

PROFESSIONAL CONSULTANT SERVICES AGREEMENT

Z&K CONSULTANTS, INC.

Construction Inspection Services for Water Utility Capital Improvement Projects

THIS PROFESSIONAL CONSULTANT SERVICES AGREEMENT ("Agreement") is made and entered into this _____ day of _____, 20____ ("Effective Date"), by and between the CITY OF RIVERSIDE, a California charter city and municipal corporation ("City"), and Z&K Consultants, Inc., a California Corporation ("Consultant").

1. **Scope of Services.** City agrees to retain and does hereby retain Consultant and Consultant agrees to provide the services more particularly described in Exhibit "A," "Scope of Services" ("Services"), attached hereto and incorporated herein by reference, in conjunction with RFP No. 2282 – Construction Inspection Services for Water Utility Capital Improvement Projects ("Project").

2. **Term.** This Agreement shall be effective on the date first written above and shall remain in effect until December 31, 2026, with the option to extend the term for two additional years unless otherwise terminated pursuant to the provisions herein.

3. **Compensation/Payment.** Consultant shall perform the Services under this Agreement for the total sum not to exceed Six Hundred Fifty-Five Thousand Dollars and No Cents (\$655,000.00) payable in accordance with the terms set forth in Exhibit "B." Said payment shall be made in accordance with City's usual accounting procedures upon receipt and approval of an itemized invoice setting forth the services performed. The invoices shall be delivered to City at the address set forth in Section 4 hereof.

4. **Notices.** Any notices required to be given, hereunder shall be in writing and shall be personally served or given by mail. Any notice given by mail shall be deemed given when deposited in the United States Mail, certified and postage prepaid, addressed to the party to be served as follows:

To City

Public Utilities Department
City of Riverside
Attn: Principal Engineer
3750 University Avenue, 3rd Floor
Riverside, CA 92501

To Consultant

Z&K Consultants, Inc.
Attn: Crystal Fraire
17130 Van Buren Boulevard
#122
Riverside, CA, 92504

5. **Prevailing Wage.** If applicable, Consultant and all subcontractors are required to pay the general prevailing wage rates of per diem wages and overtime and holiday wages determined by the Director of the Department of Industrial Relations under Section 1720 et seq. of the California Labor Code and implemented by Resolution No. 13346 of the City Council of the City of Riverside. The Director's determination is available on-line at

www.dir.ca.gov/dlsr/DPreWageDetermination.htm and is referred to and made a part hereof; the wage rates therein ascertained, determined, and specified are referred to and made a part hereof as though fully set forth herein.

6. **Contract Administration.** A designee of the City will be appointed in writing by the City Manager or Department Director to administer this Agreement on behalf of City and shall be referred to herein as Contract Administrator.

7. **Standard of Performance.** While performing the Services, Consultant shall exercise the reasonable professional care and skill customarily exercised by reputable members of Consultant's profession practicing in the Metropolitan Southern California Area and shall use reasonable diligence and best judgment while exercising its professional skill and expertise.

8. **Personnel.** Consultant shall furnish all personnel necessary to perform the Services and shall be responsible for their performance and compensation. Consultant recognizes that the qualifications and experience of the personnel to be used are vital to professional and timely completion of the Services. The key personnel listed in Exhibit "C" attached hereto and incorporated herein by this reference and assigned to perform portions of the Services shall remain assigned through completion of the Services, unless otherwise mutually agreed by the parties in writing, or caused by hardship or resignation in which case substitutes shall be subject to City approval.

9. **Assignment and Subcontracting.** Neither party shall assign any right, interest, or obligation in or under this Agreement to any other entity without prior written consent of the other party. In any event, no assignment shall be made unless the assignee expressly assumes the obligations of assignor under this Agreement, in a writing satisfactory to the parties. Consultant acknowledges that any assignment may, at the City's sole discretion, require City Manager and/or City Council approval. Consultant shall not subcontract any portion of the work required by this Agreement without prior written approval by the responsible City Contract Administrator. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement, including without limitation, the insurance obligations set forth in Section 12. The Consultant acknowledges and agrees that the City is an intended beneficiary of any work performed by any subcontractor for purposes of establishing a duty of care between any subcontractor and the City.

10. **Independent Contractor.** In the performance of this Agreement, Consultant, and Consultant's employees, subcontractors and agents, shall act in an independent capacity as independent contractors, and not as officers or employees of the City of Riverside. Consultant acknowledges and agrees that the City has no obligation to pay or withhold state or federal taxes or to provide workers' compensation or unemployment insurance to Consultant, or to Consultant's employees, subcontractors and agents. Consultant, as an independent contractor, shall be responsible for any and all taxes that apply to Consultant as an employer.

11. Indemnification.

11.1 Design Professional Defined. For purposes of this Agreement, “Design Professional” includes the following:

- A. An individual licensed as an architect pursuant to Chapter 3 (commencing with Section 5500) of Division 3 of the Business and Professions Code, and a business entity offering architectural services in accordance with that chapter.
- B. An individual licensed as a landscape architect pursuant to Chapter 3.5 (commencing with Section 5615) of Division 3 of the Business and Professions Code, and a business entity offering landscape architectural services in accordance with that chapter.
- C. An individual registered as a professional engineer pursuant to Chapter 7 (commencing with Section 6700) of Division 3 of the Business and Professions Code, and a business entity offering professional engineering services in accordance with that chapter.
- D. An individual licensed as a professional land surveyor pursuant to Chapter 15 (commencing with Section 8700) of Division 3 of the Business and Professions Code, and a business entity offering professional land surveying services in accordance with that chapter.

11.2 Defense Obligation For Design Professional Liability. Consultant agrees, at its cost and expense, to promptly defend the City, and the City’s employees, officers, managers, agents and council members (collectively the “Parties to be Defended”) from and against any and all claims, allegations, lawsuits, arbitration proceedings, administrative proceedings, regulatory proceedings, or other legal proceedings to the extent the same arise out of, pertain to, or relate to the negligence, recklessness or willful misconduct of Consultant, or anyone employed by or working under the Consultant or for services rendered to the Consultant in the performance of the Agreement, notwithstanding that the City may have benefited from its work or services and whether or not caused in part by the negligence of an Indemnified Party. Consultant agrees to provide this defense immediately upon written notice from the City, and with well qualified, adequately insured and experienced legal counsel acceptable to City. Consultant will reimburse City for reasonable defense costs for claims arising out of Consultant’s professional negligence based on the percentage of Consultant’s liability. This obligation to defend as set forth herein is binding on the successors, assigns and heirs of Consultant and shall survive the termination of Consultant’s Services under this Agreement.

11.3 Indemnity For Design Professional Liability. When the law establishes a professional standard of care for Consultant’s services, to the fullest extent permitted by law, Consultant shall indemnify, protect and hold harmless the City and the City’s employees, officers, managers, agents, and Council Members (“Indemnified Parties”) from and against any and all claim for damage, charge, lawsuit, action, judicial, administrative, regulatory or arbitration proceeding, damage, cost, expense (including counsel and expert fees), judgment, civil fines and penalties, liabilities or losses of any kind or nature whatsoever to the extent the same arise out of,

pertain to, or relate to the negligence, recklessness or willful misconduct of Consultant, or anyone employed by or working under the Consultant or for services rendered to the Consultant in the performance of the Agreement, notwithstanding that the City may have benefited from its work or services and whether or not caused in part by the negligence of an Indemnified Party.

11.4 Defense Obligation For Other Than Design Professional Liability.

Consultant agrees, at its cost and expense, to promptly defend the City, and the City's employees, officers, managers, agents and council members (collectively the "Parties to be Defended") from and against any and all claims, allegations, lawsuits, arbitration proceedings, administrative proceedings, regulatory proceedings, or other legal proceedings which arise out of, or relate to, or are in any way connected with: 1) the Services, work, activities, operations, or duties of the Consultant, or of anyone employed by or working under the Consultant, or 2) any breach of the Agreement by the Consultant. This duty to defend shall apply whether or not such claims, allegations, lawsuits or proceedings have merit or are meritless, or which involve claims or allegations that any or all of the Parties to be Defended were actively, passively, or concurrently negligent, or which otherwise assert that the Parties to be Defended are responsible, in whole or in part, for any loss, damage or injury. Consultant agrees to provide this defense immediately upon written notice from the City, and with well qualified, adequately insured and experienced legal counsel acceptable to City. This obligation to defend as set forth herein is binding on the successors, assigns and heirs of Consultant and shall survive the termination of Consultant's Services under this Agreement.

11.5 Indemnity For Other Than Design Professional Liability. Except as to the sole negligence or willful misconduct of the City, Consultant agrees to indemnify, protect and hold harmless the Indemnified Parties from and against any claim for damage, charge, lawsuit, action, judicial, administrative, regulatory or arbitration proceeding, damage, cost, expense (including counsel and expert fees), judgment, civil fine and penalties, liabilities or losses of any kind or nature whatsoever whether actual, threatened or alleged, which arise out of, pertain to, or relate to, or are a consequence of, or are attributable to, or are in any manner connected with the performance of the Services, work, activities, operations or duties of the Consultant, or anyone employed by or working under the Consultant or for services rendered to Consultant in the performance of this Agreement, notwithstanding that the City may have benefited from its work or services. This indemnification provision shall apply to any acts, omissions, negligence, recklessness, or willful misconduct, whether active or passive, on the part of the Consultant or anyone employed or working under the Consultant.

12. Insurance.

12.1 General Provisions. Prior to the City's execution of this Agreement, Consultant shall provide satisfactory evidence of, and shall thereafter maintain during the term of this Agreement, such insurance policies and coverages in the types, limits, forms and ratings required herein. The rating and required insurance policies and coverages may be modified in writing by the City's Risk Manager or City Attorney, or a designee, unless such modification is prohibited by law.

12.1.1 **Limitations.** These minimum amounts of coverage shall not constitute any limitation or cap on Consultant's indemnification obligations under Section 11 hereof.

12.1.2 **Ratings.** Any insurance policy or coverage provided by Consultant or subcontractors as required by this Agreement shall be deemed inadequate and a material breach of this Agreement, unless such policy or coverage is issued by insurance companies authorized to transact insurance business in the State of California with a policy holder's rating of A or higher and a Financial Class of VII or higher.

12.1.3 **Cancellation.** The policies shall not be canceled unless thirty (30) days' prior written notification of intended cancellation has been given to City by certified or registered mail, postage prepaid.

12.1.4 **Adequacy.** The City, its officers, employees and agents make no representation that the types or limits of insurance specified to be carried by Consultant pursuant to this Agreement are adequate to protect Consultant. If Consultant believes that any required insurance coverage is inadequate, Consultant will obtain such additional insurance coverage as Consultant deems adequate, at Consultant's sole expense.

12.2 **Workers' Compensation Insurance.** By executing this Agreement, Consultant certifies that Consultant is aware of and will comply with Section 3700 of the Labor Code of the State of California requiring every employer to be insured against liability for workers' compensation, or to undertake self-insurance before commencing any of the work. Consultant shall carry the insurance or provide for self-insurance required by California law to protect said Consultant from claims under the Workers' Compensation Act. Prior to City's execution of this Agreement, Consultant shall file with City either 1) a certificate of insurance showing that such insurance is in effect, or that Consultant is self-insured for such coverage, or 2) a certified statement that Consultant has no employees, and acknowledging that if Consultant does employ any person, the necessary certificate of insurance will immediately be filed with City. Any certificate filed with City shall provide that City will be given ten (10) days' prior written notice before modification or cancellation thereof.

12.3 **Commercial General Liability and Automobile Insurance.** Prior to City's execution of this Agreement, Consultant shall obtain, and shall thereafter maintain during the term of this Agreement, commercial general liability insurance and automobile liability insurance as required to insure Consultant against damages for personal injury, including accidental death, as well as from claims for property damage, which may arise from or which may concern operations by anyone directly or indirectly employed by, connected with, or acting for or on behalf of Consultant. The City, and its officers, employees and agents, shall be named as additional insureds under the Consultant's insurance policies.

12.3.1 Consultant's commercial general liability insurance policy shall cover both bodily injury (including death) and property damage (including, but not limited to, premises operations liability, products-completed operations liability, independent contractor's liability, personal injury liability, and contractual liability) in an amount not less than \$1,000,000 per occurrence and a general aggregate limit in the amount of not less than \$2,000,000.

12.3.2 Consultant's automobile liability policy shall cover both bodily injury and property damage in an amount not less than \$1,000,000 per occurrence and an aggregate limit of not less than \$1,000,000. All of Consultant's automobile and/or commercial general liability insurance policies shall cover all vehicles used in connection with Consultant's performance of this Agreement, which vehicles shall include, but are not limited to, Consultant owned vehicles, Consultant leased vehicles, Consultant's employee vehicles, non-Consultant owned vehicles and hired vehicles.

12.3.3 Prior to City's execution of this Agreement, copies of insurance policies or original certificates along with additional insured endorsements acceptable to the City evidencing the coverage required by this Agreement, for both commercial general and automobile liability insurance, shall be filed with City and shall include the City and its officers, employees and agents, as additional insureds. Said policies shall be in the usual form of commercial general and automobile liability insurance policies, but shall include the following provisions:

It is agreed that the City of Riverside, and its officers, employees and agents, are added as additional insureds under this policy, solely for work done by and on behalf of the named insured for the City of Riverside.

12.3.4 The insurance policy or policies shall also comply with the following provisions:

- a. The policy shall be endorsed to waive any right of subrogation against the City and its sub-consultants, employees, officers and agents for services performed under this Agreement.
- b. If the policy is written on a claims-made basis, the certificate should so specify and the policy must continue in force for one year after completion of the services. The retroactive date of coverage must also be listed.
- c. The policy shall specify that the insurance provided by Consultant will be considered primary and not contributory to any other insurance available to the City and Endorsement No. CG 20010413 shall be provided to the City.

12.4 **Errors and Omissions Insurance.** Prior to City's execution of this Agreement, Consultant shall obtain, and shall thereafter maintain during the term of this Agreement, errors and omissions professional liability insurance in the minimum amount of \$1,000,000 to protect the City from claims resulting from the Consultant's activities.

12.5 **Subcontractors' Insurance.** Consultant shall require all of its subcontractors to carry insurance, in an amount sufficient to cover the risk of injury, damage or loss that may be caused by the subcontractors' scope of work and activities provided in furtherance of this Agreement, including, but without limitation, the following coverages: Workers Compensation, Commercial General Liability, Errors and Omissions, and Automobile liability.

Upon City's request, Consultant shall provide City with satisfactory evidence that Subcontractors have obtained insurance policies and coverages required by this section.

13. **Business Tax.** Consultant understands that the Services performed under this Agreement constitutes doing business in the City of Riverside, and Consultant agrees that Consultant will register for and pay a business tax pursuant to Chapter 5.04 of the Riverside Municipal Code and keep such tax certificate current during the term of this Agreement.

14. **Time of Essence.** Time is of the essence for each and every provision of this Agreement.

15. **City's Right to Employ Other Consultants.** City reserves the right to employ other Consultants in connection with the Project. If the City is required to employ another consultant to complete Consultant's work, due to the failure of the Consultant to perform, or due to the breach of any of the provisions of this Agreement, the City reserves the right to seek reimbursement from Consultant.

16. **Accounting Records.** Consultant shall maintain complete and accurate records with respect to costs incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

17. **Confidentiality.** All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other materials either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant, except as otherwise directed by City's Contract Administrator. Nothing furnished to Consultant which is otherwise known to the Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production, website, or other similar medium without the prior written consent of the City.

18. **Ownership of Documents.** All reports, maps, drawings and other contract deliverables prepared under this Agreement by Consultant shall be and remain the property of City. Consultant shall not release to others information furnished by City without prior express written approval of City.

19. **Copyrights.** Consultant agrees that any work prepared for City which is eligible for copyright protection in the United States or elsewhere shall be a work made for hire. If any such work is deemed for any reason not to be a work made for hire, Consultant assigns all right, title and interest in the copyright in such work, and all extensions and renewals thereof, to City, and agrees to provide all assistance reasonably requested by City in the establishment, preservation and enforcement of its copyright in such work, such assistance to be provided at City's expense

but without any additional compensation to Consultant. Consultant agrees to waive all moral rights relating to the work developed or produced, including without limitation any and all rights of identification of authorship and any and all rights of approval, restriction or limitation on use or subsequent modifications.

20. **Conflict of Interest.** Consultant, for itself and on behalf of the individuals listed in Exhibit "C," represents and warrants that by the execution of this Agreement, they have no interest, present or contemplated, in the Project affected by the above-described Services. Consultant further warrants that neither Consultant, nor the individuals listed in Exhibit "C" have any real property, business interests or income interests that will be affected by this project or, alternatively, that Consultant will file with the City an affidavit disclosing any such interest.

21. **Solicitation.** Consultant warrants that Consultant has not employed or retained any person or agency to solicit or secure this Agreement, nor has it entered into any agreement or understanding for a commission, percentage, brokerage, or contingent fee to be paid to secure this Agreement. For breach of this warranty, City shall have the right to terminate this Agreement without liability and pay Consultant only for the value of work Consultant has actually performed, or, in its sole discretion, to deduct from the Agreement price or otherwise recover from Consultant the full amount of such commission, percentage, brokerage or commission fee. The remedies specified in this section shall be in addition to and not in lieu of those remedies otherwise specified in this Agreement.

22. **General Compliance With Laws.** Consultant shall keep fully informed of federal, state and local laws and ordinances and regulations which in any manner affect those employed by Consultant, or in any way affect the performance of services by Consultant pursuant to this Agreement. Consultant shall at all times observe and comply with all such laws, ordinances and regulations, and shall be solely responsible for any failure to comply with all applicable laws, ordinances and regulations. Consultant represents and warrants that Consultant has obtained all necessary licenses to perform the Scope of Services and that such licenses are in good standing. Consultant further represents and warrants that the services provided herein shall conform to all ordinances, policies and practices of the City of Riverside.

23. **Waiver.** No action or failure to act by the City shall constitute a waiver of any right or duty afforded City under this Agreement, nor shall any such action or failure to act constitute approval of or acquiescence in any breach thereunder, except as may be specifically, provided in this Agreement or as may be otherwise agreed in writing.

24. **Amendments.** This Agreement may be modified or amended only by a written agreement and/or change order executed by the Consultant and City.

25. **Termination.** City, by notifying Consultant in writing, shall have the right to terminate any or all of Consultant's services and work covered by this Agreement at any time. In the event of such termination, Consultant may submit Consultant's final written statement of the amount of Consultant's services as of the date of such termination based upon the ratio that the work completed bears to the total work required to make the report complete, subject to the City's rights under Sections 15 and 26 hereof. In ascertaining the work actually rendered through the

termination date, City shall consider completed work, work in progress and complete and incomplete reports and other documents only after delivered to City.

25.1 Other than as stated below, City shall give Consultant thirty (30) days' prior written notice prior to termination.

25.2 City may terminate this Agreement upon fifteen (15) days' written notice to Consultant, in the event:

25.2.1 Consultant substantially fails to perform or materially breaches the Agreement; or

25.2.2 City decides to abandon or postpone the Project.

26. **Offsets.** Consultant acknowledges and agrees that with respect to any business tax or penalties thereon, utility charges, invoiced fee or other debt which Consultant owes or may owe to the City, City reserves the right to withhold and offset said amounts from payments or refunds or reimbursements owed by City to Consultant. Notice of such withholding and offset, shall promptly be given to Consultant by City in writing. In the event of a dispute as to the amount owed or whether such amount is owed to the City, City will hold such disputed amount until either the appropriate appeal process has been completed or until the dispute has been resolved.

27. **Successors and Assigns.** This Agreement shall be binding upon City and its successors and assigns, and upon Consultant and its permitted successors and assigns, and shall not be assigned by Consultant, either in whole or in part, except as otherwise provided in paragraph 9 of this Agreement.

28. **Venue.** Any action at law or in equity brought by either of the parties hereto for the purpose of enforcing a right or rights provided for by this Agreement shall be tried in the Superior Court, County of Riverside, State of California, and the parties hereby waive all provisions of law providing for a change of venue in such proceedings to any other county. In the event either party hereto shall bring suit to enforce any term of this Agreement or to recover any damages for and on account of the breach of any term or condition of this Agreement, it is mutually agreed that each party will bear their own attorney's fees and costs.

29. **Nondiscrimination.** During Consultant's performance of this Agreement, Consultant shall not discriminate on the grounds of race, religious creed, color, national origin, ancestry, age, physical disability, mental disability, medical condition, including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sex, genetic information, gender, gender identity, gender expression, or sexual orientation, military and veteran status, in the selection and retention of employees and subcontractors and the procurement of materials and equipment, except as provided in Section 12940 of the California Government Code. Further, Consultant agrees to conform to the requirements of the Americans with Disabilities Act in the performance of this Agreement.

30. **Severability.** Each provision, term, condition, covenant and/or restriction, in whole and in part, of this Agreement shall be considered severable. In the event any provision, term, condition, covenant and/or restriction, in whole and/or in part, of this Agreement is declared

invalid, unconstitutional, or void for any reason, such provision or part thereof shall be severed from this Agreement and shall not affect any other provision, term, condition, covenant and/or restriction of this Agreement, and the remainder of the Agreement shall continue in full force and effect.

31. **Authority.** The individuals executing this Agreement and the instruments referenced herein on behalf of Consultant each represent and warrant that they have the legal power, right and actual authority to bind Consultant to the terms and conditions hereof and thereof.

32. **Entire Agreement.** This Agreement constitutes the final, complete, and exclusive statement of the terms of the agreement between the parties pertaining to the subject matter of this Agreement and supersedes all prior and contemporaneous understandings or agreements of the parties. Neither party has been induced to enter into this Agreement by and neither party is relying on, any representation or warranty outside those expressly set forth in this Agreement.

33. **Digital and Counterpart Signatures.** Each party to this Agreement intends and agrees to the use of digital signatures that meet the requirements of the California Uniform Electronic Transactions Act (Civil Code §§ 1633.1, et seq.), California Government Code § 16.5, and California Code of Regulations Title 2 Division 7 Chapter 10, to execute this Agreement. The parties further agree that the digital signatures of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures for purposes of validity, enforceability, and admissibility. For purposes of this section, a “digital signature” is defined in subdivision (d) of Section 16.5 of the Government Code and is a type of “electronic signature” as defined in subdivision (h) of Section 1633.2 of the Civil Code. This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each certified or authenticated electronic copy of an encrypted digital signature shall be deemed a duplicate original, constituting one and the same instrument and shall be binding on the parties hereto.

34. **Interpretation.** City and Consultant acknowledge and agree that this Agreement is the product of mutual arms-length negotiations and accordingly, the rule of construction, which provides that the ambiguities in a document shall be construed against the drafter of that document, shall have no application to the interpretation and enforcement of this Agreement.

34.1 Titles and captions are for convenience of reference only and do not define, describe or limit the scope or the intent of the Agreement or any of its terms. Reference to section numbers, are to sections in the Agreement unless expressly stated otherwise.

34.2 This Agreement shall be governed by and construed in accordance with the laws of the State of California in effect at the time of the execution of this Agreement.

34.3 In the event of a conflict between the body of this Agreement and Exhibit “A” - Scope of Services hereto, the terms contained in Exhibit “A” shall be controlling.

35. **Exhibits.** The following exhibits attached hereto are incorporated herein to this Agreement by this reference:

Exhibit "A" - Scope of Services

Exhibit "B" - Compensation

Exhibit "C" - Key Personnel

[SIGNATURES ON THE FOLLOWING PAGE]

IN WITNESS WHEREOF, City and Consultant have caused this Agreement to be duly executed the day and year first above written.

CITY OF RIVERSIDE, a California
charter city and municipal corporation

Z&K Consultants, Inc.,
a California corporation

By: _____
City Manager

By: Crystal Fraire
Print Name: Crystal Fraire
Title: President

Attest: _____
City Clerk

and

By: Zack Faqih
Zack Faqih (Oct 12, 2023 13:38 PDT)
Print Name: Zack Faqih
Title: Vice President

Certified as to Availability of Funds:

By: [Signature]
Chief Financial Officer

Approved as to Form:

By: [Signature]
Deputy City Attorney

EXHIBIT “A”

SCOPE OF SERVICES

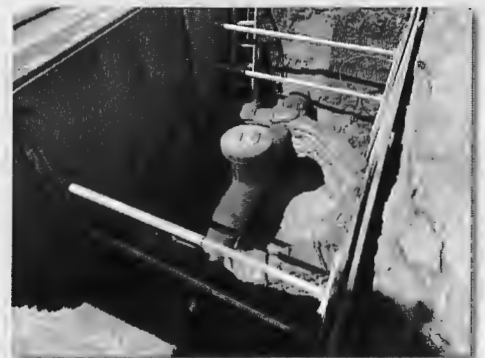
Our proposed personnel are local to the community and have been residents for over 20 years. We are excited to serve the City.



CITY OF RIVERSIDE

City of Riverside

Public Utilities Department / Water Division



**REQUEST FOR PROPOSALS (RFP)
PROFESSIONAL CONSULTANT SERVICES
CONSTRUCTION INSPECTORIAL SERVICES FOR
VARIOUS WATER UTILITY CAPITAL IMPROVEMENT
PROJECTS, RFP NO. 2282**

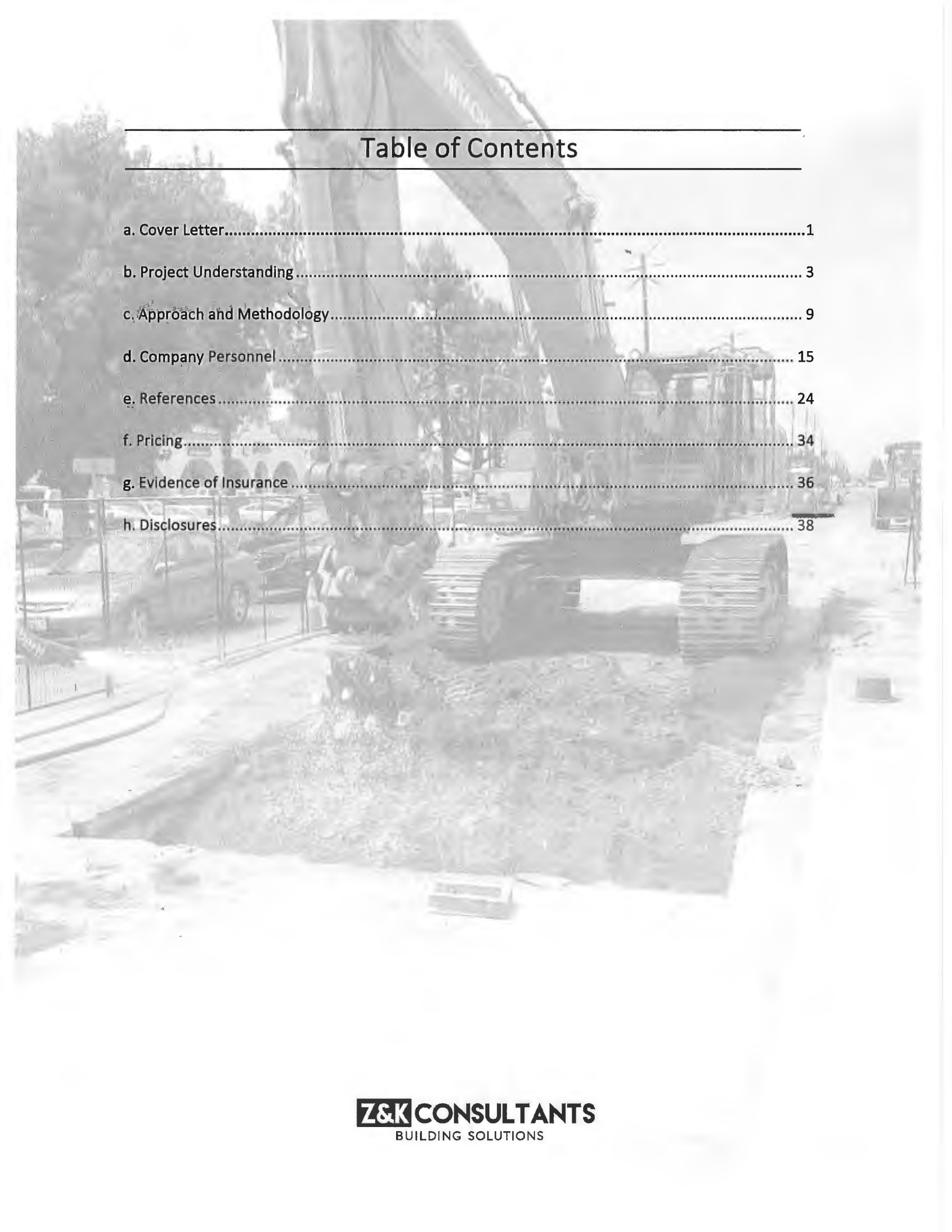


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A. COVER LETTER

A. COVER LETTER

July 25, 2023

Eric Escobar, Owner's Agent
City of Riverside – Public Utilities Department/Water Division
3750 University Avenue, 3rd Floor, Riverside, California 92501

Subject: Request for Proposals (RFP) for Professional Consultant Services - Construction Inspection Services for Various Water Utility Capital Improvement

Dear Mr. Escobar,

Z&K Consultants, Inc. (Z&K) proudly presents our proposal to the City of Riverside's Request for Proposals for Construction Inspection Services Various Water Utility Capital Improvement Projects.

Z&K is a certified Women's Business Enterprise (WBE), Disadvantaged Business Enterprise (DBE), and Small Business Enterprise (SBE) in Southern California. Z&K that specializes in the provision of Construction Inspection, Construction Management, Project Management, Staff Augmentation, and other Consulting Services.

Z&K is proposing the same team that successfully delivered numerous on-call Construction Inspection Services contracts. This Team will work efficiently and with great comradery with City staff to achieve the goals of this Project. Z&K will work proactively and diligently with staff to successfully deliver the Project under budget while mitigating numerous unforeseen delays. We understand the vital importance of community outreach in keeping councilmembers and the community informed with accurate project schedules and detailed outreach efforts.

Our team prepared a comprehensive risk matrix, identifying various critical elements of the City's project that will be of top priority to Z&K's proposed personnel. We have thoroughly reviewed the RFP and understand the projects vary in nature and complexity and involve various water facilities consisting of, but not limited to: water production facilities such as groundwater wells, water treatment plants, water transmission pipelines, and reservoirs, as well as water distribution facilities ranging from pump stations, pressure reducing/sustaining stations, to water distribution pipelines, booster stations, street paving projects, and other similar projects.

We have created a unique staffing plan to meet the City's needs and expectations for this Project. Z&K has carefully selected this "A-Team." Z&K has committed our most qualified staff for the duration of the contract. Our proposed team members are recognized as experts in Civil Engineering Services and will provide "turn-key" Services for the City.

Z&K has successfully delivered over 40 On-Call Construction Inspection Contracts over the past 5 years. Our team members' unmatched experience in Inspection makes the Z&K team uniquely qualified to provide the requested services. Z&K is proud of our reputation for having seasoned personnel and of the industry's recognition of our ability to deliver complex capital improvement projects ahead-of-schedule, under budget, without claims, and with outstanding customer service.

I will serve as the contact person for the full duration of the contract, and I am authorized to bind the firm to the terms of the proposal. By signing below, I attest that all information with the proposal is true and correct. Z&K Consultants, Inc. does not have any exceptions and commits to accept the terms and conditions to the language in the RFP documents. We acknowledge that the City issued Q&A Set 1 on July 14, 2023 (3 Questions). We are excited about this opportunity to serve the City of Riverside and are committed to the successful and early completion of the City's Project.

Sincerely,



Crystal Fraire, PE, President | Z&K Consultants, Inc.
17130 Van Buren Blvd. | #122 | Riverside, CA 92504
951.310.7470 | cfraire@zandkconsultants.com

successfully completed over 40 On-Call Inspection Projects in the past 5 years. Our key personnel have provided similar services for the following agencies:

- City of Chino
- City of San Bernardino
- City of Laguna Beach
- City of Oceanside
- Long Beach Water Department
- City of Norco
- City of Pomona
- City of Corona
- City of Lancaster
- City of Beaumont
- City of Temecula
- City of Moreno Valley
- City of Los Angeles
- City of Eastvale
- County of Riverside Transportation Department
- City of Vernon
- City of Norwalk
- City of Torrance
- City of Oceanside
- City of Fullerton



B. PROJECT UNDERSTANDING

B. PROJECT UNDERSTANDING

SCOPE OF WORK

Our Team's relevant experience allows them to provide overall administration of the construction process based on their unique ability to fully understand the construction process, work proactively to identify problems early, and to mitigate each risk before it affects the project performance goals. Z&K proactively serves as the project's administrator and provides consistent coordination between all project stakeholders including the City, Design Engineer, and selected construction contractor and subcontractors. Z&K has thoroughly reviewed the Request for Proposal (RFP); we confirmed our team will provide all scope of work tasks as outlined in the RFP scope of services, in addition to supplementary scope of service tasks that Z&K key personnel has proposed to ensure the success of the City of Riverside's Various Water Utility Capital Improvement Projects. Z&K acknowledges our ability to meet potential project requirements for the variety of work listed under the scope of services.

Z&K understands that the anticipated Construction Inspection Services for the various water. Utility facilities entails the inspection and documentation of construction materials and practices in accordance with the project construction documents, including any addenda, approved materials, plans, specifications, Public Works Standards, Water Standards and any other related documents.

Z&K Consultants understands that the work may include various water facilities such as:

- | | |
|-----------------------------|---|
| 1. Groundwater Wells | 6. Pressure Reducing /Sustaining Stations |
| 2. Water Treatment Plants | 7. Water Distribution Mains |
| 3. Reservoirs | 8. Street Paving Projects |
| 4. Water Transmission Mains | 9. Other Similar |
| 5. Booster Stations | |

CIPO Construction Software

Z&K will obtain a license and utilize CIPO construction management software. The team's Daily Inspection Report will be completed in CIPO and provide, at a minimum, date of work performed, site arrival and departure time, weather description and temperature, construction progress, construction issues, compliance issues, on-site personnel, equipment, installed material, presence of on-site subcontractors or consultants, include photos, and any other support comments. Include a signature block for the consultant inspector who performed the work. We will provide a copy of each daily report to RPU prior to the end of each day of scheduled construction.

Sustainability Preference

Our Team will support the City's mission and our shared goal of sustainability and preservation of our planet. Z&K understands and agrees with the City's commitment to lowering our environmental footprint through document sharing. We will utilize digital mediums, and any printed materials will be on 100% recyclable paper. The team will also participate in the use of online meetings and emails, as well as Adobe signatures for any document needs. Additional ways that our Team will lower our environmental impact are as follows: environment-friendly stationery materials, biodegradable packaging, computer/web based document control to eliminate paper usage, online invoicing, company recycling program, recycle or donate office equipment, and education employees on sustainability strategies.

Project Understanding

The team understands that is anticipated that most projects will be constructed during normal business hours, but that, at times, there may be a need to provide inspection services outside of normal business hours and during weekends or holidays. We acknowledge that the regular working hours are Monday through Friday from 7:30 AM to 4:30 PM, and that we may elect to provide multiple inspectors to cover a project during times outside of normal working hours, based on the project needs. We will make available and always provide at least one or more experienced inspectors and days of the week, as requested.

The Z&K team has a full understanding of construction practices related to water utility facilities and will provide qualified inspectors who are well versed with water terminology, construction guidelines governed by the California State Water Resources Control Board, City of Riverside Water Construction Standards and Specifications, and all other relevant regulations and guidelines.

The qualifications for the assigned construction inspector(s) include but are not limited to:

1. **A demonstrated understanding of construction practices and methods.** | Z&K inspectors have extensive experience in similar projects and have a full understanding of proper construction practices and methods. The Z&K Inspectors have the knowledge, skill, and experience to inspect all the anticipated construction operations for this contract. Our proposed personnel have successfully provided inspection for a variety of projects. The Z&K Construction Inspectors will be on site daily to observe construction operations and materials and compare them with the project plans and specifications throughout the construction period, and as required by each contract.
2. **Proficiency in construction documentation** | Our proposed staff has extensive documentation experience and will ensure that all information, including daily inspection reports, invoices, and other products of administrative duties are appropriately documented and accessible by City staff. Our Inspectors know that a complete record of the project must include a full set of all contract drawings, addenda, specifications, change orders, logs, submittals, and RFI's. Filing will include correspondence with all stake holders and permit agencies, reports showing all day-to-day operations, the contractor's workforce, and equipment. In addition to the materials on hand, materials testing reports and sampling, copies of all permits, SWPPP plan, all reports, updates, and all other contract documents related to the construction of the project will be documented.
3. **Ability to effectively communicate (both written and verbal)** | The Z&K inspectors are very effective communicators in both written and verbal form at all times. Z&K will establish coordination and a line of communication to be used among participants throughout the project. Z&K's approach to information management also includes building a communication framework to continually foster partnering and teamwork relationships for all the project stakeholders. Z&K builds this framework from the start of the project with an all-inclusive kick-off meeting where the lines of communication and project responsibilities will be clearly explained to all the project stakeholders.

Z&K will document all necessary communications throughout the project and will ensure that all questions and inquiries are fulfilled in a timely manner. The emphasis on project communication continues throughout the project with the weekly construction meetings. Our inspectors will provide clear communication to Western during day-to-day inspection activities.

4. **Proficiency in project coordination and project resourcefulness** | Our team is very proficient in project coordination and resourcefulness. The Z&K team will work alongside City staff to ensure that the project budget is maintained throughout the project. Z&K's Construction Inspection staff bring a detailed understanding of the City processes for administrative costs and cost management and will take an active role in ensuring that the project budget is maintained. Z&K will track the value of the completed work to ensure accurate and detailed monthly progress billing by the contractor and will proactively manage change order process. The monthly progress billing will be tied to the construction schedule. Additionally, Z&K will keep accounts of all pay requests including amounts retained, dates submitted, dates paid, actual payments, changes in contract amounts, and any other pertinent information.
5. **Ability to adhere to and enforce the construction plans and specifications** | The inspectors will review contract documents, plans, and permits. Inspectors will monitor and enforce construction noticing requirements. The Z&K Inspectors will use their expertise to provide field conflict resolutions. The Inspectors' primary duties will be to inspect and verify all work in place meets the requirements of the contract plans and specifications, traffic control plans, shop drawings, change orders, and O&M manuals as well as maintenance of project documentation.

In addition to the construction activities, the project team must also review and enforce the requirements stipulated in the permits issued by regulatory and environmental agencies. Our team has extensive experience with working with the State Department of Fish and Wildlife, Department of Water Resources, and other state and federal agencies that may have input.

6. **Excellent customer services skills** | Z&K Consultants has been regarded for possessing excellent customer service skills with city staffs, businesses, contractors, etc. We take pride in being a woman-owned, streamlined, low-cost provider of seasoned personnel that can effectively interact with all parties.

7. **Electrical, instruments, telemetry along with vertical construction** | Z&K will inspect all electrical, instruments, telemetry, along with vertical construction per the Project plans and specifications. Z&K has carefully selected this "A-Team" and committed our most qualified Construction Inspectors for the duration of the contract to deliver a successful project, including a full-time inspector experienced in providing civil, mechanical, and electrical inspection.
8. **Trench excavation, shoring, and backfill** | Z&K Inspectors have experience performing inspection and ensuring compliance during operations including trench excavation, shoring, and backfill. The inspectors will ensure that all trench excavation operations comply with current Occupational Safety and Health Administration (OSHA) regulations, and that all workers on the construction site are protected. Throughout operations, inspectors will provide oversight to ensure that the Contractor is aware of the appropriate methods and materials to be used during trench excavation, shoring, and backfill. During trench excavation, inspectors will compare project plans and specifications to work onsite to ensure that trenches excavated are the correct depths and widths to accommodate construction of the pipeline. Inspectors will also coordinate to determine the suitability of excavated materials for use in backfill operations.
9. **Installation of pipelines, including water appurtenances** | Z&K Inspectors have experience providing construction inspection services for numerous water pipeline installation and replacement projects. The Inspectors are prepared to provide oversight throughout all phases of installation of the pipeline and water appurtenances, including ductile iron pipe, fittings, packing, jointing material, valves, and other materials. The inspectors will ensure that all pipeline and water appurtenances are installed in accordance with all requirements specified by the project plans and specifications, as well as the manufacturer's instructions. Throughout installation processes, the inspectors will coordinate testing (deflection testing, air testing, material testing, density and flow rate measurement) to ensure conformance to project plans and specifications, as well as operating standards.
10. **Pipe welding, including welding equipment and components** | Our team will provide specialty inspection services for pipe welding. Z&K Inspectors will verify all field welding complies with contract documents and AWS requirements, including surface preparations, weld material, weld penetration, and size.
11. **Record and maintain As-Build Plans updated** | We will be responsible for recording and maintaining the Project Record Drawings and the final preparation of the as-built plans upon project completion. Z&K will monitor any changes and create redlines on as-built drawings and coordinate the as-built plans with the City and Design Engineer. We will manage the Design Engineer's performance on the as-built drawings and check the project record drawings prior to transferring to the City. Z&K Consultants will prepare a final report detailing the work completed, costs, changes, warranties, and documentation provided to the City.
12. **Compliance with drinking water guidelines and NPDES** | Z&K Inspectors will enforce NPDES and SWPPP throughout all phases of the project. Z&K understand the importance of managing the Storm Water Pollution Prevention Plan (SWPPP). Our team includes QSD/PS and inspectors fully knowledgeable regarding storm water BMP implementation and maintenance requirements. Our team is very knowledgeable in the development, implementation, and reporting requirements of a SWPPP. The Contractor will be required to file a Notice of Intent (NOI) and to develop a SWPPP. We will monitor the contractor for compliance and confirm that required sampling takes place during rain events and required reports are filed into SMARTS. We will review the contractor's compliance with regulatory permits, mitigation measures, storm water regulations, and the SWPPP. Z&K will notify the Contractor immediately if control measures are not installed correctly and will oversee a prompt correction. We will be available to assist with the document review, uploading the document to the SMARTS system, obtaining a WDID number, and the implementation of the plan.
13. **Asphalt paving** | Throughout all asphalt paving operations, Z&K will provide inspection services and coordinate all materials testing activities, including scheduling compaction testing, sampling and testing of fresh concrete for compressive strength, aggregate gradation for concrete and asphalt paving mix design qualification and verification, compaction testing for AC paving, and sampling for multiple acceptance testing.

Z&K will coordinate and review all sampling and testing with the appropriate accreditation for the testing and sampling we are designated to perform. Our team will work in collaboration with other members of the City's project team to achieve all project objectives. One of the key elements in meeting the project needs is assigning staff with requisite qualifications and experience in performing Geotechnical observation and material testing services.

- 14. Traffic control, signals, striping, traffic loops, and markings** | Z&K Inspectors have experience with performing traffic control on construction sites and understand the importance it has on project safety. Inspectors will regularly review traffic control equipment and oversee personnel as required by the project. Z&K will monitor all traffic control activities to ensure they are performed at the standards set by the Work Area Traffic Control Handbook (WATCH) Manual, and that ensure that all traffic control equipment is compliant with the Manual of Uniform Traffic Control Devices (MUTCD). Inspectors will provide oversight for lane closures, traffic congestion monitoring and analysis, ensure and provide the contractor and resident engineer with traffic relief recommendations and potential alternate routes, if at all possible. Z&K inspectors will ensure the traveling public's safety and prevent any unreasonable delay by verifying minimum lane widths and continuous and safe access for vehicles and pedestrians.

Z&K Inspectors are experienced in performing inspection of the installation of traffic signal equipment, striping, traffic loops, and markings. Inspectors will ensure that visual and physical inspection of all traffic signal equipment and apparatuses is completed, including mechanical, dimensional, and assembly conformance of all parts of the project specifications using measuring devices and testing practices. Inspectors will also provide oversight during traffic striping and marking operations by ensuring that copies of the manufacturer's certificate of compliance are obtained, manufacturer's instructions for striping tape and thermoplastic materials and primer has been reviewed and is on hand, and that traffic markings and stripes are inspected for correct width and edge definitions, lengths of gaps and individual stripes, alignment, direction of application, and correct superimposition of second coats.

- 15. Concrete sidewalk, aprons, swales, bus pads, curb, and gutter** | Z&K will inspect all sidewalks, cross gutters, ADA ramps, driveway approaches, curb & gutters, spandrels, aprons, and swales are constructed per the Project plans and specifications. Z&K Inspectors will ensure all sidewalk percentages are checked prior to pouring concrete.

- 16. Other construction practices required by the project** | Z&K has carefully selected this "A-Team" and committed our most qualified construction inspectors for the duration of the contract to conduct daily observation of the work in progress. The Z&K Inspectors have the knowledge, skill, and experience to inspect all the anticipated construction operations for this contract. Our proposed personnel have successfully provided inspection for a variety of projects. The Z&K Construction Inspectors will be on site daily to observe construction operations and materials and compare them with the project plans and specifications throughout the construction period, and as required by each contract.

Throughout the project, the inspectors will thoroughly review the plans and specifications to ensure that they are familiar with all aspects of the project. The Inspectors' primary duties will be to inspect and verify all work in place meets the requirements of the contract plans and specifications, traffic control plans, shop drawings, change orders, and O&M manuals as well as maintenance of project documentation. In addition to the construction activities, the project team will also review and enforce the requirements stipulated in the permits issued by regulatory and environmental agencies.

Z&K Consultants take extreme pride for being a very safety conscious organization implementing a safe environment both in our offices and on our project sites. We monitor the Contractor and their subcontractors for safety compliance for meeting local, state, and federal safety requirements. We also ensure the trades and the Contractor are always safety conscious in everything they do in the Project. Z&K will review the Contractor's compliance with workplace safety and health standards and notify the City of non-compliance. The Z&K Team is knowledgeable with the Caltrans Safety Manual and the Cal/OSHA Construction Safety Orders. The Inspectors will attend the Contractor's Safety Meetings and promote safety throughout the life of our contract. Z&K will review, monitor, document and enforce contractor safety procedures for compliance with all safety laws and regulations. If any safety violations occur, Z&K will take immediate action to correct the issue and report any incidents to the City.

17. Daily construction reports, including pictures of the work | The Z&K proposed staff will complete daily reports logging any working day reports, change order documentation, equipment on site, crews/personnel, and photographs (before, during and after construction). A monthly Construction progress report will include an overview of work accomplished during the previous month, an overview of work to be accomplished the following month, an updated schedule (based on the Contractor's schedule of values), a list of problem areas, if any, and proposed corrective actions, and a bar graph comparing the monthly and cumulative invoiced amounts with the total authorized CM budget. These reports will be submitted to the City via email and/or hardcopy.

18. Administrative costs related to the project including (but not limited to): filing, delivery of daily inspection reports, invoices and other administrative duties | The Z&K team will work alongside City staff to ensure that the project budget is maintained throughout the project. Z&K's Construction Inspection staff bring a detailed understanding of the City processes for administrative costs and cost management and will take an active role in ensuring that the project budget is maintained. Z&K will track the value of the completed work to ensure accurate and detailed monthly progress billing by the contractor and will proactively manage change order process. The monthly progress billing will be tied to the construction schedule. Additionally, Z&K will keep accounts of all pay requests including amounts retained, dates submitted, dates paid, actual payments, changes in contract amounts, and any other pertinent information.

Our proposed staff has extensive filing and documentation experience and will ensure that all information, including daily inspection reports, invoices, and other products of administrative duties are appropriately documented and accessible by City staff. Our Inspectors know that a complete record of the project must include a full set of all contract drawings, addenda, specifications, change orders, logs, submittals, and RFI's. Filing will include correspondence with all stake holders and permit agencies, reports showing all day-to-day operations, the contractor's workforce, and equipment. In addition to the materials on hand, materials testing reports and sampling, copies of all permits, SWPPP plan, all reports, updates, and all other contract documents related to the construction of the project will be documented.

Task 1 – Construction Inspection Services (Regular-Time)

A. Z&K will provide all labor, equipment, materials, and incidentals necessary to perform professional construction inspection services for the assigned projects on an as- needed basis. We have assumed the estimated hours for regular time is 4,700 hours (587.5 working days).

Task 2 – Construction Inspection Services (Over-Time)

A. Z&K will provide all labor, equipment, materials, and incidentals necessary to perform professional construction inspection services for the assigned projects on an as- needed basis. We have assumed the estimated hours for overtime is 200 hours (25 working days)

Execution of the Work

We understand that the work will be assigned on an as-needed basis and that RPU makes no assurances that all the contract hours will be utilized. We understand that when a project is identified where construction inspection staff augmentation is required, RPU will present a letter scope of work to the Consultant and will request that the Consultant provide a good faith person-hour estimate for the requested scope of work.

Z&K will provide the person-hour estimate within one calendar week from the date of the request. We understand that once the person-hour estimate is agreed upon, a Purchase Order will be issued for the individual project.

We understand that for estimates \$50,000 or greater, a budgetary approval will be sought from the RPU Board of Public Utilities prior to issuance of the Purchase Order. We acknowledge that the request for a good faith person-hour estimate will generally be requested at least one month prior to the need for staff augmentation services. Once a Purchase Order is issued, Z&K will provide the necessary personnel within one calendar week. The total contract hours will be negotiated such that the contract does not exceed \$750,000.00.



C. APPROACH AND METHODOLOGY

C. APPROACH AND METHODOLOGY

We have successfully utilized CM Agency delivery on a host of projects. Through this experience we have developed management procedures that promote collaboration and teamwork, improve quality and maximize the value of the above project. Z&K's past performance with Cities, Counties, and other agencies show our remarkable ability to control costs, guarantee great quality of work, and meet all project deadlines. We understand the importance of Schedule Control and are known in the industry for assisting the contractor to cut the project schedule and to yield significant savings for our clients through reduction of overhead construction management and construction costs. The most significant saving is less inconvenience to the traveling public and less City exposure due to shortened construction duration. This will help extend excess project funds into other important projects.

MANAGEMENT APPROACH | Z&K Consultants, Inc. provides proven professional construction management techniques to ensure the safe construction of a quality project completed on time and within budget. Z&K accomplished this by establishing the systems, policies, and procedures necessary to ensure adequate project controls are in place. The Construction Inspector must ensure all parties understand the basic responsibilities and interrelationships of all team member such as the Owner (both project management and operations), the Design Engineer, the Contractor, the construction management team, and the subconsultants. Additionally, a good Construction Inspector must have the knowledge and experience to effectively understand the interrelationships between the key management components of time, information, cost, and quality. Decision making, including obtaining sufficient information to make reasoned decisions, is the key element leading to a successful project. the project.



TIME MANAGEMENT | Time management uses scheduling to accurately manage and track the restrictive elements of time and resources throughout the project. The key to a successfully implemented and managed schedule is the development of an accurate, detailed, and realistic baseline schedule. Z&K will review the Contractor's baseline schedule to ensure it is accurate and reasonable. Activity durations and logic ties may be examined for accuracy and constructability. The schedule logic and activity durations may also be analyzed to ensure the Contractor does not use float suppression techniques. Schedule float is a valuable resource for the Owner and the Contractor.

Schedule implementation and administration is the next step in proper time management. The Contractor's actual progress will be documented daily. The Z&K Team will review the progress with the Contractor at the weekly meetings. The Contractor's three-week-look-ahead schedule will be compared with the work plan on the record schedule to ensure the Contractor continues to use the record schedule as a management tool. We will check the record schedule for activities with start dates that did not begin during the review period. This proactive approach flags potential delay issues for further discussion.

INFORMATION MANAGEMENT | Proper information flow is crucial to the success of a project. A construction project generates a large amount of information, which must be distributed to all parties on a timely basis. The source of this information will cover the full spectrum including contracts, meeting minutes, drawings and specifications, submittals, requests for information (RFIs), pay requests, invoices, inspection reports, and so forth. Z&K will act as the hub for the management of all information flow. Z&K has extensive experience providing document management solutions for its clients. Z&K's approach to information management also includes building a communication framework to continually foster partnering and teamwork relationships for all the project stakeholders. Z&K builds this framework from the start of the project with an all-inclusive kick-off meeting where the lines of communication and project responsibilities will be clearly explained to all the project stakeholders.

The emphasis on project communication continues throughout the project with the weekly construction meetings. At each weekly meeting, all ongoing issues will be reviewed and discussed. All project stakeholders will be invited to the meetings. An agenda of meeting topics will be distributed in advance and include items such as safety, old business, updated progress of the work, RFIs, submittals, testing and inspection reports, non-conformance notices, environmental monitoring, change orders, three-week-look-ahead schedule, pay requests, and so forth. Unresolved issues will be carried over to the next week's meeting until a final resolution is obtained.

FUNDING MANAGEMENT | Our team is experienced in complying with funding reporting and filing requirements. We pay close attention to these requirements and deadlines so that project funding remains unaffected and so that file audits are conducted quickly and efficiently. Our team is also experienced in ensuring that project documents show compliance with DBE reporting requirements, DBE goals, and/or good faith effort documented. Proper Project documentation is key in any audits.

COST MANAGEMENT | Z&K will take the lead to ensure a cost management system is properly implemented and maintained. Z&K's cost management role will be in two parts. The first is to track the value of the completed work to ensure accurate and detailed monthly progress billing by the contractor. Secondly, Z&K will proactively manage the change order process. The monthly progress billing may be tied to the construction schedule. A cost loaded critical path method (CPM) schedule is a valuable management tool.



Each month, the Construction Inspector will review and approve the updated cost loaded CPM. Work activities and material deliveries will be assigned the correct completion percentage by the Contractor. This will be reviewed by the Construction Inspector and discrepancies will be addressed. If necessary, the Contractor will revise and resubmit the schedule of values. This process ensures the Owner is accurately billed for the completed work monthly. Changes in work and unforeseen conditions will be closely monitored. Any costs for changes will be managed by the Z&K construction management team. An ongoing log of potential change issues will be maintained. These issues will be discussed and updated at each weekly meeting.

QUALITY MANAGEMENT | Quality management is an inherent CM responsibility. Z&K is knowledgeable and capable in all aspects of quality management. Quality assurance is the application of systematic methods to verify the effective implementation of quality control procedures. Z&K will manage the quality of the project by taking the quality assurance lead role and implementing the Z&K quality assurance program, which allocates quality control responsibilities to the various project participants to ensure the constructed product conforms to the contract plans and specifications. This includes a detailed inspection plan, inspection procedures, and documentation procedures for all inspection and test reports. Z&K will review the Contractor's quality control procedures to ensure adequacy. Quality control issues will be discussed at each weekly meeting. An ongoing deficiencies/corrective items list will be maintained, reviewed, and updated weekly.

Quality assurance includes quality of the constructed work as well as the quality of the Contractor's document processes (such as the Contractor's submittals and RFIs). In Z&K's experience, lack of quality in the paperwork with items such as poor submittals and unanswered RFIs may lead to lack of quality in the constructed product. Deficiencies in submittal quality control by the Contractor often leads to incorrect or inferior equipment and materials being installed. Z&K will be proactive with the Contractor to ensure the quality of their submittals. Likewise, lax procedures for the processing of RFIs may lead to misunderstandings and delays. Z&K will take a proactive approach with the Contractor and the Design Engineer to ensure the quality of the RFI process is maintained. Finally, Z&K regularly performs internal audits of its field operations to ensure the proper implementation of procedures for Z&K's quality assurance program.

CODES & PROCEDURES MANAGEMENT | Z&K has a strong knowledge of the City, County, State, and Federal codes and procedures that are required to deliver a successful project. Z&K will ensure that all codes and procedures are properly followed for the City's Project.

Some of the requirements are as follows:

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| <ul style="list-style-type: none"> ○ Project Construction Documents ○ City Standards and Design Manuals ○ California Building Code ○ California Plumbing Code ○ California Mechanical Code ○ California Electrical Code ○ California Building Energy Efficiency Standards ○ Title 24, Part 2, 2.5, 3, 4, 5, 6, 11 ○ California Fire Code ○ California Residential Code ○ California Green Building Code ○ California Disabled Regulations ○ City Codes & Ordinances ○ City Grading Code & Manual ○ APWA "Greenbook" Standard Specifications for Public Works Construction ○ Caltrans Standards, Specifications, and Procedures | <ul style="list-style-type: none"> ○ Caltrans Construction Manual ○ Caltrans Safety Manual ○ OSHA Construction Safety Orders ○ 10/30-hr OSHA Training Certification ○ Local Assistance Procedures Manual (LAPM) ○ State and Federal Building Codes (Site Accessibility) ○ County Procedures and Guidelines ○ Work Area Traffic Control Handbook (WATCH) Manual ○ Manual of Uniform Traffic Control Devices (MUTCD) ○ Project Safety Plan (PSP) ○ Site Health and Safety Plan ○ Activity Hazard Analysis (AHA) |
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RISK MANAGEMENT LOG

Based on past experience, Z&K has identified the following potential risks and proposed resolutions for the City's upcoming projects.

ID	Risk Impact	Occurrence Probability	Risk Description	Project Impact/Risk Area	Response Strategy
1	High	High	Traffic Control/ "No Parking"	Safety & Public Inconvenience	Z&K understands that traffic control is a critical item for the community. Traffic control will include notifications with Fire, Law Enforcement, Postal delivery, and refuse pick up. The Contractor will strictly adhere to lane/street closure hours of operation as stated in the specifications for both morning lane closures as well as afternoon/evening closures.
2	High	High	Long Lead Items	Schedule	Z&K has success on recent projects issuing an Administrative Notice to Proceed for the Contractor to begin on submittals for long lead items while the PWA is being drafted and executed. We will ensure the contractor begins process to order/procure possible long lead items or items that require coordination such as pipe, fittings, casings, valves and other appurtenances. Long lead item procurement is essential to project schedule.
3	High	High	Potholing	Schedule & Budget	Our team will assist the contractor in forming a utility matrix / pothole log to make sure all existing utilities within the limits of excavation or crossing the proposed mainline/laterals are potholed and documented prior to starting any work. We will check pothole data against design drawings and pipe shop drawings to ensure any deviations from the design drawings are identified and any adjustments are reflected on the shop drawings. We will ensure RFI's have been submitted and approved for any changes to the design and make sure contractor provides exact information for the existing pipe type/diameter, depth, alignment at each tie-in location after potholing each location.
4	High	High	Pre-Construction	Schedule	Prior to the start of any excavation or asphalt cutting or removal the contractor shall provide confirmation of notification to dig alert as well as the marking of all utilities. Contractor shall notify Z&K prior to the contractor completing the required video of the existing jobsite conditions prior to the start of construction. Z&K will provide our own video as well as drone footage of site conditions of public and private property prior to construction as well as at the completion of the project.
5	High	High	Community Outreach	Public Inconvenience	Contractor shall notify the City as well as Z&K for planned and required inspections where the City will be present as well as Z&K. This will include water main pressure testing, hydro testing of new pipe installation as well as all hot tapping operations. Contractor shall notify both the City engineering office as well as Z&K four days prior to the start of construction activities. It is imperative that our community outreach does not only include commercial office spaces, property owners, business owners and neighboring residents, but also elected officials, management from the City, and all affected agencies. Prior notification for the start of the Project as well as continuous communication to property owners concerning both the construction schedule and access issues will be ongoing through project completion.
6	High	High	Trenches & Excavation	Safety	All steel plates used to cover trenches or excavations must have a non-slip coating or be finished with a non-slip surface. This is to protect vehicular, bicycle, and pedestrian traffic from slip and fall accidents while traversing the steel plates.

ID	Risk Impact	Occurrence Probability	Risk Description	Project Impact/Risk Area	Response Strategy
7	High	High	Agency Coordination & Permitting Compliance	Schedule & Budget	Our Team will ensure that all agencies affected by this Project are invited to the pre-construction conference and informed of the Project schedule and progress. Z&K will ensure that the Project complies with all permit requirements and environmental mitigation measures. We will review all requirements and permits for required clearances and permitting from any applicable State agencies. We monitor the Contractor's work closely and ensure that they comply with all agency requirements.
8	High	High	Quality Assurance	Quality	Contractor shall coordinate with Z&K for all inspections concerning coating of rebar with approved erosion protections and coatings for erosion protection for all DIP connections and fittings.
9	High	High	Utility Coordination	Schedule & Budget	We will ensure that the Contractor coordinates with Underground Service Alert and all utilities are marked prior to the start of construction. We will track existing utilities marked by Underground Service Alert to ensure that mark outs are recorded and documented. After mark outs, contractor will be required to pothole. Additionally, contractor shall notify all utility agencies to performing any work. If the contractor hits a utility, they will not be able to claim that the City is liable for the cost of repairs.
10	High	High	Change Orders	Schedule & Budget	Z&K will closely monitor the work and proactively manage the change order process. We will identify potential change orders early and proactively develop solutions.
11	High	Medium	Delays Due to Other Projects	Schedule & Budget	Z&K will work closely with the City to ensure that other scheduled projects do not interfere with our project. We will also work closely with local agencies to ensure project schedule overlap and conflicts do not occur.
12	High	Medium	Weekend Work/Overtime Requested by Contractor	Budget	All overtime shall be approved by the City prior to the commencement of work and all associated costs for inspection/construction management shall be at the expense of the contractor.
13	Medium	High	Pedestrian Access during Construction	Safety & Schedule	The contractor is responsible to always maintain pedestrian access through the project. We will ensure that the contractor accounts for pedestrian access when staging their work.
14	Medium	Medium	Damage to Private Properties	Public Inconvenience	Damage to private property and vehicles occasionally occurs during construction activities. Community outreach shall include a procedure to notify Z&K immediately if any damage occurs.
15	Medium	Medium	Job Site Housekeeping	Safety & Public Inconvenience	We will have the contractor commit to street sweeping during all construction activity. This item should not be left to the discretion of the Contractor but rather a specific directive from the City to the Contractor.

ORGANIZATIONAL CHART

Z&K has carefully selected this "**A-Team**" and has committed our most qualified staff for the duration of the contract. **Our proposed team members have extensive experience in inspection of similar projects.** Our staff will deploy efforts as the project schedule and construction activities dictate. We will reallocate manhours, when possible, for cost savings to the City. By using highly qualified multi-disciplined inspectors, we can provide a cost of service well under industry standard.



PROFESSIONAL AND QUALIFIED TEAM

The key to a successful project is a highly qualified and well-managed team. We offer the City a cohesive, talented team of licensed and certified professionals. Our Construction Inspection professionals keep these key objectives in mind:

- Quality services and project deliverables
- Time and budget efficiency
- Adherence to quality and assurance standards
- Constant communication
- Application of technical and practical expertise.

Z&K Consultants commits that all assigned personnel will not be removed or replaced without prior written City approval. Key personnel will be available to the extent proposed for the duration of the contract. Our proposed and fully committed team is fully capable and exceptionally qualified. They have held many leadership and supervisory management positions in many local agencies including the private and public sectors. All can multi-task, are multi-disciplined, and have a full understanding of all aspects of the proposed project requirements. They deliver their knowledge and expertise with tact and seamless integration with staff and outside agencies.

This "A-Team" has worked together in this same capacity on multiple projects. In addition to their extensive project specific experience, this team has great synergy and works very well together as well as with City Staff. All above key members are local to the area and are excited about the opportunity to improve their community. Our strategic and efficient staffing approach also results in significant cost savings to the City. We are confident that our proposed "A-Team" will provide outstanding customer service and cost savings for the City.



D. COMPANY PERSONNEL

D. COMPANY PERSONNEL

Z&K has carefully selected this "A-Team" and committed our most qualified staff for the duration of the contract to deliver successful projects. Our key team members have extensive experience in construction management and inspection services for public agencies.

STAFFING CHART	Pressure Reducing/ Sustaining Stations	Water Treatment Plants	Reservoirs	Water Transmission Mains	Booster Stations	Groundwater Wells	Water Tanks	Water Distribution Mains	Cathodic Protection	Street Paving Projects	Well Rehabilitations	Paving Projects	Observation Requests	Submittal Reviews	Progress Billing Review	Change Order Review	Construction Inspection
Zack Faqih, PE, MSCE, QSD/P, CBO	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Senior Construction Inspector																	
Thomas Dawson, CBO, ICC Cert.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Senior Construction Inspector																	
Greg Hunkle, CBO, ICC Cert.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Senior Construction Inspector																	
Jimmy Martin, ICC Cert.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Senior Construction Inspector																	
Tommy Russell	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Senior Construction Inspector																	
Noah Hernandez, Cert. PW Inspector	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Senior Construction Inspector																	
Michael Sanchez, BS	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Senior Construction Inspector																	
Jamil Borner	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Senior Construction Inspector																	
Omar Sharabi, BSCE, EIT	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Senior Construction Inspector																	
Ahmad Albroob, BSCE, EIT	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Senior Construction Inspector																	
Eddie Davalos	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Senior Construction Inspector																	

KEY PERSONNEL

Zack Faqih, MSCE, PE, QSD/QSP, CBO | Senior Construction Inspector
32+ Years of Experience Performing Construction Management/Inspection Services



Mr. Faqih has 32 years of experience in the project management, construction management, contract administration, design, and inspection of public works and capital improvement projects, involving developer and Capital Improvement Projects (CIP), pipeline, PRVs, pump stations, pump motor replacements, water tanks, structural buildings, cathodic protection, safety devices, rehabilitation projects for existing facilities, paving, traffic control, sheeting, shoring, excavation, replacement of asphalt concrete paving and appurtenances, trench repair, replacement of curb and gutter, driveway approaches, and cross gutters, installation of wedge gate valves, valve boxes, hot tap, an copper tubing, and fire hydrant assembly.

Mr. Faqih's extensive list of certifications/licenses include:

- » Professional Engineer, P.E. State of CA, C57958
- » Certified Special Inspector for Structural Welding
- » Certified Special Inspector for Structural Steel
- » Certified Special Inspector Reinforced Concrete
- » Certified Mechanical Inspector
- » Certified Electrical Inspector, I.C.B.O. #1020345
- » SWPPP (QSD) & (QSP), Certificate # 22055
- » Certified Accessibility Inspector/Plans Examiner

- » Certified Building Official, C.B.O., #3741
- » Certified Plans Examiner, I.C.B.O., #1020345-60
- » Certified Plumbing Inspector, I.C.B.O. #1020345
- » OSHA 30 Hour Construction Safety & Health
- » Certified Emergency Inspector
- » C.G.B.P Certified Green Building Inspector
- » Certified Special Inspector for Fire Proofing

Thomas Dawson, CBO, ICC Certified | Senior Construction Inspector
27+ Years of Experience performing Construction Management/Inspection Services



Mr. Dawson is a multidisciplinary Senior Construction Inspector that has over 27 years of experience in construction management, construction inspection, contracting, quality control, and management of large-scale public works capital improvement projects, pipeline projects, water treatment plants, lift stations, and numerous types of water/wastewater projects. Mr. Dawson is experienced in reviewing RFI's, submittals, and contract change orders. He is experienced in preparing and maintaining project files, processing progress payments, and maintaining various logs, including submittals, RFI's, and correspondence. He provides quality control and code compliance inspection services with observation reports for owners, engineers, and local jurisdictions. He provides all required government permits and coordinating required inspections. He will bring his expertise, lessons learned, and specified knowledge to this important project.

Mr. Dawson's extensive list of certifications/licenses include:

- » International Code Counsel Certifications
- » Fire Inspector 1
- » Building Plan Examiner
- » California Commercial Electrical
- » California Combination Inspector
- » Combination Inspect/Legacy
- » California Commercial Plumbing Inspector
- » California Commercial Mechanical Inspector
- » California Residential Mechanical Inspector
- » California Residential Electrical Inspector
- » California Residential Plumbing Inspector
- » Certified Building Official
- » CLB License Number 674861
- » OSHA 30 Hour Training

Noah Hernandez, Certified PW Inspector | Senior Construction Inspector
25+ Years of Experience performing Construction Management/Inspection Services



Mr. Hernandez is a certified public works inspector with more than 25 years of construction management and inspection experience. Mr. Hernandez's public works inspection responsibilities include the ability to review improvement plans, inspect public improvements construction, negotiate and administer contracts, and prepare and maintain a variety of reports. He has extensive experience providing inspection for street improvement projects. He has detailed knowledge of various construction manuals, materials inspection & certification procedure and documentation, field measurement verification, review of submittals & RFI's, and coordination with various testing labs.

Mr. Hernandez's extensive list of certifications/licenses include:

- | | |
|--|--|
| <ul style="list-style-type: none"> » Public Works Construction Inspection – Santiago Canyon College » Water Distribution System Operation and Maintenance, Cal State University, Sacramento » Liberal Arts, Fullerton College | <ul style="list-style-type: none"> » Construction Inspection of Traffic Signals – University of California Institute of Transportation Studies » Quality of Hot Mix Asphalt Pavement Construction Certification– Asphalt Institute » Underground Safety Certification – City of Fullerton |
|--|--|

Gregory Hunkle, CBO, ICC Certified | Senior Construction Inspector (27+ Years of Experience)



Mr. Hunkle has over 25 years of experience in construction management, construction inspection, contracting, quality control, and management of large-scale public works capital improvement projects. Mr. Hunkle is experienced in reviewing RFI's, submittals, and contract change orders. He is experienced in preparing and maintaining project files, processing progress payments, and maintaining various logs, including submittals, RFI's, and correspondence. He provides quality control and code compliance inspection services with observation reports for owners, engineers, and local jurisdictions. He will bring his expertise, lessons learned, and specified knowledge to this important project.

Mr. Hunkle's extensive list of certifications/licenses include:

- | | |
|---|--|
| <ul style="list-style-type: none"> » General Contractor » Building Inspector » Plumbing Inspector » Mechanical Inspector » Electrical Inspector » Combination Inspector » Commercial Combination Inspector #0880906-05 | <ul style="list-style-type: none"> » Building Official #0880906-CB » Certified Special Inspector for Structural Welding » Certified Special Inspector for Structural Masonry » Certified Special Inspector for Structural Steel » Certified Special Inspector for Reinforced Concrete |
|---|--|

We have strategically provided highly experienced Senior Construction Inspectors that are qualified to perform inspection services for the City. Our proposed Senior Construction Inspectors are multi-disciplined and will provide general and specialized inspection services, saving the City significant cost on specialized inspection for the projects. Our staff will deploy efforts as the project schedule and construction activities dictate.

Zack Faqih, MSCE, PE, QSD/P, CBO

Senior Construction Inspector

Z&K CONSULTANTS

BUILDING SOLUTIONS



EDUCATION

- » MSCE - Structures
Cal State Fullerton 2005
- » BSCE - Civil /Transportation
Cal State LA 1985

LICENSES & REGISTRATION

- » Professional Engineer, P.E.
State of California, C57958
- » Certified Accessibility
Inspector/Plans Examiner
- » Certified Building Official
- » Certified Plans Examiner
- » Certified Mechanical Inspector
- » Certified Plumbing Inspector
- » Certified Electrical Inspector
- » SWPPP (QSD) & (QSP)
Certificate # 22055
- » OSHA 30 Hour
- » State Certified HERS Rater
- » Certified Emergency Inspector
- » C.G.B.P Certified Green
Building Inspector
- » Certified Special Inspector for
Fire Proofing
- » Certified Special Inspector for
Structural Welding
- » Certified Special Inspector for
Structural Steel
- » Certified Special Inspector for
Reinforced Concrete
- » Traffic Control and Flagger
Safety
Training
- » Trench Shoring Safety Training
- » Fall Protection Safety Training
- » Confined Space Rescue/Entry
Safety Training

part of the City to an existing storage, treatment, and pumping facility in the southern part of the City. The scope of work includes the construction of 30-inch, 24-inch, and 18-inch water transmission mains of steel, ductile iron, and HDPE with appurtenances, HP storm drains with catch basins, and appurtenances and sewer pipe, and relocation of manholes. Mr. Faqih coordinated the project start and all meetings, provided contract administration services, oversaw all project documents, including change orders, submittals, RFIs, and shop drawings, developed a cost control system, reviewed survey work plans, and tracked quantities for progress payments.

City of Vernon: 50th Street Water Main Replacement Project, Vernon, CA | Senior Construction Inspector: The project's scope of work includes demolition and reconstruction of the 12" iron ductile pipeline and all associated renovations to the City's existing water services, such as installation of all appurtenances, fittings, valves, blow-offs, siphons, concrete pipe supports, thrust blocks, trenching, bedding and backfill, replacement of traffic markings, shoring, over excavation, fill re-grade, temporary and permanent pavement, steel plating, and roadway improvements and repair. Other improvements include installation of commercial services and laterals, and pressure testing and disinfection of installed pipeline. Mr. Faqih provided contract administration services, conducted all construction related meetings with the contractor, coordinated activities with other consultants, and processed RFIs and submittals.

Relevant Key Highlights:

- Construction Management
- Construction Inspection
- Project Management
- Contract Administration
- Constructability Reviews
- Value Engineering
- Labor Compliance
- Change Order Review
- Submittal Reviews
- Request for Information (RFI)
Review
- SWPPP/NPDES Compliance
- Materials Testing Coordination
- Utility/Agency Coordination
- Progress Billing Review
- Construction Survey
- CAL-OSHA Safety Compliance
- Quality Control/Quality Assurance
- Groundwater Wells
- Water Treatment Plants
- Water Transmission Mains
- Booster Stations
- Pressure Reducing/
Sustaining Stations
- Water Distribution Mains
- Street Paving Projects
- Domestic & Recycle Pipelines
- PRV's
- Chemical Buildings
- Pump Motor Replacements
- Water Tanks
- Cathodic Protection Systems
- Rehabilitation Projects for
Existing Facilities
- Tank Rehabilitations
- Well Rehabilitations

Mr. Faqih has 32 years of experience in the project management, construction management, contract administration, design, and inspection of public works and capital improvement projects, involving), pipeline, PRVs, pump stations, pump motor replacements, water tanks, structural buildings, cathodic protection, safety devices, rehabilitation projects for existing facilities, paving, traffic control, sheeting, shoring, excavation, replacement of asphalt concrete paving and appurtenances, trench repair, replacement of curb and gutter, driveway approaches, and cross gutters, installation of wedge gate valves, valve boxes, hot tap, an copper tubing, and fire hydrant assembly. Mr. Faqih's experience extends to interfacing and coordinating with the Caltrans-Local Assistance Program, Counties, Cities, and Funding Agencies. He has excellent skills in understanding construction contracts, review and control project cost and schedule, coordinate and assist in negotiating change orders, ensure timely review of critical path method (CPM) schedule to track any changes in critical path and delays, managing multiple subconsultants and supervise inspection staff.

Relevant Project Experience

City of Chino: Well 11 Pipeline Project | Project Manager/Utility Coordinator:

This project includes the installation of a new 16" raw water transmission pipeline which will convey groundwater from the City's Well 11 to the City's Eastside Water Treatment Facility to remove 1,2,3 TCP and Nitrate from the groundwater. The pipeline alignment ties into an existing 18" raw water transmission pipeline. Design includes a connection to the 18" pipe which will convey the raw water to the Eastside Water Treatment Plant for treatment. Ms. Duhn prepared authorization documentation, prepares and maintained the project budgets and schedules, administered project contracts, coordinated monthly project construction reports, made recommendations on contractor submittals, and coordinated project close-out activities.

City of Torrance: Van Ness Water Wells Transmission Main. Torrance, CA |

Senior Construction Inspector: This project involves a potable water main installation to allow transmission of well water from three wells located in the north

Senior Construction Inspector



LICENSES & REGISTRATION

- » International Code Counsel (ICC) certifications
- » Fire Inspector 1
- » Building Plan Examiner
- » California Commercial Electrical
- » California Combination Inspector
- » Combination Inspect/Legacy
- » California Commercial Plumbing Inspector
- » California Commercial Mechanical Inspector
- » California Residential Mechanical Inspector
- » California Residential Electrical Inspector
- » California Residential Plumbing Inspector
- » Certified Building Official (CBO)
- » CLB License Number 674861
- » OSHA 30 Hour Training
- » Traffic Control and Flagging Safety Training
- » Trench Shoring Safety Training
- » Fall Protection Safety Training
- » Confined Space Rescue/Entry Safety Training

Relevant Key Highlights:

- Construction Management
- Construction Inspection
- Project Management
- Contract Administration
- Constructability Reviews
- Value Engineering
- Labor Compliance
- Change Order Review
- Submittal Reviews
- Request for Information (RFI) Review
- SWPPP/NPDES Compliance
- Materials Testing Coordination
- Utility/Agency Coordination
- Progress Billing Review
- Construction Survey
- CAL-OSHA Safety Compliance
- Quality Control/Quality Assurance
- Groundwater Wells
- Water Treatment Plants
- Water Transmission Mains
- Booster Stations
- Pressure Reducing/Sustaining Stations
- Water Distribution Mains
- Street Paving Projects
- Domestic & Recycle Pipelines
- PRV's
- Chemical Buildings
- Pump Motor Replacements
- Water Tanks
- Cathodic Protection Systems
- Rehabilitation Projects for Existing Facilities
- Tank Rehabilitations
- Well Rehabilitations

Mr. Dawson is a multidisciplined Senior Construction Inspector that has over 27 years of experience in construction management, construction inspection, contracting, quality control, and management of large-scale public works capital improvement projects, pipeline projects, water treatment plants, lift stations, and numerous types of water/wastewater projects. Mr. Dawson is experienced in reviewing RFI's, submittals, and contract change orders. He is experienced in preparing and maintaining project files, processing progress payments, and maintaining various logs, including submittals, RFI's, and correspondence. He provides quality control and code compliance inspection services with observation reports for owners, engineers, and local jurisdictions. He provides all required government permits and coordinating required inspections. He will bring his expertise, lessons learned, and specified knowledge to this important project.

Relevant Project Experience

City of Fullerton: Longview Drive Water Main/Sewer Main Replacement and Street Improvements, Fullerton, CA | Senior Construction Inspector: This project involved water, sewer and street rehabilitation to Longview Drive. The project included replacing 2500 linear feet of 8-inch DIP water main and appurtenances, 2500 linear feet of 8-inch VCP, PVC SDR 26 sewer main, new manholes, removing and replacing existing sewer and video inspection and abandoning existing water mains and valves. Street and drainage improvement work included cold planning, excavation, asphalt concrete, aggregate base, curb and gutter, access ramps, cross gutter, driveway approach and sidewalk replacement. Mr. Dawson provided regular full-time onsite inspection, provided weekly status reports, reviewed traffic control plans, assessed project status, coordinated third party sampling and testing services, maintained records of daily operations, and provided feedback to requests for information.

City of Torrance: Van Ness Water Wells Transmission Main, Torrance, CA | Senior Construction Inspector: This project involves a potable water main installation to allow transmission of well water from three wells located in the north part of the City to an existing storage, treatment, and pumping facility in the southern part of the City. The scope of work includes the construction of 30-inch, 24-inch, and 18-inch water transmission mains of steel, ductile iron, and HDPE with appurtenances, HP storm drains with catch basins, and appurtenances and sewer pipe, and relocation of manholes. Mr. Dawson provided regular full-time onsite inspection, provided weekly status reports, reviewed traffic control plans, assessed project status, coordinated third party sampling and testing services, maintained records of daily operations, and, provided feedback to requests for information.

City of Laguna Beach: Jasmine Street Storm Drain Improvement Project, CIP No. 154, Laguna Beach, CA | Senior Construction Inspector: The project includes the installation of approximately 2,400 linear feet of storm drainpipe, jacking of one 28-inch steel casing and the installation of a 24-inch PVC pipe within the casing beneath North Coast Highway. The work also includes the installation of a Low-flow diversion with a 12-inch PVC pipe, the installation and/or replacement of catch basins, and connecting storm drain laterals at various locations along the project alignment, trenching, striping, pavement markings, pavement markers, traffic control, and miscellaneous park and private property improvements and landscaping repairs. Mr. Dawson provided full time inspection services during pipeline installation, pipe welding, asphalt and concrete paving operations, material testing coordination, ensured SWPPP compliance, assisted in submittal and RFI review, coordinated with various utilities and subcontractors, documented project progress by maintaining daily field diaries that included photo documentation.

City of Vernon, 50th Street Water Main Replacement Project, Vernon, CA | Senior Construction Inspector: The project's scope of work includes demolition and reconstruction of the 12" iron ductile pipeline and all associated renovations to the City's existing water services, such as installation of all appurtenances, fittings, valves, blow-offs, siphons, concrete pipe supports, thrust blocks, trenching, bedding and backfill, replacement of traffic markings, shoring, over excavation, fill re-grade, temporary and permanent pavement, steel plating, and roadway improvements and repair. Other improvements include installation of commercial services and laterals, and pressure testing and disinfection of installed pipeline.

Noah Hernandez, Certified PW Inspector

Senior Construction Inspector



EDUCATION

- » Water Distribution System Operation and Maintenance, California State University, Sacramento
- » Public Works Inspector, Rancho Santiago College, Orange, CA
- » Underground Safety Certification, City of Fullerton
- » Quality of Hot Mix Asphalt Pavement Construction Certification, Asphalt Institute
- » Traffic Control and Flagger Safety Certified
- » Trench Shoring Safety Certified
- » Fall Protection Safety Certified
- » Confined Space Rescue/Entry Safety Certified
- » Sewer Pipeline
- » Domestic & Recycled Pipeline
- » Locator Wire Testing
- » QSP/D Training

Relevant Key Highlights:

- Construction Management
- Construction Inspection
- Project Management
- Contract Administration
- Constructability Reviews
- Value Engineering
- Labor Compliance
- Change Order Review
- Submittal Reviews
- Request for Information (RFI) Review
- SWPPP/NPDES Compliance
- Materials Testing Coordination
- Utility/Agency Coordination
- Progress Billing Review
- Construction Survey
- CAL-OSHA Safety Compliance
- Quality Control/Quality Assurance
- Groundwater Wells
- Water Treatment Plants
- Water Transmission Mains
- Booster Stations
- Pressure Reducing/Sustaining Stations
- Water Distribution Mains
- Street Paving Projects
- Domestic & Recycle Pipelines
- PRV's
- Chemical Buildings
- Pump Motor Replacements
- Water Tanks
- Cathodic Protection Systems
- Rehabilitation Projects for Existing Facilities
- Tank Rehabilitations

Mr. Hernandez has more than 25 years of construction inspection experience on major water/wastewater and capital improvement projects and is a certified public works inspector. Noah has performed senior construction inspection services for various major projects including water treatment facilities, wastewater treatment facilities, pipeline projects, and lift stations. Noah's public works inspection responsibilities include the ability to review improvement plans, inspect public improvements construction, negotiate and administer contracts, and prepare and maintain a variety of reports. Noah proficiently surveys, inspects and evaluates production environments to determine fulfillment of safety and security standards.

Relevant Project Experience

City of Fullerton: Longview Drive Water Main/Sewer Main Replacement and Street Improvements, Fullerton, CA - Senior Construction Inspector for water, sewer and street rehabilitation project. The project included replacing 2500 linear feet of 8-inch DIP water main and appurtenances, 2500 linear feet of 8-inch VCP, PVC SDR 26 sewer main, new manholes, removing

and replacing existing sewer and abandoning existing water mains and valves. Street and drainage improvement work included cold planning, excavation, asphalt concrete, aggregate base, curb/gutter, and sidewalk replacement.

City of Long Beach: Public Works Inspection Services, Long Beach, CA - Senior Construction Inspector: supporting delivery of capital improvement projects. Inspecting such projects as Water Treatment Facilities, Wastewater Treatment Plants, Pipeline Projects, Metro Blue Line Median Improvements, and Ocean Ave and Chestnut Place Left Turn Pocket Project. Assigned to inspect all utility permits in the downtown area and to be part of The Long Beach Grand Prix Committee.

Metropolitan Water District of Southern California: Joseph Jensen Water Filtration Plant, Granada Hills, CA | Senior Construction Inspector: Inspect the addition of (4) concrete water basins; concrete galleries; underground PVC, HDPE, steel & concrete piping, underground & implant electrical conduit. Inspect the installation of Unifilt water filtration basins, clay units, rock, gravel, garnet, anthracite coal placements, flocculators, weirs, traveling bridges, emergency generators, steel water tanks, etc. Write daily reports, write non-compliance reports, attend construction meetings, project specifications, discuss compliance requirements with contractor, attend MWD survey crew inspections, etc.

Metropolitan Water District of Southern California: Magazine Canyon Pipeline Emergency Repairs from Northridge Earthquake, Northridge, CA | Senior Construction Inspector Inspect repair of bulge in 12' diameter pipeline and reline the concrete interior; replace oil separation piping and apparatuses. Also, repair interior concrete mortar lining in 6-8' diameter piping from Finished Water Reservoir (FWR) demolish and rebuild concrete outfall structure from FWR. Write daily reports, write non-compliance reports, attend construction meetings, read complex plans & project specifications, discuss compliance requirements with contractor, attend MWD survey crew inspections, etc.

Gregory Hunkle, CBO, ICC Certified

Z&K CONSULTANTS

BUILDING SOLUTIONS

Senior Construction Inspector



EDUCATION

- » Construction Technology, Orange Coast College, Costa Mesa
- » Building Inspection Technology, Coastline College, Huntington Beach

LICENSES & REGISTRATION

- » General Contractor
- » Building Inspector
- » Plumbing Inspector
- » Mechanical Inspector
- » Electrical Inspector
- » Combination Inspector
- » Commercial Combination Inspector #0880906-05
- » Building Official #0880906-CB
- » Certified Special Inspector for Structural Welding
- » Certified Special Inspector for Structural Masonry
- » Certified Special Inspector for Structural Steel
- » Certified Special Inspector for Reinforced Concrete
- » Traffic Control and Flagger Safety Training
- » Trench Shoring Safety Training
- » Fall Protection Safety Training
- » Confined Space Rescue/Entry Safety Training

Relevant Key Highlights:

- Construction Management
- Construction Inspection
- Project Management
- Contract Administration
- Constructability Reviews
- Value Engineering
- Labor Compliance
- Change Order Review
- Submittal Reviews
- Request for Information (RFI) Review
- SWPPP/NPDES Compliance
- Materials Testing Coordination
- Utility/Agency Coordination
- Progress Billing Review
- Construction Survey
- CAL-OSHA Safety Compliance
- Quality Control/Quality Assurance

- Groundwater Wells
- Water Treatment Plants
- Water Transmission Mains
- Booster Stations
- Pressure Reducing/Sustaining Stations
- Water Distribution Mains
- Street Paving Projects
- Domestic & Recycle Pipelines
- PRV's
- Chemical Buildings
- Pump Motor Replacements
- Water Tanks
- Cathodic Protection Systems
- Rehabilitation Projects for Existing Facilities
- Tank Rehabilitations

Mr. Hunkle has over 25 years of experience in construction management, construction inspection, contracting, quality control, and management of large-scale public works capital improvement projects. Mr. Hunkle is experienced in reviewing RFI's, submittals, and contract change orders. He is experienced in preparing and maintaining project files, processing progress payments, and maintaining various logs, including submittals, RFI's, and correspondence. He provides quality control and code compliance inspection services with observation reports for owners, engineers, and local jurisdictions. will bring his expertise, lessons learned, and specified knowledge to this important project.

Relevant Project Experience

City of San Bernardino Municipal Water Department: On-Call Construction Engineering Services, San Bernardino, CA | Senior Construction Inspector: Mr. Hunkle is providing inspection services for the SBMWD Electrical Infrastructure Improvements Project. Scope of work includes expansion of the Blower Management (BLM) Switchgear, integration of the Hoffman and Century well SCE services with the BLM Switchgear, and the construction of a plant-wide electrical duct bank to serve current and future facilities. Project consisted of six duct banks totaling over 4,300 linear feet, BLM system expansion, 16 manhole groups, 2 pull boxes, over 500 linear feet of curb and gutter replacement, and SCE coordination. Mr. Hunkle performed daily construction and specialty inspection, completed daily reports, quantity tracking, assisted with the monthly pay estimate, and reviewed submittals and RFIs, and prepared shop drawings, change orders, monthly reports, progress payments, and material sample submittals.

City of Oceanside: Roja Lift Station Improvement Project, Oceanside, CA – Senior Construction Inspector: The project scope of work consists of

construction of civil, mechanical, structural, electrical, controls, and instrumentation improvements. The lift station structure, and mechanical components have reached the end of their useful life and require complete rehabilitation. The existing submersible pumps will be removed and replaced with new submersible chopper pumps on slide rail systems that will be installed inside of the existing/rehabilitated wet well. The project includes a new concrete valve vault, rehabilitated wet well, replacement of force main yard piping, seismic retrofit of the existing structure, fall-protection safety improvements, various associated electrical and control system improvements, temporary bypass pumping. Mr. Hunkle performed daily construction inspection, attended weekly construction progress meetings, monitored construction site, assisted in providing dispute resolution, performed labor compliance interviews, and ensured that state and federal posters and project signs were posted on the project site.

Western Municipal Water District: Victoria Avenue Recharge Water Facility, Riverside, CA | Senior Construction Inspector: This major capital improvement project included the installation of new groundwater extraction wells to help increase the groundwater basin quantity and improve its quality. Major improvements on this project included electrical improvements, mass grading operations, the installation of three stormwater basins, a divergent structure, interior roadway improvements, two concrete trapezoidal rerouting channels into the water basin, stormwater collection structure, and the installation of 4000 linear feet of 20" reclaimed water. Mr. Hunkle inspected, documented, and coordinated field testing for all work, monitored the contractor's operations, observed testing services to ensure compliance with contract requirements, and coordinated with the environmental specialist.

Thomas Russell

Senior Construction Inspector



LICENSES & REGISTRATION

- » Electrical Training apprenticeship
IBEW Local 441 City of Orange, California
- » Journeyman Electrician, State Certified GPA (3.0)
- » 30-Hr Cal/OSHA
- » Fall Protection
- » Traffic Control Safety
- » Sexual Harassment Prevention Training
- » Defensive Driving Training
- » Caltrans Roadway Safety

Relevant Key Highlights:

- Construction Management
- Project Management
- Construction Inspection
- Contract Administration
- Constructability Reviews
- Value Engineering
- Labor Compliance Overview
- Change Order Review
- Submittal Review
- Request for Information Review
- SWPPP/NPDES Compliance
- Materials Testing Coordination
- Utility Coordination
- Agency Coordination
- Construction Survey
- CAL-OSHA Safety Compliance
- Quality Control/Quality Assurance
- Groundwater Wells
- Water Treatment Plants
- Water Transmission Mains
- Booster Stations
- Pressure Reducing/Sustaining Stations
- Water Distribution Mains
- Street Paving Projects
- Domestic & Recycle Pipelines
- PRV's
- Chemical Buildings
- Pump Motor Replacements
- Water Tanks
- Cathodic Protection Systems
- Rehabilitation Projects for Existing Facilities
- Tank Rehabilitations

Mr. Russell has more than 27 years of construction management and inspection experience on major water/wastewater and capital improvement projects. Thomas has been performed senior construction inspection services for various major water/wastewater projects including sewer pipeline projects, water pipeline projects, water treatment facilities, wastewater treatment facilities, pipeline projects, and lift stations and has successfully delivered over 15 water pipeline projects, over 5 booster pump stations, and 2 reservoir projects. Thomas's public works inspection responsibilities include the ability to review improvement plans, inspect public improvements construction, negotiate and administer contracts, and prepare and maintain a variety of reports. Thomas values safety as a top priority and is acutely aware of security protocol and adherence to regulatory requirements. Thomas proficiently surveys, inspects and evaluates production

environments to determine fulfillment of safety and security standards. Thomas possesses strong leadership capabilities that consistently lead to project productivity and profitability. His ability to supervise various levels of personnel and increase each team member's performance contribute to the overall success of program goals and client satisfaction. His proven track record of meeting company and agency objectives are direct results of his team-oriented, dependable and professional approach.

Relevant Project Experience

City of Chino: Central Avenue and Dupont Avenue Waterline Replacement Project | Senior Construction Inspector: The Central Avenue project includes the replacement of a 16" steel to an 18" PVC water main on Central Avenue from Chino Avenue to C Street. The Project will also include the replacement of an 8" steel line on D Street pipe from Central Avenue to the alley west of 6th Street. Design for Central Avenue shall include connections to Chino Avenue, D Street, Alley 16, and two additional alleys. Several line stops may have to be used for tie-ins since there is insufficient valving for proper shutdowns along Central Avenue. The Dupont Avenue project includes the replacement of a 8" DIP waterline to a 12" C-900 PVC water main on Dupont Avenue from Alton Street to Gates Street. There are multiple water service connections and fire service laterals that will also need to be replaced.

Magazine Canyon Pipeline Emergency Repairs from Northridge Earthquake – Metropolitan Water District of So. Calif. – Senior Inspector: Inspect repair of bulge in 12' diameter pipeline and reline the concrete interior; replace oil separation piping and apparatuses. Also, repair interior concrete mortar lining in 6-8' diameter piping from Finished Water Reservoir (FWR) demolish and rebuild concrete outfall structure from FWR. Write daily reports, write non-compliance reports, attend construction meetings, read complex plans & project specifications, discuss compliance requirements with contractor, attend MWD survey crew inspections, etc. Mr. Russell provided regular full-time onsite inspection, provided weekly status reports, reviewed traffic control plans, assessed project status, coordinated third party sampling and testing services, maintained records of daily operations, and provided feedback to RFIs.

City of Anaheim: Lenain Water Treatment Plant Improvements, Anaheim, CA – Senior Construction Inspector: Construction of new pipelines, replacement of ozone generator and diffusion system, chemical feed pumps, valves & actuators, rehabilitation of reservoir boat ramp and a backup generator. Additional improvements include upgrades to the treatment plant facilities/operations building that includes; electrical, HVAC, structural seismic improvements, a new access road, storage facility, and two electrical car charging stations. Project valuation is \$15.5 Million.

Senior Construction Inspector

LICENSES & REGISTRATION

- » ICC Soils Special Inspector
- » ICC Reinforced Concrete Inspector
- » Caltrans Various Certifications
- » Nuclear Gauge Certification
- » ACI Field Technician Grade 1
- » 30 Cal/OSHA
- » Confined Space Training
- » Traffic Control Technician and Traffic Control Flagger
- » Certified California Journeyman Laborer (AGC)
- » Previous Concrete Technician (NRMCA)
- » Carpentry
- » Cement Mason
- » Fall Protection
- » Traffic Control Safety

Relevant Key Highlights:

- » Construction Management
- » Project Management
- » Construction Inspection
- » Contract Administration
- » Constructability Reviews
- » Value Engineering
- » Labor Compliance Overview
- » Change Order Review
- » Submittal Review
- » Request for Information Review
- » SWPPP/NPDES Compliance
- » Materials Testing Coordination
- » Utility Coordination
- » Agency Coordination
- » Construction Survey
- » CAL-OSHA Safety Compliance
- » Quality Control/Quality Assurance
- » Groundwater Wells
- » Water Treatment Plants
- » Water Transmission Mains
- » Booster Stations
- » Pressure Reducing/ Sustaining Stations
- » Water Distribution Mains
- » Street Paving Projects
- » Domestic & Recycle Pipelines
- » PRV's
- » Chemical Buildings
- » Pump Motor Replacements
- » Water Tanks
- » Cathodic Protection Systems
- » Rehabilitation Projects for Existing Facilities
- » Tank Rehabilitations

Mr. Martin has more than 27 years of construction management and inspection experience on major water/wastewater and capital improvement projects and is a certified ICC and ACI. Jimmy has been performed senior construction inspection services for various major water/wastewater projects including sewer pipeline projects, water pipeline projects, water treatment facilities, wastewater treatment facilities, pipeline projects, and lift stations and has successfully delivered over 22

water pipeline projects. Jimmy's public works inspection responsibilities include the ability to review improvement plans, inspect public improvements construction, negotiate and administer contracts, and prepare and maintain a variety of reports. Jimmy values safety as a top priority and is acutely aware of security protocol and adherence to regulatory requirements. Jimmy proficiently surveys, inspects and evaluates production environments to determine fulfillment of safety and security standards. Jimmy possesses strong leadership capabilities that consistently lead to project productivity and profitability. His ability to supervise various levels of personnel and increase each team member's performance contribute to the overall success of program goals and client satisfaction. His proven track record of meeting company and agency objectives are direct results of his team-oriented, dependable and professional approach.

Relevant Project Experience

City of Vernon, 50th Street Water Main Replacement Project, Vernon, CA | Senior Construction Inspector: The project's scope of work includes demolition and reconstruction of the 12" iron ductile pipeline and all associated renovations to the City's existing water services, such as installation of all appurtenances, fittings, valves, blow-offs, siphons, concrete pipe supports, thrust blocks, trenching, bedding and backfill, replacement of traffic markings, shoring, over excavation, fill re-grade, temporary and permanent pavement, steel plating, and roadway improvements and repair. Other improvements include installation of commercial services and laterals, and pressure testing and disinfection of installed pipeline.

City of Chino: Central Avenue and Dupont Avenue Waterline Replacement Project | Senior Construction Inspector: The Central Avenue project includes the replacement of a 16" steel to an 18" PVC water main on Central Avenue from Chino Avenue to C Street. The Project will also include the replacement of an 8" steel line on D Street pipe from Central Avenue to the alley west of 6th Street. Design for Central Avenue shall include connections to Chino Avenue, D Street, Alley 16, and two additional alleys. Several line stops may have to be used for tie-ins since there is insufficient valving for proper shutdowns along Central Avenue. The Dupont Avenue project includes the replacement of a 8" DIP waterline to a 12" C-900 PVC water main on Dupont Avenue from Alton Street to Gates Street. There are multiple water service connections and fire service laterals that will also need to be replaced.

City of Fullerton: Longview Drive Water Main/Sewer Main Replacement and Street Improvements, Fullerton, CA | Senior Construction Inspector: This project involved water, sewer and street rehabilitation to Longview Drive. The project included replacing 2500 linear feet of 8-inch DIP water main and appurtenances, 2500 linear feet of 8-inch VCP, PVC SDR 26 sewer main, new manholes, removing and replacing existing sewer and video inspection and abandoning existing water mains and valves. Street and drainage improvement work included cold planning, excavation, asphalt concrete, aggregate base, curb and gutter, access ramps, cross gutter, driveway approach and sidewalk replacement.

Magazine Canyon Pipeline Emergency Repairs from Northridge Earthquake – Metropolitan Water District of So. Calif. – Senior Inspector: Inspect repair of bulge in 12' diameter pipeline and reline the concrete interior; replace oil separation piping and apparatuses. Also, repair interior concrete mortar lining in 6-8' diameter piping from Finished Water Reservoir (FWR) demolish and rebuild concrete outfall structure from FWR. Write daily reports, write non-compliance reports, attend construction meetings, read complex plans & project specifications, discuss compliance requirements with contractor, attend MWD survey crew inspections, etc. Mr. Martin provided regular full-time onsite inspection, provided weekly status reports, reviewed traffic control plans, assessed project status, coordinated third party sampling and testing services, maintained records of daily operations, and provided feedback to RFIs.



E. REFERENCES

E. REFERENCES

Z&K Consultants Inc. (Z&K) is a leading provider of construction management and construction inspection services. Z&K has provided the services being requested in this Request for Proposal for over 15 Years. Z&K does not hold controlling or financial interests in any other organization and is not owned or controlled by any other person or organization. **We are a full-service civil engineering firm specializing in professional engineering services ranging from construction management, construction inspection, project management, structural engineering, plan review, and staff augmentation.**

al Business S	California C Corporation
ation of Local ce	17130 Van Buren Blvd #122, Riverside, CA 92504

Z&K has successfully
held over 40 On-Call
Construction
Management, and
Inspection Services
contracts in the last 5

Z&K has exceptional experience providing on-call inspection services of projects for Southern California municipal agencies in the following project types/features: water production facilities such as groundwater wells, water treatment plants, water transmission pipelines, and reservoirs, as well as water distribution facilities ranging from pump stations, pressure reducing/sustaining stations, to water distribution pipelines, booster stations, street paving projects, and other similar projects.

Our proposed key personnel are familiar with the City of Riverside's expectations and know the community well.

The Z&K team examined the project's requirements to identify key personnel best suited to deliver excellent inspection services for this project. Z&K's inspectors are experienced in providing construction and specialty inspection services (including electrical, concrete, structural, and equipment testing), resulting in significant cost and time savings to the City.

REFERENCES



Long Beach Water

Long Beach Water Department
Wendy Chen, Manager of Engineering
1800 E. Wardlow Road, Long Beach, CA 90807
Wendy.Chen@lbwater.org
(562) 754-3370



City of Chino
Amer Jakher, Director of Public Works
13220 Central Ave, Chino,
CA 91710
ajakher@cityofchino.org | 909.334.3250



City of Lake Forest
Nazila Mokarram, PE,
Principal Civil Engineer
100 Civic Center Drive, Lake Forest, CA 92630
nmokarram@lakeforestca.gov | (949) 461-3400

LIST OF CURRENT ON-CALL CONTRACTS

MUNICIPAL AGENCY	SERVICES PROVIDED	TERM OF CONTRACT/ DATE OF SERVICES
City of Laguna Beach	On-Call Construction Management and Inspection Services	Fiscal Years 2023-2025
City of Palm Desert	On-Call Construction Management and Inspection Services	Fiscal Years 2023-2025
City of Rancho Pales Verdes	On-Call Construction Management and Inspection Services	Fiscal Years 2023-2025
Elsinore Valley Municipal Water District	On-Call Construction Management and Inspection Services	Fiscal Years 2023-2025
City of Chino (Multiple Contract Extensions)	On-Call Full Engineering Services	Fiscal Years 2020 – 2025
City of Chino (Multiple Contract Extensions)	On-Call Project Management Services	Fiscal Years 2020 – 2025
City of Chino (Multiple Contract Extensions)	On-Call Construction Management Services	Fiscal Years 2020 – 2025
City of San Bernardino (Multiple Contract Extensions)	On-Call Project Management and Construction Management Services	Fiscal Years 2019 – 2023
City of San Bernardino (Multiple Contract Extensions)	On-Call Public Works Inspection Services	Fiscal Years 2019 – 2023
City of Oceanside (Multiple Contract Extensions)	On-Call Construction Management Services	Fiscal Years 2019 – 2024
City of Oceanside (Multiple Contract Extensions)	On-Call Project Management Services	Fiscal Years 2019 – 2024
Long Beach Water Department (5-Year Contract)	On-Call Program, Project, and Construction Management Services	Fiscal Years 2021 – 2026
City of Norco	On-Call Construction Management and Inspection Services for PW	Fiscal Years 2021 – 2024
City of Pomona	On-Call Construction Management and Inspection Services	Fiscal Years 2021 – 2024
City of Norco	On-Call Professional Inspection Services for Building Department	Fiscal Years 2021 – 2024
City of Corona	On-Call Public Works Inspection Services	Fiscal Years 2020 – 2023
City of Corona	On-Call ADA Inspection Services	Fiscal Years 2020 – 2023
City of Lancaster	On-Call Construction Management and Inspection Services	Fiscal Years 2021 – 2024
City of Beaumont (Multiple Contract Extensions)	On-Call Construction Management Services	Fiscal Years 2019 – 2022
City of Beaumont (Multiple Contract Extensions)	On-Call Public Works Inspection	Fiscal Years 2019 – 2022
City of Beaumont (Multiple Contract Extensions)	On-Call Project Management Services	Fiscal Years 2019 – 2022
City of Temecula (Multiple Contract Extensions)	On-Call Construction Management Services	Fiscal Years 2019 – 2024
City of Moreno Valley (Multiple Contract Extensions)	On-Call Construction Management and Inspection Services	Fiscal Years 2019 – 2024
County of Los Angeles (Multiple Contract Extensions)	On-Call Construction Management and Inspection Services	Fiscal Years 2019 – 2024
City of Eastvale	On-Call Construction Management Services	Fiscal Years 2022 – 2025
City of Eastvale	On-Call Public Works Inspection Services	Fiscal Years 2022 – 2025
City of Eastvale	On-Call Project Management Services	Fiscal Years 2022 – 2025
County of Riverside Transportation Department	On-Call Construction Management and Inspection Services	Fiscal Years 2022 – 2025

PROJECT EXPERIENCE

Our Projects include the following similarities to the City of Riverside, Public Utilities Department's upcoming projects:

- | | | |
|----------------------------|---|-----------------------------|
| ✓ Groundwater Wells | ✓ Pressure Reducing/
Sustaining Stations | ✓ Contract Administration |
| ✓ Water Treatment Plants | ✓ Water Distribution Mains | ✓ Construction Inspection |
| ✓ Reservoirs | ✓ Street Paving Projects | ✓ Change Order Review |
| ✓ Water Transmission Mains | ✓ Street Improvement Project | ✓ RFI & Submittal Review |
| ✓ Booster Stations | ✓ Recharge Facilities | ✓ Daily Reporting |
| ✓ Pipelines | | ✓ Daily Photo Documentation |

Z&K is proud of our reputation for having seasoned inspection personnel and of the industry's recognition of our ability to deliver complex projects ahead-of-schedule, under budget, without claims, and with outstanding customer service for the local community.

WATER PROJECTS

WATER MAIN REPLACEMENT PROJECT ON PIONEER BOULEVARD FROM 160TH TO 166TH STREET | CITY OF NORWALK

Z&K Consultants, Inc is providing Construction Management and Inspection Services for this project. The project includes the installation of 3,610 linear feet of new 8-inch Restrained Class 52 DIP Water Main and 3,035 linear feet of new 12-inch Restrained Class 52 DIP Water Main along Pioneer Boulevard from 160th Street to 166th Street, and east side streets connecting Pioneer Boulevard to Clarkdale Avenue in the South Service Area of the City's Municipal Water System.

Z&K has successfully delivered over 55 Water projects over the past 5 years.

50TH STREET WATER MAIN REPLACEMENT PROJECT | CITY OF VERNON

The Z&K Team is providing Construction Management and Inspection Services for the City of Vernon's 50th Street Water Main Replacement Project. The project's scope of work includes demolition and reconstruction of the 12" iron ductile pipeline and all associated renovations to the City's existing water services, such as installation of fittings, valves, blow-offs, siphons, concrete pipe supports, thrust blocks, trenching, bedding and backfill, replacement of traffic markings, shoring, over excavation, temporary and permanent pavement, steel plating, and roadway improvements and repair. Other improvements include installation of commercial services and laterals, industrial services and laterals, installation of fire service lateral, and pressure testing and disinfection of installed pipeline.

VAN NESS WATER WELLS TRANSMISSION MAIN PROJECT | CITY OF TORRANCE

The Z&K Team is providing Construction Management and Inspection Services for the City of Torrance's Van Ness Water Wells Transmission Main project. This City-funded project involves a potable water main installation needed to allow transmission of well water from three wells located in the north part of the City, near Artesia Boulevard and Van Ness Avenue to an existing storage, treatment and pumping facility in the southern part of the City, near Border avenue and Plaza Del Amo. The project's scope of work involves the construction of 30-inch, 24-inch, and 18-inch water transmission mains of steel, ductile iron, and high-density polyethylene pipe with appurtenances, high performance storm drains with catch basins and appurtenances and sewer pipe and manhole relocations.

LONGVIEW DRIVE WATER/SEWER MAIN REPLACEMENT & STREET IMPROVEMENTS | CITY OF FULLERTON

The Z&K Team provided Construction Management and Inspection Services for the City. This water, sewer, and street rehabilitation project for the City of Fullerton included replacing 2,500 LF of an 8-inch ductile iron pipe water main, as well as 2,500 LF of 8-inch vitrified clay pipe (VCP), PVC SDR 26 sewer main, installation of new manholes, removal and replacement of existing sewer and video inspection and abandoning existing water mains and valves. Throughout the project, inspectors provided oversight during operations including pipe welding, trench excavation, shoring, backfill, traffic control operations, and replacement of traffic signals, signing, and striping. The project also included street and drainage improvement work, which included asphalt paving, cold planning, excavation, concrete paving, aggregate base, curb and gutter, access ramps, cross gutter, driveway approach and sidewalk replacement.

JASMINE STREET STORM DRAIN IMPROVEMENTS CIP NO. 154 | CITY OF LAGUNA BEACH

Z&K Consultants, Inc. provided Construction Management and Inspection Services for this project for the City of Laguna Beach.

The project includes the installation of approximately 2,400 linear feet of storm drainpipe within Heisler Park, Jasmine Street, Monterey Drive, Locust Street, and High Drive; including the jacking of one 28-inch steel casing and the installation of a 24-inch PVC pipe within the casing beneath North Coast Highway.

The work also includes the installation of a Low-flow diversion with a 12-inch PVC pipe, the installation and/or replacement of catch basins, and connecting storm drain laterals at various locations along the project alignment, trenching, the removal and replacement of A.C. pavement and P.C.C. street improvements as required to install storm drain facilities, jacking of 28-inch steel casing, and miscellaneous park and private property improvements.

LADWP HAYNES GENERATING STATION RECYCLED WATER PIPELINE PROJECT

Z&K Consultants, Inc. provided Construction Management and Inspection Services for the 24-inch diameter, 7,940 LF pipeline project. Pipeline begins at Haynes Generating Station and connect to LBWD 21-inch recycled water pipeline at Atherton Street and Studebaker Road. Project requires extensive coordination with City of Long Beach upcoming public works projects. Project required CEQA, Caltrans permitting, California Coastal Commission, and LADWP coordination.

LADWP HAYNES GENERATING STATION SEWER PIPELINE PROJECT

Z&K Consultants, Inc. provided Construction Management and Inspection Services for the 14-inch sewer force main that is approximately 12,930 LF. The pipeline begins at Haynes Generating Station and connects to LACSD 42-in sewer located west of Coyote Creek. The pipeline has many crossings, is within Caltrans, SCE, LADWP, and LACFCD right-of-way, and has a perpendicular crossing through SCE right-of-way that will require CPUC. Project requires both CEQA and California Coastal Commission.

WELL 11 PIPELINE PROJECT | CITY OF CHINO

Z&K Consultants, Inc. provided Construction Management and Inspection Services. This project included the installation of a new 16" raw water transmission pipeline which will convey groundwater from the City's Well 11 to the City's Eastside Water Treatment Facility to remove 1,2,3 TCP and Nitrate from the groundwater. The pipeline alignment is generally from the Well 11 site, east to San Antonio Avenue, south on San Antonio Avenue to Walnut Avenue, west on Walnut Avenue to Cypress Avenue, south on Cypress Avenue to Chino Avenue to tie into an existing 18" raw water transmission pipeline. Design includes a connection to the 18" pipe which will convey the raw water to the Eastside Water Treatment Plant for treatment.

VALENCIA AVENUE WATER MAIN REPLACEMENT PROJECT | CITY OF FULLERTON

Z&K Consultants, Inc. provided Construction Management and Inspection Services. This water rehabilitation project for the City of Fullerton included replacing 2,500 linear feet of 8-inch C-900 water main pipeline and water appurtenances, abandoning and removing existing water main pipeline and water valves. Pipeline installation operations required trench excavation, shoring, backfill, pipe welding, etc.

The project also required street and drainage improvement work, which included cold planning, improvements to asphalt and concrete paving, aggregate base, access ramps, cross gutters, concrete sidewalk replacement, traffic control procedures, installation and inspection of traffic signals and traffic loops, application of roadway striping, signing, and reflective markings.

YORBA AVENUE & EUCALYPTUS AVENUE SEWER MAIN REPLACEMENT PROJECT | CITY OF CHINO

Z&K Consultants, Inc. provided Construction Management and Inspection Services. This Project includes the replacement of an existing 10-inch vitrified clay sewer pipe along Yorba Avenue between Murrieta Street and Cheyenne Way. There are two industrial businesses discharging wastewater with combined volumes of approximately 400,000 GPM, when compliant. This number can reach up to 500,000 GPM when non-compliant and causes existing pipes to reach nearly 75% capacity. The implementation of the new sewer requires the relocation of existing utilities and coordination with other projects in the area.

CENTRAL AVENUE AND DUPONT AVENUE WATERLINE REPLACEMENT PROJECT | CITY OF CHINO

Z&K Consultants, Inc. provided Construction Management and Inspection Services. The Central Avenue project includes the replacement of a 16" steel to an 18" PVC water main on Central Avenue from Chino Avenue to C Street. The Project will also include the replacement of an 8" steel line on D Street pipe from Central Avenue to the alley west of 6th Street. Design for Central Avenue shall include connections to Chino Avenue, D Street, Alley 16, and two additional alleys. Several line stops may have to be used for tie-ins since there is insufficient valving for proper shutdowns along Central Avenue. The Dupont Avenue project includes the replacement of a 8" DIP waterline to a 12" C-900 PVC water main on Dupont Avenue from Alton Street to Gates Street.

SAN LUIS REY WATER RECLAMATION FACILITY DIGESTER NO. 3 CLEANING AND VALVE REPLACEMENTS & WASTEWATER TREATMENT PLANT AND AERATION BASIN EFFLUENT PIPING REPLACEMENT PROJECT | CITY OF OCEANSIDE

The Z&K Team provided Construction Management and Inspection Services as a subconsultant for the SLR Water Reclamation Facility Digester No. 3 Cleaning and Valve Replacement. The scope of work included construction at the City of Oceanside San Luis Rey Water Reclamation Facility for cleaning Digester No. 3 and replacing existing valves and sections of pipe and fittings, including: Cleaning, removal, and disposal of the contents of Digester No. 3, Temporary odor control, interior and exterior inspection, installing plug valves to replace existing valves inside the Control Building for Digester No. 3, installing ductile iron pipe and fittings to replace existing PVC pipe and fittings inside the Control Building for Digester No. 3, and installing pipe support for new ductile iron pipe inside the Control Building for Digester No. 3.

The Z&K Team is providing Construction Management and Inspection Services as a subconsultant for the SLR Wastewater Treatment Plant and Aeration Basin Effluent Piping Replacement project located at the San Luis Rey Wastewater Reclamation Facility at 3950 N River Road, Oceanside. The project scope of work includes the removal and replacement of six (6) 24-inch aeration basin effluent piping, including the installation of new plug valves, fittings, pipe, wall penetrations and installations of gate valves and flow meters or other operations required for the fulfillment of the Contract in strict accordance with the Contract Documents.

WASTEWATER TREATMENT PLANT EXPANSION/RENOVATION & BRINE PIPELINE INSTALLATION PROJECT | CITY OF BEAUMONT

The Z&K Team provided Construction Management and Inspection Services for this project. Per the City's NPDES Permit, once flows at the WWTP reach 75% of the permitted capacity, the City is required to begin the planning, design and funding process to expand the plant. In addition to the need for more capacity to serve the City's growing customer base, the City is mandated by the Regional Water Quality Control Board (Regional Board) to upgrade its WWTP to meet groundwater basin objectives. The City of Beaumont's Wastewater Treatment Plant (WWTP) Expansion/Renovation Project includes will increase the permitted capacity from 4 MGD to 6 MGD. The pretreatment for the RO system will include two stage screening, grit removal, conventional aeration/biological treatment, and a membrane bioreactor process. The City is also constructing a 23-mile pipeline that will connect to the Inland Empire Brine Line (IEBL) in San Bernardino to discharge brine that will be treated at Orange County Sanitation District (OCSD).

STREET PAVING PROJECTS

CITY OF MORENO VALLEY | CITYWIDE PAVEMENT REHABILITATION PROGRAM FISCAL YEARS 2026/27 TO 2030/31 (ARTERIAL AND COLLECTOR STREETS)

The Z&K Team is performing Construction Management, Construction Inspection, and Labor Compliance for this street improvement project. This \$19M street improvement project included slurry seal, pavement resurfacing, reconstruction of access ramps, spandrels, sidewalk, curb and gutter, crosswalks, bike lanes, local pavement repairs, striping, signage, camera detector installation, landscaping and irrigation, cold mill and overlay, and full depth AC replacement. This project required extensive **traffic control** and coordination with school districts.

Z&K has successfully delivered over 60 street improvement projects over the past 5 years.

CITY OF ALHAMBRA | FY 19-20 & 20-21 & 21-22 STREET REHABILITATION PROJECTS (TWO SEPARATE PHASES)

The Z&K Team is performing Construction Management, Construction Inspection, and Labor Compliance Services for this project, which consists of the pavement and street rehabilitation of 23 local street segments located south of Mission Road, west of Garfield Avenue, east of Atlantic Boulevard, and north of Valley Boulevard. Improvements include street resurfacing, slurry seal treatment, varying depths of cold mill and overlay, construction staging, full depth removal and reconstruction, concrete improvements such as removal and replacement of broke and off-grade sidewalk, ADA ramps that need updating, broke and off-grade curb and gutter, PCC sidewalk, installation of loop detectors, adjustment of manhole covers and utility covers to grade, driveway aprons in need of repairs, and concrete cross gutter reconstruction.

Z&K performed traffic control plans review, SWPPP review and implementation, traffic signal plans review, coordination of geotechnical and material testing, attending and coordination construction progress meetings, submittal and request for information review, verification of project pay item quantities, invoice review, preparing daily inspection reports, change order review, developing punch lists for the contractor, providing labor compliance oversight (certified payroll and prevailing wage verification), ensuring quality control and quality assurance, and assisting in public relations management.

CITY OF LAKE FOREST | STREET RESURFACING OF GLENN RANCH ROAD FROM PORTOLA TO EL TORO AND PRE-CONSTRUCTION INSPECTION SERVICES FOR SLURRY SEAL ZONE F AND ARTERIAL SLURRY SEAL JERONIMO AND MUIRLANDS FROM LOS ALISOS TO BAKE

The Z&K Team is providing Construction Management, Construction Inspection, Pre-Construction Inspection, and Contract Administration Services for these projects, which involves the street resurfacing of Glenn Ranch Road from Portola Parkway to El Toro Road, as well as the slurry seal of and arterial slurry seal of Jeronimo and Muirlands from Los Alisos to Bake. Relevant project features include street resurfacing and rehabilitation, application of slurry seal, grinding and overlay, cold milling, concrete improvements, ARHM pavement, AC base course, aggregate base, signing, striping, markings and pavement legends, removal and replacement of PCC curb ramps, removal and replacement of PCC sidewalk, bike lane traffic loops, Type E traffic loops, dig-outs, sewer and storm drain manhole adjustments, and water valves adjustments. The Z&K team is performing construction inspection and management services, review of traffic control plans, SWPPP review and implementation, coordination of geotechnical and material testing, attending and coordination construction progress meetings, submittal and request for information review, verification of project pay item quantities, invoice review, preparing daily inspection reports, change order review, developing punch lists for the contractor, ensuring quality control and quality assurance, and assisting in public relations management.

CITY OF COSTA MESA | CITYWIDE PARKWAY MAINTENANCE, STREET REHABILITATION, AND SLURRY SEAL PROJECT

Z&K Consultants, Inc. is providing Construction Management, Project Management, and Construction Inspection Services for this citywide street improvement program in the City of Costa Mesa. This project includes street improvements, intersection improvements, ADA ramp improvements, conduit installation, traffic signal improvements, mobilization, curb and gutters, sidewalks, driveway approaches, spandrels, cross gutters, adjustment of manholes and utility covers to grade, procurement and application of slurry seal Type II, crack sealing, traffic signing, striping and markings, installation of traffic markers and speed humps, and implementation of traffic control. Z&K's responsibilities included daily inspection and reporting, attending and coordinating preconstruction conferences and progress meetings, providing contract administration for proper enforcement of the contract plans and specifications, making as-built revisions, coordinating efforts between the City and the contractor, reviewing and tracking RFIs and RFCs, reviewing progress payment requests and making recommendations, providing coordination with other agencies, submitting permit and grant applications, coordinating schedules with designers, surveyors, and materials testing laboratories, ensured compliance with traffic control plans, SWPPP preparation.

CITY OF CHINO | SLURRY SEAL PROGRAM (VARIOUS LOCATIONS CITYWIDE)

Z&K Consultants Inc. is providing Construction Management, Project Management, and Inspection oversight services for this Project which includes street rehabilitation and slurry seal of various streets, including, Pipeline Ave from City Limits to City Limits, Chino Ave from City Limits to City Limits and Schaefer Ave from City Limits to City Limits. Scope of work includes pavement improvements, street resurfacing, crack sealing, slurry seal, localized dig-outs, striping removal/install, and traffic loop detectors. Z&K provided preparation of submittal packages, scheduling, mark outs, meetings, cost control, reviewing RFIs, preparing change order proposals, permits, progress billings, subcontractor coordination, as-built drawings, and final walkthrough/closeout.

CITY OF CHINO | ALLEY/SANITATION REHABILITATION PROJECT

Z&K Consultants Inc. is providing Construction Management for this Project which includes removal of existing alley pavement and base section to construct new AC pavement section and ribbon gutter in multiple alleys in the City of Chino. Scope of work includes new PCC drive and alley approaches, curb and gutter, 4' PCC alley gutter, new AC pavement section over compacted crushed miscellaneous base, and the construction of several block walls. Z&K is providing preparation of submittal packages, scheduling, project management, meetings, cost control, reviewing RFIs, preparing change order proposals, permits, progress billings, subcontractor coordination, as-built drawings, and final walkthrough/closeout.

CITY OF SAN BERNARDINO | STREET REHABILITATION PROGRAM (30+ MAJOR CITY STREETS)

Z&K Consultants, Inc. is providing Construction Management and Inspection Services for this long-term, on-call contract with the City of San Bernardino, which includes street resurfacing and pavement rehabilitation for over 30 major streets and multiple major street intersections in the City. Z&K personnel performs constructability reviews of the project plans and specifications prior to the bid release, and full-service construction management and construction inspection for pre-construction, construction, and project closeout of all major City streets. The projects include roadway and pavement rehabilitation, concrete improvements, cross gutters, curb and gutters, curb ramps, ADA improvements, storm drain and pipeline relocation, traffic signal improvements, traffic control, full depth removal and replacement of asphalt concrete, cold milling and AC overlay of existing asphalt concrete, slurry seal application PCC sidewalk, replacement of existing PCC driveways, driveway approaches, curb ramps,

retaining curbs, 3' high retaining wall, parkway culverts, cross gutters, asphalt-concrete pavement, removal and replacement of trees, clearing and grubbing, installation and configuration of multiple traffic loop detectors and bicycle traffic loop detectors, installation of city project signs, adjusting manhole and utility covers to grade, reconfiguration and installation of street lighting, and installation of pavement markings and striping on concrete and asphalt. Related work includes mobilization, traffic control, assisting in preparation of SWPPP and erosion control plans, construction surveying, local utility coordination, and geotechnical and materials testing coordination. Z&K personnel coordinated the distribution of public notifications to several schools, churches, and residential homes affected by this City-wide Street rehabilitation project. Throughout the project, Z&K inspectors provided construction inspection services, specialty inspection of concrete work, coordinated geotechnical and materials testing, and performed contract administration and document management.

CITY OF COMPTON | ANNUAL RESIDENTIAL STREET REHABILITATION PROJECT, PHASE 2A

Z&K Consultants, Inc. is providing Construction Management, Inspection, and Labor Compliance services for this Project. The scope of work consists of roadway and pavement rehabilitation, concrete improvements, asphalt overlay, construction staging, heavily travelled intersections, traffic control, clearing and grubbing, SWPPP preparation, cold mill and overlay, PCC sidewalk, manholes and utility covers, speed humps, pedestrian crossings, ADA improvements, slurry seal application, HMA pavement, ARHM overlay, AC base course, aggregate base, full depth AC slot pavement, alley intersection, driveway and driveway approach, landscaping, irrigation, adjusting manhole and utility covers to grade, water valve, water meter, street lighting, installation of loop detectors, traffic signal modification, adjustment of streetlight and traffic signal pull boxes to grade.

CITY OF COMPTON | ANNUAL RESIDENTIAL STREET REHABILITATION PROJECT, PHASE 1

Z&K Consultants, Inc. is providing Construction Management, Inspection, and Labor Compliance services for this Project. The scope of work consists of roadway and pavement rehabilitation, concrete improvements, asphalt overlay, construction staging, heavily travelled intersections, traffic control, clearing and grubbing, SWPPP preparation, cold mill and overlay, PCC sidewalk, manholes and utility covers, speed humps, pedestrian crossings, ADA improvements, slurry seal application, HMA pavement, ARHM overlay, AC base course, aggregate base, full depth AC slot pavement, alley intersection, driveway and driveway approach, landscaping, irrigation, adjusting manhole and utility covers to grade, water valve, water meter, street lighting, installation of loop detectors and bicycle loop detectors, traffic signal modification, adjustment of streetlight and traffic signal pull boxes to grade. Z&K inspectors perform inspections on mobilization, construction staging coordination in heavily traveled intersections, traffic control, SWPPP and erosion control. Services also include full-service construction management, pre-construction, establishing a management information system, reviewing traffic control plans, meetings, issues management, scheduling, cost control, labor compliance, reviewing RFIs and Submittals, change orders, dispute resolution, quality control/inspection, material testing services, public relations, permits/environmental compliance, progress payments, monthly staff reports, site safety, as-builts drawings, final walkthrough, and project completion reports.

CITY OF SAN MARINO | STREET REHABILITATION PROGRAM PHASE 2

Z&K Consultants, Inc. provided Construction Inspection Services for this program, which consisted of citywide roadway pavement rehabilitation. The program's improvements included construction of roadway and pavement rehabilitation, concrete improvements, cross gutters, curb and gutters, curb ramps, ADA improvements, cold-milling asphalt concrete pavement and re-paving with hot mix asphalt (HMA) and asphalt rubber hot mix (ARHM), clearing and grubbing, , localized pavement repairs, replacing impacted traffic striping, markings, pavement legends, loop detectors, curb painting, driveways and driveway approaches, installing speed humps, adjusting utility frames and grates, inspection and replacement of sewer manholes, water valves, water meters, and storm drain manholes, preparation and implementation of SWPPP and temporary construction BMPs, and providing temporary traffic control. Z&K staff also attended and coordinated meetings with the City and contractor, performed issues management, monitored the contractor's schedule, monitored project funding, performed labor compliance, reviewed contractor's requests for information (RFIs) and submittals, reviewed potential change orders, performed dispute resolution, managed public relations, coordinated materials testing services, and observed and monitored all aspects of the project to ensure compliance with project plans and specifications.

CITY OF SAN MARINO | STREET REHABILITATION PROGRAM PHASE 1

Z&K Consultants, Inc. provided Construction Inspection Services for this program, which consisted of citywide roadway pavement rehabilitation. The program's improvements included construction of roadway and pavement rehabilitation, concrete improvements, cross gutters, curb and gutters, curb ramps, ADA improvements, cold-milling asphalt concrete pavement and re-paving with hot mix asphalt (HMA) and asphalt rubber hot mix (ARHM), clearing and grubbing, , localized pavement repairs, replacing impacted traffic striping, markings, pavement legends, loop detectors, curb painting, driveways and driveway approaches, installing speed humps, adjusting utility frames and grates, inspection and replacement of sewer manholes, water valves, water meters, and storm drain manholes, preparation and implementation of SWPPP and temporary construction BMPs, and providing temporary traffic control.

Z&K staff also attended and coordinated meetings with the City and contractor, performed issues management, monitored the contractor's schedule, monitored project funding, performed labor compliance, reviewed contractor's requests for information (RFIs) and submittals, reviewed potential change orders, performed dispute resolution, managed public relations, coordinated materials testing services, and observed and monitored all aspects of the project to ensure compliance with project plans and specifications.

CITY OF NORWALK | CDBG LOCAL STREETS REHABILITATION PROJECT

Z&K Consultants, Inc. is providing Construction Management and Inspection services for the Local Streets Rehabilitation Project, funded by the Community Development Block Grant (CDBG) fund. The scope of work includes improvements to concrete appurtenances, including cross gutters, curb and gutters, upgrades of curb ramps to ADA standards, and intersection improvements, traffic signal improvements, bike lanes, underground utility coordination, conduit installation, and rehabilitation of roadway pavement conditions. The Z&K Team provided engineering support, coordinated efforts between the City and the Contractor, reviewed and tracked RFIs, RFCs, and submittals, reviewed progress payment requests to the City, performed constructability review of the plans and specifications, reviewed the contractor's schedule for compliance with the contract documents, monitored overall project schedule and provided the City with updates of progress, provided public relations services, coordinated with public utilities, ensured compliance with the SWPPP, and coordinated inspection of the work. Throughout the project, Z&K Inspectors provided daily field observation during construction monitoring of the work, maintained accurate records of the project schedule and any accidents or claims related to construction, coordinated contractor requests for interpretation of the plans and specifications, conducted labor compliance interviews, reviewed and monitored all traffic control and public safety plans for compliance with all safety laws and regulations, enforced water quality best management practices and SWPPP compliance, and evaluated work in progress and gave weekly status reports to the City.

CITY OF ROSEMEAD | WALNUT GROVE AVE. RESURFACING PROJECT, PHASE I

Z&K Consultants, Inc. is providing Construction Management and Inspection Services for this project, which involves street resurfacing of Walnut Grove Ave., from Marshall St. to Grand Ave. in the City of Rosemead. In addition to street improvements, the project included intersection improvements, removal and replacement of existing AC pavement, cold mill and overlay, asphalt pothole repairs, replacement of PCC sidewalk, removal and replacement of ADA ramps, curb and gutter, bike lane and bike trail, traffic signal modifications, installation of medians, adjustment of manholes and utility covers to grade, installation of specialty and bicycle loop detectors, installation of speed humps, pedestrian crossings, and guardrail and roadway markers. Z&K's responsibilities included providing contract administration for proper enforcement of the contract plans and specifications, reviewing bonds and insurance to ensure compliance, providing engineering support, coordinating efforts between the City and the contractor, reviewing and tracking RFIs and RFCs, reviewing progress payment requests, providing coordination with other agencies, submitting permit and grant applications, coordinating schedules with designers, surveyors, and materials testing laboratories, ensured compliance with traffic control plans. Z&K inspectors provided daily field observation during construction monitoring of the work, maintained accurate records of the project schedule and any accidents or claims related to construction, coordinated contractor requests for interpretation of the plans and specifications, conducted labor compliance interviews, reviewed and monitored all traffic control and public safety plans.

CITY OF ALHAMBRA | FY 21-22 STREET REHABILITATION PROJECTS

The Z&K Team is performing Construction Management, Construction Inspection, and Labor Compliance Services for this project, which consists of the pavement rehabilitation of 21 local street segments is bound by Hellman Avenue to the south, Almansor Street to the east, the I-10 Freeway to the north and Ramona Road South to the west. The project includes pavement resurfacing, concrete improvements such as removal and replacement of broken and off-grade sidewalk, ADA ramps that need updating, broken and off-grade curb and gutter, driveway aprons in need of repairs, and concrete cross gutter reconstruction, street resurfacing, slurry seal treatment, varying depths of cold mill and overlay, construction staging, full depth removal and reconstruction, concrete improvements such as removal and replacement of broke and off-grade sidewalk, ADA ramps that need updating, broke and off-grade curb and gutter, PCC sidewalk, installation of loop detectors, adjustment of manhole covers and utility covers to grade, driveway aprons in need of repairs, and concrete cross gutter reconstruction.

Z&K performed traffic control plans review, SWPPP review and implementation, traffic signal plans review, coordination of geotechnical and material testing, attending and coordination construction progress meetings, submittal and request for information review, verification of project pay item quantities, invoice review, preparing daily inspection reports, change order review, developing punch lists for the contractor, providing labor compliance oversight (certified payroll and prevailing wage verification), ensuring quality control and quality assurance, and assisting in public relations management.

CITY OF ALHAMBRA | FY 20-21 STREET REHABILITATION PROJECTS

The Z&K Team is performing Construction Management, Construction Inspection, and Labor Compliance Services for this project, which consists of the pavement rehabilitation of 24 local street segments. Pavement improvements include slurry seal treatment, varying depths of cold milling and overlay, and full depth removal and reconstruction. The project also includes concrete improvements such as removal and replacement of broken and off-grade sidewalk, ADA ramps that need updating, broken and off-grade curb and gutter, driveway aprons in need of repairs, and concrete cross gutter reconstruction, street resurfacing, slurry seal treatment, varying depths of cold mill and overlay, construction staging, full depth removal and reconstruction, concrete improvements, ADA ramps that need updating, broke and off-grade curb and gutter, PCC sidewalk, adjustment of manhole covers and utility covers to grade, driveway aprons in need of repairs, and concrete cross gutter.

CITY OF ALHAMBRA | FY 19-20 STREET REHABILITATION PROJECTS

The Z&K Team is performing Construction Management, Construction Inspection, and Labor Compliance Services for this project, which consists of the pavement and street rehabilitation of 23 local street segments located south of Mission Road, west of Garfield Avenue, east of Atlantic Boulevard, and north of Valley Boulevard. Improvements include street resurfacing, slurry seal treatment, varying depths of cold mill and overlay, construction staging, full depth removal and reconstruction, concrete improvements such as removal and replacement of broke and off-grade sidewalk, ADA ramps that need updating, broke and off-grade curb and gutter, PCC sidewalk, installation of loop detectors, adjustment of manhole covers and utility covers to grade, driveway aprons in need of repairs, and concrete cross gutter reconstruction.

CITY OF TORRANCE | RESIDENTIAL & ARTERIAL PAVEMENT IMPROVEMENT PROJECT, I-159/I-139

Z&K Consultants, Inc. is providing Construction Management and Construction Inspection services for this project, which consists of pavement improvements to a residential neighborhood and four arterial streets. Improvements include roadway and pavement rehabilitation, concrete improvements, cross gutters, curb and gutters, curb ramps, ADA improvements, clearing and grubbing, application of slurry seal, cold mill and AC overlay, removal and disposal of existing pavement, localized pavement repairs, as well as tree removals and replacements, asphalt berm replacement, AC base course, PCC sidewalk, PCC driveways and driveway approaches, access and ramps, replacing pavement markings and striping on concrete and asphalt, and installation of raised pavement markers and City project signs.

CITY OF IRWINDALE | 21-22 RESURFACING PROJECT: RESIDENTIAL RESURFACING PHASE I

Z&K provided Construction/Project Management and Inspection for this project. The project included street resurfacing, traffic control, raised crosswalks, speed humps, cold milling and AC overlay of existing asphalt concrete, construction of new curb and gutter, PCC sidewalk, installation and configuration of multiple traffic loop detectors, installation of city project signs, preservation of existing city survey monuments, adjusting manhole and utility covers to grade, installation of pavement markings and striping. Related work includes mobilization, traffic control, assisting in preparation of NPDES, local utility coordination, construction management, daily inspection, labor compliance, geotechnical and materials testing coordination. Z&K personnel coordinated the distribution of public notifications to several schools, churches, and homes affected.

CITY OF TORRANCE | ANZA/VISTA MONTANA/PCH INTERSECTION IMPROVEMENTS

Z&K Consultants, Inc provided inspection services for the Anza/Vista Montana/Pacific Coast Highway Intersection Improvements Project. This Project consists of construction of the Pacific Coast Highway/Anza Intersection Improvements with appurtenances as shown on City of Torrance Plan No.'s ST-1019/SD-517/C-2019-8/TS-2019-2/ST-1019-TC; curb, gutter, sidewalk, catch basins, curb ramps, raised medians, striping, traffic signal replacement; grind and overlay, and AC pavement; and all other incidental work.

CITY OF CHINO | ON-CALL SERVICES FOR VARIOUS STREET IMPROVEMENT PROJECTS

Z&K Consultants, Inc. is providing Construction Management, Construction Inspection, and Project Management Services for this long-term, on-call contract for the City of Chino. The Z&K team has served a wide range of projects, which includes the following:

- 16th, 17th, & 18th St. Between Tronkeel Ave. and Tangerine Ave. Street Widening Project
- Ramona Ave. and Walnut Ave. Street Rehabilitation and Traffic Signal Modifications Project
- 11th St. Pavement Reconstruction Alley and Intersection Accessibility Project
- CDBG Alley Project and Alley/Sanitation Rehabilitation Project
- FY20/21 Alley/Sanitation Rehabilitation Project

Z&K's responsibilities included providing contract administration for proper enforcement of the contract plans and specifications, reviewing bonds and insurance to ensure compliance, providing engineering support, coordinating efforts between the City and the contractor, reviewing and tracking RFIs and RFCs, reviewing progress payment requests, providing coordination with other agencies, submitting permit and grant applications, coordinating schedules with designers, surveyors, and materials testing.



F. PRICING

F. PRICING

Eric Escobar
City of Riverside – Public Utilities Department/Water Division
3750 University Avenue, 3rd Floor
Riverside, California 92501

July 25, 2023

Subject: Cost Proposal: Request for Proposals (RFP) for Professional Consultant Services, Construction Inspection Services for Various Water Utility Capital Improvement Projects

Dear Mr. Escobar,

Z&K Consultants based our proposal on the scope of work provided in the Request for Proposals. All prevailing wage requirements will be followed by the team and its subconsultants. All team members are in conformance with the State of California Labor compliance requirements. Below is a table with the hourly rate schedule. This offer shall remain firm for 90 days from the RFP close date. The payment terms shall be net thirty (30) days.

A – Z&K Consultants, Inc Hourly Rates:

- Construction Inspector..... \$132
- Construction Inspector (Overtime) \$173

Hourly Rates are fully burdened, including all overhead and profit.

B – Exhibit C – Fee Worksheet:

Task No.	Description	Employee Unit Cost	Total Hours	Total Cost
1	Task 1 - CONSTRUCTION INSPECTION SERVICES (Regular-Time)	Inspector		
	Reg. Hourly Billing Rate	\$132/HR	4700	\$ 620,400
2	Task 2 – CONSTRUCTION INSPECTION SERVICES (Over-Time)	Inspector		
	OT Hourly Billing Rate	\$173/HR	200	\$ 34,600
Total Cost (Task 1 & Task 2)				\$ 655,000

Sincerely,



Crystal Fraire, PE |President

Z&K Consultants Inc.
17130 Van Buren Blvd. | Suite 122 | Riverside, CA 92504
951.310.7470 | cfraire@zandkconsultants.com



G. EVIDENCE OF INSURANCE

G. EVIDENCE OF INSURANCE



Z&KCONS-01

SOPHIAGONZALEZ

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/17/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER NFP Property & Casualty Services, Inc. 1551 North Tustin Avenue Suite 500 Santa Ana, CA 92705		CONTACT NAME: PHONE (A/C, No, Ext): (714) 505-5550 FAX (A/C, No): (714) 975-8966 E-MAIL: ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Travelers Property Casualty Company of America	
		INSURER B: Travelers Casualty and Surety Company of America	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

INSURED

 Z & K Consultants, Inc.
 22295 Jessamine Way
 Corona, CA 92883

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY) / POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:			6802J978123	5/18/2023 / 5/18/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PO AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			BA6W8120541	5/18/2023 / 5/18/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 0			CUP7W800864	5/18/2023 / 5/18/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ Aggregate \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	UB-9K77696A-23-47-G	5/18/2023 / 5/18/2024	☐ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	E&O Aggregate \$2M			0105963601	7/10/2022 / 7/10/2023	Ded \$0 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Insured Purposes Only PROOF OF COVERAGE ONLY	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Sophia Gonzalez</i>
--	--

ACORD 25 (2016/03)

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H. DISCLOSURES

H. DISCLOSURES

EXHIBIT D

DISCLOSURE QUESTIONNAIRE

The Consultant shall complete the following questionnaire:

1. Has the Consultant, any officer of the Consultant, or any employee of the Consultant who has proprietary interest in the Consultant, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of a violation of law or safety regulation?

Yes _____ No X_____

If the answer is yes, explain the circumstances in the following space.

2. Has the Consultant, any officer of the Consultant, or any employee of the Consultant who has proprietary interest in the Consultant, ever had any administrative proceedings, claims, lawsuits, or other exposures pending against the Consultant?

Yes _____ No X_____

If the answer is yes, explain the circumstances in the following space.

3. Has the Company, any officer of the Company, or any employee of the Company who has proprietary interest in the Company, filed for bankruptcy under any business name over the past five (5) years.

Yes _____ No X_____

If the answer is yes, explain the circumstances in the following space.

4. What is your company's sustainability policy and how do you ensure that it is integrated into your business practices?

Z&K has numerous sustainability policies and practices for our company. These are outlined in the scope of work section of the proposal. We ensure that these are implemented through our onboarding process and employee education.

5. What measures does your company take to minimize the use of non-renewable resources and promote the use of renewable resources?

Our company takes extensive efforts to minimize the use of non-renewable resources. We implement the three R's: Reduce, Reuse and Recycle. We donate used or unwanted materials and tools to charity. We hold donation events for employees to bring in items that they would like to donate to local charities and organize the donation drop-offs. We have recycling at all of our offices. We utilize products that are made with recycled materials. Actions like driving electric and hybrid vehicles, installing solar panels on and properly insulating our business, and using energy-efficient appliances are all smaller-scale changes that we can make to reduce your nonrenewable resource usage. We repair electronic equipment instead of replacing with new products. We also have a composting bin in the kitchens at our offices for leftover foods. We offer electric charging at our offices for vehicles.

6. How does your company approach sustainable design and construction practices?

During the constructability review process, our Team can review the plans and specifications to provide comments and options for more sustainable design options. We prioritize sustainable construction practices through using electric vehicles soon site, and utilizing online and computer based document control program. During the contractor's safety meetings, out inspectors also provide sustainable practices that all team members on site can follow like not leaving trucks running at the jobsite throughout the day.

EXHIBIT "B"
COMPENSATION

F. PRICING

Eric Escobar
City of Riverside – Public Utilities Department/Water Division
3750 University Avenue, 3rd Floor
Riverside, California 92501

July 25, 2023

Subject: Cost Proposal: Request for Proposals (RFP) for Professional Consultant Services, Construction Inspection Services for Various Water Utility Capital Improvement Projects

Dear Mr. Escobar,

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Total Cost (Task 1 & Task 2)				\$ 655,000

Sincerely,



Crystal Fraire, PE |President

Z&K Consultants Inc.
17130 Van Buren Blvd. | Suite 122 | Riverside, CA 92504
951.310.7470 | cfraire@zandkconsultants.com

EXHIBIT “C”

KEY PERSONNEL

ORGANIZATIONAL CHART

Z&K has carefully selected this "**A-Team**" and has committed our most qualified staff for the duration of the contract. **Our proposed team members have extensive experience in inspection of similar projects.** Our staff will deploy efforts as the project schedule and construction activities dictate. We will reallocate manhours, when possible, for cost savings to the City. By using highly qualified multi-disciplined inspectors, we can provide a cost of service well under industry standard.



PROFESSIONAL AND QUALIFIED TEAM

The key to a successful project is a highly qualified and well-managed team. We offer the City a cohesive, talented team of licensed and certified professionals. Our Construction Inspection professionals keep these key objectives in mind:

- Quality services and project deliverables
- Time and budget efficiency
- Adherence to quality and assurance standards
- Constant communication
- Application of technical and practical expertise.

Z&K Consultants commits that all assigned personnel will not be removed or replaced without prior written City approval. Key personnel will be available to the extent proposed for the duration of the contract. Our proposed and fully committed team is fully capable and exceptionally qualified. They have held many leadership and supervisory management positions in many local agencies including the private and public sectors. All can multi-task, are multi-disciplined, and have a full understanding of all aspects of the proposed project requirements. They deliver their knowledge and expertise with tact and seamless integration with staff and outside agencies.

This "A-Team" has worked together in this same capacity on multiple projects. In addition to their extensive project specific experience, this team has great synergy and works very well together as well as with City Staff. All above key members are local to the area and are excited about the opportunity to improve their community. Our strategic and efficient staffing approach also results in significant cost savings to the City. We are confident that our proposed "A-Team" will provide outstanding customer service and cost savings for the City.