

CITY OF VILLA PARK

PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is made and effective this 1st day of July, 2016 by and between the CITY OF VILLA PARK, a California Municipal Corporation, (“City”) and CivilSource, Inc., a California Corporation, (“Consultant”). City and Consultant may sometimes herein be referred to individually as a “Party” and collectively as the “Parties.”

SECTION 1. SERVICES.

Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in the Scope of Services, attached hereto as Exhibit A and incorporated herein by this reference (the “Services”). Consultant will perform subsequent task orders as requested by the Contract Administrator (as defined below), in accordance with the Scope of Services. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, this Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on July 1, 2016 and shall end on June 30, 2020 unless the term of this Agreement is otherwise terminated or extended as provided for in Section 8. The time provided to Consultant to complete the Services required by this Agreement shall not affect City’s right to terminate this Agreement, as provided for in Section 8.

1.2 Standard of Performance. Consultant represents and warrants that Consultant is a provider of first class work and services and Consultant is experienced in performing the Services contemplated herein and, in light of such status and experience, Consultant shall perform the Services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Consultant is engaged in the geographical area in which Consultant practices its profession and to the sole satisfaction of the Contract Administrator.

1.3 Assignment of Personnel. Consultant shall assign only competent personnel to perform the Services pursuant to Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Consultant shall devote such time to the performance of the Services pursuant to this Agreement as may be reasonably necessary to satisfy Consultant’s obligations hereunder.

1.5 Authorization to Perform Services. Consultant is not authorized to perform any of the Services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

SECTION 2. COMPENSATION.

City hereby agrees to pay Consultant monthly for the services outlined in Exhibit A, in accordance with the payment rates and terms and the schedule of payments as set forth below. For City Engineer Retainer Services, City shall pay consultant a flat rate of \$7,020.00 per month or \$84,240 annually. City shall pay Consultant for the Services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for the Services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized in advance by City, Consultant shall not bill City for duplicate services performed by more than one person.

2.1 Invoices. Consultant shall submit invoices monthly during the term of this Agreement, based on the cost for the Services performed and reimbursable costs incurred prior to the invoice date. Invoices shall contain the following information:

- a. Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- b. The beginning and ending dates of the billing period;
- c. A "Task Summary" containing the original contract amount, the amount of prior billings, the total due this period, the balance available under this Agreement, and the percentage of completion;
- d. At City's option, for each item in each task, a copy of the applicable time entries or time sheets shall be submitted showing the name of the person performing the Services, the hours spent by each person, a brief description of the Services, and each reimbursable expense;
- e. The total number of hours of work performed under this Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing the Services hereunder necessary to complete the Services described in Exhibit A;
- f. Receipts for expenses to be reimbursed;
- g. The Consultant Representative's signature.

Invoices shall be submitted to:

City of Villa Park
17855 Santiago Blvd.
Villa Park, California 92861
Attention: Finance Director

2.2 Monthly Payment. City shall make monthly payments, based on invoices received, for the Services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have thirty (30) days from the receipt of an invoice that complies with all of the requirements above to pay Consultant.

2.3 Final Payment. City shall pay the last five percent (5%) of the total amount due pursuant to this Agreement within sixty (60) days after completion of the Services and submittal to City of a final invoice, if all of the Services required have been satisfactorily performed.

2.4 Total Payment. City shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering the Services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entirety of the Services performed pursuant to this Agreement, unless this Agreement is modified in writing prior to the submission of such an invoice.

2.5 Hourly Fees. Fees for the Services performed by Consultant on an hourly basis shall not exceed the amounts shown on the fee schedule included with Exhibit A.

2.6 Reimbursable Expenses. Reimbursable expenses are included within the maximum amount of this Agreement.

2.7 Payment of Taxes. Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any federal or state taxes.

2.8 Payment upon Termination. In the event that City or Consultant terminates this Agreement pursuant to Section 8, City shall compensate Consultant for all outstanding costs and reimbursable expenses incurred for Services satisfactorily completed and for reimbursable expenses as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets in order to verify costs and reimbursable expenses incurred to that date.

SECTION 3. FACILITIES AND EQUIPMENT.

Except as otherwise provided, Consultant shall, at its sole cost and expense, provide all facilities and equipment necessary to perform the services required by this Agreement. City shall make available to Consultant only physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be required to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

SECTION 4. INSURANCE REQUIREMENTS.

Before beginning any work under this Agreement, Consultant, at its own cost and expense, shall procure the types and amounts of insurance checked below and provide Certificates of Insurance, indicating that Consultant has obtained or currently maintains insurance that meets the requirements of this section and which is satisfactory, in all respects, to City. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in Consultant's compensation. Consultant shall not allow any subcontractor, consultant or other agent to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence thereof to City. Verification of the required insurance shall be submitted and made part of this Agreement prior to execution. Consultant acknowledges the insurance policy must cover inter-insured suits between City and other Insureds.

4.1 Workers' Compensation. Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant pursuant to the provisions of the California Labor Code. Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than ONE MILLION DOLLARS (\$1,000,000.00) per accident, ONE MILLION DOLLARS (\$1,000,000.00) disease per employee, and ONE MILLION DOLLARS (\$1,000,000.00) disease per policy. In the alternative, Consultant may rely on a self-insurance program to meet those requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator. The insurer, if insurance is provided, or Consultant, if a program of self-insurance is provided, shall waive all rights of subrogation against City and its officers, officials, employees, and authorized volunteers for loss arising from the Services performed under this Agreement.

4.2 Commercial General and Automobile Liability Insurance.

a. General requirements. Consultant, at its own cost and expense, shall maintain commercial general and automobile liability insurance for the term of this Agreement in an amount not less than ONE MILLION DOLLARS (\$1,000,000.00) per occurrence, combined single limit coverage, for risks associated with the Services contemplated by this Agreement, TWO MILLION DOLLARS (\$2,000,000.00) general aggregate, and TWO MILLION DOLLARS (\$2,000,000.00) products/completed operations aggregate. If a Commercial General Liability Insurance or an Automobile Liability Insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the Services to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from the Services contemplated under this Agreement, including the use of hired, owned, and non-owned automobiles.

b. Minimum scope of coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 Code 2, 8, and 9. No endorsement shall be attached limiting the coverage.

c. Additional requirements. Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. Any failure of Consultant to comply with reporting provisions of the policy shall not affect coverage provided to City and its officers, employees, agents, and volunteers.

4.3 Professional Liability Insurance.

a. General requirements. Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing the Services pursuant to this Agreement in an amount not less than ONE MILLION DOLLARS (\$1,000,000) covering the licensed professionals' errors and omissions. Any deductible or self-insured retention shall be shown on the Certificate. If the deductible or self-insured retention exceeds TWENTY-FIVE THOUSAND DOLLARS (\$25,000), it must be approved by City.

b. Claims-made limitations. The following provisions shall apply if the professional liability coverage is written on a claims-made form:

a. The retroactive date of the policy must be shown and must be no later than the commencement of the Services.

b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after the expiration or termination of this Agreement or completion of the Services, so long as commercially available at reasonable rates.

c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the Effective Date of this Agreement, Consultant must provide extended reporting coverage for a minimum of five (5) years after the expiration or termination of this Agreement or the completion of the Services. Such continuation coverage may be provided by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the Services under this Agreement. City shall have the right to exercise, at Consultant's sole cost and expense, any extended reporting provisions of the policy, if Consultant cancels or does not renew the coverage.

d. A copy of the claim reporting requirements must be submitted to City prior to the commencement of the Services under this Agreement.

4.4 All Policies Requirements.

a. Acceptability of insurers. All insurance required by this Section is to be placed with insurers with a Bests' rating of no less than A:VII and admitted in California.

b. Verification of coverage. Prior to beginning the Services under this Agreement, Consultant shall furnish City with Certificates of Insurance, additional insured endorsement or policy language granting additional insured status complete certified copies of all policies, including complete certified copies of all endorsements. All copies of policies and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. The Certificate of Insurance must include the following reference: (Contract number or project name). The name and address for Additional Insured endorsements, Certificates of Insurance and Notice of Cancellation is: City of Villa Park, 17855 Santiago Blvd., Villa Park, California, 92861. City must be endorsed as an additional insured for liability arising out of ongoing and completed operations by or on behalf of Consultant.

c. Notice of Reduction in or Cancellation of Coverage. Consultant shall provide written notice to City within ten (10) working days if: (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; or (3) the deductible or self insured retention is increased.

d. Additional insured; primary insurance. City and its officers, employees, agents, and authorized volunteers shall be covered as additional insureds with respect to each of the following: liability arising out of the Services performed by or on behalf of Consultant, including the insured's general supervision of Consultant; products and completed operations of Consultant, as applicable; premises owned, occupied, or used by Consultant; and automobiles owned, leased, or used by Consultant in the course of providing the Services pursuant to this Agreement. The coverage shall contain no special limitations on the scope of protection afforded to City or its officers, employees, agents, or authorized volunteers. The insurance provided to City as an additional insured must apply on a primary and non-contributory basis with respect to any insurance or self-insurance program maintained by City. Additional insured status shall continue for one (1) year after the expiration or termination of this Agreement or completion of the Services.

A certified endorsement must be attached to all policies stating that coverage is primary insurance with respect to City and its officers, officials, employees, and volunteers, and that no insurance or self-insurance maintained by City shall be called upon to contribute to a loss under the coverage.

e. Deductibles and Self-insured Retentions. Consultant shall obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the Services.

During the term of this Agreement, only upon the prior express written authorization of the Contract Administrator, Consultant may increase such deductibles or self-

insured retentions with respect to City, its officers, employees, agents, and volunteers. The Contract Administrator may condition approval of an increase in deductible or self-insured retention levels with a requirement that Consultant procure a bond guaranteeing payment of losses and related investigations, claim administration, and defense expenses that is satisfactory in all respects to each of them.

f. Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

g. Variation. The Contract Administrator may, but is not required to, approve in writing a variation in the foregoing insurance requirements, upon a determination that the coverage, scope, limits, and forms of such insurance are either not commercially available, or that City's interests are otherwise fully protected.

4.5 Remedies. In addition to any other remedies at law or equity City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option, exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Consultant's breach:

- a. Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under this Agreement;
- b. Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or
- c. Terminate this Agreement.

SECTION 5. INDEMNIFICATION.

5.1 Indemnification for Professional Liability. Where the law establishes a professional standard of care for performance of the Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend (with counsel selected by City), and hold harmless City and any and all of its officers, employees, officials, volunteers, and agents from and against any and all claims, losses, costs, damages, expenses, liabilities, liens, actions, causes of action (whether in tort, contract, under statute, at law, in equity, or otherwise) charges, awards, assessments, fines, or penalties of any kind (including reasonable consultant and expert fees and expenses of investigation, costs of whatever kind and nature and, if Consultant fails to provide a defense for City, the legal costs of counsel retained by City) and any judgment (collectively, "Claims") to the extent same are caused in whole or in part by any negligent or wrongful act, error, or omission of Consultant, its officers, agents, employees, or subcontractors (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement.

5.2 Indemnification for Other than Professional Liability. Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, protect, defend (with counsel selected by City), and hold harmless City, and any and all of its officers, employees, officials, volunteers, and agents from and against any and all Claims, where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

5.3 Limitation of Indemnification. The provisions of this Section 5 do not apply to claims occurring as a result of City's sole or active negligence. The provisions of this Section 5 shall not release City from liability arising from gross negligence or willful acts or omissions of City or any and all of its officers, officials, employees, and agents acting in an official capacity.

SECTION 6. STATUS OF CONSULTANT.

6.1 Independent Contractor. At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City. City shall have the right to control Consultant only insofar as the results of the Services rendered pursuant to this Agreement and assignment of personnel pursuant to Subparagraph 1.3; however, otherwise City shall not have the right to control the means by which Consultant accomplishes the Services rendered pursuant to this Agreement. The personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents is in any manner officers, officials, employees, or agents of City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner. Except for the fees paid to Consultant as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing the Services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing the Services hereunder. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System ("CalPERS") as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for CalPERS benefits.

SECTION 7. LEGAL REQUIREMENTS.

7.1 Governing Law. The laws of the State of California shall govern this Agreement.

7.2 Compliance with Applicable Laws. Consultant and any subcontractor shall comply with all applicable local, state, and federal laws and regulations applicable to the performance of the work hereunder. Consultant shall not hire or employ any person to perform work within City or allow any person to perform the Services required under this Agreement unless such person is properly documented and legally entitled to be employed within the United

States. Consultant is aware of the requirements of California Labor Code Sections 1720, *et seq.*, and 1770, *et seq.*, as well as California Code of Regulations, Title 8, Sections 1600, *et seq.*, (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on “Public works” and “Maintenance” projects. If the Services are being performed as part of an applicable “Public works” or “Maintenance” project, as defined by the Prevailing Wage Laws, and if the total compensation is ONE THOUSAND DOLLARS (\$1,000) or more, Consultant agrees to fully comply with such Prevailing Wage Laws including, but not limited to, requirements related to the maintenance of payroll records and the employment of apprentices. It is understood that it is the responsibility of Consultant to determine the correct scale. The State Prevailing Wage Rates may be obtained from the California Department of Industrial Relations (“DIR”) pursuant to California Public Utilities Code, Sections 465, 466, and 467 by calling 415-703-4774. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification, or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at Consultant’s principal place of business and at the project site, if any. The statutory penalties for failure to pay prevailing wage or to comply with State wage and hour laws will be enforced. Consultant must forfeit to City TWENTY FIVE DOLLARS (\$25.00) per day for each worker who works in excess of the minimum working hours when Consultant does not pay overtime. In accordance with the provisions of Labor Code Sections 1810 *et seq.*, eight (8) hours is the legal working day. Consultant also shall comply with State law requirements to maintain payroll records and shall provide for certified records and inspection of records as required by California Labor Code Section 1770 *et seq.*, including Section 1776. Consultant shall comply with all statutory requirements relating to the employment of apprentices. Consultant shall defend (with counsel selected by City), indemnify, and hold City, its elected officials, officers, employees, and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It is agreed by the Parties that, in connection with performance of the Services, including, without limitation, any and all “Public Works” (as defined by the Prevailing Wage Laws), Consultant shall bear all risks of payment or non-payment of prevailing wages under California law and/or the implementation of Labor Code Section 1781, as the same may be amended from time to time, and/or any other similar law. Consultant acknowledges and agrees that it shall be independently responsible for reviewing the applicable laws and regulations and effectuating compliance with such laws. Consultant shall require the same of all subcontractors.

7.3 Licenses and Permits. Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its employees, agents, and subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

SECTION 8. TERMINATION AND MODIFICATION.

8.1 Termination. City may cancel this Agreement at any time and without cause upon written notification to Consultant.

8.2 Termination by Consultant. Consultant may cancel this Agreement upon 30 days' written notice to City.

8.3 Consequences of Termination. In the event of termination, Consultant shall be entitled to compensation for the Services performed up to the date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or City in connection with this Agreement.

8.4 Extension. City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if City grants such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

8.5 Amendments. The Parties may amend this Agreement only by a writing signed by all the Parties.

8.6 Assignment and Subcontracting. City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in Consultant's proposal, without prior written approval of the Contract Administrator. In the event that key personnel leave Consultant's employ, Consultant shall notify City immediately.

8.7 Survival. All obligations arising prior to the expiration or termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the expiration or termination of this Agreement.

8.8 Options upon Breach by Consultant. If Consultant materially breaches any of the terms of this Agreement, City's remedies shall include, but not be limited to, any or all of the following:

- a. Immediately terminate this Agreement;
- b. Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;
- c. Retain a different consultant to complete the Services described in Exhibit A; and/or

d. Charge Consultant the difference between the cost to complete the Services described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the Services.

SECTION 9. KEEPING AND STATUS OF RECORDS.

9.1 Records Created as Part of Consultant's Performance. All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of City. Consultant hereby agrees to deliver those documents to City upon the expiration or termination of this Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for City and are not necessarily suitable for any future or other use. Any use of such documents for other projects by City shall be without liability to Consultant. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports, and other documents are confidential and will not be released to third parties without prior written consent of both Parties unless required by law.

9.2 Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, rights of reproduction, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, test data, survey results, models, renderings, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings, digital renderings, or data stored digitally, magnetically, or in any other medium, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents and Data"). Consultant shall require all subcontractors to agree in writing that City is granted a non-exclusive and perpetual license for any Documents and Data the subcontractor prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents and Data. Consultant makes no such representation and warranty in regard to Documents and Data which were prepared by design professionals other than Consultant or provided to Consultant by the City. City shall not be limited in any way in its use of the Documents and Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

9.3 Consultant's Books and Records. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for the Services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Consultant under this Agreement. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible.

9.4 Inspection and Audit of Records. Any records or documents that Section 9.3 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of City.

Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds TEN THOUSAND DOLLARS (\$10,000.00), this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under this Agreement.

SECTION 10. MISCELLANEOUS PROVISIONS.

10.1 Attorneys' Fees. If either Party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing Party shall be entitled to reasonable attorneys' fees and expenses including costs, in addition to any other relief to which that Party may be entitled; provided, however, that the attorneys' fees awarded pursuant to this Section shall not exceed the hourly rate paid by City for legal services multiplied by the reasonable number of hours spent by the prevailing Party in the conduct of the litigation. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 Applicable Law; Venue. The internal laws of the State of California shall govern the interpretation and enforcement of this Agreement. In the event that either Party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in Orange County.

10.3 Severability. If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

10.4 Section Headings and Subheadings. The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

10.5 No Implied Waiver of Breach. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.6 Successors and Assigns. The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

10.7 Consultant Representative. All matters under this Agreement shall be handled for Consultant by Amy Amirani ("Consultant's Representative"). The Consultant's Representative shall have full authority to represent and act on behalf of Consultant for all purposes under this Agreement. The Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences, and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

10.8 City Contract Administration. This Agreement shall be administered by the City Manager, or his/her designee ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his designee. The Contract Administrator shall have the power to act on behalf of City for all purposes under this Agreement. Unless otherwise

provided in this Agreement, Consultant shall not accept direction or orders from any person other than the Contract Administrator or his designee.

10.9 Notices. Any written notice to Consultant shall be sent to:

CivilSource, Inc.
9890 Irvine Center Drive
Irvine, CA 92618

Any written notice to City shall be sent to the Contract Administrator at:

City of Villa Park
17855 Santiago Blvd.
Villa Park, California 92861
Attention: City Manager

10.10 Professional Seal. Where applicable in the determination of the Contract Administrator, the first page of a technical report, first page of design specifications, and each page of construction drawings shall be stamped/sealed and signed by the licensed professional responsible for the report/design preparation. The stamp/seal shall be in a block entitled "Seal and Signature of Registered Professional with report/design responsibility," as in the following example.

Seal and Signature of Registered Professional with report/design responsibility.

10.11 Rights and Remedies. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

10.12 Integration. This Agreement, including the scope of services attached hereto and incorporated herein as Exhibit A, represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

10.13 Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

10.14 Execution of Contract. The persons executing this Agreement on behalf of each of the Parties hereto represent and warrant that (i) such Party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said Party, (iii) by so executing this Agreement, such Party is formally bound to the provisions of this

Agreement, and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said Party is bound.

10.15 Nondiscrimination. Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that in the performance of this Agreement there shall be no discrimination against or segregation of, any person or group of persons on account of any impermissible classification including, but not limited to, race, color, creed, religion, sex, marital status, sexual orientation, national origin, or ancestry.

10.16 No Third Party Beneficiaries. With the exception of the specific provisions set forth in this Agreement, there are no intended third-party beneficiaries under this Agreement and no such other third parties shall have any rights or obligations hereunder.

10.17 Nonliability of City Officers and Employees. No officer, official, employee, agent, representative, or volunteer of City shall be personally liable to Consultant, or any successor in interest, in the event of any default or breach by City or for any amount which may become due to Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

10.18 No Undue Influence. Consultant declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of City shall receive compensation, directly or indirectly, from Consultant, or from any officer, employee, or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement.

10.19 No Benefit to Arise to City Employees. No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or has responsibilities with respect to this Agreement during his/her tenure or for one (1) year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for the Services to be performed under this Agreement.

[Signatures on Following Page]

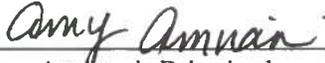
IN WITNESS WHEREOF, the Parties hereto have executed and entered into this Agreement as of the Effective Date.

CITY OF VILLA PARK



Greg Mills, Mayor

CONSULTANT



Amy Amrani, Principal

Attest:



Jared Hildenbrand, City Clerk

Approved as to Form:



Todd Litfin, City Attorney

EXHIBIT A
SCOPE OF SERVICES

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED (ARCHITECTS, ENGINEERS AND SURVEYORS)

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

NAME OF PERSON(S) OR ORGANIZATION(S):

City of Villa Park
Attn: City Clerk
17855 Santiago Blvd
Villa Park CA 92861

PROJECT/LOCATION OF COVERED OPERATIONS:

RE: City Engineering Svcs for City of Villa Park

PROVISIONS

A. The following is added to WHO IS AN INSURED (Section II):

The person or organization shown in the Schedule above is an additional insured on this Coverage Part, but only with respect to liability for bodily injury, 'property damage' or 'personal injury' caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- a. In the performance of your ongoing operations;
- b. In connection with premises owned by or rented to you; or
- C. In connection with your work and included within the "products-completed operations hazard."

Such person or organization does not qualify as an additional insured for "bodily injury", "property damage" or "personal injury" for which that person or organization has assumed liability in a contract or agreement.

The insurance provided to such additional insured is limited as follows:

- d. This insurance does not apply to the rendering of or failure to render any "professional services".
- e. The limits of insurance afforded to the additional insured shall be the limits which you agreed in that 'contract or agreement requiring insurance' to provide for that additional insured, or the limits shown in the Declarations for this Coverage Part, whichever are less. This endorsement does not increase the limits of insurance stated in the LIMITS OF INSURANCE (Section III) for this Coverage Part.

B. The following is added to Paragraph a. of 4. Other Insurance in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):

However, if you specifically agree in a contract or agreement requiring insurance that, for the additional insured shown in the Schedule, the insurance provided to that additional insured under this

COMMERICAL GENERAL LIABILITY

Coverage Part must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is available to such additional insured which covers such additional insured as a named insured, and we will not share with the other insurance, provided that:

- (1) The "bodily injury" or "property damage" for which coverage is sought occurs; and
- (2) The "personal injury" for which coverage is sought arises out of an offense committed;

after you have entered into that "contract or agreement requiring insurance" for such additional insured. But this insurance still is excess over valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the additional insured when the additional insured is also an additional insured under any other insurance.

- C. The following is added to Paragraph 8. Transfer Of Rights Of Recovery Against Others To Us in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):

We waive any rights of recovery we may have against the additional insured shown in the Schedule above because of payments we make for "bodily injury", "property damage" or "personal

injury" arising out of "your work" on or for the project, or at the location, shown in the Schedule above, performed by you, or on your behalf, under a "contract or agreement requiring insurance" with that additional insured. We waive these rights only where you have agreed to do so as part of the "contract or agreement requiring insurance" with that additional insured entered into by you before, and in effect when, the "bodily injury" or "property damage" occurs, or the "personal injury" offense is committed.

- D. The following definition is added to DEFINITIONS (Section V):

"Contract or agreement requiring insurance" means that part of any contract or agreement under which you are required to include the person or organization shown in the Schedule as an additional insured on this Coverage Part, provided that the "bodily injury" and "property damage" occurs, and the "personal injury" is caused by an offense committed:

- a. After you have entered into that contract or agreement;
- b. While that part of the contract or agreement is in effect; and
- c. Before the end of the policy period.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED INSURED

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM
GARAGE COVERAGE FORM
MOTOR CARRIER COVERAGE FORM
TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" under the Who Is An Insured Provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Endorsement Effective: 6/15/2016	Countersigned By:
Named Insured: CivilSource, Inc.	 (Authorized Representative)

SCHEDULE

Name of Person(s) or Organization(s): RE: City Engineering Svcs for City of Villa Park

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to the endorsement.)

Each person or organization shown in the Schedule is an "insured" for Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured Provision contained in **Section II** of the Coverage Form.



**WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY**

ENDORSEMENT WC 99 03 76(00) — 001

POLICY NUMBER: UB6771Y518

**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS
ENDORSEMENT CALIFORNIA
(BLANKET WAIVER)**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule.

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be 3.00 % of the California workers' compensation premium otherwise due on such remuneration.

Schedule

Person or Organization

Job Description

City of Villa Park
Attn: City Clerk
17855 Santiago Blvd
Villa Park CA 92861

RE: City Engineering Svcs for City of
Villa Park

DATE OF ISSUE: 6/15/2016

ST ASSIGN: CA

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET WAIVER OF SUBROGATION

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM
GARAGE COVERAGE FORM
MOTOR CARRIER COVERAGE FORM
TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

Paragraph **5. Transfer of Rights Of Recovery Against Others To Us** of the CONDITIONS section is replaced by the following:

5. Transfer Of Rights Of Recovery Against Others To Us

We waive any right of recovery we may have against any person or organization to the extent

required of you by a written contract executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of the operations contemplated by such contract. The waiver applies only to the person or organization designated in such contract.

LETTER OF TRANSMITTAL

CivilSource

April 4, 2016

Mr. Jarad Hildenbrand
City Manager
17855 Santiago Boulevard
Villa Park, CA 92861

SUBJECT: PROPOSAL FOR CITY ENGINEER/GENERAL ENGINEERING SERVICES

Dear Mr. Hildenbrand:

CivilSource, Inc. [CivilSource] is pleased to submit this proposal to provide Engineering Services for the City of Villa Park [City] in response to the Request for Proposal [RFP] dated March 3, 2016.

We would like to thank you in advance for allowing CivilSource team to provide professional engineering services over the last 5 years and we look forward to serving the City for the next five years. CivilSource is a rapid growing company. From the establishment of the company in 2006 we have been able to offer our services to surrounding Orange and Los Angeles County communities. Together with our City partners, we have been responsible for hundreds of million dollars of improvements that are enjoyed by residents just like those of Villa Park. In Villa Park, we have been successful in providing city and traffic engineering services along with the following improvements:

- ▶ Annual Paving
- ▶ Pavement Management Program Update
- ▶ Sewer Master Plan and Citywide Sewer Improvements
- ▶ Taft Street Rehabilitation

We currently have a total of 65 staff members and we serve over 30 cities. We provide staff augmentation to the cities of:

- Laguna Woods
- La Habra Heights
- Cypress
- Irvine
- Downey
- Southgate
- Lynwood
- Hermosa Beach
- Corona
- Costa Mesa

CivilSource has adequate staffing and resources to provide the requirements of Scope of Work A – City Engineer as well as Scope of Work B – General Engineering Services. We have prepared this proposal to demonstrate our exceptional qualifications in both areas.

CivilSource has established a reputation of meeting the expectations of each client by employing experienced staff members who not only understand engineering but also have a solid foundation in the inner workings of the public works process. As a result, our company is known for providing responsive, quality recommendations and solutions to a wide variety of public works engineering issues and staff augmentation needs. We believe that successful projects are the result of a well-managed and motivated team, committed to being accountable and sharing ownership in the product or service.

We are eager to aggressively respond to the wide-ranging services the City requires, and have the staff, qualifications, and experience to support the City for the following reasons:

Qualified Personnel. The proposed CivilSource team members exhibit the interpersonal skills; level of integrity, thoroughness, proactive approach, and technical competence; ability to multi-task; and proclivity to work with minimal supervision that is required to meet the City's current staffing and project needs. The team also has diverse experience in a variety of street improvement, water and sewer, storm drain, grading traffic, and vertical construction projects.

Demonstrated Experience and References. CivilSource's engineers and professionals exclusively serve state and local agencies and have an extensive history providing a range of services. Our experience minimizes training time and results in cost savings for the City. Additionally, the CivilSource team has extensive experience providing professional services for municipal agencies including the Cities of Lake Forest, Downey, Yorba Linda, Huntington Beach, La Habra Heights, Irvine, Costa Mesa, Brea, Santa Monica; as well as Laguna Beach County Water District. We encourage the City to contact our references to confirm our successful track record.

Competitive Rates. We understand that the City is often faced with budget constraints. CivilSource has a history of successfully delivering projects with very limited budgets. We are committed to working with the City and the rates provided herein are negotiable.

We believe these qualifications, in combination with our competitive rates, make CivilSource uniquely qualified to provide the City with professional engineering services. By selecting CivilSource, the City will benefit from a team with varied and extensive public works experience and the ability to support all the projects and project types the City may undertake. We look forward to working with the City and providing our professional services in order to help you meet your goals.

We thank you for the opportunity to submit our proposal and we look forward to further discussions with you regarding City projects. Should you have any questions or need additional information, please contact me at [949] 585-0477 or by email at amy@civil-source.com. I will be the point of contact during the proposal evaluation period and, as Owner and Principal, I am authorized to bind CivilSource to the terms of this proposal.

Respectfully submitted,

CIVILSOURCE, INC.



Amy Amirani, P.E.

Principal

COMPANY INFORMATION/CONTACT

Legal Name: CivilSource, Inc.

Address: 9890 Irvine Center Drive, Irvine, CA 92618

Telephone Number: [949] 585-0477

Email of Contact: amy@civil-source.com

UNDERSTANDING & APPROACH UNDERSTANDING

Scope of Work A – City Engineer

The City of Villa Park is looking to retain the services of an engineering firm to provide an experienced registered civil engineer, licensed in the State of California, to act in a staff capacity as the officially designated City Engineer for the City and report to the City Manager. As a representative of the City, the City Engineer shall be diplomatic, responsive, creative, professional and accountable for his/her interactions with the public, staff, the City Council and other elected officials. In addition to filling the City Engineer position, the selected firm will also provide General Engineering Services in the areas of project management, construction inspection, survey, grant management, pavement management, and GIS management. General Engineering Services may include:

- Streets
- Trails
- Medians
- Sidewalks
- Traffic
- Sewer
- Storm Water
- Public Buildings

Scope of Work B – General Engineering Services

The City of Villa Park is looking to retain the services of engineering consulting firms to perform engineering design services for various Capital Improvement Projects (CIP). Contracted services may include; preparation of Plans, Specifications and Estimates (PS&E), preparation of bidding documents, and attendance at pre-construction conferences as well as meetings with staff and the public. Additionally, these firms may be required to perform construction inspection and/or survey work for the projects they design.

APPROACH

Scope of Work A – City Engineer

CivilSource has had the opportunity to provide the requested services to the City of Villa Park for the past 5 years. We provide these services on a fixed fee base for a minimum of 12 hours per week. Often due to needs of the City or the City Council we have spent more hours on the issues or projects beyond our obligation of 12 hours per week. In addition, regardless of the City Engineer that is on staff at the City, our entire CivilSource team is 100 percent available to the City Engineer and City staff. We provide on occasion traffic exhibits for the City Council making the items more clear for discussion purposes. Therefore, we are uniquely qualified to provide engineering staff augmentation services because of our team's past performance and that there will not be any learning curve. We are ready to and eager to continue our services. Our staff members have a clear understanding of municipal procedures and the needs of a local agency's staff. The City will benefit from a service provider committed to choosing only the most qualified individuals who are experienced working directly within the structure of

municipal government.

We will provide and maintain office hours at the City Hall to the satisfaction of the City and per the RFP for approximately 12 hours per week. Our proposed City Engineers have all had over 30 years of experience in the engineering field and are very familiar with the services listed in the RFP. All 31 items listed in the RFP under City Engineer Services will be provided by the City Engineer and per the direction of the City Manager.

We are recommending **Mr. Akram Hindiyeh, P.E., T.E.** to fill the position of City Engineer for the City of Villa Park. Mr. Hindiyeh possesses more than 40 years of civil engineering experience in the public and private sectors. Mr. Hindiyeh possesses both a P.E. professional engineer license as well as T.E. traffic engineer license in the state of California. Therefore, he is uniquely qualified to provide both city engineer as well as traffic engineering services to the City. His responsibilities encompass serving as the City Engineer for the City of Villa Park; serving as the City Engineer/Traffic Engineer for the City of Laguna Woods; and administering the design and construction of several major public works projects for the City of San Clemente and administering and managing their Traffic and Transportation Program. Mr. Hindiyeh's experience includes developing and implementing a Pavement Management System Program, a Sidewalk Inventory Program, a Street Improvement Program, a Major Street Maintenance Program, and Traffic Signals Operation and Maintenance Program. We believe Mr. Hindiyeh would be a valuable asset to the City of Villa Park.

Additionally, we have included the qualifications of **Mr. Thom Coughran, P.E.** and **Ms. Souri Amirani, P.E.** as alternates for the City Engineer position. Mr. Coughran served as the Public Works Director for City of La Habra and now is providing the same service to the City of San Juan Capistrano on an interim basis. Ms. Amirani is a registered Civil Engineer, licensed in the State of California. Ms. Amirani has served as an engineer for the City of Santa Ana for the past 27 years, mostly recently as the Deputy City Engineer, and is a registered Civil Engineer, licensed in the State of California. Both candidates have a strong background in Public Works with a demonstrated ability to perform all of the duties as outlined in the Scope of Work.

We have also included the credentials for **Ms. Amy Kim, T.E.**, from Iteris, available to serve as an alternate traffic engineer for the City as well as provide consultation for traffic related engineering projects. Ms. Kim has provided similar services to the City of Buena Park as well as working on projects for Caltrans and Los Angeles County.

Cities, and often consultants, are challenged with finding individuals who have all of the necessary qualities to successfully provide staff augmentation services in a municipal setting. Because CivilSource exclusively serves municipal agencies and is comprised of individuals with several years of experience working directly for municipal agencies, we are intimately connected with individuals who can resolve this challenge. CivilSource has a reputation of knowing quality personnel needed to reach the City's goals and we are confident that the proposed individuals encompass all of the qualities required to successfully serve as part of City staff.

The proposed City engineers are committed to constant and consistent communication with our and City staff to ensure that the City's needs are being met. We will communicate with the proposed individual [at the minimum] weekly to review work progress, outstanding issues, upcoming work and any other important issues. We will also communicate with the City to ensure that services are being efficiently and effectively provided. To ensure that the quality of services remains high and conflicting priorities never remain incomplete, our in-house staff will provide any required technical and administrative support to the proposed individuals. Behind each CivilSource staff member is a team ready and willing to support the City.

Scope of Work B – General Engineering Services

Our primary approach is to serve as a direct extension [i.e. surrogate staff] of City staff. Our approach is based on strong commitment to total quality assurance and follows a proven path of work elements and tasks to ensure a successful project. Working together with the City's Project Manager we propose CivilSource's **Project Managers, David Niknafs, P.E. and Safa Kamangar, P.E.**

Upon issuance of a Notice to Proceed [NTP], the CivilSource project team will start researching the existing information provided by the City, at the same time while conducting the site investigation and survey. Site investigation and surveying will consist of recording all existing improvements and lay outs, location of existing manholes, valves, light poles, traffic signal poles,

and fire hydrants, pull boxes, signs, and any above ground improvements. Based on these findings, and based on the design guidelines provided by the City, proposed improvements will be designed and shown on the plans. Special consideration will be given to new sidewalks to conform with the latest ADA requirements, to the joints between new and existing concrete pavement to prevent creating weak points in the pavement, and to required private driveway modifications in order to meet the standards.

City review comments will be incorporated in to the plans to form the construction plans. Technical specifications and cost estimates will be developed based on the plans at each stage of work.

At the onset of each project, the project manager will meet with team members to review the requirements, prepare a Work Breakdown Structure (WBS), and make team assignments for maximum efficiency of resources. The detailed WBS will communicate the scope of work, constraints, and technical requirements to all project participants. The WBS shall identify the procedures and technical requirements that are to be followed in developing the design documents and deliverables. The WBS also describes the responsibilities of each participant in the project.

A Master Project Schedule will be prepared following the WBS showing the relationship between tasks and the expected start date and duration for each item. This schedule will serve as the guide to conducting and monitoring the progress of the work, and to ensure projects are completed on time and within budget. To ensure accurate monitoring and tracking of documents, revisions and progress, a document tracking and control system will be developed.

To facilitate the review and approval process, we will work closely with the key individuals at the City who are responsible for the review of specific elements of the project and will submit draft copies of significant work items before the milestone submittal dates. This will give us a clear understanding of what the reviewers expect, and they have a preview of what will be submitted before the actual submittal is made. Our past experience working on projects with cities has taught us the importance of maintaining accurate and detailed meeting minutes, decision logs, and action item lists during the project development process.

Managing Resources

CivilSource will meet with City project representatives regularly and remain in constant communication to ensure successful and timely delivery of the project. Bi-weekly meeting agendas, if necessary, will be distributed at least two working days before each meeting. Meeting minutes will be distributed within one week of the meeting identifying actions, items, assignments and due dates. Utilizing this technique will ensure consistency in decisions, and will provide a concise list of tasks to be accomplished by each participant and a specific time schedule to complete the task.

Senior staff will meet with assigned project personnel regularly and remain in constant communication to ensure successful and timely delivery of the project. Utilizing this technique will guarantee adequate technical support, thorough review and analysis of project issues, consistency in decisions and recommendations, and will provide a concise list of tasks to be accomplished by each team member and a specific time schedule to complete the task.

This constant communication, in conjunction with in-person meetings, allows our staff to meet project milestones.

Quality Assurance and Quality Control (QA/QC)

QA/QC is a top priority for CivilSource. To ensure the highest quality of design, we will implement a comprehensive QA/QC program. As part of the CivilSource design team, Amy Amirani, P.E. will monitor the QA/QC program. She has extensive experience in providing and overseeing the implementation of several QA/QC programs.

The QA/QC program will be developed specifically for each project. It will be documented and issued to each project team member. The QA/QC program will emphasize the need to clearly define requirements and design standards for the design efforts, and the need to independently check all work before it is issued to the City or other reviewing agencies.

The quality control program will ensure that the project documents:

- Conform with the contract documents;
- Are neat, well organized, clear, concise, and complete;

- Are technically and grammatically correct;
- Comply with generally accepted standards of engineering and applicable laws;
- Are signed, dated, and stamped as required;
- Comply with Federal and State E76 Certification requirements; and
- Are consistent with other related plans and are constructible.

The QA/QC Manager will review the engineering evaluations, repair recommendations, design drawings, estimates, specifications, reports and any other document being delivered to the City for accuracy and completeness. She will personally field walk the project before finalizing the plans for 100% submittal, to correct any plan mistakes while in the field. She will ensure constructability, claim avoidance and compliance with the City and other agency requirements. In addition, she will provide daily supervision and guidance to the design team and will maintain continuous involvement with the day-to-day activities of the plan preparation team.

Progress review meetings will be held internally by CivilSource on a regular basis to update the project team on project development and critical tasks. Prior to releasing any document to the City and/or other agencies, an extensive review will be performed by both the Project Manager and the QA/QC Manager.

Project Management/Construction Management/Inspection/Survey Services

Cost Control

We are able to continually evaluate a project's program/cost coordination through all project phases to enable informed and timely decision-making by our clients and the entire project team. Cost control techniques include program budget analysis, value engineering, life-cycle cost analysis and quantity-based estimating. We rely on an open-book, inclusive process that demonstrates the costs and benefits of varying design options. This budget confirmation process starts in the earliest stages of the project, when design and engineering alternatives have the greatest potential impact on costs. Our design teams analyze client goals, technical requirements, alternative building concepts, construction costs and long-term operational costs to define the optimum scope within the budget, ensuring long-term flexibility and value.

Schedule Control

The key to effective schedule control is to measure actual progress and compare it to planned progress on a timely and regular basis and to take necessary corrective action immediately. We propose to supplement each major task as identified in the Master Project Schedule with a supplemental schedule to keep careful track of where each individual component stands. This will improve your project manager's reporting, help identify problems that may result from delays, and readily afford the opportunity for modifying the schedule, when deemed necessary. As a result, your projects are completed on schedule.

Ultimately, we manage the design process through close control of schedule and budget, through implementing measures which reduce project risks, through a process of thorough documentation and reporting, and through teamwork and an established and accepted set of tasks.

Quality Assurance/Quality Control (QA/QC)

Quality and safety are top priority for CivilSource. Quality control and quality assurance represent increasingly important concerns for project managers and are measures that must be implemented to avoid defects or failures in constructed facilities; defects that can result in very large costs and delays. Our experienced and diligent project managers will ensure that the job is done right the first time and that no major accidents occur on the project.

Our process involves the following steps:

1. Perform a thorough review of the contract documents and the City's administrative policies. This responsibility will include: a) checking plans and specifications against requirements with which problems have occurred on similar jobs; b) comparing elevations, grades, details, etc., shown on plans as existing, with those at the actual site; c) reporting all errors, omissions, deficiencies, etc. to the City; d) keeping a marked-up set of plans and specifications convenient for ready reference; and

- e) anticipating the contractor's operations by reviewing the plans and specifications for each operation before it begins.
2. Before construction begins discuss, in detail, with the contractor the scope of work to ensure that documentation is complete, materials are on hand, and those who are to perform the work understand what they need to know about the feature of work.
 3. At the onset of work, perform an initial inspection to determine whether or not the contractor thoroughly understands and is capable of accomplishing the work as specified. Safety measures and protocols are also checked for proper implementation. The Construction Inspector will perform follow-up inspections on a daily basis for the purpose of assuring that the controls established during the initial inspection continue to provide work which conforms to the contract requirements, City ordinances and Standard Specifications for Public Works. Unsatisfactory workmanship, materials, and construction deficiencies will be documented and reported for future identification and traceability. Notices of non-compliance will be issued to the contractor and corrective and preventive action will be taken to ensure compliance with the contract documents.
 4. Conduct a monthly review of the as-built drawings and ensure that all items are considered in the changes of the Record Drawings including size, type, and location of existing and new utility lines; layout and schematic drawings of electrical circuits and piping; verification of alignment and cross sections; changes in location of equipment; etc.
 5. Review and approve the as-built drawings to complete the project turn-over and begin the warranty period.

Cost Control

Cost Control is a key element of the project construction phase and must be thoroughly integrated with other control methods [scope change control, schedule control and quality control] to ensure that the City receives proper value for all funds expended. Key elements of our cost control system include: a thoroughly executed pre-construction planning effort, well defined sequence of work and safety plan, skilled supervisory staff, and a tested critical path method schedule.

The CivilSource Project Manager will be responsible for day-to-day cost control. When a construction manager can analyze costs on a daily basis it is much easier to keep costs in line and to quickly correct any issues that may cause the project to go over budget. He will be thoroughly knowledgeable of the project's cost to date and be able to project costs forward to forecast project completion values.

Prior to authorizing any changes, he will carefully consider how the changes will affect the overall cost of the project; and a careful plan will be formulated each time there is a change to any part of the project in order to keep costs down. Documentation will identify not just the cost impact of the change, but also any schedule, quality and safety considerations. These key tenets provide the framework for a project team to facilitate accurate and timely decisions as well as forecast project financial status such that there are no surprises, changes are minimized, and construction is completed within budget.

Value Engineering

We will employ our experience in managing changes by offering either value engineering or alternate solutions to contain project costs. We have been successful in the past with providing alternate solutions, cost cutting measures, design team alternatives, or other methods that have produced more economical solutions to either original design or change order work.

Schedule Control

In addition to cost control, the Project Management team will give considerable attention to monitoring schedules. We will coordinate, review, and make recommendations for changes to the Critical Path Method schedule generated by the contractor. As changes or discrepancies between the CPM schedule and the realization occur, the project schedule and cost estimates will be modified and new schedules devised. We will review the Contractor's monthly schedule updates for accuracy in documenting progress and approval of any changes or revisions to the project schedule. An accepted updated schedule shall be a prerequisite to approval of progress pay requests. In addition, the Project Manager will maintain an as-built/working schedule to reflect the realities of progress to date which shall also reveal the plan for the short term.

Should the monthly updates reflect that phasing, milestones, or contract completion dates will not be met, we will request an

acceleration plan from the Contractor which may include some or all of the following remedial actions to eliminate backlog of work: 1) increase construction personnel as necessary, 2) increase the number of working hours per shift, working days per week, amount of construction equipment, or any combination thereof, or 3) reschedule the work in conformance with the contract specifications. We will review the acceleration plan and provide our recommendations for remedial action to the City.

We have established protocols for attending to the routine as well as extraordinary issues which may arise in the course of work, and include the City in the communications regarding all stages of progress. Our references affirm that we can perform complex projects on time.

Public Outreach

Of critical importance to any project's successful completion is an effective and informative public outreach program that informs all affected residents, property owners and motorists about construction impacts and possible traffic delays. CivilSource will pay close attention to serving the public and informing them of the City's improvement efforts. We have developed and successfully implemented a program to accomplish this task.

Our program can include:

- ▶ Creating a 24-hour/day toll-free hotline with a recorded message about project updates, and the option for callers to leave a message. Messages are responded to within 24 hours.
- ▶ Creating an informational brochure to inform residents, businesses, HOAs, etc. of the anticipated improvements and associated benefits. These informational brochures may also be distributed at council/commission meetings to inform members of the City's efforts to construct improvements.
- ▶ Posting project information and updates on the CivilSource website, which provides links to updates on all of our current projects. Updates and photos are posted on a weekly basis, and kept on the website to show the progression of work.
- ▶ Providing the City with weekly project updates and photos for posting on the City's website, or the City can opt to use a direct link to the project updates on the CivilSource website.
- ▶ Distributing notifications informing residents and nearby businesses in advance of anticipated construction and impacts.
- ▶ Posting street signs informing motorists of the construction period prior to the start of work. Signs will also inform motorists to expect delays during this period.
- ▶ Working closely with the contractor to minimize traffic impacts and provide construction notices.

QUALIFICATIONS

FIRM PROFILE

Established in 2006, CivilSource, Inc. specializes in the engineering design, construction management and inspection of capital improvement projects, including: streets; traffic systems; water and wastewater systems; drainage and flood control; parks and recreational facilities; vertical construction; and landscaping and grading. Based in Irvine, California, we offer a large network of experts from a variety of engineering fields. Our team of more than 45 personnel includes licensed civil engineers, construction managers, certified inspectors and experienced public works professionals. All team members have extensive experience working within the structure of municipal government and public construction policy and will seamlessly integrate with the City's team. A certified DBE, SBE and WBE, CivilSource is wholly owned by Amy Amirani, PE, QSD/QSP.

In the past 10 years, our successful delivery of our products and services has resulted in repeat clients for a broad range of municipal projects. Our key services are:



**CONSTRUCTION
MANAGEMENT
AND INSPECTION**



**CIVIL ENGINEERING
DESIGN**



**PLAN CHECK
AND REVIEW**



**FEDERAL
FUNDING
MANAGEMENT**



**BUILDING
AND SAFETY
SERVICES**



**CONSTRUCTABILITY
REVIEW**



**STAFF
AUGMENTATION**



**PROJECT
MANAGEMENT**



**LABOR
COMPLIANCE**



**PUBLIC
OUTREACH**

Staff Augmentation. At CivilSource, our greatest asset is our staff and our greatest strength is the quality of that staff. We have been providing highly qualified and experienced professionals on staff augmentation contracts for several years. Public agencies have contracted with CivilSource when it is not cost-effective to fill a full-time position; to relieve peak workload situations; and to fill vacant positions on an interim basis. We select, train, and retain highly qualified employees to supplement contracting cities staffing requirements. The proposed CivilSource team members exhibit the interpersonal skills; level of integrity, thoroughness, proactive approach, and technical competence; ability to multi-task; and proclivity to work with minimal supervision that is required to meet the City's current staffing needs.

On-Call Engineering Design. CivilSource offers the expertise to undertake all aspects of civil engineering design and plan development for capital improvement projects, from preliminary design and location studies to construction phase reviews. Our dedicated engineering professionals continue to echo the company culture of integrity, professionalism, development of strong client relationships, and delivering quality products on-time and within budget. The company's in-house expertise stretches from planning and survey through environmental clearance and design, culminating with construction consultation, allowing us to guide our client's projects from a vision to reality.

We maintain an extensive history of working with various local agencies. Throughout the course of completing myriad public works capital improvement projects, CivilSource has demonstrated an unparalleled ability to work well with local agency staff, project stakeholders, engineers and contractors. We have successfully delivered projects in a timely and cost-effective manner and have acquired a keen understanding of local agency requirements, a critical element in the facilitation and resolve of project issues. CivilSource is excited about the opportunity to serve the City and committed to establishing and maintaining effective working relationships with your staff, relevant government agencies and project stakeholders.

General Engineering Services. We believe successful project completion is achieved by not only completing the project on time and within budget, but also with minimal impact to the surrounding businesses and residents. The proposed CivilSource Team brings to the City a wealth of knowledge and experience of a variety of capital improvement projects that allows them to proactively anticipate, identify and address potential issues before they arise and then to resolve them before they impact the budget and schedule. In addition, the team is supported by in-house civil engineers and administrative staff for technical and document support.

Our team's experience includes all facets of project management including:

- Multiple agency & stakeholder coordination
- Constructability reviews
- Project start-up oversight
- Coordinating submittal reviews
- Field inspection/quality control
- Pre-construction & progress meetings
- Public relations
- Budget tracking & cost control
- Reviewing & negotiating change orders
- Addressing rfi's
- Schedule control
- Coordinating testing & special inspection
- Updating as-built drawings
- Coordinating project closeout
- Risk management & claims analysis

RELATED PROJECTS ON-CALL CIVIL ENGINEERING SERVICES

AGENCY AND REFERENCE INFORMATION	DESCRIPTION	CAPITAL IMPROVEMENT TYPES	CONSTRUCTION MANAGEMENT	QUALITY CONTROL OBSERVATION	PLAN CHECK	GRANT MANAGEMENT	CIVIL ENGINEERING DESIGN (PS&E)
<p>CITY OF LAGUNA WOODS</p> <p>AS-NEEDED CITY AND TRAFFIC ENGINEERING SERVICES</p> <p>CHRIS MACON, CITY MANGER [949] 639-0525</p>	<p>CivilSource is currently acting as the City of Laguna Woods City and Traffic Engineer and providing the City with all civil and traffic engineering design services. Services include: developing, reviewing, and modifying civil engineering plans, designs, and specifications for public works projects; implement modern methods and techniques used in the design and construction of a wide variety of municipal projects; provide construction management and inspection for a broad range of municipal public works projects; federal funding administration; and technical report writing. Projects to date include:</p> <ul style="list-style-type: none"> • El Toro/Aliso Creek Widening Phase II [federally funded, LAPM compliance] • El Toro Road Pavement Rehabilitation [SLPP funded] • City Hall Civic Center and Library Improvements [CDBG funded] • City Hall Storm Drain Improvements [CDBG funded] • City Hall Green Roof LID Project [Prop 84 grant funded] • Citywide Traffic Signal Maintenance • Moulton Parkway Smart Street Program • Grading Plan and Permit Review • Woods End Trail 	<ul style="list-style-type: none"> ▶ Street Signals & Lighting ▶ Streetscape ▶ Flood Control & Water Quality ▶ Public Facilities ▶ Trails & Open Spaces 	<p>✓</p>	<p>✓</p>	<p>✓</p>	<p>✓</p>	<p>✓</p>
<p>CITY OF VILLA PARK</p> <p>AS-NEEDED CITY AND TRAFFIC ENGINEERING SERVICES</p> <p>JARAD HILDENBRAND, CITY MANGER [714] 998-1500</p>	<p>CivilSource is currently acting as the City of Villa Park City and Traffic Engineer and providing the City with all civil and traffic engineering design services. Services include: developing, reviewing, and modifying civil engineering plans, designs, and specifications for public works projects; implement modern methods and techniques used in the design and construction of a wide variety of municipal projects; provide construction management and inspection for a broad range of municipal public works projects; federal funding administration; and technical report writing. Projects to date include:</p> <ul style="list-style-type: none"> • Pavement Management Program Services • Sewer Master Planning Services • SLPP Citywide Street Rehabilitation • FY 12/13 & FY 14/15 Citywide Sewer Improvements 	<ul style="list-style-type: none"> ▶ Streets, Signals & Lighting ▶ Streetscape 	<p>✓</p>	<p>✓</p>	<p>✓</p>		<p>✓</p>
<p>CITY OF BREA</p> <p>AS-NEEDED CIVIL ENGINEERING SERVICES</p> <p>RAUL LISING, ASSISTANT CITY ENGINEER [714] 671-4450</p>	<ul style="list-style-type: none"> • Puente Avenue Rehabilitation. Prepared the plans, specifications and estimates [PS&E] for the Puente Avenue Rehabilitation project. The project consisted of pavement rehabilitation; replacement of damaged curb, gutter and sidewalk; and construction of ADA compliant curb ramps. Services consist of preliminary engineering, final engineering and bid phase construction support. • Glenbrook Tract Water Main. Prepared the PS&E for the removal and replacement of an existing 6-inch and 8-inch water mains, gate valves, services, meters, fire hydrants, pressure regulation station[s] and appurtenances. • Birch Street Median Landscape Enhancements. Provided capital improvement inspection and labor compliance services. The project consisted of constructing raised concrete landscaped medians along Birch Street. The medians were constructed with concrete pavers, plant materials, irrigation and dual up-lighting for trees. • Public Works Inspection. Provided public works inspection services for permitted projects on an as-needed basis. Projects include: 939 Mariner Street Permit Project, AT&T Encroachment Permit Inspections, SCE Undergrounding Project. 	<ul style="list-style-type: none"> ▶ Streets, Signals & Lighting ▶ Streetscape 	<p>✓</p>	<p>✓</p>		<p>✓</p>	<p>✓</p>

AGENCY AND REFERENCE INFORMATION

DESCRIPTION

CAPITAL IMPROVEMENT TYPES

CONSTRUCTION MANAGEMENT	QUALITY CONTROL OBSERVATION	PLAN CHECK	GRANT MANAGEMENT	CIVIL ENGINEERING DESIGN [PS&E]
✓	✓		✓	✓
✓	✓	✓	✓	

CITY OF YORBA LINDA
ON-CALL CIVIL ENGINEERING SERVICES

FREDY CASTILLO, ASSISTANT ENGINEER
(714) 961-7170

- Yorba Linda Boulevard Rehabilitation. Prepared PS&E for a 2-mile primary arterial highway rehabilitation project. Improvements included asphalt overlay, reconstruction of curbs and gutters, cross gutters, spandrels, sidewalks, driveways and driveway approaches, ADA ramps, striping, traffic signal loops, and traffic control.
- 2010 Slurry Seal Program. Completed the field inspection and assessment of three zones within the City of Yorba Linda to determine and prioritize locations for removal and replacement of asphalt, slurry seal or rehabilitation. CivilSource was also responsible for completing the PS&E associated with the aforementioned improvements.
- Bastanchury Road Improvement. Construction Management and Capital Improvement Project Inspection. Project consisted of construction of concrete improvements; construction of storm drain improvements [abandoning existing storm drain line, installing a new 18" storm drain line and junction structure]; construction of sewer improvements [abandoning an existing septic tank, and installing a new 4" lateral]; removal and replacement of AC sections; street resurfacing with finish course of rubberized asphalt [ARHM]; and utility adjustments, traffic loops, and striping.
- Savi Ranch Display Sign Project. Construction Management and Capital Improvement Project Inspection. Project consisted of the installation of several monument signs throughout the Savi Ranch area of Yorba Linda. The project included installation of concrete grade beams and foundations, installation and testing of electrical hook ups and new steel columns, new concrete caissons and concrete pad.
- FY 2011-2012 Street Rehabilitation. Construction Management and Capital Improvement Project Inspection. \$1M citywide street rehabilitation project.

- ▶ Streets, Signals & Lighting
- ▶ Streetscape

CITY OF HUNTINGTON BEACH
AS-NEEDED CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES

TOM HERBEL, CITY ENGINEER
(714) 375-5077

- CivilSource was awarded a three-year contract and two one-year extensions to provide construction management and inspection services for capital improvements and private land development projects; Public Works encroachment permit inspections; and labor compliance and federal funding administrative services. Projects include:
- Utility Operations Facility Upgrades. Construction of a new 6,714 square foot Operations Building, 11,096 square foot Distribution and Meter Building, 1,029 square foot expansion to the existing production building, and site improvements.
 - Sewer Lift Station #24 and Force Main Replacement. Abandonment and demolition of an existing sewer pump station and various sections of existing sewer lines, removal of existing electrical panels and conduit, parkway and street improvements, installation of new sanitary sewer lines, and installation of a new sewer lift station.
 - Ocean Sewer Gravity Rehabilitation. Construction of a new 8-inch diameter gravity sewer and an inverted siphon under an existing 96-inch storm drain, the abandonment of an existing sewer lift station and force main, and the demolition and reconstruction of the Oceanhill Drive cul-de-sac.
 - Algonquin Sewer Lift Station No. 10 Replacement and Force Main Replacement. \$1.3million sewer lift station project which included abandonment and demolition of an existing sewer lift station, installation of a new sanitary sewer lift station, installation of 8-inch and 12-inch sewer force mains, asphalt paving and removal, and restoration of existing public and private improvements.
 - Springdale Street 36" Watermain Corrosion Control and Arterial Street Rehabilitation. \$5.8 million 36-inch and 42-inch steel water transmission main and street rehabilitation project.
 - Public Works Inspection. Provided public works inspection services for permitted projects on an as-needed basis. Projects include: Ocean Hill Gravity Sewer, Sunset Beach Water Lines, Water Well #10, Center Avenue Rehabilitation, Magnolia Street Rehabilitation, Costco Development, and several other private development projects.

- ▶ Streets, Signals & Lighting
- ▶ Streetscape
- ▶ Flood Control & Water Quality
- ▶ Public Facilities

GENERAL ENGINEERING SERVICES

AGENCY AND REFERENCE INFORMATION	DESCRIPTION	KEY STAFF	COMPLETION DATE	CONSTRUCTION COST
<p>CITY OF YORBA LINDA</p> <p>ANNUAL PAVEMENT PRESERVATION PROGRAM FOR FY 2012-2013 TO 2014-2015</p> <p>FREDY CASTILLO, ASSISTANT ENGINEER (714) 961-7170</p>	<p>CivilSource has been responsible for implementing the City's Pavement Management Program through construction management and inspection services for three consecutive fiscal years. The annual average cost is \$3 million and the work includes: traffic control; implementation and maintenance of best management practices; pavement preparation and crack sealing; construction of rubber cape seal and slurry seals; asphalt concrete base repairs and overlays; and signing and striping, including pavement markings, markers and legends. We provided all facets of construction management and inspection, including utility and multiple agency coordination; project budget and accounts tracking; engineering plan and specification review; traffic management and control; submittal, schedule, RFI, progress payment review and processing; daily field observation; negotiating and processing change orders; document control; and project closeout.</p>	<ul style="list-style-type: none"> ▶ Amy Amirani ▶ Peter Salgado ▶ Christian Ott ▶ Matthew Greer ▶ Raina Davis 	<p>Current</p>	<p>\$3M Annually</p>
<p>CITY OF LAKE FOREST</p> <p>ON-CALL CONSTRUCTION MANAGEMENT AND QUALITY CONTROL SERVICES</p> <p>ANGEL FUERTES, CITY ENGINEER (714) 998-1500</p>	<p>CivilSource was awarded a three-year contract and two one-year extensions to provide full construction management and inspection services for various Capital Improvement Program projects. The total construction budget over this five-year period exceeded \$15 million including CDBG and ARRA federal funding. Projects included:</p> <ul style="list-style-type: none"> • ADA Access Ramps 2009 • ADA Access Ramps 2010 • Alton Parkway • El Toro Park Renovations (CDBG) • El Toro Road Streetscape • Etnies Skate Park Expansion • Front Street and Orange Street Improvements • Heroes Park Snack Bar and Restroom • Jeronimo Road Streetscape • Lake Forest Drive Rehabilitation • Rockfield Streetscape • Residential Crack Seal and Slurry Seal • Residential Street Resurfacing and Slurry Seal • Rue de Fortuna Traffic Signal at Bake Parkway • Slurry Seal of Various Streets • Street Resurfacing and Slurry Seal • Trabuco Road Street Resurfacing (ARRA) • Trabuco Road Streetscape • Traffic Signal Preemption 	<ul style="list-style-type: none"> ▶ Amy Amirani ▶ Peter Salgado ▶ Safa Kamangar ▶ Chuck Stagner 	<p>Current</p>	<p>\$15M</p>



AGENCY AND REFERENCE INFORMATION	DESCRIPTION	KEY STAFF	COMPLETION DATE	CONSTRUCTION COST
<p>CITY OF HUNTINGTON BEACH</p> <p>GENERAL PUBLIC WORKS INSPECTION AND QUALITY CONTROL</p> <p>TOM HERBEL, CITY ENGINEER (714) 375-5077</p>	<p>CivilSource provides a full-time Public Works Inspector for quality control, quality assurance, and code compliance inspection for various public works and capital improvement projects. These services are needed for construction permits issued by the City for both off-site and on-site civil engineering improvements as well as capital improvement projects. Improvements include parkway and street improvements, sewer and storm drain facilities, rough and fine grading, water and wastewater facilities, and SWPPP and SUSMP related improvements. Projects include:</p> <ul style="list-style-type: none"> • Utility Operations Facility Upgrades • Sewer Lift Station #24 and Force Main Replacement • Ocean Sewer Gravity Rehabilitation Project • Algonquin Sewer Lift Station • Encroachment Permit Inspection • Springdale Street Water Main Rehabilitation • As-Needed Labor Compliance Services 	<ul style="list-style-type: none"> ▶ Amy Amirani ▶ Safa Kamangar ▶ Peter Salgado ▶ David Niknafs ▶ Matthew Greer ▶ Kalid Dawood, QSP 	<p>Various</p>	<p>\$1.7M - \$6M</p>
<p>CITY OF LAGUNA NIGUEL</p> <p>GOLDEN LANTERN ROADWAY WIDENING</p> <p>KEN MONTGOMERY, DIRECTOR OF PUBLIC WORKS (FORMER) (949) 231-0846</p>	<p>This \$5.5M project widened Golden Lantern from four lanes to six lanes to reduce weekday congestion, as a part of OCTA's Smart Streets Program. The project improvements consisted of roadway widening; removal and replacement of curb and gutter, raised medians, sidewalks, cross gutters, and drainage inlets; the construction of masonry block retaining and sound walls; roadway pavement reconstruction and overlay; landscape and irrigation improvements; traffic signal modifications; street light construction; and roadway signing and striping.</p> <p>Extensive public outreach services were also provided, including: receiving and responding to public comments; coordinating construction work with affected residents, business centers and neighboring schools; and regular meeting attendance with City staff, public officials and the general public.</p>	<ul style="list-style-type: none"> ▶ Amy Amirani ▶ Peter Salgado 	<p>May 2009</p>	<p>\$5.5M</p>



AGENCY AND REFERENCE INFORMATION	DESCRIPTION	KEY STAFF	COMPLETION DATE	CONSTRUCTION COST
<p>CITY OF HERMOSA BEACH</p> <p>HERMOSA VIEW SCHOOL SAFE ROUTES TO SCHOOL</p> <p>HOMAYOUN BEHBOODI, SENIOR ENGINEER (310) 318-0212</p>	<p>CivilSource provided construction inspection services for the implementation of several improvements that provided for safe routes for students. The improvements included the installation of continuous sidewalk and ADA access curb ramps; installation of crosswalks and pedestrian countdown signals; addition and upgrades of pedestrian signage; and all other appurtenant work.</p>	<ul style="list-style-type: none"> ▶ Amy Amirani ▶ Peter Salgado ▶ Safa Kamangar 	<p>January 2013</p>	<p>\$157,000</p>
<p>CITY OF SANTA MONICA</p> <p>2ND AND 4TH STREET PEDESTRIAN & STREETSCAPE IMPROVEMENTS</p> <p>GREG DEVINCK, CIVIL ENGINEER (310) 458-8733</p>	<p>CivilSource provided construction management and public outreach for a \$7M transit mall improvements project in the City of Santa Monica. This federally funded project was constructed in a very busy area of the City that is frequented by southern California residents and visitors from all around the world. Our team effectively managed construction so as to minimize the impact on visitors and the surrounding businesses while maintaining the progress of the work. Public outreach services included creating and distributing public notices and information brochures, receiving and managing public comments and complaints, and coordinating construction work with affected agencies and businesses.</p>	<ul style="list-style-type: none"> ▶ Amy Amirani ▶ Peter Salgado 	<p>June 2009</p>	<p>\$7M</p>
<p>CITY OF SANTA MONICA</p> <p>ANNUAL PAVING AND STREET IMPROVEMENT PROJECTS FOR FY 08/09, 11/12, 12/13, 13/14</p> <p>GREG DEVINCK, CIVIL ENGINEER (310) 458-8733</p>	<p>CivilSource provided construction management, inspection and public outreach for multiple annual street, sidewalk and curb ramp improvement projects. The work consisted of pavement resurfacing of streets and parking lots (including slurry seal and crack seal treatments); full pavement reconstruction; traffic signal modifications; and construction of new sidewalks, driveways and ADA ramps. Our key services included all facets of construction management and inspection, including: utility and multiple agency coordination; project budget and accounts tracking; engineering plan and specification review; traffic management and control; submittal, schedule, request for information (RFI), progress payment review and processing; field observation; negotiating and processing change orders; document control; and project closeout, which consisted of warranties, guarantees, recommending notices of completion and the release of retention.</p>	<ul style="list-style-type: none"> ▶ Amy Amirani ▶ Peter Salgado ▶ Raina Davis ▶ Matthew Greer ▶ Mike Valles ▶ Chuck Stagner 	<p>Various</p>	<p>Various</p>



AGENCY AND REFERENCE INFORMATION	DESCRIPTION	KEY STAFF	COMPLETION DATE	CONSTRUCTION COST
<p>CITY OF SANTA MONICA BIKE CENTER TRANSIT FACILITIES</p> <p>GREG DEVINCK, CIVIL ENGINEER (310) 458-8733</p>	<p>This \$2 million brand new, full-service "Santa Monica Bike Center" is the largest bicycle facility of its kind in the United States. The bike center's two combined locations in the center of downtown Santa Monica feature 5,300 square feet of space and nearly 360 secure bicycle parking spaces to allow for attended and self-parking for bicyclists and other clean mobility vehicles. The City built this bike center in its downtown core near the future terminus of the Exposition Light Rail Line to promote the use of non-auto transportation, and bicycling in particular. The Center serves as a bike and multi-modal "hub" for the downtown community, offering secure parking, showers and lockers for regular commuters, and attended parking, bike repairs, rentals, travel information. Services provided included construction management, inspection, administrative, federal funding management and labor compliance.</p>	<ul style="list-style-type: none"> ▶ Amy Amirani ▶ Peter Salgado ▶ Chuck Stagner 	<p>February 2012</p>	<p>\$2M</p>
<p>CITY OF LOS ALAMITOS BALL ROAD AND BLOOMFIELD STREET STORM DRAIN IMPROVEMENTS</p> <p>BILL HUBER, FORMER PUBLIC WORKS DIRECTOR (949) 678-4161</p>	<p>This project included over one-mile of storm drain installation and intersection improvements. As this project was a joint venture funded by both the City of Los Alamitos and Cypress, CivilSource was responsible for coordinating construction and work progress with both agencies. The project included extensive utility coordination in order to facilitate start of construction. The designed alignment of the storm drain conflicted with multiple utility facilities including water, gas, oil, electric and sewer lines. CivilSource provided construction management and inspection services. The project included roadway widening, landscape and irrigation, entry monument installation, traffic signal improvements. The scope services entailed progress payment review, daily inspection..</p>	<ul style="list-style-type: none"> ▶ Amy Amirani ▶ Peter Salgado 	<p>March 2009</p>	<p>\$1M</p>
<p>CITY OF LAGUNA BEACH SHAW'S COVE LIFT STATION REHABILITATION</p> <p>DAVID SHISSLER, DIRECTOR OF WATER QUALITY (949) 497-3311</p>	<p>CivilSource provided construction management, inspection and federal funding administration services for a \$1.5M lift station rehabilitation. The existing pump station required rehabilitation and upgrading to meet existing service demands. Improvements included the construction of new wet and dry wells and the installation of new pumps, piping and valving, and a stand-by diesel generator. When soil conditions in the project area were discovered to be unstable and the project required construction of a retaining wall on private property, CivilSource negotiated the additional work with the Contractor, assisted with the design approval process of the retaining wall, and negotiated with the property owner a temporary construction easement and an agreement to fund a portion of the wall. This project received the APWA 2009 Project of the Year Award.</p>	<ul style="list-style-type: none"> ▶ Amy Amirani ▶ Peter Salgado 	<p>April 2009</p>	<p>\$1.9M</p>



AGENCY AND REFERENCE INFORMATION	DESCRIPTION	KEY STAFF	COMPLETION DATE	CONSTRUCTION COST
<p>CITY OF SANTA MONICA</p> <p>EXPO BUS STOP ENHANCEMENT PROJECT</p> <p>GREG DEVINCK, CIVIL ENGINEER (310) 458-8733</p>	<p>CivilSource was selected to provide engineering design services for the Expo Line Bus Stop Enhancement Project in Santa Monica, California. Phase II of the Expo Line is expected to be completed in late 2015 and will extend the line to Santa Monica. As a result, Big Blue Bus is implementing a comprehensive redesign of its transit system to connect passengers with the Expo Line stations in attempt to create a more efficient commute for passengers; these initiatives also include the inclusion of signage, bus berths and overall pedestrian improvements. Specifically, CivilSource is providing preliminary, schematic and final design, to include construction documents detailing bus pads, ADA-compliant wheelchair pads, sidewalk extensions and the location of bus stop poles. We are also coordinating with various agencies and utility organizations.</p>	<ul style="list-style-type: none"> ▶ Amy Amirani ▶ David Niknafs 	<p>Current</p>	<p>\$500,000</p>
<p>CITY OF CULVER CITY</p> <p>SAWTELLE BOULEVARD STREET REHABILITATION</p> <p>CHARLES D. HERBERTSON, DIRECTOR OF PUBLIC WORKS/CITY ENGINEER (310) 253-5600</p>	<p>Professional design services for the \$1.5 million Sawtelle Boulevard Street Rehabilitation from Venice Boulevard to Matteson Street. Services included providing construction plans and cost estimates, preparing traffic control plans and processing a Caltrans encroachment permit for the work. The traffic control plans were prepared in accordance with Caltrans requirements and included a detour plan and advanced message boards as the proposed work impacted the I-405 on- and off-ramps.</p>	<ul style="list-style-type: none"> ▶ Amy Amirani ▶ Safa Kamangar 	<p>May 2010</p>	<p>\$1.5M</p>



AGENCY AND REFERENCE INFORMATION

DESCRIPTION

KEY STAFF

COMPLETION DATE

CONSTRUCTION COST

CITY OF COSTA MESA
BROADWAY STREET IMPROVEMENTS

BART MEJIA, SENIOR ENGINEER
(714) 754-5378

This federally funded Safe Route to School (SRTS) project implemented traffic-calming measures on Broadway to address resident concerns for speeding and improve pedestrian and bicyclist safety. The project included the design of bulb-outs and medians, roadway rehabilitation, traffic signal, parkway, landscaping and irrigation and storm drain improvements. It also required utility coordination and potholing to verify locations of existing utilities and preparation of signing and striping plans. The CivilSource effort included managing the design efforts, utility coordination, and all necessary public outreach tasks. Our public outreach service consisted of communicating with each affected resident, facilitating public meetings and incorporating resident comments into the design, as necessary. Additionally, we completed Authorization to Proceed for Construction (E-76) packages for submittal to and approval by Caltrans District 12.

- ▶ Amy Amirani
- ▶ Safa Kamangar

December 2011

\$1M



CITY OF COSTA MESA
EAST 19TH STREET DESIGN IMPROVEMENTS

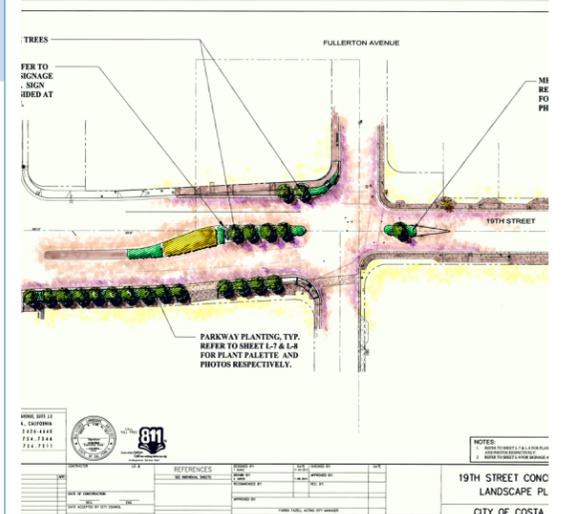
BART MEJIA, SENIOR ENGINEER
(714) 754-5378

A federally funded Safe Route to School (SRTS) traffic-calming project. The scope of services consisted of preparing and processing environmental documents (preliminary environmental studies), civil engineering design plans (to include the use of chokers and median improvements), and obtaining federal approval for construction and construction support. The project also included the design of three monument signs.

- ▶ Amy Amirani
- ▶ David Niknafs
- ▶ Safa Kamangar
- ▶ Steve Schapel

Current

\$1M



CITY OF COSTA MESA
INDUSTRIAL WAY WATER QUALITY AND STORM DRAIN IMPROVEMENTS

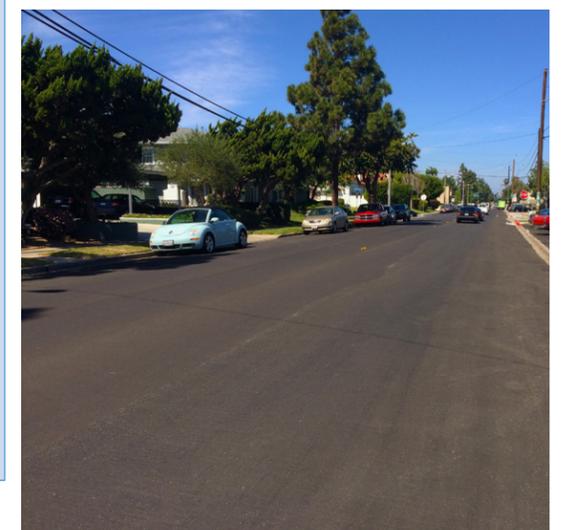
BART MEJIA, SENIOR ENGINEER
(714) 754-5378

Design of the Industrial Way Water Quality and Storm Drain Improvements with the objective to eliminate the flooding and current water quality problems caused by the deficiencies within the existing storm drain system. The project consisted of installing an underground detention/infiltration facility within an open grass field located south of the Anaheim Avenue and 19th Street Intersection. The detention/infiltration area measures 190 ft. wide by 160 ft. long with a depth of 3 ft. A 2'X10' RCB inflow and an 18-inch diameter outlet pipe will connect to the existing storm drain system located within Anaheim Avenue. The proposed basin will accommodate 1.5 acre-ft. to 2.0 acre-ft. Next to the existing 30-inch pipeline, a parallel storm drain facility within Anaheim Avenue will be constructed. The storm drain system will consist of 1,000 lineal ft. of 10ft. by 3 ft. RCB. Work also included improvements to sewer lines owned by Costa Mesa Sanitary District.

- ▶ Amy Amirani
- ▶ Safa Kamangar
- ▶ Steve Schapel

Current

\$1.2M



AGENCY AND REFERENCE INFORMATION

DESCRIPTION

KEY STAFF

COMPLETION DATE

CONSTRUCTION COST

CITY OF YORBA LINDA
2011/2012 AND 2013/2014 STREET IMPROVEMENTS

FREDY CASTILLO, ASSISTANT ENGINEER
(714) 961-7170

CivilSource prepared the plans, specifications and cost estimates for the City's annual street improvement projects for three consecutive fiscal years. Services also included field inspection and assessment to determine and prioritize locations; bid phase support, construction support, and preparing as-builts. The improvements consisted of grind and asphalt concrete overlay; removal and replacement of damaged asphalt concrete sections; reconstruction of damaged concrete driveways, sidewalk and curb ramp; installation of landscape and irrigation improvements; adjustment of manholes and water valve box and covers to grade; installation of traffic loops, pavement markings, striping and signage; and all other related improvements.

- ▶ Amy Amirani
- ▶ Safa Kamangar

2014

Various



CITY OF IRVINE
ON-CALL PROFESSIONAL CONSULTING SERVICES

SHOHREH DUPUIS, DEPUTY DIRECTOR OF PUBLIC WORKS
(949) 724-7325

CivilSource has been providing on-call professional consulting services to the City of Irvine. Services include providing project managers and plan reviews to augment City staff. Services also include civil engineering design; street and park landscape design and rehabilitation design; project management; construction management; inspection services; landscape plan check; map plan check; hydrology and hydraulic check; and street improvement plan check. The following are past and current projects.

- Adventure Playground
- Culver and Walnut Widening and Street Improvements
- Jamboree Road Widening
- Constructability Review for Oak Creek and Quail Hill Community Centers
- Building & Safety Inspections and Plan Review

- ▶ Amy Amirani
- ▶ Peter Salgado
- ▶ Safa Kamangar

Various

Various



CITY OF POMONA
2013-2015 MAJOR STREETS REHABILITATION

MATT PILARZ, SENIOR ENGINEER
(310) 253-5600

CivilSource is providing design engineering for the Pavement Rehabilitation, Street Improvements, Bikeway Improvements, Pedestrian/ADA Improvements, and Landscape/Green-street and Irrigation Improvements on Several City owned streets identified in the 2014 Pomona Active Transportation Plan (ATP) to increase pedestrian safety and mobility. Bikeway infrastructure improvements include the associated bike facility striping, signing, crossing improvements and signal modifications for bike detection. In addition the Project involves the Landscaping and Irrigation Improvements associated with the City Corridor specific Plan (CSP). Portions of this project will be funded by Cycle 1 of the Active Transportation Program (ATP).

- ▶ Amy Amirani
- ▶ David Niknafs

Current

\$4M



ADDITIONAL MUNICIPAL EXPERIENCE

PROJECT EXPERIENCE SUMMARY									
Agency	Project	Services		Capital Improvement Type					
		Engineering Support	CM/Inspection	Streets & Alleys	Bridges	Facilities & Community	Sewer, Storm Drain & Water	Parks & Parks Facilities, Landscaping/Irrigation	Traffic Signal & Lighting
City of Baldwin Park	Storm Drain Improvements on Corak Street	■		■			■		
City of Brea	Puente Avenue Rehabilitation	■		■					
	Glenbrook Tract Water Main Replacement	■					■		
City of Buena Park	Franklin & Darlington Improvements	■		■					
	SR-91 Freeway E/B On-Call Ramp Widening		■	■					
	Stage Street Rehabilitation	■		■					
City of Costa Mesa	Magnolia Avenue/Alley/Parking Lot	■		■					
	Tustin Avenue and Alley No. 109	■		■					
	Broadway Street Improvements [SRTS]	■		■			■		
City of Culver City	Sawtelle Boulevard Rehabilitation	■		■					
	Four Sewer Pump Station Rehabilitation		■				■		
	Demonstration Rain Gardens		■					■	
City of Cypress	Cerritos Avenue Widening	■		■			■		■
City of Downey	Paramount Boulevard Pavement		■	■					
	Downey Boulevard Improvements		■	■					
City of Fountain Valley	Residential Paving Program	■		■					
	15 Year Sewer System Improvements	■					■		
	T1159 Industrial Streets Rehabilitation		■	■					
City of Hermosa Beach	Active South Park	■						■	
	Hermosa View SR2S Project	■	■	■					■
	Pier Avenue Improvements		■	■			■		
City of Huntington Beach	City Hall Modifications	■				■			
	Utility Operations Center Upgrades		■			■			
	Warner Avenue Bridge Preventative	■			■				
City of Irvine	Culver/Walnut Widening	■		■			■		■
	University Drive Rehabilitation	■		■					
Irvine Ranch Water District	Portola Hills Lift Station Improvements	■					■		
City of La Habra	La Bonita Park Water Facility	■	■	■		■	■	■	

PROJECT EXPERIENCE SUMMARY (CONT.)									
Agency	Project	Services		Capital Improvement Type					
		Design	CM/Inspection	Streets & Alleys	Bridges	Facilities & Community	Sewer, Storm Drain & Water	Parks & Parks Facilities, Landscaping/Irrigation	Traffic Signal & Lighting
City of La Habra Heights	Hacienda Park Improvements	■						■	
	Playground Equipment Replacement	■						■	
	Residential Zone 4 & 5 Pavement Rehabilitation	■		■					
City of Laguna Beach	North Laguna Alley Rehabilitation	■		■					
	Storm Drain Replacement at City's Dog Park	■					■		
	Lift Station and Force Main Improvements		■				■		
Laguna Beach County Water District	Cast Iron Pipe Replacement Project	■	■				■		
	La Brea Area Flow Imps/Viejo St. CIP	■	■				■		
	Palmer Place Flow Improvement Project	■	■				■		
City of Laguna Niguel	Paseo De Colinas Bridge Seismic Retrofit	■			■				
	Golden Lantern Roadway Widening		■	■					
	Sea County Community & Senior Center		■			■			
City of Laguna Woods	On-Call Engineering Services	■	■	■	■	■	■	■	■
	On-Call Traffic Engineering Services	■	■						■
City of Lake Forest	Trabuco Boulevard Street Improvements		■	■				■	■
	Rue De Fortuna Traffic Signal Improvements		■						■
	Heroes Snack Bar and Restroom Facility		■		■			■	
City of Lomita	Water Main Replacement on PCH		■				■		
	Water Main & Street Improvements		■	■			■		
	Citywide Sidewalk Improvements [SR2S]	■	■	■					
City of Long Beach	Lois Lane Alley Improvements	■		■					
City of Los Alamitos	Ball/Bloomfield Storm Drain Improvements		■	■			■		
Moulton Niguel Water District	Camino Capistrano Pipe Relocation	■					■		
City of Norwalk	I-5 Mitigation at Union and Paddison		■	■					
Orange County Public Works	Bayview Drive		■	■					
	Foothill Boulevard		■	■					
	Moulton Parkway Segment 3 Phase II		■	■					
	Crawford Canyon Road		■	■					
City of Pomona	Citywide Alley Improvements		■	■					

PROJECT EXPERIENCE SUMMARY (CONT.)									
Agency	Project	Services		Capital Improvement Type					
		Design	CM/Inspection	Streets & Alleys	Bridges	Facilities & Community	Sewer, Storm Drain & Water	Parks & Parks Facilities, Landscaping/Irrigation	Traffic Signal & Lighting
City of Rancho Santa Margarita	Melinda Road and Los Alisos Slurry Seal		■	■					
	Installation of Battery Back Up Systems		■						■
	Antonio Parkway Resurfacing		■	■					
	Robinson Ranch Road Traffic Calming		■	■				■	■
City of San Juan Capistrano	Community Center Modifications	■	■			■			
	Public Works Building Modifications	■	■			■			
	Stone Field Soccer Park	■	■					■	
Santa Margarita Water District	Antonio Parkway Forcemain Realignment	■					■		
City of Santa Monica	2nd/4th Street Transit Mall Improvements		■	■				■	■
	Bike Center/Parking Structure Improvements		■	■		■			
City of Stanton	Western Avenue Sewer Rehabilitation	■					■		
City of Villa Park	FY 11/12 Street Improvement Project	■	■	■					
City of Yorba Linda	Savi Ranch Signs Display	■	■			■	■		
	Yorba Linda Boulevard Street Rehabilitation	■		■					
	Bastanchury Road Improvements		■	■					■

PROPOSED STAFFING & ORGANIZATION

The key element in effective management of any project is to assign experienced staff who will dedicate their efforts to complete the project in an efficient and timely manner. At CivilSource, our greatest asset is our staff and our greatest strength is the experience and technical expertise of that staff. CivilSource has assembled a project team dedicated to assignments from start to finish, successfully completing all aspects of the work. The City will benefit from a service provider committed to choosing the best, most qualified personnel. CivilSource ensures that the proposed project personnel are the right fit for the project.

PROPOSED STAFFING

Complete resumes are included in the "Resume" section of the Proposal.

AMY AMIRANI, P.E., QSD/P

PRINCIPAL & QA/QC MANAGER

Education: B.S., Civil Engineering

Licenses: Civil Engineer, CA #34283

Availability: 25%

Hourly Rate: \$145

Ms. Amirani has over 35 years of civil engineering experience in both the private and public sectors. As a former Public Works Director for the cities of Hermosa Beach and San Juan Capistrano, her expertise in public works projects includes general infrastructure, water, wastewater, and storm drain systems. She founded CivilSource in 2005 to specialize in program and construction management services for municipalities in southern California. Her experience, combined with in-depth knowledge of municipal regulations and procedures, has resulted in the successful completion of many capital improvement projects for clients throughout the region.

AKRAM HINDIYEH, P.E., T.E.

CITY ENGINEER

Education: M.S., Civil Engineering

Licenses: Civil Engineer, CA #28510

B.S., Civil Engineering

Traffic Engineer, CA # 1452

Availability: 100%

Hourly Rate: \$135

Mr. Hindiyeh possesses more than 40 years of civil engineering experience in the public and private sectors. His responsibilities encompass serving as the City Engineer for the City of Villa Park; serving as the City Engineer/Traffic Engineer for the City of Laguna Woods; and administering the design and construction of several major public works projects for the City of San Clemente and administering and managing their Traffic and Transportation Program. Mr. Hindiyeh's experience includes developing and implementing a Pavement Management System Program, a Sidewalk Inventory Program, a Street Improvement Program, a Major Street Maintenance Program, and Traffic Signals Operation and Maintenance Program.

THOM COUGHRAN , P.E.

CITY ENGINEER (ALTERNATE)

Education: B.S., Civil Engineering

Licenses: Civil Engineer, CA #C50092

Availability: 100%

Hourly Rate: \$135

Mr. Coughran has over 35 years of experience in civil engineering design & project management and public works management, with a specialization in water services, transportation, and distribution. He is a licensed engineer in the states of California and Arizona and a member of the American Water Works Association (AWWA). He is currently the Director of Public Works for the City of La Habra. His solid network of colleagues has grown with his experience within the engineering divisions of several other cities and districts in the surrounding area, including his position as Water Resources Manager for the City of Santa Ana, Water Systems Manager for the City of Fullerton, Principal Water Engineer for the City of Anaheim, and District Engineer for the Mesa Consolidated Water District.

SOURI AMIRANI, P.E.**CITY ENGINEER (ALTERNATE)**

Education: M.S., Civil Engineering
B.S., Chemistry

Licenses: Civil Engineer, CA # 36060

Availability: 100%

Hourly Rate: \$135

Ms. Amirani is an experienced public works manager with over 30 years of high-level agency experience and a proven track record of long-term strategic planning and program management with a citywide focus. She possesses refined negotiation skills and a demonstrated ability to reach consensus among internal departments as well as outside agencies, including Federal, State, City and other local organizations. She has experience in directing and managing the Engineering Division of with a combined operating and Capital Improvement budget of \$150 million and has provided project management and technical support on a number of projects and programs.

SAFA KAMANGAR, P.E., QSD/P, PMP**DESIGN PROJECT ENGINEER**

Education: M.S., Civil Engineering
B.S., Civil Engineering

Licenses: Civil Engineer, CA #70118

Availability: 40%

Hourly Rate: \$120

Mr. Kamangar is a California Registered Civil Engineer and a Project Manager/Resident Engineer at CivilSource, Inc. with 18 years of experience in construction, construction management and engineering in both the private and public sectors. His experience includes the management of over \$70 million in construction related activities. His roles included construction management, resident engineering, field inspection, and design engineering. As a design engineer Mr. Kamangar has performed hydraulic studies, detailed design drawings, development of specifications, site work, and field calculations. As a Construction Manager, he has been responsible for construction oversight, schedule management, budget tracking, and contractor negotiations. He has gained considerable knowledge while providing extensive coordination between various engineering disciplines and public agencies.

DAVID NIKNAFS, P.E.**DESIGN PROJECT ENGINEER**

Education: M.S., Civil Engineering
B.S., Civil Engineering

Licenses: Civil Engineer, CA #42697

Availability: 60%

Hourly Rate: \$120

Mr. Niknafs possesses more than 30 years of civil engineering experience in the public and private sectors. He has extensive experience working on various capital improvement projects and is a seasoned engineer with extensive experience working as a project engineer, senior engineer, and project manager. He has managed numerous transportation and development projects including roadways, bridges, drainage, sewer, water, underground utilities, building facilities and related infrastructure improvement projects. His experience includes managing design and construction of various complex engineering projects. He is in charge of providing overall project direction to the project technical team and providing resource allocation; preparing and administering budgets; preparing and monitoring project schedules; managing production of preliminary design and final design; preparing various detailed technical reports; providing oversight and performing quality control; managing and monitoring construction activities; establishing, coordinating and maintaining working relationships with owners, developers, and other agencies. He has successfully managed and completed numerous quality projects on time and within budget.

PETER SALGADO, P.E.**ENGINEERING PROJECT MANAGER**

Education: B.S., Civil Engineering

Licenses: Civil Engineer, CA # 63159

Availability: 25%

Hourly Rate: \$120

Mr. Salgado has 16 years of civil engineering experience, providing project management for small- and large-scale construction programs for both public and private agencies. His construction management and design engineering expertise consists of a variety of public works projects including street and highway rehabilitation; vertical construction and tenant improvements; and water, sewer, and storm drain improvements. Working with a variety of agencies, he is thoroughly familiar with local, state, and federal procedures. In the course of project management, his specific duties include coordinating work of project staff; supervising construction managers and inspectors; managing design development and construction oversight; reviewing project plans, specifications and cost estimates; maintaining cost and schedule control including developing and updating the master schedule; managing the bid/award process; administering consultant and construction contracts; reviewing, evaluating, and negotiating construction change orders; preparing and presenting City Council/Board Staff Reports; facilitating work related to warranties; and managing project closeout.

CONSTRUCTION INSPECTORS**AVAILABILITY****HOURLY RATE**

Chuck Stagner

20 %

\$89

Kalid Dawood, QSP

40 %

\$89

Matt Greer

20 %

\$89

Mike Valles

40 %

\$89

Henry Hovakimian, P.E

20 %

\$89

SUBCONSULTANTS



Calvada Surveying, Inc.
411 Jenks Circle, Suite 205 | Corona, CA 92880
Contact: Armando Dupont, PLS | 951-280-9960

Calvada Surveying, Inc. [Calvada] will be providing all Survey related tasks. Calvada is a full-services land surveying firm, providing professional services throughout the State of California and the Western United States. Their land surveying experience encompasses 20 plus years in business offering survey services to the telecommunications, environmental and land development industries including state, federal and local governments. Surveys are performed with the help of the latest equipment available such as GPS and electronic scanning.



*extending
your
reach*

Willdan Geotechnical
1515 South Sunkist Street, Suite E | Anaheim, CA 92806
Contact: Ross Khiabani, P.E., G.E. | 714-634-3319

Willdan Geotechnical [Willdan] will be providing Geotechnical Services. Offering a full complement of geology/geotechnical engineering capabilities, including a soil testing laboratory certified by the City of Los Angeles, the California Department of Transportation, and the California Division of the State Architect, Willdan brings to each project licensed and experienced staff, familiar with local geologic and geotechnical conditions, technical standards, quality control procedures, and research and development.



1700 Carnegie Avenue | Santa Ana, CA 92705
 Contact: Bernard Li, EE, TE, PTOE, Associate VP | 949-270-9400

Iteris, Inc., is the market leader in providing Traffic Information Management Solutions to the Intelligent Traffic Management Industry. Their decades of expertise in traffic management, along with superior services and patented products help: detect, measure, and manage traffic and vehicular performance; minimize traffic congestion; and empower their clients with solutions to better manage their transportation networks. The firm is headquartered in Santa Ana, California with offices nationwide.



Pacific Resources Services
 11421 Lambert Avenue | El Monte, CA 91732
 Contact: Benjamin Ocasio, President and CEO | 626-434-5087

Pacific Resources Services, a California public benefit corporation, provides State and Federal Davis-Bacon prevailing wage monitoring and enforcement services to Cities, Counties, Water Districts, School Districts, Housing Authorities, Special Districts, contractors and individuals. Additionally, it conducts seminars, workshops, and trains public agencies and contractors on their prevailing wage obligations. We have provided training to a diverse group ranging from Building and Construction Trades Councils from San Diego to Modesto, the County Counsels Association of California, and various awarding authorities and contractors.

ORGANIZATIONAL CHART

For this project, CivilSource has assembled a team of experts that has direct, relevant, successful and current experience working on projects of similar scope and complexity. We are equipped with the resources to provide the City with the requested construction support services. Shown below are team roles and responsibilities. Full resumes are attached in the Appendix section of this proposal.



AMY AMIRANI, PE, QSP/QSD
PRINCIPAL & QA/QC MANAGER

CITY ENGINEER
AKRAM HINDIYEH, PE
THOM COUGHRAN, PE [ALTERNATE]
SOURI AMIRANI, PE [ALTERNATE]

DESIGN SERVICES

PROJECT ENGINEER
SAFA KAMANGAR, PE, QSD/P, PMP
DAVID NIKNAFS, PE

ENGINEERING SERVICES

PROJECT MANAGER
PETER SALGADO, PE

CONSTRUCTION OBSERVERS
CHUCK STAGNER
KALID DAWOOD, QSP
MATT GREER
MIKE VALLES
HENRY HOVAKIMIAN, PE

GRANT & FEDERAL FUNDING ADMINISTRATION

PACIFIC RESOURCES SERVICES
[SUBCONSULTANT]

SURVEYING SERVICES

CALVADA SURVEYING, INC.
[SUBCONSULTANT]

GEOTECHNICAL SERVICES

WILLDAN GEOTECHNICAL
[SUBCONSULTANT]

TRAFFIC ENGINEERING

ITERIS, INC.
[SUBCONSULTANT]

SCOPE OF WORK

WORK PLAN

Scope of Work – City Engineer

The chosen City Engineer will perform the following scope of work:

Administrative Duties

- Serve as City Engineer for the City of Villa Park for the duration of the contract and report to the City Manager.
- Conduct himself/herself with a standard of excellence as a representative of the City.
- Maintain office hours at City Hall for approximately twelve (12) hours weekly, or as agreed upon by the City Manager.
- Establish working relationships and coordinate with other public agencies including private and public utilities involved in engineering matters or right-of-way issues affecting the City.
- Provide administrative direction to public works personnel.
- Provide reports, documentation and analysis.
- Monitor legislation and developments related to public works and engineering matters.
- Develop and implement improved policies and procedures.
- Ensure that the City is in compliance with all pertinent regulatory and administrative requirements (Measure M, grants, state reporting, etc.).
- Meet and inform the public on existing and future projects, inquiries and complaints.
- Attend City Council meetings.
- Attend TAC, OCTA and other meetings where City representation is required.

Capital Improvement Projects

- Perform the functions of the Public Works Director.
- Implement and manage all Capital Improvement Projects including the design and contract bidding process, survey, inspection and project management.
- Process all plans and specifications and bid documents for approval.
- Review and approve all grading plans; inspect and approve work.
- Review and approve plans for improvements and repairs to right-of-way. Issues notice of completion and acceptance of work.
- Obtain required permits.
- Recommend pavement rehabilitation treatments.
- Implement and manage the City's Sewer Master Plan.
- Recommend, manage and supervise maintenance and repairs of the City's storm drain system.
- Ensure the planting of trees and installation of root control devices and in accordance with the master list of trees and ensure tree protection during construction activities.

Development and Permits

- Administer and process tentative parcel and subdivision maps.
- Coordinate engineering aspects of private development with Building Officials.
- Issue and administer excavation permits; inspect and approve the work.
- Recommend and administer special assessments.
- Manage the encroachment permit program.

Finance

- Coordinate with the City's Finance Director.
- Monitor the reporting of all funds received from State, County, Federal and other governmental agencies to ensure compliance.
- Assist with the preparation of engineering, public works and capital improvement budgets.

Scope of Work – Engineering Design Services

The CivilSource project management team has the size, depth, and experience to be able to commit the necessary personnel to meet your schedules and deadlines. We are represented by highly experienced professionals who have proven track records managing City projects. CivilSource will coordinate the activities for timely delivery of intermediate and final work products, perform quality control, and perform all other tasks necessary to manage project development. We will provide all services as listed in the RFP and our professional engineering design services for each project can include, but are not limited to, the following:

Preliminary Design Stage Services

Kick-off Meeting. Following the notice to proceed, CivilSource will schedule and attend a Kick-Off Meeting with City Staff to initiate the Project; establish lines of communication; review and refine, if needed, the project scope of work and schedule; establish design guidelines; discuss project parameters and constraints; and obtain background information.

Data Collection. CivilSource will research City and utility company records to obtain all available as-built improvement plans and record drawings, water and sewer atlas maps, drainage master plan, parcel maps, right-of-way data, address/business lists, reports, and any other information pertinent to the project. Collection of data will also include contact and coordination with other City departments, and public and private agencies regarding any planned projects in the vicinity of this project and obtain their records and requirements.

Utility Coordination. Research and establish precise location of all utilities and utility easements.

Field Survey & Base Map. CivilSource will partner with Calvada for all survey related tasks. A minimum of three field walks will be scheduled with City staff to ensure detailed depiction of existing conditions and work requirements on the plans and specifications. The limits of the work will be determined during the field walks in accordance with City standards and direction. Field and record information will be acquired to complete a topographic survey for design purposes. CivilSource will prepare base maps identifying all existing improvements including but not limited to drainage structures, fire hydrants, utility facilities, landscaping, signs, street lights, fences, walls, etc., and other appurtenant improvements in the project areas.

Geotechnical Evaluation. CivilSource will partner with Willdan Geotechnical for all Geotechnical Evaluation tasks. As required, Willdan will review and summarize available information regarding local conditions for the site surrounding area including geologic maps and other published reports, preliminary project plans, as-built project plans and specifications, log of test boring sheets, and existing foundation reports provided by the City and other agencies, if available, that may aid in identifying geologic risks. Willdan will collect and log soil samples for visual classification and laboratory testing, as necessary. They will conduct laboratory testing on the sampled soils to evaluate their engineering properties. Willdan will review field and laboratory data, perform engineering analysis, and prepare a report that includes the results of their investigation and their conclusions and geotechnical recommendations for pavement design and earthwork.

Traffic Engineering. CivilSource will partner with Iteris Inc., for all Traffic Engineering tasks. Iteris specializes in the design, evaluation and operation of intersections and arterials to improve the efficiency and safety of vehicular traffic flow, pedestrian mobility, transit operations and bicycle traffic. Services range from intersection layout; traffic signal design; re-striping plans; lighting plans; pedestrian safety studies; traffic control plans; development of arterial traffic calming measures; area-wide street network analysis; on-street parking improvements; inter-jurisdictional agreements; “before” and “after” evaluation studies; transit signal priority timing; and signal timing/coordination analysis.

Plans, Specifications & Estimates. CivilSource will prepare the final civil design plans, specifications and estimates to conform to the most recent Manual on Uniform Traffic Control Devices (MUTCD), Caltrans, and City standards. Plans will be fully detailed to advertise and construct the project.

Final Design Stage Services

1. The final construction specifications, cost estimate and plans at 100% completion will incorporate comments from the City, affected agencies and utility companies. The plans will be prepared to conform to the general requirements of the City with consideration for the needs of the contractor's construction operations. CivilSource will deliver completed and approved construction drawings on or ahead of approved schedules. All designs shall be prepared and submitted in a manner that ensures a complete design approved by the City Engineer with no more than two plan check submittals. Where applicable, the construction drawings will conform to the appropriate applicable standards such as City, State and Federal laws, City Design Manuals, City Standard Plans, all Caltrans manuals, policies, State Standard Plans and Specifications (for traffic signal and striping work and all work within State R/W), APWA Standard Specifications for Public Works Construction "Greenbook," Manual of Uniform Control Devices, and as revised and amended.
2. Upon City approval, CivilSource will provide the final construction drawings in digital format and one set of mylars, sealed and signed by a supervising California Licensed Civil Engineer. All correspondences and all other related documents will be turned over to the City in hard copy and electronic format as a deliverable product.
3. CivilSource will provide one full set bid package ready for advertising.

Bid Stage Services

CivilSource will be available to attend the pre-construction meeting and other meetings with staff, agencies, and the public as required. CivilSource will prepare necessary addenda, change orders, or documents related to a claim settlement and provide responses to Requests for Information. CivilSource will also be available to clarify design-related issues at all times and obtain necessary permits from affected agencies and utility companies.

Scope of Work – Construction Related Services

CivilSource views construction management not simply as a list of tasks grouped by category but as a sequential and thorough process in which we have identified four phases: preconstruction, project start-up, construction and close-out. We will provide all services listed in the RFP and any of the following tasks we feel may be required to meet the project objectives.

Preconstruction Phase

The success of a project is most often determined during the planning and design stage. Selecting a Project Manager to provide preconstruction services in the early stages of the project enables the Architect/Engineer to maximize the improvements while maintaining the integrity of the design.

CivilSource has a proven track record of providing pre-construction services through the planning and design phases of a project. We have the experience and expertise to assist the owner and architect/engineer in developing an overall design and construction plan which meets the specific needs of the project by providing:

- Value Engineering Analysis
- Project Schedule Preparation
- System Analysis
- Continuous Interactive Communication
- Accurate Early Estimates of Cost
- Constructability Reviews
- Early Purchasing

As a part of our project management program, CivilSource can provide early analysis of the price of various design options, which allows the Architect/Engineer and Owner to select the appropriate systems to fit within their program and budget. Estimates and a project schedule are developed early in the design and refined as the design progresses. As design details are developed, constructability reviews are an essential element of project planning that help ensure success of the project once construction begins. This review process is continuous from the conceptual phase of the design through the completion of construction documents. We will review the project plans and specifications to become fully familiar with the project

requirements and notify the City of any design ambiguities. As part of this service and to reduce any future change orders, CivilSource will walk the project with the project designer so that any final revisions to the contract documents can be made prior to bidding.

In addition to our constructability review, we recommend that the contractor perform an independent constructability review prior to the start of construction. This review will identify many RFIs that would be submitted during the course of construction. By doing this at the outset, each issue can be addressed without the time pressures that only increase later as the project progresses.

Our tasks can also include Bid/Award coordination, thorough review of 100% design documents, preparing Construction Management Procedures Manuals, establishing project files, and other tasks that are undertaken during pre-construction.

Project Start-Up, Coordination and Orientation Phase

- Review and/or recommend approval of traffic control plans, shop drawings and/or calculations for temporary structures such as trench shoring, false work, and other temporary structural forms.
- Review funding with the City to affirm the special requirements affecting the work, and identifying accounting and reporting requirements that will be followed.
- Develop a project specific management plan, that outlines the procedures for all team communications, reporting, review and approval of critical submittals, protocol for weekly meetings, distribution of documentation, change order procedures, and other necessary procedures in order to streamline the project.
- Establish and ensure implementation of a coordination plan to coordinate work (e.g. utility facility relocations) and work impact (e.g. traffic and access) with all affected agencies including utilities, police and fire departments, home owner associations and special districts.
- Prepare a master project schedule and will follow up with contractor on a regular basis to make sure completion is within the scheduled time. We will review with and advise the City on the overall project schedule including staging, completion dates, duration, milestones and interfaces.

Construction Phase

- Facilitate a pre-construction meeting to cover, at a minimum, the overall project objectives, responsibilities of key personnel and agencies, schedules, schedule of values, submittal procedures, correspondence, utility relocations, local agency permit requirements, RFQ/RFI processes, progress payments, change orders, safety issues, emergency response requirements, and all other pertinent topics. CivilSource will provide opportunities to have the contractor's questions answered and will collect all of the required submittal items at that time. Meeting minutes will be prepared and distributed to all attendees.
- Prepare an overall site logistics plan to outline items like staging, phasing, circulation for public access to and from businesses and neighborhoods, fire department access during construction, delivery path of travel, public safety concerns, and signage required during construction of the project.
- Coordinate weekly progress meetings with City staff and the contractor to update the status of the project and discuss the schedule, near-term activities, clarifications and problems which need resolution, coordination with other contractors, change order/submittal/RFI status, safety issues, OSHA visits and citations, etc. Meeting minutes will be distributed to the contractor and City staff for comments within three days and the final and approved minutes within two working days of receipt of comments.
- Provide project coordination for project control during the construction period. By monitoring the contractor's work progress, personnel, equipment and materials to ensure that adequate resources are available to meet the project schedule and that the contractor's work is in compliance with the contract documents.
- Require the contractor to maintain an updated set of drawings, specifications, addenda, bulletins, change orders, or other document updates at the jobsite. Updates shall incorporate modifications and changes from all sources such as submittals, RFIs, field orders, etc.
- Process RFIs and ensure timely distribution to and response by appropriate project team members (City staff, Engineer, other agencies). We will coordinate all technical support and constructability reviews during preparation of responses to RFIs and maintain an RFI log to track closed and outstanding RFIs.
- Ensure an efficient submittal process, beginning with the contractor delivering a submittal schedule for review within 10 calendar days after the effective date of the construction contract. CivilSource will provide technical support during re-

view of the submittal schedule [and at a minimum weekly thereafter] to ensure compliance with the contract documents and note any matters of concern to the City, such as potential impacts to schedule.

- Review, and recommend for approval, the contractor's CPM baseline schedule and, upon acceptance, adopt for the remainder of the project. Monitor work progress in accordance with this baseline schedule on a daily, weekly, monthly basis to ensure the contractor maintains all milestone and critical-path dates. Indicated slippage will be addressed during the project meetings and written reports.
- Review and respond to requests for design revisions by the contractor. Provide recommendations and forward all responses for approval to the City and/or design engineer prior to transmitting to the contractor.
- Initiate and review field orders when a change in the work is needed to maintain the design intent. We will issue field orders to the contractor and monitor the work for compliance. Changes will be logged and recorded in the record specifications and plans. If required, we will follow-up with a change order within 14 calendar days of mutual agreement with the contractor on pricing and conditions.
- Receive, evaluate for reasonableness and cost effectiveness, negotiate, and recommend for approval any submitted change orders by applying knowledge of prevailing wage rates, material unit cost guide publications, quantity take-offs, or other measures required in order to substantiate and/or negotiate change orders. Maintain a Change Order Log to track executed and potential change orders and monitor the amounts against the total construction contract.
- Review, and forward for approval, the contractor Payment Applications. Conduct the monthly "pencil draft" with the contractor to review the progress to date and verify that payment applications represent work in place and are in compliance with the accepted SOV and the requirements of the construction documents. Once the payment applications are reviewed and approved, and once we have verified that the contractor's record drawings are current, the construction schedule is updated, and weekly certified payroll reports are submitted, we will forward to the City for approval.
- Enforce Labor Compliance requirements and notify the City of observed labor relation problems.
- Ensure compliance with funding requirements set forth in pre-construction phase and assist City as necessary with reimbursement procedures.
- Manage the receipt, logging, control, tracking, and timely processing of project documents, including correspondence and other forms of communication, technical documents, shop drawings, calculations, data, submittals, manuals, and samples received as part of the construction process, non-compliance, work to be completed, and other tracking logs as requested in the City's RFP.
- Maintain records of inspections, reports, and test results.
- Ensure all work, materials and records comply with Federal contract administration practices and that all appropriate documentation is prepared and retained, including:
 - ▶ Conduct preconstruction conference to discuss federal funding specific requirements.
 - ▶ Prepare Daily Report, including description, quantities placed, work completed, statements, hours, subcontractors; on-site interviews; poster displays; notice of materials; construction claim reports; utilization of DBE subcontractors and suppliers; certificates of compliance; material testing and all other required Federal documentation.
 - ▶ Monitor enforcement of Quality Assurance Program requirements.

Post Construction Phase

CivilSource is committed to executing an expedient close-out schedule. Our philosophy on such projects is "Close-Out starts during pre-construction." Our efforts will begin at the outset to outline and anticipate all project close-out deliverables.

- Compile detailed punch-lists with City, Consultants, and contractor. All punch-lists generated will include schedules for completion.
- In the event contractor claims arise, act on behalf of the City to review, evaluate, negotiate and recommend rejection/approval of such claims by our in house expertise. All potential claims will be identified, logged, monitored and reported immediately to the City. We will prepare written explanations of each claim with full background of issues, proposed resolution alternatives, and resolution recommendations for action.
- Monitor the collection and completeness of the close-out packages for all components, and then forward them to the City. We will ensure as-builts have been completed according to the specifications and also to the satisfaction of the City's record-keeping division.
- Advise the City when it is appropriate to file the Notice to Completion based on all expired time and other conditions required.
- Review the contractor's Final Application for Payment for completeness and forward to City for approval.

RESUMES

AMY AMIRANI, PE, QSD/QSP

PRINCIPAL-IN-CHARGE



35
YEARS OF
EXPERIENCE



**B.S. CIVIL
ENGINEERING**



**CIVIL ENGINEER, CA NO.
34283**

**QUALIFIED SWPPP
DEVELOPER**

**QUALIFIED SWPPP
PRACTITIONER**

Ms. Amirani has over 35 years of civil engineering experience in both the private and public sectors. As a former Public Works Director for the cities of Hermosa Beach and San Juan Capistrano, her expertise in public works projects includes general infrastructure, water, wastewater, and storm drain systems. She founded CivilSource in 2005 to specialize in program and construction management services for municipalities in southern California. Her experience, combined with in-depth knowledge of municipal regulations and procedures, has resulted in the successful completion of many capital improvement projects for clients throughout the region.

A former president of the American Public Works Association, Ms. Amirani continues to strive for the promotion of public works, as well as providing mentorship to up-and-coming public works professionals. She volunteered her time with the League of California Cities as a member of their Environmental Quality Policy Committee in 2004 and 2005 and she was awarded the Capistrano Bay Women of Distinction Award in 2005.

Her experience includes overseeing engineering teams of several public works projects, including the La Bonita Park Water Facility for the City of La Habra [Design-Build of design and construction of a new well, booster pump station, water reservoir, and support infrastructure].

Project Experience

Broadway Street Improvements | Design | City of Costa Mesa, CA

Project Director. \$1.5M SRTS improvement project to narrow roadways with the installation of medians and chokers. Services also included preparation of PES and E76 documents.

Culver and Walnut Widening and Street Improvements | City of Irvine, CA

Project Director. \$2.5M roadway widening and improvements project. Improvements included widening the roadway for additional lanes; median modifications; traffic signal and interconnect facility modifications; landscaping and irrigation modifications; ADA compliant sidewalks, bus stops and access ramps construction; and removal and replacement of damaged curb, gutter and sidewalk. Services entailed obtaining right-of-way clearance, utility relocation/ coordination, identification of required easements, preparation of legal descriptions, coordination/facilitation of meetings with surrounding businesses and residents, Caltrans coordination, landscape architecture, field surveying, value engineering, hydrology and hydraulic studies, preparation of plans, specifications and cost estimates, management of design team, and construction engineering support.

University Drive Improvements | City of Irvine, CA

Project Director. \$1.7M roadway improvements project which required coordination of work with the Irvine Companies, Caltrans and multiple utility agencies; an arboricultural evaluation; and construction engineering support.

East 19th Street Design Improvements | Design | City of Costa Mesa, CA

Project Director. An SRTS traffic calming project that consisted of preparing and processing environmental documents [preliminary environmental studies], civil engineering design plans [to include the use of chokers and median improvements], and obtaining federal approval for construction and construction support. The project also included the design of three monument signs.

Santa Ana Streetcar Project | City of Santa Ana, CA

Project Director. As part of the HDR program management team for the Santa Ana Streetcar Project, this \$289M project that will extend 4.15 miles from Garden Grove to Santa Ana. Services have entailed examining the entire project area and proposed improvements to determine the flow of storm water; determine the drainage systems required to mitigate the effects of floods, water quality and coastal protection; and perform hydrology and hydraulic modeling for Santa Ana Delhi system. Services also include cost analysis of drainage improvements and recommendations for the most cost-efficient system.

Stage Road Rehabilitation | City of Buena Park, CA

Project Director. A \$1.1 million roadway rehabilitation project. The improvements included total pavement reconstruction and the redesign of existing cross sections, as needed, to improve drainage and drivability.

North Laguna Alley Rehabilitation | City of Laguna Beach, Laguna Beach, CA

Project Director. CivilSource was responsible for the development of plans, specifications and estimates for 13 alleys in North Laguna Beach.

Yorba Linda Boulevard Rehabilitation | City of Yorba Linda, Yorba Linda, CA

Project Director. 2 mile primary arterial highway rehabilitation project. Improvements included asphalt overlay and reconstruction, curbs and gutters, cross gutters and spandrels, sidewalks, driveways and driveway approaches, wheel chair ramp designs meeting ADA requirements, striping, traffic signal loops, and traffic control.

Sawtelle Boulevard Rehabilitation | City of Culver City, CA

A \$1 million street rehabilitation and oversight of construction inspection services. The improvements included: total pavement reconstruction; the redesign of existing cross-sections, as needed, to improve drainage and drivability; and repair of damaged sections of the asphalt.

Cerritos Avenue (East) Widening Project | Design | City of Cypress, CA

Project Director. The project provided for widening of the roadway to full width for additional through capacity thereby relieving congestion at the intersection. The project consisted of the following improvements on the east side of Walker Street and along the south side of Cerritos Avenue: removal and replacement of curb, gutter, sidewalk, curb ramps and driveways; relocation of traffic signals, power poles, light poles, fire hydrants and utility boxes; and asphalt paving, traffic striping, retaining wall construction. Services entailed: soil testing and structural section design; field surveying; design of concrete improvements; traffic signal modification design, street light relocation design and coordination providing wheelchair ramp designs; traffic control plans, preparation of plans, specifications and cost estimates; and construction engineering and bid phase support.

Galster Way Improvement Project | City of West Covina, CA

Project Director. This project consists of pavement reconstruction on Galster Way from Westridge Road to approximately 50 feet west of the entrance of Galster Park. The project improvements include: the removal of deteriorated sections of pavement; the reconstruction of pavement; and the reconstruction of curb, gutter, cross-gutter, sidewalk, curb ramps and driveways. The scope of services consists of, but is not limited to, PS&E, field survey, engineering design services, environmental documentation and bid assistance.

Expo Line Bus Stop Enhancement Project | City of Santa Monica, CA

Project Director. CivilSource was selected to provide engineering design services for the Expo Line Bus Stop Enhancement Project in Santa Monica. Phase II of the Expo Line is expected to be completed in late 2015 and will extend the line to Santa Monica. Specifically, CivilSource is providing preliminary, schematic and final design, to include construction documents detailing bus pads, ADA-compliant wheelchair pads, sidewalk extensions and the location of bus stop poles. We are also coordinating with various agencies and utility organizations.

Industrial Way Water Quality and Storm Drain Improvements City of Costa Mesa, CA

Project Director. Installation of an underground detention/infiltration facility and construction of a storm drain facility consisting of 1,000 lineal ft. of 10ft. by 3 ft. RCB. Work also included improvements to sewer lines owned by Costa Mesa Sanitary District.

AKRAM HINDIYEH, PE, TE

CITY ENGINEER



40
YEARS OF
EXPERIENCE



**M.S. CIVIL
ENGINEERING**

**B.S. CIVIL
ENGINEERING**



**CIVIL ENGINEER, CA NO.
28510**

**TRAFFIC ENGINEER, CA
NO. 1452**

Mr. Hindiyeh possesses more than 40 years of civil engineering experience in the public and private sectors. His responsibilities encompass serving as the City Engineer for the City of Villa Park; serving as the City Engineer/Traffic Engineer for the City of Laguna Woods; and administering the design and construction of several major public works projects for the City of San Clemente and administering and managing their Traffic and Transportation Program. Mr. Hindiyeh's experience includes developing and implementing a Pavement Management System Program, a Sidewalk Inventory Program, a Street Improvement Program, a Major Street Maintenance Program, and Traffic Signals Operation and Maintenance Program.

Mr. Hindiyeh is also a seasoned traffic engineer, currently acting as a technical advisor to several local elected officials and to various Traffic and Transportation Committees/Commissions, regarding local and regional transportation planning programs and issues. His traffic engineering expertise includes neighborhood traffic management, traffic circulation, traffic studies, traffic signal, signing and striping design. He is instrumental in generating a number of traffic management studies, traffic impact reports and/or offering technical advice for traffic engineering, and large transportation planning projects.

Project Experience

City Engineer | City of Villa Park

Administrative Duties

- Establish working relationships and coordinate with other public agencies including private and public utilities involved in engineering matters or right-of-way issues affecting the City.
- Provide administrative direction to public works personnel.
- Provide reports, documentation and analysis.
- Monitor legislation and developments related to public works and engineering matters.
- Develop and implement improved policies and procedures.
- Ensure that the City is in compliance with all pertinent regulatory and administrative requirements (Measure M, grants, state-reporting, etc.).
- Meet and inform the public on existing and future projects, inquiries and complaints.
- Attend City Council meetings, as needed.
- Attend TAC, OCTA and other meetings where City representation is required.
- Prepare and submit grant applications.

Capital Improvement Projects

- Perform the functions of the Public Works Director.
- Implement and manage all Capital Improvement Projects including the design and contract bidding process, survey, inspection and project management.
- Process all plans and specifications and bid documents for approval.
- Review and approve all grading plans; inspect and approve work.
- Review and approve plans for improvements and repairs to right-of-way. Issues notice of completion and acceptance of work.
- Obtain required permits.
- Recommend pavement rehabilitation treatments.
- Implement and manage the City's Sewer Master Plan.
- Recommend, manage and supervise maintenance and repairs of the City's storm drain system.
- Ensure the planting of trees and installation of root control devices and in accordance with the master list of trees and ensure tree protection during construction activities.

Projects include:

- ▶ Pavement Management Program Services
- ▶ Sewer Master Planning Services
- ▶ SLPP Citywide Street Rehabilitation
- ▶ FY 12/13 and FY 14/15 Citywide Sewer Improvements
- ▶ Annual Street Rehabilitation Project
- ▶ Installation of Catch Basin Filter Inserts Projects
- ▶ Successful grant approvals through Measure M, SLPP, Rubberized Asphalt, etc.

City Engineer/Traffic Engineer | City of Laguna Woods

Traffic Engineer Responsibilities

- Conduct/review traffic engineering, traffic analysis and transportation planning studies or project specific traffic related issue analysis.
- Provide comprehensive analyses of existing and projected traffic conditions, intersection analysis and design, speed humps, parking lot design, and traffic/transportation data collection services.
- Provide electronic traffic control device studies and design (i.e., signs, signals, pavement markings, school zone flashers and curve warning flashers).
- Perform pedestrian studies.
- Review subdivision or new development projects involving traffic impact analyses, transportation modeling, area-wide transportation studies and road impact fee analyses

City Engineer Responsibilities

- Developing, reviewing, and modifying civil engineering plans, designs, and specifications.
- Implement modern methods and techniques used in the design and construction of a wide variety of municipal projects.
- Provide project management for a broad range of municipal public works projects.
- Apply all local, state and federal laws, codes and regulations relevant to design and construction of municipal facilities.
- Provide supervision, training, and performance evaluations.
- Technical report writing.

Projects include:

- ▶ El Toro/Aliso Creek Widening Phase II (federally funded, LAPM compliance)
- ▶ El Toro Road Pavement Rehabilitation (SLPP funded)
- ▶ City Hall Civic Center and Library Improvements (CDBG funded)
- ▶ City Hall Storm Drain Improvements (CDBG funded)
- ▶ City Hall Green Roof Project (Prop 84 grant funded)
- ▶ Citywide Traffic Signal Maintenance

City Traffic Engineer/Transportation Services Manager | City of San Clemente

Public Works & Utilities

- Developed, administer and implement a \$45M Street Improvement Program.
- Coordinate with the various City's departments and the private utilities companies to include the appropriate improvements with the streets projects such as water, sewer, storm drain, dry utilities and landscape.
- Developed and implement a Pavement Management Program.
- Directed the development of the City's Sidewalk Inventory Program.
- Developed a storm drain fee program.
- Administered the environmental, design and construction of Avenida Vista Hermosa Interchange at Interstate 5.
- Administered the design and construction of Avenida Pico Widening Improvements Project.

THOM COUGHRAN, PE
CITY ENGINEER [ALTERNATE]



35
YEARS OF
EXPERIENCE



**B.S. CIVIL
ENGINEERING**



**CIVIL ENGINEER CA AND
AZ, CA NO. C50092**

**CA DISTRIBUTION
OPERATOR
CERTIFICATION, GRADE
5**

Mr. Coughran has over 35 years of experience in civil engineering design & project management and public works management, with a specialization in water services, transportation, and distribution. He is a licensed engineer in the states of California and Arizona and a member of the American Water Works Association (AWWA). He is currently the Director of Public Works for the City of La Habra. His solid network of colleagues has grown with his experience within the engineering divisions of several other cities and districts in the surrounding area, including his position as Water Resources Manager for the City of Santa Ana, Water Systems Manager for the City of Fullerton, Principal Water Engineer for the City of Anaheim, and District Engineer for the Mesa Consolidated Water District.

Project Experience

Director of Public Works – Retired | City of La Habra, CA

Director of Public Works. Mr. Coughran directed and participated in the development and implementation of department goals, policies, and ensure for compliance. He reviewed policies and work of outside service providers and contractors as they related to public work programs and programs that included; enhancements and maintenance to the water and sewer system, and programs for streets and parks programs. Mr. Coughran was also responsible for the oversight of plans, specifications, design, quality control and construction of the following capital improvement projects:

- La Bonita Pump Station – Project included; five booster pumps for 11.5 MGD, buried 250,000 gallon blending reservoir, 750 kw emergency generator, SCADA controls and chlorination system. Budget was \$8.4m.
- La Bonita Transmission Water Main – 10,500 lineal feet of 24-inch CML&C steel pipe including bore/jack trenchless technology under a railroad crossing, including traffic control and relocation of existing facilities. Budget was \$1.6m.
- Citywide Water Main Replacement Program – project included multiple locations within the City limits to upgrade 6-inch through 12-inch water mains, which includes new water services, fire hydrants, and PRV stations. Design included various street redesign/construction locations. Budget was \$8m over two years.
- Portola Park Water Well – Design/build a third water well to a depth of 1,000 feet including a 150-hp electric motor and 2,500 lineal feet of 12-inch PVC C-900 pipeline into the La Bonita Pump Station with a 1,100 GPM capacity, including SCADA connections into City's system for fully automatic operations. Budgeted cost was \$1.8m
- La Bonita Water Well – Drilled the City's second water well, equipped with vertical pump with 850-GPM capacity and 150-hp electric motor, 1,200 lineal feet of 8-inch PVC-C900 discharged into La Bonita Pump Station's blending reservoir, along with pumping facility to an existing storm drain line, with instrumentation to operate including hydraulic controlled by cla-valve and connected to City's existing SACAD system. Budget cost was \$1.6m

Water Resources Manager | City of Santa Ana, CA

Water Resources Manager. Mr. Coughran provided skilled leadership for developing and implementing department goals and objectives, preparing/managing annual budget, implementing an effective field maintenance/system operation activities, executing a safety program and enhancing coordination between professional and field personnel. He provided design and oversight to various capital improvements that included the following:

- Garthe Reservoir – Preparation of plans, specifications and estimate [PS&E], quality control for construction for two 6-million gallon reservoirs for the water system, including electric level controls, piping and valves to distribution system. Budgeted costs \$6.8m.
- Two Water Wells- In conjunction with OCWD pumping program, designed and drilled two water wells. Each well equipped with vertical pump with 2,000-GPM capacity and 250-hp electric motor, 500 to 1,000 lineal feet of 12-inch PVC-C900 discharged into distribution system, along with all required instrumentation and controls required to operate the wells from City's SCADA system. Budget cost was approx. \$3.7m
- Garthe Water Well – Prepared plans, specifications for the drilling a water well, equipped with vertical pump with 1850-GPM capacity and 250-hp electric motor, 500 lineal feet of 12-inch PVC-C900 discharged into new Garthe reservoirs and

distribution system, with pumping facility to an existing storm drain line, and instrumentation to operate including hydraulic controlled by cla-valve and connected to City's existing SACAD system. Budget cost was \$1.9m

- Citywide Water Main Replacement Program – Project included multiple locations within the City limits to upgrade 6-inch through 12-inch water mains, which includes new water services, fire hydrants, and PRV stations. Design included various street redesign/construction locations. Budget was \$12m over six years

Water System Manager | City of Fullerton, CA

Water System Manager. Mr. Coughran efficiently planned, scheduled and directed the operation of the City's Water Engineering Department water system, quality control and rate setting. He managed the department's annual budget/expenditures and developed and implemented department goals and objectives. Mr. Coughran prepared and managed design/construction of CIP with budget controls, which included the drilling/development of a new water well. He effectively communicated activities with other City departments, outside agencies and presented to City Council and public on related legislative water issues. Mr. Coughran provided responsible and complex administrative support to the Director of Engineering and City Manager.

Water Field Manager | City of Anaheim, CA

Water Field Manager. Mr. Coughran directed, planned, and organized the water production, transmission/distribution maintenance and system operations for capital projects within the Public Utilities Department. He prepared Division's annual budget & expenditures with goals and objectives. Mr. Cough ran monitored capital improvement projects as identified:

- Citywide Water Main Replacement Program – Provided oversight for water replacement project at multiple locations within the City limits to upgrade 6-inch through 12-inch water mains, which includes new water services, fire hydrants, and PRV stations. Project included new lining procedures in existing water mains. Design included various street redesign/construction locations. Budget was \$8.5 m.
- Crescent Street Water Well – Design/build a water well to a depth of 1,200 feet including a 250-hp electric motor and 500 lineal feet of 12-inch PVC C-900 pipeline into the distribution system with a 1,500 GPM capacity, including SCADA connections into City's system for fully automatic operations. Budgeted cost was \$1.5m

District Engineer | Mesa Consolidated Water District, Costa Mesa, CA

District Engineer. Mr. Coughran capably planned, scheduled, and supervised daily assignments and activities of the Engineering Department. He developed department's annual budget, managed the CIP Master Plan for design, construction and inspection on CIP. Mr. Coughran administered the contract within budget and schedule. He assisted in developing a Developer Impact Fee - initiating District revenues. Mr. Coughran provided oversight for various capital improvements such as:

- Water Well No. 6 - Design/build a water well to a depth of 1,300 feet for the purpose of developing an Ozone plant having a capacity of 2,500 gpm resulting from high H₂S levels. Budgeted cost was \$1.2m
- Water Well No. 7 - Drilled a new water well to a depth of 1,000 feet including a 150-hp electric motor, chlorination and 1,000 lineal feet of 8-inch PVC C-900 pipeline into the distribution system with a 1,100 GPM capacity, including SCADA connections into District's system for fully automatic operations. Budgeted cost was \$1.2m
- District's 10m Gallon Reservoir - Oversight for construction of a 10m gallon reservoir, including five booster pumps, two 25w hydro-power units for reservoir electric lighting and discharge piping to distribution system. Budgeted costs \$6m.
- Distribution Transmission Main – Design and constructed 12,000 lineal feet of 30-inch CML&C steel pipe including bore/jack trenchless technology under a roadway bridge, including an impressed current cathodic protection system, traffic control, relocation of existing facilities and street reconstruction. Budget was \$1.6m.

SOURI AMIRANI, PE

CITY ENGINEER (ALTERNATE)



30
YEARS OF
EXPERIENCE



**M.S. CIVIL
ENGINEERING,
WATER RESOURCES**

B.S. CHEMISTRY



**CIVIL ENGINEER, CA NO.
36060**

Ms. Amirani is an experienced public works manager with over 30 years of high-level agency experience and a proven track record of long-term strategic planning and program management with a citywide focus. She possesses refined negotiation skills and a demonstrated ability to reach consensus among internal departments as well as outside agencies, including Federal, State, City and other local organizations. She has experience in directing and managing the Engineering Division of with a combined operating and Capital Improvement budget of \$150 million and has provided project management and technical support on a number of projects and programs.

Project Experience

Interim City Engineer | City of Santa Ana, CA

Interim City Engineer. Ms. Amirani was responsible for the management of the Engineering Division consisting of 4 sections; Traffic & Transportation, Construction, Design and Development (Subdivision). She supervised a staff of 52 engineers, technicians and administrative staff. Ms. Amirani was responsible for operating budget of \$8.0 million and the Capital Improvement Program of over \$100 million. She instituted organizational changes to be more effective and efficient to respond to budget crises and staff reductions.

Deputy City Engineer | City of Santa Ana, CA

Deputy City Engineer. Ms. Amirani was responsible for the management of 15 professionals, performing engineering and architectural services for all projects within the public rights-of-way; including streets, storm drains, parks and public buildings. Major capital projects in process or recently completed under our auspices represent an investment of roughly \$170 million. She developed the Division's goals and objectives, the annual operating budget and monitored its effectiveness to ensure compliance with the City philosophy of Total Quality Service through Continuous Improvement. Ms. Amirani prepared the City's Capital Improvement Program (CIP) for both the annual budget and the 7-year CIP; which included annual design projects advertised for bid ranging in magnitude from \$20 to \$80 million.

Principal Civil Engineer | City of Santa Ana, CA

Principal Civil Engineer. Ms. Amirani was responsible for the management of the design, right-of way and NPDES operations. She managed the acquisition and inventory of properties required for public works projects. Ms. Amirani coordinated the development and monitoring of the City's permit requirements for Best Management Practices (BMP) with City departments for compliance; including street sweeping practices, hazardous material spills with the Fire Department and grading and drainage plan check with the Building Department. She created a funding strategy for the City's \$3 million Storm Water Enterprise.

Senior Civil Engineer | City of Santa Ana, Santa Ana, CA

Senior Civil Engineer. Ms. Amirani was responsible for the management of the Design Engineering Section for delivery of the design projects for all City Departments within City R/W. She developed the City's first Pavement Management Program in 1987 and pioneered the use of computer systems in managing the City's sidewalk network for repair and replacement to reduce the potential liability against trip & fall claims. This program was later combined with the City's Pavement Management Program and has been used to maintain the inventories, which is an important tool in preparation of the CIP projects. Ms. Amirani developed the City's first comprehensive Drainage Master Plan in 1992 and revised the drainage assessment fees accordingly. The initial Master Plan had not been updated since 1969. She integrated the Master Plan with the City's GIS system. Ms. Amirani developed the City's ADA transition plan to comply with the Federal mandate imposed in 1990. She facilitated the implementation of the plan with other departments for inclusion in the Capital Improvement Program.

Associate Engineer | City of Santa Ana, CA

Associate Engineer. Ms. Amirani supervised a design group that prepared civil engineering and architectural drawings for public works construction improvement projects. She prepared requests for proposals selected and managed outside consultants required to augment the staff. Ms. Amirani initiated the automation of the Design Division's project design and

drafting functions. Major projects included the construction of a design-build parking structure, drainage facilities and local street pavement rehabilitation projects.

Children's Zoo at Prentice Park and Playground | City of Santa Ana, CA

Project Manager. Zoo expansion in the City of Santa Ana. The project also included a learning center, trails, picnic area and playground. A total budget of \$4.0 million, Centennial Regional Park: Cost of \$360,000, Bomo Koral & Lillie King Park: Cost of \$400,000.

Playground Equipment Renovations and New | City of Santa Ana, CA

Project Manager. Number of Playground Equipment projects including renovations, replacement and new installations. Parks such as : Delhi Park, Adams Park, Carl Thornton (Kiwanis barrier free) Park, Logan neighborhood Park, French Park, Morrison and Sandpoint to name a few. Projects span over a 20 year period and included various equipments to fit the needs the community such as slides, climbers, swings, educational panels and most importantly the rubber surfacing to ensure that the children are safe while at the playground. Received grants from state agencies for the recycled rubber to have at least 25% recycled material.

Parks & Recreational Facilities | City of Santa Ana, Santa Ana, CA

Ms. Amirani planned, designed and constructed numerous parks & recreational facilities for the Parks Department. Facilities included: El Salvador Community Center in 2006, Jerome Community Center (APWA award winner) in 2008, McFadden & 3rd street senior centers. Projects included community outreach and public meetings, space planning and design and value engineering and partnering.

Bristol Street Parkway Landscaping | City of Santa Ana, CA

Project Manager. Ms. Amirani was responsible for programming design and construction of several segments of Bristol street widening project including median and parkway landscaping. Total budget in excess of several million dollars. Parkway design to include drought tolerant landscaping, trees with root barriers to protect adjacent sidewalk, drip irrigation systems. Recent project to include swales to control the storm water and to comply with recent NPDES regulations.

Arterial and Residential Parkway Projects | City of Santa Ana, CA

Ms. Amirani planned, designed and constructed hundreds of miles of parkways in conjunction with street projects. Residential parkways included wide landscape areas to separate traffic from pedestrians. Landscaping included trees, ground covers, and grass in some areas. Arterial streets included trees with deep roots and low water requirements.

Strategic Plan - Local Street Repair | City of Santa Ana, CA

Ms. Amirani had a leadership role in collaborating with City Council sub-committee, City Finance Dept., City Attorney's office, Community Development agency and others to develop a five-year City-wide plan reducing the City's deferred maintenance backlog and preparing a \$100 million funding plan for the improvements, including a \$20 million Community Development Block Grant (CDBG), and a \$60 million bond issue.

Bristol Street Widening Project | OCTA, Santa Ana, CA

Project Manager. \$225 million Bristol Street Widening Project with OCTA as the major funding agency. Project included acquisition/relocation of over 200 residential and commercial parcels and coordination with utility companies for relocation and conversion of overhead facilities to underground.

City Hall Parking Structure and the State Appellate Court Building | City of Santa Ana, CA

Ms. Amirani successfully negotiated the relocation of the 4th District State Appellate Court to the Santa Ana Civic Center area and managed construction of a design-build parking structure with an exclusive parking level for the justices of the State Appellate Court.

SAFA KAMANGAR, PE, QSD/QSP,
PMP

PROJECT ENGINEER



18
YEARS OF
EXPERIENCE



**M.S. CIVIL
ENGINEERING**
**B.S. CIVIL
ENGINEERING**



**CIVIL ENGINEER, CA NO.
70118**

Mr. Kamangar is a California Registered Civil Engineer and a Project Manager/Resident Engineer at CivilSource, Inc. with 18 years of experience in construction, construction management and engineering in both the private and public sectors. His experience includes the management of over \$70 million in construction related activities. His roles included construction management, resident engineering, field inspection, and design engineering. As a design engineer Mr. Kamangar has performed hydraulic studies, detailed design drawings, development of specifications, site work, and field calculations. As a Construction Manager, he has been responsible for construction oversight, schedule management, budget tracking, and contractor negotiations. He has gained considerable knowledge while providing extensive coordination between various engineering disciplines and public agencies.

Project Experience

Citywide Sewer Design | City of Villa Park, Villa Park, CA

Project Manager. Designing of City of Villa Park's annual sewer repair program including total removal and replacement, sewer re-lining, manhole construction, manhole repairs and street improvements.

Sewer Master Plan and Citywide Sewer Improvements | City of Villa Park, Villa Park, CA

Project Manager. Mr. Kamangar updated the City's Sewer Master Plan, implemented the recommended improvements, and provided construction management and inspection services during construction. Services included reviewing CCTV tapes, evaluating the structural and operational condition of the existing sewer facilities, prioritizing the repair needs (including spot repairs and relining), updating the existing Sewer Master Plan which included the prioritization of the needed repairs and recalculation of the assessments related to the work, preparation of the contract documents, and the construction management and inspection services required for this work.

Santa Ana Streetcar Project

Project Manager-Water. As part of the HDR program management team for the Santa Ana Streetcar Project, this \$289M project that will extend 4.15 miles from Garden Grove to Santa Ana. Services have entailed examining the entire project area and proposed improvements to determine the flow of storm water; determine the drainage systems required to mitigate the effects of floods, water quality and coastal protection; and perform hydrology and hydraulic modeling for Santa Ana Delhi system. Services also include cost analysis of drainage improvements and recommendations for the most cost-efficient system.

Culver and Walnut Widening and Street Improvements | City of Irvine, Irvine, CA

Project Manager. \$2.5M roadway widening and improvements project.

University Drive Improvements | City of Irvine, Irvine, CA

\$1.7M roadway improvements project which required coordination of work with the Irvine Companies, Caltrans and multiple utility agencies; an arboricultural evaluation; and construction engineering support.

Industrial Way Water Quality and Storm Drain Improvements | Design | City of Costa Mesa, Costa Mesa, CA

Installation of an underground detention/infiltration facility and construction of a storm drain facility consisting of 1,000 lineal ft. of 10ft. by 3 ft. RCB.

Stage Road Rehabilitation | City of Buena Park, Buena Park, CA

\$1.1M roadway rehabilitation project. Improvements included total pavement reconstruction and redesign of existing cross sections as needed to improve drainage and drivability.

Yorba Linda Boulevard Rehabilitation | City of Yorba Linda, Yorba Linda, CA

2 mile primary arterial highway rehabilitation project. Services also required coordination with Caltrans.

North Laguna Alley Rehabilitation | City of Laguna Beach, Laguna Beach, CA

Project Manager. Mr. Kamangar was responsible for the development of plans, specifications and estimates for 13 alleys in North Laguna Beach.

Sawtelle Boulevard Rehabilitation | City of Culver City, Culver City, CA

\$1M street rehabilitation and oversight of construction inspection services. Improvements included total pavement reconstruction, redesign of existing cross-sections as needed to improve drainage and drivability, and repair of damaged sections of the asphalt.

Alley No. 109 Rehabilitation | City of Costa Mesa, Costa Mesa, CA

Design Manager. Mr. Kamangar was responsible for the development of plans, specifications and estimates for the rehabilitation of residential Alley No. 109 in the City of Costa Mesa.

Citywide Street Assessment and Rehabilitation | City of Yorba Linda, Yorba Linda, CA

Design Engineer. Mr. Kamangar was responsible for the field inspection and assessment of three zones within the City to determine locations for removal and replacement of asphalt, slurry seal or rehabilitation.

Broadway Street Improvements | City of Costa Mesa, Costa Mesa, CA

\$1.5M SRTS improvement project to narrow roadways with the installation of medians and chokers. Services also included preparation of PES and E76 documents.

Annual Street Rehabilitation | City of Villa Park

Project Manager. Mr. Kamangar was responsible for the development of plans, specifications, and estimates for the rehabilitation of various streets within the City of Villa Park.

Pacific Coast Highway at Palos Verdes Boulevard | Design | City of Redondo Beach

Project Manager. The proposed improvements consist of the installation of a right turn lane along Palos Verdes Boulevard at the northeast corner with PCH. The existing sidewalk will be reduced, the street widened and a right turn lane installed. Consideration for bicycle improvements is also necessary.

Lincoln Avenue 12" Waterline Replacement | City of Anaheim, Anaheim, CA

Project Manager. Public Utilities Department: Includes installing approximately 3,000 linear feet of new 12-inch-diameter DIP water main in Lincoln Avenue between La Plaza and State College Boulevard to improve the fire flow in the portion of the City's 335 Pressure Zone.

Hawthorne/Crenshaw Waterline Improvements | City of Torrance, Torrance, CA

Project Manager. Design of a mile long pipeline on Hawthorne Blvd including bore and jacking under PCH (Caltrans crossing). Project included installation of new services, fire hydrants, and several tie-ins to adjacent streets.

Silverado Canyon Road Pipeline | Irvine Ranch Water District, Irvine, CA

Project Manager. Design of pipeline based on data gathering and information collection performed. Work included performing field reconnaissance, field survey topographic maps, pothole information and geotechnical engineering recommendations. Design included plan and profile, pipeline connection details, road trench section replacement, traffic control plans, and all details necessary for construction of improvements for existing 8-inch domestic water line.

District Engineer Services | Laguna Beach County Water District, Laguna Beach, CA

District Engineer. Mr. Kamangar was responsible for overseeing District's engineering department and providing day to day direction to the staff.

DAVID NIKNAFS, PE
PROJECT ENGINEER



YEARS OF
EXPERIENCE



M.S. CIVIL
ENGINEERING

B.S. CIVIL
ENGINEERING



CIVIL ENGINEER, CA NO.
42697

Mr. Niknafs possesses more than 30 years of civil engineering experience in the public and private sectors. He has extensive experience working on various capital improvement projects and is a seasoned engineer with extensive experience working as a project engineer, senior engineer, and project manager. He has managed numerous transportation and development projects including roadways, bridges, drainage, sewer, water, underground utilities, building facilities and related infrastructure improvement projects. His experience includes managing design and construction of various complex engineering projects. He is in charge of providing overall project direction to the project technical team and providing resource allocation; preparing and administering budgets; preparing and monitoring project schedules; managing production of preliminary design and final design; preparing various detailed technical reports; providing oversight and performing quality control; managing and monitoring construction activities; establishing, coordinating and maintaining working relationships with owners, developers, and other agencies. He has successfully managed and completed numerous quality projects on time and within budget..

Project Experience

Expo Line Bus Stop Enhancement Project | City of Santa Monica, CA

Project Manager. CivilSource was selected to provide engineering design services for the Expo Line Bus Stop Enhancement Project in Santa Monica. Phase II of the Expo Line is expected to be completed in late 2015 and will extend the line to Santa Monica. As a result, Big Blue Bus is implementing a comprehensive redesign of its transit system to connect passengers with the Expo Line stations in attempt to create a more efficient commute for passengers; these initiatives also include the inclusion of signage, bus berths and overall pedestrian improvements. Specifically, CivilSource is providing preliminary, schematic and final design, to include construction documents detailing bus pads, ADA-compliant wheelchair pads, sidewalk extensions and the location of bus stop poles. We are also coordinating with various agencies and utility organizations.

Galster Way Improvement Project | City of West Covina, CA

Project Manager. Mr. Niknafs was responsible for the design of this project, which included removal of deteriorated sections of pavement, reconstruction of pavement, reconstruction of curb, gutter, cross gutter, sidewalk, curb ramps, and driveways. The scope of services included field survey and engineering design services. His responsibilities included managing the preparation of the plans, specifications and cost estimates. Project consists of pavement reconstruction on Galster Way from Westridge Road to approximately 50 feet west of the entrance of Galster Park. Services include PS&E, field survey, engineering design services, environmental documentation and bid assistance.

186th Street Improvements at Columbia Park | City of Torrance, CA

Project Manager. Mr. Niknafs provided engineering design services for the preparation of PS&E for pavement improvements, curb, gutter, sidewalk and curb ramp improvements.

East 19th Street Design Improvements | City of Costa Mesa, CA

Project Manager. Mr. Niknafs served as the project manager for the design of this project, which included the removal of reconstruction and resurfacing of pavement, reconstruction of curb, gutter, cross gutter, sidewalk, wheelchair ramp and driveway. His responsibilities included managing the preparation of the plans, specifications and cost estimates, assisting the City with the preparation of PES and E-76 certification, as well as with the submittal and processing through Caltrans.

Multiple Capital Improvement Projects | City of Irvine, CA

Project Manager. Mr. Niknafs served as a project manager for the design and construction of various capital improvement projects for the City of Irvine. He managed the work of design consultants, supervised the preparation of grant applications and coordination with Caltrans, prepared bid packages, coordinated project bidding and award, reviewed bid documents and prepared city council reports, monitored construction activities, conducted job site meetings, reviewed RFI and contract

change orders and coordinated completion of record drawings.

Wilmington Avenue Improvements | City of Compton, CA

CivilSource was selected to provide professional design engineering services, including plans, specifications, cost estimates and related bid documents for the Wilmington Avenue Safe Streets Pedestrian/Bicycle Improvement Project. The project includes pavement rehabilitation on Wilmington Avenue from El Segundo Boulevard to Rosecrans Avenue. In addition, it will include: various pedestrian and bicycle improvements; the installation of wider and colored crosswalks; countdown pedestrian signals; enhanced pedestrian lighting; the installation of Class II bike lanes with wayfinding signage and Class I bike paths; and the installation of four solar-powered speed feedback signs for speed control and attainment.

Pacific Coast Highway at Palos Verdes Boulevard | City of Redondo Beach, CA

Plans, specifications and estimates for the Pacific Coast Highway (PCH) and Palos Verdes Boulevard. Intersection Improvements. The proposed improvements consist of the installation of a right turn lane along Palos Verdes Boulevard at the northeast corner with PCH. The existing sidewalk will be reduced, the street widened and a right turn lane installed. Consideration for bicycle improvements is also necessary.

Multiple Public Works Projects | City of Santa Ana, CA

Project Manager. Mr. Niknafs served as a project manager for the design and construction of multiple public works projects, including street reconstruction and roadway widening projects. His responsibilities included: managing the design team; preparing grant applications; coordinating with Caltrans to secure funding; preparing environmental documents, right of way documents and E-76 forms (authorization to proceed); overseeing bidding of the projects; and monitoring construction activities to ensure conformance with the project requirements.

Memory Lane Bridge Widening Project | City of Santa Ana, CA

Mr. Niknafs provided surveying and design engineering services which included preparation of plans, specifications, and cost estimates for street, storm drain, traffic signals, signing and striping improvements.

Various Street Improvement Projects | City of Lynwood, CA

Mr. Niknafs provided services for various street improvement, curb and gutter, sidewalk, and wheelchair ramp improvement projects throughout the City of Lynwood.

Shorb Street Improvement Project | City of Alhambra, CA

Mr. Niknafs provided surveying and engineering design services for street, curb and gutter, sidewalk, and wheelchair ramp improvement project.

190th Street and PCH Project | City of Redondo Beach, CA

Project Manager. Mr. Niknafs provided surveying and engineering design services for preparation of plans, specifications, and cost estimates for street, traffic signals, signing and striping improvements.

McFadden Realignment Project | City of Santa Ana, CA

Mr. Niknafs managed design engineering for preparation of plans, specifications, and cost estimates for street, curb and gutter, sidewalk, storm drain, traffic signals, signing and striping improvements.

4th Street Improvement Project | City of Santa Ana, CA

Mr. Niknafs managed design engineering for preparation of plans, specifications, and cost estimates for street, curb and gutter, sidewalk, storm drain, traffic signals, signing and striping improvements.

Barranca Parkway & SR-133 Project | City of Irvine, CA

Mr. Niknafs managed design and construction of the project, which included a new bridge and connector ramps. He also managed preparation of plans, specifications, and cost estimates for the bridge, ramps, retaining walls, street, storm drain, traffic signals, street lighting, signing and striping improvements.

PETER SALGADO, PE
PROJECT MANAGER



20
YEARS OF
EXPERIENCE



**B.S. CIVIL
ENGINEERING**



**CIVIL ENGINEER,
CA NO. 63159**

With over 20 years of experience, Peter has managed and delivered a variety of public works projects including street improvements; vertical construction and tenant improvements; and water, sewer, and storm drain improvements. Working with a variety of agencies, he is thoroughly familiar with local, state, and federal procedures.

In the course of project management, his specific duties include coordinating work of project staff; supervising construction managers and inspectors; managing design development and construction oversight; reviewing project plans, specifications, and cost estimates; maintaining cost and schedule control including developing and updating the master schedule; managing the bid/award process; administering consultant and construction contracts; reviewing, evaluating, and negotiating construction change orders; preparing and presenting City Council/Board Staff Reports; facilitating work related to warranties; and managing project closeout.

Project Experience

2012/2013 and 2013/2014 Sidewalk Paving | City of Santa Monica, Santa Monica, CA

Construction Manager. The work consisted of pavement resurfacing of streets and parking lots (including slurry seal and crack seal treatments); full pavement reconstruction; traffic signal modifications; and construction of new sidewalks, driveways and ADA ramps

Harbor Boulevard Widening Project | City of Costa Mesa, Costa Mesa, CA

Construction Manager. The project improved traffic operations along northbound Harbor Boulevard, one of the county's most heavily traveled roadways, by widening the roadway to accommodate a fourth northbound through lane. The project also included signal modifications at two intersections to accommodate the widening, construction of a new sidewalk, street light relocations, utility relocations and landscaping improvements on private property. The project will meet the recommended roadway widths/geometrics as specified in the Harbor Boulevard Smart Street Study as well as the Orange County Transportation Authority's (OCTA) Master Plan of Arterial Highways (MPAH).

Adventure Playground | City of Irvine, Irvine, CA

Program Manager. Adventure Playground is located on a 4.5-acre site within University Community Park at 1 Beach Tree Lane in the City of Irvine. The project is designed to reconstruct and rehabilitate the playground area to provide updated amenities that comply with existing playground safety standards.

White Avenue Street Rehabilitation | City of Pomona, Pomona, CA

Construction Manager. CivilSource provided construction management services for this \$826,000 federally funded project that included a full-width 2-inch grind and a 2-inch asphalt concrete and 2-inch asphalt rubber hot mix overlay; removal and reconstruction of curb and gutter, driveway, sidewalk and ADA ramps; traffic signal modifications; removal and installation of traffic loops; signing and striping; and adjustment to grade of manhole frame and covers.

El Toro/Aliso Creek Widening Phase II | City of Laguna Woods, Laguna Woods, CA

Project Manager. Phase II of a two phase capital improvement project to widen El Toro Road and accommodate a paved six foot wide Class II Bike Trail and a sidewalk that varies in width from six to nine feet. The work also consists of construction of sidewalk, retaining wall, and associated drainage structures and the relocation of the existing Class II Bike Lane. Construction also includes cold milling the existing curb ADA access ramps, adjusting utilities to finish grade., applying traffic striping with pavement markers and legends (stenciling) and reinstalling traffic detector loops.

Sidewalks Districts 2 & 3 (CDBG), Alley Improvements Citywide (CDBG) and ADA Accessible Path of Travel | City of Pomona, Pomona, CA

Construction Manager. Mr. Salgado's responsibilities included schedule and cost control, submittal review, change order

negotiations and processing, stakeholder coordination, quantity tracking for progress pay applications, and project close out. CDBG funded project that included citywide sidewalk and curb ramp improvements.

FY11-12 Slurry Seal Program | City of Torrance, CA

Project Manager. Mr. Salgado was responsible for overseeing inspection team for an estimated 5.3 million square feet of residential streets treated with a cape seal or slurry seal. In addition, the project also provided slurry seal for 8 City-owned parking facilities, including lots at the Public Works Yard, City Hall, Victor Park, Lago Seco Park, Walteria Park, and Wilson Park.

Tustin Avenue/La Palma Widening and Intersection Improvements | City of Anaheim, CA

Constructability Review. This project will widen a 1,300-foot portion of Tustin Avenue as well as widen the SR 91 on and off ramp at Tustin Avenue. This project also includes a retaining wall along the 91 Freeway off-ramp, street resurfacing a new raised center median, reconstruction of sidewalks and drive approaches, new curb ramps, traffic signal improvements, storm drain and waterline improvements, parkway and median landscaping and irrigation.

Golden Lantern Roadway Widening | City of Laguna Niguel, Laguna Niguel, CA

Project Manager. 1.7-mile, \$5.5 million roadway improvements and widening project which required extensive utility coordination for the relocation and adjustment of several facilities, as well as coordination with surrounding schools to alleviate potential traffic impacts.

2nd and 4th Street Pedestrian and Streetscape Improvements | City of Santa Monica, Santa Monica, CA

Project Manager. \$7 million transit mall improvements project in one of Santa Monica's most frequented commercial areas. Specific issues included compliance with Caltrans requirements and strict scheduling procedures. Project was completed successfully with minimum impact to the surround businesses.

2011/2012 and 2012/2013 Annual Street Improvements | City of Santa Monica, Santa Monica, CA

Project Manager. City's annual maintenance projects to improve streets, sidewalks and parking lots citywide.

2008-2009 Annual Street Improvements | City of Santa Monica, Santa Monica, CA

Project Manager. \$4 million project to improve streets, sidewalks and parking lots citywide. Specific issues included multiple agency and utility coordination. Scope of work included over 50,000 sf of sidewalks; 20 ADA ramps; 10,000 sf of driveways; 12,000 lf of curb and 18,000 lf of gutter plate.

8th Street and Pier Avenue Improvements | City of Hermosa Beach, Hermosa Beach, CA

Project Manager. Two ARRA-funded projects to improve vehicular travel and general aesthetics.

Yorba Linda Boulevard Rehabilitation | City of Yorba Linda, Yorba Linda, CA

Project Manager. \$2.5million rehabilitation project. Work included contractor mobilization, traffic control, cold milling, and asphalt concrete overlay, slurry seal, adjusting manholes, survey monument covers and valve covers to grade, pavement striping, and markings for several residential streets, and construction of several ADA Access Ramps.

As-Needed Construction Management & Inspection Services | City of Huntington Beach, Huntington Beach, CA

Project Manager. Multiple construction projects in Huntington Beach including Street Reconstruction/ Overlay/ Resurfacing, Parkway Improvements, Traffic Signal Modifications and Installations, Pump Station Rehabilitation, Sewer Line Rehabilitation, Cathodic Protection Systems, Reservoir Construction, and Water Main Replacement.



Mr. Chuck Stagner has over 30 years of experience in construction oversight of public works projects. His project experience includes street rehabilitation, storm drains, sewer, traffic signals, roadway widening, curb and gutter, landscaping, loop detectors and related construction. Mr. Stagner recently completed the El Toro/Aliso Creek Widening Phase II for the City of Laguna Woods [federally funded and Caltrans administered]. He also completed the SR-91 Freeway On-ramp Widening Project in the City of Buena Park, which required several ramp closures and extensive coordination with Caltrans. Mr. Stagner performs resident inspection services including quality assurance and control, maintaining daily inspection reports detailing names, classifications and hours of workers on site, equipment on site and bid items performed; tracking bid item quantities and change orders; daily photo documentation; and ensuring work was performed by listed subcontractors. Mr. Stagner is well versed in the Caltrans and Greenbook standards and equipped with the ability to interpret plans and specifications for several types of capital improvement projects.

Project Experience

FY 2014-2015 Annual Paving & Sidewalk Repair Project | City of Santa Monica, CA

Construction Inspector. Mr. Stagner was responsible for the implementation of a Capital Improvement Program [CIP] for the acquisition, expansion or rehabilitation of land, buildings, and other major infrastructure. As a part of the CIP, the City budgeted annually for improvements and maintenance needed for the City's streets, parkways, water mains, and wastewater mains.

Construction Inspector | City of Costa Mesa, CA

Construction Inspector. Mr. Stagner was responsible for the quality control, quality assurance, and code compliance inspection for various public works projects. These services are needed for construction permits issued by the City for both off-site and on-site civil engineering improvements. Improvements include parkway and street improvements, sewer and storm drain facilities, rough and fine grading, water and wastewater facilities, and SWPPP and SUSMP related improvements.

El Toro/Jeronimo Streetscape and Street Improvements | City of Lake Forest, CA

Construction Inspector. Federally funded street improvements project. Work consisted of pavement rehabilitation; concrete repairs; installation of landscape improvements to the existing median, slopes; enhancements to the bridge overcrossing; and construction of raised landscaped medians and parkway.

El Toro/Aliso Creek Widening Phase II | City of Laguna Woods, CA

Construction Manager. Phase II of a two phase capital improvement project to widen El Toro Road and accommodate a paved six foot wide Class II Bike Trail and a sidewalk that varies in width from six to nine feet. The work also consists of construction of sidewalk, retaining wall, and associated drainage structures and the relocation of the existing Class II Bike Lane. Construction also includes cold milling the existing curb ADA access ramps, adjusting utilities to finish grade, applying traffic striping with pavement markers and legends [stenciling] and reinstalling traffic detector loops.

FY 2011-2012 Street Improvement Projects | City of Santa Monica, CA

Construction Inspector. Mr. Stagner's responsibilities included all facets of construction inspection and administration, including utility and multiple agency coordination; traffic management and control; submittal/ schedule/ RFI/ progress payment review and processing; field observation; negotiating and processing change orders; document control; and project close out including warranties, guarantees, recommending notices of completion and release of retention. Work consisted of removal and replacement of damaged asphalt; grind and overlay; slurry seal; crack seal; replacement of damaged curb, gutter and sidewalk; striping.

FY 2012-2013 Street Improvement Projects | City of Santa Monica, CA

Construction Inspector. Fiscal year 2012-2013 street improvements. Work consisted of removal and replacement of damaged asphalt; grind and overlay; slurry seal; crack seal; replacement of damaged curb, gutter and sidewalk; striping. Project included public outreach, all facets of construction inspection and administration, including utility and multiple agency coordination; traffic management and control; submittal/schedule/RFI/progress payment review and processing; field observation; negotiating and processing change orders; document control; and project close out including warranties, guarantees, recommending notices of completion and release of retention.

SR-91 On-Ramp Widening | City of Buena Park, CA

Construction Inspector. Eastbound on-ramp widening project located northbound on Beach Boulevard. Work consisted of Rough and fine grading, construction of a retaining wall, miscellaneous drainage improvements, miscellaneous concrete improvements, construction of new AC pavement, striping, signage and pavement markings, and new landscaping and irrigation.

Irvine Center Drive Improvements | City of Irvine, Irvine, CA

Superintendent. Mr. Stagner was responsible for coordinating utility facility relocations with utility agencies for the Irvine Center Drive improvements. Work consisted of on and off-ramp improvements, coordination with Caltrans, roadway widening, and miscellaneous curb, gutter and sidewalk improvements.

Garfield Avenue Rehabilitation | City of Huntington Beach, CA

Construction Inspector. Roadway improvements on Garfield Avenue from Newland to Magnolia Streets, and bordering the Cities of Huntington Beach and Fountain Valley. The City's objective was to replace the worn pavement and replace the failed curb and gutter along selected segments on the south side of Garfield Avenue. Improvements primarily consisted of full depth reclamation, rubberized asphalt (RAC) overlay, limited reconstruction of concrete curb and gutter, concrete sidewalk, curb access ramps, landscaping, and installing traffic loops with striping.

Various Public Works Projects | Los Angeles County Public Works, Los Angeles, CA

Foreman/Superintendent. Mr. Stagner was responsible for scheduling, as-builts, billing, subcontractor oversight, managing employees and other utility agency coordination for several public works projects consisting of grading, paving, underground utility relocation & retaining structures. He maintained a positive working environment at all levels. Mr. Stagner maintained a complete understanding of job specifications, state and county regulations & OSHA requirements.

Various Public Works Projects | City of Cathedral City, CA

Forman. Mr. Stagner was responsible for scheduling, wet & dry underground utility installation, subcontractors and managing over 25 employees for several public works projects in the City of Cathedral City totaling approximately \$11M in construction costs. He was also responsible for implementing Storm Water Pollution Prevention Plan (SWPPP) along with maintaining dust control.

KALID DAWOOD, QSP
CONSTRUCTION OBSERVER



YEARS OF
EXPERIENCE



A.A.
CONSTRUCTION
MANAGEMENT
& GIS MAPPING/
SURVEY



SAFETY TRAINED
SUPERVISOR

AMERICAN
CONSTRUCTION
INSPECTION
CERTIFICATIONS

Mr. Dawood has over 29 years of experience in construction oversight of public works projects. His diversity ranges from experience in sewers, water mains, pump stations, roadways, bridges buildings, grading and wet and dry utilities. He possesses a thorough knowledge of the Caltrans Standard Plans and Standard Specifications, Greenbook, Caltrans Construction Manual, Manual of Tests, and Manual of Traffic Controls for Construction and Maintenance Work Zones. He has participated in all aspects of construction including bid phase management; submittal, RFI, and change order processing; daily field inspection; and project closeout.

Project Experience

Algonquin Sewer Lift Station | City of Huntington Beach, CA

Construction Inspector. \$1.8M: Abandonment and demolition of an existing sewer lift station, installation of a new sanitary sewer lift station, installation of an 8-inch sewer force main, installation of a 12-inch sewer force main, asphalt paving and removal, restoration of existing public and private improvements, and related appurtenant work.

Springdale Street Water Main Replacement | City of Huntington Beach, CA

Construction Inspector. Rehabilitation of a 36-inch and 42-inch steel water transmission main. During the internal joint bonding, the interior lining of the 36-inch water main was inspected and repairs made as needed. The work on the 42-inch main included external joint bonding, valve replacement.

American Honda Motors (AHM) Irrigation System | West Basin Municipal Water District

Construction Inspector. Reconstruction of the AHM's current irrigation system into recycled water from the existing potable water; connection and/or disconnection of potable water supplies to/from the existing system; demolishing and/or relocation of backflow preventers; and installation of signs, tags, piping, and related appurtenances.

Los Angeles Air Force Base Potable Water Backup System | West Basin Municipal Water District

Construction Inspector. Installation of an HDPE prefabricated 2,750 gallon tank. Along with the installation of two pumps, a cement coated steel transmission pipeline, and 2 pressure reducing valves.

Sewer System Improvements | City of Birmingham, State

Construction Inspector. Mr. Dawood provided quality control for the installation of 5700 feet of new pipe. He was responsible for the site observation and construction quality, compliance with contract documents, general site safety, preparation of daily reports, photo documentation, and assisted with the progress payment review.

Sewer Force Main and Lift Station Rehabilitation | City of Huntington Beach, CA

Project Manager. Sewer lift station and force main replacement. Improvements consists of abandonment and demolition of an existing sewer pump station and various sections of existing sewer lines, removal of existing electrical panels and conduit, sidewalk, pavement, and surface improvements, installation of new sanitary sewer lines, installation of a new sewer lift station, installation of a new dry pit submersible pumps, replacement of a force main, asphalt paving and removal, and restoration of existing public and private improvements.

Bradley's New International Terminal and Taxi Lane "S" | Los Angeles World Airports, Los Angeles, CA

\$102M: Improvements of new Taxi lane and installation of 4000 LF of 24" steel pipe with megalug joints, flanges and fittings for domestic and fire water. Project also included shoring, grading, concrete paving and striping.

Antonio Parkway Widening | County of Orange/ Santa Margarita Water District, CA

\$40M: Improvements consisted of widening Antonio Parkway from 400' S. of Ortega Hwy to 2000' N. of Ortega Hwy. Project also included the installation of 3,000 LF of 4"-12" PVC irrigation and landscaping.

Riverside Viaduct Bridge | City of Los Angeles/LADWP, Los Angeles, CA

Mr. Dawood's duties included but not limited to submittals; procurement of materials; shoring design; safety implementation; RFI's and arrange meeting with LADWP for shut-off a water line that supplied water to most of downtown Los Angeles; verify the pipe lay-out and location; SWPPP implementation and inspection; inspect trenching and shoring operations; inspect welding procedure and coating of pipe following welding; monitor the flushing and chlorination procedures and the final connection. \$40M: Project improving consisted of rerouting 600 LF of existing 48" cement mortar coated welded steel pipe for the construction of a new bridge over the Los Angeles River. Project also included dewatering, river diversion, wet and dry utilities, grading, demolition of the existing bridge, and traffic control.

Van Buren Bridge Over Santa Ana River | County of Riverside County, CA

Mr. Dawood's duties included but not limited to submittal; procurement of material; shoring and traffic control design; safety implementation and procedures; RFI's; SWPPP implementation and inspection; traffic control implementation and daily inspection; verify the pipe lay-out and location; inspect trenching and shoring operations; monitor the flushing and chlorination procedures and the final connection. Project consisted of construction of new bridge including installation of 1200 LF of new 4-12" PVC irrigation and potable water. Total project cost \$28M.

Secondary Effluent and Recycled Water Tank | City of Escondido, CA

\$12M: Project consisted of construction of reinforced concrete tank and water line and mechanical attachments.

Carlsbad Municipal Golf Course | City of Carlsbad, CA

\$18M: Project consisted of construction of new 18 hole public golf course that included four 12-inch PVC irrigation and potable water for the club house building.

Pump Station and Vincent Thomas Bridge Resurfacing | Caltrans District 7

Mr. Dawood was responsible for overall quality control, daily traffic control implementation and SWPPP measures. Project consisted of resurfacing the existing bridge with polyester concrete and installing a new drainage system and pump station.

Vista Del Mar Bulkhead | City of Playa Del Rey, CA

Construction Inspector. Five bulkheads to reinforce portions of the existing roadway that collapsed or are in danger of collapsing, due to soil erosion. The project included precast concrete lagging panels, piles back filling, pavement repairs, and pedestrian [42 inch high] and vehicular [18 inch] guardrails. The bulkheads were colored and textured to match the surrounding sandy bluffs and the roadway was repaired to its original condition.

Camino Capistrano Widening | Caltrans District 12

Construction Inspector. The project included constructing a sound wall/retaining wall; widening of San Juan Creek Bridge; adding an auxiliary exit lane on southbound I-5 at Camino Capistrano southbound off ramp; widening Camino Capistrano on and off ramps; constructing a retaining wall between San Juan Creek Road bridge and San Juan Creek bridge; widening of San Juan Creek Road bridge; and widening of Camino Capistrano from San Juan Creek Road for 2,200 feet to the south.

Santa Ana River Bike Trail | County of San Bernardino, CA

Construction Inspector. Construction of 30 miles of paved bike trail along the Santa Ana River. Project also consisted of grading, excavation, and utility improvements.

MATT GREER

CONSTRUCTION OBSERVER

YEARS OF
EXPERIENCEB.S. CIVIL
ENGINEERINGA.A.S. CIVIL
ENGINEERING
TECHNOLOGYA.A.S. ARCHITECTURAL
ENGINEERING TECHNOLOGY

Mr. Greer has 10 years of experience as a qualified Quality Control Observer and Construction Engineer with experience in the management and inspection of public works projects. His projects have included sewer and water related facilities, street rehabilitations, sidewalk improvements, slurry seal projects, landscaping and irrigation, storm drains and vertical construction. He has extensive experience dealing with the public, elected officials, contractors, architects, and engineers. He has been responsible for monitoring construction activities, preparing daily construction inspection reports, verifying compliance with plans and specifications, maintaining record drawings, final inspections, and assisting in field start-ups.

Project Experience

Algonquin Sewer Lift Station | Construction Management | City of Huntington Beach, Huntington Beach, CA

Construction Inspector. \$1.8M. Project consisted of keeping existing Algonquin Lift Station operational while designing and constructing a new station adjacent to the existing one. Project included construction of concrete structure 35-ft deep, construction of valving and metering vault, construction of new sewer mains, force mains, and manholes, installation of new power and control system, and provided start-up protocol and check list.

Sewer Force Main and Lift Station Rehabilitation | City of Huntington Beach, Huntington Beach, CA

Mr. Greer provided construction management, inspection and administration for the replacement of a sewer lift station and sewage force main. \$1.7M: The existing sewer lift station was demonstrating signs of deterioration due to age and proximity to the marine environment, as evidenced by corrosion within the station. The sewage force main which conveys the pumped effluent from this station had also shown signs of deterioration. The project abandoned the existing sewer lift station and force main and replaced them with new facilities.

Springdale Street Water Main Rehabilitation | Capital Improvements Inspection | City of Huntington Beach

Construction Inspector. Mr. Greer's duties included inspection of the construction activities, general safety, and preparation of daily reports, photo documentation, and assistance with the progress payment review. \$5M. Improvements to steel water transmission main. .

Sewer Pump Station 45 | City of San Diego, San Diego, CA

Project Engineer. \$11M. The project consisted of 15, 840 lf of 10" and 18" sewer force main and 5,120 lf of 24" VCP micro-tunneled sewer main.

Adams Hill Water Main Replacement Project | City of Glendale, Glendale, CA

Construction Inspector. \$2.7M. Project as part of Glendale Water and Power's on-going water main replacement program. The project plans to design for the replacement of substandard water mains with new, larger size, ductile-iron water mains to upgrade the water service. In addition, several streets in the project area have no water mains. As a result, homes on these streets had to connect to water mains in adjacent streets through service lines that ran across adjacent properties. This project will add new water mains to these streets to eliminate this situation, and to improve water circulation and provide redundancy for the water system.

Springdale Street Rehabilitation | City of Huntington Beach, Huntington Beach, CA

Construction Inspector. Mr. Greer assisted in the inspection of this \$5.8 million street rehabilitation, traffic signal modification, and watermain project, completed November 2013. His responsibilities included the production of daily reports tracking the Contractor's manpower, equipment and hours; weekly statement of working days; keeping a record of quantities; review of progress payments to confirm billing quantities and review of change orders to confirm work to be performed; and performing daily observation for compliance with plans and specifications. This project included the rehabilitation of a 36-inch and 42-inch

steel water transmission main in Springdale Street and for the rehabilitation of Springdale Street from Warner Avenue to the north city limits.

FY 2012-2013 Annual Street & Parkway Improvements | City of Santa Monica, Santa Monica, CA

Construction inspector. Mr. Greer's responsibilities included daily construction reports of men and equipment on the site and hours worked; calculating all quantities of items removed from or incorporated; and daily observation for compliance with plans and specifications. City's annual street, sidewalk and curb ramp improvements projects for Fiscal Years 2012/2013, \$3M cost, completed December 2013. Encompassed pavement resurfacing of streets and parking lots (including slurry seal and crack seal treatments); full pavement reconstruction; traffic signal modification; and new sidewalks, driveways and ADA ramps.

FY 12/13 Annual Street Improvements | City of Yorba Linda, Yorba Linda, CA

Construction Inspector. Mr. Greer's responsibilities included maintaining daily construction reports of men and equipment on the site and hours worked; measuring, calculating and recording all quantities of items removed from or incorporated into the work; taking photos documenting the work; and performing daily observation for compliance with plans and specifications. City's annual citywide street rehabilitation program. The \$2.5M project consisted of removal and replacement of damaged asphalt; grind and overlay; slurry seal; crack seal; replacement of damaged curb, gutter and sidewalk; striping; and all other associated work.

El Toro/Aliso Creek Road Widening Phase II | City of Laguna Woods

Construction Inspector. Project that included signing, striping, irrigation, landscape as well as street improvements. This project was Phase II of a two-phase capital improvement project which resulted in the widening of El Toro Road to accommodate a paved six foot wide Class II Bike Trail and a sidewalk that varies in width from six to nine feet. The work consisted of construction of sidewalk, retaining wall, and associated drainage structures and the relocation of the existing Class II Bike Lane. Construction also included cold milling the existing curb ADA access ramps, adjusting utilities to finish grade, applying traffic striping with pavement markers and legends (stenciling), and reinstalling traffic detector loops.

Marguerite Parkway Pavement Rehabilitation | City of Mission Viejo, Mission Viejo, CA

Construction inspector. Mr. Greer monitored work progress compared to established baseline schedules; assisted in the coordination with other City departments and outside Utility Companies and Company Agencies; provided field monitoring/inspection for quality control; and provide a comprehensive understanding of County, State and Federal water pollution control regulations related to construction sites. \$850,000 pavement rehabilitation project completed Jan. 2011.

Robinson Ranch Road Traffic Calming | City of Rancho Santa Margarita, Rancho Santa Margarita, CA

Construction Manager. Mr. Greer's responsibilities included maintaining daily construction reports of men and equipment on the site and hours worked; measuring, calculating and recording all quantities of items removed from or incorporated into the work; taking photos documenting the work; and performing daily observation for compliance with plans and specifications. Robinson Ranch Improvement project. The project constructed curb extensions along the northerly portion of Robinson Ranch Road by pushing the centerline of Robinson Ranch Road six feet south and reducing the lane width from 20 feet today to 14 feet.

Quail Hill Natural Treatment System | City of Irvine, Irvine, CA

Project Engineer. \$3.5M. The project consisted of construction of maintenance roads and ramps, concrete overflow structures, a concrete spillway structure, 1,200 lf of concrete trapezoid channel widening, and irrigation systems.

Yorba Linda Boulevard Rehabilitation | City of Yorba Linda, Yorba Linda, CA

Construction Inspector. Mr. Greer's responsibilities included site observation and construction quality, compliance with contract documents, general site safety, preparation of daily reports, photo documentation, and assisted with the progress payment review. Work included contractor mobilization, traffic control, cold milling, and asphalt concrete overlay, slurry seal, adjusting manholes, survey monument covers and valve covers to grade, pavement striping, and markings for several residential streets, and construction of several ADA Access Ramps.

MIKE VALLES

CONSTRUCTION OBSERVER

YEARS OF
EXPERIENCETRENCHING AND SHORING
COMPETENT PERSON
CONFINED SPACE **CALTRANS CONCRETE FIELD TESTING
CERTIFICATION**

Mr. Valles has more than 26 years of professional experience in the construction industry including several years as a public works inspector. His management experience includes constructability review, quality control and schedule and cost control. He also has a strong ability to take initiative and is detail oriented, organized and very self-motivated.

Project Experience

El Toro Road Rehabilitation | City of Laguna Woods, CA

Construction Inspector. Improvements of pavement reconstruction including curbs gutters and sidewalks. \$500,000

FY11-12 Slurry Seal Program | City of Torrance, CA

Construction Inspector. Estimated 5.3 million square feet of residential streets treated with a cape seal or slurry seal. In addition, the project also provided slurry seal for 8 City-owned parking facilities, including lots at the Public Works Yard, City Hall, Victor Park, Lago Seco Park, Walteria Park, and Wilson Park. \$1.3M

FY 2012-2013 Street Improvement Projects | City of Santa Monica, CA

Construction Inspector. Work consisted of removal and replacement of damaged asphalt; grind and overlay; slurry seal; crack seal; replacement of damaged curb, gutter and sidewalk; striping. Responsibilities included public outreach and all facets of construction inspection and administration. \$2.2M

Oceanside to Escondido Sprinter Rail Line | San Diego County North County Transit District, CA

Assistant Resident Engineer. Improvements included of slurry seal of 12 parking lots from 5,000 to 15,000 square feet each; excavation and embankment; reinforced concrete platforms; pedestrian ramps; and canopy structures associated with the station construction. This project consists of a \$187M mainline and stations contract; a separate \$25M contract for the San Marcos loop that contains two major bridge crossings over SR-78; and a \$24M contract for a new maintenance facility on the east end of the line.

State Route 74 | Caltrans District 8 and City of Hemet, CA

Assistant Resident Engineer. Mr. Valles was responsible for quality control of a 3 mile slurry seal project. His responsibilities included maintaining daily construction reports of men and equipment on the site and hours worked; measuring, calculating and recording all quantities of items removed from or incorporated into the work; taking photos documenting the work; and performing daily observation for compliance with plans and specifications.

Parking Lot Slurry Seal | City of Diamond Bar, CA

Mr. Valles provided assurance for the slurry seal of a 30,000 sf parking lot in the City of Diamond Bar. Work also included removal and reconstruction of damaged curbs and gutters and the installation of ADA compliant curb access corner ramps.

Bridge Seismic Retrofit Projects | Barstow Caltrans Office of Structures Construction, CA

Construction Project Manager. Mr. Valles was responsible for daily field operations, ordering materials, and scheduling personnel and subcontractors. Serving as the liaison with City and County agencies, he prepared traffic control plans and coordinated with CHP and Caltrans during lane closures.

SR-60 Pavement Improvements | Caltrans District 8, CA

Office Engineer. Mr. Valles's responsibilities included inputting lane and ramp closure requests, coordinating lane closures with adjacent projects, assisting with the preparation of quantity sheets and the progress pay estimate, setting up task orders for COZEEP, and tracking progress and quantities of contract change order work. Pavement improvements project along six miles of SR-60. \$12.2M

Interstate 15/Interstate 5 Connectors | Caltrans District 8, CA

Assistant Resident Engineer. Mr. Valles was responsible for daily inspection of district work including roadway excavation and embankment, aggregate base, AC paving, SWPPP measures, traffic control, and adjacent public works improvements. He prepared daily diaries, monthly quantity sheets, and participated in partnering sessions with the contractor.

SR163/Washington Street Overcrossing | Caltrans District 11, CA

Assistant Resident Engineer. Mr. Valles was responsible for daily inspection of district work including excavation and embankment, aggregate base, AC paving, drainage, striping, and traffic control. He called in lane closures to Caltrans Traffic Control and coordinated with CHP for COZEEP utilization.

Bridge Seismic Retrofit | Caltrans Office of Structures Construction, CA

Construction Project Manager. Mr. Valles's responsibilities included daily field operations, ordering materials, scheduling personnel and subcontractors. This project included construction of 60" CIDH piles for retrofit of the abutment.

Interstate 15 Managed Lanes, Unit 1 | Caltrans District 11,, CA

Lead Highway Inspector. Mr. Valles provided assistant resident engineering and inspection services to the Caltrans District 11 Construction Division. He served as the Lead Highway Inspector responsible for quality assurance inspection for I-15 Managed Lanes, south segment, Unit 1.

Interstate 15 Managed Lanes, Unit 3 | Caltrans District 11, CA

Lead Highway Inspector. Mr. Valles provided assistant resident engineering and inspection services to the Caltrans District 11 Construction Division. He served as the Lead Highway Inspector responsible for quality assurance inspection for the \$82M I-15 Managed Lanes, Unit 3 project near Lake Hodges.

HENRY HOVAKIMIAN, PE
CONSTRUCTION OBSERVER



35
YEARS OF
EXPERIENCE



B.S. BUSINESS
A.A. ADMINISTRATION,
MAJOR IN
MANAGEMENT



CIVIL ENGINEER CA, NO.
C34283

Mr. Hovakimian has over 35 years of experience in construction management and inspection with specific expertise in street improvements, sewer, water and storm drain systems, heavy grading, concrete structures, traffic signals, paving and landscaping. He has successfully completed a variety of inspection services for Caltrans projects and has the ability to meet all Caltrans guidelines. He has more than 45 certificates in construction, supervision, and employee safety.

Project Experience

Public Works Inspector | Los Angeles County Department of Public Works, Los Angeles, CA

Mr. Hovakimian's project responsibilities included the following:

- Street Improvement projects including Street Overlay, Street Reconstruction utilizing different treatments such as Chip Seal, Slurry Seal, AC overlay, new sidewalk, curb/gutter, driveway approaches, and handicap ramp construction.
- Storm drainage systems and Sewer mains required structures, such as manholes, catch basins, and reinforced concrete box culverts. Sewer mains, landscape and irrigation systems. Inspect pipeline pressure testing operation.
- Project responsibilities have included overseeing the inspectors in specific regards to compliance with required standards per LACDPW policies.
- Supervise large construction crews in various types of construction projects. Ability to coordinate vendors, contractors and inspectors to complete projects on time, and within budget. Jobsite Safety compliance by enforcing Agency's codes and regulations.
- Underground boring, conduit replacement and installation of street light base.

Sample of projects completed:

- Rancho Los Amigos Hospital exit ramp bridge repairs due to broken water line. Concrete support wall with slurry mix pumped.
- Boring and conduit replacement for traffic signals at various locations in Los Angeles.
- Boring for conduit replacement with fiber optic in the City of Burbank.
- Entire Firestone street reconstruction with street lights, curb and gutter, storm drains, utilities, and paving.
- Few hundred various locations of sidewalk, driveway, curb and gutter reconstruction in Westchester area.
- Traffic striping with RPM's in Lancaster area.
- Various locations of manhole inlet rubberized sealing process for corrosion/fume control in Signal Hills.
- Large paving project on Norwalk Blvd. City of Whittier.
- Sound proof wall construction on Paramount Blvd. City of Downey.
- Wheel chair ramps replacement project to meet the State requirements.
- Storm drain replacement for the City of Torrance and at the Los Angeles River
- Slurry seal and chip seal inspection in many areas large wheel chair ramp construction at Martin
- Large parking lot reconstruction at Martin Luther King Hospital and Hubert Humphrey Hospital.
- Los Angeles County Dep. of Public Works Safety Coordinator for 4 years, Conduct lectures, meetings and investigations throughout the LA County.
- Maintenance Management Software expert/coordinator for the LACDPW.
- Alameda Corridor rail project traffic support and traffic control.
- Grading and grubbing large area under the SCE high voltage lines in the City of Lakewood, for future public park facility.
- Large guard rail replacement project in the City of La Habra Heights.
- Slide and slope reconstruction in the City of La Habra Heights.

- Sewer and water line inspection in the West LA County and Malibu area.
- Shotcrete slope protection projects in East Los Angeles area.
- Concrete slab intersection jacking for support to prevent settlement and fill voids at Carmenita Road and Imperial Highway.
- Asphalt dig outs and patching/paving at many locations in LA County area.
- Some traffic signal footing, underground conduit, and loop detector installation.
- Potable water pipe inspection: Proper installation, pressure check for leaks, flushing completed lines, and sample water to lab for approval.

Construction Inspector II | AECOM, City, State

Mr. Hovakimian was responsible for the following:

- Inspect and supervise to make sure that the contractors are following the Job Specs, and the Special Provisions requirements.
- I conducted weekly SWPPP inspection of the projects sites and the Contractors facilities. I have the ability to read plans and inspect as required.
- Construction inspection and maintenance of various types of concrete barriers, concrete slabs, and drain structures.
- Inspect hardscape concrete and asphalt construction.
- Corrugated and concrete drain pipe removal and installation.
- Inspect large scale asphalt paving operations, over 10,000 tons in 24/hrs schedule with two HMA plants in operation.
- Rebar installation and tying.
- Safety is very important at each job site. Ability to follow traffic design requirements for installation of K-rails, crash cushions, and other safety devices.
- Ability to perform variety of tasks on the computer such as creating spread sheets, and folders to store digital pictures with details for reference at a future date.
- Ability to fill out daily reports and accountability for each unit charged.
- Conduct accountability for materials on hand and inventory control.
- Inspect traffic signs installations and removals operations.
- Inspect and supervise grubbing, clearing and grading operations.
- Supervise cable railing installation operation

Construction Inspector II | RailPros, City, State

Mr. Hovakimian was responsible for the following:

- Various project inspection for Caltrans.
- Concrete Slab removal and replacement with Rapid Set Concrete with dowels inserts.
- Concrete patch removal and replacement with dowels, and patch concrete block-outs per Caltrans Standards.
- Excavation and haul away of existing concrete slabs, and placement of Lean Base Rapid Set Concrete under layer for extra support. Placement of Pre-Cast Concrete Slabs with large cranes per plans, and installation of tension cables and proper PSI stressing for each cable.
- Prepare elongation stressing reports, and inspection of end and central panels for proper cable stress reporting.
- Prepare daily reports with calculation, material invoices, and daily progress activity by the contractors.
- Safety at job sites is always number one priority. Inform contractor(s) if any safety deficiency is noticed immediately for correction.
- Monitor traffic control operation, and make sure traffic safety devices are in place and in good working condition.

BENJAMIN OCASIO



Summary of Qualifications

Highly qualified executive manager offering more than 20 years of experience leading, managing and mentoring staff, operations management, business development, client relationships and retention, contract negotiations, monitoring and controlling costs. Experienced working with appointed boards, commissions, awarding authorities, business groups, and community-based organizations.

Core Competencies

Operations Management ♦ Managing Multiple Offices ♦ Team Leadership and Collaboration ♦ Staff development, including recruiting, hiring, training, and retention ♦ Client Development and Retention ♦ Cost Controls ♦ Performance and Quality Standards ♦ Business Strategic Planning

Professional Experience

Chief Executive Officer/President; 2011 to Present

Pacific Resources Services, El Monte, CA

Pacific Resources Services provides State and Federal labor standards compliance services, public and community outreach services to public and private sector clients throughout Southern California. Full scope of responsibilities includes providing day-to-day management of the consultancy in addition to:

- ♦ Serve clients throughout Southern California.
- ♦ Corporate Strategy – Conducting business development activities and cultivating alliances with partner firms and clients.
- ♦ Operations Management – Manage business operations including Human Resources, financial activities, and back office operations.
- ♦ Business Development – Conduct business development activities and provide direction to Business Development consultants on strategies, alliances, responses to Requests for Proposals/Qualifications (RFPs/RFQs), and pricing of services.
- ♦ Client Service Delivery – Ensure that staff delivers requested services according to Scope and manage project budgets. Perform visits to clients to anticipate needs and issues.

Chief Operations Officer; 2008 to 2011

Vice-President of Operations; 2004 to 2008

Senior Project Manager/Sr. Analyst; 2002 to 2004

The Solis Group, Pasadena, CA

With a staff of more than 25 employees and annual revenues of over \$2.5 million, the firm is an industry leading state-approved provider of labor standards compliance services to public agencies and private sector clients, and:

11421 Lambert Avenue | El Monte, California 91732

Contact Number: (626) 434-5087 | Email: bocasio@pacificresourceservices.com

BENJAMIN OCASIO



- ♦ Led a 100% increase in the number of clients through better presentations and pricing strategies.
- ♦ Increased the project backlog to 3 years by winning program work rather than individual projects, and increase revenues by 150%.
- ♦ Developed a best of class operation recognized by the State, clients, and construction industry.
- ♦ Worked closely with the President/CEO on corporate strategy
- ♦ Saved a client more than \$1 million in potential claims related to a contract issue.
- ♦ Served as key contact with clients, Unions, and regulatory agencies; and served as a member of the California Underground Economy Task Force.

Independent Management Consultant; 2001 to 2002

El Monte, CA

Originated and serviced agreements with construction contractors to assist them comply with the California Labor Code and Davis-Bacon projects, and resolve violations on public works projects.

Manager, Diversity and Economic Opportunity; 2000 to 2001

The Los Angeles County Metropolitan Transportation Authority, Los Angeles, CA

The Metropolitan Transportation Authority is one of the largest public transportation agencies in the United States providing transit planning, operations, and funds various transit-related projects. Managed the monitoring, enforcement, and reporting activities related to compliance with State and Federal funding requirements, including the payment of prevailing wages, the certification and utilization of Small and Disadvantaged Business Enterprises. Full scope of responsibilities included:

- ♦ Managed professional and support staff engaged in implementing the agency's contract administration activities related to the enforcement of the California Labor Code, Davis-Bacon requirements, and the Small and Disadvantaged Business Enterprise (DBE) Certification program.
- ♦ Managed the development of Policies and Procedures Manual for three sections to conform to Federal Procurement requirements.
- ♦ Served as the Agency Lead representative to Unified Certification Program, including heading the External Affairs Committee and a member of the Executive Committee.
- ♦ Prepared the budgets, annual work plan, and executive reports for three sections under the Diversity and Economic Development Program.

Senior Administrative Analyst/Administrative Analyst II; 1994 to 2000

The Metropolitan Water District of Southern California, Los Angeles, CA

Recruited to develop and implement a Business Outreach Program for the largest municipal water supplier in Southern California. Successfully managed the Business Outreach Program, and transitioned the program from a Minority and Women-owned Business Enterprise to a regional program focused on small businesses.

Ross Khiabani, P.E., G.E.
President and Chief Executive Officer

Education

1981, California State University, Long Beach, Geotechnical Engineering, M.S.

Registration

1983, Civil Engineer, CA, No.37156

1993, Geotechnical Engineer, CA, No.2202

1993, Civil Engineer, NV, No.11256

1995, Civil Engineer, AZ, No.27068

Affiliations

American Public Works Association

American Society of Civil Engineers; Geotechnical Group, Los Angeles Section, Past Chair

California Geotechnical Engineers Association

Consulting Engineers and Land Surveyors of California

Council of Civil Engineers and Land Surveyors, Los Angeles County

The Society of American Military Engineers

25 Years Experience

Mr. Khiabani has 25 years of professional experience in performing a diversified geotechnical assignments involving soil mechanics and foundation engineering, soil stabilization, landslide analysis and stabilization, settlement evaluations, liquefaction studies, temporary and permanent slope stability analyses, laboratory testing, and onshore and offshore exploration. He has worked on a wide variety of projects ranging from commercial, industrial, residential, institutional, ports and harbors, public works, transportation including major bridges, local roads, freeways and toll roads and water and waste water facilities. This broad base of experience has given him unique insight into local geotechnical and seismic conditions, construction processes. He has over ten years of project management experience, managing projects with budgets ranging from \$10,000 to over a million dollars.

During his career, Mr. Khiabani has been actively involved in technical and management positions of numerous geotechnical projects involving major landslides, analyses, mitigation, compressibility and collapse potential identification and mitigation measures, lateral earth pressures and strengths identification, laterally loaded piles/walls under temporary and permanent conditions, and soil dynamics, such as liquefaction and slope stability analysis and mitigation methods. As a project manager, Mr. Khiabani has had close communication with local, city, county, and state reviewers and is familiar with governing codes and requirements.

Specific Project Experience

Flintridge Oak Drive Storm Drain Project, City of La Cañada Flintridge. Project Manager for a geotechnical investigation to reconstruct approximately 200-foot of 30" Reinforced Concrete Pipe Storm Drain to collect water at Catch Basins at Georgian and Richard roads and connect to Paradise Canyon Channel at East end. The investigation consisted of 2 exploratory borings, soil sampling and logging, geotechnical laboratory testing, engineering analyses, recommendations for trench shoring, and bedding and backfill requirements.

Santa Ana Street and San Antonio Avenue Restoration, City of South Gate, CA. Project Manager for geotechnical services of inspection and testing for one and a half miles of asphalt lay down operations on Santa Ana Street and San Antonio Avenue. The services included (1) ensuring contractor placed AR4000 tack coat on cold milled sections followed by a petro-mat prior to laying asphalt, (2) measuring asphalt temperature, thickness, and density during paving operations, and (3) inspecting the relative flatness of transverse and longitudinal lines to ensure that feathered lines were per "Greenbook" standards.

The Old Road Widening Project, City of Santa Clarita, CA. Project Manager for a geotechnical investigation for the proposed The Old Road Widening Project. The project dealt with the following major geotechnical issues: (1) effects of embankment fill-induced settlement on The Old Road Over Santa Clara River Bridge Replacement Project, (2) foundation design for a bridge replacement over a railroad, and (3) pavement design for the widened roadway.

Superstreet Widening, Costa Mesa, CA. Project Manager and Engineer for widening of Harbor Boulevard, between Sunflower and Adams Avenue.

On-Call Services, City of Santa Ana, Santa Ana, CA. Project Manager for on-call services. The projects consisted of design and testing, for roads, pavements, parks, structures, and other miscellaneous projects.

Pelican Hill Road, Newport Beach, CA. Project Manager for a preliminary geotechnical investigation of a proposed road alignment. The alignment crossed landslides and an active dumpsite that required that mitigation measures be established to deal with these geotechnical hazards.

Kanan Road and Highway 101 Interchange, Agoura Hills, CA. Project Manager closely working with Caltrans oversight staff performed a geotechnical investigation for the City of Agoura Hills. This project included development of drilling work plans, permit acquisition, traffic control, soil and rock logging, sampling, laboratory tests, and foundation recommendations for highway improvements consisting of removal of existing off-ramps, relocation and widening of streets, construction of bridges and relocation and construction of new on- and off-ramps.

SR-91 Auxiliary Lane PSR, Orange, CA. Project Director for geotechnical study to provide a preliminary assessment of the potential geologic, soils, and seismic impacts that could potentially affect the design of the proposed freeway widening. The resulting report will establish structural foundation requirements for the construction cost estimate.

Pacific Coast Highway, Newport Beach, CA. Project Engineer for the widening of PCH associated with the Pelican Hill Golf Course development. The responsibilities included subsurface investigation within proposed widening areas and provide geotechnical recommendations in accordance with approved guidelines by County of Orange and Caltrans.

Irvine Ranch Water District, Irvine, CA. Project Manager for geotechnical design and testing services for 22,000 feet of 51- and 54- inch diameter, Harvard trunk sewer line, between Main Street and Santa Ana Freeway. This project involved subsurface investigation to establish engineering parameters for a temporary trench support system, jacking feasibility at cross-sections and existing utility crossing. Services during construction consisted of providing engineering support during pipeline installation and compaction testing of backfill material to control the pavement settlement.

Proposed Drainage Improvements Associated with Realignment of The Old Road, City of Santa Clarita. Project Manager for a geotechnical investigation for the proposed drainage improvements associated with realignment of The Old Road. The project consisted of constructing approximately 2,700 feet of storm drain improvements. Analyses were relating to (1) seismic hazards, (2) slope stability, (3) foundation design for wing walls, and (4) roadway pavement.

Phase 1 Sewer Reconstruction Project, City of Covina. Project Engineer for geotechnical investigation services for the proposed Phase 1 Sewer Reconstruction Project to reconstruct approximately 1,362-foot of existing sewer mainline within four separate reaches in the City of Covina. The investigation consisted of 4 exploratory borings, soil sampling and logging, geotechnical laboratory testing, engineering analyses, recommendations for trench shoring, and bedding and backfill requirements.

Goldenwest Trunk Sewer Replacement, Huntington Beach, CA. Project Manager for geotechnical investigation for Orange County Sanitation District 4,800-foot in length and 36-inch in diameter reinforced concrete pipeline.

Measure "A," SR-91 Improvements, Riverside, CA. Project Manager for final geotechnical design for the widening of SR-91 for the Riverside County Transportation Commission. The program included 8 over/undercrossings, separation bridges, HOV lanes, auxiliary lanes with retaining walls, sound walls, drainage culverts, and sign relocations.

CAL VADA

SURVEYING INC

PRINCIPAL AND PROJECT DIRECTOR ARMANDO D. DUPONT PLS #7780:

Mr. Dupont started his career in the surveying industry in 1977. As President and founding member of CALVADA, he is responsible for all business activities of the company including executive management of technical, field, engineering design and land survey personnel. His project experience includes topographic mapping, boundary surveying and analysis, ALTA/ACSM Land Title Surveys, construction and control surveying, preparation of tract and parcel maps, earth work calculations and quantities, and targeting and control for photogrammetry observations etc.

Qualifications/ Education:

- State of California License P.L.S. # 7780
- A.A. Civil Engineering, Fullerton College, Fullerton, California
- Land Surveying, California State University, Pomona, California

Professional Experience: (all with Calvada)**Project: Villages at Cabrillo**

Project Year: 2011

Position Title: Project Director

Description: Subdivision and Mapping within the City of Long Beach

Mr. DuPont was in charge of coordinating the field and office efforts for the submittal of a Tract Map in the City of Long Beach. He also coordinated with the Client and the owners and provided support services for application submittal and final recordation.

Armando D. DuPont, LS 7780, Expiration Date 12/31/15

Los Angeles

411 Jenks Circle, Suite 205, Corona, CA 92880

Phone (951) 280-9960

Denver

6551 S. Revere Pkwy., Suite 165, Centennial, CO 80111

Phone (720) 488-1303

CAL VADA

SURVEYING INC

Project: Miramar Pipeline Relocation

Project Year: 2012 to Present

Project Title: Project Director

Description: Topographic Survey for Design purposes, Title Report Analysis; Right of Way and Ownership Map

This is an ongoing project where Mr. DuPont is fully in charge of coordination with the client and responding to their requests. Calvada has provided A topographic survey of approximately 20,000 linear feet of street survey for future fuel pipeline design. Calvada also prepared ownership map and street right of way analysis. The future scope includes approximately 200 title report analysis and exhibits for street dedications.

Project: IEUA Facilities in SBCFCD

Project Year: 2010

Project Title: Project Director

Description: Title Reports Analysis and Easement Document Exhibits

Mr. DuPont personally managed the entire process of documents reviews and easement analysis. This project consisted of reviewing 40 title reports, plotting all easements of record and preparing easement exhibits of areas occupied by IEUA (Inland Empire Utilities Agency) within each assessor's parcel.

Armando D. DuPont, LS 7780, Expiration Date 12/31/15

Los Angeles

411 Jenks Circle, Suite 205, Corona, CA 92880

Phone (951) 280-9960

Denver

6551 S. Revere Pkwy., Suite 165, Centennial, CO 80111

Phone (720) 488-1303



Amy L. Kim, TE

Transportation Engineer

Ms. Kim has over 7 years of experience working in transportation planning and has managed and participated in a wide variety of traffic engineering and operations and transportation studies including on-call transportation services, signal timing projects, traffic synchronization projects, travel demand forecasting studies, traffic impact, signal warrants, parking demand, feasibility studies and various focused traffic studies. Ms. Kim is proficient in Vistro, AutoCAD, AutoCAD Map 3D, MicroStation, Geographic Information Systems, Traffix, Synchro, SimTraffic, HCS/HCS+ and HCM.

Education

MS, Civil Engineering, California State University, Long Beach, CA, 2012

BS, Civil Engineering, California State University, Irvine, CA, 2008

Professional Registrations

Professional Traffic Engineer (TE):

- CA #2772, 2015

Years of Experience 7

Area of Expertise

Transportation Planning & Analysis

Professional Affiliations

- Institute of Transportation Engineers (ITE)
- Orange County Traffic Engineers Council (OCTEC)
- American Society of Civil Engineers (ASCE)

Project Experience

Traffic Engineering & Operations

Buena Park As-Needed Transportation Services – City of Buena Park, CA

Ms. Kim served as a Project Engineer assisting in the as-needed transportation services requested by the City of Buena Park. Ms. Kim is currently working on a signal retiming project between 2 intersections in the City of Buena Park. The tasks consists of field inventories and verification of existing signal timing and operations, performing a signal timing analysis and optimization, and developing AM, Midday, PM, and Weekend signal timing plans for the 2 intersections. The project began in February 2016 and is ongoing.

Harbor Boulevard Corridor Traffic Synchronization Project – Cities of Santa Ana, Costa Mesa, Fountain Valley, & Garden Grove, CA

Ms. Kim served as a Project Engineer for the project, which allows for the synchronization of 46 signalized intersections along the Harbor Boulevard corridor, spanning across four jurisdictions (Cities of Santa Ana, Costa Mesa, Fountain Valley, and Garden Grove). The tasks Ms. Kim worked on includes the data collection task, which consists of field inventories and verification existing of signal timing and operations, before studies task, and the signal timing analysis and optimization tasks. The project began in March 2014 and is ongoing.

Transportation Planning

Irvine Business Complex (IBC) Vision Plan 2015 Five Year Traffic Study Update – City of Irvine, CA

Ms. Kim served as Staff Engineer for the project, which is a five-year update that evaluates potential traffic impact locations and documents how development actually occurred over the past five years to determine how close the Vision Plan assumptions were to forecasting this condition.



Amy L. Kim, TE

Transportation Engineer

The IBC Vision Plan Five-Year Traffic Study Update analyzes the potential impacts on the circulation system based on updated conditions to the 2010 amendment to the City of Irvine General Plan that placed a 15,000 dwelling unit limit on the residential development in the IBC area. Tasks include: Perform traffic analysis on 275 arterial segments, 220+ intersections, 60 mainline segments, and 90+ freeway ramps for existing, interim year, and general plan build out with and without update conditions and provide geometric improvement recommendations. The project began in June 2015 and was completed in January 2016.

Metro/Caltrans I-710 Corridor EIR/EIS - Los Angeles County, CA

Ms. Kim served as Staff Engineer for the 18-mile I-710 study corridor extends from the southern terminus of I-710 to SR-60 interchange in the north. Tasks include: identification of project impacts based on regional models data at intersections near I-710 freeway ramps and interchanges. Perform traffic analysis on 170+ arterial intersections for existing and future alternative developments and provide geometric recommendations. Provide design support and mitigation recommendations for future alternative developments on the arterial intersections. Devise geometric design plans and signal design and striping plans for arterial intersections. Project tasks were performed in 2014 and is ongoing

San Diego International Airport, Airport Development Plan (ADP) Traffic Study - San Diego, CA

Ms. Kim served as Staff Engineer, providing traffic volume projections and perform traffic operation analysis for existing and future design year (2035) conditions for the roadway network surrounding the project site. Tasks include: future volume forecast and level of service analysis for roadway segment, intersection, freeway mainline, freeway ramps, and rail crossing operations within the study area. The project tasks were performed in 2013 and is ongoing.

Santa Clara County Expressway 2040 Plan Traffic Impact Study - Santa Clara County, CA

Ms. Kim served as Staff Engineer, performing traffic analysis for existing and build-out conditions for intersections and roadway segments along Santa Clara

County expressways. Tasks include: gathering all the intersection traffic data and updating traffic models with volumes, signal timing, HOV reductions factors, intersection geometrics, and platoon data. Evaluate existing and future level of service analysis redistributed traffic due to closures or structure changes. Provide design support and mitigation recommendations for future alternative developments on the expressways. Devise geometric design plans and signal design and striping plans for intersections. The project tasks were performed in 2013 and 2014 and ended in March 2015.

High Speed Train Palmdale to Los Angeles Segment EIR/EIS, Station Area - Los Angeles County, CA

Ms. Kim served as Staff Engineer, performing traffic analysis for High Speed Train Stations on the Palmdale to Los Angeles segment of the proposed California High Speed Train System. Tasks include: evaluation of existing and future baseline conditions using Vistro and provide adequate intersection design to sustain project impact. These studies were performed from 2013 and is ongoing.

GROVE-LACMA Streetcar Feasibility Study - Los Angeles, CA

Ms. Kim served as Staff Engineer, performing a high-level traffic operational analysis for existing and existing plus project traffic conditions. The purpose of the feasibility study is to identify which streetcar alignment linking the Grove, LACMA, and the future Purple Line Fairfax Subway Station will have the least traffic impact on its nearby intersections and roads. Tasks include: traffic volume collection for existing conditions, field investigations, and level of service analysis for six proposed streetcar alignments and two pro-posed streetcar stops. The studies were performed in 2013.

Traffic Studies - Various Locations, CA

Ms. Kim prepared several EIR traffic sections and AFC traffic sections. This has included creation of traffic impact models, conducting field observations, analysis of existing and future conditions, parking, construction impacts, site circulation and access analysis, and level of service analysis. Project sites evaluated included:

- Durfee Avenue Grade Separation - Pico Rivera, CA
- Wayne J. Mining - Ventura County, CA
- TerraGen - Pico Rivera, CA
- Chevron PCPL - Fillmore, CA



Amy L. Kim, TE

Transportation Engineer

These studies were performed from 2013 to 2015 and some are still ongoing.

Chatsworth Commerce Center - Los Angeles, CA

Ms. Kim served as Project Engineer, coordinating with the city to determine a scope of work for the Chatsworth Commerce Center traffic study. She managed and prepared a traffic impact analysis for the mixed use commercial center with a forecasted traffic scenario with the implementation of the City of Los Angeles Bicycle Master Plan. The studies were performed in 2012 and ended in 2013.

El Camino College Expansion - Torrance, CA

Ms. Kim served as Project Engineer, managing and preparing a college master plan traffic impact analysis for an existing college expansion. Recommended traffic mitigations and circulation options to improve site access. Coordinated with jurisdictions for planned improvements bordering the site. The studies were performed in 2012 and ended in 2013.

Galena Business Park - City of Jurupa Valley

Ms. Kim served as Assistant Engineer, managing and preparing a traffic impact analysis with rail crossing closure traffic scenarios. Conducted a queuing analysis and rail signal timing delay analysis for impacted intersections. The studies were performed in 2012 and ended in 2013.

RATE SCHEDULE

Effective January 1, 2016 through December 31, 2016

ENGINEERING SERVICES	HOURLY RATE
Project Manager	\$145
Quality Assurance Manager	\$145
Senior Engineer	\$140
Project Engineer	\$120
Traffic Engineer	\$120
Associate Engineer	\$115
Assistant Engineer	\$100
Engineering Technician	\$90
Designer	\$110
CADD Drafter	\$85
Administration	\$75
MUNICIPAL SERVICES	HOURLY RATE
Project Executive	\$195
Program/Project Director	\$175
Assistant Project Manager	\$135
City Engineer	\$135
Plan Check Engineer	\$120
Planner	\$100
Public Works Technician	\$90
Permit Technician	\$65
CONSTRUCTION SERVICES	HOURLY RATE
Senior Construction Manager	\$165
Construction Manager	\$145
Project Manager	\$120
Resident Engineer	\$140
Office Engineer	\$120
Structures Representative	\$150
Project Controls Engineer	\$100
Labor Compliance/Documents Control	\$78
Construction Observer [Non Prevailing Wage]	\$98
Building Inspector [Non Prevailing Wage]	\$85
REIMBURSABLE EXPENSES	COST
Reproduction	Cost
Consultant Services	Cost + 15%
Automobile Transportation	\$.54 per mile
Delivery, Freight, Courier	Cost
Agency Fees	Cost
Commercial Travel	Cost

ACCEPTANCE OF CONDITIONS

In compliance with the Request for Proposal (RFP) CivilSource accepts all conditions listed in the RFP document and takes no exception nor suggests any changes.