



August 11, 2016

Lake County Department of Public Works  
255 N. Forbes Street, Room 309  
Lakeport, CA 95453  
Attn: Scott De Leon, Director

**Subject: Proposal to Provide Construction Management Services for CLO SRTS CSBG Project**

Dear Mr. De Leon,

We are grateful for the opportunity to submit our qualifications to provide CM Services for your Safe Routes to School project. 4LEAF has a long association working with government entities and municipalities on public works and roadway projects. We would value the opportunity to work with Lake County on this project.

4LEAF provides a full range of Construction Management services to a wide variety of public sector clients, and brings a **wealth of relevant project experience**. For example, we have recently completed several streetscape projects that are very similar to your SRTS project. These projects include pedestrian improvements down major boulevards for the cities of Citrus Heights, West Sacramento, Lincoln, Cotati and Elk Grove.

Our proposed team have all worked on street and pedestrian improvement projects. Most of our projects are funded with **Federal, State and local funding**, and managed under Caltrans standards. We understand the related procedures and documentation requirements. In particular, we will ensure compliance with the requirements of the **HUD Community Development Block Grant program**, as well as **Caltrans/FHWA** requirements.

Our proposed team can handle the full scope of **comprehensive construction management services** outlined in your RFP. They understand the California Building Code and Caltrans standards, and have inspected numerous projects that require them. They will keep tight control on schedule and budget and always look out for the County's interests as your "eyes and ears" in the field. Our team includes **CTS, Inc.**, our long time sub-consultant to provide material sampling and testing. **We will meet the DBE goal of 6 percent** by utilizing sub-consultants **Silveira Consulting, LLC** to provide labor compliance, and **Chaudhary & Associates** to provide as needed survey tasks.

***We acknowledge receipt of RFP Addendum #1.***

I will be your point of contact for this project. If you have any questions, please do not hesitate to call me.

**We look forward to the opportunity to work with you.**

Sincerely,

Bert Gross, PE  
Vice President, 4LEAF, Inc.

Office: (916) 965-0010, Mobile: (916) 870-7191  
Email: [bgross@4leafinc.com](mailto:bgross@4leafinc.com)





CM SERVICES

FOR

CLEAR LAKE OAKS  
SAFE ROUTES TO  
SCHOOL AND  
CDBG PROJECT



## TABLE OF CONTENTS

<b>I.</b>	<b>PROJECT UNDERSTANDING .....</b>	<b>2</b>
<b>II.</b>	<b>RESIDENT ENGINEER QUALIFICATIONS.....</b>	<b>10</b>
<b>III.</b>	<b>STAFF QUALIFICATIONS .....</b>	<b>12</b>
<b>IV.</b>	<b>FIRM QUALIFICATIONS .....</b>	<b>13</b>

### APPENDIX 1 – RESUMES

### APPENDIX 2 – REQUIRED FORMS



## SECTION 1 – PROJECT UNDERSTANDING AND APPROACH

### PROJECT UNDERSTANDING

The County is seeking Construction Management Services for the Safe Routes to School (SRTS) project for Eastlake Elementary School. A critical issue was the safety of children getting to school, as many children live in the residential areas throughout Clearlake and travel from surrounding neighborhoods out onto State Highway 20 east and west of East Lake Elementary School. There is currently only a striped line that separates pedestrians and cyclists from high speed traffic and there is minimal street lighting.

The project addresses **the safety of Highway 20 for pedestrians and bicyclists**. The SRTS and Community Development Block Grant project plan makes recommendations for sidewalks, bike lanes, street lighting, and other safety improvements to the shoulder and crosswalks that currently provide access along and across State Highway 20. The existing bridge across Schindler Creek will not be affected.

The project construct improvements along an approximately 5,500 linear foot section of State Highway 20 and Foothill Boulevard. The project includes safe pedestrian walkways, bike lanes, traffic lanes, bulb outs, pavement resurfacing, striping, lighting, improved signage and decorative streetlights at intersections. **The main concern during construction will be pedestrian safety** and traffic control plans.



The project is paid for with federal HUD Community Development Block Grant (CDBG) funds, and subject to Caltrans requirements, as well as the HUD CDBG regulations for procurement and contracting. **The selected consultant must be very familiar with the Caltrans LAP Manual** and specifications, as well as the block grant documentation procedures.

This is a prevailing wage job with a construction period of 95 work days. The **DBE goal** for the project is 6 percent, which we will meet using DBE subconsultants for labor compliance and as needed survey and miscellaneous administrative tasks.



## CONSTRUCTION CONSIDERATIONS

The project requires the highway to remain open to two-way traffic at all times during the project. This is accomplished by utilizing the existing turn lane as a temporary travel lane. The project would require temporary lane closures during construction that we understand could cause slight delays and additional queuing of vehicle traffic, public transit, and bicyclists, as well as temporary parking reductions. Only one travel lane would be closed at a time, using the turn lane as a travel lane. The closed lane would be available to emergency vehicles, and no delay to emergency vehicles is anticipated.

### TRAFFIC CONTROL /Access to Driveways

This **project is constructed in a school zone**, within State and County ROW. Pedestrian safety will obviously be an important consideration during construction. Caltrans permits require traffic control plans. Temporary traffic controls such as signs and cones would manage traffic during lane closure. Pedestrian access to businesses and residences along the project must be maintained at all times during construction. Construction activities could result in the temporary closure of driveways to vehicle traffic for two to three days to allow curing of pavement. Foot traffic must be maintained at all times. 4LEAF is very experienced in handling public relations concerns on street projects. We will develop a **good rapport with property owners** and take outreach to them very seriously.



### UTILITIES

Fire hydrants and utility poles will be relocated roadway to accommodate new six-foot wide, ADA compliant sidewalk, and some utility box covers will be adjusted to match the new grade. To minimize impacts in possible archaeological sites, the project includes minimal underground drainage improvements. The runoff will be routed within a system of above-ground drainage, including roadside swales, ditches, curbs and gutters. Existing drainage will be adjusted to accommodate runoff. We understand that a hydrology and hydraulic study has been prepared for the project.

### EARTHWORK

The maximum vertical depth of the disturbance is not expected to exceed 2.5 feet with the exception of some storm drain trenching. The project includes two new retaining walls (350 feet and 592 feet in length), requiring excavation for the footing not to exceed 2.5 feet deep. The excavation will be limited to a depth of 2.5 feet.

### RIGHT-OF-WAY

The proposed improvements will be constructed within the existing Right of Way. The existing County and Caltrans ROW corridor is approximately 80 to 100 feet wide and varies slightly in width from parcel to parcel along the route. We understand that the County recently adopted a resolution approving Right-of-Way Certification for East Lake Elementary Safe Routes to School and CDBG Project.

## PROJECT APPROACH

*We see our role of Construction Manager as a 'facilitator' – the center of the hub of communication. It is our job to act as your representative, and to see that the scope of work is done correctly, according to code and plans, on time, and within budget. We will facilitate open communication and interaction among the entire team to ensure the County receives a quality product.*



We will act as your 'eyes and ears' in the field, advocating for the County's best interests. We will provide the personnel needed to carry out the requirements of this contract including regular review and management of the Project Construction Schedule, thorough construction inspection, and **continuous monitoring of contractor performance**. From Day 1, the 4LEAF Team will run an efficient, quality project. Our Resident Engineer will ensure that contracts, submittals, permits, etc. are in place before work commences.

We will provide the personnel needed to carry out the requirements of this contract including regular review and management of the Project Construction Schedule, thorough construction inspection, and continuous monitoring of contractor performance. From Day 1, the 4LEAF Team will run an efficient, quality project. Our CM will ensure that contracts, submittals, permits, etc. are in place before work commences, and that each member of our team is ready to get to work.

## COMMUNICATION AND COORDINATION

We will establish immediate and continuous contact and communication with the County and the other entities and agencies that will be working alongside us and will take steps to ensure successful collaborations with each of them. We believe that communication and teamwork are crucial. We will establish the coordination and communication procedures, and the procedures for receiving, logging and transmitting submittals, Requests for Information (RFI's) and Requests for Change (RFC's). We will prepare the agenda for the Pre-Construction Conference and distribute to all parties; and conduct the Pre-Construction Conference and prepare and distribute meeting minutes to all parties.







## INSPECTION

In addition to CM tasks, 4LEAF will provide the inspection staff to check the quality of the work performed by all trades and guard the County against defects and deficiencies in the work by the contractor.

On a daily basis, the 4LEAF team will inspect construction means, methods, techniques and sequences to evaluate the contractor's compliance with the intent of the construction documents and recommend necessary remedial action to the contractor as required.



## LABOR COMPLIANCE

Our team includes our subconsultant **Silveira Consulting, LLC**, a DBE firm with special expertise in labor compliance, including field interviews, auditing certified payroll, and reporting to the Department of Industrial Relations.

## MATERIAL SAMPLING AND TESTING / SPECIAL INSPECTIONS (IF NEEDED)

Our long time subconsultant **Construction Testing Services, Inc.** will provide material sampling and testing services, as well as special inspections, if needed.

## SURVEY (IF NEEDED)

Our team includes DBE firm Chaudhary & Associates to handle any as needed survey or staking tasks.

*The following page chart summarizes the comprehensive scope of services, and can be inserted into the consultant contract, if desired.*





## SCOPE OF SERVICES - SUMMARY

### CONSTRUCTION MANAGEMENT SERVICES Eastlake Elementary Safe Routes to School CMBG Project

PRE CONSTRUCTION	CONSTRUCTION	POST CONSTRUCTION
<b>Review/Interpret Plans/Specs</b> <ul style="list-style-type: none"> <li>Identify conflicts/issues</li> <li>Permitting/Environmental</li> </ul>	<b>Establish relationships with:</b> <ul style="list-style-type: none"> <li>Contractor</li> <li>Design Team</li> <li>County Reps</li> </ul>	<b>Final Inspection</b> <b>Prepare As-Built Drawings</b>
<b>County Meetings</b> <ul style="list-style-type: none"> <li>Scope ,schedule, issues, etc.</li> </ul>	<b>Review/Interpret:</b> <ul style="list-style-type: none"> <li>Contract documents, note errors/omissions</li> <li>Shop drawings, Material Certifications</li> <li>Falsework drawings</li> </ul>	<b>Perform Close-out</b> <ul style="list-style-type: none"> <li>Fiscal Closeout</li> <li>Document Closeout</li> </ul>
<b>Pre-Construction Meeting</b> <ul style="list-style-type: none"> <li>Plan and Conduct</li> <li>Distribute minutes</li> </ul>	<b>Conduct Progress Meetings</b> <ul style="list-style-type: none"> <li>Plan and Conduct</li> <li>Distribute minutes</li> </ul>	<b>Issue Notice of Substantial/ Final Completion.</b>
<b>Submittal process</b>	<b>Provide Project Coordination</b> <ul style="list-style-type: none"> <li>Administrative</li> <li>Inspection</li> <li>Testing</li> </ul>	
<b>Review Contractor CPM Schedule</b>	<b>Monitor Schedule and Budget</b>	
	<b>Perform Inspections</b> <ul style="list-style-type: none"> <li>Daily Reports</li> <li>Photo/Video</li> </ul>	
	<b>Maintain As Built drawings</b>	
	<b>Perform Sampling and Material Testing according to County QAP</b>	
	<b>Survey Verification</b>	
	<b>Process/Submit Pay Applications</b>	
	<b>Prepare Change Orders</b>	
	<b>Labor Compliance</b> <ul style="list-style-type: none"> <li>Verify Certified Payroll</li> <li>Caltrans/FHWA compliance</li> <li>CA HCD Grant regulations</li> <li>Field Interviews</li> </ul>	
	<b>Review and enforce traffic control plan.</b>	
	<b>Claims Support</b> <ul style="list-style-type: none"> <li>Analysis</li> <li>Coordination/Administer</li> <li>Recommendations</li> </ul>	
	<b>HCD CDBG Program compliance:</b> <ul style="list-style-type: none"> <li>Approved scope of work</li> <li>Required Contract language</li> <li>Section 3 requirements, etc.</li> </ul>	



## SCOPE OF WORK – ADDITIONAL DETAIL

### BUDGET/CPM/SCHEDULE

Starting at the beginning of the contract and continuing throughout the project, we will review both the project budget and schedule on a consistent basis, performing “what if” scenarios to benefit time and costs. We recommend the use of a rolling forecast budget to enable both management and staff to see the project’s true cost projection, and will work to establish the Master project schedule and budget. We will maintain all the cost accounting for the project, tracking actual and estimated/budgets costs, and reporting on variances. We will keep record of all work performed, both authorized and extra work, and the associated labor and materials.

We will maintain an As-Built schedule with COs, RFIs, weather issues, etc. incorporated. An as-built schedule is an indispensable tool for upper management to actual see ongoing project performance and have it summarized in a periodic schedule presentation (weekly to monthly). Presenting as-built schedules, supported by the project record, establishing a foundation for later comparison to the contractor's plan is a good tool to support delay analyses in the Dispute Resolution Boards (DRB).

### SAFETY MONITORING

We will work with the County to enforce Federal, State and local regulations and contract provisions for the protection of the public and project personnel. We will coordinate our Team’s safety training, and will make ourselves available as trainers for other project workers, if necessary. We will provide construction safety oversight and ensuring Contractor’s compliance program meets OSHA requirements for all construction activities. We will work with County staff to fulfill the requirements of all applicable Safety and Security Plans, oversee construction safety activities and inspections, and oversee any safety incident investigations and review incident logs.

### DOCUMENTATION

4LEAF has extensive experience producing/maintaining project documentation including reports, calculations, measurements, and test data and results. 4LEAF can produce and tailor any form to meet the needs of the County, or can use existing County forms if so desired.

The Inspector’s Field Report will be used to provide a snapshot of the activities, operations, and interactions for any given day in the Project. In addition to a descriptive, objective narrative of the day’s events, jobsite photos will also be used as visual aid such that even those with limited familiarity of the project will be able to ascertain the relevant activities that occurred in the Report.

Contract Item Quantity Documents (also, “Quantity Sheets” or “Q-sheets”) are completed as supplemental back-up data for Progress Payments made from the County to the Contractor. Weekly Statements of Working Days are issued to the Contractor per the State Specifications.

On a less-formal basis, 4LEAF RE’s and Inspectors follow-up communication with their Clients via e-mail correspondence—for example, when approaches, strategies, and even contractual variances are discussed verbally with our Clients, a simple e-mail documenting the conversation and requesting clarification can often prove useful weeks or even months later when uncertainties arise.



#### PROJECT FILING

The project has federal/state funding, and will require the venerable Caltrans filing system. In our experience, this filing system has demonstrated to be the most comprehensive and easily adaptable system at our disposal. We employ these standards on projects that are not federal/state funded. A project file will be established and regularly maintained by both the RE and the Construction Inspector. The complete set of files will be submitted to County Engineering staff upon completion for archival.

#### JOBSITE MONITORING

Aside from the QA inspection of the Work, 4LEAF will ensure that the Contractor is following not only the SWPPP (be it the amended County-approved SWPPP, or the Contractor's own) but also any other requirements as set forth in the Technical Specifications. Prohibited laydown areas, noise/emissions reductions, and coordination with the Engineer for species protection are project-specific examples of critical elements which are often overlooked by Contractors.

#### PAY REQUESTS

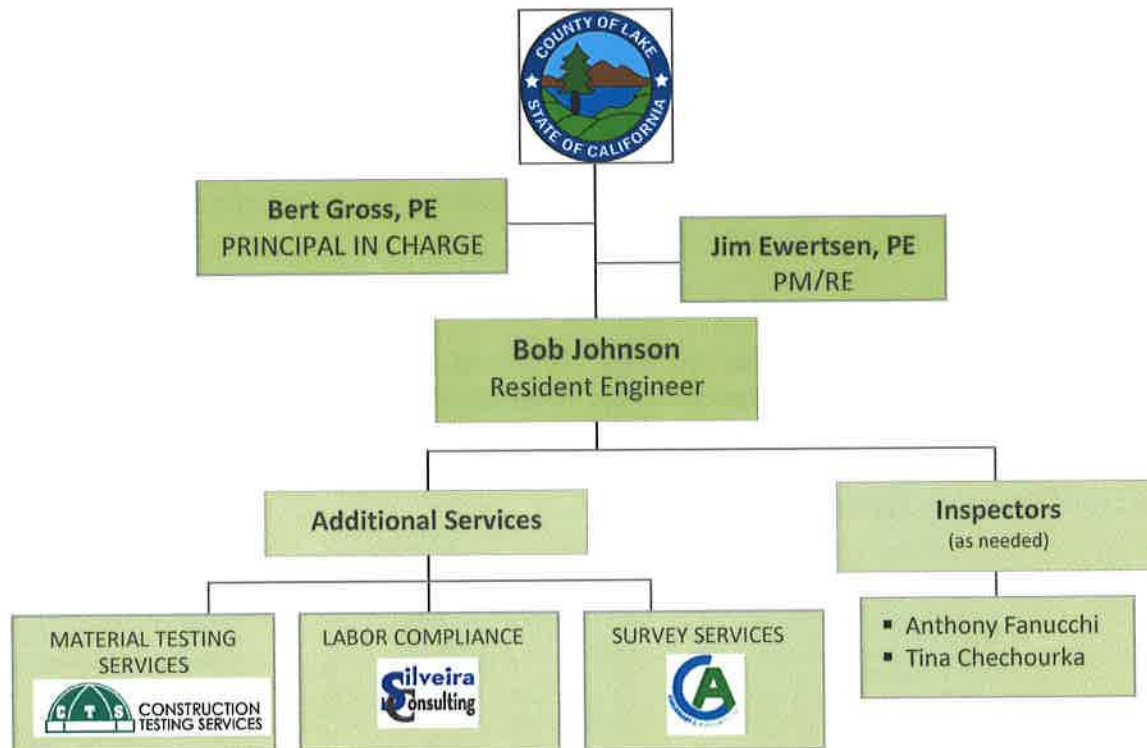
We will implement procedures to track pay requests, change orders, claims and extra work requests. When the contractor submits monthly invoices or pay requests, we will require the calculations and support documents are in a form approved by the County. We will review them for accuracy, and either make recommendations for payment or work with the contractor to correct any mistakes prior to submitting to the County for payment.





## ORGANIZATION CHART

We anticipate that the On Site RE, Bob Johnson, will handle the bulk of the work, but we include supplemental inspectors as needed. Our PM, Jim Ewertsen is a California registered Civil Engineer who will oversee the RE and inspection work and can sign any required regulatory forms, as needed.





## SECTION 2 – RESIDENT ENGINEER QUALIFICATIONS

### BOB JOHNSON, PROJECT RE/CONSTRUCTION MANAGER

Our proposed Resident Engineer is Bob Johnson. Bob Johnson is an experienced Construction Manager/Resident Engineer with more than 20 years of field and management experience on public works construction projects, including numerous federal and state funded projects. Bob is a graduate of the **Caltrans/UC Berkeley Resident Engineer's Academy**. Bob has solid knowledge of Caltrans standards, FHWA requirements, and work in the Caltrans Right of Way.

Bob is experienced in the RE role, providing on site construction management and coordinating with contractors, Caltrans, permitting and review agencies, utility companies, county engineering staff, and design teams to bring projects to fruition. His project experience includes many federal transportation projects constructed with federal funds as well as several large site development projects involving street improvements and **sidewalks, curb, gutters**.

### FEDERALLY FUNDED PROJECT EXPERIENCE - BOB JOHNSON:

PROJECT	AGENCY	RELEVANCE
Sacramento Regional County Sanitation District Lift Station Relocation	Lead Agency: Sacramento Regional Transit Dist. Contact: Greg Gamble, (916) 321-5346	Street crossing improvements, FTA funding
South Line Light Rail Aerial Structures	Lead Agency: Sacramento Regional Transit Dist. Contact: Greg Gamble, (916) 321-5346	Federal funded transit project, FTA
13 <sup>th</sup> & 16 <sup>th</sup> Street Light Rail Station Improvements	Lead Agency: Sacramento Regional Transit Dist. Contact: Greg Gamble, (916) 321-5346	Street Improvements, FTA funds
Amtrak Station Bus Shelters	Lead Agency: Sacramento Regional Transit Dist. Contact: Greg Gamble, (916) 321-5346	Construction new concrete apron, driveways, pedestrian areas. Caltrans, FTA funds, others
Lumberjack Curve Light Rail Double Tracking	Lead Agency: City of Sacramento/Sacramento Regional Transit Dist. Contact: Greg Gamble, (916) 321-5346	Involved street crossings, pedestrian improvements, FTA funds
Richards Boulevard Light Rail Crossing Installation	Lead Agency: City of Sacramento/Sac RT Contact: Greg Gamble, (916) 321-5346	Involved new street crossings, pedestrian access, Caltrans ROW, FTA funds
RT Sound Wall Installation	Lead Agency: Sacramento Regional Transit Dist. Contact: Greg Gamble, (916) 321-5346	Sacramento RT ROW, FTA funds







### JIM EWERTSEN, P.E., PROJECT MANAGER/RE

Jim Ewertsen is a California Professional Engineer with authority to sign documents. He will provide support to the Bob Johnson, the RE in the field, when necessary. Jim is currently the RE on three federal projects in the City of Cotati.

### FEDERALLY FUNDED PROJECT EXPERIENCE – JIM EWERTSEN, P.E.

PROJECT	AGENCY	RELEVANCE
Downtown Specific Plan Area Revitalization	City of Cotati Contact: Craig Scott, Public Works Director/City Engineer, City of Cotati, (707) 665-3620	Street improvements Downtown streetscape. Caltrans standards
Old Redwood Highway Improvement Project	City of Cotati, same as above	Highway rehabilitation Caltrans standards
Hwy 116 Landscape Project	City of Cotati, same as above	Median Improvements Caltrans standards.





## SECTION 3 – KEY STAFF QUALIFICATIONS

### ANTHONY FANUCCHI – CONSTRUCTION INSPECTOR

Anthony has 21 years of experience provided construction inspection services on a variety of projects for public agencies and Caltrans. His experience includes public works inspections specializing in roadways, highways, streetscapes, drainage systems, and various underground utilities. Anthony is well versed in complying with Cal-OSHA and Caltrans Standard Plans and Specifications.

#### FEDERALLY FUNDED PROJECT EXPERIENCE – ANTHONY FANUCCHI

PROJECT	AGENCY	RELEVANCE
SR89 Mousehole Pedestrian Improvement/UPRR Undercrossing Project	Town of Truckee Contact: Becky Bucar, Engineering Manager Town of Truckee, (530) 582-2932	Pedestrian/Cyclist Improvements, Caltrans, UPRR ROW
Highway 80 Overlay	County of Solano	Highway rehabilitation

### TINA CHECHOURKA – CONSTRUCTION INSPECTOR

Tina is an experienced Public Works Inspector and Code Enforcement Officer. Tina has spent the past several years working as a Public Works Inspector. Tina's most recent projects **include three federally funded Caltrans street improvement projects** in the City of Cotati, including sidewalk, curb, gutter, bulb outs, bike lanes, crosswalks, ADA ramps and pavement overlay and rehabilitation.

#### FEDERALLY FUNDED PROJECT EXPERIENCE – TINA CHECHOURKA

PROJECT	AGENCY	RELEVANCE
Downtown Specific Plan Area Revitalization	City of Cotati Contact: Craig Scott, Public Works Director/City Engineer, City of Cotati, (707) 665-3620	Street improvements Downtown streetscape Caltrans standards
Old Redwood Highway Improvement Project	City of Cotati	Highway rehabilitation Caltrans standards
Hwy 116 Landscape Project	City of Cotati	Highway improvements Caltrans standards







## SECTION 4 – FIRM QUALIFICATIONS

4LEAF, Inc. (4LEAF) was established in 1999 and incorporated in 2001 by experienced engineers and managers with a focus on providing Construction Management and inspection services to Public Sector clients, including municipal and County Public Works departments. With the goal of setting the industry standard for excellent customer service, 4LEAF has grown to nearly 200 personnel throughout California, and parts of Washington, and Nevada.

We employ Engineers, Construction Managers, Project Managers, Inspectors, Administrators, and other experienced industry experts. The size of our firm allows us to be quick to respond to client needs without dealing with levels of management. Our Clients repeatedly say we are easy to work with.

4LEAF has a proven track record of having quality personnel readily available to deploy on City and County projects. 4LEAF has more than 15 years of experience performing Construction Management, Inspection and Testing Services for clients on projects supported by Federal, State and Local funds. These clients include:

- |                               |  |                                    |
|-------------------------------|--|------------------------------------|
| ▪ City of Citrus Heights      | ▪ UC Berkeley                                    | ▪ City of Livermore                |
| ▪ City of West Sacramento     | ▪ City of Sacramento                             | ▪ City of Newark                   |
| ▪ City of Folsom              | ▪ City of Roseville                              | ▪ City of Pittsburgh               |
| ▪ City of Lincoln             | ▪ UC Merced                                      | ▪ City of Brentwood                |
| ▪ City of Elk Grove           | ▪ UC Davis                                       | ▪ City of Avenal                   |
| ▪ Sacramento Regional Transit | ▪ County of San Joaquin                          | ▪ City of San Mateo                |
| ▪ State of California         | ▪ City/County of San Francisco                   | ▪ County of Santa Clara            |
| ▪ City of Cotati              | ▪ City of Petaluma                               | ▪ Tuolumne County                  |
| ▪ City of Galt                | ▪ City of Milpitas                               | ▪ San Jose State University        |
| ▪ City of Placerville         | ▪ City of Palo Alto                              | ▪ Marin Community College District |
| ▪ City of Dublin              | ▪ Air Force Center for Engineering & Environment | ▪ City of Berkeley                 |
| ▪ City of Orland              | ▪ City of Lafayette                              | ▪ City of Pleasanton               |
| ▪ City of Lathrop             | ▪ City of Hillsborough                           | ▪ City of Vallejo                  |
| ▪ City of Manteca             | ▪ City of Santa Clara                            | ▪ City of Sunnyvale                |
| ▪ City of Stockton            | ▪ CSU East Bay                                   | ▪ Town of Truckee                  |
| ▪ City of Tracy               |  | ▪ City of Walnut Creek             |

4LEAF has provided Construction Management, and Inspection services on a variety of roadway and street projects that are similar to your project. For example, 4LEAF is the **sole consultant** providing on-call Construction Management and Inspection services for California State Parks, State-wide. These projects include entrance roads, sidewalks and pathways, ADA ramps, bikeways and pedestrian trails.

The 4LEAF team experience includes CM and Inspection duties on roadway and streetscape projects for several numerous municipalities. We are accustomed to working in pedestrian areas with numerous businesses and property owners and pedestrian traffic. We understand the issues involved and how to be proactive in solving them.



## Eastlake Elementary School Safe Routes to School and CBDG Project

### Construction Management Services

The majority of our roadway projects are supported by Federal, State and Local funds, managed under Caltrans/FHWA standards, and in Caltrans and UPRR right of way. Our team is very familiar with the Caltrans Standard Plans, Standard Specifications, Local Assistance Manuals, and Construction Manual, as well as requirements related to construction with federal aid on the state highway system. We set our construction file documentation up according to the Caltrans 63-category file system, and have participated in multiple State and Federal audits.

4LEAF has provided construction management and inspection on numerous local roadway and public works projects like the types of projects cited in the RFP. Below is a partial list of recent projects (all have federal, state or grant funding):

- City of Citrus Heights Antelope Road Safe Routes to School – Fall 2016
- City of Cotati Downtown Streets/Old Redwood Highway Rehab/ Hwy 116 landscape (Fall 2016)
- Elk Grove Sidewalk Extension/Roadway Paving (March 2016)
- SR89 UPRR Mousehole Undercrossing, Town of Truckee, \$13M (April 2016)
- Wastewater Odor Mitigation Project, City of Folsom ( January 2016)
- UPRR Pedestrian Improvements, City of Colfax, \$300K (November 2015)
- Lincoln Boulevard Improvements, City Of Lincoln, \$2.1M (Fall 2015)
- City of Colfax UPRR/Pedestrian Improvements, \$600K, (Fall 2015)
- Chino Hills State Park 2.5 Mile Entrance Road, California State Parks, \$12.5M (June 2015)
- City Wide Sanitary Sewer Improvements, City of Burlingame (2014)
- Cactus Avenue / UPRR Grade Separation, Clark County, Nevada,\$8.5M (March 2014)
- PG&E Gas Line Replacement, City of West Sacramento (2014)
- Auburn Boulevard Complete Streets, City of Citrus Heights, \$10M (July 2014)
- Tower Bridge Gateway East, City of West Sacramento \$6M (completed 2012)
- I-215 Airport Interchange/Bridge, Clark County Public Works, Nevada, \$34M (2013)
- San Francisco Marina Yacht Harbor – America’s Cup Renovation, \$22M (2013)
- Desert Inn Super Arterial Deck, Las Vegas Blvd, Clark County, Nevada, \$3.8M (August, 2011)
- West Capitol Avenue Streetscape, City of West Sacramento , \$7M (completed 2010)
- Downtown Connector Bus Rapid Transit (BRT), Clark County, Nevada, \$24M (March, 2010)

*In the pages to follow we describe our relevant projects and the associated client reference information. We urge you to call our references to get a first-hand account of their experience working with 4LEAF.*



## PROJECT EXPERIENCE:

**Project:** Miller Avenue Streetscape Project, \$18M, (in progress thru 10/2017)  
**Client:** CITY OF MILL VALLEY, 26 Corte Madera Avenue, Mill Valley, CA 94941  
**References:** Scott Schneider, P.E., Engineering Manager, (415) 384-4818  
Project Number: 2012-03, DIR Project ID: 94650

4LEAF is currently providing construction management services on this \$13.5 Million **federally funded** project, one of the largest Public Works projects ever undertaken by the City of Mill Valley. The project is an overhaul of the 1.8-mile stretch of Miller Avenue, and includes repaving, construction of bicycle lanes and new street lighting. The project will dramatically improve conditions for **pedestrians, bicyclists, and motor vehicles.**



The project installs new underground utilities, recycles and rehabilitates over 8 lane-miles of asphalt pavement, **replaces sidewalks**, utility boxes, streetlights, hardscaping and landscaping to beautify over 2 miles of Miller Avenue, one of two major thoroughfares into downtown Mill Valley. Finding the right construction management team was considered crucial to the City's staff for the success of this project.

This two-mile, Safe Routes to School is intended to increase safety and mobility for bicyclists and pedestrians along this heavily traveled commuter route through an area with three schools.

Construction management services include:

- Close collaboration, led by the CM team, between the City's staff, it's design engineering firm, and it's construction contractor in order to work in a very active community environment
- Resident Engineer services, including providing timely communications, chairing all construction meetings, budget control, scheduling, administration, construction engineering and inspection, record keeping, and project closeout to meet **Caltrans Local Assistance requirements as required for Federal funds**
- Full-time onsite inspection services providing daily reports and photographs and being the point of contact for public relations with the local residents and businesses
- Coordination and providing materials testing and special inspections for quality assurance

Project highlights include:

- 18 inch depth of Full Depth (Asphalt) Reclamation (FDR) on over 1.5 lane-miles in the main business corridor of Miller Avenue
- Cold In-Place Recycling (CIR) of over 6.5 lane-miles existing asphalt pavement
- Sewer rehabilitation using a combination of pipe bursting, cured-in-place lining, and open trench pipe removal and replacement.







## PROJECT EXPERIENCE:

**Project:** Antelope Road Safe Routes to School Project, \$750K, (in progress thru 9/2016)  
**Client:** CITY OF CITRUS HEIGHTS, 6237 Fountain Square Drive, Citrus Heights, CA 95621  
**References:** Stuart Hodgkins, PE, Principal Civil Eng., (916) 727-4770, [shodgkins@citrusheights.net](mailto:shodgkins@citrusheights.net)  
Project Number: 20-13-004, DIR Project ID: 98822

This project, currently in progress, seeks to improve safety with an emphasis on **Safe Routes to Schools** roadway upgrades. 4LEAF is providing resident engineer and inspection services for the project that includes reconstructing **curb, gutter and sidewalk** to meet accessibility standards; **access ramps and bike lane upgrades** and ADA upgrades at intersections on Antelope Road (north side) between Interstate 80 Interchange and Auburn Boulevard and implement ADA upgrades at intersections. Scope includes relocating street lighting, drainage improvements, and retaining walls.



This two-mile, **Safe Routes to School** project is intended to increase safety and mobility for bicyclists and pedestrians along this heavily traveled commuter route through an area with three schools.

**Project:** Downtown Specific Plan Area Streetscape/Old Redwood Highway Rehab (\$1.5M)  
**Client:** CITY OF COTATI, 201 West Sierra Avenue Cotati, CA 94931-4217  
**References:** Craig Scott, Public Works Director/City Engineer, (707) 665-3620, [CScott@cotaticity.org](mailto:CScott@cotaticity.org)  
Project Number: E13-01, DIR Project ID: 5220, Dates: 4/2016 – 10/2016

4LEAF is providing Construction Management and Inspection services on the project, currently in progress, that continues the Phase 1 pavement rehabilitation in the downtown project area. The project implements improvements to the regional **bicycle route** on Old Redwood Highway, **widens and improves the sidewalks**, adding new streetscape in downtown Cotati's Priority Development Area (PDA).

The scope also includes ADA upgrades, signalization of deficient intersection at William/George, and other safety upgrades. The project is **federally funded and managed in accordance with Caltrans LAPM procedures**. 4LEAF provided coordination with agencies, and provided outreach to business owners affected by the project.

Pedestrian and bicyclist amenities include:

- Class II bicycle lanes
- Bicycle parking
- Sidewalks on both sides of street
- Widened sidewalks
- Bicycle actuated traffic signals
- High visibility crosswalks
- Pedestrian-level lighting
- ADA-compliant ramps
- Traffic signal push buttons





## PROJECT EXPERIENCE:

**Project:** Lincoln Boulevard Improvement Project - \$2.1M (8/2014 - 10/2015)  
**Client:** CITY OF LINCOLN, 600 Sixth Street, Lincoln, CA 95648  
**Reference:** Ray Leftwich, City Engineer, (916) 871-2974, [rleftwich@ci.lincoln.ca.us](mailto:rleftwich@ci.lincoln.ca.us)

4LEAF is providing Construction Management, Inspection, and Office Engineering services for this high profile streetscape project in downtown Lincoln. The project - funded with an **FHWA Congestion Mitigation and Air Quality Improvement (CMAQ) grant** makes improvements to Lincoln Boulevard designed to improve the flow of traffic for all modes of transportation, especially pedestrians. The project is being constructed using **Caltrans Design procedures**, plans and specifications and the Local Area Procedures Manual. Improvements include enhanced traffic signals, ADA approved ramps to allow wheelchairs to access the crosswalks.

Aesthetic amenities include:

- *Bulbed-out curb returns with enhanced crosswalks*
- *Sidewalks with architectural terra cotta bands*
- *Street trees and irrigation system*
- *Bicycle racks, benches and trash receptacles*
- *Decorative street lights, Decorative tiles and sidewalk medallions*

Traffic control is of particular importance on this project as the City aims to avoid traffic detours off the boulevard or business closures. 4LEAF is monitoring traffic control activities, ensuring that traffic is maintained according to the provisions of the Code for Public Convenience and Public Safety, and Caltrans.



**Project:** 2016 Street Projects / Sidewalk Extensions \$1M (11/2015 – 3/2016)  
**Client:** CITY OF ELK GROVE, 8401 Laguna Palms Way, Elk Grove, CA 95758  
**Reference:** Jeff Werner, PE, Senior Civil Engineer, (916) 478-3602, [jwerner@elkgrovecity.org](mailto:jwerner@elkgrovecity.org)

4LEAF performed Construction Management and Inspection for the City of Elk Grove on three street improvements projects, all **according to Caltrans standards**.

**East Stockton Boulevard Sidewalk Extension to Elk Grove Park Project:** The Project constructs improved pedestrian access and safety along the eastern side of East Stockton Boulevard to Elk Grove Regional Park's northern driveway. The Project will also construct frontage and drainage improvements.

**Southside Avenue Sidewalk Extension Project:** The project constructs an accessible path of travel along the south side of Southside Avenue from Elk Grove-Florin Road to Jessie Baker Elementary School. The improvements include removal of existing curb, gutter and asphalt concrete pavement and replacement with new PCC curb, gutter, sidewalk and pedestrian at near Elk Grove-Florin Road and construction of new PCC curb, gutter, sidewalk, and pedestrian ramp and access aisle at the school site. The Project also includes roadway widening/ paving and traffic markings, signs and striping, landscaping and other improvements.



**Pavement Overlay Project:** The project installs asphalt concrete overlay along several streets throughout the City. The Project will also include the replacement of curb ramps necessary to meet current ADA requirements.





## PROJECT EXPERIENCE:

<b>Project:</b>	<b>Geary Road Phase 3 Improvements Project, \$1M (3/2014 – 10/2015)</b>
<b>Client:</b>	<b>CITY OF WALNUT CREEK - 1666 North Main Street, Walnut Creek, CA 94596</b>
<b>References:</b>	<b>Ryan Cook, P.E., Assistant Engineer, (925) 943-5899</b>

4LEAF recently provided construction management and full-time inspection services to the City of Walnut Creek for the Geary Road Phase 3 Improvements Project. Geary Road connects Pleasant Hill Road with Treat Boulevard and serves as the only arterial connection between northwestern Walnut Creek and the Pleasant Hill BART station.



The project improved the overall transportation efficiency and **pedestrian/bicycle safety** through the construction of continuous dual left-turn lanes, an on-street exclusive bike lane, a **pedestrian sidewalk**, street parking, and landscaping. The new roadway section included the FDR process. Traffic signals at Buena Vista Avenue and Pleasant Hill Road were modified, and street lighting was improved as well.

4LEAF provided daily interface with local residents, businesses, utility providers, and multiple jurisdiction staff. We coordinated all special inspections and materials testing being performed by our sub-consultant, CTS Inc.

<b>Project:</b>	<b>Ygnacio Valley Road/San Carlos Drive Improvement Project, \$700K (8/2015 – 3/2016)</b>
<b>Client:</b>	<b>CITY OF WALNUT CREEK - 1666 North Main Street, Walnut Creek, CA 94596</b>
<b>References:</b>	<b>Joe Sadri, Assistant Engineer, (925) 943-5899</b> <b>Project Number: 14-17, DIR Project ID: 39321</b>

4LEAF recently provided construction inspection services for the City of Walnut Creek on the road Improvements Project on Ygnacio Valley Road, a heavily travelled roadway in Walnut Creek and a major travel way for vehicles travelling between I-680 in Walnut Creek and the Clayton Valley area, including the main access to California State University, East Bay, Concord Campus and the Concord Pavilion.



The project included the demolition of concrete curb, sidewalk, and median; excavation and grading; **new concrete curb, sidewalk, and curb ramps**; concrete pavers in the median; HMA pavement; traffic striping; street lighting relocations; traffic signal replacement at the intersection of Ygnacio Valley Road and San Carlos Drive; signage; landscaping and irrigation.

## PROJECT EXPERIENCE:

**Project:** Hacienda Pedestrian Safety Improvements \$500K (January 2014)  
**Client:** CITY OF SAN MATEO 330 West 20<sup>th</sup> Ave., San Mateo, CA  
**References:** Mario Ung, P.E. Associate Engineer, (650)-522-7315

4LEAF performed public works inspection services for this project which included the removal of existing asphalt pavement, the installation of approximately 4,500 square feet of new sidewalks, curb and gutters, and wheelchair ramps on Hacienda Street between West 31st Avenue and Louise Lane. The project also included the installation of driveway aprons with transitions to existing driveway pads, the removal and repair of existing landscaping and irrigation of existing front yards, installation of crosswalk striping and yield lines, removal and replacement of streetlight standards and luminaries, and installation of valley gutters to improve roadway drainage.

4LEAF's services included the following:

- Providing field inspections of work in progress to ensure compliance with plans/ specs.
- Taking digital photos throughout the project.
- Enforcing traffic control safety including bicycle and pedestrian safety.
- Preparing daily constriction reports.
- Coordinating special testing and inspection work.
- Reporting instances of apparent non-compliance with contract plans and specifications to City staff for resolution.



**Project:** Pacheco Boulevard Sidewalk Gap Closure Phase II \$500K, (10/2013 – 2/2014)  
**Client:** CONTRA COSTA COUNTY - 255 Glacier Dr., Martinez, CA 94533  
**Reference:** Slava Gospodchikov, P.E., Senior Civil Engineer, (925) 313-2316,  
[sgospodchikov@pw.cccounty.us](mailto:sgospodchikov@pw.cccounty.us)  
Project Number: 0662-6R4122, DIR Project ID: 17952

As part of 4LEAF's On-Call contract with Contra Costa County, 4LEAF performed CM and inspection services for the Pacheco Boulevard Sidewalk Gap Closure – Phase II Project. This project added **new sidewalks, curb and gutters, and ADA ramps** in order to bridge the remaining gap for pedestrian and bicycle facilities along the segment of Pacheco Boulevard.

The project included pavement widening to accommodate a parking lane and a Class II bike lane on the north side of Pacheco Boulevard between Morello Avenue and Windhover Way. Coordination was required with multiple utilities including AT&T, Contra Costa Water District (CCWD), Mt. View Sanitary District, PG&E, and Shell Oil. Project was funded through Measure J and Transportation Development Act (TOA) program funds.







## Eastlake Elementary School Safe Routes to School and CBDG Project Construction Management Services

### PROJECT EXPERIENCE:

**Project:** SR 89 Mousehole Undercrossing Pedestrian Improvement Project *(In Progress)*  
**Client:** TOWN OF TRUCKEE, 10183 Airport Road, Truckee, CA 96161  
**Reference:** Becky Bucar, Engineering Manager, (530) 582-2932, [bbucar@townoftruckee.com](mailto:bbucar@townoftruckee.com)  
Project Number: 60-03-38, DIR Project ID: 9061 and 14849



The SR89 Mousehole Pedestrian and Bicycle Improvement Project was recently completed in the Town of Truckee. This high profile and long awaited project constructs a **pedestrian/bike tunnel and multi-use path** along the east side of State Route 89 near the junction of Highway 80.

The project entails construction of a new pedestrian/bicycle underpass (tunnel) under the UPRR tracks, construction of multiple retaining walls, adding a bus turnout and transit shelter, construction of a trail, and construction of infiltration basin and miscellaneous drainage improvements.

4LEAF is providing comprehensive construction management services including project inspection, quality assurance, materials testing, safety, partnering, claims mitigation and document control for the project. **The project is funded with Federal, State and local sources and under Caltrans/FHWA and UPRR Oversight/Right of Way.** Project requires extensive traffic control measures, and must keep one lane of traffic open at all times. The UPRR rail line must also remain operational during construction.

**Project:** UPRR Pedestrian and Bike Path Improvements, \$400K, (6/2015- 10/2015)  
**Client:** CITY OF COLFAX, 33 South Main St. Colfax, CA 95713  
**Reference:** Travis Berry, Public Works, (530) 308-7991, [travis.berry@colfax-ca.gov](mailto:travis.berry@colfax-ca.gov)  
Project Number: STPL-5187(007), DIR Project ID: 31309

4LEAF was the Construction Manager for this just completed project that improves travel for pedestrians cyclists by relocating above ground electrical and telecommunications facilities on Grass Valley Street between the west side of the railroad tracks and the west alley behind Main Street. The utilities were moved to a joint trench for PG&E, Verizon and Wave Communication lines.

**Scope:** Project included locating existing utilities, preparing and submitting traffic control and erosion control plans, implementing traffic control and erosion control measures, excavating the roadway, placing conduit and backfilling approximately 750 feet of joint utility trench, installing junction boxes and vaults, and restoring road base, asphalt and concrete to original condition. The project also constructs pedestrian and bike path improvements and involves construction of curb, gutter, sidewalk, drainage, and roadway repaving. This project was in the UPRR right of way, involving coordination with UPRR, and constructed using **Caltrans LAPM** procedures.



## PROJECT EXPERIENCE:

**Project:** Auburn Boulevard Complete Streets Revitalization, \$10M (December 2013)  
**Client:** CITY OF CITRUS HEIGHTS, 6237 Fountain Square Drive, Citrus Heights, CA 95621  
**References:** Kevin Becker, PE, Principal Civil Engineer, (916) 727-4770, [kbecker@citrusheights.net](mailto:kbecker@citrusheights.net)

The Auburn Boulevard Corridor is home to more than 200 businesses, and serves as a vital business and retail node in Citrus Heights. This streetscape improvement project involved ADA sidewalks, traffic signals, and dedicated bike lanes, utility joint trench, road work, storm drains, and SWPPP compliance.

4LEAF provided all construction management and inspection services for the project, that resulted in the transformation of an aging, disjointed and hazardous pedestrian environment to now a well-connected, vibrant, mixed-use, transit-oriented, and pedestrian friendly activity area. The project, referred to as 'Complete Streets' relocated overhead utilities underground and makes significant street improvements. The Complete Streets Project includes:

- Pedestrian safety
- Bus pull-outs
- ADA improvements
- 9,600 bike lanes and sidewalks
- 100 energy efficient street lights
- Stamped cross-walks, benches
- Pedestrian Bridge, 230 new trees
- PR outreach to over 200 affected businesses



**Project:** West Capitol Avenue Streetscape Project, \$7M (January 2010)  
**Client:** CITY OF WEST SACRAMENTO, 1110 West Capitol Ave, West Sacramento, CA 95691  
**References:** Ted Karnegas, Eng. Asst. III, (916) 617-4662, [tedk@cityofwestsacramento.org](mailto:tedk@cityofwestsacramento.org)



4LEAF provided full service Construction Management and on-site construction inspection services for this highly visible, roadway project directly in front of City Hall. The project was selected as the APWA Project of the Year and modified the existing streets and traffic systems to accommodate and modernize the traffic flow in and around the new City Hall.

Work included new traffic signals, turn lanes and U-turn capabilities to improve access to local businesses. The project created **20 foot sidewalks fully landscaped, ADA compliant access routes**, and designated gathering areas with benches and a park like setting.

- ✓ *Joint Trench*
- ✓ *ADA Sidewalks, Curbs, Gutters*
- ✓ *Multiple Funding Sources*
- ✓ *Caltrans Standards*
- ✓ *Public Outreach*
- ✓ *Major Utility Relocation*
- ✓ *Heavily Travelled City Streets*
- ✓ *New Traffic Signals*



## SUBCONSULTANT QUALIFICATIONS

### CONSTRUCTION TESTING SERVICES, INC. – MATERIALS TESTING



Construction Testing Services, Inc. will provide the necessary material testing services for the County. 4LEAF has enjoyed a long working relationship with CTS, performing together on numerous projects. The CTS laboratory goes through regular reviews and

certification processes by:

- American Association of Streets, Highways and Transportation Officials (AASHTO)
- CALTRANS
- Cement & Concrete Reference Laboratory (CCRL)
- Division of State Architect (DSA)
- International Accreditation Service (IAS)
- Special Inspection Committee of the Int'l Code Council (ICC)
- U.S. Army Corps of Engineers

#### Project References:

**Project:** Citywide Street Overlay, Vallejo, CA  
**Client:** City of Vallejo  
**Contact:** Srinivas Muktevi, PE, City of Vallejo – Department of Public Works, 707.651.7107  
**Description:** CTS provided the special inspections and material testing on this project that included earthwork and compaction testing as well all required lab tests. All work will be performed per Caltrans and the City's QAP. CTS was the firm of choice to provide the special inspections and material testing on this American Recovery and Reinvestment Act (ARRA) funded \$3.6 M street overlay project.

**Project:** Street Rehab at Various Locations on Federal Aid Routes, San Mateo, CA  
**Client:** City of San Mateo  
**Contact:** Jai Raj, Project Manager, City of San Mateo, 650.522.7331  
**Description:** CTS was awarded this contract to perform testing and inspection at various locations on federal aid routes throughout the City. Our work has included observation of placement of concrete for handicap ramps, curb and gutter; performing soil compaction testing for finish aggregate base rock at various locations around Virginia Avenue; and performing nuclear density tests on handicap ramp, sidewalk, curb and gutter locations. CTS' services involve performing sampling of material from the plant including asphalt concrete, Portland cement concrete, slurry, emulsion, aggregate base and other material as necessary for grading, paving and concrete work. All testing procedures are performed per Caltrans' Material Testing Requirements.

#### CTS Additional Project Experience:

**City of Petaluma Department of Public Works, Various Street Rehabilitation, Petaluma, CA**  
**Description:** CTS performed soil compaction and soil observation on earthwork activities, hot mix asphalt plant inspection, removal and compaction of A.C. and density tests per CTM 375 as well as other tests performed per CTM 216. All test results are reported to the City Inspector.

**County of Marin, 2013 - 2014 Road Rehabilitation - Western Region, Marin, CA**  
**Description:** CTS provided testing and inspection services on multiple roadways under rehabilitation in the western region of Marin County. CTS' services have included soils and asphalt compaction testing, observation of placement of medium asphalt, sampling of hot mix asphalt and batch plant inspection for more than 20 different sites within the county.





## SILVEIRA CONSULTING, LLC – LABOR COMPLIANCE SERVICES (DBE FIRM)



**Silveira Consulting** offers a variety of services including Labor Compliance Monitoring for State and federally funded projects, including FTA, PTSMIA, HBP, FHWA, HCD and Caltrans.

Silveira Consulting is very familiar with the processes of the Caltrans LAPM and will adhere to these guidelines to ensure that compliance is met throughout the project. It is their priority to convey the importance of these processes and verify that all aspects are being met including but not limited to site visits and field interviews, certified payroll review of Davis-Bacon or State Prevailing Wage, monitoring and verification of apprentices employed on the project and cross checking of daily report activity with received certified payroll. They will also ensure compliance with the requirements of the **Community Development Block Grant requirements**, as outlined in the HCD Grant Management Manual.

### RELEVANT PROJECT EXPERIENCE



SONOMA COUNTY WATER AGENCY

*3QC, Inc. – Labor Compliance Officer 2011-2014*

Since 2011, Jamie Silveira has worked with The Sonoma County Water Agency and its affiliated sanitation districts to provide administrative services of the Agency's labor compliance program. Projects in the Agency's program include mixed funding from Proposition 50, Proposition 84, and ARRA, **Community Block Grant federal funds** as well as other federal, state and local funding avenues. As a result, projects required a high degree of expertise when applying the Agency's LCP to meet the varied requirements to safeguard funding.



CONTRA COSTA  
transportation  
authority

CONTRA COSTA TRANSPORTATION AUTHORITY, CONTRA COSTA COUNTY, CALIFORNIA

*Silveira Consulting, LLC- Labor Compliance Consultant 2014-2015*

Silveira Consulting Services included creating a Labor Compliance Manual which project staff, contractors and subcontractors could use in tandem with the DOT Construction Manual and LAPM to ensure absolute compliance of the labor compliance requirements.



MARIN COUNTY TRANSIT DISTRICT, SAN RAFAEL, CALIFORNIA

*Silveira Consulting, LLC- Labor Compliance Consultant 2014-2015*

Silveira Consulting provided Labor Compliance Monitoring services for the State of Repair Bus Stop Improvements project. Services included Davis-Bacon federal compliance in addition to monitoring of state prevailing wage requirements. Review of the certified payroll documents, monitoring and confirmation of apprenticeship certification as well as site visits and worker interviews were a vital part of ensuring compliance.



NAPA COUNTY DEPARTMENT OF PUBLIC WORKS, NAPA, CALIFORNIA

*Silveira Consulting, LLC- Labor Compliance Consultant 2015-Present*

Silveira Consulting is Napa County Department of Public Work's on-call Labor Compliance Consultant. Currently we are assisting Napa County with the Oakville to Oak Knoll Restoration Project.





## CHAUDHARY & ASSOCIATES – SURVEY SERVICES (DBE FIRM)



A Certified DBE, Micro/SBE, MBE Firm.

Chaudhary & Associates, Inc. is a disciplined team of experienced engineers, surveyors and inspectors serving a wide range of public and private clients throughout California. They provide GPS surveying, Right of Way Engineering, Record of Survey, Control Survey, and Construction Staking among other services. Located in Napa, California, Chaudhary & Associates, Inc. will provide as needed surveying tasks or assistance with survey verification.

Chaudhary's relevant projects have included highways, freeways, railroads, bridges, utility systems, The firm has worked on Federal, State, local and privately sponsored projects and are experienced in delivering projects through the CEQA and NEPA processes.





CM SERVICES

FOR

CLEAR LAKE OAKS  
SAFE ROUTES TO  
SCHOOL AND  
CBDG PROJECT



## APPENDIX 1 – RESUMES

BOB JOHNSON ..... RESIDENT ENGINEER

JIM EWERTSEN, P.E. .... RE/PM

ANTHONY FANUCCHI ..... INSPECTOR

TINA CHECHOURKA ..... INSPECTOR

BERT GROSS, P.E. .... PRINCIPAL IN CHARGE



**4LEAF, INC.**

Lake County Department of Public Works  
Construction Management Services

August 11, 2016  
APPENDIX 1 RESUMES



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# Bob Johnson

## Construction Manager / Resident Engineer

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### Experience

20 years

### Education and Training

Local Assistance R.E. Academy - UC  
Berkeley 2009

HazMat Management Certificate - UC  
Davis 1995

### Registrations

American Construction Inspectors  
Association - Registered Public  
Works Inspector RCI #5880

Certified Erosion, Sediment and Storm  
Water Inspector - CESSWI #2654

Qualified SWPPP Practitioner -  
QSP #21516

Cal OES Safety Assessment Program -  
Inspector ID #74198

### Experience Summary

Bob Johnson is a Construction Manager/Resident Engineer with more than 20 years of field and management experience on public works construction projects. Bob has worked on local, State, and Federally funded projects and has solid knowledge of **Caltrans standards, FHWA requirements, ADA compliance, and the California Building Code.**

He is experienced in the RE role, providing on site construction management and coordinating with contractors, Caltrans, permitting and review agencies, utility companies, county engineering staff, and design teams to bring projects to fruition. His project experience includes many federal transportation projects, constructed with **federal funds** as well as several large site development projects involving **street improvements and sidewalks, curb, gutters.**

Bob has inspected many projects and has supervised inspection staff. He is well versed in ADA requirements, safety monitoring, and Caltrans traffic control.

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### Select Project Experience

#### City of Sacramento/Sacramento Regional Transit District 13th & 16th Street Light Rail Stations Improvements

##### *Resident Engineer/Inspector*

This **federally funded project** was to renovate and improve connectivity to the 13th Street and 16th Street light rail stations, which are within the R Street Corridor redevelopment area. The project was implemented by RT (for the work within the light rail stations) and the City of Sacramento (for access improvements, lighting and signage on sidewalks leading to the stations). In addition to the improvements at the two stations, both stations received **sidewalk improvements** and directional signage within a 1-block radius, as well as other improvements to be constructed by the City. Bob was responsible for overseeing construction administration and inspection services. He coordinated with PG&E, and City of Sacramento Streets to resolve issues, and supervised inspection staff. Bob led progress meetings and resolved issues between agencies and contractor.

#### Sacramento Regional Transit District - Lumberjack Curve Light Rail Double Tracking, Sacramento, CA *Resident Engineer*

The \$6 million **federally funded** project rerouted and installed new double tracking of the existing Sacramento Region Transit light rail tracks. As Resident Engineer, Bob was responsible for overseeing construction administration and inspection services. The project included relocation of City water, sewer, and storm drain facilities; and relocation of SMUD power poles to facilitate new track layouts and crossing. Scope included implementing high voltage overhead traction power systems, placement of crossing panels, **AC, crossing and signaling systems.**



Bob supervised inspection staff, and was responsible for submittal and RFI review, processing DCNs (Design Change Notice) and evaluating contractors' responses. He tracked the budget and signed contractor pay applications for agency processing. Bob led progress meetings and resolved issues between agencies and contractor. Bob coordinated with CalTrans, the PUC, and City of Sacramento Utilities and Streets to resolve issues.

#### **City of Sacramento - Richards Blvd. Light Rail Crossing Installation - Sacramento, CA**

##### ***Assistant RE/Inspector***

The City of Sacramento **federally funded project in Caltrans ROW** that involved installing a new light rail track crossing and street access with crossing panels, concrete approaches, and asphalt concrete. Bob was responsible for inspection and annotation of construction activities, accomplishing submittal review and approval, RFI review and disposition, reviewing and process DCNs (Design Change Notice) and evaluating the contractors' responses. He tracked and evaluated contractors' Time & Material requests and processed change orders as required. Bob coordinated with CalTrans, City of Sacramento, and Sacramento Regional Transit District.

#### **Highland Reserve Development – Roseville**

##### ***Lead Inspector***

Bob was the Construction Inspector responsible for overseeing construction administration and inspection services for a new 600+ acre Assessment District in the City of Roseville. The Specific Plan included construction of new parcels to be developed over several years, and **several street improvements and roadway widening**. The project included earthwork and mass grading, as well as construction of new sewer, water, and storm drain systems, roadways, bridges, and **street lighting**. Confirmed concrete **curb, gutter, sidewalks, and driveways** were installed per the City specs and met ADA requirements. Construction administration and inspection services were provided for **Highland Drive Improvements, Pleasant Grove Boulevard Widening, Stanford Ranch Road Widening, Central Park Drive Improvements, Fairway Drive Improvements, residential parcels, and a Home Depot**.

#### **Yolo County Wild Wings Residential Subdivision Development, Woodland, CA**

##### ***Construction Manager/Inspector***

The project constructed a 700 acre gated community with all the required development, including grading, **streets, sidewalks, curbs, gutters**, utilities installation. Bob checked survey and concrete for graded streets for sidewalk curb and gutter. Confirmed concrete curb, gutter, sidewalks, and driveways were installed per the County specs and met **ADA requirements**. He inspected the AC placement and observed the process to confirm compliance the specs. Bob reviewed and processed DCNs (Design Change Notice) and evaluated the contractors' responses. He tracked and evaluated the contractors' T&M requests and processed change orders as required. Bob coordinated with Yolo County and PG&E.

#### **City of Lincoln - Twelve Bridges Development, Lincoln, CA**

##### ***Construction Inspector***

The project constructed a 1,000 acre community with all the required development. Scope included survey verification of mass grading. Inspection/verification of the installation of VCP sewer and lift stations, storm drain, DIP and PVC water pipe with the water services and meter set ups, pressure testing, flushing, Bac-T, and tie-in. He checked survey and concrete for graded streets for **sidewalk curb and gutter**. Inspected the AC placement and observed the process to confirm compliance the specs. Track quantities for pay applications. Bob coordinated with City of Lincoln.





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# Jim Ewertsen, PE

## Resident Engineer/Project Manager

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### Experience

29+ years

### Education

Bachelor of Science Degree,  
Civil Engineering California State  
University, Sacramento

Graduate work in Structural  
Engineering  
California State University,  
Sacramento

### Registrations

Professional Civil Engineer,  
State of CA  
No. C.E. 57246

### Experience Summary

Jim has more than 29 years of experience in the field of construction. Throughout that time he has performed at all levels construction, including serving as principal engineer of record and preparing construction documents/drawings for more than 250 construction projects. Jim has performed Construction Management duties including managing submittals, reviewing RFI's, Change Orders, schedules and dealing with stakeholders. He is well versed in Caltrans standards and working with multiple funding sources.

Jim's project experience includes designing, managing and inspecting projects including buildings, parking lots, underground utilities, entrance roads, hardscape/landscape, sidewalks/curb/gutter, and ADA ramps/paths of travel. He has also performed design and site inspection for underground sanitary sewer and storm water systems.

Jim has been responsible for all aspects of site civil engineering, architectural and structural design. These projects include concrete tilt-up buildings, concrete masonry buildings, timber buildings, metal stud buildings, and all associated underground utilities. He has successfully managed the design teams, worked thru permitting with local agencies and performed construction administration services.

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### Select Professional Experience

#### **City of Cotati Old Redwood Highway Revitalization and Downtown Specific Area Revitalization Construction Manager**

Jim is the Construction Manager on the project that includes street improvements in downtown Cotati. The scope includes constructing **upgraded crosswalks, bike lanes, and wider sidewalks**, pedestrian plazas, and landscape. Project also includes the rehabilitates of Old Redwood Highway and adds pedestrian features. This includes slurry seal, edge and conform grinding, repaving, new sidewalk/curb/gutter and ramps. The project is federally funded and managed in accordance with Caltrans LAPM procedures.

#### **City of Cotati, Downtown Specific Area Revitalization Construction Manager**

Jim is the Construction Manager on the project that consists of continuing the Phase 1 pavement rehabilitation in the project area; provide improvements to the regional bicycle route on Old Redwood Highway, **widening and improving the sidewalks**, adding new streetscape in Cotati's downtown PDA area, ADA upgrades, signalization of deficient intersection at William/George, and other safety upgrades. The project is federally funded and managed in accordance with Caltrans LAPM procedures.

### **City of Cotati, Old Redwood Highway Revitalization**

#### ***Construction Inspector***

Jim is the Construction Manager on this project that improves safety, access, and the appearance of Old Redwood Highway between Highway 116 and La Plaza Park. The planned safety and access improvements include **completing all of the gaps in the sidewalks** on Old Redwood Highway, widening a portion of Old Redwood Highway, and improved **crosswalks and bike lanes**. The planned beautification improvements include new gateway features at the Old Redwood Highway and Highway 116 intersection, as well as new landscaping, street lights, bus shelters, and other street amenities. The project is **federally funded and managed in accordance with Caltrans LAPM procedures**.

### **Highway 116 Median Landscape Project**

#### ***Construction Inspector***

Tina was the construction inspector on the landscape project on Hwy 116 between Redwood Drive and Old Redwood Drive that **beautified the streetscape** and enhanced the gateway to the City by planting street trees and installing irrigation. The City coordinated with Caltrans on the interchange project to have tree wells and empty "casing" pipe installed to reduce the costs of having the landscaping be installed at a later time. The project is federally funded and managed in accordance with Caltrans LAPM procedures.

### **City of Folsom, Environmental and Water Resources Department**

#### **Rowberry Waldon Wastewater Odor Mitigation Project**

#### ***Construction Inspector of Record***

Jim is serving the City of Folsom as the IOR on their Wastewater Odor Mitigation Project. The project consists of an upgrade to an existing sewer system to resolve odor issues within a residential neighborhood within the City of Folsom. The upgraded system includes installing approximately 1800' of an underground 21" PVC pipe to remove foul air from an existing underground sewer line and transferring that foul air to a new air handler/scrubber located in a new associated building built to house the scrubber unit. Jim's duties include handling of all associated neighborhood resident issues and complaints, **traffic control** and SWPPP compliance monitoring.

The project includes, trench excavation, backfill, compaction, and landscape and hardscape restoration including **asphalt and concrete** as well as **accessible sidewalk access points**. The project constructs a new scrubber building and pad and includes installation of all scrubber components and controls, installation of new concrete vaults and dampers, as well as tie-ins of the new system to the existing sewer manhole locations. The project also includes handling of all associated neighborhood resident issues and complaints, traffic control and SWPPP compliance monitoring.

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# Anthony Fanucchi

## Construction Inspector

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### Experience

21 years

### Certifications

2009 Caltrans Office Procedures  
2009 Cal Berkley Resident Engineer  
Certification Course  
2010 Caltrans, CT 125 (4 phases)  
2005 Storm Water Pollution Prevention  
Plan (SWPPP) Fines and Laws  
2009 40 HR SWPPP Training  
2005 CPESC Certification  
2009 Caltrans Office Engineer  
Certification  
97-03 Grade 1 Water/Waste Water  
Treatment Plant Operator  
2001 Backflow Specialist Certification  
2002 Grade 2 2000 Confined Space  
Cert, Chlorine Certification  
93-94 PC 832 Module A & B Police  
Academy Graduate (Reserve Police  
Officer Academy)

### Experience Summary

Anthony has more than 21 years of experience in the construction industry. He has provided construction inspection services on a variety of projects for **public agencies and Caltrans**, as well as owned and operated his own consulting firm specializing in SWPPP compliance. His experience includes public works inspections specializing in **streetscapes, roadways**, highways, and drainage systems, and various underground utilities.

Anthony is well versed in complying with *Cal-OSHA and Caltrans Standard Plans and Specifications*. He has strong interpersonal skills that allow him to effectively communicate with fellow employees, working cooperatively with city inspectors, project managers and engineers to find solutions to unforeseen complications that might arise while working on construction improvement projects.

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### Select Project Experience

#### City of Cupertino

##### Public Works Improvement Projects

##### **Construction Inspector**

Anthony is part of a team performing inspections and oversight as a Public Works Inspector for the City of Cupertino on numerous Public Works improvements associated with the construction of a new campus for a South Bay-based technology company. Improvements included installing new storm drain lines, sanitary sewer lines, potable and recycled water, the relocation of various existing underground utilities, intersection improvements, curb and gutter improvements, street lighting, traffic signals, pavement delineation, and asphalt paving.

#### SR89 Mousehole Pedestrian Improvement Project

##### Town of Truckee

##### **Construction Inspector**

Anthony was a Construction Inspector for this long awaited project that constructs a multi-use path and pedestrian tunnel along the east side of State Route 89 Highway 80. The tunnel is a **UPRR underpass** and is being constructed under **UPRR, Caltrans, and FHWA oversight**. The new multi-use path will be a 10-foot wide concrete surfaced shared-use path - separated from motor vehicle traffic - that supports safe walking or bicycling.

The tunnel construction requires installation of ground freeze piping and freezing the soil on the existing embankment to support Cooper E80 live loads. The scope includes the construction of a concrete box for jack and bore operations as well as multiple retaining walls. Additional project features include a bus turnout and transit shelter, a new hiking trail, construction of an infiltration basin, relocating a traffic signal, and miscellaneous drainage improvements.

#### **Highway 80 Overlay, Solano County, CA**

##### ***Assistant Resident Engineer***

Anthony was the Assistant Resident Engineer responsible for the inspection of the eastbound lanes of this \$18.1 million overlay project. The majority of the work was completed at night in order to accommodate the commute traffic on this heavily travelled corridor. Anthony's responsibilities included inspecting the installation of rubberized and open graded asphalt, the installation, relocation, and removal of storm drains and utilities, and the monitoring of traffic control and SWPPP compliance.

#### **Stillwater Business Park, Redding, CA**

##### ***Senior Construction Inspector***

Anthony performed public works inspections for this \$18.1 million roadway improvement project. Anthony was responsible for inspecting the installation of water mains using jack and bore construction methods under existing railroad tracks, sewer mains up to 23 feet deep, the installation of gas, electrical, fiber optic, phone, cable TV, and water, and the completion of all required pressure and bacterial testing. He inspected grading activities and the **installation of curb, gutter, and sidewalk**. He reviewed the contractors' submittals, processed and approved monthly progress payments, conducted safety meetings, prepared daily reports, and presented project progress at city council meetings.

#### **Road to the Sun, Glacier Park, Montana**

##### ***Construction Inspector***

Anthony was the Construction Inspector responsible for inspecting the installation of storm drain culverts, asphalt overlay and chip seals, slurry seals, striping, and final erosion control. The project included ten different project sites that stretched almost 200 miles long. Anthony prepared as-built drawings and verified the contractor completed all the punch lists for each project site.

#### **Highway 162 Underdrain / Emergency Diagonal Drains**

##### ***Assistant Resident Engineer***

This \$3.8 million project included the installation of underdrains and horizontal drains along Highway 162. Anthony inspected the installation of rock slope protection, **asphalt paving**, storm drain inlets and outfalls, and erosion control.

#### **Alturas Rehabilitation Project, Hwy 299 & 395**

##### ***Assistant Resident Engineer/Office Engineer***

Anthony took over the inspections and completion of this project. He inspected the placement of minor concrete and the installation of metal beam guard railing, storm drain inlets, and sanitary sewer laterals. Anthony completed change orders, prepared monthly progress payments and filing, created elevation designs for paving crews, and issued the final completion punchlist.

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# Tina Chechourka

## Construction Inspector

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### Experience

30+ years

### Education

Pacific Union College, Angwin, CA

- Criminal Justice

Solano Community College

- Criminal Justice

### Certifications

PC832

### Experience Summary

Tina is an experienced Public Works Inspector and Code Enforcement Officer. Tina has spent the past five years working as a Public Works Inspector after being recruited away from the Code Enforcement Department.

Tina's most recent projects include **three federally funded Caltrans** street improvement projects in the City of Cotati, including **sidewalk, curb, gutter, bulb outs, bike lanes, crosswalks, ADA ramps and pavement overlay** and rehabilitation.

Prior to her career in Public Works, Tina spent 28 years in Code Enforcement and Police Department Administration with the Cities of Vallejo and Napa.

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### Select Professional Experience:

#### **City of Cotati, Downtown Specific Area Revitalization** **Construction Inspector**

Tina is the construction inspector on the project that consists of continuing the Phase 1 pavement rehabilitation in the project area; provide improvements to the regional bicycle route on Old Redwood Highway, widening and improving the sidewalks, adding new streetscape in Cotati's downtown PDA area, ADA upgrades, signalization of deficient intersection at William/George, and other safety upgrades. The project is federally funded and managed in accordance with Caltrans LAPM procedures.

#### **City of Cotati, Old Redwood Highway Revitalization** **Construction Inspector**

Tina is the construction inspector on this project that improves safety, access, and the appearance of Old Redwood Highway between Highway 116 and La Plaza Park. The planned safety and access improvements include **completing all of the gaps in the sidewalks** on Old Redwood Highway, widening a portion of Old Redwood Highway, and improved **crosswalks and bike lanes**. The planned beautification improvements include new gateway features at the Old Redwood Highway and Highway 116 intersection, as well as new landscaping, street lights, bus shelters, and other street amenities. The project is federally funded and managed in accordance with Caltrans LAPM procedures.

#### **Highway 116 Median Landscape Project** **Construction Inspector**

Tina was the construction inspector on the landscape project on Hwy 116 between Redwood Drive and Old Redwood Drive that beautified the streetscape and enhanced the gateway to the City by planting street trees and installing irrigation. The City coordinated with Caltrans on the interchange project to have tree wells and empty "casing" pipe installed to reduce the costs of having the landscaping be



installed at a later time. The project is federally funded and managed in accordance with Caltrans LAPM procedures.

**City of Napa*****Construction Inspector***

Tina's responsibilities with the City of Napa included conducting onsite inspections, reviewing and interpreting construction plans and specifications, ensuring compliance with applicable codes and regulations, maintaining records and reports of approved plans and encroachment permits, and inspecting work quality and materials used in a variety of capital improvement projects and private development. Tina ensured construction projects maintained a high level of safety for the public, including appropriate use of barricades, signs, flaggers, stripping, lighting, trenching, trench shoring and equipment be properly maintained. Tina reviewed and assisted implementation of traffic control plans, photo documented projects and maintained files in the local computer system.

**City of Napa*****Construction Inspector Assistant***

Under the direction of a Construction Inspector, Tina inspected quality of work and materials used on construction projects, conducted **onsite inspections**, maintained records and reports, issued encroachment permits, and reviewed traffic control. Tina worked closely with all utility companies to ensure city standards were adhered to.

**Code Enforcement Officer*****City of Napa***

For more than three years, Tina worked as a Code Enforcement Officer with the City of Napa where she was responsible for investigation of complaints of the City's municipal code. Tina routinely conducted in field investigations to verify violations, gain evident, and/or issue compliance or violation notices. Tina also maintained accurate records of inspections made and prepared diligent reports for review or action by other agencies (City Attorney's Office, etc.) and provided direction to other personnel.

**Code Enforcement Officer*****City of Vallejo***

Tina investigated reported complaints of municipal code violations, building code violations, zoning and planning ordinance violations, prepared reports for public hearings, Planning Commission, City Council and local law enforcement. Tina maintained records of inspections and corrective actions required, and photographed and maintained supporting evidence in active cases.

**Police Assistant*****City of Vallejo***

Tina performed investigations, traffic accident investigations, 290PC case management, crime scene investigations, worthless document investigations, fingerprint comparison, missing persons, community base Policing, Tina's additional responsibilities included, Crime Prevention Officer and Front Desk.

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# Bert Gross, PE

Principal in Charge

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## Experience

28 years

## Education

University of Missouri  
Mechanical Engineering, 1986

## Registration

Registered Engineer,  
California No. M30221

## Affiliations

CMAA member  
APWA member  
SAME member

## Training

- HAZMAT – 40 hours
- 40 Hour OSHA HAZWOPER,  
Including 8 hour annual refresher

## Qualifications & Background

Bert Gross is Vice President of 4LEAF and is a California-registered Professional Engineer with more than 28 years of experience managing complex public works projects. He is responsible for staffing, project, and financial management of 4LEAF's Construction Management, Project Management, and Inspection projects.

Bert currently manages long-term, on-call construction management and inspection services contracts for several local, public sector clients including California State Parks, and Sacramento Regional Transit, City of West Sacramento. Many of these projects are involve roadway construction and streetscapes constructed using Caltrans standards.

Bert is experienced in project planning, construction procurement and managing projects with multiple funding sources, including Federal funds. He is experienced with managing change order negotiations, and client relations. He has working knowledge of public contract codes, contracting and bidding procedures. His experience also includes field inspection of construction practices/methods and reviewing plans for constructability.

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## Select Professional Experience

### City of Elk Grove – On Call Construction Management Services – Street Improvement Projects

#### *Principal in Charge*

Bert is the Principal in Charge, overseeing 4LEAF's construction management and inspection services for the City of Elk Grove on three street improvements projects for the City, currently in progress. The projects include installing asphalt concrete overlay along several streets throughout the City and replacement of curb ramps necessary to meet current ADA requirements (Work), and two sidewalk extension projects on East Stockton Boulevard and Southside Avenue. The scope includes constructing frontage and drainage improvements, removal of existing curb, gutter and asphalt concrete pavement and replacement with new PCC curb, gutter, sidewalk and pedestrian ramps, roadway widening/paving, traffic markings, signs and striping, landscaping and other improvements.

### City of Lincoln – Lincoln Boulevard Improvement Project

#### *Principal in Charge*

Bert was the Principal in Charge, overseeing 4LEAF's construction management and inspection services for the Lincoln Boulevard project recently completed in downtown Lincoln. The project, managed under *Caltrans Standards*, made streetscape improvements to Lincoln Boulevard and the adjoining side streets in the heart of downtown from McBean Drive to north of 7<sup>th</sup> Street.

**City of Citrus Heights – Auburn Boulevard Complete Streets Revitalization Project*****Principal in Charge***

Bert is the Principal in Charge, overseeing 4LEAF's construction management and inspection services for the streetscape project, which transforms an aging pedestrian environment into a mixed-use, transit-oriented and pedestrian friendly area. The project is managed under *Caltrans Standards*, using the LAP manual and includes undergrounding of utilities and roadway improvements.

**State of California, Department of Parks and Recreation*****Construction Management On-Call Contract, Statewide***

Bert is the Program Manager for this statewide On-call Construction Management and Inspection Services contract. He is responsible for project staffing, committing and maintaining budget and schedules, and acting as client liaison. 4LEAF has completed over 400 statewide work orders for this contract, and is currently on its 4th, 3-year contract term.

**City of West Sacramento – On Call Construction Management Services*****West Capitol Avenue Streetscape Project***

Bert served as Program Manager for the Construction Management and on-site construction inspection services for this \$7 million streetscape project that ultimately reduced the existing number of lanes on the busy West Capitol Avenue thoroughfare in the heart of West Sacramento. The project includes major utility work, including a new water line, sewer line, and reparation of the existing storm drain system. The streetscape project is a highly visible, civil improvement project with work performed directly in front of City Hall. Selected for the 2010 APWA Project of the Year, the renovation will accommodate the future Downtown Riverfront Street Car system linking West Sacramento to the State Capitol.

**San Francisco Recreation and Parks – San Francisco Marina Yacht Harbor West Harbor Renovation*****Construction Management On-Call Contract, Statewide***

Bert is the Principal in Charge for the construction management services for the \$25 million renovation of the San Francisco Marina Yacht Harbor. This renovation is the first renovation of the San Francisco Marina in almost 50 years was completed in time for the highly anticipated 2013 America's Cup in San Francisco. Bert has been working closely with SF Recreation and Parks to ensure the project has the support it needs and is on track to meet its critical milestones.

**Sacramento Regional Transit District*****On Call Construction Management Support Services***

As Project Manager, Bert is responsible for managing a multiple year, on-call Construction Management contract for RT's capital improvement program. Bert manages numerous projects ranging from light rail bridges to installing bus parking lots and station improvements. He is responsible for assigning staffing, quality assurance, budget and schedule. Bert has worked on more than 30 work order projects with RT.

***UC Merced******New Campus Construction Projects***

Bert was the Project Manager for construction projects in the new, \$350M University of California campus at Merced. UC Merced's Central Plant complex was awarded Gold certification in the Leadership in Energy and Efficiency Design for New Construction (LEED-NC) category. This accomplishment is one level above the Silver target set by the University of California for all new construction and two levels above the standard set by the State of CA for new public buildings.



CM SERVICES

FOR

CLEAR LAKE OAKS  
SAFE ROUTES TO  
SCHOOL AND  
CBDG PROJECT



## APPENDIX 2 – REQUIRED FORMS

EXHIBIT 10-O1 CONSULTANT PROPOSAL DBE COMMITMENT

EXHIBIT 10-O2 CONSULTANT CONTRACT DBE INFO

EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES



**4LEAF, INC.**

Lake County Department of Public Works  
Construction Management Services

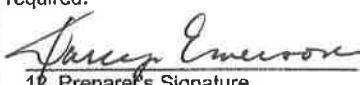
August 11, 2016  
APPENDIX 2 - REQUIRED FORMS





## EXHIBIT 10-O1 CONSULTANT PROPOSAL DBE COMMITMENT

1. Local Agency: County of Lake 2. Contract DBE Goal: 6%  
 3. Project Description: CM Services Eastlake Elementary School Safe Routes to School and CDBG Project  
 4. Project Location: Clearlake Oaks, CA  
 5. Consultant's Name: 4LEAF, Inc. 6. Prime Certified DBE: ☐

7. Description of Work, Service, or Materials Supplied	8. DBE Certification Number	9. DBE Contact Information	10. DBE %
Labor Compliance Program Services	43320	Silveira Consulting LLC Jannie A. Silveira (209) 744-2872 908 C Street, Suite F, Galt, CA 95632	4%
Surveying Services	3110	Chaudhary and Associates Arvin K. Chaudhary (707) 255-2729 211 Gateway Road West, Suite 204, Napa, CA 94558	2%
<b>Local Agency to Complete this Section</b>		<b>11. TOTAL CLAIMED DBE PARTICIPATION</b>	<b>6 %</b>
17. Local Agency Contract Number: _____ 18. Federal-Aid Project Number: _____ 19. Proposed Contract Execution Date: _____  Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.			
20. Local Agency Representative's Signature	21. Date	<b>IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.</b>   12. Preparer's Signature Darcy Emerson 14. Preparer's Name Marketing Coordinator 16. Preparer's Title	
22. Local Agency Representative's Name	23. Phone	13. Date	
24. Local Agency Representative's Title		(916) 965-0010	
		15. Phone	

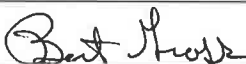
DISTRIBUTION: Original – Included with consultant's proposal to local agency.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.



**EXHIBIT 10-O2 CONSULTANT CONTRACT DBE INFORMATION**

(Inclusive of all DBEs listed at contract award. Refer to instructions on the reverse side of this form)

<b>Consultant to Complete this Section</b>			
1. Local Agency Name: <u>County of Lake</u>			
2. Project Location: <u>Clearlake Oaks, CA</u>			
3. Project Description: <u>CONSTRUCTION MANAGEMENT SERVICES for Eastlake Safe Routes to School and CDBG Project</u>			
4. Total Contract Award Amount: \$ <u>to be determined</u>			
5. Consultant Name: <u>4LEAF, Inc.</u>			
6. Contract DBE Goal %: <u>6%</u>			
7. Total Dollar Amount for <u>all</u> Subconsultants: \$ _____			
8. Total Number of <u>all</u> Subconsultants: <u>3</u>			
<b>Award DBE/DBE Information</b>			
9. Description of Services to be Provided	10. DBE/DBE Firm Contact Information	11. DBE Cert. Number	12. DBE Dollar Amount
Labor Compliance Program Services	Silveira Consulting, LLC Jamie Silveira, (209) 744-2871 908 C. Street, Galt, CA 95632	43320	To be determined
Surveying, as needed	Chaudhary and Associates, Inc.	3110	To be determined
<b>Local Agency to Complete this Section</b>		13. Total Dollars Claimed \$ _____  14. Total % Claimed _____ %	
20. Local Agency Contract Number: _____ 21. Federal-aid Project Number: _____ 22. Contract Execution Date: _____  Local Agency certifies that all DBE certifications are valid and the information on this form is complete and accurate:  23. Local Agency Representative Name (Print) _____  24. Local Agency Representative Signature _____ 25. Date _____ 26. Local Agency Representative Title _____ 27. (Area Code) Tel. No. _____			
<b>Caltrans to Complete this Section</b>		15. Preparer's Signature  <u>Bert Gross, PE</u> 16. Preparer's Name (Print) <u>Vice President</u> 17. Preparer's Title <u>8/9/2016</u> <u>(916) 965-0010</u> 18. Date 19. (Area Code) Tel. No.	
Caltrans District Local Assistance Engineer (DLAE) certifies that this form has been reviewed for completeness:  28. DLAE Name (Print) _____ 29. DLAE Signature _____ 30. Date _____			

**Distribution:** (1) Copy – Email a copy to the Caltrans District Local Assistance Engineer (DLAE) within 30 days of contract award. Failure to send a copy to the DLAE within 30 days of contract award may result in delay of payment.  
(2) Copy – Include in award package sent to Caltrans DLAE  
(3) Original – Local agency files



## Disclosure of Lobbying Activities

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial <input type="checkbox"/> b. material change  <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
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<b>4. Name and Address of Reporting Entity</b>  <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known  Congressional District, if known _____	<b>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</b>  Congressional District, if known _____
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<b>6. Federal Department/Agency:</b> _____	<b>7. Federal Program Name/Description:</b> _____  CFDA Number, if applicable _____
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<b>8. Federal Action Number, if known:</b> _____	<b>9. Award Amount, if known:</b> _____
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<b>10. a. Name and Address of Lobby Entity</b> (If individual, last name, first name, MI)  _____ _____ _____ (attach Continuation Sheet(s) if necessary)	<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI)  _____ _____ _____ _____
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<b>11. Amount of Payment (check all that apply)</b> \$ _____ <input type="checkbox"/> actual <input type="checkbox"/> planned	<b>13. Type of Payment (check all that apply)</b> <div style="display: flex; align-items: center;"> <div style="margin-right: 10px;"> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div> <div>                     a. retainer                      b. one-time fee                      c. commission                      d. contingent fee                      e. deferred                      f. other, specify _____                 </div> </div>
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<b>12. Form of Payment (check all that apply):</b> <div style="display: flex; align-items: center;"> <div style="margin-right: 10px;"> <input type="checkbox"/> <input type="checkbox"/> </div> <div>                     a. cash                      b. in-kind; specify: nature _____                         Value _____                 </div> </div>	<b>14. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 11:</b>  _____ _____ _____ (attach Continuation Sheet(s) if necessary)
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<b>15. Continuation Sheet(s) attached:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>16. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</b>
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Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	Authorized for Local Reproduction Standard Form - LLL
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**Federal Use Only:**



