

AGREEMENT WITH HARRIS & ASSOCIATES, INC. TO PROVIDE ON-CALL ENGINEERING PLAN CHECK SERVICES FOR THE CITY OF SANTA ANA

THIS AGREEMENT is made and entered into on this 16th day of July, 2024 by and between Harris & Associates, Inc., a California corporation (“Contractor”), and the City of Santa Ana, a charter city and municipal corporation organized and existing under the Constitution and laws of the State of California (“City”).

RECITALS

- A. On March 19, 2024, the City issued Request for Proposal (“RFP”) No. 24-035, by which it sought qualified firms to provide on-call engineering plan check services for the City’s Public Works Agency.
- B. Contractor submitted a responsive proposal that was among those selected by the City. Contractor represents that it is able and willing to provide the services described in the scope of work that was included in RFP 24-035.
- C. In undertaking the performance of this Agreement, Contractor represents that it is knowledgeable in its field and that any services performed by Contractor under this Agreement will be performed in compliance with such standards as may reasonably be expected from a professional engineering firm in the field.

NOW THEREFORE, in consideration of the mutual and respective promises, and subject to the terms and conditions hereinafter set forth, the parties agree as follows:

1. SCOPE OF SERVICES

On an on-call basis, and at the City’s sole discretion, Contractor shall perform the services described in the scope of work that was included in RFP No. 24-035, which is attached as **Exhibit A**, and as more specifically delineated in Contractor’s proposal, which is attached as **Exhibit B** and incorporated in full.

2. COMPENSATION

- a. City neither warrants nor guarantees any minimum or maximum compensation to Contractor under this Agreement. Contractor shall be paid only for actual services performed under this Agreement at the rates and charges identified in **Exhibit C**. Contractor is one of five (5) contractors selected to provide engineering plan check services on an on-call basis under RFP 24-035. The total annual compensation for the services provided by all such contractors selected under RFP 24-035 shall not exceed the aggregate amount of Three Hundred Thousand Dollars and Zero Cents (\$300,000). The total aggregate amount to be expended by all such contractors during the full term of the Agreement, including extension periods, if any, shall not exceed One Million Five Hundred Thousand Dollars and Zero Cents (**\$1,500,000**).
- b. Payment by City shall be made within 45 days (forty-five) days following receipt of proper

invoice evidencing work performed, subject to City accounting procedures. Payment need not be made for work which fails to meet the standards of performance set forth in the Recitals which may reasonably be expected by City.

3. TERM

This Agreement shall commence on the date first written above for an initial three year term and terminate on June 30, 2027, unless terminated earlier in accordance with Section 16, below. The term of this Agreement may be extended for a single, two-year extension upon a writing executed by the City Manager and City Attorney.

4. PREVAILING WAGES

Contractor is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the services being performed are part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and the total compensation is \$1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. Contractor shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

5. INDEPENDENT CONTRACTOR

Contractor shall, during the entire term of this Agreement, be construed to be an independent contractor and not an employee of the City. This Agreement is not intended nor shall it be construed to create an employer-employee relationship, a joint venture relationship, or to allow the City to exercise discretion or control over the professional manner in which Contractor performs the services which are the subject matter of this Agreement; however, the services to be provided by Contractor shall be provided in a manner consistent with all applicable standards and regulations governing such services. Contractor shall pay all salaries and wages, employer's social security taxes, unemployment insurance and similar taxes relating to employees and shall be responsible for all applicable withholding taxes.

6. OWNERSHIP OF MATERIALS

This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Contractor under this Agreement ("Documents & Data"). Contractor shall require all subcontractors to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subcontractor prepares under this Agreement. Contractor represents and warrants that Contractor has the legal right to license any and all Documents & Data. Contractor makes no such representation and warranty in regard to Documents & Data which were provided to Contractor by the City. City shall not

be limited in any way in its use of the Documents and Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

7. INSURANCE

Prior to undertaking performance of work under this Agreement, Contractor shall maintain and shall require its subcontractors, if any, to obtain and maintain insurance as described below for the entire Term of this Agreement against claims for injuries to persons or damage to property which may arise from or in connection with services, products and materials supplied to City. Total cost of such insurance shall be borne by Contractor.

a. Minimum Scope and Limit of Insurance

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence and **\$2,000,000** aggregate. Required policy limits can be met with primary and umbrella/excess insurance policies.
2. **Automobile Liability:** ISO Form Number CA 00 01 covering any auto (Code 1) with a limit no less than **\$1,000,000** combined single limits.
3. **Workers' Compensation:** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.
4. **Professional Liability Insurance:** with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 aggregate.
5. **Broader Coverage:** if the Contractor maintains broader coverage and/or higher limits than the minimums shown above, the City requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

b. Other Insurance Provisions

1. **Additional Insured Status:** The City, its City Council, its officers, officials, employees, and volunteers are to be covered as additional insureds on the Contractor's CGL, Professional Liability, and Automobile Liability policies, with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations.
2. **Waiver of Subrogation:** Contractor hereby grants to City a waiver of any right to subrogation that any insurer of said Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any

endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

3. **Primary Coverage:** For any claims related to this contract, the Contractor's insurance coverage shall be primary. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
4. **Severability of Interest:** A severability of interest provision must apply for all the additional insureds, ensuring that Contractor's insurance shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the insurer's limits of liability.
5. **Notice of Cancellation:** Each insurance policy required above shall provide that coverage shall not be canceled, voided, reduced in coverage or in limits, non-renewed by the carrier, or materially changed except after thirty (30) days prior written notice has been given to City. Ten (10) days prior written notice shall be provided to City for policy cancellation or non-renewal due to non-payment of premium.
6. **Self-Insured Retentions:** Self-insured retentions must be declared to and approved by the City. The City may require Contractor to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
7. **Acceptability of Insurers:** Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.
8. **Claims Made Policies:** If any of the required policies provide coverage on a claims-made basis: (1) the Retroactive Date must be shown and must be before the date of the contract; (2) Insurance must be maintained and evidence of insurance must be provided for at least three years after completion of work; (3) If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, Contractor must purchase "extended reporting" coverage for a minimum of three years after completion of work.
9. **Verification of Coverage:** Contractor shall furnish the City with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to City before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

10. **Subcontractors:** Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors.

11. **Special Risks or Circumstances:** City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

8. INDEMNIFICATION

Contractor agrees to defend, and shall indemnify and hold harmless the City, its officers, agents, employees, contractors, special counsel, and representatives from liability: (1) for personal injury, damages, just compensation, restitution, judicial or equitable relief arising out of claims for personal injury, including death, and claims for property damage, which may arise from the negligent operations of the Contractor, its subcontractors, agents, employees, or other persons acting on its behalf which relates to the services described in section 1 of this Agreement; and (2) from any claim that personal injury, damages, just compensation, restitution, judicial or equitable relief is due by reason of the terms of or effects arising from this Agreement. This indemnity and hold harmless agreement applies to all claims for damages, just compensation, restitution, judicial or equitable relief suffered, or alleged to have been suffered, by reason of the events referred to in this Section or by reason of the terms of, or effects, arising from this Agreement. The Contractor further agrees to indemnify, hold harmless, and pay all costs for the defense of the City, including fees and costs for special counsel to be selected by the City, regarding any action by a third party challenging the validity of this Agreement, or asserting that personal injury, damages, just compensation, restitution, judicial or equitable relief due to personal or property rights arises by reason of the terms of, or effects arising from this Agreement. City may make all reasonable decisions with respect to its representation in any legal proceeding. Notwithstanding the foregoing, to the extent Contractor's services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Contractor.

9. INTELLECTUAL PROPERTY INDEMNIFICATION

Contractor shall defend and indemnify the City, its officers, agents, representatives, and employees against any and all liability, including costs, for infringement of any United States' letters patent, trademark, or copyright infringement, including costs, contained in the work product or documents provided by Contractor to the City pursuant to this Agreement.

10. RECORDS

Contractor shall keep records and invoices in connection with the work to be performed under this Agreement. Contractor shall maintain complete and accurate records with respect to the costs incurred under this Agreement and any services, expenditures, and disbursements charged to the City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to Contractor under this Agreement. All such records and invoices shall be clearly identifiable. Contractor shall allow a representative of the City to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement during regular business hours. Contractor

shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement for a period of three (3) years from the date of final payment to Contractor under this Agreement.

11. CONFIDENTIALITY

If Contractor receives from the City information which due to the nature of such information is reasonably understood to be confidential and/or proprietary, Contractor agrees that it shall not use or disclose such information except in the performance of this Agreement, and further agrees to exercise the same degree of care it uses to protect its own information of like importance, but in no event less than reasonable care. "Confidential Information" shall include all nonpublic information. Confidential information includes not only written information, but also information transferred orally, visually, electronically, or by other means. Confidential information disclosed to either party by any subsidiary and/or agent of the other party is covered by this Agreement. The foregoing obligations of non-use and nondisclosure shall not apply to any information that (a) has been disclosed in publicly available sources; (b) is, through no fault of the Contractor disclosed in a publicly available source; (c) is in rightful possession of the Contractor without an obligation of confidentiality; (d) is required to be disclosed by operation of law; or (e) is independently developed by the Contractor without reference to information disclosed by the City.

12. CONFLICT OF INTEREST CLAUSE

Contractor covenants that it presently has no interests and shall not have interests, direct or indirect, which would conflict in any manner with performance of services specified under this Agreement.

13. NON-DISCRIMINATION

Contractor shall not discriminate because of race, color, creed, religion, sex, marital status, sexual orientation, gender identity, gender expression, gender, medical conditions, genetic information, or military and veteran status, age, national origin, ancestry, or disability, as defined and prohibited by applicable law, in the recruitment, selection, teaching, training, utilization, promotion, termination or other employment related activities or any services provided under this Agreement. Contractor affirms that it is an equal opportunity employer and shall comply with all applicable federal, state and local laws and regulations.

14. EXCLUSIVITY AND AMENDMENT

This Agreement represents the complete and exclusive statement between the City and Contractor, and supersedes any and all other agreements, oral or written, between the parties. In the event of a conflict between the terms of this Agreement and any attachments hereto, the terms of this Agreement shall prevail. This Agreement may not be modified except by written instrument signed by the City and by an authorized representative of Contractor. The parties agree that any terms or conditions of any purchase order or other instrument that are inconsistent with, or in addition to, the terms and conditions hereof, shall not bind or obligate Contractor or the City. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which is not embodied herein.

15. ASSIGNMENT

Inasmuch as this Agreement is intended to secure the specialized services of Contractor, Contractor may not assign, transfer, delegate, or subcontract any interest herein without the prior written consent of the City and any such assignment, transfer, delegation or subcontract without the City's prior written consent shall be considered null and void. Nothing in this Agreement shall be construed to limit the City's ability to have any of the services which are the subject to this Agreement performed by City personnel or by other contractors retained by City.

16. TERMINATION

This Agreement may be terminated by the City upon thirty (30) days written notice of termination. In such event, Contractor shall be entitled to receive and the City shall pay Contractor compensation for all services performed by Contractor prior to receipt of such notice of termination, subject to the following conditions:

- a. As a condition of such payment, the Executive Director may require Contractor to deliver to the City all work product(s) completed as of such date, and in such case such work product shall be the property of the City unless prohibited by law, and Contractor consents to the City's use thereof for such purposes as the City deems appropriate.
- b. Payment need not be made for work which fails to meet the standard of performance specified in the Recitals of this Agreement.

17. WAIVER

No waiver of breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement shall be effective unless it is in writing and signed by the party waiving the breach, failure, right or remedy. No waiver of any breach, failure or right, or remedy shall be deemed a waiver of any other breach, failure, right or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

18. JURISDICTION - VENUE

This Agreement has been executed and delivered in the State of California and the validity, interpretation, performance, and enforcement of any of the clauses of this Agreement shall be determined and governed by the laws of the State of California. Both parties further agree that Orange County, California, shall be the venue for any action or proceeding that may be brought or arise out of, in connection with or by reason of this Agreement.

19. PROFESSIONAL LICENSES

Contractor shall, throughout the term of this Agreement, maintain all necessary licenses, permits, approvals, waivers, and exemptions necessary for the provision of the services hereunder and required by the laws and regulations of the United States, the State of California, the City of Santa Ana and all other governmental agencies. Contractor shall notify the City immediately and in writing of its inability to obtain or maintain such permits, licenses, approvals, waivers, and exemptions. Said inability shall be

cause for termination of this Agreement.

20. MISCELLANEOUS PROVISIONS

- a. Each undersigned represents and warrants that its signature herein below has the power, authority and right to bind their respective parties to each of the terms of this Agreement, and shall indemnify City fully, including reasonable costs and attorney's fees, for any injuries or damages to City in the event that such authority or power is not, in fact, held by the signatory or is withdrawn.
- b. All Exhibits referenced herein and attached hereto shall be incorporated as if fully set forth in the body of this Agreement.

21. NOTICE

Any notice, tender, demand, delivery, or other communication pursuant to this Agreement shall be in writing and shall be deemed to be properly given if delivered in person or mailed by first class or certified mail, postage prepaid, or sent by fax or other telegraphic communication in the manner provided in this Section, to the following persons:

To City:

Clerk of the City Council
City of Santa Ana
20 Civic Center Plaza (M-30)
P.O. Box 1988
Santa Ana, CA 92702-1988
Fax: 714- 647-6956

With courtesy copies to:

Nabil Saba
Executive Director, Public Works Agency
City of Santa Ana
20 Civic Center Plaza (M-21)
P.O. Box 1988
Santa Ana, California 92702
Fax: 714-647-5635

To Contractor:

Craig Siefert, PE
101 Progress, Suite 250
Irvine, CA 92618
Craig.Siefert@WeAreHarris.com

A party may change its address by giving notice in writing to the other party. Thereafter, any communication shall be addressed and transmitted to the new address. If sent by mail, communication

shall be effective or deemed to have been given three (3) days after it has been deposited in the United States mail, duly registered or certified, with postage prepaid, and addressed as set forth above. If sent by fax, communication shall be effective or deemed to have been given twenty-four (24) hours after the time set forth on the transmission report issued by the transmitting facsimile machine, addressed as set forth above. For purposes of calculating these time frames, weekends, federal, state, County or City holidays shall be excluded.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the date and year first above written.

ATTEST:


CITY OF SANTA ANA

Jennifer L. Hall
Clerk of the Council

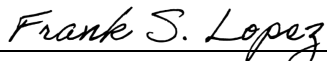
Alvaro Nuñez
Acting City Manager

APPROVED AS TO FORM:
SONIA R. CARVALHO
City Attorney

HARRIS & ASSOCIATES, INC:

By: 

Kyle Nellesen
Assistant City Attorney



Name: Frank S. Lopez
Title: Vice President

RECOMMENDED FOR APPROVAL:

Nabil Saba Digitally signed by Nabil Saba
Date: 2024.07.02 11:34:21
-07'00'

Nabil Saba
Executive Director
Public Works Agency

EXHIBIT A - SCOPE OF WORK

Appendix ATTACHMENT 1 SCOPE OF WORK

CITY OF SANTA ANA REQUEST FOR PROPOSALS FOR ON-CALL ENGINEERING PLAN CHECK SERVICES RFP NO. 24-035

INTRODUCTION

The City of Santa Ana is located in the County of Orange in Southern California. The City encompasses 27.5 square miles and a population of over 325,000 people.

The City of Santa Ana intends to retain Civil Engineering Consultants on an as-needed or "on-call" basis. A Professional Services Agreement will be entered into with several of the qualified firms Civil Engineering consultant(s) to provide plan check services for a variety of projects on an on-call, as-needed basis, the selected firm(s) may later be asked to provide professional engineering services proposals on specific, project-by-project basis, based on an agreed-upon specific scope of services and fees.

In general, work consists of Public Works Engineering plan check services. The plan check may include street improvement plans, grading plans, water quality management plans, storm drain improvement plans, signing and striping plans, traffic studies, traffic signal plans, signal modifications, street lighting plans, traffic control plans, landscape and irrigation plans, land survey documents such as: tract maps, parcel maps, dedication legal description.

In the past, the City has utilized professional and administrative staff on as needed basis to meet the goals and objectives of the City in the delivery of quality and on time services. The staff services are an extension to the current workforce and work in conjunction to better serve and complement the needs of the Public Works Agency.

In summary, the City of Santa Ana is soliciting proposals from qualified firms to provide engineering and survey plan check services for Public Works. This request for proposal (RFP) provides interested qualified firms with the information enabling them to submit a Service Bid Proposal and to provide the services described herein. The City may select up to five (5) consultants to provide the services described herein.

Description of Work:

On as needed basis, the Consultant/s will provide the City with engineering and land surveying plan check services to the Public Work Department. The work consists of general engineering plan check for offsite improvements related to land development projects in the City.

The various plan check services will be for the following areas, including but not limited to:

- Street Improvement Plans
- Grading Plans
- Water Quality Management Plans
- Geotechnical Reports
- Land Surveying
- Legal Description of Dedication
- Final Map Plan Check
- Landscape Architectural and Irrigation
- Environmental
- Transportation/Traffic Studies
- Signing and Striping Plans
- Traffic Signal Plans
- Street Lighting Plans

In addition to general engineering design projects Consultants may be asked to perform the duties of the City Land Surveyor and sign Final Maps.

Consultant Responsibilities:

On an as-needed basis, the Consultant(s) will be requested to conduct plan review services for the City, whether through paper submissions or electronic plan review. The City is currently using ProjectDox as its online/electronic plan review platform, and it is required that the Consultant(s) familiarize themselves with this software and any other software the City might use in the future.

The City of Santa Ana is dedicated to enhancing the customer experience throughout the plan review process. To achieve this, the City has established a guideline ensuring that the initial plan review will be completed within a maximum of four weeks, followed by a two-week period for the second review, and a one-week turnaround time for any further reviews if necessary.

Consultant(s) are required to deliver weekly updates to the City staff, detailing the progress of the plan review, the anticipated completion date, and the hours dedicated to the plan check. Consultants must present their comments to applicants in a list format, as an independent document, which could be easily understood and interpreted on its own. It is essential that Consultants offer clear, detailed comments designed to assist the applicant in achieving plan approval with minimal resubmissions.

Consultants(s) are required to provide monthly invoices for the hours dedicated reviewing plans.

The City reserves the right to interview any of the plan checkers, or other staff, prior to allowing plan check services. Registered Professional Engineers and Licensed Land Surveyors may be required to sign plans, specifications and contract legal documents.

Sample Fee Proposal

Consultant shall submit a fee proposal as described below. The proposal will be used for fee comparison and evaluation purposes.

The proposer shall complete this form and include it along with the billing rates breakdown. This schedule will be used to identify different plan check hourly rate for each different type of plan check. Consultants are to identify their own staff to review different plan types, but only provide to the City an overall hourly rate for each different plan check type. This will only be used for comparison purposes and may be changed if agreed upon by both parties.

PROPOSER FEE RATE SCHEDULE

<u>TITLE</u>	COMPANY NAME (date)	<u>BILLING RATE</u>
Street Improvement Plan		\$
Grading Plan		\$
Water Quality Management Plan (WQMP)		\$
Geotechnical Report		\$
Land Surveying Documents		\$
Legal Description of Dedication		\$
Landscape Irrigation Plans		\$
Environmental Documents		\$
Transportation/Traffic Studies		\$
Signing and Striping Plans		\$
Traffic Signal Plans		\$
Street Lighting Plans		\$
Miscellaneous Plan Check		\$

Furthermore, this fee proposal will become part of Exhibit B of the Contract Agreement and will be used to compare with an actual work request.



ON-CALL ENGINEERING PLAN CHECK SERVICES

RFP NO.: 24-035

CITY OF SANTA ANA

April 9, 2024



Harris & Associates

April 9, 2024

Ehab Elias

City of Santa Ana
Senior Civil Engineer
Phone: 714.647.5627
Email: EElias@santa-ana.org

1.b. Contract Agreement Statement:

Harris concurs with any and all provisions contained in the agreement attached to the RFP as Attachment 2 in the Appendix.

1.a. Cover Letter: On-Call Engineering Plan Check Services, RFP No.: 24-035

Dear Mr. Elias:

Harris & Associates (Harris) is ready to partner with City of Santa Ana (City) staff on the upcoming contract to provide on-call engineering plan check services. Based on our demonstrated ability to prioritize competing deadlines, perform expedited and thorough plan check reviews, formulate efficient and effective solutions, and maintain a high level of customer service, our team is able to offer the following benefits:

A Nimble and Flexible Approach Predicated on Communication. Clear and consistent communication with all parties is the foundation of our project management approach. Our team will communicate with City staff on the status of plan checks, identify unresolved challenges, anticipate potential delays, propose solutions, and outline tasks to expedite approvals. We have found that keeping key stakeholders involved at all review stages creates a greater sense of engagement with the City's process. With Harris' support, applicants will find doing business with the City straightforward and uncomplicated, which promotes a strong relationship and continued partnership.

Familiar and Responsive Project Manager. Project Manager Craig Siefert, PE brings over 20 years of experience to this contract. ***He has led and supported hundreds of plan check projects from entitlement review through construction.*** Having worked with the Cities throughout Southern California, Craig understands the local processes in place and will assign key task leads to help track and maintain plan checks at the City. ***Craig will be able to maneuver fluidly through competing deadlines to meet the City's shifting priorities.***

Depth and Breadth of Resources. We have the ability to ramp up our resources since we have trained staff at our local offices to provide additional support when plan check submittals increase. We have developed custom checklists that we have appended to City checklists to capture nuances that are associated with specific types of development. ***With the assignment of plan reviews to our team, shown in our organizational chart, we can turn plan checks around quickly without impacting the consistency of comments.***

Plan Checking Experience. Our staff assigned to plan check have designed the same type of facilities they are plan checking. ***The advantage of having this type of team is to leverage the fundamental understanding of placing infrastructure in certain locations and determining the constructability and operational practicality of the facility.***

Collectively, the Harris team's strengths and previous working relationships with similar agencies provide a core team that will deliver the responsive, quality services that you expect. We look forward to partnering with the City on this important contract.

Sincerely,
Harris & Associates, Inc.

Ehab Gerges, PE
EVP and CBDO
Authorized Representative
949.683.2011
Ehab.Gerges@WeAreHarris.com

Frank S. Lopez, PE, QSD
Principal-in-Charge
Point of Contact for Proposal
831.233.9242
Frank.Lopez@WeAreHarris.com

Harris & Associates
101 Progress, Suite 250
Irvine, CA 92618
www.weareharris.com



1.C. FIRM AND TEAM EXPERIENCE



Profile of Firm's Experience

Harris has served public agencies and private clients since 1974. We have developed a robust program of services that offer our clients expertise and assistance in various realms of engineering services, program and construction management, municipal and district finance, and environmental services.

With a team of 260+ employee-owners, we have the resources to keep your projects a priority and are personally vested in their success. Outstanding people join Harris and stay because we nurture their talents and invest in their growth. The return is a team who is passionate about their work, has strong internal and external relationships, and delivers high quality work.

Our plan checking involvement has ranged from as-needed on-call development reviews to being an integral part of a city's development management team. We pride ourselves on listening to our clients' needs, doing the job right the first time, meeting schedules, and minimizing the amount of time required from City staff.

Resumes of the project team can be found in the Appendix to this proposal.

Firm Size

260 employees

Organizational Chart

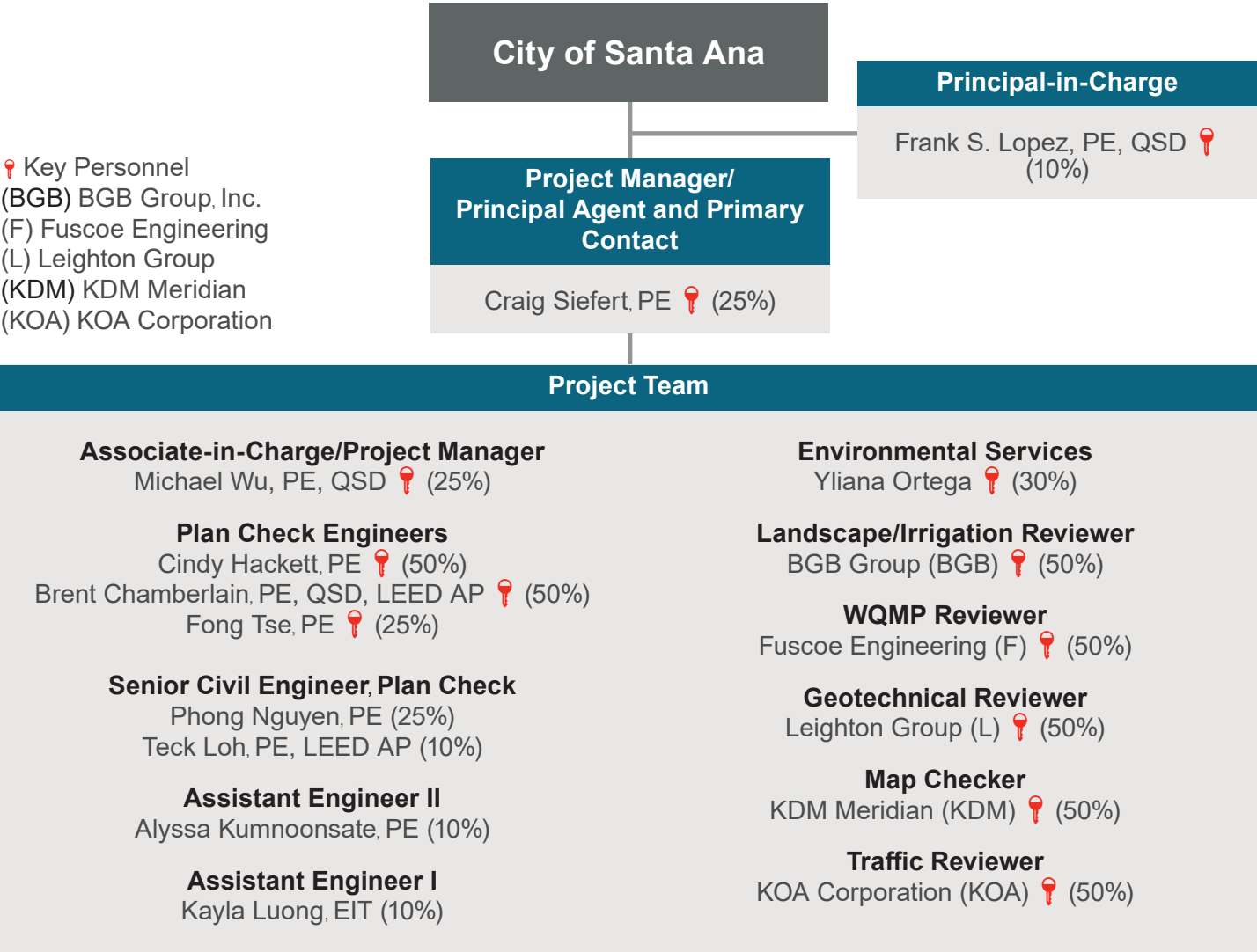
Project Manager/Principal Agent Craig Siefert, PE will serve as the City's single point-of-contact for all task orders requested assigned under this as-needed contract. Craig will secure staffing commitments from all team members and your projects will be monitored internally to verify that they are moving in a positive direction. If the initial staffing plan requires revision, Craig will revisit staff commitments required to meet the project schedule and budget.

As Project Manager/Principal Agent, Craig will:

- Establish and maintain effective communication between the City and the Harris team.
- Be responsive and available to City staff as designated point-of-contact.
- Manage Harris resources and exercise authority to commit personnel to meet individual project goals and schedules.
- Verify that technical and contractual requirements are consistently and thoroughly met.
- Verify that quality control measures and City standards are implemented.

Craig will be supported by a highly qualified team of plan check engineers and support staff. As plan checks increase, Harris has additional off-site resources to support Craig, as listed in our organizational chart. Each member of our team has recent experience providing plan check services for projects similar to the City's.

Our team is also comprised of map/survey, geotechnical, environmental, traffic, and landscape/irrigation review experts who are readily available to augment our team should the need arise. With staff located in multiple local offices, we are able to pull from a large depth of resources to provide plan checking services. We can ramp up quickly depending on the magnitude of the plan checks. Craig will utilize Harris' QA/QC procedures to confirm accuracy of the team's deliverables. At the inception of each task, Craig will verify that both the City and the project team fully understand the scope of services, schedule, budget, and expected work product. **Frank S. Lopez, PE, QSD will serve as Principal-in-Charge.** As Harris' Engineering Business Unit Vice President, Frank brings high-level commitment to this contract and will be responsible for overseeing Harris' project delivery, quality management, and client experience.



1.D. UNDERSTANDING OF NEED/SCHEDULED DELIVERY

Anticipated Approach

Harris supports our clients' goals of stimulating local communities, continuing growth, and promoting development. Our review services track record has given Harris an in-depth roadmap for providing a positive client and applicant experience.

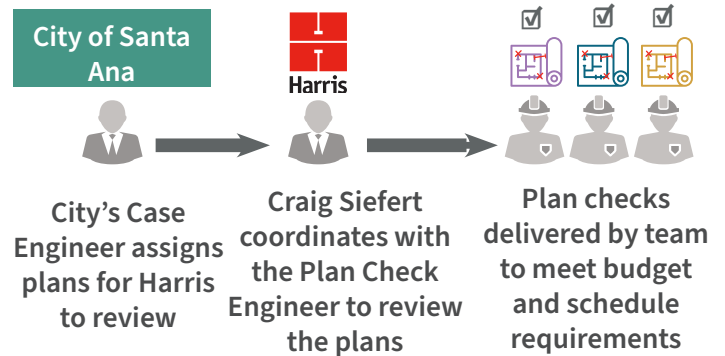
Plan review is a balancing act between expediting plan checks and approvals for projects, ultimately benefiting the community while protecting the City's interests throughout the life of infrastructure. We keep our projects on successful paths by having key senior staff involved at each phase, timely evaluation of planned versus actual progress, and an emphasis on communication with our clients. **These monitoring methods and cost-control mechanisms provide adherence to expedited timelines and allow flexibility for response to the needs of the City and increased service demand.**

Our office is located in Irvine, California and is organized with multi-talented staff members and a reputation for responsiveness. In addition to our integrated quality control measures, the Harris team will be available to provide: **1) Prioritization of competing deadlines for various City projects, while completing thorough plan checks in the required time frame; 2) A deep pool of multi-disciplined resources capable of addressing anticipated services; and 3) Clear communication with City staff in various departments as well as with applicants—making Harris an extension of City staff.**

Scheduling

Key to our success has been to communicate effectively amongst the City, Harris' lead plan checker, and the Harris support team. It is important to make sure the plan checks are logged in correctly and key staff are assigned to conduct the reviews. Our approach to meeting the City's designated timeframe is predicated on the synchronization and balance of two critical factors:

Communication. Consistent communication allows the Harris team to understand and meet your expectations. The team will work side-by-side with the City to understand your priorities and develop and implement strategies to streamline our services. **As priorities shift, this communication will enable the team to adjust resources to meet your needs.**



Flexibility. The Harris team will provide the City with resources who are able to maneuver fluidly through competing priorities and deadlines. **Understanding the City's priorities will enable the team to adjust resources and effectively manage our time in order to meet your schedule.**

Maintaining a Project Database

Harris will maintain a database that includes: 1) Plan check tracking log (Excel) and electronic documents; 2) Project specific folders for approved conditions of approval/City requirements; and 3) Subdivision ordinances and other regulations.

Improvement Plan Checklist

Our team will utilize standard checklists during plan review to make sure City guidelines are implemented on design submittals. These checklists include: 1) City's development code and guidelines; 2) Standard notes and conditions of approval; 3) Reference drawings; 4) Standard plans/drawings and specifications; 5) City preferences learned through experience and discussion; and 6) Routing list and collection of interdepartmental comments, as appropriate.

Development Management

Documentation for management and review work, from meeting agendas and minutes to plan review forms and plan check log, is critical. The Harris team will: **1) Provide experienced, responsive, and flexible resources to address the fluctuating workload demands; 2) Provide review of improvement plans rooted in the understanding of the City's standards plans, processes, and procedures; 3) Provide your project managers and applicants with a summary of plan review comments, thus eliminating schedule delays due to new or unresolved comments during**

subsequent submittals; and 4) Achieve alignment with City staff early in the project to address existing nonstandard field conditions and associated improvements.

Electronic Plan Submittal, Plan Check, and Document Management

Harris has experience with ProjectDox, Bluebeam Studio, and Accela portals related to plan routing, review, and tracking. Our investment in these services also includes large touchscreen monitors which allow handwritten comments to be projected directly on electronic sheets, tracking/status spreadsheets to make sure due dates are met, and web-based sharable storage which empowers staff by giving them the means to conduct electronic plan reviews more efficiently than a physical set of plans allows for, share plan status/comments with key stakeholders, and archive plans for future reference.

With established submission requirements, workflows will verify that documents are up-to-date, applications are complete, and appropriate date/timestamps are shown on the plans. These benefits provide the ability to audit what has changed on a submittal (and by whom), provide access to appropriate personnel, and track plan review schedules. By utilizing electronic submittal processes, agencies have increased the speed of plan routing to departments, freed up space previously used for plan storage, and created an environmentally friendly system resulting in less paper waste and pollution from physical plan delivery. **As an extension of the City, the Harris team's thorough understanding of these procedures will create a near seamless transition with your digital plan check process.**

Quality Assurance/Quality Control (QA/QC)

Our QA/QC process will be led by **Principal Agent Craig Siefert, PE**. His understanding of Agency expectations and track record of leading development programs will facilitate developing a QC program for our services. He will be supported by **Associate-In-Charge/Project Manager Michael Wu, PE**, who will also utilize Harris' QC procedures to confirm accuracy of all deliverables when leading projects. At the inception of the project, we will verify that the City and project team understand the scope of services, schedule, budget, and expected work deliverables.



Coordination of Submittals

Our approach to developing strong relationships with City staff is predicated on trust and a commitment to shared learning. **Lessons learned, policies, and procedures will be discussed and implemented**, updates to applicable standards will regularly be provided, and plan/map check redlines will be reviewed together, as necessary.

Community Involvement

Harris celebrates opportunities to create value for the communities in which we live and work. From everyday efforts to improve community infrastructure and support development efforts to diving into the trenches of community service, **we actively seek new ways to enhance our clients' reputations as excellent places to live and do business.** Some of these actions include:

Local Presence. We are active participants, committee members, and leaders in local organizations and industry events. **We maintain a local presence and continue to learn about our community through active participation in many professional organizations.**

Sustainable Solutions for our Clients. Harris develops solutions that balance environmental and social benefits, while meeting client and project objectives. Our client's most successful projects—and the ones we are most proud of—are those that make the greatest impact on people's lives. **We pride ourselves on the impacts made within our clients' footprints by providing solutions to support the development of well-planned, balanced, and self-sustaining communities.**

Environmental Stewardship. Harris has a corporate sustainability program that implements sustainable solutions. Practices include paperless offices modeled after the California Green Business Program, recycling and the use of reusable and recycled materials, and conservation of energy and water. We encourage carpooling, public transit, and cycling to work by promoting Bike to Work days and selecting offices near public transit centers.

1.E. RELEVANT PROJECT EXPERIENCE

As-Needed Plan Checking Services City of Anaheim

Project Description: Services under this contract include plan review for entitlement purposes, design plan check, standards implementation, hydrology and hydraulics check, sewer capacity studies, street improvement plan check, dry utility (fiber and small cell installation) review, and grading plan check. The Harris team evaluates the feasibility of proposed site development in order to assist the City's land acquisition evaluation and due-diligence review. Our current scope of work includes the following services:

- Evaluate telecommunications applications and identify conflicts with dry utilities.
- Review of hydrology reports and maps for drainage related challenges. This also consists of reference sheet review for other related drainage or engineering concerns that affect the site or adjacent properties.
- Review of soils investigation studies and reports for any geologic conditions that could restrict the intended use of the site. We also request sufficient information to identify existing and potential geologic hazards, and determine potential impacts. Our final summary recommends mitigation measures, suitability of site for intended storm water measures and identifies significant unmitigated geologic impacts.
- Review of hydrology studies for calculations of pre- and post-development run-off and sizing calculations for on-site detention basin for water quality purposes. It is also reviewed for the purpose of determining if there is a cause to construct new and/or additional storm drain improvements.
- Each review includes the preparation of an electronic document summary report of challenges and comments which is then provided to the City after coordinating with all internal departments.



REFERENCE

Mike Eskander
Development Services
Manager
☎: 714.765.4414
✉: meskander@anaheim.net

RELEVANT ELEMENTS

Plan Check
Project Management

LOCATION

Anaheim, California

YEARS

2016 - Ongoing

LAMP Plan-Check Engineering and Permit Issuance Support Services

City of Los Angeles, Bureau of Engineering

To relieve traffic and congestion at the world's fifth busiest airport, LAWA is in the process of embarking on an extensive LAMP that will not only provide a more predictable and reliable commute to the airport, but also offer a world-class traveler experience at LAX. Major project elements include an elevated 2.25-mile Automated People Mover, two Intermodal Transportation Facilities, a Consolidated Rent-a-Car facility, and a comprehensive series of roadway improvements to alleviate traffic congestion in and around airport facilities.

Working closely with the Bureau of Engineering's LAMP team, Harris has reviewed dozens of large roadway realignments, storm drain improvements, sewer rehabilitations, and other LAWA infrastructure for compliance with LA BOE standards, design guidelines, and manuals.

REFERENCE

Shawyue "Shay" Doong, PE
Principal Civil Engineer
☎: 213.887.2827
✉: shawyue.doong@lacity.org

RELEVANT ELEMENTS

Plan Check
Project Management

LOCATION

Los Angeles, California

YEARS

2019 - Ongoing

On-Call Plan Checking, Map Checking, and City Surveyor's Services City of Ontario

For the past 14 years, the Harris team has provided the City with on-call plan/map checking services for development projects. Harris' services include:

- Reviewing various improvement plans (storm drain, water, sewer, street lighting, traffic signals, street striping/signing), subdivision maps, and legal documents.
- Analyzing reports pertinent to development and Capital Improvement Projects (CIP), including water system analysis, sewer capacity calculations, and geotechnical studies.
- Verifying compliance with City standards, ordinances, and state regulations.
- Providing construction inspection for infrastructure facilities.
- Harris conducted multiple reviews of the WQMP within a tight deadline.
- Collaborating with the City to streamline the review process, including a new procedure for comprehensive and timely plan reviews.

On-Call Plan Checking and Development Review Services Eastern Municipal Water District

Harris and members of our team have completed a number of plan checking and design services for the District. Project highlights include: **Water Booster Stations and Storage Facilities.** The Harris team reviewed the developer's 90% submittal for the Cove hydropneumatic pump station that services 113 proposed residences.

Quail Valley Sewer Alternatives. A wastewater collection technologies study for the Quail Valley community located within the District service area was reviewed. The District needed the study to address groundwater pollution affecting the Canyon Lakes community downstream.

Menifee Valley Ranch, Booster Station and Water Storage Reservoir with Transmission Mains. Menifee Valley Ranch is a master planned community that includes more than 500 single-family homes. To serve the homes with drinking water, the District needed a dedicated 1.0-MG reservoir and 10,000 gpm booster station along with three miles of 24-inch transmission pipelines. The facilities were designed to fit into the contours of the natural terrain to minimize hillside disturbances.

Moreno Valley Ranch. Moreno Valley Ranch includes housing tracts located in a valley north of Perris Lake. The project included the design of precise grading and water-efficient landscaping plans for the model homes, as well as the water distribution system for the tract.

Additionally, Harris has provided similar services to the following partial list of public agencies:

- City of Lake Elsinore, Development Review and Inspection
- City of Los Alamitos, City Engineering
- City of Temple City, City Engineering
- City of Poway, Development Review
- County of Orange, Project Management
- Coachella Valley Association of Governments, Program Management
- City of American Canyon, City Engineering
- City of San Bruno, City Engineering

REFERENCE

Khoi Do
City Engineer
☎: 909.395.2127
✉: kdo@ci.ontario.ca.us

RELEVANT ELEMENTS

Plan Check
Project Management

LOCATION

Ontario, CA

YEARS

2010 - Ongoing

REFERENCE

Armando Arroyo
Senior Civil Engineer,
Development Services
Department
☎: 951.928.3777 x4480
✉: arroyoa@emwd.org

RELEVANT ELEMENTS

Plan Check
Project Management

LOCATION

Riverside County, CA

YEARS

2012 - Ongoing



1.F. REFERENCES

Municipal Engineering



Read more about Harris' Municipal Engineering Services, as we keep cities running, and growing, smoothly! Harris works with city engineering departments to improve quality of life for all citizens.

Download a QR code reader app or click on the QR code to view more information.

In addition to the client reference information provided in Section 1.e. Relevant Project Experience, please see the listing below of additional references for public agencies for which Harris has performed similar work within the past five years.

Shawyue "Shay" Doong, PE
Principal Civil Engineer
City of Los Angeles, Bureau of Engineering
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Khoi Do
City Engineer
City of Ontario
📞: 909.395.2127
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Mike Eskander
Development Services Manager
City of Anaheim
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✉: meskander@anaheim.net

"Harris & Associates has provided effective and timely plan check services...[and] has continuously improved the delivery of those services for both internal and external customers. Harris' staff is always available and willing to adapt to an ever-changing environment. Their ability to bring an array of experiences to the table, which have allowed for broader solutions to complex challenges, has been of incalculable value."

— Armando Arroyo, Principal Civil Engineer
Eastern Municipal Water District (EMWD)

2. SCOPE OF SERVICES AND SCHEDULE

Harris has assisted public agencies with managing all aspects of the plan and map review and development process including infrastructure capacity analysis, improvement plan checking, development management systems, staff training, tentative and final map reviews, project construction cost estimates, and permit processing.

Harris' strength in plan check is based on a foundation of cumulative knowledge and extensive experience of implementing applicable Agency standards, ordinances, and state and local laws that are relevant to the delivery of plan check services. Harris provides these services primarily to public agencies and therefore has no conflict of interest. **Harris' customer-oriented mindset contributes to a quick plan review process and approval, as we see ourselves as an extension to City staff.**

Typical Services Provided for Public Works Design Plan Check Services

Roadway, Driveway, Sidewalk, Curb and Gutter, and Pedestrian Ramp Improvements Plan Check.

Improvements are checked to verify compliance with City standards, any applicable specific/master plans, applicable Caltrans standards and specifications, Standard Plans for Public Works Construction, and State American Disabilities Act (ADA) accessibility guidelines. Plans will be reviewed in City-approved format with all the applicable notes and details, and constructability with sufficient horizontal and vertical controls for staking purposes. Plan check reviews will be conducted utilizing the City's checklist and will be conformant to processes. Plan check redline comments are noted on plans and supplemented with a summary email of comments to be addressed and/or corrected with next plan check submittal.

Hydrology and Hydraulics Check. Hydrology reports shall address pre- and post-development conditions. They shall include evaluation of watershed and subarea boundaries based on topography and drainage features, land use, soils, drainage patterns, pre- and post-construction runoff peak flows, volumes, and timing. Hydraulics reports and calculation reviews will include review of the existing and proposed drainage systems, evaluation of model accuracy, compliance with City and County standards, and general modeling practices.

Storm Drain Plan Check. Plans for storm drain improvements are checked to verify consistency of drainage facility information with the hydrology and hydraulic data in the drainage report. The plan check will verify materials, slopes, lengths, water surface elevations, flow rates, debris retention volumes and basin sizing, alignments, and construction details to verify compliance to City standards.

Grading and Erosion Control Plan Check. Our review of the plan includes surface improvements, drainage improvements and Low Impact Development (LID) elements to be constructed, water quality Best Management Practices (BMPs), and erosion control devices or BMPs to be installed. Surface improvements include, but are not limited to, paving, curb and gutters, concrete sidewalks, and other surface improvements specific to the development's use. Geotechnical recommendations, such as pavement structural section and compaction density requirements, will be reviewed. Grading plans are also checked for conformance to the City's Grading Ordinance, and that of the Specific Plan and other entitlement requirements from the conditions of approval.

Environmental Services

Our services will include categorical exemptions, negative declarations, mitigated negative declarations, and environmental impact reports in compliance with the California Environmental Quality Act (CEQA). In addition, we are available to provide technical studies related to air quality, greenhouse gas emissions, noise, biological resources, and cultural resources.

WQMP Review. Our team will confirm compliance with regulatory requirements and City preferences to make sure on-site water quality features are designed and located appropriately.

Geotechnical Report Review. Geotechnical reviews will be conducted to verify projects have been prepared in substantial compliance with the standard of care expected. Our team is able to review pertinent existing geotechnical maps and reports that pertain to the project site. In our review, we will consider the adequacy of the background research, field data collection process including geologic mapping, number and depths of exploratory borings, and laboratory testing program. We will evaluate the data interpretation, approach, and method in developing

recommendations for the slope improvements. The review will be conducted to verify substantial compliance with the requirements of the California Building Code (CBC), Green Book, California Geological Survey (CGS) Note 41, Guidelines for Reviewing Geologic Reports, and CGS Special Publication 117.

Subdivision Map Checking. Land surveying maps and documents prepared for public agency review have wide implications on both land ownership and public safety. These documents create, describe, modify, and encumber both public and private lands, leaving a permanent impact on public resources and private investment. The City's oversight role is critical because these documents need to be prepared in accordance with State laws and City ordinances in addition to verifying their technical correctness. Maps and documents are checked for compliance with the State Subdivision Map Act, Land Surveyor's Act, applicable City codes and ordinances, approved tentative map, and the conditions of approval.

Landscape and Irrigation Improvement Plan Check. Our team will provide landscape and irrigation review for parkways, medians, and all areas within the right-of-way. There are standards that must be followed whether the development is employing potable or recycled water. Using reference documents such as zoning maps, our team will review submittals for completeness and compliance with appropriate landscape and irrigation standards including codes/requirements for water-efficient landscaping. Understanding policies to promote conservation and efficient use, while still providing areas for recreation and environmental enhancement, is a service the Harris team is capable of providing.

Traffic Signal Review. Our team will verify conformance to all applicable standards and requirements. Gaining a full understanding of the City's project goals and outlook will allow our team to see pertinent details and address any deviations. In addition to review of signal interconnects, pull/junction boxes, signage, power, and detectors, our thorough knowledge of current State standards (Caltrans), Highway Design Manual, Highway Capacity Manual, and the California Manual on Uniform Traffic Control Devices (CA MUTCD) will allow Harris to advise the City of any and all deviations from standards.

Signing and Striping Plan Check. Review of final and interim placement of signs and striping are conducted to verify conformance with the California Manual on Uniform Traffic Control Devices (CAMUTCD), Caltrans Standard Plans, City standards, Traffic and Transportation Design Guidelines, and plan check checklists. Items revised during plan check will be verified against applicable traffic studies, standards and other active projects.

Street Light Plan Review. Our team will verify the submitted plans are prepared in accordance with the City's traffic and transportation design guidelines, City standards, and current Design Guide Checklists. We will work to identify proper locations and types of electrical service pedestals, particularly where street lights can be fed from traffic signal services.

Miscellaneous Reviews. Our team is capable of reviewing potable water, recycled water, sewer system, small cell tower, demolition, telecommunication/dry utility facilities, CIP-related improvements, and several other plan set designs on behalf of the City upon request.

Schedule

We understand that timely comments are a critical project success factor. Solutions are best found when challenges are fresh in the designer and owners' minds as well as the agency. We also understand that the City's position in conflict resolution can be highly compromised by delays.

Harris is committed to delivering timely services within the set time lines of completing a first check within 3-4 weeks and subsequent checks within 2 weeks.

Our flexible and responsive team of resources has the capability to provide an expedited review in five working days or less in response to the City's needs or increased demands. **Harris demonstrates to our clients our ability to meet their goals by prioritizing competing deadlines for various City projects, while completing thorough plan checks in the required timeframe.** The solution can be as simple as adding resources at the City's request, which requires effective orchestration of Harris staff's time, as well as communication with the City staff to make sure the team thoroughly understands the City's expectations and any plans that might take priority. This approach has been effective in meeting our clients' goals and deadlines providing similar services.

APPENDIX

Team Resumes

Certifications:

- **Attachment 3-1: Non-Collusion Affidavit**
- **Attachment 3-2: Non-Lobbying Certification**
- **Attachment 3-3: Non-Discrimination Certification**
- **Attachment 3-4: Fleet Compliance Certification**

Craig Siefert, PE

PROJECT MANAGER/PRINCIPAL AGENT

Craig has 20 years of experience on a variety of public works projects including sewer, water, storm drain, grading, and roadway improvements. Craig has supported the cities of Ontario, Anaheim, Menifee, Tustin, Irvine, Victorville, and Huntington Beach (to name a few) with their development review programs. Craig has prepared, analyzed, and updated City Standards, development review processes, and plan check lists for many of his clients in Southern California.

Craig has design experience with all aspects of roadway improvement and rehabilitation work, including pavement resurfacing, ADA compliance, sidewalks, curbs and gutters, and driveways replacement. He is familiar with construction manuals and methodologies used in streets, storm drain pipes and structures, wastewater structures, and reinforced concrete structures, and CADD software.

His experience working in the capacity of agency staff provides him intimate familiarity with the inner works of city government, through which he developed excellent orientation towards providing his clients outstanding customer service in serving their development constituency.



EDUCATION

BS, Civil Engineering

REGISTRATION

Professional Civil Engineer, CA

RELEVANT EXPERIENCE

- **City of Anaheim, *On-Call Plan Checking Staff Augmentation Services.*** Project Manager. Harris has been providing plan check services for the City since 2016, which include plan review for entitlement purposes, design plan check, standards implementation, hydrology and hydraulics check, sewer capacity studies, street improvement plan check, dry utility (fiber and small cell installation) review, and grading plan check. Craig and the Harris team evaluate the feasibility of proposed site development in order to assist the City's land acquisition evaluation and due-diligence review.
- **City of Ontario, *On-Call Plan Checking, Map Checking, and City Surveyor's Services.*** Project Manager. Harris has been providing plan/map check and surveyor's services for the City since 2010 which includes review of improvement plans (street, traffic signals, and street striping/signing, water, recycled water, sewer, and storm drain), reports (hydrology and water quality management plans), subdivision maps, easement documents, corner records, tie monument sheets, and other land related legal instruments. Craig is directly involved with project organization, budget tracking, plan review, and management of sub-consultants related to map checking tasks. Working closely with City staff, he verifies turnaround timelines are met and meetings are scheduled with applicants when redline comments are left unaddressed or design coordination is necessary.
- **City of Los Angeles, *Bureau of Engineering, Landside Access Modernization Program.*** Project Manager. To relieve traffic and congestion at the world's fifth busiest airport, Los Angeles World Airports (LAWA) (Applicant) is embarking on an extensive Landside Access Modernization Program (LAMP) that will not only provide a more predictable and reliable commute to the airport, but also offer a world class traveler experience at Los Angeles International Airport (LAX). The major elements of LAMP include an elevated, 2.25-mile Automated People Mover (APM), two Intermodal Transportation Facilities (ITF), a Consolidated Rental Car facility (ConRAC), and a comprehensive series of roadway improvements to alleviate traffic congestion in and around airport facilities. This system will also connect LAX with Metro's proposed Airport Metro Connector (AMC) 96th Street Transit Station.

Craig Siefert, PE

Harris is working with LAWA to facilitate expedited plan review within the context of design-build project delivery method in accordance with the City's standards and permit requirements.

- **Eastern Municipal Water District, *On-Call Plan Checking and Development Review Services*.** Project Manager. Harris has been providing development review services to the District since 2012. Craig and his team have completed more than 100 projects for the District. Services include review and critique of potable water, recycled water, and sanitary sewer improvements plans for conformance with the District's design guidelines, specifications, and administrative code. Craig and the Harris revised the District's as-built drawings for added water services, per service orders. The Harris team also met with District staff to discuss new project submittals and plan of service and coordinated with the developer's engineer regarding revisions and improvement issues to help facilitate an efficient plan review.
- **City of Menifee, *Staff Augmentation & Land Development Plan Checking*.** Project Manager. Harris has been providing staff augmentation and plan check services for land development for the City since 2016. This includes the review of permits and applications, small grading plan checks, front counter duties, and dealing directly with the public. Additional services provided include review of residential and commercial grading plans, street improvement plans, erosion and sediment control plans, landscaping/ irrigation control plans, hydrology and hydraulics calculations, water quality management plan review, and cost estimate verification. Craig oversees the Harris team placed in the City's offices to confirm proper staffing a quality of work. In addition, Craig has provided input and updates to the City's staff structure, fee collection, and plan tracking processes.
- **Riverside County Flood Control and Water Conservation District, *On-Call Plan Review*.** Project Manager. Since 2020, Harris has been working with the District to review storm drain improvement plans, hydrology, soil structures and CEQA/NEPA requirements for development projects throughout the County. Craig coordinates all plan review projects with the District and manages work quality for the Harris team and subconsultants.
- **City of Rancho Santa Margarita, *On-Call Plan Check Services*.** QA/QC Manager. Services include review of grading plans, street improvement plans, erosion and sediment control plans, landscaping/irrigation control plans, hydrology and hydraulics calculations, and cost estimates.
- **City of Fullerton, *Beckman Business Center Entitlement Review*.** Project Manager. Craig verified calculations for flows regarding the existing drainage channel versus replacing the channel with an underground storm drain line, coordinated comments with the Orange County Flood Control District regarding undersized facilities, reviewed pre- and post-development hydrology reports and maps for drainage related issues, and verified adequacy of flood depth design for safety of an historic building.
- **City of Gonzales, *Citywide Sewer Condition Assessment*.** Project Manager. Harris provided project management and professional engineering services for a citywide sewer cleaning and CCTV inspection/assessment which included condition assessment of 270 gravity sewer manholes and five sewer lift stations, and inspection of approximately 10,000 LF of force main sewer pipes. Craig and the Harris team coordinated with City staff, reviewed subconsultant prepared condition assessment reports, DVDs, and recommendations, and prepared the engineer's preliminary opinion of probable construction costs for related repairs, a prioritization list, and a color-coded Citywide conditions exhibit illustrating the condition of the City's sewer system.
- **City of Fullerton, *West Coyote Hills Infrastructure Cost Estimate Analysis*.** Project Engineer. Craig confirmed the reasonableness of the unit prices in the original estimate using various recent bid prices, his experience, and input from construction contractors/material suppliers and supporting subconsultants as needed. A reasonableness check/order of magnitude check was performed on the quantities. Finally, a review of the pertinent sections of the Conditions of Improvements was performed for additional background information, an understanding of the improvements, and a general confirmation of the proposed project requirements.

Frank S. Lopez, PE, QSD

PRINCIPAL-IN-CHARGE

As Principal-in-Charge for this contract, Frank will provide executive-level support to the Harris team. Frank will make certain that tasks remain on-schedule and on-budget, and that the City's experience with the Harris team exceeds expectations. He has a wide breadth of experience related to stormwater permitting and his participation in local and regional technical advisory groups has established valuable relationships with local and state government agencies. His experience in drainage analysis and design, and compliance with local regulations will benefit this contract. **Frank has a deep and personal understanding associated with the complexity of delivering public projects, which has resulted in his sound understanding of collaborative approaches to deliver sustainable solutions.**

RELEVANT EXPERIENCE

- **City of Seaside, *On-Call Development Review*.** Project Director. Harris is currently under contract to provide development review services for various development projects. This has included tentative maps, improvement plans, stormwater control plans, environmental impact reports, and SWPPPs for large subdivisions, auto dealerships, and commercial developments. Frank oversees the current contract with the City and manages resources for Harris, as well as making certain the project stays within budget and on schedule. Frank has been responsible for managing development review tasks and providing specialty stormwater reviews. Currently, Frank is managing the review of the Seaside Campus Town Center Development that includes mixed residential and commercial development.
- **City of Morgan Hill, *On-Call Engineering Review & Technical Support Services and Plan Checking & NPDES Support*.** Project Manager. Harris is providing land development plan checking, review of subdivision improvement plans and NPDES stormwater development compliance on an as-needed basis. Frank oversees the current contract with the City and manages resources for Harris. He provides quality control review of all plan checks and provides guidance to the City regarding stormwater compliance.
- **City of Salinas, *Plan Checking, Project Manager*.** For over 12 years, Harris has provided development review services, including dozens of tentative and final tract maps, site plans, grading and infrastructure improvement plans, stormwater quality/NPDES compliance, and assisting with writing COA. The services have been provided as staff augmentation at City offices and remotely at our local office, and includes serving as the city surveyor, signing final map mylars. As project manager, Frank make sure tasks remain on schedule and within budget.
- **City of Soledad, *On-Call Stormwater Program and Development Review Services*.** Project Manager/Lead Design Engineer. As a result of Frank's involvement in the Central Coast Joint Effort Review Team and SLO County Technical Advisory Committee, he secured a two-year contract with the City of Soledad. He developed a Guidance Document and Boundary Map for submittal to the Central Coast Regional Water Quality Control Board and assisted the City with developing their Stormwater Program in order to comply with the statewide Phase II Municipal Permit. Frank also provided development review to assist the City with implementing the newly adopted Central Coast Post Construction Requirements.



EDUCATION

BS, Civil Engineering

REGISTRATION

Professional Civil
Engineer, CA

CERTIFICATION

Qualified SWPPP
Developer/Practitioner

Michael Wu, PE, QSD

ASSOCIATE IN CHARGE/PROJECT MANAGER

Michael has nearly 20 years of experience in designing, managing, and delivering civil land development projects in both private and public sectors throughout Los Angeles County, San Bernardino County, and Orange County. Michael's civil engineering expertise spans all aspects of improvement including rough and precise grading, drainage design, ADA path of travel, roadway design, utility design, low impact development, storm drain retrofit, storm water pollution prevention, and overall project QA/QC. Before joining Harris, Michael also provided client relationship management, departmental management, human resourcing, and business development services. **Michael's experience allows him to bridge the gap between the public and private sectors. With his design expertise, along with his familiarity with the inner works of city government, he has developed an emphasis toward providing exceptional experiences for his clients.**

RELEVANT EXPERIENCE

- **City of Anaheim, *On-Call Plan Checking Staff Augmentation Services*.** Project Manager. Harris' plan check services include plan review for entitlement purposes, design plan check, standards implementation, hydrology and hydraulics check, sewer capacity studies, street improvement plan check, dry utility (fiber and small cell installation) review, and grading plan check. Beginning in 2022, Michael took over as project manager and has been leading the Harris team in evaluating the feasibility of proposed site developments in order to assist in the City's land acquisition evaluation and due diligence review. Michael's ability to nurture the team, guide execution of key tasks, and manage communication brings cohesiveness to the City's projects.
- **City of Los Angeles, *Bureau of Engineering, Landside Access Modernization Program*.** Project Manager/Plan Checker. To relieve traffic and congestion at the world's fifth busiest airport, LAWA is embarking on an extensive LAMP that will not only provide a more predictable and reliable commute to the airport, but also offer a world class traveler experience at LAX. The major elements of LAMP include an elevated, 2.25-mile APM, two ITFs, a ConRAC, and a comprehensive series of roadway improvements to alleviate traffic congestion in and around airport facilities. Working closely with the Bureau of Engineering's LAMP team, Michael and the Harris team have reviewed dozens of large roadway realignments, storm drain improvements, sewer rehabilitations, and other LAWA infrastructure for compliance with LA BOE standards, design guidelines, and manuals. Through direct coordination with the Applicant, Harris is able to gain design insight and provide valuable feedback on submittals early in the process. This is a time-saving measure that results in well thought-out plans, keeping schedules on pace with the stakeholder's expectations.
- **City of Ontario, *On-Call Plan Checking, Map Checking, and City Surveyor's Services*.** Plan Check Engineer/Project Manager. Michael took over as project manager in 2022 and is directly involved with project organization, budget tracking, plan review, and management of subconsultants related to map checking tasks. Working closely with City staff, he verifies turnaround timelines are met and meetings are scheduled with applicants when redline comments are left unaddressed or design coordination is necessary.



EDUCATION

BE, Civil Engineering
(Canada)

REGISTRATION

Professional Civil
Engineer, CA

CERTIFICATION

Qualified SWPPP
Developer/Practitioner

Phong Nguyen, PE

SENIOR CIVIL ENGINEER, PLAN CHECK

Phong brings nearly 40 years of invaluable experience in engineering plan review within Southern California. Throughout his extensive career, he has honed his expertise in examining plans encompassing a wide array of projects, including streetscape, storm drain, sewer, water, grading, and erosion control designs. His profound understanding of the intricacies of the typical City infrastructure and his familiarity with the processes of the clients such as City of Los Angeles and Ontario make him an invaluable asset to the project team. **Phong's wealth of knowledge and adeptness at navigating the complexities of municipal engineering will undoubtedly contribute significantly to the success and efficiency of the project.**

RELEVANT EXPERIENCE

- **City of Los Angeles, Bureau of Engineering, Landside Access Modernization Program.** Project Engineer/Plan Checker. Phong has been working on various B-permit plan check projects for over 35 years, including Harris' recent contract to provide the plan check support for the City's Los Angeles World Airports (LAWA) LAMP project to provide a reliable commute to the airport and a world-class traveler experience. Major elements of this project include an elevated 2.25-mile Automated People Mover, two Intermodal Transportation Facilities, a Consolidated Rent-a-Car facility, and a comprehensive series of roadway improvements to alleviate traffic congestion in and around airport facilities. Working closely with the Bureau of Engineering's LAMP team, Phong and the Harris has reviewed dozens of large roadway realignments, storm drain improvements, sewer rehabilitations, and other LAWA infrastructure for compliance with LA BOE standards, design guidelines, and manuals.
- **City of Ontario, On-Call Plan Checking, Map Checking, and City Surveyor's Services.** Plan Check Engineer. Phong works collaboratively with City staff to provide comments in-line with project conditions of approval, Specific Plan, and Master plan as adopted by the City. His extensive development background gives him excellent insight into City standards, design constructability, and clear conveyance of his comments. Services include coordination with Applicants, review of improvement plans (street, traffic signals, and street striping/signing, water, recycled water, sewer, and storm drain); reports (WQMP & hydrology); and cost estimates.
- **City of Clayton, City Engineer Services.** Plan Check Engineer. Harris is providing Contract City Engineer services for the City and is responsible for development review and conditioning of all development work that is proposed within the City. Phong coordination with Applicants, review of improvement plans (street, traffic signals, and street striping/signing, water, recycled water, sewer, and storm drain), reports (WQMP & hydrology), and cost estimates.



EDUCATION

BS, Civil Engineering

REGISTRATION

Professional Civil Engineer, CA

Teck Loh, PE, LEED AP

SENIOR CIVIL ENGINEER, PLAN CHECK

With nearly 30 years of experience, Teck has an extensive design and project management background in horizontal and vertical construction of residential, commercial/industrial, public works and transportation projects. Since 2017, Teck has worked on a variety of on-call plan check task orders for the City of Ontario, including projects driven by developers like REDA, Brookfield, and Prologis. Teck's specific experience includes site development, demolition, large earthworks projects, water and sewer systems, water quality, public works infrastructures such as highway design, road work, storm and erosion protection systems, flood control channels, bridges, embankment and levees, and detention basin projects. **While working on these projects, Teck has made the City's needs a priority by acting as an extension of City staff—he makes project delays a non-issue, maintains an efficient and consistent plan checking process, and facilitates communication between City staff and project engineers.**

RELEVANT EXPERIENCE

- **City of Anaheim, *On-Call Plan Checking Staff Augmentation Services.*** Plan Check Engineer. Harris has been providing plan check services for the City since 2016, which include plan review for entitlement purposes, design plan check, standards implementation, hydrology and hydraulics check, sewer capacity studies, street improvement plan check, dry utility (fiber and small cell installation) review, and grading plan check. With Craig Siefert and the Harris team, Teck evaluates the feasibility of proposed site development in order to assist the City's land acquisition evaluation and due-diligence review.
- **City of Ontario, *On-Call Plan Checking, Map Checking, and City Surveyor's Services.*** Plan Check Engineer. Harris has been providing plan/map check and surveyor's services for the City since 2010 which includes review of improvement plans (street, traffic signals, and street striping/signing, water, recycled water, sewer, and storm drain), reports (hydrology and water quality management plans), subdivision maps, easement documents, corner records, tie monument sheets, and other land related legal instruments. Working closely with City staff, Teck supports Craig Siefert in verifying turnaround timelines are met and meetings are scheduled with applicants when redline comments are left unaddressed or design coordination is necessary.
- **City of Menifee, *Land Development Plan Checking.*** Plan Check Engineer. Teck conducts project entitlement reviews, reviews conditions of approval preparation, and provides comments within the turnaround timetable. He verifies each project addresses "big picture" General plan, zoning, land use, drainage, traffic, and public awareness concerns which are key to Development Department approval. Teck also provides plan review services for residential and commercial grading plans, street improvement plans, erosion and sediment control plans, hydrology and hydraulics calculations, WQMP reports, and cost estimates.
- **California American Water, *On-Call Plan Check Services.*** Plan Check Engineer. Services for this on-call contract included plan checks for water pipelines, hydro-boosters, and pump stations at Brookwood Estates and Hurley-Greer Elementary.



EDUCATION

BS, Civil Engineering

REGISTRATION

Professional Civil Engineer, CA

CERTIFICATIONS

LEED Accredited Professional

Cindy Hackett, PE

PLAN CHECK ENGINEER

Cindy has nearly 40 years of municipal engineering experience, including capital improvements, land development, budgeting, street maintenance, storm drain systems, water lines, sewer lines, and contract administration. She has experience in project management starting with project planning, budgeting, design with development of plans and specifications and construction administration. Cindy works effectively with public agencies, utilities, consulting engineers, developers, contractors, inspectors, railroads, and the general public. **Cindy has worked directly for municipalities for most of her career, and her experience directly aligns with the needs of public agency staff. She has successfully managed CIP projects from planning through engineering and construction.**

RELEVANT EXPERIENCE

- **City of Dixon, *Staff Augmentation Services*.** Project Manager. Cindy is managing the land development projects from design through construction. She acts as the Engineering Department liaison for development projects providing plan check, submittal review, permit coordination, and overseeing construction inspection services. Cindy is also currently updating the City's standard drawings and specifications.
- **City of Palm Springs, *Project Management Staff Augmentation Services*.** Contract Project Manager. Cindy assisted in delivering capital improvement projects and provided assistance to engineering staff on an as-needed basis. She finished the bidding phase for various CIP projects that had been started, but were never completed. She checked plans, wrote specifications, met with design engineers, coordinated with different City departments, compiled bid packages, and provided staff reports for the various CIP projects.
- **City of Clayton, *City Engineering Services (Permitting and Development)*.** Plan Check Engineer. Cindy is providing as-needed plan check services to assist the Engineering Department with current land development projects.
- **City of Ontario, *Capital Improvement Section*.** Principal Engineer. Cindy was responsible for the day-to-day activities of the City's Capital Improvement Section. She planned, coordinated, and oversaw the work of staff and consultants for the development, design, and construction of public works projects including grade separations, sewer, waterline, storm drain, and street improvement projects. Cindy supervised, trained, and evaluated the work of professional, sub-professional, and technical staff. In this role, she was directly responsible for budgeting and scheduling of improvement projects. She coordinated with state, county, utilities, other agencies, and other city departments for project approval and construction, including coordination with the City's Water Department to relocate water and sewer lines and to bundle utility and roadway improvements into the same bid packages.
- **California High-Speed Rail Authority, *High-Speed Rail Construction Package 1 (CP-1)*.** Design Estimator. Cindy prepared independent design and construction estimates for this \$2 billion design-build project. The work was very technical and Cindy independently verified whether the contractor's re-design claims are reasonable. She was charged to confirm the level of effort and hours claimed made sense given the complexity of the design plans.



EDUCATION

BS, Civil Engineering

REGISTRATION

Professional Civil Engineer, CA

Brent Chamberlain, PE, QSD, LEED AP

PLAN CHECK ENGINEER

Brent has nearly 40 years of experience providing civil engineering services to municipalities throughout California. He has been responsible for the preparation of engineering's project conditions of approval, grading/improvement plan checks, final/parcel map checking, review/process/approval of lot line adjustments, property mergers and certificates of compliance, preparation and/or reviews of easement documents and property acquisitions, vacation of private service easements, and public street rights-of-way, preparation of city resolutions and ordinances as needed, project management, and other development related tasks. Brent's wide range of experience, which includes working for large and small companies performing design, design review, design management, project management, and plan checking allows him to perform a complete and thorough effort on all types of projects. **These assets result in faster plan check reviews—saving his clients time and money.**

RELEVANT EXPERIENCE

- **City of Ontario, On-Call Plan Checking, Map Checking, and City Surveyor's Services.** Plan Check Engineer. Services for this on-call contract include review of Public Works improvement plans (street, fiber optic, potable water, recycled water, sewer, storm drain, landscape and associated cost estimates), and review of private development on-site grading plans (rough grading, precise grading, manure removal, WQMP, hydrology and hydraulic reports). Brent's reviews include redlining plans and reports to verify the applicants are following City standards and accepted general engineering standards. Designs are analyzed to confirm the best approach has been utilized and to make recommendations if better options are feasible. This allows the projects to be constructed with a minimal number of revisions to the plans once construction gets underway.
- **Eastern Municipal Water District, On-Call Development Review Services.** Plan Check Engineer. Services for this project included review and critique of potable water, recycled water, and sanitary sewer improvement plans for conformance with the District's design guidelines, specifications, and administrative code. Our team revised the District's as-built drawings for added water services, per service orders. The Harris team also met with District staff to discuss new project submittals and plan of service and coordinated with the developer's engineer regarding revisions and improvement issues to help facilitate an efficient plan review.
- **City of Menifee, Plan Checking Land Development Services.** Project Manager. The scope of work included the review of grading plans, street improvement plans, landscaping/irrigation control plans, erosion and sediment control plans, coordination with City staff and subconsultants, in-house plan review services, hydrology and hydraulics calculations, and cost estimates. Brent provided general plan check services for land development and capital improvement projects to ensure their adherence to the Departments of Public Works/Engineering standards and design policies, conditions of approval for all development projects.
- **California American Water, On-Call Plan Check Services.** Plan Check Engineer. Services for this on-call contract included plan checks for water pipelines, hydro-boosters, and pump stations at Brookwood Estates and Hurley-Greer Elementary.



EDUCATION

BS, Civil Engineering

REGISTRATION

Professional Civil Engineer, CA

CERTIFICATION

Qualified SWPPP Developer/Practitioner
LEED Accredited Professional

Fong Tse, PE

PLAN CHECK ENGINEER

Fong has nearly 40 years of experience providing engineering services to multiple local agencies with development plan checks, roadway designs, PS&Es, and field reviews. Some of his responsibilities have included reviewing RFIs, processing change orders, resolving redline comments, and coordination with key project stakeholders. **In addition, he has overseen a \$20 million annual facilities CIP budget and been directly involved with the quality control/assurance of city staff and consultant deliverables.**

RELEVANT EXPERIENCE

- **City of Anaheim, *On-Call Plan Checking Staff Augmentation Services.*** Plan Check Engineer. Harris has been providing plan check services for the City since 2016, which include plan review for entitlement purposes, design plan check, standards implementation, hydrology and hydraulics check, sewer capacity studies, street improvement plan check, dry utility (fiber and small cell installation) review, and grading plan check. With Craig Siefert and the Harris team, Fong evaluates the feasibility of proposed site development in order to assist the City's land acquisition evaluation and due-diligence review.
- **City of Ontario, *On-Call Plan Checking, Map Checking, and City Surveyor's Services.*** Plan Check Engineer. Harris has been providing plan/map check and surveyor's services for the City since 2010 which includes review of improvement plans (street, traffic signals, and street striping/signing, water, recycled water, sewer, and storm drain), reports (hydrology and water quality management plans), subdivision maps, easement documents, corner records, tie monument sheets, and other land related legal instruments. Working closely with City staff, Fong supports Craig Siefert in verifying turnaround timelines are met and meetings are scheduled with applicants when redline comments are left unaddressed or design coordination is necessary.
- **City of Newport Beach, *Various Development and Plan Check Projects.*** Senior Civil Engineer. Fong's role encompassed a wide range of responsibilities, including plan checking private developments, coordinating project conditions, resolving corrections, conducting field compliance verifications, and reviewing all staff work. Additionally, he oversaw employee evaluations and participated in meetings with the City Building Department to verify checklist items aligned with field conditions. Fong handled approximately 1,600 residential and commercial construction projects annually, reviewing various aspects of development including grading, landscaping, utilities, permits, and environmental reports. His meticulous reviews confirmed compliance with city codes, master plans, and industry standards.
- **City of Newport Beach, *CIP Construction Plans.*** Public Works Specialist (Senior Technician/Lead). Fong's responsibilities included preparing roadway, water, storm drain, sewer, and other CIP construction plans for in-house-designed projects. He reviewed the work performed by other drafting technicians. He also responded to public requests at the public counter and over the phone, as well as trained all engineering technicians on the use of MountainTop CAD software.



EDUCATION

BS, Civil Engineering

REGISTRATION

Professional Civil Engineer, CA

Alyssa Kumnoonsate, PE

ASSISTANT ENGINEER II

Alyssa brings eight years of civil engineering expertise, with a strong focus on plan checking. Her experience includes contributing to PS&E preparation for public works projects such as roadway, storm drain, and sewer improvements. Additionally, she has proficiency in creating temporary traffic control plans and conducting hydrologic modeling. **Alyssa is well-versed in local city and county design standards and proficient in AutoCAD, Civil 3D, and Rational Method Hydrology.**

RELEVANT EXPERIENCE

- **City of Anaheim, *On-Call Plan Checking Services*.** Plan Check Engineer. Services under this contract include plan review for entitlement purposes, design plan check, standards implementation, hydrology and hydraulics check, sewer capacity studies, street improvement plan check, dry utility (fiber and small cell installation) review, and grading plan check. The Harris team evaluates the feasibility of proposed site development in order to assist the City's land acquisition evaluation and due-diligence review. Alyssa's responsibilities include serving as the case engineer for utility and development plans, performing reviews, and preparing plan check comments. In the last five years, the City has continued to rely on Harris' consulting services in-house and to help develop processes for dry utility and development reviews.
- **City of Anaheim, *West Street and Broadway Alley Sanitary Sewer Improvements*.** Project Engineer. Alyssa prepared the Preliminary Design Report (PDR) for the project. When it was determined that a simple upsizing of the sewers in West Street and Broadway Alley would not result in self-cleaning velocities, Harris pivoted to new alternatives to maximize outcomes and deliver high-quality results for the City.
- **City of West Hollywood, *Beverly Boulevard and Robertson Boulevard Complete Street Project*.** Project Engineer. The project includes construction of widened sidewalks, sidewalk bulb-out curb extensions with directional access ramps at crosswalks, bike lanes, roadway paving, median islands, intersection improvements, street tree planting, parkway planting using drought tolerant groundcover, street lighting, and pedestrian level street lighting. The project also includes reconfiguring the curb face to accommodate a new development project and a gathering space. Street furniture and wayfinding signage will be installed with this project. Alyssa supported the design team on the design of curb ramps, storm drain relocations, utility disposition plans, and street rehabilitation plans.
- **City of Torrance, *Pacific Coast Highway at Hawthorne Boulevard Intersection Improvements*.** Project Engineer. The purpose of this project was to enhance the intersection of Pacific Coast Highway and Hawthorne Boulevard. The project widened and upgraded the intersection through acquisition of right-of way, construction of dedicated right- and left-hand turn pockets, re-striping, traffic signal modifications, and utility relocation, roadway, drainage, traffic, and utility design. The scope also included obtaining a Caltrans encroachment permit, coordinating right-of-way acquisitions (full and partial takes), completing landscape irrigation improvements, and installing retaining walls. Alyssa supported the design team on the design of curb ramps, storm drain relocations, street reconstruction plans, and Caltrans PEER encroachment permit.



EDUCATION

BS, Civil Engineering

REGISTRATION

Professional Civil Engineer, CA

CERTIFICATIONS

Adult First Aid/CPR/AED

Kayla Luong, EIT

ASSISTANT ENGINEER I

Kayla graduated from the University of California, Irvine with her BS in Civil Engineering in June 2022. In her studies she specialized in traffic and transportation where she worked on roadway and land development projects. She interned with the City of Anaheim for one year before transitioning to consulting and is experienced with plan checking for public and private land development projects, ensuring that plans are in compliance with City standards. Projects she has worked on include grading, street improvements, buildings, and utility plans. She currently supports the City of Anaheim on Dry Utility Plan Check and Development Plan Check tasks.

RELEVANT EXPERIENCE

- **City of Anaheim, *Dry Utility Plan Checking Services*.** Technical Support. Services under this contract include plan review for street improvement plans and dry utility (fiber and small cell installation) review. The Harris team evaluates the feasibility of proposed site development in order to assist the City's land acquisition evaluation and due-diligence review. Kayla is responsible for reviewing dry utility plan checklist items and site conditions for compliance with City safety and engineering standards. She also assists with coordinating with clients to complete each assignment in a timely matter.
- **City of Anaheim, *Development Plan Check*.** Technical Support. Services under this contract include plan review for entitlement purposes, design plan check, standards implementation, hydrology and hydraulics check, sewer capacity studies, street improvement plan check, and grading plan check. The Harris team evaluates the feasibility of proposed site development in order to assist the City's land acquisition evaluation and due-diligence review. Kayla is responsible for assisting with the review of land development plans and site conditions for compliance with City safety and engineering standards. The projects vary from a \$10,000 accessory dwelling unit to a \$3 billion mixed-use community, all of which provide cost-effective living and entertainment to the residents of Anaheim.



EDUCATION

BS, Civil Engineering

REGISTRATION

Engineer-in-Training

Yliana Ortega

ENVIRONMENTAL REVIEWER

Yliana works to assist cities and counties with planning for their future through preparation of technically sound and legally defensible analyses and environmental impact assessment documentation, including technical writing, analysis, review, and quality control in compliance with both CEQA and NEPA, including the latest changes to CEQA Guidelines and legislation. She been growing her career in environmental document preparation for the last four years, with her project work focusing on Southern California agencies.



EDUCATION

BS, City & Regional Planning

RELEVANT EXPERIENCE

- **City of Gardena, *Gardena Industrial Center Project*.** Assistant Project Manager. As part of this project, Yliana prepared environmental documentation in the form of an Initial Study Mitigated Negative Declaration (IS/MND) for the project which consists of the demolition of all existing on-site buildings, totaling 296,630 square feet of building space, parking lots, and associated improvements and the construction of a 190,860 square foot tilt-up concrete industrial building. Yliana attended the City Council meeting for the project, as the project was approved.
- **San Diego County Department of Parks & Recreation, *Calavo Park*.** Environmental Analyst. Harris assisted with the completion of the topical sections for the project. The project involved the development of a community park on an 8.8-acre, County-owned property in the unincorporated community of Spring Valley in the County. Harris was tasked with preparing the CEQA documentation in the form of an IS/MND for the proposed project. Yliana coordinated with the team to assist in the completion of topical sections for the EIR.
- **Orangethorpe Investment Partners, LLC, *Placentia Mixed-Use Project CEQA Documentation Addendum*.** Assistant Project Manager. Harris is completing the CEQA documentation for the Placentia Mixed-Use Project in the City of Placentia. The proposed project occurs at the corner of Placentia Avenue and Orangethorpe Avenue. The project applicant proposes to develop and operate up to 260 multi-family residential dwelling units and up to 3,000 square feet of commercial retail use. This project would include a parking structure at the northeast corner of the project site, a five-story residential building with amenities including a mail and parcel room, leasing office, fitness area, club room, co-working space, and a central pool courtyard. Yliana worked with the City, the applicant, and legal team to determine the appropriate CEQA documentation for the project.
- **Urban Pacific Development Group, LLC, *12300 Tilbury Townhomes Project*.** Assistant Project Manager. This project proposed to redevelop the .57-acre site with 13 multifamily housing (mid-rise) dwelling units within two buildings. The maximum lot coverage would be 10,605 square feet (42%) of the 25,182 square foot lot area that makes up the project site. The buildings would be three stories at a height of 33 feet and 8 inches. Yliana prepared an MND for processing through the City of Hawaiian Gardens.

Arthur Guy, ASLA, CLIA | BGB Group, Inc.

LANDSCAPE IRRIGATION REVIEWER

Arthur has over 40 years of landscape architecture and irrigation design experience, with 25 years as Principal with BGB. Among multiple duties, Arthur directs a comprehensive approach to irrigation design for the firm and serves as the technical liaison pertaining to water management issues which arise during the planning, design, and implementation phases of projects. **Arthur's knowledge of horticulture extends from high desert to tropical bioregions, enabling him to effectively design planting and irrigation systems appropriate to individual environmental requirements.** Additionally, Arthur provides landscape and irrigation plan check services relating to the City of Rancho Santa Margarita's Water Conservation Landscape Ordinance.

RELEVANT EXPERIENCE

- **City of San Clemente, *Railroad Corridor Pedestrian Beach Trail*.** Principal. BGB was the prime consultant for this \$15 million multi-phase oceanfront project. The 2.5-mile trail is located at the base of the oceanfront bluffs that run the entire length of the city. Features included bridges, handicap accessible ramps, beach access facilities, native landscaping, signage, public art and pedestrian accent areas.
- **City of Irvine, *University Drive*.** Principal. As a subconsultant to Harris & Associates, BGB provided preliminary design and construction documents for the one mile reach adjacent to UCI Campus. Landscape and irrigation scope included conversion to reclaimed water. Additionally, photo-simulations were provided to convey interface between the landscape/bike trail and vehicular travel lane. The \$1 million (landscape scope) Project was completed in 2020.
- **City of Redondo Beach, *Esplanade Streetscape*.** Project Landscape Architect. BGB provided landscape and hardscape design for the bluff top renovation project, focusing on view preservation, increasing pedestrian and bicycle safety while providing timeless design continuity of design elements. The project completed in Spring 2011 and received an APWA award in 2012.
- **City of Newport Beach, *West Pacific Coast Highway Streetscape*.** Project Landscape and Irrigation Architect. As an on-call consultant for the city, provided landscape and Irrigation design for a one-mile reach of median/parkway renovation. The project was completed in 2020.
- **City of Rancho Santa Margarita, *Plano Trabuco Medians*.** Project Landscape Architect. BGB implemented irrigation and landscape design for a one-mile reach, retrofitting irrigation to meet current standards and renovating landscape with updated drought tolerant landscape palette. The project completed in 2022.
- **City of San Clemente, *N. El Camino Real Streetscape*.** Project Landscape Architect. BGB provided landscape and irrigation median design as a buffer for a Class I Bike Trail at the northerly gateway entry of the city from Dana Point. This project, completed in 2015, was the last link to a contiguous bike trail through the entire city connecting with the Railroad Corridor Pedestrian Beach Trail project designed by BGB.



EDUCATION

BS, Landscape
Architecture

REGISTRATION

Registered Landscape
Architect, CA

Registered Landscape
Architect, NV

CERTIFICATIONS

Certified Landscape
Irrigation Auditor

AFFILIATIONS

American Society of
Landscape Architects,
Member

Irrigation Association,
Member

Susan Williams, PE, QSD | Fuscoe Engineering

WATER QUALITY MANAGEMENT PLAN

Susan has more than 25 years of experience in the civil engineering field of water resources for land development and public works. Susan is highly proficient in all aspects of drainage design including stormwater management/ water quality as well as the preparation of hydrology/ hydraulics and WQMP reports and construction plans. Her background includes expertise in sewer and water design and report preparation. She has provided municipal stormwater and WQMP plan checking for the Cities of Anaheim, Brea, and Tustin. Her background and expertise include a wide range of private sector projects such as mixed-use developments, affordable housing, retail/commercial, master planned communities and various parks. Her notable clients include Irvine Company, Brookfield Residential, Sares-Regis Group, Alliance Residential, Lyon Living, and Costco Wholesale, as well as the Cities of Irvine, Anaheim, Brea and Newport Beach, among others. **Susan is a conscientious and responsible leader who confirms design quality through key communication, teamwork, and supervision.**

RELEVANT EXPERIENCE

- **City of Anaheim, *WQMP Plan Check Services*.** Supervisor Reviewer. Susan provides supervisory reviews of WQMPs. She makes sure that reviews are completed in a timely manner with a volume of approximately 10+ reviews a month. She confirms that LID and Hydromodification BMPs are reviewed for constructability, are optimally designed, and are consistent with grading plans.
- **City of Brea, *WQMP Plan Check Services*.** Supervisor Reviewer. Susan serves as the primary plan check reviewer for WQMPs with challenging hydrology, hydromodification and LID BMP design. She serves as a technical resource to a team of eight WQMP plan checkers. Susan provides BMP design guidance on CIP projects to meet WQMP requirements.
- **City of Tustin, *WQMP Plan Check Services*.** Supervisor Reviewer. Susan serves as the primary plan check reviewer for WQMPs with challenging hydrology, hydromodification and LID BMP design. She serves as a technical resource to a team of eight WQMP plan checkers.



EDUCATION

MS, Civil Engineering
BS, Civil Engineering

REGISTRATION

Professional Civil
Engineer, CA

CERTIFICATIONS

Qualified SWPPP
Developer/Practitioner
Coastal Engineering
Certificate

Djan Chandra, PE, GE | Leighton Group

GEOTECHNICAL REVIEWER

Djan brings over 30 years of experience in geotechnical engineering services from early planning, site investigation, laboratory testing, data analysis, and report preparation through grading and construction of various types of civil facilities, including water infrastructure, transportation, and residential/commercial development projects. He has performed plan check review of various types of projects for many agencies to verify conformance with applicable municipal and state code requirements, including the California Building Code, Standard Specifications for Public Works Construction (the Greenbook), and Caltrans standard specifications. For over 20 years, he has been a Subject Matter Expert for the Board of Registration for Professional Engineers, Land Surveyors and Geologists in developing the State's Geotechnical Engineer (GE) licensing examination.

RELEVANT EXPERIENCE

- **City of Anaheim, *On-Call Contract*.** Geotechnical Reviewer. Djan served as Geotechnical Reviewer for private developments throughout the city, including affordable housing projects, accessory dwelling units, office buildings, RV storage facility, warehouses, infiltration system design, and parking lot expansions.
- **City of Diamond Bar, *On-Call Contract*.** Geotechnical Reviewer. Djan served as Geotechnical Reviewer for various projects as part of an ongoing annual contract with the City.
- **City of Long Beach, *On-Call Contract*.** Geotechnical Reviewer. Djan led a team of three geotechnical firms to perform technical review of the Ocean Boulevard Erosion and Enhancement Project. He presented comments and conclusions at City Council and public meetings.
- **Riverside County Flood Control and Water Conservation District, *On-Call Contract*.** Geotechnical Reviewer. Djan served as Geotechnical Reviewer for the proposed storm drains for new residential tracts in four master-planned developments in Lake Elsinore, Jurupa Valley, Menifee, and Wildomar.
- **Metro Gold Line Foothill Extension Construction Authority, *On-Call Contract*.** Geotechnical Reviewer. Djan served as Geotechnical Reviewer for the design-build of the 11.5-mile extension of the Gold Line light rail transit from Pasadena to Azusa and the ongoing 12.3-mile extension from Azusa to Montclair. He reviewed foundation reports prepared by the contractor for new bridges and widening of existing bridges along the alignment; geotechnical design reports for retaining walls, soundwalls, and stations; geotechnical investigation reports for parking structures (under a separate design-build contract); MSE wall design and plans; and specifications for earthwork, ground anchor installation, cast-in-drilled-hole (CIDH) pile installation, and mechanically-stabilized earth (MSE) wall construction. Djan coordinated with the Authority and contractors on resolution of review comments.



EDUCATION

MS, Civil Engineering
BS, Civil Engineering

REGISTRATION

Professional Civil Engineer, CA
Professional Geotechnical Engineer, CA

Patrick D. Earl, PLS | KDM Meridian

MAP CHECKER

Patrick is a Professional Land Surveyor (PLS) registered in the state of California since 2010. He began his field and office surveying career in 2001. With 23 years of experience under his belt, he now fulfills the role of Survey Manager and is responsible for the daily supervision of the office staff's data reduction and mapping processes. He also oversees topographic mapping, boundary analysis, map checking, and survey calculations for the survey department. To complement his extensive field experience in topographic, boundary, and construction surveying, he has exceptional office surveying skills including the mapping and the production of legal descriptions and exhibits for the wide variety of documents associated with real property. **Patrick's two decades of experience and comprehensive understanding of the land survey discipline will help to make sure that the District's relevant projects have a solid foundation of reliable and accurate data on which to develop.**

RELEVANT EXPERIENCE

- **City of Fullerton, *On-Call Map Checking Services*.** Survey Manager. KDM provides regular document checking services as well as field surveys for the City. KDM began their long-term relationship with the City of Fullerton more than 15 years ago. They continue today to check and sign all subdivision maps in Fullerton as the City Surveyor. In addition, both Ms. Yelena Voronel and Ms. Linda Mansfield of the City's Engineering Department and Real Estate Division frequently called upon our expertise to assist them when faced with SMA questions, difficult subdivision mapping procedures and boundary issues. Patrick, in his role as head of the Survey Department, oversees the map and document checking activities at KDM, supervising project managers, providing final reviews, and confirming that appropriate assets and resources are allocated to requests.
- **Harris & Associates (for City of Ontario), *On-Call Map Checking Services*.** Survey Manager. Since our map checking contract began in 2016, KDM has performed map checking for over 80 subdivision maps in the City of Ontario ranging from single lot Parcel Maps to 400 lot Tract Maps. Each map has its own unique challenges demanding thorough communication between KDM, City staff, submitting surveyor, owner, and title company, in order to get the map to a state that is satisfactory for all involved. KDM has been a key partner in updating the City's subdivision map processes, standard certificates, and monument standards. Patrick, in his role as head of the Survey Department, oversees the map and document checking activities at KDM, supervising project managers, providing final reviews, and confirming that appropriate assets and resources are allocated to requests.
- **City of Oceanside, *On-Call Map Checking Services*.** Survey Manager. Having been an on-call land surveyor to the City of Oceanside for some years, in 2023, KDM took over Map Checking Services for the City of Oceanside as well. Via a detailed onboarding process, which consisted of meetings with City personnel, routine consultation, and process fine-tuning, KDM has successfully taken over document and map checking services for the City. Prior to this time, the City had been doing map and document checking "in-house"; KDM is now the sole provider of map checking services for the City. Patrick, in his role as head of the Survey Department, oversees the map and document checking activities at KDM, supervising project managers, providing final reviews, and confirming that appropriate assets and resources are allocated to requests.



EDUCATION

BS, Mechanical Engineering

REGISTRATION

Professional Land Surveyor, CA

CPR/AED Certified

Ali Shahzad, PE | KOA Corporation

TRAFFIC PLAN CHECKER

Ali Shahzad brings 27 years of experience with a strong working knowledge of traffic and civil engineering. His experience consists of project management and oversight from the concept to the design stage and through construction. His experience specifically includes engineering and traffic signal plan design, engineering and traffic surveys, traffic signal warrants, roadway striping and signage, safety studies, traffic control investigations, traffic calming, signal timing and coordination, signal interconnect, traffic control plan design, and traffic impact studies. **Ali is dedicated to utilizing his experience to find creative solutions while completing projects in a timely and cost-effective manner.**

RELEVANT EXPERIENCE

- **City of Vista, Townsite Complete Street Improvements.** Senior Engineer. KOA is providing Complete Street Improvements for the City of Vista. Project locations are: 1) North Drive between Swallow Drive and W. Los Angeles Drive; 2) W. Los Angeles Drive between North Drive and N. Santa Fe Avenue; 3) Townsite Drive between N. Santa Fe Avenue and E. Vista Way; and 4) N. Santa Fe Avenue between Bobier Drive and California Avenue. The design includes sidewalks, ADA ramps, traffic circles (roundabouts), curb extensions, on-street parking spaces, bus stops, intersection lightings, stormwater facilities, bike lanes, green bike lane extensions through intersections, sharrow and high visibility crosswalks, transit shelters, intersection lightings, traffic signal modifications, and mid-block pedestrian traffic signals. This project has been funded with State and Federal funds from a Caltrans Active Transportation Program (ATP) grant, as well as local match funding. The environmental and design phases of the project are using State funds. However, the construction phase will be using Federal funds, and the project is required to follow the Caltrans Local Assistance Program requirements for federally funded projects. Ali oversees QA/QC design plans and coordinates with city staff.
- **City of Big Bear Lake, Moonridge Road Corridor Improvements Project.** Senior Engineer. The Moonridge Corridor Improvement is the largest public works project and stands as the most ambitious infrastructure venture in the City of Big Bear Lake's history. It revolutionized the Moonridge Road corridor as a complete street, serving motorists, bicyclists, and pedestrians, featuring a dog bone-shaped roundabout at one end and an oval one at the other. The dog bone roundabout is California's first of its kind. The project received the ACEC California Merit Engineering Excellence Award & the APWA B.E.S.T Award in 2024.
- **Town of Apple Valley, 2022 & 2023 Engineering and Traffic Surveys.** Project Manager. KOA provided the Town with two Engineering and Traffic Speed Surveys (E&TS). The 2022 report presented the results and recommendations of an engineering and traffic survey for 16 roadway segments in the Town. A second report for 2023 provided an E&TS for an additional 48 segments. Both surveys were conducted in accordance with the California Vehicle Code (CVC) Section 627 and the CA MUTCD. The surveys were completed to be the basis for the establishment, revision, and enforcement of speed limits for several roadways. The services were requested so that posted speed limits could be updated or established to enable the Police Department and/or other law enforcement to use radar for speed enforcement. Ali oversaw the completion of two ETS reports totaling 70 segments. He coordinated data collection and speed recommendations.



EDUCATION

BS, Civil Engineering

REGISTRATION

Professional Civil Engineer, CA

CERTIFICATIONS

Doppler Radar Speed Survey Certified

AFFILIATIONS

Member, Institute of Transportation Engineers

Former President, Institute of Transportation Engineers - San Diego Section

Former Chair, SANDAG's SANTEC

Attachment 3-1: Non-Collusion Affidavit

Appendix
ATTACHMENT 3-1: NON-COLLUSION AFFIDAVIT
CERTIFICATIONS

NON-COLLUSION AFFIDAVIT
(Title 23 United States Code Section 112 and
Public Contract Code Section 7106)

To the CITY OF SANTA ANA DEPARTMENT OF PUBLIC WORKS

In accordance with Title 23 United States Code Section 112 and Public Contract Code 7106 the BIDDER declares that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the BIDDER has not directly or indirectly induced or solicited any other BIDDER to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived or agreed with any BIDDER or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the BIDDER has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the BIDDER or any BIDDER, or to fix any overhead, profit, or cost element of the bid price, or of that of any other BIDDER, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the BIDDER has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Note: The above Non-collusion Affidavit is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Non-collusion Affidavit. BIDDERS are cautioned that making a false certification may subject the certifier to criminal prosecution.

Signed

State of California
County of _____

Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 20____, by

_____, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Notary Public Signature

Notary Public Seal

see attached 

CALIFORNIA ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Monterey }

On March 21, 2024 before me, Rosaymar Garcia, Notary Public
Date Here Insert Name and Title of the Officer

personally appeared Frank Soto Lopez
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature

Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Appendix, Attachment 3-1: Non-Collusion Affidavit

Document Date: March 21, 2024 Number of Pages: 1

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

☐ Corporate Officer – Title(s): _____

☐ Partner – ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer is Representing: _____

Signer's Name: _____

☐ Corporate Officer – Title(s): _____

☐ Partner – ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer is Representing: _____

Attachment 3-2: Non-Lobbying Certification

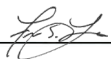
Appendix
ATTACHMENT 3-2: NON-LOBBYING CERTIFICATION
CERTIFICATIONS

The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- 1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- 2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence any officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant loan, loan or cooperative agreement, the undersigned shall complete and submit a "Disclosure of Lobbying Activities".

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such sub recipients shall certify and disclose accordingly.

Firm Harris & Associates, Inc.
Signed and Printed Name:  Frank S. Lopez, PE, QSD
Title Principal-in-Charge
Date March 26, 2024

Attachment 3-3: Non-Discrimination Certification

<p style="text-align: center;">Appendix ATTACHMENT 3-3: NON-DISCRIMINATION CERTIFICATION CERTIFICATIONS</p>
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The undersigned consultant or corporate officer, during the performance of this contract, certifies as follows:

1. The Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Consultant shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
2. The Consultant shall, in all solicitations or advertisements for employees placed by or on behalf of the Consultant, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
3. The Consultant shall send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Consultant's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. The Consultant shall comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
5. The Consultant shall furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his/her books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation, to ascertain compliance with such rules, regulations, and orders.
6. In the event of the Consultant's non-compliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, the contract may be canceled, terminated, or suspended in whole or in part and the Consultant may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulations, or order of the Secretary of Labor, or as otherwise provided by law.
7. The Consultant shall include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted

by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontract or purchase order as the administering agency may direct as means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in the event the Consultant becomes involved in, or is threatened with, litigation with a sub-consultant or vendor as a result of such direction by the administering agency, the Consultant may request that the United States enter into such litigation to protect the interests of the United States.

8. Pursuant to California Labor Code Section 1735, as added by Chapter 643 Stats. 1939, and as amended,

No discrimination shall be made in the employment of persons upon public works because of race, religious creed, color, national origin, ancestry, physical handicaps, mental condition, marital status, or sex of such persons, except as provided in Section 1420, and any consultant of public works violating this Section is subject to all the penalties imposed for a violation of the Chapter.

Signed: 
Title: Frank S. Lopez, PE, QSD, Principal-in-Charge
Firm: Harris & Associates, Inc.
Date: March 26, 2024

Attachment 3-4: Fleet Compliance Certification

Appendix
ATTACHMENT 3-4: FLEET COMPLIANCE CERTIFICATION
CERTIFICATIONS

Bidder hereby acknowledges that they have reviewed the California Air Resources Board’s policies, rules and regulations and are familiar with the requirements of Title 13, California Code of Regulations, Division 3, Chapter 9, effective on January 1, 2024 (the “Regulation”). Bidder hereby certifies, subject to penalty for perjury, that the option checked below relating to the Bidder’s fleet, and/or that of their subcontractor(s) (“Fleet”) is true and correct:

- ☐ The Fleet is subject to the requirements of the Regulation, and the appropriate Certificate(s) of Reported Compliance have been attached hereto.
- ☐ The Fleet is exempt from the Regulation under section 2449.1(f)(2), and a signed description of the subject vehicles, and reasoning for exemption has been attached hereto.
- ☐ Bidder and/or their subcontractor is unable to procure R99 or R100 renewable diesel fuel as defined in the Regulation pursuant to section 2449.1(f)(3). Bidder shall keep detailed records describing the normal refueling methods, their attempts to procure renewable diesel fuel and proof that shows they were not able to procure renewable diesel (i.e. third party correspondence or vendor bids).
- ☐ The Fleet is exempt from the requirements of the Regulation pursuant to section 2449(i)(4) because this Project has been deemed an Emergency, as defined under section 2449(c)(18). Bidder shall only operate the exempted vehicles in the emergency situation and records of the exempted vehicles must be maintained, pursuant to section 2449(i)(4).
- ☒ The Fleet does not fall under the Regulation or are otherwise exempted and a detailed reasoning is attached hereto.

Name of Bidder: Harris & Associates, Inc.

Signature: 

Name: Frank S. Lopez, PE, QSD

Title: Principal-in-Charge

Date: March 26, 2024

Attachment 3-4 applies to the Regulation for In-Use Off-Road Diesel-Fueled Fleets. Harris does not have any vehicles that fall under the defined vehicles in the regulation.



FEE PROPOSAL: ON- CALL ENGINEERING PLAN CHECK SERVICES

RFP NO.: 24-035

CITY OF SANTA ANA

April 9, 2024

PROPOSER FEE RATE SCHEDULE



Harris & Associates

April 9, 2024

Title	Billing Rate
Street Improvement Plan	\$195
Grading Plan	\$195
Water Quality Management Plan	\$229
Geotechnical Report	\$310
Land Surveying Documents	\$180
Legal Description of Dedication	\$180
Landscape Irrigation Plans	\$180
Environmental Documents	\$175
Transportation/Traffic Studies	\$300
Signing and Striping Plans	\$300
Traffic Signal Plans	\$300
Street Lighting Plans	\$300
Miscellaneous Plan Check	\$215

Note:

1. Rates are subject to a 4% escalation each year of Contract on January 1st
2. Sub-Consultant fees are subject to a 10% mark-up by Prime Consultant (Harris & Associates)

Billing Rates Breakdown



Harris & Associates

Title	2024 Hourly Rate
Principal–in-Charge/Vice President	\$315
Principal-in-Charge/Senior Director	\$300
Project Manager	\$235
Senior Civil Engineer	\$215
Plan Check Engineer	\$195
Assistant Engineer II	\$175
Assistant Engineer I	\$150
Environmental Reviewer	\$175
Technical Support	\$125
Administrative	\$110

Notes: Rates are subject to adjustment due to promotions during the effective period of this schedule and will be escalated 5% on January 1st each year. Unless otherwise indicated in the cost proposal, hourly rates include most direct costs such as travel, equipment, computers, communications and reproduction (except large plan sets).

CITY OF SANTA ANA RFP 24-035 HOURLY SERVICES SCHEDULE

Principal:	\$180.00/hr.
Sr. Project Manager:	\$140.00/hr.
Landscape Architect:	\$140.00/hr.
Senior Landscape Designer:	\$120.00/hr.
Associate Landscape Designer:	\$100.00/hr.
Office Staff	\$ 75.00/hr.

- The City would normally not be billed overtime rates for BGB staff time during normal business hours.
- Weekend / Emergency rates outside of normal business hours would be billed at 1.5 times the standard billing rate.
- Reproduction and other approved reimbursable expenses will be billed at cost plus 10% overhead.
- No mileage reimbursement is requested as a part of this proposal.
- The current rates will be valid until January 24, 2027.



IRVINE
SAN DIEGO
ONTARIO
LOS ANGELES

2023-2024 RATE SCHEDULE

CLASSIFICATION	HOURLY RATE
President / Vice President / Principal / Sr. Project Manager / Dir. Of Geospatial / Certified Photogrammetrist	\$260
Project Manager / Technical Manager / Sr. Land Surveyor	\$229
Assoc. Project Manager / Sr. Engineer / Sr. Designer / Sr. Stormwater Engineer/ Specialist	\$208
AT/Cloud Registration Specialist / Land Surveyor / Engineer II / Designer II	\$190
Engineer I / Designer I / Project Scientist / GIS Analyst	\$184
Sr. Survey Analyst / Sr. Mapping Analyst	\$175
GIS Coordinator / Data Scientist	\$165
Assoc. Engineer / Stormwater Engineer / Stormwater Tech. / Plan Processor	\$152
Geospatial Specialist / Survey Analyst / Mapping Analyst	\$150
Stormwater Inspector	\$130
3D Artist / Survey Technician	\$125
Image Technician	\$110
Information Coordinator	\$105
1-Man Survey Crew	\$217
2-Man Survey Crew	\$340
3-Man Survey Crew	\$433

1. Reproduction and other reimbursable expenses (such as overnight deliveries, mileage, permits, and licenses, etc.) and Client approved subcontractor services will be billed in addition to the above rates with a 10% handling surcharge.
2. This rate schedule is subject to change on an annual basis due to the granting of wage increases and/or other employer benefits to field or office employees during the lifetime of this agreement and Client approved change orders.
3. Overtime is available for critical deadlines at 1-1/2 times the normal rates for office employees. Surveyors' rates are also adjusted automatically for overtime or holiday/weekend work in agreement with the Operating Engineers Union.

Client Initials _____

Effective through August 31, 2024

LABOR RATES

CLASSIFICATION	\$/HR	CLASSIFICATION	\$/HR
Technician I.....	105	Project Administrator/Word Processor/Dispatcher	95
Technician II / Special Inspector	115	Information Specialist	135
Senior Technician / Senior Special Inspector	135	CAD Operator	160
Prevailing Wage (field soils / materials tester) *	180	GIS Specialist	160
Prevailing Wage (Special Inspector) *	185	GIS Analyst	190
Prevailing Wage (On site Source Inspector, NDT and soil remediation O&M)*	190	Staff Engineer / Geologist / Scientist	180
System Operation & Maintenance (O&M) Specialist.....	175	Senior Staff Engineer / Geologist / Scientist / ASMR	195
Non Destructive Testing (NDT)	185	Operations / Laboratory Manager.....	215
Deputy Inspector	135	Project Engineer / Geologist / Scientist	225
Field / Laboratory Supervisor	175	Senior Project Engineer / Geologist / Scientist / SMR.....	250
Source Inspector	160	Associate	275
City of Los Angeles Deputy Building (including Grading) Inspector	185	Principal	310
* See Prevailing Wages in Terms and Conditions		Senior Principal	365

GEOTECHNICAL LABORATORY TESTING

METHOD	\$/TEST	METHOD	\$/TEST
CLASSIFICATION & INDEX PROPERTIES		COMPACTION & PAVEMENT SUBGRADE TESTS	
Photograph of sample	15	Standard Proctor compaction, 4 points (ASTM D698)	
Moisture content (ASTM D2216)	25	- 4 inch diameter mold (Methods A & B)	170
Moisture & density (ASTM D2937) ring samples.....	37	- 6 inch diameter mold (Method C)	230
Moisture & density (ASTM D2937) Shelby tube or cutting	45	Modified Proctor compaction 4 points (ASTM D1557):	
Atterberg limits 3 points (ASTM D4318):	160	- 4 inch diameter mold Methods A & B	235
- Single point, non-plastic.....	90	- 6 inch diameter mold Method C.....	265
- Atterberg limits (organic ASTM D2487 / D4318)	195	Check point (per point)	70
- Visual classification as non-plastic (ASTM D2488).....	15	Relative compaction of untreated/treated soils/aggregates (CTM 216)	270
Particle size:		Relative density 0.1 ft mold (ASTM D4253, D4254)	250
- Sieve only 1½ inch to #200 (AASHTO T27/ASTM C136/ASTM D6913/CTM 202) ...	155	California Bearing Ratio (ASTM D1883)	
- Large sieve 6 inch to #200 (AASHTO T27/ASTM C136/ASTM D6913/CTM 202) ...	195	- 3 point	535
- Hydrometer only (ASTM D7928)	120	- 1 point	200
- Sieve + hydrometer ≤3 inch sieve, (ASTM D7928)	200	R-Value untreated soils/aggregates (AASHTO T190/ASTM D2844/CTM 301)	335
- Percent passing #200 sieve, wash only (ASTM D1140)	75	R-Value lime or cement treated soils/aggregates (AASHTO T190/ASTM D2844/CTM 301)	365
Specific gravity and absorption of fine aggregate (AASHTO T84/ASTM C128/ASTM D854/CTM 207)	140	SOIL CHEMISTRY & CORROSIVITY	
Specific gravity and absorption of coarse aggregate (AASHTO T85/ASTM C127/CTM 206)	110	pH Method A (ASTM D4972 or CTM 643)	50
- Total porosity - on Shelby tube sample (calculated)	180	Electrical resistivity – single point – as received moisture	50
- Total porosity - on other sample (calculated)	165	Minimum resistivity 3 moisture content points (ASTM G187/CTM 643)	95
Shrinkage limits wax method (ASTM D4943)	135	pH + minimum resistivity (CTM 643)	140
Pinhole dispersion (ASTM D4647)	225	Sulfate content - gravimetric (CTM 417 B Part 2)	75
Dispersive characteristics (double hydrometer ASTM D4221)	215	Sulfate content - by ion chromatograph (CTM 417 Part 2)	85
As-received moisture & density (chunk/carved samples)	65	Sulfate screen (Hach®)	35
Sand Equivalent (AASHTO T176/ASTM D2419/CTM 217)	115	Chloride content (AASHTO T291/CTM 422)	75
SHEAR STRENGTH		Chloride content – by ion chromatograph (AASHTO T291/CTM 422)	85
Pocket penetrometer	20	Corrosion suite: minimum resistivity, sulfate, chloride, pH (CTM 643)	285
Direct shear (ASTM D3080, mod., 3 points):		Organic matter content (ASTM D2974)	70
Consolidated undrained - 0.05 inch/min (CU)	320	CONSOLIDATION & EXPANSION/SWELL TESTS	
Consolidated drained - <0.05 inch/min (CD)	385	Consolidation (ASTM D2435):	210
Residual shear EM 1110-2-1906-IXA (price per each additional pass after shear)....	55	Each additional time curve	50
Remolding or hand trimming of specimens (3 points)	95	Each additional load/unload w/o time reading	45
Oriented or block hand trimming (per hour)	70	Expansion Index (ASTM D4829)	140
Single point shear	115	Single load swell/collapse - Method B (ASTM D4546-B, seat, load & inundate only)....	115
Torsional shear (ASTM D6467 / ASTM D7608)	880	Swell collapse Method A up to 10 load/unloads w/o time curves (ASTM D4546-A)	310

METHOD	\$/TEST
TRIAXIAL TESTS	
Unconfined compression strength of cohesive soil (with stress/strain plot, ASTM D2166).....	145
Unconsolidated undrained triaxial compression test on cohesive soils (UU, ASTM D2850, USACE Q test, per confining stress).....	185
Consolidated undrained triaxial compression test for cohesive soils, (CU, ASTM D4767, USACE R-bar test) with back pressure saturation & pore water pressure measurement (per confining stress).....	400
Consolidated drained triaxial compression test (CD, USACE S), with volume change measurement. Price per soil type below EM 1110-2-1906(X):	
Sand or silty sand soils (per confining stress).....	400
Silt or clayey sand soils (per confining stress).....	535
Clay soils (per confining stress).....	755
Three-stage triaxial (sand or silty sand soils).....	700
Three-stage triaxial (silt or clayey sand soils).....	935
Three-stage triaxial (clay soils).....	1,320
Remolding of test specimens.....	70

METHOD	\$/TEST
HYDRAULIC CONDUCTIVITY TESTS	
Triaxial permeability in flexible-wall permeameter with backpressure saturation at one effective stress (EPA 9100/ASTM D5084, falling head Method C).....	335
Each additional effective stress.....	130
Hand trimming of soil samples for horizontal K.....	65
Remolding of test specimens.....	70
Permeability of granular soils (ASTM D2434).....	145
Soil suction (filter paper method, ASTM D5298).....	430
SOIL-CEMENT	
Moisture-density curve for soil-cement mixtures (ASTM D558).....	260
Wet-dry durability of soil-cement mixtures (ASTM D559) ¹	1,290
Compressive strength of molded soil-cement cylinder (ASTM D1633) ¹	65
Soil-cement remolded specimen (for shear strength, consolidation, etc.) ¹	250

¹ Compaction (ASTM D558 maximum density) should also be performed – not included in above price

CONSTRUCTION MATERIALS LABORATORY TESTING

METHOD	\$/TEST
CONCRETE STRENGTH CHARACTERISTICS	
Concrete cylinders compression (ASTM C39) (6" x 12" and 4" x 8").....	40
Compression, concrete or masonry cores (testing only) ≤6 inch (ASTM C42).....	45
Trimming concrete cores (per core).....	25
Flexural strength of concrete (simple beam-3rd pt. loading, ASTM C78/CTM 523).....	90
Flexural strength of concrete (simple beam-center pt. loading, ASTM C293/CTM 523).....	90
Non shrink grout cubes (2 inch, ASTM C109/C1107).....	30
Drying shrinkage - four readings, up to 90 days, 3 bars (ASTM C157).....	430
Length of concrete cores (CTM 531).....	45
HOT MIX ASPHALT (HMA)	
Resistance of compacted HMA to moisture-induced damage (AASHTO T283/CTM 371).....	2,250
Hamburg Wheel, 4 briquettes (modified) (AASHTO T324).....	965
Superpave gyratory compaction (AASHTO T312/ASTM D6925).....	375
Extraction by ignition oven, percent asphalt (AASHTO T308/ASTM D6307/CTM 382).....	160
Ignition oven correction/correlation values (AASHTO T308/ASTM D6307/CTM 382).....	1,445
Extraction by centrifuge, percent asphalt (ASTM D2172).....	160
Gradation of extracted aggregate (AASHTO T30/ASTM D5444/CTM 202).....	145
Stabilometer, S-Value (ASTM D1560/CTM 366).....	285
Bituminous mixture preparation (AASHTO R30/CTM 304).....	85
Moisture content of HMA (AASHTO T329/ASTM D6037/CTM 370).....	65
Bulk specific gravity of compacted HMA, molded specimen or cores, uncoated (AASHTO T166/ASTM D2726/CTM 308).....	55
Bulk specific gravity of compacted HMA, molded specimen or cores, paraffin-coated (AASHTO T275/ASTM D1188/CTM 308).....	60
Maximum density - Hveem (CTM 308).....	215
Theoretical maximum density and specific gravity of HMA (AASHTO T209/ASTM D2041/CTM 309).....	140
Thickness or height of compacted bituminous paving mixture specimens (ASTM D3549).....	45
Wet track abrasion of slurry seal (ASTM D3910).....	160
Rubberized asphalt (add to above rates).....	+25%
BRICK	
Compression - cost for each, 5 required (ASTM C67).....	55
Absorption - cost for each, 5 required (ASTM C67).....	55

METHOD	\$/TEST
AGGREGATE PROPERTIES	
Bulk density and voids in aggregates (AASHTO T19/ASTM C29/CTM 212).....	55
Organic impurities in fine aggregate sand (AASHTO T21/ASTM C40/CTM 213).....	65
LA Rattler-smaller coarse aggregate <1.5" (AASHTO T96/ASTM C131/CTM 211).....	215
LA Rattler-larger coarse aggregate 1-3" (AASHTO T96/ASTM C535/CTM 211).....	270
Apparent specific gravity of fine aggregate (AASHTO T84/ASTM C128/CTM 208).....	140
Specific gravity and absorption of coarse aggregate (ASTM C127/CTM 206) >#4 retained.....	110
Clay lumps, friable particles (AASHTO T112/ASTM C142).....	190
Durability Index (AASHTO T210/ASTM D3744/CTM 229).....	215
Moisture content of aggregates by oven drying (AASHTO T255/ASTM C566/CTM 226).....	45
Uncompacted void content of fine aggregate (AASHTO T304/ASTM C1252/CTM 234).....	140
Percent of crushed particles (AASHTO T335/ASTM D5821/CTM 205).....	145
Flat & elongated particles in coarse aggregate (ASTM D4791/CTM 235).....	230
Cleanliness value of coarse aggregate (CTM 227).....	225
Soundness, magnesium (AASHTO T104/ASTM C88/CTM 214).....	240
Soundness, sodium (AASHTO T104/ASTM C88/CTM 214).....	695
MASONRY	
Mortar cylinders 2" x 4" (ASTM C780).....	35
Grout prisms 3" x 6" (ASTM C1019).....	35
Masonry cores compression, ≤6" diameter - testing only (ASTM C42).....	45
Masonry core shear testing (Title 24).....	85
Veneer bond strength, cost for each - 5 required (ASTM C482).....	60
CMU compression to size 8" x 8" x 16" - 3 required (ASTM C140).....	60
CMU moisture content, absorption & unit weight - 6 required (ASTM C140).....	55
CMU linear drying shrinkage (ASTM C426).....	190
CMU grouted prisms compression test ≤8" x 8" x 16" (ASTM C1314).....	215
CMU grouted prisms compression test >8" x 8" x 16" (ASTM C1314).....	270
BEARING PADS/PLATES AND JOINT SEAL	
Elastomeric bearing pads (Caltrans SS 51-3).....	1,060
Elastomeric bearing pad with hardness and compression tests (Caltrans SS 51-3).....	1,315
Type A Joint Seals (Caltrans SS 51-2).....	1,735
Type B Joint Seals (Caltrans SS 51-2).....	1,640
Bearing plates (A536).....	770

METHOD	\$/TEST
REINFORCING STEEL AND PRESTRESSING STRANDS	
Rebar tensile test, ≤ up to No. 11 (ASTM A370).....	70
Rebar tensile test, ≥ No. 14 & over (ASTM A370).....	215
Rebar bend test, up to No. 11 (ASTM A370).....	70
Rebar bend test, ≥ No. 14 & over (ASTM A370).....	215
Resistance butt-welded hoops/bars, tensile test, ≤ up to No. 10 (CTM 670).....	70
Resistance butt-welded hoops/bars, tensile test, ≥ No. 11 & over (CTM 670).....	90
Mechanical rebar splice, tensile test, ≤ up to No. 11 (CTM 670).....	70
Mechanical rebar splice, slip test, ≤ up to No. 11 (CTM 670).....	45
Mechanical rebar splice, tensile test, ≥ No. 14 & over (CTM 670).....	215
Mechanical rebar splice, slip test, ≥ No. 14 & over (CTM 670).....	215
Headed rebar splice, tensile test, ≤ up to No. 11 (CTM 670).....	70
Headed rebar splice, tensile test, ≥ No. 14 & over (CTM 670).....	215
Epoxy coated rebar/dowel film thickness (coating) test (ASTM A775/A934).....	50
Epoxy coated rebar/dowel continuity (Holiday) test (ASTM A775/A934).....	70
Epoxy coated rebar flexibility/bend test, up to No. 11 (ASTM A775/A934).....	50
Prestressing wire, tension (ASTM A416).....	190
Sample preparation (cutting).....	55

METHOD	\$/TEST
STREET LIGHTS/SIGNALS	
LED Luminaires / Signal Modules / Countdown Pedestrian Signal Face Modules (Caltrans RSS 86).....	1,390
SPRAY APPLIED FIREPROOFING	
Unit weight (density, ASTM E605).....	65
FASTENERS / BOLTS / RODS	
F3125 GR A307, A325 Bolts, tensile test, ≤ up to 1-1/4" diameter, plain (ASTM A370).....	70
F3125 GR A307, A325 Bolts, tensile test, ≤ up to 1-1/4" diameter, galvanized (ASTM A370).....	80
A490 Bolts, tensile test, ≤ up to 1-1/4" diameter, plain (ASTM A370).....	70
A490 Bolts, tensile test, ≤ up to 1-1/4" diameter, galvanized (ASTM A370).....	80
A593 Bolts, tensile test, ≤ up to 1-1/4" diameter, stainless steel (ASTMA370).....	70
F1554 Bolts, tensile test, ≤ up to 1-1/4" diameter, plain (ASTMA370).....	110
F1554 Bolts, tensile test, ≤ up to 1-1/4" diameter, galvanized (ASTMA370).....	130
SAMPLE TRANSPORT	
Pick-up & delivery (weekdays, per trip, <50 mile radius from Leighton office) ..	110

EQUIPMENT LIST

ITEM	\$UNIT
1/4 inch Grab plates.....	5 each
1/4 inch Tubing (bonded).....	0.60 foot
1/4 inch Tubing (single).....	0.40 foot
3/8 inch Tubing, clear vinyl.....	0.60 foot
4-Gas meter (RKI Eagle or similar)/GEM 2000.....	140 day
Air flow meter and purge pump (200 cc/min).....	55 day
Box of 24 soil drive-sample rings.....	130 box
Brass sample tubes.....	11 each
Caution tape (1000-foot roll).....	22 each
Combination lock or padlock.....	15 each
Compressed air tank and regulator.....	55 day
Concrete coring machine (≤6-inch-dia).....	160 day
Consumables (gloves, rope, soap, tape, etc.).....	40 day
Core sample boxes.....	30 each
Crack monitor Two-Dimensional.....	30 each
Crack monitor Three-Dimensional.....	40 each
Cutoff saws, reciprocating, electric (Sawzall®).....	80 day
D-Meter Walking Floor Profiler.....	110 day
Disposable bailers.....	25 each
Disposable bladders.....	20 each
Dissolved oxygen meter.....	50 day
DOT 55-gallon containment drum with lid.....	85 drum
Double-ring infiltrometer.....	135 day
Dual-stage interface probe.....	85 day
Dynamic Cone Penetrometer.....	430 day
Generator, portable gasoline fueled, 3,500 watts.....	90 day
Global Positioning System/Laser Range Finder.....	80 day
Hand auger set.....	90 day
HDPE safety fence (≤100 feet).....	40 roll
Horiba U-51 water quality meter.....	135 day
Light tower (towable vertical mast).....	150 day
Magnehelic gauge.....	15 day
Manometer.....	25 day
Mileage (will adjust with IRS published rate).....	0.67 mile

ITEM	\$ UNIT
Moisture test kit (excludes labor to perform test, ASTM E1907).....	65 test
Nuclear moisture and density gauge.....	88 day
Electrical moisture and density gauge.....	88 Day
Pachometer.....	50 day
Particulate Monitor.....	135 day
pH/Conductivity/Temperature meter.....	60 day
Photo-Ionization Detector (PID).....	130 day
Pump, Typhoon 2 or 4 stage.....	55 day
QED bladder pump w/QED control box.....	175 day
Quire fee – Phase I only.....	250 each
Resistivity field meter and pins.....	200 day
Slip / threaded cap, 2-inch or 4-inch diameter, PVC Schedule 40.....	20 each
Slope inclinometer.....	250 day
Soil sampling T-handle (Encore).....	10 day
Soil sampling tripod.....	40 day
Speedy (R) moisture tester.....	10 day
Stainless steel bailer.....	60 day
Submersible pump with controller.....	180 day
Submersible pump/transfer pump, 10-25 gpm.....	65 day
Support service truck usage (well installation, etc.).....	250 day
Survey/fence stakes.....	10 each
Tedlar® bags.....	25 each
Traffic cones (≤25)/barricades (single lane).....	55 day
Turbidity meter.....	80 day
Tyvek® suit (each).....	25 each
Vapor sampling box.....	65 day
Vehicle usage (carrying equipment).....	20 hour
VelociCalc.....	40 day
Visqueen (20 x 100 feet).....	130 roll
Water level indicator (electronic well sounder) <300 feet deep well....	100 day
ZIPLEVEL®.....	40 day
Other specialized geotechnical and environmental testing and monitoring equipment are available, and priced per site	

TERMS AND CONDITIONS

- **Expiration:** This fee schedule is effective through December 31, 2024 after which non-prevailing wage rates for remaining or additional services will increase by 4% on January 1st of each year.
- **Proposal Expiration:** Proposals are valid for at least 30 days, subject to change after 30 days; unless otherwise stated in an attached proposal.
- **Prevailing Wages:** Our fees for prevailing wage work are based upon California prevailing wage laws and wage determinations. Unless specifically indicated in our proposal, costs for apprentice are not included. If we are required to have an apprentice on your project, additional fees will be charged. Prevailing wage rates will increase by \$8 on July 1st of each year.
- **Overtime:** Standard overtime rate is per California Labor Law and is billed at 1.5 or 2 times their hourly billing rate. Overtime rate for non-exempt field personnel working on a Leighton observed holiday is billed at 2 times their hourly billing rate. Overtime rate for Prevailing wage work is per the California Department of Industrial Relations (DIR) determination and is multiplied at 1.5 to 2 times their hourly billing rate for overtime and double-time, respectively.
- **Expert Witness Time:** Expert witness deposition and testimony will be charged at 2 times hourly rates listed on the previous pages, with a minimum charge of four hours per day.
- **Minimum Field Hourly Charges:** For Field Technicians, Special Inspectors or any on-site (field) materials testing services:
 - 4 hours:** 4-hour minimum charge up to the first four hours of work.
 - 8 hours:** 8-hour minimum charge for over four hours of work, up to eight hours.
- Project time accrued includes portal to portal travel time.**
- **Insurance & Limitation of Liability:** These rates are predicated on standard insurance coverage and a limit of Leighton's liability equal to our total fees for a given project.
- **Outside Direct Costs:** Heavy equipment, subcontractor fees and expenses, project-specific permits and/or licenses, project-specific supplemental insurance, travel, subsistence, project-specific parking charges, shipping, reproduction, and other reimbursable expenses will be invoiced at cost plus 20%, unless billed directly to and paid by client.
- **Invoicing:** Invoices are rendered monthly, payable upon receipt in United States dollars. A service charge of 1½-percent per month will be charged for late payment.
- **Client Disclosures:** Client agrees to provide all information in Client's possession about actual or possible presence of buried utilities and hazardous materials on the project site, prior to fieldwork, and agrees to reimburse Leighton for all costs related to unanticipated discovery of utilities and/or hazardous materials. Client is also responsible for providing safe and legal access to the project site for all Leighton field personnel.
- **Earth Material Samples:** Quoted testing unit rates are for soil and/or rock (earth) samples free of hazardous materials. Additional costs will accrue beyond these standard testing unit rates for handling, testing and/or disposing of soil and/or rock containing hazardous materials. Hazardous materials will be returned to the site or the site owner's designated representative at additional cost not included in listed unit rates. Standard turn-around time for geotechnical-laboratory test results is 10 working days. Samples will be stored for 2 months following completion of assigned tests, after which they will be discarded. Prior documented notification is required if samples need to be stored for a longer time. A monthly storage fee of \$15 per bag and \$6 per sleeve or tube will be applied. Quoted unit rates are only for earth materials sampled in California. There may be additional cost for handling imported samples.
- **Construction Material Samples:** After all designated breaks for a given sample set meet specified compressive at design age or other client-designated strength, all "hold" cylinders or specimens will be automatically disposed of, unless specified in writing prior to the 28-day break. Unless specifically requested otherwise, all other construction materials will be disposed of after completion of testing and reporting.

KDM Meridian Rate Schedule & Fees

Solicitation:	On-Call Engineering Plan Check Services (RFP No.: 24-035)
Solicitation Date:	March 19, 2024
Issuing Entity:	City of Santa Ana
Subconsultant to (Prime):	Harris & Associates
Services Provided:	Land Survey Services (Including Land Surveying Documents and Legal Description of Dedication)
Version Code:	v.230405_PWR_CUST Santa Ana via HAR
Rate Holds & Adjustments	Firm for initial year of contract term (July 1, 2024, through June 30, 2025), per RFP Section III.B.3: <i>Fee Proposal</i> . and thereafter subject to a 5% COLI per annum.
Attachments:	Sample Fee Proposal (1 Page); As noted in paragraph two of the sample fee proposal form, the <i>proposer shall complete this form and include it along with the billing rates breakdown</i> . The billing rates are immediately below and the sample form (Attachment), showing approximate rate per hour by specific task, is located on the attachment appended to this billing rates breakdown.

Professional Services

Schedule Category	Hourly Rate
Principal	\$240.00
Project Manager	\$225.00
Project Surveyor	\$210.00
Survey Technician	\$170.00
Clerical / Administration / Technical Aide	\$ 95.00
Expert Witness (4 Hour Minimum)	\$500.00
Survey Crew (1-person) Prevailing Wage	\$250.00
Survey Crew (2 persons) Prevailing Wage	\$360.00
Survey Crew (3 persons) Prevailing Wage	\$470.00

Reimbursables

Schedule Category	Rate
Rental of Special Equipment or Special Supplies	Cost + 5%
Subconsultants	Cost + 5%
Agency Fees	Actual Cost
Per Diem (Meals & Lodging)	GSA Published Rates

Miscellaneous Fee Schedule Provisions

Fee Schedule Provisions
A minimum of 4 hours per day will be charged for survey crews.
Over-time will be charged at 1.35 times the regular rate.
Double-time will be charged at 1.75 times the regular rate.
The above rates shall be charged portal to portal (time spent on project site plus travel time) excluding meal breaks.
Reservation of Rights
KDM Meridian complies with all prevailing wage requirements. The rates noted in this fee schedule are developed taking into consideration the prevailing wage rates current at the time of the original solicitation. It is assumed that all task orders or work issued under this solicitation will, as stipulated by respective laws and regulations, utilize the original solicitation date & DIR number for purposes of prevailing wage rate determinations. In the event that a task order, or equivalent, is issued under this solicitation and assigned a new DIR number resulting in a different wage rate determination than that of the original solicitation, KDM Meridian reserves the right to adjust subject hourly rates to reflect the new prevailing wage determination triggered by the new DIR number.

1340 Reynolds Ave | Suite 110
 Irvine, CA 92614
www.KDMMeridian.com

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KOA Corporation 2024 Hourly Billing Rates	
Professional Services	2024 Rates
Regional Manager	\$350
Program Director	\$300
Project Manager III	\$300
Project Manager II	\$240
Project Manager I	\$190
Engineer IV	\$300
Engineer III	\$240
Engineer II	\$190
Engineer I	\$170
Engineer Associate II	\$155
Engineer Associate I	\$135
Planner IV	\$190
Planner III	\$170
Planner II	\$155
Planner I	\$135
Designer III	\$170
Designer II	\$155
Designer I	\$135
Construction Engineer III	\$220
Construction Engineer II	\$200
Construction Inspector III	\$156
Construction Inspector	\$152
Project Support Specialist III	\$130
Project Support Specialist II	\$115
Project Support Specialist I	\$100
Intern	\$90

General Provisions:

- * Project reimbursable expenses are billed at cost.
- * Project expenses include: Non-commuter automobile mileage (\$0.67 per mile) or current IRS rate, postage and special courier expenses, travel expenses, reproduction, subcontractor services and other direct project expenses as requested by the client.
- * Telephone, equipment, and fax are included in the above hourly costs.
- * Direct expenses including blacklining, commercial CAD plotting, sub-consultant expense, issuance of specially endorsed insurance certificate, and direct costs are billed at cost plus 5% unless stated otherwise in the proposal.