

**AGREEMENT FOR PROFESSIONAL SERVICES BY INDEPENDENT CONTRACTOR
ON-CALL PROFESSIONAL SERVICES FOR CONSTRUCTION MANAGEMENT AND
INSPECTION OF CAPITAL AND DEVELOPMENT PROJECTS
PROJECT DIR # N/A**

THIS AGREEMENT FOR PROFESSIONAL SERVICES BY INDEPENDENT CONTRACTOR is made and effective as of **August 1, 2025**, by and between the MISSION SPRINGS WATER DISTRICT, a County Water DISTRICT (“DISTRICT”) whose address is 66575 Second Street, Desert Hot Springs, CA 92240, California, and **Z&K Consultants, a California Corporation** whose address is **17130 Van Buren Blvd. #122, Riverside, CA 92504** (“CONTRACTOR”).

RECITALS

This Agreement is entered into on the basis of the following facts, understandings and intentions of the parties to this Agreement:

A. DISTRICT desires to engage CONTRACTOR to provide the following services: **on-call professional services for construction management and inspection of capital and development projects**; and

B. CONTRACTOR has made a proposal (“Proposal”) to the DISTRICT to provide such professional services, which Proposal is attached hereto as **Exhibit “A”** and incorporated herein by this reference; and

C. CONTRACTOR agrees to provide such services pursuant to, and in accordance with, the terms and conditions of this Agreement, and represents and warrants to DISTRICT that CONTRACTOR possesses the necessary skills, licenses, certifications, qualifications, personnel and equipment to provide such services.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing Recitals and mutual covenants contained herein, DISTRICT and CONTRACTOR agree as follows:

1. **Term of Agreement**. This Agreement is effective as of the date first above written and shall continue until terminated as provided for herein. Notwithstanding anything in this Agreement to the contrary, this Agreement shall automatically terminate on **June 30, 2026**, unless extended by the parties with the approval of the General Manager or Board of Directors of the DISTRICT.

2. **Services to be Performed**. CONTRACTOR agrees to provide the services (“Services”) contained in the Proposal. All Services shall be performed in the manner and according to the timeframe set forth in the Proposal. CONTRACTOR designates **Crystal Fraire** as CONTRACTOR’S professional(s) responsible for overseeing the Services provided by CONTRACTOR. DISTRICT designates the District General Manager, or his or her designee, to

act as the project manager (“Project Manager”) in connection with the delivery of Services under this Agreement.

3. Associates and Subcontractors. CONTRACTOR may, at CONTRACTOR’S sole cost and expense, employ such competent and qualified independent associates, subcontractors and consultants as CONTRACTOR deems necessary to perform the Services; provided, however, that CONTRACTOR shall not subcontract any of the Services without the prior written consent of DISTRICT.

4. Compensation.

4.01 CONTRACTOR shall be paid at the rates set forth in the Proposal and shall not increase any rate without the prior written consent of the DISTRICT. Notwithstanding anything in this Agreement to the contrary, total fees and charges paid by DISTRICT to CONTRACTOR under this Agreement shall not exceed the amount of \$100,000.00.

4.02 CONTRACTOR shall not be compensated for any Services rendered nor reimbursed for any expenses incurred in excess of those authorized unless approved in advance by the DISTRICT, in writing.

4.03 CONTRACTOR shall submit to DISTRICT, on or before the fifteenth (15th) of each month, itemized invoices for the Services rendered in the previous month. The DISTRICT shall not be obligated to pay any invoice for services that are submitted more than sixty (60) days after the date such services were provided. DISTRICT shall have the right to review and audit all invoices prior to or after payment to CONTRACTOR. This review and audit may include, but not be limited to DISTRICT’S:

- a. Determination that any hourly fee charged is consistent with this Agreement's approved hourly rate schedule;
- b. Determination that the multiplication of the hours billed times the approved rate schedule dollars is correct;
- c. Determination that each item charged is the usual, customary, and reasonable charge for the particular item. If the DISTRICT determines an item charged is greater than usual, customary, or reasonable, or is duplicative, ambiguous, excessive, or inappropriate, DISTRICT shall either return the bill to CONTRACTOR with a request for explanation or adjust the payment accordingly and give notice to CONTRACTOR of the adjustment.

4.04 If the work is satisfactorily completed, DISTRICT shall pay such invoice within thirty (30) days of its receipt, or as reasonably soon after required certified payroll information is submitted to the DISTRICT, if applicable. Should DISTRICT dispute any portion of any invoice, DISTRICT shall pay the undisputed portion within the time stated above, and at the same time advise CONTRACTOR in writing of the disputed portion.

5. Obligations of CONTRACTOR.

5.01 CONTRACTOR agrees to perform all Services in accordance with the terms and conditions of this Agreement and the Proposal. In the event that the terms of the Proposal shall conflict with the terms of this Agreement or contain additional terms that purport to bind the DISTRICT other than the Services to be rendered and the hourly rate for the Services, the terms of this Agreement shall govern and said additional or conflicting terms shall be of no force or effect.

5.02 Except as otherwise agreed by the parties, CONTRACTOR will supply all personnel, materials and equipment required to perform the Services. CONTRACTOR shall provide its own offices, telephones, vehicles and computers and set its own work hours. CONTRACTOR will determine the method, details, and means of performing the Services under this Agreement.

5.03 CONTRACTOR shall keep DISTRICT informed as to the progress of the Services by means of regular and frequent consultations. Additionally, when requested by the DISTRICT, the CONTRACTOR shall prepare written status reports.

5.04 CONTRACTOR is responsible for paying, when due, all income and other taxes, fees and withholding, including withholding state and federal taxes, social security, unemployment and worker's compensation, incurred as a result of the compensation paid under this Agreement. CONTRACTOR agrees to indemnify, defend, and hold harmless DISTRICT for any claims, costs, losses, fees, penalties, interest, or damages suffered by DISTRICT resulting from CONTRACTOR's failure to comply with this provision.

5.05 In the event CONTRACTOR is required to prepare plans, drawings, specifications and/or estimates, the same shall be furnished in conformance with local, state and federal laws, rules and regulations.

5.06 CONTRACTOR represents that it possesses all required licenses necessary or applicable to the performance of Services under this Agreement and the Proposal and shall obtain and keep in full force and effect all permits and approvals required to perform the Services herein. In the event DISTRICT is required to obtain an approval or permit from another governmental entity, CONTRACTOR shall provide all necessary supporting documents to be filed with such entity.

5.07 CONTRACTOR shall be solely responsible for obtaining Employment Eligibility Verification information from CONTRACTOR's employees, in compliance with the Immigration Reform and Control Act of 1986, Pub. L. 99-603 (8 U.S.C. 1324a), and shall ensure that CONTRACTOR's employees are eligible to work in the United States.

5.08 In the event that CONTRACTOR employs, contracts with, or otherwise utilizes any CalPERS retirees in completing any of the Services performed hereunder, such instances shall be disclosed in advance to the DISTRICT and shall be subject to the DISTRICT's advance written approval.

5.09 Drug-free Workplace Certification. By signing this Agreement, the CONTRACTOR hereby certifies under penalty of perjury under the laws of the State of California that the CONTRACTOR will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code, Section 8350 et seq.) and will provide a drug-free workplace.

5.10 CONTRACTOR shall comply at its sole expense with all applicable local, state and federal laws, rules, regulations, entitlements and/or permits applicable to, or governing the Services authorized hereunder.

5.11 In the performance of this contract the CONTRACTOR shall comply with all applicable federal, state and local statutory and regulatory requirements including, but not limited to California Department of Industrial Relations (Cal/OSHA) regulations; and the U.S. Department of Transportation Omnibus Transportation Employee Testing Act, related to their scope of work and operations. In case of conflict in regulations, the most stringent shall apply.

6. Insurance.

CONTRACTOR shall procure and maintain for the duration of this Agreement the following insurance coverage relating to the services provided under this Agreement by the CONTRACTOR.

a. Professional Liability Insurance. Choose and check one: Required /Not Required ; CONTRACTOR will file with DISTRICT, before beginning professional services, a certificate of insurance satisfactory to DISTRICT evidencing professional liability coverage of not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate.

b. Cyber Liability Insurance REQUIRED IF CHECKED HERE ONLY (Technology Professional Liability – Errors and Omissions), with limits not less than \$2,000,000 per occurrence, and \$2,000,000 aggregate or the full per occurrence limits of the policies available, whichever is greater. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by CONTRACTOR in this Agreement and shall include, but not be limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations. CONTRACTOR will file with DISTRICT, before beginning professional services, certificates of insurance (Acord Form 25 or equivalent) satisfactory to DISTRICT evidencing.

c. If Claims Made Policies (applies only to professional liability and cyber liability policies):

1. The Retroactive Date must be shown and must be before the date of

the contract or the beginning of contract work.

2. Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.

3. If coverage is canceled or non-renewed and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the CONTRACTOR must purchase “extended reporting” coverage for a minimum of five (5) years after completion of contract work.

d. Commercial General Liability (CGL) - Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least two million dollars (\$2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to DISTRICT), or the general aggregate limit shall be twice the required occurrence limit.

e. Automobile Liability - Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if CONTRACTOR has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of one million dollars (\$1,000,000) for bodily injury and property damage each accident.

f. Workers' compensation (statutory limits) and employer's liability (\$1,000,000) per accident for bodily injury or disease. CONTRACTOR is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and CONTRACTOR will comply with such provisions before commencing the performance of the professional services under this agreement. As required by the State of California, with Statutory Limits and Employer's Liability Insurance of no less than \$1,000,000 per accident for bodily injury or disease.

g. Verification of Coverage – CONTRACTOR shall furnish the DISTRICT with certificates and amendatory endorsements, or copies of the applicable policy language effecting coverage required by this clause copies of which are attached hereto as **Exhibit “B”**. All certificates and endorsements are to be received and approved by the DISTRICT before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the CONTRACTOR's obligation to provide them. The DISTRICT reserves the right to require complete, certified copies of all required insurance policies, including policy Declaration pages and Endorsement pages. CONTRACTOR shall provide new certificates of insurance prior to the expiration of any existing certificate of insurance.

h. Required Provisions –

- CONTRACTOR shall require and verify that all subcontractors maintain insurance meeting all requirements stated herein and provide proof of such insurance to DISTRICT, if requested. CONTRACTOR shall ensure that DISTRICT its directors, officers, employees, contractors, subcontractors and authorized volunteers are an additional insured on Commercial General Liability Coverage. CONTRACTOR shall provide certificates of insurance to the DISTRICT as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by DISTRICT's risk manager prior to commencement of performance. Current insurance certification shall be kept on file with DISTRICT at all times during the term of this contract. DISTRICT reserves the right to require complete, certified copies of all required insurance policies, at any time. CONTRACTOR shall maintain such coverage continuously for a period of at least five (5) years after the completion of the contract work.

- Waiver of Subrogation: The insurer(s) shall agree to waive all rights of subrogation against the DISTRICT, its elected or appointed officers, officials, agents, authorized volunteers, and employees for losses paid under the terms of the policy which arise from work performed by the named insured for the DISTRICT; but this provision applies regardless of whether or not the DISTRICT has received a waiver of subrogation from the insurer. Sole proprietors with no employees, LLCs, or partnerships who do not carry workers' compensation acknowledge that they are not subject to the Workers' Compensation Act of the State of California and agree to complete a signed workers compensation exemption form.

- The liability coverage shall give DISTRICT, its directors, officers, employees (collectively the DISTRICT), and authorized volunteers insured status (via ISO endorsement at least as broad as CG 20 10 10 01 or CG 20 10 07 04 specifically naming the DISTRICT, its directors, officers, employees, or authorized volunteers; or using the language that states "as required by written contract."

- The liability coverage is to state or be endorsed (with as broad as ISO endorsement CG 20 01 04 13) to state "such insurance shall be primary and any insurance, self-insurance or other coverage maintained by Mission Springs Water DISTRICT, its directors, officers, employees, or authorized volunteers shall not contribute to it".

- All coverage is to be placed with a carrier with an A.M. Best rating of no less than A: VII, or equivalent.

- The coverage shall contain no special limitations on the scope of protection afforded to DISTRICT, its directors, officers, employees, or authorized volunteers. If the CONTRACTOR maintains broader coverage and/or higher limits than the minimums shown above, the DISTRICT requires and shall be entitled to the broader coverage and/or higher limits maintained by the CONTRACTOR. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the DISTRICT.

- If any of the required coverages expire or are cancelled during the term of this agreement, the CONTRACTOR shall deliver the renewal certificate(s) to DISTRICT at least ten (10) days prior to the expiration or cancellation date and shall obtain replacement insurance with

the same coverage prior to such expiration.

- Self-Insurance is not acceptable or permitted for any insurance coverage required under this Agreement.

- Self-Insured Retentions - Self-insured retentions must be declared to and approved by the DISTRICT in writing. The DISTRICT may require the CONTRACTOR to provide proof of the ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or DISTRICT.

7. Indemnification.

7.01 CONTRACTOR and DISTRICT agree that DISTRICT, its employees, agents and officials should, to the extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, defense costs, court costs or any other costs arising out of or in any way related to the performance of this Agreement by CONTRACTOR or any subcontractor or agent of either as set forth herein. Accordingly, the provisions of this indemnity are intended by the parties to be interpreted and construed to provide the fullest protection possible under the law to DISTRICT. CONTRACTOR acknowledges that DISTRICT would not enter into this Agreement in the absence of the commitment of CONTRACTOR to indemnify and protect DISTRICT as set forth herein.

a. To the fullest extent permitted by law, CONTRACTOR shall defend, indemnify and hold harmless DISTRICT, its employees, agents and officials, from any liability, claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses, damages or costs of any kind, whether actual, alleged or threatened, actual attorneys' fees incurred by DISTRICT, court costs, interest, defense costs, including expert witness fees and any other costs or expenses of any kind whatsoever without restriction or limitation incurred in relation to, as a consequence of or arising out of, or in any way attributable actually, allegedly or impliedly, in whole or in part to the performance of this Agreement. CONTRACTOR's obligation to defend, indemnify and hold harmless shall include any and all claims, suits and proceedings in which CONTRACTOR (and/or CONTRACTOR's agents and/or employees) is alleged to be an employee of DISTRICT. All obligations under this provision are to be paid by CONTRACTOR as they are incurred by DISTRICT.

b. Without affecting the rights of DISTRICT under any provision of this Agreement or this Section, CONTRACTOR shall not be required to indemnify and hold harmless DISTRICT as set forth above for liability attributable solely to the fault of DISTRICT, provided such fault is determined by agreement between the parties or the findings of a court of competent jurisdiction.

7A. Indemnification Design Professionals.

7A.01 In the event that CONTRACTOR is a design professional under California Civil Code Section 2782.8 this Section 7A shall apply instead of Section 7. To the fullest extent permitted by California law and in accordance with California Civil Code section 2782.8, CONTRACTOR shall indemnify, and hold harmless the DISTRICT, its officers, employees, trustees and members (“Indemnified Parties”) from any and all actions, assessments, counts, citations, claims, costs, damages, demands, judgments, liabilities (legal, administrative or otherwise), losses, notices, expenses, fines, penalties, proceedings, responsibilities, violations, attorney’s and consultants’ fees and causes of action including, but not limited to those for, injury to property or persons, including personal injury and/or death (“Claim(s)”), to the extent that the Claim(s) arises out of, pertains to, or relates to the negligence, recklessness, or willful misconduct of CONTRACTOR, its directors, officials, officers, employees and consultants arising out of, connected with, or resulting from the performance of the Services, the Project, or this Agreement. This indemnity excludes liability caused by the negligence or willful misconduct of any of the Indemnified Parties. The cost to indemnify, hold harmless, and defend charged to CONTRACTOR shall not exceed CONTRACTOR’S proportionate percentage of fault.

8. Additional Services, Changes and Deletions.

8.01 In the event CONTRACTOR performs additional or different services than those described herein without the prior written approval of the Project Manager of the DISTRICT, CONTRACTOR shall not be compensated for such services. CONTRACTOR expressly waives any right to be compensated for services and materials not covered by the scope of this Agreement or authorized by the DISTRICT in writing.

8.02 CONTRACTOR shall promptly advise the Project Manager and as soon as reasonably practicable upon gaining knowledge of a condition, event or accumulation of events which may affect the scope and/or cost of Services. All proposed changes, modifications, deletions and/or requests for additional services shall be reduced to writing for review and approval by the DISTRICT and/or Board of Directors.

9. Termination of Agreement.

9.01 Notwithstanding any other provision of this Agreement, DISTRICT, at its sole option, may terminate this Agreement with or without cause, or for no cause, at any time by giving twenty (20) days’ written notice to CONTRACTOR.

9.02 In the event of termination, the payment of monies due CONTRACTOR for undisputed Services performed prior to the effective date of such termination shall be paid within thirty (30) business days after receipt of an invoice as provided in this Agreement. Immediately upon termination, CONTRACTOR agrees to promptly provide and deliver to DISTRICT all original documents, reports, studies, plans, specifications and the like which are in the possession or control of CONTRACTOR and pertain to DISTRICT.

10. Status of CONTRACTOR.

10.01 CONTRACTOR shall perform the Services in CONTRACTOR's own way as an independent contractor, and in pursuit of CONTRACTOR's independent calling, and not as an employee of DISTRICT. However, CONTRACTOR shall regularly confer with DISTRICT's Project Manager as provided for in this Agreement.

10.02 CONTRACTOR agrees that it is not entitled to the rights and benefits afforded to DISTRICT's employees, including disability or unemployment insurance, workers' compensation, retirement, CalPERS, medical insurance, sick leave, or any other employment benefit. CONTRACTOR is responsible for providing, at its own expense, disability, unemployment, workers' compensation and other insurance, training, permits, and licenses for itself and its employees and subcontractors.

10.03 CONTRACTOR hereby specifically represents and warrants to DISTRICT that it possesses the qualifications and skills necessary to perform the Services under this Agreement in a competent, professional manner, without the advice or direction of DISTRICT and that the Services to be rendered pursuant to this Agreement shall be performed in accordance with the standards customarily applicable to an experienced and competent professional rendering the same or similar services in the same geographic area where the DISTRICT is located. Further, CONTRACTOR represents and warrants that the individual signing this Agreement on behalf of CONTRACTOR has the full authority to bind CONTRACTOR to this Agreement.

11. Ownership of Documents; Audit.

11.01 All draft and final reports, plans, drawings, studies, maps, photographs, specifications, data, notes, manuals, warranties and all other documents of any kind or nature prepared, developed or obtained by CONTRACTOR in connection with the performance of Services performed for the DISTRICT shall become the sole property of DISTRICT, and CONTRACTOR shall promptly deliver all such materials to DISTRICT upon request. At the DISTRICT's sole discretion, CONTRACTOR may be permitted to retain original documents, and furnish reproductions to DISTRICT upon request, at no cost to DISTRICT.

11.02 Subject to applicable federal and state laws, rules and regulations, DISTRICT shall hold all intellectual property rights to any materials developed pursuant to this Agreement. CONTRACTOR shall not such use data or documents for purposes other than the performance of this Agreement, nor shall CONTRACTOR release, reproduce, distribute, publish, adapt for future use or any other purposes, or otherwise use, any data or other materials first produced in the performance of this Agreement, nor authorize others to do so, without the prior written consent of DISTRICT.

11.03 CONTRACTOR shall retain and maintain, for a period not less than four years following termination of this Agreement, all-time records, accounting records and vouchers and all other records with respect to all matters concerning Services performed, compensation paid, and expenses reimbursed. At any time during normal business hours and as often as DISTRICT may deem necessary, CONTRACTOR shall make available to

DISTRICT's agents for examination of all of such records and shall permit DISTRICT's agents to audit, examine and reproduce such records.

12. Miscellaneous Provisions.

12.01 This Agreement, which includes all attached exhibits, supersedes any and all previous agreements, either oral or written, between the parties hereto with respect to the rendering of Services by CONTRACTOR for DISTRICT and contains all of the covenants and agreements between the parties with respect to the rendering of such Services in any manner whatsoever. Any modification of this Agreement will be effective only if it is in writing signed by both parties.

12.02 CONTRACTOR shall not assign or otherwise transfer any rights or interest in this Agreement without the prior written consent of DISTRICT. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

12.03 CONTRACTOR shall timely file FPPC Form 700 Conflict of Interest Statements with DISTRICT if required by California law and/or the DISTRICT's conflict of interest policy.

12.04 If any legal action or proceeding, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, the prevailing party will be entitled to reasonable attorneys' fees and costs, in addition to any other relief to which that party may be entitled.

12.05 This Agreement is made, entered into and shall be performed in the County of Riverside in the State of California and shall in all respects be interpreted, enforced and governed under the laws of the State of California. The parties agree that the venue in any litigation between them shall be in Riverside County, California.

12.06 CONTRACTOR covenants that neither it nor any officer or principal of its firm has any interest, nor shall they acquire any interest, either directly or indirectly, which will conflict in any manner or degree with the performance of their Services hereunder. CONTRACTOR further covenants that in the performance of this Agreement, no person having such interest shall be employed by it as an officer, employee, agent, or subcontractor.

12.07 CONTRACTOR has read and is aware of the provisions of Section 1090 et seq. and Section 87100 et seq. of the Government Code relating to conflicts of interest of public officers and employees. CONTRACTOR agrees that they are unaware of any financial or economic interest of any public officer or employee of the DISTRICT relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement, the DISTRICT may immediately terminate this Agreement by giving notice thereof. CONTRACTOR shall comply with the requirements of Government Code section 87100 et seq. and section 1090 in the performance of and

during the term of this Agreement.

12.08 Improper Consideration. CONTRACTOR shall not offer (either directly or through an intermediary) any improper consideration such as, but not limited to, cash, discounts, services, the provision of travel or entertainment, or any items of value to any officer, employee or agent of the DISTRICT in an attempt to secure favorable treatment regarding this Agreement or any contract awarded by DISTRICT. The DISTRICT, by notice, may immediately terminate this Agreement if it determines that any improper consideration as described in the preceding sentence was offered to any officer, employee or agent of the DISTRICT with respect to the proposal and award process of this Agreement or any DISTRICT contract. This prohibition shall apply to any amendment, extension or evaluation process once this Agreement or any DISTRICT contract has been awarded. The CONTRACTOR shall immediately report any attempt by any DISTRICT officer, employee or agent to solicit (either directly or through an intermediary) improper consideration from CONTRACTOR.

12.09 Severability. If any portion of this Agreement is declared invalid, illegal or otherwise unenforceable by a court of competent jurisdiction, the entire balance of this Agreement not so affected shall remain in full force and effect.

[signatures on following page]

IN WITNESS WHEREOF, the parties hereby have made and executed this Agreement to be effective as of the day and year first above written.

DISTRICT:

CONTRACTOR:

MISSION SPRINGS WATER DISTRICT Z&K CONSULTANTS

By: *Brian E Macy*
Brian E Macy (Aug 18, 2025 06:55:24 PDT)

By: *Crystal Fraire*

Print Name Brian E. Macy, PE

Print Name Crystal Fraire

Title: General Manager

Title: President

Date: August 13, 2025

Date: August 8, 2025

EXHIBIT “A”

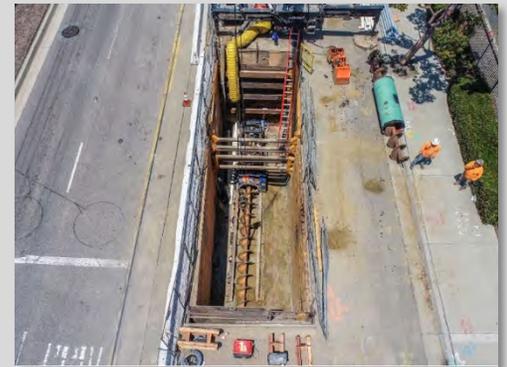
PROPOSAL

(insert behind this page)

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



MISSION SPRINGS WATER DISTRICT



Proposal for On-Call Professional Services for Construction Management and Inspection of Capital and Development Projects

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Amanda Lucas, Contracts Analyst
Mission Springs Water District
66575 Second Street, Desert Hot Springs, CA 92240

Subject: Proposal for On-Call Professional Services for Construction Management and Inspection of Capital and Development projects

Dear Ms. Lucas,

Z&K Consultants, Inc. (Z&K) is pleased to submit our proposal for the Mission Springs Water District's Request for Qualifications for On-Call Professional Services for Construction Management and Inspection of Capital and Development Projects. As a certified DBE, WBE, and SBE, Z&K brings a wealth of experience in providing comprehensive construction management, inspection, and engineering consulting services for public infrastructure projects.

Qualifications and Experience | The Z&K Team has over 36 years of experience in managing municipal water and wastewater infrastructure projects. We have successfully completed more than 70 similar contracts in the last five years and currently hold 55 on-call contracts providing similar services. Our portfolio includes capital improvement projects such as water main and sewer conveyance line construction, well construction and rehabilitation, reservoir construction and rehabilitation, wastewater treatment plant upgrades, and water meter replacement. Z&K's proven track record of delivering high-quality, on-budget, and timely results demonstrates our ability to meet and exceed expectations.

Project Understanding | Z&K understands the critical role that infrastructure improvement plays in ensuring the reliability and efficiency of Mission Springs Water District's services. We are well-prepared to manage the complexities of these projects, from initial pre-construction planning to final close-out and warranty management. Our team recognizes the need to adhere to all applicable local, state, and federal regulations while maintaining transparent communication and coordination with multiple stakeholders, including local agencies, utility companies, and the public. We aim to deliver cost-effective and quality solutions that align with the District's objectives and timeline for the upcoming projects.

Personnel Qualifications | Our team consists of highly experienced professionals with specialized expertise in water and wastewater infrastructure projects.

Senior Construction Managers

Zack Faqih, MSCE, PE, QSD/QSP is the designated Project Manager for this contract. He offers over 32 years of experience in managing complex water and wastewater infrastructure projects, including treatment plants and pipelines. His strategic project management ensures the highest level of quality and cost efficiency.

Amer Jakher, PE, MBA, has over 36 years of public service and engineering experience, with expertise in managing over \$900 million in capital improvement projects, particularly in water and wastewater infrastructure. His leadership ensures efficient project delivery and regulatory compliance.

Firm Resources | Z&K's scalable team structure and local office in Riverside enable us to respond quickly and adapt to project demands. We leverage advanced project management tools to ensure efficient oversight and real-time communication. Our extensive network of technical experts allows us to provide the right resources for each project phase.

The Z&K Consultants, Inc. team brings a unique set of strengths and advantages to the City:

- ✓ Certified DBE, WBE, and SBE minority-owned firm
- ✓ 32+ years of construction management expertise
- ✓ Delivered 70+ similar contracts and currently holds 55 on-call contracts providing similar services
- ✓ Highly qualified, multi-disciplinary inspection team
- ✓ Strong regulatory compliance and local code expertise
- ✓ Proactive risk mitigation through site analysis
- ✓ Committed to on-time, on-budget, high-quality delivery
- ✓ Focused on community engagement and satisfaction
- ✓ Strong relationships with local agencies and utilities

I will serve as the primary contact for this proposal and am authorized to obligate Z&K Consultants, Inc., a California C Corporation, to fulfill its commitments. This proposal constitutes a firm offer and will remain valid for 180 days. We appreciate the opportunity to support the District's critical projects. We are confident that our team's expertise, resource planning, and deep understanding of water and wastewater infrastructure make us the ideal partner for Mission Springs Water District.

Sincerely,



Crystal Fraire, PE
President/Principal-in-Charge
17130 Van Buren Blvd. #122, Riverside, CA 92504
(951) 310-7470 | cfraire@zandkconsultants.com



Zack Faqih, PE, QSD/P
Senior Construction Manager
17130 Van Buren Blvd. #122, Riverside, CA 92504
(949) 637-5040 | zfaqih@zandkconsultants.com

A. BACKGROUND AND UNDERSTANDING OF SCOPE OF SERVICES

Z&K Consultants, Inc. (Z&K) is a certified DBE, WBE, and SBE firm with over 32 years of experience delivering comprehensive construction management, inspection, and engineering consulting services for public infrastructure projects. We specialize in water and wastewater infrastructure improvements and have successfully completed over 70 similar contracts in the past five years. Currently, we hold 55 active on-call contracts, working with agencies throughout California to ensure successful project delivery. Our experience includes water main and sewer conveyance line construction, well construction and rehabilitation, reservoir construction and rehabilitation, wastewater treatment plant upgrades, and water meter replacement. Our proven ability to meet and exceed expectations while maintaining compliance with all regulatory requirements makes us an ideal partner for Mission Springs Water District.

DETAILED SCOPE OF SERVICES

Z&K Consultants, Inc. is committed to delivering comprehensive construction management and inspection services tailored to meet the District's specific needs. Our approach ensures that projects are completed on time, within budget, and in full compliance with regulatory standards. Below is a detailed description of the proposed services:

Construction Management and Inspection for Civil, Structural, Mechanical, and Electrical | Z&K provides comprehensive services for all aspects of civil, structural, mechanical, and electrical capital improvement projects. Our team ensures that each project element adheres to design specifications, regulatory requirements, and quality standards. We take a proactive approach to mitigate risks, resolve conflicts early, and keep projects on schedule. Our inspectors verify that work is performed in compliance with approved plans, ensuring the integrity of all components.

Engineering Capital Improvement Projects | We bring extensive experience managing capital improvement projects from planning to close-out. Our team has successfully delivered projects such as water main and sewer conveyance line construction, well construction and rehabilitation, reservoir construction, wastewater treatment plant upgrades, and water meter replacement. We collaborate with stakeholders to optimize designs, improve constructability, and ensure cost-effective project delivery while maintaining high standards of quality and performance.

Preparation of Daily Construction Inspection Reports | Our inspectors document daily construction activities in reports, detailing progress, materials used, weather conditions, workforce present, and any issues encountered. Each report includes annotated photographs for visual confirmation of site conditions and activities, serving as a reliable project record. These daily reports are shared with the project team to maintain transparency and accountability.

Preparation of Monthly Constructed Quantity Forms | To ensure accurate payment processing and tracking of project progress, we prepare and submit monthly constructed quantity forms. These forms quantify the completed work and provide the basis for contractor payments. Our team verifies quantities on-site, ensuring that they align with project specifications and approved work.

Preparation of Required State and Federal Forms | Z&K has in-depth knowledge of state and federal compliance requirements, including prevailing wage documentation and certified payroll. We prepare all required forms and ensure timely submission to avoid delays and penalties. Our familiarity with regulatory processes enables us to support MSWD in maintaining full compliance with applicable funding and labor laws.

Monitor Site for Plan, Specification, and Permit Conformance | We closely monitor construction activities to ensure compliance with project plans, specifications, and permit conditions. Our inspectors verify that all work is performed according to approved designs and regulatory requirements, documenting any deviations and ensuring corrective actions are taken promptly.

Coordinate and Facilitate Preconstruction Meetings | Z&K coordinates and facilitates preconstruction meetings to ensure alignment among stakeholders before work begins. These meetings cover essential topics such as project scope, roles and responsibilities, safety protocols, environmental compliance, traffic control plans, and communication procedures. Our goal is to set clear expectations for a successful project start.

Prepare the Weekly Statement of Working Days Reports | We prepare weekly statements of working days to document contractor performance and project progress. These reports provide an accurate record of time spent on-site, helping to monitor schedule adherence and assess potential delays.

Enforce Contract-Required Environmental Compliance | Environmental compliance is a critical component of every project. Our team ensures that contractors follow environmental regulations related to stormwater discharge, dust control, and noise mitigation. We regularly inspect the site to verify compliance with project-specific environmental protection measures.

Enforce Contract-Required Traffic Control Compliance | Traffic control compliance is vital for maintaining public and worker safety. Our inspectors ensure that contractors implement approved traffic control plans, minimizing disruptions to nearby communities and protecting all road users during construction activities.

Enforce Dust, Stormwater Discharge, and Noise Compliance | Our team enforces compliance with dust control, stormwater discharge, and noise regulations. We verify that contractors implement necessary mitigation measures such as dust suppression, erosion control, and noise-reducing practices to protect the environment and surrounding communities.

Maintain Complete Project Files | We maintain organized and comprehensive project files, including plans, permits, daily reports, RFIs, submittals, and correspondence. This documentation ensures that all project information is readily accessible and supports effective decision-making throughout the project.

Respond to, Log, and Process Requests for Information (RFIs) | Our team manages the RFI process from receipt to resolution, ensuring that contractor questions are addressed in a timely and accurate manner. We log and track RFIs to ensure proper documentation and avoid project delays.

Facilitate Project Coordination Meetings at Work Site | We organize and facilitate regular project coordination meetings with stakeholders to review progress, resolve issues, and maintain alignment on project goals. These meetings are crucial for ensuring project success.

Monitor and Advise MSWD Staff on Project Schedules | Z&K provides schedule monitoring and advisory services to MSWD staff, identifying risks to project timelines and recommending corrective actions. We collaborate with contractors to maintain realistic schedules and adjust as necessary to meet deadlines.

Receive, Log, Review, and Distribute Submittals for Approvals | We manage the submittal process, ensuring that submittals are logged, reviewed, and approved in a timely manner. Our team verifies compliance with project specifications and tracks submittals to avoid delays and ensure proper documentation.

Review for Legitimacy and Process Change Orders | Z&K reviews change order requests to ensure they are legitimate, justified, and necessary. We work closely with MSWD and contractors to process change orders efficiently while minimizing cost and schedule impacts.

Dispute Resolution | Our proactive approach to dispute resolution focuses on identifying and addressing issues early. We facilitate communication between stakeholders and provide solutions that minimize disruptions and maintain project momentum.

As-Built Progress Checks to Be Done Monthly, Including Close-Out As-Builts | Our team conducts monthly as-built progress checks to ensure accurate documentation of field changes. We support the preparation and verification of

Value-Added Services | In addition to the requested services, Z&K offers constructability reviews to identify potential design conflicts and risks early, minimizing change orders and ensuring smooth project delivery. We utilize drone photos and videos to capture high-resolution aerial imagery for project documentation, progress tracking, and enhanced visual reporting. Our real-time project management tools provide immediate access to reports, schedules, and photos, enhancing transparency and decision-making. We focus on proactive scheduling and resource management to ensure projects stay on track and within budget while maintaining the highest standards of quality and compliance.

Z&K Consultants, Inc. provides comprehensive construction management and inspection services to support Mission Springs Water District's capital improvement projects. Our services include oversight of civil, structural, mechanical, and electrical projects, ensuring compliance with specifications, environmental regulations, and safety standards. We manage preconstruction meetings, project schedules, RFIs, submittals, and change orders while enforcing traffic control, ADA compliance, and stormwater regulations. From daily inspections to project close-out, punch list management, and warranty services, Z&K ensures quality, safety, and efficient project delivery at every stage.

close-out as-built drawings, ensuring that they reflect the final construction conditions.

Annotate Construction Photos | We document construction activities through annotated photographs, providing a clear visual record of progress, safety compliance, and quality assurance. These photos serve as essential documentation for project close-out and future reference.

Ensure Improvements Comply with the Americans with Disabilities Act (ADA) | Our inspectors verify that all improvements comply with ADA standards, ensuring accessibility for individuals with disabilities. We review plans and inspect completed work to confirm compliance.

Coordinate Construction Completion Walkthroughs and Punch List | We coordinate construction completion walkthroughs to ensure that all work is completed according to contract requirements. Our team develops punch lists, tracks corrective actions, and verifies their completion.

Complete and Process Notice of Completion Forms | Z&K assists in preparing and processing notice of completion forms, ensuring a smooth transition to project close-out and final acceptance by MSWD.

Monitor Warranty Services | Our team monitors warranty services post-completion to ensure that contractors address any warranty-related issues in a timely manner, maintaining the quality and functionality of the completed work.

Monitor Construction Site Safety | We enforce safety protocols and compliance with OSHA standards to maintain a safe working environment for all personnel. Our inspectors identify and address potential hazards to prevent accidents and injuries.

Ensure Proper State and Federal Posters and/or Project Signs on Jobsite | We verify that all required state and federal labor law posters and project signs are displayed on-site, keeping workers informed and maintaining compliance with regulatory requirements.

Complete and Process Contract Evaluation Performance Forms | At project close-out, we assist with completing and processing contract evaluation performance forms. These evaluations provide valuable feedback on contractor performance and help identify lessons learned for future projects.

B. PERSONNEL QUALIFICATIONS

Z&K Consultants, Inc. is proud to assign a dedicated and experienced team to deliver high-quality construction management and inspection services for Mission Springs Water District (MSWD). Our key personnel will ensure the project is managed efficiently, on schedule, and in full compliance with regulatory requirements. Below is a summary of the key individuals assigned to this project, including their roles, office locations, and relevant experience.

PROJECT MANAGER



Zack Faqih, PE, MSCE, QSD/P, CBO, Senior Construction Manager (Project Manager)

Zack will serve as the Senior Construction Manager/Project Manager for Mission Springs Water District's On-Call Construction Management and Inspection Services. With over 32 years of experience, Zack has successfully delivered more than 50 municipal infrastructure projects, including water facility upgrades, pump station installations, reservoir construction, and pipeline improvements. His expertise spans water treatment systems, well rehabilitation, utility coordination, stormwater management, and compliance with ADA and environmental regulations. Based in Riverside, Zack will manage this contract as the main point of contact.

Zack has been with Z&K Consultants, Inc. for over 15 years since its founding in 2009. He is highly experienced in public agency procedures, CEQA/NEPA compliance, project close-out, and construction management. His comprehensive knowledge includes budget analysis, contract negotiation, risk mitigation, and stakeholder coordination. Zack ensures complex projects are completed on time and within budget while maintaining the highest standards of quality.

Zack is currently managing five capital improvement projects at various stages and will prioritize Mission Springs Water District's projects. He will dedicate sufficient time by adjusting current commitments and focusing on key tasks such as construction management oversight, project coordination, and stakeholder engagement. Z&K's scalable support team will handle administrative tasks, allowing Zack to concentrate on high-level management and delivery. His leadership, delegation skills, and the strong support network at Z&K ensure he remains responsive to the District's needs, addressing challenges promptly and delivering projects on schedule without compromising quality.

KEY PERSONNEL



Amer Jakher, PE, MPA, Senior Construction Manager

Amer Jakher brings over 36 years of public service experience and expertise in water and wastewater infrastructure. He has managed over \$900 million in capital improvement projects (CIP) across Southern California, including water treatment plants, pipelines, wells, and lift stations. Amer's roles as a department head for the cities of Chino, Beaumont, Colton, and Victorville and as Senior Project Manager/Principal Engineer for Banning, Baldwin Park, and Lynwood reflect his proven leadership in delivering complex public works projects. His proficiency in CEQA compliance, grant funding acquisition,

and regulatory standards ensures seamless project delivery. Amer excels in navigating California Building Code, Caltrans standards, and Greenbook requirements, making him exceptionally qualified to lead Mission Springs Water District's construction management and inspection services. Amer will be working from the Riverside Office.



Tom Dawson, CBO, ICC Cert., Senior Construction Inspector

Tom Dawson will serve as a Senior Construction Inspector for Mission Springs Water District's On-Call Construction Management and Inspection Services. With over 28 years of experience in water and wastewater infrastructure, Tom has inspected and managed projects involving water treatment plants, reservoirs, pump stations, pipelines, and site utilities. His expertise includes structural construction, slab-on-grade foundations, mechanical and electrical systems, stormwater management, and ADA compliance. Tom is well-versed in Cal-OSHA safety practices, Caltrans standards, Greenbook

specifications, and regulatory compliance. His 12 years as Deputy Building Official for the County of Orange provided him extensive experience in project oversight and documentation. Tom's detail-oriented approach and thorough understanding of funding compliance and construction documentation make him a valuable asset for Mission Springs Water District's projects.



Carlos Gaytan, SWRCB Cert., Senior Construction Inspector

Carlos Gaytan will serve as a Senior Construction Inspector for Mission Springs Water District's On-Call Construction Management and Inspection Services. With over 30 years of experience in public works and water distribution, Carlos has overseen water reclamation plant improvements, deep wells, reservoirs, pipelines, and irrigation systems. As a SWRCB Certified Water Distribution Operator (D3), he specializes in excavation monitoring, trenching, material quality control, pressure testing, and regulatory compliance. Carlos's technical expertise and focus on safety ensure successful delivery of water system upgrades, well construction, and reservoir rehabilitation projects.

Z&K's project and inspection team have the capacity and resources to fully support MSWD's projects. With a scalable team structure and efficient resource management practices, we ensure that Zack Faqih and key personnel can allocate the necessary time and attention to these projects. In the event of increased project demands, Z&K is prepared to assign additional resources to maintain quality and schedule adherence without disruption.

TEAM ORGANIZATION

Z&K Consultants, Inc. is uniquely positioned to deliver water and wastewater infrastructure projects for Mission Springs Water District, bringing unmatched expertise and a strong commitment to the District's goals. Our multidisciplinary team of licensed and certified professionals has extensive experience in reservoir construction and rehabilitation, pump stations, well construction, pipeline systems, and advanced water treatment facilities. This expertise ensures that all project objectives are met with precision and efficiency.

The Z&K team has a proven history of collaboration on water infrastructure projects, optimizing workflows, enhancing coordination, and providing innovative solutions. Our comprehensive approach to construction management and inspection services ensures projects are delivered on time, within budget, and to the highest quality standards, eliminating the need for additional contractors.

Our tailored services integrate construction management, inspection, and stakeholder communication, ensuring the District's expectations for budget, schedule, and quality are exceeded. Timely delivery and cost efficiency are our top priorities. Z&K is fully committed to this contract, providing dedicated support and expertise throughout its duration.



Z&K commits that all assigned personnel will remain dedicated to this project and will not be removed or replaced without prior written District approval. Our proposed team is fully capable, exceptionally qualified, and will be available as proposed for the duration of the contract. With extensive leadership and supervisory experience across both public and private sectors, our team brings unmatched expertise to ensure the success of the District's projects.

Senior Construction Manager (Project Manager)



PROFESSIONAL REGISTRATION

- » Professional Engineer, P.E.
State of California, C57958
- » SWPPP (QSD) & (QSP)
Certificate # 22055

EDUCATION

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

CERTIFICATIONS

- » Certified Accessibility
Inspector/Plans Examiner
- » Certified Building Official
- » Certified Plans Examiner
- » Certified Mechanical Inspector
- » Certified Plumbing Inspector
- » Certified Electrical Inspector
- » OSHA 30 Hour
- » State Certified HERS Rater
- » Certified Emergency Inspector
- » C.G.B.P Certified Green
Building Inspector
- » Certified Special Inspector for Fire
Proofing
- » Certified Special Inspector for
Structural Welding
- » Certified Special Inspector for
Structural Steel
- » Certified Special Inspector for
Reinforced Concrete

Zack Faqih, PE, MSCE, QSD/P, CBO will serve as the Senior Construction Manager for Mission Springs Water District's On-Call Construction Management and Inspection Services. With over 32 years of experience, Zack has successfully delivered more than 50 municipal infrastructure projects, including water facility upgrades, pump station installations, reservoir construction, and pipeline improvements. His expertise encompasses water treatment systems, well rehabilitation, utility coordination, stormwater management, and ensuring compliance with ADA, SWRCB, and environmental regulations to support critical infrastructure improvements.

Zack is highly experienced in public agency procedures, CEQA/NEPA compliance, and project close-out documentation, ensuring regulatory requirements are met efficiently. He offers comprehensive knowledge in construction management, budget analysis, contract negotiation, risk mitigation, and stakeholder coordination. His ability to manage complex projects ensures timely completion within budget while maintaining the highest standards of quality.

Zack's leadership guarantees seamless execution across all phases of water and wastewater infrastructure projects, from pre-construction planning to final close-out and warranty management. He excels in managing water resource enhancements, coordinating utility infrastructure upgrades, and overseeing environmental compliance. His multidisciplinary experience and proven track record make him an invaluable asset to the successful delivery of projects for Mission Springs Water District.

SIMILAR PROJECT EXPERIENCE

CITY OF BEAUMONT, WWTP SALT MITIGATION UPGRADE PROJECT & BRINE DISPOSAL PIPELINE PROJECT | This project involved site demolition, new facility construction, and system modifications. Key upgrades included headworks screens, grit chambers, aeration basins, a membrane bioreactor (MBR) building, odor control systems, pump stations, and electrical updates. The salt mitigation strategy incorporated reverse osmosis (RO) and a 23-mile Brine Line connecting to the Inland Empire Brine Line in San Bernardino. **Construction Cost: \$80M**

CITY OF NORWALK, ALONDRA BOULEVARD, PIONEER BOULEVARD, AND 160TH STREET WATER MAIN INSTALLATION PROJECT | The project involved installing a new 12-inch ductile iron pipeline along Alondra Boulevard, Pioneer Boulevard, and 160th Street. The work included fittings, bends, wyes, tees, reducers, adaptors, warning tape, tracer wire, and appurtenances. The project also involved abandoning and removing water mains, connecting to existing water systems, excavation, trenching, backfilling, surface restoration, asphalt paving, and gate valves. **Construction Cost: \$3M**

CITY OF PICO RIVERA, WATER MAIN REPLACEMENT PROJECT | This project replaced aging pipelines at multiple locations, including Eglise Ave., Cord Ave., and Washington Blvd., addressing inefficiencies from 70-year-old infrastructure. Approximately 4,240 linear feet of 8-inch, 3,000 linear feet of 10-inch, and 2,750 linear feet of 18-inch water lines were replaced, along with

valves, domestic services, and fire hydrant assemblies. **Construction Cost: \$6.5M**

CITY OF SAN MARINO, LIFT STATION IMPROVEMENT PROGRAM | This project involved comprehensive upgrades to the City's sewage lift stations. At Avondale Road, upgrades included new pumps, piping, sump pump, wet well lining, and electrical improvements. Orlando Road received new submersible pumps, guide rails, discharge piping, and cement lining. Monterey Road upgrades featured pump recoating, piping repainting, a new bypass connection, and electrical testing. **Construction Cost: \$2.3M**

CITY OF TORRANCE, VAN NESS WATER WELLS TRANSMISSION MAIN | This city-funded project involved installing potable water mains to transport well water from three wells near Artesia Boulevard and Van Ness Avenue to a storage, treatment, and pumping facility near Border Avenue and Plaza Del Amo. The work included constructing 30-inch, 24-inch, and 18-inch water transmission mains using steel and ductile iron, as well as installing storm drains, catch basins, and relocating sewer pipes and manholes. **Construction Cost: \$10M**

CITY OF VERNON, 50th STREET WATER MAIN REPLACEMENT PROJECT | This project replaced a 12-inch water pipeline and updated water services, including ductile iron pipe installation, joint bonding, and cathodic protection. Work involved excavation, potholing, traffic control, and SWPPP compliance, with installation of service laterals, fire hydrants, and abandonment of a 10-inch cast iron main. **Construction Cost: \$1.6M**

ELSINORE VALLEY MUNICIPAL WATER DISTRICT, HIGHWAY 74 WATERLINE RELOCATION | The project involved replacing an existing 6-inch steel watermain with a new 8-inch PVC waterline along a 1,800-foot segment of Highway 74 within Caltrans right-of-way, near El Cariso Village. It included abandoning the old watermain, installing new valves, and reconnecting existing meters and fire hydrants. **Construction Cost: \$1.2M**

WESTERN MUNICIPAL WATER DISTRICT (WMWD), VICTORIA AVENUE RECHARGE WATER FACILITY | This project developed a recharge facility to enhance groundwater production for the Arlington basin. It included new groundwater wells, grading recharge basins, and installing potable and non-potable pipelines, stormwater structures, and conveyance channels. Key features included a SCADA system, storage building, and comprehensive electrical and monitoring systems. **Construction Cost: \$8M**

CITY OF FULLERTON, LONGVIEW DRIVE WATER/SEWER MAIN REPLACEMENT & STREET IMPROVEMENTS | The water, sewer, and street rehabilitation project for the City of Fullerton involved several key tasks. It included the replacement of 2,500 linear feet of 8-inch ductile iron water main and 2,500 linear feet of 8-inch vitrified clay pipe (VCP) sewer main, along with the installation of new manholes and the removal and replacement of existing sewer pipes. The project also involved video inspection and abandonment of old water mains and valves. Additionally, the project featured street and drainage improvements, including asphalt paving, cold planning, concrete paving, aggregate base, curb and gutter, access ramps, cross gutters, driveway approaches, and sidewalk replacement. **Construction Cost: \$3.2M**

CITY OF FULLERTON, VALENCIA AVENUE WATER MAIN REPLACEMENT | This water rehabilitation project for the City of Fullerton involved replacing 2,500 linear feet of 8-inch C-900 water main pipeline and appurtenances, as well as abandoning and removing existing pipelines and valves. The project included trench excavation, shoring, backfill, and pipe welding. It also featured street and drainage improvements, such as cold planning, asphalt and concrete paving upgrades, aggregate base installation, access ramps, cross gutters, sidewalk replacement, and traffic control. Additionally, the work encompassed the installation and inspection of traffic signals and loops, along with the application of roadway striping, signage, and reflective markings. **Construction Cost: \$1.5M**

CITY OF LONG BEACH, HAYNES GENERATING STATION SEWER FORCE MAIN PROJECT | The project involved constructing a new 12-inch diameter sewer force main extending from the Los Angeles Department of Water Power's (LADWP) Haynes Generating Station (HGS) to an existing 42-inch sewer main at the Los Angeles County Services District (LACSD) Long Beach Water Reclamation Facility. The project facilitated the reuse of up to 2.841 million gallons per day (MGD) of industrial wastewater discharge and stormwater runoff from the HGS to the Long Beach Water Reclamation Facility. A total of 17,000 feet of pipeline was installed using trenching and trenchless methods. Additionally, a flow control/pressure reducing station, not exceeding 300 square feet, was constructed near the Long Beach facility. **Construction Cost: \$20M**

CITY OF LONG BEACH, LADWP GWTP-1 AND GWTP-2 NEW WELLS | The project involves drilling, developing and constructing two municipal water wells: GWTP-1 and GWTP-2 on the City of Long Beach's Groundwater Treatment Plant property. The project will also include the destruction of an existing monitoring water well known as Citizen 6 Well. **Construction Cost: \$12M**

CITY OF LONG BEACH, LADWP HAYNES GENERATING STATION RECYCLED WATER PIPELINE PROJECT | The project involves installing a 24-inch diameter pipeline over approximately 7,940 linear feet from the Haynes Generating Station to connect with the LBWD 21-inch recycled water pipeline at Atherton Street and Studebaker Road. Key components include installing 5,600 LF of 24-inch DR17 HDPE pipeline, 1,800 LF of 16-inch DR17 HDPE pipeline, and 360 LF of 16-inch welded steel pipe, along with a 250 LF trenchless crossing under Caltrans SR-22. The scope also covers a 12-inch service connection at Haynes Generating Station, a 370-LF 12-inch HDPE sewer force main, and service connections for City of Long Beach Public Works. **Construction Cost: \$24M**

CITY OF OCEANSIDE, PILGRIM CREEK SEWER LIFT STATION IMPROVEMENT PROJECT | The Pilgrim Creek Sewer Lift Station in Oceanside, originally constructed in 1976, underwent a comprehensive rehabilitation project. This project included extensive civil, mechanical, structural, electrical, and controls upgrades. Key improvements involved modifying the existing panel, installing new variable frequency drives, service conduits, and conductors, and adding a Supervisory Control Data Acquisition (SCADA) system for suction pressure transducer feedback. The rehabilitation replaced the old submersible pumps with three new chopper pumps on slide rail systems, combined the wet well and dry well into a single large wet well, and replaced the concrete containment area with a new valve vault. These upgrades enhanced storage capacity, improved safety, and provided better access and working conditions for maintenance staff. **Construction Cost: \$1.6M**

CITY OF OCEANSIDE, SAN LUIS REV (SLR) WASTEWATER TREATMENT PLANT AERATION BASIN EFFLUENT PIPING REPLACEMENT | The work involved providing all necessary tools, equipment, materials, supplies, and labor for the removal and replacement of six 24-inch aeration basin effluent pipes. This included installing new plug valves, fittings, and pipes, as well as wall penetrations, gate valves, and flow meters. The contractor supplied transportation, fuel, power, water, and bypass pumping, ensuring all operations comply with the Contract Documents. **Construction Cost: \$1.2M**

Senior Construction Manager



EDUCATION

- » Bachelor of Science, Civil Engineering, San Diego State University, 1988
- » Master's in Public Administration, Cal State San Bernardino, 2007

LICENSES & REGISTRATION

- » Professional Civil Engineer, 50932, CA
- » Cal-OSHA 30 Hour
- » Contractor License No. 829929, CA
- » Fluent in Spanish

Amer Jakher, PE, MPA will serve as Senior Construction Manager for Mission Springs Water District's On-Call Construction Management and Inspection Services. With over 36 years of public service experience, including 15 years as a department head for agencies across Southern California and over 20 years as a Senior Project Manager and Construction Manager, he brings unparalleled leadership and technical expertise to this role. Amer has managed projects through all phases of the project lifecycle, with a particular focus on water and wastewater infrastructure.

Throughout his career, Amer has successfully managed over \$900 million in capital improvement projects (CIP), demonstrating his ability to deliver large-scale, complex water and wastewater projects. His proficiency with the California Environmental Quality Act (CEQA) process has enabled him to guide numerous projects through stringent regulatory requirements efficiently. Amer has held leadership roles as a department head in the cities of Chino, Beaumont, Colton, and Victorville and served as a Senior Project Manager/Principal Engineer for Banning, Baldwin Park, and Lynwood.

Among his notable achievements is managing a \$180 million capital improvement program in Chino, which included significant developments in water and wastewater infrastructure. Amer also excels in grant funding acquisition, extraterritorial agreements, and ensuring compliance with critical regulations, including the California Building Code, Caltrans standards, Greenbook, and Board of State and Community Corrections standards. His diverse experience spans water treatment plants, pipelines, wells, lift stations, and related infrastructure projects, making him exceptionally qualified to lead complex public works initiatives.

Amer's combination of technical knowledge, regulatory expertise, and project management skills will be instrumental in the successful delivery of Mission Springs Water District's critical capital improvement projects.

SIMILAR PROJECT EXPERIENCE

CITY OF BEAUMONT, WWTP SALT MITIGATION UPGRADE PROJECT & BRINE DISPOSAL PIPELINE PROJECT |

This project involved site demolition, new facility construction, and system modifications. Key upgrades included headworks screens, grit chambers, aeration basins, a membrane bioreactor (MBR) building, odor control systems, pump stations, and electrical updates. The salt mitigation strategy incorporated reverse osmosis (RO) and a 23-mile Brine Line connecting to the Inland Empire Brine Line in San Bernardino. **Construction Cost: \$80M**

CITY OF ENCINITAS, AIR VALVE AND BLOW OFF REPLACEMENT PROJECT, PHASE 1 | The project involved the replacement of multiple water assemblies across various locations. This included installing new 4-inch and 6-inch AV/AR and blowoff assemblies, along with associated valves, fittings, appurtenances, couplings, and thrust blocks. The work also included constructing new retaining walls at several sites. Each location required specific assembly replacements and additional site work to ensure proper installation and functionality of the new components. **Construction Cost: \$1M**

CITY OF CHINO, WELL 11 RAW WATER TRANSMISSION MAIN PROJECT | The work involved furnishing all labor, materials, and equipment to install approximately 1.5 miles of new 16-inch water main using PVC and CML&C steel, including associated fittings, valves, blow-off assemblies, and combination air valves. Construction was carried out in existing city streets. Additionally, the project required modifications to the existing control panel, programming, SCADA host system, and the provision of a new HMI and programming. **Construction Cost: \$2.6M**

CITY OF CHINO, WELL 17 EQUIPPING PROJECT | The Project includes equipping and operating existing Well 17. The improvements were confined to the well location, except for pipe and electrical conduit trenches that crossed the Eastside Water Treatment Facility (EWTF) site to connect to existing facilities. The project included grading and compaction for the well building, building access, and pump-to-waste swale. The well building was designed to enclose the wellhead pump and piping and is constructed of masonry block shear walls supported by a continuous footing foundation. The pump-to-waste swale extended the existing defined earthen channel connected to the EWTF percolation pond. **Construction Cost: \$4M**

CITY OF CHINO, WELLS 4 & 6 WATER TREATMENT FACILITY | This involved groundwater Wells 4 and 6, which had been inactive due to updated regulations requiring higher drinking water standards set by the SWRWQCB. The City aimed to reduce reliance on imported water and expand access to local groundwater supplies. Wells 4 and 6 were identified as priority projects in this plan. To achieve these goals, the City embarked on a new centralized groundwater treatment plant to bring the wells back into service, reducing the purchased water supply by up to a quarter. The treatment plant, designed to handle 1,700 gallons per minute (gpm), would contribute to approximately 34% of the average day demand within the pressure zone, which supplies 52% of the overall service area. The project included constructing a new 2 million gallon per day (MGD) groundwater treatment facility and connecting the two wells. **Construction Cost: \$10M**

CITY OF CHINO, RUSSELL AVENUE WATER LINE REPLACEMENT PROJECT | The project involved removing and replacing the water main along Russell Ave from Walnut Ave to Terry Ave. It included installing 700 linear feet of new 8-inch PVC C900 DR 14 water main, performing trench backfill and roadway repairs, and installing fire hydrant assemblies, gate valves, and tees with thrust blocks. The work also encompassed installing new 1-inch domestic water service laterals and connecting them to existing water meters, making lateral connections within 3 feet of the water main centerline, saw cutting, and replacing existing cross gutters. Additionally, the project required cutting, plugging, and abandoning the existing water main and removing old fire hydrants. **Construction Cost: 2.3M**

CITY OF CHINO, CENTRAL AVENUE AND DUPONT AVENUE WATERLINE REPLACEMENT PROJECT | The Central Avenue project involved replacing a 16-inch steel water main with an 18-inch PVC pipe along Central Avenue from Chino Avenue to C Street, and replacing an 8-inch steel line on D Street from Central Avenue to the alley west of 6th Street. The project included connections to Chino Avenue, D Street, Alley 16, and two other alleys, with line stops for tie-ins due to insufficient valving. The Dupont Avenue project included replacing an 8-inch DIP waterline with a 12-inch C-900 PVC pipe along Dupont Avenue from Alton Street to Gates Street, and also involved replacing multiple water service connections and fire service laterals. **Construction Cost: \$5.8M**

CITY OF CHINO, YORBA AVENUE AND EUCALYPTUS AVENUE SEWER MAIN REPLACEMENT PROJECT | The work included replacing existing 10-inch and 15-inch vitrified clay pipe (VCP) sewer mains with larger diameter VCP or high-density polyethylene (HDPE) pipe using a combination of trenchless and open trench methods. It involved installing steel casing across railroad property, setting up temporary bypasses, and replacing or rehabilitating existing sewer manholes. The project also required removing existing sewer manholes, reconnecting sewer laterals, and performing pipe backfill and bedding with asphalt concrete overlay for trench repairs. Additional tasks included adjusting existing utility lines, making full-depth asphalt concrete pavement repairs, applying slurry seal, crack sealant, and weed abatement, restoring traffic detector loops, performing striping and traffic control, conducting night work, and carrying out post-construction closed-circuit television (CCTV) inspections. **Construction Cost: \$3.5M**

CITY OF CORONA, LIBERTY AVENUE WATERLINE REPLACEMENT PROJECT | This project involved replacing a 10-inch steel water main with a 12-inch ductile iron pipe over 3,527 linear feet along La Gloria St. and Liberty Ave. The scope includes installing a 12-inch ductile iron pipe with restrained joints, various water control components (such as air/vacuum release valves, fire hydrant blow-off assemblies, and resilient wedge gate valves), and a new water service connection. It also includes removing and replacing existing infrastructure (like vaults and bollards), trench repairs, roadway repairs, asphalt dike replacement, and concrete encasement. The project will also involve abandoning the old water main, implementing traffic control and BMPs, and managing water consumption, disinfection, and flushing. Additional tasks include mobilization, demobilization, and setting up an informational project sign. **Construction Cost: \$1.6M**

CITY OF CORONA, WATER RECLAMATION FACILITY 2 (WRF #2) ELECTRICAL UPGRADES | The MCCs for WRF No. 2 Aeration, along with the Sunkist Lift Station, reached their useful life and required necessary electrical upgrades to ensure reliable performance and proper functioning of water treatment and Sunkist lift station facilities. The project involved the removal of existing Motor Control Centers (MCCs) and the installation of new, City-furnished MCC units into prefabricated powerhouses. Site work included civil, yard piping, and mechanical tasks. A detailed survey of locations for the new MCC housing structures was conducted, and a base map of the project area was prepared. Site demolition and the installation of reinforced concrete pads and foundations for the new MCC structures were completed. Pre-built electrical control powerhouses and awnings were installed, one near the Main Control Room and one near the Sunkist Pump Station. New MCC-I and MCC-L units were installed into the new powerhouses, and the existing units were removed and legally disposed of. All civil, yard piping, mechanical, and electrical work as outlined in the contract documents was performed, along with testing, startup, and commissioning as specified in the commissioning section. **Construction Cost: \$2.7M**

CITY OF RIVERSIDE, LINCOLN AVENUE TECHITE PIPE REPLACEMENT PROJECT, PHASE I | The project involved constructing approximately 3,400 linear feet of 54-inch cement mortar-lined steel pipe and related appurtenances along Lincoln Avenue in the City of Riverside. This included trenching in the public right-of-way, welding steel pipe, and installing various infrastructure elements. The excavation varied from 4 to 18 feet deep and affected local residential and arterial streets. The scope covered traffic control, including signalized intersections and striping, as well as asphalt paving and concrete work. **Construction Cost: \$7M**

CITY OF BURBANK, VALLEY PUMPING PLANT (VPP) BOOSTER STATION REHABILITATION PROJECT | The project involved the demolition and replacement of various components in an existing pump station. This includes pumps, pump pads, connecting pipes, valves, and instruments, as well as electrical motor control cabinets, Variable Frequency Drives, transformers, and associated wiring. Additionally, the project required updating the programmable logic controller (PLC) and remote I/O units, including new programming and conduit installation for communication. **Construction Cost: \$3.2M**

CITY OF ENCINITAS, AIR VALVE AND BLOW OFF REPLACEMENT PROJECT, PHASE 1 | The project involved the replacement of multiple water assemblies across various locations. This included installing new 4-inch and 6-inch AV/AR and blowoff assemblies, along with associated valves, fittings, appurtenances, couplings, and thrust blocks. The work also included constructing new retaining walls at several sites. Each location required specific assembly replacements and additional site work to ensure proper installation and functionality of the new components. **Construction Cost: \$1M**

CITY OF LONG BEACH, LARGE POTABLE WATER VALVE REPLACEMENT WILLOW STREET PROJECT | The project involved replacing existing 20-inch gate valves with new 20-inch butterfly valves in the Long Beach Water System. The work required protecting and supporting existing utilities, excavating to expose large valves and piping, and constructing linestop assemblies and restraint systems. The gate valves were replaced at three locations: Willow Street and Delta Avenue, Willow Street and Santa Fe Avenue, and Spring Street and Delta Avenue. Additional tasks included leakage testing, disinfection of improvements, backfilling excavations, and restoring pavement. **Construction Cost: \$1M**

Senior Construction Inspector



LICENSES & REGISTRATION

- » International Code Counsel Certifications
- » Building Plan Examiner
- » California **Commercial Combination Inspector**
- » California **Commercial Plumbing Inspector**
- » California **Commercial Mechanical Inspector**
- » California **Commercial Mechanical Inspector**
- » California **Commercial Electrical Inspector**
- » California Residential Electrical Inspector
- » California Residential Plumbing Inspector
- » Certified Building Official
- » CLB License No. 674861
- » OSHA 30 Hr.

Tom Dawson will serve as a Senior Construction Inspector for Mission Springs Water District's On-Call Construction Management and Inspection Services. With over 28 years of experience in water and wastewater infrastructure, Tom has provided inspection and project oversight for a wide range of public works projects, including water treatment plants, reservoirs, pump stations, pipelines, storm drain systems, and site utility improvements. His expertise spans structural and masonry wall construction, slab-on-grade foundations, mechanical and electrical systems, concrete and paving improvements, and site grading. Tom possesses a comprehensive understanding of Cal-OSHA safety practices, ADA requirements, and Caltrans construction standards, ensuring that all work meets applicable regulations and safety standards. His familiarity with Greenbook and Caltrans specifications, along with his experience in stormwater management and compliance, makes him well-prepared to support the District's projects. Tom's background includes 12 years as Deputy Building Official for the County of Orange, where he gained extensive experience in building construction, utility coordination, and regulatory compliance. His proficiency in construction documentation, change order management, and Prop 68 funding compliance ensures accurate reporting and reimbursement for state-funded projects. His attention to detail and ability to collaborate with contractors, engineers, and stakeholders make him a critical asset for Mission Springs Water District's capital improvement projects.

SIMILAR PROJECT EXPERIENCE

CITY OF BURBANK, VALLEY PUMPING PLANT (VPP) BOOSTER STATION REHABILITATION PROJECT | The project involved the demolition and replacement of various components in an existing pump station. This includes pumps, pump pads, connecting pipes, valves, and instruments, as well as electrical motor control cabinets, Variable Frequency Drives, transformers, and associated wiring. Additionally, the project required updating the programmable logic controller (PLC) and remote I/O units, including new programming and conduit installation for communication. **Construction Cost: \$3.2M**

CITY OF NORWALK, ALONDRA BOULEVARD, PIONEER BOULEVARD, AND 160TH STREET WATER MAIN INSTALLATION PROJECT | The project involved installing a new 12-inch ductile iron pipeline along Alondra Boulevard, Pioneer Boulevard, and 160th Street. The work included fittings, bends, wyes, tees, reducers, adaptors, warning tape, tracer wire, and appurtenances. The project also involved abandoning and removing water mains, connecting to existing water systems, excavation, trenching, backfilling, surface restoration, asphalt paving, and gate valves. **Construction Cost: \$3M**

Pioneer Boulevard, and 160th Street. The work included fittings, bends, wyes, tees, reducers, adaptors, warning tape, tracer wire, and appurtenances. The project also involved abandoning and removing water mains, connecting to existing water systems, excavation, trenching, backfilling, surface restoration, asphalt paving, and gate valves. **Construction Cost: \$3M**

CITY OF SAN MARINO, LIFT STATION IMPROVEMENT PROGRAM | This project involved comprehensive upgrades to the City's sewage lift stations. At Avondale Road, upgrades included new pumps, piping, sump pump, wet well lining, and electrical improvements. Orlando Road received new submersible pumps, guide rails, discharge piping, and cement lining. Monterey Road upgrades featured pump recoating, piping repainting, a new bypass connection, and electrical testing. **Construction Cost: \$2.3M**

CITY OF SANTA MONICA, OLYMPIC WELL FIELD RESTORATION AND ARCADIA WTP EXPANSION | This project included constructing the Olympic Advanced Water Treatment Facility (AWTF) to address contaminants like 1,4-Dioxane and TCE using advanced oxidation processes and granular activated carbon. The Arcadia WTP was upgraded to increase water recovery to over 90% with Flow Reversal RO technology, expanding capacity from 10 to 13 mgd. Enhancements included new filtration systems, RO feed pumps, UV reactors, chemical storage, and electrical system upgrades. **Construction Cost: \$70M**

WESTERN MUNICIPAL WATER DISTRICT (WMWD), VICTORIA AVENUE RECHARGE WATER FACILITY | This project developed a recharge facility to enhance groundwater production for the Arlington basin. It included new groundwater wells, grading recharge basins, and installing potable and non-potable pipelines, stormwater structures, and conveyance channels. Key features included a SCADA system, storage building, and comprehensive electrical and monitoring systems. **Construction Cost: \$8M**

CITY OF RIVERSIDE, LINCOLN AVENUE TECHITE PIPE REPLACEMENT PROJECT, PHASE I | The project involved constructing approximately 3,400 linear feet of 54-inch cement mortar-lined steel pipe and related appurtenances along Lincoln Avenue in the City of Riverside. This included trenching in the public right-of-way, welding steel pipe, and installing various infrastructure elements. The excavation varied from 4 to 18 feet deep and affected local residential and arterial streets. The scope covered traffic control, including signalized intersections and striping, as well as asphalt paving and concrete work. **Construction Cost: \$7M**

Carlos Gaytan, SWRCB Cert.

Senior Construction Inspector



LICENSES & REGISTRATION

- » SWRCB Water Distribution Operator D3, Operator #14889
- » Bilingual in English and Spanish
- » 30 Cal/OSHA
- » Confined Space Training
- » Fall Protection
- » Traffic Control Safety

EDUCATION

- » Chaffey College | 1982–1984
Automotive Technology
- » Mt. San Antonio College | 2000–2003, Intro to Water Systems, T1-T2 Treatment Operations and Water Distribution, Cross-Connection & Backflow Prevention

Carlos Gaytan will serve as a Senior Construction Inspector for Mission Springs Water District's On-Call Construction Management and Inspection Services. With over 30 years of experience in public works, water distribution, and infrastructure development, Carlos has overseen water reclamation plant improvements, deep water wells, reservoirs, pipeline installations, irrigation systems, and storm drainage projects.

Carlos specializes in monitoring excavation, trenching, material quality, and pressure and bacteriological testing to ensure compliance with design specifications and regulatory standards. As a SWRCB Certified Water Distribution Operator (D3), he brings deep expertise in managing pipeline, valve, and hydrant installations and maintenance. Carlos is well-versed in ADA compliance and has extensive experience with traffic control and public safety protocols on construction sites.

Carlos's technical expertise, attention to detail, and commitment to safety will be key in supporting Mission Springs Water District's water system upgrades, well construction, reservoir rehabilitation, and irrigation projects, ensuring quality and timely delivery.

SIMILAR PROJECT EXPERIENCE

CITY OF CHINO, PUBLIC WORKS INSPECTOR | Carlos conducted comprehensive reviews of construction drawings, permits, and site plans to ensure compliance with local, state, and federal regulations. He led pre-construction meetings with developers and engineers to outline project requirements and verify all permits were in place. His role involved regular inspections of construction sites to confirm infrastructure elements, such as roads, water systems, and storm drainage, met design standards and safety regulations. Additionally, he oversaw erosion control measures, documented construction progress, coordinated final inspections and closeouts, and conducted warranty inspections to address post-construction issues.

CITY OF CHINO, WATER DISTRIBUTION LEAD OPERATOR | Carlos managed and trained staff responsible for installing and repairing water pipelines, valves, and hydrants. He ensured the safety and efficiency of water distribution operations while coordinating with contractors to resolve performance issues and maintain compliance with city standards. His responsibilities included preparing records of work performed, materials used, and safety compliance, as well as responding to emergency calls to address water distribution and infrastructure issues promptly.

CITY OF CHINO, WATER DISTRIBUTION OPERATOR | Carlos participated in the installation, maintenance, and repair of water service pipelines, valves, and hydrants. He inspected water projects for leaks, decayed pipes, and spills, ensuring adherence to city standards. He also provided emergency response services for water and sewer issues, street signs, and flood control facilities.

CITY OF CHINO, WELL 17 EQUIPPING PROJECT | The Project includes equipping and operating existing Well 17. The improvements were confined to the well location, except for pipe and electrical conduit trenches that crossed the Eastside Water Treatment Facility (EWTF) site to connect to existing facilities. The project included grading and compaction for the well building, building access, and pump-to-waste swale. The well building was designed to enclose the wellhead pump and piping and is constructed of masonry block shear walls supported by a continuous footing foundation. The pump-to-waste swale extended the existing defined earthen channel connected to the EWTF percolation pond.

CITY OF CHINO, WATER MAIN REPLACEMENT PROJECT, CENTRAL AVENUE AND DUPONT AVENUE | Carlos conducted detailed inspections to ensure compliance with project specifications and standards. He monitored excavation, trenching, and material installation to confirm proper execution and secure connections. Pressure and bacteriological testing were closely tracked to meet safety and health standards before connecting the new water mains to the city system. Traffic control measures were reviewed to maintain public safety, while backfilling and road restoration inspections ensured compliance with city compaction methods. Final inspections addressed discrepancies to confirm the project's completion.

CITY OF CHINO, WATER MAIN REPLACEMENT PROJECT, WASHINGTON AVE, LINCOLN AVE, MONTE VISTA AVE, AND TELEPHONE AVE | Carlos oversaw the replacement of an 8-inch waterline across multiple streets, ensuring adherence to project plans and specifications. He verified material quality and inspected daily activities, including excavation, trenching, and installation of water mains, valves, and fittings. Pressure and bacteriological testing were conducted to comply with safety and environmental standards. Carlos coordinated traffic control measures, performed final walkthroughs, and resolved discrepancies to meet regulatory requirements and deadlines.

C. EXPERIENCE AND REFERENCES

Z&K Consultants, Inc. is a certified Disadvantaged Business Enterprise (DBE), Women's Business Enterprise (WBE), and Small Business Enterprise (SBE) specializing in construction management, inspection, and engineering consulting services. With over 50 employees, we bring extensive expertise in managing municipal water infrastructure projects, including water reservoirs, tanks, and pump stations. For this agreement, our dedicated team includes Zack Faqih, PE, QSD/P, ICC, CBO and Amer Jakher, PE, MBA as Senior Construction Managers as well as Tom Dawson, ICC Certified, CBO, and Carlos Gaytan, SWRCB Certified Water Distribution Operator D3 as the proposed Senior Construction Inspectors. Together, this team will collaborate directly with the District for the successful completion of the upcoming projects.

The designated Principal Officer for this agreement is Crystal Fraire, PE. Crystal brings extensive leadership experience in managing municipal infrastructure projects. She will serve as the primary contact representing Z&K Consultants, overseeing all aspects of project execution, ensuring the highest level of quality and efficiency, and acting as the lead presenter in any interviews. Her direct contact information is as follows: Phone: (951) 310-7470; Email: cfraire@zandkconsultants.com.

SIMILAR PROJECT EXPERIENCE

Z&K Consultants, Inc. brings extensive on-call construction management and inspection experience, having successfully partnered with numerous public agencies on water resource projects. Our team has managed a wide array of on-call contracts, providing oversight for water facility improvements, system upgrades, well construction and rehabilitation, reservoir projects, pipeline installations, and pump station upgrades. This deep experience in on-call services ensures we can respond swiftly, adapt to evolving project demands, and deliver efficient, cost-effective solutions. We understand the unique challenges of on-call contracts, such as coordinating multiple concurrent projects, ensuring compliance with evolving regulatory standards, and maintaining continuous communication with stakeholders. Our team is adept at balancing flexibility with rigorous project controls, enabling us to deliver high-quality, on-time, and on-budget results across diverse project scopes. We prioritize sustainability, safety, and community engagement in every project. By fostering strong collaborations with public agencies, we uphold the highest standards of quality and environmental stewardship. With our comprehensive knowledge of Mission Springs Water District's infrastructure priorities and proven on-call experience, we are uniquely positioned to help the District achieve its short-term and long-term goals with efficiency and excellence.

CITY OF CHINO (ON-CALL CONTRACT)

WELL 11 RAW WATER TRANSMISSION MAIN PROJECT | The work involved furnishing all labor, materials, and equipment to install approximately 1.5 miles of new 16-inch water main using PVC and CML&C steel, including associated fittings, valves, blow-off assemblies, and combination air valves. Construction was carried out in existing city streets. Additionally, the project required modifications to the existing control panel, programming, SCADA host system, and the provision of a new HMI and programming. **Construction Cost: \$2.6M**

WELL 17 EQUIPPING PROJECT | The Project includes equipping and operating existing Well 17. The improvements were confined to the well location, except for pipe and electrical conduit trenches that crossed the Eastside Water Treatment Facility (EWTF) site to connect to existing facilities. The project included grading and compaction for the well building, building access, and pump-to-waste swale. The well building was designed to enclose the wellhead pump and piping and is constructed of masonry block shear walls supported by a continuous footing foundation. The pump-to-waste swale extended the existing defined earthen channel connected to the EWTF percolation pond. **Construction Cost: \$4M**

CENTRAL AVENUE AND DUPONT AVENUE WATERLINE REPLACEMENT PROJECT | The Central Avenue project involved replacing a 16-inch steel water main with an 18-inch PVC pipe along Central Avenue from Chino Avenue to C Street, and replacing an 8-inch steel line on D Street from Central Avenue to the alley west of 6th Street. The project included connections to Chino Avenue, D Street, Alley 16, and two other alleys, with line stops for tie-ins due to insufficient valving. The Dupont Avenue project included replacing an 8-inch DIP waterline with a 12-inch C-900 PVC pipe and also involved replacing multiple water service connections and fire service laterals. **Construction Cost: \$5.8M**

YORBA AVENUE AND EUCALYPTUS AVENUE SEWER MAIN REPLACEMENT PROJECT | The work included replacing existing 10-inch and 15-inch vitrified clay pipe (VCP) sewer mains with larger diameter VCP or high-density polyethylene (HDPE) pipe using a combination of trenchless and open trench methods. It involved installing steel casing across railroad property, setting up temporary bypasses, and replacing or rehabilitating existing sewer manholes. The project also required removing existing sewer manholes, reconnecting sewer laterals, and performing pipe backfill and bedding with asphalt concrete overlay for trench repairs. Additional tasks included adjusting existing utility lines, making full-depth asphalt concrete pavement repairs, applying slurry seal, crack sealant, and weed abatement, restoring traffic detector loops, performing striping and traffic control, conducting night work, and carrying out post-construction closed-circuit television (CCTV) inspections. **Construction Cost: \$3.5M**

RUSSELL AVENUE WATER LINE REPLACEMENT PROJECT | The project involved removing and replacing the water main along Russell Ave from Walnut Ave to Terry Ave. It included installing 700 linear feet of new 8-inch PVC C900 DR 14 water main, performing trench backfill and roadway repairs, and installing fire hydrant assemblies, gate valves, and tees with thrust blocks. The work also encompassed installing new 1-inch domestic water service laterals and connecting them to existing water meters, making lateral connections within 3 feet of the water main centerline, saw cutting, and replacing existing cross gutters. **Construction Cost: 2.3M**

WELLS 4 & 6 WATER TREATMENT FACILITY | This involved groundwater Wells 4 and 6, which had been inactive due to updated regulations requiring higher drinking water standards set by the SWRWQCB. The City aimed to reduce reliance on imported water and expand access to local groundwater supplies. Wells 4 and 6 were identified as priority projects in this plan. To achieve these goals, the City embarked on a new centralized groundwater treatment plant to bring the wells back into service, reducing the purchased water supply by up to a quarter. The project included constructing a new 2 million gallon per day (MGD) groundwater treatment facility and connecting the two wells. **Construction Cost: \$10M**

CITY OF CORONA (ON-CALL CONTRACT)

LIBERTY AVENUE WATERLINE REPLACEMENT PROJECT | This project involved replacing a 10-inch steel water main with a 12-inch ductile iron pipe over 3,527 linear feet along La Gloria St. and Liberty Ave. The scope includes installing a 12-inch ductile iron pipe with restrained joints, various water control components (such as air/vacuum release valves, fire hydrant blow-off assemblies, and resilient wedge gate valves), and a new water service connection. It also includes removing and replacing existing infrastructure (like vaults and bollards), trench repairs, roadway repairs, asphalt dike replacement, and concrete encasement. The project will also involve abandoning the old water main, implementing traffic control and BMPs, and managing water consumption, disinfection, and flushing. **Construction Cost: \$1.6M**

WATER RECLAMATION FACILITY 2 (WRF #2) ELECTRICAL UPGRADES | The MCCs for WRF No. 2 Aeration reached their useful life and required necessary electrical upgrades to ensure reliable performance and proper functioning of water treatment and Sunkist lift station facilities. The project involved the removal of existing Motor Control Centers and the installation of new MCC units into prefabricated powerhouses. Site work included civil, yard piping, and mechanical tasks. A detailed survey of locations for the new MCC housing structures was conducted, and a base map of the project area was prepared. Site demolition and the installation of reinforced concrete pads and foundations for the new MCC structures were completed. Pre-built electrical control powerhouses and awnings were installed, one near the Main Control Room and one near the Sunkist Pump Station. New MCC-I and MCC-L units were installed into the new powerhouses, and the existing units were removed and legally disposed of. **Construction Cost: \$2.7M**

LESTER WATER TREATMENT PLANT GRAVITY THICKENER REHABILITATION PROJECT | The Lester Water Treatment Plant Gravity Thickener Rehabilitation Project involved the comprehensive cleaning, epoxy coating, and painting of all steel components of the plant's two gravity thickeners. The scope included dismantling, sandblasting, and coating the internal structures, such as the center shaft, rake arms, and squeegees, with NSF-approved epoxy for potable water immersion. Additional tasks included realigning components, replacing stainless steel hardware, and restoring walkway structures and handrails. The project required strict adherence to safety protocols, including confined space entry permits and daily air quality monitoring. Coordination with plant operations ensured minimal disruption while maintaining compliance with Cal-OSHA and NSF/ANSI standards. **Construction Cost: \$1.8M**

WASTEWATER RECLAMATION FACILITY 2 (WRF2) SECONDARY CLARIFIERS REHABILITATION PROJECT | The WRF2 Secondary Clarifiers Rehabilitation Project involved the removal, upgrade, and replacement of key components of two 55-foot-diameter secondary clarifiers. The project included the installation of new stainless steel skimmer arms, center columns, sludge baffles, scum boxes, and water spray piping. Upgrades consisted of replacing the drive units, walkways, staircases, and electrical and lighting systems. The project required confined space entry with continuous air monitoring and compliance with Cal-OSHA safety protocols. The clarifiers' mechanical components were refurbished with a high-build epoxy coating to enhance durability and performance in wastewater service conditions. **Construction Cost: \$2.2M**

CITY OF FULLERTON (ON-CALL CONTRACT)

LONGVIEW DRIVE WATER/SEWER MAIN REPLACEMENT & STREET IMPROVEMENTS | The water, sewer, and street rehabilitation project for the City of Fullerton involved several key tasks. It included the replacement of 2,500 linear feet of 8-inch ductile iron water main and 2,500 linear feet of 8-inch vitrified clay pipe (VCP) sewer main, along with the installation of new manholes and the removal and replacement of existing sewer pipes. The project also involved video inspection and abandonment of old water mains and valves. Additionally, the project featured street and drainage improvements, including asphalt paving, cold planning, concrete paving, aggregate base, curb and gutter, access ramps, cross gutters, driveway approaches, and sidewalk replacement. **Construction Cost: \$3.2M**

VALENCIA AVENUE WATER MAIN REPLACEMENT | This water rehabilitation project for the City of Fullerton involved replacing 2,500 linear feet of 8-inch C-900 water main pipeline and appurtenances, as well as abandoning and removing existing pipelines and valves. The project included trench excavation, shoring, backfill, and pipe welding. It also featured street and drainage improvements, such as cold planning, asphalt and concrete paving upgrades, aggregate base installation, access ramps, cross gutters, sidewalk replacement, and traffic control. Additionally, the work encompassed the installation and inspection of traffic signals and loops, along with the application of roadway striping, signage, and reflective markings. **Construction Cost: \$1.5M**

CITY OF LONG BEACH, UTILITIES DEPARTMENT (ON-CALL CONTRACT)

HAYNES GENERATING STATION SEWER FORCE MAIN PROJECT | The project involved constructing a new 12-inch diameter sewer force main extending from the Los Angeles Department of Water Power's (LADWP) Haynes Generating Station (HGS) to an existing 42-inch sewer main at the Los Angeles County Services District (LACSD) Long Beach Water Reclamation Facility. The project facilitated the reuse of up to 2.841 million gallons per day (MGD) of industrial wastewater discharge and stormwater runoff from the HGS to the Long Beach Water Reclamation Facility. A total of 17,000 feet of pipeline was installed using trenching and trenchless methods. Additionally, a flow control/pressure reducing station, not exceeding 300 square feet, was constructed near the Long Beach facility. **Construction Cost: \$20M**

LADWP GWTP-1 AND GWTP-2 NEW WELLS | The project involves drilling, developing and constructing two municipal water wells: GWTP-1 and GWTP-2 on the City of Long Beach's Groundwater Treatment Plant property. The project will also include the destruction of an existing monitoring water well known as Citizen 6 Well. **Construction Cost: \$12M**

LADWP HAYNES GENERATING STATION RECYCLED WATER PIPELINE PROJECT | The project involves installing a 24-inch diameter pipeline over approximately 7,940 linear feet from the Haynes Generating Station to connect with the LBWD 21-inch recycled water pipeline at Atherton Street and Studebaker Road. Key components include installing 5,600 LF of 24-inch DR17 HDPE pipeline, 1,800 LF of 16-inch DR17 HDPE pipeline, and 360 LF of 16-inch welded steel pipe, along with a 250 LF trenchless crossing under Caltrans SR-22. The scope also covers a 12-inch service connection at Haynes Generating Station, a 370-LF 12-inch HDPE sewer force main, and service connections for City of Long Beach Public Works. **Construction Cost: \$24M**

GOLDEN AVENUE WATER MAIN REPLACEMENT PROJECT | The work consisted of replacing an existing 6-inch ductile iron water main with new non-metallic piping along Golden Avenue between Spring St. and 32nd St. Additionally, 48 copper water services were replaced with new non-metallic piping. The project also included replacing existing water valves to improve system functionality and reliability and installing three new fire hydrants to enhance fire protection capabilities in the area.. **Construction Cost: \$5M**

WELLS COMMISSION 23A AND EL DORADO | The project included drilling and equipping four new wells and the destruction of two existing wells. The project involved site assessments, construction of pressurized conveyance pipelines, well enclosures, site improvements, electrical work, and supervisory controls (SCADA) work. Additionally, the project included the new conveyance lines connecting the new wells to Long Beach Water Department's main collection lines. The proposed well sites were located at Camp Fire 1 (CF 1), Commission 23A (COM 23A), El Dorado 1 (DOR 1), and Citizens 8A (CIT 8A). **Construction Cost: \$25M**

WELLS ALAMITOS 9A AND ALAMITOS 14 | The project involves the abandonment of four existing groundwater wells Annex 201, Commission 13 & Annex 203, and Alamitos 9 in the system and the installation of two new replacement groundwater wells Alamitos 9A and Alamitos 14 with estimated yield of 2,500 gallons per minute per well at Stearns Champion Park. Project also included piping to connect Well Alamitos 9A and Alamitos 14 to an existing collection main pipeline on East 23rds Street, and other appurtenances. **Construction Cost: \$12M**

ALAMITOS TANKS 19 & 20 CONVERSION PROJECT |The project involved rehabilitating and converting Alamitos Tanks 19 and 20 from potable water to recycled water tanks. This included interior and exterior coating rehabilitation, lead containment and abatement, halo support retrofit, rafter replacement and reinforcement, seismic rod replacement, and side vent installation in the tank shell. The project also included replacing the cathodic protection system, welding connections, hardware, and installing steel handrails. Various piping modifications were made, including inlet/outlet, overflow, and drain piping, as well as sump and yard piping modifications. Additionally, valves and appurtenances were replaced or installed, including a liquid level indicator, safety tie-offs, a magnetic flowmeter, and roof vent screens. **Construction Cost: \$6M**

EQUIPPING OF WATER WELLS NORTH LONG BEACH 13 AND NORTH LONG BEACH 14 | The project involved equipping Water Wells North Long Beach 13 and North Long Beach 14. It included installing well pumps, constructing pipelines, performing utility and underground work, and setting up water system plants and electrical systems. The scope also covered maintenance and repair services for well equipment and pumps. Key items included general construction, water system construction, well services, equipment maintenance, and electrical work related to pump installations and system upgrades. **Construction Cost: \$5M**

S-25 SEWER LIFT STATION REHABILITATION | The project involved replacing the mechanical and electrical systems inside the lift station, including pumps, ventilation, piping, electrical conduits, instrumentation, and the diesel-powered standby generator. It also included installing a new maintenance hole (MH) and 12-inch VCP, paving an AC access path, and relocating the bypass pumping connection to outside the lift station. The new MH was interconnected with an existing manhole and accessed via a new AC paved driveway, with a short concrete masonry wall constructed to retain the MH. A bypass pumping system was required for construction. **Construction Cost: \$4M**

LARGE POTABLE WATER VALVE REPLACEMENT WILLOW STREET PROJECT | The project involved replacing existing 20-inch gate valves with new 20-inch butterfly valves in the Long Beach Water System. The work required protecting and supporting existing utilities, excavating to expose large valves and piping, and constructing linestop assemblies and restraint systems. The gate valves were replaced at three locations: Willow Street and Delta Avenue, Willow Street and Santa Fe Avenue, and Spring Street and Delta Avenue. Additional tasks included leakage testing, disinfection of improvements, backfilling excavations, and restoring pavement. **Construction Cost: \$1M**

CITY OF OCEANSIDE (ON-CALL CONTRACT)

PURE WATER OCEANSIDE – ADVANCED WATER PURIFICATION FACILITY (AWPF) | The project involved constructing a new Advanced Water Purification Facility (AWPF) with an initial capacity to produce 4.5 million gallons per day (MGD) of advanced treated recycled water, expandable to a minimum of 6.0 MGD in the future. Key components include nitrification-denitrification facilities, and an AWPF process building featuring a feed tank, pump station, ultra-filtration, reverse osmosis, ultraviolet light advanced oxidation, and product water pump station. Elements include a waste equalization wet-well and pump station, a pipeline to the plant headworks, a new reverse osmosis concentrate pipeline to the secondary effluent pump station at the SLRWRF, and chemical storage and feed facilities. **Construction Cost: \$55M**

SAN LUIS REV (SLR) WASTEWATER TREATMENT PLANT AERATION BASIN EFFLUENT PIPING REPLACEMENT |

The work involved providing all necessary tools, equipment, materials, supplies, and labor for the removal and replacement of six 24-inch aeration basin effluent pipes. This included installing new plug valves, fittings, and pipes, as well as wall penetrations, gate valves, and flow meters. The contractor supplied transportation, fuel, power, water, and bypass pumping, ensuring all operations comply with the Contract Documents. **Construction Cost: \$1.2M**

PILGRIM CREEK SEWER LIFT STATION IMPROVEMENT PROJECT |

The Pilgrim Creek Sewer Lift Station in Oceanside, originally constructed in 1976, underwent a comprehensive rehabilitation project. This project included extensive civil, mechanical, structural, electrical, and controls upgrades. Key improvements involved modifying the existing panel, installing new variable frequency drives, service conduits, and conductors, and adding a Supervisory Control Data Acquisition (SCADA) system for suction pressure transducer feedback. The rehabilitation replaced the old submersible pumps with three new chopper pumps on slide rail systems, combined the wet well and dry well into a single large wet well, and replaced the concrete containment area with a new valve vault. These upgrades enhanced storage capacity, improved safety, and provided better access and working conditions for maintenance staff. **Construction Cost: \$1.6M**

ADDITIONAL PROJECTS

CITY OF BEAUMONT, WWTP SALT MITIGATION UPGRADE PROJECT & BRINE DISPOSAL PIPELINE PROJECT |

This project involved site demolition, new facility construction, and system modifications. Key upgrades included headworks screens, grit chambers, aeration basins, a membrane bioreactor (MBR) building, odor control systems, pump stations, and electrical updates. The salt mitigation strategy incorporated reverse osmosis (RO) and a 23-mile Brine Line connecting to the Inland Empire Brine Line in San Bernardino. **Construction Cost: \$80M**

CITY OF BURBANK, VALLEY PUMPING PLANT (VPP) BOOSTER STATION REHABILITATION PROJECT |

The project involved the demolition and replacement of various components in an existing pump station. This includes pumps, pump pads, connecting pipes, valves, and instruments, as well as electrical motor control cabinets, Variable Frequency Drives, transformers, and associated wiring. Additionally, the project required updating the programmable logic controller (PLC) and remote I/O units, including new programming and conduit installation for communication. **Construction Cost: \$3.2M**

CITY OF ENCINITAS, AIR VALVE AND BLOW OFF REPLACEMENT PROJECT, PHASE 1 |

The project involved the replacement of multiple water assemblies across various locations. This included installing new 4-inch and 6-inch AV/AR and blowoff assemblies, along with associated valves, fittings, appurtenances, couplings, and thrust blocks. The work also included constructing new retaining walls at several sites. Each location required specific assembly replacements and additional site work to ensure proper installation and functionality of the new components. **Construction Cost: \$1M**

CITY OF NORWALK, ALONDRA BOULEVARD, PIONEER BOULEVARD, AND 160TH STREET WATER MAIN INSTALLATION PROJECT |

The project involved installing a new 12-inch ductile iron pipeline along Alondra Boulevard, Pioneer Boulevard, and 160th Street. The work included fittings, bends, wyes, tees, reducers, adaptors, warning tape, tracer wire, and appurtenances. The project also involved abandoning and removing water mains, connecting to existing water systems, excavation, trenching, backfilling, surface restoration, asphalt paving, and gate valves. **Construction Cost: \$3M**

CITY OF PICO RIVERA, WATER MAIN REPLACEMENT PROJECT |

This project replaced aging pipelines at multiple locations, including Eglise Ave., Cord Ave., and Washington Blvd., addressing inefficiencies from 70-year-old infrastructure. Approximately 4,240 linear feet of 8-inch, 3,000 linear feet of 10-inch, and 2,750 linear feet of 18-inch water lines were replaced, along with valves, domestic services, and fire hydrant assemblies. **Construction Cost: \$6.5M**

CITY OF RIVERSIDE, LINCOLN AVENUE TECHITE PIPE REPLACEMENT PROJECT, PHASE I |

The project involved constructing approximately 3,400 linear feet of 54-inch cement mortar-lined steel pipe and related appurtenances along Lincoln Avenue in the City of Riverside. This included trenching in the public right-of-way, welding steel pipe, and installing various infrastructure elements. The excavation varied from 4 to 18 feet deep and affected local residential and arterial streets. The scope covered traffic control, including signalized intersections and striping, as well as asphalt paving and concrete work. **Construction Cost: \$7M**

CITY OF SAN MARINO, LIFT STATION IMPROVEMENT PROGRAM |

This project involved comprehensive upgrades to the City's sewage lift stations. At Avondale Road, upgrades included new pumps, piping, sump pump, wet well lining, and electrical improvements. Orlando Road received new submersible pumps, guide rails, discharge piping, and cement lining. Monterey Road upgrades featured pump recoating, piping repainting, a new bypass connection, and electrical testing. **Construction Cost: \$2.3M**

CITY OF SANTA MONICA, OLYMPIC WELL FIELD RESTORATION AND ARCADIA WTP EXPANSION |

This project included constructing the Olympic Advanced Water Treatment Facility (AWTF) to address contaminants like 1,4-Dioxane and TCE using advanced oxidation processes and granular activated carbon. The Arcadia WTP was upgraded to increase water recovery to over 90% with Flow Reversal RO technology, expanding capacity from 10 to 13 mgd. Enhancements included new filtration systems, RO feed pumps, UV reactors, chemical storage, and electrical system upgrades. **Construction Cost: \$70M**

CITY OF TORRANCE, VAN NESS WATER WELLS TRANSMISSION MAIN |

This city-funded project involved installing potable water mains to transport well water from three wells near Artesia Boulevard and Van Ness Avenue to a storage, treatment, and pumping facility near Border Avenue and Plaza Del Amo. The work included constructing 30-inch, 24-inch, and 18-inch water transmission mains using steel and ductile iron, as well as installing storm drains, catch basins, and relocating sewer pipes and manholes. **Construction Cost: \$10M**

CITY OF VERNON, 50th STREET WATER MAIN REPLACEMENT PROJECT | This project replaced a 12-inch water pipeline and updated water services, including ductile iron pipe installation, joint bonding, and cathodic protection. Work involved excavation, potholing, traffic control, and SWPPP compliance, with installation of service laterals, fire hydrants, and abandonment of a 10-inch cast iron main. **Construction Cost: \$1.6M**

ELSINORE VALLEY MUNICIPAL WATER DISTRICT, HIGHWAY 74 WATERLINE RELOCATION | The project involved replacing an existing 6-inch steel watermain with a new 8-inch PVC waterline along a 1,800-foot segment of Highway 74 within Caltrans right-of-way, near El Cariso Village. It included abandoning the old watermain, installing new valves, and reconnecting existing meters and fire hydrants. **Construction Cost: \$1.2M**

WESTERN MUNICIPAL WATER DISTRICT (WMWD), VICTORIA AVENUE RECHARGE WATER FACILITY | This project developed a recharge facility to enhance groundwater production. It included new groundwater wells, grading recharge basins, and potable and non-potable pipelines, stormwater structures, and conveyance channels. Key features included a SCADA system, storage building, and comprehensive electrical and monitoring systems. **Construction Cost: \$8M**

CURRENT ON-CALL CONTRACTS

Z&K Consultants, Inc. proudly holds over **55 active on-call contracts**, showcasing our ability to deliver flexible, high-quality services tailored to the evolving needs of public agencies. Our on-call experience spans a variety of water infrastructure projects, including reservoirs, pump stations, well rehabilitation, pipeline installations, and advanced water treatment facilities. This experience enables us to efficiently manage diverse projects with varying scopes and complexities. Z&K's proven success in managing on-call contracts reflects our commitment to cost-effective solutions that meet regulatory standards, budgetary requirements, and client expectations. **Our current on-call contracts are as follows:**

#	Agency	PM	CM	CI
1	City of Alhambra	✓	✓	✓
2	City of Beaumont	✓		
3	City of Bell	✓	✓	✓
4	City of Burbank	✓	✓	✓
5	City of Carson	✓	✓	✓
6	City of Chino	✓	✓	✓
7	City of Corona	✓	✓	✓
8	City of Costa Mesa	✓	✓	✓
9	City of Downey	✓	✓	✓
10	City of Eastvale	✓	✓	✓
11	City of El Segundo	✓	✓	✓
12	City of Encinitas	✓	✓	✓
13	City of Fontana	✓	✓	✓
14	City of Glendale	✓	✓	✓
15	City of Hemet	✓	✓	✓
16	City of Irvine	✓	✓	✓
17	City of Irwindale	✓	✓	✓
18	City of La Habra	✓	✓	✓
19	City of La Mirada		✓	✓
20	City of Laguna Beach	✓	✓	✓
21	City of Lake Forest	✓	✓	✓
22	City of Lancaster	✓	✓	
23	City of Malibu	✓	✓	
24	City of Manhattan Beach	✓	✓	✓
25	City of Moreno Valley		✓	✓
26	City of Newport Beach	✓	✓	
27	City of Norco		✓	✓
28	City of Norwalk	✓	✓	✓
29	City of Oceanside	✓	✓	✓

#	Agency	PM	CM	CI
30	City of Ontario	✓		
31	City of Palm Desert	✓	✓	
32	City of Pico Rivera	✓	✓	
33	City of Placentia	✓	✓	
34	City of Pomona	✓	✓	✓
35	City of Rancho Palos Verdes	✓		
36	City of Rosemead		✓	✓
37	City of San Bernardino	✓	✓	✓
38	City of San Marino	✓	✓	✓
39	City of Santa Monica	✓		
40	City of Signal Hill	✓	✓	
41	City of South Gate	✓	✓	✓
42	City of Temecula	✓		
43	City of Torrance	✓	✓	✓
44	Caltrans 59 - District 5*	✓	✓	
45	Caltrans 59 - District 8*	✓	✓	
46	Caltrans 59 - District 9*	✓	✓	
47	Coachella Valley Water District	✓	✓	✓
48	County of Los Angeles*	✓	✓	
49	County of San Diego*	✓	✓	
50	LA Metro*	✓	✓	
51	Long Beach Utilities	✓	✓	
52	RCTC*	✓	✓	
53	RCTD*	✓		
54	Riverside Public Utilities		✓	✓
55	San Bernardino County*	✓		
56	Santa Clarita Valley Water Agency*	✓		
57	South Orange County Wastewater Authority	✓	✓	✓
58	San Gabriel Valley Council of Governments*	✓		

*PM: Project Management, CM: Construction Management, and CI: Construction Inspection; * Contract as a Subconsultant*

REFERENCES

Z&K Consultants, Inc. has a proven track record of delivering high-quality construction management and inspection services for public agencies throughout California. We have established strong working relationships with municipal clients, consistently earning commendations for our expertise, responsiveness, and ability to manage complex projects on time and within budget.

City of Chino	
	Contact Name: Michele Hindersinn, Principal Engineer
	Address: 13220 Central Ave, Chino, CA 91710
	Phone Number: (909) 334-3213
	Email Address: mhindersinn@cityofchino.org
	Project Size & Description: Well 11 Raw Water Transmission Main Project; Wells 4 & 6 Water Treatment Facility; Well 17 Equipping Project; Central Avenue and Dupont Avenue Waterline Replacement Project; Russell Avenue Water Line Replacement Project; Yorba Avenue and Eucalyptus Avenue Sewer Main Replacement Project; Benson Ave Storm Drain Project; Kimball Avenue Storm Drain Improvements at Chino Airport

Long Beach Water Department	
	Contact Name: Dennis Santos, Manager of Engineering
	Address: 1800 E Wardlow Rd, Long Beach, CA, 90807
	Phone Number: (562) 570.2381
	Email Address: Dennis.Santos@lbwater.org
	Project/Contract Information: Haynes Generating Station Sewer Force Main Project; Groundwater Treatment Plant HVAC Replacement Project; LADWP GWTP-1 and GWTP-2 New Wells; LADWP Haynes Generating Station Recycled Water Pipeline Project; Golden Avenue Water Main Replacement Project; Well Commission 22A Project; Wells Commission 23A and El Dorado; Wells Alamitos 9A and Alamitos 14; Spinnaker Bay Drive Water Main Replacement; Cathodic Protection Phases 5 & 6; Alamitos Tanks 19 & 20 Conversion Project; Equipping of Water Wells North Long Beach 13 and North Long Beach 14; S-25 Sewer Lift Station Rehabilitation; S-8 Sewer Lift Station Rehabilitation

City of Santa Monica	
	Contact Name: Carlos Rosales, City Project Manager
	Address: 1685 Main St. Santa Monica, CA 90401
	Phone Number: (310) 628-9368
	Email Address: carlos.rosales@santamonica.gov
	Project/Contract Information: Olympic Well Field Restoration and Arcadia Water Treatment Plant Expansion

Riverside Public Utilities	
	Contact Name: Eric Escobar
	Address: 12700 Norwalk Boulevard, Norwalk, CA 90650
	Phone Number: (951) 288-7139
	Email Address: eescobar@riversideca.gov
	Project/Contract Information: Lincoln Avenue Techite Pipe Replacement Project, Phase I and various additional projects as part of our On-Call Inspection Contract.

City of Corona	
	Contact Name: Aftab Hussain, Maintenance Manager (Formerly with City of Beaumont)
	Address: 400 S Vicentia Ave, Corona, CA 92882
	Phone Number: (909) 202-5981
	Email Address: aftab.hussain@coronaca.gov
	Project/Contract Information: Liberty Avenue waterline replacement project and Water reclamation facility 2 (WRF #2) electrical upgrades.

Additional References are available upon request.

D. FIRM RESOURCES

Z&K Consultants, Inc. (Z&K) is a California-based, full-service construction management and inspection firm with over 15 years of experience providing professional services to municipalities, public agencies, and private sector clients. Established as a California C Corporation, Z&K has grown into a reputable firm recognized for its technical expertise, commitment to quality, and efficient project execution.

Firm Capabilities and Structure | Z&K's Construction Management Division is composed of a highly experienced team dedicated to overseeing all phases of infrastructure development, public works projects, and capital improvement programs (CIPs). Our field inspection teams ensure compliance with safety standards, contract specifications, and quality control measures, while our project managers and engineers provide leadership, risk management, and stakeholder coordination. We have a multi-office presence in California, strategically positioned to serve clients efficiently, including, Riverside Headquarters, Corona Corporate Office, Los Angeles Regional Office: Serving Metro LA and surrounding counties; Orange County Office: Providing local support to public agencies in the OC region; San Diego Office: Managing Southern California projects and infrastructure improvements. This geographic distribution allows us to mobilize staff efficiently, provide localized expertise, and respond quickly to client needs across Southern California.

Z&K is a privately owned corporation with two principal owners: Crystal Fraire, PE, QSD/P – President and Zack Faqih, PE – Senior Vice President. Both owners actively lead and oversee company operations, ensuring hands-on project management and strategic direction.

Z&K is a California C Corporation that has been in operation since 2009 and works exclusively in California. The firm employs a scalable team of over 90 professionals, including construction managers, inspectors, engineers, project managers, estimators, and technical support staff. Z&K's organizational structure is designed for efficiency and seamless project execution, with leadership and specialized teams overseeing projects from planning to completion. Key levels include:

- **Board of Directors/Owners**
- **President/CEO** – Crystal Fraire, PE, QSD/P
- **Senior Management** – Senior Vice President (Zack Faqih, PE), Vice President of Operations, and Directors
- **Project Management and Construction Management Group**
 - Senior Program Managers, Senior Project Managers, Senior Construction Managers
 - Construction Managers, Project Managers, Assistant Project Managers
 - Senior Construction Inspectors, Specialty Inspectors, SCADA Managers
 - Support Staff – Labor Compliance, Office Engineers, QSD/P-certified professionals
- **Engineering & Design Teams**
- **Technical & Support Staff** – Engineers, Estimators, Contract Administrators, Office Support, Labor Compliance Officers
- **Subconsultants** – Surveying, Material Testing



This structure enables Z&K to efficiently manage multiple large-scale public works projects, ensuring high-quality service and regulatory compliance.

Current Clients and Active Projects | Z&K has built strong relationships with numerous municipalities, counties, and public agencies, providing construction management, inspection, and consulting services. Some of our current and recent clients are included in our project experience and on-call contracts table. We are currently managing multiple high-profile infrastructure projects, including street rehabilitation programs, storm drain system upgrades, water and wastewater facility improvements, bridge reconstructions, and multimodal transportation projects. Our ability to handle diverse, large-scale projects across multiple jurisdictions underscores our expertise, reliability, and depth of resources.

Financial Stability and Scalability | Z&K maintains a strong financial standing, ensuring our ability to successfully deliver multi-million-dollar projects without financial constraints. Our firm has consistently demonstrated fiscal responsibility, evidenced by steady revenue growth, a robust bonding capacity, and the ability to mobilize necessary resources for large-scale infrastructure programs. We work with certified public accountants and financial advisors to ensure financial sustainability, maintain low overhead costs, and reinvest in technology, training, and workforce development to continuously improve service delivery. As a Certified DBE, WBE, and SBE firm, Z&K remains committed to diversity, equity, and inclusion in the construction industry. We have a proven track record of collaborating with public agencies and private developers to meet local, state, and federal compliance standards while delivering high-quality, cost-effective, and timely infrastructure solutions.

CONTRACT APPROACH

Staffing Flexibility and Resource Allocation | Our multidisciplinary team includes senior construction managers, project managers, and field inspectors, along with administrative support staff to ensure smooth operations. With over 55 active on-call contracts, we are experienced in handling multiple projects simultaneously, allowing us to allocate resources efficiently without compromising quality or responsiveness.

We maintain a pool of pre-qualified, highly experienced personnel who can be mobilized quickly to respond to increased project demands. When project activity decreases, we adjust staffing accordingly to remain cost-effective while ensuring continuous support for critical services. Key personnel, such as Senior Construction Manager Zack Faqih and Senior Inspector Tom Dawson, will provide oversight and continuity across all phases of the project.

Steps to Provide On-Call Services | Z&K Consultants implements a structured and proactive approach to deliver superior on-call construction management and inspection services. The process begins with a comprehensive project initiation phase, where we establish communication protocols, define roles and responsibilities, and set clear expectations with District staff and contractors. During this phase, Z&K reviews all project plans, specifications, and schedules to align with the District's objectives and regulatory requirements.

We assign a dedicated project manager to oversee the entire project lifecycle, ensuring accountability and efficiency at every stage. Experienced inspectors are deployed to provide continuous oversight, from pre-construction meetings to project closeout. Pre-construction meetings are conducted to confirm mobilization readiness and alignment on project requirements. Throughout construction, our team meticulously monitors contractor performance to verify compliance with design plans, specifications, and applicable regulations. Materials testing is seamlessly integrated into the construction process, with Converse Consultants providing specialized expertise to ensure the quality and structural integrity of all materials used. Our testing program adheres to industry standards, delivering reliable results that support decision-making and risk mitigation.

Z&K prioritizes transparency and accountability through regular reporting and meticulous documentation. Progress reports, inspection logs, materials testing results, and change order summaries are shared with District staff to provide a real-time understanding of project developments. By maintaining open lines of communication and delivering consistent updates, Z&K ensures that all stakeholders are informed, and the project progresses smoothly towards completion. This systematic and collaborative approach allows us to meet and exceed the District's expectations for on-call services.

Ensuring Contractors Stay on Schedule and Under Budget | Z&K Consultants employs a multi-faceted and proactive approach to ensure that contractors meet project schedules and stay within budgetary constraints. Regularly scheduled progress meetings serve as a platform to discuss milestones, address any challenges, and confirm alignment with the established project plan. Our team meticulously develops and maintains a comprehensive master schedule, which is continuously updated to reflect real-time progress and identify potential bottlenecks early. Rigorous cost monitoring is performed throughout the project lifecycle, allowing for early detection of budgetary deviations and the implementation of corrective measures.

A key component of our strategy is the thorough review of contractor submittals, RFIs, and work plans. This enables our team to anticipate potential risks and preemptively address issues that could lead to delays or cost overruns. Z&K fosters a collaborative relationship with contractors to swiftly resolve minor discrepancies before they escalate into significant problems. By doing so, we mitigate the risks of unintended change orders and ensure that the project progresses without disruptions. Additionally, Z&K enforces strict adherence to all contractual obligations and continuously monitors contractor compliance with established project milestones. Our focus on accountability is further strengthened by detailed documentation of progress, which is shared with stakeholders to maintain transparency. By combining meticulous oversight, proactive risk management, and effective communication, Z&K ensures that all projects are delivered on time, within budget, and to the highest standards of quality and performance.

Tools for Managing Staff and Keeping the District Informed | To ensure seamless project execution and maintain transparency with the District, Z&K utilizes a suite of advanced project management tools, including Primavera P6, Procore, and GIS-based dashboards. These platforms allow for real-time tracking of project progress, integration of inspection and testing results, and streamlined document management. Our tools are designed to facilitate clear communication, enabling District staff to access live updates on schedules, budgets, and project performance metrics.

Weekly progress reports are a cornerstone of our approach, providing the District with key updates on milestones, risk assessments, and potential challenges. These reports are supported by detailed documentation, such as inspection logs, materials testing results, and change order summaries, ensuring all relevant data is readily available. Our GIS dashboards enhance visualization, allowing District stakeholders to see spatial progress and project impacts across locations. In addition to reporting, these tools promote collaboration among all project participants. By aligning Z&K staff with District staff through centralized project management systems, we ensure that all parties remain informed and that issues are addressed swiftly. This integrated and technology-driven approach ensures transparency, fosters accountability, and keeps the District fully engaged throughout the project lifecycle.

CRITICAL ASPECTS OF SERVICES AND METHODOLOGIES

Z&K Consultants, Inc. recognizes the critical aspects of construction management and inspection services outlined in this RFP. Our approach is built on decades of proven success in managing municipal capital improvement programs, delivering projects with precision and accountability. By employing robust methodologies, highly skilled personnel, and advanced tools, we ensure efficient execution at every project phase. Our team focuses on quality assurance, regulatory compliance, and seamless coordination with stakeholders to achieve project objectives. With a commitment to transparency, cost control, and timely delivery, Z&K provides services that exceed expectations while addressing the unique challenges of each project.

Key or Critical Aspects of Services

Comprehensive Construction Management: Effective oversight across all project phases is essential to keeping construction projects on schedule and within budget. Z&K assigns a dedicated Construction Manager to coordinate tasks and oversee inspection and materials testing services. By implementing advanced project management software, we maintain real-time tracking of schedules, budgets, and milestones, ensuring that all aspects of the project are continuously monitored and any challenges are addressed promptly. Our structured and proactive approach ensures seamless communication between the District, contractors, and stakeholders, maintaining alignment with the District's goals.

Inspection Services and Quality Assurance: Z&K's inspection team ensures that construction activities adhere strictly to design specifications, safety protocols, and regulatory requirements. We deploy trained and certified inspectors to monitor grading, paving, utility installation, and structural elements. Our inspection methodology focuses on daily oversight, thorough documentation, and addressing non-compliance issues in real time, ensuring that quality and safety standards are consistently upheld.

Proactive Risk and Change Order Management: Managing risks and minimizing change orders are critical to avoiding project delays and budget overruns. Z&K's approach includes conducting pre-construction reviews of contractor work plans, RFIs, and submittals to identify and mitigate potential risks. By collaborating closely with contractors and maintaining strict adherence to contract terms, we ensure that any necessary changes are addressed promptly and effectively, minimizing their impact on project timelines and costs.

Stakeholder Coordination and Transparency: Collaboration with District staff, contractors, and stakeholders is vital for successful project execution. Z&K fosters an open communication environment, ensuring alignment with the District's objectives and community needs. Regular meetings, public updates, and accessible reporting tools provide transparency, while our streamlined communication strategy facilitates seamless collaboration.

Regulatory Compliance and Documentation: Adherence to federal, state, and local regulations is a cornerstone of our approach. Z&K ensures that all construction activities comply with ADA standards, stormwater management requirements, and other applicable regulations. Detailed documentation of compliance activities is maintained, providing a reliable audit trail and ensuring grant funding eligibility.

Methodologies for Managing Delivery of Services

Work Task Control: Each task is meticulously managed through a detailed Work Breakdown Structure (WBS), which outlines deliverables, timelines, and responsibilities. Z&K employs tools such as Primavera P6 and Procore to manage and monitor task progress in real time, ensuring that schedules and budgets remain on track.

Assignment Tracking: Our cloud-based task management systems, including Smartsheet, enable transparent assignment tracking. Tasks are prioritized, monitored for completion, and adjusted as needed to maintain project flow. Automated notifications ensure accountability across all team members, providing the District with clear visibility into progress.

Integrated Communication Strategy: Z&K employs a multi-tiered communication approach:

- **Internal Coordination:** Weekly meetings ensure alignment and address challenges within the team.
- **District Coordination:** Regular check-ins with District staff provide updates on milestones, budgets, and adjustments.
- **Community Engagement:** Outreach activities, including forums, newsletters, and dashboards, keep the public informed and engaged.

Project Status Reporting: Detailed progress reports are delivered on a weekly or bi-weekly basis, covering milestones, financial expenditures, inspection results, and testing outcomes. These reports are integrated into visually engaging dashboards, providing District staff and stakeholders with a comprehensive overview of project status and actionable insights.

By addressing these critical aspects through proven methodologies, Z&K Consultants, Inc. ensures the successful delivery of construction management and inspection services that meet and exceed Mission Springs Water District's expectations. Our approach focuses on rigorous project oversight, compliance with regulatory standards, and proactive communication to keep projects on track and within budget.

QA/QC PROCEDURES

To ensure the successful execution of the District's Projects, Z&K Consultants, Inc. has developed a comprehensive Quality Assurance/Quality Control (QA/QC) program that encompasses all project phases—pre-bid, construction, and post-construction. This structured approach ensures that all project deliverables meet or exceed the District's expectations for safety, quality, and compliance with applicable standards and regulations.

Pre-Bid Phase | During the pre-bid phase, Z&K will conduct a detailed review of project documentation, focusing on constructability, bid-ability, and overall design feasibility. Our team will assist the District in finalizing bid documents and evaluating contractor qualifications to ensure that only the most capable teams are selected for the project. Utility coordination will also take place during this phase to prevent conflicts during construction, and pre-construction photos and videos will document the site's existing conditions. By addressing these elements early, we can minimize potential delays and ensure the project is set up for success.

Construction Phase | The construction phase is the most critical period for implementing QA/QC procedures. Z&K will oversee weekly progress meetings, maintain detailed inspection logs, and review contractor submittals for compliance with approved plans and specifications. Environmental compliance will be monitored in alignment with CEQA and local regulations, while labor compliance will ensure adherence to prevailing wage laws. Throughout the construction phase, our team will actively track quantities, process RFIs, and monitor change orders to maintain financial transparency and control. Safety and traffic control procedures will be strictly enforced to protect workers, residents, and stakeholders. Additionally, progress photos and daily inspection reports will be maintained to provide a clear record of the contractor's activities and any challenges encountered. Our commitment to rigorous QA/QC measures ensures that construction activities are completed to the highest standards.

Post-Construction Phase | In the post-construction phase, Z&K will conduct a thorough final inspection and walk-through with District staff and other stakeholders. Punch lists will be issued, and the contractor's as-built drawings will be reviewed for accuracy. Our team will ensure that all project documentation, including photographs and final reports, is delivered to the District in a well-organized format. Final pay requests and certificates of completion will be processed promptly to close out the project efficiently. By adhering to these QA/QC procedures, we will ensure a smooth transition from construction to operational use.

Commitment to Quality | Z&K's QA/QC procedures are designed to mitigate risks, maintain project integrity, and ensure compliance with all relevant codes and regulations. From the pre-bid phase through project completion, our team's meticulous attention to detail and proactive communication will ensure that the Projects are delivered on time, within budget, and to the highest standards of quality. This approach reflects our commitment to meeting the District's goals and enhancing the community's trust in public infrastructure development.

A table summarizing the activities, descriptions, and deliverables is provided below for clarity and easy reference.

Pre-Bid Phase		
Activity	Description	Deliverable
Bidding Phase	Assist the District in finalizing the bid document, evaluate bidder/qualifications, bid opening/Analysis, and award process through District Council Award.	Review and Coordinate with District's PM
Constructability Review/Quantity	Review for constructability, bid ability and perform value engineering. Conduct independent quantity take-off for cost.	Constructability comments/ cost
Coordinate with Utility Companies	Meet with all utility companies responsible for relocating their lines and equipment.	Meeting agenda / minutes
Photo & Video	Take pre-construction photos and videotape conditions.	Photos & video
Project Schedule/ Long Lead Items	Evaluate Design Engineer's proposed schedule for construction duration and cost.	Construction Schedule
Preconstruction Meeting	Arrange a preconstruction meeting with agencies, contractor, and utility companies and address all concerns.	Meeting agenda and minutes
Construction Phase		
Weekly Progress and Schedule Meeting	Conduct weekly meetings to discuss schedule, change orders, new issues, submittal status, RFI's & safety.	Meeting agenda and minutes
Deficiency Log	Maintain a log of non-compliant work items.	Deficiency Log
Process Submittals	Review and track all submittals for completeness & constructability.	Submittal Approval Log
Track Quantities	Track quantities of completed/force account work for payment.	List of Quantities
Process Requests for	Answer the Contractor's RFI, ensure that the designer explains	RFI Logs

Information (RFI)	design RFI.	
Review Contract Change Orders (CCO)	Review CCO's proposed by the contractor. Recommend needed CCO's. Track cash flow for CCO's.	Logs of potential and issued CCO's
Claims Administration	Perform claims administration, coordination and monitoring claims, response preparation, logging claims, and tracking claims status.	Potential claims and financial impact to the District
Weekly Statement of Working Days	Issue a Weekly Statement of Working Days, showing days remaining, and rainy days.	Weekly Statement of Working Days
Environmental Compliance	Review and enforce requirements stipulated in permits issued by regulatory and environmental agencies. Maintain/update the master ECR for project compliance.	Reports & inspection
Labor Compliance	Monitor for compliance with the applicable labor laws and contract requirements, such as prevailing wage requirements.	Verify Certified Payrolls, Wages, and Interviews
Progress Payments	Review contractor's payment requests, verify completed quantities	Certified Pay Request
Project Documentation	Maintain a project Uniform Filing System.	Electronic files, project files/logs
Project Schedule	Review contractor's baseline, monthly, and "look-ahead" submittals. Notify all parties of deviations from the schedule.	Project Schedules, Correspondence
Permits/Easement Utility relocations	Continuation of pre-construction activities. Assist in coordination and scheduling of utility work.	Permits easements, relocated utilities
SWPPP & Safety	Assist and review, approve and monitor of the Contractor's SWPPP. Review, monitor, document and enforce contractor safety procedures for compliance with laws and regulations.	SWPPP Review, conduct regular safety/tailgate meetings
Disadvantage Business Enterprise	Assure that the contractor is meeting disadvantage business enterprises goals established for the project.	Prepare Exhibit 9f of Caltrans LAPM monthly
Quality Assurance / Inspection	Inspect work to ensure compliance with contract documents. Reject unacceptable work using Deficiency Log. Observe the work of special inspectors when required.	Daily Inspection Reports. NCR & Deficiency Log
Progress Photos	Continue taking pictures to document the contractor's progress and any problems.	Pictures labeled with a log
Community Outreach	Respond to citizens and business owner's concerns.	Minimize complaints
Daily Inspection Reports	Document contractor's daily operations and provides daily diaries.	Daily Reports, field measurement
Traffic Control	Review contractor's traffic control and lane closure request, obtains CT closure approval, establish an agreement/contract with CHP's.	Conduct regular meetings
Post Construction Phase		
Final Inspection	Conduct a final inspection/walk-through including maintenance and service personnel. Issue preliminary and final punch list. Coordinate with District and Caltrans.	Punch lists and Notice of Completion
"As-Built" Drawings	Review Contractor's redline drawings, submit to the designer.	As-built redline drawings
Dispute Resolution	As requested, aids in resolving any outstanding disputes.	Negotiation/ arbitration
Project Files	Deliver all project files including photographs. Complete Final Report and Funding Reimbursement application.	Project files/e-files
Final Inspection	Conduct a final inspection/walk-through including maintenance and service personnel. Issue preliminary and final punch list. Coordinate with District and Caltrans.	Punch lists and Notice of Completion
Final Pay Request, Certificate of Completion	Process the contractor's final payment request, issue a Certificate of Completion, obtain applicable permits and a Project Final Report.	Final Pay Request, Certification of Completion

PROJECT FLOW CHART

The Projects will follow a streamlined and structured workflow to ensure efficient execution and successful delivery. The project flow chart outlines the key phases—Pre-Construction, Construction, and Start-Up and Close-Out Phases—along with the major activities within each phase. This approach enables clear communication, accountability, and coordination among all stakeholders.





APPENDIX A

SAMPLE PROJECT MATERIAL



**SOUTH GATE HOLLYDALE
COMMUNITY PARK
CITY PROJECT
NO. 607-PK**

WD Day # 121			Inspector:			
05-03-2023			Thomas Dawson			
Day:	M	T	W	Th	F	S
			X			
Shift Starts		7:30	Shift Ends		4:00	

Inspector's Daily Report No. 121

Bid Items

Weather:

SUNNY
Humidity 41 %

A.M. 50 Degrees
P.M. 66 Degrees

Bid Item #48 Entry Gates	Bid Item ## 22 Pavers	Bid Item ## 24 VCP Sewer 4"	Bid Item #62 Shade Structure	Bid Item #28 Electrical	Bid Item #64 Irrigation	Bid Item #41 Movie Screen
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Title	Name	Number of Hours						Equipment
NR Development (Prime Contractor)								
Operator	Hector Gutierrez	8						
Labor	Jose Becerra (Pepe)	8						
Labor	Roberto Gonzalez		4			4		
Labor	Salvador Romo (Chava)					4		
Labor	Jorge Rodriguez (Guyo)			4			4	
Labor	Alejandro Rodriguez		4		2	2		
Labor	Martin Alcala		4		2	2		
Labor	Gilberto Diaz							
Labor	Rodrigo Ramos (Rigo)		2	2			4	
Operator	Rodrigo Cruz	2			2			4
							4	Excavator Cat 328 D
			8					Ram 5500 #504621
			8					Transit 350 HD
			8					Cat CP 34
								Skid steer 259 D3
								Mini X 303
				4				Skip loader 415
		8						Ram 2500 #504621

DESCRIPTION OF WORK

Met with superintendent Jeff Signor with NR development and discussed activities planned for the day.

BID ITEM # 48 DOUBLE SWING GATES

- 1.) Contractors began with the installation of the wrought iron gate at the South/East of the project.
- 2.) The gate was installed per submittal and sheet CD.7 detail #2
- 3.) The contractor provides (1) pad footing 60-inch square with (4) #4 top and bottom.
- 4.) The contractor provided an 8-inch by 8-inch CMU with (2) #4 vertical bar at the corners also #4 ties at 16 inches on center per pilaster detail LS.1 detail #2.
- 5.) Gunner concrete on site and provide 1 yard of concrete per submittal and mix design 560-C 3250.

BID ITEM # 22 ECO STONE PAVERS

- 1.) Contractor prepared for the installation of Eco- stone pavers over 18-inch gravel bed per detail on G 1.1
- 2.) The contractor provided relative compaction at 90% prior the installation Mirfi 14 on the bottom and sides of the open graded base.
- 3.) The contractor then provides 15-inches of NO. 57 aggregate and 3-inches of NO. 8 aggregate.
- 4.) Contractor began to screed the #8 rock and compact with the walk behind vibrator this process was completed multiple times.

BID ITEM # 24 VCP 4 -INCH SEWER

- 1.) Contracted provided 4-inch VCP sewer line from building drain at the community building to the street.
- 2.) The VCP 4-inch sewer line was installed with 5-foot pieces 5-foot long with approved no hub couplings.
- 3.) The VCP 4-inch sewer line was installed at a minimum 1/4-inch per foot.
- 4.) The contractor installed pipe on a firm bed and shaded it with sand.
- 5.) The contractor provided caution tape 12-inches above the pipe that read caution tape below.
- 6.) Contractor provided native soil and compacted to 90% with walk behind vibrator.
- 7.) The contractor backfilled prior to providing a 10-foot head of water to test the sewer system. (The contractor to continue at own risk)

BID ITEM # 62 SHADE STRUCTURE

- 1.) Contractor began to install seat wall L at north end of property per sheet CD.4 detail 2h
- 2.) Contractor provided a 16-inch wide by 8-inch-deep footing.
- 3.) Contractor provided (4) #4 bars continuous with #3 ties at 24-inches on center.

BID ITEM # 28 ELECTRICAL

- 1.) Contractor continued with the installation of the light pole per sheet E-4.1 Detail 5 and E-1.1 Detail #1

- 2.) The contractor continues installing 1-inch conduit and providing conductor per branch circuit requirements per sheet E-1.1.

BID ITEM # 64 IRRIGATION

- 1.) The contractor continued the trenching for the rainbird root watering system.
- 2.) The contractor provided compaction every 1-foot for the remainder of the trench with native soil and compaction was completed with a walk behind vibrator/compactor.

BID ITEM # 41 MOVIE SCREEN

- 1.) The contractor provides (2) pad footing 72-inch square with (4) #4 top and bottom.
- 2.) The contractor provided (2) #4 vertical bar at the corners also #4 ties at 16 inches on center per pilaster detail LS.1 detail #2.
- 3.) Gunner concrete on site and provide 1 yard of concrete per submittal and mix design 560-C 3250.

Thomas Dawson, Senior Construction Inspector
Inspector



Signature*

PROJECT City of South Gate Hollydale Community Park

INSPECTOR Thomas Dawson, Senior Construction Inspector



Gunner concrete on site and provide 1 yard of concrete per submittal and mix design 560-C 3250.

The contractor provided an 8-inch by 8-inch CMU with (2) #4 vertical bars at the corners also #4 ties at 16 inches o.c. per pilaster detail LS.1 detail #2.



Contractor prepared for the installation of Eco-stone pavers over 18-inch gravel bed per detail on G 1.1

Contractor began to screed the pavers and compact with the walk behind vibrator this process was completed multiple times.

PROJECT	City of South Gate Hollydale Community Park
INSPECTOR	Thomas Dawson, Senior Construction Inspector
	
<p>Contracted provided 4-inch VCP sewer line from building drain at the community building to the street.</p>	<p>The VCP 4-inch sewer line was installed with 5-foot pieces 5-foot long with approved no hub couplings.</p>
	
<p>The contractor provided caution tape 12-inches above the pipe that read caution tape below.</p>	<p>Contractor provided native soil and compacted to 90% with walk behind vibrator.</p>

PROJECT	City of South Gate Hollydale Community Park
INSPECTOR	Thomas Dawson, Senior Construction Inspector
	
<p>Contractor began to install seat wall L at north end of property per sheet CD.4 detail 2h</p>	<p>Contractor provided (4) #4 bars continuous with #3 ties at 24-inches on center.</p>
	
<p>Contractor continued with the installation of the light pole per sheet E-4.1 Detail 5 and E-1.1 Detail #1</p>	<p>The contractor continues installing 1-inch conduit and providing conductor per branch circuit requirements per sheet E-1.1.</p>

PROJECT City of South Gate Hollydale Community Park

INSPECTOR Thomas Dawson, Senior Construction Inspector



The contractor continued the trenching for the rainbird root watering system.

The contractor provides (2) pad footing 72-inch square with (4) #4 top and bottom.



Gunner concrete on site and provide 1 yard of concrete per submittal and mix design 560-C 3250.

The contractor provided (2) #4 vertical bar at the corners also #4 ties at 16 inches on center per pilaster detail LS.1 detail #2.



City of South Gate
Hollydale Community Park
Project No. 607-PK

To: Elias Saikaly, P.E. Project Manager
City of South Gate

CC: Arturo Cervantes, P.E. Assistant City Manager/ Public Works Director
Steve Costley, Director of Parks, and Recreation

From: Zack Faqih, PE, Resident Engineer/Construction Manager
Z&K Consultants, Inc.

Date: November 07, 2022

Subject: **Weekly Newsletter # 1 – City of South Gate Hollydale Community Park**

Week Ending:	November 05, 2022
Notice to Proceed:	November 02, 2022
Duration:	212 Working Days*
Completion Date:	August 29, 2023
Percent Complete:	1.88%

*Bid Document specifies 205 WD

WORK DONE THIS PAST WEEK:

- The City’s Project Manager Elias Saikaly P.E. headed an internal preconstruction meeting that included city staff and the Z&K construction management team in preparation for the pre-construction kick off meeting held on October 18th, 2022
- A kickoff meeting was held on October 20th, 2022, attended by City staff, The Z&K construction Management team along with the Contractor, N.R. Development
- The contractor’s crew commenced mobilization, demolition and site clearing on November 1st, 2022
- The contractor’s crew-maintained dust control and traffic control as per WATCH manual
- The CM is reviewing the contractor’s RFI’s and submittals and mix designs for various materials
- There is an anticipated rain event for next week commencing on Monday and extending to Tuesday November 7th and 8th

WORK SCHEDULED FOR NEXT WEEK:

- The Z&K team will hold future construction progress meetings, will discuss project activities and project progress, to be attended by city staff, the CM team along with the contractor’s representative
- Demolition and site clearing operations to continue
- The CM team will continue reviewing RFI’s and submittals

COMMENTS:

- On October 27th, 2022, the city has issued The NTP to commence on November 2nd, 2022
- The contractor is to submit for review and approval the construction baseline schedule

- The contractor is to provide a construction field office for the benefit of the inspection staff
- The city is considering an 8 feet high block wall on the northerly side of the project site utilizing an existing bid item
- The contractor is requesting to provide a no cost management software to be used a document control and data tracing system

PROGRESS PHOTOS:



Drone photo Depicting field conditions at the park as of Friday November 4th, 2022



Drone photo Depicting field conditions at the park as of Friday November 4th, 2022



Existing Electrical Panel to be deenergized prior to demolition



BMPs stored on site prior to commencement of Demolition and site clearing



Demolition and site clearing commenced on Tuesday November 1st, 2022



Demolition and site clearing commenced on Tuesday November 1st, 2022



N.R.Development crew mobilized and commenced demolition operation



N.R.Development crew mobilized and commenced demolition operation



City of South Gate
Hollydale Community Park
Project No. 607-PK

To: Elias Saikaly, P.E. Project Manager
City of South Gate

CC: Arturo Cervantes, P.E. Assistant City Manager/ Public Works Director
Steve Costley, Director of Parks, and Recreation

From: Zack Faqih, PE, Resident Engineer/Construction Manager
Z&K Consultants, Inc.

Date: November 28, 2022

Subject: **Weekly Newsletter # 4 – City of South Gate Hollydale Community Park**

Week Ending:	November 05, 2022
Notice to Proceed:	November 26, 2022
Duration:	205 Working Days
Completion Date:	August 29, 2023
Percent Complete:	7%

WORK DONE THIS PAST WEEK:

- A project site meeting was held on Tuesday, November 22nd, at 11 am, attended by city staff, Elias Saikaly, P.E. Project Manager, Steve Costley, Director of Parks, and Recreation, the construction management team, Zack Faqih and Greg Hunkle, the design team, Luis Pedrosa and Gary Vasquez, N.R. Development, Walt, Jeff, and Narek. Issues discussed were, UPRR right of way delineation, Auto CADD files/survey, the westerly/northerly block walls construction, EDISON poles location/protection, Blocks review /approval
- The contractor’s crew continued mobilization, demolition and site clearing
- The contractor’s crew-maintained dust control and traffic control as per WATCH manual
- The CM team /Designer continue reviewing the contractor’s RFI’s and submittals and mix designs for various materials.
- The Construction Management team completed the review of the schedule of values and the construction baseline schedule and reached a documented understanding that the SOV is informational, the method of payments for all bid items shall be as per contract, all lump sum items are to be agreed to on site by contractor/CM staff and reviewed/approved by city staff

WORK SCHEDULED FOR NEXT WEEK:

- The Z&K team will hold the 5th weekly construction progress meetings, on Thursday December 1st at 9 am via zoom, will discuss project activities and project progress, to be attended by city staff, the CM team along with the contractor’s representative
- Demolition and site clearing operations to continue

- The CM team will continue reviewing RFI's and submittals

COMMENTS:

- On October 27th, 2022, the city has issued The NTP to commence on November 2nd, 2022
- The contractor is to provide a construction field office for the benefit of the inspection staff
- The city is considering an 8 feet high block wall on the northerly side of the project site utilizing an existing bid item
- The contractor is requesting to provide a no cost management software to be used a document control and data tracing system

PROGRESS PHOTOS:



Drone photo Depicting field conditions at the park as of Saturday November 26th, 2022



Drone photo Depicting field conditions at the park as of Saturday November 26th, 2022



Demolition and site clearing continued on November 28th, 2022



Demolition and site clearing continued on November 28th, 2022



Demolition and site clearing continued on November 28th, 2022



Demolition and site clearing continued on November 28th, 2022



N.R. Development crew mobilized and continued demolition operation



N.R. Development crew mobilized and continued demolition operation



CITY OF SOUTH GATE
PUBLIC WORKS DEPARTMENT - ENGINEERING DIVISION

WEEKLY STATEMENT OF WORKING DAYS # 43

PROJECT NAME:	Hollydale Community Park, City Project No. 607-PRK	CONTRACT NO.:	2022-84-CC
CONTRACTOR:	N.R. Development, Inc.	ISSUE DATE:	25-Aug-23

WORKING DAYS CHARGED BELOW TO YOUR CONTRACT IS FOR THE WEEK ENDING:

August 26, 2023

- CODE
- A - WORKING DAY
 - B - NON-WORKING DAY BECAUSE OF WEATHER OR WEATHER CONDITIONS. (EXPLAIN)
 - C - NON-WORKING DAY BECAUSE OF RELOCATION AND/OR ALTERNATION OF UTILITIES. (EXPLAIN)
 - D - NON-WORKING DAY BECAUSE OF _____. (EXPLAIN)
 - H - HOLIDAY
 - L - LIQUIDATED DAMAGES
 - W - WEEKEND

DATE	DAY	CODE	EXPLANATION
8/20/2023	SUN	W	
8/21/2023	MON	B	Rainy Day
8/22/2023	TUE	A	
8/23/2023	WED	A	
8/24/2023	THU	A	
8/25/2023	FRI	A	
8/26/2023	SAT	W	

FIRST WORKING DAY
 WORKING DAYS SPECIFIED IN CONTRACT
 TIME EXTENSION DUE TO EXTRA WORK OR CHANGE ORDER
 TIME EXTENSION DUE TO NON-WORKING DAYS
REQUIRED COMPLETION DATE
 WORKING DAYS THIS WEEK
 WORKING DAYS PREVIOUSLY REPORTED
 WORKING DAYS TO DATE
 WORKING DAYS REMAINING TO COMPLETE CONTRACT
 CALENDAR DAYS LIQUIDATED DAMAGES THIS PERIOD
 CALENDAR DAYS LIQUIDATED DAMAGES TO DATE
ESTIMATED COMPLETION DATE

11/2/22	
	205
	0
	36
10/26/23	
	4
	159
	163
	42
	0
	0
10/26/23	

ISSUED BY:

Zack Faqih, P.E.
 Construction Manager/Resident Engineer

NOTE: THE CONTRACTOR IS ALLOWED FIFTEEN (15) CALENDAR DAYS IN WHICH TO DISPUTE, IN WRITING, THE ACCURACY OF THIS STATEMENT. OTHERWISE, THIS STATEMENT SHALL BE CONSIDERED ACCEPTED AS CORRECT BY THE CONTRACTOR.

APPENDIX A | SAMPLE PROJECT DOCUMENTS

INSPECTOR'S DAILY REPORT

Project: COMPTON RESIDENTIAL STREET REHABILITATION PHA
 Project No.: CIP No 18-01
 Inspector: Thomas Dawson



NEW ARHM ASPHALT ON GRANDEE AND 137TH



COMPACTING NEW ARHM ON GRANDEE



NEW ARHM ASPHALT ON GRANDEE



COMPACTING NEW ARHM ON GRANDEE



CITY OF COMPTON ANNUAL RESIDENTIAL STREET REHABILITATION PROJECT, CIP #18-01 - PHASE 2A

Inspector's Daily Report

WD Day #19 Inspector: Thomas Dawson
 01-06-2022
 Shift Starts: 8:00 Shift Ends: 6:30

Weather: CLEAR
 Humidity: 60%
 A.M. 58 Degrees
 P.M. 68 Degrees

TITLE	NAME	2 Traffic Control	3A REMOVE DUMP	9 REMOVE CROSS CUTTER	11 BACKFILL CROSS CUTTER	12 BACKFILL CURB/STAMP	EQUIPMENT
SULLY-MILLER CONTRACTING COMPANY:							
FOREMAN	ALFRED SOFIA		8				1 BACKHOE WITH OPERATOR (RENTED)
LABOR	GABRIEL JIMENEZ		8				3 TRUCKS, 2 SUPER 10
LABOR	CECILIO BARRIENTOS		8				
LABOR	ALAN TORRES		8				
FOREMAN	JESUS SOTO		8				
MASON	SERGIO SANCHEZ		8				
MASON	ESTRAN PIZARRO		8				
MASON	JOSE LOPEZ		8				
MASON	MARTIN MORENO		8				
MASON	GABRIEL DE ANDA		8				
MASON	RIGOBERTO PIZARRO		8				
MASON	ENRIQUE ORZCO		8				
LABOR	MAXIMILIANO DIAZ		8				
MASON APPRENTICE	DANIEL DIAZ		8				
FOREMAN	CORY ROTH	4	4				2 FORD F-250, 1 FORD F350, 1 BACKHOE
LABOR	EDDIE ZAVALA						
LABOR	JESSE OCHOA	4	4				
FOREMAN	DARREN ROTH		8				
LABOR	JAMIE URENDA		8				
OPERATOR	STYL ROTH		8				

ON RESIDENTIAL STREET REHABILITATION PHASE 1

18-01



GRANDEE



INSTALLING AND COMPACTING NEW ARHM ASPHALT ON GRANDEE



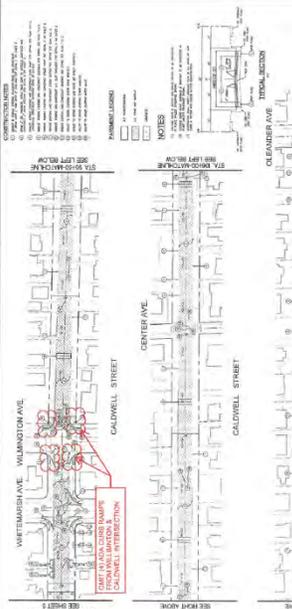
NEW ARHM



GAS COMPANY REPAIRS ON BRADFIELD AND SAN MARCOS

Page 4 of 7

CHANGE ORDERS



CONTRACT CHANGE ORDER NO. 03
 CITY OF COMPTON
 VARIOUS STREETS
 ANNUAL RESIDENTIAL REHABILITATION PROJECT (PHASE 1)

Owner:	City of Compton	Original Contract:	\$4,182,855.00	Calendar Days:	130
Contractor:	All American Asphalt	Previous Approved Changes:	\$12,208.45		0
Contract No.:	CIP #18-01	This Change Amount:	(\$63,020.00)		0
CO Number:	03	Revised Contract:	\$4,132,813.45		130

This change order covers changes to the subject contract as described herein. The Contractor shall supply all labor, equipment and materials to complete the Change Order items for the lump sum price agreed upon herein. All Change Order items must be submitted to the City for approval prior to fabrication.

Item No.	Reference	Description of Changes	Amount	Time Extension*
1	RFI No. 03	Wilmington Avenue & Caldwell Street Rampp	(\$20,000.00)	0
2		Miscellaneous Work on Talavera Avenue	(\$59,450.00)	0
3		Remove Alley Intersection & Add Driveway between Harris Avenue and Butler Avenue	(\$4,860.00)	0
4		Miscellaneous Work on Caldwell Street	(\$17,800.00)	0
Net Change in Contract Amount			(\$63,020.00)	0

* Calendar Days

The amount of the Contract will be decreased by the amount of sixty-three thousand two hundred (\$63,020.00). The Contract Time will be increased by zero (0) calendar days.

The Contractor agrees to furnish all labor, equipment, and materials and to perform all other necessary work, inclusive of the directly or indirectly related work, within the approved time extension required to complete the above Change Order items. The undersigned Contractor approves the foregoing Change Order as to the changes, if any, in the Contract Price specified for each item including any and all supervision costs and other miscellaneous costs relating to the change in work, and as to the extension of time allowed, if any, for the completion of the entire work on account of said Change Order. The City and the Contractor hereby agree that this Change Order constitutes full mutual accord and satisfaction for all time, all costs, and all impacts related directly or indirectly to this Change Order. The Contractor hereby agrees that this Change Order represents the full equitable adjustment owed under the Contract, and further agrees on behalf of himself or herself that and all subcontractors to waive all right to file any further claims or requests for equitable adjustment arising out of or as a result of this Change Order or the cumulative effect of this Change Order on the performance of the overall work under the Contract. This document will become a supplement of the contract and all provisions will apply hereto. It is understood that the Change Order shall be effective when approved by the City.

Recommended: *[Signature]* Z&K Consultants, Inc., Construction Manager Date: 9/9/2020

Accepted: *[Signature]* All American Asphalt, Contractor Date: 10/1/2020

Approved: *[Signature]* City of Compton, Assistant City Manager Date: 10/1/2020

City of Compton
 Annual Residential Rehabilitation Project (Phase 1)
 September 9, 2020
 Change Order No. 03








EMPLOYEE INTERVIEW FORM

Record of Employee Interview

U.S. Department of Housing and Urban Development
Office of Labor Relations

OMB Approval No. 2501-0009
(exp. 01/31/2021)

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and reviewing the data needed, and completing and reviewing the collection of information. This agency may use the information you provide to determine the need for further information, to conduct the collection of information, to monitor the effectiveness of the collection of information, and to determine the need for further information. This information will not be shared with other agencies. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing the burden, to Washington Headquarters Service, Paperwork Project (0192-0108), Washington, DC 20543-4147.

1. Employer Name: _____ 2. Employee Name: _____

3. Project Number: _____ 3a. Employer Phone Number (including area code): _____

4. Contractor or Subcontractor (Employer): _____ 5. Employee Home Address & Zip Code: _____

6. Verification of identification? Yes No

7a. How long on this job? _____ 7b. Last date on this job before today? _____ 7c. No. of hours last day on this job? _____

8. Yearly rate of pay? _____ 9. Fringe benefits? _____ 10. Vacations? _____ 11. Medical? _____ 12. Pension? _____

9. Year dates: _____

10. Tasks or equipment used: _____

11. Are you an apprentice or trainee? _____ 12. Are you paid for all hours worked? _____

13. Duties assigned by the interviewer (Please be specific): _____

14. Remarks: _____

15a. Interviewer name (please print): _____ 15b. Signature of interviewer: _____ 15c. Date of interview: _____

16. Signature of Payroll Examiner: _____ 17a. Date: _____

Form HUD-11 (02/2001)

PROGRESS MEETING AGENDA

Z&K CONSULTANTS
BUILDING SOLUTIONS

CITY OF COMPTON
Annual Residential Rehabilitation Project (Phase 1) CIP #18-01
Meeting Agenda
Thursday, October 29, 2020 | 11 AM

Attendees:

ZF	Zack Faigh (Z&K)	MA	Michael Antwine (Compton)
CF	Cyril Fagh (Z&K)	JS	John Strickland (Compton)
PF	Patrick Fraire (Z&K)	AR	Aubrey Raff (Compton)
TD	Tom Dawson (Z&K)	IL	Jocelyn Logan (Compton)
SD	Bronny Davis (Z&K)	MF	Melissa Freese (Compton)
EM	David Ninkaus (NYS)	JM	John Manly (AAA)
CM	Gordon Kline (AAA)	DL	Deanna Lohrens (AAA)
MS	Sheela Chavira (AAA)	JL	Jorge Rangel (AAA)
FS	Fred Sahl (Compton)	DT	Damion Timmons
		DS	Dan Garcia

Meeting Start Time: AM

- Project Safety:
 - Any incidents or concerns
 - Traffic Control
 - Construction Schedule Update:
 - Street order: Myrrh Street, Caldwell Street, Tajauta Avenue, 134th Street & Elva Avenue, Grandee Avenue, Bradfield Avenue & Alondra Boulevard
 - Document Control (RFIs & Submittals):
 - Submittal #1 – Project Signs (Approved)
 - Submittal #2 – Notices (Approved)
 - Submittal #3 – FCC Mix Design (Approved)
 - Submittal #4 – Truncated Dornis (Approved)
 - Submittal #5 – SWPPP (Approved)
 - Submittal #6 – Schedule (Approved)
 - Submittal #7 – TC Plans (Approved)
 - Submittal #8 – Asphalt Mix Design (Approved)
 - Submittal #9 – Tack Coat (Approved)
 - Submittal #10 – Slope and Signs (Approved)
 - Submittal #11 – Crushed Miscellaneous Base (Approved)
 - Submittal #12 – Loose (Approved)
 - Submittal #13 – Veneer Fill (Approved)
 - Submittal #14 – Street Name Signs (Review & Resubmit)
 - Conference call with Z&K, NYS, AAA, and BC Traffic on 10/9
 - AAA is working on revised submittal will resubmit ASAP
 - BD followed up with AAA on 10/29 and is waiting for a response.
 - RFI #1 – Curb and Gutter on Caldwell (Closed)
 - RFI #2 – Scope of Work on Grandee Avenue (Closed)

1 of 2

CONTRACTOR PAY APPLICATIONS

RECEIVED NOV 19 2020

City of Compton
Annual Residential Rehabilitation Project (Phase 1)
CIP #18-01
Various Streets

Application No: 5 Date: 11/19/2020
Contractor: All American Asphalt Address: P.O. Box 2229
Compton, CA 90278-2229
Contract No: Newkoms No. 2642 Permit: 020-20

Description	Previous	This Month	To Date
Works and Materials installed	\$ 2,327,939.57	\$ 598,479.56	\$ 2,926,419.13
Materials Stored on Site	\$ -	\$ -	\$ -
Adjustments	\$ -	\$ -	\$ -
Subtotal	\$ 2,327,939.57	\$ 598,479.56	\$ 2,926,419.13
SW Retention	\$ 52,557.89	\$ 29,933.98	\$ 82,491.87
Tax Earning	\$ 995,590.37	\$ 568,915.18	\$ 1,564,505.55
Net Pay This Period	\$ -	\$ 568,915.18	\$ -

1. I warrant that upon submission of this Application for Payment, all work for which payment has been made and payments received from the City of Compton, on the basis of my knowledge, information and belief, has been done from the terms, conditions, quantity, quality and quantity of work specified in the contract, and that the work has been performed in accordance with the terms and conditions of the contract document and that the foregoing is true and correct statement.

Approved for Payment:

All American Asphalt Date: 11/17/2020

Z&K Consultants, Inc. Date: 11/19/2020

WEEKLY NEWSLETTER

Z&K CONSULTANTS
BUILDING SOLUTIONS

City of Compton
Annual Residential Street Rehabilitation (Phase 1)
Caldwell St, Myrrh St, Grandee Ave, 134th Elva Ave
Tajauta Ave, Bradfield Ave, and Alondra Blvd
CIP Project No. 18-01

To: Craig J. Cornwell, City Manager
City of Compton

CC: Michael L. Antwine II, Assistant City Manager
Damion Timmons, Street Superintendent
John Strickland, Project Manager

From: Zack Faigh, PE, Construction Manager
Z&K Consultants, Inc.

Date: September 25, 2020

Subject: **Weekly Newsletter # 15 – CIP Project No. 18-01**

Week Ending:	September 25, 2020
% Time Elapsed:	58%
Completion Date:	December 18, 2020
Estimate of Actual Completion Date:	December 18, 2020

WORK DONE THIS PAST WEEK:

- Z&K CM team held the 15th construction progress meeting on Thursday, September 24, 2020, at 11 am and discussed project activities and progress.
- AAA poured concrete curbs and gutters on 134th St.
- AAA poured concrete curbs and gutters on Elva
- AAA finished restoration on Elva
- AAA poured concrete ramps and gutters on Grandee
- AAA finished restoration on Grandee
- AAA installed asphalt speed bumps on Caldwell
- AAA finished ARHM on Caldwell East to Oleaner
- AAA removed asphalt and existing base on Tajauta
- AAA installed base asphalt on Tajauta from Compton Blvd to Rosecrans

WORK SCHEDULED FOR NEXT WEEK:

- AAA will pour concrete ramps and gutters on Grandee
- AAA will finish restoration on Grandee
- AAA will remove asphalt and existing base on the West side of Tajauta from Compton Blvd to Rosecrans
- AAA will layout ramps and remove concrete on Bradfield
- AAA will import base and compact base on Tajauta
- AAA will import base asphalt on Tajauta

COMMENTS:

- Schedule of Concrete improvements (to be completed in the following order, dates will vary based on construction progress): Myrrh St (6/22), Caldwell St (7/6), Tajauta Ave (7/27), 134th & Elva Ave (TBD), Grandee Ave (TBD), Bradfield & Alondra (TBD)
- Schedule of AC Reconstruction Work: Myrrh St (7/20), Caldwell St (8/17), Tajauta Ave (9/16), 134th & Elva Ave (10/9), Grandee Ave (10/28), Bradfield & Alondra Blvd (12/3)
- Contractor's working hours are from 7am to 4pm, and subject to changes due to impact to community
 - Contractor may request to work on Saturdays with at least 72-hour notice and City approval

PROGRESS PHOTOS:



Doing Clean Up and Restoration Work on 134th Street



Grading and Compacting New Base Material on the East Side of Tajauta



Grading and Setting Forms for New ADA Ramps on Grandee



Installing Speed Bumps on Caldwell

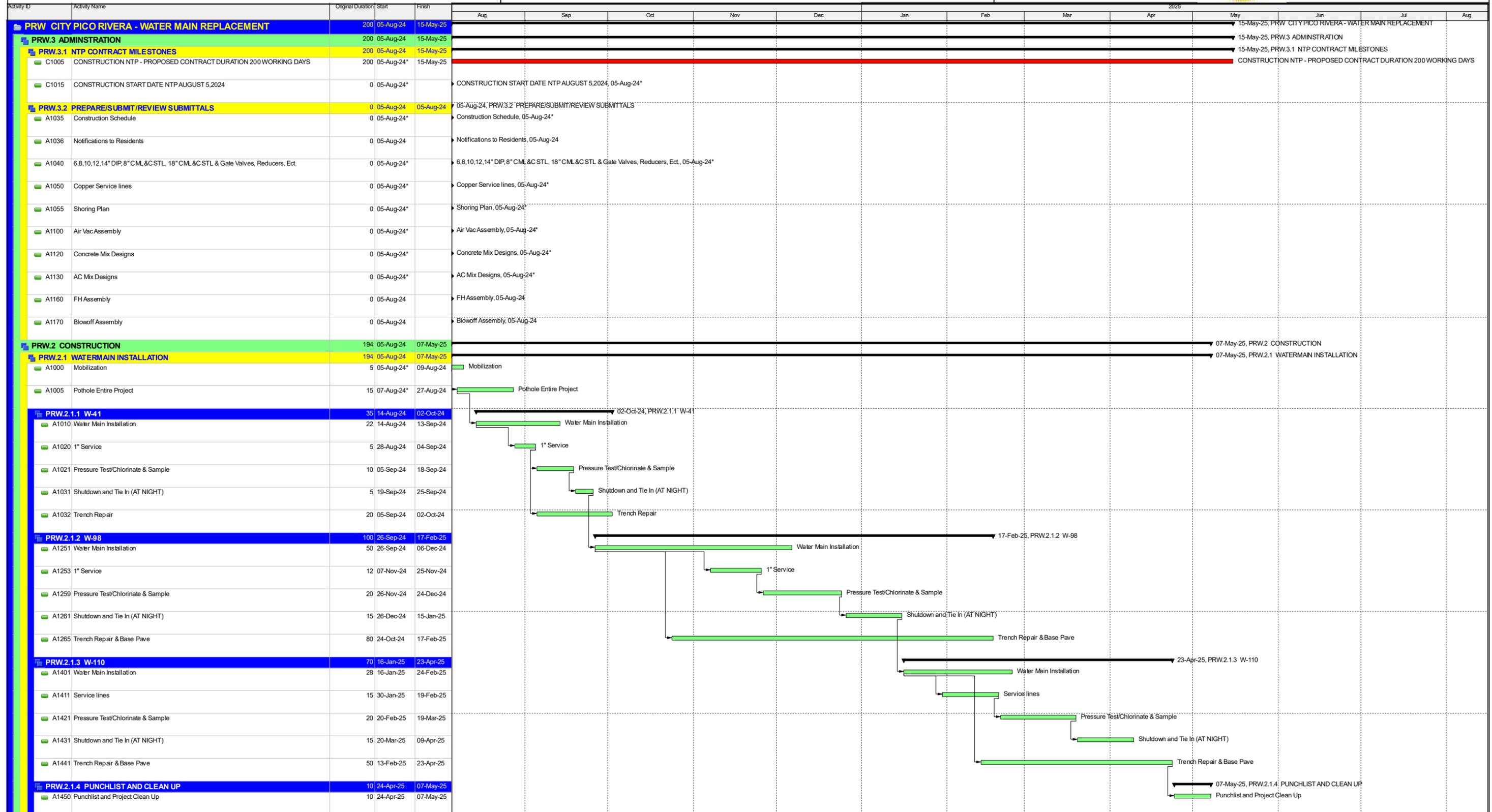
Page 2



CITY OF PICO RIVERA

WATER MAIN REPLACEMENT

CIP NO. 50098



COST PROPOSAL

E. STAFF AND EQUIPMENT HOURLY RATES

February 14, 2025

Amanda Lucas, Contracts Analyst
Mission Springs Water District
66575 Second Street, Desert Hot Springs, CA 92240

Subject: Cost Proposal for On-Call Professional Services for Construction Management and Inspection of Capital and Development projects

Dear Ms. Lucas,

Z&K Consultants, Inc. (Z&K) is pleased to submit our rate sheet in response to the Mission Springs Water District’s Request for Qualifications (RFQ) for On-Call Professional Services for Construction Management and Inspection of Capital and Development Projects. We appreciate the opportunity to be considered for this important pre-qualification and bring extensive expertise in managing public infrastructure projects across Southern California.

Z&K has a proven track record in delivering high-quality construction management and inspection services, with specialized experience in:

- **Water and wastewater infrastructure**, including water main and sewer conveyance line construction, well construction and rehabilitation, and reservoir projects.
- **Public works and capital improvement projects**, ensuring compliance with environmental, safety, and ADA requirements.
- **Construction oversight and regulatory compliance**, including labor compliance, prevailing wage enforcement, and DIR reporting.

Z&K understands that these projects will be subject to the California Labor Code, including prevailing wage requirements and DIR registration. Our team is fully compliant with all state labor laws, and we are experienced in managing projects funded through local, state, and federal sources.

A – Z&K Consultants, Inc. Hourly Rates:

- Construction Management and Inspection ServicesAttached

With a strong history of supporting public agencies, Z&K is committed to providing cost-effective, efficient, and high-quality construction management services that align with the District’s needs.

I will serve as the primary point of contact for this proposal and am authorized to bind Z&K Consultants, Inc. to the terms and conditions of this submission. This rate sheet is valid for 180 days and conforms to all RFQ requirements.

We look forward to the opportunity to support Mission Springs Water District in delivering critical infrastructure projects.

Sincerely,

Crystal Fraire, PE | President
Z&K Consultants, Inc.
17130 Van Buren Blvd, Suite 122, Riverside, CA 92504
(951) 310-7470 | cfraire@zandkconsultants.com

Zack Faqih, PE, QSD/P
Senior Construction Manager
17130 Van Buren Blvd. #122, Riverside, CA 92504
(949) 637-5040 | zfaqih@zandkconsultants.com

Z&K CONSULTANTS, INC.
STANDARD BILLING RATE SCHEDULE (2025)

Rates Effective January 1, 2025, through December 31, 2025
(Future years subject to review for Consume Price Index escalation of 3%, whichever is greater)

PROJECT/CONSTRUCTION MANAGEMENT & INSPECTION SERVICES

STAFF	REGULAR TIME RATE ¹	OVERTIME RATE (MON-FRI) ²	OVERTIME RATE (SAT) ¹	OVERTIME RATE (SUN/HOLIDAY)
Principal	\$242.00	–	–	–
Senior Construction Manager.....	\$240.00	–	–	–
QA/QC Manager	\$206.00	–	–	–
Senior Program Manager.....	\$218.00	–	–	–
Program Manager	\$212.00	–	–	–
Senior Project Manager.....	\$198.00	–	–	–
Project Manager	\$192.00	–	–	–
Assistant Project Manager	\$167.00	–	–	–
Resident Engineer	\$220.00	–	–	–
Assistant Resident Engineer.....	\$202.00	–	–	–
Construction Manager.....	\$204.00	–	–	–
Assistant Construction Manager	\$194.00	–	–	–
Labor Compliance.....	\$155.00	–	–	–
Project Manager/Office Engineer.....	\$152.00	–	–	–
SWPPP Practitioner	\$197.00	–	–	–
Senior Landscape Architect	\$201.00	–	–	–
PE Licensed Inspector (Prevailing and Non-Prevailing Wage) ^{3,5}	\$202.00 \$282.00 \$282.00 \$376.00
PE Licensed Inspector (Special Shift) ^{3,4,5}	\$208.00 \$297.00 \$297.00 \$396.00
Senior Construction Inspector (Prevailing Wage) ^{3,5}	\$198.00 \$243.00 \$243.00 \$324.00
Senior Construction Inspector (Special Shift) ^{3,4,5}	\$208.00 \$279.00 \$279.00 \$372.50
Accessibility Expert/CASp Inspector.....	\$208.00 \$312.00 \$312.00 \$416.00
DSA/OSHPD Inspector of Record	\$202.00 \$303.00 \$303.00 \$402.00
Deputy Inspection (Prevailing Wage) ^{3,5}	\$196.00 \$283.50 \$283.50 \$378.00
Public Works Inspector (Non-Prevailing Wage) ⁵	\$172.00 \$258.00 \$258.00 \$344.00

Positions are subject to overtime rates billed at 1.5 times the regular rate for all time over eight (8) hours in a single day or work performed on Saturdays. Double time rates apply for work performed on Sundays and holidays. The hourly rates include wages,

NOTES & ASSUMPTIONS

fringe benefits, and general and administrative overhead and fee, as well as typical supplies, tools, and equipment required to perform services. Construction management software is not included in the base rate.

- The listed rate applies to the first four hours of overtime during the week and/or the first eight hours of overtime on Saturdays. All overtime beyond four hours during the week or eight hours on Saturdays is billed at the Sunday/holiday rate.
- Prevailing Wage Rates are subject to increases per the State of California's Department of Industrial Relations Wage Rate Determinations. Z&K's billing rates will increase in line with the DIR increase, plus overhead and profit. The current rates are based on Determination SD-23-63-3-2023-2D, issued on 8/22/2023.
- A Special Shift is defined as any shift starting after 5:00 PM and before 6:00 AM.
- Minimum callout requirements for inspection staff are in line with Industrial Welfare Commission Order #16-2001:
 - **Cancellation of 8 hours scheduled inspection after inspector's arrival on site:** 4-hour minimum.
 - **Cancellation of 4 hours scheduled inspection after inspector's arrival on site:** 2-hour minimum.
- For contracts involving public works inspection services, Z&K requires the awarding public agency to complete DIR form PWC-100 for Z&K as the prime contractor, specific to the awarded contract name and amount. A half-hour per week, per inspector, will be billed for labor compliance on all Prevailing Wage inspection assignments.

Overall Notes:

- Reimbursable Expenses (Other Direct Costs):** Ordinary identifiable non-salary costs directly attributable to the project (e.g., regular commuter travel costs, standard equipment, tools, and software) are included in the estimated fee. Extraordinary expenses (such as oversized and/or color reproduction costs, vehicle identification decals, site facility hard phone lines or internet service, non-commuter project mileage, remote travel over 50 miles one-way, overnight postage/couriers, etc.) will be billed at actual cost plus 15% for overhead and administration. Travel costs to casting/fabrication yards or batch plants will include the hourly billing rate plus travel expenses as listed in the Caltrans Travel Guide (State rates). Mileage is billed at the current IRS rate (\$0.655/mile). An allowance for extraordinary charges is included as Other Direct Costs (ODC) in the fee table. Extraordinary charges beyond the estimated ODC allowance will not be billed unless specifically included in the contract or pre-approved by the Client in writing.
- Fees for Subconsultant Services:** Billed at actual cost plus 15% to cover overhead and administration.
- Escalation:** Unless specified otherwise (such as for prevailing wage personnel), all billing rates are subject to annual review for Consumer Price Index escalation or 3%, whichever is greater.

EXHIBIT “B”

CERTIFICATES OF INSURANCE AND ENDORSEMENTS

(insert behind this page)



ADDITIONAL REMARKS SCHEDULE

AGENCY NFP Property & Casualty Services, Inc.		NAMED INSURED Z & K Consultants, Inc. 22295 Jessamine Way Corona, CA 92883	
POLICY NUMBER SEE PAGE 1			
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:

additional insured, so long as a written contract or agreement to such exists prior to a loss, per endorsements CG D3 79 02 19 and/or CG D3 81 09 15 attached. A Waiver of subrogation in favor of the certificate holder applies as respects to General Liability coverage, per endorsement CG D3 81 09 15 attached. General liability per-project aggregate applies per endorsement CG D4 02 06 19 attached.

Umbrella/Excess Liability underlying policies include General Liability, Employers Liability, Professional Liability & Automobile Liability per schedules EU 00 03 08 18 & PL0014US 12-20 attached.

Certificate Holder is named as Additional Insured as respects to Automobile Liability so long as a written contract or agreement to such exists with the named insured prior to a loss, per endorsement CA T4 20 02 15 attached. A Waiver of subrogation in favor of the certificate holder applies as respects to Automobile Liability coverage, per endorsement CA T4 20 02 15 attached.

A Waiver of subrogation in favor of the certificate holder applies as respects to Workers Compensation coverage, per endorsement WC990376 A001 attached.

Re: City of South Gate Hollydale Community Park | 17130 Van Buren Blvd. #122, Riverside, CA 92504

Mission Springs Water District, CONTRACTOR shall require and verify that all subcontractors maintain insurance meeting all requirements stated herein and provide proof of such insurance to DISTRICT, if requested. CONTRACTOR shall ensure that DISTRICT its directors, officers, employees, contractors, subcontractors and authorized volunteers are named Additional Insureds as respects to General Liability. This insurance is primary and non-contributory with any other insurance of the Mission Springs Water DISTRICT, its directors, officers, employees, or authorized volunteers shall not contribute to it, so long as a written contract or agreement to such exists prior to a loss. A Waiver of subrogation in favor of the DISTRICT, its elected or appointed officers, officials, agents, authorized volunteers, and employees for losses paid under the terms of the policy which arise from work performed by the named insured for the DISTRICT applies as respects to Workers Compensation coverage so long as written contract or agreement exists as per attached endorsement CG D3 81 09 15, CG D3 79 02 19 and WC 99 03 76 (A)-001.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED (ARCHITECTS, ENGINEERS AND SURVEYORS)

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

1. The following is added to SECTION II — WHO IS AN INSURED:

Any person or organization that you agree in a "written contract requiring insurance" to include as an additional insured on this Coverage Part, but:

- a. Only with respect to liability for "bodily injury", "property damage" or "personal injury"; and
- b. If, and only to the extent that, the injury or damage is caused by acts or omissions of you or your subcontractor in the performance of "your work" to which the "written contract requiring insurance" applies, or in connection with premises owned by or rented to you.

The person or organization does not qualify as an additional insured:

- c. With respect to the independent acts or omissions of such person or organization; or
- d. For "bodily injury", "property damage" or "personal injury" for which such person or organization has assumed liability in a contract or agreement.

The insurance provided to such additional insured is limited as follows:

- e. This insurance does not apply on any basis to any person or organization for which coverage as an additional insured specifically is added by another endorsement to this Coverage Part.
- f. This insurance does not apply to the rendering of or failure to render any "professional services".

- 9.** In the event that the Limits of Insurance of the Coverage Part shown in the Declarations exceed the limits of liability required by the "written contract requiring insurance", the insurance provided to the additional insured shall be limited to the limits of liability required by that "written contract requiring insurance". This endorsement does not increase the limits of insurance described in Section III — Limits Of Insurance.

- h. This insurance does not apply to "bodily injury" or "property damage" caused by "your work" and included in the "products-completed operations hazard" unless the "written contract requiring insurance" specifically requires you to provide such coverage for that additional insured, and then the insurance provided to the additional insured applies only to such "bodily injury" or "property damage" that occurs before the end of the period of time for which the "written contract requiring insurance" requires you to provide such coverage or the end of the policy period, whichever is earlier.

2. The following is added to Paragraph 4.a. of SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS:

The insurance provided to the additional insured is excess over any valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the additional insured for a loss we cover. However, if you specifically agree in the "written contract requiring insurance" that this insurance provided to the additional insured under this Coverage Part must apply on a primary basis or a primary and non-contributory basis, this insurance is primary to other insurance available to the additional insured which covers that person or organizations as a named insured for such loss, and we will not share with the other insurance, provided that:

- (1) The "bodily injury" or "property damage" for which coverage is sought occurs; and
- (2) The "personal injury" for which coverage is sought arises out of an offense committed;

after you have signed that "written contract requiring insurance". But this insurance provided to the additional insured still is excess over valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the additional insured when that person or organization is an additional insured under any other insurance.

COMMERCIAL GENERAL LIABILITY

3. The following is added to Paragraph 8., **Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS**:

We waive any right of recovery we may have against any person or organization because of payments we make for "bodily injury", "property damage" or "personal injury" arising out of "your work" performed by you, or on your behalf, done under a "written contract requiring insurance" with that person or organization. We waive this right only where you have agreed to do so as part of the "written contract requiring insurance" with such person or organization signed by you before, and in effect when, the "bodily injury" or "property damage" occurs, or the "personal injury" offense is committed.

4. The following definition is added to the **DEFINITIONS** Section:

"Written contract requiring insurance" means that part of any written contract under which you are required to include a person or organization as an additional insured on this Coverage Part, provided that the "bodily injury" and "property damage" occurs and the "personal injury" is caused by an offense committed:

- a. After you have signed that written contract;
- b. While that part of the written contract is in effect; and
- c. Before the end of the policy period.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

XTEND ENDORSEMENT FOR ARCHITECTS, ENGINEERS AND SURVEYORS

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

GENERAL DESCRIPTION OF COVERAGE — This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to this Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

- | | |
|--|--|
| <ul style="list-style-type: none"> A. Non-Owned Watercraft — 75 Feet Long Or Less B. Who Is An Insured — Unnamed Subsidiaries C. Who Is An Insured — Retired Partners, Members, Directors And Employees D. Who Is An Insured — Employees And Volunteer Workers — Bodily Injury To Co-Employees, Co-Volunteer Workers And Retired Partners, Members, Directors And Employees E. Who Is An Insured — Newly Acquired Or Formed Limited Liability Companies F. Blanket Additional Insured — Controlling Interest G. Blanket Additional Insured — Mortgagees, Assignees, Successors Or Receivers | <ul style="list-style-type: none"> H. Blanket Additional Insured — Governmental Entities — Permits Or Authorizations Relating To Premises I. Blanket Additional Insured — Governmental Entities — Permits Or Authorizations Relating To Operations J. Incidental Medical Malpractice K. Medical Payments — Increased Limit L. Amendment Of Excess Insurance Condition — Professional Liability M. Blanket Waiver Of Subrogation — When Required By Written Contract Or Agreement N. Contractual Liability — Railroads |
|--|--|

PROVISIONS

A. NON-OWNED WATERCRAFT — 75 FEET LONG OR LESS

1. The following replaces Paragraph (2) of Exclusion **g.**, **Aircraft, Auto Or Watercraft**, in Paragraph 2. of **SECTION I — COVERAGES — COVERAGE A — BODILY INJURY AND PROPERTY DAMAGE LIABILITY**:

(2) A watercraft you do not own that is:

- (a) 75 feet long or less; and
- (b) Not being used to carry any person or property for a charge;

2. The following replaces Paragraph 2.e. of **SECTION II — WHO IS AN INSURED**:

e. Any person or organization that, with your express or implied consent, either

uses or is responsible for the use of a watercraft that you do not own that is:

- (1) 75 feet long or less; and
- (2) Not being used to carry any person or property for a charge;

B. WHO IS AN INSURED — UNNAMED SUBSIDIARIES

The following is added to **SECTION II — WHO IS AN INSURED**:

Any of your subsidiaries, other than a partnership or joint venture, that is not shown as a Named Insured in the Declarations is a Named Insured if:

- a. You are the sole owner of, or maintain an ownership interest of more than 50% in, such subsidiary on the first day of the policy period; and

COMMERCIAL GENERAL LIABILITY

- b. Such subsidiary is not an insured under similar other insurance.

No such subsidiary is an insured for "bodily injury" or "property damage" that occurred, or "personal and advertising injury" caused by an offense committed:

- a. Before you maintained an ownership interest of more than 50% in such subsidiary; or
- b. After the date, if any, during the policy period that you no longer maintain an ownership interest of more than 50% in such subsidiary.

For purposes of Paragraph 1. of Section II — Who Is An Insured, each such subsidiary will be deemed to be designated in the Declarations as:

- a. A limited liability company;
 - b. An organization other than a partnership, joint venture or limited liability company; or
 - c. A trust;
- as indicated in its name or the documents that govern its structure.

C. WHO IS AN INSURED — RETIRED PARTNERS, MEMBERS, DIRECTORS AND EMPLOYEES

The following is added to Paragraph 2. of SECTION II — WHO IS AN INSURED:

Any person who is your retired partner, member, director or "employee" that is performing services for you under your direct supervision, but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, no such retired partner, member, director or "employee" is an insured for:

(1) "Bodily injury":

- (a) To you, to your current partners or members (if you are a partnership or joint venture), to your current members (if you are a limited liability company) or to your current directors;
- (b) To the spouse, child, parent, brother or sister of that current partner, member or director as a consequence of Paragraph (1)(a) above;
- (c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraph (1)(a) or (b) above; or
- (d) Arising out of his or her providing or failing to provide professional health care services.

Unless you are in the business or occupation of providing professional health care services, Paragraphs (1)(a), (b), (c) and (d) above do not apply to "bodily injury" arising out of providing or failing to provide first aid or "Good Samaritan services" by any of your retired partners, members, directors or "employees", other than a doctor. Any such retired partners, members, directors or "employees" providing or failing to provide first aid or "Good Samaritan services" during their work hours for you will be deemed to be acting within the scope of their employment by you or performing duties related to the conduct of your business.

(2) "Personal injury":

- (a) To you, to your current or retired partners or members (if you are a partnership or joint venture), to your current or retired members (if you are a limited liability company), to your other current or retired directors or "employees" while in the course of his or her employment or performing duties related to the conduct of your business, or to your other "volunteer workers" while performing duties related to the conduct of your business;
- (b) To the spouse, child, parent, brother or sister of that current or retired partner, member, director, "employee" or "volunteer worker" as a consequence of Paragraph (2)(a) above;
- (c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraph (2)(a) or (b) above; or
- (d) Arising out of his or her providing or failing to provide professional health care services.

(3) "Property damage" to property:

- (a) Owned, occupied or used by; or
- (b) Rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by;

you, any of your retired partners, members or directors, your current or retired "employees" or "volunteer workers", any current partner or member (if you are a partnership or joint venture), or any current member (if you are a limited liability company) or current director.

D. WHO IS AN INSURED — EMPLOYEES AND VOLUNTEER WORKERS — BODILY INJURY TO CO-EMPLOYEES, CO-VOLUNTEER WORKERS AND RETIRED PARTNERS, MEMBERS, DIRECTORS AND EMPLOYEES

The following is added to Paragraph 2.a.(1) of SECTION II — WHO IS AN INSURED:

Paragraphs (1)(a), (b) and (c) above do not apply to "bodily injury" to a current or retired co-"employee" while in the course of the co-"employee's" employment by you or performing duties related to the conduct of your business, or to "bodily injury" to your other "volunteer workers" or retired partners, members or directors while performing duties related to the conduct of your business.

E. WHO IS AN INSURED — NEWLY ACQUIRED OR FORMED LIMITED LIABILITY COMPANIES

The following replaces Paragraph 3. of SECTION II — WHO IS AN INSURED:

3. Any organization you newly acquire or form, other than a partnership or joint venture, and of which you are the sole owner or in which you maintain an ownership interest of more than 50%, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

a. Coverage under this provision is afforded only:

(1) Until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier, if you do not report such organization in writing to us within 180 days after you acquire or form it; or

(2) Until the end of the policy period, when that date is later than 180 days after you acquire or form such organization, if you report such organization in writing to us within 180 days after you acquire or form it;

b. Coverage A does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and

c. Coverage B does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

For the purposes of Paragraph 1. of Section II — Who Is An Insured, each such

organization will be deemed to be designated in the Declarations as:

- a. A limited liability company;
 - b. An organization other than a partnership, joint venture or limited liability company; or
 - c. A trust;
- as indicated in its name or the documents that govern its structure.

F. BLANKET ADDITIONAL INSURED CONTROLLING INTEREST

1. The following is added to SECTION II — WHO IS AN INSURED:

Any person or organization that has financial control of you is an insured with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" that arises out of:

- a. Such financial control; or
- b. Such person's or organization's ownership, maintenance or use of premises leased to or occupied by you.

The insurance provided to such person or organization does not apply to structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

2. The following is added to Paragraph 4. of SECTION II — WHO IS AN INSURED:

This paragraph does not apply to any premises owner, manager or lessor that has financial control of you.

G. BLANKET ADDITIONAL INSURED — MORTGAGEES, ASSIGNEES, SUCCESSORS OR RECEIVERS

The following is added to SECTION II — WHO IS AN INSURED:

Any person or organization that is a mortgagee, assignee, successor or receiver and that you have agreed in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to its liability as mortgagee, assignee, successor or receiver for "bodily injury", "property damage" or "personal and advertising injury" that:

- a. Is "bodily injury" or "property damage" that occurs, or is "personal and advertising injury" caused by an offense that is committed,

COMMERCIAL GENERAL LIABILITY

subsequent to the signing of that contract or agreement; and

- b. Arises out of the ownership, maintenance or use of the premises for which that mortgagee, assignee, successor or receiver is required under that contract or agreement to be included as an additional insured on this Coverage Part.

The insurance provided to such mortgagee, assignee, successor or receiver is subject to the following provisions:

- a. The limits of insurance provided to such mortgagee, assignee, successor or receiver will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.
- b. The insurance provided to such person or organization does not apply to:
 - (1) Any "bodily injury" or "property damage" that occurs, or any "personal and advertising injury" caused by an offense that is committed, after such contract or agreement is no longer in effect; or
 - (2) Any "bodily injury", "property damage" or "personal and advertising injury" arising out of any structural alterations, new construction or demolition operations performed by or on behalf of such mortgagee, assignee, successor or receiver.

H. BLANKET ADDITIONAL INSURED — GOVERNMENTAL ENTITIES — PERMITS OR AUTHORIZATIONS RELATING TO PREMISES

The following is added to **SECTION II — WHO IS AN INSURED:**

Any governmental entity that has issued a permit or authorization with respect to premises owned or occupied by, or rented or loaned to, you and that you are required by any ordinance, law, building code or written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of the existence, ownership, use, maintenance, repair, construction, erection or removal of any of the following for which that governmental entity has issued such permit or authorization: advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away

openings, sidewalk vaults, elevators, street banners or decorations.

I. BLANKET ADDITIONAL INSURED — GOVERNMENTAL ENTITIES — PERMITS OR AUTHORIZATIONS RELATING TO OPERATIONS

The following is added to **SECTION II — WHO IS AN INSURED:**

Any governmental entity that has issued a permit or authorization with respect to operations performed by you or on your behalf and that you are required by any ordinance, law, building code or written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of such operations.

The insurance provided to such governmental entity does not apply to:

- a. Any "bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the governmental entity; or
- b. Any "bodily injury" or "property damage" included in the "products-completed operations hazard".

J. INCIDENTAL MEDICAL MALPRACTICE

1. The following replaces Paragraph **b.** of the definition of "occurrence" in the **DEFINITIONS** Section:

- b. An act or omission committed in providing or failing to provide "incidental medical services", first aid or "Good Samaritan services" to a person, unless you are in the business or occupation of providing professional health care services.

2. The following replaces the last paragraph of Paragraph **2.a.(1)** of **SECTION II — WHO IS AN INSURED:**

Unless you are in the business or occupation of providing professional health care services, Paragraphs **(1)(a)**, **(b)**, **(c)** and **(d)** above do not apply to "bodily injury" arising out of providing or failing to provide:

- (a)** "Incidental medical services" by any of your "employees" who is a nurse, nurse assistant, emergency medical technician, paramedic, athletic trainer, audiologist, dietician, nutritionist,

occupational therapist or occupational therapy assistant, physical therapist or speech-language pathologist; or

(b) First aid or "Good Samaritan services" by any of your "employees" or "volunteer workers", other than an employed or volunteer doctor. Any such "employees" or "volunteer workers" providing or failing to provide first aid or "Good Samaritan services" during their work hours for you will be deemed to be acting within the scope of their employment by you or performing duties related to the conduct of your business.

3. The following replaces the last sentence of Paragraph 5. of **SECTION III — LIMITS OF INSURANCE:**

For the purposes of determining the applicable Each Occurrence Limit, all related acts or omissions committed in providing or failing to provide "incidental medical services", first aid or "Good Samaritan services" to any one person will be deemed to be one "occurrence".

4. The following exclusion is added to Paragraph 2., **Exclusions**, of **SECTION I — COVERAGES — COVERAGE A — BODILY INJURY AND PROPERTY DAMAGE LIABILITY:**

Sale Of Pharmaceuticals

"Bodily injury" or "property damage" arising out of the violation of a penal statute or ordinance relating to the sale of pharmaceuticals committed by, or with the knowledge or consent of the insured.

5. The following is added to the **DEFINITIONS** Section:

"Incidental medical services" means:

- a. Medical, surgical, dental, laboratory, x-ray or nursing service or treatment, advice or instruction, or the related furnishing of food or beverages; or
- b. The furnishing or dispensing of drugs or medical, dental, or surgical supplies or appliances.

6. The following is added to Paragraph 4.b., **Excess Insurance**, of **SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS:**

This insurance is excess over any valid and collectible other insurance, whether primary, excess, contingent or on any other basis,

that is available to any of your "employees" for "bodily injury" that arises out of providing or failing to provide "incidental medical services" to any person to the extent not subject to Paragraph 2.a.(1) of Section II —Who Is An Insured.

K. MEDICAL PAYMENTS — INCREASED LIMIT

The following replaces Paragraph 7. of **SECTION III — LIMITS OF INSURANCE:**

7. Subject to Paragraph 5. above, the Medical Expense Limit is the most we will pay under Coverage C for all medical expenses because of "bodily injury" sustained by any one person, and will be the higher of:

- a. \$10,000; or
- b. The amount shown in the Declarations of this Coverage Part for Medical Expense Limit.

L. AMENDMENT OF EXCESS INSURANCE CONDITION — PROFESSIONAL LIABILITY

The following is added to Paragraph 4.b., **Excess Insurance**, of **SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS:**

This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis, that is Professional Liability or similar coverage, to the extent the loss is not subject to the professional services exclusion of Coverage A or Coverage B.

M. BLANKET WAIVER OF SUBROGATION — WHEN REQUIRED BY WRITTEN CONTRACT OR AGREEMENT

The following is added to Paragraph 8., **Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV — COMMERCIAL GENERAL LIABILITY CONDITIONS:**

If the insured has agreed in a written contract or agreement to waive that insured's right of recovery against any person or organization, we waive our right of recovery against such person or organization, but only for payments we make because of:

- a. "Bodily injury" or "property damage" that occurs; or
- b. "Personal and advertising injury" caused by an offense that is committed; subsequent to the signing of that contract or agreement.

N. CONTRACTUAL LIABILITY — RAILROADS

1. The following replaces Paragraph **c.** of the definition of "insured contract" in the **DEFINITIONS** Section:
 - c.** Any easement or license agreement;
2. Paragraph **f.(1)** of the definition of "insured contract" in the **DEFINITIONS** Section is deleted.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

TOTAL AGGREGATE LIMIT OTHER THAN PROJECTS AND DESIGNATED PROJECT AND LOCATION AGGREGATE LIMITS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE – LIMITS OF INSURANCE AND DESIGNATED PROJECTS AND LOCATIONS

LIMITS OF INSURANCE

Total Aggregate Limit (Other Than Projects and Products-Completed Operations)	\$ 2,000,000
Designated Location Aggregate Limit (Other Than Products-Completed Operations)	\$ 2,000,000
Designated Project Aggregate Limit (Other Than Products-Completed Operations)	\$ 2,000,000
General Aggregate Limit (Other Than Products-Completed Operations)	\$ 2,000,000

Designated Projects:

Each "project" for which you have agreed, in a written contract which is in effect during this policy period, to provide a separate General Aggregate Limit, provided that the contract is signed by you before the "bodily injury" or "property damage" occurs.

Designated Locations:

All Locations listed in Item 3. of the Common Policy Declarations or in any Master Pac Account Exposure Endorsement included in this policy.

PROVISIONS

- The General Aggregate Limit (Other Than Products-Completed Operations) shown in the Declarations is replaced by the Limits of Insurance shown in the Schedule – Limits Of Insurance And Designated Projects And Locations.
- The following replaces Paragraph 1. of SECTION III – LIMITS OF INSURANCE:
 - Insureds;
 - Claims made or "suits" brought;
- The Limits of Insurance shown in the Declarations or the Schedule – Limits Of Insurance And Designated Projects And Locations, whichever apply, and the rules below fix the most we will pay regardless of the number of:
 - Insureds;
 - Claims made or "suits" brought;

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AUTO COVERAGE PLUS ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

GENERAL DESCRIPTION OF COVERAGE — This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to the Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

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A. BLANKET ADDITIONAL INSURED

The following is added to Paragraph **A.1.**, **Who Is An Insured**, of **SECTION II — COVERED AUTOS LIABILITY COVERAGE**:

Any person or organization who is required under a written contract or agreement between you and that person or organization, that is signed and executed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to be named as an additional insured is an "insured" for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Section II.

B. EMPLOYEE HIRED AUTO

1. The following is added to Paragraph **A.1.**, **Who Is An Insured**, of **SECTION II — COVERED AUTOS LIABILITY COVERAGE**:

An "employee" of yours is an "insured" while operating a covered "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while

performing duties related to the conduct of your business.

2. The following replaces Paragraph **b.** in **B.5.**, **Other Insurance**, of **SECTION IV — BUSINESS AUTO CONDITIONS**:

b. For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

- (1) Any covered "auto" you lease, hire, rent or borrow; and
- (2) Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

C. EMPLOYEES AS INSURED

The following is added to Paragraph **A.1.**, **Who Is An Insured**, of **SECTION II — COVERED AUTOS LIABILITY COVERAGE**:

COMMERCIAL AUTO

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

D. SUPPLEMENTARY PAYMENTS — INCREASED LIMITS

1. The following replaces Paragraph **A.2.a.(2)** of **SECTION II — COVERED AUTOS LIABILITY COVERAGE**:

(2) Up to \$3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

2. The following replaces Paragraph **A.2.a.(4)** of **SECTION II — COVERED AUTOS LIABILITY COVERAGE**:

(4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

E. TRAILERS — INCREASED LOAD CAPACITY

The following replaces Paragraph **C.1.** of **SECTION I — COVERED AUTOS**:

1. "Trailers" with a load capacity of 3,000 pounds or less designed primarily for travel on public roads.

F. HIRED AUTO PHYSICAL DAMAGE

The following is added to Paragraph **A.4.**, **Coverage Extensions**, of **SECTION III — PHYSICAL DAMAGE COVERAGE**:

Hired Auto Physical Damage Coverage

If hired "autos" are covered "autos" for Covered Autos Liability Coverage but not covered "autos" for Physical Damage Coverage, and this policy also provides Physical Damage Coverage for an owned "auto", then the Physical Damage Coverage is extended to "autos" that you hire, rent or borrow subject to the following:

(1) The most we will pay for "loss" to any one "auto" that you hire, rent or borrow is the lesser of:

- (a) \$50,000;
- (b) The actual cash value of the damaged or stolen property as of the time of the "loss"; or
- (c) The cost of repairing or replacing the damaged or stolen property with other property of like kind and quality.

(2) An adjustment for depreciation and physical condition will be made in determining actual cash value in the event of a total "loss".

(3) If a repair or replacement results in better than like kind or quality, we will not pay for the amount of betterment.

(4) A deductible equal to the highest Physical Damage deductible applicable to any owned covered "auto".

(5) This Coverage Extension does not apply to:

- (a) Any "auto" that is hired, rented or borrowed with a driver; or
- (b) Any "auto" that is hired, rented or borrowed from your "employee".

G. PHYSICAL DAMAGE — TRANSPORTATION EXPENSES — INCREASED LIMIT

The following replaces the first sentence in Paragraph **A.4.a.**, **Transportation Expenses**, of **SECTION III — PHYSICAL DAMAGE COVERAGE**:

We will pay up to \$50 per day to a maximum of \$1,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type.

H. AUDIO, VISUAL AND DATA ELECTRONIC EQUIPMENT — INCREASED LIMIT

Paragraph **C.1.b.** of **SECTION III — PHYSICAL DAMAGE COVERAGE** is deleted.

I. WAIVER OF DEDUCTIBLE — GLASS

The following is added to Paragraph **D.**, **Deductible**, of **SECTION III — PHYSICAL DAMAGE COVERAGE**:

No deductible for a covered "auto" will apply to glass damage if the glass is repaired rather than replaced.

J. PERSONAL PROPERTY

The following is added to Paragraph **A.4.**, **Coverage Extensions**, of **SECTION III — PHYSICAL DAMAGE COVERAGE**:

Personal Property Coverage

We will pay up to \$400 for "loss" to wearing apparel and other personal property which is:

- (1) Owned by an "insured"; and
- (2) In or on your covered "auto".

This coverage only applies in the event of a total theft of your covered "auto".

No deductibles apply to Personal Property coverage.

K. AIRBAGS

The following is added to Paragraph **B.3., Exclusions**, of **SECTION III — PHYSICAL DAMAGE COVERAGE**:

Exclusion **3.a.** does not apply to "loss" to one or more airbags in a covered "auto" you own that inflate due to a cause other than a cause of "loss" set forth in Paragraphs **A.1.b.** and **A.1.c.**, but only:

- a. If that "auto" is a covered "auto" for Comprehensive Coverage under this policy;
- b. The airbags are not covered under any warranty; and
- c. The airbags were not intentionally inflated.

We will pay up to a maximum of \$1,000 for any one "loss".

L. AUTO LOAN LEASE GAP

The following is added to Paragraph **A.4., Coverage Extensions**, of **SECTION III — PHYSICAL DAMAGE COVERAGE**:

Auto Loan Lease Gap Coverage for Private Passenger Type Vehicles

In the event of a total "loss" to a covered "auto" of the private passenger type shown in the Schedule or Declarations for which Physical Damage Coverage is provided, we will pay any unpaid amount due on the lease or loan for such covered "auto" less the following:

- (1) The amount paid under the Physical Damage Coverage Section of the policy for that "auto"; and

(2) Any:

- (a) Overdue lease or loan payments at the time of the "loss";
- (b) Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;
- (c) Security deposits not returned by the lessor;
- (d) Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and
- (e) Carry-over balances from previous loans or leases.

M. BLANKET WAIVER OF SUBROGATION

The following replaces Paragraph **A.5., Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV — BUSINESS AUTO CONDITIONS**:

5. Transfer Of Rights Of Recovery Against Others To Us

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of the operations contemplated by such contract. The waiver applies only to the person or organization designated in such contract.

POLICY DECLARATIONS
EXCESS FOLLOW-FORM AND UMBRELLA
LIABILITY INSURANCE POLICY

POLICY NO.: CUP-7W800864-25-47
ISSUE DATE: 05/07/2025

INSURING COMPANY: TRAVELERS PROPERTY CASUALTY COMPANY OF AMERICA

- 1. NAMED INSURED AND MAILING ADDRESS: Z & K CONSULTANTS, INC.
22295 JESSAMINE WAY
CORONA CA 92883
- 2. POLICY PERIOD: From 05/18/2025 to 05/18/2026 12:01 A.M. Standard Time at your mailing address.
- 3. LIMITS OF INSURANCE:

COVERAGES

LIMITS OF LIABILITY

AGGREGATE LIMITS OF LIABILITY	\$5, 000, 000	General Aggregate
	\$5, 000, 000	Products-Completed Operations Aggregate
EXCESS FOLLOW-FORM AND UMBRELLA LIABILITY	\$5, 000, 000	Occurrence Limit
CRISIS MANAGEMENT SERVICE EXPENSES	\$50, 000	all Crisis Management Events

- 4. SELF-INSURED RETENTION: \$0 any one occurrence or event
- 5. PREMIUM: \$ 12, 775 X Flat Charge Adjustable (See Premium Schedule)
- 6. TAXES AND SURCHARGES:

7. On the effective date shown in Item 2., the Excess Follow-Form And Umbrella Liability Insurance Policy numbered above includes this Declarations Page and any forms and endorsements shown on the Listing Of Forms, Endorsements And Schedule Numbers.

8. If the Schedule Of Underlying Insurance includes any coverage provided on a claims-made basis, then the following disclaimer applies.

COVERAGE WILL APPLY ON A CLAIMS-MADE BASIS WHEN FOLLOWING CLAIMS-MADE UNDERLYING INSURANCE.

9. If the Schedule Of Underlying Insurance includes any coverage which includes defense expenses within the limits of liability, then the following disclaimer applies:

DEFENSE EXPENSES ARE PAYABLE WITHIN, AND ARE NOT IN ADDITION TO, THE LIMITS OF INSURANCE WITH RESPECT TO SOME OR ALL OF THE COVERAGES PROVIDED.

NAME AND ADDRESS OF AGENT OR BROKER:

NFP PROP & CAS INS SVCS - DDS74
1551 N TUSTIN AVE STE 500
SANTA ANA CA 927058690

COUNTERSIGNED BY:

Authorized Representative

DATE: _____

OFFICE: RETAIL A&E



WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 99 03 76 (A) - 001

POLICY NUMBER: UB-9K77696A-25-47-G

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT – CALIFORNIA (BLANKET WAIVER)

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule.

The additional premium for this endorsement shall be 2.00 % of the California workers' compensation premium.

Schedule

Table with 2 columns: Person or Organization, Job Description. Content: ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS WAIVER. ENGINEERS

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective Insured, Policy No., Endorsement No. Premium, Insurance Company, Countersigned by _____