

**AMENDMENT TO
Contract for Professional Services
Mission Springs Water District
66575 Second Street
Desert Hot Springs, CA 92240
Telephone 760-329-6448 – FAX 760-329-2482**

TO: Willdan Engineering
650 E. Hospitality Lane, Suite 400
San Bernardino, CA 92408

DATE: September 21, 2026

PROJECT DIR#: 20260647636

SECOND AMENDMENT TO CONTRACT AGREEMENT

1. This amendment ("Amendment") is hereby made by Mission Springs Water District and **Willdan Engineering** parties to an agreement for **On-Call Professional Services for Construction Management and Inspection of Capital and Development Projects** ("Agreement"), dated **July 1, 2026**.
2. In exchange for the promises herein and other good and valuable consideration, the sufficiency of which both parties acknowledged, it is mutually agreed by and between the undersigned contracting parties that the Agreement is amended as follows:

This Second Amendment will:

- **Increase the Contract Agreement amount by \$1,429,387.00. The total increase of \$1,429,387.00 increases the Contract Agreement from a not-to-exceed amount of \$89,996.00 to a not-to-exceed amount of \$1,519,383.00, as detailed in Attachment 1.**
3. Except as set forth in this Amendment, the Agreement is unchanged and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment and the Agreement the terms of this amendment will prevail.

Instructions: Sign and return via email. Upon acceptance by Mission Springs Water District, an executed copy will be returned to you for your records. Insert the names of your authorized representative(s) below.

Accepted:

Mission Springs Water District

Consultant:

Willdan Engineering
(Business Name)

By: _____

Brian E. Macy, P.E.

Title General Manager

By: _____

Chris Baca

Title Director of Construction Services

Other authorized representative(s):

Amanda Lucas

Contracts Analyst

Eric Weck

Engineering Manager

Other authorized representative(s):



Cover Letter

September 3, 2026

Mr. Daniel Virgen Jr.
Associate Engineer
Mission Springs Water District
66575 Second Street
Desert Hot Springs, CA 92240

Subject: (REVISED) Proposal for Construction Management Services for the AD-15 Area M-2 Sewer Construction and Water Line Replacement Project

Mission Springs Water District (District) is seeking consultants to provide construction management, construction inspection, material testing, environmental reviews, and optional labor compliance services for the AD-15 Area M-2 Sewer Construction and Water Line Replacement Project. **Willdan Engineering (Willdan)** has 62 years of experience providing similar services to client cities, counties, and districts throughout California. Our staff is exceptionally qualified and experienced in providing professional construction management and inspection services for municipal water infrastructure improvement projects. The following are just several advantages Willdan brings to the District:

- **Strong Project Management.** Willdan is proposing **Roy Shaver, PE** as Resident Engineer. He is a licensed engineer who possesses a strong work ethic with 40 years of experience in the field of construction management/resident engineering/project management. He has recently managed construction of multiple underground utility installation projects and manages cost, scope, schedules, and quality of projects, as well as resolves issues throughout the project lifecycle. He has extensive field engineering skills, performing quality assurance and contract, plans and specification compliance. He currently resides in Fallbrook, making him reasonably available to visit the job site as needed throughout the course of construction.

Mr. Shaver will be supported by a strong primary staff team consisting of highly qualified construction managers and inspectors. **Mike Bustos, PE, ENV SP** will be the Principal-in-Charge, **Joe Putrino** will be the Senior Construction Manager. The primary staff also includes **Kurt Brown** as the Materials Testing Lead, **Cris Valenzuela** as the Project Inspector, **Marti Martin** as the Alternate Project Inspector, and **Jane Freij** as the optional Labor Compliance Lead.

- **Past Experience on Similar Projects.** From 2002 through 2008, Willdan provided design, construction management, inspection, materials testing, public relations, and grant reporting services to the City of La Canada Flintridge for their Septic to Sewer Conversion Project. The Districts 2, 3A, and 3B Projects that were managed by Willdan included over 160,000 LF of 8" sewer main, 70,000 of 6" sewer laterals, and 980 sewer manholes. Several of the Willdan staff members who worked on those projects still work for Willdan today and have been included in our proposed Project Team for the District's Project. In addition to the work in La Canada, the proposed Willdan team provided CM and inspection services for the City of Hemet's recent sewer repair and replacement project.
- **Staffing Resources.** Our staffing resource bench of licensed and technical experts includes specialists in construction management, construction observation, water resources, public outreach, labor compliance, drainage and flood control, geotechnical engineering and material testing/inspection, and construction staff augmentation.
- **Subconsultant.** Consistent with the District's RFP and goals, Willdan's proposed team includes Rincon for environmental engineering.

Willdan's proposal thoroughly addresses all RFP requirements, ensuring comprehensive coverage without deviations. It emphasizes detailed pre-construction services, including constructability reviews to minimize potential change orders and unforeseen issues. The proposal outlines high-level risk assessments to identify time and cost-saving opportunities and explore alternatives that maintain quality and code compliance.

Additionally, Willdan offers robust bidding assistance, including bid package reviews, solicitation efforts, pre-bid job walks, RFI responses, bid evaluations, and award recommendations based on contractor qualifications and pricing. It also highlights strong project coordination, including stakeholder meetings, timely tracking of RFIs, submittals, and change orders review and responses to ensure smooth progress. Transparent public outreach and careful oversight to ensure all contractual obligations are met without undue burden on stakeholders.

We are confident that our construction engineering services provide the best advantage for Mission Springs Water District as you take on this important project. If there are any questions regarding this submittal or our qualifications, please contact me at (310) 502-6335 or via email cbaca@willdan.com.

Respectfully submitted,

WILLDAN



Chris Baca, RCI, CESSWI
Director of Construction Services

910005/WW.00.40/P26-214R1_28476



Understanding of Project and Project Approach

Project Understanding

Mission Springs Water District's **AD-15 Area M-2 Sewer Construction and Water Line Replacement Project** represents a major infrastructure investment that will expand the District's wastewater collection system while improving the reliability of the existing water distribution system throughout the Area M-2 service area in Desert Hot Springs. The project includes installation of approximately **26,700 linear feet of new vitrified clay pipe (VCP) gravity sewer mains** ranging from 8-inch to 15-inch diameter, construction of more than **100 new sewer manholes**, installation of approximately **23,600 linear feet of sewer laterals**, abandonment of approximately **426 existing septic systems**, and completion of **426 residential building sewer connections**. In conjunction with the sewer improvements, the project will replace approximately **6,650 linear feet of aging asbestos cement water main** with new ductile iron pipe, including new valves, fire hydrants, service laterals, air release valves, and associated appurtenances. Following utility installation, the project includes extensive roadway reconstruction through pavement pulverization, asphalt restoration, trench repairs, striping, and restoration of disturbed public and private improvements.

Our team understands that successful delivery of this project extends well beyond installation of underground utilities. Construction must be carefully phased to maintain uninterrupted water service, minimize disruptions to residents, coordinate hundreds of individual sewer service connections and septic system abandonments, and maintain safe public access throughout active construction. Special sequencing requirements limit the number of simultaneous private property sewer conversions and require timely restoration of affected roadways and private improvements. These activities will require proactive communication between the District, contractor, residents, utility agencies, City of Desert Hot Springs, Riverside County, and other stakeholders.

We also recognize the project's significant regulatory and funding requirements. As a project funded through the **California Clean Water State Revolving Fund (CWSRF)** and Proposition 1, construction must comply with Davis-Bacon prevailing wage requirements, California prevailing wage laws, American Iron and Steel (AIS) requirements, Disadvantaged Business Enterprise (DBE) provisions, certified payroll reporting, environmental mitigation measures, stormwater pollution prevention requirements, and all applicable permit conditions. Comprehensive documentation and timely coordination with the District will be essential to maintaining funding compliance throughout construction.

Our approach to construction management emphasizes collaboration, responsiveness, and thorough documentation. We will provide experienced field inspection, contract administration, progress meeting support, submittal and RFI coordination, quality assurance, materials documentation, pay application review, change order evaluation, and project record management. Particular attention will be given to utility conflicts, traffic control, restoration quality, testing and commissioning activities, and coordination of the extensive private property work required for residential sewer conversions. Throughout construction, our goal will be to protect the District's interests by maintaining high construction quality, minimizing impacts to the public, facilitating timely project completion, and delivering complete and accurate project documentation for successful project closeout.

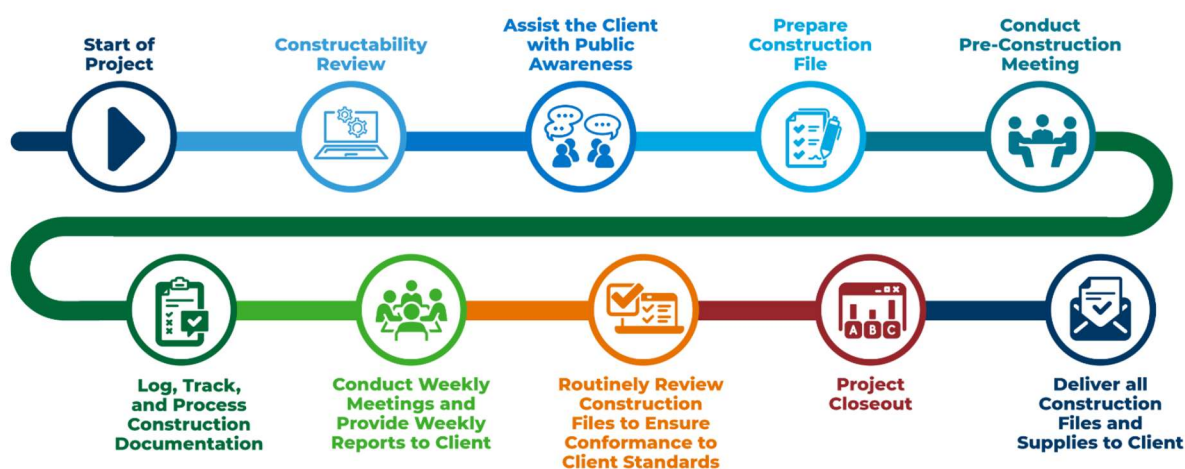


Project Approach

Willdan provides expertise in all areas of construction management, inspection, labor compliance, material testing, and community relations with residents and businesses affected by construction. Our experienced team members serve as construction managers, resident engineers, and inspectors and provide significant insight for identifying and correcting discrepancies, ambiguities, omissions, or conflicts in contract documents that could generate misinterpretation and/or disagreements between the District and the contractor.

Willdan has experience in managing projects that span water, wastewater, stormwater capture, storm drain, and pipeline improvements, and has experience in best practices to avoid potential conflicts and avoid or mitigate any hazards during construction. Our goal is to anticipate or diminish potential problems before they arise through continual review of project plans, specifications, contractor's schedule, and other contract documents. Below is a basic overview of the Construction Management process for a typical construction project.

Construction Management Process



Our team is adept at:

- Anticipating job site problems
- Calling job site problems to the project manager's and/or contractor's attention
- Offering constructive recommendations and achieving cooperation from the contractor
- Dealing with issues in a professional, straightforward fashion

Our approach to issue and resolution is to:

- Obtain and document the facts surrounding the issue
- Develop reasonable solutions in conjunction with the contractor and District project manager
- Respond quickly and effectively so that job progress and quality do not suffer

Through close communication with the District's project staff, timely corrective action is taken to alleviate potential adverse impacts of work progress, costly change orders, and construction claims.

Staffing Approach

Willdan recognizes that this type of widespread, multi-year project requires a dedicated project team to effectively staff the project for the services requested. The number of staff involved at any given time will be highly dependent on the contractors' implemented phasing for the Project. At minimum, it is assumed that the project team will include one full-time inspector. Depending on how many crews each prime contractor deploys, the level of inspection staffing may need to be increased or decreased to match the needs for monitoring of construction activities.



Mr. Roy Shaver, PE, will oversee all staff and services being provided and will ramp up or down our manpower as needed to meet the Project needs. A Senior Construction Manager will report directly to the Resident Engineer and will be responsible for construction management and contract administration services for each of the three bid packages. An Office Engineer/Field Supervisor will assist the Senior Construction Manager with contract administration services and will oversee the inspection staff assigned to the Project.

Our bench of licensed and technical experts consists of specialists in construction management, construction observation, geotechnical engineering and materials testing/inspection, labor compliance, structural engineering, traffic and transportation engineering, municipal engineering, landscape architecture, environmental planning, building safety, urban and regional planning, and other technical fields. The breadth and diversity of the firm's expertise means our construction management experts can draw upon the considerable experience of the firm – maximizing efficiency, productivity, and quality in meeting project schedules and budgets. A pool of additional resident engineers, construction managers, construction inspectors, and geotechnical inspectors and testers can provide back-up support, if necessary. Willdan currently maintains a pool of approximately 45 public works observers and 6 soils technicians, primarily all located in Southern California. Additionally, our soils technicians have been cross trained in public works inspection, allowing for a cost-effective staffing plan for our clients on days when soils testing is required. Our in-house Labor Compliance Manager will oversee all labor compliance services.

Willdan will utilize **Rincon Consultants, Inc.**, to assist with ensuring compliance with biological mitigation measures and managing related documentation. Rincon Consultants, Inc. (RCI) was founded in 1994 and includes technical groups that specialize in biological resources and habitat enhancement, site assessment and remediation, and water and cultural resources. RCI's biological and wetland resources staff members possess a comprehensive understanding of and objective approach to ecological and regulatory facets of biological resource and habitat enhancement challenges. Their team of botanists, wildlife biologists, ecologists, and wetland scientists support projects from concept through implementation. Rincon has provided environmental consulting services for construction management projects for over 26 years. Their services cover a wide variety of mitigation measure implementation, including environmental compliance monitoring for biological, cultural, and paleontological resources as well as noise and stormwater.

Communication Approach

Willdan recognizes that effective, ongoing, cooperative communication between all parties over the course of any project is essential to successful completion. This communication starts with a project kick-off meeting where the objectives and expectations of the District for the project are clearly articulated and understood by Willdan. In addition, agreed-upon methods and scheduling of formal reporting are established with identification of individuals to be involved in the project's decision-making process. This sets forth accountability and responsibility for informing and facilitating the project. Standard communication protocols with the construction team are then established at the preconstruction meeting, where lines of project communications will be discussed such that Willdan serves as the hub for all project correspondence. All information from both parties to the construction agreement will be funneled through Willdan's Construction Manager, thus providing a single point of contact for project communications. Establishing this single point of contact for communications aids to mitigate potential mixed messages being sent.

As the project progresses, communication continues through regular correspondence, teleconference discussions, and meetings with the District staff to obtain direction on issues that may arise and keep the District staff apprised of the project status. Clear and concise progress updates are provided. Emails and teleconferences are utilized whenever possible and appropriate to minimize the District staff time spent in meetings.

Public Outreach Approach (Optional)

Public outreach is a critical component in fostering community understanding and collaboration. The District has already undertaken substantial outreach efforts to inform residents about the project, encourage and manage the opt in program and work with local municipalities. These efforts include the creation of detailed fact sheets, a dedicated resident hotline, and a clear point of contact for inquiries—the Director of Community Relations. This proactive approach has established a strong foundation for ongoing communication and construction outreach.



Willdan's subconsultant, KMP Strategies LLC (KMP), is well-positioned to build upon the District's established outreach framework. While the project delivers significant environmental and public health benefits by improving groundwater quality, its impacts on individual properties require careful and thoughtful engagement. With extensive experience managing construction outreach for large-scale infrastructure projects, KMP employs proven strategies and streamlined communication protocols to address community concerns while aligning with overall project objectives.

To ensure equitable access to project information, KMP's team includes Spanish-speaking professionals and KMP translates all materials into Spanish, or other languages based on community demographics. Recognizing the District's commitment to accessibility, KMP will continue to implement inclusive communication practices.

After the construction management kick off meeting, Willdan and KMP will **meet directly with the Community Relations team** to understand roles and responsibilities to avoid duplication of efforts. A communication protocol will also be established to ensure that field crews understand resident concerns as the District will be managing the established hotline.

All **construction outreach efforts will be documented**, preferably utilizing the District's established inquiry tracker so all information can reside in a single location. Alternatively, KMP can use its branded SharePoint-based Interaction Log to document KMP-managed construction outreach efforts.

Throughout the project, KMP will work to foster trust and transparency by emphasizing early and often construction outreach. By combining strategic communication, multilingual support, and strong alignment with the District's outreach efforts, KMP will strengthen the relationship between the community and the project team, ensuring residents feel respected, informed, and valued throughout the process.

KMP will also provide ongoing strategic guidance to support the District's outreach goals. The firm will attend the construction management kick off and pre-construction meetings, virtually attend weekly construction management meetings, prepare monthly reports summarizing completed activities and offering actionable insights to enhance community engagement.

Claims and Resolutions Approach

Willdan has veteran construction engineers on staff with extensive knowledge of how to quickly understand project field conditions and issues and mitigate those issues with practical, cost efficient solutions that will protect the Mission Springs Water District's liability exposure, while preserving the integrity of the contracted design. Our construction management staff is well versed in review and analysis of critical path method (CPM) schedules and time impact analysis (TIA) submittals. They have prepared recommendations and presentations on CPM and TIA issues, including utilizing the latest Microsoft Project software.

One of the keys to resolving construction problems before they occur begins with a well-defined work plan. Upon receiving a task assignment from the District, our Construction Manager will prepare a work plan that fully addresses staffing and assignments, scope of work, deliverables, budget, and a project schedule. The work plan will provide definitive directions to the project team as agreed to by the District. The plan will address, at a minimum, project team meetings; effective communication mediums; and scheduled quality control processes. Our construction management team will also perform a constructability review of the plans and specifications, including analysis of quantities; a check of construction phasing (specifically the traffic plans); and a full analysis of the contractor's schedule.



Quality Assurance/Quality Control

Willdan will perform Quality Assurance and Quality Control of this project through a diligent review of all work and documentation. Quality Assurance and Quality Control will begin with the preconstruction meeting, at which time the scope of the project and control requirements will be reviewed with the General Contractor. Once construction begins, the next step in the Quality Control process will be the verification of materials and components to be installed. Once the material and components arrive onsite, Willdan Inspectors will spot-check these materials and components to verify they match the construction documents. In addition, the project inspectors will coordinate material inspections with the materials testing engineer to ensure the materials used on the project meet the requirements of the project specifications. The Inspector will maintain a detailed record of samples, tests, and material releases, and certificate of compliance for the project.

Quality Control Methodology

Willdan's team is unique in that it is structured as an integrated unit with close communication between team members and interlocking responsibilities that provide good coverage of all elements of construction engineering, while at the same time having minimal overlap of duties to avoid misunderstandings of assigned responsibilities and reduce costs. This structure provides a natural quality assurance/control system for the team.

Inspectors for Willdan closely monitor projects to ensure compliance with all contract requirements. Several of our staff are certified as QSPs and QSDs and are provided with the latest information concerning the implementation of the State Water Board permit. Willdan's inspectors have knowledge of basic soil dynamics and are highly cognizant of the crucial role of soils compaction in construction. They are also familiar with the needs for general material testing for asphalt and concrete.

Quality assurance and control procedures are critical to ensure that sound practices and quality deliverables are provided to our clients throughout project construction. Willdan designated Project Manager/Construction Manager will provide project oversight and ensure our internal goal of quality is met. The basic goal of the quality assurance plan is to provide quality work delivered on time and within budget. We do this by adhering to the following steps.



Willdan adopted Caltrans' Construction Manual (LAPM) as our in-house quality standard and have incorporated Caltrans' prescribed standards and procedures into our everyday inspection routine. This ensures we meet federal and state guidelines from the start.

Our principal in charge will perform periodic review of Willdan's construction file, including daily inspection reports, material testing reports, and photographs to ensure compliance with Willdan, District, and LAPM file organization standards and to ensure that project documentation is up to date.

Document Control

Willdan's document management is defined by the practices and procedures used to create, distribute, and store various types of project documentation, including, but not limited to, letters, e-mail correspondence, plans, memorandums, exhibits, work orders, and staff reports. Willdan uses a proprietary Construction Management System that incorporates the use of Virtual Project Manager (VPM), Word, BlueBeam, and Excel. Willdan has a license with VPM for online management of the submittal, RFIs, and daily inspector reports. Our team will ensure Willdan staff safely stores all documents in a project folder to provide an accurate and complete archive of project documentation that is always readily available to the District. To facilitate the convenience of securely sharing the latest project documentation with the District, Willdan also utilizes the cloud-based storage site Box.com. The District will be provided with a link to our Box.com storage site where they can view their current and past project files at any time and at no additional cost. This service allows for timely, easy access, and cost-effective deliverables to the District.



Contractor Compliance

Our inspection staff has extensive experience with a myriad of public works projects, and our staff has a clear understanding of the issues surrounding inspection of the work. For example, when constructing sidewalks and ADA-compliant ramps, our inspector will ensure adequate subgrade compaction has been achieved.

Inspectors will monitor the work for conformance with the plans, specifications, and ADA requirements. The concrete ticket will be checked to ensure materials match the approved mix design. A smart level will be used to check forms and the contractor will not be allowed to place concrete until the inspector is assured the work meets all District and other applicable standards.

Willdan's inspectors will monitor the contractor's operations for conformance with District compaction standards by working with the District's approved material testing lab and will not accept any trench backfill or allow any pavement repair until proper compaction is verified by the lab.

Schedule Control

A critical path method master schedule will be reviewed prior to the notice to proceed. The schedule must identify major items of work and will be the vehicle for monitoring, controlling, and tracking progress. The schedule will be updated monthly by the Contractor to reflect actual and forecasted completions. This allows our project managers to anticipate and forecast potential issues and develop an advanced strategy to proactively mitigate problems before they impact the schedule. Of course, not all projects can meet strict processing deadlines due to complex issues that might, for example, require approval or information from an outside agency. In instances where schedule delays are expected to occur, due to weather, approval requirements or information from an outside agency, material shortages, or other unanticipated factors, the District Project Manager will be immediately notified of any potential project delay. Strategies will be developed and implemented to resolve project challenges and expedite the approval of the affected projects.

Budget Control

Willdan's budget control system is prepared in accordance with the work breakdown structure. The budget becomes the control against which performance is measured. The budget is time phased by combining project master scheduling data with budget data. Actual costs are compared with budgeted costs and variances analyzed. Deviations between planned and actual cost can then be evaluated to forecast and control future work. Beginning with electronic timekeeping, project hours are assigned to the appropriate tasks and subtasks and booked as work-in-process. Pre-bill reports are generated that identify the hours to be billed along with any other direct charges to the project. This is the information used to determine each month's invoicing. Once hours and charges are billed, they are shifted from Work-in-Process to Accounts Receivable to ensure that billed hours are inactivated. Monitoring is easily accomplished through team member progress updates and comparisons between the scope of work, schedule, and budget.

Construction costs are proactively managed and tracked against available budgets by our Construction Managers. This starts with an initial quantity takeoff from the construction plans, serving as an independent audit of the project quantities as they correlate to the bid schedule quantities. Early identification of potential quantity busts and continual monitoring of quantities throughout construction is key to maintaining cost with established budgets. The District's Project Manager is kept abreast of the project budget status throughout construction so that adjustments can be made to the scope of the project, or proper procedures can be followed to request additional funding, if needed to stay within the allowable contingencies. Willdan's team also focuses on quickly processing RFIs and change order requests and providing direction to the Contractor as needed to keep them moving and avoid costly delays.

Continuous Training

Willdan's in-house seminars include WATCH Manual and MUTCD compliance; storm water abatement and QSP/QSD training; materials testing and placement; and mass grading. Our inspectors are fully knowledgeable in the latest regulations for WATCH Manual, California OSHA, Greenbook, AWWA, LAPM, and MUTCD.

Our construction managers and inspectors have the authority and capability to quickly identify any flaws in the contractor's traffic control and safety plans and meet with the contractor to immediately rectify the issue with agreed-upon solutions that meet the requirement standards while avoiding project delays.



Scope of Services

The detailed scope of work below outlines Willdan's responsibilities as the Owner's Representative for construction management and observation services to ensure the Project is completed in compliance with design specifications, budget constraints, and schedule requirements. This scope establishes Willdan's comprehensive role in ensuring the project meets technical, financial, and regulatory standards while maintaining open communication with the District and stakeholders.

Detailed Scope of Services

Scope of Work	Willdan's Duties
Preconstruction Services	Kickoff Meeting Upon receipt of the signed contract and NTP, Willdan will schedule a kick-off meeting with District staff to fully clarify critical elements of the project. We will prepare a discussion agenda that focuses on the project understanding (overview), project constraints, project progress, and team member involvement. This meeting will also include a review of background information provided by the District, and project scope, schedule, objectives, milestones, and details.
	Constructability Review - Conduct thorough constructability review of 60% construction plans and specifications, including check of consistency and construction phasing, actual and potential conflicts, and constructability issues. - Review, comments, and supplement the District's existing front-end specifications. - Prepare list incorporating items of concern such as difficulties completing any construction element, conflicts between elements or environment, elements of construction that could be substituted with more efficient materials and methods, or elements of construction that are not appropriately compensated by bid schedule and include potential recommended corrections. - Review project quantities and bid items. - Review documentation for compliance with stakeholder agencies' requirements for traffic control plans, construction scheduling and sequencing, and permitting, including DBE good faith efforts if applicable. - Provide thorough review of the construction sequence necessary to complete improvements included in the construction contract. - Confirm and provide consultant field office requirements for incorporation into the construction Contract Documents. - Verify that specifications require contractor to submit monthly schedule updates with progress payment requests and weekly submission of two-week look-ahead schedule. - Prepare report of findings and outline recommendations to reconcile issues discovered and generally to expedite project. - Participate in one 4-hour workshop with the District and design consultant staff to resolve potential project issues.
	High Level Risk Evaluation - Facilitate and prepare minutes for one 4-hour workshop with the District and design consultant staff to review project documents, and identify fatal flaws, project implementation risks, and mitigation strategies. - Facilitate the identification of project risks that may occur during bidding, construction, commissioning, and long-term operations. Focus the discussion on the high-level risks and



Scope of Work	Willdan's Duties
	leverage industry best management practices and past experience to develop risk mitigation strategies. ▪ Develop a risk register in Microsoft Excel that includes project document markups, risk description, potential impact description, level/magnitude of impact, probability level, mitigation strategy, and responsible party. Bidding Assistance ▪ Review and respond to RFIs and questions that may arise during the advertisement process. ▪ Prepare and issue addenda during the advertisement period (up to two per package). ▪ Schedule pre-bid meetings at least two weeks prior to bid opening date. ▪ Attend and conduct three pre-bid meetings (one for each package). ▪ Prepare pre-bid meeting minutes and publish as addendum. ▪ Coordinate with District to open bids publicly, read aloud, and prepare bid opening log sheet. ▪ Review three lowest bids and DBE good faith efforts, if applicable. ▪ Verify the eligibility of apparent low bidder and subcontractors to receive contract awards by confirming current, active license statuses with State of California Contractors License Board and non-appearance on Federal List of Parties Excluded debarment list. ▪ Check references of lowest, responsive bidder. ▪ Document any irregularities in bids. ▪ Verify low bidder's qualifications. ▪ Prepare bid summary. ▪ Prepare recommendation of contract award. Preconstruction Meeting ▪ Prepare special concerns to be presented at preconstruction conferences. ▪ Conduct preconstruction meeting for each package (3 total), prepare meeting minutes, and distribute to attendees. Document Control ▪ Prepare construction file. ▪ Prepare a document control system outlining the standards for and flow of project documents, including forms, filing system indexes and flow charts to explain the project administration procedures. ▪ Set up a web-based document control system (Virtual Project Manager) used for interfacing with the project and provide access and permissions to appropriate project participants. ▪ Utilize Box, Virtual Project Manager, and Microsoft Office suite software programs to monitor the District's project from preconstruction phase to project completion. ▪ Through Willdan's system of project control, monitor activities related to project such that project is constructed in timely fashion pursuant to contract documents and LAPM. ▪ Routinely review construction files to ensure conformance to District standards and good construction management practices.
Submittals	▪ Log, track, process, and manage submittals, shop drawings, and detailed traffic control plans. ▪ Review administrative submittals (e.g., emergency contact list, public notices, and No Parking signs).



Scope of Work	Willdan's Duties
	▪ Coordinate with the Design Engineer for their review of technical submittals (through Virtual Project Manager). ▪ Review shop and working drawings submitted by the Contractor for (non-technical) compliance with the project specifications and plans and consult with the District on equipment selection and operational issues. ▪ Log and track all submittals and resubmittals, including the date received; the reviewer; when the submittal is returned to the Contractor; the action required; and other pertinent information. Keep the District informed of outstanding shop drawings. ▪ Assist the Design Engineer in determining the number of technical and non-technical submittals for the project. ▪ Jointly review the preliminary Schedule of Values with the District and recommend adjustments in value allocation to establish a fair and reasonable allocation of values for the major work components. ▪ Review vendor reports and lab reports, certifications, material test inspections, and correlate such reports with the understood intentions of the Plans and Specifications. ▪ Review contractor's safety program in consultation with District staff.
Consultation and Meetings	▪ Furnish consultation and advice to the District. ▪ Evaluate and respond to contractor's requests for clarification of plans and specifications. ▪ Log, track, review, and process RFIs, RFCs, and field directives in a timely manner. ▪ Consult with the Design Engineer as needed to provide RFI responses. ▪ Review draft responses with the District and advise staff of any potential changes in the construction scope of work. ▪ Ensure that all questions, conflicts, and issues are immediately brought to the District's attention and addressed with appropriate directives to the contractor. ▪ Establish and conduct weekly construction progress meetings to: • Resolve all old business issues to maximum extent possible • Address all items of new business as presented by any party • Review project schedule and address any deviations • Review submittal log in terms of items needed and resubmittals required and review RFI, RFC, CCO, NCR, and NOPC logs • List status of construction items recently undertaken or ongoing • List planned construction items for next two weeks (two-week look ahead schedule) • Review SWPPP issues ▪ Prepare minutes for weekly construction progress meeting. ▪ Conduct special site meetings, when necessary, with contractor and District staff to review job progress, scheduling, and coordination. ▪ Monitor and coordinate activities of design engineering support, surveying, specialty inspections, testing, and work by utilities or other agencies. ▪ Coordinate contractor's field work with utility companies and other agencies.
As-Built Drawings	▪ Maintain and submit a clean set of plans marked in red for as-built corrections on record drawings to be filed with the District.



Scope of Work	Willdan's Duties
	▪ Track and document abandoned structures, leech fields, and improvements constructed on private property, including location of grinder pumps, alarm/control panel, and other electrical improvements. ▪ Maintain an Excel spreadsheet with constructed wye locations filled out daily by Inspector. ▪ Ensure the District receives as-built set of drawings at completion. ▪ Periodically and regularly review contractor as-builts.
Change Orders and Schedule Management	▪ Assist with the review and evaluation of change order work. ▪ Perform quantity, time, and cost analyses required for negotiation of contract changes. ▪ Negotiate and prepare change orders, including memorandum of explanation and cost estimates, to substantiate change order and send to the District for review. ▪ Monitor and perform immediate and thorough analysis of the validity of all potential claims that arise. ▪ Maintain all data for change orders and record information concerning time of dispute, time of notification by contractor, and action taken by inspector. ▪ Analyze delays and review claims on a timely basis and make recommendations to the construction manager. ▪ Provide claims mitigation monitoring, including proactively applying foresight to discover unforeseen conflicts prior to contractor encounter. ▪ Log, track, review, and process contract change orders (CCOs), force account work, and field directives.
Construction Observation	▪ Review plans, specifications, and all other contract- and construction-related documents. ▪ Conduct a field investigation of the project area to become familiar with the existing facilities and the project environment. ▪ Become familiar with traffic control plans, construction schedule, construction sequence, and any permit requirements from other agencies. ▪ Provide full-time and as-needed construction inspection, including night inspection, of the work to monitor materials and methods for compliance with plans, specifications, and contract documents; address and document non-conforming items as they are discovered. ▪ Ensure compliance of Underground Service Alert notification/delineation. ▪ Verify that the contractor conforms to the design survey line and grades. ▪ Attend weekly progress meetings with the construction manager, contractor, and subcontractors. ▪ Monitor compliance with the Clean Air Act and the Clean Water Act (National Pollutant Discharge Elimination System - NPDES best management practices). Also, monitor the contractor's compliance with approved SWPPP. ▪ Monitor compliance with Cal OSHA requirements and compliance with all local, state, and federal regulations. Although Willdan will monitor the activities, it is the contractor's sole responsibility to provide workers with a safe working environment. ▪ Meet with the contractor at the beginning of each day and review the proposed work plan, including specific details that may affect progress. ▪ Review actual contractor performance throughout the day and discuss discrepancies with the contractor as they occur. ▪ Evaluate the contractor's operation and production with respect to quality and progress and report to the District Project Manager and Willdan's Construction Manager.



Scope of Work	Willdan's Duties
	▪ Maintain field file bound workbooks, and Willdan electronic file, during construction, including a cumulative record of quantities constructed, daily reports, weekly working day statements, photographs, and other documentation. ▪ Photograph continuous property frontages along the street alignment once prior to construction and once immediately following construction. Maintain a photographic record of key elements of each major operation of work each day, with increased detail in situations of potential changes or claims. ▪ Maintain copies of all permits needed to construct the project and enforce special requirements of each. ▪ Prepare and maintain detailed daily diary inspector reports on construction progress.
Schedules	▪ Review the baseline construction schedule and enforce requirements for updating schedules and maintaining appropriate progress of the work. ▪ Closely review schedule and advise contractor to take action on schedule slippage. ▪ Prepare weekly statement of working days and submit to the contractor and District.
Materials Testing	▪ Monitor materials documentation and testing results and enforce corrections. ▪ Closely monitor testing results and require the contractor to provide corrective measures to achieve compliance. ▪ Attend meetings, as needed, with project team. ▪ Review plans and specifications as they apply to the subgrade preparation, placement, and compaction of aggregate base material. ▪ Provide field geotechnical observation and compaction testing. The relative compaction of the subgrade and base material will be tested to confirm that the compaction meets the requirements specified in the project plans and specifications. ▪ Provide laboratory testing for all construction materials as needed. ▪ Provide daily reports, which will include information on field observations, sampling, and testing, as well as related laboratory testing. These reports will conform to the project specifications and applicable codes. ▪ Provide engineering support, inspector/technician coordination, test reporting, QA/QC, and administrative support services. ▪ Provide final report including our findings, conclusions and summary of field and laboratory testing, if needed. ▪ Perform concrete sampling and testing and monitor required chlorination sampling. ▪ Monitoring and inspection of welds. ▪ Perform electrical inspections and other required special inspections.
Additional Construction Coordination	▪ Provide additional construction coordination and general engineering support to the District as requested throughout the course of the work. This task shall include answering general inquiries from the District, Contractor, subcontractors, public, or the District's public outreach representative that do not constitute a material submittal or RFI. No work shall occur on this task without prior approval from the District. Inquiries may include but not be limited to evaluation of construction alternatives, addressing property-specific alternatives and challenges, and preparing property-specific exhibits for coordination with the resident or public outreach representative.
Pay Requests and Labor Compliance	Pay Requests ▪ Conduct daily measurements of quantities of work.



Scope of Work	Willdan's Duties
	▪ Provide complete measurements with the Contractor and document calculations to administer progress payments. ▪ Document contractor's 20-day notices, mechanic's liens, and stop notices. ▪ Review for approval of contractor's progress payment requests, including verifying LAPM compliance status and impact on payment; negotiate differences over amount with contractor; and process payments through District's Project Manager. Labor Compliance ▪ Inspector will provide Willdan's labor compliance manager with federally-compliant labor and equipment reports, labor classification interviews, and assist with certified payroll review. ▪ Review and update federal labor compliance components of project specifications to ensure adherence to current labor regulations and requirements. ▪ Assist with calculation of Disadvantaged Business Enterprise (DBE) goal, if applicable. ▪ Attend pre-bid conference to present general requirements of bid preparation for the project. ▪ Verify applicable federal wage decision ten (10) days prior to bid opening; document verification as required. If wage determination has changed from what appears in project specifications, provide an addendum for dissemination to plan holders. ▪ Verify eligibility of selected contractor and its subcontractors to receive contract awards by confirming current, active license status with Contractors State License Board; current registration with California Department of Industrial Relations; current, valid contractor's bond and workers' compensation coverage; non-appearance on Federal List of Parties Excluded and State Division of Labor Standards Enforcement debarment lists. ▪ Review contractor DBE commitment documentation; assist with good faith effort (GFE) analysis, if applicable. ▪ Prepare labor compliance information sheet for presentation at preconstruction conference. ▪ Verify and document job-site posting of wage rate information and labor compliance posters. ▪ Receive and review labor compliance documentation from public works observers or inspectors and compare with contractor-submitted documents. Monitor contractor-submitted payroll documentation on a continuous basis, including weekly certified payroll reports, fringe benefit statements, apprenticeship documentation, and payroll deduction authorizations. ▪ Follow up with contractor by telephone, email, and/or certified mail regarding required document submittals and payroll discrepancies and deficiencies. Provide detailed description of alleged deficiencies; outline corrective action to be taken; and enforce regulatory deadlines for compliance. ▪ Receive, pursue, and document labor complaints; prepare violation reports to oversight agencies as required; recommend special action to be taken if contractor continuously fails to comply with requests and requirements. ▪ Coordinate with District staff the withholding of progress and/or retention payments if contractor fails to abide by labor compliance requirements. ▪ Maintain content and format of federal labor compliance file in conformance with applicable government requirements. ▪ Coordinate project file reviews by authorized county, state, and federal agencies. ▪ Submit complete federal labor compliance file to the District for retention.



Scope of Work	Willdan's Duties
Project Closeout	- Monitor preparation of punch list at substantial completion and follow up. - Prepare a punch list at substantial completion and follow up with the contractor regarding progress of corrections. - Schedule a final inspection with the District and applicable agencies; prepare, distribute, and inspect corrections to the final punch list for completion; and recommend final acceptance. - Prepare documentation for final payment to the contractor. - Assist District with stop notices and release of retention. - Provide memorandum of clearance to issue notice of completion. - Finalize and deliver all construction files and supplies to the District for their records.
Billing and Project Reports	- Prepare and submit monthly invoices for Willdan's and its subconsultants' services. - Provide monthly progress report to District's Project Manager. - Prepare required documentation for grant reimbursement requests and audits to the District's Grants Program Administrator. - Prepare quarterly project progress reports for grant purposes.
Post Construction Warranty Inspection	- Assist the District in notifying the Contractors regarding warranty related issues during the one-year warranty period and seeing through the needed warranty-related repairs - Maintain a log of warranty related issues. - Notify the Contractor and the District of the need for warranty inspection 11 months after the NOC date. - Determine the extent of needed inspections, including recommendations for the means of inspection, and perform warranty inspection at the 11-month period. - Identify correction items needed and provide a report of warranty inspection findings.
(OPTIONAL SERVICES) Public Outreach	- Assist District with public awareness and information program to keep residents and local stakeholders advised of project status along with impacts to traffic flow circulation. - One mailed postcard to all parcels/owners within the project area (assumes up to 3,000 addresses) announcing that construction activities will soon commence. KMP will utilize a District provided database to reach both residents and owners. - One mailed postcard targeted to the parcels that have opted into the conversion program (assumes up to 550 postcards) - these notifications will be mailed in waves according to the contractor's schedule to give participants an initial notification about timing of work on their property. - One door hanger for the contractor to hand deliver in advance of entering private properties. The door hanger will allow a space for the contractor to add dates, times, and choose from a menu of options that will explain their purpose on the property. The door hangers will be printed and provided directly to the contractor at the pre con meeting. (assumes up to 2,500 printed copies). KMP will work with the CM team to ensure that the contractor specs include distribution of doorhangers. - The communication protocol established at contract initiation will become increasingly important as the District's community outreach team will be fielding calls and emails stemming from these initial notifications. - Ensure contractor distributes public construction notices and places construction and information signs.



Scope of Work	Willdan's Duties
	▪ NO PARKING notification to place on vehicle windshields (assumes 500 cards) by the field crew so personal cars have a reminder to move before street work starts. KMP will work with the CM team to ensure that the contractor specs include distribution of doorhangers. ▪ Business cards for field crews to carry with the established hotline contact information, maintaining a single point of communication (assumes printing of up to 500 cards). ▪ At the conclusion of the project, KMP will prepare and mail a final thank-you notification accompanied by FAQs to all residents within the project area. This communication will be divided into two tailored versions: one for those who participated in the conversion and another for those who did not (assumes 3,000 notifications).
Mitigation Monitoring and Reporting Program	Preconstruction Burrowing Owl Survey ▪ In accordance with Mitigation Measure 4.5-1, Rincon will conduct a preconstruction clearance survey for burrowing owl within 30 days prior to commencement of construction activity. The clearance survey will be conducted by a qualified biologist to determine if any burrowing owl or their burrows are located within a 500-foot buffer of the project's disturbance limits (survey area). The survey will be conducted according to survey protocol included in the Burrowing Owl Survey Instructions for the Western Riverside Multiple Species Habitat Conservation Plan Area. One Rincon biologist will walk transects throughout suitable habitat within the survey area, scanning the site for individual owls or sign of burrowing owl occupancy (e.g. pellets, whitewash, etc.). Binoculars will be used to aid the biologist in owl observation and search adjacent areas where access may be restricted. The survey will be conducted within 1 hour before prior to sunrise to 2 hours after, or 2 hours before sunset to 2 hours after, when burrowing owl is most active, and will not be conducted during inclement weather conditions. ▪ If individual owls or occupied burrows are observed, these locations will be mapped with a GPS and an avoidance buffer established around the active burrow. Willdan will be notified immediately if burrowing owl presence is observed and avoidance is required. The results of the burrowing owl survey will be included in a burrowing owl preconstruction survey report. Assumptions ▪ Initial ground disturbing activities will not be phased beyond one mobilization. ▪ The survey will be conducted by one biologist in one, 8-hour day, including travel time. ▪ This scope includes one burrowing owl survey prior to the initial phase of construction. Additional follow-up surveys to monitor any active burrows may be conducted under a scope amendment for an additional cost. ▪ Active burrows must be avoided until all owl nestlings have fledged. ▪ If occupied burrows may be impacted, an impact minimization plan should be developed that protects the burrow in place or provides for closure and relocation (outside of the breeding season) to an alternate burrow within the vicinity but outside of the project footprint in accordance with current CDFW burrowing owl guidelines. ▪ The impact minimization plan and relocation efforts are not included in this scope of work but can be provided through an amendment to the contract. ▪ Any delays in the start of project activities may require an additional survey, which is not included in this scope of work. ▪ One round of comments will be addressed on the preconstruction survey report. Deliverables ▪ Draft and Final Burrowing Owl Preconstruction Survey Report Preconstruction Desert Tortoise Survey ▪ In order to comply with Mitigation Measures 4.5-2, Rincon will conduct a one-day preconstruction survey for desert tortoise within suitable habitat on the survey area. Although no desert tortoise



Scope of Work	Willdan's Duties
	were detected during the site surveys, habitat along the pipeline alignments is considered marginally suitable for this species. Therefore, one qualified Rincon biologist will conduct one preconstruction clearance survey within 30 days prior to initiating construction. The biologist will walk transects through suitable habitat on the survey area searching for individual tortoises or occupied tortoise burrows. Following the pre-construction survey, the biologist will make a determination regarding: (1) if a biological monitor should be present at the site during all clearing and grubbing activities above grade; (2) if desert tortoise fencing needs to be installed around the perimeter of the construction work zone; or (3) if no further action is required. This determination will be delivered via email following the preconstruction survey. The results of the desert tortoise survey will be included in the preconstruction survey report. Assumptions - Initial ground disturbing activities will not be phased beyond one mobilization. - The survey will be conducted by one biologist in one, 8-hour day, including travel time. - If possible, the preconstruction desert tortoise survey will be conducted on the same day as the burrowing owl survey to save budget on mobilization. However, Rincon has budgeted for these two surveys to be conducted independently in the event project timing does not align with the survey schedule. - This scope includes one desert tortoise survey prior to the initial phase of construction. Additional follow-up surveys to monitor any active burrows may be conducted under a subsequent scope amendment for an additional cost. - One round of comments will be addressed on the preconstruction survey report. Deliverables - Draft and Final Desert Tortoise Preconstruction Survey Report Preconstruction Nesting Bird Survey - In order to comply with Mitigation Measure 4.5-3, Rincon will conduct a preconstruction nesting bird survey if nesting vegetation removal activities cannot occur outside of the nesting season (raptor nesting season is February 15 through July 31; and migratory bird nesting season is March 15 through September 1). If vegetation must be removed during nesting season, a qualified biologist will conduct a nesting bird survey of potentially suitable nesting vegetation within the survey area prior to removal. Surveys will be conducted no more than three days prior to scheduled ground disturbing activity. If an active nest is found, the biologist will set appropriate no-work buffers around the nest which will be based upon the nesting species, its sensitivity to disturbance, nesting stage and expected types, intensity and duration of disturbance. - The results of the survey will be delivered via email within one day following completion of the preconstruction survey. The methods, results, and any recommendations will be provided in a preconstruction survey report. Assumptions - Initial ground disturbing activities will not be phased beyond one mobilization. - The survey will be conducted by one biologist in one, 6-hour day, including travel time. - This scope includes one nesting bird survey prior to the initial phase of construction. Additional follow-up surveys to monitor any active nests may be conducted under a subsequent scope amendment for an additional cost. - The nests and buffer zones shall be field checked weekly by a qualified biological monitor. The approved no-work buffer zone shall be clearly marked in the field, within which no disturbance activity shall commence until the qualified biologist has determined the young birds have successfully fledged and the nest is inactive. However, this scope of work does not include budget for weekly buffer zone checks, and this cost can be conducted under a contract amendment.



Scope of Work	Willdan's Duties
	▪ If clearing is not conducted within three days of a negative survey, the nesting survey must be repeated to confirm the absence of nesting birds, which is also not included in this scope of work. ▪ One round of comments will be addressed on the preconstruction survey report. <i>Deliverables</i> ▪ Draft and Final Preconstruction Nesting Bird Survey Report Project Management and Safety ▪ This task includes budget for project kickoff and coordination between field staff, Willdan, and/or the Mission Springs Water District to discuss project needs and access. Additional project management tasks include invoicing and budget management, as well as internal communication with field staff. This task also includes preparation of the project Health and Safety Plan, required by Rincon for all field work tasks. Cultural Monitoring ▪ This task includes budget for project kickoff and coordination between field staff, Willdan, and/or the Mission Springs Water District to discuss project needs and access. Additional project management tasks include invoicing and budget management, as well as internal communication with field staff. This task also includes 30 days of site monitoring and the preparation of the final report. ▪ Willdan's subcontractor, Rincon, anticipates 30 days of field monitoring, additional monitoring will be provided at time and material per Willdan's and Rincon's standard hourly rates.



Primary Staff

For our primary staff, we have selected individuals with extensive expertise and directly related experience to ensure that the services provided adhere to company-wide policies including the quality and integrity of project deliverables and team performance. They are supported by a talented technical support team ready to implement successful project delivery. All team members have worked together on similar projects. The project manager selected to serve the District is a highly qualified individual with the task-to-talent match to meet the District's stated goals.

Primary Staff

Primary Staff	Role	Credentials
Roy Shaver, PE 41 Years of Experience	Resident Engineer	- Professional Engineer, California #C44587 - Certified Project Management Professional (PMP) by PMI - PMI Subject Matter Expert for Risk Management - OSHA 40 Hour and Confined Space - ICBO Reinforced Concrete - Caltrans Asphalt Concrete Inspection and Testing Certifications - Nuclear Density Gauge Certified - State of California Phase 1 Environmental Site Assessor - CalOES Post-Disaster Building Assessor
Michael Bustos, PE, ENV SP 24 Years of Experience	Principal-in-Charge	- Civil Engineer, California No. 73173 - Envision Sustainability Professional, Institute for Sustainable Infrastructure No. 2696 - Caltrans Resident Engineer Academy
Joseph Putrino 37 Years of Experience	Senior Construction Manager	- ICC Certified Building Inspector - ICC Certified Plumbing Inspector - ICC Certified Mechanical Inspector - Contractor License Class A & Class B, No. 636747
Cris Valenzuela 20 Years of Experience	Public Works Inspector	Inspected, coordinated, and supervised various pipeline projects involving sewer and water system improvements.
Marti Martin 30 Years of Experience	Alternate Public Works Inspector	- OSHA 10-Hr Refresher Course, Red Vector - Paving Inspector Certification, Asphalt Institute - HAZWOPER 8-Hr Refresher Course - Concrete Field-Testing Technician - Grade 1, ID# 01170287 - Soils Nuclear Density Gauge Certification
Kurt Brown, PE 15 Years of Experience	Material Testing Lead	- NCEES Professional Engineer, Geotechnical Emphasis, Florida License No. 86384 - Nevada License No. 028494
Jane Freij 25 Years of Experience	Labor Compliance Lead	- BA, Linguistics - Attorney Assistant Training Program, Litigation/ Corporations

Primary Staff Resumes

Willdan has provided resumes for our proposed primary staff in the following pages. Resumes for our proposed support staff are available upon request.





Roy J. Shaver, PE

Senior Construction Manager

Resident Engineer

EDUCATION

Bachelor of Science, Civil Engineering, California State University, Chico

PROFESSIONAL CERTIFICATIONS

Professional Engineer, California, #C44587

Certified Project Management Professional (PMP) by PMI

PMI Subject Matter Expert for Risk Management

OSHA 40 Hour and Confined Space

ICBO Reinforced Concrete

Caltrans Asphalt Concrete Inspection and Testing Certifications

Nuclear Density Gauge Certified

State of California Phase 1 Environmental Site Assessor

CalOES Post-Disaster Building Assessor

41 YEARS OF EXPERIENCE

Roy Shaver possesses a strong work ethic with over 40 years of experience in the field of construction management/resident engineering/project management. He is dedicated to fostering collaborative working relationships with diverse backgrounds and skill sets toward a common goal of delivering quality projects within established timeframe and budget. Specifically, he manages cost, scope, schedules, and quality of projects, as well as resolves issues throughout the project lifecycle. He has extensive field engineering skills, performing quality assurance and contract, plans and specification compliance. He coordinates testing and sampling of construction materials and approves traffic control systems. He reads and interprets plans, specifications, and other construction documents. He ensures safety and environmental compliance by monitoring and enforcing applicable regulations.

Relevant Project Experience

C Street Emergency Sewer Repair Project, City of Fillmore, CA. Assistant Construction Manager. Willdan provided design, construction management, inspection, labor compliance, and material testing services for the emergency sewer repair project as a result of a manhole collapse in State right of way near "C" Street and Highway 126 rendering a downstream sewer line unusable. The City declared a state of emergency in March 2023 and contracted with Willdan to manage replacement of 800 LF of 18" VCP sewer main with a 24" PVC sewer main in the same alignment as the existing sewer. The sewer line was approximately 15' deep, with groundwater table at a depth of approximately 10' below ground surface. The Project involved sewer bypass system, dewatering system, manhole reconstructions, and epoxy coatings, open cut trench sewer replacement within City right of way on C St, bore/jack across State right of way on Highway 126, reconnection of sewer lateral service connections, and 2" ARHM overlay of C St. Total construction cost was approximately \$4 million.

Sewer System Rehabilitation Phase 2 Project, City of Ridgecrest, CA. Assistant Construction Manager/Resident Engineer. Willdan provided professional construction engineering services including project management, preconstruction services, construction management, inspection, labor compliance, materials testing, design support, and post-construction services. This project consisted of improvements to various segments of the sewer system in seven different streets and includes sewer line repair of approximately 3,810 lineal feet, installation of 40 manholes, 51 service lateral reconstructions, and CIPP lining.

PFA's Treatment System Project No. 50042, City of Pico Rivera, CA. Construction Manager. Willdan provided constructability review, construction management, utility coordination, public works inspection, labor compliance, and close-out services for this project, which consisted of construction of equipment pads and installation of water treatment process equipment, including process valves, fittings, instrumentation, grading and paving, and accessories and appurtenances, construction of storm drain system with tie in into County storm sewer, demolition of building at Plant #3 and wing wall of building at Well #5 site, removal of trees, electrical system and control system.

Euclid Street Water Main Replacement, City of La Habra, CA. Construction Manager. Mr. Shaver provided construction management and inspection services for the Water Main Replacement Project on Euclid Street from Whitter Blvd to Hidden Lane. The Project

involved the construction of PVC water pipelines, water tie-ins, valves, fittings; hydrants and water services; removing conflicting water pipes, valves, and fittings necessary for construction of new water facilities; abandoning existing water lines and water line services; and pavement trenching and repair.

C Street Emergency Sewer Repair Project, City of Fillmore, CA. *Assistant Construction Manager.* Willdan provided design, construction management, inspection, labor compliance, and material testing services for the emergency sewer repair project as a result of a manhole collapse in State right of way near "C" Street and Highway 126 rendering a downstream sewer line unusable. The City declared a state of emergency in March 2023 and contracted with Willdan to manage replacement of 800 LF of 18" VCP sewer main with a 24" PVC sewer main in the same alignment as the existing sewer. The sewer line was approximately 15' deep, with groundwater table at a depth of approximately 10' below ground surface. The Project involved sewer bypass system, dewatering system, manhole reconstructions, and epoxy coatings, open cut trench sewer replacement within City right of way on C St, bore/jack across State right of way on Highway 126, reconnection of sewer lateral service connections, and 2" ARHM overlay of C St. Total construction cost was approximately \$4 million.

Phase 1 Watermain Replacement Project, City of South Gate, CA. *Construction Manager.* Willdan provided construction management, inspection, material testing, and labor compliance services for this water mainline replacement project which included the installation of 6,150 LF of new 8" and 12" ductile iron water main, removal and replacement of water laterals, fire hydrants, water meters, blowoffs and air vacs, and isolation valves.

Glenn County Emergency Repairs to Bridge 11C-0057 and County Road 306 at Salt Creek, Glenn County, California. *Resident Engineer/Assistant Project Manager.* Willdan is providing Project Management and Inspection for this project to restore the bridge over Salt Creek and to restore County Road 306 near the bridge to pre-existing conditions, prior to storm damage. Damage was discovered at the approach to County Road 306 and the bank protection of the Salt Creek Bridge. The project replaces the fill behind both bridge abutments, replaces the sacked concrete with rock slope protection, restores the roadway with new compacted aggregate base and hot mix asphalt, and constructs non-erosive drainage outlets to the creek.

City Hall ADA Improvements Project, City of Pico Rivera, California. *Assistant Construction Manager.* Willdan provided construction management and inspection services for this project, which involved Americans with Disabilities Act improvements at City Hall exterior paths of travel, sidewalks, and along parking lots to bring them to compliance with current ADA standards. The project included asphalt, sidewalks, curbs, curb ramps, ADA railings, striping and signage.



EDUCATION

BS, Civil Engineering
(Magna Cum Laude),
California Polytechnic State
University, San Luis Obispo,
CA

Caltrans Resident Engineer
Academy

PROFESSIONAL CERTIFICATIONS

Civil Engineer, California No.
73173

Envision Sustainability
Professional, Institute for
Sustainable Infrastructure
No. 2696

23 YEARS OF EXPERIENCE

Michael Bustos, PE, ENV SP

Deputy Director of Construction Management & Inspection Services

Principal-in-Charge

Mike Bustos currently serves as Deputy Director of Willdan's Construction Management and Inspection Group, which also encompasses geotechnical/materials testing, and labor compliance services. He is responsible for construction management, analysis, design, and plan review of water and sewer pipelines; drainage; roadway reconstructions; pavement rehabilitation; and street improvement projects including traffic signal, landscaping, irrigation, grading, and ADA improvements. He has served as Resident Engineer for over a dozen federally and state-funded projects over the last five years and also as a Construction Manager or Resident Engineer for 150+ public works projects for various agencies throughout California with projects totaling \$250M+ in construction costs. Prior to joining Willdan's Construction Management Group, Mr. Bustos was a water and wastewater designer for nearly 10 years. He has gained valuable experience in on-site construction management, off-site construction administration, design, and plan checking. Through his unique experience and vantage point, Mike has developed an expertise in public infrastructure planning, design, award, funding, and construction; he understands the varying unknowns project construction can present; and he tackles those unknowns by working with contractors, City staff, and other stakeholders to resolve challenges.

Relevant Project Experience

Camp Conrad Chinnock Water and Sewer Improvements, Diabetic Youth Services, Inc., CA. Design Engineer/Construction Manager. Mr. Bustos prepared plans, specifications, and estimate for construction of water and sewer improvements at Camp Conrad Chinnock in Angelus Oaks, CA. He was also responsible for construction oversight and management to ensure construction complied with plans designed to bring the Camp facilities into full compliance with current Uniform Plumbing Code requirements. The campground is in a heavily wooded area on U.S. Forest Service leased land off of Highway 38. The sewer design included abandonment of all existing sewer pipe and septic tanks, installation of approximately 2,200 linear feet of 6-inch PVC sewer pipe, a new 10,000 gallon concrete septic tank, new sewer service laterals, and expansion of the existing leach fields. Agency approvals were required by San Bernardino County Building & Safety and Environmental Health Departments, U.S. Forest Service and Santa Ana Regional Water Quality Control Board.

Citywide Sewer Main Replacement, City of Hemet, CA. Resident Engineer. Willdan provided the services of a qualified construction manager, material testing personnel, and public works inspector required for the monitoring of the City's Citywide Sewer Main Replacement Project. The project included but was not limited to the removal and replacement of existing sewer mains in Acacia Avenue, Devonshire, Buena Vista, Vista Del Monte, Weston Park/Saint John Place, Harvard Street, Apricot Lane, and sewer lining in Harvard Street (Station 10+00 to 14+75), Elmwood Avenue, and Juanita Street. In addition, the project includes the construction of new manholes, reconnection of service laterals, concrete encasement at Weston Park/St John Place, VCP to PVC connections, trench repair, and other appurtenant work.

Phase II Sewer System Rehabilitation, City of Ridgecrest, CA. Principal-in-Charge/Project Manager. Willdan provided construction management, inspection, materials testing, and labor compliance services for this \$8 million sewer system improvements project on various streets. The project involved the installation of new 15" and 18" PVC sewer main,

manhole reconstruction and epoxy lining, cured in place pipe lining; trenching, backfill, and compacting; asphalt concrete overlay; and other appurtenant work.

Westside Water and Sewer Main Replacements, City of South Gate, CA. *Project Manager.* The City's water main and sewer main replacements project involved replacing 1,000 lineal feet of 12-inch DIP, 17,600 lineal feet of 8-inch DIP, and 950 lineal feet of 6-inch DIP water mains, and 450 linear of 12-inch VCP and 1,700 linear feet of 10-inch VCP sewer mains. Existing water mains were abandoned in place while the existing sewer mains were removed from the trench with new mains installed within the same alignment. Willdan provided construction management and inspection services.

Sewer Repair, Rehabilitation, and Slip Lining Program – Phase 1, City of Ridgecrest, CA. *Project Manager.* Willdan provided design, bidding assistance, construction management, inspection, materials testing, and labor compliance services for this \$2.2 million wastewater collection system improvements project. The improvements involved 6,890 linear feet of 8" VCP sewer rehabilitation via cured-in-place-pipe (CIPP) lining, 5,130 linear feet of 10" PVC sanitary sewer replacement via open cut trenching, point repairs, 172 lateral reconstructions with Brim-style inserts, and manhole reconstructions and rehabilitations. Following completion of the sewer main replacements, a 2.5" hot mix asphalt concrete overlay was constructed for the entire length of the project on Church Street from Downs Street to China Lake Boulevard.

Annual Wastewater Main Replacement, City of Santa Monica, CA. *Project Manager.* Willdan provided construction inspection services for this \$1.7 million wastewater collection system improvements project. The improvements involved removal of 6" and 8" VCP sewer main, installation of 8" and 10" SDR 26 PVC sewer pipe, 8" HDPE pipe bursting, 8" and 10" cured-in-place-pipe (CIPP) lining, sewer lateral reconnections, sewer lateral reconstructions with Brim-style inserts (for CIPP segments), pre-construction and post-construction CCTV inspections, manhole reconstructions with T-Lock liners, and epoxy lining manhole rehabilitations.

Emergency Sewer Repair Project on "C" Street, City of Fillmore, California. *Resident Engineer.* Willdan provided construction management, inspection, labor compliance, and material testing services for the emergency sewer repair project constructed as a result of a manhole collapse in State right of way near "C" Street and Highway 126, rendering a downstream sewer line unusable. Willdan managed the emergency contract to replace 800 LF of 18" VCP sewer main with a 24" PVC sewer main in the same alignment as the existing sewer. The sewer line was approximately 15' deep, with groundwater table at a depth of approximately 10' below ground surface. The Project involved sewer bypass system, dewatering system, manhole reconstructions, and epoxy coatings, open cut trench sewer replacement within City right of way on C St, bore/jack across State right of way on Highway 126, reconnection of sewer lateral service connections, and 2" ARHM overlay of C St.

Heritage Valley Parks Tract 5520 Improvements, City of Fillmore, CA. *Project Manager.* Willdan provided owners' representative and inspection services for this \$40 million developer-built project to construct offsite storm drain improvements, all onsite utilities, and other public improvements associated with the construction of the residential development. The first phase included 125 homes and an elementary school; the second phase included 166 homes and a park; and the third phase includes an additional 495 homes and \$29.8 million of public infrastructure in the neighborhood, including utilities, streets, landscaping, and storm drains. The offsite improvements involved approximately 1,750 LF of double reinforced concrete box, 1,100 LF of single reinforced concrete box, 800 LF of open channel, 600 linear feet of RCP, and levee modification. The onsite improvements encompassed all wet and dry utilities, street and drainage improvements, landscaping and irrigation, and roadway structural sections to support the development.



EDUCATION

Construction Management, Architectural Drafting, and Blueprint Reading Courses, College of the Desert, Palm Desert

Uniform Building Code, Fire Code, and ADA Codes, Bergen Community College

Caltrans Resident Engineer Academy

PROFESSIONAL CERTIFICATIONS

ICC Certified Building Inspector

ICC Certified Plumbing Inspector

ICC Certified Mechanical Inspector

Contractor License Class A & Class B, No. 636747

37 YEARS OF EXPERIENCE

Joseph Putrino

Senior Construction Manager

Senior Construction Manager

Joseph Putrino is a former building contractor experienced in all aspects of public works projects, including construction and construction management. His background includes DSA inspections, estimating project costs, evaluating progress schedules, assisting with bid preparation, and complete project administration. Mr. Putrino offers extensive experience monitoring contractor field activities and safety procedures for compliance with Cal-OSHA requirements and ensuring materials utilized for construction comply with project plans and specifications.

Relevant Project Experience

Citywide Sewer Main Replacement & Relining, City of Hemet, California. *Construction Manager.* The project included removal and replacement of 8" and 12" sewer mainline, removal and replacement of sewer laterals, installation of new sewer manholes and relining of existing sewer piping citywide. Working included existing sewer line removal, installation of bypass sewer line systems, construct new manhole base and prefabricated manhole sections, sewer line tie in, trenching backfill, compaction testing, CCTV video and reconstruction of street curb & gutter and AC pavement.

Town of Yucca Valley, California. Willdan provided construction management services for the City's North Park Improvement Project. The proposed improvements include demolition, traffic control, erosion control, unclassified excavation and fill, AC pavement, aggregate base, rip rap, signs and striping, curb stops, new water service, septic tank and system, prefabricated rest room building, grade walking trail and electrical.

City of Bellflower, California. The work on this project includes excavation backfill channel drop inlet pretreatment device (20 and 50 CFS) one (1) new pump stations (up to 6.5 CFS) installation of new pumps motors mechanical and storm drain piping valve protecting existing infrastructure abandoning or removing existing utilities pressure testing pavement removal and replacement unloading the precast storage reservoir and infiltration gallery units installing and waterproofing of underground storage reservoir installing underground infiltration gallery installing maintenance access shafts for underground storage reservoir and infiltration gallery installing and impervious liner around underground storage reservoir installing air ventilation lines for the underground storage reservoir and infiltration gallery building installation water quality skid electrical equipment modifications electrical power electrical service coordination instrumentation and controls planting irrigation playground and splash pad to support the stormwater and runoff capture system and all other appurtenant work.

Police Department Remodel, City of Palm Springs, California. *Assistant Project Manager/Resident Inspector* responsible for assisting with overall project management and all inspections for the remodel. The remodeling improvements upgraded the training center, lobby, records area, detective bureau, and men's and women's locker rooms. Building infrastructure and amenity improvements encompassed fire line, sprinkler, and alarm systems; domestic water lines; miscellaneous concrete work; carpeting, flooring, and tile; doors and windows; drywall and framing; plumbing fixtures; cabinets and countertops; audio/video equipment; and lighting fixtures.

Fire Station No. 4 Remodel and Expansion, City of Palm Springs, California. Construction Manager/Inspector responsible for serving as the City's representative and overseeing construction and inspection for the remodel and expansion. The 2,280-square-foot, state-

of-the-art improvements updated the station facilities to meet modern fire service demands to better serve the community. The new design addressed separate sleeping quarters, decontamination areas, and general ADA compliance issues. The \$5.2 million construction project was partially funded through Measure J.

Police Substation, City of Palm Springs, California. Assistant Project Manager/Resident Inspector responsible for performing assisting with project management and performing all inspections for the substation facility. The improvements encompassed a new City park with a 2,000-square-foot Police Department substation, interactive water feature, sewer and water lines, SCE primary and secondary power lines, decorative metal work, event stage and canopy, decorative shotcrete and concrete work, precast seat walls, roofing, carpeting, flooring, tile, doors and windows, framing and drywall, rough and finish plumbing, casework and countertops, HVAC systems, rough and finish electrical, electrical and HVAC control systems, public restrooms, parking structure structural upgrades, ADA improvements, landscaping, and landscape lighting improvements.

City Hall Council Chambers Remodel, City of Camarillo, CA. *Construction Manager.* Willdan is currently providing professional construction engineering services for the management and inspection of the remodel of the City Hall Council Chambers including upgrades to audio/visual, electrical, lighting, HVAC, concrete, carpentry, and finishes. Willdan' team is responsible for overseeing all aspects of the construction work, including general requirements, SWPCP, demolition, asbestos abatement, concrete, carpentry, casework, thermal/moisture protection, doors, finishes, signage, furnishings, fire suppression, mechanical, electrical, and audio-visual. Willdan is responsible for overseeing all construction scope, including, but not limited to, general requirements, SWPCP, demolition, concrete, carpentry, casework, thermal/moisture protection, doors, finishes, signage, furnishings, fire suppression, mechanical, electrical, and audio-visual.



20 YEARS OF EXPERIENCE

Cris Valenzuela

Public Works Inspector

Lead Public Works Inspector

Cris Valenzuela is a Public Works Inspector with 20 years' experience. He has inspected, coordinated, and supervised various pipeline projects involving sewer and water system improvements. He has experience with replacing pipe, trenching, paving, and concrete work. He has experience with scheduling, cost estimation, material orders and change orders. Mr. Valenzuela displays strong leadership and decision-making qualities..

Relevant Project Experience

Sewer Lining Phase I, Project No. 629 SWR, City of South Gate. This project involves the rehabilitation of selected sanitary sewer mains in the City's collection system through cured-in-place pipe (CIPP) lining and associated work. The intent is to restore structural integrity, reduce infiltration/inflow, extend the service life of the sewer infrastructure, and enhance system reliability. Key scope elements include: Mobilization of contractor, traffic control, and utility coordination, Inspection of existing sewer mains to verify size, condition, and identify any structural defects, cleaning, de-salting, flushing, and preparation of existing sewer mains as required prior to lining, installation of cured-in-place pipe (CIPP) lining inside the existing host pipe, conforming to the Owner's specifications and standards, reconnections or reinstatement of service laterals and manhole tie-ins where necessary, surface restoration and cleanup including reinstatement of pavement, sidewalks, and other disturbed areas to match existing conditions, testing, inspection, and verification of the completed CIPP lining, including CCTV inspection, leakage testing, and documentation and coordination with wastewater operations to ensure minimal disruption to flows, and safe bypass or flow control during construction.

Citywide Sewer Main Replacement, City of Hemet, CA. *Public Works Inspector.* Willdan provided construction management, inspection, and material testing services for the City's Citywide Sewer Main Replacement Project. The project included the removal and replacement of existing sewer mains in Acacia Avenue, Devonshire, Buena Vista, Vista Del Monte, Weston Park/Saint John Place, Harvard Street, Apricot Lane, and sewer lining in Harvard Street (Station 10+00 to 14+75), Elmwood Avenue, and Juanita Street. In addition, the project includes the construction of new manholes, reconnection of service laterals, concrete encasement at Weston Park/St John Place, VCP to PVC connections, trench repair, and other appurtenant work.

FY 24-25 Sewer Pipeline Rehabilitation Project, City Project No. 709-SWR, City of South Gate, CA. *Public Works Inspector.* The Sewer Pipeline Lining and Improvements project consists of replacement of four segments of sewer lines totaling approximately 690 LF, two point repairs averaging 15' in length, cured-in-place pipe (CIPP) lining of approximately 16,000 LF of 8" – 18" sewer mains, construction of 6 new manholes and rehabilitation of 21 additional manholes in the City's sewer system. Willdan is providing contract administration, construction observation/inspection, utility coordination, labor compliance, geotechnical and material testing services, and project close-out services.

Well 30 Sewer Line Repair, City of Downey, CA. *Public Works Inspector.* The Project included the repair to various portions of the existing the existing sewer line in at Well No. 30. Willdan provided public works inspection and material testing services for the Project.

Encroachment Permit Inspections, City of Rolling Hills Estates, CA. *Public Works Inspector.* Mr. Valenzuela provides on-call encroachment permit inspections for various utility projects, including sewer, water, and electrical improvements within the City right of way.

Riverview Neighborhood Water Main Replacement, City of Santa Ana, CA. *Public Works Inspector.* Willdan is currently providing inspection services to oversee the construction of several projects throughout the City. Through this contract, Willdan will also provide construction management, inspection, and material testing for the Riverview Neighborhood Water Main Improvements project. The primary project consists of the construction of approximately 5,750 linear feet (LF) of 8-inch, and 2,600 LF of 12-inch PVC C-900 water mains and all appurtenances related to the new water facilities as shown on the plans and specifications.

Water Valve Replacement Project, City of Simi Valley Water District, California. *Working Foreman.* Simi Valley Water required contractor to upgrade entire valve system in the Texas housing track on the north side of Simi Valley. Most valves required valve tees with 3 new valves in each location. Every home was sanded and slurry backfilled. All patches required resurfacing.

Hillcrest and Lynn Road Water Project for Cal America, City of Thousand Oaks, California. *Working Foreman.* Project required the replacement of 900ft of 12inch AC pipe with 900ft of 12inch C900 pipe. Backfill materials included sand and one sack slurry. Some sidewalk panels were re-poured. Road was resurfaced and restriped.

Slauson and Buckingham Electrical Water Vault Installation, Culver City, California. *Working Foreman.* The project required the installation of 4" conduits across Slauson Boulevard crossing 7 lanes. The trench was sanded, slurry backfilled, base paved, and capped. In addition, a vault to house an electrical water pump for Golden State Water was constructed.

Claremont Village Water Upgrade, City of Claremont, Golden State Water, California. *Working Foreman.* The project entailed upgrading the entire water system within an 8-block radius. A new water main was installed along with new valves and new services. All work was performed at night. The entire village was later resurfaced and updated with new concrete.

Water Service Upgrade, City of Chino Hills, California. *Working Foreman.* The project entailed upgrading the water services for the entire housing track - over 200 homes were upgraded from the water main to the new water service. The upgrades included the installation of new saddles and new copper services up to the consumer meter.

Water Main Upgrade, Temple City, Golden State Water, California. *Working Foreman.* The project entailed upgrading 1250 ft of water main. Upgrades included new meter boxes, new water meters, 2 air vacs, 3 fire hydrants, and 3 tie end points. After installation was complete, trenching and resurfacing was done to close the project. The entire street was slurry sealed with type 2 slurry seal.



EDUCATION/TRAINING

City & County San Francisco
Confined Space Entry
Training

APWA Construction &
Inspection Workshop (Parts
1 thru 8)

City & County San Francisco
Public Works Ethics Training
2022

Asbestos, Lead and Silica
Awareness Training

P6 101 Pt.#1 & Pt.#2
Training

24-Hour HAZWOPER
Training, Labor &
Occupational Health
Program

Public Works Project
Administration, APWA

SF-BRWQCB Construction
Site Compliance for Water
Quality Protection Soils
Engineering

NASTT Cured-in-Place Pipe
Lining

PROFESSIONAL CERTIFICATIONS

OSHA 10-Hr Refresher
Course, Red Vector

Paving Inspector
Certification, Asphalt
Institute

HAZWOPER 8-Hr Refresher
Course

Concrete Field-Testing
Technician - Grade 1, ID#
01170287

Soils Nuclear Density Gauge
Certification

Marti Martin

Senior Public Works Observer

Alternate Public Works Inspector

Marti Martin has over 30-years years of increasingly responsible experience providing construction oversight & inspection for a variety of infrastructure projects involving public works, heavy and civil engineering improvements. He regularly serves as an onsite agency, owner & contractor liaison. Marti has an ability to anticipate potential construction dimensional/applicability issues and is proactive in providing timely resolution to mitigate negative impacts to the project. He is experienced in construction schedule review/updates, general construction logic, addressing potential conflicts, and monitoring adherence to safety, quality, and ethical standards in accordance with owner/stakeholder policies.

Relevant Project Experience

Water Line Improvements Project, City of Hayward, CA. Construction Inspector. Through our on-call contract, Willdan is currently providing full-time public works inspection services for the City's Water Line Improvements Project (City Project No. 07093) consisting of approximately 2,080 linear feet (LF) of 6-inch, 8-inch, and 12-inch earthquake resistant ductile iron pipe (ERDIP), 11,110 LF of 8-inch and 12-inch ductile iron pipe (DIP), and 24,100 LF of 6-inch, 8-inch, and 12-inch PVC C-900 water mains and all appurtenances. The project also includes 489 LF of jack and bore operations and 161 LF of microtunneling operations. Pavement maintenance work after water line installation includes 150,000 square feet of microsurfacing.

FY 2025 Wastewater Main Rehabilitation, City of Santa Barbara, CA. Main Public Works Inspector. Willdan is currently providing full-time construction inspection for the City's 2025 Wastewater Main Rehabilitation project, which consists of rehabilitation of just over 15,000 LF of gravity sewer pipelines ranging from 6" to 15" diameter by means of cured in place pipe, including cleaning, pre- and post-lining CCTV, dye testing, and service lateral connection seal. The Project also includes lining of existing manholes, installing new internal drop inlets, re-establishing service connections, and grinding down protruding service laterals. The Project areas are at 75 locations spread throughout the city. Several of the pipe segments to be lined require implementation of a sewer bypass system.

Sewer Line Improvements Project, City of Hayward, CA. Construction Inspector. Willdan is currently providing public works inspection services for the City's \$11.4 million Sewer Line Improvements Project (City Project No. 07761) consisting of approximately 17,400 linear feet (LF) of 8-inch, 10-inch, 12-inch, and 15-inch sewer main by open cut method, 3,150 linear feet of 8-inch, 12-inch, and 15-inch sewer main by pipe bursting, 700 linear feet of sewer main by pipe reaming, and a 24-inch steel casing jack and bore. The project also includes service laterals, drop manholes, and manhole removal, reconstruction, and lining.

Richmond Via Verde Sink Hole Restoration Project (Phase I-III), City of Richmond, CA. Public Works Inspector. As a City Inspector. Mr. Martin provided public works observation for this project which included sewer, electrical, & water Improvements, including temporary egress/access, structural roadway improvements to the affected neighborhoods at Via Verde, El Portal Road, and San Pablo Creek. The project also constructed 30' W x 35' H x 165 L Tie-back restrained temporary 8-inch wood box culvert to allow scheduled EBMUD reservoir releases into the San Pablo Creek, rainy season & native fish habitat stabilization. Mr. Martin coordinated utility work and realignment of existing facilities including EBMUD, WC Wastewater District, PG&E, Comcast, CableCom

and AT&T. He maintained construction progress records, including daily inspection reports (DIRs), SWPPP inspections, and photo documentation.

Previous Work Experience

Emergency Repairs, Santa Cruz County, CA. *Public Works Inspector.* China Grade Road Temporary (20'Wx90'L) Rail Car Bridge Install, Slide Repair/Soil Nail Wall – Bear Creek Road; BCR-PM 3.62, BCR-PM 3.41, BCR-PM 2.81, BCR-PM 2.85 – Slide Repair Soil Nail Wall / Storm Drain Crossing.

Uvas Creek Replacement Bridge No. 37C0094, Santa Clara County, CA. Rebar Inspection. Deck (40'Wx200'L), Transverse, Top/Bottom & End Diaphragm, Retaining (23'Hx200'L) Wall.

Public Works Inspection, City of Lathrop, CA. *Public Works Inspector.* With a previous employer, Mr. Martin provided inspection services to the City of Concord for the City's Mossdale Storm Water Outfall Structure and Levee Construction, which included 6,200 LF of 30" steel mortar-lined force main with five tie-ins, and the City's Stonebridge Force Main Outfall Structure and Levee Construction, which included 4,500 LF of 30" steel mortar-lined force main, and the City's Storm Water Pollution Prevention Plan Program.



EDUCATION

BS, Civil and Environmental Engineering from the University of South Florida

ASSOCIATIONS

American Society of Civil Engineers

Institute of Concrete Repair, Former Board Member

PROFESSIONAL CERTIFICATIONS

NCEES Professional Engineer, Geotechnical Emphasis, Florida License No. 86384

Nevada License No. 028494

15+ YEARS OF EXPERIENCE

Kurt Brown, PE

Supervising Engineer

Material Testing Lead

Kurt Brown is a licensed civil engineer with over 15 years of experience delivering engineering projects across the United States from concept through construction and closeout. He has extensive experience working within complex regulatory frameworks, including IBC, CBC, HCAI (OSHDP), DSA, CDCR, and NAVFAC requirements. Kurt has a proven track record managing multidisciplinary teams, coordinating with architects, contractors, and stakeholders, and ensuring full compliance with applicable codes and standards. He is experienced in special inspections, materials testing, and supporting prefabricated and modular construction, and is recognized for successfully delivering projects on schedule and within budget.

Previous Work Experience

QAI Laboratories, Rancho Cucamonga, CA. Operations Manager. Kurt oversees daily operations to ensure compliance with industry standards and project requirements. He manages staff performance, provides training and mentorship, and optimizes workflow through effective resource allocation. He has implemented process improvements to streamline laboratory testing procedures and reduce delays. He also facilitates coordination meetings to resolve operational challenges and maintain productivity and quality standards.

Smith-Emery International, Los Angeles, CA. Client Service Manager. Kurt managed client relationships and oversaw technical estimating, budgeting, and project execution for special inspections and materials testing services. He conducted site visits to evaluate project scope for healthcare and educational facilities under HCAI and DSA requirements. He coordinated closely with engineers, architects, and contractors to ensure accurate budgeting and timely delivery of services.

Koury Engineering & Testing Inc., Chino, CA. Business Development Manager/Project Manager. Kurt led business development initiatives, identified new opportunities, and maintained strong client relationships. He prepared proposals and responded to RFPs for geotechnical and construction materials testing services. He worked closely with technical teams to deliver project requirements, develop solutions, and meet deadlines.

Terradyne Engineering, Inc., Tustin, CA. Branch Manager. Kurt managed branch operations, including financial performance, staffing, and business development. He developed and implemented strategic business plans, improved revenue and client retention, and oversaw staff performance and professional development. He also coordinated marketing efforts, attended pre-bid meetings, and expanded the company's presence in the regional market.

GFA International, Inc., Fort Myers, FL. Construction Materials Testing Department Manager. Kurt supervised construction materials testing operations and ensured compliance with quality and safety standards. He managed laboratory and field staff, coordinated resources, and conducted safety audits. He also supported business development and client engagement activities.

ECS Florida LLC, Fort Myers, FL. Geotechnical Staff Engineer. Kurt performed geotechnical investigations and supported construction materials testing projects. He conducted field inspections, prepared reports, and collaborated with project teams to deliver engineering solutions.

Universal Engineering & Sciences, Inc., Fort Myers, FL. Staff Geotechnical Engineer / Threshold Agent. Kurt coordinated drilling and permitting for geotechnical explorations and prepared technical reports and specifications. He performed structural inspections and subsurface investigations for commercial construction projects.



Jane Freij

Labor Compliance Manager

Labor Compliance Lead

EDUCATION

BA, Linguistics, University of Kansas, Lawrence, KS

Attorney Assistant Training Program, Litigation/Corporations, University of California, Los Angeles, CA

25 YEARS OF EXPERIENCE

Jane is an experienced Labor Compliance Officer/Project Manager with a proven track record of profitability achieved through comprehensive and effective management of time and budget. Her key areas of expertise include state and federal labor law compliance, scheduling and budgeting, contract administration/negotiation, policy and procedure development, and legal writing/editing. Jane provides oversight of labor compliance monitoring services for local, state, county, and federally funded projects under the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the U.S. Department of Housing and Urban Development (HUD), and the U.S. Environmental Protection Agency (EPA). She is familiar with the FHWA federal funding administration process from field review and request for authorization to final invoicing. Jane has received specialized training in project reporting requirements and fraud detection and prevention procedures.

Jane provides ongoing Disadvantaged Business Enterprise (DBE) Program management services for nearly two dozen agencies, including the preparation of the implementation agreement and annual submittals (LAPM Exhibits 9-A and 9-B), bid document review and updates, project-specific DBE goal calculation, Good Faith Effort (GFE) analysis, DBE contractor verification, and DBE utilization tracking.

Jane's background includes developing and negotiating contracts, monitoring, and enforcing contractual compliance, risk management coordination, and managing a multi-state licensing project for an energy services subsidiary. She also possesses a strong legal background, having served as a paralegal and senior paralegal for real estate, land development, and contract law litigation attorneys.

Relevant Project Experience

Various Agencies: Local, County, State, Federal Labor Compliance, CA. Jane has provided Supervisory Labor Compliance services in the following cities:

- | | | |
|--------------------|------------------------|-------------------------|
| ▪ Azusa | ▪ Highland | ▪ Pinole |
| ▪ Baldwin Park | ▪ Huntington Park | ▪ Pomona |
| ▪ Bell Gardens | ▪ Inglewood | ▪ Rancho Palos Verdes |
| ▪ Bellflower | ▪ Irwindale | ▪ Rialto |
| ▪ Brea | ▪ La Cañada Flintridge | ▪ Ridgecrest |
| ▪ Burbank | ▪ La Mirada | ▪ Rolling Hills Estates |
| ▪ California City | ▪ La Puente | ▪ Rosemead |
| ▪ Calimesa | ▪ Lakewood | ▪ Santa Clarita |
| ▪ Coachella | ▪ Long Beach | ▪ South Gate |
| ▪ Coalinga | ▪ Manhattan Beach | ▪ South Lake Tahoe |
| ▪ Commerce | ▪ Maywood | ▪ South Pasadena |
| ▪ Corona | ▪ Monterey Park | ▪ Thousand Oaks |
| ▪ Cudahy | ▪ Orange | ▪ Westlake Village |
| ▪ Davis | ▪ Paramount | ▪ Winters |
| ▪ Hawaiian Gardens | ▪ Pico Rivera | ▪ Yorba Linda |

On-Call Labor Compliance, Mojave Water Agency, CA. *Labor Compliance Officer.* Jane is the Project Manager, responsible for labor compliance monitoring and enforcement on a variety of projects.

On-Call Labor Compliance, Long Beach Water Department, CA. *Project Manager.* Jane serves as the supervising project manager for various Long Beach Water Department publicly funded projects.

Stormwater and Runoff Capture Projects at Bolivar and Mayfair Parks, City of Lakewood, CA. Jane served as the City's *Labor Compliance Officer* for these two state- and locally funded projects, at a total cost of \$20 million, which installed state-of-the-art underground diversion, treatment, storage, and pumping systems that redirected all urban and stormwater runoff from adjacent flood control channels and, after treatment, used it to irrigate landscaped greenbelt areas in the parks.

Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority, Los Angeles River Catch Basin Retrofit, CA. Jane served as the *Labor Compliance Officer* and federal reporting liaison for this \$10.8 million project for the installation of 11,560 trash-collecting catch basin inserts in 16 local agency jurisdictions along the Los Angeles River. The project was funded through the U.S. Environmental Protection Agency (EPA) and administered by the State Water Resources Control Board.

Mesa Water District, Snyder Langston, CA. *Project Manager/Labor Compliance Manager.* Jane provided labor compliance monitoring and enforcement services for two contemporaneous projects for the Mesa Water District. The project involved the removal and replacement of roof and HVAC units.

Baldwin Park Marketplace Pipeline, San Gabriel Valley Water Company, CA. *Federal Labor Compliance.* Willdan was selected to provide federal labor compliance services for the pipeline project. The project included construction of water distribution pipeline water services fire hydrant and related appurtenances. The project utilized Community Development Block Grant (CDBG) funds. Willdan updated the project specifications to include the CDBG program requirements as well as Section 3 documentations and provided federal labor compliance services during construction of the project.

Wastewater & Sewer System Improvement, City of Maywood, CA. *Labor Compliance Officer.* Willdan provided design and construction observation for the relining of cracked and broken sewer lines at 33 locations and the repair of 180 manholes using an EPA Grant.

Sewer System Maintenance, City of La Puente, CA. *Labor Compliance Officer.* The project involved periodic sewer cleaning and flushing of the city sewer systems in compliance with the reduction of Total Maximum Daily Loads (TMDL) as required by the State Water Quality Board.

Disaster Assistance, Winter 2005 Storm Damage, City of La Cañada Flintridge, CA. *Labor Compliance Officer* responsible for assisting the City in obtaining federal disaster assistance funding for permanent restoration work necessitated by storm damage. The project included preparation of three Requests for Authorization to proceed with preliminary engineering and disaster assistance for submission to Caltrans and the Federal Highway Administration (FHWA); and the review and update of project specifications.

Disaster Assistance, Winter 2005 Storm Damage, City of Calabasas, CA. *Labor Compliance Officer* responsible for assisting the City in obtaining federal disaster assistance funding for emergency opening and permanent restoration work necessitated by flooding in Winter 2005 storm damage. The project included preparation of start-up documentation for FHWA and Caltrans; review and update of project specifications; preparation of Request for Authorization package; monitoring project DBE-related activities; preparation of award package; and preparation of invoices for project cost reimbursement.

City of Long Beach, CA. Jane currently serves as the *Labor Compliance Officer* for nearly two dozen public works projects for the City of Long Beach, including: Artesia Great Boulevard, Municipal Urban Stormwater Treatment (MUST) Facility construction, fire station improvements and repairs, Los Altos North Library HVAC replacement, and several citywide on-call contracts for emergency plumbing, concrete/slurry, and elevator maintenance.



Rincon Consultants, Inc.

Environmental & Cultural Monitoring

Rincon Consultants, Inc. (Rincon) is a multi-disciplinary environmental sciences, planning, and engineering consulting firm that provides quality professional services to government and industry. Founded in 1994 and headquartered in Ventura, Rincon has grown to a firm of over 190 professionals located in 10 California offices (Ventura, Los Angeles, Santa Barbara, Redlands, San Luis Obispo, Carlsbad, Fresno, Monterey, Oakland, and Sacramento). We provide services categorized into six core areas: Environmental Sciences & Land Use Planning, Biological Resources, Site Assessment & Remediation, Water Resources, Sustainability Services, and Cultural Resources. We also have a GIS & Graphic Communications group to enhance our documents and support our data analyses for projects addressing issues in the aforementioned areas of expertise. A core business area for Rincon is transportation and public works infrastructure projects, and our firm has provided environmental consulting services for these types of projects for over 23 years. During that time, we have developed a reputation for successfully completing the environmental analysis and permitting processes for a number of bridge replacement, roadway improvement, transportation planning, and many other public works related projects throughout California.

Rincon's philosophy on all projects is to encourage early agency and public scoping, and to develop and maintain close communication between the local lead agency, engineering consultants, Caltrans Local Assistance office and other stakeholders, as appropriate, to ensure technical adequacy and timely review of required project deliverables. This approach has enabled us to identify and avoid costly and time-consuming constraints early in the environmental review process and to minimize or avoid potential conflicts with funding deadlines. For several transportation projects, we have conducted comprehensive environmental review for each project phase, beginning with constraints analysis at an early stage of project design, through the CEQA/NEPA process, including resource agency permitting and hazardous materials assessment and coordination that inform final design, and following project approval, through construction monitoring and inspection.

References

Willdan has provided select representative project descriptions and references demonstrating our construction management and inspection expertise with projects of a similar nature.

Phase I and II Sewer System Repairs and Rehabilitation

Client

City of Ridgecrest
100 West California Avenue
Ridgecrest, CA 93555

Contact

Travis Reed, PE
Public Works Director/Deputy City Manager
(661) 478-1965
treed@ridgecrest-ca.gov

Willdan provided design, bidding assistance, construction management, inspection, materials testing, and labor compliance services for the first two phases of sewer system repairs and rehabilitation per the City's Sewer System Repair Program. The Phase I Project was a \$2.2 million wastewater collection system improvements project. The improvements involved 6,890 linear feet of 8" VCP sewer rehabilitation via cured-in-place-pipe (CIPP) lining, 5,130 linear feet of 10" PVC sanitary sewer replacement via open cut trenching, point repairs, 172 lateral reconstructions with Brim-style inserts, and manhole reconstructions and rehabilitations. Following completion of the sewer main replacements, a 2.5" hot mix asphalt concrete overlay was constructed for the entire length of the project on Church Street from Downs Street to China Lake Boulevard.



The Phase II Project involved over \$8 million of sewer system improvements repairs and rehabilitation of the City's trunk sewer mains on China Lake Blvd and California Ave, as well as spot repairs and manhole rehabilitation on 5 street segments where sewer infrastructure had been damaged by the 2019 earthquakes. The project involved the installation of 2,000 LF of new 15" PVC and 1,750 LF of new 18" PVC sewer main, manhole reconstruction and epoxy lining, 600 LF of cured in place pipe lining; 43 sewer lateral reconstructions; trenching, backfill, and compacting; asphalt concrete overlay; and other appurtenant work. After completion of the sewer improvements, the curb, gutter, sidewalk, driveway approaches, and curb ramps along the west side of China Lake Blvd from Ridgecrest Blvd to Argus Ave were fully reconstructed. The work on China Lake Blvd (SR178) required an encroachment permit from Caltrans and right of entry agreements for reconstruction of surface improvements on private property.



Willdan provided design, bidding assistance, construction management, inspection, materials testing, utility coordination, and labor compliance services for both projects.



Citywide Sewer Main Replacement & Lining – CIP 5353B

Client

City of Hemet
445 E. Florida Avenue
Hemet, CA 92543

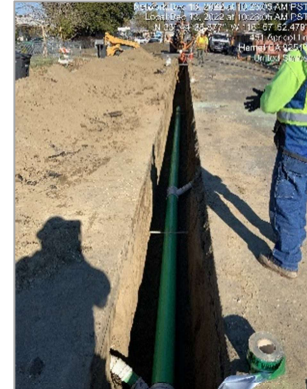
Contact

Noah Rau, PE
City Engineer
(951) 765-2360

nrau@hemetca.gov

Willdan provided construction engineering services for this project, which includes the removal and replacement of existing sewer mains on Acacia Avenue, Devonshire, Buena Vista, Vista Del Monte, Weston Park/St. John Place, Harvard Street, Apricot Ln, as well as sewer lining on Harvard Street, Elwood, and Juanita St. The project also includes the construction of new manholes, reconnection of service laterals, concrete encasement at Weston Park/St. John Place, VCP to PVC connections, trench repair, and other appurtenant work.

Willdan provided construction management, inspection, materials testing, and labor compliance services.



Street and Sewer Improvements on Florence Avenue

Client

City of Bell
6250 Pine Avenue
Bell, CA 90201

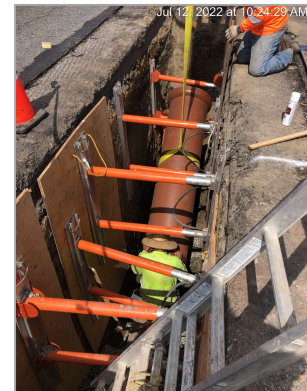
Contact

Allan Perdomo
Community Development Director
(323) 773-1596

aperdomo@cityofbell.org

This Project involved street and sewer improvements on Florence Avenue (Between Vinevale Avenue and Wilcox Avenue). The project consisted of replacing the existing 12-inch VCP sewer with a 15-inch VCP and 18-inch VCP, modifying existing manhole bases, sewer lateral connections, replacing existing manholes with precast concrete manholes, pavement cold milling and ARHM overlay. It included replacing sidewalk, cross gutters, ADA ramps, adjusting manhole frames and valves to grade, striping, and other incidental and appurtenant work necessary for the proper completion of the Project.

Willdan provided construction management, inspection, and material testing services.



Valley Boulevard Sanitary Sewer Improvement and Pavement Resurfacing

Client

City of La Puente
15900 E. Main Street
La Puente, CA 91744

Contact

John DiMario
Development Services Director
(626) 855-1517
jdimario@lapuente.org

This project included sanitary sewer system improvements to replace 150 LF of an existing 8" VCP sewer main with a 10" PVC sewer main and 1,750 LF of an existing 10" VCP sewer main with a 12" PVC sewer main; 10 manhole reconstructions, 32 service lateral connections; PCC curb, gutter, and sidewalk repairs; and ARHM overlay on Valley Boulevard between Ferrero Lane and Wickford Avenue and on Wickford Avenue between Valley Boulevard and Inyo Avenue.

Willdan provided construction management, inspection, materials testing, and labor compliance services.



Miscellaneous Sewer Improvements

Client

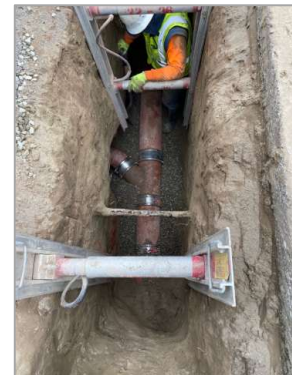
City of Downey
100 West California Avenue
Ridgecrest, CA 93555

Contact

Lorena Powell
Associate Civil Engineer
(562) 904-7117
lowekk@downeyca.org

Willdan provides construction engineering services to the City of Downey on various water and sewer projects. One of the projects for which Willdan provided services was on Miscellaneous Project No. 324 – Miscellaneous Sewer Spot Repairs and Manhole Rehabilitation. The work consisted of isolation, removal, and replacement of broken pipe with new 8" extra strength VCP sewer main and repair couplings; replacement of lateral connection with new 8"x6" extra strength VCP wye and repair couplings; removal of existing, furnishing and installing new sewer manhole frame and covers and top adjusting rings on Bigsby Street, Tweedy Lane, Stamps Avenue, Suva Street, Kingbee Street, Downey Avenue, and Imperial Highway.

Willdan provided construction management, inspection, and material testing services.



Cost Proposal

Mission Springs Water District
FEE PROPOSAL
FOR
Construction Management Services for
AD-15 Area M-2 Sewer Construction and Water Line Replacement Project
Thursday, September 3, 2026

TASK / CLASSIFICATION	Principal in Charge	Resident Engineer	Construction Manager	Office Engineer/ Field Supervisor	Labor Compliance Manager	Public Works Observer/ Special Inspector ²	Public Works Observer/ Special Inspector ²	Labor Compliance Specialist	Clerical	SPECIAL INSPECTIONS - SUBCONSULTANTS					TOTAL LABOR	TOTAL SUBS	MISC. EXPENSE	TOTAL COST
	Mike Bustos	Roy Shaver	Joe Putrino	Peri Kay	Jane Freij	Cris Valenzuela	Dwayne Mozden	Amanda Perez	TBD	Material Testing ^{2,3}	Survey ²	(OPTIONAL) Public Outreach	MMRP	SUB MARKUP				
HOURLY RATE:	\$255	\$215	\$191	\$165	\$188	\$164	\$164	\$150	\$123	Willdan	Adkans	KMP	Rincon	15%				
										T&M NTE	LS	LS	LS	LS				
TASK 1 - PRECONSTRUCTION SERVICES	16	4	72	24	2	6	6	0	28					\$0	\$28,440	\$0	\$0	\$28,440
SUBTASK 1.1 - CONSTRUCTABILITY REVIEW		2	16	20					8					\$0	\$7,770	\$0	\$0	\$7,770
SUBTASK 1.2 - HIGH LEVEL RISK EVALUATION		2	8						4					\$0	\$2,450	\$0	\$0	\$2,450
SUBTASK 1.3 - BIDDING ASSISTANCE		6	12	24					8					\$0	\$8,526	\$0	\$0	\$8,526
SUBTASK 1.4 - CONSTRUCTION MANAGEMENT KICKOFF MEETING		4	8	8		2	2		2					\$0	\$4,610	\$0	\$0	\$4,610
SUBTASK 1.5 - CONSTRUCTION KICKOFF MEETING		8	20	32	2	4	4		4					\$0	\$13,000	\$0	\$0	\$13,000
SUBTASK 1.6 - DOCUMENT CONTROL		8	8						2					\$0	\$3,494	\$0	\$0	\$3,494
TASK 2 - SUBMITTALS		40	100	18										\$0	\$30,670	\$0	\$0	\$30,670
TASK 3 - CONSULTATION AND MEETINGS		80	600	118					75					\$0	\$160,495	\$0	\$0	\$160,495
TASK 4 - AS-BUILT DRAWINGS		16	151	50										\$0	\$40,531	\$0	\$0	\$40,531
TASK 5 - CHANGE ORDERS		40	453	100										\$0	\$111,623	\$0	\$0	\$111,623
TASK 6 - CONSTRUCTION OBSERVATION				32		3185	414							\$0	\$595,516	\$0	\$0	\$595,516
TASK 7 - SCHEDULES		60	302	40										\$0	\$77,182	\$0	\$0	\$77,182
TASK 8 - MATERIALS TESTING ³							170							\$0	\$27,880	\$0	\$0	\$27,880
TASK 11 - PAY REQUESTS AND LABOR COMPLIANCE ⁵		24	45	40	32			225	57					\$0	\$67,132	\$0	\$0	\$67,132
TASK 12 - PROJECT CLOSE OUT		10	65	10					24					\$0	\$19,167	\$0	\$0	\$19,167
TASK 13 - BILLING AND PROJECT REPORTS		20	80	16					57					\$0	\$29,231	\$0	\$0	\$29,231
TASK 14 - POST CONSTRUCTION WARRANTY INSPECTION		12	24	24			24							\$0	\$15,060	\$0	\$0	\$15,060
TASK 15 - CULTURAL MONITORING AND REPORTING PROGRAM													\$71,640	\$10,746	\$0	\$82,386	\$0	\$82,386
TASK 16 - MITIGATION MONITORING AND REPORTING PROGRAM	16	24	124	24		24			48				\$50,000	\$7,500	\$46,724	\$57,500	\$0	\$104,224
TOTALS ¹	32	360	2,088	580	36	3,221	620	225	317	\$0	\$0	\$0	\$121,640	\$18,246	\$1,289,501	\$139,886	\$0	\$1,429,387

¹This not-to-exceed fee is based on an assumed 595-calendar day construction duration (per the Scope of Work section of the District's RFP) with inspection services assumed at no more than 8 hours per day, Monday through Friday. Additional services needed beyond the contract specified date of completion will be provided on a time-and-material basis at Willdan's standard hourly rates. Overtime inspection services are not included, but will be billed at 1.5 times normal hourly rate if required and may require adjustment to the approved budget. Work performed by support staff with titles not explicitly listed herein will be charged in accordance with Willdan's standard hourly rates at the time the work is performed.

²This proposal assumes prevailing wage inspection is required. For prevailing wage classifications, hourly rates will be increased when the predetermined increases stipulated by the State of California Department of Industrial Relations take effect. Hourly rate increases will be equivalent to the % increase in wages mandated by the State of California. This proposal is based on Determination SC-23-63-2-2024-1D issued on August 22, 2026.

³The Contractor's construction schedule is not available at the time of proposal submission, so a budgetary allowance for materials testing has been provided in this proposal.

⁴Survey fee is based on 54 site trips.

