

CITY OF HAWAIIAN GARDENS

AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT ("Agreement"), is made and effective as of July 1, 2018, between the City of Hawaiian Gardens, a municipal corporation ("City") and, Infrastructure Engineers, Inc. ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively referred to as "Parties." In consideration of the mutual covenants and conditions set forth herein, the Parties agree as follows:

1. **TERM**

This Agreement shall commence on July 1, 2018 and shall remain and continue in effect for three years or until terminated by the Parties pursuant to Section 7 (Suspension or Termination) below. Notwithstanding the above, Section 10 (Indemnification) of this Agreement shall survive the term of this Agreement.

2. **SERVICES**

Subject to the terms and conditions set forth in this Agreement, Consultant shall perform the on-call services as needed or requested by the City as proposed within the Scope of Services in **Exhibit "A"**. The City may, however, request to provide other professional services as the Community Development Director may necessitate. Such request would be made in writing and consistent with Consultant's qualifications as described in its Scope of Services and in accordance with the rate sheet set forth in Consultant's Scope of Services. Contract staffing positions may be provided as part of their services. These positions can be replaced at the City's request. Consultant shall not alter the assignments of the personnel selected by the Community Development Director without the prior approval of the City.

(a) All employees used by Consultant shall be qualified, having appropriate licenses, permits, education and experience to perform the services and related duties required of Consultant by this Agreement to the satisfaction of the City. City reserves the right to interview all persons presented by Consultant, prior to commencement of service or to alter personnel based on work load or expectations.

(b) Consultant shall provide all training, tools, business cards, uniforms instruments and vehicles required to perform the services requested by this Agreement.

(c) In the event of any absences of staffing positions due to vacation/sickness/personal leave time, Consultant shall provide qualified replacement personnel with reasonable notice to the City when possible.

3. **PERFORMANCE**

Consultant shall at all times faithfully, competently and to the best of his/her ability, experience, and talent, perform all tasks described herein. Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of Consultant hereunder in meeting its obligations under this Agreement. Consultant represents it is skilled in the professional calling necessary to perform the services and duties agreed to hereunder by Consultant and City relies upon the skills and knowledge of Consultant. Consultant shall perform such services and duties consistent with the standards generally recognized as being employed by professionals performing similar service in the State of California.

4. **CITY MANAGEMENT**

The City Manager and/or the Community Development Director shall represent City in all matters pertaining to the administration of this Agreement, shall review and approve all products submitted by Consultant, including the authority to enlarge the tasks to be performed or change the compensation due to Consultant. The City Manager is authorized to execute all necessary documents, subject to Section 6 hereof.

5. **COOPERATION BY CITY**

City shall provide reasonable and appropriate offices for conducting the duties set forth in this Agreement. City shall also maintain documents, municipal codes, and State regulations that are customarily maintained by a City in carrying out the duties covered herein.

6. **PAYMENT**

(a) The City agrees to pay Consultant monthly, in accordance with the payment rates and terms and the schedule of payment as set forth in Consultant's Scope of Services/fee schedule, **Exhibit "A"**, as may be amended with approval by the City. Any changes or increases to the rate schedule, including CPI adjustments, are subject to City review and approval. Any rate schedule change request to be considered by the City, including CPI adjustments, shall be submitted to the City prior to May 1st in order to be evaluated for the following fiscal year budget.

(b) Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement, which are in addition to those set forth

herein, unless such additional services are authorized in advance and in writing by the City Manager or designee. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager or designee and Consultant at the time City's written authorization is given to Consultant for the performance of said services.

- (c) Consultant will submit invoices monthly for services based on the schedule of payment as set forth in **Exhibit "A"** or as agreed to by the City. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all nondisputed fees. If the City disputes any of Consultant's fees, it shall give written notice to Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice.

7. SUSPENSION OR TERMINATION OF AGREEMENT

- (a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least thirty (30) days prior written notice. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement, such suspension or termination shall not make void or invalidate the remainder of this Agreement.
- (b) In the event this Agreement is terminated pursuant to this Section, the City shall pay the Consultant for services satisfactorily performed, as solely determined by the City, up to the date of termination based on the schedule of payment as set forth in **Exhibit "A"**. Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the City pursuant to Section 6.
- (c) Consultant may terminate the Agreement without cause upon giving City ninety (90) calendar day's prior written notice.
- (d) Consultant may terminate this Agreement for cause upon giving City thirty (30) calendar days prior written notice for any of the following:
 - (1) breach by City of any material term of this Agreement, including but not limited to Payment Terms; or
 - (2) material changes in: (i) the conditions under which this Agreement was entered into; or (ii) the Scope of Services or the nature of the nature of the project or assignment and the failure of the Parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

8. **DEFAULT OF CONSULTANT**

- (a) The Consultant's failure to comply with the provisions of this Agreement shall constitute a default. If the City Manager (or his/her designee) determines that the Consultant is in default, then the City Manager (or designee) shall cause to be served upon the Consultant a written notice of the default.
- (b) Optional Default Correction Period: The City, in its sole discretion, may grant the Consultant ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.
- (c) Right to Immediate Termination: If Consultant defaults, then City shall have no obligation or duty to continue compensating Consultant for any work performed after the date of default, and notwithstanding the termination provisions of Section 7 or 8(a) above, the City can terminate this Agreement immediately by written notice to the Consultant.
- (d) If the City determines that such failure by the Consultant to make progress in the performance of work hereunder arises out of causes beyond the Consultant's control, and without fault or negligence of the Consultant, it shall not be considered a default.

9. **OWNERSHIP OF DOCUMENTS**

- (a) Accounting Records. Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall: (i) provide free access to the representatives of City or its designees at reasonable times to such books and records; (ii) shall give City the right to examine and audit said books and records; (iii) shall permit City to make transcripts there from as necessary; and (iv) shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

- (b) **Work Product.** Upon payment therefor, any and all documents, including draft documents where completed documents are unavailable, or materials prepared or caused to be prepared by Consultant pursuant to this Agreement shall be the property of the City at the moment of their preparation. All materials and records of a finished nature, such as final plans, specifications, reports, and maps, prepared or obtained in the performance of this Agreement, shall be delivered to and become the property of City. All materials of a preliminary nature, such as survey notes, sketches, preliminary plans, computations and other data, prepared or obtained in the performance of this Agreement, shall be made available, upon request, to City at not additional charge and without restriction or limitation on their use consistent with the intent of the original design, and without liability to Consultant for changes, alterations, or use by City thereof in a manner not intended hereby.

10. **INDEMNIFICATION BY CONTRACTOR**

- (a) **Indemnification for Professional Liability.** Consultant shall protect, indemnify, defend and hold harmless the City and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including attorney's fees and costs 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 subconsultants (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement.
- (b) **Indemnification for Other than Professional Liability.** Other than in the performance of professional services and to the full extent permitted by law, Consultant shall protect, indemnify, defend and hold harmless City, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorney's fees and costs, court costs, interest, defense costs, and expert witness fees), 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 subconsultants of Consultant.
- (c) **Generally Indemnification Provisions.** Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this section from each and every subconsultant or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this

Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required here, Consultant agrees to be fully responsible according to the terms of this section. Failure of City to monitor compliance with these requirements imposes no additional obligations on City and will in no way act as a waiver of any rights hereunder. This obligation to indemnify and defend City as set forth here is binding on successors, assigns or heirs of Consultant and shall survive the termination of this Agreement or this section.

- (d) **PERS ELIGIBILITY INDEMNITY.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City. Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

11. **INSURANCE REQUIREMENTS**

On or before beginning any of the services or work called for by any term of this Agreement, Consultant, at its own cost and expense, shall carry and maintain for the duration of the Agreement, and provide proof thereof that is acceptable to the City, the insurance specified below with insurers and under forms of insurance satisfactory in all respects to the City. Insurance required herein shall be provided by insurers in good standing with the State of California and having a minimum Best's Guide Rating of A-Class VII or better.

- (a) **Comprehensive General Liability.** Throughout the terms of this Agreement, Consultant shall maintain in full force and effect Comprehensive General Liability coverage in an amount not less than one million dollars per occurrence (\$1,000,000.00), combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit.

- (b) Comprehensive Automobile Liability. Throughout the term of this Agreement, Consultant shall maintain in full force and effect Comprehensive Automobile Liability coverage, including owned, hired and non-owned vehicles in an amount not less than one million dollars per occurrence (\$1,000,000.00).
- (c) Worker's Compensation. Consultant shall maintain, during the term of this Agreement, Worker's Compensation Employer's Liability Insurance in the statutory amount as required by state law.
- (d) Errors and Omissions Coverage. Throughout the term of this Agreement, Consultant shall maintain Errors and Omissions Coverage (professional liability coverage) in an amount of not less than One Million Dollars (\$1,000,000.00). Prior to beginning any work under this Agreement, Consultant shall submit an insurance certificate to the Community Development Director indicating that you have met this insurance requirement.
- (e) The general liability and automobile policies of insurance required by this Agreement shall contain an endorsement naming City, its officers, employees, agents and volunteers as additional insureds. All of the policies required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty days' prior written notice to City. Consultant agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.
- (f) The general liability and automobile policies of insurance provided by Consultant shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City, its officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.

12. INDEPENDENT CONSULTANT

- (a) Consultant is and shall at all times remain as to the City a wholly independent Consultant. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the 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.

- (b) No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in the Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

13. **LEGAL RESPONSIBILITIES**

The Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

14. **RELEASE OF INFORMATION/CONFLICTS OF INTEREST**

- (a) All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without City's prior written authorization. Unless authorized by the City Manager in writing or requested from the City Attorney, Consultant, its officers, employees, agents, or subconsultants, shall not voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.
- (b) If the Consultant, its officers, employees, agents, or subconsultants, are served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request, court order, or subpoena from any person or Party regarding this Agreement and the work performed hereunder or with respect to any project or property located within the City, then Consultant shall promptly notify City. City retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding. Consultant agrees to cooperate fully with City and to provide the opportunity to review any response to discovery requests provided by Consultant. City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

15. **NOTICES**

Any notices which either Party may desire to give to the other Party under this Agreement must be in writing and may be given either by (i) personal service, (ii)

delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the Party as set forth below or at any other address as that Party may later designate by notice:

To City: City of Hawaiian Gardens
Attention: City Manager
21815 Pioneer Blvd.
Hawaiian Gardens, California 90716

With copy to: City of Hawaiian Gardens
Attention: Community Development Director
21815 Pioneer Blvd.
Hawaiian Gardens, California 90716

To Consultant: Sid Mousavi, ME, PE
Infrastructure Engineers, Inc.
2060 Saturn Street, #250
Brea, CA 92821

16. **ASSIGNMENT**

The Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, to any subcontractor without prior written consent of the City. Such written consent shall not be unreasonably withheld.

Consultant shall provide City fourteen (14) days notice prior to the departure of any Consultant employees assigned to the City. The Consultant may substitute other individuals from within the Consultant's firm in the above capacities as responsible individuals, subject to prior written consent of the City.

Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's employees, agents, and approved subcontractors assigned to perform services hereunder. The City shall have the right to request changes to Consultant's staffing by providing, in writing, 30 days advance notice of such request to Consultant.

17. **LICENSES**

At all times during the term of this Agreement, Consultant shall have in full force and effect, all licenses required of it by law for the performance of the services described in this Agreement. The Consultant shall also obtain and maintain a valid City business license for the term of this Agreement.

18. **GOVERNING LAW**

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the Parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court with jurisdiction over the City of Hawaiian Gardens.

21. **ENTIRE AGREEMENT**

This Agreement contains the entire understanding between the Parties relating to the obligations of the Parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement and shall be of no further force or effect. Each Party is entering into this Agreement based solely upon the representations set forth herein and upon each Party's own independent investigation of any and all facts such Party deems material.

22. **SEVERABILITY**

The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of the other provisions of this Agreement.

23. **NO PRESUMPTION REGARDING DRAFTER OF THIS AGREEMENT**

The Parties acknowledge and agree that the terms and provisions of this Agreement have been negotiated and discussed between the Parties, that each Party has had an opportunity to consult with its legal counsel, and this Agreement reflects the Parties' mutual agreement. Because of the nature of such negotiations and discussions, it would be inappropriate to deem any Party to be the drafter of this Agreement, and therefore, no presumption for or against validity or as to any interpretation hereof, based upon the identity of the drafter shall be applicable in interpreting or enforcing this Agreement.

24. **CONTENTS OF SCOPE OF SERVICES**

Consultant is bound by the contents of the scope of services submitted by the Consultant, found in **Exhibit "A"** incorporated hereto. In the event of conflict, the provisions of this Agreement shall take precedence over those contained in Consultant's scope of services.

25. **ATTORNEY'S FEES**

If any action at law or suit in equity, including an action for declaratory relief, is brought by either Party with respect to this Agreement, the prevailing Party shall be entitled to reasonable attorney's fees, in addition to any other relief to which it

may be entitled, and such amount may be added to, and made a part of, such judgment.

26. **AUTHORITY TO EXECUTE THIS AGREEMENT**

The person or persons executing this Agreement on behalf of Consultant warrants and represents that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

27. **WAIVER**

The waiver by either Party of a breach by the other of any provision of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of either the same or a different provision of this Agreement.

28. **AMENDMENTS**

This Agreement may be modified or amended only by a written document executed by both Consultant and the City Manager and approved as to form by the City Attorney; otherwise by the City Council. Such document shall expressly state that it is intended by the Parties to amend the terms and conditions of this Agreement.

29. **COUNTERPARTS**

This Agreement may be executed in multiple identical counterparts, each of which shall be deemed an original, but all of which together will constitute one and the same instrument but the Parties agree that the Agreement on file in the Office of City's City Clerk is the version of the Agreement that shall take precedent should any differences exist among counterparts of the document.

[Intentionally left blank. Signatures on the next page.]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF HAWAIIAN GARDENS

By: [Signature]
Ernie Hernandez, City Manager

ATTEST:

By: [Signature]
Suzanne Underwood, City Clerk

APPROVED AS TO FORM:

Asst [Signature]
City Attorney

CONSULTANT

By: [Signature]
(Signature)

Name: Sid J. Mousavi

Title: member Board of Directors

Scope of Work

City of Hawaiian Gardens

June 5, 2018



Scope of Work

This document provides our approach to the various types of engineering services we offer and that may be required by the City of Hawaiian Gardens.

Part I – Design Engineering and Architecture

Infrastructure Engineers will provide all civil, structural, architectural design and construction management services to the City. We will provide the following services under the direction and supervision of the Community Development Director and upon approval of the Request-for-Service (RFS) for each project:

- ◆ Develop or review traffic signal design, including warrant studies, surveys, research and traffic impact analysis
- ◆ Provide civil engineering design services for various CIP projects, including the preparation of PS&E
- ◆ Provide all facility architectural design and construction management services, including the following:
 - Architectural and engineering building design (including structural, mechanical, electrical and engineering services)
 - Entitlements
 - Prepare architectural contract documents and specifications
 - Interior design for new and existing facilities
 - Provide contract administration service
 - Building measurement services
 - Site plan design services
 - Feasibility study services
 - Program development and master planning
 - Planning and urban design
- ◆ Provide all park design and construction management services
- ◆ Provide all design and construction management services for all water resources projects
- ◆ Provide landscape architectural design
- ◆ Provide value engineering services
- ◆ Develop grading, drainage and floodplain studies when requested
- ◆ Prepare site development plans
- ◆ Prepare pedestrian and bicycle master plans
- ◆ Prepare or update sewer plans
- ◆ Prepare or update Water Master Plan
- ◆ Prepare or update Storm Drain Master Plan
- ◆ Develop stormwater and best management practices (BMP) system design, including erosion and sedimentation control
- ◆ Conduct hydraulic and hydrologic studies
- ◆ Provide sewer capacity studies
- ◆ Develop a master schedule for all phases of the assigned program and all capital projects contained in the program, including clear identification of milestones for all facets of work
- ◆ Maintain communication with the Community Development Director, City Manager, or designated representative, including monthly written status reports and project status meetings, as needed, in addition to reviews at 35%, 65%, 95% and 100% levels of completion.
- ◆ Perform land surveys for the project



PROPOSALS TO PROVIDE PROFESSIONAL CITY ENGINEERING SERVICES

- ◆ Perform a site investigation to evaluate the existing condition of items pertaining to the design
- ◆ Infrastructure Engineers will prepare PS&E submittal package for City's review at certain milestones, depending the scope of work for each project. These milestones are usually at 35%, 65%, 95% and 100%, where applicable. A final set of signed Mylar plans, along with specifications and estimates, will be submitted to the City for bidding purposes.

Part II – Construction Management

Infrastructure Engineers will provide the City with the following construction management and inspection services during the construction phase of the program:

- ◆ Supervise bid procedures to conform to federal, state, and local guidelines
- ◆ Provide administrative services
- ◆ Evaluate contractor's baseline schedule and updates
- ◆ Monitor schedule
- ◆ Conduct a pre-construction meeting
- ◆ Monitor project budget
- ◆ Provide project status reports
- ◆ Verify contractor progress payments
- ◆ Respond to and facilitate requests for information (RFI)
- ◆ Review and facilitate all submittals and shop drawings
- ◆ Provide and maintain logs for RFIs, reports, request for quotations, change orders, correction notices and stop work notices
- ◆ Review change orders
- ◆ Help the City to negotiate and expedite change orders
- ◆ Manage the testing and inspection process
- ◆ Help the City with claims avoidance, claims analysis, claims resolution
- ◆ Help the City with complaint and concern resolution
- ◆ Provide construction inspection and coordinate testing
- ◆ Project punchlist, start-up operations and closeout

NPDES Compliance and Assistance

On December 13, 2001, the County of Los Angeles received an MS4 National Pollutant Discharge Elimination System (NPDES) Permit from the California Regional Water Quality Control Board, Los Angeles Region (LARWQCB), which regulates what can be discharged into our waters and requires the county and all 84 incorporated cities within the County responsible for ensuring and enforcing compliance. The permit requires all cities to control and reduce pollutants entering the storm drain system from residents and businesses by means of a comprehensive Stormwater Quality Management Program (SQMP).

Infrastructure Engineers has the expertise to provide NPDES compliance services to the City and can perform the following services:

- ◆ Attend various monthly meetings, including, but not limited to, Executive Action Committee (EAC) meetings, applicable Watershed Management Committee meetings, Los Angeles Regional Water Quality Control Board meetings and workshops, to keep current on any changes to requirements or recent innovative compliance techniques and practices for potential modifications to the City's Stormwater Quality Management Plan (SQMP).
- ◆ Prepare periodic bulletins containing current issues and any new information items that are of interest to the City, including the new documentation and highlights from meetings and workshops



PROPOSALS TO PROVIDE PROFESSIONAL CITY ENGINEERING SERVICES

- ◆ Our staff will review various compliance-related documents and issues and when authorized, prepare annual reports for submittal
- ◆ Provide annual training on all procedures and practices for each of the program components
- ◆ Our staff regularly meets with the Los Angeles County public information staff and attends public information meetings sponsored by the County
- ◆ Infrastructure Engineers staff can assist in the preparation of any pertinent informational items in the City's monthly NPDES report
- ◆ Infrastructure Engineers staff can obtain accurate and current records of all permits issued to developers, including the types, number, site and size information of all construction and post-construction BMPs for annual reporting purposes
- ◆ Review the current SWPPP development methods that the City uses for its own construction projects as well as the criteria the engineers who inspect construction sites use for inspections of construction sites
- ◆ Verify the level of compliance with the current General Construction Activities Stormwater Permit requirements and recommend any modifications or enhancements that are needed
- ◆ Examine existing conditions at the City's public facilities to assess any needed improvements to the operation and maintenance of existing controls or recommend additional controls
- ◆ Assist the City in developing and implementing requirements for developers to adhere to when developing their SWPPPs, which will include the rationale for the selecting or rejecting construction site best management practices (BMPs) and include comprehensive maintenance schedules
- ◆ Ensure that the City's industrial and commercial inspection program includes procedures to track, inspect and ensure compliance at industrial and commercial facilities that are potential sources of pollutants in stormwater runoff
- ◆ Create an inspection checklist tailored to each type of use and keep records of inspections as well as violations for each facility
- ◆ Complete an assessment of sites that have an illicit discharge or illicit connection potential, implement a uniform Illicit Connection/Discharge Detection and Elimination program for the City updated with the current regulations and develop program goals and implementation strategies for inspection and continual long-term compliance for inclusion in the City's SQMP
- ◆ Assist in compiling and submitting the City's Annual Report to the Regional Board describing the stormwater activities that were performed over the previous fiscal year
- ◆ Monitor and provide a fats, oils, and grease (FOG) program
- ◆ Complete industrial and commercial waste inspections and permitting

Part III – Special Funding Administration

Upon authorization through an executed RFS, Infrastructure Engineers can perform special funding administration. tasks including the following:

- ◆ Review agreement and labor compliance requirements with the project team and determine the specific labor standard parameters applicable for the construction project
- ◆ Notify appropriate state agencies of project awards within five days of award
- ◆ Set up and maintain all compliance files and documents relating to prevailing wage activities. Set up and maintain Labor Standards Enforcement Files for contractor and all subcontractors
- ◆ Attend pre-construction meeting to discuss prevailing wage requirements and postings with contractor and subcontractors in detail
- ◆ Review contractor's compliance with all state and federal required postings, such as the prevailing wage rates and equal employment opportunities policies as well as the contractor's Affirmative Action Plan and verify contractor's DBE compliance prior to construction award



PROPOSALS TO PROVIDE PROFESSIONAL CITY ENGINEERING SERVICES

- ◆ Provide information and data on trades and trade classifications performing on the project. Provide the City with a Prevailing Wage Compliance Release Form for each participating contractor and subcontractor as evidence they have met their prevailing wage compliance obligations
- ◆ Ensure compliance with project DBE requirements
- ◆ Prepare Caltrans reimbursement request of federal funds
- ◆ Maintain proper project files and documentation as required by Caltrans Local Assistance Procedure Manual

Labor Compliance Audit Activities

Upon receiving an executed RFS, Infrastructure Engineers will receive, monitor, and review all reports pertaining to labor compliance required to be submitted by the prime contractor and its subcontractors in accordance with the provisions of the applicable laws and regulations. These activities will include the following:

- ◆ Monitor project compliance with the payment of prevailing wage rates. Disseminate and post wage determinations applicable to project
- ◆ Ensure that certified payroll records are submitted by contractor and its subcontractors
- ◆ Conduct employee field interviews to confirm worker classification and wage rate of the project workforce conforms to the applicable Davis-Bacon Wage Decision
- ◆ Reconcile weekly Certified Payroll Reports (CPR) and supporting documentation with wage decision and employee field interviews. Perform monitoring reviews of CPRs and related submissions for compliance
- ◆ Monitor the submittal of Training Fund Contribution Reports
- ◆ Monitor workforce utilization reports to verify trade and apprenticeship participation
- ◆ Identify violations and investigate complaints of underpayment to workers
- ◆ Notify the City regarding delinquent, uncertified, inaccurate, or improperly completed payroll records and recommend appropriate corrective action for lack of strict compliance

Wage Underpayment and Restitution Activities

- ◆ Identify wage underpayment through audits of payroll documents, during onsite employee interviews or by complaints filed by workers on the project
- ◆ Calculate and recommend to the City the amount of wages that the City will withhold from the contractor's payments/retention
- ◆ Prepare documentation that list the week endings worked, the name of the worker, trade classification, number of hours worked, rate paid, correct prevailing wage rate and the amount due each worker. Prepare, submit, and file reports and all required forms to appropriate parties
- ◆ Prepare documentation for disbursement of back wages, training funds, and/or penalties due
- ◆ Gather, prepare, and coordinate all necessary documents for hearings and represent the City at such hearings in accordance with the federal and state labor code and the California Code of Regulations
- ◆ Document and file final resolutions

Part IV – Design Plan Check

Landscape Plan Check

Tasks for this service include review of construction documents and checking landscape plans for compliance with all applicable City, state and federal codes and standards and provide input to the City Staff in issuing construction permits. The Infrastructure Engineers team will work with landscape architects, engineers, developers, contractors, city maintenance, planning, and engineering staff on landscape related projects to achieve understanding and compliance.



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Map Plan Check

We will work with applicants to review tentative maps, final maps, easement deeds and lot line adjustments. We will review applicants' documents for compliance with the Conditions of Approval as set by the City staff, Commissions and the City Council. Our team will check and review map boundaries, metes and bounds, and will field check final monumentation prior to bond exoneration. Infrastructure's Engineers staff will review and assure that AutoCAD file submittals are complete.

Hydrology and Hydraulics Check

Infrastructure Engineers staff will provide review of any Hydrology and Hydraulic Reports that are submitted as a part of any project support.

Street and Traffic Improvement Plan Check

The Infrastructure Engineers plan check team has a thorough working knowledge of latest edition of all applicable city, state, and federal manuals. Infrastructure's Engineers Engineering Design team complies with these requirements while providing plan checks to the City's applicants.

Part V – Right-of-Way Acquisition

Tasks that the Infrastructure Engineers team will undertake for property acquisition will include the following:

- ◆ Identify parcels
- ◆ Research ownership
- ◆ Prepare and obtain title reports
- ◆ Obtain environmental documents
- ◆ Preparing real estate appraisals
- ◆ Prepare acquisition document
- ◆ Analyze title encumbrances
- ◆ Initiate negotiations
- ◆ Execute purchase agreements
- ◆ Open escrow and obtain title clearance,
- ◆ Close escrow
- ◆ Provide construction liaison, as requested by the City

Part VI – Assessment District Engineering

"Assessment" means any levy or charge by an agency upon real property that is based upon the special benefit conferred upon the real property by a public improvement or service, that is imposed to pay the capital cost of the public improvement, the maintenance and operation expenses of the public improvement, or the cost of the service being provided. Assessment includes, but is not limited to, Special Assessment, Benefit Assessment, and Maintenance Assessment.

Formation/Reapportionment

Assessment Districts help each property owner pay a fair share of the costs of improvements over a period of years at reasonable interest rates and ensures that the cost will be spread to all properties that receive direct and special benefit by the improvements constructed. Infrastructure Engineers team has the experience of meeting with property owners, conducting public outreach, and preparing preliminary studies to assemble the Engineers Report outlining the cost and method of assessment.

Upon the City Council's concurrence to move forward, a Resolution of Intention must be adopted stating that the City intends to form an assessment district. The resolution must state the name of district, type of facilities to be financed, sets the time and place for the public hearing, and orders the preparation of an engineer's report. Infrastructure Engineers staff will calculate the cost of the improvements, services or benefits, and use the most appropriate method to apportion the fair share of the cost. Proposition 218 ballots must define the benefit and specify the cost. Infrastructure Engineers team can coordinate the mailing of the ballots to each property owner within the district. During the public hearing conducted by the legislative body, testimony is received from property owners and ballots are tabulated. Ballots are weighted according to the proportional financial obligation of the affected property. If ballots submitted in opposition to the assessment exceed ballots



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submitted in favor, there is a majority protest. If a majority protest does not exist, the legislative body may adopt the resolution confirming the assessments and approving financing.

There may be an initial period where landowners may pay off the assessment in full. Financing is arranged for those who do not wish to pay off the assessments and the assessment district constructs or acquires the proposed improvements. A lien is placed against the property. This lien is amortized over the life of the assessment and is collected with the regular property taxes. The special assessment cannot, by law, be based on the value of the property. The assessment is set in the Engineer's Report through determination of direct and special benefit.

Acquisition Project Oversight/Reimbursement

Services provided by the Project Manager during construction of the improvements are as follows:

- ◆ Coordination of all pre-construction activities, including the pre-construction meeting, any bid addenda, preparation of any remedial action work plans, and development of the critical path management (CPM) schedule
- ◆ Management of change during construction, including coordinating between engineer and contractor of proposed changes to construction methods, materials or schedule
- ◆ Help the City to control all financial aspects of the work, including tracking and reporting on all expenditures, reviewing and approving invoices and change orders and preparing periodic reports to the client
- ◆ Help the City with coordinating all project closeout activities, including pre-final inspections with contractor, design engineer, and inspectors, documenting all items for completion, and review of final project record drawing and files

Part VII – Transportation Services

Upon execution of an RFS, Infrastructure Engineers can perform traffic studies, cost estimates, modeling and impact studies, project study reports, project reports or environmental documents and reports.

Transportation Studies and Reports

Infrastructure Engineers will manage, supervise and perform a variety of the required engineering studies, project study reports (PSR), environmental reports and intersections control studies in response to citizen and other public officials at the City as well for new engineering projects in the City. We will evaluate each specific request from the City to determine the most appropriate type of study, required resources at a targeted intersection, roadway or for a new land development project. The types of intersection controls studied would then determine the appropriate type of engineering study to be performed.

Development Review Services

Upon issuance of notification by the City, we will provide adequate staffing to review the proposed project. Depending on the size and capacity of the project we will engage various professionals to be on the plan checking team, i.e., civil engineer, professional land surveyor, NPDES professional, traffic engineer, and others, as needed.

Infrastructure Engineers' team will review proposed site plan, traffic impact reports (as needed), investigate and analyze utilities impacts, as well as land use impacts. We will check offsite improvement needs and, if necessary, we can review development impact fees and provide recommendations to the City. We have extensive experience in review of DDA and other development documents prior to the developer submitting actual plans for plan check.

Part VIII – Building and Safety Inspection

Infrastructure Engineers' Building and Safety Plan Review team will provide a comprehensive review regimen of submitted plans that will include the following elements.



Building Inspection and Code Enforcement

Upon request, Infrastructure Engineers will provide inspection staff on an as-needed-basis to support City staff in performing structural, mechanical, plumbing, electrical and combination inspections of buildings and structures in conformance with the California Building, Mechanical, Plumbing, Electrical and Energy Codes, and City codes and ordinances.

Upon request, Infrastructure Engineers will provide a certified professional staff experienced in all aspects of code compliance for buildings and structures that will meet the City's anticipated needs.

Grading Plans Review and Right-of-Way Inspection

Provide inspection staff to perform inspection of grading, right of way, and landscape projects constructed in the City for conformance with City Codes and ordinances including the City Grading Code and Manual, "Greenbook" Standard Specifications for Public Works Construction, City of Hawaiian Gardens Standards and Design Manual and California Building Codes related to site accessibility.

Based on City base-maps, Thomas Guide maps, or other City maps, we will review the building plans to check any required right-of-way dedications, and to avoid encroachment into the public rights-of-way, and any existing and proposed public easements.

All plans will conform to the Municipal Code and the City's grading policies.

Part IX – Building and Safety Plan Review and Consultant Services

The scope of work includes all plan reviews to be completed using City established policies and procedures, and within City timeframes.

Development and Building Plan Review

Upon request, Infrastructure Engineers will provide plan review services on an as-needed-basis to the City of Hawaiian Gardens. Our plan reviewers are fully certified and knowledgeable in construction materials and methods, and codes and standards, in the field for which they are performing plan review. Our staff that perform building and/or structural plan review are licensed in the state of California as civil or structural engineers or architects. We also have staff licensed to perform smoke control system plan review as mechanical/fire protection engineers and have direct design or plan review experience for smoke control systems.

Permit Processing Counter Staff Service

Upon request, Infrastructure Engineers will provide consultant staff for permits processing counter operation located at City Hall having computer skills to quickly learn computer applications and quality customer service skills on a part or full-time basis.

Part X – Community Development

To assist the City with its planning needs and upon request, Infrastructure Engineers will provide augmentation staff services to the City's Planning Division. Infrastructure Engineers will provide staffing for the following discretionary case processing tasks:

- ◆ Review, analyze and evaluate discretionary case applications according to City standards using City electronic and paper files to research previous approvals
- ◆ Prepare environmental assessments, including initial studies, negative declarations, program EIR checklists and mitigation monitoring programs to ensure compliance with CEQA
- ◆ Route plans to various City departments, consolidate comments, and present recommendations and revisions to the applicant while working with other departments to ensure consistency of comments
- ◆ Prepare screen check comments, letters to applicants, and staff reports



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- ◆ Maintain communications with applicants, interested parties, property owners, homeowner associations, etc., and respond to inquiries about the project from residents and applicants
- ◆ Prepare notices for public meetings and hearings in accordance with City and CEQA requirements
- ◆ Attend community meetings and public hearings as required and present reports to various City Commissions and to the City Council
- ◆ Manage the project schedule in accordance with the City's adopted time frames
- ◆ Open, maintain and close electronic and per files in accordance with City procedures
- ◆ Assign street names and addresses for projects as required
- ◆ Review grading, building, and demolition plans for consistency with discretionary approvals and environmental mitigation, if appropriate

The following are the respective positions that both firms have provided in the past:

Infrastructure Engineers:

- ◆ Permit Technician (Building & Safety): as needed
- ◆ Building Inspector (Building & Safety): as needed
- ◆ Plan Checker (Building & Safety): as needed
- ◆ Interim Planning Manager (Planning): as needed
- ◆ Interim Principal Planner (Planning): as needed
- ◆ Interim Senior Planner (Planning): as needed
- ◆ Project Manager: as needed
- ◆ Building Official: as needed

Environmental Impact Analysis

Our professional advanced planning staff are experienced in all aspects of environmental impact analysis. Their expertise will provide excellent results on the work effort anticipated by the City related to the analysis of a proposed project for compliance with the California Environmental Quality Act (CEQA) and/or Federal National Environmental Policy Act (NEPA). This may include:

- ◆ Preparation of required technical studies
- ◆ Peer review of technical studies prepared by others
- ◆ Preparation of Initial Studies, Negative Declarations, Environmental Impact Reports, and/or other CEQA and/or NEPA related documents as needed by the City
- ◆ Manage and provide quality control for all aspects of the preparation of environmental documents
- ◆ Attend all public meetings to discuss the environmental documents as required by the City

Other Services

As a full-service municipal and civil engineering firm, Infrastructure Engineers also offers program management and staff augmentation.

Program Management

We provide many cities with program management assistance by providing a layer above the management of individual projects, particularly for Capital Improvement Programs. A program manager brings a high-level view of requested projects, available budgets, and funding sources and, working with the various city departments, is able to prioritize and advise on scheduling and selecting the best group of projects, defining them in terms of their objectives and providing an environment where projects can be run successfully.



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Staff Augmentation

Assisting cities with their staffing needs is one of our core lines of business. In fact, Infrastructure Engineers was founded on providing assistance with department administration, counter assistance with the public, building and safety staff, and providing higher level staff as interim managers, usually at a lower cost to our city clients.



Method of Compensation

The method of compensation for each type of service is as follows:

City Engineer Retainer: \$5,709 lump sum per month

The proposed retainer fee is for 8 hours per week of City Engineering services. The City Engineer/Deputy City Engineer will attend all City Council meetings and any Traffic Commission meetings, as requested by the Director of Public Works. During other hours of the week, the City Engineer will be available to respond to any City enquiries via email or telephone calls. The retention payment will provide the City up to 16 hours per month of City Engineering Services. Any hours beyond 16 hours per week will be charged as extra.

Program management and engineering assistance services are offered as noted below.

Program Manager: \$1,582 lump sum per month

The retention payment will provide the City with 2 hours per week for program management. Any hours beyond 2 hours per week will be charged as extra.

Engineering Associate: \$22,702 lump sum per month

The retention payment will provide the City with 40 hours per week for engineering assistance by an Engineering Associate. Any hours beyond 40 hours per week will be charged at 1.5 times the stated rate.

Traffic Engineer: As-needed at the hourly rate per the 2018 Hourly Rate Schedule

Traffic Engineer will be available to respond to any inquiries from the City by email or phone calls during any business hours and attend any traffic commission meetings that the Director of Public Works may require.

Water Engineer: As needed at the hourly rate per the 2018 Hourly Rate Schedule

It is estimated the Water Engineer will be available to provide engineering consultation on various City water matters on as-needed basis.

Planning Manager: As needed at the hourly rate per the 2018 Hourly Rate Schedule

It is estimated the Planning Manager will be available to provide engineering consultation on various City development matters on as-needed basis. The Planning Manager can provide consultation on various development projects. Services may include participation at meetings, attendance at the Planning Commission meetings, review of development plans or other assignments from the Community Development Department.

Planning Services:

Services that can be provided to the City include, urban planning, environmental review, CEQA compliance, and general plan review and development review. Rates for these services are provided below.

Principal Planner.....\$150/hour

Senior Planner\$139/hour

Associate Planner\$126/hour

Planning Technician.....\$79/hour



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Public Works Permit and Inspection: As needed per project at the hourly rate per the 2018 Hourly Rate Schedule

NPDES Compliance Support and Assistance: As-needed at the hourly rate per the 2018 Hourly Rate Schedule

The Senior Water Engineer can provide inspections, compliance, staff training, attendance at meetings at applicable Watershed Management Committee meetings, Los Angeles Regional Water Quality Control Board meetings and workshops, and write the required annual reports.

All NPDES services will be provide on as-needed bases at the following rates, per project:

Program Manager.....	\$184/hour
Senior Engineer	\$176/hour
Engineering Associate.....	\$131/hour
Engineering Assistant	\$110/hour

Capital Improvement Projects: Percentage of the total cost of final contract construction

Capital improvement design fees will be based on the estimated cost of construction. Once the project is defined, the engineering team will estimate the construction cost and, in accordance with the chart below, will set the design fee. After finalization of design and upon receiving formal bids for construction of the project, the actual design fee will be determined, and the engineering design fee will be adjusted to reflect the exact amount.

Construction costs will be the average of three (3) lowest bids for the project. If there are only two (2) bids, the average of two (2) bids will be used for construction cost.

Construction cost less than \$499,999	the design fee will be 9% of the construction cost
Construction cost \$500, 000 - \$999,999.....	the design fee will be 8% of the construction cost
Construction cost \$1,000,000 – 4,999,999.....	the design fee will be 7% of the construction cost
Construction cost over \$5,000,000	the design fee will be 6% of the construction cost

In addition to these percentages, Infrastructure Engineers fees for project management and administration will be 4% of the construction cost. In addition, funding management will be 1.5% for local funds and 2.5% for state and federally funded projects.

Construction Management and Inspection: Percentage of total construction cost

Upon on receiving the bids for the construction of a capital improvement project, the engineering team will prepare the fee for construction management and inspection services in accordance with the following chart. The fee will be calculated based on average cost of the three (3) lowest bids and, if there are only two (2) bids, an average of two bids will be used.

Construction cost less than \$499,999	the CM services 3% + inspection services 4.5% for a total fee of 7.5% of the construction cost
Construction cost \$500, 000 - \$999,999.....	the CM services 3% + inspection services of 4% for a total fee of 7% of the construction cost
Construction cost \$1,000,000 and more	the CM Services fee of 3% + inspection services of 3% for a total fee of 6% of the construction cost



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Labor compliance will be charged on an as-needed basis and based on actual hourly rates per the Hourly Rate Schedule.

Other Services: Hourly rates not-to-exceed a negotiated lump sum

Other fees will be based on Infrastructure Engineers 2018 Hourly Rate Schedule attached to this proposal

Building and Safety and Civil Engineering Plan Checks: 65% of the building plan check fees, based on Los Angeles County's latest fee schedule and hourly rate. If the City uses its "City Fees" for public works projects, then civil engineering fees will be charged at 90% of those City fees.

Plan check fees include first, second and third plan checks. Fourth and all subsequent plan checks will be at the plan checkers' hourly rate listed here. The rates listed here are Infrastructure Engineers' discounted rates for the City of Hawaiian Gardens only, due to our previous relationship with the City. Expedited plan checks will be provided at 90% of the plan check fees. Fourth and subsequent plan checks will be charged at 1.75 times the normal hourly rate.

Certified Building Official	\$160
Plan Check Engineer	\$147
Plan Examiner	\$138
Sr. Building Inspector.....	\$116
Building Inspector	\$98
Counter technician	\$85

Notes:

Land surveying, geotechnical services and funding administration and compliance for capital projects will be provided by subconsultants. The fee for these services will be a negotiated cost + 15%.

Any other subconsultant services that might be needed will be charge at a negotiated cost + 15%.

Hourly rates and the retainer fees are subject to increases at the annual Consumer Price Index for All Urban Consumers (CPI-U), Los Angeles area increase rates or a 5% increase, whichever is greater, effective July 1, 2019 and all subsequent years. We will inform the City of the rate of increase by April of each succeeding year.



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Resumes

Education

MA Candidate, Public
Administration, Villanova
University

BA, Environmental/Urban
Design from California
State University, Fullerton

Professional Affiliations

American Planning
Association

Gateway Cities Council of
Governments – Planning
Directors

Years of Experience: 30

Andre A. Dupret

Vice President – Development Services

Summary

Andre Dupret has more than 30 years of progressively responsible executive management experience in municipal planning, building, community development, economic development, redevelopment and housing. He has extensive local government experience in areas of city administration, human resources, planning and building, public works, community services, community and economic development and utility services. Andre's experience also includes managing the California state-mandated dissolution of redevelopment, and the affairs of the Successor Agency and Oversight Board; overseeing administration of Community Development Block Grant (CDBG) programs; grant writing; strategic planning; advance project

management, including neighborhood restoration, infrastructure rebuilding, revitalization of commercial corridors and community reinvestment projects; intergovernmental relations; risk management, claims oversight and labor negotiations; facilities and streets maintenance; community safety and code compliance; and the development and implementation of neighborhood revitalization programs.

Relevant Experience

Andre has held the following managerial and director positions:

Interim Director of Development, Compliance and Enforcement Services, City of Lynwood.

Oversaw the following City services:

- Building and Safety
- Planning
- Business Development
- CDBG and Housing
- Administrative Services
- Code Compliance
- Parking Enforcement
- Animal Control

Assistant City Manager, City of South Pasadena. Responsible for:

- Redevelopment
- Community Development
- Human Resources
- Risk Management
- CDBG and labor negotiations

Contract Project Manager, City of Maywood. Oversaw the following services:

- Building and Safety
- Public Works
- CDBG and Housing
- Code Compliance
- Community Services
- Street Maintenance
- Business licensing

Deputy City Manager; Redevelopment Advisor; Interim Director of Economic Development, Community Services, Planning & Housing, and Community Development, City of Pomona.

Executive Planning Consultant, City of Hawaiian Gardens.

Redevelopment Advisor & Economic Development Director, City of Artesia

Director of Technical Services, Planning & Redevelopment. A partial list of cities served includes the following:

- Covina
- Dinuba
- Blythe
- Manteca
- Exeter
- Lemoore
- Needles
- Santa Paula
- Crescent City
- Eureka
-
- Firebaugh
- Mendota
- Lindsay
- Calexico
- Loma Linda

Education

BS, Civil Engineering,
California State
Polytechnic University,
Pomona, CA, June 1990

Diploma, In-Roads
Computer Program
California State
Polytechnic University,
Pomona

Registrations/Certifications:

Registered Civil Engineer,
CA, No. 53935

Years of Experience: 25

Douglas Benash, PE

Manager, City Services

Summary

Douglas Benash has more than 25 years of experience in municipal engineering, construction management, contract administration, design experience, and regulatory compliance. In working with small jurisdictions as a City Engineer, he has been involved in all aspects of the projects that cities have designed and constructed. This includes coordinating with local, county, state and federal agencies, and various utilities to ensure successful project completion. Douglas understands the level of detail and problem-solving skills required to complete high-profile projects on time and within budget. He provides this level of expertise as projects are developed, designed and constructed. Douglas also manages capital improvements, providing

quality design and management of public works projects to our client cities. He oversees and reviews the designs, studies, investigations, plan checks, surveys and funding requirements for projects. He also facilitates and assists agencies in the bidding process, awards of contracts, initiation of construction and construction and project closeout. Douglas oversees proper file documentation, particularly for federally or state-funded projects, labor compliance, funding administration and project acceptance and provides full construction management.

Relevant Experience

City Engineer, City of Bell Gardens. Responsible for division-wide, high-level leadership, management, supervision, and administration of an engineering division, its staff, and extended resources. Plans, directs, supervises, and reviews activities of the division, including CIP projects, land development, and databases. Works with all phases and types of municipal infrastructure projects and all levels of personnel to see those projects through to successful completion.

City Engineer, On-call City Engineering Services, City of La Palma. Responsible for implementing and managing the Capital Improvement Program; managing public works projects, including the design and contract bidding process, survey, inspection and project management for the City's public works projects.

City Engineer, City of La Palma. Douglas acted as the City Engineer at the City of La Palma for three years. His tasks included reviewing design professional proposals to prepare project construction documents, coordinating and scheduling with staff, managing the Capital Improvement Program, overseeing the staff management through project completion and providing analysis of requests for information, change orders, time/material verification and project closeouts. Douglas also worked on a variety of projects including, but not limited to, street improvements with concrete repairs and ADA improvements on local residential streets, La Palma Avenue and Valley View street improvements, Community Center flooring, and engineering water well casing improvements.

Douglas coordinated with the City of Cerritos for the bridge replacement project on La Palma Avenue/Del Amo Avenue Coyote Creek crossing. This project involved coordination between Orange County and Los Angeles County funding agencies, OCTA, Caltrans and Metro.

He provided development review to establish projects' conditions of approval while working with the Community Development Department on multiple development projects, including but not limited to, a McDonald's restaurant remodel, Center Pointe commercial development

parking improvements and industrial parking and storm water improvements, including filing of environmental documentation per CEQA. Douglas was responsible for preparing and presenting City Council staff reports and Traffic Safety Committee reports. Furthermore, he worked with staff to prepare OCTA grant funding applications for street and storm drain improvements; and documentation preparation to maintain OCTA Measure M street improvement funding. Lastly, Douglas worked with staff to coordinate storm drain improvements, sewer improvements, traffic engineering services, and regulatory compliance as well as providing direct coordination with the Public Works Department staff.

City Engineer/Deputy Director of Public Works, City of Monrovia. Doug managed the engineering operations for the City, inclusive of budget, development and redevelopment projects, capital improvements, regulatory compliance, general and traffic engineering, utilizing the staff to complete the priority projects of the Department. In addition, he had continued and initiated several programs to implement environmental accords focusing on storm water, flood control, LEED building standards and utility impacts for the City. Doug performed general engineering duties for the City, including procuring design professionals to prepare project construction documents, performing plan check services, initiating construction contract procurement procedures, managing projects to completion, providing analysis of requests for information, change orders, time/material verification and project closeout. Projects included building construction and renovation, site designs, integration of private development improvements, heavy and light rail projects, street construction, street improvements, storm drain improvements, underground water and sewer improvements, including coordinating various funding sources, regulatory compliance, and managing the engineering and field staff of the Public Works Department.

Doug had an integral part in successful completion of these projects:

- ◆ Old Town Theater Streetscape Improvement Project – Project management and coordination with the developer to complete the street improvements with the grand opening of the theater
- ◆ Skate Park Construction Project – Design oversight through construction management and completion
- ◆ Youth Center Construction Project – Design oversight and review through construction management and completion
- ◆ Old Town Myrtle Streetscape Improvements – Design oversight and review through construction management and completion. Work coordinated with an active Old Town merchant association
- ◆ Water and sewer utility projects, mainline replacement and capital improvements
- ◆ Storm water regulatory compliance and program implementation

Project Manager, Cities of Montebello and Bell Gardens. Douglas was project manager during the design phase and construction manager on numerous successfully completed federally and locally funded street improvement projects, which included complete ADA ramp improvements at intersections with associated coordination with private property improvements.

Education

BA, History and
Comparative Culture
Culture, University of
California, Irvine

MA, History and American
Studies, Indiana University

PhD Candidate,
Comparative Racial/Ethnic
Studies and History,
University of California,
Berkeley

Years of Experience: 35

Albert G. Armijo

City Planner

Summary

Albert Armijo has more than 35 years of professional experience in project management, processing land use entitlements and composing environmental documents. His career in planning includes working as an entitlement project manager for private sector development projects in Orange, Riverside and San Diego counties, working in a staff support position for various cities in Orange County, Los Angeles County and San Diego County, and serving as a full-time employee with public agencies (City of Aliso Viejo; County of Orange) and with a large land development company.

Albert has created and managed project work teams, managed entitlement processes, secured entitlements for large-scale and small-scale development proposals, composed land use regulations, policies and planning studies, composed all levels of environmental documents in compliance with CEQA and NEPA regulations and guidelines, worked extensively with community and private interest groups, conducted public presentations on behalf of clients, and performed project advocacy.

Albert has composed all levels of environmental documents for City of Yorba Linda; provided staff support services for cities of Yorba Linda, Dana Point, Costa Mesa, Anaheim, Aliso Viejo, Laguna Hills, Lake Forest, West Covina, Downey, Pomona and Encinitas. His responsibilities have included processing all levels of discretionary applications and environmental documentation, conducting research and composing reports about topics such as state legislation and environmental procedures, regional planning studies and demographics, and conducting more than 100 public presentations before design review groups, Planning Commissions and City Councils.

Albert has secured approvals for large-scale project entitlements and related environmental documentation, conducted due diligence investigations to assess feasibility of development potential, established productive advocacy relationships with community groups, local and state agencies, and conducted presentations before discretionary boards and community groups on behalf of projects. He continues to provide project entitlement management, coordination and processing services for private-sector clients, conducted planning studies and environmental analyses, and composed all levels of environmental documentation for private entities and for public entities that include the cities of Irvine and Costa Mesa.

Director of Planning Services, City of Aliso Viejo. Instrumental in recruitment of businesses to the City and interfaced with Economic Development, Code Compliance and Building and Safety divisions. Also developed and implemented annual and short-term Planning Department objectives, supervised and evaluated work of Planning Department staff and prepared annual and mid-year Planning Department budgets. Other tasks and responsibilities include the following:

- Applied for various federal and state financial grants
- Developed Requests for Proposals for securing consultants for large-scale, long-term projects
- Coordinated and reviewed work of professional planning and technical contract consultants
- Served as Project Manager for, and primary author of, the Aliso Viejo Town Center Vision, Concept and Specific Plans, the comprehensive General Plan Update, the Green City Initiative, the Art in Public Places Program, and the Aliso Viejo Ranch Community Center environmental analysis
- Developed and secured City Council approval of the City's first zoning code and zoning map
- Conducted project-related community meetings and public presentations and prepared and presented Planning Department staff reports to the Planning Commission and City Council
- Implemented City Manager policies and directions

- Represented the Planning Department and City at various community meetings, planning organizational meetings, and regional/state functions.

Interim Planning Manager, City of Lynwood. Currently functioning as the contract Interim Planning and Project Manager, reporting directly to the Interim Director of Development, Compliance and Enforcement Services. Oversee the front counter staff for Building, Safety and Planning public services and interfaces with the Code Compliance Division on code enforcement actions. Also directs and assists with business and economic development projects such as the administration of business licensing, retail and commercial projects, development agreements, site plan reviews, variances, code interpretations, Specific Plan interpretations and zoning certifications.

Chambers Group. Served as Principal Project Manager and contributing author of City of Grand Terrace General Plan Update Environmental Impact Report; composed Preliminary Draft Environmental Impact Report for superfund site in City of Huntington Beach; supervised technical consultants within company (biologists; hydrologists; acoustics professionals) in work related to various environmental documents; mentored environmental staff.

Hogle-Ireland. Provided staff support to cities in Los Angeles and Orange counties. Staff support activities included processing applications for General Plan Amendments, Zone Changes, Conditional Use Permits, Site Development Permits and Coastal Development Permits, composing environmental analyses, conducting research and composing reports about relevant State legislation and environmental procedures, regional planning studies and demographics, and conducting presentations before design review groups, architectural review committees, Planning Commissions and City Councils; co-authored draft General Plan Housing Element for City of Newport Beach.

Project Manager, Shapell Industries/S&S Construction. Secured discretionary and ministerial permits for residential, commercial, office, and recreation projects for 1,200-acre property known as the Country Village Planned Community in south Orange County (now within the City of Laguna Niguel) and 500-acre property in the City of Yorba Linda. Worked with state agencies to finalize route of SR-73 through company land and to secure appropriate permits for grading within designated wetland habitat; selected and supervised technical and company work teams; actively participated in preparation of public documents, including planning applications and environmental impact reports; presented company projects to the Orange County Planning Commission, Board of Supervisors, California State agencies and community interest groups; provided advocacy on behalf of company.

Planner III (Supervisory) and various lower level planning positions, County of Orange. Served in various and increasingly responsible capacities within four separate divisions of the Planning Department; conducted research and composed related reports pertaining to the comprehensive update to the Orange County General Plan; conducted research pertaining to population, housing and employment within unincorporated Orange County; composed detailed reports about focused planning topics for the Department Managers; assisted in composing Local Coastal Programs for three separate areas within Orange County; processed dozens of discretionary project applications for all levels and classifications of development throughout unincorporated Orange County, which involved coordinating reviews by other County Departments as well as outside agencies and community groups, composing staff reports, and presenting staff reports orally to the Orange County Planning Commission.

Education

MS, Civil Engineering,
California State University,
San Jose, 1971

BS, Civil Engineering,
California State
Polytechnic University,
Pomona, 1968

AA, Applied Science in
Civil Engineering, Samrat
Ashok Technology Institute,
Vidisha, India

Years of Experience: 48

Arjan M. Idnani

Construction Manager

Summary

Arjan Idnani worked on major infrastructure projects and on public works improvement and rehabilitation projects throughout California. His experience includes street improvement projects, water main line replacements, slurry seal improvements, traffic signal improvements, and sanitary sewer improvements in cities of Bell Gardens, Montebello, Baldwin Park, South Gate, and South El Monte. Arjan's experience also includes work on land development projects, capital improvement projects, construction management, project management, and administration.

Relevant Experience

Civil Engineer, City of South El Monte. Arjan has been working as a permitting engineer for the City, issuing building permits and conducting Inspections for permits and off-site improvements for buildings and tract maps. He writes and reviews RFPs and provides project management staff reports for City Council meetings. Some projects he has been involved with include the pool plaster project (including removal of existing plaster, tiles, and railings and installing new plaster and tiles and railings); skate park construction (including removal of existing curb and gutter, sidewalk, and benches, and construction of curb and gutter, sidewalk, ramp, drain and trellis); and Farmer Avenue Patch project, which included removal of existing pavement, compacting existing base rock, and installing 4-inch asphalt.

Construction Manager, Santa Anita Traffic Signal Modification, South El Monte. This project includes installation of new traffic signal poles, a new equipment cabinet, and a video camera and removing and replacing access ramps and striping.

Construction Manager, City of Montebello

- Bluff Road Improvements. This project included cold milling existing 2-inch deep asphalt and installing 2 inches of asphalt overlay along Bluff Road. In addition, construction of new curbs and gutters, sidewalks, and driveways and access ramps was performed as well as installing traffic loops and striping.
- Via Compo Improvements. This project included cold milling existing 3-inch deep asphalt and installing 3 inches of asphalt overlay. Also removed and replaced damaged curbs and gutters, sidewalks, and driveways, and installed traffic loops and striped.
- Beverly Boulevard Improvements. This federally funded project included cold milling existing 3-inch deep asphalt and installing an overlay of 3 inches of asphalt, removing and replacing damaged curbs and gutters, sidewalk, and driveway, and access ramps; pruned trees, installed traffic loops, raised manholes, striped, and constructed bus pads.
- Flotilla Avenue Improvements. This project included replacement of damaged 12-inch clay sewer pipe in several locations as well as cold milling existing 2-inch deep asphalt and installing an overlay of 2 inches of asphalt. Removed and replaced damaged curbs and gutters, sidewalk driveways, and access ramps. Raised manholes, installed traffic loops, and striped.

- Garfield Avenue Improvements. This project includes cold milling existing 3-inch deep asphalt and installing an overlay of 3 inches of asphalt, removing and replacing damaged curbs and gutters, sidewalks, and driveways, and access ramps. Constructed bus pads, installed traffic loops, and striped.
- Safe Routes to School. This project included installation of speed signs, lighting crosswalks in pavement, hatched striping of cross walks, and construction of speed bumps and access ramps.

Relevant Experience - Traffic Signals

Construction Manager, Emergency Vehicle Preemption Project, Bell Gardens. Provided construction management and inspection of installation of Opticom detectors, Opticom controller equipment, connecting Opticom controller equipment to Opticom detectors and removal of the existing conduit and replacement with new conduits. The improvements were conducted at six intersections.

Construction Manager, New Traffic Signal at the Intersection of Garfield Avenue and Madison Avenue, Montebello. Provided construction management and inspection for this project that included installation of a new traffic signal at the intersection of Garfield Avenue and Madison Avenue. Work was comprised of all the associated equipment and electrical components (video vehicle detection system, LED systems, cabinets), painting of curb, traffic striping of the roadway, installation of markers and roadway markings, and all other required equipment to ensure the proper and intended operation.

Construction Manager, Traffic Signals at Various Locations, Bell Gardens. Provided construction management and inspection for the installation of new signal poles, equipment cabinet, camera, and street name signs at Ajax Avenue and Jaboneria Street; an emergency traffic signal on Garfield Avenue at Fire Station No. 39; and a traffic signal at Gage Avenue and Specht Avenue.

Construction Manager, Six New Signals, Calexico. Provided construction management on the Second Street widening and realignment project that included six new traffic signals.

Construction Manager, Rosemead Boulevard/Mines Avenue Intersection Improvement Project, Pico Rivera. Provided construction management and inspection of traffic signals at the intersection of Rosemead Boulevard and Mines Avenue that included adding LED countdown pedestrian head, LED yellow lights, and replacement of traffic loops, and a battery back-up system.

Construction Manager, Installation of Bus Shelters, City of Hawaiian Gardens. This project included construction of new bus shelters along Carson Street and Pioneer Boulevard, installation of solar lights, installation of decorative trash cans and benches at new and existing bus stops, and painting existing bus stops.

Construction Manager, Construction of Ramona Boulevard, City of Baldwin Park. This federally funded project included cold milling existing 3-inch deep asphalt and installing an overlay of 3 inches of asphalt, removing and replacing damaged curbs and gutters, sidewalks, and driveways, and access ramps. Installed color concrete in the median, installed an irrigation system, painted traffic signal heads, and installed street name signs.

Education

BS, Civil Engineering

Registrations/Certifications:

Registered Civil Engineer,
CA, No. 85392

Years of Experience: 19**Francisco Perez, PE**
*Plan Check Engineer***Summary**

Francisco Perez is a structural engineer with 19 years of experience in structural analysis and design. He provides code-compliant plan check of various structures including wood, masonry, steel, and concrete, project shop drawing review and building construction coordination.

Francisco also provides efficient architectural coordination for engineering design and construction document revisions, project engineering and drafting coordination and management, and construction-phase coordination and management.

Areas of expertise include the following:

- Steel joist/girder framing and panelized roof diaphragm system design
- Code adopted engineering standards (ASCE 7-10, AISC 360, ACI 318, NDS 2015, AISC 341, AISC 358)
- Structural analysis and design of steel lateral force resisting systems (LFRS) within code acceptable strength and deflection limits. Compliance with AISC 341 Seismic Provision (SMF, BRBF, SCBF)
- Structural analysis and design of wood LFRS
- Analysis and design of LFRS with vertical Irregularities
- Analysis and design of regular and irregular flexible diaphragms
- Design of wood and steel framing for gravity loads
- Design of wood and steel chords and collector to include omega overstrength drag force connections

Relevant Experience

Plan Check Engineer, Off-Site Plan Check Services, Baldwin Park, City of Baldwin Park. Code compliant plan review of 3 Story Multi Family Dwelling units.

Plan Check Engineer, Building & Safety Plan Check Services, City of Montebello. Plan review of commercial storage racks. Code compliant egress analysis and structural design per RMI/ANSI MH 16.1

Plan Check Engineer, Engineering Services, City of Bell Gardens. Code compliant plan review of 3 unit condominium building.

Plan Check Engineer, Coachella Valley Cultivation Development Project, CoachellaGro Corp. Mixed use occupancy plan review. Code compliant egress analysis and fire separation.

Project Engineer, Holy Trinity Catholic Church, Ladera Ranch. 18,000 S.F. A-3 Occupancy, Type IIB construction. Steel Structural Analysis and Design of SMF and SCBF lateral force resisting systems in compliance with AISC 341-10 Seismic Provision. Responsible for design and construction phase project management.

Project Engineer, Residential Treatment Facility, Victorville. 10,900 S.F. R-2 Occupancy, Type VA construction. Wood Frame Structural Analysis and Design of lateral force resisting systems in

compliance with 2015 NDS. Responsible for design and construction phase project management.

Project Engineer, Prologis Business Facility, Tracy. – 1,012,000 S.F. Concrete Tilt-up Building. B, S-1 Occupancy, Type IIIB construction. Structural Analysis and Design of concrete shear walls and BRBF lateral force resisting systems in compliance with AISC 341-10. Responsible for design and construction phase project management. Provided timely response to construction team RFI's critical to project construction phase.

Education

MS, Structural Engineering,
California State University,
Fullerton, 1982

MS, Regional Planning,
Cornell University, Ithaca,
New York, 1976

BA, Architectural
Engineering, National
Cheng Kung University,
Taiwan, 1969

Registrations/Certifications

Registered Civil Engineer,
CA, No. 35023

Registered Architect,
Taiwan, No. 0888

Registered Structural
Engineer, Taiwan, No. 105

Years of Experience: 30

JIIN-TARN (PETER) LIU, PE

Plan Examiner

Summary

Peter Liu has more than 30 years of building and engineering design project management and plan checking experience. He has performed numerous seismic computer analyses for multi-story concrete and steel structures. He has calculated structural loads for low- and mid-rise wood structures. His structural engineering designs include steel and concrete structures for military buildings, public buildings, classroom buildings, and training facilities. His design experience also covers concrete structures for teaching, research and manufacturing laboratories, parking facilities, industrial facilities, educational buildings, and highly secured facilities.

Relevant Experience

Plan Check Engineer, Infrastructure Engineers. Responsibilities include in-house plan check review of all submittal drawings and calculations for the Cities of South El Monte, Baldwin Park, Lynwood, Bell Gardens, and Montebello. Reviews include Americans with Disabilities Act (ADA) compliance, green building design, solar photovoltaic installation design, cellular mono pole design, sign monuments, architectural, structural, grading, landscape and mechanical, electrical, and plumbing designs. Plan check projects include new concrete, steel, concrete masonry unit, tilt-up, and timber buildings, additions and retrofit, and tenant improvements of existing buildings.

Projects include:

- Lynwood new annex building
- Baldwin Park plumbing plant
- Several mono pole projects in the Cities of Baldwin Park, South El Monte, and Lynwood
- Bell Gardens Market Place – numerous tenant improvements
- South El Monte IMS building #7 – two-story type V pharmaceutical building addition and tenant improvement with construction cost of \$1.25 million.
- South El Monte - 10 new tilt-up buildings
- Lynwood Auto Zone - new building
- Cities of Lynwood, South El Monte, and Baldwin Park - new paint spray rooms
- Bell Gardens - new family health care building
- Baldwin Park - Target store tenant improvement project
- Baldwin Park - grocery outlet building tenant improvement
- Baldwin Park – 50 units with four design track housing plans
- Cities of Lynwood, Baldwin Park, and South El Monte – numerous warehouse additions, commercial complex suite, and marketplace tenant improvements
- Cities of Lynwood, Bell Gardens, South El Monte, Montebello, and Baldwin Park - numerous new residential houses and additions

Design Experience

As a vice president and structural manager for a regional engineering firm, Peter's responsibilities included structural design, engineering and analysis, code compliance, and building permits and plan checks for approval, as well as oversight of budgets, scheduling, quality assurance/quality control (QA/QC), reviews, construction cost, and change orders.

Projects he was involved in include the following:

Office Buildings

- Koll Center CG#2, Irvine (steel) - 11 stories
- Clarion Office Building, Gardena (steel) - 4 stories
- Fremont Office Center, Fremont (tilt-up) - 3 stories
- UCLA Powell Library, Los Angeles (300-foot span aluminum building)

Hotel Projects

- Four Seasons Hotel, Newport Beach - 24 Stories
- Radisson Hotel, Newport Beach - 9 stories
- Hyatt at Pelican Hill, Newport Coast - 8 stories
- Four Seasons Hotel, Kaupulehu - 4 stories

Commercial Centers

- Union Bank Square Renovation, Orange - 10 stories
- United Parcel Service, San Diego
- La Palma Recreation Center, La Palma
- Santa Ana Watershed Project Authority Project, Riverside

Industrial Parks

- Burke Shaw Business Park, Irvine - 15 Buildings
- Tri-Pointe Business Park, Irvine - 6 Buildings
- Birtcher Business Park, Irvine - 6 Buildings
- UCI Central Plant Expansion, Irvine

Mixed-Use Buildings

- LeChen Tara Affordable Apartment Building, Avila Beach - 31 units
- Harvard Mixed Use Buildings - 50 units
- Fillmore Mixed Use Building, Fillmore - 50 buildings
- Ventura Mixed Use Parking Garage and Housing Unit Building, Ventura - 12 Units

Residential Building

- Structural engineering design for hundreds of custom home buildings
- Structural engineering design for hundreds of apartment and track house buildings

Education

MS, Geotechnical
Engineering
BS, Civil Engineering,
University of Sao Paulo

Registrations/Certifications

Registered Civil Engineer,
CA, No. 46841

ICC Certified Building
Official, No. 8356883

DSA Certified Access
Specialist, No. CASp-683

ICC Certified Building Plans
Examiner, No. 8356883

Qualified SWPPP
Practitioner and Developer

Years of Experience: 34

Jay Shih, PE

Building Official

Summary

Jay Shih is a veteran building official and plan reviewer with 34 years of experience. He began his career with the City of Los Angeles, Department of Water & Power as a civil engineering assistant. He performed field reconnaissance reviews and soil exploration tasks and prepared soil reports and compaction reports. Jay built on this early experience by continuing education and certifications by the International Code Council. Jay has spent his career working for public agencies, providing highly skilled reviews and assistance to the public in development projects as well as design of grading plans, SUSMP, SWPPP, WQMP and subdivision maps, performing topographic, boundary and ALTA surveys, and preparing soil and compaction reports.

Relevant Experience

Senior Plan Check Engineer, County of San Bernardino Building and Safety. Provided reviews of residential and commercial plans as a contractor working for the county.

Senior Plan Check Engineer, provided reviews of building plans for the cities of El Segundo and Beverly Hills as a contract engineer.

Director of Engineering, City of Los Angeles, Community Redevelopment Agency. Directed Engineering Department operations in revitalizing blighted communities within the city. Oversaw staff construction managers and inspectors in managing construction contracts. Checked tenant improvement, building rehabilitation, and public works improvement plans prepared by staff engineers and consultants prior to advertising and bidding construction projects.

Civil Engineer, City of Los Angeles, Department of Public Works. Checked subdivision maps and metes and bounds legal descriptions. Designed retaining walls and concrete bulkheads. Prepared public improvement plans including sidewalks, sewers and storm drains. Performed construction management of public improvements.

Structural Engineering Associate, City of Los Angeles, Department of Building & Safety. Checked architectural plans in compliance with building and zoning codes. Checked structural plans and calculations and checked grading plans and reviewed soil reports and compaction reports.

Education

MS, Civil Engineering, USC,
Los Angeles

MBA, USC, Los Angeles

Registrations/Certifications:

Registered Civil Engineer,
CA, No. 54747

QSD, Stormwater Pollution
Prevention Plan Developer

Years of Experience: 23

**Years with Infrastructure
Engineers:** XX

Jonathan Wu, PE, QSD

Senior Project Manager/Engineer

Summary

Jonathan Wu earned his certification as a Project Management Professional (PMP) and Resident Engineer while working with Caltrans. He then joined several municipalities, including the Cities of Anaheim, Rancho Cucamonga and Placentia, where he was involved in delivering multi-million-dollar Capital Improvement Project (CIP) projects. Jonathan was instrumental in the bond-funded sanitary sewer line upgrade projects in the City of Anaheim. He was also involved with numerous ARRA projects. Jonathan was the Construction Manager for the Omnitrans sbX project, a 16-mile long transit bus line in the County of San Bernardino with park-and-ride facilities. He has also performed as interim City Engineer/Principal for cities in the Inland Empire region since 2012.

Relevant Experience

Interim City Engineer, City of El Monte. Currently serving as Interim City Engineer. Duties include; Program Manager for CIP project delivery, holding monthly Traffic Safety Committee coordination meetings with El Monte Police Department, attending and presenting to City Council meetings as needed. Attends quarterly school district coordination meetings, as needed. Provides installation orders for traffic striping and signage for minor traffic improvements and other traffic-related tasks, as requested by the Director of Public Works.

Senior Engineer, City of Fontana. Responsible for the City's annual CIP program delivery, including preliminary engineering, PS&E, construction management and project closeout. Responsible for reviewing citizen requests for traffic control installations. CIP projects include roadway, landscape, storm drain, traffic signals and sewer line installations.

Construction Manager, Engineering Consultant, Various Cities. Contracted City Engineer for various cities in Riverside and San Bernardino Counties, including providing such services as plan check, SWPPP and WQMP development and review, grading plans review, reviewing storm water improvement plans, street improvement plans and entitlement and environmental review processes. Responsible for on-call construction management with several engineering firms.

Construction Manager, Integrated Project Management Office, Omnitrans, San Bernardino County. Omnitrans is the regional public transit authority in San Bernardino County, California. Performed as the Construction Manager of the Bus Rapid Transit project, a \$197-million federally funded project featuring a 16-mile-long bus lane and 16 stations with four park-and-ride facilities. Oversaw the construction management team, QA/QC procedures, and safety and security management during the design, construction, and commissioning of the project. Responsible for compliance with Federal Transit Administration (FTA) requirements and policies. Also maintained communications with the public and internal stakeholders resolving any issues with the contractors, citizens and local businesses.

Project Manager, Public Works, City of Placentia. In charge of the City's CIP program for an annual budget of \$5.5 million, with additional funding from Caltrans and OCTA for specific projects. Responsible for scheduling, budgeting, right-of-way negotiations, easement dedications, construction management and project management in conforming to the requirements of federal and Caltrans funding and local assistance guidelines. Chaired utility coordination meetings with local utilities and the City for several grade separation projects on a

quarterly and ad hoc basis; also negotiated with residents for easement dedication. Assisted utilities in obtaining easements from residents for relocation of utility lines and was responsible for the planning and execution of full project life-cycle tasks, such as plan review, utility detection, and construction. Major projects included street widening, railroad grade separations, and under-grounding of utilities.

Senior Traffic Engineer, Project Manager, Engineering, City of Rancho Cucamonga. Served as Project Manager for CIP projects in the City of Rancho Cucamonga. Was the Project Manager for the Route 66 roadway improvement with widening, realignment with controller replacement and traffic timing coordination projects. The Foothill Boulevard realignment project involved railroads and local utilities with a budget of \$35 million. Also responsible for the grade separation on Haven Avenue. Prepared PS&Es, 50%, 90% review comments, oversaw legal descriptions and plot for right-of-way acquisition, property appraisal report reviews and staff reports for the City Council.

Project Manager, Design Division, Public Works, City of Anaheim. Responsible for developing PS&Es, bid packages, and providing construction service support. Managed a staff of five and served as Project Manager for the citywide sanitary sewer improvement program and storm drain design projects. Also coordinated with utilities and Caltrans for a number of freeway improvement projects and developed roadway rehabilitation projects under special and federal funding.

Senior Transportation Engineer, Office of Transportation Permits, Division of Traffic Operations, California Department of Transportation. As the regional manager of the Office of Transportation Permits, conducted field inspections and oversaw the extra legal-load permits issuance for the state-owned highway system and responded to trucking industry and public inquiries. Also inspected bridge clearances and monitored freeway closures due to construction activities.

Transportation Engineer, Range D/Shift Supervisor, Office of Freeway Operations, District 7, California Department of Transportation. Managed the Transportation Management Center (TMC), the traffic control center for the Los Angeles County freeway system. Functioned as a liaison between the media and various offices within the District and headed a countywide backlog reduction task force that involved coordination of numerous municipal and law enforcement agencies. Also responsible for local assistance efforts with municipalities and the public on local and statewide transportation issues on a daily basis.

Education

Civil Engineering, Instituto
Tecnologico Centro
Americano-El Salvador

Years of Experience:

32

Jorge Roque

Senior Construction Inspector

Summary

Jorge Roque has more than 30 years' experience in design and engineering of streets, highways, and land improvement projects. He has managed capital improvement projects, overseen inspection and quality assurance, and provided plan review and calculation checks for grading, infrastructure, and roadway improvements.

Experience

Construction Inspector, Washington Boulevard Street Improvements, Phase 2 from West City Limit to East City Limit, City of Montebello. Infrastructure Engineers provided design, PS&E, construction management and inspection, and federal contract compliance for this major arterial roadway improvement and pavement rehabilitation of Washington Boulevard, from the east City limit to the west City limit. The project consisted of pavement rehabilitation, new landscaped median islands, bus pads, ADA improvements, sidewalk and curb and gutter improvements, roadway safety improvements, and signing and striping. The pavement analysis and alternate rehabilitation strategies included budget analysis to complete as much of the street improvements within the fixed project budget.

Jorge was one of three inspectors for this project; he was responsible for onsite construction management and contract administration, including Notice-to-Proceed issuance, review of change orders and progress payments as well overseeing compliance with project's plans and specifications, compliance with City's requirements and ordinances (hours of work, noise ordinance, etc.) and general performance of the contractor. Provided daily inspection reports, which clearly identified daily activities, work accomplished, number of employees and equipment on the job and issues and concerns during the project.

Construction Inspector, Walnut Creek Nature Park, City of Baldwin Park. Infrastructure Engineers provided construction management and inspection of the newly restored Walnut Creek Nature Park. The park features several upgrades, including solar lighting, drought tolerant plants and a new irrigation system, as well as paved walkways and a state-of-the-art playground that is laid out like an obstacle course for children to explore.

Responsible for onsite construction management and contract administration, including review of change orders and progress payments as well overseeing compliance with project's plans and specifications, compliance with City's requirements and ordinances (hours of work, noise ordinance, etc.) and general performance of the contractor. Provided daily inspection reports, which clearly identified daily activities, work accomplished, number of employees and equipment on the job and issues and concerns during the project.

Construction Inspector, Corak Street Storm Drain Project, City of Baldwin Park. The project involved the installation of 2000 linear feet of 24" concrete storm drain line, installation of 4 catch basins, various junction structures, rehabilitation of roadway, regrading of open channel drainage easements, removal and replacement of private property structures and various ADA improvements.

Jorge was responsible for onsite construction management and contract administration, including review of change orders and progress payments as well overseeing compliance with project's plans and specifications, compliance with City's requirements and ordinances (hours

of work, noise ordinance, etc.) and general performance of the contractor. Provided daily inspection reports, which clearly identified daily activities, work accomplished, number of employees and equipment on the job and issues and concerns during the project.

Ramona Boulevard Median Improvements, City of Baldwin Park. The project involved removal of approximately one mile of existing turf grass areas, removal of diseased landscape trees and shrubs, regrading of the medians, installation of drip irrigation and control valves, installation of decorative hardscape, landscape materials and resurfacing of the adjacent street sections.

Jorge was responsible for onsite construction management and contract administration, including review of change orders and progress payments as well overseeing compliance with project's plans and specifications, compliance with City's requirements and ordinances (hours of work, noise ordinance, etc.) and general performance of the contractor. Provided daily inspection reports, which clearly identified daily activities, work accomplished, number of employees and equipment on the job and issues and concerns during the project.

Long Beach Boulevard Street Improvements Phase 1, Tweedy Boulevard to Imperial Highway - City of Lynwood. Jorge is one of the construction inspectors for this project. He is providing compliance with compliance with plans, specifications and the contract; overseeing traffic control, and providing daily log and inspection report entries, including pictures of the project. Jorge also reviews and reports contractor claims, prepares weekly update reports, and reviews contractor's invoices, verifies completed work, and approves all quantities.

Infrastructure Engineers is providing construction management, inspection, and labor compliance for this project that involves roadway resurfacing of 192,779 square feet with a section of 2-inch AC top course and 1-inch AC leveling course and 40,000 square feet with a section of 2-inch of asphalt rubber hot mix (ARHM) over ½-inch SAMI sealant and 1-inch leveling course. Concrete improvements include 4-inch sidewalk, driveway approaches, cross gutters, curb and gutter, curb ramps, installation of 16 detectable warning surfaces on existing curb ramps, and construction of six new bus pads.

Suva Street Rehabilitation, City of Bell Gardens. Suva Street rehabilitation included the rehabilitation of PCC pavement with a 3-inch grinding of the pavement surface, local area reconstruction, removal and replacement of 4,000 square feet of sidewalks, local area drain reconstruction, replacement of 500 feet of curb and gutter, ADA improvements, installation of 3-inch AHRM paving and traffic calming measures.

Jorge was responsible for the inspection of activities pursuant to the approved plans and specifications. He communicated with the residents, contractor and City on the progress and activities of the contractor, ensured compliance with the plans, oversight of the contractors safety program, monitored traffic control procedures, provided daily inspection reports, weekly statements and progress memos, review payroll data, prepared stop work notices when needed, calculate bid quantities to actual work performed, maintained a digital photo log, provided close out documents and punch list work to be performed.

Registrations/Certifications

ICBO Building Inspector
#43607

POST Certificate Arrest and
Firearms (PC 832)

Years of Experience: 21

David Gatica

Senior Building Inspector

Summary

David has more than 20 years of experience as a contracted building inspector. Services he has provided include counter work, issuing permits, customer service, inspection of footings/set-backs, ground plumbing, slab grades, insulation, drywall and final as well as inspection

of sub standards. His experience includes Inspection of tract homes, alterations, additions and light commercial buildings.

Relevant Experience

Interim Building Inspector Services, City of Baldwin Park. Montebello

Building Inspector, Building Inspection & Plan Check Services, City of Lynwood

Building Inspector, Home 2 Suites - Building and Public Works Inspection, City of Montebello.

Providing mechanical, electrical and plumbing inspection for this 8-story, 137,000 sf, 203-guest room hotel located within the existing Municipal Golf Course in Montebello.

The following is a comprehensive list of cities that David has provided building inspection services for:

- Contract Building Inspector - City of Cudahy
- Contract Building Inspector - City of La Quinta
- Infrastructure Engineers, Contract Building Inspector - City of Baldwin Park, City of La Puente, City of South El Monte and the City of Lynwood
- Building Inspector - City of Baldwin Park
- Building Inspector - City of San Dimas
- Contract Building Inspector - City of Hemet, City of Baldwin Park, City of Bell and the City of Diamond Bar,
- Contract Building Inspector - City of San Marino. Public Works Inspector for ADA project, which included handicap ramps at curbs, street slurry and curb & gutter project.
- Contract Building Inspector - City of Irwindale
- Building Inspector - City of Adelanto
- Building Inspector - City of Apple Valley

Education

A&P Mechanic Certificate
of Graduation, Orange
Coast College, Costa
Mesa, CA

Registrations/Certifications:

ICC and UBC Full
Commercial/Residential
Combination Licenses -
Building, Electrical,
Mechanical, and
Plumbing, No. 5093048

ACI Concrete Field
Technician License,
No. 01029090

Years of Experience: 12**John Joseph****Senior Building Inspector****Summary**

John Joseph has hands-on and diverse experience in building inspection. He has managed and supported residential construction functions and performed detailed inspections. He is an accomplished professional with a proven track record of success - consistently achieving and exceeding established deadlines while ensuring strict attention to detail. John has developed solid partnerships with staff, developers, and clients to achieve goals in team-oriented environments.

Relevant Experience**Residential/Commercial Combination Building Inspector, City of Costa Mesa.**

Assigned in training of new residential inspectors. Weekend and 24-hour on-call duties with damage building reporting. Organized training seminars that Costa Mesa hosts with other jurisdictions. Scheduled inspection duties for all inspectors for the next business day. Worked with all other related departments in resolving Building Department issues (Planning, Public Works, Code Enforcement).

Contract Residential/Apartment Building Inspector, City of Irvine. Conducted new home, apartment and residential remodel construction inspections. Inspections included pre-foundation, wood and steel framing, welding, MEPS, fire, stucco systems, roofs, new pools and demos, utility change-outs, encroachments, and code enforcement duties. Also performed witness duties for court proceedings. Communicated with superintendents on repair techniques and rework verifications. Assisted city planners with plan verification on property setbacks and easements.

Senior Residential Building Inspector, Right at Home Services, San Diego, CA. Supported new home construction with digital inspection documentation. Conducted third-party inspections, encompassing pre-foundation, steel and wood frame construction, MEP, fire and sound, stucco, and roof. Prepared architectural training guides and software for field inspections.

Education

Master of Urban Planning,
University of Illinois, Urbana-
Champaign

BA, Geography/
Environmental Studies,
University of California, Los
Angeles

Years of Experience: 5

Gurdeep Kaur

Associate Planner

Summary

Gurdeep Kaur has five years of experience in municipal planning and development, having worked with the Cities of Lynwood, Bellflower, and Santa Fe Springs. She has strengthened her logistical and analytical skills to connect planning practices to results for a wide variety of programs that have ranged from municipal to academic to political.

Relevant Experience

Associate Planner, City of Lynwood. Supports Lynwood municipal planning department with its functions, which include project management and reviews. Collaborates with local municipal staff to carry out daily planning department tasks (counter, plan checks, etc.). Compiles land entitlement applications on behalf of clients for submission to planning departments.

Assistant Planner, City of Bellflower. Composed and presented staff reports for entitlement and development cases before the Planning Commission. Drafted and presented a Zoning Ordinance Text Amendment for approval; plan checked proposed changes for renovations and new developments to ensure code compliance and quality. Contributed to producing the Paramount-Bellflower Bicycle Master Plan.

Planning Intern, City of Santa Fe Springs. Provided information on land use, zoning, and evaluating proposed business licenses at the City's Planning & Development counter. Plan checked proposed changes for renovations and new developments to ensure code compliance and quality. Composed and presented staff reports for approval for cases before the Planning Commission. Conducted site inspections for entitlements to understand site conditions and compliance reviews to ensure that businesses were operating in accordance with the conditions of approval for their permits. Researched and wrote a water efficiency landscaping ordinance to encourage sustainability and quality design. Created an application process for community members to replace their lawns, receive incentives for turf removal, and ensure high standards for design and aesthetics. Created additional GIS features and maps for greater accessibility and efficiency.

Intern, Office of Congresswoman Lucille Roybal-Allard. Helped organize and conduct the Annual Student Art Competition, helped initiate a new "People's Choice Award" category to promote the competition, the artist, and community engagement and input. Directed constituents to appropriate agencies and resources to help resolve issues. Provided information and aid at community events, such as the Holiday Brunch and Thanksgiving Turkey Distribution.

Research Assistant, UCLA School of Public Health. Supported research on the affectivity of the Complete Streets Initiative throughout the Greater Los Angeles region. Collected data in the form of surveys, interviews, and use-counts to analyze behavioral impacts of infrastructural upgrades and policy changes. Utilized air quality measurement tools to collect data on particles in the air for comparison. Coordinated research events with supervisors and trained new members to collect unbiased data.

Education

BA, Urban Studies,
University of California,
Irvine, 2017

Years of Experience: 1

Patricia Garcia

Associate Planner

Summary

Patricia Garcia has completed one year of internship with two cities and a professional urban planning firm, gaining extensive hands-on experience in the field. She gained knowledge of residential and commercial planning processes, as well as the process of obtaining land entitlements and permits and zoning and land use. Patricia submitted reports and information based on project sites. During her time at university, she took many urban planning, policy and design courses, which include sustainability courses, environmental law courses, and courses in urban design principles/graphics. Patricia also took many management courses, such as accounting and economics, which helped strengthen her understanding of the business side of urban planning.

Relevant Experience

Planning Assistant, City of Moreno Valley. Assisted with current planning projects and provided plan checks and site visits. Used tracking system to keep track of the Planning Division's plans. Worked closely with other divisions and departments on projects

Planning Intern, City of South Gate. Assisted with current and advanced planning projects. Assisted with the research and crafting of the sign code update. Worked with zoning clearances, signage approvals, GIS (geo-coding) and conducted plan checks and site visits. Created presentations for supervisors using various software. Assisted the Planning Division at the counter, by answering questions regarding development standards, ADU, AC condenser locations, and explained the processes of entitlements, lot mergers, conditional use permits, etc., to customers.

Education

BS, Urban and Regional
Planning, Cal Poly
Pomona, 2017

AA, Science and
Mathematics, Palomar
College, 2014

Years of Experience: 1

Samuel Kohler

Permit Technician

Summary

Samuel Kohler is an urban planning graduate from California Polytechnic University, Pomona, with completed coursework that includes urban land planning and theory, research methods, and advanced application in GIS. Software expert with skills in graphic design and GIS analysis. A personable communicator with stakeholder engagement and fundraising skills who has raised more than \$28,000 for Cal Poly Pomona.

Relevant Experience

Senior Project: The Integration of Cairo's Informal Waste Economy, California Polytechnic University Pomona. Final senior research project, which explored the formal integration efforts of informal garbage collectors in the city of Cairo. This research employed an ethnographic method of inquiry in which interviews were conducted with volunteers who work with waste picker communities in Cairo. Interviews were conducted via conference calls.

Safe Routes to School: Walking Wednesdays, Kingsley Elementary School, URP 337 Planning for Public Infrastructure. This school group project assisted the local school's Parent Teacher Association by implementing a Safe Routes to School program called *Walking Wednesdays*. Students received prizes for walking to school every Wednesday. Specific responsibilities included meeting facilitation and student engagement to promote walking events, and volunteering to support events.

Potential Affordable Housing Locations in Baldwin Park, URP 335 Urban Land Planning and Theory, California Polytechnic University Pomona. This school group project identified local lots near public transit that would be suitable for affordable housing. Specific responsibilities included site visits, identifying relevant development projects as examples for proposed locations and presenting group findings to the class.

**2018 HOURLY RATE
SCHEDULE**

City of Hawaiian Gardens



Principal in Charge	\$215	Municipal Engineering Support	
Civil Engineering		Interim City Manager	\$204
Project Manager	\$176	Assistant/Deputy City Manager	\$182
Senior Engineer	\$154	City Engineer	\$165
Senior Plan Check Engineer	\$165	City Traffic Engineer	\$154
Plan Check Engineer	\$154	Deputy City Engineer	\$154
Engineering Associate	\$131	Deputy City Traffic Engineer	\$149
Engineering Assistant	\$110	Plan Check Engineer	\$165
GIS Analyst	\$143	Plan Checker	\$143
CAD Manager	\$143	CIP Manager	\$176
CAD Operator	\$105	Engineering Technician	\$93
Traffic Engineering		Building & Safety	
Principal Engineer	\$176	Building Official	\$165
Senior Traffic Engineer	\$149	Code Enforcement Manager	\$162
Traffic Engineer	\$143	Plan Check Engineer	\$154
Plan Checker	\$143	Plan Examiner	\$143
Engineering Associate	\$131	Code Enforcement Officer	\$121
Engineering Assistant	\$110	Senior Building Inspector	\$121
Engineering Technician	\$93	Building Inspector	\$103
Surveying		Counter Technician	\$93
Project Manager	\$176	Water/Wastewater/NPDES	
Survey Analyst	\$143	Water Engineer	\$166
Plan Checker (Subdivision & Survey Document)	\$154	Program Manager (NPDES)	\$184
Construction Management		Senior Water Engineer	\$176
Construction Manager	\$165	Engineering Associate	\$131
Resident Engineer	\$165	Engineering Assistant	\$110
Scheduler/Controller	\$143	Inspector (NPDES)	\$103
Senior P.W. Observer	\$105	Architectural Services	
Public Works Observer	\$93	Principal Architect	\$189
Technician	\$89	Development Manager	\$189
Utilities Coordinator	\$121	Senior Architect	\$176
Program Management		Architect	\$165
Project Director	\$184	Technician	\$152
Sr. Program Coordinator	\$131	Administrative & Clerical Services	
Program Assistant	\$110	Organizer/Supervisor	\$105
Labor Compliance Coordinator	\$100	Administrative Assistant	\$89
Fund Administrator	\$131	Clerk Typist	\$78
Community Development & Planning		Other Charges	
Director	\$189	Delivery	\$105
Development Services Manager	\$184	Mileage (Current federal guideline rate @ time of billing)/Mile	
Planning Manager	\$162	Travel	Cost + 15%
Principal Planner	\$158	Reimbursements	Cost + 15%
Project Manager	\$168		
Senior Planner	\$144		
Associate Planner	\$131		
Planning Technician	\$84		

Additional billing classifications may be added to the above list throughout the year as new positions are created. The above schedule is for straight time. Overtime will be charged at 1.5 times. Sundays and Holidays are charged at 2.0 times the standard time.