City of Palm Desert
PW - Operations & Maintenance
Randy Chavez, Deputy Director
73-510 Fred Waring Drive, Palm Desert, CA 92260

[INTERWEST CONSULTING GROUP, INC.] RESPONSE DOCUMENT REPORT

RFP No. 2024-RFP-156

Park and Trailhead Engineering and Design

RESPONSE DEADLINE: March 18, 2025 at 5:00 pm

Report Generated: Wednesday, March 19, 2025

Interwest Consulting Group, Inc. Response

CONTACT INFORMATION

Company:
Interwest Consulting Group, Inc.

Email:
iw-bids@interwestgrp.com

Contact:
Jessica Koehler

Address:
1 Jenner, Suite 160
Irvine, CA 92618

Phone:
(954) 766-2707

Website:
http://www.interwestgrp.com

Submission Date:
Mar 18, 2025 2:42 PM (Pacific Time)

ADDENDA CONFIRMATION

Addendum #1
Confirmed Mar 18, 2025 11:36 AM by Jessica Koehler

Addendum #2
Confirmed Mar 18, 2025 11:38 AM by Jessica Koehler

QUESTIONNAIRE

1. Proposal (WITHOUT COST)*

Proposals shall be concise, well organized and demonstrate qualifications and applicable experience. Proposals shall be organized and include page numbers for all pages in the proposal. The proposal shall be uploaded here, in the following order and shall include:

A. Cover Letter

1. This letter should briefly introduce the firm, summarize the firm's general qualifications, include an executive summary of the specific approach which will be used to deliver the work scope; and identify the individual(s) name, address and phone number authorized to negotiate Agreement terms and compensation.

B. Experience and Technical Competence

1. Background: Provide history of the firm's consulting experience which specifically addresses the individual or firm's experience with similar Service as described in this RFP.
2. References: The proposal shall include a list of recently completed projects that are similar in scope and function to this RFP. Provide a description of the project, client name, and the name, title, and telephone number of the primary contact person.

C. Firm Staffing and Key Personnel

1. Staffing: Provide the number of staff to be assigned to perform the Services and the names/discipline/job title of each as well as your firm's capacity to provide additional personnel as needed.
2. Key Personnel: Identify key persons that will be principally responsible for working with the City. Indicate the role and responsibility of each individual.
3. Team Organization: Describe proposed team organization, including identification and responsibilities of key personnel.
4. Subcontractors: The Proposer shall identify functions that are likely to be subcontracted and identify the subcontractor that is anticipated to perform each function.

D. Proposed Method to Accomplish the Work

1. Describe the technical and management approach to providing the Services to the City. Proposer should take into account the scope of the Services, and general functions required. Include a draft first year schedule of tasks, milestones, and deliverables that will provide for timely provision of the Services. In reviewing the scope of Services and goals described herein, the Proposer may identify additional necessary tasks and is invited to bring these to the City's attention within the discussion of its proposed method to accomplish the work.

25_City_of_Palm_Desert_-_Park_and_Trailhead_Engineering_and_Design.pdf

2. Fee Proposal*

Please provide a lump-sum, not-to-exceed fee proposal for the scope of Services. The fee proposal shall include hourly rates for all personnel for "Additional Work" (as such term is defined in the proposed Agreement attached herein).

FEE_25_City_of_Palm_Desert_-_Park_and_Trailhead_Engineering_and_Design.pdf

3. Non-Collusion Declaration*

The undersigned declares:

I am an authorized representative of my company, the party making the foregoing Bid, to certify the following.

The Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The Bid is genuine and not collusive or sham. The Bidder has not directly or indirectly induced or solicited any other Bidder to put in a false or sham bid. The Bidder has not directly or indirectly colluded, conspired, connived, or agreed with any Bidder or anyone

else to put in a sham bid, or to refrain from bidding. 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 other Bidder, or to fix any overhead, profit, or cost element of the Bid Price, or of that of any other Bidder. All statements contained in the Bid are true. 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, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a Bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the Bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Confirmed

4. SAM.gov*

Please enter your legal entity name for SAM.gov verification.

Interwest Consulting Group, Inc.
Click to Verify *Value will be copied to clipboard*

5. Type of Business*

C Corporation (if corporation, two signatures are required)

6. Litigation*

Provide litigation history for any claims filed by your firm or against your firm related to the provision of Services in the last five (5) years (or type "N/A").

SAFEbuilt vs. BPR - June 2022 - Complaint by Interwest & SAFEbuilt against BPR and several former Interwest employees alleging various unfair competitive practices. Status: Open. Discovery is ongoing.

Frontier vs. Elk Grove - May 2023 - Frontier alleges damage to fiber optic cable due to work performed on a City civil engineering project for which Interwest provides management services. City tendered the claim to Interwest. Status: Open.

7. Changes to Agreement*

The City standard professional services agreement contract is included as an attachment herein. The Proposer shall identify any objections to and/or request changes to the standard contract language in this section of the proposal (or type "**N/A**"). If you are identifying changes here ***ALSO*** upload a copy of the redlined Language/Agreement with your Proposal. Changes requested may affect theCity's decision to enter into an Agreement.

Interwest respectfully requests the following modifications to the City's standard professional services agreement indicated in **bold** below:

3.2.11.2 Other Provisions or Requirements.

(C) **Except with respect to Workers' Compensation Insurance,** Primary/Non-Contributing. Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

(H) Requirements Not Limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. (**If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City. (remove))**

Note: We have insurance to cover all of our business; we allocate that by contract. You may receive the benefit of higher limits or not, depending on the number and nature of claims filed.

3.6.3.3 Right to Use. City shall not be limited in any way in its use or reuse of the Documents and Data or any part of them at any time for purposes of this Project or another project, provided that any such use not within the purposes intended by this Agreement

or on a project other than this Project without employing the services of Consultant shall be at City's sole risk. If City uses or reuses the Documents & Data on any project other than this Project, it shall remove the Consultant's seal from the Documents & Data and indemnify and hold harmless Consultant and its officers, directors, agents, and employees from claims arising out of the negligent use or re-use of the Documents & Data on such other project. Consultant shall be responsible and liable for its Documents & Data, pursuant to the terms of this Agreement, only with respect to the condition of the Documents & Data at the time they are provided to the City upon completion, suspension, abandonment, or termination. Consultant shall not be responsible or liable for any revisions to the Documents & Data made by any party other than Consultant, a party for whom the Consultant is legally responsible or liable, or anyone approved by the Consultant. For the avoidance of doubt, nothing in this Agreement shall be understood to grant City rights to pre-existing intellectual property of Consultant, including Consultant software and licensed software, or to any improvements thereto.

3.6.3.4 Indemnification – Documents and Data. Consultant shall defend, indemnify and hold the City, its directors, officials, officers, employees, volunteers, agents and representatives free and harmless, pursuant to the indemnification provisions of this Agreement, for any alleged infringement of any patent, copyright, trade secret, trade name, trademark, or any other proprietary right of any person or entity in consequence of the use on the Project by City of the Documents & Data, including any method, process, product, or concept specified or depicted. City represents and warrants that it has sufficient rights in any Documents & Data provided by it, or on its behalf, to Consultant for Consultant to perform its obligations under this Agreement and City hereby grants Consultant a fully paid up, temporary and non-transferrable license reproduce, create derivative works of and otherwise use such Documents and Data solely as necessary for Consultant and its subcontractors, if any, to perform services pursuant to this Agreement.

3.6.3.6 Confidential Information. The City shall refrain from releasing Consultant's proprietary information ("Proprietary Information") unless the City's legal counsel determines that the release of the Proprietary Information is required by the California Public Records Act or other applicable state or federal law, or order of a court of competent jurisdiction, in which case the City shall notify Consultant of its intention to release Proprietary Information. Consultant shall have five (5) working days after receipt of the release notice to give City written notice of Consultant's objection to the City's release of Proprietary Information. Consultant shall indemnify, defend, and hold harmless the City, and its officers, directors, employees, agents, volunteers and representatives from and against all liability, loss, cost or expense (including attorney's fees) arising out of a legal action brought to compel the release of Proprietary Information. City shall not release the Proprietary Information after receipt of an objection notice unless either: (1) Consultant fails to fully indemnify, defend (with City's choice of legal counsel from Consultant's insurance carrier's panel counsel), and hold City harmless from any legal action brought to compel such release; and/or (2) a final and non-appealable order by a court of competent jurisdiction requires that City release such information.

3.6.6 Indemnification.

3.6.6.1 To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing **and selected from Consultant's insurance carrier's panel counsel**), indemnify and hold the City, its officials, officers, employees, volunteers, agents, and representatives free and harmless from any and all **third-party** claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, (**in any manner (remove)) to the extent** arising out of, pertaining to, or incident to any **intentionally wrongful or negligent** acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subconsultants or agents in connection with the performance of the Consultant's Services, the Project or this Agreement, including without limitation the payment of all expert witness fees, attorney's fees and other related costs and expenses except such loss or damage caused by the sole or active negligence or willful misconduct of the City. Consultant's obligation to indemnify shall survive expiration or termination of this Agreement and shall not be restricted to insurance proceeds, if any, received by Consultant, the City, its officials, officers, employees, agents, volunteers, or representatives. **Notwithstanding any provision of law to the contrary, Consultant shall have the right to control the defense and settlement of any action for which indemnification is sought, provided that it shall not enter into any settlement that requires an admission of wrongdoing by any indemnitees without that indemnitees' approval. Consultant's obligations under this Agreement are contingent upon timely receipt of notice of the claim for which indemnification is sought, such that defense of the claim is not prejudiced, and the reasonable assistance of the indemnitees in connection with the defense of the claim.**

3.6.6.2 If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance as a "design professional" (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's indemnification obligation shall be limited to claims **(that (remove)) to the extent** that they arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon **agreement of parties or** Consultant obtaining a final adjudication by a court of competent jurisdiction, Consultant's liability for such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

3.6.12 Assignment; Subcontracting. Consultant shall not assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the City, **(which may be withheld for any reason (remove)) which consent shall not be unreasonably delayed or withheld**. Any attempt to so assign or so transfer without such consent shall be void and without legal effect and shall constitute grounds for termination. Consultant shall not subcontract any portion of the Services required by this Agreement, except as expressly stated herein, without prior written approval of City. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

8. No Deviations from the RFP*

In submitting a proposal in response to this RFP, Proposer is certifying that it takes no exceptions to this RFP including, but not limited to, the Agreement. If any exceptions are taken, such exceptions must be clearly noted here, and may be reason for rejection of the proposal. As such, Proposer is directed to carefully review the proposed Agreement and, in particular, the insurance and indemnification provisions therein (or type "N/A").

N/A

9. Project Team Resumes*

Submit resumes of all key personnel/support staff that will produce work product for the Services. Describe their qualifications, education, and professional licensing.

Palm_Desert_Resumes.pdf

10. List the Signatory(s) Authorized to Sign and Bind an Agreement.*

(If two (2) signatures are required, include the following information for both signatories)

A. Full Name
B. Title
C. Physical Business Address
D. Email Address
E. Phone Number

Paul Meschino, President - Interwest Consulting Group, Inc., 1 Jenner, Ste 160, Irvine, CA 92618, bids@interwestgrp.com, 714.899.9039

Chris Giordano, CEO - SAFEbuilt, LLC, 1 Jenner, Ste 160, Irvine, CA 92618, cgiordano@safebuilt.com, 714.899.9039

11. Conflict of Interest Disclosure*

The proposer understands that any and all relationships with construction firms that may submit bids for projects developed under this agreement will require full disclosure of any direct or indirect conflicts of interest, financial interests, relationships, and the nature of any relationships with any related project bid submitters; and that any violation of this provision may result in the immediate termination of the Agreement

Confirmed

12. Certification of Proposal*

The undersigned hereby submits its proposal and, by doing so, agrees to furnish services in accordance with the Request for Proposal (RFP), and to be bound by the terms and conditions of the RFP.

Confirmed

INTERWEST

A SAFEbuilt® COMPANY

CITY OF PALM DESERT

Park and Trailhead Engineering and Design
2024-RFP-156

March 18, 2025 | 5:00 PM PST

MAIN PROPOSAL CONTACT:
JULIETTE RYAN
Account Manager
562.723.9969
jryan@interwestgrp.com

www.interwestgrp.com

TABLE OF CONTENTS

Cover Letter

A.

INTERWEST
A SAFEbuilt COMPANY

INTERWEST
A SAFEbuilt COMPANY

www.interwestgrp.com

Building Department Services

Planning and Urban Design

City Engineering

Grant Writing and Administration

Real Estate

Construction Management

Traffic Engineering and Transportation Planning

Capital Project Delivery

Private Development Services

1 Jenner
Suite 160
Irvine, CA 92618

Tel: 714.899.9039

Account Manager

Juliette Ryan
562.723.9969
jryan@interwestgrp.com

March 18, 2025

Melanie Slater
Management Analyst
City of Palm Desert
73-510 Fred Waring Drive
Palm Desert, CA 92260

RE: Park and Trailhead Engineering and Design—2024-RFP-156

To the Evaluation Committee:

Interwest Consulting Group (Interwest) and the City of Palm Desert (City) have enjoyed a cooperative and constructive working relationship through the multiple contracts on which we have collaborated over recent years. We value our relationship with the City and continue to strive to provide services that will best serve the City, its visitors, and the community at large.

With nearly 400 employees, Interwest is large enough to serve your engineering and design requirements yet small enough to be responsive and tailor our services to the specific needs of the City. We are currently collaborating with the City on the North Palm Desert Community Park Project, providing similar services to those requested in the City's RFP for Park and Trailhead Engineering and Design. Consequently, we are familiar with the City's rules, regulations, codes, personnel, and stakeholders, and hope to continue to serve the City in a role in the future.

Our proven track record in park and trailhead design is demonstrated through successful projects such as the ongoing North Palm Desert Community Park, the near-complete Lake Dalwigk Park, and the completed Enchanted Hills Park.

For the City of Palm Desert Park and Trailhead Engineering and Design project, our multidisciplinary team offers a comprehensive, integrated approach that includes project management, construction oversight, public engagement, and sustainability-driven design. Leveraging our affiliation with SAFEbuilt, LLC, we have access to over 1,600 professionals nationwide, ensuring resource availability and top-tier expertise across disciplines.

Our methodology is rooted in the Plan, Execute, Control, Optimize (PECO) framework, which prioritizes efficiency, stakeholder collaboration, and quality assurance. With an emphasis on community-focused, resilient, and innovative design, our team is committed to delivering a project that enhances public connectivity, sustainability, and multi-generational engagement.

We acknowledge receipt of Addendum #1 dated February 24, 2025, and Addendum #2 dated February 27, 2025.

As President of Interwest, I am authorized to sign any agreements that may result from this proposal and will provide contract support to the proposed Interwest Team. Should any questions arise, please contact me at bids@interwestgrp.com or 619.372.9962.

Sincerely,

Paul Meschino, President
Interwest Consulting Group

Chris Giordano, CEO
SAFEbuilt, LLC

Experience and Technical Competence

B.

INTERWEST
A SAFEbuilt COMPANY

INTERWEST
A SAFEbuilt COMPANY

YEAR FOUNDED & BUSINESS STRUCTURE:
2002, Corporation

FIRM CAPACITY:
Nearly 400 Employees

PROJECT OFFICE:
1 Jenner Suite 160
Irvine, CA 92618

SERVICES INTERWEST PROVIDES:

Building Safety
Capital Projects
City Engineering
Construction Management
Development Services
Grant Writing & Administration
Land Development Design
Planning & Urban Design
Right of Way & Real Estate
Traffic Engineering
Transportation Planning
Transportation Programming

B. Experience and Technical Competence

Background

Interwest has extensive experience and a proven track record of successfully providing civil engineering services, grant management services, various development applications and/or specific plans, and California Environmental Quality Act (CEQA) compliance to public agencies for 23 years. We currently serve more than 330 public agencies, providing planning, capital project design, public works services, construction, and inspection services.

Within the last five years, Interwest has provided project and construction management, design, engineering, inspection, grant management, environmental and regulatory compliance, public engagement, and inter-agency coordination services for similar projects throughout California, including the following:

- North Palm Desert Community Park, Palm Desert, CA
- Lake Dalwigk Park, Vallejo, CA
- Antelope Creek Park, Woodlake, CA
- Enchanted Hills Park, Perris, CA
- Foss Field Park, Perris, CA
- Holbrook Palmer Park, Atherton, CA

One of the main reasons for Interwest's successful completion of multi-disciplinary projects is our deep bench of experienced professionals in the required disciplines. In 2020, Interwest became a wholly owned subsidiary of SAFEbuilt, LLC. Interwest, combined with our subsidiaries, employs nearly 400 professional staff in California, supported by SAFEbuilt's larger resources of 1,600+ national employees. Our employees span a multitude of disciplines, roles, and job placements to municipalities within public works departments throughout California.

Office Locations

CENTRAL CALIFORNIA
1171 West Shaw Ave., Suite 102
Fresno, CA 93711
559.448.9839 Phone

SOUTHERN CALIFORNIA
1 Jenner, Suite 160
Irvine, CA 92618
949.299.5300 Phone

1500 S. Haven Ave., Suite 220
Ontario, CA 91761
909.295.3142 Phone

9320 Chesapeake Drive, Suite 208
San Diego, CA 92123
858.560.1468 Phone

1221 .S. San Jacinto Avenue
San Jacinto, CA 92583
951.654.3592 Phone

NORTHERN CALIFORNIA
9300 W. Stockton Blvd., Suite 105
Elk Grove, CA 95758
916.683.3340 Phone

39355 California Street, Suite 200
Fremont, CA 94538
510.796.3003 Phone

1613 Santa Clara Drive, Suite 100
Roseville, CA 95661
916.781.6600 Phone

NEVADA
5770 West Teco Avenue
Las Vegas, NV 89118
702.476.2200 Phone

COLORADO
444 N. Cleveland Avenue
Loveland, CO 80537
866.977.4111 Phone

Organizational Structure

The Riverside Company of Cleveland, Ohio fully owns SAFEbuilt, LLC, and its family of companies. SAFEbuilt, LLC is headquartered in Loveland, Colorado. Since 2014, SAFEbuilt has acquired 17 companies across the country, bringing our current footprint to 39 states plus the District of Columbia.

The SAFEbuilt Family of Brands

SAFEbuilt®
Calvin, Giordano & Associates, Inc. A SAFEbuilt COMPANY
winston services, inc. A SAFEbuilt COMPANY
WEINTRAUB Engineering and Inspections, Inc. A SAFEbuilt COMPANY
INTERWEST A SAFEbuilt COMPANY
MTCI PRIVATE PROVIDER SERVICES, LLC A SAFEbuilt Company
PA MUNICIPAL CODE ALLIANCE, Inc. A SAFEbuilt COMPANY
M.T. CAUSLEY, LLC. A SAFEbuilt COMPANY
DAL-TECH ENGINEERING, INC A SAFEbuilt COMPANY

References

Client
City Vallejo
555 Santa Clara Street
Vallejo, CA 94590

Reference
Melissa Tigbao
Public Works Director
707.648.4316
melissa.tigbao@cityofvallejo.net

Project Dates
2022 - 2024

Services Provided
Construction Management & Inspection
Park Master Planning
Public Outreach
Clean California Grant Management
Traffic Design
Civil Design
Landscape Design

Construction Cost
$4.7 million

Project Team
Gianno Feoli
Dominic Mack
Sophia Neves
Bill Evans
Scott Harrison

LAKE DALWIGK PARK
Vallejo, CA

Interwest is providing design, project management, construction management and inspection services to handle the full delivery of the $4.7 million Lake Dalwigk Project which was recently approved for a Clean CA Local Grant Program by Caltrans. The City's Public Works Department has been managing this project in partnership with the VFWD and GVRD. These three agencies partnered to submit an application for Clean CA Local Grant Program funding. Each agency has various ownership and oversight of Lake Dalwigk Park and plays a role in the implementation of the Project.

This project provides for the improvement and beautification of Lake Dalwigk Park and enhanced community connections from the surrounding neighborhoods into the park. Specific elements include 3.8 acres of drought tolerant landscaping, replacement of broken concrete pedestrian path including grading for ADA access; adding prefabricated restrooms and connecting to existing utilities; extensive pathway and park lighting utilizing solar and/or low voltage LED lights. A paved bike/pedestrian path will provide ADA access across the park to the Curtola Park and Ride facility. A degraded and vandalized culvert with a non-ADA-compliant bridge will be restored to provide an attractive and accessible connection. The degraded sidewalk along Lemon Street will be replaced with decorative concrete, plus traffic calming measures including 11 decorative stamped crosswalks. Two new monument signs, picnic tables, trash cans, dog waste stations, shade structures, and drinking fountains will be installed.

Client
City of Perris
101 N. D Street
Perris, CA 92570

Reference
Sabrina Chavez
Director of Community Services
951.943.6603
SChavez@cityofperris.org

Project Dates
2019—2022

Services Provided
Prop 68 Grant Application
Construction Management
Construction Inspection
Design Oversight
Quality Assurance/Quality Control

Construction Cost
$10 million

Project Team
Bill Evans (PM/CM)

ENCHANTED HILLS PARK
Perris, CA

Formerly 22 acres of blighted property, Enchanted Hills Park is now a robust park space for the City of Perris. The design team added active park play elements such as multiple playground structures, splash play, a skate spot, zip lines, BMX track, and basketball courts. More relaxed park features include trails and walking paths, shaded seating, picnic and barbecue areas, and a large lawn area. Users can appreciate local culture by viewing ceramic art tiles drawn by local elementary school children or visiting the painted rock murals. The design also incorporates onsite stormwater features, native plant gardens, and low water use irrigation to bolster long-term sustainability. Interpretive signage throughout the park educates users on the importance of certain sustainable design elements throughout the site.

Enchanted Hills Park was selected as the **2022 California Park & Recreation Society (CPRS) Award of Excellence recipient in the Excellence in Design—Park Planning category**. The CPRS awards program recognizes outstanding achievement in the areas of facility design, park planning, marketing and communication, and community improvement and programming. Enchanted Hills also won **Midsize Park of the year through the American Public Works Association (APWA)** and is the running for National Park of the Year through the National Recreation and Park Association (NRPA).

NORTH BEACH OCEANSIDE PARK
North Beach, FL

The City of Miami Beach desired a park redesign from a previously densely-vegetated, 30-acre park to one that defines a new identity for the North Beach community. The design resulted in a necklace of 'pods' that operate as a spine to the project and serve to protect habitat and increase the City's management of these natural resources.

Walkways are scaled to foster continuous activities in multiply configurable ways and augments the opportunities for resiliency design by strengthening the dune, utilizing passive green infrastructure and LID stormwater management strategies. The project also incorporates a rebranding of the City's established beachfront with an on-grade beachwalk destined to be a terminus to the City's transportation infrastructure.

The product developed for the Park is one that provides a transformative quality for the North Beach Community, enhances cultural celebration, and embodies the City's values of purposeful environmental design and access to great public spaces.

Client
City of Miami Beach
1701 Meridian Ave, 3rd Floor
Miami Beach, FL 33139

Reference
Ariel Guitian
Senior Capital Projects Coordinator, Office of CIP
305.673.7071 x 4105
ArielGuitian@miamibeachfl.gov

Project Dates
2016 - Present

Services Provided
Landscape Architecture
Civil Engineering
Electrical Engineering
Resiliency Design
Environmental Permitting
Construction Administration
Arch Visualizations & 3D

Construction Cost
$10.3 million

Project Team
Gianno Feoli
Dominic Mack
Sophia Neves

BAMFORD PARK SYNTHETIC TURF FIELDS
Davie, FL

Calvin, Giordano & Associates, Inc. was selected by the Town of Davie to provide design, and construction services to convert two existing natural grass playing fields (Bronco and Mustang) to artificial turf at Bamford Park. The Town indicated their desire to have the fields converted to slit-film artificial turf consisting using a three-layered heat reducing composite infill material of selected graded sand, S.B.R. crumb rubber, or similar material, and a top layer of composite material with heat reducing properties to provide for player safety and a more enjoyable experience during hot summer months.

The project included the design for installation of artificial turf and a drainage system for the Bronco and Mustang Fields, ADA compliant sidewalk improvements, grading, and retaining wall design. The fields will serve multiple sports, including full length soccer for 11 vs 11 (U13 onwards), two small soccer fields for 9 vs 9 (up to U12), and full men's lacrosse.

The project construction cost was $2.4 million and construction services were completed in 2024. Phase 2 is currently underway and is near completion.

Client
Town of Davie
6591 Orange Dept
Davie, Florida 33314

Reference
David Flaherty
Director
Parks, Recreation and
Cultural Arts
954-797-1151
DavidFlaherty@davie-fl.gov

Project Dates
2016 - 2024

Services Provided
Landscape Architecture
Civil Engineering
Electrical Engineering
Construction Administration

Construction Cost
$2.4 million

Project Team
Gianno Feoli
Michael Conner
Dominic Mack

Firm Staffing and Key Personnel

C.

INTERWEST
A SAFEbuilt COMPANY

C. Firm Staffing and Key Personnel

Key Personnel

Bill Evans

Professional-in-Charge

Bill is an experienced Project Manager who will and oversee the quality of services provided. Bill has over **36 years** of diversified experience serving in roles such as Project Manager, Public Works Director, and Assistant City Manager. His extensive experience in working in and with municipal agencies provides him with the skills and sensitivity to complete projects on time and within budget.

Scott Harrison, CPRP

Project Manager

Scott Harrison has **14 years** of diversified experience as a Project Manager on a municipal level managing construction projects. He holds numerous certifications, particularly in the area of municipal parks and recreation facilities. His expertise encompasses the development, construction, infrastructure replacement, and design management, along with managing municipal capital improvement programs. He has often been responsible for the organization, developing standards for staff, scheduling, and implementation of various construction projects and programs.

Emily M. Stadnik

Assistant Project Manager

Emily has over **20 years** of experience in local government and public utilities. She has worked in both the public and private sectors in land development as a project manager for capital improvement design engineering, managing engineering projects for plan check and inspection, and has worked on multiple capital campaigns for government affairs within the public utility space. She is experienced in developing effective and engaging public outreach campaigns, grant writing, process development, and creating policy. Emily has worked with the City in a project management role on both the North Palm Desert Community Park and Lupine Plaza projects.

Gianno Feoli, PLA, ASLA

Design Lead

With **24 years** of experience, Gianno leads the Landscape Department in creative design strategies for urban environments with specialties including urban design, contextual analysis, and branding. He has experience in coordinating design implementation within built-out urban environments, public outreach, and report preparation, where he will lead the effort in the creation of a graphically-rich, easily legible report. His experience has encompassed a wide array of project-types, and his strengths lie in client responsiveness, project organization, public outreach, connectivity plans, streetscapes and urban interventions, park design, and form-based urban designs and planning strategies. Gianno currently serves as the Design Lead on the North Palm Desert Community Park Project for the City of Palm Desert.

Organizational Chart

ACCOUNT MANAGER

Juliette Ryan

PROJECT MANAGEMENT

Scott Harrison, CPRP | *Project Manager*

Emily M. Stadnik | *Asst. Project Manager*

PROFESSIONAL-IN-CHARGE

Bill Evans

INTERWEST TEAM

Civil Engineering
Stuart McKibbin, PE

Landscape Architecture
Lawrence H. Morita, PLA

Grant Writing
Helen Maggitti

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Ninyo & Moore

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Surveying
UNICO Engineering

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Architecture
Holt Architecture

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Mechanical Engineering
P2S Inc.

Scott Newman, PE | *Mechanical Engineer*

Electrical Engineering
P2S Inc.

Lars Hendeson, EE | *Lead Electrical Engineer*

Plumbing
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Eric Gomez | *Plumbing Engineer*

Commissioning
PS2 Inc.

Bryant Mercado | *Senior Commissioning Agent*

Structural Engineer
Wiseman + Rohy

Steve Rohy, SE | *Structural Engineer*

Irrigation
Irri Design Studio (IDS)

Connor Zielinski, ASIC, ASLA

Adequacy of Labor Resources

Interwest ensures the availability of our staff never goes below 40% for our senior staff and 60% for our technical support staff. We maintain this strategy to allow us to meet the unexpected demands of our clients without sacrificing the needs of others. Interwest guarantees that the City will have our availability, access to our top level management, and that we will have the necessary staff to meet all project needs.

As part of the SAFEbuilt family of companies, Interwest has access to more than 1,600 professionals in multiple disciplines to meet the Engineering and Design needs of the City as well as needs you may have for other services.

Subcontractors

Ninyo & Moore

Geotechnical Engineering

Established in 1986, **Ninyo & Moore** is one of the largest engineering firms in the country specializing in Geotechnical Engineering, Environmental Engineering and Materials Testing and Inspection Services. Engineering News Record (ENR) recognizes the firm as one of the Top 500 Design Firms in the United States. The firm provides consulting services in geotechnical engineering, construction inspection and testing, engineering geology, hydrogeology, hazardous waste remediation and environmental assessment. Their staff of 600 professionals includes experienced and registered geotechnical engineers, civil engineers, environmental engineers, engineering geologists, hydrogeologists, environmental scientists, certified technicians and field inspectors, and hazardous waste and regulatory compliance specialists.

Ninyo & Moore offers a variety of geotechnical engineering, environmental and materials testing and inspection services for recreational projects. Ninyo & Moore is experienced in all phases of design, construction, and rehabilitation of parks, bike and pedestrian trails, gymnasiums, sports fields, beach facilities, comfort stations, nature centers, fairgrounds, and other infrastructure. Ninyo & Moore's team of qualified professionals has extensive experience performing services in accordance with the applicable municipal and building codes. Ninyo & Moore has fully equipped and certified in-house testing laboratories that offer full-service field and laboratory services for geotechnical design, and soil and materials testing projects.

Ninyo & Moore serves its clients through 16 offices in California, Arizona, Nevada, Colorado, Utah, and Texas.

UNICO Engineering

Surveying

Established in 2013, **UNICO Engineering (UNICO)** is a certified DBE firm that is fully committed to providing high-quality construction management, engineering, and land surveying services to public and private clients. UNICO serves clients throughout California with a current staff of over 110 from our corporate office located in Folsom, with branch offices in Concord, Oakland, San Diego, and Goleta, and field offices in Sacramento, Woodland, Paradise, and Angels Camp. UNICO provides value to their clients by sharing their goal of effectively managing the costs of the projects to which they are assigned. UNICO's survey team has the technology and experience to address any of your surveying needs, including topographic mapping, bathymetric (hydrographic) surveys, ALTAs, boundary surveys, construction staking, easements, aerial surveys, right of ways, terrestrial LiDAR scanning and drone surveying. Using the latest in GPS and robotic total station technology, we work efficiently and deliver accurate results. UNICO is experienced in delivering projects that meet local, state, and federal requirements.

Holt Architecture

Architecture

Holt Architecture (Holt) is a service-orientated practice with 40+ years of helping to build for the needs of communities with designs that enrich the community and environment. The best reflection of Holt's qualifications is the fact that the vast majority of their work comes from repeat clients and referrals. They credit their success to the fact that they are more responsive to the needs of the Project, facilitate their clients' efforts working as an extension of their staff, and adapt well to changing conditions. As a smaller firm, Holt offers highly personal service and the ability to adjust to the unique requirements of each project.

P2S Inc.

Mechanical Engineering / Electrical Engineering / Plumbing

P2S Inc., a Legence Company, is a consulting engineering, commissioning (Cx) and construction management (CM) firm committed to innovative designs, sustainable solutions, and exceptional client service. They design high-performance building systems, infrastructure and central plants that reduce operating costs while providing optimal indoor conditions and user comfort.

Legence is a national end-to-end energy efficiency solutions provider. The P2S partnership with Legence offers clients a unique and more robust set of services with a purposeful mission to decarbonize the built environment. P2S now has more resources for clients and are connected to a nationwide network of AEC industry firms and professionals. They can offer clients and staff more opportunities, services, and value.

P2S Inc. has offices in Long Beach, Seattle, San Diego, Irvine, Los Angeles, and San Jose.

Wiseman + Rohy

Structural Engineering

Wiseman + Rohy Structural Engineers has been involved with the design of civic and community projects for over 40 years. They embrace these projects, as they embody the type of work they enjoy and strive for—specialty buildings that offer a reward back to the community and users of the structure.

These structures have certain core goals:

- Use available funds in the most efficient way possible
- Be adaptable for many different uses
- Have the ability to change over time as needs evolve
- Be as low maintenance as possible

Through the principles of lean design, Wiseman + Rohy are successful in identifying required information early, scheduling tasks in an order to accomplish goals without backtracking, and coordination with all other consultants to ensure these values are used throughout the team. This approach dramatically reduces waste in design time and construction materials and results in a better coordinated, higher efficiency structure with a fast-moving construction phase.

Irri Design Studio

Irrigation Design

Irri Design Studio (IDS) proudly stands at the forefront of irrigation design and consulting in the United States, setting the gold standard for excellence and innovation. Their relentless commitment to conserving water resources while delivering top-tier solutions has solidified their position as a trusted industry leader. As IDS expands operations globally, they carry a vision of sustainability and responsibility, aiming to play a pivotal role in safeguarding the world's water supply for future generations. Their dedicated team of experts is dedicated to crafting irrigation systems that not only meet the highest standards of efficiency and performance, but also embrace environmentally conscious practices. IDS is more than a consultancy; it's a driving force in the mission to preserve our planet's most precious resource, water, for a brighter and more sustainable tomorrow.

Proposed Method to Accomplish the Work

D.

INTERWEST
A SAFEbuilt COMPANY

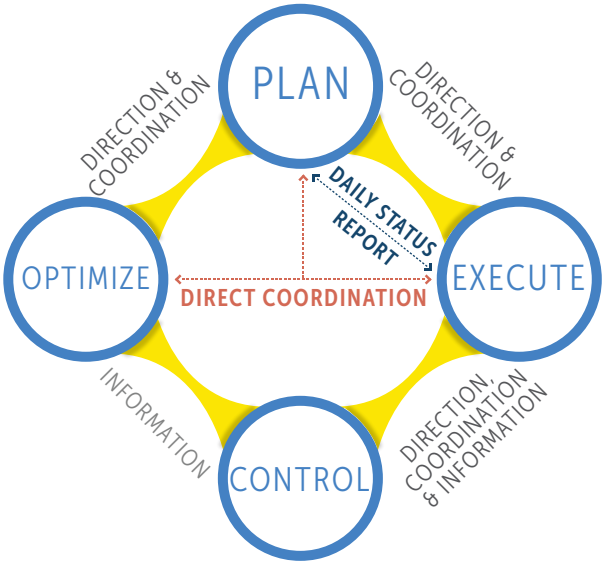
D. Proposed Method to Accomplish the Work

General Project Management Approach

Our project management approach begins with applying our Plan, Execute, Control, Optimize (PECO) philosophy. The PECO framework, illustrated to the right, is based on our team's experience and industry best practices endorsed by the Project Management Institute. We identify, prioritize, allocate, manage, and control the work requirements through this singular, integrated method.

Using the PECO framework, the Interwest team delivers a project management approach that combines the right people, processes, and tools to perform the Scope of Services requirements. The Interwest team's process is structured to streamline our resources and provide responsive services. Successful execution of public works services starts with a responsive team structure that can anticipate and address resource needs.

Our team works on multiple tasks simultaneously and our organizational structure supports the staff in overseeing this process effectively. **Project Manager, Scott Harrison, CPRP**, will ensure overall project performance and completion.

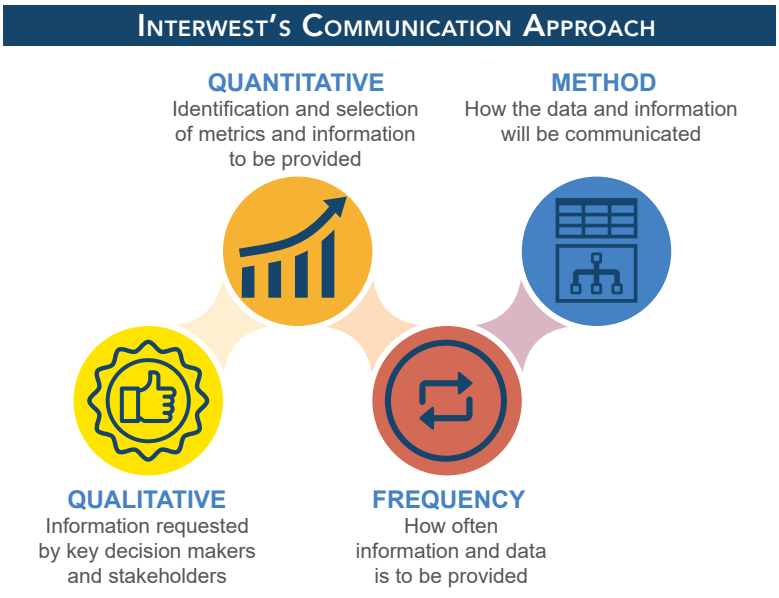


The PECO framework delivers a contract management approach that combines the right people, processes, and tools to perform contract work.

Approach to Communication & Coordination

One of the keys to the efficient and successful flow of information is clear, effective communication. Everyone involved with a contract of this size and scope must be aware of changes, progress, and challenges. We commit to working with you to determine the best ways to communicate the right information to the right people at the right time. Our priority is to ensure the best possible experience working with our team—with minimum impact on the City and its citizens.

Meetings are an integral part of the plan, especially at contract start-up. Everyone involved must be aware of progress and changes to expect going forward. We will prepare communications that can be shared with all City staff, detailing what to expect during contract transition and moving forward.



We work with you to develop a schedule and format to meet your needs for aggregate reporting. Report formats may include monthly, quarterly, and annual reports summarizing activity levels, adherence to performance metrics, and other items of special interest to the City. We ensure our work effort is clearly communicated to the City throughout the contract's life, adjusting as necessary.

WORK PLAN - APPROACH

STEP 1: DEFINING THE CRITICAL PROJECT SUCCESS FACTORS

Our first step towards ensuring that we understand the expectations of the project by the public, elected officials, staff, and stakeholders is defining the critical success factors. This understanding underpins all decisions that will be made and will help guide the metrics for the project. The ability to derive this understanding comes from close collaboration and open dialogue between the various parties shaping and guiding the project. Specifically, in the case of this park development, decisions about what the final outcome of the project should be need to be made through an ample exploration of all the options on the table, tempered and informed by the direction obtained from the City and an outreach component that will include the community that will be impacted and catered to. We recognize that, as it stands, the selected park locations provide a great and unique opportunity to accomplish the following:

- Provide connectivity to the direct, and indirect, urban context;
- Establish an integrated, unique, and resilient community-focused identity; and
- Activate the spaces with multi-generational and community-strengthening opportunities.

Our goal is to align these opportunities with the directives and values of the community, as they may well serve as opportunities to augment what the project has to offer and make it a key highlight project for the City.

STEP 2: DEPLOYING THE EXPERTISE AND KNOWLEDGE OF THE PROJECT TEAM MEMBERS TO INNOVATE

The seamless collaboration of the project team with City Staff will be the most successful driver for the success of the project. We have selected the appropriate team to ensure that we deliver the best solutions to successfully satisfy this project. While having the right people is important, we go a step further by capitalizing the offerings of knowledge, experience, and ideas each team member offers through a collaborative processes of ideas and solutions development. This empowers each team member and City Staff with the ability to bring issues to the table to identify and resolve design conflicts early on. Over the life of the project, this results in a smoother transition from design to construction and results in a dramatic reduction of conflicts during construction. It ensures that we meet the expectations of the community, whom we are there to serve.

Building upon how the critical project success factors are defined, Interwest will have routine collaborative, in-house design sessions to identify the various opportunities where the metrics and desires for the projects can be achieved, track progress, and ensure that any competing and conflicting issues are met. We would encourage the participation of City Staff at key milestones to ensure that design decisions and recommendations are being made in light of the needs and desires of the City - factoring both issues of design, operations, and maintenance. It is through a collaborative, real-time response design strategy that the Team will generate workable solutions.

STEP 3: CHARTING A WORKFLOW AND A CRITICAL PATH THAT IS CUSTOMIZED AROUND THE SPECIFIC, UNIQUE ISSUES OF THIS PROJECT

Upon award of the project, Interwest will meet with City Staff to clarify specific requirements of the project scope (specifically the City's vision, residents' and community requests, and commitments), and define the measurable performative outcomes for design that will deem the project a success. The Project Manager (PM) will prepare and submit a project schedule to the City. Once the detailed scope and schedule are approved by the City, they will be provided to the Interwest members at an internal "Kick-off Meeting." The primary purpose of the "Kick-off Meeting" will be to accomplish the following:

- Clarify the Quality Control/Quality Assurance requirements to be followed;
- Discuss the critical design elements affecting the overall schedule; and
- Review methods to ensure effective communication is maintained throughout the design process.

In conjunction with all necessary design research, document acquisition and inventorying, the project team will perform a design survey while simultaneously beginning the utility coordination process by sending out utility information request letters to all utility owners within the project limits. Additionally, coordination

with key stakeholders, facilitated by City Staff, may also occur at these early stages to introduce the Project Team to the key community members and begin the public outreach process.

Once all the information has been assembled through the inventory and data collection phase, design schematics and analyses will begin. Site visits to the park will be conducted to confirm utility and survey information, as well as to familiarize the Project Team with the controlling design elements and issues that the community may have already expressed concerns about. These periodic site assessments will be critical throughout the life of the design project.

A design strategy will be developed to convey a theme that will support a branding strategy. Once approved, that conceptual design will be further developed through the schematic design phase where additional detail and preliminary engineering will be conducted. The schematic plans will be utilized to begin the pre-application process with the review and permitting agencies, as well as any relevant stakeholders. Once City Staff and the stakeholders' input have been obtained, the Project Team will enter the design development phase and permitting process.

Throughout the design development phase, all intricacies of the design strategy will be further development for constructability. The construction plans will be developed incorporating all the design components created and approved throughout the project's schematic and design development phases. Once the client and regulatory agencies approve the final design, the construction documents will be finalized and issued for bidding. Throughout the process, the Project Team will be involved in multiple meetings with the City to ensure the project is moving in the intended direction, conforms to required standards, and remains on schedule.

STEP 4: FINANCIAL OVERSIGHT STRATEGY

Understanding the financial model (where the funding originates, the sources of expenditures, and any potential limitations placed on the design) is important to the success of this project. To achieve this, the Team will carefully track the project construction's estimate from the early stages of the project and iterate them with additional detail commensurate with the level of details of the design or construction plans. This is critical as current market costs change daily and are severely impacted by shortages of materials and interruptions to supply chains. Additionally, any specific allocations will be identified and the specific improvements eligible to be expensed to those sources will be earmarked and identified for good project accountability. Appropriate contingencies will be included and utilized during the early stage cost estimates to account for the level of detail that is not yet completed. The contingency will reduce as the plans approach construction document quality.

STEP 5: PRE-CONSTRUCTION PHASE

Develop Project Action Plans and Milestone Schedules: Actionable, result-driven project management strategies guarantee success, as they provide opportunities to quantify the efficiency and goal-fulfillment rates of the Team. We will generate these action plans by discipline and ensure that they become an embodiment of the critical project success factors identified together with staff during contract negotiation and the kick-off process. Nevertheless, in conducting preliminary research to prepare for this RFP response, we have ascertained the following for each component:

Urban Design and Community Outreach: The Project Team will inventory the existing site conditions, analyze the park design, and evaluate opportunities to provide overall enhancements that can improve the potential issues available through design innovation opportunities, especially as they impact fronting properties and nearby or adjacent uses, such as the schools.

Civil/Roadway/Drainage Engineering: A possible design consideration that is available within the existing conditions includes the opportunity to provide sustainable, low impact development solutions in grading, drainage, and planting. Existing conditions will be analyzed and assessed to be brought into compliance as part of the project. Additionally, close coordination and collaboration with our Team's traffic engineer and urban designer will occur to thoroughly explore all opportunities for streetscape improvement elements.

Traffic Control/Maintenance of Traffic: During construction of the improvements is a critical scheduling and design component.

Utility Coordination: Will rely on obtaining design tickets and identifying Utility Agency Owners/ Providers (UAO) with facilities within the project limits and initial field reviews conducted in an effort to identify potential conflicts or limitations. Early

and proactive communication and coordination with the UAOs is a critical element in this process, as sometimes the UAOs can suffer from delays in responsiveness. The coordination effort will focus on early identification, conflict avoidance, and planning for utility adjustments, and relocations as needed. The Project Team fully understands the necessary commitment and level of effort involved to successfully complete this task so it does not hinder the design process or construction schedule.

Traffic Engineering: The action items that will be addressed under this component will revolve around ensuring that the design solutions are compliant with applicable standards, where needed, and where opportunities for innovation can be accommodated. These will include considerations on design strategies for traffic calming, the design requirements for incorporating bike usage, and safety enhancements for pedestrian connectivity.

Lighting: The parks will be in need of lighting. Pedestrian-scale lighting, performative lighting, and up-lighting for landscaping and street lighting will all be considered for their practicality and for their adherence to an overall design aesthetic package to achieve a new image for the park. Our team has experience coordinating for service point upgrades or relocations, where necessary. Additionally, selection of efficient LED fixtures with full cut-off and ease of maintenance and upkeep will be an important consideration, while keeping in mind the brand and identity the City envisions.

Planting and Experience Design: The planting design palette will include considerations for the human experience and the recognizable, memorable quality that can be achieved through good design articulation. In developing the design, the Project Team will take special care to evaluate green design and sustainable alternatives, informed by specialized research on the site's conditions, hydrology, and site characteristics. An important objective will be to implement landscape strategies and streetscape improvements that foster increased pedestrian safety, promote good tree and canopy coverage and health, and upgrade community aesthetics that employ the practices of water conservation (through the use of xeriscape principles and appropriate plant detailing to ensure proper root-growth and preventative infrastructure impacts), as well as ensuring that the benefits of sustainable stormwater management practices through the use of landscaped bio-swales, pervious pavement systems, and other strategies can be capitalized upon. Additionally, the careful selection of planting to minimize the need for irrigation or long-term maintenance will be supported by prioritizing plant species that are native and/or have extreme- and high-tolerances for drought.

Quality Assurance/Quality Control: Throughout the design process, the Team will monitor and report on the progress, schedule, and cost estimates. Additionally, throughout the design process, the Team will implement our Quality Assurance/Quality Control process. This process consists of a peer review procedure, where a design group of internal third-party, in-house professional designers not directly involved with the project will review the plan documents with a fresh perspective. They will make observations and generate comments that will need to be further addressed and resolved by the Project Team. The multi-disciplined review process also consists of a constructability review by a member of the Construction Department. This review ensures that the plans make sense from a construction perspective and are intended to minimize potential conflicts, errors, or omissions in the field during construction.

STEP 6: CONSTRUCTION AND PROJECT CLOSE-OUT

Bidding and Construction Administration: The Interwest Team has experience assisting our clients in all aspects of bidding, including assistance during bidding, attending the pre-bid meeting, creating minutes, addenda preparation, responses to contractor RFIs, and review of the bid package for recommendation of the lowest responsive and responsible bidder.

As the design professional of record, we will provide the necessary support to provide post-design services. Once the contract is awarded, post-design services include a hand-off meeting with the City and construction administration leader, a pre-construction meeting with the contractor, review and approval of shop drawings, responses to RFIs, and support to the Construction Project Manager as-needed during construction.

The Interwest Construction Team is prepared and committed to provide expert services such as contract negotiation, implementing quality control and assurance programs, contract document review, shop drawing logging and review, administration of contractor RFIs, observation of field activity to

ensure construction is completed in accordance with construction documents, environmental and NPDES monitoring, field report and documentation review, as-built review and record drawing preparation, agency/permit closeout documentation, and certifications.

Project Close-Out: After substantial completion, each discipline from the Interwest Team may conduct an on-site inspection and create a punch list log for the Construction Project Manager. The Construction Project Manager will then review the log, compile all disciplines, and submit to the contractor for action/correction. Simultaneously, the Project Team may work with the contractor to review the project as-builts, warranty submittals, as well as any operating/owner's manuals required for the specific product. After reviewing the final, approved as-builts, the Design Team will work towards submitting the record drawings to the permitting agencies in order to close out any/all open permits.

It is important to note that the Interwest Design Team's philosophy and corresponding process to assure quality in all our designs and work products integrates the following key components:

Initial Quality of Design: The first step of the QA/QC process is to ensure that the design is of a "high initial quality". In other words, the preliminary design is one that has been carefully considered and analyzed by an experienced park designer.

Multi-discipline Peer Review: The next step in the QA/QC process is the performance of a multi-discipline peer review. This phase is undertaken by a team of designers from various disciplines within the core team so that potential improvements or innovative ideas can be introduced to further improve the initial design.

Design-Decision Documentation: Documentation is an important part of all projects. It is critically important to fully document the assumptions, reasoning, metrics, and calculations that lead up to key design decisions made on a project, particularly if safety issues are involved. The documentation not only provides good records, but presents another opportunity to ensure that the project is well-aligned with the goals and objectives that it needs to meet.

Constructability Review: The constructability of a project is an important facet to consider during each phase of design development. When a preliminary design is nearing substantial completion, an in-house constructability review by our Construction Team is completed.

Value Engineering: All projects will require some value engineering. An integral part of the design process is to produce a cost-effective project for the owner and/or client at all stages to eliminate the need to perform large component cuts at the end of the project. This is also important to ensure that the Team manages the expectations of the community and that the team makes promises that can be delivered.

Schedule and Budget: Budget and schedule controls and QA/QC practices are essential with any project. Interwest's many repeat clients attest to tour capabilities to meet time and cost budgets, often completing projects ahead of schedule and below budget. We believe that in addition to using state-of-the-art estimating and scheduling software, a well-trained and experience team of Project Managers is essential in predicting where problems may occur or arise so we can be proactive in addressing their potential.

Controlling Costs to Minimize RFIs and Change Orders: Conflicts during construction and the generation of RFIs and change orders are generally a result of either a lack of proper and adequate investigation of the site's constructability issues or a lack of adequate coordination among and between the various parties contributing to the development of the overall construction set. The Interwest Team takes a 'head-on' approach to both of these potential conflict areas by understanding that they are weak-points that could potentially result in costly corrections during construction. From the onset, our approach to the development of proper and adequate design investigations is fundamental to setting the process on the correct course. Thorough and adequate surveying, utility documentation, and sub-surface investigations are an absolute essential component of the technical foundation of any project. While design ideas and iterations are being developed by the creative design team, utility coordination, cost explorations with utility companies and infrastructure analysis are conducted to evaluate their impact on the future design and cost. This will identify opportunities to highlight potential risk factor in the implementation of the project.

Once the project development enters the technical plans development phase, collaborative design meetings are held routinely with all parties involved. The creative design team will be present to ensure that the vision of the project remains integral to the design solution while scenario-building for each of the various conflict areas are highlighted and resolved among the various contributing professional disciplines. Depending on the complexity of the project, plans are routed at 30-60-90% intervals (minimum) of development through our in-house quality control process where third-party reviewers from various disciplines assess and evaluate the information on the plans and seek for potential conflicts so they can be identified and resolved. At times, these third-party reviewers are in-house staff that are not directly related to the given project's team. Since the Interwest Team has a large contingent of municipal plans reviewers on hand serving various different municipalities, these key individuals are generally the ones reviewing the plans at each of the 30-60-90% intervals. However, for more complex projects, before plans get to the formal 30-60-90% interval reviews, interim 'standing plans review' meeting are held where process plans are reviewed collectively among the technical design team in anticipation of the formal review and to which at least one third-party engineer is involved.

These internal processes are a large contributor to minimize and eliminate potential conflicts in construction that are design related. RFIs and change orders cannot realistically be entirely omitted from any project. Contractors will always submit RFIs in a persistent search to minimize expenses, facilitate their constructability, and maximize their profitability. Additionally, sometimes because of expedited scheduling or lack of initial resources on the client's side, corners may be cut at the initial investigation phases of the project that ultimately result in unforeseen circumstances during construction. While either of these cannot be entirely omitted, our in-house process creates enough familiarity with all project components by the various contributing team-members that resolutions can be addressed promptly and in a manner that is generally economically favorable to the client.

COST ESTIMATING

Interwest's predominant services have been entirely public-sector driven. As such, we fully understand that cost overruns are a huge burden on the public procurement process and our clients' ability to deliver a project promised to the community within the allocated adopted budget. We approach cost estimating with the understanding that it plays a viral role in the success of a construction project and understand that proper cost estimating can:

- Improve plans;
- Save money;
- Allow for better bid comparisons; and
- Reduce risk.

Construction costs during the design phase should be as closely aligned to the expenses that the potential contractor will have, as opposed to general ballpark costs arrived at by unit costs based on areas. These costs should reflect:

- **Contingencies and Variances** to cover unexpected conditions that can arise or to cover cost increases that can result from change orders, delays, inclement weather, or market volatility.
- **Equipment** mark-ups to reflect the cost of any specialized equipment that may be needed, given the uniqueness of the project.
- **Indirect Costs** to reflect general conditions, permit and inspection fees, administrative expenses, overhead, insurance requirements, bonding, security, and utilities.
- **Labor Costs** impacted by locally driven wages and their related costs factored by the number of workers and the necessary hours of work, including overtime needed to meet the client-determined schedule.
- **Materials Costs** that require a key understanding of how market fluctuations and cost volatility that can be accommodated.
- **Professional Fees** for any incidental specialty engineering components of any project element.
- **Quality-related Costs** that impact the budget, understanding that top-of-the-line finishes and material selections, superior amenities can deliver an aesthetically impressive design but generally at a more expensive cost.
- **Other incidental but critical expenses** assessed on a case-by-case basis, such as environmental remediation, demolition, disposal, or client-mandated requirements that impact construction, such as project phasing.

Costs are generally arrived at through careful research and at the confluence of various sources, depending on the specifics of the project. In the past, Interwest has relied on three (3) key sources:

Historical Data: Many of our cost estimation methods rely on historical data, such as the cost per square foot, the average labor costs per hour for trade specialties, and the units of work, such as the cost per element. Because Interwest has various ongoing projects in construction at any given time, in addition to having a strong and robust Construction Engineering and Inspection (CEI) department overseeing the construction of projects designed by others, our capacity to keep accurate and current tallies on costs is a resource that has proven reliable.

Cost Research: To access the most current cost data, Interwest has relied on gathering contemporaneous cost checks to increase accuracy. This can be achieved through our long-standing and working relationships with various construction companies with whom we have performed past work with through design-build partnerships. Where these don't provide a reliable cost data-point, we will rely on publications such as the Walker's Building Estimator's Reference Book and industry other databases, such as RSMeans, where they perform cost research by frequently sampling rates in hundreds of locations for labor, materials, equipment, and contractor overhead. We have also relied on incorporating current cost indexes which reflect trends in prices for various construction inputs, as well as productivity and inflation via sources such as the Turner Building Index modified for localized regional variances.

Expert Judgment: The ability to quickly tap into expert judgment of our highly skilled and extensively experienced staff, either internally within any of our subsidiaries or via our parent company SAFEbuilt, gives us an opportunity safe-check costs and method-selection that impact costs.

Interwest always relies on bottom-up construction cost estimating strategies, where we calculate total cost by adding the cost of each input on a construction project. This may seem taxing for the early stages of design iteration, but when accompanied by a heightened contingency multiplier, it generates a reliable and predictable forecaster of the eventual costs. These contingency multipliers vary depending on the stage of project development:

- 45% during early conceptual design development phases
- 40% during schematic design development phases

During Design Development:

- 30% at the 30% construction plans iteration phase
- 20% at the 60% construction plans iteration phase
- 15% at the 90% and 100% construction plans iteration phase

These percentages are our norm, but they can be modified depending on the complexity of the project. Additionally, given the recent volatility in market costs for materials, Interwest does not recommend calculating the contingency for construction at less than 15%, even for small projects.

To improve the accuracy of our estimates, Interwest can employ the utilization of a three-point estimate methodology, whereby high-, mid-, and low-point unit costs are collected to generate a range of costs that can help guide design decision making. This has been incredibly valuable in some of our more complex parks and open space projects where community input requests don't align with the budget allocation that has been established by the government agency. As such, they are an essential tool not only to forecast the potential cost of specific components, but to assist in conflict facilitation, community buy-in, and design resolution through the public outreach and design adoption processes.

SMALL SITE DEVELOPMENT PARK & PLAYGROUND PROJECTS

WORK PLAN

The following work plan is designed as a flexible framework to guide the planning, design, and implementation of diverse project types, whether small site developments or park and playground improvements. It establishes all the components and elements we would tailor in the custom work plan we would develop for each unique project and establishes clear processes—from data collection and community engagement through construction and closeout—while acknowledging that each individual project will have its own unique conditions, stakeholders, and regulatory considerations.

Once a specific project is identified, the exact details of scoping, timelines, permitting requirements, and partner agencies will be refined to ensure that the work plan aligns with the project's particular needs, goals, and local context.

We have included a graphic that demonstrated the chronological order in which these small-scope projects are developed and delivered.

STANDARD WORK PLAN

GENERAL SERVICES

- Services that are needed to administer and deliver the project
- General project management services
- Quality Assurance and Quality Control reviews and processes
- Coordination with sub-consultants

PUBLIC OUTREACH PROCESS

- Partnership with the City
- Peppered throughout the development phases to keep the community involved
- Preparation of a Public Engagement and Outreach Plan focused on obtaining the most inclusive and equitable process as possible
- Outcome to define program, approach, and design components for the park sites
- Generate a series of outcome-driven action plans that are to be implemented in the conceptual design phase

FOUNDATION DATA-COLLECTION PHASE

- Collection of all necessary background and foundational data needed to provide the services and generate a design

WORK PRODUCT

- Survey CADD files
- Initial inventory and analysis
- Community outreach preparation and collection incorporated

CONCEPTUAL DESIGN PHASE

- Creation of a Design Intent and Vision
- Generally serves as a budgeting exercise
- Identify size, location, and metrics of all components to be included
- Provide layout strategies to-scale on a surveyed base
- Identify final programming and uses of the future park
- Finalize all areas and inter-relationships of uses and components
- Serves as a basis to define and perform any added CEQA compliance needs and processes

WORK PRODUCT

- Plan graphic, defining general elements of the project's wish list with general placement
- Order of Magnitude Cost Estimate

SCHEMATIC DESIGN PHASE

- Further development of the Conceptual Plan based off approvals & directives
- Development of the 'look and feel' of the project; establishes aesthetic parameters
- Advance to the point it meets criteria for submission to the City Council for approval
- Plans will be considered the 30% Design Plans
- Continue sub-consultant coordination

WORK PRODUCT

- Detailed plan graphics and 3D illustrative graphics, defining general qualities of the project's wish list
- 30% Design Plans
- Detailed Order of Magnitude Cost Estimate

DESIGN DEVELOPMENT PHASE

- Further development of the Schematic Plan based on sign-off and approval
- Development of site plans and construction detailing to 70% completion of final construction plans
- Focus is on constructability and coordination across intersecting disciplines
- Further coordination with specialty trades: civil engineering, irrigation design, arborists, lighting design, electrical engineering, structural engineer, artists
- Preliminary permit research and application

WORK PRODUCT

- Refined, detailed plan graphics and 3D illustrative graphics
- Detailed Cost Estimate
- 30%, 60% and 90% Development Plans (considered 70% final construction drawings)

BIDDABLE DOCS PREPARATION PHASE

- Finalization of the construction plans into biddable construction sets
- Construction detailing
- 100% specifications
- Third-party constructability review
- Permitting
- Building Department Approval (if applicable)
- Coordination with procurement processes for bid tabs, general conditions, and qualifications
- Preparation of technical specifications (if applicable)

WORK PRODUCT

- 100% Construction Plans
- Permits and approvals
- Specifications package
- Bidding Package

BIDDING + AWARD ASSISTANCE PHASE

- Preparation of the bid tender form for inclusion in the solicitation package
- Assisting in the drafting of comparable past experience requirements to be required of prospecting bidders
- Distribution of bid packages
- Provide responses to RFIs that may result in the issuance of an addendum during the bidding phase
- Verifying comparable work and issuing an analysis with an overall evaluation of the bidders accompanied by a recommendation for award

CONSTRUCTION SUPPORT PHASE

- Project Coordination
- Project Financial Oversight
- Pre-Construction Phase
- Construction and Project Close-out

SMALL-SCOPE WORK PLAN

I. PROJECT OVERVIEW AND OBJECTIVES

High-Level Description

- Summarize the background and purpose of the proposed small site or park/playground improvement.
- Highlight how the project aligns with the public entity's strategic goals (e.g., community well-being, equitable access to recreation, sustainability).

Key Objectives

- Outline overarching aims such as enhancing public safety, improving aesthetics, expanding recreational opportunities, or meeting ADA accessibility standards.
- Emphasize alignment with broader municipal or agency policies (e.g., comprehensive plans, parks master plans).

II. SCOPE OF WORK AND DELIVERABLES

Project Scope

- Define inclusions: conceptual design, site surveying, schematic design, design development, construction documents, bidding assistance, construction administration, etc.
- Note any exclusions: specialty studies (e.g., extensive environmental impact statements), major off-site utility upgrades, or land acquisitions (unless specified).

Deliverables

- Design Packages: Conceptual plans, schematic designs, design development sets, and final construction documents.
- Technical Reports: Site assessments (soil, environmental), cost estimates, and feasibility analyses.
- Specifications: Equipment, materials, and workmanship requirements for play structures, surfacing, landscaping, etc.
- Approvals & Sign-Offs: Formal acceptance of each design phase (conceptual, schematic, design development, and final).

III. PROJECT SCHEDULE AND MILESTONES

Timeline Overview

- Establish a rough schedule, from Foundation Data Collection Phase (site investigations) to Construction Support Phase (final inspections and closeout).
- Highlight that exact timelines will be determined once site constraints, funding cycles, and permitting processes are known.

Major Milestones

- Foundation Data Collection: Site analysis, preliminary meetings with stakeholders.
- Conceptual Design: Creation of initial concepts, community outreach sessions.
- Foundation Data Collection: Site analysis, preliminary meetings with stakeholders.
- Conceptual Design: Creation of initial concepts, community outreach sessions.
- Schematic Design: Refinement of selected concept, preliminary cost estimates.
- Design Development: Detailed plans, material selections, updated cost estimates.
- Biddable Documents Preparation: Final drawings and specifications suitable for contractor bidding.
- Bidding & Award Assistance: Issuing bid packages, responding to bidder questions, evaluating proposals.
- Construction Support: Site observations, submittal reviews, final inspections.

Phased Deadlines

- If grants or funding allocations impose interim deadlines, note them here.
- Emphasize that each phase's duration will be influenced by project size, permitting, and stakeholder reviews.

IV. ROLES, RESPONSIBILITIES, AND PROJECT TEAM

Key Stakeholders

- Client/Owner: City of Palm Desert.

- Design Consultants: Landscape architects, engineers, architects (as needed for structures), specialty consultants (lighting, playground equipment).
- Community Liaisons: Local neighborhood associations, park user groups, or advocacy organizations.
- Permitting Authorities: City of Palm Desert staff, state agencies, or other regulatory bodies.

Organizational Structure

- Identify the primary point of contact for the client and the lead project manager within the consultant team.
- Establish a reporting hierarchy for design decisions, cost approvals, and schedule changes.

V. BUDGET AND RESOURCE ALLOCATION

Budget Framework

- Provide an estimated cost breakdown by project phase (design, construction documents, bidding, construction support).
- Include allowances for contingencies (e.g., unforeseen site conditions, additional public engagement sessions).

Funding Sources

- Note that capital improvement programs, grants, or bonds may fund these public projects; detailed funding plans will be confirmed per project.
- Outline processes for billing rates, reimbursable expenses, and cost tracking.

Cost Control

- Implement cost monitoring at each phase—e.g., design-to-budget checks at schematic design and design development stages.
- Use value engineering strategies if initial cost estimates exceed project allocations.

VI. COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

Communication Protocols

- Schedule regular project team meetings (weekly or biweekly) for updates and decision-making.
- Define documentation standards: agendas, meeting minutes, progress reports, and email protocols.

Public Outreach Strategies

- Conduct community meetings or workshops at key milestones (conceptual design, design development) to gather input and keep the public informed.
- Offer accessible communication methods (online surveys, bilingual materials) if warranted by the local demographic.

Permitting and Agency Coordination

- Plan for timely submissions to local or state agencies for reviews and approvals.
- Maintain open lines of communication with any boards or committees (e.g., park advisory boards).

VII. QUALITY MANAGEMENT PLAN

QA/QC Processes

- Assign senior staff or peer reviewers for key deliverables (drawings, specs, cost estimates).
- Institute internal checklists at each design phase to confirm code compliance, best practices, and coordination across disciplines.

Review Checkpoints

- Incorporate formal reviews at conceptual, schematic, and design development stages to capture and address errors or inconsistencies early.
- Obtain written sign-offs from the client or owner before proceeding to the next milestone.

VIII. REGULATORY AND COMPLIANCE REQUIREMENTS

Relevant Codes and Standards

- Acknowledge that specific building codes, accessibility standards (ADA), playground safety standards (ASTM/CPSC), and local ordinances (e.g., water conservation) will apply.
- Clarify that any environmental regulations (stormwater, floodplain management) will be evaluated for each site.

Permitting Process

- Specify that all required permits—zoning approvals, stormwater permits, environmental clearances—will be identified once the project scope and location are defined.

- Incorporate lead times and potential seasonal constraints (e.g., best times for planting vs. permitting windows).

IX. RISK MANAGEMENT AND MITIGATION STRATEGIES

Potential Risks

- Site Constraints: Unknown utilities, geotechnical challenges, or brownfield conditions.
- Schedule Delays: Weather, prolonged permitting reviews, funding disbursement timelines.
- Community Concerns: Noise, traffic disruption, or pushback on design features.

Mitigation Measures

- Early site investigations (soil borings, utility locates), thorough stakeholder engagement, and transparent cost estimates.
- Regular schedule reviews and prompt adjustment if milestone dates shift.
- Maintain contingency allowances and backup designs to address unexpected site conditions or new stakeholder inputs.

Insurance and Liability

- Specify minimum professional liability, general liability, and builder's risk coverage for consultants and contractors.
- Outline bonding requirements (if applicable) to protect against contractor default or project non-completion.

X. CHANGE MANAGEMENT PROTOCOLS

Scope Change Requests

- Document any request for additional features, altered design parameters, or expanded site boundaries in writing.
- Evaluate impacts on cost and schedule before formally approving changes.

Budget and Timeline Adjustments

- Implement a formal process for re-estimating tasks and updating the work plan if a scope change is accepted.
- Secure client approval and, if needed, additional funding before implementing major alterations.

XI. PROJECT CLOSEOUT AND POST-COMPLETION ACTIVITIES

Final Inspections and Punch Lists

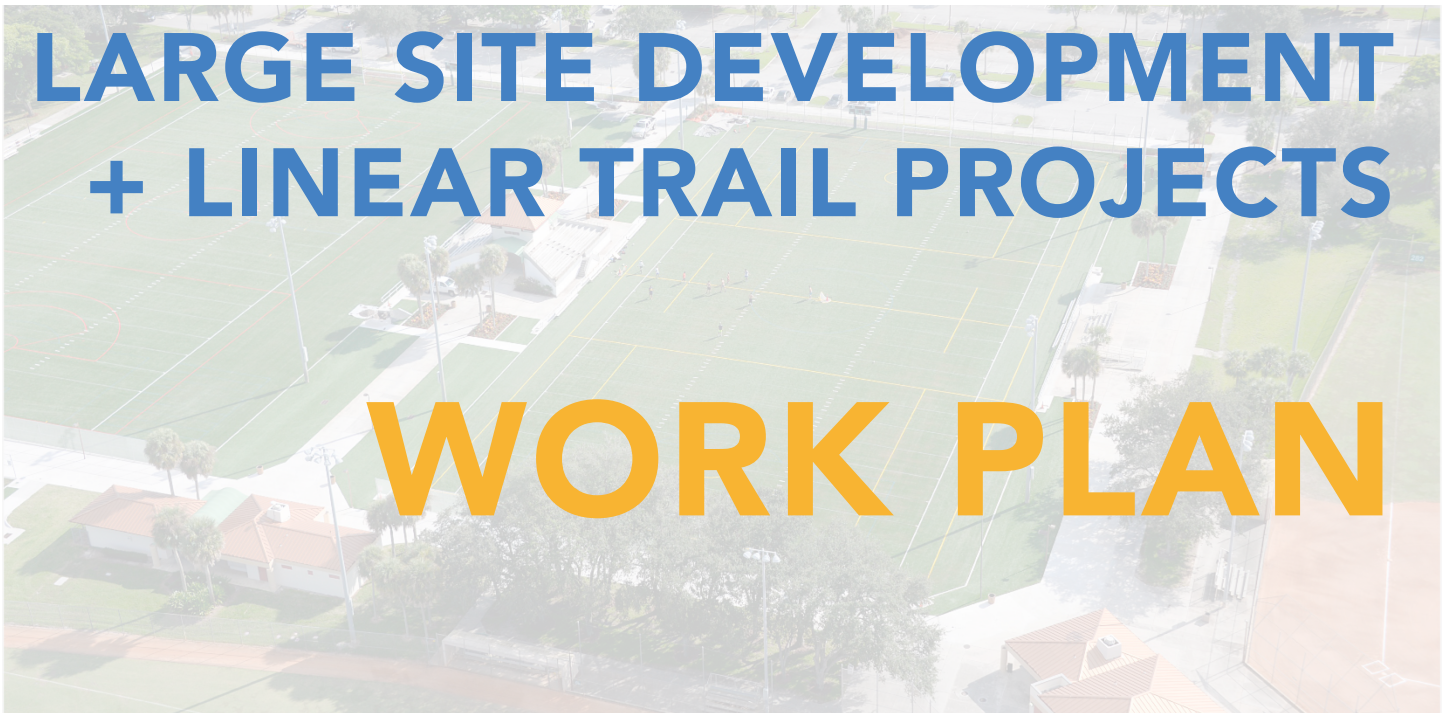
- Conduct comprehensive on-site reviews of constructed elements: playground equipment installation, surfacing, landscaping, and any small-structure finishes.
- Confirm that any deficiencies are remedied before final acceptance.

Operations and Maintenance

- Provide as-built drawings, equipment manuals, and warranties to the client for long-term upkeep.
- Offer training sessions for park maintenance staff on new systems (e.g., irrigation, specialized surfacing).

Lessons Learned

- Host a post-completion debrief with the project team to document successes, challenges, and recommendations for future small site or playground projects.
- Summarize performance metrics (budget adherence, schedule performance, stakeholder satisfaction) for final reporting.



LARGE SITE DEVELOPMENT + LINEAR TRAIL PROJECTS

WORK PLAN

The following work plan is building on the framework for small site developments or park and playground improvements, and reflects the greater complexity of large site development and linear trail projects. These projects generally carry a higher degree of public engagement and permitting requirements, because of their expansive nature or because of the levels of complexities embedded in reconciling all the use & programing, infrastructure, and specific site considerations. It establishes all the components and elements that we would tailor for each project in the custom work plan that we would develop around the specifics of each unique project. It establishes clear processes—from data collection and community engagement through construction and closeout—while acknowledging that each individual project will bring its own unique conditions, stakeholders, and regulatory considerations.

Once a specific project is identified, the exact details of scoping, timelines, permitting requirements, and partner agencies will be refined to ensure that the work plan aligns with the project's particular needs, goals, and local context.

We have included a graphic that demonstrated the chronological order in which these large-scope projects are developed and delivered. Our approach is to incorporate the notions and deliverables of the small-scope work plan into this larger, iterative framework.

PROJECT KICK-OFF

1 week

Project Work Plan, Prep and Kick-off Meeting

DATA COLLECTION

2 weeks

- On-site Visual Inspection
- Utility and As-built Data Collection
- Design- and Planning-relevant Data Collection
- Final Base-map Development
- Site Analysis
- Conference with Staff on Findings

INITIAL PUBLIC OUTREACH & ENGAGEMENT

3 weeks

- Stakeholder meetings
- Neighborhood meetings
- Open House Listening Session
- Project-Ambassadorship Program and Communications Plan

DEVELOPMENT OF DESIGN BRIEF

2 weeks

- Review by both the District and City
- Comment Resolution

ITERATIVE TESTING-STAKEHOLDERS

1 week per theme

- Proofing of design ideas through public engagement

THEME CONCEPTUALIZATION

2 weeks each

- Programming & Use
- Connectivity & Access
- Safety & Security
- Character & Identity
- Placemaking & Planning
- Sustainability & Resiliency

STAFF REVIEW & COMMENT

2 weeks per theme

- District & City Staff

DESIGN ARTICULATION

1 week per theme

- Design Detailing & 3D Visualizations

PRELIMINARY PLAN DESIGN & RECOMMENDATIONS

6 weeks

- Review by both the District and City
- Comment Resolution

PUBLIC OUTREACH & ENGAGEMENT

2 weeks

- Stakeholder meetings
- Neighborhood meetings
- Open House Listening Session

FINAL PLAN DESIGN & IMPLEMENTATION STRATEGY - DRAFT

3 weeks + 2 weeks Staff review

- Design objectives, metrics, approach, and resolution
- Implementation recommendations
- Cost estimating and Phasing Strategies
- Review by both the District and City
- Comment Resolution

FINAL PLAN DESIGN & IMPLEMENTATION STRATEGY

2 weeks

- Review by both the District and City
- Final Plan Approvals
- Comment Resolution

PROJECT CLOSE-OUT

1 week

- Final Assemblage of all project documents
- Final publication of final, approved report

LARGE-SCOPE WORK PLAN

PROJECT OVERVIEW AND OBJECTIVES

High-Level Description

- Summarize the nature of the large site or linear trail project, including its intended benefits: expanded recreational opportunities, improved connectivity, environmental enhancements, or master-plan alignments.
- Emphasize how the project's scale (large park phases or multi-mile trails) supports broader community goals (e.g., economic development, public health, equitable access).

Key Objectives

- State overarching objectives such as creating signature public spaces, enhancing resiliency and sustainability, and improving user safety and comfort.
- Note alignment with municipal policies, parks and recreation master plans, or comprehensive plans—particularly important for major, multi-phase endeavors.

SCOPE OF WORK AND DELIVERABLES

Project Scope

- Define the scope in phases, mirroring the Foundation Data Collection, Conceptual Design, Schematic Design, Design Development, Biddable Documents Preparation, Bidding & Award Assistance, and Construction Support stages shown in the reference graphics.
- For Large Site Development, specify major amenities (athletic fields, pavilions, parking, erosion control) as well as ecological and environmental considerations.
- For Linear Trail or Trailhead Projects, include trail widening or new trail alignment, underpasses, bridge construction if needed, trailhead development, amenities, and associated landscaping.

Deliverables

- Data Collection & Analysis: Base maps, geotechnical reports, utility assessments, and site inventories.
- Design Milestone Packages:
  - Conceptual Plans (overall layouts, initial cost estimates),
  - Schematic Design (refined site diagrams, preliminary details for structures and trail sections),
  - Design Development (detailed plans, specs, and updated cost estimates).
  - Construction Documents (final drawings, technical specifications, bidding documents).
  - Reports & Estimates: Stormwater analysis, erosion control strategies, engineering calculations, cost estimates.
  - Engagement Materials: Presentation boards, 3D visualizations, public meeting summaries, and final reports.
  - Approvals & Sign-Offs: Formal acceptance by the client, city agencies, and any oversight bodies at each design phase.

PROJECT SCHEDULE AND MILESTONES

Timeline Overview

- Use the general sequence suggested by the graphics, with approximate durations for each phase (e.g., 2–3 weeks for data collection, 4–6 weeks for conceptual design, etc.), adjusting once site-specific factors are known.
- Acknowledge that schedule details (e.g., funding cycles, permitting timelines) will be evaluated on a case-by-case basis.

Major Milestones

- Project Kick-Off & Data Collection: Final base-map preparation, on-site inspections, stakeholder kickoff meeting.
- Initial Public Outreach & Engagement: Gather community input, hold open houses, identify priorities.
- Conceptual / Schematic Design: Develop design alternatives, refine them based on feedback.
- Design Development: Prepare more detailed layouts, cost estimates, and draft specifications.
- Biddable Documents Preparation: Finalize construction drawings and technical specs.
- Bidding & Award Assistance: Issue RFPs/RFQs, answer bidder questions, evaluate proposals.
- Construction Support: Site inspections, submittal reviews, final punch list.

- Project Closeout: As-built documentation, final acceptance, lessons learned.

Phased Deadlines

- Identify if certain components (e.g., new athletic fields, a major bridge, or a trailhead) must be delivered first to meet grant requirements or funding milestones.
- Include placeholders for potential additional phases if new amenities or expansions are introduced.

ROLES, RESPONSIBILITIES, AND PROJECT TEAM

Key Stakeholders

- Client / Owner: City of Palm Desert
- Design & Engineering Team: Landscape architects, civil engineers, structural engineers (for bridges and pavilions), urban designers, environmental consultants.
- Construction Team (once awarded): General contractors, specialty subcontractors for athletic fields, trail paving, irrigation, etc.
- Community Stakeholders: Neighborhood groups, advocacy organizations, local businesses, and possibly state or federal agencies if the project intersects protected lands or waterways.

Reporting Hierarchy

- Establish a Project Manager on the consultant side and a Client Representative on the agency's side for direct communication.
- Define contact persons for sub-consultants and internal discipline leads (e.g., one for civil, one for landscape architecture).
- Specify a procedure for decision-making (who signs off on design changes, budget modifications, and schedule shifts).

BUDGET AND RESOURCE ALLOCATION

Budget Structure

- Organize costs by phase (e.g., Data Collection, Conceptual Design, Schematic, Design Development, Construction Documents, Construction Support).
- Include contingencies for unknown conditions typical of large sites or trail corridors (soil remediation, hidden utilities, additional public outreach).

Funding Sources & Billing

- Acknowledge the possibility of diverse funding streams: municipal budgets, state/federal grants, public-private partnerships.
- Outline billing rates, reimbursable expenses (travel, printing, geotechnical testing), and invoicing intervals.

Cost Control

- Perform cost checks at key design stages (conceptual, schematic, design development) to ensure alignment with project budgets.
- Institute a value engineering process if costs exceed available funds.

COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

Communication Protocols

- Conduct periodic coordination meetings (weekly or biweekly) with the client and key team members.
- Use standardized documentation: meeting minutes, status reports, design review memos.

Public Outreach & Engagement

- For Large Site Projects: Host charrettes and open houses at conceptual and schematic stages to gather broad community feedback.
- For Linear Trails or Trailheads: Engage neighborhoods along the corridor, coordinating with transportation groups, bike/ped advocacy organizations, or environmental agencies.
- Incorporate iterative testing phases for design ideas, adjusting based on stakeholder input.

Updates to Oversight Bodies

- Provide regular progress briefings to city councils, park boards, or committees that grant funding.
- Develop a schedule of milestone presentations (e.g., preliminary plan, final design) for formal approvals.

QUALITY MANAGEMENT PLAN

QA/QC Processes

- Assign internal reviewers at key milestones (e.g., 30%, 60%, 90% design documents) to confirm technical accuracy and consistency.
- Use discipline-specific checklists (civil engineering, landscaping, structural) to maintain high-quality deliverables.

Review Checkpoints

- Incorporate staff reviews from the client and any external agencies that must approve major infrastructure elements (e.g., new bridges).
- Obtain sign-offs before moving to subsequent phases, reducing rework or scope creep.

REGULATORY AND COMPLIANCE REQUIREMENTS

Codes and Standards

- Anticipate compliance with city, state, and federal guidelines: zoning, ADA, playground safety standards, environmental regulations (e.g., Army Corps of Engineers if wetlands are involved).
- For Trail or Trailhead Projects: address potential State, Federal Highway Administration (FHWA) or CalTrans standards if funded or managed through transportation grants.

Permitting

- Identify required reviews: local building permits, stormwater/water quality permits, encroachment permits for roadway underpasses.
- Acknowledge that timelines for permit reviews vary and could affect the overall schedule.

RISK MANAGEMENT AND MITIGATION STRATEGIES

Potential Risk Factors

- Site Constraints: Floodplain presence, steep slopes, environmental contamination, or sensitive habitats.
- Weather & Seasonal Factors: Climatic conditions in Palm Desert, which might delay earthwork or facility installations.
- Community Sensitivities: Resistance to certain amenities, concerns about traffic or parking, noise from large sports fields.

Mitigation Measures

- Early engagement with regulatory agencies and thorough site investigations (geotechnical, environmental).
- Detailed scheduling with built-in weather contingencies.
- Contingency budgets for unexpected scope expansions or design modifications.

Insurance & Bonding

- Require general liability, professional liability, and performance/payment bonds from contractors.
- Specify coverage limits appropriate for large or corridor-scale projects.

CHANGE MANAGEMENT PROTOCOLS

Change Orders & Scope Amendments

- Create a formal process for requesting scope modifications, addressing the reason (e.g., new funding, unforeseen site conditions) and associated cost/schedule impacts.
- Maintain a change log with approval signatures from both the consultant's project manager and the client's authorized representative.

Timeline/Budget Revisions

- Update baseline schedules and cost forecasts as soon as scope changes are approved.
- Communicate adjustments to all stakeholders, including sub-consultants and potential funding agencies.

PROJECT CLOSEOUT AND POST-COMPLETION ACTIVITIES

Final Inspections & Punch List

- Conduct comprehensive reviews of installed amenities (athletic fields, pavilions, trail surfacing, bridge structures) and address any remaining deficiencies.
- Ensure relevant life-safety features and code compliance checks are completed prior to opening the site or trail to the public.

Documentation & Handover

- Provide as-built drawings, operation/maintenance manuals, product warranties, and recommended maintenance schedules.
- Facilitate training for client staff on key systems (e.g., irrigation, electrical equipment, specialized athletic field maintenance).

Lessons Learned & Evaluation

- Compile a post-completion report evaluating project performance (budget adherence, timeline accuracy, stakeholder satisfaction).
- Document best practices and challenges to improve processes for future large park or linear trail projects.

Quality Assurance

Interwest performs Quality Assurance/Quality Control of the plans and specifications at 30%, 60%, 90%, bidding, and prior to issuance of final Construction Documents. At each of the project progress levels, the design plans and specifications are first reviewed by the Engineer of Record (EOR) for Quality Assurance and then routed for Quality Control review by the CADD Manager, an Independent Professional Engineer, and a Construction/CEI team member. Once the comments have been addressed, the plans are submitted to the firm's Director of Engineering for final sign off before being released. This review specifically ensures that the plans make sense from a construction perspective and is intended to minimize potential problems in the field during construction. The Interwest team also has extensive experience and knowledge in all applicable federal, state and local codes, laws and regulations.

Interwest is committed to quality for every task, deliverable, and service provided by the firm.

Interwest understands that fulfilling the needs and expectations of our clients is paramount to earning and retaining their confidence. As such, all Interwest projects are subject to stringent QA/QC processes to ensure a consistently high level of excellence. The Interwest Team is proactive with all projects and stands ready to commit the resources necessary for the success of each project.

The objective of our QA/QC program is to ensure that all deliverables conform to your scope and are void of errors and omissions. Our commitment is based on the philosophy that:

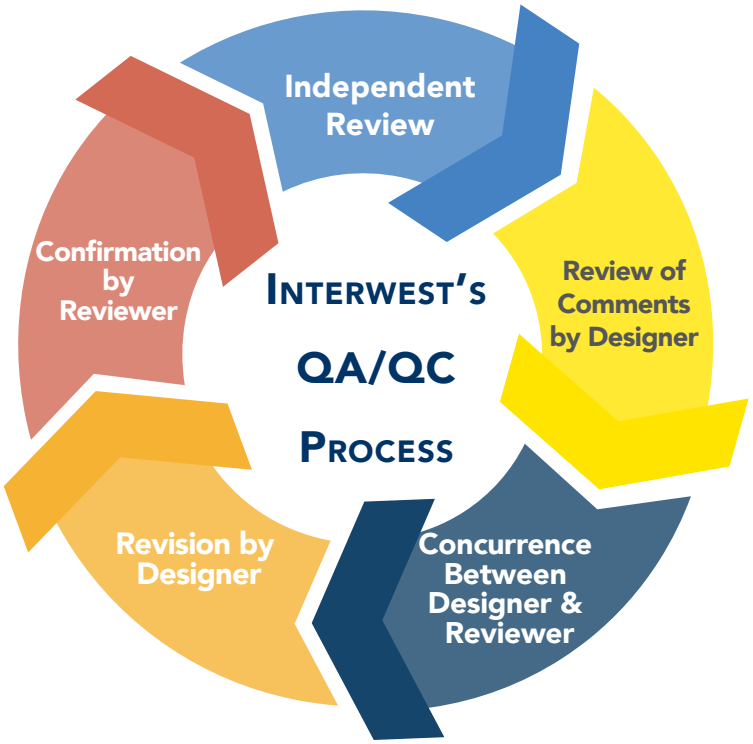
Quality is achieved by adequate planning, coordination, supervision, and technical direction; proper definition of the job requirements and procedures; understanding the scope of services; and the use of appropriately skilled personnel performing work functions carefully.

All quality control review comments are maintained in a quality assurance file. This network review is enhanced by weekly or bi-monthly full team meetings with the Project Manager.

Checklists and other guidelines will be outlined to not only ensure proper deliverables but to assist in professional development of staff. All project team members will be expected to perform certain tasks on the project and be responsible for fulfilling their responsibilities accurately and efficiently. Asking questions, training, and back-checking deliverables will be completed before deliverables are reviewed by the Independent Reviewer, all of which are part Quality Control (QC).

Producing a clear and accurate set of deliverables is one aspect of our commitment to QA/QC. Another aspect of the commitment to QA/QC involves electronic files. The following QA/QC Standards include, but are not limited to the following:

- Making sure the correct text size and font are used in the Micro-station or Auto CAD files,
- Entities are drawn correctly to comply with the use of Geopak or Civil 3D,
- Design features are drawn on the appropriate levels, and
- Date and drawing purpose is reflected on each drawing.



Communication

Communications is a crucial component to any project, keeping clients and contractors coordinated, and projects on time and within budget. Interwest keeps direct contact with the client's project manager and will provide project schedules and project status updates to keep the project flowing and the client well-informed.

Throughout each project, we will provide regular progress reports and communicate with stakeholders to ensure that the project is progressing according to plan. One of the keys to the efficient and successful flow of information is clear, effective communication. Everyone involved must be aware of changes, progress, and challenges. All participants must clearly understand the ultimate goal and objectives of the project and have a shared commitment to achieving them. We commit to working with you to determine the best ways to communicate the right information to the right people at the right time.

The key to avoiding most problems is maintaining open lines of communication, both formal and informal. As long as everyone on the project team, including the client, engineer, sub-consultant, stakeholders, and contractors, is in agreement, few real problems are likely to develop. Regular team meetings will be held during the project to discuss project issues and ways to improve the quality of the design and streamline the production efforts.

Interwest will issue regular project status reports either on a monthly or a bi-weekly basis (as preferred by the City) to communicate project progress, schedule adjustments, and any other issues that need to be resolved.

Communication with the public will be a significant factor in the success of any project. The better informed people are, the more likely they will be supportive of the project. With a wealth experience providing Public Involvement and Public Outreach services, Interwest's Project Manager, **Scott Harrison, CPRP**, will lead efforts for projects under this contract with the City.

Mitigating Potential Delays

Effective management of delays is crucial to ensure the project stays on schedule. Some of the strategies we use to manage delays include the following:

PROACTIVE PLANNING

Detailed Project Schedule: Develop a comprehensive project schedule with clear milestones and deadlines for each phase. Regularly update the schedule to reflect progress and any changes.

Risk Assessment: Conduct a thorough risk assessment to identify potential sources of delays and develop mitigation plans for each identified risk.

COMMUNICATION AND COORDINATION

Regular Meetings: Conduct regular progress meetings with all stakeholders, including project managers, contractors, utility companies, and local authorities, to discuss progress, address issues, and make timely decisions.

Clear Communication Channels: Establish clear communication channels to ensure timely information flow between all parties involved in the project.

CONTINGENCY PLANNING

Buffer Time: Include buffer time in the project schedule to accommodate unforeseen delays without impacting the overall timeline.

Alternative Plans: Develop alternative plans for critical activities to ensure work can continue even if certain tasks are delayed.

RESOURCE MANAGEMENT

Adequate Staffing: Ensure adequate staffing levels to handle workloads and avoid delays due to resource constraints.

Equipment Availability: Ensure that all necessary equipment and materials are available on-site when needed to prevent delays due to supply chain issues.

MONITORING AND REPORTING

Progress Tracking: Implement a robust system for tracking project progress against the schedule. Use project management software to monitor key performance indicators (KPIs) and identify potential delays early.

Regular Reporting: Provide regular progress reports to stakeholders, highlighting any delays and the actions being taken to address them.

ISSUE RESOLUTION

Timely Decision-Making: Empower project managers to make timely decisions to resolve issues that could cause delays.

Escalation Procedures: Establish clear escalation procedures for resolving disputes or issues that cannot be resolved at the project level.

STAKEHOLDER ENGAGEMENT

Public Outreach: Engage with the community and other stakeholders to keep them informed about the project progress and any potential delays. Address their concerns promptly to maintain support for the project.

Coordination with Authorities: Work closely with local authorities to obtain necessary permits and approvals in a timely manner.

QUALITY CONTROL

Inspections and Audits: Conduct regular inspections and audits to ensure work is being completed to the required standards and specifications. Address any quality issues promptly to avoid rework and delays.

EXAMPLE SCOPE:

The following is an example of how we would structure a project for a playground replacement addition of new water feature, shade, or other scope element as noted in the "Key Design Needs" matrix in the RFP to arrive at pricing for this proposal. Once selected, the City and the Interwest Team will refine and tailor the scope of work to the specific needs of the project and the site location.

Parks

The initial phase will involve the demolition of the existing amenities that will need to be replaced (these could include play areas, fields, etc), ensuring the responsible disposal of all materials. Following a comprehensive site assessment, the suitability any existing locations that will be rehabilitated for a new playground will be determined. Our team will leverage our expertise to explore alternative locations if necessary, prioritizing optimal integration within the park's existing landscape.

Central to all new restrooms and playground projects is the implementation of a universally accessible play environment. The design will prioritize access for children of all abilities, integrating inclusive pathways, ramps, and play structures that adhere to current ADA compliance standards. To ensure year-round usability, the playscape will incorporate a shade plan utilizing a combination of shade sails, strategically placed trees, and potentially other creative elements like pergolas.

Prior to beginning the Construction Documents phase, the Interwest Team will present the City with a comprehensive design package. This package will include two distinct design concepts, each crafted to prioritize inclusivity, while offering a unique play experience. Each concept will showcase a variety of play equipment specifically chosen to cater to a wide range of ages and developmental abilities. The design will prioritize fostering social interaction and imaginative play, transforming the space into a vibrant hub for childhood development and community connection. Through the selection process, the City will have the opportunity to provide valuable feedback and collaboratively choose the concept that best aligns with their vision for the park.

Specific to trailhead design, this framework serves as an initial proposal, and upon selection, will be refined and customized in collaboration with the City and the Interwest team to meet the specific demands and unique characteristics of the project site.

Trailheads

The initial phase of the project will focus on the evaluation and potential modification of existing infrastructure at the proposed trailhead location. This may include the removal of outdated facilities and the responsible recycling or disposal of materials. A thorough site analysis will be conducted to assess the current conditions and determine the feasibility of enhancing the existing trailhead or selecting a new site altogether. Our team will employ our extensive expertise to ensure the selected site optimally integrates with the surrounding environment and existing network of trails.

Key to the development of the trailhead is creating a welcoming and functional entry point to the trails. The design will incorporate essential amenities such as parking, directional signage, and seating areas. It will also feature sustainable practices such as native landscaping and stormwater management systems to minimize environmental impact.

Prior to advancing to the construction documents phase, the Interwest Team will present the City with a comprehensive design package. This package will feature two innovative design concepts that focus on accessibility, safety, and enhancing the user experience. Each concept will propose solutions for effective wayfinding, emergency access, and amenities tailored to the needs of a diverse range of trail users, from casual walkers to seasoned hikers. The designs will aim to encourage engagement with the natural environment, promoting both educational and recreational uses of the trailhead.

Standard Process

Through a collaborative review process, the City will have the opportunity to provide feedback and select the design that best aligns with their goals for enhancing community access to natural spaces and promoting outdoor activities.

The following is a description of the proposed improvements to be provided:

1. Survey of the entire park area to support both the project for the playground renovation and the future park master planning efforts.

2. Perform utility investigation to support both this project for the playground renovation and the future park master planning efforts.
3. Perform geotechnical engineering evaluations to support both this project for the playground renovation and the future park master planning efforts.
4. Create demolition plans for the existing playground facilities.
5. Produce conceptual design of two (2) playground alternatives, including evaluations for potential relocation, for City Staff evaluation and selection.
    - Achieve a high level of inclusivity, ensuring accessibility for children of all abilities.
    - Provide ample shade throughout the play area for year-round enjoyment.
    - Maintain easy accessibility from the existing parking lot, which will require an analysis of all existing walkways to ensure ADA-compliant access.
    - Playground design shall comply with the latest editions of ASTM 1487, ASTM1292, ASTM F1951 and the CPSC Public Playground Safety Handbook.
6. Design refinement for final City Staff approval.
7. Produce construction plans for the new playground facilities and associated improvements.
8. Prepare Opinion of Construction Estimate
9. Prepare bid documents.
10. Assist during bidding.
11. Provide construction contract administration

Specific tasks for the playground renovation's survey, schematic design, permitting, construction documents and bidding services are as listed in each task, as follows.

TASK 1 – PARK SITE SURVEYING SERVICES – To be furnished by the City

Boundary Survey

- City will perform a field survey of the subject property in order to prepare a map of boundary and topographic survey. The survey will be prepared in accordance with the Standards of Practice requirements for Surveying and Mapping in the State of California. All boundary corners will be found or set and discrepancies (if any) between field measured values and record values will be noted. A survey report will be provided that will include the legal description, flood zone information for the subject property, and other pertinent survey information. In addition, any encumbrances or easements that may affect the parcels will be graphically shown on the Map of Boundary Survey.

Topographic Survey

- Determine the location of all above-ground improvements within the parcel with horizontal locations and vertical elevations being obtained for such items as sidewalks, edge of pavement, concrete curb, buildings, parking lot striping, fences, driveways and visible above-ground utilities.
- Visible above ground utilities refer to the visible structures (e.g., manholes, valve boxes, inlets, risers etc.) typically associated with storm drainage, sanitary sewer, potable water, electric, gas, telephone and cable television.

Tree Survey

- Existing trees within the site with a diameter at breast height equal to or greater than two inches will be located and tagged with an identification number. The size and common name of each tree will be identified via a unique symbol as shown on the map of boundary and topographic survey. An inventory matrix sheet will be created which will include the tag number, identification, (scientific and common name), canopy, spread, height and condition of tree.

TASK 2 – GEOTECHNICAL ENGINEERING SERVICES

- Conduct four (4) Standard Penetration Test (SPT) borings in general accordance with ASTM D-1586 specifications to a depth of 15-feet at a location provided by the design team.
- Conduct two (2) usual type open-hole exfiltration tests to a depth of 15-feet each to measure the hydraulic conductivity of the existing soils at specific test locations for site drainage evaluation by others, and
- Conduct two (2) Double Ring Infiltrometer tests (six-hour test duration or stabilization) to analyze the drainage capabilities of the existing soils to facilitate retention areas.

TASK 3 - TYPE D UTILITY INVESTIGATION SCOPE

- Conduct utility records research to identify existing utility owners/operators within the project limits.
- Obtain available utility records, plans, maps, and as-built drawings from City Staff, utility owners/operators, and other sources like one-call centers, county records, visual site inspections, etc.
- Compile all obtained utility records into a comprehensive set of utility drawings/data for the project area.
- Depict all utilities at Quality Level D (QL-D) based solely on the existing utility records, with unknown horizontal and vertical accuracy.
- No field locating or physical verification of utilities will be performed as part of QL-D.
- Identify discrepancies, missing information, or utilities not depicted in the records.
- Provide recommendations for additional investigation using higher quality levels (QL-A, B or C) to resolve discrepancies or locate critical

TASK 4 – SCHEMATIC DESIGN ALTERNATIVES

- The design team will work closely with City Staff (specifically those responsible for steering and guiding the design and development decisions) to develop two (2) schematic plan alternatives that identify the size, location and metrics of the components to be included in the design solutions. The design team will develop the designs under Staff direction.
- The design team will conduct a preliminary design review of the draft schematic design package with City Staff to solicit feedback and direction.
- The City's Project Manager will provide a consolidated list of client comments to be incorporated into one final schematic design document. The design team will review and incorporate input received from the City as a basis for developing the Final Schematic Design Documents.

Final Schematic Design and Review Milestone

- The design team and any applicable sub-consultants will further refine and develop the final selected schematic design document in preparation for submission to the City for final approval of the schematic design. The final schematic design will be represented with design documents that may include preliminary diagrams, plans, and 3D imaging to illustrate overall vision, character, and materials to further communicate the vision for the project.

TASK 5 – CONSTRUCTION DRAWINGS AND SPECIFICATIONS

The design team shall provide drawings at the 30%, 60%, 90% and 100% design milestones for the City to review and comment at each critical milestone.

- The drawings will be prepared with industry-accepted guidelines for the production of construction drawings on 24"x36" sheets at appropriate scales. This submission will include the following technical drawings:
  - G-Sheets (General)
    - Cover, Index, Standard Abbreviations, Project Map, Revision Log and General Notes
  - V-Sheets (Existing Conditions)
    - Topographical Survey – Furnished by City
  - D-Sheets (Demolition Work)
    - Site Demolition Notes and Plans
    - Tree and Palm Preservation Notes, Schedules, and Plans
    - Tree and Palm Disposition Notes and Plans
  - SP-Sheets (Site Work)
    - Site Plans (Notes, Schedules, Design, Materials, Dimensions)
  - SD-Sheets (Site Details)
    - Overall Site Sections
    - Detailed Site Sections
    - Paving and Edging Details
    - Furnishing Details
    - Enlargement Plans
    - Specific Design Component Detailing
  - C-Sheets (Civil Engineering)
    - Drainage Notes
    - Drainage Plans
    - Grading Plans

  - Pavement Marking and Signage Plans (for parking lot improvements only)
  - Water and Sewer/Wastewater Plans (where improvements are being provided for drinking fountains, restrooms, etc)
- E-Sheets (Electrical Engineering)
  - Lighting Plans
  - Electrical Riser and Connection Detailing and Sch
- L-Sheets (Landscape Planting)
  - Landscape General Notes
  - Tree and Palm Receptor Notes, Plans and Schedules
  - Proposed Planting Plans
  - Typical Planting Details
- IR-Sheets (Irrigation Design)
  - Irrigation Notes
  - Irrigation Plans
  - Irrigation Typical Details
- Cost Estimate: The design team will prepare a cost estimate identifying elements, quantities breakdown and opinion of market costs for each, reflecting unit costs for components at the time that it is drafted. The cost estimate will include a 20% contingency add-on.
- Quality Assurance/Quality Control peer-review and constructability review at each level of development.

TASK 6 – PERMITTING

The design team shall prepare permit applications for the improvements proposed in this work order for submittal to the permitting agencies at the same time as the 90% design submittal. Permit fees will be paid by the City. The design team will submit permits to and respond to requests for information (RFIs) from the permitting agencies associated with the necessary permits.

TASK 7 – BIDDING SERVICES

- The design team shall revise the 100% design documents and coordinate with the CITY Purchasing Division to prepare the Bid Set bidding documents.
- The City shall be responsible for setting the bid opening date, advertisement of the bid, producing and distributing bid documents, and scheduling the pre-bid meeting.
- The design team will deliver electronic copies of the Contract Documents for the City to post on the City's web site. The design team will attend the pre-bid meeting with the City.
- The design team shall prepare responses to written questions from registered holders of bidding documents during the bid phase to be issued by the City via addenda and will furnish to the City's purchasing department and project manager for posting on the City's web site.
- After bids are received, the City will prepare bid tabulation and the design team will assist the City in determining the lowest, responsive, responsible bidder and make a recommendation to

TASK 8 – CONSTRUCTION ADMINISTRATION

- Attend the Pre-Construction Meeting
- The design team will attend and participate in one (1) pre-construction meeting with City Staff and contractor/sub-contractors, and shall assist the City with the agenda preparation, meeting minutes preparation and distribution.
- Construction Site Observations
  - Provide up to 40 hours of construction observations or as needed to issue a final Certification for the project.
  - Review of Drawings, As-Builts, and Construction-Related Documents
  - The design team will maintain RFI and shop drawing log(s).
  - The design team will issue interpretations and clarifications (RFIs) of the Contract Documents and evaluate requested deviations from the approved design or specifications.
  - The design team will review and process shop drawings, samples and other data which the Contractor is required to submit.
  - Substantial Completion and Final Walk-Through: The design team will participate in one (1) Substantial Completion and one (1) Final Inspection site walk through with the Contractor and Staff.

- The design team will contribute to the City's punch list of the findings and comments issued at the Substantial Completion and Final Inspection walk-through(s).
- The design team will conduct final reviews of as-builts and record drawings as prepared and submitted by the contractor/sub-contractor. This is limited to two (2) reviews for each type of as-built. Additional as-built reviews beyond the number identified may require an additional fees agreement.
- The design team will review monthly payment applications, (a total of 10) in conformance with the Contract Documents submitted in a format acceptable to the City. The design team will verify the quantities as represented on the pay request and make recommendations to the City to proceed with the payment as requested or as modified based on consultant review.

Changes to Agreement

INTERWEST
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Changes to Agreement

Interwest respectfully requests the following modifications to the City's standard professional services agreement indicated in red below:

3.2.11.2 Other Provisions or Requirements.

(C) Except with respect to Workers' Compensation Insurance, Primary/Non-Contributing. Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

(H) Requirements Not Limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. ~~If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.~~

Note: We have insurance to cover all of our business; we allocate that by contract. You may receive the benefit of higher limits or not, depending on the number and nature of claims filed.

3.6.3.3 Right to Use. City shall not be limited in any way in its use or reuse of the Documents and Data or any part of them at any time for purposes of this Project or another project, provided that any such use not within the purposes intended by this Agreement or on a project other than this Project without employing the services of Consultant shall be at City's sole risk. If City uses or reuses the Documents & Data on any project other than this Project, it shall remove the Consultant's seal from the Documents & Data and indemnify and hold harmless Consultant and its officers, directors, agents, and employees from claims arising out of the negligent use or re-use of the Documents & Data on such other project. Consultant shall be responsible and liable for its Documents & Data, pursuant to the terms of this Agreement, only with respect to the condition of the Documents & Data at the time they are provided to the City upon completion, suspension, abandonment, or termination. Consultant shall not be responsible or liable for any revisions to the Documents & Data made by any party other than Consultant, a party for whom the Consultant is legally responsible or liable, or anyone approved by the Consultant. For the avoidance of doubt, nothing in this Agreement shall be understood to grant City rights to pre-existing intellectual property of Consultant, including Consultant software and licensed software, or to any improvements thereto.

3.6.3.4 Indemnification – Documents and Data. Consultant shall defend, indemnify and hold the City, its directors, officials, officers, employees, volunteers, agents and representatives free and harmless, pursuant to the indemnification provisions of this Agreement, for any alleged infringement of any patent, copyright, trade secret, trade name, trademark, or any other proprietary right of any person or entity in consequence of the use on the Project by City of the Documents & Data, including any method, process, product, or concept specified or depicted. City represents and warrants that it has sufficient rights in any Documents & Data provided by it, or on its behalf, to Consultant for Consultant to perform its obligations under this Agreement and City hereby grants Consultant a fully paid up, temporary and non-transferrable license reproduce, create derivative works

of and otherwise use such Documents and Data solely as necessary for Consultant and its subcontractors, if any, to perform services pursuant to this Agreement.

3.6.3.6 Confidential Information. The City shall refrain from releasing Consultant's proprietary information ("Proprietary Information") unless the City's legal counsel determines that the release of the Proprietary Information is required by the California Public Records Act or other applicable state or federal law, or order of a court of competent jurisdiction, in which case the City shall notify Consultant of its intention to release Proprietary Information. Consultant shall have five (5) working days after receipt of the release notice to give City written notice of Consultant's objection to the City's release of Proprietary Information. Consultant shall indemnify, defend, and hold harmless the City, and its officers, directors, employees, agents, volunteers and representatives from and against all liability, loss, cost or expense (including attorney's fees) arising out of a legal action brought to compel the release of Proprietary Information. City shall not release the Proprietary Information after receipt of an objection notice unless either: (1) Consultant fails to fully indemnify, defend (with City's choice of legal counsel from Consultant's insurance carrier's panel counsel), and hold City harmless from any legal action brought to compel such release; and/or (2) a final and non-appealable order by a court of competent jurisdiction requires that City release such information.

3.6.6 Indemnification.

3.6.6.1 To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing and selected from Consultant's insurance carrier's panel counsel), indemnify and hold the City, its officials, officers, employees, volunteers, agents, and representatives free and harmless from any and all third-party claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, ~~in any manner~~ to the extent arising out of, pertaining to, or incident to any intentionally wrongful or negligent acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subconsultants or agents in connection with the performance of the Consultant's Services, the Project or this Agreement, including without limitation the payment of all expert witness fees, attorney's fees and other related costs and expenses except such loss or damage caused by the sole or active negligence or willful misconduct of the City. Consultant's obligation to indemnify shall survive expiration or termination of this Agreement and shall not be restricted to insurance proceeds, if any, received by Consultant, the City, its officials, officers, employees, agents, volunteers, or representatives. Notwithstanding any provision of law to the contrary, Consultant shall have the right to control the defense and settlement of any action for which indemnification is sought, provided that it shall not enter into any settlement that requires an admission of wrongdoing by any indemnitees without that indemnitees' approval. Consultant's obligations under this Agreement are contingent upon timely receipt of notice of the claim for which indemnification is sought, such that defense of the claim is not prejudiced, and the reasonable assistance of the indemnitees in connection with the defense of the claim.

3.6.6.2 If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance as a "design professional" (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's indemnification obligation shall be limited to claims ~~that~~ to the extent that they arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon agreement of parties or Consultant obtaining a final adjudication by a court of competent jurisdiction, Consultant's liability for such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

3.6.12 Assignment; Subcontracting. Consultant shall not assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the City, ~~which may be withheld for any reason~~ which consent shall not be unreasonably delayed or withheld. Any attempt to so assign or so transfer without such consent shall be void and without legal effect and shall constitute grounds for termination.

Consultant shall not subcontract any portion of the Services required by this Agreement, except as expressly stated herein, without prior written approval of City. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

END OF EXCEPTIONS

INTERWEST
A SAFEbuilt® COMPANY

CITY OF PALM DESERT

Park and Trailhead Engineering and Design
2024-RFP-156

March 11, 2025 | 5:00 PM PST

MAIN PROPOSAL CONTACT:
JULIETTE RYAN
Account Manager
562.723.9969
jryan@interwestgrp.com

www.interwestgrp.com

FEE PROPOSAL

Schedule & Fee

The following are the anticipated schedule and fees for the following parks, based on the statements of scope included in the RFQ:

- **University Park:** Playground Replacement
- **Washington Charter:** Playground Replacement
- **Freedom Park:** Playground Replacement
- **Ironwood Park:** Shade Structure and Water Feature

These are provided for informational purposes until such time that a more specific scope is tailored for each project, following the public engagement phases:

PROJECTED SCHEDULE

Task 1: Park Site Surveying Services	.....	To be furnished by the City
Task 2: Geotechnical Engineering Services	.....	25 working days
Task 3: Type D Utility Investigation Scope	.....	15 working days
Task 4: Schematic Design Alternatives	.....	35 working days + Public Engagement
Task 5: Construction Drawings & Specifications	.....	60 working days
Task 6: Permitting	.....	20 working days
Task 7: Bidding Services	.....	30 working days
Task 8: Construction Administration	.....	270 working days (based on recent experience with manufacturer lead times and supply chains

PROJECTED FEES

Task 1: Park Site Surveying Services	.....	$ -
Task 2: Geotechnical Engineering Services	.....	$ 9,500.00
Task 3: Type D Utility Investigation Scope	.....	$ 6,500.00
Task 4: Schematic Design Alternatives	.....	$ 14,600.00
Task 5: Construction Drawings & Specifications	.....	$ 36,500.00
Task 6: Permitting	.....	$ 4,200.00
Task 7: Bidding Services	.....	$ 2,100.00
Task 8: Construction Administration	.....	$ 25,800.00
	Total	**$ 99,200.00**

Schedule & Fee

The following are the anticipated schedule and fees for the following parks, based on the statements of scope included in the RFQ:

- **Hovley Soccer Park:** Playground and Fields Replacement, Lighting, Irrigation & Landscaping
- **Homme Adams Park:** Disk Golf Course, Parking, Shade Structure, Pre-fab Restroom, Furnishings, landscaping
- **Randall Henderson Trailhead:** Parking, Shade Structure, Pre-fab Restroom, Furnishings, landscaping

These are provided for informational purposes until such time that a more specific scope is tailored for each project, following the public engagement phases. Fees for these projects take into account costs to cover CEQA permitting, where applicable.

PROJECTED SCHEDULE

Task 1: Park Site Surveying Services	.....	To be furnished by the City
Task 2: Geotechnical Engineering Services	.....	25 working days
Task 3: Type D Utility Investigation Scope	.....	15 working days
Task 4: Concept & Schematic Design Alt	.....	65 working days + Public Engagement + CEQA
Task 5: Construction Drawings & Specs	.....	120 working days
Task 6: Permitting	.....	30 working days
Task 7: Bidding Services	.....	30 working days
Task 8: Construction Administration	.....	360 working days

PROJECTED FEES

Task 1: Park Site Surveying Services	.....	$ -
Task 2: Geotechnical Engineering Services	.....	$ 12,500.00
Task 3: Type D Utility Investigation Scope	.....	$ 6,500.00
Task 4: Concept & Schematic Design Alternatives	.....	$ 31,000.00
Task 5: Construction Drawings & Specifications	.....	$ 65,500.00
Task 6: Permitting	.....	$ 7,500.00
Task 7: Bidding Services	.....	$ 2,100.00
Task 8: Construction Administration	.....	$ 50,500.00
	Total	**$175,600.00**

Hourly Rate Schedule

Effective January 1, 2025

Beginning on the 1st anniversary of the Effective Date of the Agreement and annually thereafter, the hourly rates listed below shall be automatically increased based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI"). Such increase shall not exceed 4% per annum. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.

Classification	Hourly Billing Rate
Engineering	
Principal in Charge	$265
Principal Engineer	$240
City Surveyor	$230
City Engineer	$235
Project Manager	$220
Senior Traffic Engineer	$210
Traffic Engineer III	$200
Traffic Engineer II	$190
Traffic Engineer I	$180
Traffic Engineering Associate II	$165
Traffic Engineering Associate I	$155
Transportation Engineer	$220
Supervising Engineer	$215
Senior Engineer	$210
Licensed Land Surveyor	$200
Engineering Associate III	$165
Engineering Associate II	$155
Engineering Associate I	$145
Survey Technician	$135
Senior Engineering Technician	$135
Engineering Technician III	$135
Engineering Technician II	$120
Engineering Technician I	$110
Student Trainee	$ 55
Grading Plans Examiner	$170
Building Safety Services	
Certified Building Official	$170
Deputy Building Official	160
Licensed Plan Review Engineer (structural, civil, electrical, mechanical) / Architect	$165
Supervising Structural Engineer	$210
Senior Structural Engineer	$195
Senior Plans Examiner	$150

CASp	$145
Inspector III	$120
Inspector II	$110
Inspector I	$100
Permit Technician	$85
Fire Protection Engineer	$170
Senior Fire Plans Examiner	$140
Fire Plans Examiner / Fire Inspector	$130
ICC Building Plans Examiner	$130
Senior Code Enforcement Officer	$145
Code Enforcement Officer	$135
Trainee	$75

Construction Management

Construction Manager	$190
Assistant Construction Manager	$170
Supervising Public Works Observer	$185
Senior Public Works Observer	$180
Public Works Observer III	$165
Public Works Observer II	$150
Public Works Observer I	$135

Real Estate

Supervising Corporate Broker	$270
Senior Project Manager	$210
Project Manager	$190
Senior Acquisition / Relocation Agent	$145
Acquisition / Relocation Agent	$130
ROW Technician	$120
ROW Coordinator	$105
Administrative Support	$80

Landscape Design Review Services

Project Manager	$189
Senior Landscape Design Reviewer	$175
Landscape Design Reviewer	$160
Landscape Maintenance Inspector	$135
Landscape Field Supervisor	$135

Planning Services

Community Development Director	$230
Planning Manager	$210
Project Manager	$210
Principal Planner	$190
Senior Planner	$175
Associate Planner	$140
Assistant Planner	$115

Planning Technician	$95

Environmental Services

CEQA/NEPA Project Manager	$225
CEQA/NEPA Principal Planner	$215
CEQA/NEPA Senior Planner	$195
CEQA/NEPA Associate Planner	$160
CEQA/NEPA Assistant Planner	$130
CEQA/NEPA Planning Tech	$110

Administrative

Grant Manager	$170
Grant Writer	$160
Management Analyst II	$130
Management Analyst I	$120
Senior Administrative	$120
Administrative III	$100
Administrative II	$95
Administrative I	$80

Miscellaneous

Work Outside Standard Hours – Services provided in excess of 8 hours per day, outside regular business hours, nights, weekends and holidays will be invoiced at 150% of the above standard rates.

Prevailing Wages – Where work is required under the CA Labor Code for prevailing wages per jurisdiction, there will be a supplemental charge per hour to the above rates per applicable job classification, established at the time of commencement of work and adjusted from time to time in accordance with future wage determinations pursuant to the labor rates as determined by the CA Department of Industrial Relations.

Mileage & Tolls – For inspection staff reporting to the job site from out of town, mileage will be reimbursed to and from the employee's reporting location, including their home location if not reporting to a company office, at the effective standard federal rate established at time of service. Tolls will be billed with no markup.

INTERWEST

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CITY OF PALM DESERT

Park and Trailhead Engineering and Design
2024-RFP-156

March 11, 2025 | 5:00 PM PST

MAIN PROPOSAL CONTACT:
JULIETTE RYAN
Account Manager
562.723.9969
jryan@interwestgrp.com

www.interwestgrp.com

Project Team Resumes

Bill Evans

Professional-in-Charge

INTERWEST
A SAFEbuilt COMPANY

36 Years of Experience | 4 Years with the Firm

Bill is an experienced Project Manager who will and oversee the quality of services provided. Bill has over 36 years of diversified experience serving in roles such as Project Manager, Public Works Director, and Assistant City Manager. His extensive experience in working in and with municipal agencies provides him with the skills and sensitivity to complete projects on time and within budget.

Areas of Expertise

FHWA Project Management
FEMA Emergency Management – Certified
PMP Methodology
Erosion and Sediment Control
SWPPP & OSHA
Workplace Sensitivity
Management Academy – Trained

Project Experience

- **Project Manager**
  Lake Dalwigk Park
  Vallejo, CA
  2024

  This Project provides for the improvement and beautification of Lake Dalwigk Park and enhanced community connections from the surrounding neighborhoods into the park. Specific elements include 3.8 acres of drought tolerant landscaping; replacement of broken concrete pedestrian path including grading for ADA access; adding prefabricated restrooms and connecting to existing utilities; extensive pathway and park lighting utilizing solar and/or low voltage LED lights; a pathway to Curtola Park and Ride facility; pedestrian bridge restoration; and installation of picnic tables, trash cans, dog waste stations, shade structures, drinking fountains, and two monument signs.

- **Project Manager / Construction Manager**
  Enchanted Hills Park
  Perris, CA
  2019 – 2022

  The $10.5 million, 22-acre park project featured active play elements like playgrounds, splash play, a skate spot, zip lines, a BMX track, and basketball courts. Additional features included trails, shaded seating, picnic areas, a large lawn, stormwater features, native gardens, and low-water irrigation for sustainability. The project won the 2022 CPRS Award of Excellence in Design–Park Planning and APWA Midsize Park of the Year.

- **Project Manager**
  Holbrook Palmer Park
  Atherton, CA
  2023 – Present

  Project includes the replacement of playground and restroom facilities for a 22-acre municipally-owned park. Services provided include public outreach, construction management, construction inspection, and park design.

- **Project Manager**
  Arlington and Centennial Ball Field Parks
  Vacaville, CA
  2023

  Bill led the team providing construction management and inspection services for the installation of 12 Musco Baseball Field Lights, including conduits, wires, lighting control panels, and cabinets.

- **Project Manager**
  2024 Street R&R Project
  Elk Grove, CA
  2024

  The City of Elk Grove has 251,050 SF of three-inch and 5,007 SF of asphalt removal and replacement at 501 locations throughout the City. Bill led the team providing construction management and inspection services as well as materials testing services.

- **Professional-in-Charge**
  Downtown Traffic and Pedestrian Improvements
  Hanford, CA
  2023 – Present

  Managing a multi-faceted $4.4 million downtown revitalization and safety improvement project that includes traffic signal optimization, road diet implementation, streetscape design integration, and a roundabout design. Services include traffic engineering, CEQA compliance, civil engineering, construction administration, electrical engineering, feasibility analysis, irrigation design, landscape architecture, public outreach, and streetscape planning, analysis, and design.

Scott Harrison, CPRP

Project Manager

INTERWEST
A SAFEbuilt COMPANY

13 Years of Experience | 2 Years with the Firm

Scott Harrison has 14 years of diversified experience as a Project Manager on a municipal level managing construction projects. He holds numerous certifications, particularly in the area of municipal parks and recreation facilities. His expertise encompasses the development, construction, infrastructure replacement, and design management, along with managing municipal capital improvement programs. He has often been responsible for the organization, developing standards for staff, scheduling, and implementation of various construction projects and programs.

Education

BS, Human Performance
Florida Gulf Coast University

Licenses & Certifications

National Recreation and Park Association
Certified Parks and Recreation Professional, CPRP

Federal Emergency Management Agency (FEMA)
IS100, IS200, IS700, IS800, G300, and G400 Certifications

Project Experience

- **Construction Manager**
  Fair Oaks/LLoyden Drive Pedestrian Improvement Project
  Town of Atherton, CA
  08/2024– 11/2024
  Construction Manager for the installation of a raised crosswalk with solar powered RRFB's, bioretention bioswale, overflow parkway drains, landscaping/irrigation improvements, sidewalk, curb and gutter, and signing and stripping. Project cost - $500K.

- **Construction Manager**
  23/24 Pavement Management Project
  04/2024 – 8/2024
  This project consisted of mill and fill, overlay, and slurry seal done in three separate projects by three different contractors. There was a lot of coordination between contractors and scheduling of work to be completed while keeping the public notified in advance. Project cost - $1.5M.

- **Project/Construction Manager**
  City of Vallejo, CA
  10/2022 – 1/2025
  Lake Dalwigk Park Improvement Project
  Project Manager/Construction Manager for the design and construction of a $4.7M park improvement project funded by a Clean California Grant. This project consisted of a restroom building, asphalt trails with lighted bollards, reconstruction of the playground area, local artist coordination of monuments and mosaic insets, landscape and irrigation, decorative thermoplastic crosswalks, a mini roundabout, and signing and stripping with traffic logic speed cushions and tuff curbs.

- **Project/Construction Manager**
  City of Canyon Lake, CA
  09/2023 – 07/2025
  HSIP Cycle 11 Safety Improvement Project
  Project Manager/Construction Manager for the design and construction of a 1.6M HSIP Safety corridor project. The projects PS&E are currently going through review by the DOT for authorization to bid. This project consists of Caltrans 60MS concrete median barrier walls, median street lighting, traffic signal improvements for pedestrians, signing and stripping, and protected left turns to help with congestion at a main intersection.

- **Assistant Director of Parks and Recreation**
  City of Parkland, FL
  2021 - 2023
  Directed, planned, implemented, and provided overall supervision of Parks and Recreation Operations. He developed scopes of services for various RFP, RFQ, and ITB competitive bids. He reviewed plans and specifications for proposed construction projects and supervised construction activities; scheduled pre-construction and weekly project update meetings, monitored status of work, and inspected completed work to ensure compliance to plans. Scott would prepare and present agenda and action items to City commission during strategic planning sessions and public meetings. Scott served as the Logistics Section Chief in times of Emergency Operations.

- **Parks and Recreation Facility Coordinator**
  City of Cooper City, FL
  2016 - 2019
  Coordinated and organized staff schedules, rentals, and facility operations of a Community Center and Pool and Tennis Center. He administered the planning, coordination and supervision of department park projects and facility renovations. Oversaw curriculum, hiring, and training of staff. Served as the Logistics Section Chief in times of Emergency Operations.

- **Crew Leader – Special Events**
  Town of Davie, FL
  2014 - 2016
  Implemented, organized, and supervised contracted programs, events, and facility operations at Bergeron Rodeo Grounds. Managed budgets, preparations, and coordination of large-scale special events lasting three days and consisting of 30,000 in attendance.

- **Recreation Leader II**
  Town of Surfside
  2012 - 2014
  Organized summer camp registration process, staff schedules, field trips and payroll. Developed and implemented contracted programs for community members of all ages. Scott hired, trained, and supervised eleven part time staff.

Emily Stadnik

Assistant Project Manager

22 Years of Experience | 2 Years with the Firm

SAFEbuilt

Emily has over 20 years of experience in local government and public utilities. She has worked in both the public and private sectors in land development as a project manager for capital improvement design engineering, managing engineering projects for plan check and inspection, and has worked on multiple capital campaigns for government affairs within the public utility space. She is experienced in developing effective and engaging public outreach campaigns, grant writing, process development, and creating policy. Emily has worked with the City in a project management role on both the North Palm Desert Community Park and Lupine Plaza projects.

Education

MA Public Administration, Concentration in Business Administration Fundamentals and Advanced Technologies
California State University - San Bernardino, CA

BS Civil Engineering, Emphasis in Transportation Design and Geographical Information Systems (GIS)
California State Polytechnic University, Pomona, CA

Project Experience

- **Project Manager**
  Antelope Creek Park
  Woodlake, CA
  2024 – Present

  17-acre park with multi-functional amenities, on-site utility infrastructure design and construction, and off-site utility and street improvement upgrades. Manage project scope, budgeting, scheduling, permitting, design coordination and staff augmentation for project in both design and bidding/construction phases. Park amenities include a skate plaza, BMX pump track, one-mile recreation trail, and multi-purpose fields (baseball & softball), basketball and volleyball courts, and concession stands. The park also includes picnic and workout areas, a dog park, and drought tolerant demonstration gardens with local art.

- **Project Manager**
  East Naranjo Beautification Project
  Woodlake, CA
  2024 – Present

  Project uses Clean California Local Grant monies to construct a mid-block crosswalk, Class I bike path, ADA accessibility upgrades, street improvements, utility upgrades, and stormwater infrastructure along SR-216. Project includes decorative paving and parking area improvements at the Woodlake Botanical Garden, removal of two parking lots, reconfiguration of the intersection of two storm drain facilities, installation of park features, and drought tolerant landscaping at the Woodlake City Park. Manage project scope, budgeting, scheduling, permitting, design coordination and staff augmentation for project in both design and bidding/construction phases.

- **Project Manager, Engineering**
  Downtown Improvements Project
  Hanford, CA
  2024 – Present

  Project to complete downtown traffic and pedestrian improvements, including a roundabout at 7th Street and Douty Street, intersection improvements to 7th and Irwin, mid-block crossings along Douty Street, upgraded ADA ramps and pedestrian facilities, enhanced sidewalks, lighting, landscape and irrigation, and drainage improvements along the project corridor. Provide engineering oversight in due diligence and project design.

- **Assistant Resident Engineer**
  San Sevaine Trail Improvements
  Fontana & Rancho Cucamonga CA
  2024 - Present

  Project to construct regional trail improvements within the cities of Fontana and Rancho Cucamonga, connecting the Pacific Electric Trail to the Etiwanda Creek and San Sevaine Channels. Responsible for reporting state and federal construction requirements and tracking construction progress, weekly construction and inspection reporting, and budgeting.

- **Engineering Lead**
  Capital Improvement Program
  Palm Springs, CA
  2018 – 2019

  Updated and implemented the City's Capital Improvement Program. Adopted budgets, funding sources, multi-year planning, and financing, and developed an impact fee assessment. Responsibilities included revisions and updates to the Active Transportation Plan (ATP) , Local Highway Safety Improvement Program (HSIP), and slurry seal projects.

Gianno Feoli, PLA, ASLA

Design Lead

INTERWEST
A SAFEbuilt COMPANY

24 Years of Experience | 24 Years with the Firm

With 24 years of experience, Gianno leads the Landscape Department in creative design strategies for urban environments with specialties including urban design, contextual analysis, and branding. He has experience in coordinating design implementation within built-out urban environments, public outreach, and report preparation, where he will lead the effort in the creation of a graphically-rich, easily legible report. His experience has encompassed a wide array of project-types, and his strengths lie in client responsiveness, project organization, public outreach, connectivity plans, streetscapes and urban interventions, park design, and form-based urban designs and planning strategies.

Education

MS, Landscape Architecture
Florida International University

BA, Architectural Studies
Florida International University

Licenses & Certifications

State of Florida
Registered Landscape Architect #LA6667663

Memberships & Affiliations

Underline - Design Advisory Committee
American Society of Landscape Architects

Project Experience

- **Design Lead**
  Lake Dalwigk Park
  Vallejo, CA
  2024
  This Project provides for the improvement and beautification of Lake Dalwigk Park and enhanced community connections from the surrounding neighborhoods into the park. Specific elements include 3.8 acres of drought tolerant landscaping; replacement of broken concrete pedestrian path including grading for ADA access; adding prefabricated restrooms and connecting to existing utilities; extensive pathway and park lighting utilizing solar and/or low voltage LED lights; a pathway to Curtola Park and Ride facility; pedestrian bridge restoration; and installation of picnic tables, trash cans, dog waste stations, shade structures, drinking fountains, and two monument signs.

- **Design Lead**
  North Palm Desert Community Park
  Palm Desert, CA
  2022 – Present
  Park design consists of a multi-generational playground, a large overflow retention basin area that doubles as a versatile sports field, an arts plaza, a continuous jogging trail, dog parks, and sports courts for basketball, volleyball, and other recreational activities. To enhance its identity, the park incorporates prominent architectural branding features, creating a visually striking environment. Extensive public outreach efforts are currently underway to actively engage residents and City stakeholders to gather input and ensure the park reflects the desires and aspirations of those it serves.

- **Design Lead**
  Antelope Creek Park
  Woodlake, CA
  2022 – Present
  Park design includes flexible lawn areas, softball and baseball fields, a multi-purpose field, exercise and fitness trail, educational gardens, basketball courts, volleyball courts, a skate park and pump track, educational wayfinding, a dog park, and a children's nature playground. Other enhancements include native landscaping, designing through CPTED, and celebrating the local culture and diversity through public art.

- **Design Lead**
  East Naranjo Beautification and Connectivity
  Woodlake, CA
  2022 – Present
  The project consists of constructing a Class I Bike Path, ADA-accessible sidewalks and ramps, installation of drought-tolerant landscaping, energy-efficient lighting, and decorative paving and parking area improvements at the Woodlake Botanical Garden. The project also includes the removal of two parking lots and reconfiguring the intersection of two storm drain lines, installing park features, and constructing a mid-block crosswalk and sidewalks connecting Woodlake City Park with the Botanical Gardens on East Naranjo Blvd (SR216). The goal of the project is to develop a cohesive, continuous experience for the park users, cyclists, and visitors to the Botanical Garden.

- **Design Lead**
  North Beach Oceanside Park
  Miami Beach, FL
  2016 – 2024
  Park redesign for a densely-vegetated, 30-acre park, conceiving it as a series of carefully orchestrated thresholds where park users will never feel secluded, inactive or unengaged. The design resulted in a necklace of 'pods' that operate as a spine to the project and serve to protect habitat and increase the City's management of these natural resources. The project also incorporates a rebranding of the City's established beachfront with an on-grade beachwalk destined to be a terminus to the City's overall transportation infrastructure.

- **Design Lead**
  Guy Davis Community Park
  Stuart, FL
  2019 – Present
  Sports complex design to include baseball/softball field, soccer/football field, basketball courts, batting cage, tennis courts, running/walking track, volleyball courts, open event lawn, playground, picnic areas, and various park amenities.

Dominic James Mack, III, PLA, ASLA

Landscape Design Architect

INTERWEST
A SAFEbuilt COMPANY

5 Years of Experience | 5 Years with the Firm

Dominic is a landscape design professional with over five years of experience in landscape and urban design, including park design and planting design for both publicly-funded and private projects. Dominic has experience as an architectural fabricator and 3D modeler for landscape architectural and furniture design. He contributes his experience in the creation of communication graphics, 3D renderings, providing schematic designs, fabrication strategies paired with parametric design, and the development of construction technical drawings. Dominic is proficient in Rhino 3D, Sketchup, AutoCAD, the Adobe Creative Suite (i.e. Photoshop, Illustrator, InDesign, etc.), and other integral pieces to programs such as Grasshopper, Lumion, Rhino CAM, and Podium.

Education

Master of Landscape Architecture & Environmental Urban Design
Florida International University, School of Architecture, Miami, Florida - 2018

Licenses & Certifications

State of Florida
Registered Professional Landscape Architect, Florida #LA6667598

Project Experience

- **Landscape Design Architect**
  North Palm Desert Community Park
  Palm Desert, CA
  2022 – Present

  Extensive public outreach efforts are currently underway that actively engage residents and city stakeholders to gather input and ensure the park reflects the desires and aspirations of those it serves. The park includes a multi-generational playground, a large overflow retention basin area that doubles as a versatile sports field surrounded by topographical seating for spectators, an arts plaza, a continuous jogging trail winds, dog parks, and sports courts for basketball, volleyball, and other recreational activities.

- **Landscape Design Architect**
  Lake Dalwigk Park
  Vallejo, CA
  2024

  This Project provides for the improvement and beautification of Lake Dalwigk Park and enhanced community connections from the surrounding neighborhoods into the park. Specific elements include 3.8 acres of drought tolerant landscaping; replacement of broken concrete pedestrian path including grading for ADA access; adding prefabricated restrooms and connecting to existing utilities; extensive pathway and park lighting utilizing solar and/or low voltage LED lights; a pathway to Curtola Park and Ride facility; pedestrian bridge restoration; and installation of picnic tables, trash cans, dog waste stations, shade structures, drinking fountains, and two monument signs.

- **Landscape Design Architect**
  Antelope Creek Park
  Woodlake, CA
  2022 – Present

  Park design includes flexible lawn areas, softball and baseball fields, a multi-purpose field, exercise and fitness trail, educational gardens, basketball courts, volleyball courts, a skate park and pump track, educational wayfinding, a dog park, and a children's nature playground. Other enhancements include native landscaping, designing through CPTED, and celebrating the local culture and diversity through public art.

- **Landscape Design Architect**
  East Naranjo Beautification and Connectivity
  Woodlake, CA
  2022 – Present

  The project consists of constructing a Class I Bike Path, ADA-accessible sidewalks and ramps, installation of drought-tolerant landscaping, energy-efficient lighting, and decorative paving and parking area improvements at the Woodlake Botanical Garden. The project also includes the removal of two parking lots and reconfiguring the intersection of two storm drain lines, installing park features, and constructing a mid-block crosswalk and sidewalks connecting Woodlake City Park with the Botanical Gardens on East Naranjo Blvd (SR216). The goal of the project is to develop a cohesive, continuous experience for the park users, cyclists, and visitors to the Botanical Garden.

- **Landscape Design Architect**
  North Beach Oceanside Park
  Miami Beach, FL
  2016 – 2024

  Park redesign for a densely-vegetated, 30-acre park. Developed conceptual design, produced full illustrative package for DRB approval, assisted in production of construction documents, leading construction administration services.

Memberships & Affiliations

Member
American Society of Landscape Architects (ASLA)

Broward Section Chair
Executive Committee - ASLA Florida, 2018-2019

Member-at-Large for Public Relations & Marketing
Executive Committee - ASLA Florida, 2019-2022

Public Relations + Marketing Chair, 2020
Conference Committee - ASLA, 2019-2020

Awards & Recognition

2020 Design Award of Merit, SIB Pedestrian Bridge Park

2020 Outstanding Study Award

2021 Design Award of Merit, Wilton Manors Urban Form & Density Study

2021 Design Award of Merit, Himmarshee Streetscape

2021 Design Award of Honor, Miami Beach Urban Forestry Master Plan

Stuart McKibbin, PE

Civil Engineering Lead

INTERWEST
A SAFEbuilt COMPANY

39 Years of Experience | 5 Years with the Firm

Stuart has 39 years of experience working for the Riverside County Flood Control and Water Conservation District. He has been part of the District's management team for the past 15 years and chief of three of the engineering divisions. His diverse expertise includes planning, watershed protection, floodplain management, and plan review. He currently serves as City Engineer for the Cities of San Jacinto and Canyon Lake, and in the past has served as City Engineer for the City of Perris and the March Joint Powers Authority.

Education

BS, Civil Engineering
California State University, San Diego

Licenses & Certifications

State of California Professional Civil Engineer
Registration #44553

Memberships & Affiliations

Certified Floodplain Manager, 2011
FEMA Risk MAP Operating Partners, NAFSMA Representative, 2010-2014
Floodplain Manager Association Conference Chairman, Anaheim 2013
Pillar, One Water, One Watershed SAWPA, 2013
Floodplain Manager Association Board of Directors, 2014-2015

Project Experience

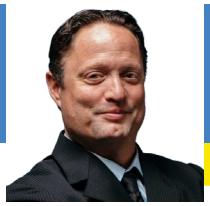
- **Project Manager**
  State Street Improvements, CIP #24-001 / ARPA (SJ-534) & Shaver Street / San Jacinto Avenue Pavement Rehabilitation
  San Jacinto, CA
  2024
  Rehabilitation of a 1.6-mile State Street segment, including 467,000 SF of asphalt grind and overlay (0.20-0.50 feet deep), 111,000 SF of full asphalt and base replacement, and traffic signal upgrades.

- **Project Manager**
  Engineering Plan Check Services
  Moreno Valley, CA
  2023 – Present
  Provide plan check services for private development improvement plans, including street improvements, grading, maps, easements, storm drainage, hydrology reports, erosion control, sewer plans, and on-site improvements. Interwest also reviews site plans, tentative maps, and technical studies during entitlements, drafting project conditions of approval.

- **Project Engineer**
  Highway Safety Improvement Project
  Canyon Lake, CA
  2024 – Present
  The project adds lighting, signal plates, median barriers with landscaping, chevron signs, and warnings along 1.75 miles of Railroad Canyon Road, upgrading five signalized and two unsignalized intersections with a protected left-turn and new crosswalk for pedestrian safety

- **Project Manager**
  Mountain Avenue / Ramona Expressway / Vernon Avenue Pavement Rehabilitation
  San Jacinto, CA
  2023
  Rehabilitation of deteriorated pavement on Ramona Expressway from Seventh Street to Esplanade Avenue, widening of Vernon Ave from 1st Street to Artesia Street, and the rehabilitation of a 2,000-foot segment of Ramona Expressway east of Warren Road. The rehabilitation of a 3,000-foot segment of Cottonwood Ave was added by change order.

- **Project Manager**
  San Jacinto Pavement and Sidewalk Improvement Project
  San Jacinto, CA
  2022
  Application of slurry seal; grind and asphalt overlay of distressed pavement; installation of ADA access ramps, curb, gutter, & sidewalks; and construction of widened pavement section along Artesia Avenue.



Richard Walker

Environmental Consulting

INTERWEST
A SAFEbuilt COMPANY

24 Years of Experience | 4 Years with the Firm

Richard is an experienced Land Use Planner with more than 24 years of experience and a demonstrated history of California land use and environmental project management. He is experienced in CEQA/NEPA compliance, Current Planning, site planning, and legal research.

Education

BA, Urban and Regional Planning
Ryerson Polytechnic University
Toronto, ON, Canada

Licenses & Certifications

AEP Certification:
Advanced CEQA

UCLA Certifications:
Subdivision Map Act
CEQA

Project Experience

- **CEQA Specialist**
  Lake Dalwigk Park Improvements Project
  Vallejo, CA
  2023

  Review of the Lake Dalwigk Enhancement Project MND and regulatory permits, and secure a Categorical Exemption for the PW9443 project described as follows – "Lake Dalwigk Park improvements associated with the detention basin owned and managed by Vallejo Flood and Wastewater District (VFWD), the recreation park in the up-land areas owned and managed by the Greater Vallejo Recreation District (GVRD), and the sidewalks and streets owned and managed by the City."

- **CEQA Project Manager**
  On-Call Planning & CEQA Services
  City of Lodi, CA
  2021 – Ongoing

  Interwest provides on-call planning services to the City under the direction of the Community Development Director. Services include general planning functions, community assistance, processing planning applications, coordinating with City departments, conducting CEQA reviews, and attending Planning Commission and City Council meetings. Notable tasks include preparing a Mitigated Negative Declaration (MND) for the Lodi Residential Complex Project, processing development applications, assisting with environmental reviews, amending the City's zoning code and growth management program, and completing overdue SB 5 amendments to the general plan and zoning code.

- **CEQA Specialist**
  Environmental Planning Services
  City of Del Mar, CA
  2023 – Ongoing

  Interwest is providing CEQA compliance services to the City. The most recent example is a CEQA Initial Study Questionnaire (ISQ) for a project that involves an update of the City's Short-Term Rental Ordinance. Collaboration with city staff was essential in completing the CEQA compliance services. Interwest has already completed an Initial Study/ Environmental Checklist for the city's proposed municipal code changes affecting short-term rentals and is looking forward to additional projects.

- **CEQA Specialist**
  On-Call Planning & CEQA Services
  City of Palmdale, CA
  2021 – Ongoing

  Interwest provides planning staff services to the City, assisting with the approval of current planning projects and conducting third-party CEQA reviews. Interwest also updated the Local Hazard Mitigation Plan (LHMP).

- **Principal Planner**
  Planning & CEQA Services
  City of Oakland, CA
  2022 – Ongoing

  Interwest provides on-call planning services to the City of Oakland's Operations, Zoning, and Development Planning Divisions, which include CEQA compliance support. The projects reviewed by Interwest range from single-family hillside homes to 20-story mixed-use developments in downtown Oakland. Interwest has managed CEQA consultants and sub-consultants for large-scale land use projects requiring Environmental Impact Reports (EIRs) and Mitigated Negative Declarations (MNDs). Additionally, the team has completed CEQA reviews for various entitlement applications.

- **CEQA Specialist***
  Yokohl Ranch New Town
  Yokohl Valley, CA
  2013 – 2015

  36,000-acre, 10,000-unit Master Development Plan and three Area Development Plans, Federal and State permits including USFWS section 7, USACE section 404, SWRCB section 401, CDFW section 1602. CEQA-Program Environmental Impact Report.

- **CEQA Specialist***
  Tulare County Central Road Yard Expansion
  Tular County, CA
  2013 – 2015

  Site plan review by Tulare County and approvals by the Tulare Irrigation District, San Joaquin Valley Air Pollution Control District, and Regional Water Quality Control Board. CEQA-Mitigated Negative Declaration.

- **CEQA Specialist***
  Cottonwood Creek Integrated Resources Management Program
  Tulare County, CA

  Federal and State permits including USACE section 404, SWRCB section 401, CDFW section 1602. CEQA-Program Environmental Impact Report.

*Prior to joining Interwest.

Helen Maggitti

Grant Writer

8 Years of Experience | 1 Year with the Firm

Helen has four years of dedicated expertise in grant writing, with a robust skill set encompassing the entire grant process–from research to submittal to post-award administration. Her proficiency extends to the development of project scopes, site plans, and cross-sections, as well as community outreach, including the creation of fliers, resources, and surveys. She has helped local agencies across California secure over $47 million in project funding. While her proficiency spans various subjects, Helen has honed her specialization in transportation planning and grants, demonstrating a depth of knowledge and insight that consistently delivers results. Helen is proficient in Microsoft Word, Excel, PowerPoint, Google Suite, Adobe InDesign, and SAS Programming. Helen has past experience successfully administering a Prop 68 Parks Grant for the City of Greenfield.

Education

BA, Economics with Environmental Studies Minor
William Smith College

Project Experience

- **Grant Manager**
  City of Vallejo, CA
  Interwest contracts with the City of Vallejo to provide grant management services, including preparing and compiling reports, financial statements, and invoices for submission to the appropriate funding agencies.
- **Grant Writer**
  Reconnecting Communities Pilot (RCP) Discretionary Grant Program Greenway Development Project
  City of Vernon, CA
  Awarded at the end of 2024, this grant funded a proposed 1.5-mile greenway project featuring a multi-use path with amenities and greenspace. The path will link existing and planned bike paths within the community and provide connections to public transportation routes and stops.
- **Grant Writer**
  Rebuilding American Infrastructure (RAISE) Grant Program
  Bike Path Connector Project
  City of Vernon, CA
  As part of the Greenway Development Project, the grant will fund a bike path that connects a dead-end bike path to an existing path along the Los Angeles River.
- **Grant Writer**
  Environmental & Climate Justice Change Grant for the South Gate Park Auditorium Re-roof Project
  City of South Gate, CA
  The grant funds the retrofitting of the South Gate Park auditorium to enhance efficiency. The project scope includes re-roofing, replacing the HVAC system, and sealing the building envelope. Additionally, the facility serves as a disaster preparedness site and emergency center.

Ninyo & Moore
Geotechnical & Environmental Sciences Consultants

Garreth Saiki,

PE, GE

Principal Engineer

EXPERIENCE

27 Years with N&M
39 Years Total

EDUCATION

MBA, 1998, University of California Davis

M.S., Geotechnical Engineering, 1989, University of California Berkeley

B.S., Civil Engineering, 1987, University of California Berkeley

REGISTRATIONS

PE 49665 (California)

GE 2509 (California)

Nuclear Gauge Operator Certification

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

As a Principal Engineer for Ninyo & Moore, Mr. Saiki coordinates and conducts geotechnical evaluations for residential, commercial, and public facilities, including water infrastructure, highways, railroads, airports, public and private buildings, and bridges; performs slope stability analyses, flexible and rigid pavement design, and underground pipeline design; prepares and reviews geotechnical reports; and provides geotechnical design parameters and recommendations for shallow and deep foundations, retaining structures, in-situ ground remediation and earthwork; reviews laboratory results, project plans and specifications; Mr. Saiki also provides project coordination and oversees scheduling of field activities, supervises staff-level geologists and engineers, supervises field technicians and special inspectors, reviews project plans and specifications, and reviews laboratory test results for conformance with the project documents, including the Uniform Building Code (UBC), California Building Code (CBC), Federal Aviation Administration (FAA), State Department of Transportation (Caltrans), American Association of State Highway and Transportation Officials (AASHTO), and the Standard Specifications for Public Works Construction (Greenbook).

PROJECT EXPERIENCE

Miles Avenue and Warner Trail Widening, Indian Wells, California: Project Manager providing geotechnical consulting services for the Miles Avenue and Warner Trail widening and rehabilitation project in Indian Wells, California. The project included roadway widening, pavement overlay, and median improvements. Mr. Saiki performed pavement analyses and prepared our pavement report, which provided recommendations for pavement widening and new pavement overlay.

City of Rancho Cucamonga, Davis Trail, Rancho Cucamonga, California: Principal Engineer retained for a geotechnical evaluation to assess the current condition of the equestrian trail and slope area of the community equestrian trail (Davis Trail) at the Davis Property in northern Rancho Cucamonga, California. The approximately 1,400-foot long portion of the Davis Trail is west of the intersection of Amethyst Street and Almond Street. The trail easement trends west from the intersection for approximately 500 feet before turning north for approximately 900 feet. The trail is generally bound by a small residential community accessed by a private drive to the south, an equestrian center to the north and east, and undeveloped Thorpe Canyon to the west. The portion of the slope adjacent Thorpe Canyon is well-vegetated with chaparral, shrubs, and small trees. Services included review of readily available background material, including published geologic maps and literature, stereoscopic aerial photographs, and plans provided by the client, geotechnical site reconnaissance to observe and document the surficial conditions of the subject trail area that have excessive erosion and other areas that may

be considered susceptible to erosion and slope failure, compilation and geotechnical analysis of the background information and field data, and preparation of a preliminary geotechnical report presenting our findings, conclusions, and recommendations.

Foothill Boulevard Bike/Pedestrian Bridge, Route 66 Trailhead and Street Improvement, Rancho Cucamonga, California: Served as Project Manager during the construction of the Foothill Boulevard Bike and Pedestrian Bridge located in Rancho Cucamonga. Services included geotechnical, materials testing, and inspection services for the construction of the Replacement of Pedestrian Bridge Decks Crossing over Deer Creek Channel project.

Peck Park Canyon Enhancement, San Pedro, California: Served as Project Manager retained to provide geotechnical consulting services for the Peck Park Canyon Enhancement Project in the San Pedro area of Los Angeles, California. The project involved the design and construction of Best Management Practices (BMP's) to improve water quality, provide erosion protection, and reduce flooding potential along Peck Park Canyon and Dunn Canyon. Pedestrian bridges and pedestrian path improvements were also included in the project. Mr. Saiki performed a geotechnical evaluation for design purposes and oversaw geotechnical observation and testing services during the construction phase.

Manzanita Park, Hacienda Heights, California: Served as Project Engineer providing geotechnical consulting services for the proposed improvements at Manzanita Park, located on Kwis Avenue in the Hacienda Heights district of unincorporated Los Angeles County, California. The project involved rebuilding the Activity Building and courtyard, the construction of picnic shelters, and resurfacing the existing parking lot. Services included the excavation, sampling, and logging of four borings up to a depth of approximately 50 feet. Recommendations were provided for building foundations and pavement design.

City of Los Angeles, Albion Riverside Park, Lincoln Heights, California: Served as Principal Engineer providing geotechnical services for the redevelopment of historic industrial properties into a new regional park. The new park facilities were integrated with the existing Downey Park and Recreation Center adjacent to the old industrial property. The new park design included soccer fields, fitness equipment, playgrounds, picnic areas, walking paths, open space and landscaping. Services included subsurface exploration, field permeability tests, geotechnical laboratory testing, engineering analyses, and preparation of a detailed geotechnical report to provide design and construction recommendations for the project. A significant geotechnical challenge for the project involved the suitability of the site for storm water infiltration.

County of San Bernardino Real Estate Services Department, On-Call Professional Services: Principal Engineer providing oversight for as-needed geotechnical engineering and materials testing and inspection services for the County of San Bernardino Real Estate Services Department. Services included on-call support of a variety of construction projects throughout the County of San Bernardino including the Forensic 2Y65 Crime Lab, the Fontana Crisis Stabilization Unit Facility 7N25, the Morongo Crisis Residential Treatment Facility 7N20, County Government Center Phase 1B site beautification 10.10.0017, and several other projects.

Accelerated Road Construction Program, Los Angeles County, California: Project Manager providing pavement evaluation and design services for the Accelerated Road Construction Program (ARCP) for the Department of Public Works, County of Los Angeles, California. This major fast-track county project included the evaluation of existing pavements for 84 different highway and street segments covering approximately 35 miles, and required extensive coordination efforts with various County departments and our sub-consultants. Mr. Saiki performed pavement analyses and prepared our materials reports that provided our geotechnical recommendations for the development of new pavement structural sections for asphalt concrete (AC) and Portland cement concrete (PCC) pavements, as well as AC and asphalt rubberized hot mix (ARHM) overlays. Our pavement analyses were performed in accordance with County guidelines and the Caltrans Highway Design Manual.

Rob Markes

Survey Manager

Years of Experience:

Total: 37
With UNICO: 11

Expertise:

Boundary Determination
Caltrans Requirements
Construction Staking
FEMA Flood Surveys
Field Supervision
Legal Description
Mapping
Right of Way Engineering
Topographic Surveys

Mr. Markes has worked in the survey industry for 37 years. As crew chief, Rob oversees field procedures and is responsible for all office and field personnel. He is an experienced Survey Crew Chief excelling in topographic mapping, construction staking, and boundary surveys. His land surveying expertise includes supervising and performing Global Positioning System surveys, topographic surveys, aerial control surveys, horizontal and vertical control networks, title surveys, boundary surveys, cadastral surveys, geodetic surveys, engineering surveys and construction surveys, plus construction control and staking for a wide range of projects.

Experience:

Knights Landing Community Park, Knights Landing, CA
Survey Manager. This project includes the development and design of a new community park in Knights Landing which will feature a children's play area with river steamboat theme, picnic tables, little league/softball fields, soccer fields, and basketball courts, as well as the upgrade of restrooms and the conversion of an existing municipal building into a repurposed shade structure. UNICO is providing land surveying services, including topographic survey and base mapping, as well as boundary survey and mapping. Responsible for contract management, quality control, and design field surveys.

Lake Dalwigk Park, Vallejo, CA
Survey Manager. This project includes improvements and beautification at Lake Dalwigk Park and enhanced community connections from the surrounding neighborhoods into the park. Specific elements include 3.8 acres of drought tolerant landscaping, replacement of broken concrete pedestrian path including grading for ADA access; adding prefabricated restrooms and connecting to existing utilities; extensive pathway and park lighting; sidewalk replacement with decorative concrete, plus traffic calming measures, as well as the installation of two new monument signs, picnic tables, trash cans, dog waste stations, shade structure, and drinking fountains. UNICO is providing land surveying services, including topographic and boundary surveys, as well as base mapping. Responsible for contract management, quality control, and design field surveys.

Manuel Vierra Park, Gridley, CA
Survey Manager. This project features improvements to Manuel Vierra Park, including ADA ramps and new inclusive play structures with musical elements, on-grade hillside slides, an expanded splash pad area with a water feature wall to provide greater separation

from traffic, added seating around play areas, an amphitheater with hillside seating and concession stand, rehabilitated tennis courts, renovated group picnic areas with brick barbeques, bike trail, new restrooms, and additional lighting to enhance safety and security. UNICO is providing land surveying services, including topographic survey and base mapping, as well as boundary and right of way surveys, Record of Survey preparation, and final monumentation. Responsible for contract management, quality control, and design field surveys.

Lower Laguna Creek Open Space Trail Project, Elk Grove, CA
Survey Manager. This project constructs more than 1-mile of Class I bikeway/multi-use trail through a permanent open space preserve adjacent to Laguna Creek. The project also includes a 60,000 square foot educational area with 8' wide decomposed granite paths and interpretive sign stations, appropriate trail signs, striping, and pavement markings, and restoration of native riparian and wetland landscaping. UNICO analyzed previous survey information of the project area and utilized this information to create a workable 3D surface with contours. Supplemental topography and mapping of a small open space area just northeasterly of Dunstan Place was provided. UNICO also surveyed and mapped all property lines and right of way within the project limits. Responsible for contract management, field survey and quality control/quality assurance.

Ryan Ming, PLS

Senior Land Surveyor

Years of Experience:

Total: 25
With UNICO: 7.5

Registration:

Professional Land Surveyor – CA #8409

Expertise:

Boundary Determination
Topographic Surveys
Legal Descriptions
Mapping
Field Supervision
ALTA Surveys
Construction Staking

Mr. Ming is a professional land surveyor with 25 years of experience in managing land surveying activities and staffing; responsible for ensuring that sound land surveying principles are followed and that quality assurance goals are obtained; as well as participating in the development of best practices related to land surveying. Mr. Ming has thorough knowledge of principles, practices and procedures of boundary surveys, ALTA surveys, topographical surveys, construction surveys and control surveys. He also has thorough knowledge of parcel map, boundary line adjustments, legal description and easement preparation and submittals.

Experience:

Knights Landing Community Park, Knights Landing, CA
Senior Land Surveyor. This project includes the development and design of a new community park in Knights Landing which will feature a children's play area with river steamboat theme, picnic tables, little league/softball fields, soccer fields, and basketball courts, as well as the upgrade of restrooms and the conversion of an existing municipal building into a repurposed shade structure. UNICO is providing land surveying services, including topographic survey and base mapping, as well as boundary survey and mapping. Responsible for design level topographic survey and right of way engineering.

Manuel Vierra Park, Gridley, CA
Senior Land Surveyor. This project features improvements to Manuel Vierra Park, including ADA ramps and new inclusive play structures with musical elements, on-grade hillside slides, an expanded splash pad area with a water feature wall to provide greater separation from traffic, added seating around play areas, an amphitheater with hillside seating and concession stand, rehabilitated tennis courts, renovated group picnic areas with brick barbeques, bike trail, new restrooms, and additional lighting to enhance safety and security. UNICO is providing land surveying services, including topographic survey and base mapping, as well as boundary and right of way surveys, Record of Survey preparation, and final monumentation. Responsible for topographic and boundary survey, and right of way engineering, including preparing plats and legal descriptions.

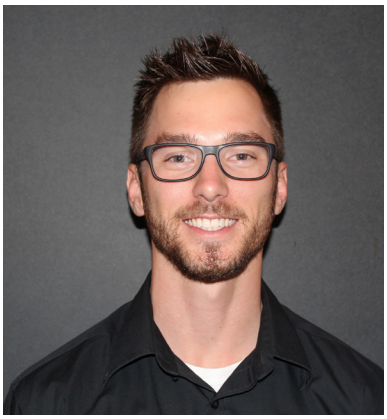
Del Rio Trail, Sacramento, CA
Senior Land Surveyor. This project constructs approximately 4.8 miles of Class 1 multi-use trail along the abandoned railway corridor west of Freeport Boulevard from south of Meadowview Road/Pocket Road to the Sacramento River Parkway north of Sutterville Road. The

trail consists of a Class I multi-use trail (12 to 16 feet of pavement with unpaved shoulders ranging from 2 to 3 feet) and an adjacent 5- to 6-foot wide unpaved walking trail where feasible. The Del Rio Trail will receive at-grade crossings and intersection modifications at each location where the trail intersects a vehicular roadway. Responsible for design level topographic survey and right of way engineering.

Riverwalk Trail Extension, West Sacramento
Senior Land Surveyor. The project extended the Riverwalk Trail/levee access road approximately 2,100 linear feet along the levee crown from the existing I Street Bridge northward to the Broderick Boat Ramp. A High-Water Event Route along D Street, 3rd Street, and 2nd Street was also included so the trail maintains connectivity when the trail at the bridge undercrossing is inundated. This project provides a safe, ADA-accessible bike and pedestrian trail along the river and provides a levee access road. The completed Riverwalk Trail connects the Washington District and adjacent neighborhoods to the new C Street Bridge and Tower Bridge. Responsible for topographic and boundary survey, and right of way engineering, including preparing plats and legal descriptions.

Matt Acton, RA

Principal, Project Manager | Holt Architecture



About

Matt has 15 years of industry experience, has been a part of the Holt Architecture team for 13 years, and has quickly risen to become a Principal.

Public Sector projects, specifically Public Safety projects, have been a staple of his experience including most recently a new Fire Station, Administration Building, Police Dispatch Center and master planning for a new Police Headquarters for the City of Indio.

Clients come to recognize his level of diligence and commitment to projects with past clients repeatedly commenting, "He made us feel like we were his only client."

Education

Bachelor of Science Degree, Architecture, University of Michigan, Ann Arbor

Registration

Architect: CA #37028

NCARB: #624984

Role

Matt serves as the primary contact and will be Project Manager and Project Architect. He is directly involved in the design + development of the Project Documents from initial concept to final construction. He will provide day-to-day oversight of the Project Team, Project Schedule, and Budget.

Thomas Howell, RA

Senior Principal | Holt Architecture

About

Tom has over 30 years of industry experience, has been part of Holt Architecture for 25 years, and has ascended though the ranks to the role of Senior Principal. Throughout his time with Holt, he has completed a variety of Public Sector Safety Projects, including the East County Emergency Operation Center, which is one of the most complex and shortest in duration, being completed in just over one year from the start of design.

Role

Tom provides coordination between consultants and office staff in detailing drawings and preparing specifications, cost estimating, bidding/negotiation and observation of construction.

Education

Bachelor of Science Degree, Architectural Studies, University of Illinois

Master of Architecture, Southern California Institute of Architecture

Registration

Architect: CA #31626

NCARB: #160933

Affiliations

- American Institute of Architects
- International Conference of Building Officials
- Architectural Review Board - Rancho Mirage
- California Baptist University - Construction Management Advisory Board

P2S Inc.
Mechanical, Electrical, & Photovoltaic

Scott Newman, PE
Mechanical Engineer | P2S Inc.

Scott Newman has over eight years of experience in mechanical engineering and HVAC consulting. His experience includes new building and renovation projects at municipal facilities, university, college, and K-12 campuses, commercial office buildings and retail spaces, and athletic facilities. Services have ranged from sizing and selection of replacement mechanical equipment to new building design and energy studies.

Education
Bachelor of Science Degree, Mechanical Engineering, University of Southern California

Registration
Mechanical Engineer, California, M39167

Relevant Experience
- County of San Bernardino, 851 Cooley Drive New Office Building
- City of Santa Monica, Fire Station 5 Dormitory Tenant Improvements
- City of Santa Clarita, LEED Silver New Community Center
- City of La Mirada, Library Energy Upgrades
- City of Indio, Public Safety Campus

Lars Hendeson, PE
Lead Electrical Engineer | P2S Inc.

Lars Henderson has over nine years of experience creating electrical designs for the construction industry. Assignments have included municipal sites, educational institutions, commercial fit-outs, and mission critical facilities in the Los Angeles and New York City markets. Electrical service designs, landscape power renovations, and energy efficient lighting upgrades are areas Lars has accomplishments in. Beyond the compliances and routines of designing, it is the client's end goal which Lars strives emphasis towards.

Education
Bachelor of Science Degree, Electrical Engineering, Pennsylvania State University

Registration
Electrical Engineer, California, E22361

P2S Inc.
Plumbing & Commissioning

Eric Gomez
Plumbing Engineer | P2S Inc.

Eric Gomez has over 20 years of plumbing design, fire protection and construction experience. His extensive knowledge spans design, drafting, specifications, plan check submittals, cost estimates, inspections and construction administration. Eric has significant expertise in municipal, educational, recreational and office facilities. He has designed a comprehensive range of plumbing and fire protection systems such as campus natural gas supply distribution as part of master planning for future expansions on various college and university campuses.

Education
AS, Computer Aided Drafting, ITT Technical Institute

Certifications
Certified in Plumbing Design (CPD)

Plumbing Design, University of California, Los Angeles

Relevant Experience
- County of San Bernardino, 851 Cooley Drive New Office Building
- County of Los Angeles, Hall of Records 7th Floor HVAC Modifications
- City of Santa Clarita, LEED Silver New Community Center
- City of Indio, New City Hall
- City of Indio, Public Safety Campus

Bryant Mercado
Senior Commissioning Agent | P2S Inc.

Bryant Mercado has ten years of experience with HVAC mechanical, electrical, and plumbing systems. His experience in the field included new and retrofit mechanical and control systems, building automation system review and integration, and low voltage specialty systems for projects in higher education, commercial, entertainment and industrial fields.

Bryant serves capably as a Senior Commissioning Agent and Cx Project Manager. As a Cx agent his duties included project document control, design review, submittal reviews, system verification and startup checklist generation, facilitating startup of commissioned equipment and systems, generating preliminary functional test plans, site observation & progress reports, monitoring controls installation, monitoring TAB execution, reviewing manufacture checklists, reviewing as-built, reviewing controls programs, reviewing controls point to point checklists, reviewing operations and maintenance manuals, and facilitating operation and maintenance training.

He is a Certified Commissioning Authority (ACG) and Certified Energy Manager (AEE).

Education
BS, Mechanical Engineering CSU Long Beach

BA, Physics, CSU Long Beach

REGISTRATIONS
Mechanical Engineer, California, M38548

Wiseman + Rohy
Structural Engineer

Steve Rohym, SE
Principal in Charge | Wiseman + Rohy

Steve is directly involved with overseeing the production of drawings from initial client contact through efficient layout and management of the project. He establishes and enforces Quality Control and Quality Assurance guidelines for the company and projects. He develops company-wide standards to maintain consistent and efficient engineering, and implements 'Lean Thinking' principles for multi-disciplinary efficiency.

Education
Bachelor of Science Degree, Architectural Engineering (Structural), Cal Poly San Luis Obispo

Registration
Registered Structural Engineer, CA #S-4341, ID #S-11706

Registered Civil Engineer, CO #39469, OR #75625, WA #42184

Professional Affiliations
- Structural Engineers Association of San Diego (SEAOSD) | SEAOSD Board of Directors (2009-2011)
- Structural Engineers Association of California (SEAOC) | Convention House Chair
- American Institute of Steel Construction (AISC)
- American Welding Society (AWS)
- Earthquake Engineering Research Institute (EERI)

CONNOR ZIELINSKI, ASIC, ASLA

PRESIDENT – IRRI DESIGN STUDIO

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KISSIMMEE, FL 34741

407.744.3658

CONNOR@IRRIDESIGNSTUDIO.COM

BIO

The IDS team and I have completed and are currently a part of a multitude of different types of projects across the world. Our responsibilities include irrigation design including BIM modeling, water management services, and overall construction administration. It is our mission to provide sustainable irrigation system construction documents and consulting services that meet our client's needs, while conserving water for future generations to come.

EDUCATION & EXPERIENCE

- 13+ Years providing irrigation design & consulting services
- Irrigation Design Specialist – Hunter University
- Bachelor's in Finance – University of Central Florida
- Certified Drafter – TECO
- Notary Public

CERTIFICATIONS

- Hunter University – Irrigation Design Specialist & ACC2
- Certified Autocad Drafter - TECO
- Business Operation - Technical Certificate
- Business Specialist - Technical Certificate
- Business Management – Technical Certificate

AFFILIATIONS

- American Society of Irrigation Consultants
- Irrigation Association
- American Society of Landscape Architects

PROJECTS

International

- Residential and Resort Island – UAE (Non-Disclosure)
- Airport Terminal- UAE (Non-Disclosure)
- Resort Island – UAE (Non-Disclosure)
- Inland Roads; Airport to Island – UAE (Non-Disclosure)
- Resort – Athens, Greece (Non-Disclosure)
- Resort & Residences – Costa Rica (Non-Disclosure)
- Sports Complex – Costa Rica (Non-Disclosure
- Resort – Los Cabos, Mexico (Non-Disclosure)

Domestic

- Pinnacle Rental Community, Jacksonville, FL
- Astor Gardens Multifamily – Jacksonville, FL
- Lonestar Rd Renovations – Jacksonville, FL
- Spectrum Seven Pines – Jacksonville, FL
- Convention Center – Mongomery, TX
- Tampa Museum of Art – Tampa, FL
- Enterprise - Buena Park, CA
- Shell Building – Santa Maria, CA
- SunRail Station – Orlando, FL
- Residence - Hamptons, NY
- Condo complex – Santa Barbara, CA
- Walden Woods – Winter Park, FL
- Dania Point – Miami, FL
- Tahiti Beach – Miami, FL
- Fifth Hotel – Miami, FL
- FDOT US-441 – Leesburg, FL
- Savita Multi Family – Sanford, FL
- Flamingo Phase 5 – Miami Beach, FL
- Delray City Market – Delray Beach, FL
- La Botanica – Miami, FL
- The Ray Hotel – Miami, FL
- Warehouse Complex – Ocoee, FL
- Good Samaritan – Lompoc, CA
- Lompoc Self Storage – Lompoc, CA
- Rolling Hills Rodway – Orlando, FL
- South Terminal OIA - Orlando, FL