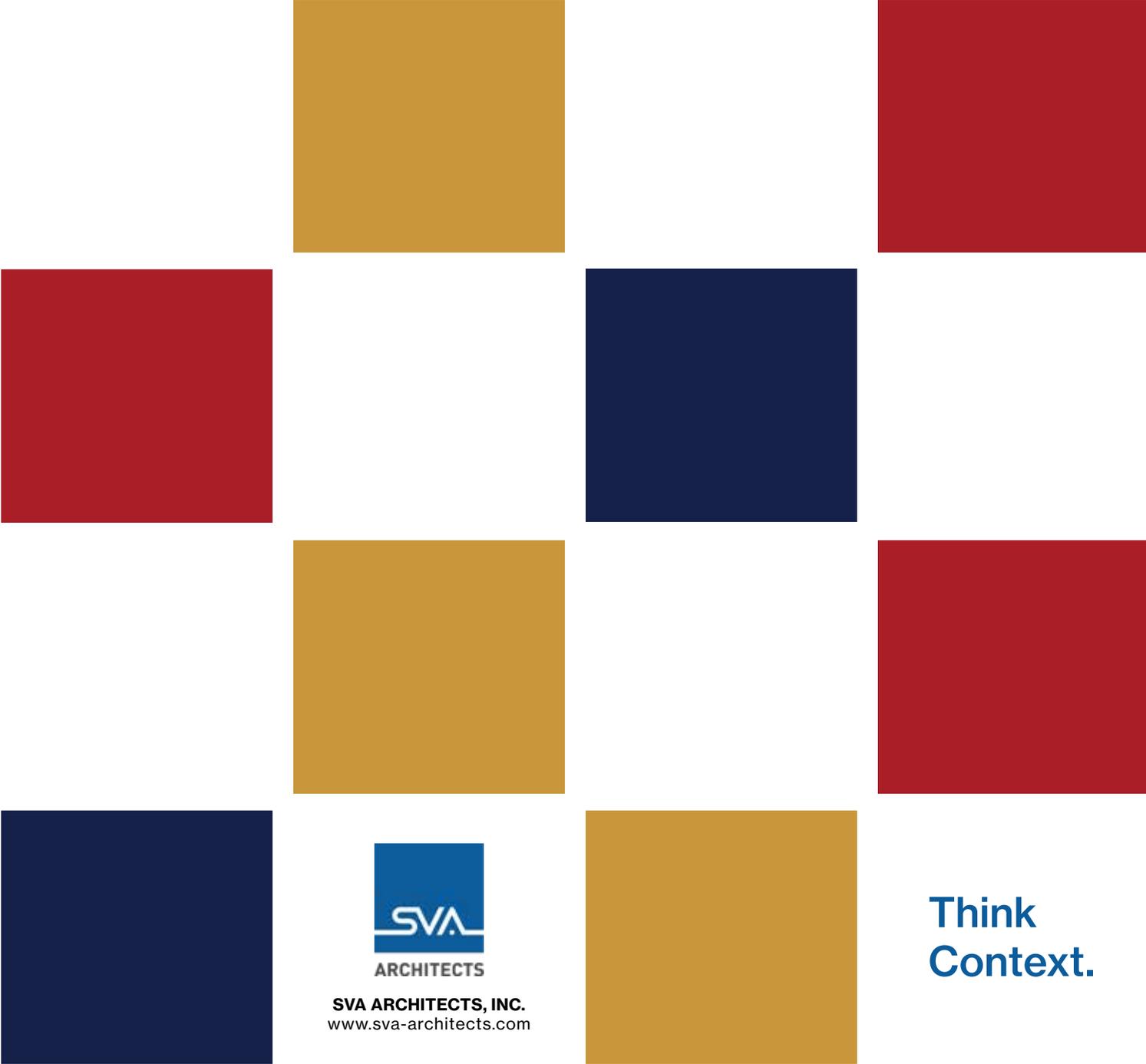


SUSTAINABLE DESIGN
+ LEED PLATINUM
+ ZERO NET ENERGY
+ GRID NEUTRAL



1. CALIFORNIA POLYTECHNIC UNIVERSITY, SAN LUIS OBISPO POLY CANYON VILLAGE STUDENT HOUSING (LEED GOLD)
2. ALLAN HANCOCK COLLEGE PUBLIC SAFETY TRAINING COMPLEX (LEED SILVER)
3. POTTER'S LANE (PCBC BEST AFFORDABLE HOUSING COMMUNITY, ATTACHED RESIDENTIAL HOUSING PROJECT OF THE YEAR)
4. CELADON AT 9TH & BROADWAY (LEED GOLD, PCBC AWARD OF MERIT, ULI GLOBAL AWARD OF EXCELLENCE)
5. SACRAMENTO STATE UNIVERSITY AMERICAN RIVER COURTYARD (LEED GOLD)
6. UCPATH CENTER FIRST & SECOND FLOOR TENANT IMPROVEMENTS (LEED GOLD)
7. CITY OF SAN DIEGO SAN YSIDRO LIBRARY (LEED GOLD)
8. COUNTY OF LOS ANGELES QUARTZ HILL LIBRARY (LEED GOLD)
9. PORT OF LOS ANGELES POLICE HEADQUARTERS (LEED GOLD)
10. UC DAVIS WEST VILLAGE (LEED PLATINUM, PCBC JUDGE'S SPECIAL AWARD OF EXCELLENCE ULI GLOBAL AWARD OF EXCELLENCE)





ARCHITECTS

SVA ARCHITECTS, INC.
www.sva-architects.com

**Think
Context.**

ZFA STRUCTURAL ENGINEERS

SAN FRANCISCO | SILICON VALLEY | SACRAMENTO | NAPA | SANTA ROSA



STATEMENT OF QUALIFICATIONS SUBMITTED FOR

ON-CALL STRUCTURAL ENGINEERING SERVICES

Coastside Fire Protection District | October 8, 2021

SECTION 1

Cover Letter

» **COVER LETTER**

October 8, 2021

Jonathan Cox, Deputy Chief
Coastside Fire Protection District
1191 Main Street
Half Moon Bay, CA 94019

Subject: Statement of Qualifications for On-Call Structural Engineering Services

Dear Mr. Cox,

ZFA Structural Engineers (ZFA) is pleased to present our qualifications to provide structural engineering services to the Coastside Fire Protection District (District). Over the past 45 years, ZFA has been assisting local agencies in a wide variety of public works, economic development, education, and civic projects. ZFA employs over 75 people, 41 of whom are licensed structural or professional engineers, in five offices located in Silicon Valley, San Francisco, Sacramento, Napa, and Santa Rosa. With our team of highly qualified and innovative engineers, ZFA is looking forward to providing the Coastside Fire Protection District with unparalleled service on projects of any size.

I, Matt Frantz, am authorized to represent ZFA Structural Engineers for this Request for Proposal (RFP) to provide On-Call Structural Engineering Services for the Coastside Fire Protection District and will be the main point of contact for the District during the proposal, and interview process. Should you have any questions, please feel free to contact me directly at the phone or email provided on the following page.

ABOUT ZFA. Since 1974, we have been dedicated to designing new and revitalized places to live, work, learn, heal, and play. Serving as Structural Engineer of Record and providing structural engineering services to public agencies throughout California has been an integral part of ZFA's work since its inception. The excellent reputation ZFA has developed stems from our exemplary technical expertise, collaborative approach, delivery of on-time, on-budget, creative, and well-organized construction documents that provide a complete scope of work and credible construction costs. The firm is a California State certified Small Business Enterprise (SBE).

As you will see in this proposal that we have prepared in response to your RFP for On-Call Architectural and Engineering Services, ZFA brings a significant amount of experience that will directly benefit the District. Highlights of this experience include:

- **Experience Managing As-Needed Projects (Task Orders) Under Master Services Agreements (MSAs).** We understand the importance of being responsive and flexible to agency project needs when they arise. Having held many On-Call MSA contracts for over 20 years for both City and County agencies, we have developed a proven system to effectively manage task orders. We have the resources and are ready to provide structural analysis, building information modeling (BIM), reports, quality control, value engineering and other professional services on an as-needed basis. This experience has given us the necessary perspective as to the varied scope and size of projects that can occur when providing emergency and on-call professional structural engineering services.
- **Local Team with Essential Services Project Experience.** ZFA's four out of five offices are located throughout the Bay Area, with numerous essential service projects in San Mateo County that include new ground-up construction and retrofits. **ZFA's proposed project manager for this on-call contract, Steve Patton, lives in Half Moon Bay and is familiar with the area, culture, and community.** Steve was also the project manager on the District's Fire Training

» **COVER LETTER, PAGE 2**

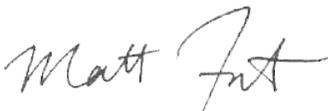
Tower project in 2015. Additionally, we have strong established working relationships with many local area contractors, architects, and sub-consultants. Our experience includes studying, analyzing, and designing both existing and new structures, strategizing the best approach for repairs, and participating in the construction administration process. We also have a depth of experience with seismic retrofits, condition assessments, expansions, renovations, and remodels.

- **Breadth of Expertise.** Our experience includes studying, analyzing, and designing both existing and new structures, strategizing the best approach for repairs, and participating in the construction administration process. We also have a depth of experience with seismic retrofits, condition assessments, expansions, renovations, and remodels for public projects such as civic administration buildings and courthouses, fire stations, police stations, animal shelters, transit facilities as well as training and educational facilities. Our projects have involved site conditions ranging from restricted site infill projects to congested transportation locations as well as working with a variety of materials including wood, concrete, masonry, and steel. ZFA is also proactive in the use of green materials and construction for sustainable buildings. Additionally, we have worked with many local architects on public projects, in and around San Mateo County.
- **Technical Experts.** Our principals are experts in the National Standard for the Seismic Evaluation and Retrofit of Existing Buildings, ASCE 41, plus they maintain active roles in the development of codes, standards, and commentaries related to the field of structural engineering. This is demonstrated by our recent leadership role in the development of ASCE 41-17, and participation and authoring of key sections of documents for FEMA that establish standards for the industry. Additionally, one of ZFA's Executive Principals is heavily involved in the U.S. Resiliency Council (USRC) Building Rating System Committee and a founding member of the USRC Technological Advisory Council. This group developed a rating system for building performance in the areas of life safety, repair cost, and resumption of operations resulting from an earthquake. This involvement gives us a unique insight which ultimately also benefits our clients on their projects.

We are proud of ZFA's successful client partnership history on projects over the last 47 years. In the last five years, ZFA was party to just one small claims litigation case. It was referred to as Keefer v. ZFA Structural Engineers, case number: MSC187045, filed in 2017, and settled in 2018 at the Superior Court of California, County of Sonoma, Limited Civil Division.

Thank you for your consideration of our firm's qualifications. We look forward to the opportunity to continue working with the Coastside Fire Protection District and to provide Structural Engineering Services under this on-call engineering services contract.

Sincerely,



Matt Frantz, SE
Associate Principal
mattf@zfa.com | 650.394.8869
ZFA Structural Engineers

FIRM SNAPSHOT

- Tax I.D. No. 94-2518496
- California Corporation
- Contact: Matt Frantz
mattf@zfa.com
650.394.8869

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SECTION 2

PROPOSED APPROACH



SECTION 2

Proposed Approach

» APPROACH

PROJECT MANAGEMENT. The team selected for this proposed on-call contract are talented, technical, and have relevant experience to respond to a variety of project types that may occur during the contract term. Our project management team are seasoned experts when it comes to managing as-needed contract work. For all task orders received, we assign one lead team member, who acts as a main point of contact for the client, key stakeholders, and our internal team.

We understand that the types of on-call contract management and structural engineering services required under the Coastside Fire Protection District On-Call Architectural and Engineering Services contract are primarily for public works projects. ZFA has experience with providing design and structural engineering services, as well as project management for as-needed projects under an on-call contract. The scope of work and types of services provided for each will vary depending upon the size, location, type of facility as well as age and condition of the existing structure, or if it is for a new facility. In general, typical project tasks and deliverables provided could include the following:

- Conceptual structural design + early project guidance
- Project kick-off meeting
- Schematic Design (SD)
- Construction Documents (CD)
- Bidding and Negotiation
- Construction Administration (CA)
- Attendance at meetings with stakeholders
- Structural on-site services
- Site, building (interior and exterior) inspections
- Existing conditions evaluation
- Structural peer reviews
- Value engineering + feasibility studies
- Seismic evaluation + retrofit of existing structures
- General engineering
- Use of Building Information Modeling (BIM)
- Rehabilitation of historic structures + structural analysis of historic materials
- Post-disaster + emergency structural response
- New/Existing building recommendations reports
- Structural reports
- Permits

Quality Assurance/Quality Control (QA/QC). We prioritize QA/QC reviews at each project milestone to ensure the process is proceeding appropriately. The result is ZFA's excellent reputation for delivery of on-time, on-budget, creative, and well-organized construction documents that provide a complete scope of work and, consequently, credible construction costs.

ZFA has tools and procedures in place to maintain a quality work product that is technically correct, coordinated with other drawings in the set, and complete for construction. Our QA program includes the means to educate staff on current design practices, company standards of uniformity, and proper use of design software; and to maintain technical libraries such as typical details, typical specifications, and typical calculations. Our QC reviews are performed by the project manager and/or experienced staff; *under this on-call contract, Luke Wilson, SE, LEED AP will provide QA/QC oversight for all task order projects.* He has more than 14 years of experience managing subconsultants, projects, engineering solutions, and overseeing the QA/QC process on projects both large and small. Reviews include but are not limited to structural calculations, structural drawings, structural specifications, and coordination with other drawings in the set. Once the review is complete, markups are provided to the designer for internal discussion and incorporation.

Task Order Project Managers are involved throughout the design process to ensure the work product is reviewed by experienced personnel as well as different viewpoints. At a minimum, the Task Order Project Manager reviews the work product prior to submittal of milestone sets (i.e. conceptual design, schematic design, design development, 50% construction documents, and 100% construction documents).

SECTION 2

Proposed Approach

» APPROACH

Staffing Resources. Much of the work will be done by staff in our San Carlos office located within 18 miles of the Coastside Fire Protection District office. Staff can easily visit projects sites within the County as needed. If needed, they will be supported by our other four offices since our firm operates as a fully integrated team across all five offices. ZFA understands the importance of assembling a team who will be available to support the District throughout the contract term. When assigning members for this team, we took a close look at our staff's current commitments to ensure each team member is dedicated and available to meet the agency's schedule. ZFA has dedicated staff in our San Carlos office to provide sufficient resources to deliver District projects on any schedule that is identified. As previously stated, we also have resources from ZFA's other offices that can be utilized to meet the District's project requirements. ZFA employs 80 people, with 20 licensed structural and 21 professional engineers.

5 ZFA OFFICES
SAN FRANCISCO
SILICON VALLEY
SACRAMENTO
SANTA ROSA
NAPA

We are organized with committed staff resources for this contract enabling us to have the capability of managing two or more projects concurrently. Our team will be led by Matt Frantz, SE as Principal-In-Charge, with Luke Wilson, SE, LEED AP providing QA/QC on all task order deliverables. Matt and Luke have worked together for more than 10 years. Steve Patton, SE will serve as the dedicated Task Order Project Manager and Derek Sereno will serve as the Lead Engineer, each are supported by ZFA engineers, designers, technical staff, and (as needed) subconsultants. Together with the rest of our proposed team and staffing resources, we are well positioned to offer the District creative and responsive solutions. **For more about our project team, please refer to the organizational chart and resumes in Section 4 - Key Staff, Project Experience & References - of this proposal.**

ZFA's staff have a broad range of experience and subject matter expertise that are applicable to the types of projects that may occur as part of these on-call services. While our principal-in-charge and task order project manager will be committed to each project with the District, we will draw on our engineering staff as required for each project to provide the most appropriate expertise from the start of the project. In doing so, we aim to coordinate with stakeholders up front to understand and ensure that project feasibility and expectations are aligned with the schedule and budget before commencing on the project. When required, we will work with the District to revise project goals and expectations to meet schedule and budget constraints.

Equipment Resources. All ZFA offices have state-of-the-art computers with staff that utilize the latest software tools for monitoring schedules and value engineering. ZFA uses the AutoDesk Design Suite which includes AutoCAD and Revit. ZFA uses Revit along with the Architectural and MEP consultants to create coordinated Building Information Modeling (BIM) models on all projects to reduce design conflicts in the field. Staff across all offices work together seamlessly and are interconnected through MS Teams for virtual collaborations and can communicate this way with subconsultants as well as the District staff.

ZFA is fully committed to BIM technology through the use of Revit® software, three-dimensional modeling software. Realizing from the onset that Revit® software would be an industry leader in BIM, three-dimensional modeling and construction document presentation, ZFA has made the commitment of funding, time, and energy to develop state-of-the-art proficiency in the use of Revit® software. Although still fully proficient in the use of two-dimensional AutoCAD® software, Revit® software is the preferred and predominate software package used by ZFA for project information development.

Subconsultants. In our many years of providing services to public agencies, ZFA routinely partners with subconsultants in disciplines complimentary to ours to complete the team. We often select subconsultants certified as Disadvantaged Business Enterprise (DBE) and Disabled Veteran Business Enterprise (DVBE) subconsultants to our team not just because of their business standing but also because of their expertise, project experience, and our previous working relationship.

ADDITIONAL PROJECT MANAGEMENT APPROACHES FOR SUCCESS

Working with Other Stakeholders. For each task order, we will work in partnership with the District’s assigned staff and other key project stakeholders for the project to first listen, and extract their vision and goals of the project. Our team is very experienced with designing and engineering for both local- and California state-funded projects for a wide range of projects that require coordinating with multiple stakeholders. We have worked with numerous public entities at both the local and state level; various departments of City and County agencies including the planning, and public works departments; California DGS RESD’s PMDB, Department of Parks and Recreation, various historical agencies, as well as the **Office of the State Fire Marshal (OSFM) and Division of the State Architect (DSA).**

ZFA serves as a trusted advisor and collaborator to the Owner, Architect, Other Consultants and Stakeholders as well as the Contractor throughout the process of a project. This approach has served us well on a myriad of other projects, allowing us to form lasting relationships with clients, builders, architects, and associated subconsultants. Our team is fully committed to bringing the decades of experience working with public agencies as well as long-term, strong relationships with to successfully complete any as-need project under this contract.

Client Satisfaction. As the Principal-In-Charge for this on-call contract, Matt Frantz, SE will always be available to District staff should any concerns or issues arise. Our firm prefers to mitigate problems before they start and to do so, we use clear and frequent communication with our clients via our agreements, emails, teleconferences, and in-person meetings. Furthermore, we seek to keep the same engineers and project managers on each team as much as possible through the duration of the project so that our team has a thorough understanding of the history and decisions made on the project to inform discussions and decisions throughout. Internally, we have committees, task-groups, and processes in place that help us manage project communications, share engineering expertise, and pass on lessons learned from other projects, all of which support our staff to provide the best possible service to our clients based on the extensive experience gained by our staff and our more than 45 years in business.

In the case that a problem arises, our approach is to communicate openly and transparently to resolve the issue as quickly and productively as possible. Our highest priorities are to provide safe structural designs and to act and advise the project team to best serve the stakeholders. If a client reaches out to us with a concern, we will endeavor to respond within 24 hours to discuss it with them. We will then establish a course of action and communicate plan for resolution. As such, we prefer to initiate solutions-oriented discussions, seeking to understand any issue that may arise so that we may address it respectfully, collaboratively, and with integrity. Our approach is to view the project and stakeholders holistically to provide solutions that best suit both, beyond just the purview of the structural design.

“ZFA starts from the perspective of understanding the client’s goals and priorities – and they work very hard to find creative, yet practical ways to meet those goals.”

- Jeff Goodwin, BAR Architects

For more about our project management strategies including schedule and cost management approaches, please refer to Section 4 - of this proposal

SECTION 3

QUALIFICATIONS, INSURANCE AND LICENSING REQUIREMENTS



SECTION 3

Qualifications, Insurance & Licensing

» **REQUIREMENTS**

ZFA meets all the qualifications, insurance, and licensing requirements as set forth in the RFP.

ZFA is in compliance with all laws governing the services as described in the RFP and meets all governmental licensing requirements set forth in the RFP and in the sample District Agreement for Professional Services.

Copies of licensing are available upon request.

Sample certificate of insurance below.

		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 1/29/2021			
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.							
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).							
PRODUCER Dealey, Renton & Associates P. O. Box 12675 Oakland CA 94604-2675			CONTACT NAME: Nancy Ferrick PHONE (A/C, No, Ext): 510-465-3090 FAX (A/C, No): 510-452-2193 E-MAIL ADDRESS: nferrick@dealeyrenton.com				
License#: 0020739 ZFASTRUCT			INSURER(S) AFFORDING COVERAGE NAIC #				
INSURED ZFA Structural Engineers 1212 4th Street, Suite Z Santa Rosa CA 95404			INSURER A : The Travelers Indemnity Company of Connecticut 25682 INSURER B : Lexington Insurance Company 19437 INSURER C : Travelers Property Casualty Company of America 25674 INSURER D : INSURER E : INSURER F :				
COVERAGES		CERTIFICATE NUMBER: 173877663		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDL	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	6806H86099A	2/1/2021	2/1/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COM/PO/ AGG \$ 4,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	BA4R035531	2/1/2021	2/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB0K052651	2/1/2021	2/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability			035713712	2/1/2021	2/1/2022	\$3,000,000 per Claim \$5,000,000 Annual Aggregate
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) FOR USE ON PROPOSALS.							
CERTIFICATE HOLDER			CANCELLATION 30 Days Notice of Cancellation				
SAMPLE CERTIFICATE			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 				

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SECTION 4

KEY STAFF, PROJECT EXPERIENCE AND REFERENCES



» ORGANIZATIONAL CHART

KEY PERSONNEL

Below is a team organizational chart which identifies ZFA's key personnel, as well as their relationships and duties. A summary of project management roles for each task order is also provided. ZFA will serve as the prime consultant (entity) for the term of this on-call engineering contract. Detailed resumes for the key staff team members are provided on the following pages.

PROJECT MANAGEMENT ROLES

Principal-In-Charge

Matt Frantz, SE will be responsible for the overall Master Services Agreement and serve as the main point of contact for the District. He will also be responsible for establishing project direction and coordination with any subconsultants.

Quality Assurance/Quality Control (QA/QC)

Luke Wilson will provide senior technical oversight for the project team and provide QA/QC review for all work and deliverables.

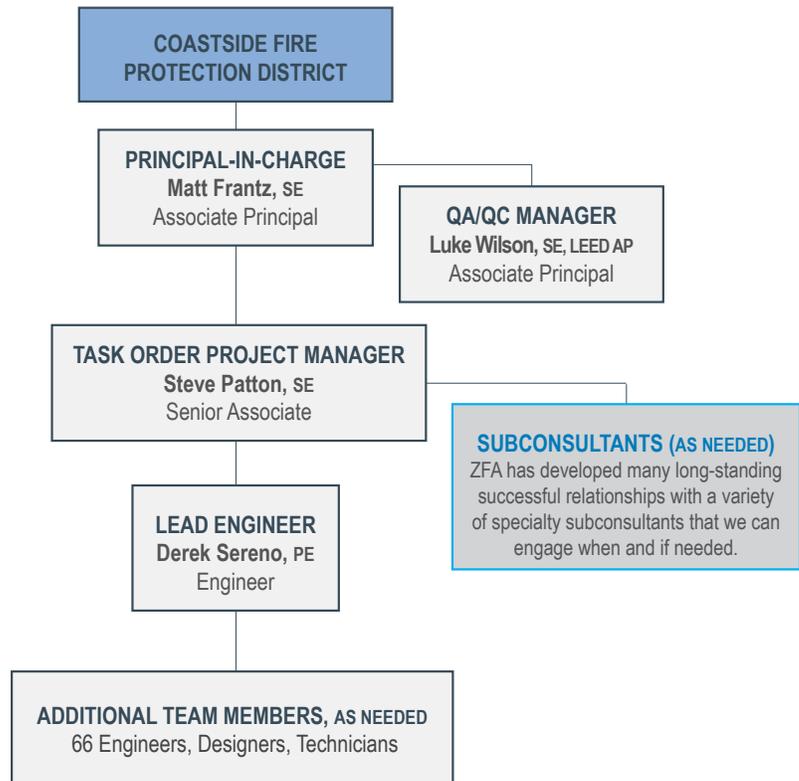
Task Order Project Manager

Working closely with Matt and Luke will be Steve Patton who will provide the day-to-day management of the task orders assigned under this contract. As the Task Order Project Manager, he will be responsible for all consultant services throughout the term of the contract to include, for example, project updates, identification of key issues, monitoring the schedule and budget, and leading the structural design team, including any subconsultants. He will establish communication protocols at project initiation for the contact between ZFA's team and the District, plus other contacts or agencies involved in the project. As the Task Order Project Manager, Steve will always be available to the District staff from start to finish for any project assigned.

Additional Team Members include Derek Sereno, PE, who will serve as the Lead Engineer responsible for day-to-day tasks, structural design support, and in-house coordination. Supporting them is a pool of engineers, designers, and technical staff readily available to begin work when necessary.

All key staff are available to work on projects for the District upon receiving notice to proceed, and execution of an agreement. They are committed to work throughout the term of the contract.

When and if needed, for projects that require specialty disciplines, ZFA has developed many long-standing successful relationships with a variety of specialty subconsultants that we can engage. ZFA is also pleased to work with the District's preferred subconsultants, if any.



» RESUME



MATT P. FRANTZ, SE

ASSOCIATE PRINCIPAL | PRINCIPAL-IN-CHARGE

Matt Frantz has served in the role of engineer of record, project manager, and design engineer for a variety of projects that include new construction, design-build projects, remodels, and seismic evaluations. He has more than 16 years of experience designing essential service facilities, including civic and administrative buildings for both City and County agencies.

Matt has managed seismic projects for a large confidential energy client, which included seismic assessments for more than 70 buildings on four campuses. He has applied performance-based seismic analysis and design methodologies to numerous structures and is knowledgeable in the national standard for seismic rehabilitation of structures, ASCE 41.

Matt is adept in the planning, design, and management of large- and small-scale projects ranging from private development, in both commercial and residential, to the public realm of government facilities and open spaces. He works closely with clients to ensure their needs are integrated into a solution that works for both the approval agencies and the client.

YEARS EXPERIENCE

- 13 years with ZFA
- 16 years total

EDUCATION

- B.S., Architectural Engineering, 2005, California Polytechnic State University, San Luis Obispo

PROFESSIONAL REGISTRATION

- CA Structural Engineer 5919
- CA Civil Engineer 74846
- State of California Department of Emergency Services Disaster Services Worker Safety Assessment Program ID #76361

PROFESSIONAL MEMBERSHIPS

- Structural Engineers Association of Northern California (SEAONC)

RELEVANT PROJECT EXPERIENCE

- | | |
|---|---|
| <ul style="list-style-type: none"> ▪ Half Moon Bay Fire Training Tower Foundation * ▪ Fire Station No. 23 Tower Evaluation & Fire Escape * ▪ Hayward Fire Station No. 6 & Fire Training Center * ▪ Kensington Public Safety Building * ▪ James Corman Federal Building * ▪ Aptos Branch Library Design Build Criteria * ▪ Stanford Public Safety Building * ▪ PG&E Seismic Assessment & Main Operations Building * ▪ Mare Island B678 Seismic Retrofit * ▪ San Mateo Central Park Tennis Court Garage Assessment * ▪ Fremont High School Phase 1 & Renovation * ▪ San Rafael High School STEAM Building * ▪ Marin Elementary <i>Design-Build</i> * ▪ Gateway Pedestrian Bridge Assessment & Concepts * ▪ On-Call Structural Engineering Services * <ul style="list-style-type: none"> Hall of Justice Generator Replacement Election Registration Improvements Project San Carlos Airport Hangars Slab Evaluation ▪ Midpeninsula Regional Open Space District * <ul style="list-style-type: none"> Mt. Umunhum Radar Tower Evaluation & Retrofit La Honda Structure Stabilization Projects ▪ City of San Jose On-Call Services <ul style="list-style-type: none"> San Jose Fuel Station 2nd & San Carlos Parking Garage Evaluation Exterior Cantilever Rack Exterior Cantilever Rack Foundation Modifications Basketball Post Footing South Yard Storage Structure Fire Station No. 3 Wall Repair | <ul style="list-style-type: none"> Half Moon Bay City of San Mateo Hayward Kensington Van Nuys Aptos Palo Alto Lakeport Vallejo City of San Mateo Fremont San Rafael Albany City of San Mateo County of San Mateo
 San Mateo Co.
 San Jose |
|---|---|

* Collaborated on this project with one or more other staff members on our proposed team for this contract.

» RESUME



LUKE WILSON, SE, LEED AP
ASSOCIATE PRINCIPAL | QA/QC MANAGER

Luke Wilson began his career with ZFA Structural Engineers in 2007. His experience lies primarily in public sector projects, specifically essential services, public, and civic facilities. He enjoys incorporating structural systems into mixed architectural use buildings, especially for essential service facilities. He excels at the required coordination, including the use of BIM (Building Information Modeling), between disciplines involved in public sector projects.

Luke is experienced in the requirements for the Essential Service Act of 1986 and is knowledgeable in NFPA 1221 and the State Fire Marshal codes, which are required for emergency operations and dispatch facilities. His experience provides significant value in developing structure concepts and providing value analysis for design, modification, rehabilitation, and seismic retrofit of structures. Additionally, he has extensive experience coordinating complex soils conditions with Geotechnical engineers to provide efficient structural foundation designs.

Before joining ZFA Luke was a volunteer firefighter for nine years and worked as a firefighter with CAL Fire for six seasons, including a season on Helitack. From his experience, he brings a unique perspective to essential service facility design and detailing with particular attention to the practicality of building design elements.

Luke has assisted local governments in the safety evaluation of their buildings in the aftermath of natural disasters, as well as coordination between Local Jurisdictions, other local structural firms, and homeowners.

YEARS OF EXPERIENCE

- 14 years with ZFA
- 14 years total

EDUCATION

- B.S., Architectural Engineering, 2005, California Polytechnic State University, San Luis Obispo

PROFESSIONAL REGISTRATION

- CA Structural Engineer 5933
- CA Civil Engineer 74941
- United States Green Building Council LEED AP
- State of California Department of Emergency Services Disaster Services Worker Safety Assessment Program ID #67415

PROFESSIONAL MEMBERSHIPS

- Structural Engineers Association of Northern California (SEAONC)
- Redwood Empire Construction Specification Institute (RECSI) - Board Member

* Collaborated on this project with one or more other staff members on our proposed team for this contract.

RELEVANT PROJECT EXPERIENCE

- | | |
|---|-----------------|
| ▪ Hayward Fire Station No. 6 & Fire Training Center * | Hayward |
| ▪ Kensington Public Safety Building * | Kensington |
| ▪ Hayward Fire Stations No. 1-5 Seismic Retrofit, * | Hayward |
| ▪ El Dorado Hills Fire Training Center * | El Dorado Hills |
| ▪ San Bruno Fire Station 52 | San Bruno |
| ▪ San Carlos Fire Station 16 | San Carlos |
| ▪ Milpitas Fire Station No. 2 | Milpitas |
| ▪ Palo Alto Fire Station No. 3 LEED Gold | Palo Alto |
| ▪ Tomales Fire Station LEED Silver | Tomales |
| ▪ Napa Fire Station No. 4 & 5 | Napa |
| ▪ Moraga Orinda Fire Station No. 43 | Orinda |
| ▪ San Mateo Fire Station No. 24 | San Mateo |
| ▪ Cloverdale Headquarters Fire Station Campus | Cloverdale |
| ▪ Napa Fire Station No. 1 Seismic Evaluation & Retrofit | Napa |
| ▪ Department of General Services Cal Fire Auto Shop | Santa Cruz |
| ▪ Fresno Fire Station 71 | Parlier |
| ▪ San Ramon Fire Station 34 Remodel | San Ramon |
| ▪ Nevada County Consolidated Fire Station No. 86 | Nevada City |
| ▪ California Highway Patrol Area Office No. 241 LEED Silver | Chico |
| ▪ California Highway Patrol Area Office No. 266 LEED Silver | Tracy |
| ▪ San Ramon Public Safety Facility | San Ramon |
| ▪ East Bay Regional Park Public Safety & Admin. HQ | Oakland |
| ▪ Monterey Peninsula College, Public Safety Training Center | Monterey |

» RESUME



DEREK SERENO, PE
ENGINEER | LEAD ENGINEER

Derek has performed structural design and analysis for a variety of project sectors including, public and civic structures, commercial, and the seismic retrofit of existing structures. He is proficient in his understanding of governing codes and regulations. Derek has reviewed shop drawings, construction contracts, building code analyses, and performed design calculations. He prides himself in providing thorough and efficient structural design and project collaboration.

Derek is a member of the California Emergency Management Agency (CAL EMA) Safety Assessment Program as a Disaster Service Worker which allows him to support the community in assisting in the review of structures after an earthquake or other natural disasters.

Derek Sereno will serve as a Lead Engineer responsible for day-to-day tasks, structural design support, and in-house coordination.

YEARS OF EXPERIENCE

- 7 years with ZFA
- 7 years total

EDUCATION

- M.S., Structural Engineering, 2014, University of California San Diego
- B.S., Architectural Engineering, 2013, California Polytechnic State University, San Luis Obispo

PROFESSIONAL REGISTRATION

- CA Civil Engineer 85808
- State of California Department of Emergency Services Disaster Services Worker Safety Assessment Program ID #83892

RELEVANT PROJECT EXPERIENCE

- | | |
|---|-------------------|
| ▪ Hayward Fire Station No. 6 & Fire Training Center * | Hayward |
| ▪ James Corman Federal Building * | Van Nuys |
| ▪ San Mateo Central Park Tennis Court Garage Assessment * | City of San Mateo |
| ▪ Gateway Pedestrian Bridge Assessment & Concepts * | City of San Mateo |
| ▪ Hayward Fire Stations No. 1-5 Seismic Retrofit, *
Renovations & Life Safety Upgrades | Hayward |
| ▪ Aptos Branch Library Design Build Criteria * | Aptos |
| ▪ Stanford Public Safety Building * | Palo Alto |
| ▪ Mare Island B678 Seismic Retrofit * | Vallejo |
| ▪ PG&E Seismic Assessment & Main Operations Building * | Lakeport |
| ▪ Fremont High School Phase 1 & Renovation * | Fremont |
| ▪ San Rafael High School STEAM Building * | San Rafael |
| ▪ Marin Elementary <i>Design-Build</i> * | Albany |
| ▪ City of Palo Alto Airport ADA Ramps * | Palo Alto |

* Collaborated on this project with one or more other staff members on our proposed team for this contract.

SECTION 4

Key Staff, Project Experience & References

» PROJECT MANAGEMENT APPROACH

Collaborative Approach. Our firm's internal culture is collaborative, which supports quality solutions that are vetted by many, as well as staff efficiency. We develop realistic and detailed project timelines, have an effective internal process for managing scheduling, and are careful not to overcommit staff. Under the District's on-call engineering services contract, ZFA will discuss and consider all factors with the design team and the District staff before engaging in structural design, evaluation, or review of its projects, including scope, schedule, budget, geotechnical conditions, special needs, project location, construction materials, etc.

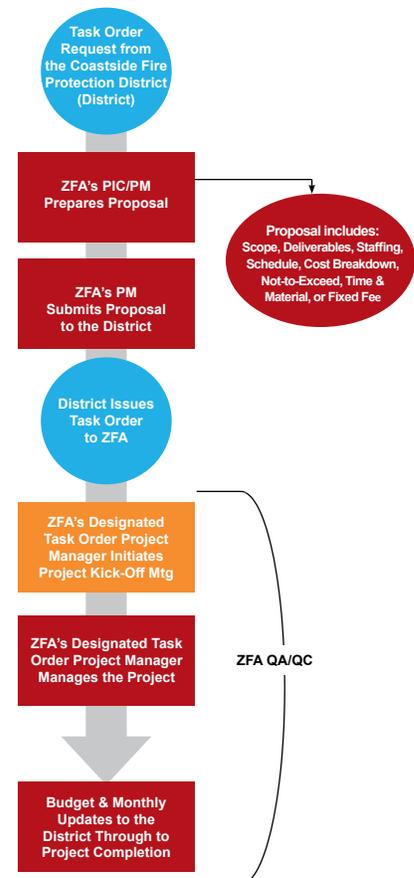
ZFA's approach to delivering projects involves working closely with project stakeholders and the public (as needed, depending on the project type) to attain project approval. We have a reputation for working collaboratively to develop innovative solutions that exceed expectations. **For some examples of solutions that ZFA has developed, please refer to Section 6 - Appendix-Additional Information.**

No matter how small or large an as-needed task order project is, our approach to working with District staff is to listen to their needs and concerns to understand each project's goals, communicate openly and clearly throughout the project and provide responsive services to meet their needs and exceed their expectations. ZFA focuses on providing the appropriate service for each project—our skills and expertise allow us to understand when to provide robust structural analysis to reduce the construction scope or when to simply provide basic structural checks to meet building code requirements. Our successful partnership with dozens of California jurisdictions for over 45 years is based on this ability to look at the broader picture for each project and act as a true partner to our client to meet their goals.

Project Management. For each task order received, we will follow a similar overall workflow to the graphic at the right. We assign one lead team member, who acts as a main point of contact for the client, key stakeholders, and our internal team. Once a task order's scope and fee are established and approved, it is assigned to a project lead for execution as well as put through our quality-control process and delivered back to the District. An internal project kick-off meeting is held to discuss the Project Work Plan (see sample Project Work Plan in Section 6) and all team members are made aware of their particular responsibilities and the commitments required from them. Projects are then tracked by the Task Order Project Manager weekly or bi-weekly to verify progress in meeting schedule and budget milestones. With all projects, applicable codes are ascertained, and alternatives are considered early on, ultimately resulting in economical, accurate, and reliable contract documents, building assessments, and/or report conclusions.

For individual projects, ZFA's principals personally commit significant time from the start of the project through its completion. Our experience has shown us that the initial system selection is essential for ultimate project success and that the ideal structural solution may not always be the best total project solution. We have found that the additional time spent by principals and other senior staff up front leads to solutions where the architectural, structural, and other systems are well-coordinated and complementary. We realize that we will initially be measured on the timely delivery of creative, responsive, thoughtful, and on-budget solutions but will ultimately be remembered for how we finish. Our accuracy and reliable work are, in part, why we retain repeat clients for many years (some for decades) and why we are also often asked by clients to perform peer reviews on projects.

Whether the scope of work is for new construction or for an existing project (evaluation, retrofit, renovation or modernization), our team has the expertise and experience to deliver a successful result in a responsive manner with exemplary customer service.



» PROJECT MANAGEMENT APPROACH

Evaluation and Renovation Projects. ZFA staff are experts in the evaluation and retrofit of existing buildings, having contributed to the evolution of the code provisions in the governing national standard, ASCE 41, for over a decade. ZFA staff also contributed as authors to FEMA P-2006, an Example Application Guide that contains worked examples of ASCE 41-13 to be used by practicing engineers and building officials. We are adept at using this national standard as well as the Existing Building Code and Historic Building Code for evaluation and retrofit projects of all sizes and building types.

Evaluation and renovation projects are typically unique and start with a review of available building documentation followed by a site visit to observe and document the structure and existing conditions. Appropriate analysis methods are used to determine deficiencies and strengths. ZFA is adept with complex analysis procedures and, where appropriate, uses these methods to determine the capacity and ductility of existing structural elements rather than just conservatively adding new elements. If it is determined that material testing or other consulting disciplines are required, this need will be discussed and coordinated with the District and subconsultants can be engaged.

ZFA is well-versed in the use and application of ASCE 41 and its predecessor documents ASCE 31 and FEMA standards for decades as a tool to consistently review the various types of structures. ASCE 41 and 31 provide acceptance criteria, material values, and analysis techniques as well as report format. The qualification information included cites selected examples of the application of and experience with these documents. The firm has evaluated and designed the retrofit for many existing buildings for supporting continued occupancy and reuse in both Life Safety and Immediate Occupancy categories. We developed ZFA's program to use ASCE 41 as a tool for building evaluations. The standards have been applied across multiple jurisdictions to determine effectiveness of original construction, to identify any structural deficiencies, to provide recommendations for retrofit and to develop cost estimates for remodel and retrofit construction. Our expertise with the ASCE 41 document has been beneficial to public and private projects of all sizes and has assisted ZFA in developing our relationship with numerous agencies as a trusted partner. We have a strong understanding of the public process and have performed structural engineering for retrofits and new construction for local, regional, and state civic centers, fire and police stations, transit facilities, and more.

Design Projects. When it comes to design projects, we begin with a series of pre-design meetings to develop a clear understanding of the scope. These early meetings and involvement by principal's help avoid end-of-design changes while encouraging a collaborative work environment between team members. Throughout project design, principals and staff proactively assist with all aspects of design coordination.

Peer and Plan Review. These projects begin with developing a clear understanding of the jurisdiction's design requirements and expected function of the structure being reviewed. In order to save time and money on more complex or large-scale projects, ZFA advocates for being involved with the project review early in the project when structural systems and analysis criteria are being established by the SEOR. This collaborative peer review process serves to shorten final review times and avoid costly late design revisions that could delay construction. ZFA works collaboratively with the SEOR and the jurisdiction and, where appropriate, offers suggestions to help the design team achieve the owner's vision. ZFA also keeps the jurisdiction apprised of all ongoing developments in the review process.

Construction Administration. ZFA realizes that no matter how well we execute the design portion of a project, we will ultimately be remembered for the construction process. To this end, we generally allocate a sufficient portion of our fee (15- 20%, depending upon the project) to the construction administration phase to ensure adequate resources to support this effort. Our firm culture is shaped by our extensive Design-Build experience, which not only influences the way we approach design from a construction viewpoint, but also has given us a unique insider's perspective of construction administration services and the need for timely site visits and quick turn-around on RFIs, shop drawings, and submittals.



Stanford Public Safety Building

SECTION 4

Key Staff, Project Experience & References

» PROJECT MANAGEMENT APPROACH

Experience Working with City and County Agencies. ZFA has decades of experience working within the County of San Mateo, and extensive familiarity with agencies such as the San Mateo Public Works Department (County) and the County of San Mateo Planning and Building (Department). Our wide range of experience with this agency include:

- **Engineer of Record** – ZFA has been engineer of record on hundreds of projects, including residential, commercial, and public work, supporting the design team and owners through the permit submittal, review and approval process with the Department.
- **Pre-Application Meetings** – ZFA supports Architects and Owners in the early project stages to obtain concurrence from the County or Department on project approach, code interpretations and compliance to minimize potential for change in project scope or schedule during the plan review process.
- **Pre-qualified Structural Consultant** – ZFA is pre-qualified to provide structural design review and engineering services to the County of San Mateo.



San Carlos Fire Station No. 16
Rendering courtesy of SKA Architects



San Mateo Fire Station No. 24
Photo courtesy of SKA Architects

» SCHEDULE MANAGEMENT APPROACH

Scheduling and Phasing. ZFA has a history of meeting deadlines and have the resources to assign additional staff when required to meet tight schedules. The bulk of our work is with repeat clients who count on our level of service and resources to meet their schedule requirements.



We know from past experience that the success of any project is dependent upon the ability of the consultant to establish a proper project timeline and ensure that the project proceeds accordingly. ZFA will provide timely project delivery and give top priority to task-orders assigned. We are properly staffed, well managed, and will respond effectively and efficiently to the workload and schedule demands of the District. Several tools are used at ZFA to ensure that project schedules and budgets remain on track: a schedule and comment log, weekly meetings, and budget tracking.

During the design phase, we continuously analyze building components and review materials to provide design options for reducing costs without compromising quality. All suggestions are tracked on a value engineering log as a summary of recommendations with detailed cost estimates for each. The log is used to track cost savings as well as schedule impacts resulting from changes. All options are reviewed with our client to determine inclusion in the project. Additionally, we continue to evaluate any potential value and schedule saving ideas throughout construction and will offer savings to the District wherever ideas are realized.

Matt Frantz, Principal-In-Charge and the Engineer of Record for projects received under this contract, will direct weekly teleconference meetings during the design and/or evaluation process to check progress and to ensure that the delineation of work is being followed for each phase from Schematic Design, Design Development, Construction Documents. In addition to these meetings, each week the schedule and comment log will be updated and distributed to ensure that all issues are being addressed and timelines are being met. The ZFA Task Order Project Manager assigned to the project will be in charge of budget maintenance, which will include tracking and providing progress and expenditure reports.

ZFA is committed to delivering high-quality projects on schedule while controlling costs. We have a demonstrated history of preparing clear, concise, and accurate documents that result in lower construction bids and limited change orders during construction. We accomplish this by implementing a Quality Assurance/Quality Control (QA/QC) program for each project, governed by a member of our senior staff. ZFA's Luke Wilson will provide QA/QC oversight for as-needed projects under this contract.



San Ramon Fire Station No. 34
Rendering courtesy of JKA Architecture

» **COST MANAGEMENT APPROACH**

Cost-Effective Solutions. ZFA is committed to delivering high-quality projects on schedule while controlling costs. We have a demonstrated history of preparing clear, concise, and accurate documents that result in lower construction bids and limited change orders during construction.

Budget and cost management are of critical importance throughout the entire preconstruction process. For each Task Order, our team will review project documents along with relevant historical pricing data and market costs to establish a budget at key completion points for Schematic Design, Design Development, and Construction Documents. This process is a collaborative effort, where the key to success is for all team members to have a thorough understanding of the project requirements so that all project components are identified and can be captured in the initial budget plan. ZFA is committed to delivering high-quality projects on schedule while controlling costs. We have a demonstrated history of preparing clear, concise, and accurate documents that result in lower construction bids and limited change orders during construction.

The Task Order Manager assigned to this contract has superior project management skills and utilize all tools available to him to keep projects on time, including Deltek accounting software which is tied to our payroll system and continually tracks labor hours by project phase. Depending on the scope of the task order, we may incorporate the services of cost estimating subconsultants in order to ensure that current market pricing is considered in the budget.

We continuously monitor project budgets as the scope continues to develop throughout preconstruction. As any changes are suggested and prior to incorporation into the project scope we will revise the budget for any given category and verify that the suggested changes in scope will not exceed the project budget. Where changes result in cost overrun, we will notify the District and make suggestions to minimize cost without compromising quality. Please note that during this process, all information is shared openly with the District. We have a 100% open book policy where the District will have access to all costing information. Our monthly progress reports that identify schedule changes, project status, budget status, and any key milestones, the District will be consistently kept in the loop and comfortable with the project tracking metrics.

For each Task Order, we will identify critical path items and discuss any project constraints. Our assigned team will commit to each project through completion, engaging with a proactive management approach and regularly utilize pre-design meetings to establish a design methodology early in the process; thus, helping to preempt end-of-design changes. The timely delivery of any project is an essential strategy for managing its' cost. However, when change orders arise during the construction phase requiring re-design, ZFA would turn those around in a timely fashion, thus minimizing delays to construction schedule, and would maintain a log of the changes, dates and cost associated with them.

Value Engineering. During the design phase, we continuously analyze building components and review materials to provide design options for reducing costs without compromising quality. All suggestions are tracked on a value engineering log as a summary of recommendations with detailed cost estimates for each. The log is used to track cost savings as well as schedule impacts resulting from changes. All options are reviewed with our client to determine inclusion in the project. Additionally, we continue to evaluate any potential value and schedule saving ideas throughout construction and will offer savings to the District wherever ideas are realized.

We use several methods to facilitate design and planning, but the most effective tool is our use of Building Information Modeling (BIM) that is used during pre-construction and prior to submittal as well as prior to installation of work to coordinate and resolve any interdisciplinary engineering system conflicts with trade subcontractors' design. Early BIM planning will help us to drive early decision making, design convergence and design quality control. The 3D process allows us to effectively communicate our design goals to all the project stakeholders in a clear concise manner. It will also help during construction to resolve complex sequencing thereby reducing schedule time and change orders and increasing field productivity and quality.

SECTION 4

Key Staff, Project Experience & References

» EXPERIENCE & REFERENCES

Demonstrated Capabilities. ZFA Structural Engineers has been providing the full spectrum of structural engineering services since its inception in 1974. This includes design for new construction, retrofits and rehabilitations, evaluations, plan checking, and peer review services. The firm provides structural design for new construction of all types, including schools, fire stations, police facilities, civic centers, community centers, recreation complexes, gymnasiums, restaurants, libraries, transit and corporation yards, healthcare facilities, multifamily housing, courthouses, animal shelters, and more. Additionally, ZFA has held many Master Services Agreements (MSAs) with City, County, and State agencies to provide as-need services for a variety of projects for contract terms ranging from three to five years. Our quality of services has resulted in many on-call contracts being renewed for multiple terms. We are currently working with the State of California, Department of General Services (DGS), RESD-PMDB on the CAL FIRE Auto Shop in the city of Santa Cruz through our existing on-call contract for their Structural Engineering Services Retainer for the Coastal Region. They recently awarded this five-year contract to ZFA again (DGS #18776-C).

A hallmark of ZFA's work is pre-design meetings. ZFA staff members have discovered that holding meetings to develop design methodologies, very early in the project process, helps preempt end-of-design changes. This starts a project on good footing and reassures clients that their voices and choices have been heard. Continuing this concept, ZFA provides direct access and observation through the course of a project, providing construction support staff for design modifications that may be needed to meet the constantly changing demands of construction. The result is ZFA's excellent reputation for delivery of on-time, on-budget, creative, and well-organized construction documents that provide a complete scope of work and, consequently, credible construction costs.

In addition to our depth of experience with new construction and managing task orders under on-call contracts, ZFA also has built a reputation for providing structural evaluations and retrofits for hundreds of projects of all types, ranging from fire stations, city halls, and public health clinics to historic structures.

Example: An example is the award-winning Napa County Historic Courthouse. A 15,000 square-foot, two-story unreinforced brick building with wood floors, originally constructed in 1878 was severely damaged in the 2014 Napa Earthquake as the brick walls cracked and partially collapsed. Repair work included one of the first applications of Fabric-Reinforced Cementitious Matrix (FRCM) in California, a solution that provided a thinner finished profile than traditional reinforced shotcrete overlay.



ZFA staff are experts in the evaluation and retrofit of existing buildings, having contributed to the evolution of the code provisions in the governing national standard, ASCE 41, for over a decade. ZFA staff also contributed as authors to FEMA P-2006, an Example Application Guide that contains worked examples of ASCE 41-13 to be used by practicing engineers and building officials. We are adept at using this national standard as well as the Existing Building Code and Historic Building Code for evaluation and retrofit projects of all sizes and building types. Evaluation and renovation projects are typically unique and start with a review of available building documentation followed by a site visit to observe and document the structure and existing conditions. Appropriate analysis methods are used to determine deficiencies and strengths. ZFA is adept with complex analysis procedures and, where appropriate, uses these methods to determine the capacity and ductility of existing structural elements rather than just conservatively adding new elements. If it is determined that material testing or other consulting disciplines are required, this need will be discussed and coordinated with the District and subconsultants can be engaged.

SECTION 4

Key Staff, Project Experience & References

ZFA STRUCTURAL ENGINEERS

» PROJECT EXPERIENCE

HAYWARD FIRE STATION NO. 6 AND FIRE TRAINING CENTER | Hayward, California



CLIENT

Dave Hung, City of Hayward
777 B Street
Hayward, CA 94541
(510) 583-4752
Dave.Hung@hayward-ca.gov

DATES OF PERFORMANCE
3/2017 - present (est. Fall 2022)

SIZE
61,900 SF

SERVICES PROVIDED

Structural engineering services
from Conceptual Consultation
through Construction
Administration

GENERAL CONTRACTOR

S.J. Amoroso Construction Co

SPECIALTY AREA

Essential Services, Office,
Storage

Fire Station No. 6 and the Fire Training Center (FTC) consist of a total of nine separate building structures on the existing Fire Station No. 6 site and adjacent property, totaling 6.73 acres. All existing buildings on the property will be demolished to make room for the planned project. The new Fire Station No. 6 will be a two-story, 20,165 sf station with classrooms, administrative office, and an emergency operations center. The new FTC consists of seven non-essential services buildings: an apparatus building, hangar, storage, burn buildings, an outdoor classroom building, Urban Search and Rescue (USAR) and Bay Area Rapid Transit (BART) training structure, a training tower, and an entry canopy structure.

Project Relevance: All Phases of Project Design, Building Information Modeling (BIM), General Engineering Services, Value Engineering

FIRE STATION NO. 23 FIRE TOWER | San Mateo, California



CLIENT

Steve Wu, City of San Mateo
330 West 20th Avenue
San Mateo, CA 94403
(650) 522-7300
swu@cityofsanmateo.org

DATES OF PERFORMANCE
1/2021 - present

SIZE
1,650 SF

SERVICES PROVIDED

Structural engineering services
from Conceptual Consultation
through Construction
Administration

GENERAL CONTRACTOR

Unknown

SPECIALTY AREA

Training Facility

ZFA provided the structural evaluation and fire escape anchorage for stations existing four-story fire tower. The tower was originally used to hang hoses to dry after a fire and has been converted over time without permits and is now used as a training facility. ZFA reviewed the fire tower for Collapse Prevention performance level using the ASCE 41-17 Standard for Seismic Evaluation and Retrofit of Existing Buildings, Tier 1 Evaluation using limited Tier 2 procedures for select calculations. Due to findings in the evaluation, strengthening and repairs to the attachments of the existing fire escapes were needed to allow them to be used for the purpose of training.

Project Relevance: Feasibility Studies, Building Evaluations, General Engineering Services, Constructability Reviews

SECTION 4

Key Staff, Project Experience & References

ZFA STRUCTURAL ENGINEERS

» PROJECT EXPERIENCE

SAN JOSE FUEL STATION | San Jose, California



Under an Architectural and Engineering (A/E) on-call contract with the City of San Jose, ZFA is providing the structural engineering services for a new fuel station in the City's Central Service Yard. The station will consist of (1) 10,000-gallon above ground diesel tank with (2) dispensers, (1) 5,000-gallon above ground unleaded tank with (2) dispensers, (1) gasoline vapor processor (if required), a fuel management and leak detection system, and a 50-foot by 50-foot canopy with a 15-foot clear height. **The fuel station will be utilized by the fire department**, and designed to accommodate their largest apparatus in use. Additional projects under this A/E On-Call contract include, 2nd & San Carlos Parking Garage Evaluation, Exterior Cantilever Rack, Exterior Cantilever Rack Foundation Modifications, Basketball Post Footing, South Yard Storage Structure, and Fire Station No. 3 Wall Repair

Project Relevance: All Phases of Project Design, a project under an On-Call Contract, Building Information Modeling (BIM), General Engineering Services

CLIENT

Caesar Ho, HGA Architects
84 West Santa Clara Street,
Suite 200t
San Jose, CA 95113
(408) 213-8221
CHo@hga.com

DATES OF PERFORMANCE

9/2021 - present

SIZE

2,500 SF

SERVICES PROVIDED

Structural engineering services from Schematic Design through Construction Administration and Project Closeout.

GENERAL CONTRACTOR

TBD

SPECIALTY AREA

Maintenance, Storage

Violations. ZFA Structural Engineers, or any business organization owned or operated by ZFA Structural Engineers, or any business organization which owns or operates as ZFA Structural Engineers, has not received any violations, corrective action notices, enforcement actions or orders, warning notices, writings, or other forms of permit violation/non-compliance documentation (such as those issued by CAL-OSHA), from any public agency for the last five (5) years.

SECTION 5

PRICING



SECTION 5

Pricing

» **HOURLY BILLING RATES**

ZFA will provide a proposal for each task order received under this proposed on-call contract, utilizing the hourly billing rates provided below.

Executive Principal	\$250
Principal	\$190
Associate Principal	\$180
Senior Associate	\$170
Associate.....	\$160
Senior Engineer	\$140
Engineer.....	\$130
Engineer - Designer.....	\$110
Project BIM Manager.....	\$120
Senior BIM Technician	\$110
BIM Technician.....	\$100
Engineering Support.....	\$65

NOTE: ZFA uses the IRS-approved mileage reimbursement rate of \$0.560 per mile, to estimate reimbursement rates for automobile travel.

SECTION 6

APPENDIX - ADDITIONAL INFORMATION



» SAMPLE WORK PLAN

PROJECT WORK PLAN

Date:

Project Number: [XXXXXX]

Project Name: [Project Name]

Project Overview

[Purpose for Project, Our Services to be Provided, Project Delivery Method]

Project Goals

1. [Owner's Expectation: Structural Performance Level?]
2. [Budgetary?]
3. [Services?]
4. [Foster Relationship?]
5. [Innovation?]
6. [Schedule?]

Drafting Considerations

1. Client is using [CAD (year), REVIT (year), Other]
 - a. Other consultants are using...
2. Client and other consultants experience with REVIT.
3. Level of Development (LOD) in agreement vs. expected to be delivered. See contract and LOD long form for additional information.
4. Model exchange
 - a. Frequency, day.
 - b. Clean up and exchange policy

Project Team

Owner: [Firm, Contact Name, Email, Phone]

Architect: [Firm, Contact Name, Email, Phone]

Geotech: [Firm, Contact Name, Email, Phone]

MEP: [Firm, Contact Name, Email, Phone]

Contractor: [Firm, Contact Name, Email, Phone]

[Are all the relevant expertise on-board, competent, and engaged?]

Structural Team

PIC: [Principal]

PM: [Lead Engineer]

Engineer(s): [Engineer, Engineer]

» **SAMPLE WORK PLAN**

Drafter(s): [Drafter, Drafter]
QA/QC: [Engineer, Engineer]
SME (s): [Engineer, Engineer]
[Hyperlink here](#)

Structural Systems

1. [Gravity System (and why)]
2. [Lateral System (and why)]
3. [Foundation system (and why, geotechnical engineer?)]
4. [Other]

Design Criteria Summary (see "Detailed Design Criteria" for additional information)

1. [Authority Having Jurisdiction (AHJ)]
2. [Governing Building Code]

Design Methodology

1. [Lateral Analysis Procedure]
2. [Assumptions (Modeling, Sequencing, Occupancy, Loadings, Fire-Rating, Combustibility, Waterproofing, Drainage)]
3. [Special Design Considerations (Phased construction, Forbidden material types (I.E. no combustible construction), Future loads (solar))]

Programs Utilized

1. Gravity (RAM, SAFE, etc.)
2. Lateral (RAM, Etabs, etc.)

Project Considerations and Risks

1. [Proprietary System(s), Analysis Procedure Used, Peer Review, Site Conditions/Climate, Project Team, Budget, Owner, AHJ, Schedule]

Project Tracking Excel File

Copy, modify, and update link for your project

Large Project (\$10,000+) [Hyperlink here](#)

Small Project [Hyperlink here](#)

» **SAMPLE WORK PLAN**

Project Schedule

Attach here or include hyperlink.

Detailed Design Criteria

Project Number: [XXXXXX]

Project Name: [Project Name]

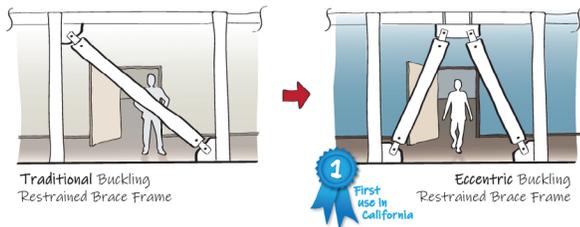
Structural Narrative

[Brief Description of project including: location, building use, type of construction, number of stories, square footage, any prominent site features, etc.]

» INNOVATIVE SOLUTIONS

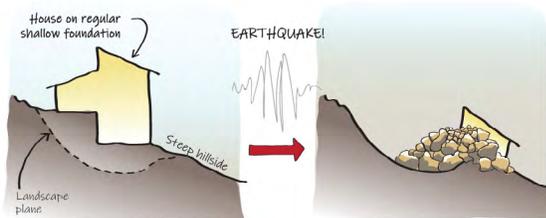
Examples of Innovative Solutions.

As mentioned in Section 4, we have a reputation for working collaboratively to develop innovative solutions that exceed expectations. Here we provide a few examples. For more examples, please visit <https://www.zfa.com/solutions/>.

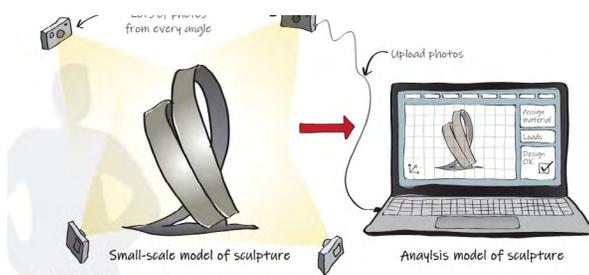


The First-Ever Eccentric BRB. The design of the first-ever eccentric buckling-restrained brace (BRB) frame to meet the new Visa building's architectural and structural performance goals, located in Palo Alto, California. This innovative new system builds on two long-used, reliable systems that were combined to form the BRBF-E: eccentric steel braced frames and buckling-restrained braces. The BRBF-E was developed by researchers at the University of Arkansas and Brigham Young University (Prinz Et al). 385 Sherman represents the first known constructed BRBF-E

system. ZFA was able to provide an innovative, state-of-the-art structural solution that gave the client the usability, economy, and structural robustness that they desired. And, in this case, the best-fit solution was the first of its kind to be used in a building, with performance expectations backed up by years of research and intense project-specific structural analysis. For more information, please click on the project name above.



Designing to Withstand a Landslide. When a landslide plane was discovered on site, a carefully calibrated foundation solution allowed the client to build their dream home. Using strong collaboration with the geotechnical team and the ability to pursue complex analysis to realize a straightforward concept, ZFA helped design a safe, stable structure on a site that would have otherwise been either unsafe or unbuildable. For more information, please click on the project name.



Photogrammetry of Sculptures. Creating a structural analysis model from a small-scale physical model. With creative, out-of-the-box analysis solutions, ZFA is able to accurately model and analyze the complex 3D geometry of nearly any shape or size of structure. This process, coupled with seasoned structural design expertise, creates a stable, safe, beautiful sculpture for patrons to enjoy for years to come. For more information, please click on the project name.

Industry Recognition for Technical Expertise.

Many ZFA projects have been recognized for their engineering solutions over the years at both local and national levels by notable organizations such as American Public Works Association (APWA), Structural Engineers Association of Northern California (SEAONC), Structural Engineers Association of California (SEAOC), Engineer News-Record (ENR), Cold-Formed Steel Engineers Institute (CFSEI), California Preservation Foundation (CPF), American Institute of Architects (AIA) Redwood Empire, Society of American Registered Architects (SARA), and Pacific Coast Builders. We have received numerous awards in categories including excellence in structural engineering, historic restoration/preservation, innovative detail, and adaptive re-use. To see a full list of project awards for technical design, click here (<https://www.zfa.com/honors/>). We seek to stay at the forefront of the structural engineering profession, always learning, growing, and giving back. For a list of industry contributions, click here (<https://www.zfa.com/contributions/>).

ZFA STRUCTURAL ENGINEERS

SAN FRANCISCO | SILICON VALLEY | SACRAMENTO | NAPA | SANTA ROSA

1390 El Camino Real | Suite 100
San Carlos, CA 94070

REQUEST FOR PROPOSAL
(RFP)

ON-CALL ARCHITECTURE &
ENGINEERING
SERVICES
for
COASTSIDE FIRE PROTECTION
DISTRICT

October 1, 2021

STRATA  ARCHITECTURE PLANNING MANAGEMENT

PO Box 1207
Sonoma, CA 95476
T 707.935.7944
www.strataap.com



October 1st, 2021

Coastside Fire Protection District

Reference: Request for proposal
On-call Architectural and Engineering Services

Thank you for this opportunity to submit this proposal for the Coastside Fire Protection District On-Call Architectural and Engineering Services Project.

Our team at STRATAa|p has extensive experience in providing full architectural services for new construction, expansion, modernization and renovation projects in the public sector. These services include programming, planning, feasibility studies, evaluations, reviewing and estimating, as well as complete design, documentation and construction administration. We have a long-standing relationship with a variety of public agencies including cities such as Sonoma and Rohnert Park, the County of Sonoma, the Judicial Council of California, the United State military, and public Universities and colleges such as San Jose State University, Sonoma State University, Santa Rosa Junior College, Yuba Community College and Sonoma Valley Unified School District. We are currently working with Rancho Adobe Fire District on the modernization of Station Number Two, and have provided design services for essential services buildings like the Public Safety Building at California Maritime Academy and the multi agency Emergency Operations Center located at Fort Hunter Ligget in Monterey County.

STRATA a|p takes a holistic approach to understanding, designing and completing a project. We believe our team's experience in working together on such projects, gives us the ability to act promptly in an integrated manner to provide the services necessary on the Coastside Fire Protection District. Communication is the core to this approach. It begins with listening to the client, and carries through to communicating goals and objectives back to the client, and to developing design solutions that meet expressed goals and objectives. Producing construction documents that clearly communicate the project to the general contractor is essential to the success of the project. And finally, communication during the construction project helps ensure fruition of the initial goals. Continued relations with our public sector clients are a testament to the success of this approach.

Litigation History: STRATA a|p has had no claims made on any projects for the past 5 years.

If you have any questions regarding our proposal or would like to discuss your goals further please feel free to contact me at David Rapp; drapp@strataap.com.

We look forward to the opportunity to work with Coastside's Fire Protection District on the On-call Architectural and Engineering Services projects.

Sincerely,

David B. Rapp, AIA, Principal
STRATA a|p Inc.
P.O. Box 1207

PO Box 1207
Sonoma, CA 95476
T 707.935.7944
www.strataap.com

STRATA a|p, Inc.

STRATA a|p was founded under the name VPRM, Inc. in 2004 as a full service Architecture, Planning and Management firm. Our 10-person team has a wealth of experience in planning, programming, architectural design and development, and construction administration of small and large scale projects of the public and private sector.

Historically, STRATA a|p has worked on building long-term relationships with our Clients. Our solutions come from a deep understanding of our Clients needs and goals. We pair our expertise with creative and innovative, yet sensitive, problem solving. We believe that collaboration and responsiveness lead to design solutions that not only satisfy, but will consistently exceed our Clients expectations.

Principals, David B. Rapp, Brad Johnson, and Bennett Martin have more than 50 years of experience in the architectural and construction fields.

Today, the focus of STRATA a|p is to provide a unique service to our Clients, and continue to build upon past Client relationships. We believe our construction management background enhances our ability, as design architects, to better control project costs, phasing, and design and construction schedules.

STRATA a|p principals have worked with many private and government agencies providing planning, architecture and construction management services. We have also worked extensively on facility additions, renovations and ADA upgrades. Projects we have worked on have garnered such awards as AIASF Best of the Bay, Canadian Architect Award of Excellence and Award of Merit Justice Facilities Review Citation.

Since its incorporation in January 2004, STRATA alp has continuously maintained a presence as one of the leading architectural practices. During this time, STRATA alp has been able to adapt to the changing requirements of all clients from individuals through to government bodies.

Our position in the marketplace has come from having a service-oriented approach and providing clients with the most innovative, practical and environmentally conscious solutions to their design needs.

Financial security has also been made possible by consistent ownership, sound financial management practices and clear succession planning. STRATA alp does not carry any debt load and manages our solvency and profitability with a sound cash management plan.

Company

Name: STRATA a|p, Inc.

Address: 23562 Arnold Drive
Sonoma, California 95476

Telephone: 707.935.7944

Website: www.strataap.com

Principals: David Rapp, AIA, Principal
drapp@strataap.com

Bennett Martin
QAQC & CA, Project Management
bmartin@strataap.com

Brad Johnson, AIA,
Principal Architect
bjohnson@strataap.com

Principals listed are all authorized to execute contracts.

STRATA a|p will provide all project management, design and construction administration in-house.

STRATA a|p is equipped with sufficient staff and resources to be able to complete contract obligations in a timely manner. See our list of architectural staff below:

- 10 Staff, 2 Licensed Architects
- Architects Licensed in California
- Licensed in 4 states
- NCARB registered architects
- Staff trained in 3D Building Information Modeling (BIM) software
- LEED Accredited Professionals

STRATA a|p does utilize consultants. We generally provide engineering consultants for the following disciplines:

Civil Engineering - EBA Engineering, Santa Rosa, CA
Mechanical Engineering - 15000, Inc., Santa Rosa, CA
Electrical Engineering - Brokaw Design, Rohnert Park, CA
Structural Engineering - Brokaw Design, Rohnert Park, CA
Cost Estimating - JR Conkey & Assoc., DVBE, Roseville, CA

If other specialty consultants are needed we would provide as the project requires to be completed. STRATA a|p provides full Architectural & Interior design in-house.

There are no planned changes in Business organization or operations.

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It starts with communication: STRATA a|p's project approach begins with listening to the needs of Coastside's Fire Protection District, in order to develop a clear understanding of their needs. Communication continues by clearly presenting options to the District, unambiguously documenting the project for bidding and construction, verifying budget compliance, and finally positively interacting with the general contractor. All of these combine to keep the project "on track", minimize changes and maximize the opportunity for the proper execution of the construction documents.

STRATA a|p's design team takes a holistic approach to the investigation, planning, programming, design, construction documents, permitting and construction administration of its projects. These are all integrally related in order to deliver a successful project. No matter the project size, STRATA a|p believes that the foundation for quality construction documents is provided through investigation, planning and the early design phase of the project (pre-design phase).

A quality design that meets the project goals and programmatic requirements during the schematic and design development phases are significant steps in the process, but the design relies on quality construction documents to ensure that the design intent and quality is realized in the field and that change orders are minimized. Our senior project designers have broad experience in construction documents and construction administration with a variety of delivery methods, including fixed price, design/bid/build, design/build, Job Order Contract (JOC), and Force Account Labor; this experience informs decisions made during the design phase.

As the project progresses beyond design & documentation STRATA a|p will continue its involvement to ensure the execution of a successful project. Our team will also provide the contractor bid-phase support services and construction administration.

STRATA a|p's managing Principal David B. Rapp will assist the District by managing the project. He participates in the schematic and preliminary phase meetings to provide input on project programming and design constructability. Early involvement and input into the project provides continuity as the project transitions into the construction administration phase.

The following information outlines the process from pre-design to construction administration, services provided and responsibility of qualified staff members.

PRE-DESIGN: ARCHITECTURAL PROGRAM & BUILDING VERIFICATION

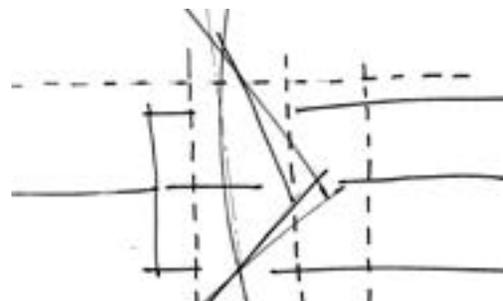
One of the first and most critical steps is for the design team to assess the site, existing building conditions, including building components and systems, by thoroughly reviewing existing

building documents and current field conditions. Principal and Project Architect, Brad Johnson, will lead the detailed operational discussions with maintenance and operation staff which are essential to making sure that the existing conditions are understood and the optimal design solution can be developed.

The users have the most extensive knowledge of their programmatic needs. The experience of District personnel combined with STRATA a|p team's knowledge of infrastructure, building systems, accessibility and space planning combine to form a critical project resource. Our team will work closely with the District to develop a design that responds to the project's requirements. STRATA a|p has extensive experience in the planning (master planning, and site planning) and space programming of public facilities. We understand the importance of bringing a new perspective to any work previously done by the District. An important aspect of the verification will be to document any staffing, operational or funding changes that may have occurred since previous planning was completed. Our programming system incorporates previous planning data to provide continuity to the planning/design process and to facilitate review and discussion between the planning team and the user groups & facilities staff. An important part of pre-design will be to verify budget in relationship to the stated goals of the project.

Key planning issues verified during the Pre-design phase include:

- Review of existing documents
- Review/Survey of existing site and building conditions
- Space planning guidelines
- Departmental space requirements
- Functional requirements
- Building organizational strategies
- Optimum adjacencies
- Site and building analysis
- Site and building security requirements
- Building systems design criteria
- Technical requirements
- Budget Review
- Client review and approval to proceed to next phase



SCHEMATIC DESIGN

Based on the approved program design concept and budget, the design team will develop schematic design documents consisting of drawings, outline specifications, space planning, circulation, security, accessibility and other documents illustrating the scale and relationship of project components. The team will develop schematic design options that meet the program and budgetary requirements. The team will present these options to the District at regularly scheduled meetings. Based on the District's input, STRATA will develop the preferred option for review and approval. The building systems will be coordinated to insure that the systems, including structural, mechanical, plumbing, electrical, telecommunications, data, security and audio-video are accommodated in the schematic design as needed. Critical adjacencies of operational and equipment rooms will be verified. The team will develop a cost estimate for this scheme to verify that it is within budget. The scheme will become the basis for the preliminary design phase of the project.

Schematic Design phase products include:

- Meetings as required
- A site plan for the facility
- Floor plan for the facility
- Building elevations
- Building sections
- Verification that the program and space requirements are met by the proposed design
- Outline specifications
- Schematic building systems coordinated and delineation
- Cost analysis of the selected scheme
- Client review and approval to proceed to next phase

DESIGN DEVELOPMENT

Based on the approved Schematic Design Documents, our team will prepare preliminary design documents consisting of drawings, outline specifications and other documents to illustrate the size and character of the project addressing architectural, structural, mechanical, plumbing, electrical, telecommunications, data, security, audio-video and other systems. Materials and finishes are also considered in this phase. The interactive process will be similar to the schematic design phase. The team will present the development of the design to the District at regularly scheduled meetings.

The design team will incorporate comments from the District as the phase progresses. The building systems will continue to be coordinated to ensure that all systems are accommodated. Program requirements, relevant building regulations and other statutory requirements (health and safety, disability access, etc.) and critical adjacencies of operational and equipment rooms will be re-verified. The team will update the cost estimate for this

scheme to verify that it is still within budget. At the end of this phase, the team will request signed approval of the preferred scheme. The scheme will become the basis for the construction document phase of the project.

Design Development phase products include:

- Meetings as required
- Architectural and engineering preliminary design drawings
- Preliminary review with jurisdictional agencies
- Outline specifications update
- Engineering analysis
- Refinement of design strategies
- Material selection
- User group approvals
- Cost analysis update
- Client review and approval to proceed to next phase
-

CONSTRUCTION DOCUMENTS

Based on the approved Design Development Documents, and any further adjustments in the scope, quality or budget, as authorized by the District, the team will prepare construction documents consisting of drawings and specifications setting forth, in detail, the requirements for construction. We will keep the District informed of any changes in requirements or in construction materials, systems or equipment as the drawings and specifications are developed. At this phase STRATA a|p will coordinate front-end documents with the District, Green Building Policies and design and space guidelines. The team will file documents required for the approvals of all affected local agencies and utilities having jurisdiction over the project.

PLAN CHECK

The Construction Documents will be ready and contain all of the information necessary for plan check review. STRATA a|p will coordinate and provide all required submittals to the affected local agencies having jurisdiction over the project.

BIDDING SERVICES

Following approval of the construction documents and the latest estimate of probable construction cost, STRATA a|p will assist in obtaining bids by providing interpretations and clarifications to bidders in appropriate written form, participate in pre-bid site visits and meetings as required. We will analyze bids with the District and assist in determining the lowest responsible bidder.

QUALITY ASSURANCE/QUALITY CONTROL (QA/QC)

Quality Assurance/Quality Control (QA/QC) is practiced as an ongoing process by STRATA a|p's team and its consultants, internally as a function of office procedure, and at prescribed project QA/QC reviews.

Principal, Bennett Martin, will lead the effort in QA/QC. The production staff will review the work at regular intervals to ensure the overall quality of the product, compliance with the project schedule and budget, monitor the continuing coordination effort and review the completeness of the documents that are produced.

Some of the quality control instruments that our team utilizes are code search checklists, coordination review checklists, and phase completion checklists that are to be updated at predetermined milestones. Management task lists will be completed for progressive phases and construction detail review and coordination. Additionally, STRATA a|p's team will provide milestone reviews in-house by a "cold team" not involved in the project. These reviews coincide with the cost estimate milestones.

Quality control process includes, but is not limited to:

- Regular A/E coordination meetings to identify and discuss potential conflicts in the drawings and specifications.
- Internal team QA/QC coordination reviews will be conducted at each phase of the project. In addition, "cold team" reviews will be executed at prescribed milestones.

BUDGET MANAGEMENT

Controlling costs starts with programming and concept, and it requires constant monitoring and a clear cost model. Any change in program or design can lead to cost creep. Developing a sound design and construction strategy is instrumental in controlling costs. Over the years we have worked with cost consultants, as needed, to develop cost models of building and construction types that allow us to evaluate budgets early in the design process, and to provide milestone checks to ensure adherence to the budget, as the project progresses through construction documents. STRATA a|p has a proven record of controlling costs during the design process and of keeping change orders to a minimum during construction.

SCHEDULE MANAGEMENT

Our team has an exceptional track record of managing project schedules. To assure effective management, a detailed critical path project design schedule tied to budget milestones will be created, and expectations will be clarified early on with all parties involved in the project. During the design phases, the schedule and budget will be discussed and monitored at each project meeting and adjustments will be made proactively by all parties.

CONSTRUCTION ADMINISTRATION AND OBSERVATION

One of the final steps will be monitoring the contractor's adherence to the requirements for design and construction, as part of our construction administration services. This includes

monitoring the contractor's quality of workmanship to ensure the final product meets the expectations of the District and code enforcement agencies. Many in the design community view construction as an afterthought. STRATA a|p understands, in many ways, it is the most important aspect. During construction the District vision becomes realized. STRATA a|p will dedicate a Construction Administrator for the duration of construction. STRATA a|p believes the success of a built project is based on the ability to communicate with the contractor and owner to address the issues that occur during this phase.

Our QA/QC Principal, Bennett Martin will act as the Construction Administrator. He will be involved in all aspects of the project from the start and provide direction and coordination to consultants during this phase. Clear communication is of the utmost importance to the success of any endeavour during construction. We at STRATA a|p understand the need to keep team members apprised of the status of a project, the short-term milestones, project goals and schedule. All submittals, RFI's and project document clarifications will be received, issued to the appropriate team member where it will be tracked and issued back to the contractor and/or issuing party by Mr. Martin. And he will do so in a timely manner as to not disrupt the construction process.

We are committed to providing staff during the entire construction process including project closeout to ensure that our work is performed in accordance with District expectations. In order to meet the construction schedule and maintain the project budget, it is essential for the design team to play an active role in this phase.

Construction Administration services will include, but are not limited to:

- Pre-construction, construction and site observation meetings
- Shop drawings and product submittal review and approval
- Process requests for information (RFI)
- Manage RFI, Shop drawings and submittal logs
- Issue bulletins and clarifications
- Review and recommend change requests
- Process change orders
- Punch list preparation
- Project close out

DESIGN EFFICIENCY AND BUILDING FLEXIBILITY

STRATA a|p utilizes Whole Building Design which encompasses many programs such as LEED and is an essential way of approaching new building projects. Understanding Whole Building Design concept enables our team to think and practice in an integrated fashion to meet the demands of today's, as well as tomorrow's high-performance building projects. We take an integrated design approach and an integrated team process on each project.

The “integrated” design approach asks all the members of the Campus community, design team & construction team to look at the project objectives, building materials, systems, and assemblies from many different perspectives.

While we employ Whole Building Design in our practice it also requires an integrated team process in which all stakeholders work together throughout the project phases. It is critical to evaluate the design for cost, quality-of-life, future flexibility, efficiency; overall environmental impact; productivity, accessibility, creativity; and how the occupants will be enlivened. The ‘Whole Building’ process draws from the knowledge pool of all the stakeholders across the life cycle of the project, from defining the need for a building, through planning, design, construction, building occupancy, and operations.



ENERGY USAGE

Whether it is appropriate to utilize eQuest, Energy Pro, Green Building Studios, or other leading simulation software packages, our technical staff is well versed in exceeding the minimum Title 24 requirements by working closely with the design team and the SCOE’s representatives to provide an accurate accounting of the building model and meeting the needs of the user groups and structure to provide the most energy efficient system possible. Staying at the forefront of responsible and sustainable design our mechanical design engineer, 15000 Inc., has provided LEED consulting services and provided design services for the only LEED Platinum public school in California. Working with the integrated team process, Whole Building energy modeling can demonstrate a possible 54% margin below minimum Title 24 requirements.

With the new GREEN ENERGY CODE now in effect every project will be designed to meet any and all energy codes.

STRATA a|p strives to develop solutions that are sustainable and respect the environment. Sustainability is prevalent in all project solutions regardless of budget.

As an example, STRATA a|p designed the US Army’s first 100% off grid visitor center at Fort Hunter Liggett in Monterey, California.

PROPOSED SUB-CONSULTANTS

Civil Engineering:

EBA Engineering
Damon Morelli, P.E., LEED AP, QSD/QSP

Structural ENgineering:

Structural Design Group, Inc
Rich Burris, SE, LEED AP, BD+C

Mechanical and Plumbing Engineering:

15000 Inc.
Jay Takacs, CEO, CxA, LEED AP
Matt Torres, PE

Electrical Engineering:

Brokaw Design
Michael Burke, Principal
Courtney Chuenyane, PE. Lead Electrical Engineer

Cost Estimating:

J.R. Conkey & Associates
Scott Ransdell
Senior Vice President

PROPOSED STAFFING

STRATA a|p proposes to dedicate a firm principal & project manager for any assigned project. Once the project is scoped, the project manager will assign the appropriate number of design staff to complete the design per the required project schedule.

A quality assurance / quality control (QA/QC) manager will also be assigned on the onset of each project that will oversee design standards and assist with project approvals from authorities having jurisdiction. The QA/QC will also provide reviews at each stage of design and also be assigned as the construction administrator during the course of construction and administer project closeout.

Please see Section 4, Organizational Chart for proposed

QUALIFICATIONS/ LICENSING REQUIREMENTS

STRATA a|p acknowledges that we meet all the qualifications, insurance and licensing requirements as set forth in the RFP, and in the attached District Agreement for Professional Services.

STRATA a|p acknowledges that we comply with all laws governing the services as described and that we meet all governmental licensing requirements.

STRATA a|p possesses all permits, licenses and professional credentials necessary to supply products, and the ability to deploy devices and perform services as specified.



CALIFORNIA ARCHITECTS BOARD
LICENSING DETAILS FOR: C 23464

NAME: RAPP, DAVID BROCKWAY

LICENSE TYPE: ARCHITECT

LICENSE STATUS: CURRENT

ADDRESS
1009 COUNTRY CLUB DR
PETALUMA CA 94952
SONOMA COUNTY

ISSUANCE DATE

JUNE 24, 1992

EXPIRATION DATE

JANUARY 31, 2023

CURRENT DATE / TIME

OCTOBER 4, 2021
3:46:34 PM

Printed on: 1/27/2021 8:46:37 AM

To verify most current certification status go to: <https://www.caleprocure.ca.gov>



Office of Small Business & DVBE Services

Certification ID: 180

Legal Business Name:
J R CONKEY & ASSOCIATES INC

Doing Business As (DBA) Name 1:
SOLAR POWER INTEGRATORS

Doing Business As (DBA) Name 2:

Address:
735 SUNRISE AVE STE 200
ROSEVILLE
CA 95661-4568

Email Address:
jepperson@jrconkey.com

Business Web Page:
www.jrconkey.com

Business Phone Number:
916/783-3277

Business Fax Number:
916/783-8820

Business Types:
Construction , Non-Manufacturer , Service

Certification Type	Status	From	To
DVBE	Approved	06/08/2018	03/31/2022

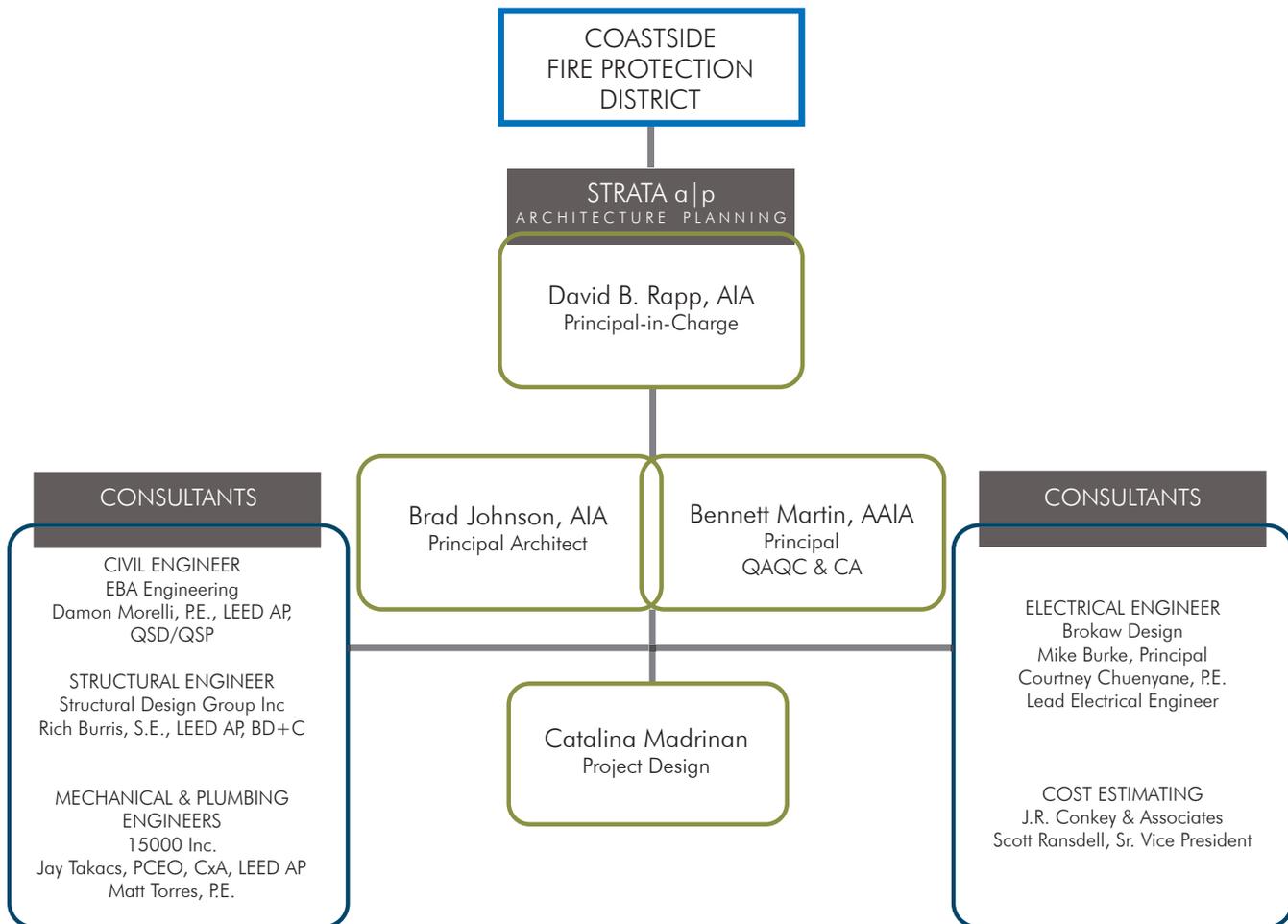
Stay informed! KEEP YOUR CERTIFICATION PROFILE UPDATED!

-LOG IN at CaleProcure.CA.GOV

Questions?

Email: OSDSHELP@DGS.CA.GOV

Call OSDS Main Number: 916-375-4940
707 3rd Street, 1-400, West Sacramento, CA 95605



A/E TEAM

Our A/E team is comprised of skilled professionals who are readily available and equipped to meet the needs of the Coastside Fire Protection District. The consultant team has been strategically selected based on its depth of experience on projects as outlined in the RFQ and have a history of working together on similar projects.

As a team we have successfully provided design and documentation for a variety of public agencies, including: County of Sonoma, City of Sonoma, Beale Air Force Base, U.S. Army Garrison Fort Hunter Liggett, Los Angeles Air Force Base, California Maritime Academy, San Francisco State University, San Jose State University, Santa Rosa Junior College, Napa County and the Judicial Council of California Courts, in the following delivery systems:

- Design-Bid-Build
- Design Build
- Job Order Contract
- Lease-Lease Back

DAVID B. RAPP, AIA - Principal-in-Charge

EDUCATION

M.Arch. - University of California, Los Angeles
B.A. - Journalism, San Francisco State University

LICENSE / REGISTRATIONS

Registered Architect, California, C23464
Registered Architect, Oregon, 68655
NCARB, 5810

AFFILIATIONS

American Institute of Architects
U.S. Green Building Council

David Rapp has provided design, programming and management for more than two million square feet of large scale public and private sector projects. He has brought an innovative approach to design and construction of both small and large facilities for more than thirty years. Mr. Rapp's expertise in coordinating agencies and his knowledge of design and building technology comes from years of experience on relevant projects. Mr. Rapp has worked extensively with a variety of public agencies on both renovation and new projects. Mr. Rapp was also Project Architect for the Alameda County Sheriff's Department Office of Emergency Services, which won the Best of the Bay AIA Award of Excellence.

REPRESENTATIVE PROJECTS:

HIGHER EDUCATION

Sonoma State University
Pizzeria to Office Conversion
Darwin Hall Lobby & Patio
Career Center
Salazar Hall Administration TI
Classroom Technology Upgrades
San Jose State University
Campus Village Renovation Piping Replacement Project
Dwight Bentel Hall Exterior & Interior Renovation Project
Utilities Infrastructure Phase IV
Seventh Street Garage Modernization
California Maritime Academy
New Police Facility
Quad Renovation
Dinning/Student Services Facility Feasibility Study

COMMUNITY COLLEGE

Santa Rosa Junior College
Tauzer Hall Re-Roof
Bussman Hall Re-Roof
Shone Farm Re-Roof
Building 500, Public Safety Training Facility
Re-Roof & New HVAC
Bertolini Student Transfer Station - Tenant Improvement
Yuba Community College District
Multiple Re-Roofing Projects for Yuba City Campus,
Woodland Campus and Lakeport Campus



K-12

Sonoma Unified School District
Charter School Admin. Bldg & Classroom
Flowery School Portable
Altimira Middle School Portable
El Verano Elementary School Multi-Purpose Building
Adele Harrison Middle School Renovation
Healdsburg Unified School District
Healdsburg High School
Math Quad & Modular
Re-Roofing Project
Mount Diablo Unified School District
Mount Diablo High School
Quad Renovation
Campus Re-Roofing
Willow Creek Teacher Training Facility
Renovation & Re-Roofing

PUBLIC/CIVIC

Judicial Council of California
Del Norte County Courthouse Re-Roof
City of Rohnert Park
Animal Shelter Re-Roof
Senior Center HVAC Replacement
Performing Arts Center Re-Roof
City of Sonoma
Corporation Yard Maintenance Building Re-Roof
Exterior Restoration of City Hall
City Hall Bell Tower Seismic Retrofit & Re-Roof Project
County of Sonoma
Sheriff's Facility*
Fleet Center Operations Feasibility Study

BRAD JOHNSON, AIA - Principal
Design Architect



EDUCATION

B. Architecture, Southern California Institute of Architecture

LICENSES / REGISTRATIONS

Registered Architect, California, C27627
Registered Architect, Colorado, 402115
Registered Architect, Wyoming, C-2458
Registered Architect, Hawaii, AR-16746

AFFILIATIONS

American Institute of Architects
U.S. Green Building Council

Brad Johnson has more than twenty nine years of experience designing and managing projects that include civic buildings, industrial, commercial interiors, retail prototype design, winery/vineyards master planning and single family residences. Mr. Johnson's design approach is instrumental in delivering extraordinary designs that have been recognized with a variety of awards and have been featured in both architectural and trade publications. He is a member of the American Institute of Architects and U.S. Green Building Council.

REPRESENTATIVE PROJECTS:

HIGHER EDUCATION

California Maritime Academy
New Police Facility
Dining/Student Services Facility Feasibility Study
Campus Masterplan and Clocktower
Campus Wide Seismic Retrofit and Shore Renovation
Campus Wide Fire Alarm System
Classroom 101 + 102 Renovations
Restroom Renovations and ADA Upgrades
Upper Residence Hall Re-roofing Project
San Jose State University
Campus Village Piping Replacement Project
Dwight Bentel Hall Major Maintenance Project
Utilities Infrastructure Phase IV
Seventh Street Garage Modernization

PRIVATE

Sonoma Springs Housing and Commercial Development
Valetti Retail Development
"The Barlow" Outdoor Retail Marketplace, Sebastopol, CA
Grgich Hills Estate Winery, Hospitality Center, Napa Valley
Markley Honda, Fort Collins, CO
McCarty Honda, Laramie, WY
Markley Motors Administration Center, Fort Collins, CO
Sonoma Wine Company, Tank Expansion Project
Grgich Hills Estate Winery, New Wine Storage Facility
Benicia Housing Authority, ADA/HUD Upgrades, Benicia, CA

PUBLIC/CIVIC

County of Sonoma
Sheriff's Facility*
Fleet Center Operations Feasibility Study
Gwinnett County Emergency Operations Center E-911,
Lawrenceville, GA*
Dakota Communication Center, Rosemount, MN*
Sonoma County
EMS Communications Facility Expansion*
Loma Ridge Communications and EOC Facility*
City of Sonoma
Police Facility Expansion and Emergency
Operations Center, Sonoma, CA*
New Corporation Yard Office Facility
Corporation Yard Building Re-roofing Project

GOVERNMENT

Beale Air Force Base
Repairs to B5704, 940th Medical Warehouse
Consolidate-Demo FSS Warehouse
Renovate Building 1086, MC-12 Squadron
US Army Garrison Fort Hunter Liggett
Visitor Center
DPTMS Headquarters Facility, Building 290
United State Department of Agriculture
Office of Inspector General, Tenant Improvement
Social Security Administration
Northern Area Director's Office, Tenant Improvement
Oakland Federal Building, IRS Tenant Improvement

*Projects while project architect for RossDrulisCusenbery

BENNETT MARTIN, AAIA - Principal
Project Manager, QAQC & CA

EDUCATION

B.A. San Diego State University

AFFILIATIONS

American Institute of Architects - San Francisco
U.S. Green Building Council
Former Chairman - Sonoma Planning Commission

Mr. Martin has more than 25 years of professional experience in design, production and management of both small and large-scale educational, public safety, essential services, judicial and commercial facilities. He has worked on public sector projects interfacing with user groups, community groups and various contractors throughout Northern California. Mr. Martin's expertise in coordinating agencies and his knowledge of building technology and design come from years of experience on diverse projects.

REPRESENTATIVE PROJECTS:

HIGHER EDUCATION

Sonoma State University
Pizzeria to Office Conversion
Darwin Hall Lobby & Patio
Career Center
Salazar Hall Administration TI
Classroom Technology Upgrades
San Jose State University
Campus Village Renovation Piping Replacement Project
Dwight Bentel Hall Exterior & Interior Renovation Project
Utilities Infrastructure Phase IV
Seventh Street Garage Modernization
California Maritime Academy
New Police Facility
Quad Renovation
Dinning/Student Services Facility Feasibility Study

COMMUNITY COLLEGE

Santa Rosa Junior College
Tauzer Hall Re-Roof
Bussman Hall Re-Roof
Shone Farm Re-Roof
Building 500, Public Safety Training Facility
Re-Roof & New HVAC
Bertolini Student Transfer Station - Tenant Improvement
Yuba Community College District
Multiple Re-Roofing Projects for Yuba City Campus,
Woodland Campus and Lakeport Campus



K-12

Sonoma Unified School District
Charter School Admin. Bldg & Classrooms Addition
Flowery School Portable
Altimira Middle School Portable
El Verano Elementary School Multi-Purpose Building
Adele Harrison Middle School Renovation
Sassarini Campus Re-Roof & HVAC Replacement
Healdsburg Unified School District
Healdsburg High School
Math Quad & Modular
Re-Roofing Project
Mount Diablo Unified School District
Mount Diablo High School
Quad Renovation
Campus Re-Roofing
Willow Creek Teacher Training Facility
Renovation & Re-Roofing

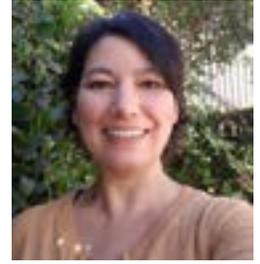
PUBLIC/CIVIC

Judicial Council of California
Del Norte County Courthouse Re-Roof
City of Rohnert Park
Animal Shelter Re-Roof
Senior Center HVAC Replacement
Performing Arts Center Re-Roof

GOVERNMENT

Beale Air Force Base
Demo, SR-71 Shelters; 1055;1056
Repairs to B5704, 940th Medical Warehouse
Consolidate-Demo FSS Warehouse
Renovate Building 1086, MC-12 Squadron
US Army Garrison Fort Hunter Liggett
Visitor Center
DPTMS Headquarters Facility, Building 290
United State Department of Agriculture
Office of Inspector General, Tenant Improvement
Social Security Administration
Northern Area Director's Office, Tenant Improvement
Oakland Federal Building, IRS Tenant Improvement
Los Angeles Air Force Base
Building 270 + 272 Roof Repair & HVAC Replacement

CATALINA MADRINAN
- Designer



EDUCATION

Bachelors in Architecture –
Roger Williams University – Bristol, RI
Studies in Sustainable Urban Design, Urban Agro-Ecology &
Green Building and Materials - Merrit College

Ms. Madrinan has extensive experience in higher education, K-12, commercial, residential and tenant improvements. She has experience interfacing with various user groups, community groups and contractors. Her experience includes all phases of a project from surveying, documenting existing conditions and construction documents. Her responsibilities include design, and material selection for commercial and residential projects.

REPRESENTATIVE PROJECTS:

HIGHER EDUCATION

Sonoma State University
Pizzeria to Office Conversion
Darwin Hall Lobby & Patio
Career Center
Salazar Hall Administration TI
Classroom Technology Upgrades
California Maritime Academy
New Police Facility

COMMUNITY COLLEGE

Santa Rosa Junior College
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Bussman Hall Re-Roof
Shone Farm Re-Roof
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Bertolini Student Transfer Station - Tenant Improvement
Yuba Community College District
Multiple Re-Roofing Projects for Yuba City Campus,
Woodland Campus and Lakeport Campus

K-12

Sonoma Unified School District
Charter School Admin. Bldg & Classrooms Addition
Flowery School Portable
Altimira Middle School Portable
El Verano Elementary School Multi-Purpose Building
Adele Harrison Middle School Renovation
Sassarini Campus Re-Roof & HVAC Replacement
Healdsburg Unified School District
Healdsburg High School
Math Quad & Modular
Re-Roofing Project
Mount Diablo Unified School District
Mount Diablo High School
Quad Renovation
Campus Re-Roofing
Willow Creek Teacher Training Facility
Renovation & Re-Roofing

PUBLIC/CIVIC

Judicial Council of California
Del Norte County Courthouse Re-Roof
City of Rohnert Park
Animal Shelter Re-Roof
Senior Center HVAC Replacement
Performing Arts Center Re-Roof

GOVERNMENT

Beale Air Force Base
Demo, SR-71 Shelters; 1055;1056
Repairs to B5704, 940th Medical Warehouse
Consolidate-Demo FSS Warehouse
Renovate Building 1086, MC-12 Squadron
US Army Garrison Fort Hunter Liggett
Visitor Center
DPTMS Headquarters Facility, Building 290
United State Department of Agriculture
Office of Inspector General, Tenant Improvement
Social Security Administration
Northern Area Director's Office, Tenant Improvement
Oakland Federal Building, IRS Tenant Improvement
Los Angeles Air Force Base
Building 270 + 272 Roof Repair & HVAC Replacement

CIVIL ENGINEERING

EBA ENGINEERING
825 Sonoma Avenue
Santa Rosa, CA 95404

DAMON MORELLI
- P.E., LEED AP, QSD, QSP

EDUCATION
B.Sc., Civil Engineering
California State University, Chico

LICENSE/REGISTRATION
Registered Professional Engineer - California (CE 63621)
Qualified SWPPP Developer - CASQA #00831
Qualified SWPPP Practitioner - CASQA #00831
LEED Accredited Professional
OSHA 24 Hour Hazardous Waste Activities Training

Mr. Morelli is EBA's senior engineer and a project manager with over 13 years experience in civil engineering. His experience includes site design and construction management for public services, public and private residential projects, commercial and industrial projects, design build projects, and public infrastructure projects throughout California. Project work has included managing and designing complex grading and drainage infrastructure projects, ADA grading compliance projects, hydrology and hydraulic studies, utility infrastructure design, fire flow calculations, storm water management, permitting, and modeling for both sanitary and storm water systems.

PROJECT EXPERIENCE

- Airfield Neighborhood Park SWPPP, Santa Rosa, CA
- Presidio Coastal Trail & Golden Gate Overlook Conservancy SWPPP
- Fresno Avenue Migration Corridor SWPPP, Santa Rosa, CA
- Golden Gate Bridge Plaza and Battery East Bay Trail SWPPP
- Hawk Hill Habitat Restoration SWPPP, San Francisco, CA
- Kennedy High School Quads Upgrade SWPPP
- Union City Police Substation, Union City, CA
- Santa Rosa Junior College Petaluma Parking Renovation

MECHANICAL ENGINEERING

15000, Inc.
PO Box 6028
Santa Rosa, CA 95405

MATT TORRES - P.E.

EDUCATION
Bachelor of Science Mechanical
Engineering, Chico State University

LICENSE/REGISTRATION
Corporate member of ASHRAE,
NFPA, USGBC, ASPE and CSI.
Licensed Professional Engineer, State of California #M 36959

Matt has been with 15000 Inc. since 2005 and is one of the staff Mechanical Engineers at 15000 Inc. and has been an irreplaceable addition since his first day and rose to the level of Principal in 2014. Responsibilities include project management, quality control review and mechanical design and engineering.

PROJECT EXPERIENCE

- Calistoga High School - Multi Zone Replacement.
- Cinnabar Elementary School - Modernization.
- Coronado Middle School - Master Planning & Gymnasium.
- Diamond View Elementary School - Modernization.
- Ross Elementary School - Modernization & Gymnasium.
- San Rafael High School - Central kitchen.
- San Francisco State University - Hensill Hall Modernization
- Slater Middle School - Modernization.

ELECTRICAL ENGINEERING

BROKAW DESIGN

PO Box 3103

Rohnert Park, CA 94927

COURTNEY CHUENYANE

- P.E.; Lead Electrical Engineer

EDUCATION

Bachelor of Science -

Electrical and Computer Engineering

- University of California Santa Barbara

LICENSE/REGISTRATION

Professional Engineer, Electrical, #E18225

LEED Accredited Professional

Electrical Engineer / CA

Electrical Engineer / TN

Ms. Chuenyane joined Brokaw Consulting as partner in 2008. Courtney has 8 years experience in electrical engineering and design. Her areas of design include power, lighting, communications, security, and fire alarm. Her experience includes the electrical design of normal, back-up and emergency power systems, converting overhead high voltage transmission to underground transmission, senior living facilities, office renovations, schools, and industrial facilities. Additional experience includes calculations, site inspections, preparation of plans and specifications and review of shop drawings and contractor submittals.

STRUCTURAL ENGINEERING

STRUCTURAL DESIGN

RICH BURRIS

- P.E.; Lead Structural Engineer

EDUCATION

Bachelor of Science - Civil Engineering -

California Polytechnic State University San Luis Obispo, CA

CERTIFICATIONS

California Structural #S3778

California Civil #C45118

LEED AP

The extensive and varied background of the professional staff at Structural Design Group allows technical designs that focus on cost efficiency for a wide range of projects. These projects vary from complex multi-story structures to efficient multi-family residential projects to well-planned educational buildings.

Rich Burris has over 29 years of experience in the design of commercial, educational, and institutional buildings. Rich is an active member of the Structural Engineer's Association of Northern California (SEAONC).

PROJECT EXPERIENCE

NEW CONSTRUCTION:

Santa Rosa Junior College –

Education Center Courtyard, Petaluma, CA

Rancho Cotate High School –

Athletic Stadium, Rohnert Park, CA

Napa Unified School District

Vintage High School -

Gymnasium, Napa, CA

MODERNIZATIONS:

Vallejo High School, Vallejo, CA

Monroe Elementary School, Santa Rosa, CA

Hidden Valley Elementary School, Napa, CA

Bel-Aire Elementary School, Napa, CA

Willowside Middle School, Santa Rosa, CA

Ukiah High School, Ukiah, CA

COST ESTIMATING

JR Conkey & Associates
735 Sunrise Ave # 200
Roseville, CA 95661

SCOTT RANSDALL - Senior Vice President

EDUCATION

B.S. Degree, University of California at Davis

AFFILIATIONS

Member, U.S. Green Building Council, Northern California Chapter

Mr. Ransdell has over 25 years of experience in the construction and construction management industries combining hands-on job site common sense, with an innate understanding of the core principles of project design and construction.

Cost Planner: Provide guidance to the design staff from inception to design completion; manage estimating staff and review drawings and calculations to ensure that cost plans are in compliance with accepted construction standards, specifications and budgets; develop initial design and construction schedules.

Chief Estimator: Conceptual estimating from pre-schematic programming and drawings; manage house and civil estimators in regional offices as well as component estimators in individual field offices; review all quantities and price all trades associated with Site, House and Amenity Items (military family housing privatizations and MILCON --\$3.8 billion awarded, 40,000+ housing units).

PROJECT MANAGEMENT APPROACH

Please see SECTION 2, proposed approach.

SCHEDULE MANAGEMENT APPROACH

Our team has an exceptional track record of managing project schedules. To assure effective management, a detailed critical path project design schedule tied to budget milestones will be created, and expectations will be clarified early on with all parties involved in the project. During the design phases, the schedule and budget will be discussed and monitored at each project meeting and adjustments will be made proactively by all parties.

COST MANAGEMENT APPROACH

Producing the best value for the client's budget is optimally done through the progress of the design process, but at times of high construction cost escalation, steps must be taken to value engineer later in the process.

The magnitude of cost savings sought will impact decision making about the value engineering. Smaller magnitude cost savings can be realized by changing finish materials such as changing from standing seam metal roof to composition shingle, or from profiled metal wall siding to cement board and batten siding. These changes may impact the life-cycle costs of the building, for example a composition shingle roof will have a lower life expectancy than a standing seam metal roof.

In order to reach higher value engineering reduction, there would need to be a commensurate reduction in scope of the project. Whether it is reducing the size of the building or the site work, or phasing of the project elements. For example, at the Sonoma County Sheriff's facility we worked with the client to leave a wing of the second floor of the building unfinished as an initial cost savings but to achieve the ultimate space goals. At STRATA a|p we would prefer that the design of the project meets the clients stated needs and budget requirements therefore the project is closely tracked during

Rancho Adobe Fire Station
Sonoma, California

Feasibility Study

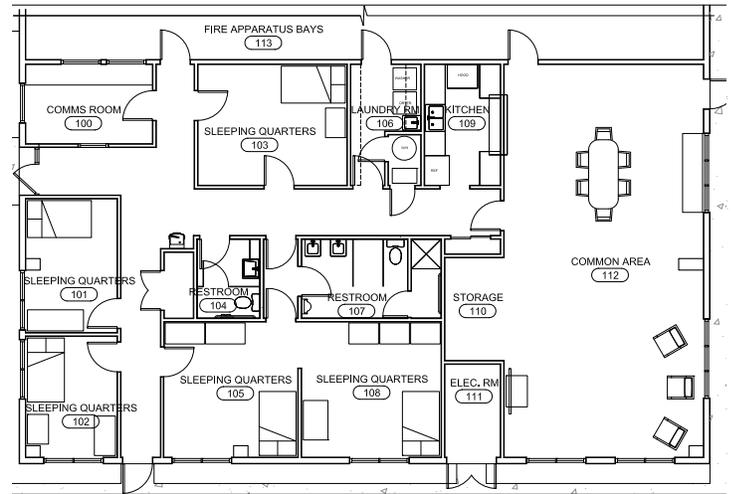
Contact: Herb Wandel
Batallion Chief
707.745.6011
hwandel@rafd.org

Project Description:

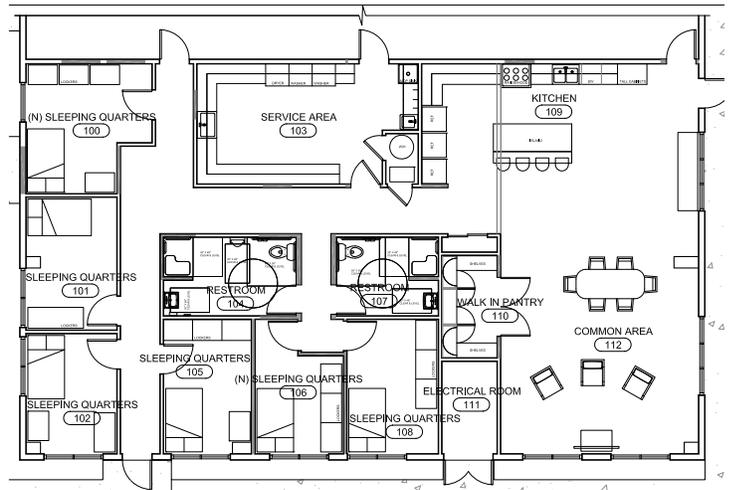
Rancho Adobe Fire District Station Number Two in Penngrove is a one story pre-engineered metal building that consists of a 4,200 square-foot apparatus structure and a 2,900 square-foot housing unit. The building was constructed approximately 45 years ago, and the housing unit was outdated and in need of renovation to accommodate modern demands on a fire station.

STRATAap, working with District, developed concepts for optimal utilization of the housing unit as part of a feasibility analysis and cost assessment. After working through a few options, the team settled on a plan that opened the kitchen to the day room making it easier to use and accommodate the fire fighter’s needs. The existing facility had inadequate space for clean-up after a fire and do laundry. The plan expanded the existing laundry and clean-up area taking over one of the sleeping rooms. To compensate for this, an under-utilized office was converted to a sleeping room and two over-sized sleeping areas were subdivided into three actual rooms. The two existing restrooms were cramped and only one had a shower. By careful reconfiguration we were able to create two restrooms with showers. With this the facility would go from five sleeping rooms to six, within the existing foot print.

The Rancho Adobe Fire District plans to move forward with full design and documentation for this renovation.



EXISTING FLOOR PLAN



PROPOSED FLOOR PLAN



ELEVATION

- Project Start Date: June, 2021
- Project End Date: Present
- Service Provided: Project Architect
- Project Size: 7,100 SF
- General Contractor: NA
- Specialty Area: Fire Station

Sonoma Valley Unified School District
Sonoma, California

El verano Elementary School Multipurpose Building

Contact: Tony Albini, Former Director of
School Facilities, Sonoma Valley
Unified School District
707.696.1275
talbini@nusd.org

Project Description:
The project consists of a new Multipurpose Building of approximately 7,500 sf, and the relocation of 6 existing modular classroom buildings for an Elementary School.

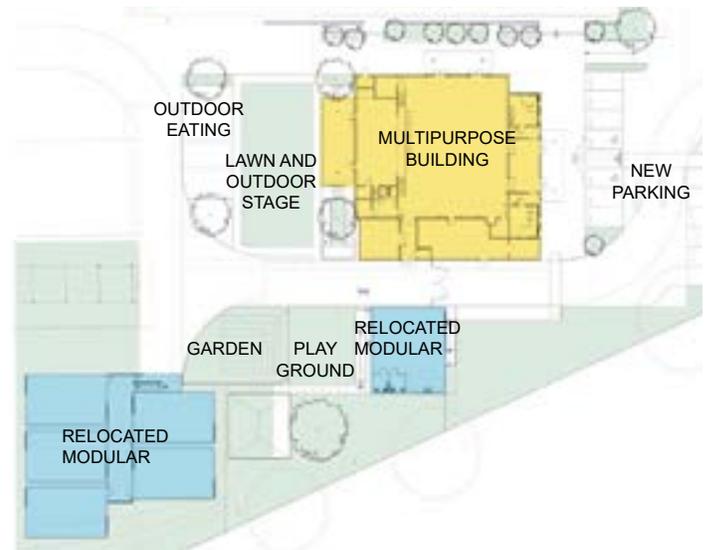
The New Building has a Multipurpose room, full service kitchen, indoor and outdoor stages, and support spaces. The site work includes the repaving of an existing parking area, regrading for new parking, improvement of existing site drainage, a new school garden, a lawn area for the outdoor stage, and a shaded outdoor eating area.

STRATA a|p was involved in the Concept and Design to Construction administration of the project

Project Start Date: August 2018
Project End Date: 2021
Service Provided: Project Architect
Project Size: 7,500 SF
General Contractor: GCCl Inc.
Specialty Area: Schools



El verano Multipurpose Building - Main Entrance



El verano Multipurpose Building - Site Plan

Beale Air Force Base
Marysville, California

Repairs to Telecommunications Facility. Bldg 2159

Contact: JF Jones Company
512 Miller Creek Road
San Rafael, CA 94903
John Jones, PE
415. 310.7799

Project Description:
Beale AFB building 2159 is an Essential Services Regional Air Force Telecommunications Hub that was originally built in 1958, with an addition in 1988. The design-build project goals were to upgrade the building's mechanical and electrical systems including new electrical service with back-up generator, provide all new office interiors, asbestos/lead abatement, new 300 s.f. restroom addition, new 725 s.f. covered loading dock, and unify the exterior building envelope all while maintaining 24/7 operations. Project goals also specified design compatibility/adherence with the building typology specific DOD and Air Force guides, standards and regulations including: the Beale Air Force Base Design Compatibility Guide, ABA/ADA site and building interiors requirements, and design criteria specific to the building as it relates to Anti-Terrorism/Force Protection Standards. New fire alarm with mass notification was also upgraded.

The technical coordination aspects of maintaining the 24/7 operations at the facility while undertaking a major renovation included providing temporary air conditioning and dehumidification of the facility and the design of separate temporary electrical power distribution systems.

The new exterior of the building was designed to complement the current generation of buildings on the base and includes features to visually emphasize the buildings structural prominence. A new standing-seam metal roof provided another unifying architectural element. Doors and windows were upgraded to meet Anti-Terrorism/Force Protection Standards.

Project Start Date: January 2015
Project End Date: May 2016
Service Provided: Project Architect
Project Size: 5,700 SF
General Contractor: JF Jones Company
Specialty Area: Federal



Under Construction



STRATA a|p has NO violations, corrective action notices, enforcement actions or orders, warning notices, writings, or other forms of permit violation/noncompliance documentation (such as those issued by CAL-OSHA) received by CONTRACTOR, or any business organization owned or operated by CONTRACTOR, or any business organization which owns or operates as CONTRACTOR, from any public agency for the last five (5) years.

ARCHITECTURAL

HOURLY RATES AND REIMBURSABLES as of January 1, 2021

Principal		\$250.00 Per hour
Senior Associate		\$237.00 Per hour
Project Manager		\$192.00 Per hour
Project Architect		\$192.00 Per hour
Construction Administrator		\$192.00 Per hour
Job Captain		\$148.00 Per hour
Intermediate Architect		\$132.00 Per hour
Designer		\$110.00 Per hour
Draftsman		\$105.00 Per hour
Clerical		\$88.00 Per hour
Reimbursables:		
In-house plots	24"x36"	\$4.75 each
	30"x42"	\$6.50 each
In-house photo copying		
Letter size		\$0.20 each
11x17		\$0.75 each
Large format		\$2.00 each
Blueprinting/Reproduction		Invoice plus 15%
Travel with prior approval		
Vehicle mileage		\$0.55 per mile.
Out of area		Direct cost plus 15%
Miscellaneous expenses		Invoice plus 15%

Pricing Schedule:

STRATA A|P provides full Architecture and Engineering professional services on a wide range of projects. For services listed in the Coastside RFP on page 2. Professional design fees would range from 2% to 12% of proposed construction costs depending on actual project scope.

PO Box 1207
 Sonoma, CA 95476
 T 707.935.7944
www.strataap.com



STANDARD SCHEDULE OF FEES & RATES 2021

Principal Geologist/Principal Engineer	\$230.00 / hour
Project Manager.....	\$160.00 - \$210.00 / hour
Senior Geologist/Senior Engineer	\$150.00 - \$190.00 / hour
Sr Project Geologist/Sr Project Engineer	\$140.00 - \$170.00 / hour
Project Geologist/Project Engineer.....	\$135.00 - \$170.00 / hour
Staff Geologist/Staff Engineer	\$100.00 - \$130.00 / hour
Survey: 3 Man Crew.....	\$380.00 / hour
Survey: 2 Man Crew.....	\$290.00 / hour
Survey Travel: 2 Man Crew.....	\$200.00 / hour
Survey: 1 Man Crew.....	\$185.00 / hour
Senior Survey Technician	\$130.00 - \$150.00 / hour
Survey Technician	\$90.00 - \$125.00 / hour
Senior Environmental Scientist/Spec.	\$130.00 - \$150.00 / hour
Environmental Scientist/Specialist.....	\$75.00 - \$115.00 / hour
Design Draftsperson	\$115.00 - \$135.00 / hour
Drafting Technician	\$95.00 - \$115.00 / hour
Clerical.....	\$65.00 / hour
Administrative	\$70.00 / hour
Systems Manager	\$80.00 / hour
Depositions or court proceedings	200% of usual rates
Subconsultants	Cost plus 15%
Prints and materials	Cost plus 15%
Miscellaneous expenses	Cost plus 15%

*Prevailing wage rates may be adjusted
based on DIR wage determinations.*

Effective 2020 - 2021



Richard D. Burris, SE
Larry H Dunn, SE
Brian D. Hartley, SE

Attachment A

**2021 FEE SCHEDULE
Hourly Rates**

- Principal Engineer..... \$195/hr
- Associate Engineer..... \$175/hr
- Senior Engineer..... \$155/hr
- Staff Engineer \$110/hr
- CAD/REVIT Technician \$100/hr
- Clerical..... \$50/hr

2455 Bennett Valley Rd, B119 • Santa Rosa, CA 95404
Phone: (707) 284-3641 • fax: (707) 284-3646
web: www.s-d-g.net • email: sdg@s-d-g.net

MECHANICAL ENGINEERING

15000 Inc.

6085 state farm drive, #130
rohrert park, ca 94928
phone: 707.577.0363
fax: 707.577.0364
info@15000inc.com

PROFESSIONAL SERVICES HOURLY RATE SHEET (2020, 2021, 2022)

(E1) Principal Mechanical Engineering (1):	\$210.00 / Hour
(E2) Principal Electrical Engineering (1):	\$200.00 / Hour
(D1) Senior Mechanical Design (2):	\$180.00 / Hour
(D2) Senior Electrical Design (2):	\$180.00 / Hour
(D3) Mechanical Design:	\$170.00 / Hour
(D4) Electrical Design:	\$170.00 / Hour
(CX) Commissioning Services:	\$160.00 / Hour
(CG) CalGreen Special Inspector Activities:	\$150.00 / Hour
(EA) Energy Analysis:	\$140.00 / Hour
(3D) Building Information Modeling:	\$130.00 / Hour
(DR) Computer Aided Drafting:	\$120.00 / Hour

Work performed on an hourly basis will be billed as noted above. Reimbursable expenses associated with all work will be billed as follows:

Large Scale Plotting (24"x36"):	\$3.00 / Sheet
Large Scale Plotting (30"x42"):	\$4.00 / Sheet
Sub-Consultants:	Cost +10% (Only as required by County)
Shipping:	Cost +5%

15000 Inc. does not charge for travel, meals, or hotel stays for projects within the County of Sonoma.

- (1) Oversight engineering tasks, to be utilized for final review only.
- (2) Primary engineering tasks, most tasks fall in this range.

BrokawDesign

2021 Hourly Rates

- Principal \$200/hr
- Engineering \$150-175/hr
- Designer \$125-150/hr
- Drafting \$ 90/hr
- Administration \$ 50/hr

Reimbursable Expenses

- Materials = Cost plus 10%
- Vehicle use for project related travel in excess of 75 miles = \$0.48 per mile

Breakdown or rates.

- Salary - 48%
- Overhead - 20%
- Benefits - 20%
- Profit - 12%

Brokaw Design
PO Box 3103
Rohnert Park, CA 94927
phone: 707.827.3064



J.R. CONKEY & ASSOCIATES, INC.
Hourly Fee Schedule, 2020 - 2021

Principal	\$200.00
Project Manager	\$175.00
Senior Cost Estimator	\$150.00
Project Engineer	\$110.00
Field Engineer	\$ 95.00
Clerical Support II	\$ 80.00
Clerical Support I	\$ 57.50

735 Sunrise Ave. Suite 200 Roseville, California 95661 • (916) 783-3277 • FAX: (916) 783-8820
www.jrconkey.com

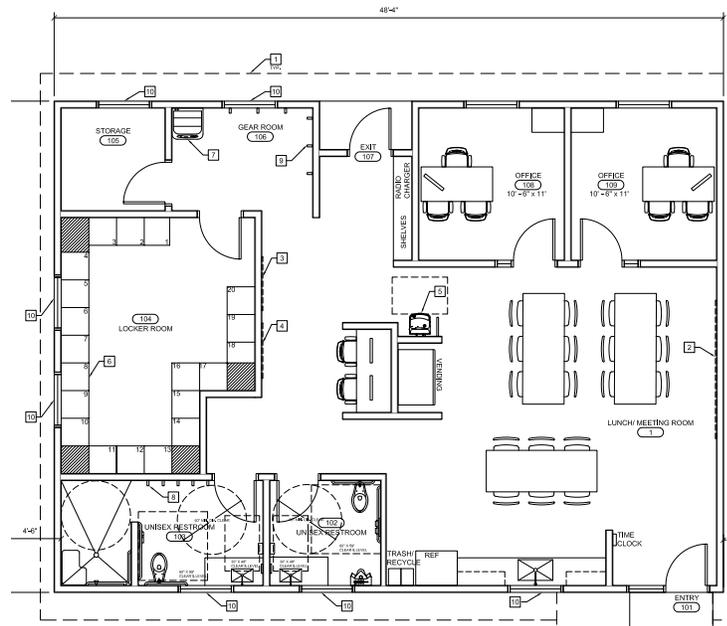
City of Sonoma
Sonoma, California

New Corporation Yard Staff Building Feasibility Study

Contact: City of Sonoma
Colleen Ferguson, PE, LS
Public Works Director, City Engineer
707.933.2230
cferguson@sonomacity.org

Project Description:
The City of Sonoma's Corporation Yard currently does not have field staff and employee break rooms, cohesive locker/changing rooms, or up-to-date training facilities. The study objective was to meet with Stakeholders, understand space requirements and provide a concept design.

To meet the current and future needs of the public works department, costing options were provided to the city for modular and stick frame construction.



Project Start Date: 2020

Project End Date: 2020

Service Provided: Project Architect

Project Size: 1,700 SF

General Contractor: NA

Specialty Area: Government / City

Judicial Council of California - Court Facilities Madera to Independence, California

Modular Courthouse Relocation Feasibility Analysis

Contact: Leland Roberts
Senior Project Manager
Facilities Services
Judicial Council of California
2860 Gateway Oaks Dr., Ste 400
Sacramento, CA 95833
916.643.8008
Leland.Roberts@jud.ca.gov

Project Start Date: 2016
Project End Date: 2017
Service Provided: Project Architect
Project Size: 7,774 SF
General Contractor: NA
Specialty Area: Courts / California

Project Description:

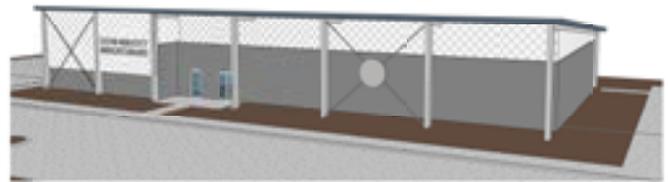
STRATAa|p was engaged by the Judicial Council of California (JCC) to investigate the relocation of two modular court buildings from Madera California in the Central Valley to Independence in Inyo County on the east side of the Sierra. One of the modular buildings houses two court rooms, and the other houses a jury assembly building. Part of the relocation involves reconfiguration of the court modular building and conversion of the jury assembly modular building to administration offices. It also involves adjoining the two modular buildings.

Program modifications to the modular buildings include:

- Increasing the gallery area of one court room.
- Converting the gallery of the other court room into a public waiting area and changing the court room from a jury court to a hearing room.
- Providing public restrooms and converting one jury room into a meeting room.
- Converting the Jury Assembly into an open office with one walled office.
- Providing two staff bathrooms.

The relocation moves the modular buildings to a location with higher code roof loads (due to possible snow), which impacts the structure of the roof and other elements and has other impacts to the mechanical, lighting and electrical systems. This was a costly proposition, because of the extensive structural upgrades of the roof and walls that would be required. It would also trigger mechanical and electrical upgrades.

After review of the estimated cost for the renovated costs revealed budget issues with the primary proposed option, the court representative and design team considered options to reduce the cost of the project. This included reducing the proposed modifications to the buildings and eliminating the snow loads on the roof structure of the modular buildings, by providing a pre-engineered steel roof structure.



© OVERHEAD PERSPECTIVE ROOF OPT C



© 3D View 24

City of Los Altos
Los Altos, California

City Administration Center Feasibility Study

Contact: Christopher Lamm, PE
Engineering Services Manager
650.947.2605
clamm@losaltosca.gov

Project Start Date: 2017
Project End Date: 2018
Service Provided: Project Architect
Project Size: 15,935 SF
General Contractor: NA
Specialty Area: Government / City

Project Description:
The purpose of this Feasibility Study was to assess the existing City Hall, Youth Center facility and Police facility, and compare options for the reuse of the existing facilities with options for new facilities.

The study focuses on how to best house the existing programs for the City Hall, and Police Facility. The assessment will consider the following:

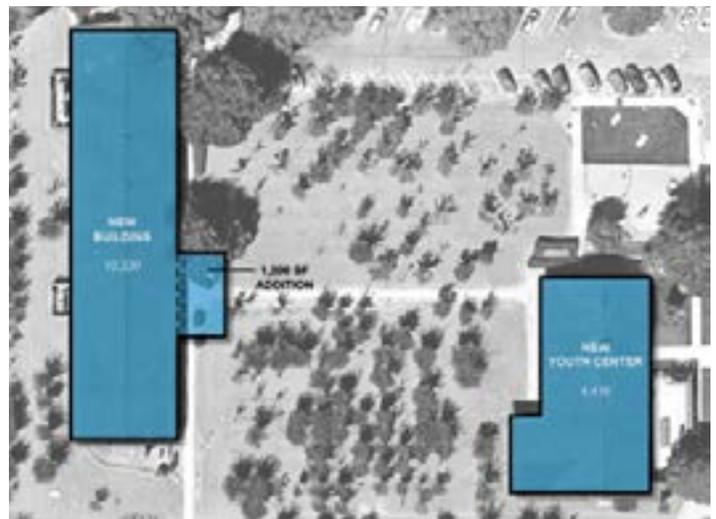
- Build a new City Hall on the same site, increasing the size of the building by an additional 1,200 sf. This also includes a temporary housing cost for the construction duration.
- Major renovation of the existing Youth Center facility to house the Council Chambers & a new Emergency Operations Center (EOC).
- Build a new Police Facility building on the same site. The building would comply with ESBSSA standards and also includes the 50% increase in program space.

The City Hall building appears to have been built around 1958, with a renovation and extension done in 1987.

The building is one long wing, approximately 224 by 46 feet. The main entry is at the north end of the building, with a secondary entry to the east. There is a parking lot to the north, with about 95 parking spaces.

The Youth Center, which is east of City Hall, was built in 1960. Construction drawings of City Hall are difficult to read, but it is believed that they are similar in design and structure to the Youth Center, which is a steel, moment frame structure with slab on grade foundation.

The Police station was originally built in 1967 with a subsequent addition in 1987. The building is also a steel moment frame building.



County of Sonoma - Maintenance Facilities
 Santa Rosa, California

Fleet Operations Feasibility Study

Contact: Mark Hummel
 Associate Architect
 Solano Capital Projects Manager
 707.784.7908
 MAHummel@solanocounty.com

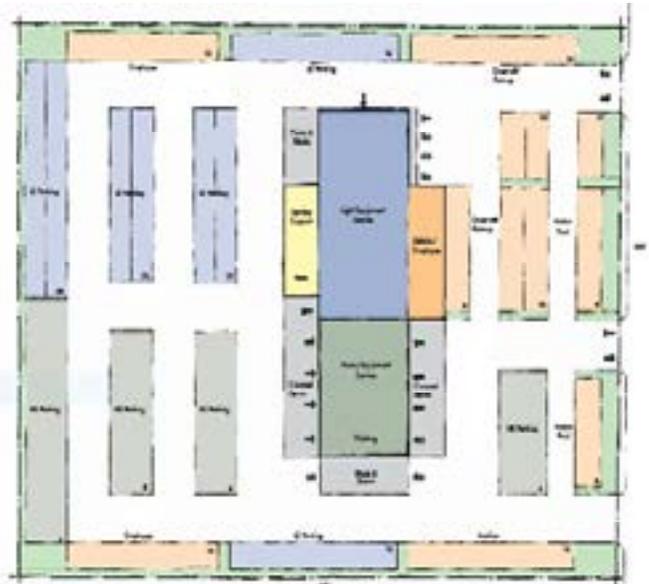
Project Description:

As part of the reorganization of the County government center, the County of Sonoma saw a need to relocate their Fleet Operations Center. STRATA a|p worked with the County on several facets of this project including a needs assessment, preparation of the bridging document for lease back developer proposals, assessment of developer proposals. It is anticipated that STRATA a|p will work with the County when a developer is engaged.

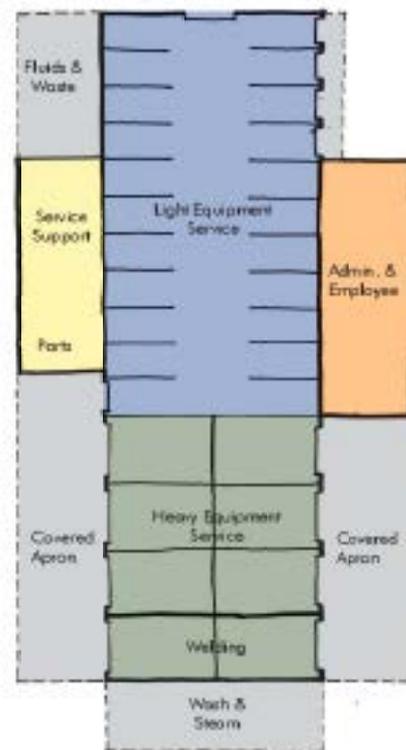
The Fleet Operations Concept Design and Feasibility Study compared options for relocating a total of 21,000 sf of administration, and light and heavy repair into either a new ground up facility or into an existing facility that will require major tenant improvements. The study included interviews with fleet management, an audit of the existing location, a detailed space program analysis, site and layout diagrams, review of possible locations for the new facility, and cost estimates for various scenarios, including design-bid-build, design-build and developer lease back. STRATA a|p led a discussion with the departments involved in the project and developed a decision matrix to enable the County to make an informed decision.

After the lease back model was selected, STRATA a|p prepared a bridging document that was used by the County to solicit developer proposals. We then worked with the County to review and assess the proposals and to provide comments to clarify developer proposals.

Project Start Date: 2013
 Project End Date: 2014
 Service Provided: Project Architect
 Project Size: 21,000 SF
 General Contractor: NA
 Specialty Area: Government/ County



SITE PLAN DIAGRAM



FLOOR PLAN DIAGRAM

U.S. Coastguard
Morro Bay, California

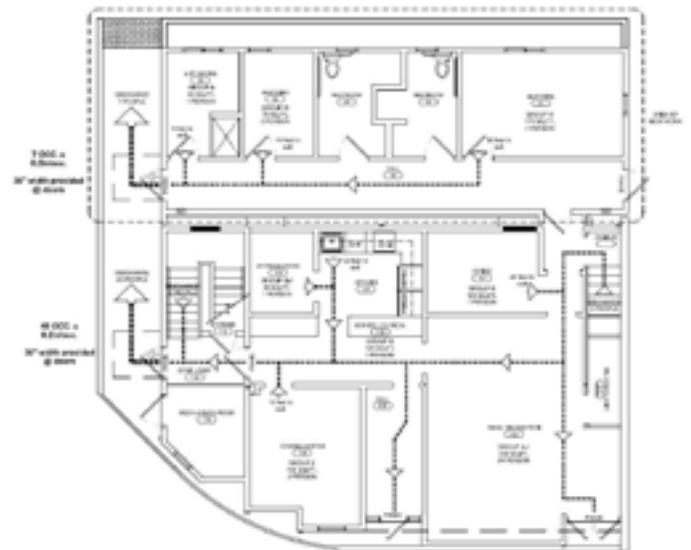
Coastguard Building Expansion

Contact: Bruce Beyers
Advanced Technology Construction
Project Manager
253.277.7020 x1044
bruce@atcbuilder.com

Project Description:
810 square foot expansion for existing Coast Gaurd building serving the Morro Bay CA area. Single story addition was added on to an existing 3 story building overlooking the Harbor at Morro Bay.

STRATAap, working with the Coast Gaurd and City of Morro Bay Building and Planning departments, developed construction document for a new sleeping, ADA restrooms and suit washdown and storage areas to meet the needs of a growing Coast Gaurd department.

Project Start Date: 2020
Project End Date: June 2021
Service Provided: Project Architect
Project Size: 810 SF
General Contractor: Advanced Technology Construction (ATC)
Specialty Area: Federal/ Coast Guard



June 4, 2014



To whom it may concern,

This letter is written to serve as a recommendation of STRATAap based upon our experience with them over the past several years of working together.

STRATAap has been a valuable team member on many of our Federal projects. We have found them to be competent, responsive, quality orientated and honest in our dealings with them. They operate with a team approach that is focused on achieving project goals. Quality work is a priority for them and they have performed exceptionally well on every project we have had them provide professional consulting services. In a time when many people are trying to cut corners, STRATAap has an attitude of “doing it right first”.

ABIDE International recommends STRATAap for consideration by any client looking for quality A&E professional consulting services.

Very truly yours,

ABIDE INTERNATIONAL

A handwritten signature in blue ink, appearing to read 'Steve Essert', is written over a light blue rectangular background.

Steve Essert
Project Manager / Estimator



SAN JOSÉ STATE UNIVERSITY

December 10, 2012

Facilities Development and Operations

One Washington Square
San José, California 95192-0010
408-924-1951 Main Line
408-924-1981 Fax Line

www.sjsu.edu

Campus Village Re-Piping Project Team:

Adam Bayer, Director Facility Maintenance and Operations, SJSU
Paul MacDonnell, Project Engineer, Webcor Builders
Ian Leslie, Project Manager, Lyles Mechanical
Bennett Martin, Principal, STRATA
Mike Kiani, Principal, M2K

Dear Campus Village Re-Piping Project Team,

The undersigned gratefully appreciates the expertise, professionalism, and hard work you contributed toward achieving the overwhelming success of the Campus Village Re-piping Project during the summer of 2012.

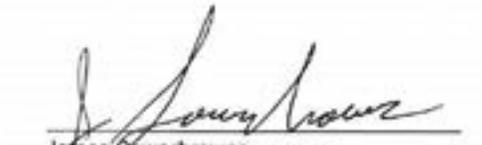
When the project was first conceived the goals were extraordinarily ambitious and yet absolutely necessary. The project, that required completion over the summer, would require three shifts a day, six days a week, hundreds of workers on a shift and cost \$25 million. CSU elected to utilize the CM at Risk delivery method which paired a highly qualified architect and engineer, Strata and M2K, with an equally highly qualified mechanical and general contractor, Lyles and Webcor, and required them to examine the project concepts and assumptions and propose options to reduce the necessary work yet still provide a reliable plumbing system while ensuring all work would be complete in time to house students and faculty for the Fall semester.

Under the expert leadership of Adam Bayer, the CSU Trustees representative to the project, the investigation into the existing conditions revealed options to save work and therefore save time and money and increase the certainty the project would be completed on schedule. Once the investigation was complete and a new scope of work agreed to, the team collaborated and worked interdependently to reinforce each other and further ensure project success. The project was completed on schedule, within the reduced budget and with all quality control testing completed. An exceptional success and a testimony to team work.

Once again, thank you so much for your tremendous efforts on this project. Please also feel free to use this letter as a company reference without further permission from CSU.

Sincerely,


Christopher Brown
Associate Vice President
Facilities Development & Operations
San Jose State University


James Bowerbrower
Senior Chief, Construction Management
Capital Planning Design & Construction
California State University Chancellors Office

cc:

Dr. Mohammed Qayoumi, University President
Mr. Shawn Bibb, Vice President Administration and Finance

The California State University
Chancellor's Office
Bakersfield, Channel Islands, Chico, Dominguez Hills,
East Bay, Fresno, Fullerton, Humboldt, Long Beach,
Los Angeles, Maritime Academy, Merced, Bay,
Northridge, Pomona, Sacramento, San Bernardino,
San Diego, San Francisco, San José, San Luis Obispo,
San Marcos, Sonoma, Stanislaus

Socorro Shields, Superintendent
17850 Railroad Avenue
Sonoma, CA 95476
Ph 707.935.4246
Fx 707.939.2235



Trustees:
Salvador Picazo Chavez
John Kelly
Nicole Abatè Ducarroz
Daniel Gustafson
Britta Johnson

Hello my name is Tony Albini,

It is a pleasure to write a recommendation for STRATA Architect. We have worked with STRATA now for 5 years and have been pleased with the professionalism and quality service we receive.

STRATA has always answered our questions and given input on projects that they do for our district. They are always checking progress and keeping us updated on status of projects. They are always responsive. If I call and leave a message I know that I will get a call back within 30 minutes if not sooner. They do put their clients first.

It is my opinion that STRATA is by far the firm that all other architecture firms should try to emulate. If you have any questions or comments please feel free to contact me, my number is 707-696-1275, or you can email me at talbini@sonomaschools.org.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tony Albini', is written over a light blue horizontal line.

Tony Albini
Maintenance, Operations, and Facilities Manager
Sonoma Valley Unified School District