

CITY OF PALM DESERT



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PROPOSAL

Submitted by NV5, Inc.
42829 Cook Street, Suite 104, Palm Desert, CA 92211

City of Palm Desert
On-Call Engineering Services
October 9, 2025

October 9, 2025

City of Palm Desert
Attn: Melanie Slater
73510 Fred Waring Drive
Palm Desert, CA 92260

SUBJECT: On-Call Engineering Services

Dear Ms. Slater,

NV5, Inc. (NV5) is excited to have the opportunity to provide On-Call Engineering Services to the City of Palm Desert (City). Established in 1949, NV5 is a **trusted local partner** with a strong presence in Southern California, where our team has long supported municipalities with responsive, hands-on engineering services. NV5's strengths include the following:

Trusted Partner of the City: We bring a working knowledge of your staff, procedures, and operational environment, allowing us to deliver services that are both cost-effective and time-efficient. Our team has supported the City through a variety of engagements, including On-Call Surveying and Civil Engineering Plan Review Services, Tamarisk Utility Undergrounding support, and the Utility Undergrounding Master Plan Update. These efforts reflect our commitment to responsive service and our ability to integrate seamlessly with City processes.

Deep Coachella Valley Roots: As a firm with deep roots in the Coachella Valley, and a **local office in Palm Desert**, we have a solid understanding of the unique challenges and opportunities that the City faces. For over 45 years, we have been a trusted partner to Coachella Valley agencies, providing a range of engineering services that have contributed to the community's infrastructure development and safety. For example, we currently provide/have provided engineering services for the Cities of Coachella, Indio, Indian Wells, La Quinta, Desert Hot Springs, Cathedral City, and Palm Springs. Our team also has vast experience with different jurisdictions, such as Riverside County Flood Control.


Executive Summary of Approach: NV5 will deliver a full range of engineering services tailored to the City's needs, including plan review and technical analysis, design and field support, project management, and on-call emergency services. Our approach emphasizes responsiveness, accuracy, and seamless integration with City processes, assurance timely reviews and clear communication. We utilize proven project management tools, quality assurance protocols, and advanced design technologies to maintain efficiency and consistency across all deliverables. With a focus on minimizing resubmittals and maintaining development momentum, our team is committed to supporting the City in achieving its infrastructure goals.

Proposed Team: NV5 offers the City a team of dedicated professionals with proven capability and expertise. We are proposing **Tamara O'Neal, PE**, as Project Manager. Ms. O'Neal brings more than 30 years of municipal engineering expertise, with a strong focus on capital improvement and development review projects. We are also proposing **Tim Jonasson, PE**, as Principal-In-Charge. Mr. Jonasson is a longtime resident of the City of La Quinta, and has over 34 years of experience in public works and municipal engineering. **Mr. Jonasson brings deep knowledge of the Coachella Valley, having served as the City Engineer/Public Works Director for the City of La Quinta for 15 years and having led numerous capital improvement projects across the region, several of which were in coordination with the City.** Mr. Jonasson is familiar with the City and staff and will work seamlessly with both to provide high quality projects the City will be proud of.

Proposal Authorization and Validity: This proposal has been signed by **Jeffrey M. Cooper, PE**, and **MaryJo O'Brien**, two company officers authorized to bind the firm and negotiate Agreement terms and compensation.

NV5 looks forward to the opportunity to work with the City and help you achieve your goals and objectives. If you need further information, we may be reached by phone at (760) 341-3101, or electronically at tamara.oneal@nv5.com and jeff.cooper@nv5.com. Thank you for your time and consideration.

Sincerely,
NV5


Jeffrey M. Cooper, PE
EVP, Chief Operating Officer


MaryJo O'Brien
CAO

COMPANY INFORMATION/CONTACT

Name: NV5, Inc.
Address: 42829 Cook Street, Suite 104,
Palm Desert, CA 92211
Telephone Number: 760.341.3101
Email of Contact: tamara.oneal@nv5.com

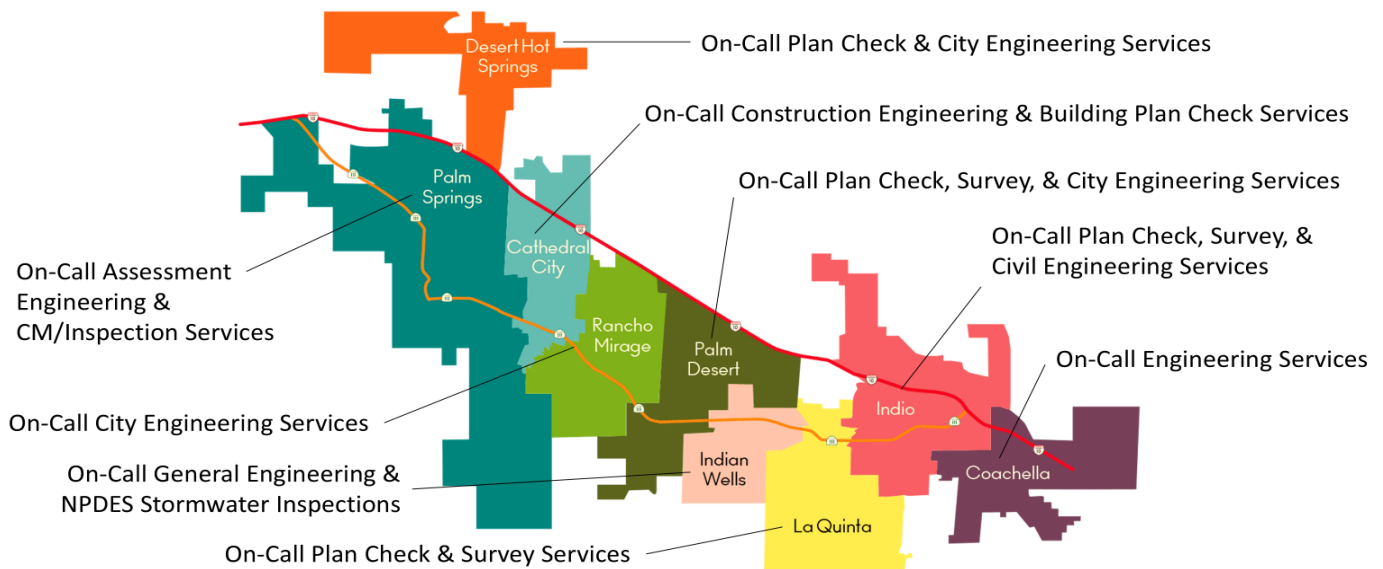
B. EXPERIENCE AND TECHNICAL COMPETENCE

Firm Profile

NV5, Inc. has been providing engineering and consulting services to public and private sectors for more than 75 years, delivering solutions through six business verticals: Testing, Inspection and Consulting; Infrastructure; Utility Services; Environmental Health Sciences; Buildings and Program Management; and Geospatial Technology. With more than 100 offices nationwide and abroad, NV5 has access to over 5,000 employees in a variety of fields who help clients plan, design, build, test, certify and operate projects that improve the communities where we live and work.

Our Coachella Valley team specializes in the engineering design, construction management and inspection of capital improvement projects, including: streets, traffic systems, water and wastewater systems, drainage and flood control, parks and recreational facilities, vertical construction, and landscaping and grading. Our team includes licensed civil engineers, licensed contractors, construction managers, certified inspectors and experienced public works professionals. All team members have extensive experience working within the structure of municipal government and public construction policy and will seamlessly integrate with the City's team.

Local Coachella Valley On-Call Experience



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

With a demonstrated ability to address public concerns, we are experts in a broad range of governmental interface, public outreach and community involvement, and we are genuinely committed to public participation as a way of planning and completing projects. Our team routinely performs these services as part of our delivery of public works projects and regards them as a vital component to project success.

B. EXPERIENCE AND TECHNICAL COMPETENCE

References

Below is a sampling of recently completed projects that are similar in scope and function to the RFP.

Hacienda Avenue Spa Zone Street Improvements

CITY OF DESERT HOT SPRINGS | DESERT HOT SPRINGS, CA

NV5 is providing engineering design services for the City's Hacienda Avenue Spa Zone Street Improvements project. The improvement project extends from Tamar Drive to the city limits/Long Canyon Road. The purpose of the project is to provide pedestrian and bicycle safety infrastructure improvements. There are currently no bike lanes along this 1.9-mile segment of Hacienda Avenue. The project proposes to construct 10,341 feet of sidewalks, 9,450 square feet of safety medians, 42 ADA ramps, 8,528 feet of buffered bike lanes, 8,872 feet of standard Class II bike lanes, 99 streetlights, 17 crosswalks, and one intersection safety improvement. The scope of work includes utility coordination; topographic and right-of-way surveys and preparation of base maps, legal descriptions and plats; pavement investigation and recommendations; preparation of preliminary and final plans, specifications and estimates; environmental documentation; and bid and construction support.



► **DATES:** 2023 - CURRENT

► **KEY SERVICES:** CIVIL ENGINEERING DESIGN, ENVIRONMENTAL SERVICES, SURVEY

► **REFERENCE:** DANIEL PORRAS, PE, ASSISTANT CITY MANAGER/CITY ENGINEER, 760.329.6411, EXT. 109

Washington Street Sidewalk Improvements & Avenue 50 Sidewalk Improvements

CITY OF LA QUINTA | LA QUINTA, CA

NV5 is providing engineering design services for the Washington Street Sidewalk Improvements and Avenue 50 Sidewalk Improvements project. The improvements will enhance pedestrian accessibility, safety, and aesthetics while addressing critical structural and design challenges. The scope of work at the east side of Washington Street (Calle Tampico to bridge north of Avenida Ultimo) includes constructing a 5-foot curb-adjacent sidewalk that accommodates existing utilities and palm trees; replacing curb ramp for ADA compliance; assessing and addressing issues with retaining wall and garden wall and developing design solutions.



The work at the north side of Avenue 50 (Avenida Montero to Washington Street) includes constructing a 5-foot curb-adjacent sidewalk; designing and incorporating a short retaining wall to protect the existing garden wall; specifying a key-stone block wall system for the retaining wall, assuring structural stability and aesthetic integration; and modification of the existing landscape and irrigation to incorporate the sidewalk and retaining wall. Services include meetings and coordination; obtaining and reviewing data; utility coordination; topographic survey, field review and base map; structural evaluation and repair strategies for existing wall; preliminary and final plans, specifications and estimates; bidding/ construction support services; and an optional wall investigation and repair recommendations if the City chooses.

► **DATES:** 2025 - CURRENT

► **KEY SERVICES:** CIVIL ENGINEERING DESIGN, SURVEY

► **REFERENCE:** BRYAN MCKINNEY, PUBLIC WORKS DIRECTOR/CITY ENGINEER, 760.777.7045

B. EXPERIENCE AND TECHNICAL COMPETENCE

Grapefruit Boulevard Urban Greening & Connectivity

CITY OF COACHELLA | COACHELLA, CA

NV5 provided civil engineering, survey, utility relocation coordination, and landscape architecture for the Grapefruit Boulevard Urban Greening and Connectivity project for the City of Coachella from Leoco Lane to 9th Street in the downtown area of Coachella. The project included street improvements, widening and rehabilitation of a portion of the street, tying into existing improvements, and adding a median, bioswale system, bicycle trail, and pedestrian paths and walkways, as well as landscaping improvements. This project design was submitted on time and within budget.



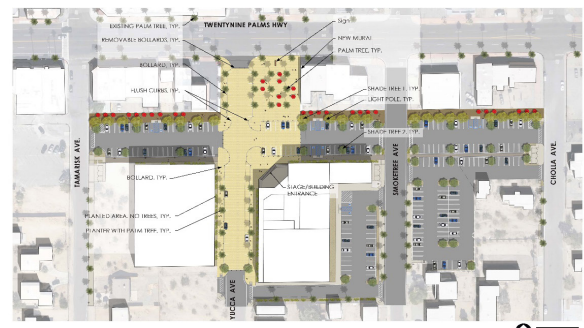
► **DATES:** 2019 - 2022

► **KEY SERVICES:** CIVIL ENGINEERING DESIGN, SURVEY, LANDSCAPE ARCHITECTURE, UTILITY COORDINATION

► **REFERENCE:** ANDREW SIMMONS, CITY ENGINEER, 760.398.5744



SCHEME 2



PROJECT PHOENIX
TWENTYNINE PALMS CULTURAL AND COMMUNITY CENTER



Project Phoenix

CITY OF TWENTYNINE PALMS | TWENTYNINE PALMS, CA

NV5 provided civil design and survey for the downtown redevelopment project in Twentynine Palms called Project Phoenix. The project includes approximately 10 acres south of Highway 62 between Tamarisk Avenue and Cholla Avenue in the downtown area. The development plan includes a multi-purpose community center, a housing facility, public parking lots, associated paseos, plaza, roadways, street improvements, sewer and water improvements, utility undergrounding, landscaping, and lighting improvements. Our scope of work included providing aerial topography using our Unmanned Aerial Vehicle (UAV), base mapping, detailed cross-sections, planning and vision development, geotechnical investigation, utility coordination for undergrounding existing utilities, sewer design, wastewater treatment system, street design, preliminary signal design, grading and paving design as well as project management and coordination.

NV5 provided coordination with Southern California Edison, Frontier, Spectrum, Caltrans, Southern California Gas Company, San Bernardino County Fire Department, Twentynine Palms Water District, the Colorado Regional Water Quality Control Board as well as the City and their consultants. NV5 also prepared a Tentative Parcel Map and prepared right-of-way legal documents as part of this project.

► **DATES:** 2018 - 2023

► **KEY SERVICES:** CIVIL ENGINEERING DESIGN, SURVEY, UTILITY COORDINATION, LANDSCAPE ARCHITECTURE, PROJECT MANAGEMENT & COORDINATION, GEOTECHNICAL INVESTIGATION

► **REFERENCE:** FRANK LUCKINO, FORMER CITY MANAGER (NOW AT YUCCA VALLEY), 760.228.1121

B. EXPERIENCE AND TECHNICAL COMPETENCE



Cherry Avenue & Other Roads, Fontana Area

COUNTY OF SAN BERNARDINO | SAN BERNARDINO, CA

NV5 provided engineering design and surveying services for a pavement rehabilitation project covering approximately 14.72 miles of Cherry Avenue and surrounding roads in Fontana, including ADA ramp replacements at 42 locations. Their work included preparing final plans, specifications, and cost estimates; reviewing topographic data to ensure proper ramp drainage; addressing localized drainage issues; preparing legal descriptions and plats; coordinating utilities; developing traffic signing, striping, and pedestrian traffic plans; and supporting environmental services.

- ▶ **DATES:** 2022 - 2024
- ▶ **KEY SERVICES:** CIVIL ENGINEERING DESIGN, DRAINAGE, UTILITY COORDINATION, TRAFFIC SERVICES, ENVIRONMENTAL SERVICES
- ▶ **REFERENCE:** THOMAS A. BUSTAMONTE, SUPERVISING ENGINEER, 909.387.7922



Phelan Road in the Phelan Area

COUNTY OF SAN BERNARDINO | SAN BERNARDINO, CA

NV5 is providing engineering design services for the Phelan Road project, including pavement rehabilitation and reconstruction from State Route 138 to Los Banos Avenue. The scope includes new or upgraded ADA ramps at 19 locations, a new traffic signal at Clovis Road, utility coordination, environmental support, and full PS&E development. NV5 is also supporting advertising, bidding, and construction to ensure smooth project delivery.

- ▶ **DATES:** 2022 - CURRENT
- ▶ **KEY SERVICES:** CIVIL ENGINEERING DESIGN, TRAFFIC SERVICES, UTILITY COORDINATION, ENVIRONMENTAL SERVICES
- ▶ **REFERENCE:** THOMAS A. BUSTAMONTE, SUPERVISING ENGINEER, 909.387.7922



Reche Canyon Road & Other Roads, Colton Area

COUNTY OF SAN BERNARDINO | SAN BERNARDINO, CA

NV5 is providing engineering design services for a 7.13-mile pavement rehabilitation project along Reche Canyon Road and nearby roads in Colton, including the design of new or replacement ADA ramps at 10 locations. Their scope includes preparing preliminary and final plans, specifications, and cost estimates; legal descriptions and plats; utility coordination; traffic signing, striping, and pedestrian traffic plans; and environmental services support.

- ▶ **DATES:** 2022 - 2023
- ▶ **KEY SERVICES:** CIVIL ENGINEERING DESIGN, UTILITY COORDINATION, TRAFFIC SERVICES, ENVIRONMENTAL SERVICES
- ▶ **REFERENCE:** THOMAS A. BUSTAMONTE, SUPERVISING ENGINEER,

B. EXPERIENCE AND TECHNICAL COMPETENCE



Street Improvements Design for Residential Streets South of Florence Avenue (Triangle)

CITY OF SANTA FE SPRINGS | SANTA FE SPRINGS, CA

NV5 provided engineering design and surveying services for the preparation of plans, specifications and cost estimates for residential street segments. The scope of work consisted of pavement improvements, including grind and overlay using Fiber Reinforced Asphalt Concrete (FRAC), slurry seal with fiber reinforcements, curb and gutter, sidewalks, driveway approaches and curb ramp improvements.

- ▶ **DATES:** 2022
- ▶ **KEY SERVICES:** CIVIL ENGINEERING DESIGN AND SURVEY
- ▶ **REFERENCE:** ROBERT GARCIA, PUBLIC WORKS CIP MANAGER, 562.868.0511, EXT. 7545

Murrieta Road Bridge over Salt Creek

CITY OF MENIFEE | MENIFEE, CA

NV5 is providing engineering design services for the Murrieta Road Bridge Over Salt Creek project. The project will increase traffic capacity traveling north/south along Murrieta Road connecting to Valley Boulevard and improve drainage, as this area frequently experiences flooding during heavy rain. The project is located along Murrieta Road between Park City Avenue and Camino Del Sol Norte and consists of the construction of roadway (widening) and a bridge spanning the length of Salt Creek, approximately 470 feet. The bridge will consist of a 4-lane span with pedestrian sidewalks and a signalized trail crossing. This project will investigate the horizontal and vertical alignment to meet 100-year flood limits. Services include project management, topographic survey, geotechnical evaluation and report, environmental document preparation, utility coordination, and preparation of final plans, specifications and estimate, and bidding and construction support.

- ▶ **DATES:** 2022 - CURRENT
- ▶ **KEY SERVICES:** CIVIL ENGINEERING DESIGN, DRAINAGE, PROJECT MANAGEMENT, SURVEY, GEOTECHNICAL SERVICES, ENVIRONMENTAL SERVICES, UTILITY COORDINATION
- ▶ **REFERENCE:** JOSE GOMEZ, 619.476.2301

Lake Drive Storm Drain Replacement

CITY OF ENCINITAS | ENCINITAS, CA

NV5 is providing engineering design services for the Lake Drive Storm Drain Replacement Project, which involves the replacement of approximately 2,000 feet of failed 48-inch corrugated metal pipe (CMP) with new reinforced concrete pipe (RCP). NV5 recommended that a new detention basin be constructed to attenuate the peak flows through the canyon. During the design period, due to significant and unusual regional rainfall events, a large sinkhole developed at the top of the project limits, eventually affecting a portion of the roadway and local utilities, prompting an emergency response by the City. NV5 worked closely with the City and the emergency construction crews to produce an emergency "interim" design to collect and convey the drainage. At the same time, the failed slope and adjacent roadway were reconstructed.

- ▶ **DATES:** 2021 - CURRENT
- ▶ **KEY SERVICES:** CIVIL ENGINEERING DESIGN, DRAINAGE
- ▶ **REFERENCE:** MATT WIDELSKI, PRINCIPAL ENGINEER, 760.633.2777



B. EXPERIENCE AND TECHNICAL COMPETENCE

Margarita Recreation Center

CITY OF TEMECULA | TEMECULA, CA

NV5 provided Owner's Representative services for the Design-Build reconstruction of the Margarita Recreation Center, replacing the existing facility with a new 8,500-square-foot building and 25-yard outdoor pool. The upgraded center features a zero-depth, warm water, wheelchair-accessible six-lane pool, dance/fitness studio, classroom, and multi-purpose room. NV5's comprehensive support included engineering, geotechnical design, project and construction management, inspections, testing, and surveying. In collaboration with City staff, NV5 prepared bridging documents and the DB Request for Proposal, supported contract advertising and award, and ensured design compliance. The bridging documents included schematic designs, technical specifications, cost estimates, and a full CPM schedule. NV5 also helped the City develop policies and procedures for all DB phases.

▶ **DATES:** 2019 - 2024

▶ **KEY SERVICES:** CONSTRUCTION MANAGEMENT & INSPECTION, CIVIL DESIGN ENGINEERING, SURVEY, ENVIRONMENTAL

▶ **REFERENCE:** NINO ABAD, PE, ASSOCIATE CIVIL ENGINEER, 951.308.6385

Indian Canyon Drive Sewer Project

CITY OF PALM SPRINGS | PALM SPRINGS, CA

NV5 is providing construction management and inspection services for the Indian Canyon Drive Sewer Project. The project will install 8,875 feet of 10-inch PVC sewer pipeline on North Indian Canyon Drive. Twenty-four manholes will be constructed along the route. Microtunneling will be used for 1,200 feet, and the remaining 7,675 feet will be installed via open-cut trenching. Installation involves excavation, pipe laying, backfilling, surface restoration, and manhole construction using precast or cast-in-place structures.

▶ **DATES:** 2025 - CURRENT

▶ **KEY SERVICES:** CONSTRUCTION MANAGEMENT & INSPECTION

▶ **REFERENCE:** JUAN SEGOVIANO, SENIOR CIVIL ENGINEER, 760.323.8523

Septic-to-Sewer Project, Phase II

HI-DESERT WATER DISTRICT | YUCCA VALLEY, CA

NV5 is serving as the Owner's Representative and providing Construction Management services for Phase II of the District's Septic-to-Sewer project in Yucca Valley. Identified by the Regional Water Quality Control Board as a priority area, the Town is transitioning from septic systems to a centralized wastewater system. Following Phase I, which established the initial collection and treatment infrastructure, Phase II will expand the system to serve approximately 1,900 parcels with 170,000 feet of gravity pipelines. NV5's role includes project management, funding support, procurement assistance for the progressive design-build team, peer review, technical oversight, and construction inspection. The project, with an estimated construction cost over \$64M, is expected to be completed by the end of 2025.

▶ **DATES:** 2023 - CURRENT

▶ **KEY SERVICES:** CONSTRUCTION MANAGEMENT & INSPECTION

▶ **REFERENCE:** TONY CULVER, GENERAL MANAGER, 760.365.8152

City Hall & Police Station HVAC System Replacement and Solar Energy Project

CITY OF PLACENTIA | PLACENTIA, CA

NV5 is providing engineering services to review and analyze the City's energy consumption at City Hall and the Police Station, including existing HVAC and associated mechanical equipment. We will provide recommended improvements to optimize energy efficiency and cost savings as well as climate control within the building, and provide engineered improvement plans and technical specifications for the replacement of the existing HVAC system at the two facilities, along with the installation of a new solar and battery energy system to power the building. NV5 is also preparing civil plans, specifically for the locations designated for the electric vehicle charging stations in the Civic Center parking lot and Police Station parking lot, including paving plans, striping plans, and utility trenching details.

▶ **DATES:** 2024 - 2025

▶ **KEY SERVICES:** CIVIL ENGINEERING DESIGN, FACILITIES IMPROVEMENTS, TRAFFIC SERVICES, UTILITY COORDINATION

▶ **REFERENCE:** CHRIS TANIO, DEPUTY DIRECTOR OF PUBLIC WORKS/CITY ENGINEER, 714.993.8132

B. EXPERIENCE AND TECHNICAL COMPETENCE

On-Call Engineering Services

CITY OF CHULA VISTA | CHULA VISTA, CA

NV5 provided on-call engineering services for the City of Chula Vista for the following projects:

- **Heritage Road Drainage and Water Quality Design Services:** NV5 worked closely with the City to provide drainage and water quality design for roadway improvements to Heritage Road and Main Street. NV5's services included full PS&E for approximately 6,500 feet of roadway improvements. Drainage design services included preparing a hydrology and hydraulics study, design of drainage structures and conduits, coordination with City staff on the street improvement plans, and close coordination with design of water quality structural treatment devices. NV5 engineers were also responsible for preparing the project's Stormwater Quality Management Plan, which included 6 Modular Wetland Systems for water quality treatment along the roads and preparation of a Stormwater Pollution Prevention Plan (SWPPP) in accordance with the 2022 SWRCB Construction General Permit (CGP).
- **Heritage Road Bridge Replacement Drainage Design and Water Quality Design:** NV5 staff provided design of drainage facilities for the Heritage Road Bridge Replacement Project. Work included preparing a hydrology and hydraulics study, design of drainage structures and conduits, coordination with City staff on the street improvement plans. NV5 engineers also provided full water quality documentation including DMA maps and related calculations to facilitate compliance with water quality regulations for the bridge project, which was directly adjacent to the highly sensitive Otay River. Efforts included coordination of stormwater flows, sizing and calculations with the manufacturer of the City's preferred water quality treatment device.
- **Discovery Park Rehabilitation Improvements:** NV5 prepared project drawings and specifications for the bidding of surface repairs and improvements at Discovery Park. The scope of repairs included asphalt pavement and cross gutter repairs as well as new curb ramps, sidewalks, ADA-compliant park furniture, and related surface improvements. Under a separate effort, NV5 prepared plans and project specifications for the replacement of the tile roofs at the restroom and snack bar facilities.
- **Rohr Park Basketball Court Replacement:** NV5 prepared plans and project specifications for the basketball court replacement project at Rohr Park. Plans included demolition and replacement of the basketball court and installation of four new basketball courts with the City logo incorporated into the court markings. The project also included an upgraded ADA-compliant bench and bleacher seating, concrete sidewalk improvements and ADA-accessible picnic tables adjacent to the new basketball courts.
- **Civic Center Complex, Boys and Girls Club, and Library Roof Improvements:** NV5 prepared plans, specifications, and estimates for the bidding of the roof replacement project at the Civic Center and Library facilities as well as the Chula Vista Boys and Girls Club. Consideration was given to public safety and for the concurrent photovoltaic system installation.

► **DATES:** 2018 - 2022

► **KEY SERVICES:** CIVIL ENGINEERING DESIGN, FACILITIES IMPROVEMENTS, HYDROLOGY & HYDRAULICS, ADA IMPROVEMENTS

► **REFERENCE:** KALANI CAMACHO, PUBLIC WORKS OPERATIONS SUPERINTENDENT, 619.691.5044

Safe Routes to School Improvements

CITY OF ENCINITAS | ENCINITAS, CA

NV5 partnered with the City of Encinitas on three Safe Routes to School projects to enhance pedestrian safety near local schools. At Starlight Drive, NV5 evaluated a 350-foot decomposed granite trail within an Irrevocable Offer of Dedication (IOD), including survey work and design for an automated pedestrian gate to improve access to Encinitas Community Park. On Mackinnon Avenue, NV5 designed 125 feet of new sidewalk through a landscaped median, adding pedestrian ramps, bulb-outs, enhanced crosswalks, and flashing beacons. Along Montgomery Avenue, NV5 prepared design documents for new curb, gutter, and sidewalk improvements on Birmingham Drive and Rossini Drive, featuring crosswalks, curb ramps, and beacons to support safe travel for students and families.

► **DATES:** 2016 - CURRENT

► **KEY SERVICES:** CIVIL ENGINEERING DESIGN, ADA IMPROVEMENTS, SURVEY, LANDSCAPE ARCHITECTURE

► **REFERENCE:** MATT WIDELSKI, PE, QSD, SENIOR ENGINEER, 760.633.2777

B. EXPERIENCE AND TECHNICAL COMPETENCE

On-Call Surveying and Civil Engineering Plan Review Services

CITY OF PALM DESERT | PALM DESERT, CA

NV5 provided as-needed survey and engineering plan review services for the City of Palm Desert. Services included: reviewing location of property lines, boundaries, easements, and right-of-way; collaborating and conferring with developers, engineers, and contractors related to the development of City projects; and reviewing and providing comments for various engineering plans such as street improvement plans, storm drain plans, grading plans, Water Quality Management Plans (WQMP), and hydrology reports.

- ▶ **DATES:** 2022 - 2023
- ▶ **KEY SERVICES:** PLAN REVIEW
- ▶ **REFERENCE:** RYAN GAYLER, CAPITAL PROJECTS MANAGER, 760.346.0611, EXT. 393

Citywide Plan Check Services

CITY OF DESERT HOT SPRINGS | DESERT HOT SPRINGS, CA

NV5 is providing the City with as-needed plan check services for the review of public and private development projects. Services include the review of grading and improvement plans, hydrology and hydraulic reports, geotechnical reports, water quality treatment and erosion control, title documents and review against project conditions of approval for residential, commercial and industrial development applications.

- ▶ **DATES:** 2022 - CURRENT
- ▶ **KEY SERVICES:** PLAN REVIEW
- ▶ **REFERENCE:** DANIEL PORRAS, ASSISTANT CITY MANAGER/CITY ENGINEER, 760.329.6411, EXT. 109*

CLIENT TESTIMONIAL

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NV5 goes above and beyond to help their clients. Whether it be questions about a plan check, or questions in general about a policy or procedure, NV5 has always been available to help the City. They meet all their deadlines and do a very thorough job throughout the plan check process. They make themselves available when meetings are necessary and do a great job of communicating issues or concerns. NV5 has become a part of our team and we know that we are in good hands.

**- Jileen Farris, former City Engineer of Desert Hot Springs
(Current Director of Public Works, City of Hemet)**

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On-Call Inspection, Plan/Map Check and Stormwater Management Services

CITY OF BEAUMONT | BEAUMONT, CA

NV5 provides comprehensive review and inspection services for private and public development projects on behalf of the City, including Tract Maps, Parcel Maps, Lot Line Adjustments, and Certificates of Correction, while fulfilling City Surveyor duties by signing and sealing required documents. We review a wide range of development applications, from large, multiphase residential projects to floodplain and bridge structural evaluations, assuring all plans and technical reports meet City standards, industry design procedures, permit requirements, and development conditions. This includes grading, erosion-control, sewer, storm drain, hydrology, water quality, geotechnical, and structural documentation. NV5 also supports stormwater management for construction, MS4, and Industrial permits, assisted with a recent RWQCB audit, and represents the City at regional TAC meetings. We've developed enforcement tools, conducted site inspections, and authored stormwater guidance documents including the Local Implementation Plan (LIP) and annual progress report.

- ▶ **DATES:** 2016 - CURRENT
- ▶ **KEY SERVICES:** PLAN REVIEW, INSPECTION, STORMWATER SUPPORT
- ▶ **REFERENCE:** ROBERT VESTAL, DIRECTOR OF PUBLIC WORKS, 951.769.8522

B. EXPERIENCE AND TECHNICAL COMPETENCE

On-Call Hydrology, Hydraulic, and WQMP Preparation and Plan Checks

CITY OF HEMET | HEMET, CA

NV5 is contracted with the City to provide preliminary and final hydrology, hydraulic and WQMP plan check services, storm drain/drainage facility design and plan preparation for capital improvement projects, and other services related to hydrology, hydraulics, and water quality.

- ▶ **DATES:** 2024 - CURRENT
- ▶ **KEY SERVICES:** PLAN REVIEW, HYDROLOGY & HYDRAULICS, DRAINAGE
- ▶ **REFERENCE:** JILLEEN FERRIS, P.E., DEPUTY PUBLIC WORKS DIRECTOR/ASSISTANT CITY ENGINEER, 951-765-2360

On-Call Surveying Services

CITY OF LA QUINTA | LA QUINTA, CA

NV5 is providing on-call services to the City of La Quinta as requested by the Public Works Department. These services include construction staking for several key projects such as the Jefferson Street/Avenue 53 Roundabout, SilverRock Park Venue Site, Washington Street at Fred Waring Triple Left Turn, SilverRock Way, the West Parking Lot of the La Quinta Library, Fritz Burns Park, and the Pickleball Courts at Fritz Burns Park. Surveying efforts include a boundary, topographic, and ALTA survey for Hwy. 111 APN 600-390-024; topographic surveys of the La Quinta Library and the Art Park of the Desert at Avenida Montezuma; and street cross sections on Monroe Street at Mountain View Lane and Lot A of the Desert Club Tract Unit 1. Additional services include UAV mapping for the SilverRock Golf Course, legal descriptions and plats for the All American Canal through the SilverRock development, a tie-out of existing monuments at Avenue 52 and Jefferson Street, and a lot line adjustment for the General Telephone site.

- ▶ **DATES:** 2016 - CURRENT
- ▶ **KEY SERVICES:** SURVEY
- ▶ **REFERENCE:** BRYAN MCKINNEY, PUBLIC WORKS DIRECTOR/CITY ENGINEER, 760.777.7045

Project Management/Staff Augmentation Services

CITY OF RANCHO MIRAGE | RANCHO MIRAGE, CA

NV5 provided Staff Augmentation services to the City of Rancho Mirage, serving in the role of Contract City Engineer. In this capacity, NV5 was responsible for overseeing private development and capital project approvals, as well as updating current development and city standards. This support helped ensure consistency with municipal goals and facilitated efficient coordination between city departments and external stakeholders.

- ▶ **DATES:** 2025
- ▶ **KEY SERVICES:** STAFF AUGMENTATION, PROJECT MANAGEMENT
- ▶ **REFERENCE:** RYAN STENDELL, ASSISTANT CITY MANAGER, 760.770.3224, EXT. 254

CLIENT TESTIMONIAL

“ Professional is the single word to describe NV5 as an engineering service provider. They have succeeded in delivering their service on time, on schedule, and within budget on a consistent basis. It is this type of reliable service that the County has come to rely on when projects are sent to NV5 for plan review. Their track record is why I highly recommend the services of NV5 for your professional civil, building plan review, and inspection needs.

**- Greg Griffith,
Supervising Building & Safety Engineer,
County of San Bernardino**

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C. FIRM STAFFING AND PERSONNEL

Key Personnel Qualifications

Below is a list of proposed key personnel and their qualifications. NV5 has a deep bench of over 5,000 qualified personnel that can be provided to the City as-needed.

NAME/ROLE	YEARS	EDUCATION, CERTIFICATIONS + LICENSES
Tim Jonasson, PE Principal-in-Charge	34	Masters, Business Administration, B.S. Civil Engineering, Civil Engineer (CA) No. 45843
Tamara O'Neal, PE Project Manager	30	B.S. Civil Engineering, Civil Engineer (CA) No. 69107
David Nikafs, PE Design & Field Support/Plan Review & Technical Analysis	30	M.S. Civil Engineering, B.S. Civil Engineering, Civil Engineer (CA) No. 42697
Vickie I. Bridenstine, PE, LEED AP Design & Field Support/Plan Review & Technical Analysis	42	B.S. Geotechnical Engineering, Civil Engineer (CA) No. 57142
Andrea Thomas, PE Design & Field Support/Plan Review & Technical Analysis/Project Management & Coordination	23	M.S. Structural Engineering, B.S. Civil Engineering, Civil Engineer (CA) No. 68926
Padma Asam, PE, QSD/P, ENV SP, LEED AP Design & Field Support/Plan Review & Technical Analysis/Project Management & Coordination	17	M.S. Structural Engineering, B.S. Civil Engineering, Civil Engineer (CA) No. 83896
Jay Fahrion, PLS Design & Field Support	43	Professional Land Surveyor (CA) No. 8207
Doug Boyle, PLS Design & Field Support	39	A.A. Drafting Technology, Professional Land Surveyor (CA) No. 8340
Brian Wiese, PE Design & Field Support	17	B.S. Civil Engineering, Civil Engineer (CA) No. 80674
Scott Woody, CBO, CASp, DBIA, CM- Lean, LEED AP Design & Field Support	27	B.A. Architecture, Licensed Architect (CA) No. C28253, Certified Access Specialist, No. 004, DBIA Professional, D346, LEED Accredited Professional
Mike Smyth, RLA, ASLA Design & Field Support	39	B.S. Landscape Architecture, Registered Landscape Architect (CA) No. 3231
Jon Champlin, RLA, ASLA Design & Field Support	17	M.A. Landscape Architecture, Registered Landscape Architect
Jon Chu, PE, ME Design & Field Support	25	B.S. Mechanical Engineering, Mechanical Engineer (CA) No. 88781
Darcy Diaz, PE, EE Design & Field Support	11	B.S. Electrical Engineering, Electrical Engineer (CA) No. 81978

C. FIRM STAFFING AND PERSONNEL

Key Personnel Qualifications (Continued)

NAME/ROLE	YEARS	EDUCATION, CERTIFICATIONS + LICENSES
Alan Vallow, EE Design & Field Support	5	M.B.A., Emphasis in Organizational Behavior, M.S. Electrical Engineering, B.S. Electrical Engineering, Minor in Economics, Electrical Engineer (CA) No. 12618
Luanne Bean, PE Design & Field Support/On-Call & Emergency Support	35	M.S. Civil Engineering, B.S. Civil Engineering, Civil Engineer (CA) No. 50129
India Allen, CCM Design & Field Support/ On-Call & Emergency Support	9	M.S. Civil Engineering (Coastal Engineering), B.S. Civil Engineering, Certified Construction Manager (CCM), No. 43234, Metrolink Railroad Safety Contractor Safety Trained, No. 26471E22
Mike Helma, LEED AP Design & Field Support	30	B.S. Civil Engineering, LEED Accredited Professional
James Miller, PE Plan Review & Technical Analysis	20	B.S. Civil Engineering, Civil Engineer (CA) No. 82522
Jennifer Peterson, PE, CFM, QSD/P, CPESC, LEED AP Plan Review & Technical Analysis	28	B.S. Civil Engineering, Civil Engineer (CA) No. 67821
Matthew Moore, PE, ENV SP, QSD/P, TOR Plan Review & Technical Analysis	28	M.S. Civil Engineering, B.S. Civil Engineering, Civil Engineer (CA) No. 56780
Gregg Butsko Plan Review & Technical Analysis	36	Business Administration Degree
Eric Rodriguez, PE, SE Plan Review & Technical Analysis	25	B.S. Civil Engineering, Civil Engineer (CA) No. 59757, Civil Engineer (CO) No. 64000, Structural Engineer (CA) No. 4617
Y. Clark Shen, PE, SE Plan Review & Technical Analysis	55	M.S. Civil Engineering, B.S. Civil Engineering, Civil Engineer (CA) No. 24054, Structural Engineer (CA) No. 2177
Jenny Van Truong, PE Plan Review & Technical Analysis	12	M.S. Civil Engineering with Structural Engineering, B.S. Civil Engineering, magna cum laude, Civil Engineer (CA) No. 88402
Cecile Felsher, CIH Plan Review & Technical Analysis	17	M.S. Mechanical Engineering, B.S. Mechanical Engineering, Certified Industrial Hygienist (CIH), No. 11627, American Board of Industrial Hygiene, Certified Safety Professional, American Board of Certified Safety Professionals
Michael Rocco Project Management & Coordination	22	AutoCAD University, NV5 Project Manager Course, CADD Drafting & Technical Drawing Certificates

C. FIRM STAFFING AND PERSONNEL

Key Personnel Qualifications (Continued)

NAME/ROLE	YEARS	EDUCATION, CERTIFICATIONS + LICENSES
Carl Henderson, Ph.D., PE, GE Optional Complimentary Services	26	Ph.D. Civil Engineering, M.S. Civil Engineering (Geotechnical), B.S. Civil Engineering, Geotechnical Engineer (CA) No. 2886, Civil Engineer (CA) No. 71115
A. Shafiq Popalzai, PE Optional Complimentary Services	21	M.S. Geotechnical Engineering, B.S. Civil Engineering, Civil Engineer (CA) No. 77336
Tam Dan L. Vo Optional Complimentary Services	9	B.S. Earth & Environmental Sciences
Ryan Zellers, PE, TE Traffic Consulting (ZONE)	27	B.S. Civil Engineering, Civil Engineer (CA) No. 69470, Traffic Engineer (CA) No. 2418

Subcontractors

Below is a list of the proposed subconsultants, including the services they are proposed to perform.



ZONE Traffic Engineering Consulting (ZONE) is a certified small, disabled veteran-owned business formed in 2024. Its founders bring over 25 years of transportation engineering experience, enhancing infrastructure throughout the Southern California region and beyond. Its projects include complete streets, accessibility, and mobility improvements – applying civil and traffic engineering skillsets to deliver feasible and context-appropriate solutions.

ZONE's work typically begins at the planning stage, helping clients identify the root of transportation issues and helping determine effective resolutions. It conceptualizes transportation spaces that bring balance, accessibility, and utility to the community it serves. Its staff has stood with agency clients to help dialogue with the public, explaining efficacy, weighing benefits and effects of potential treatments, and finding common ground to advance transportation safety and mobility goals. It is able to take these ideas to final design, using the experience in constructability practices and necessary guidelines to prepare project plans, specifications, and estimates.

Beyond providing its services and staying attuned to client needs, ZONE also prides itself on its three pillars of professionalism: transparency, quality, and fulfilling obligations. As a new emerging business, it hopes to further develop its seasoned expertise with new opportunities.

Relevant Projects:

- Safer Streets - City of Indian Wells
- Transportation Prioritization Study (TPPS) - CVAG
- Regional Arterial Cost Estimation (RACE) - CVAG
- Active Transportation Plan - CVAG
- Transportation Uniform Mitigation Fee (TUMF) Nexus Study - CVAG
- Imperial Beach Boulevard Improvements - City of Imperial Beach

C. FIRM STAFFING AND PERSONNEL

Organization Chart

Our team offers proven expertise and resources to deliver the City’s requested engineering services for projects of similar scope and complexity. Shown below are team roles and responsibilities.



D. PROPOSED METHOD TO ACCOMPLISH THE WORK

Scope of Services

NV5 is a full-service engineering and consulting firm, ready to provide a wide range of services to the City, including the following services included in the RFQ:

- Design & Field Support
- Plan Review & Technical Analysis
- Project Management & Coordination
- On-Call & Emergency Support

ENGINEERING DESIGN APPROACH

NV5 can provide professional, comprehensive engineering services on a per project or task order basis for all types of capital improvement projects. Below is our general project approach that will be modified and tailored to meet each project's needs.

Work Breakdown Structure (WBS)

Upon issuance of a notice to proceed, our project manager will meet with team members to review the requirements, prepare a Work Breakdown Structure and make team assignments for maximum efficiency of resources. The detailed WBS will describe all of the work tasks necessary to complete the project. A master project schedule will be prepared following the WBS to show the relationship between tasks, the expected start date and duration for each item. This schedule will serve as a guide to conducting and monitoring the progress of the work and to assure projects are completed on time and within budget. To assure accurate monitoring and tracking of documents, revisions and progress, a document tracking and control system will be developed. NV5 will meet with City project representatives regularly and maintain constant communication, distributing meeting minutes within one week of the meeting identifying actions, items, assignments and due dates.

Cost Control

We are able to continually review and evaluate a project's cost through all project phases to enable informed and timely decision-making by our clients and the entire project team. Cost control techniques include: program budget analysis; value engineering; life-cycle cost analysis; and quantity-based estimating. We rely on an open-book, inclusive process that demonstrates the costs and benefits of varying design options. This budget confirmation process starts in the earliest stages of the project, when design and engineering alternatives have the greatest potential impact on costs.



Schedule Control

The key to effective schedule control is to measure actual progress and compare it to planned progress on a regular basis and to take necessary corrective action immediately. We propose to supplement each major task as identified in the master project schedule with a supplemental schedule to keep careful track of where each individual component stands. We identify problems and readily provide the opportunity to modify the schedule. This process assures the completion of your projects on schedule.

Innovative and Successful Approaches

The NV5 team focuses on providing safe, cost-effective, reliable, and sustainable improvements using innovative design and contracting techniques that meet or exceed the minimum standards based on design improvements and minimize impacts to adjacent properties and vehicular and pedestrian traffic. Our experienced engineering staff provides lower-cost or lower-impact alternatives in order to develop the least disruptive and least expensive designs.

Our team utilizes the latest in civil engineering design software to facilitate timely, efficient, and innovative engineering design solutions for our clients. We rely on a host of computer resources, which includes up-to-date, state-of-the-art technology that is in use today throughout the engineering industry. We make maximum use of PC-based CADD systems that allow for the storage of typical details, establish similarity of plan layouts, and enable rapid duplications for the efficient preparation of plan sheets.

Our team also provides construction management for public works projects to several local agencies. We take our commitment to building innovative projects seriously, and will have our in-house construction management staff review plans and specifications for constructability.

D. PROPOSED METHOD TO ACCOMPLISH THE WORK

Managing Resources

NV5 will meet with City project representatives regularly and remain in constant communication to assure successful and timely delivery of the project. Bi-weekly meeting agendas, if necessary, will be distributed at least two working days before each meeting. Meeting minutes will be distributed within one week of the meeting identifying actions, items, assignments and due dates. Utilizing this technique will assure consistency, and will provide a list of tasks to be accomplished and a specific time schedule.

Senior staff will meet with assigned project personnel regularly and remain in constant communication to assure successful and timely delivery of the project. Utilizing this technique will guarantee adequate technical support, thorough review and analysis of project issues, and consistency in decisions and recommendations.

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

Quality Assurance/Quality Control

For every design project, NV5 uses a time-tested and proven project quality manual, which describes the project quality process to be followed during the development of the design documents and other project deliverables. In general, we undergo the following quality reviews:

Project Concept Review: Reviews basic concepts for feasibility and conformance to project criteria and evaluates engineering decisions based on cost, constructability and risk management.

Discipline Review: Verifies the work for each of the technical disciplines, including subconsultants. Each subconsultant discipline has a review checklist for each submittal to assure technical accuracy and that there are no conflicts with the civil design and other disciplines.

Graphics/CAD Standards Review: Verifies that drawings meet graphic and CAD standards for each project, taking into consideration: color; weight; level style; and level.

Project Manager Review: Confirms that project deliverables conform to the scope of work and that documents supplied by others (i.e., client, subconsultants, etc.) are properly incorporated.

In-House Constructability Review: In-house construction managers and inspectors review the plans to assure feasibility of construction and coordination of drawings.

Client Comment Review: Assures that client comments have been addressed; we will either use our standard comment letter response or one provided by the City.

Coordination Review Meeting: Coordinate all work of the disciplines.

QA/QC Review: Independent review to verify the accuracy, completeness and coordination of drawings, specifications and cost estimates for all design disciplines.

Quality Assurance Program

When applicable, NV5 will provide the requested services to the City in compliance with the Caltrans Local Programs Manual, Local Assistance Procedures Manual, the City Quality Assurance Program (QAP), and other regulations for federal- and state-funded projects. For all Caltrans administered projects, we will implement the City's Caltrans-approved QAP. We have prepared several QAPs that were approved by Caltrans and executed on several projects. The QAP requirements should consist of the following:

- Materials Laboratory
 - Correlation Testing Program
 - Certification of Personnel
 - Laboratory and Testing Equipment
- Acceptance Testing
- Independent Assurance Program
- Reporting of Acceptance Testing Results
- Testing of Manufactured Materials
- Project Certification
- Records
- Approval

Familiarity with State and Federal Procedures

We understand that the development of Federal and State funded projects requires more than the preparation of design reports and PS&E. More and more, engineers are required to navigate their projects through the complex federal aid process involving pre-award audits, authorizations, and timely use of fund provisions.

Our experience with the regulatory agencies controlling these funding sources has afforded us the opportunity to support our clients through the process of developing the day-to-day procedures required to secure authorization and reimbursement for federally funded projects. This participation has put us in a position to offer our clients an unparalleled level of understanding of the process required to comply with Federal and State requirements. Our work with local, state and federal agencies keeps

D. PROPOSED METHOD TO ACCOMPLISH THE WORK

us in the forefront of current updates to policies and procedures.

Federal Funding Requirements

The NV5 project team has provided program management, project engineering, design and construction support for a broad range of federally funded transportation projects, including Safe Routes to School projects, Community Development Block Grant projects, and projects funded through the Federal Highway Administration, Federal Transit Administration, U.S. Department of Housing and Urban Development and other federal programs.

Our project experience includes preparing all or a portion of the federal paperwork for Caltrans for Local Assistance. We are well versed in the preparation of the E-76 package and the dictates of the Local Assistance Procedures Manual requirements.

We are also experienced in the key federal provisions to be included in project specifications, including Disadvantaged Business Enterprise goals, compliance with Davis Bacon Act for prevailing wage provisions, flow-down provisions to subcontractors, and a variety of other federal statutes and regulations.

Public Works projects often have multiple funding sources including federal, state and local funding. We will develop and maintain a project documentation system acceptable to and in line with state and federal funding requirements.

As the City's consultant, if desired, we can also support your federal funding/grant program with quarterly status reports on the project design and design contract.



PLAN CHECK APPROACH

Our primary approach is to serve as a direct extension of the City staff. NV5 will take every measure possible to see that the City's timeline is met. It is our intention

to consistently beat the plan review turnaround times while assuring continuous quality and reasonable implementation of the state codes and all local amendments. We will put forth a coordinated effort and responsibility to track and coordinate all applications or requests received in the City.

All plan check services will be driven by the accepted architect-engineering and industry professional practices, and will comply with the applicable regulations. Turnaround times of plan checks are crucial, and we intend to return plan checks within the timelines outlined by the City. We continually train existing employees and recruit new talent to exceed the expectations of our clients.

We understand how essential it is for individual departments to work together in order to build a successful project. Our philosophy is to work closely with all departments, divisions and agencies to eliminate redundancy and increase efficiency. We understand the difficulties in interpreting design standards, and we take pride in providing solutions for your constituents.

Outlined below is the general process the NV5 team utilizes to provide plan review services. This is presented as a guideline to be adjusted according to the processing procedures of your jurisdiction. We will work with the City in a seamless manner for review of plans for code compliance and keeping projects moving to the finish line.

Deliverables

Deliverables for a typical plan check project include:

- Cost confirmation letter (if required)
- Signed comment letter with checklist
- Redlined plans

In compliance with state law, all plan check services will be performed by or under the responsible charge of a California licensed professional eligible to prepare and sign the type of map, plan, or professional study being reviewed. All plan review memos will be signed and sealed by a duly licensed professional.

SUBMITTAL SEQUENCE

Each submittal will generally follow the following sequence:

First Plan Check

The initial plan check will be comprehensive and identify all significant issues. It is important to present significant issues to the developer as early in the review process as possible, so that the developer can respond in a timely manner. In addition to the typical scope of services, the first plan check will include the following:

D. PROPOSED METHOD TO ACCOMPLISH THE WORK

- Plan Review Checklist
- Review of Conditions of Discretionary Approval
- Analysis of Easement Requirements and Right-Of-Way Needs
- Identification of Required Coordination with Inter-Agency Jurisdictional Issues

Subsequent Submittals

Plan check resubmittals are reviewed for completeness and to determine if all previous comments have been fully addressed. If the developer has made significant changes to the submittal, new review comments may be necessary. The NV5 plan checker will identify remaining deficiencies in the documents for subsequent reiterations of the plan check submittals.

Final Review

We anticipate that after no more than three (3) plan checks, NV5 will request that the developer submit final plans and associated documents, as required by the City for final review. NV5 will confirm that plans are complete and that all associated documents have been submitted. NV5 will then provide an approval letter and other required documents and transmittals, depending on the type of review.

Transmittal

NV5 will maintain accurate and comprehensive records related to all plans, calculations and documents received. Our team is experienced in providing digital plan review and will accept, review and return plans electronically if the City desires.

We will screen and log every application to assure they are routed to all plan checkers in a timely manner. All submittals are checked for compliance with relevant state and local requirements. The log serves as a tracking device to assure turnarounds and completeness of review.

Corrections

NV5 will assure that corrections are handled as quickly and as clearly as possible. We will identify all corrections based on compliance with specific standards, codes and regulations. We will either provide notes on the plans as appropriate, or provide a correction sheet detailing which items need to be addressed for plan approval.

Each project will be reviewed with strict adherence to our company policy of independent objectivity as a third party. Projects have ranged from the simple to the complex across all types of construction. Our wide exposure and

expertise allow us to provide impartial and comprehensive plan reviews clearly indicating the applicable codes and standards and documenting noted deficiencies. Our reviews are individually prepared for each project and, while we use Agency standard checklists as a basis for our review, we also review each individual project for site-specific impacts and technical merits – including boundary conditions and general construction considerations. Our Plan Review Reports are written to provide the design team with a clear and concise understanding of the issues. Comments from each discipline are grouped together for easy reference, and each comment references a specific item in the plans or specifications as well as a reference.



Approvals

Upon completion of each plan review, plans and supporting documents will be returned to the City recommending approval. Approval will only be given when all compliance issues are resolved to the best of our team's knowledge and all requirements of the City are satisfied.

Accelerated Plan Review

In most cases, we will complete the initial plan review in 10 working days and considerably less time for re-checks. However, some plans may require expedited review. At your request, we will perform plan review services within an accelerated time frame. Accelerated plan review may require an additional fee, agreed upon by the applicant and NV5.

Meetings

We will conduct and coordinate all communications with the City for plan review comments to assure that plan review issues are handled efficiently. During the plan review process, we are prepared to meet with City staff and the applicant at any time. Our goal is to issue approved plans as quickly as possible, but in full compliance with

D. PROPOSED METHOD TO ACCOMPLISH THE WORK

local codes, ordinances and guidelines. Our experience suggests greater involvement early in the design process yields exceptional benefits. We feel it is helpful to be involved in Development Review meetings for projects subject to the Planning Review process.

Management Plan + QA/QC

Our managerial approach is based on shared expectations and clear and consistent communication with City staff throughout the delivery of projects. We will implement a comprehensive program based on best practices to validate that each and every review is thorough, accurate, consistent and timely. This system's success is based on thousands of hours of practical, real-world experience by our dedicated personnel and their unique ability to interact quickly and efficiently with your staff. The specific action items in our process include:

- **Coordination and Communication:** Our staff will handle the necessary administrative functions, such as project tracking, managing project controls, maintaining and distributing communications, reviewing agendas and ordinance issues, and fielding calls on project status.
- **Reliable and Responsive Service:** Our project manager will provide proactive communication, utilize proven project management tools and best practices, and will anticipate your needs and quickly respond with accurate and detailed information every step of the way. We are available to meet with the City at kickoff and progress meetings to discuss procedures, projects, and to maintain momentum and project schedules.
- **Efficiently Meet Turnaround Deadlines and Maintain Development Momentum:** An emphasis will be placed on our staff's experience with the City and requirements to proactively facilitate communication and processing. We will work to assure proven quality assurance and schedule control measures are implemented.
- **Maintain Accuracy and Cost Savings Through Proven Processes and Continuity:** We can implement integrated, standardized processes, including electronic plan reviews that will be utilized by seasoned staff members who deliver plan review comments that are consistent, thorough, accurate, and done right the first time.
- **Analyzing Submittals:** Our team will review and assess initial submittals for completeness, review title sheets and non-technical issues; maintain files; monitor due dates; monitor contract budget and

status tracking reports; and coordinate invoicing. Consistency will be maintained by assigning the project to the same reviewer that performed the previous reviews, unless circumstances dictate otherwise.

- **Facilitating Quality Reviews:** Our experienced public works plan reviewers will routinely review agency standards, ordinances, guidelines, and update checklists; write comment letters; coordinate project returns; attend review meetings; and communicate comments to the applicant and designers. Because of our depth of resources and project tools (checklists, comment letters), reassigned projects can be reviewed without missing deadlines or causing unnecessary rechecks.
- **Providing Expertise:** Our experts will provide a quality, comprehensive review of plans, studies, maps and reports in accordance with all accepted engineering practices, the Subdivision Map Act, applicable regulations and City development standards. Our experts are also available to meet with your staff to clarify comments and discuss solutions, as well as provide full and complete reviews for each project that will minimize the number of resubmittals by the customer.
- **Quality Assurance/Quality Control:** We are committed to a Quality Assurance, Quality Control and Constructability Review protocol for all deliverables submitted to a client. Our QC policy requires our project engineer and project manager to sign off on the cover sheet and commit that they have reviewed the submittal and are accepting responsibility for the quality of the documents prior to being submitted for review by peers.



D. PROPOSED METHOD TO ACCOMPLISH THE WORK

PROJECT MANAGEMENT APPROACH

NV5 can provide engineering and construction project management services for capital projects and facility upgrades; ensure that capital project schedules, cost and overall quality performance objectives are met across a diverse range of capital improvement projects; coordinate, manage and monitor the progress of assigned projects and programs at all stages of development to assure timely/efficient/cost effective completion of the capital projects; and perform related work as required.

We can provide professional, comprehensive project management services on a per project or task order basis for all types of capital improvement projects. Below is our general project approach that will be modified and tailored to meet each project's needs.

Project Delivery Strategy

The basis of developing a project delivery strategy is based on preparing a Project Management Plan (PMP). The PMP is a living document that will provide the organization and guidelines for project work and will demonstrate that the team has the technical capabilities to carry the project from inception to completion. Listed below are elements that will be included in the PMP.

- **Roles and Responsibilities:** This section requires the illustration and discussion of the project's organizational chart, job descriptions, reporting and functional relationships, as well as resumes for all key positions.
- **Work Breakdown Structure (WBS):** The WBS is the structure by which all work is organized and monitored. The WBS will be utilized for document and project controls, as well as tracking costs and budget.
- **Risk and Contingency Management Plan (RCMP):** This plan establishes a risk register that enables the visibility and tracking of known risks. Additionally, the RCMP establishes the processes through which risks are responded to, measured and controlled. A component of this plan will describe the levels of contingency for each phase, the reasoning for those levels, and how surpluses or deficits in contingency will be handled.
- **Quality Assurance/Quality Control (QA/QC) Plan:** This plan establishes quality procedures for all deliverables and project management. These procedures will be established for each phase of the project to make sure that all deliverables meet high quality standards, and also will include procedures to address deficiencies.

- **Project Controls Plan (PCP):** This plan will utilize the WBS noted above to confirm that all project work stays on schedule and within the budget. The PCP is a comprehensive approach to track project deliverables and the associated budget.

Timely Completion and Schedule Management

Our approach to assuring that all phases of the project are completed in a timely manner is to establish and maintain an overall project schedule. All updates and changes are documented for the City's review. We also include City-mandated project milestones and points of essential input or review by the City team.

Our ability to "drive" the project forward is our hallmark for success. We strongly believe that by aggressively and pro-actively managing the project and the performance of project team members, we will produce positive results and complete the project in a timely manner.

Managing Project Budget

Utilizing budget control and reporting tools, we focus on accountability, documentation and record keeping, and frequent communication of key project issues with the City.

Project Managers apply budget control systems and carefully monitor project budgets. Work and budget plans are prepared before work is started and are submitted to the City program manager for approval. After those are secured, the Project Manager monitors the team members to ensure the work is done within the scope of services and within the budget and schedule approved by the City program manager. Specifically, Project Managers monitor that milestones are met, funding strategies are implemented, and that there is regular invoicing for fund reimbursements. Anything not meeting expectations is brought to the immediate attention of the City.



Quality Assurance/Quality Control

During the design phase, we will perform extensive constructability and value engineering reviews of the design documents. We will identify the critical areas of design and focus our reviews accordingly. These areas include grading/drainage, asphalt and concrete

D. PROPOSED METHOD TO ACCOMPLISH THE WORK

paving improvements, traffic signal modifications, ADA accessibility, quality and specifications of hardscape materials, site lighting, and irrigation systems. We will verify that all disciplines are coordinated and that there are no conflicts. This in turn will minimize the potential for any changes during construction.

During construction, we will coordinate all required project inspections and reports. We will ensure that the various City inspectors are contacted by the Contractor according to City requirements and will attend/facilitate meetings and on-site inspections to ensure that all work is being constructed and approved according to the contract documents and project schedule.

The oversight of the Contractor's Quality Assurance and Quality Control programs is important to the success of any project. We will establish a protocol with the Contractor to ensure that work that is performed on a day-to-day basis is in compliance. We also will require that the Contractor submit a project-specific QA/QC program that specifically outlines and addresses the critical issues and areas that we identify during the design phase of the project. We also will require that the Contractor designates an on-site team member as QA/QC manager to be responsible for walk-throughs and to perform periodic checklists to ensure that work complies with the QA/QC manual. Deficiencies will be documented and remedial work will be managed by NV5 and the necessary consultants.

Progress Reporting

We will create financial reports and project status reports to monitor the overall program delivery. Through these reports, we will develop a project control system with "checks and balances" to accomplish the following:

- Provide accurate, up-to-date information on project budgets, status of work, emerging project issues
- Provide up-to-date financial expenditures to assist the City regarding the burn rate on the project among various programmed phases, as well as the type of revenues being expended
- Implementation of the "checks and balances" monitoring of budgets. By creating reports, the "checks and balances" is achieved in several ways:
 - The Project Manager will verify accuracy of budget expenditures and make any needed corrections immediately
 - The City can review to double-check eligible expenditures are in line with the Council's approved budgets
 - The Public Works Director can quickly examine the status and funding of the project



Design Management

Our team focuses on three elements to ensure the timely and successful completion of the project design. These are:

- **Prevention of scope creep:** We will work closely with the City and design team to ensure a disciplined effort that keeps the original project goals and objectives in clear focus.
- **Establishment and maintenance of a design schedule:** We will ensure that critical review and completion milestones are met. Should the schedule slip, we will work closely with the design team to formulate a recovery plan.
- **Extensive reviews of the plans and specifications:** We will ensure that all disciplines are coordinated and that there are no conflicts. This will minimize the potential for any change orders.

Cost Estimating

The basis for reliable cost estimates will be the development and updating of standard project bid items, and to identify the big-ticket items that generally control project costs. Typically 10-15 items (sometimes less) drive project construction costs. We excel at early identification and analysis of those key construction items, and, as a result, our initial estimates generally prove accurate.

NV5 maintains an extensive database of unit prices for public works construction items. This database is regularly updated to formulate accurate cost estimates.

Fee Schedule

Effective through the first year of the contract. After this time, NV5 will receive a 3% rate increase for each consecutive year.



ENGINEERING SERVICES	HOURLY RATE**
Principal	\$280
Project Manager	\$225
Quality Assurance Manager	\$210
Traffic Engineer	\$230
Senior Structural Engineer	\$215
Structural Engineer	\$180
Senior Engineer	\$170
Senior Designer	\$155
Project Engineer	\$150
Assistant Engineer	\$128
Designer	\$128
CADD Technician	\$108
Administration	\$98
MUNICIPAL SERVICES	HOURLY RATE**
Program/Project Director	\$220
Project Manager	\$215
City Engineer	\$190
Assistant Project Manager	\$190
Associate Engineer	\$175
Plan Check Engineer III	\$190
Plan Check Engineer II	\$165
Plan Check Engineer I	\$140
Public Works Technician	\$92
Permit Technician	\$92
CONSTRUCTION SERVICES	HOURLY RATE**
Senior Construction Manager	\$205
Construction Manager	\$190
Senior Office Engineer	\$155
Office Engineer	\$128
Construction Inspector *	\$164
Construction Administration	\$98
SURVEY SERVICES	HOURLY RATE**
1-Person Field Crew*	\$198
2-Person Field Crew*	\$330
3-Person Field Crew*	\$445
Senior Surveyor	\$170
Survey Manager	\$225
REIMBURSABLE EXPENSES	COST
Reproduction	Cost
Consultant Services	Cost + 15%
Automobile Transportation	per IRS standard
Delivery, Freight, Courier	Cost
Agency Fees	Cost
Commercial Travel	Cost

* Assumes prevailing wages are applicable for fieldwork.

** Regular rates. Work in excess of 8 hours and work on Saturdays will be billed at 1.5 times the regular rate. Work in excess of 12 hours and work on Sundays and Holidays will be billed at 2 times the regular rate.



ZONE Traffic Engineering Consulting
4803 34th Street
San Diego, CA 92116
Ph: 619-984-9987

2025 RATE SCHEDULE

The following rates would remain firm for the duration of the contract:

HOURLY RATES

Category / Role	Rate
<i>Principal Traffic Engineer</i>	<i>\$250 / hr</i>
<i>Project Manager</i>	<i>\$200 / hr</i>
<i>Project Traffic Engineer / Planner</i>	<i>\$175 / hr</i>
<i>Traffic Engineering / Planning Associate</i>	<i>\$150 / hr</i>
<i>Engineering / Planning Assistant</i>	<i>\$125 / hr</i>
<i>Technician</i>	<i>\$100 / hr</i>
<i>Engineering Intern</i>	<i>\$75 / hr</i>
<i>Administrative Support</i>	<i>\$75 / hr</i>

EXPENSES

Category	Rate
<i>Mileage</i>	<i>Annual IRS Approved Rate</i>
<i>Reproduction</i>	<i>At Cost</i>
<i>Traffic Counts / Data Collection</i>	<i>At Cost</i>