

**AGREEMENT WITH WILLDAN ENGINEERING, 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 Willdan Engineering, 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, the above indemnity shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Contractor and excluding such claims that arise out of the sole negligence or misconduct of the indemnified parties.

## **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:

Tyrone Peter, PE  
Director of Engineering  
2401 East Katella Avenue, Suite 300  
Anaheim, CA 92806  
[tpeter@willdan.com](mailto:tpeter@willdan.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

**WILLDAN ENGINEERING:**

By:   
\_\_\_\_\_  
Kyle Nellesen  
Assistant City Attorney

  
\_\_\_\_\_  
Name: Tyrone Peter  
Title: Director of Engineering

**RECOMMENDED FOR APPROVAL:**

**Nabil Saba** Digitally signed by Nabil Saba  
Date: 2024.07.02 11:29:00  
-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.

<b>PROPOSER FEE RATE SCHEDULE</b>
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<b><u>TITLE</u></b>	<b>COMPANY NAME (date)</b>	<b><u>BILLING RATE</u></b>
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.

EXHIBIT B - PROPOSAL

# City of Santa Ana



Proposal for

## On-Call Engineering Plan Check Services

April 9, 2024





## Cover Letter

April 9, 2024

City of Santa Ana  
20 Civic Center Plaza  
Santa Ana, CA 92701

Attention: Ehab Elias, PE  
Senior Civil Engineer

Subject: **Proposal for On-Call Engineering Plan Check Services**

The City of Santa Ana is seeking qualified consultants to provide professional as-needed plan check services. **Willdan Engineering (Willdan)** is confident that we can continue to successfully provide the requested professional engineering plan check services as a valuable resource to help augment City staff in accomplishing the City's goals and needs. Throughout this proposal, we have demonstrated the advantages the Willdan team brings to the requested services and ways the City can continue to benefit from having us as its' supporting consultant. The following strengths are what set us apart from the competition and makes us the best-qualified support team for the City:



**Understanding of City Plan Checking Services.** Willdan's plan checking applies City, State and Federal guidelines, particularly the California Subdivision Map Act, NPDES and Low Impact Development requirements and general compliance with City Standards, Ordinances and Regulations. Our staff of experts will stamp and wet sign the approval of engineering documents/plans/maps for accuracy and adequacy and will submit an approval letter stating the same. Open communication is one of the most important elements to the success of a plan check. Willdan will always perform all necessary correspondence and coordination with City Staff to ensure the plan check is completed in a timely manner.



**Highly Skilled Project Manager.** Ron Stein has 12 years of engineering expertise in land development design and plan check services. Ron presently serves as a Task Leader for Orange County and Project Manager for a similar assignment with the Cities of La Quinta and Rialto. He has led land development engineering teams engaged in the design of projects encompassing all aspects of the City's scope of work, conducting meticulous QA/QC plan reviews that quality products that adhered to all local agency standards. Ron's experience in the design and construction of private and public works projects will add tremendous value to the City's plan review process from the perspective of constructability and value engineering.



**Knowledge of the City.** Willdan's corporate headquarters and project office for this contract is in Anaheim – just 5 miles from the City offices. We have made it our mission to understand the specific needs of each jurisdiction we serve, and tailor our company resources to meet those specific needs. A full staff of professionals is readily available to serve your contract for both in-house and off-site services. We have an established working relationship with City staff and a familiarity with City and County procedures. Our knowledge of Orange County will enable us to initiate work quickly and to respond appropriately to issues that arise during the course of this contract.





**Industry Leader in Electronic Plan Review.** Willdan is recognized throughout the industry as a leader in electronic plan review. Willdan developed an electronic plan review system more than 20 years ago and has remained on the forefront of electronic plan review software usage. We are proficient in the use of Bluebeam and other software programs.



**Quick Turnaround Times.** Willdan is well-known for providing high quality, accurate plan reviews in a timely manner. We understand that time is of critical importance to the City and to the development of the community. We are dedicated to meeting standard and “fast track” turnaround deadlines.



**Staffing Resources.** Our bench of licensed and technical experts consists of specialists in construction management, construction observation, water resources, highway and roadway engineering, drainage and flood control, structural engineering, traffic and transportation engineering, geotechnical engineering and materials testing/inspection, municipal engineering, landscape architecture, environmental planning, building safety, urban and regional planning, and other technical fields. The breadth and diversity of the firm's expertise means our experts can draw upon the considerable experience of the firm – maximizing efficiency, productivity, and quality in meeting project schedules and budgets. Other services such as federal invoicing and labor compliance can be provided with in-house staffing resources.

Tyrone Peter, PE, Director of Engineering of Willdan Engineering is authorized to contractually bind Willdan. Ron Stein, PE, ENV SP will serve as Project Manager will oversee all day-to-day services provided to the City and can be reached as shown below:

**Tyrone Peter, PE**

Director of Engineering  
Willdan Engineering  
2401 East Katella Avenue, Suite 300  
Anaheim, CA 92806  
(657) 223-8557  
[tpeter@willdan.com](mailto:tpeter@willdan.com)

**Ron Stein, PE, QSD, ENV SP**

Project Manager III  
Willdan Engineering  
13191 Crossroads Parkway North, Suite 405  
Industry, CA 91746  
(714) 204-9257  
[rstein@willdan.com](mailto:rstein@willdan.com)

Willdan's federal tax id number is 95-2295858. This statement is valid for 365 calendar days from the above date. All the information submitted with this proposal is true and correct to the best of our knowledge. We appreciate the opportunity to submit this proposal and look forward to discussing our proposal with you and your staff.

**WILLDAN ENGINEERING**

Tyrone Peter, PE  
*Director of Engineering*

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## Contract Agreement Statement

### Agreement Exception

Willdan has reviewed the On-Call Engineering Plan Check Services Agreement and shall meet these requirements upon selection with the following wording suggested by our corporate attorney that is summarized below:

#### Page 5, Paragraph 8

Add the following Additions and Deletions to the end of this paragraph:

8. Consultant agrees to defend, and shall indemnify and hold harmless the City, its offices, 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 for the negligent operations of the Consultant, 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 apply 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 Consultant 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 Consultant’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 Consultant **“and excluding such claims that arise out of the sole negligence or misconduct of the indemnified parties” to the end of the paragraph.**



## Qualifications of the Firm

Willdan Engineering (Willdan), a California corporation since 1964, is a subsidiary of Willdan Group, Inc., a publicly traded Delaware corporation. Services are provided to nationwide clientele through three subsidiary firms – **Willdan Engineering**, Willdan Energy Solutions, and Willdan Financial Services – that offer a portfolio of diversified strengths. Willdan has sustained a healthy financial performance and has the financial resources and appropriate staffing to perform and complete all contractual obligations. There are no pending conditions such as bankruptcy, litigation, planned office closures, impending merger, etc., that would impede Willdan's ability to fulfill the on-call contract. Willdan has the financial strength and wherewithal to complete all projects it undertakes. This is due, in part, to a strong, dependable reputation in the consulting industry and a stable client base that continues to expand through repeat customers and referrals, as well as through new service areas.

Willdan Engineering (Willdan) is a wholly owned subsidiary of Willdan Group, Inc (WGI), a publicly traded company on the NASDAQ (NASDAQ ticker: WLDN) that issues financial reports quarterly. Financial information, including information on revenue, earnings, and cash flow, can be found on the Investors page of our Web site at [www.willdan.com](http://www.willdan.com).

Throughout our 60-year history, Willdan has served as a full-service, multidisciplinary firm specializing in municipal engineering and planning services along with a full complement of support disciplines necessary for a sustainable project. Our services and in-house support disciplines encompass traffic, civil, structural, geotechnical, right-of-way, city, and special district engineering; urban and regional planning; program/construction management and inspection; plan, study, and report review; building safety; drainage and flood control; mapping; and other appurtenant services such as GIS, utility coordination and relocation, and landscape architecture. With this depth of experience, expertise, knowledge, and resources, Willdan offers comprehensive solutions that are timely, cost effective, and tailored to meet the needs of individual communities. ***Our understanding of public agency challenges and needs is what makes Willdan unique.***



## Corporate Mission and Philosophy

From Day 1, Willdan has maintained a business strategy focused on providing services to only public agencies. Today, 98 percent of our business is with public agencies. This strategy prevents potential conflicts of interest with private enterprises conducting business with our public agency clients or within their jurisdiction. Unique to Willdan is our understanding of public agency needs and issues. Willdan's professionals often serve to extend our clients' staff in the capacity of city and traffic engineers, planning directors, building officials, and other public agency positions. Additionally, many provide the added value of having served in public agency management positions prior to joining Willdan.



To meet and, on many occasions, exceed the expectations of our clients, Willdan fosters and instills a corporate culture of ***Customer-First*** among our staff and in our day-to-day work environment. Looking out for the City's best interests is at the forefront of everything we do. Our customer-focused philosophy is particularly evident when dealing with complex situations and difficult challenges that are hard to resolve. Willdan has been delivering skilled, integrated, cost-effective engineering and planning services to its clients for over 59 years. Whether you need one on-site staff expert or a full project team that can tap our nationwide resources and expertise, we are the right team for the job. Willdan combines multidisciplinary experience and expertise, technical excellence, and management proficiency to deliver flexible, practical solutions at the lowest possible cost. Willdan has over 1,500 full-time and part-time employees nationwide and many of our employees hold valid Professional Engineer, Geologist, and/or Landscape license in the State of California. With this depth of experience, expertise, knowledge, and resources, Willdan offers comprehensive solutions that are timely, cost effective, and tailored to meet



the needs of individual communities. *Our understanding of public agency challenges and needs is what makes Willdan unique.*

## Office Locations

Willdan has offices throughout the United States. Our California engineering offices are in the following cities:

- |             |            |             |                  |            |
|-------------|------------|-------------|------------------|------------|
| ➤ Anaheim   | ➤ Fresno   | ➤ Redding   | ➤ San Bernardino | ➤ Temecula |
| ➤ Carlsbad  | ➤ Industry | ➤ Roseville | ➤ San Diego      | ➤ Ventura  |
| ➤ Elk Grove | ➤ Oakland  | ➤ Riverside | ➤ San Francisco  |            |

## Other Services

Willdan's experience in serving public agencies provides us with unmatched knowledge of the needs and services required by City departments. As we serve directly in City offices, we are keenly aware of how City CIP and design projects are planned, designed, and constructed. The services that we provide to clients on a routine basis include Civil Engineering, Traffic Engineering, Survey/Mapping/ Right-of-Way Engineering, Structural Engineering, Pavement Engineering, Stormwater Engineering, Geotechnical Engineering, Landscape Architecture, Construction Management/Inspection, Utility Coordination and Permitting, Environmental Compliance and Permitting, Grant Funding, and Labor Compliance Management and Oversight. These are the core services that we provide daily to our clients and are prepared to offer them to the City of Santa Ana.

## Firm and Team Expertise: On-Call Contracts

On-call engineering services are Willdan's foundation. Our staff includes former public agency employees or contract agency staff. Therefore, we understand the importance and purpose of on-call contracts and are very familiar with the processes and procedures for such services. Within the last 8 years, Willdan has completed projects and task orders for more than 200 as-needed/on-call contracts. This experience and the relevant experience of our dedicated and available key personnel are what best suits Willdan to provide the City with on-call services.

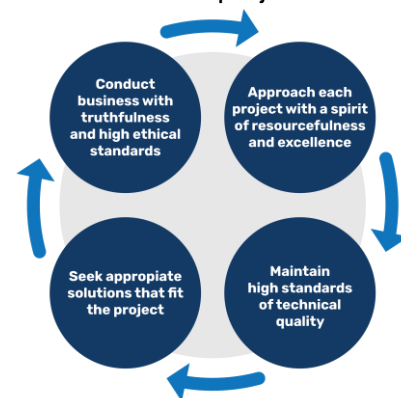
Our history of working with on-call contracts has prepared our staff to respond to all requests for services in a positive, efficient manner. Our firm's commitment to responsive service and successful project delivery has given us a reputation as a firm that can be trusted to listen to and to deliver a product our clients envision and embrace.

We begin our approach by adhering to these principles:

- Conduct business with truthfulness and high ethical standards.
- Approach each project with a spirit of resourcefulness and excellence.
- Seek appropriate solutions that fit the project.
- Maintain high standards of technical quality.

Willdan understands the unique aspect of working under an on-call contract. Success in working with this type of contract is dependent upon understanding a variety of elements that may be encountered, such as:

- Short project durations and minimal lead times for assignments may be required.
- Flexibility in service assignments, understanding work to date, and coordinating completion of project tasks already started by agency staff in crucial projects.
- The availability of our staff to the work assignment as it develops is critical to moving a project forward.
- Efficient use of resources is important for project assignments that are relatively small.
- Consistent, organized project management is vital due to the potentially large numbers of projects that may be in process.

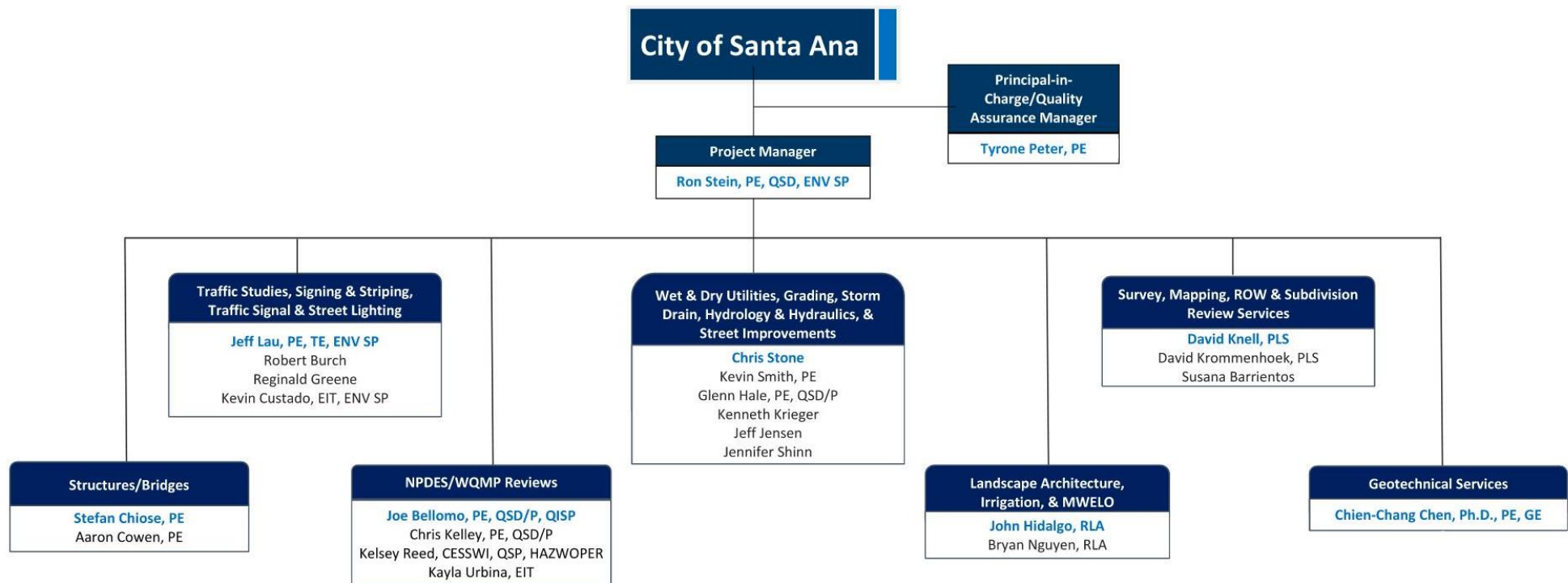




## Proposed Staffing

Willdan has carefully selected our team to offer the City of Santa Ana On-Call Engineering Plan checking services in support of the City's public works department with expertise in reviewing all developments from large subdivisions to small commercial lots. Our team has a broad variety of talent and expertise in reviewing civil design, grading and drainage, specialized utilities, traffic engineering, transportation, surveying and mapping, geotechnical and material testing, structural, environmental services, and landscape architecture services. Willdan and all assigned key professional staff are properly licensed to practice in California or will work under the direct supervision of a licensed professional. Any changes in the assigned personnel for this project will be submitted in writing to the City for approval and key personnel will be available to the extent proposed for the duration of the Professional Services Agreement. Resumes for the key staff listed below are included in the appendix of this proposal.

## Organizational Chart





## Technical Support Team

Staff	Designation	Yrs. Experience
Tyrone Peter, PE	Director of Engineering/Quality Assurance Manager	17
Ron Stein	Project Manager	12
Chris Stone	Wet & Dry Utilities, Grading, Storm Drain, Hydrology & Hydraulics, & Street Improvements	30
Kevin Smith, PE	Wet & Dry Utilities, Grading, Storm Drain, Hydrology & Hydraulics, & Street Improvements	8
Glenn Hale, PE, QSD/P	Wet & Dry Utilities, Grading, Storm Drain, Hydrology & Hydraulics, & Street Improvements	32
Kenneth Krieger	Wet & Dry Utilities, Grading, Storm Drain, Hydrology & Hydraulics, & Street Improvements	39
Jeff Jensen	Wet & Dry Utilities, Grading, Storm Drain, Hydrology & Hydraulics, & Street Improvements	32
Jennifer Shinn	Wet & Dry Utilities, Grading, Storm Drain, Hydrology & Hydraulics, & Street Improvements	20
Jeff Lau, PE, TE, ENV SP	Traffic Studies, Signing & Striping, Traffic Signal & Street Lighting	19
Robert Burch	Traffic Studies, Signing & Striping, Traffic Signal & Street Lighting	30
Reggie Greene	Traffic Studies, Signing & Striping, Traffic Signal & Street Lighting	24
Kevin Custado, EIT, ENV SP	Traffic Studies, Signing & Striping, Traffic Signal & Street Lighting	8
Stefan Chiose, PE	Structures/Bridges	12
Aaron Cowen, PE	Structures/Bridges	30
Chris Kelley, PE, QSD/P	NPDES/WQMP Reviews	17
Joe Bellomo, PE, QSD/P, QISP	NPDES/WQMP Reviews	25
Kelsey Reed, CESSWI, QSP	NPDES/WQMP Reviews	8
Kayla Urbina, EIT	NPDES/WQMP Reviews	2
David Knell, PLS	Survey, Mapping, ROW & Subdivision Services	41
David Krommenhoek, PLS	Survey, Mapping, ROW & Subdivision Services	39
Susana Barrientos	Survey, Mapping, ROW & Subdivision Services	23
John Hidalgo, RLA	Landscape Architecture, Irrigation, & MWELO	31
Bryan Nguyen, RLA	Landscape Architecture, Irrigation, & MWELO	25
Chien-Chang Chen, Ph.D., PE, GE	Geotechnical Services	24



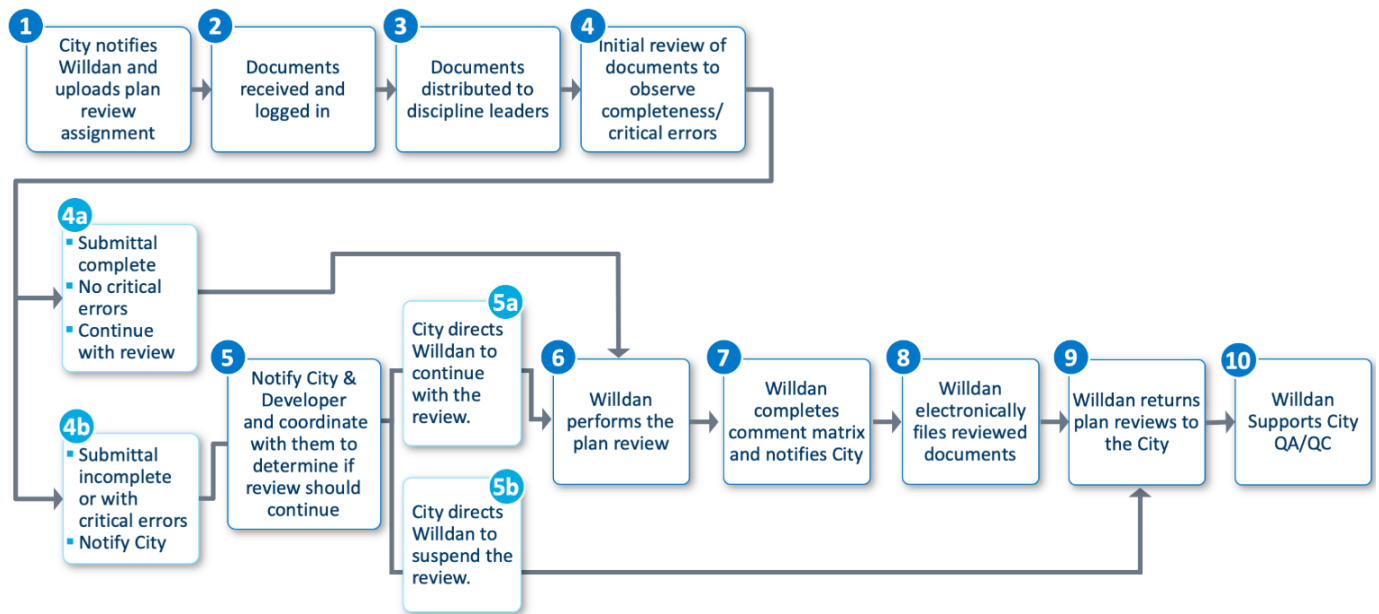
## Subconsultants

Willdan provides full service, in-house professional engineering plan checks, consulting, and design services for many varied developmental and capital improvement projects, including residential and commercial developments, roadway, grading, drainage, water, sewer, major highway facilities, bridge structures, traffic signals, and signing and striping improvements. As such, we can perform the plan check services requested by the City without the involvement of team sub-consultants.

## Understanding of Need & Work Approach

Willdan is noted for open lines of communication and flexibility in providing plan review services. We can provide reviews of hard copy or electronic documents. Coordination of all plan reviews will be through Mr. Stein. We understand that site visits may be required to the project locations and when so conducted, photographs will be taken and documented in the project file. It is expected that plan checks should not exceed four (4) total plan checks which includes three (3) plan reviews and one (1) final mylar review for approval if required by the City. Willdan's approach to the plan review process is shown in the flow chart and as follows:

### Plan Review Process



**Process Items 1 through 3:** Once Willdan is notified of a plan review assignment, it is logged into the tracking system and distributed to discipline leaders.

**Process Item 4 through 5b:** Our professionals perform a preliminary review of the plans to obtain an understanding of the site and improvements, as well as to identify any substantial errors or omissions such as obvious utility conflicts. These can become critical issues that necessitate substantial redesign. If critical issues are identified, they will be brought to the City's attention to determine whether the review should continue or be suspended pending the required redesign.

**Process Item 6:** Saving review time allows for saving time for the developer, which is essential to a project schedule. Once a plan check is complete and ready for further review, the reviewers electronically review the documents electronically and provide comments in an electronic format acceptable to the City.

**Process Item 7-9:** At the completion of the plan review, a comment matrix will be created to summarize comments from all disciplines reviewed. Documents will be entered into the tracking system and the City will be notified.

**Process Item 10:** Willdan will be available to support the City on any inquiries during QA/QC period as required.



Willdan provides all administrative, professional, and other technical resources necessary to review designs for completeness and correctness without the need for subconsultants.

In our communication process, we can transmit rough drafts of our comments back to the City for review prior to the preparation of final copies. This gives the City staff the prerogative of changing, modifying, or adding any comments they desire. Following approval of draft comments, final copies are printed on an agency letterhead, or as otherwise directed, and forwarded to the applicant and/or returned to the City. This process assures local input and knowledge of the content of corrections and produces continuity between the jurisdiction and the consultant. Plan reviewers will be available to discuss and clarify plan check issues with the City staff, designers, owners, and contractors. Willdan will utilize Bluebeam software for plan review. The electronic format provides efficiency in the distribution and recordation of plan review comments and responses. Mylar plans ready for approval by the City Engineer will be initialed, and a letter will be provided stating that the design is in substantial compliance with the applicable local, state, and federal requirements.

Deliverables to the client and applicant for a typical plan check will include electronic delivery of reviewed plans and documents and a corresponding plan review comment letter. For projects containing the review of multiple documents, the plan review comments will be consolidated into one comprehensive comment letter.

Throughout the plan check process, Willdan will be available to meet with City Staff and/or the developers' consultant with 48 hours advance notice. Willdan will tailor our in-house checklists to meet the City requirements. We routinely utilize check lists to track the completion of the various plan check requirements. They promote consistency in reviews and can be used in-house only or distributed to the City and applicant as directed.

## Electronic Plan Review

**Willdan has been providing plan review services electronically for over 17 years.** The Geocivix electronic plan review process is a web-based program utilizing software that enables a plan reviewer to insert annotations (comments) on plans and create issues (comments) within a letter format. Services are provided at the request of the applicant or the agency we serve. Submittals can be accepted either in hard copy, whereby Willdan converts the plans to electronic format, or electronic copy in a PDF or TIF format. Willdan will review plans and can transmit the electronic redlined plans back to the applicant or the City as directed, in either electronic or hard-copy format. The reviewers can create a comment letter with links to the electronic project pages under review. All administrative tools are provided for correspondence, tracking, stepping through stages, and administering all access privileges. This service allows for collaboration between the City, designer, and plans examiner to facilitate a complete understanding of plan review comments and can reduce shipping, printing, and time for the plan review.



We understand that the City currently uses Project Doxx as their electronic plan review platform. Willdan has worked with many different platforms such as LMS, TRAKiT and Energov and found the learning curve to be minimal for each one as they are similar. Willdan can both work directly within the City's current system or augment with Willdan's developed platform based on the City's preference.

Willdan will utilize electronic plan reviews to help streamline the review process via the use of Bluebeam.

**Multidiscipline reviews** can utilize a **Bluebeam Studio Session**. These sessions allow all reviewers to markup the plan set as one cohesive team. All comments are seen by the whole team allowing **immediate input and feedback between disciplines** as if they are marking up the plans over the same table. Several of our clients use permit tracking software such as LMS, TRAKiT or Energov and we are proficient in the use of those software platforms as well. We will coordinate our review services with the City's permit tracking system.



## Responsiveness to City Staff and Project Requirements

Willdan has identified four major components to facilitating reviews as shown below:

1

**Timely technical reviews** of complete plans and reports to control cost and meet schedules. This eliminates delays and adds costs that result in inaccurate review package submittals.

2

**Record keeping** utilizing in-house tracking software, digital files, plan check mark-ups and reference materials while logged in the City tracking system is part of our facilitating process.

3

**Communication** between the plan reviewer(s) and the Engineer of Record facilitates issue resolution and will be done through phone calls, e-mails, & teleconference meetings to facilitate reviews.

4

**Paper Trails** keep the City and others informed through CCs of Review Matrix, e-mails, phone calls, tracking logs, and City tracking system will be given priority by our team members.

## Outline of Quality Assurance Program

Many of the Willdan Team members have performed plan and document review services for cities relative to public facilities and building development in the past decade and are doing so currently.

In accomplishing development application/permit reviews, our team members have developed a proven approach to the plan review process that includes organization and documentation, matching staff to assignments and partnering with appropriate sub-consultants (when needed), applicant's consultants, and the client agency to help deliver a successful project. A successful project application review begins with the submittal of a complete improvement plan review package of relevant materials, including the project conditions of approval or compliance matrices, required regulatory submittals, all related improvement design plans, along with the accompanying subdivision maps and technical reports to the City offices. (It is vital that the submittal packages received are complete and contain all the necessary reference materials to facilitate a thorough and timely plan/document review).

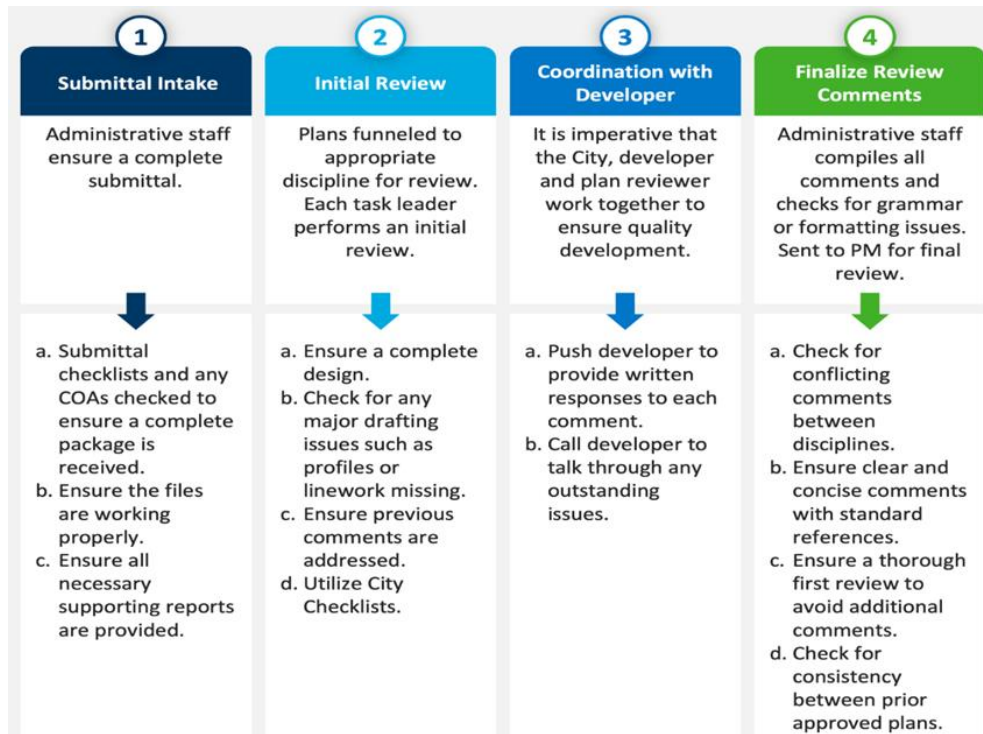
Once a complete project review package of materials is assigned to our Willdan team members, we will promptly undertake the review process. If incomplete submittals are received, the City will be notified immediately to avoid wasting review time and fees. Notations of incomplete submittals will be done by listing identified submittal deficiencies for the involved parties' reference and use. Once the submittal content is complete, checking will be resumed. At that point, we will do our best to keep the resumed plan review process on the revised time track.

Willdan's Project Manager will be the first point of contact in our review team for each submittal and correspondence. Other submittal review recipients will be established and contacted during the submittal review, as necessary. This step will be part of expediting the assigned project distribution and return for best effectiveness.

As the plan review begins, our staff will utilize the various City plan review checklists to maintain compliance with the City standards, conditions of approval, and established practice. As required, Willdan will review the project materials received and record the review comments on a comments matrix and provide appropriate 'red-lined' notations on the reviewed documents. Willdan reviewers have been trained to provide clear and concise comments that have specific standard references to avoid any confusion.

*A typical plan check comment might be: "The project proposes 8" curb and gutter on Alpha Street. The plans show 18" gutter pan. Revise the gutter pan to be 24" to be in conformance with City Standard Plan No. 120." Upon receiving the comment, the applicant knows exactly what to do per each specific standard.*

Willdan's QA program is broken into four major phases, as outlined below.



## Relevant Project Experience

Willdan has 60 years of experience in plan check and plan check-related field inspections and verifications for civil engineering services. Due to Willdan's commitment to meeting and regularly exceeding client expectations, we have served many of our local government clients for decades.

Client	Civil and Grading Plan Reviews	Subdivision Maps, Lot Merger, & Lot Line Adjustment Reviews	Drainage Stormwater Management and Plans	Sewer/Water Plans and Reports	Street Improvement Plans	Traffic Signals, Signing & Striping, Street Lighting,	WQMP, Erosion & Sediment Control	Landscape Irrigation	Structural Design Services	Geotechnical and Soil Reports
City of Bell	■	■	■	■	■	■	■	■	■	■
City of Brea	■	■	■	■	■	■	■	■	■	■
City of Cerritos	■	■	■	■	■	■	■	■	■	■
City of Compton	■	■	■	■	■	■	■	■	■	■
City of Corona	■	■	■	■	■	■	■	■	■	■
City of El Monte	■	■	■	■	■	■	■	■	■	■
City of Highland	■	■	■	■	■	■	■	■	■	■
City of Inglewood	■	■	■	■	■	■	■	■	■	■
City of La Puente	■	■	■	■	■	■	■	■	■	■
City of La Habra	■	■	■	■	■	■	■	■	■	■



City of La Quinta	■	■	■	■	■	■	■	■		
City of Lake Elsinore	■	■	■	■	■	■	■			■
City of Los Alamitos	■	■	■	■	■	■	■	■	■	■
City of Manhattan Beach	■	■	■	■	■	■	■	■		■
City of Ontario				■			■	■		
City of Paramount	■	■	■	■	■	■	■	■	■	■
City of Pico Rivera	■	■	■	■	■	■		■	■	■
City of Rialto	■	■	■	■	■	■	■	■	■	■
City of Rolling Hills	■	■	■	■	■	■	■			■
City of Rolling Hills Estates	■	■	■	■	■	■	■	■	■	■
City of Rosemead	■	■	■	■	■	■	■	■	■	■
City of San Bernardino	■	■		■	■	■		■		■
City of Yorba Linda	■	■	■	■	■	■	■	■		■
County of Orange	■	■	■		■	■		■	■	■
County of Riverside	■				■	■		■		■
County of San Bernardino					■	■				

## References

### On-Call Improvement Plan Check

<i>Client Name</i>	<i>Contact</i>	<i>Service Dates</i>
<b>County of Orange</b> 601 North Ross Street Santa Ana CA 92701	<b>Bea Bea Jimenez</b> Division Manager-Land Development (714) 667-8800 <a href="mailto:beabea.jimenez@ocpw.ocgov.com">beabea.jimenez@ocpw.ocgov.com</a>	2013 – Ongoing

Willdan is responsible for reviewing private developer projects spanning on- and off-site improvements. Review services entail final parcel and tract maps, lot line adjustments, grading and erosion control, storm drain, hydrology, water, sewer, streets, signing and striping, traffic signals, landscape, storm water pollution prevention plans, and water quality management plans. Willdan provided an expedited review contract for the Rancho Mission Viejo residential development with strict deadlines on a condensed schedule.

### *Related Disciplines*

■ Parcel/Tract Maps	■ Storm Drain	■ Signing and Striping
■ Lot Mergers	■ Soils	■ Traffic
■ Easements	■ Hydrology	■ Landscaping
■ Lot Line Adjustments	■ Water	■ Storm Water Pollution Prevention
■ Grading and Erosion Control/LID	■ Sewer	■ Water Quality Management
	■ Streets	

### *Active Staff Responsible for Project*

■ Ronald Stein – Project Manager	■ Robert Burch – Reviewer
■ Chien-Chang Chen – Reviewer	■ Tejal Gandhi – Reviewer
■ David Knell – Reviewer	■ Reginald Greene – Reviewer
■ David Krommenhoek – Reviewer	■ Kenneth Krieger – Reviewer



- Jeffrey Lau – Reviewer

## Representative Plan Review History



- ✍ Rancho Mission Viejo Residential Development
- ✍ 6,000 acres of mixed-use residential villages
- ✍ 14,000 homes planned
- ✍ Merrill Gardens Senior Facility TR19032
- ✍ Rienda AQ22 TR19150
- ✍ Rienda MR37 TR19025
- ✍ Rienda MR21 TR19027
- ✍ Rienda MR37 TR19025
- ✍ The Perch @ RMV TR17932
- ✍ PA3.3 VTTM17933
- ✍ PA3.4 VTTM17934
- ✍ Fire Station 67

## Contract City Surveyor and On-Call Improvement Plan Check

Client Name	Contact	Service Dates
<b>City of Rialto</b> 335 West Rialto Avenue Rialto, CA 92376	<b>Vince Girón</b> Engineering Manager (909) 820-8045 <a href="mailto:vgiron@rialtoca.gov">vgiron@rialtoca.gov</a>	2020 – Ongoing

Willdan provides plan checking services for all improvement plans, including residential subdivisions; private developments; and street, traffic, and grading improvements. Willdan is tasked with providing all map reviews and serves as Contract City Surveyor for these reviews. In addition to improvement plans, Willdan reviews all technical design reports associated with the improvement plans, including hydrology, utilities, SWPPP, WQMP, and sediment control plans. *Technology implementation was provided through successful introduction of electronic plan review and developing a database to utilize Bluebeam Studio to streamline and expedite the review process.*

## Related Disciplines

- Contract City Surveyor
- Parcel/Tract Maps
- Lot Mergers
- Easements
- Lot Line Adjustments
- Soils
- Grading and Erosion Control/LID
- Storm Drain
- Hydrology
- Water
- Sewer
- Streets
- Signing and Striping
- Traffic
- Landscaping
- Storm Water Pollution Prevention
- Water Quality Management

## Active Staff Responsible for Project

- Ronald Stein – Project Manager
- David Woolley – Reviewer
- David Krommenhoek – Reviewer
- Chien-Chang Chen – Reviewer
- Jeffrey Lau – Reviewer
- Robert Burch – Reviewer
- Kevin Custado – Reviewer
- Reginald Greene – Reviewer
- Kenneth Krieger – Reviewer
- Glenn Hale – Reviewer

## Representative Plan Review History



- ✍ Bonnie View PPD2018-0094
- ✍ 201 S. Cactus Avenue PPD 2021-021
- ✍ Casa Grande/Sierra ENG 21-0844
- ✍ 3435 Riverside LLA 2020-0007
- ✍ Pepper Avenue LLA 2021-0010
- ✍ Dutch Bros. 163 W. Valley Blvd PPD 2021-0029
- ✍ Car Wash 141 W. Valley PPD 2021-0029
- ✍ Rialto Self Storage 313 S. Riverside PPD 2021-0001
- ✍ 842 S. Lilac PPD 2021 – 0012
- ✍ 1275 Renaissance R39878
- ✍ Travel Center PPD 2021-0013
- ✍ Riverside Santa Ana PPD 2021-0020



## On-Call Engineering and Land Development Review

<i>Client Name</i>	<i>Contact</i>	<i>Service Dates</i>
<b>City of Rolling Hills Estates</b> 4045 Palos Verdes Drive North Rolling Hills Estates, CA 90274	<b>David Wahba</b> Comm. Development/Public Works Director (310) 377-15877 <a href="mailto:DavidW@RollingHillsEstates.gov">DavidW@RollingHillsEstates.gov</a>	1998 – Ongoing

Willdan provides review services since 1998 for redevelopment projects, provides traffic engineering, provides inspections, and issues public works permits within the City for public works requirements. Willdan performs map checking and improvement plan reviews for private developments within the City of Rolling Hills Estates.

### *Related Disciplines*

- Parcel/Tract Maps
- Lot Mergers
- Easements
- Lot Line Adjustments
- Grading and Erosion Control/LID
- Storm Drain
- Soils
- Hydrology
- Water
- Sewer
- Streets
- Signing and Striping
- Traffic
- Landscaping
- Building
- Storm Water Pollution Prevention
- Water Quality Management

### *Active Staff Responsible for Project*

- Chien-Chang Chen – reviewer
- David Knell – reviewer/surveyor
- Susana Barrientos –reviewer/surveyor
- Joanne Itagaki–Reviewer/Permit Manager
- Farhad Iranitalab – Reviewer

### *Representative Plan Review History*



- ↗ Chadmar Golf Course Development
- ↗ Parcel Map 82074-3809 PVDN
- ↗ LLA-2000054 (lots 95 and 96)
- ↗ LLA 200060 (Lots 33 and 34)
- ↗ Peninsula Center LLA
- ↗ Traffic Review for PW Permits
- ↗ Various Project Grading/PW Improvements

## On-Call Improvement Plan Check

<i>Client Name</i>	<i>Contact</i>	<i>Service Dates</i>
<b>City of Cerritos</b> 18125 Bloomfield Avenue Cerritos, CA 90703	<b>Dario Simoes, PE</b> Deputy Director of PW/City Engineer (562) 916-1219	1970 – Ongoing

Willdan has provided plan reviews and coordination of new development projects throughout the past 58 years. Reviews encompass geotechnical and grading plans, erosion control plans, water and sewer plans, hydrology reports, LID and drainage, and traffic related plans. Willdan provides mapping reviews and offers the City expertise in land surveying and real estate property matters. Willdan reviewed multiple sites for a well-known commercial retailer and worked closely with the developer to ensure water quality compliance was met.

### *Related Disciplines*

- Parcel/Tract Maps
- Lot Mergers
- Easements
- Lot Line Adjustments
- Traffic
- Streets
- Storm Drain
- Soils
- Hydrology
- Water
- Sewer
- Signing and Striping
- Landscaping
- Grading and Erosion Control/LID
- Storm Water Pollution Prevention
- Water Quality Management

### *Active Staff Responsible for Project*

- Chris Stone – Reviewer
- Chien-Chang Chen – Reviewer

- Ronald Stein – Reviewer
- David Knell – Reviewer
- Susana Barrientos – Reviewer
- Jeffrey Lau – Reviewer
- Robert Burch – Reviewer
- Kenneth Krieger – Reviewer

## Representative Plan Review History







- 17423-17501 Studebaker Rd
- 11340 South St
- 12701 Town Center Dr.
- 17200 Clarkdale Sewer/Water
- 15912 Piuma Avenue
- 12881 166th Street/Grading
- 17200 Clarkdale Avenue
- 17423 Studebaker Rd /Lexus
- 12061 Del Amo Blvd (Church)
- 10754 Artesia Blvd - Kia
- 19100 Gridley Rd
- 11525 South St. – Target



## Scope of Services

Willdan is in full agreement with the City's full of scope of services and can provide all the services listed in the RFQ under General Civil Engineering Support, Mapping Support, Geotechnical Support, Sewer Studies Support, Structural Support and Landscape Architectural Services.


The following is a sample of the scope of work that may be required with each specific project assignment. This is intended as guide use only.

Type	Scope of Work	Type	Scope of Work
Grading	 <p>Willdan will perform grading and site accessibility plan review for projects constructed in the City for conformance with City codes and ordinances, including the City grading code and manual, California Building Codes related to site accessibility, or consistent with the City's Drainage design policies.</p> <p>Willdan's staff assigned to City projects has a thorough knowledge of civil engineering principles and practices and site improvement design requirements. All plan reviews are completed using City-established policies and procedures. Our grading plan review will be consistent with Willdan plan review quality guidelines. We will utilize the City's grading plan checklist and mark-up plans. Willdan will ensure plans meet applicable codes and ordinances upon completion of plan reviews, evaluation of the engineers cost estimate, and final recommendation on the bond amount and permit fees.</p>	Erosion and Sediment Control	 <p>Willdan will review associated erosion and sediment control plans in accordance with City, County and State Regional Water Quality Control Board requirements. The best management practices during construction will be reviewed for compliance and appropriateness for the proposed project improvements. Willdan staff has experience with the preparation of erosion and sediment control plans for the associated grading and drainage improvement plans and, therefore, a working knowledge of the design requirements and implementation of appropriate BMPs selection and design.</p>
Geotechnical Report	 <p>Willdan will review geotechnical reports submitted as supporting documents for development projects. Our review will include the review of recommendations related to roadway structural section designs, trench backfill designs, and structural</p>	Sewer Improvements	 <p>Sewer Improvement Plans will be checked under the direct supervision of a registered civil engineer. As applicable, we will perform our work in general accordance with the following:</p>



Type	Scope of Work	Type	Scope of Work
	<p>footing designs. As applicable, we will perform our work in general accordance with the following:</p> <ul style="list-style-type: none"> <li>Adequacy with respect to geotechnical and geologic conditions</li> <li>Conform with applicable City, State and Federal laws</li> <li>Comply with the governing codes</li> <li>Conform with City Design Manuals and City Standard Plans</li> <li>Most recently adopted Uniform Building Code and California Building Code</li> <li>1991 Seismic Hazards Mapping Act/1972 Alquist-Priolo Earthquake Fault Zoning Act</li> <li>California Division of Mines and Geology Notes</li> </ul>		<ul style="list-style-type: none"> <li>Review general notes, title block, benchmark data, quantities, unit costs, index map, and other general requirements.</li> <li>Check plans for compliance with general design criteria established by the City standards for underground wet utilities.</li> <li>Check to conformance with approved tentative map.</li> <li>Review available sewer study against the sewer improvement plans, including capacities, minimum slopes, geometry, manhole spacing, pipe size and types.</li> <li>Review proposed sewer plans for conformance with the City's approved master plan of sewers.</li> <li>Review the proposed improvements for constructability</li> </ul>
Water Improvements	 <p>Water Improvement Plans will be checked under the direct supervision of a registered civil engineer. As applicable, we will perform our work in general accordance with the following:</p> <ul style="list-style-type: none"> <li>Review general notes, title block, signature block, benchmark data, quantities, unit costs, vicinity map, index map, and other general requirements.</li> <li>Check plans for compliance with general design criteria established by the City standards underground wet utilities.</li> <li>Check to ensure that plans reflect all required improvements, as shown on the approved tentative map and in the subdivision resolution.</li> <li>Review available water service study/report against the proposed water plans.</li> <li>Review proposed water plans for conformance with City's approved master plan.</li> <li>Review the proposed improvements for constructability</li> </ul>	Landscaping and Irrigation	 <p>Landscaping and Irrigations Plans will be checked under the direct supervision of a registered landscape architect. As applicable, we will perform our work in general accordance with the following:</p> <ul style="list-style-type: none"> <li>Review for compliance with City's WELO, including all calculations and other technical information and reports</li> <li>Review for compliance with City landscape standards, water purveyor standards, design guidelines, and City conditions of approval</li> <li>Review for compliance with easement documents, record maps, and right-of-way documents</li> <li>Review for impacts of drainage on downstream properties</li> <li>Review for discrepancies among other design disciplines</li> <li>Review for compliance with sound landscaping practices such as planting palette suitability and placement, irrigation design, and constructability.</li> <li>Review proposed improvements for conformance with City's master plans.</li> </ul>





Type	Scope of Work	Type	Scope of Work
			<ul style="list-style-type: none"> <li>Review the proposed improvements for constructability</li> </ul>
Water Quality Management	 All new development and significant redevelopment projects are required to incorporate Low Impact Development (LID) Best Management Practices to the maximum extent possible. The intent of these requirements is to reduce the discharge of pollutants to receiving water. These are the results of federal and state regulations and provide implementation plans to protect water quality. Willdan will review the WQMP submitted by applicants to ensure compliance with the requirements.	Storm Water Pollution Prevention	 Dischargers whose projects disturb one (1) or more acres of soil or whose projects disturb less than one acre but are part of a larger common plan of development that in total disturbs one or more acres are required to obtain coverage under the General Permit for Discharges of Storm Water Associated with Construction Activity Construction General Permit Order 2009-0009-DWQ. Construction activity subject to this permit includes clearing, grading and disturbances to the ground such as stockpiling or excavation, but does not include regular maintenance activities performed to restore the original line, grade, or capacity of the facility. Willdan has several QSD/QSP staff members who are qualified to review SWPPP's if desired by the City.
Hydrology/Hydraulics Reports & Storm Drain	 Hydrology/Hydraulics Reports and Storm Drain Plans will be checked under the direct supervision of a registered civil engineer. As applicable, we will perform our work in general accordance with the following: <ul style="list-style-type: none"> <li>Check the H/H report for compliance with City and County standards and design guidelines.</li> <li>Check grading, street, and storm drain plans for conformance with the H/H report.</li> <li>Check the H/H report for compliance with City conditions of approval and the approved tentative map.</li> <li>Check for any diversion of flows from their historic patterns.</li> <li>Check for any adverse effect of drainage on down-stream properties.</li> <li>Check various plan sets to assure no discrepancies from set to set.</li> <li>Review general notes, title block, signature block, benchmark data, quantities, unit costs, vicinity map, index map, and other general requirements.</li> </ul>	Street Improvement	 Street improvement plans will be checked under the direct supervision of a registered civil engineer. Improvement plan reviewing will include, but not necessarily be limited to, street and drainage plans, sewer and water plans, hydrology and hydraulic studies, preliminary drainage studies, FEMA requirements and design connections to existing systems, landscape and irrigation, bridges and structures, traffic signal, signing and striping plans, and park facilities. Specifically. As applicable, we will perform our work in general accordance with the following: <ul style="list-style-type: none"> <li>Check plans for compliance with general design criteria established by the City standards for street improvements, City and County standards, design guidelines and check all plans for conformance with the street improvement plans.</li> <li>Check street improvement plans for compliance with City conditions of</li> </ul>



Type	Scope of Work	Type	Scope of Work
	<ul style="list-style-type: none"> <li>Check plans for compliance with general design criteria established by the City standards for streets, curbs, gutters, storm drain and flood control systems, and underground wet utilities.</li> <li>Review hydrology/hydraulic study against the storm drain plans, including street capacities, HGLs, velocities, inlet or outlet control, and other hydraulic factors.</li> <li>Review proposed storm drain plans for conformance with the City's approved master plan of drainage.</li> <li>Review the proposed improvements for constructability</li> </ul>		<p>approval and the approved tentative map.</p> <ul style="list-style-type: none"> <li>Check street improvement plans and plans against easement documents, record maps, and right-of-way documents; and determine the need for permanent easements, additional right-of-way, or temporary easements.</li> <li>Review pavement design for consistency with the recommendations of the soils engineer.</li> </ul>
<b>Traffic Signal Plans, Signing &amp; Striping, Street Lighting Plans and Construction Detour</b>	 <p>Traffic engineering design plans will be checked under the direction of a state-registered Traffic Engineer. Willdan's plan review staff has the capability to review traffic design plans, including, but not necessarily be limited to, traffic signals, signing and striping, street lighting, temporary traffic control and construction detours, flashing beacons, EV charging stations, pedestrian and bicycle facilities, and circulation plans. As needed, Willdan's plan review staff can also review and prepare comments on documents, such as traffic studies related to a development project. As applicable, we will perform our work in general accordance with the following:</p> <ul style="list-style-type: none"> <li>Check design plans for compliance with general design criteria established by the City standards for traffic signals, signing and striping, and streetlights.</li> <li>Check design plans for compliance with City and/or County standards, Caltrans standard plans, and California Manual on Uniform Traffic Control Devices (CA MUTCD).</li> <li>Check design plans to ensure all improvements are shown, as required by the City's conditions of approval for the proposed development project and general plan requirements.</li> </ul>	<b>Traffic Studies</b>	 <p>Traffic studies including Traffic Impact Analysis, Parking Demand, Traffic Circulation, Traffic Signal Warrant, Street Lighting Photometrics will be checked under the direct supervision of a registered Traffic Engineer. As applicable, we will perform our work in general accordance with the following:</p> <ul style="list-style-type: none"> <li>Review of studies for conformance with Conditions of Approval</li> <li>Review for conformance between plans and studies</li> <li>Review Methodology and Assumption per the memorandum of understanding</li> <li>Review Data including collision history, Average Daily Traffic Counts, Turning Movement Counts, Trip Generation and Trip Distribution.</li> <li>Review thresholds of significance for delay and V/C ratio</li> <li>Review of VMT methodology and findings.</li> <li>Review Impacts and Recommendations</li> </ul>



Type	Scope of Work	Type	Scope of Work
Parcel/Tract Maps, Lot Mergers, Easements, Lot Line Adjustments, Survey	 <p>Willdan's review of easement documents, lot line adjustments, dedications, vacations, quitclaims, Parcel and Tract Maps shall be by or under the direction of a Licensed Land Surveyor to assure compliance with applicable provisions of the Subdivision Map Act, County ordinances, and other conditions of approval and requirements. There will be detailed checks made, including, but not limited to, review of survey documentation and title reports, lot and boundary closures, dedication and easement provisions, legal descriptions, completeness, and accuracy of data notation, and necessary certifications of City and County staff. If required, Willdan can sign maps in the capacity of the City Surveyor.</p>	Utility/ Traffic Signal Pole, Bridge or Retaining Wall Structures/Structural Calculations	 <p>Willdan provides complete structural engineering support for design, analysis, inspection, and evaluation of structural systems. Our staff performs bridge advance planning studies and analyzes and designs bridges, sound walls, retaining walls, signal pole foundations and buildings. Willdan's team has experience working on new, replacement, or rehabilitated bridges; cofferdams; tie-back walls; demolition; falsework and form design; bridge scour plans of action; and design of work trestles and temporary bridges for construction. Our staff members have designed weirs, spillways, box culverts, lined channels, custom-designed manhole inlets, and pipe protection. In addition, our staff has in-depth knowledge of all federal, state, and local criteria and methodologies including but not limited to Caltrans, AASHTO, ACI, and AISC criteria and methods for reviewing plans, preparing project development documents, design, construction documents, and processing design of new bridges and bridge widenings, including the latest seismic analysis and design procedures.</p>

## Schedule

Willdan understands that timelines are of the essence when reviewing development projects. From our experience we have learned that having a standardized schedule streamlines the plan check process and manages developer expectations. We are proposing to have a standard schedule for all reviews to show simplicity in the process and alleviate any undue burden of adjusting the schedule for all types of reviews. The below schedule has been proven to work properly with a variety of agencies. Expedited reviews can be done for a fee of 1.5 times the regular plan review cost which is outlined in the attached sealed fee proposal. Here are the standard review timelines proposed for this contract.

Regular Plan Review
<b>Fifteen (15)</b> working days for the 1 <sup>st</sup> plan check
<b>Ten (10)</b> working days for subsequent plan checks

Expedited Plan Review
<b>Ten (10)</b> working days for 1st plan check
<b>Five (5)</b> working days for subsequent plan checks

Willdan can ramp up resources as necessary to expedite a project that the City deems a high priority to help meet any specific project milestones when needed.

## Fee Proposal

Per the City's RFP, a fee proposal has been submitted under a separate sealed envelope.

Certifications

**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.

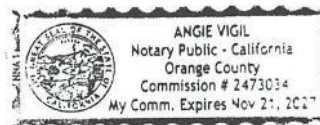
Note: The above Non-collusion Affidavit is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Non-collusion Affidavit. BIDDERS are cautioned that making a false certification may subject the certifier to criminal prosecution.

Signed 

State of California  
County of Orange

Subscribed and sworn to (or affirmed) before me on this 9<sup>th</sup> day of April, 2024, by Tyrone Peter, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

  
Notary Public Signature



Notary Public Seal



**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 Willdan Engineering  
Signed and Printed Name: Jane TYRONE PETER  
Title Director of Engineering  
Date 4/9/2024



**Appendix**  
**ATTACHMENT 3-3: NON-DISCRIMINATION CERTIFICATION**  
**CERTIFICATIONS**

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: \_\_\_\_\_  
Firm: \_\_\_\_\_  
Date: \_\_\_\_\_



**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: Willdan Engineering

Signature: [Signature]

Name: TYRONE PETER

Title: Director of Engineering

Date: 4/9/2024



## Resumes for Personnel

Based on the page limitations of the RFP, we are providing resumes for the key staff only. Detailed resumes for additional staff members can be provided upon request.



## EDUCATION

*BS, Civil  
Engineering,  
Florida State  
University,  
Tallahassee*

## REGISTRATIONS / CERTIFICATIONS

*Civil Engineer,  
California No.  
86877*

*Envision  
Sustainability  
Professional,  
Institute for  
Sustainable  
Infrastructure No.  
56028*

*Qualified SWPPP  
Developer (QSD)  
California  
Stormwater  
Quality  
Association No.  
86877*

12 YEARS OF EXPERIENCE

## Ron Stein, PE, QSD, ENV SP

### Project Manager

**Ron Stein** has 12 years of experience as a project manager, civil engineer, and QA/QC plan reviewer for various municipalities, including 3 years of public works experience with the Florida Department of Transportation (FDOT). He has led land development engineering teams engaged in the design of projects encompassing grading, erosion control, street improvements, striping, traffic control, storm drains, and utilities. Throughout all stages of design, he has conducted meticulous QA/QC plan reviews to ensure every submittal was a quality product that adhered to all local agency standards. He is also skilled in the development and review of hydrology/hydraulic calculations and reports, cost estimates, stormwater pollution and prevention plans (SWPPPs), water quality management plans and erosion and sediment control plans.

During his time in land development, Ron has worked on a wide array of projects including residential developments, commercial developments, healthcare facilities, universities, stadiums, solar farms, warehouses, and naval facilities. He also brings valuable public works experience from FDOT, where he rotated through every office of the department to create a strong technical foundation from all perspectives throughout the full project lifecycle. Throughout this time, his focus was in construction, where he conducted multiple constructability plan reviews on projects before they went to bid. Ron's experience in the design and construction of private and public works projects will add value to the City's plan review process from the perspective of constructability and value engineering.

### Relevant Project Experience

**On-Call Land Development Expedited Processing Services, County of Orange, California.** Plan Check Manager. Willdan provides plan checks for grading, street, drainage, and water quality plans. Willdan provides plan review services to the City of Orange including Subdivisions and Infrastructure, Hydrology/Hydraulic Calculations, Public Improvement Plans, Storm Drain plans and Water Quality Management Plans. The City has an expedited review contract for the Rancho Mission Viejo Development with strict deadlines on a condensed schedule.

**On-Call Plan Check Services, City of Rialto, California.** Project Manager. Willdan provides plan checking services for all improvement plans including residential subdivision review, private developments, public street improvement plans, traffic plans and grading operations. Willdan is also tasked with providing all map reviews and works in the function as the acting City Surveyor for these reviews. In addition to the improvement plans, Willdan reviews all technical design reports associated with the improvement plans including hydrology, utilities, SWPPP, WQMP and sediment control plans.

**On-Call Plan Review Services, City of Lake Elsinore** Willdan reviews grading plans, erosion and sediment control, street improvement plans, water plans, landscape plans, hydrology reports, soil reports WQMPs, map checking and structural plans. Willdan has reviewed large-scale grading operations that required mass, rough, and precise grading plans for the installation of a recreational vehicle park adjacent to the Temescal Wash. The improvements involved unique water quality and hydrology challenges with a portion of the site being in a designated floodplain.

## CONTINUED

**On-Call Plan Check Services, City of La Habra, California.** Project Manager. Willdan has been providing plan and map checking services in accordance with City standards, plan review guidelines, and the City's policies on engineering services plan check processing. Under this contract, Willdan performs traditional engineering plan checking services of residential developments, commercial developments, and infrastructure improvements within the City's right of way. Willdan checks and reviews the improvement plans, specifications, reports and other documents for grading, street improvements, storm drain systems, sanitary sewers, hydrology, SWPPP, WQMP, erosion and sediment control, street lighting and water facilities to ensure compliance with City standards, specifications, ordinances and policies.

**On-Call Plan Check Services, City of Rialto, California.** Project Manager. Willdan provides plan checking services for all improvement plans including residential subdivision review, private developments, public street improvement plans, traffic plans and grading operations. Willdan is also tasked with providing all map reviews and works in the function as the acting City Surveyor for these reviews. In addition to the improvement plans, Willdan reviews all technical design reports associated with the improvement plans including hydrology, utilities, SWPPP, WQMP and sediment control plans.

**On-Call Civil Engineering Contract, City of San Bernardino, California.** Plan Check Engineer. Plan, schedule, conduct, and coordinate detailed plan reviews for portions of a major project or a complete project. Supervise and coordinate the work of plan reviewers, technicians, and others who assist in specific assignments. Keep abreast of new developments/knowledge and methods affecting public works design, codes and regulations. Perform QA/QC reviews of design development and construction documents including specifications, cost estimates, engineering calculations, and various reports and plans including hydrology/hydraulic reports, SWPPPs, and water quality management/erosion control plans.

**On-Call Land Development Review, City of Santa Paula, California.** Reviewer. Willdan provides reviews for land development projects encompassing civil infrastructure, grading, soils, traffic, floodplain management, environmental studies, and permit application requests. Additional land-development-related services provided under the contract involve contract extension of staff services for Deputy City Engineer, Traffic Engineer, and Public Works Inspector; project management; development review meeting attendance; and independent assurance sampling and testing.



## EDUCATION

*BS, Civil  
Engineering,  
Montana State  
University*

*Graduate Course  
– Mathematics,  
Oregon State  
University*

*Graduate Course  
– Engineering  
Mechanics,  
Montana State  
University*

## REGISTRATIONS / CERTIFICATIONS

*Civil Engineer,  
Arizona No. 55200*

*Civil Engineer,  
Nevada No.  
12379*

30 YEARS OF EXPERIENCE

## Chris Stone

### Plan Check Lead

**Chris Stone** possesses expertise in transportation and traffic engineering, street and roadway engineering, water and wastewater engineering, flood control hydrologic and hydraulic engineering, tract map and parcel mapping, grading, and structural engineering. He has participated in all technical aspects of projects, including preliminary engineering study and design; preparation of plans, specifications, and estimates; and peer review.

### Relevant Project Experience

**On-Call Engineering Plan Check Services, City of El Monte, California.** Reviewer. Willdan provides on-call engineering plan check services for civil, traffic, and mapping, to the City of El Monte for projects such as commercial, industrial, residential and public works improvements. Documents are reviewed to ensure that the proposed developments and the associated improvements are designed in accordance with City-accepted standards, Los Angeles County Hydrology Manual, Los Angeles County Low Impact Development Manual, as well as other applicable design standards adopted by the City Council. Plans are also reviewed for grading, drainage and accessibility requirements.

**On-Call Plan Checking Services, City of Brea, California.** Project Engineer. Responsible for QA/QC. Willdan provided professional engineering plan check services. We are committed to performing complete and thorough plan check services to ensure that the proposed developments and the associated improvements are designed in accordance with City-accepted standards, Orange County Highway Design Manual, Orange County Local Drainage Manual, Orange County Drainage Area Management Plan (DMAP), City Master Plan of Drainage, as well as other applicable design standards and the Conditions of Development adopted by the City of Brea City Council of Planning Commission for each development.

**On-Call Plan Review, City of Lake Elsinore, California.** Reviewer. Willdan reviews grading plans, erosion and sediment control, street improvement plans, water plans, landscape plans, hydrology reports, soil reports WQMPs, map checking and structural plans. Willdan has reviewed large-scale grading operations that required mass, rough, and precise grading plans for the installation of a recreational vehicle park adjacent to the Temescal Wash. The improvements involved unique water quality and hydrology challenges with a portion of the site being in a designated floodplain.

**On-Call Engineering Plan Check Services, City of Cerritos, California.** Reviewer. Willdan provides on-call engineering plan check services to the City of Cerritos for projects such as commercial, industrial, residential, and public works improvements. Documents are reviewed to ensure that the proposed developments and the associated improvements are designed in accordance with City-accepted standards, Los Angeles County Hydrology Manual, Los Angeles County Low Impact Development Manual, as well as other applicable design standards adopted by the City Council.



## EDUCATION

*BS, Engineering  
and Civil  
Engineering,  
Tamil Nadu  
College of  
Engineering, India*

*Civil Engineering,  
Murugappa  
Polytechnic, India*

## REGISTRATIONS / CERTIFICATIONS

*Civil Engineer,  
California No.  
81888*

## AFFILIATIONS

*American Society  
of Civil Engineers*

17 YEARS OF EXPERIENCE

## Tyrone Peter, PE

### Director of Engineering

**Tyrone Peter** is an accomplished civil engineer for multi-discipline and multi-agency infrastructure projects. He is known for providing innovative, quality engineering services to ensure project delivery within budget and schedule. Tyrone's years of experience managing and designing all types of public works projects provide him with a solid foundation to determine what is needed to deliver a successful project – making him the perfect fit to oversee an entire project, as well as perform specific civil engineering tasks.

### Relevant Project Experience

**Water Well #3 Plan Review, City of Pico Rivera, California.** Project Manager. Willdan provided professional engineering services to review the City's water well # 3 improvement project plans, specifications, and estimates.

**On-Call Land Development Expedited Processing Services, County of Orange, California.** Civil Review. Willdan provides plan checks for grading, street, drainage and water quality plans. Willdan provides plan review services to the City of Orange including Subdivisions and Infrastructure, Hydrology/Hydraulic Calculations, Public Improvement Plans, Storm Drain plans and Water Quality Management Plans. The City has an expedited review contract for the Rancho Mission Viejo Development with strict deadlines on a condensed schedule.

**Priority 1 Street Improvements – Phases 1, 2, 3, 4 and 5 City of Lynwood, California.** Project Manager responsible for overall project management and oversight required for the street improvement program. The project includes 75 street segments completed in multiple phases for resurfacing approximately 900,000 sq ft of pavement throughout the City. Various pavement strategies such as slurry seal, grind and overlay, and total reconstruction were incorporated into the street rehabilitations. Existing water and sanitary sewer mains and services were upsized. Willdan provided engineering design, utility coordination, advertising and bid support, and design support during construction.

**City Engineering Services, City of Ridgecrest, California.** Project Manager/Civil Lead. Willdan has been providing the City of Ridgecrest with as-needed multi-disciplinary engineering services since 2010 and presently provides engineering services for various public works projects. Under our on-call contract, Willdan provides design engineering, environmental compliance, bidding assistance, construction management and inspection, material testing, surveying, special funding administration, labor compliance, pavement management, land development plan check, right-of-way acquisition with legal descriptions, and assessment district engineering for improvements throughout the City of Ridgecrest.



## EDUCATION

*BS, Civil  
Engineering,  
California State  
Polytechnic  
University,  
Pomona, CA*

## REGISTRATIONS / CERTIFICATIONS

*Traffic Engineer,  
California No.  
2835*

*Civil Engineer,  
California No.  
83887*

*Envision  
Sustainability  
Professional,  
Institute for  
Sustainable  
Infrastructure No.  
45376*

## AFFILIATIONS

*American Public  
Works Association*

19 YEARS OF EXPERIENCE

## Jeffrey Lau, PE, TE, ENV SP

### Deputy Director

**Jeffrey Lau** is an accomplished engineer for multi-discipline and multi-agency traffic and transportation projects such as traffic signals, signing and striping, street lighting, and construction traffic control. He oversees transportation design for Willdan's traffic engineering group and manages a variety of large- to small-scale projects. His responsibilities include the coordination, analysis, and design of various transportation projects such as the preparation of plans, specifications and estimates (PS&E); field investigations; and traffic data collection. He has also assisted with traffic impact studies and analyses, plan reviews, and engineering and traffic survey updates. Jeffrey's extensive hands-on traffic engineering background encompasses designs for 400+ new and modified traffic signal installations, street lighting inventories for master plans, lighting design plans, street lighting conversions, and street lighting LED upgrades.

## Relevant Project Experience

**Plan Checking Services, City of El Monte, California.** Plan Check Engineer. Willdan provides professional engineering plan check services for civil-related disciplines. Our performance of thorough services ensures the proposed developments and associated improvements are designed in accordance with City-accepted standards, Los Angeles County Hydrology Manual, Los Angeles County Low Impact Development Manual, as well as other applicable design standards and the Conditions of Development adopted by the City Council of Planning Commission for each development.

**Development Review Services, City of Cerritos, California.** Plan Check Engineer. Willdan is providing professional engineering plan check services for civil-related disciplines. We perform thorough plan check services to ensure that the proposed developments and the associated improvements are designed in accordance with City-accepted standards, Los Angeles County Hydrology Manual, Los Angeles County Low Impact Development Manual, as well as other applicable design standards and the Conditions of Development adopted by the City Council of Planning Commission for each development.

**On-Call Plan Checking Services, City of Brea, California.** Plan Check Engineer. Willdan is committed to performing complete and thorough plan check services to ensure that the proposed developments and the associated improvements are designed in accordance with City-accepted standards, Orange County Highway Design Manual, Orange County Local Drainage Manual, Orange County Drainage Area Management Plan (DMAP), City Master Plan of Drainage, as well as other applicable design standards and the Conditions of Development adopted by the City of Brea City Council of Planning Commission for each development.



## EDUCATION

*BS, Landscape Architecture, California State Polytechnic University, Pomona, CA*

*European Study Tour, California Polytechnic State University, School of Architecture, Pomona, CA*

## REGISTRATIONS / CERTIFICATIONS

*Landscape Architect, California No. 3551*

## AFFILIATIONS

*California Parks and Recreation Society*

*Street Tree Seminar*

29 YEARS OF EXPERIENCE

## John Hidalgo, RLA

### Principal Project Manager

**John Hidalgo** possesses in-depth expertise in landscape architecture design development, preparation of plans and specifications, plan reviews, and construction observation. He is highly knowledgeable in various local, state, and federal codes; regulations, procedures, and standards relating to construction, safety; park and facility planning; and other landscape and irrigation amenities. He has a strong track record of successful and compliant completion of projects in accordance with these standards. John offers broad experience representing project owners during the plan review process and possesses comprehensive experience in both field observation and construction. His responsibilities include managing park and street beautification design, landscape restorations, drought adaptive landscaping, plan reviews, and construction observation.

### Relevant Project Experience

**On-Call Land Development Expedited Processing Services, County of Orange, California.** Civil Review. Willdan provides plan checks for grading, street, drainage and water quality plans. Willdan provides plan review services to the City of Orange including Subdivisions and Infrastructure, Hydrology/Hydraulic Calculations, Public Improvement Plans, Storm Drain plans and Water Quality Management Plans. Willdan reviews landscape and irrigation plans and ensures MWELO compliance. The City has an expedited review contract for the Rancho Mission Viejo Development with strict deadlines on a condensed schedule.

**Salud Park (Fitness Park), City of Paramount, California. Project Manager** responsible for all phases of this project from conceptual planning to grant application submittal to construction document preparation to construction administration. The project includes synthetic turf play fields, 400-meter walking/running track, multi-use soft-footed trails, exercise stations, parking, security lighting, and enclosed decorative steel fencing for the entire park. The park is located within Southern California Edison's right-of-way – requiring a lengthy review and adherence to all SCE conditions of approval requirements.

**Urban Greening Bicycle Trail, City of Lynwood, California. Landscape Architecture Task Manager** responsible for providing and overseeing all landscape and irrigation design required to develop a sustainable, integrated, and efficient design for a bicycle trail within the community consistent with the City's year-round recreational programs. The \$2.85 million, 1.2-mile project improvements are being designed to meet the City's general plan objectives and incorporate landscaping and decorative/commemorative points-of-interest along the trail. The ultimate bicycle path will provide safe connectivity between parks, bus and light rail transit stops, city hall, and other City attractions and shopping areas.



## EDUCATION

*PhD, Geotechnical Engineering,*

*Georgia Institute of Technology  
Atlanta, GA*

*MS, Geotechnical Engineering,  
Georgia Institute of Technology,  
Atlanta, GA*

*BS, Civil Engineering,  
National Chiao Tung University,  
Taiwan*

## REGISTRATIONS / CERTIFICATIONS

*Geotechnical Engineer,  
California No. 3183*

*Civil Engineer,  
California No. 63238*

24 YEARS OF EXPERIENCE

## Chien-Chang Chen, PhD, PE, GE

### Supervising Engineer

**Chien-Chang Chen** specializes in developing foundation recommendations for the design and construction of pipelines, transportation, power supplies, residential development, schools, and commercial structures including the mitigation of soft ground and liquefaction by ground improvement. He offers leadership in the provision of geotechnical interpretation, analysis, the development of geotechnical solutions and design production, including project management and business development. Chien-Chang has worked on a wide variety of engineering projects in the United States, New Zealand, and Taiwan including as a geotechnical engineer for street improvements, street preservation, on-call engineering services, drain projects, design services, and inspections.

### Relevant Project Experience

**City Trunk Line South – Unit 6 (CTLS-6), Studio City, California, Los Angeles Department of Water and Power (LADWP).** Project Engineer. Performed geotechnical field investigation and prepared geotechnical baseline reports for the CTLS-6 project. The project involved relining the existing 51-inch inner diameter, riveted steel pipe with a carbon fiber-reinforced polymer (CFRP) lining, removal of the flow meter, and relocation of the flow control station using cut-and-cover method. Our field investigation task involved drilling and sampling of 5 borings to 50 feet bgs along the pipeline alignment, laboratory testing on soil samples, preparation of geotechnical baseline reports, review of design drawings and specifications, and scheduling.

**Century Trunk Line – Unit 1 (CTL-1), Inglewood, California, Los Angeles Department of Water and Power (LADWP).** Project Engineer. Performed technical review of shoring system designed by the Contractor and construction inspection for the CTL-1 project. The project involved installation of approximately 9,700 lineal feet of 48-inch diameter, earthquake resistant ductile-iron pipe using both cut-and-cover and tunneling methods.

**Paseo Del Mar (White Point) Permanent Restoration Project, Los Angeles Geotechnical Engineering Division (LAGED).** Lead Geotechnical Engineer. Led and performed a geotechnical detailed design for a single span bridge (380 feet long) and associated site civil work for the Paseo Del Mar (White Point) Permanent Restoration Project in San Pedro, California, following the 2011 White Point landslide. Detailed design involved in interpretation of design parameters for soils and rock, seismic assessment to determine design peak ground acceleration and liquefaction potential, foundation design and ground improvement for the proposed bridge, mitigation of the existing slopes by deep soil mixing and ground anchors and the reinforced soil slopes located in approach fill.



## EDUCATION

*BS, Structural Engineering  
California Polytechnic State University,  
San Luis Obispo, CA*

## PROFESSIONAL CERTIFICATIONS

*Civil Engineer,  
California #82816*

*ICC Plans Examiner*

*ICC Fire Sprinkler Plan Examiner*

12 YEARS OF EXPERIENCE

## Stefan Chiose, PE

### Project Manager II

**Stefan Chiose** has over 12 years of experience in project management and engineering. He began his career as a commercial design engineer, designing projects for DSA and working with Architects, Structural Engineers, Mechanical Engineers, Electrical Engineers, Plumbing Engineers, and Owners. His quest for knowledge brought him to the public sector where he refined his skills in Architecture and Accessibility. He is experienced in performing technical analysis of plans, specifications, and calculations; and reviewing documents for completeness, accuracy, and conformance to applicable codes. Mr. Chiose has extensive experience from the Cities of Newport Beach and Corona Del Mar. During his time in Newport Beach, he was responsible for developing standards for FEMA Flood Zones, Liquefaction Mitigation, Geotechnical Hazards related to sloped lots, and Seawalls. Mr. Chiose is knowledgeable of coastal communities, having performed review of construction drawings in both residential and commercial properties for Architectural, Structural, MEP, and Disabled Access for compliance with the California Building Codes. Stefan is passionate and dedicated to Building and Safety Services and recognizes the need for qualified staff to conduct plan reviews.

### Relevant Project Experience

**County of Los Angeles, California.** Plans Examiner, Reviewed construction drawings plans, commercial and residential architectural and structural plans, and disabled accessibility plans for compliance with the California Standard Building Codes. Prepared correction letters to document deviations in submittals and provided applicants with recommendations to meet minimum code requirements. Mr. Chiose also responded to questions from architects, engineers, and owners regarding codes and other issues with projects, both over the phone and at the public counter.

**City of Newport Beach, Newport Beach, California.** Plan Check Engineer. Reviewed construction drawings for both commercial and residential projects, including architectural, structural, MEP, and disabled access for compliance with the California Standard Building Codes. Prepared correction letters to document deviations in submittals and provided applicants with recommendations to meet minimum code requirements. Mr. Chiose also responded to questions from architects, engineers, and owners regarding codes and other issues with projects, both over the phone and at the public counter. He has an intimate knowledge of inspections and field changes due to his time spent working directly with Building Inspectors.

**On-Call Land Development Expedited Processing Services, County of Orange, California.** Civil Review. Willdan provides plan checks for grading, street, drainage and water quality plans. Willdan provides plan review services to the City of Orange including Subdivisions and Infrastructure, Hydrology/Hydraulic Calculations, Public Improvement Plans, Storm Drain plans and Water Quality Management Plans. The City has an expedited review contract for the Rancho Mission Viejo Development with strict deadlines on a condensed schedule.



## EDUCATION

*BS, Civil  
Engineering,  
California State  
University, Los  
Angeles, CA*

## REGISTRATIONS / CERTIFICATIONS

*Civil Engineer,  
California No.  
75564*

*Qualified SWPPP  
Developer and  
Qualified SWPPP  
Practitioner,  
California  
Stormwater  
Quality  
Association No.  
20016*

*Qualified  
Industrial Storm  
Water  
Practitioner (QISP  
CBPELSG)*

## AFFILIATIONS

*CASQA*

*Chi Epsilon*

*Tau Beta Pi*

*American Society  
of Civil Engineers*

24 YEARS OF EXPERIENCE

## Joe E. Bellomo, PE, QSD/P, QISP

### Principal Project Manager

**Joe Bellomo** specializes in helping public agencies comply with State and Federal regulations pertaining to drinking water, recycled water, stormwater, and sanitary sewers. He offers expertise and extensive knowledge in full National Pollutant Discharge Elimination Systems (NPDES) permit programs and Total Maximum Daily Load (TMDL) program management. In his role providing City Engineering services, Joe is highly experienced in managing capital improvement projects; preparing fiscal year budgets and reports; and sharing presentations with public agency staff, council/commission members, regulators, and other stakeholders. He provides direct assistance in developing and managing service contracts, multi-agency agreements, and compliance programs; coordinates with watershed partners, regulators, and non-governmental organizations; and manages public agency service personnel.

### Relevant Project Experience

**Water Quality Services, City of La Cañada Flintridge, CA.** Project Manager. Willdan implements the City's Enhanced Watershed Management Plan, Coordinated Integrated Watershed Management Plan, and NPDES Program Management and is the representative to the Upper Los Angeles River Enhanced Watershed Management Program Group. We attended meetings on behalf of the client, documented review and were support staff with City Council report and presentations. Willdan also conducted as needed briefings to the public, city staff, and City Council.

**Water Quality Consultant Services, City of Hidden Hills, CA.** Project Manager. Willdan is responsible for full compliance with the Municipal NPDES Permit, Total Maximum Daily Loads (TMDLs) in the Los Angeles River Watershed and Malibu Creek Watershed, as well as other NPDES regulations. Duties include developing a stormwater pollution prevention plan (SWPPP) and Low Impact Develop plans for City projects, review private development plans, developing and implementing special monitoring studies to evaluate the City's drainage and contribution relative to TMDLs for downstream waterbodies, and developing storm water treatment approaches.

**Water Quality/ NPDES Compliance Services, City of San Fernando, CA.** Project Manager. Willdan implements the City's Enhanced Watershed Management Plan, Coordinated Integrated Watershed Management Plan, and NPDES permits. We attended meetings on behalf of the client and provided document review. Willdan was support staff with City Council report and presentations. Willdan also conducted as needed briefings to the public, city staff, and City Council.



**David Knell, PLS**

## Principal Project Manager

**David Knell** has a wide range of experience preparing and checking subdivision maps. As a contract map checker for the Cities of Agoura Hills, Dana Point, Lake Forest, Bell Gardens, Paramount, and Cerritos and as a surveyor in private practice, Mr. Knell has been involved in preparing and checking numerous parcel maps and tract maps, ALTA surveys, records-of-survey, lot line adjustments, parcel map waivers, certificates of compliance, and boundary determination. He is responsible for preparing legal descriptions and sketches for a wide range of easements involving utilities, air space reservations, and construction projects. Mr. Knell works with major utilities and title companies in determining easements and correcting defective legal descriptions. His experience includes supervising field crews, overseeing an office staff dealing with various survey projects, and extensive experience with local, state, and federal agencies. Relevant Project Experience

## Relevant Project Experience

**On-Call Plan Checking Services, City of Brea, California.** Willdan is committed to performing complete and thorough plan check services to ensure that the proposed developments and the associated improvements are designed in accordance with City-accepted standards, Orange County Highway Design Manual, Orange County Local Drainage Manual, Orange County Drainage Area Management Plan (DMAP), City Master Plan of Drainage, as well as other applicable design standards and the Conditions of Development adopted by the City of Brea City Council of Planning Commission for each development.

**Plan Checking Services, City of El Monte, California.** Plan Check Engineer. Willdan provides professional engineering plan check services for civil-related disciplines. Our performance of thorough services ensures the proposed developments and associated improvements are designed in accordance with City-accepted standards, Los Angeles County Hydrology Manual, Los Angeles County Low Impact Development Manual, as well as other applicable design standards and the Conditions of Development adopted by the City Council of Planning Commission for each development.

**On-Call Plan Check Services/ Acting City Surveyor, City of Rialto, California.** Willdan provides plan checking services for all improvement plans including residential subdivision review, private developments, public street improvement plans, traffic plans and grading operations. Willdan is also tasked with providing all map reviews and works in the function as the acting City Surveyor for these reviews. In addition to the improvement plans, Willdan reviews all technical design reports associated with the improvement plans including hydrology, utilities, SWPPP, WQMP and sediment control plans.

**On-Call Plan Check Services, City of La Habra, California.** Project Manager. Willdan has been providing plan and map checking services in accordance with City standards, plan review guidelines, and the City's policies on engineering services plan check processing. Under this contract, Willdan performs traditional engineering plan checking services of residential developments, commercial developments, and infrastructure improvements within the City's right of way. Willdan currently operates as the Acting City Surveyor.

## EDUCATION

*BS, Cartography,  
Boston University*

*Civil Engineering  
and Land  
Surveying Classes,  
California State  
University, Long  
Beach*

## REGISTRATIONS / CERTIFICATIONS

*Land Surveyor,  
California, No.  
5301*

## AFFILIATIONS

*California Land  
Surveyors  
Association*

*Southern  
California Experts  
& Consultants*

41 YEARS OF EXPERIENCE



2401 E. Katella Avenue, Suite 300

Anaheim, CA 92806

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**[www.willdan.com](http://www.willdan.com)**



# City of Santa Ana

Fee  
Proposal for

## On-Call Engineering Plan Check Services

April 9, 2024



April 9, 2024

City of Santa Ana  
Ehab Elias, Senior Civil Engineer  
20 Civic Center Plaza  
Santa Ana, CA 92701

**Subject: Fee Proposal for On-Call Engineering Plan Check Services**

Willdan Engineering (Willdan) is pleased to submit this fee proposal to provide On-Call Engineering Plan Check Services, as identified in our technical proposal.

Should you have any questions regarding the following fee proposal, please contact Mr. Ron Stein at 714.204.9257; or by email at [rstein@willdan.com](mailto:rstein@willdan.com).

Respectfully submitted,  
**WILLDAN ENGINEERING**



Tyrone Peter, PE  
*Director of Engineering*

910005\06-160\P24-115\_26203



## Fee Proposal

City of Santa Ana	
Tuesday, April 9, 2024	
Work Description	Proposer Fee Rate Schedule
	FY23-24 Billing Rates
Street Improvement Plan	\$185.00
Grading Plans	\$185.00
Water Quality Management Plan (WQMP)	\$185.00
Geotechnical Report	\$185.00
Land Surveying Documents	\$185.00
Legal Description of Dedication	\$185.00
Landscape Irrigation Plans	\$175.00
Environmental Documents	\$175.00
Transportation/Traffic Studies	\$180.00
Signing and Striping Plans	\$180.00
Traffic Signal Plans	\$180.00
Street Lighting Plans	\$180.00
Miscellaneous Plan Check	\$185.00





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