



Request for Proposal

Programming and Feasibility Study



January 14, 2016



Table of Contents

Table of Contents	1
Cover Letter	2
Experience of the Firm	3
Organizational Chart	7
Resumes & Qualifications of Personnel	8
Project Approach	16
Compensation/Fee Proposals	21



January 14, 2016

Mr. Tony Olmos, Public Works Director
City of Manhattan Beach
1400 Highland Avenue
Manhattan Beach, CA 90266

RE: Request for Proposals (RFP) for Programming and Feasibility Study for Three Projects

Dear Mr. Olmos:

Kitchell is excited for the opportunity to serve the City of Manhattan Beach by providing programming, feasibility and needs assessment services for your fire station, pool facility, and civic center and parking garage needs assessment projects. The City can rely on Kitchell to provide advocacy, expertise, flexibility, stability and integrity with all of our services. The following are key differentiators that our firm and team bring to your projects.

We Have the Experience | As a provider of services on more than \$43 billion in public sector construction management, architecture and engineering, Kitchell is the definitive source for construction consulting support services. With a long history supporting California public entities through on-call contracts, Kitchell has a vast amount of experience working with local agencies and currently provides on-call services for over 20 different clients. Kitchell's experience working with public agencies is vast and our projects range in size, variety and solutions.

Kitchell brings over twenty years' experience in providing needs assessments and project management to State and local agencies. In recent years, we have provided similar services for the California cities of Santa Monica, Costa Mesa, Berkeley, Santa Jose, San Diego and Sacramento and for state agencies such as the Judicial Council of California, California Department of Corrections and Rehabilitation, Department of General Services and Department of State Hospitals. Our needs assessment experience is extensive and current. We bring experience from multiple municipalities where the product of our planning is now fully implemented.

We Have the Right Team | We have selected a team of experienced professionals who are all well-versed in providing the services that will best support your projects. Our team is diverse in their professional qualifications and project experience, and our firm has the depth and breadth of experience to provide a variety of consulting services to support the City. With our team, we have architects, engineers, project managers, estimators and schedulers who specialize in these type of facilities. Kitchell provides a full complement of services including engineering and architecture services, project and construction management, and facilities management services.

We Are Committed to Achieving the Optimal Project Value | Our team has a reputation for delivering high value projects that embody cost effective sustainable and environmentally sensitive features. Each of us share a culture that seeks out the optimal solution to project challenges through collaborative investigation of solution options. Using cost effective sustainable techniques as part of our solution will have direct benefits to the staff and public in terms of an improved environment which will improve staff productivity and public acceptance.

Kitchell is a firm committed to quality and known for our collaborative and client-focused style of project delivery. We are committed to providing the City of Manhattan Beach with the highest possible quality of service and are dedicated to providing these services with only the most qualified professionals. Our comprehensive experience will add value to the delivery of your project, resulting in "doing it right the first time". We thank you for your consideration and look forward to developing a lasting relationship with the City of Manhattan Beach

Sincerely,


Wendy Cohen
Vice President


Gordon Rogers, AIA, LEED AP BD+C
EAS Department Executive

Contact for this RFP Process
Wendy Cohen, Vice President
Email: wcohen@kitchell.com
Phone: 619.456.7372

KITCHELL

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Firm Overview

CIVIC/MUNICIPAL

\$7.3
BILLION
IN CONSTRUCTION

890+
PROJECTS

(PUBLIC WORKS,
GOVERNMENT CENTERS,
OFFICE BUILDINGS & LIBRARIES)

Kitchell was established in 1950 with the purpose of providing construction management and general contracting services in the Western United States. As the construction industry grew, Kitchell recognized the need for improved, flexible methods for meeting construction challenges. The firm's innovations in management and our reliability in delivering projects on time and within—or under—budget soon earned us a reputation for superior performance.

In 1978, Kitchell Corporation created Kitchell CEM (Capital Expenditure Managers), a subsidiary whose corporate mission is to provide project and construction management services primarily to the public sector. We established a team of licensed professionals to assist our project managers, construction managers, and state, county and city governments in all technical aspects of project development.

Kitchell's Engineering and Architectural Services Department has been providing full architectural, civil, structural, mechanical and electrical consulting services from the inception of a project through bid documents, construction, closeout and warranty for nearly 30 years.

Focusing on the public sector has allowed us to develop management and project-control techniques targeted to the specific needs of public-sector clients. Our methods have been very successful—nearly 80% of our business comes from repeat clients. Having been in business for over 65 years, Kitchell has proven its long-term stability and financial strength.

Our staff of estimating professionals are capable of performing quantity surveys and verifying unit costs in all trades. Our services include cost modeling, conceptual estimates, complete project estimates, major proposed change order review, value engineering proposals and independent estimate reconciliations. We have the capability to estimate all trades in-house, including: architectural, structural, civil, mechanical and electrical. We also assist with pricing for building information modeling. We provide an in-house quality control review of each estimate produced.

SERVICES

- Program & Construction Management
- Construction Management at Risk
- Design-build
- Lease-leaseback
- Staff Augmentation
- Multiple Prime
- Public-private Partnership
- Program Implementation Planning
- Project Development
- Project Management
- State & Local Agency Coordination
- Estimating & Scheduling
- Development of Contracts & Specifications
- Bidding/Contractor Selection
- Claims Avoidance & Analysis
- A/E Selection
- Interim Housing/Phasing
- Facility Management
- Communications/Public Relations
- Building Information Modeling (BIM)
- Development of Contracts & Specifications
- Electronic Document Management Systems
- Move Management
- Quality Assurance & Control
- Engineering/Architectural Services:
 - Facilities & Needs Assessments
 - Master Planning
 - Architectural Programming
 - Value Engineering
 - Design/Constructability/Code Review
 - Site Evaluation & Planning
 - Building Condition Studies
 - Energy & Life Cycle Analysis
 - FF&E Planning & Procurement
 - Design
 - LEED Documentation & Commissioning
 - Space/Design/Document Standards
 - Storm Water Pollution Prevention Plan

Relevant Project Experience - Fire Stations



Novato Fire District Station No. 64, NOVATO, CA

Full project and construction management for the new \$8.4 million, 7,500 SF, two-bay double-deep fire station that replaced the original station built in the mid-1970s. The new station features an apparatus area with support/maintenance areas, residential living areas, administrative offices and training rooms.



City of San Rafael Essential Services Facilities Phase 1

SAN RAFAEL, CA

Project and construction management services, including management of the master plan, for a \$70 million project to construct a new Public Safety Center and three new fire stations, as well as the remodel of three additional fire stations.



City of San Diego Improvements to Fire Stations No. 3, 8 & 15,

SAN DIEGO, CA

Design and construction services to renovate and improve the three fire stations. Improvements include replacement of HVAC systems and roof coverings; modifications to kitchen, restrooms, and dorm rooms. Also made modifications required to make areas ADA compliant.



City of Hayward Fire Stations & Training Center, HAYWARD, CA

Pre-construction services for a \$40 million project consisting of improvements to six fire stations including seismic upgrades, plumbing, electrical, HVAC, roofing, ADA/safety modifications, as well construction of a replacement training center complex.



Southern Marin Public Safety Building, MARIN, CA

Following the assessment of two existing fire stations that were found to be seismically inadequate, provided preliminary design and limited project management for the demolition of an existing building and new construction of a 9,372 SF, \$2.3 million combined sheriff/fire substation.



City of Palo Alto Assessment, PALO ALTO, CA

Development of an Infrastructure Management Plan to assist in preparing a 5 year Capital Improvement Plan, including surveying and documenting the condition of 93 buildings (4 fire stations) totaling over 1,500,000 SF. A total of over 650 significant deficiencies were identified.

Relevant Project Experience - Pool Facilities



City of Carlsbad Alga Norte Community Park, CARLSBAD, CA

Construction management services for a new \$32 million, 32-acre community park featuring an Olympic aquatic center with multiple pools for swim instruction, water sports, competitive training, water therapy and open play, three softball/baseball fields, batting cages, basketball courts, picnic/barbecue areas, and a playground with universally accessible equipment.



City of Anaheim Ponderosa Park ANAHEIM, CA

Project management services for the \$12 million redevelopment which includes an 18,636 SF facility with a new gym and family resource center, 3,747 SF outdoor playground, skate park, and water plan area.



San Bernardino CCD Community Recreation Facility SAN BERNARDINO, CA

Construction management services for a new \$12.4 million, 7,242 SF recreational facility with a 50 meter competition-sized swimming pool, bleachers, locker/shower rooms, restrooms, maintenance and operations area, administrative area, multi-purpose area and teaching areas that support aquatics.



Selma USD Aquatics Complex, SELMA, CA

Project and construction management services for a new \$6.2 million aquatic center that consists of a 528K gallon swimming pool, 1,528 SF locker rooms, concession stand, and shaded bleachers, along with related site improvements.



Milpitas High School Pool Complex, MILPITAS, CA

Full program and construction management for a new \$4.8 million, 12,550 SF pool complex that includes a lap swimming pool, warm up pool and pool building. The pool building contains boy/girl locker rooms, office, public restrooms and pool equipment area.



UC Davis Schaal Aquatics Facility DAVIS, CA

Owner's representative for a \$7.4 million aquatic center. The complex features an Olympic-sized pool, diving boards, moveable bulkheads, locker rooms, team rooms, office space and permanent seating for approximately 500 spectators. The versatile 65 x 25-yard pool can be made to accommodate eight to 24 lanes.

Relevant Project Experience - Civic Centers and Parking Garages



City of Santa Monica Parking Structure 6, SANTA MONICA, CA

Construction management services for the demolition and rebuild of a public parking structure located directly behind Santa Monica's largest tourist attraction, the 3rd Street Promenade. The new structure is 11-stories (eight levels above grade and three levels subterranean) and contains approximately 750 total spaces.



City of Merced Parade, MERCED, CA

Project and onsite construction management for the \$3.3 million project. The structure is a 77,000 SF, three-level, 180-space, cast-in-place, post tensioned parking structure which includes 10,000 SF of retail space. Kitchell was an active participant in the architect selection process and monitored the design, performed design reviews, etc.



City of Novato New Civic Center City Administrative Offices, NOVATO, CA

Project and construction management services for a new \$15.3 million, two-story, 21,200 SF administration office facility. The office building includes a 26-space subterranean podium parking structure located below the building.



Madera County Government Center, MADERA, CA

Construction management services for a \$40 million, four-story, 130,300 SF building that included demolition of the existing parking lot. The project included a new four-level, 399-stall parking structure that contains handicap-accessible parking, two elevators and three stairways.



Shasta County Administration Center, SHASTA, CA

Project and construction management for a \$35 million project consisting of a new three-story, 106,000 SF office building and a 98,000 SF, 296-stall parking garage that is adjacent to the office building. Also included in the project was a landscaped courtyard with water feature.



San Bernardino CCD Measure M Bond Program, SAN BERNARDINO, CA

Project and construction management services for a \$500 million bond program providing renovations and new construction on two campuses. The program included campus-wide parking lot upgrades, ADA upgrades, and two new parking structures.

Organizational Chart



Regional Executive
Vice President

CONSTRUCTION MANAGEMENT

Project Director
Ricardo Cano

Senior Project Manager
Nareg Mouradian, LEED AP

Senior Project Engineer
Brandon Richards

ENGINEERING AND ARCHITECTURAL SERVICES

Project/Architectural Manager
Nicholas Nganga, RA, LEED AP

Architect
Brad Schultz, AIA, NCARB, LEED AP

Engineers
Matt Johnson, PE, QSD/P | Danny Vang, SE
Sergio Rodriguez, PE, LEED AP BD+C
Gerald Neuffer, PE, LEED AP



IN-HOUSE SUPPORT

Principal-in-Charge
Russell Fox

Estimating
Tim Prechel

Scheduling
Matt Enochs, PSP

Public Safety Specialist
Bill Johal, CCM, DBIA

Operations Manager
Heather Brown, PE, LEED AP, CPM

EAS Department Executive
Gordon Rogers, AIA, LEED AP BD+C, CBCP

Traffic/Transit Engineer
Marvin Talusik, PE

Facility Management
Sean Bondar, CFM



WENDY COHEN

VICE PRESIDENT

Wendy has 20 years of experience in planning, development and construction in Southern California providing program and construction management services. Her qualifications have afforded her the opportunity to lead large scale building programs serving as the executive responsible for all aspects of the project. Wendy is an effective communicator who works diligently on behalf of her clients to ensure all aspects of the project are managed including budget development, delivery method, team structure, schedule and ongoing operations. She is technically adept at all aspects of construction and is also well versed in understanding the complex needs of clients and their governing structure. Wendy is committed to creating and leading high-performance teams that deliver exceptional outcomes.

Education

Civil Engineering Studies,
California Polytechnic University

Affiliations

Construction Management
Association of America

LEAN Construction Institute

Project Experience

City of San Diego Fire Station Improvements, San Diego, CA

City of Carlsbad, Alga Norte Community Park, Carlsbad, CA

City of Santa Monica, Parking Structure 6, Santa Monica, CA

City of Santa Monica, Fairview Branch Library Renovation, Santa Monica, CA

City of Carlsbad, Dove & Cole City Libraries, Carlsbad, CA

City of Anaheim, Ponderosa Park, Anaheim, CA



RICARDO CANO

PROJECT DIRECTOR

Ricardo has more than 24 years of experience in consulting, project management and construction management, as well as more than 10 years in the government sector where he managed more than \$500 million of K-12 and higher education government projects. He has been instrumental in establishing strategic relationships with the respective government and utility agencies resulting in the successful delivery of over 200 projects. Ricardo's success in managing projects is founded by his hands on experience, relationships with agency management, communication, collaboration and project management leadership.

Education

BS, Business Operations,
California State University,
Los Angeles

Affiliations

Construction Management
Association of America

Project Management Institute

Project Experience

Los Angeles USD, Central Region High School #13, Los Angeles, CA

Los Angeles USD, Central Region High School #16, Los Angeles, CA

Los Angeles USD, South Region High School #2, Los Angeles, CA

Los Angeles USD, Valley Region High School #4, Los Angeles, CA

Los Angeles USD, South Region High School #15, Los Angeles, CA

Los Angeles USD, South Region High School #12, Los Angeles, CA

Long Beach City College, New Construction and Renovation Program, Long Beach, CA



NAREG MOURADIAN,

LEED AP, SENIOR PROJECT MANAGER

Nareg’s attention to detail and desire to deliver extraordinary projects are why clients and colleagues want to work with him. Nareg has more than 10 years of hands-on construction experience and has worked on projects within the City of Anaheim over the last six years. As an accomplished project manager, he ensures work is completed on time, within budget and according to plans and specifications. In addition, Nareg’s experience and relationships with a project’s multiple stakeholders fosters his ability to work closely with contractors to anticipate and address issues quickly, as well as identify solutions that will not affect the project’s budget and/or schedule. Nareg is known for managing complex projects within the public eye that require consistent communication and effective logistics planning.

Education

Executive Masters of Business Administration, Chapman University

BS, Construction Engineering Technology, California Polytechnic University, Pomona

Registrations

LEED Accredited Professional

Project Experience

City of Anaheim, Ponderosa Park, Anaheim, CA

City of Costa Mesa, On-Call Construction Management Services, Costa Mesa, CA

Avanti Hospitals, Los Angeles, CA

USC Hospital Norris Tower Addition, Los Angeles, CA

California Polytechnic University, Pomona Library Expansion, Pomona, CA

The Disneyland Resort, Anaheim, CA



BRANDON RICHARDS

SENIOR PROJECT ENGINEER

Brandon has 10 years of experience serving different roles on many different types of projects including healthcare, retail, commercial/office and restaurant/hospitality. Brandon’s experience encompasses both public and private sector work on tenant improvements and renovations as well as new construction. He is a well versed construction professional with experience both as an estimator and project engineer who has worked both for general contractors and owners, allowing him to have a broader range of perspective when it comes to problem solving and communication. His recent project experience includes the Fairview Branch Library Renovation for the City of Santa Monica.

Education

BS, Electronics Engineering, Western Washington University, Bellingham, WA

Project Experience

City of Santa Monica, Fairview Branch Library Renovation, Santa Monica, CA

City of Santa Monica, On-Call Construction Management Services, Santa Monica, CA

City of Omak, Water Treatment Facility Expansion, Omak, WA

Umpqua Bank, Data Center Upgrades, Spokane, WA

Deaconess Medical Center, Medical Office Building Upgrades, Spokane, WA

US Army Corps of Engineers, New Resistance Training Facility



NICHOLAS NGANGA, RA, LEED AP, PROJECT/ARCHITECTURAL MANAGER

Nicholas brings over 14 years experience in the design, production and construction administration of educational and commercial facilities. He has extensive experience in facilities master planning, programming, coordination of design documents and the approval process of Construction documents. Nicholas is also LEED Accredited Design professional, dedicated to implementing sustainable design solutions on all projects.

Education

Bachelor of Architecture,
University of Oklahoma

Registrations

Registered Architect, CA
#C30753

LEED Accredited Professional

Project Experience

City of Anaheim, Ponderosa Park, Anaheim, CA

City of Davis, Facility Condition Assessments, Davis, CA

City of San Rafael, Essential Services Facility, San Rafael, CA

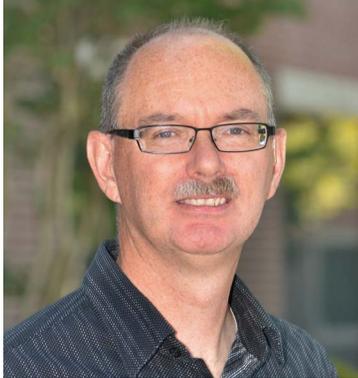
City of Sacramento, Community Center Theater Renovation, Sacramento, CA

Marin Municipal Water District, Assessment and Maintenance Analysis, San Rafael, CA

Solano County, On-Call Services Contract, Fairfield, CA

Yolo County, On-Call Services Contract, Woodland, CA

County of San Diego, As-Needed Facility Condition Assessments, San Diego, CA



BRAD SCHULTZ, AIA, NCARB, LEED AP, ARCHITECT

Brad brings over 25 years of professional experience in design, production, management and construction administration. He specializes in justice facilities and has code expertise with the ICC family of construction codes, NFPA 101 Life Safety Code, and NFPA Standards including NFPA 13 (Sprinklers), 72 (Fire Alarm), and 75 (Protection of Information Technology Equipment).

Education

Bachelor of Architecture,
Carleton University, Ontario

Registrations

Registered Architect, AZ #41429

National Council of Architects
Registration Board

LEED Accredited Professional

Project Experience

City of Anaheim, Ponderosa Park, Anaheim, CA

City of San Diego Fire Station Improvements, San Diego, CA

City of San Diego, Facility Condition Assessments, San Diego, CA

Novato Fire District, Fire Station No. 64, Novato, CA

City of Berkeley, Inspection and Assessment of City-Owned Facilities, Berkeley, CA

Placer County, Finance Administration Building Assessment, Auburn, CA

County of San Diego, As-Needed Facility Condition Assessments, San Diego, CA

Marin Municipal Water District, Assessment and Maintenance Analysis, San Rafael, CA

MiraCosta College, Allied Health Building Facility Condition Assessment, Oceanside, CA



MATT JOHNSON, PE, QSD/P, CIVIL ENGINEER

Matt brings 10 years of experience in civil engineering. Matt’s experience includes the design of transportation and land development projects (commercial, residential and industrial sites) as well as review of existing infrastructure systems for improvements. Additionally, Matt is a certified CalTrans SWPPP Preparer.

Project Experience

- City of Anaheim, Miraloma Park & Community Center, Anaheim, CA
- City of Anaheim, Ponderosa Park, Anaheim, CA
- City of San Diego Fire Station Improvements, San Diego, CA
- City of San Diego, Facility Condition Assessments, San Diego, CA
- City of Davis, Facility Condition Assessments, Davis, CA
- County of San Diego, As-Needed Facility Condition Assessments, San Diego, CA
- Solano County, On-Call Services Contract, Fairfield, CA
- Marin Municipal Water District, Assessment and Maintenance Analysis, San Rafael, CA
- Coast CCD, Golden West College Criminal Justice Training Center, Huntington Beach, CA

Education

BS, Civil and Environmental Engineering, University of California Davis

Registrations

Civil Engineer, CA #C77287
Qualified SWPPP Developer/
Practitioner (QSD/P)



DANNY VANG, PE, STRUCTURAL ENGINEER

Danny brings over 18 years of experience in the structural design of buildings, bridges and other structures. He also has over 10 years of experience with DSA and OSHPD projects and is proficient in both MicroStation and AutoCAD, as well as many structural engineering software.

Project Experience

- City of Anaheim, Miraloma Park & Community Center, Anaheim, CA
- City of Anaheim, Civic Center Peer Review, Anaheim, CA
- City of Thousand Oaks, Newbury Park Library, Thousand Oaks, CA
- City of Davis, Facility Condition Assessments, Davis, CA
- Solano County, On-Call Services Contract, Fairfield, CA
- Yolo County, On-Call Services Contract, Woodland, CA
- Monterey County, Facility Condition Assessments, Monterey, CA
- Marin Municipal Water District, Assessment and Maintenance Analysis, San Rafael, CA
- Inland Empire Utilities Agency, HVAC Improvements, Chino, CA
- MiraCosta College, Allied Health Building Facility Condition Assessment, Oceanside, CA

Education

BS, Civil Engineering, University of California Davis

Registrations

Structural Engineer, CA #S6143
Civil Engineer, CA #C60613



SERGIO RODRIGUEZ, PE, LEED AP, MECHANICAL ENGINEER

Sergio has over 12 years of experience in MEP project management and consulting services for a variety of clients, including education, retail, industrial, residential and commercial. Sergio has consulted with project owners to define mechanical system parameters, designed MEP and fire protection systems, performed field investigations and consulted on LEED requirements.

Project Experience

- City of San Diego Fire Station Improvements, San Diego, CA
- Novato Fire District, Fire Station No. 64, Novato, CA
- City of Novato, Civic Center City Administrative Offices, Novato, CA
- City of San Diego, Facility Condition Assessments, San Diego, CA
- City of Davis, Facility Condition Assessments, Davis, CA
- Solano County, On-Call Services Contract, Fairfield, CA
- Monterey County, Facility Condition Assessments, Monterey, CA
- Marin Municipal Water District, Assessment and Maintenance Analysis, San Rafael, CA
- Inland Empire Utilities Agency, HVAC Improvements, Chino, CA

Education

BS, Mechanical Engineering,
University of Texas, El Paso

Registrations

Mechanical Engineer, CA
#M35271

LEED Accredited Professional,
Building Design + Construction



GERALD NEUFFER, PE, LEED AP, ELECTRICAL ENGINEER

Gerald has worked exclusively in the field of private electrical consulting for 25 years. During this time, he has designed electrical systems for a wide range of retail, residential, military, healthcare, and educational facilities. He has worked as an electrical department manager and lead/mentored a team of electrical engineers and designers. His many licenses have allowed him to work, review, and seal hundreds of projects across the United States. He holds a certified Carbon and GHG Reduction Manager (CRM) designation.

Project Experience

- City of San Diego Fire Station Improvements, San Diego, CA
- City of San Jose, Fire Station No. 17, San Jose, CA
- City of Salida, Fire Station No. 3, Salida, CA
- City of Thousand Oaks, Newbury Park Library, Thousand Oaks, CA
- City of Sacramento, Community Center Theater Renovation, Sacramento, CA
- Solano County, On-Call Services Contract, Fairfield, CA
- Yolo County, On-Call Services Contract, Woodland, CA
- Monterey County, San Lucas Library, San Lucas, CA

Education

BS, Electrical Engineering,
University of the Pacific,
Stockton

Registrations

Electrical Engineer, CA #E14881

LEED Accredited Professional

Support Staff Resumes - Abbreviated



Russell Fox, Principal-in-Charge

Russ' expertise in the A/E/C industry is a result of over 27 years of experience and a lifetime of passion to build quality facilities. His experience covers every phase in the life of a project—from preconstruction to document delivery. As an active and involved participant to ensure client satisfaction from our proposed team, Russ firmly believes in customizing a project's solutions to work with a client's specific needs and requirements. His leadership skills are firmly based on integrity, honesty and innovation, setting the course for the project team to follow and resulting in a finished project that exceeds the owner's expectations.

Relevant Projects

- ▶ City of San Diego, Fire Station Improvements, San Diego, CA
- ▶ Solano County, William J. Carroll Government Center, Vacaville, CA
- ▶ San Bernardino Community College District, Measure M Bond Program, San Bernardino, CA

Education: BS, Construction Management, California State University, Chico



Bill Johal, CCM, DBIA, Public Safety Specialist

Bill considers his involvement on any project as the fulcrum of continuity. He recognizes, after 20 years in the construction industry, one line exists between a project spiraling out of control or running seamlessly despite any challenges—and the latter is what he always aims for. Through his experiences he has learned the art of conversation, where hearing and comprehending what the other person conveys is just as important as speaking oneself.

Relevant Projects

- ▶ City of Hayward, Fire Station 1-6 and Fire Training Center, Hayward, CA
- ▶ Novato Fire District, Fire Station No. 64, Novato, CA
- ▶ City of Novato, Civic Center City Administrative Offices, Novato, CA
- ▶ City of San Rafael, Essential Services Facility, San Rafael, CA

Education: BS, Construction Management, Cal Poly San Luis Obispo

Registrations: Certified Construction Manager; Certified Design-Build Professional



Gordon Rogers, AIA, LEED AP BD+C, CBCP, EAS Department Executive

Gordon has more than 30 years experience in the construction industry. He has designed a variety of building types for a multitude of uses, specializes in master planning facilities and has extensive experience providing design review and value engineering services. Gordon's expertise includes local, county, federal and state code requirements, Title 24, ADA and sustainability requirements. His project background includes healthcare, education, office buildings, housing of most types, community centers and community service facilities.

Relevant Projects

- ▶ City of San Diego Fire Station Improvements, San Diego, CA
- ▶ City of Novato, Civic Center City Administrative Offices, Novato, CA
- ▶ County of San Diego, As-Needed Facility Condition Assessments, San Diego, CA
- ▶ Central Marin Police Authority, Police Headquarters, Larkspur, CA

Education: BS, Applied Science and Technology, Architectural Design, Thomas Edison State College, Trenton, NJ

Registrations: Registered Architect, CA C22679; LEED Accredited Professional Building Design + Construction; Certified Building Commissioning Professional



Heather Brown, PE, LEED AP, CPMP, Operations Manager

Heather, with over 18 years of experience, has worked on a wide variety of public, higher education and commercial facilities. Heather is a LEED Accredited Professional. Her experience includes project management, mechanical and plumbing design, assessing and renovating both HVAC and plumbing systems, preparing calculations and AutoCAD drawings. Heather has assisted in the management of staff working with code, access compliance, design and constructability reviews, life cycle studies, value engineering sessions, energy studies, specifications development, needs assessments, master planning studies, facility assessments, and construction inspections.

Relevant Projects

- ▶ City of San Diego, Fire Station Improvements, San Diego, CA
- ▶ City of Anaheim, Miraloma Park & Community Center, Anaheim, CA
- ▶ Novato Fire District, Fire Station No. 64, Novato, CA
- ▶ County of San Diego As-Needed Facility Conditions Assessments, San Diego, CA

Education: MBA, Finance, California State University, Sacramento; BS, Mechanical Engineering, University of Portland

Registrations: Mechanical Engineer, CA M31667; LEED Accredited Professional; Commissioning Process Management Professional



Tim Prechel, Estimating Manager

Tim has over 30 years of experience in all aspects of estimating, including all phases of preconstruction and construction. This includes conceptual program estimates through construction documents. He manages a team of estimators and has experience in facility needs assessments, value engineering, change order verification, project cost reporting, and estimate reconciliations and verifications. Tim serves as Estimating Manager for Kitchell's Estimating Department and has provided all levels of estimating support that projects may require, including developing estimates from conceptual level estimates, life cycle costing and value engineering sessions, assistance in the evaluation of bids received leading to an award recommendation and evaluation of contractor-submitted requests for change orders.

Relevant Projects

- ▶ City of San Diego, Fire Station Improvements, San Diego, CA
- ▶ San Bernardino Community College District, Measure M Bond Program, San Bernardino, CA
- ▶ Solano County, Dixon Veteran's Hall, Dixon, CA

Education: AA, Civil Technology, Phoenix College



Marvin Talusik, PE, Traffic/Transit Engineer

Marvin has more 16 years of experience in the design and management of projects from conceptual design to construction completion. His experience includes project/construction management, electrical/civil engineering, renovations/modernizations and preparing structural calculations, as well as construction documents.

Relevant Projects

- ▶ Sacramento City College Tennis Court Relocation, Sacramento, CA
- ▶ San Francisco USD, Jose Ortega Elementary School, San Francisco, CA
- ▶ Sacramento Metro Rail Maintenance Facility Expansion, Sacramento, CA

Education: BS, Industrial Engineering, California State University, Fresno

Registrations: Civil Engineering #C80381, CA; Industrial Engineer #14330, CA



Matt Enochs, PSP, Scheduling Manager

Matt has 22 years in the construction industry, including 16 years of construction scheduling. He has been involved in baseline schedule creation, schedule implementation and schedule oversight and review for both general contractors and construction managers. Matt's skill set encompasses a variety of tasks, including the preparation of time impact analysis, business development and proposal scheduling, and LEAN construction scheduling. He is an expert in Primavera P6, P3, SureTrak and Phoenix and has experience scheduling for projects for a wide range of market sectors, such as education, criminal justice, healthcare, entertainment & sports, commercial facilities and parking structures, among others.

Relevant Projects

- ▶ Kern County, Justice Facility, Bakersfield, CA
- ▶ BCAG, Butte Regional Transit Operations Facility, Chico, CA
- ▶ Los Angeles County, Camp Vernon Kilpatrick Replacement Project, Malibu, CA
- ▶ UC Davis, Recital Hall, Davis, CA

Education: BS, Construction Management, California State University, Chico



Sean Bondar, CFM, Director of Facility Management

Sean, with more than 20 years in facility and project management, has key responsibility for overseeing Kitchell's facility service contracts in the Western region of the United States. Sean is part of the senior executive team that is responsible for facility operation and maintenance contracts totaling more than 13.5 million-sf in multiple states, for public and private sector clients. Through the years, Sean has provided leadership for large facility portfolios as an owner representative and a service provider. This depth of experience enables Sean to truly partner with clients in creating facility programs that meet their operational, fiscal and long-term needs.

Relevant Projects

- ▶ Placer County, South Placer Adult Correctional Facility, Auburn, CA
- ▶ Judicial Council of California, Plumas/Sierra Courthouse, Portola, CA
- ▶ Vision Service Plan, Facility Management, Rancho Cordova, CA

Education: AA, Telecommunications Management, Vancouver College, British Columbia



SOLANO COUNTY WILLIAM J. CARROLL GOVERNMENT CENTER (DESIGN AND RENDERING BY KITCHELL)



Project Approach

Work Plan

Ricardo Cano, Project Director will act as the City of Manhattan Beach's (City) primary contact for this work. He will work with City' staff to review and refine the project scope of services Kitchell will provide staffing appropriate to support the City's Project Director on this work. Nicholas Nganga will act as Project Manager on this project and be your secondary point of contact. Nicholas will coordinate internal tasks with Kitchell's Engineering & Architectural Services Department (EAS).

Scope Tasks

Task 1 - Kick-Off Meeting with the City Team

1. The Kitchell team will schedule a kick-off meeting with all Team Members and the City's Project Director to review the scope of work, project goals, schedule, allocated hours, and deliverables (draft report, final report, etc.). The Account Manager will attend this meeting as well.
2. During the kick-off meeting the project team shall determine a schedule for regular team meeting to monitor progress of the project.
3. At least 24 hours prior to the kick-off meeting with the City, the Kitchell team will issue an agenda. No more than five business days following the kick-off meeting with the City, the Project Manager will issue minutes from the meeting.

Task 2 - Internal Tasks

1. Review the scope of work, schedule and deliverables with the project team. Collaboratively work together to develop a work plan.
2. Develop a project schedule that includes required site visits, team meeting to discuss the project's status, intermediate deliverables to the client for their review/approval, deliverable to the estimating department, internal quality control (QC) review, and final due date to the client.
3. Coordinate project assignments and the project team roles and responsibilities.
4. Coordinate timing of estimating resources to ensure timely submittal of the deliverable package to the City.



Task 3 - Schedule

1. A schedule will be developed by the Kitchell team that outlines the project deliverables and schedule as defined in the project kick-off meeting.
2. The schedule will be presented to the City for review and comment.

Task 4 - Feasibility Reviews/Field Investigations

1. The project team shall determine information needed from the site visit. Based on the services requested, there may be Team Members that are not necessary to visit the site, the Project Manager shall inquire with those Team Members to determine if there is any information from the site they need and who will obtain that information while at the site.
2. The Project Manager shall arrange the visit to the site with the client representative. While making the arrangements, the Project Manager will verify with the client as to what kind of identification is required and if prior authorization for equipment (cameras, phones, tablets, laptops, etc.) is required.
3. Upon completion of the Field Investigation(s), the Project Manager will issue a Trip Report that records the date of the field investigation, who conducted the report, and notifies the City of general findings or any life/safety findings requiring immediate attention.
4. (Begg Pool Only) We will evaluate up to two alternate sites for the pool facility by researching utility capacities, zoning requirements, and note visible environmental challenges to developing each site. We will also evaluate access to public transportation, note potential traffic and on-site circulation issues and otherwise identify site opportunities and challenges.



Task 5 - Stakeholder Meetings

1. The Kitchell team will work closely with the City to coordinate stakeholder meetings and to use the time spent in these meetings efficiently. We propose three (3) meetings with stakeholder groups for each project - a total of nine (9) meetings.
2. During the stakeholder meetings, several items will be discussed based on the individual needs of the project/stakeholders.
 - For all projects, the following items will be discussed at stakeholder meetings:

<ul style="list-style-type: none"> - Current spaces, uses and capacities - What is working well - What is not working well - Ideas from other similar spaces/agencies - Schedule of activities at the facility - Description of activities at the facility - Statutory requirements 	<ul style="list-style-type: none"> - Sustainability goals - Public Safety requirements/concerns - ADA requirements - Maintenance access/requirements - Operational efficiencies - Neighboring uses - Public interface
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 - ▶ For the Fire Station #2 project, the following items will be discussed (in addition to those noted in 5.2.1):

<ul style="list-style-type: none"> - Emergency signalization - Response time analysis (if needed – NIC) - Utility capacities - Apparatus count - Apparatus size/access - Site elements and organization desired - Decontamination - Acceptable building materials - Hose wash/dry preferences - Exhaust ventilation systems 	<ul style="list-style-type: none"> - Sleeping accommodations - Gender accommodations - Training space requirements - EOC requirements(?) - IT (including alert) requirements - Fueling requirements - Backup power requirement - Office space requirements - Resident areas - Adjacencies - Security & safety
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 - ▶ For the Begg Pool replacement, the following items will be discussed (in addition to those noted in 5.2.1):

<ul style="list-style-type: none"> - Anticipated use(s) - Facility space needs - Acceptable building materials and pool finish 	<ul style="list-style-type: none"> - Deck materials - Equipment anticipated - Site elements and organization
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 - ▶ For the Civic Center and Parking Structure replacement facility, the following items will be discussed (in addition to those noted in 5.2.1):

<ul style="list-style-type: none"> - Identification of stakeholder groups (City Departments) - Discussion of community population statistics and anticipated staff growth or decline - Utility capacities - Current and desired parking situation - Centralization of services 	<ul style="list-style-type: none"> - Public counter experience - Public meeting space requirements - Requirements for meeting space(s) - Adjacencies and working relationships between Departments - Security & safety - EOC requirements(?) - IT requirements
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3. At least 24 hours prior to scheduled stakeholder meeting(s) with the City, the Project Manager will issue an Agenda or Questionnaire. No more than 5-business days following stakeholder meeting(s) with the City, the Project Manager will issue minutes from the meeting.

Task 6 - Concept Documents

1. The Project Manager will coordinate with the Kitchell Project Team to prepare conceptual documents that may include site plans, floor plans and elevations or other documents as required by the agreed upon scope.
2. The Project Manager should present the Concept Documents to the Client for review prior to the package being sent to the Estimating Department.

Task 7 - Scope of Work in Narrative Form

1. The Project Manager is generally responsible for developing the overall scope of work for construction of the project(s). Any portion of the scope of work that is outside the Project Managers discipline, will be developed by the appropriate Kitchell Team Member on the project.
2. Each Kitchell Team Member is responsible for developing a scope of work narrative for their discipline (civil, architectural, structural, mechanical, electrical, etc.). The Team Member will clearly indicate the work that is required within their discipline and as necessary, he/she will refer to any information that was obtained during the site visit. If the team member makes any assumptions, he/she must clearly state those assumptions within their narrative.
3. Other information that will be included in the scope of work, including but not limited to, is building data and current governing codes.
4. We will prepare a space list in matrix form based on our conversations with the stakeholders.
5. We will prepare a conceptual site plan and floor plan for each project in addition to a digital artistic conceptual color rendering for each project for use in making presentations to the public or City Council.
6. The Project Manager will present the project narratives and conceptual documents to the City's Project Director for review prior to the package being sent to the Estimating Department.

Task 8 - Conceptual Construction Cost Estimate

Two of the most important aspects of a successful project are accurate budgeting and project cost projections during the predesign and design phases. We excel at early budget estimates. Kitchell's success in cost control has been a result of continuous refinement of our cost control systems. Our proven process will eliminate costly redesign of the project, and our early estimates provide our clients with reliable and defensible cost projections that accelerate approvals for funding or financing.

Our staff of estimating professionals is capable of performing quantity surveys and verifying unit costs in all trades. We provide an in-house quality control review of each estimate produced.

Our estimating team relies on in-house bid-day historical cost data and knowledge of the local bidding climate. We utilize an on-screen takeoff program that allows our quantity surveys to be very exact. Those quantities are exported to our Timberline (Sage) estimating program utilizing a customized RS Means cost database. Our cost database includes many specific custom items not included in any of the RS Means Construction Cost books, and are based upon recent quotations, subcontractor input and bid results.

Our Timberline estimating software allows us to sort the detailed estimate and create reports to any required reporting format, such as CSI Divisions or Unifomat systems. We can also provide a Variance Report for the current estimate vs. the previous design phase estimate—providing a quick identification of cost differences. Another feature our Timberline program provides is the ability to allocate any and/or all mark-up percentages to direct construction costs.

1. Once completed, the Project Manager will transmit to the Estimating Department Manager the scope of work in narrative form, outline specifications, and drawings. This information will be used to develop a conceptual construction cost estimate.
2. Once the estimate is complete, each Kitchell Team Member will review the estimate to verify all major items have been included.
3. The Kitchell Team Member will review any discrepancies in the estimate with the Project Manager. The Project Manager will coordinate those discrepancies with Kitchell's Estimating Department Manager or Estimator to have them resolved.

Task 9 - Produce Final Deliverable to the City

Final deliverable will include the following components:

- ▶ Scope of work for each project as identified through the end user meetings and feasibility studies.
- ▶ Conceptual Cost Estimate for each project as scoped.
- ▶ Conceptual Drawings - these will be high level drawings of the site and building(s).
- ▶ Presentation graphics for use in sharing the vision for these projects.
- ▶ Recommendations on the next steps for each project including delivery methods, draft schedule, and next steps.





Compensation/ Fee Proposals

The hourly rates at right are fully burdened with employee benefits, statutory requirements, overhead and profit and the following equipment as indicated within the RFP:

- ▶ Cell Phones
- ▶ Laptop Computers
- ▶ Printers
- ▶ Personal Protective Equipment

These rates are applicable to services requested on an individualized hourly billing basis. Our fees for comprehensive services take advantage of savings such as resource allocations and economies of scale, which can result in improved hourly rate calculations.

The estimated hourly rates will be effective for 2015 and 2016. For subsequent years, the rates are subject to a 3% annual cost of living adjustment. Hourly overtime rates for weekdays, Saturdays, Holidays and Sundays will be determined based upon a specific scope of work.

Reimbursable expenses are billed at actual cost plus 10% markup. Reimbursable costs vary from project to project. Following are categories of possible reimbursable expenses.

- ▶ Postal and delivery services
- ▶ Office equipment
- ▶ Document reproduction
- ▶ Communications
- ▶ Plans, prints, photographs
- ▶ Travel outside the area

Position	Hourly Rate
Project Executive	\$195
Project Director	\$185
Senior Project Manager	\$175
Project Manager	\$165
Estimator	\$130
Structural Engineer	\$135
Civil Engineer	\$135
Scheduler	\$128
Registered Architect	\$135
Electrical Engineer	\$135
Mechanical Engineer	\$135
Industrial Engineer	\$135
Project Engineer	\$125
BIM Manager/Specialist	\$115
BIM/CAD Operator	\$85
Field Office Manager	\$76
CMMS Supervisor	\$110
Technical Services Manager	\$110
Facility Maintenance Program Manager	\$105
Facility Manager	\$90
Facility Supervisor	\$85
Lead Building Maintenance Technician	\$82
Building Maintenance Technician	\$62
CMMS/Admin.	\$55

Fee Proposal - Fire Station Project

Fire Station #2 Replacement Budget Package			Project Director (Account Manager)	Project Manager	Project Architect	Civil	Structural	Mechanical	Electrical	Estimator	CAD Technician	Clerical	Total Hrs	Total Fee
Task #	Description	Hourly Rate	\$ 185	\$ 165	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 130	\$ 85	\$ 55		
1	Project start up/ Site Visit													
1.1	Kick-Off Meeting (same day as Begg Pool)		1	1	1								3	\$ 485
1.2	Info Gather/Review		1		1	1							3	\$ 320
1.3	Field Investigation				2			2	2				6	\$ 810
1.4	Trip Report			1	1								2	\$ 300
	Subtotal Task 1		2	2	5	1	0	2	2	0	0	0	14	\$ 1,915
2	Stakeholder Meetings													
2.1	Meetings (x3)			6	6								12	\$ 1,800
2.2	Agenda/Minutes				2								2	\$ 270
	Subtotal Task 2		0	6	8	0	0	0	0	0	0	0	14	\$ 2,070
3	Budget Package Write Up - Draft													
3.1	Construction Schedule			2								1	3	\$ 385
3.2	Scope of Work Narrative			1	4	2	2	2	2			1	14	\$ 1,570
3.3	Cost Estimate									16			16	\$ 2,080
3.4	Space List			1	2							1	4	\$ 490
3.4.1	Concept Site Plan			1	4	4					4		13	\$ 1,045
3.4.2	Concept Floor Plan			1	5						6		12	\$ 1,350
3.4.3	Presentation Graphics				8						16		24	\$ 2,440
3.5	Prepare Draft/Compile			1	2	1	1	1	1			1	8	\$ 895
3.6	Quality Control		1	1	2	1	1	1	1		1		8	\$ 1,110
3.7	Receive/discuss Comments		1	1									1	\$ 350
	Subtotal Task 3		2	9	27	8	4	4	4	16	27	4	103	\$ 11,715
4	Budget Package - Final													
4.1	Incorporate Comments				1						1	1	3	\$ 275
4.2	Recompile/Issue Final Report		1	1	1							1	3	\$ 540
4.3	Present to City Council		1	1	1								2	\$ 485
	Subtotal Task 4		2	2	3	0	0	0	0	0	1	2	8	\$ 1,300
	Total Hours		6	19	43	9	4	6	6	16	28	6	139	\$ 17,000
	Total Fee Per Discipline		\$1,110	\$3,135	\$5,805	\$1,215	\$540	\$810	\$810	\$2,080	\$2,380	\$330	125	\$18,215
	Expenses													\$2,968
	Total Fee													\$21,183

Fee Proposal - Pool Facility Project

Begg Pool Replacement Budget Package			Project Director (Account Manager)	Project Manager	Project Architect	Civil	Structural	Mechanical	Electrical	Estimator	CAD Technician	Clerical	Total Hrs	Total Fee
Task #	Description	Hourly Rate	\$ 185	\$ 165	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 130	\$ 85	\$ 55		
1	Project start up/ Site Visit													
1.1	Kick-Off Meeting (same day as FS#2)		1	1	1								3	\$ 485
1.2	Info Gather/Review		1		1								2	\$ 320
1.3	Field Investigation				1			1	1				3	\$ 405
1.4	Alternate site evaluation (2 sites)				8	16							24	\$ 1,080
1.5	Trip Report			1	1							1	3	\$ 355
	Subtotal Task 1		2	2	12	16	0	1	1	0	0	1	35	\$ 2,645
2	Stakeholder Meetings													
2.1	Meetings (x3)		3	6	6								15	\$ 2,355
2.2	Agendas/Minutes				2								2	\$ 270
	Subtotal Task 2		3	6	8	0	0	0	0	0	0	0	17	\$ 2,625
3	Budget Package Write Up - Draft													
3.1	Construction Schedule			1								1	2	\$ 220
3.2	Scope of Work			1	4	1	1	2	2			1	12	\$ 1,435
3.3	Cost Estimate									11			11	\$ 1,430
3.4	Space List			1	1							1	3	\$ 355
3.4.1	Concept Site Plan			1	3						3		7	\$ 825
3.4.2	Concept Floor Plan			1	3						3		7	\$ 825
3.4.3	Presentation Graphics				6						14		20	\$ 2,000
3.5	Prepare Draft/Compile			1	1							1	3	\$ 355
3.6	Quality Control			1	1			1	1		1		5	\$ 655
3.7	Receive/discuss Comments		1	1									2	\$ 350
	Subtotal Task 3		1	8	19	1	1	3	3	11	21	4	72	\$ 8,450
4	Budget Package - Final													
4.1	Incorporate Comments				1						1	1	3	\$ 275
4.2	Recompile/Issue Final Report		1	1	1							1	4	\$ 540
4.3	Present to City Council		1	1	1								3	\$ 485
	Subtotal Task 4		2	2	3	0	0	0	0	0	1	2	10	\$ 1,300
	Total Hours		8	18	42	17	1	4	4	11	22	7	134	\$ 15,020
	Total Fee Per Discipline		\$1,480	\$2,970	\$5,670	\$2,295	\$135	\$540	\$540	\$1,430	\$1,870	\$385	117	\$17,315
	Expenses													\$2,629
	Total Fee													\$19,944

Fee Proposal - Civic Center and Parking Garage Project

Civic Center Replacement Budget Package			Project Director (Account Manager)	Project Manager	Project Architect	Civil	Structural	Mechanical	Electrical	Estimator	CAD Technician	Clerical	Total Hrs	Total Fee
Task #	Description	Hourly Rate	\$ 185	\$ 165	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 130	\$ 85	\$ 55		
1	Project start up/ Site Visit													
1.1	Kick-Off Meeting		1	1	1								3	\$ 485
1.2	Info Gather/Review				1	1							2	\$ 135
1.3	Field Investigation		1	4	4	1	1	4	4				19	\$ 2,600
1.4	Trip Report			1	1							1	3	\$ 355
	Subtotal Task 1		2	6	7	2	1	4	4	0	0	1	27	\$ 3,575
2	Stakeholder Meetings													
2.1	Meetings (x3)			12	12								24	\$ 3,600
2.2	Agenda/Minutes			1	2			1	1			2	7	\$ 815
	Subtotal Task 2		0	13	14	0	0	1	1	0	0	2	31	\$ 4,415
3	Budget Package Write Up - Draft													
3.1	Project Schedule			2								1	3	\$ 385
3.2	Scope of Work			1	6	4	2	4	4			1	22	\$ 2,380
3.3	Cost Estimate									20			20	\$ 2,600
3.4	Space List			1	4							1	6	\$ 760
3.4.1	Concept Site Plan			1	8	4					8		21	\$ 1,925
3.4.2	Concept Floor Plan			2	8						8		18	\$ 2,090
3.4.3	Presentation Graphics				12						24		36	\$ 3,660
3.5	Prepare Draft/Compile			1	3	2	1	1	1			2	11	\$ 1,085
3.6	Quality Control		2	2	1	1	1	1	1		2		11	\$ 1,410
3.7	Receive/discuss Comments		1	1									2	\$ 350
	Subtotal Task 3		3	11	42	11	4	6	6	20	42	5	150	\$ 16,645
4	Budget Package - Final													
4.1	Incorporate Comments				2	1	1	1	1	1	1	1	9	\$ 1,080
4.2	Recompile/Issue Final Report			1	2							1	4	\$ 490
4.3	Present to City Council		1	1	1								3	\$ 300
	Subtotal Task 4		1	2	5	1	1	1	1	1	1	2	16	\$ 1,870
	Total Hours		6	32	68	14	6	12	12	21	43	10	224	\$ 26,505
	Total Fee Per Discipline		\$1,110	\$5,280	\$9,180	\$1,890	\$810	\$1,620	\$1,620	\$2,730	\$3,655	\$550	193	\$28,445
	Expenses													\$3,535
	Total Fee													\$31,980



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