



**MEETING AGENDA  
PAJARO DUNES GEOLOGIC HAZARD ABATEMENT DISTRICT  
HYBRID MEETING**

**in person at**

**Board Room  
2661 Beach Rd.  
Watsonville, CA 95076**

**Saturday, February 1<sup>st</sup>, 2025 9:00 a.m.**

**And via ZOOM**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/82232811149?pwd=WWlvcUkwQlBpb1hULzIEUEV4UXV5UT09>**

**Meeting ID: 822 3281 1149  
Passcode: 608360  
Phone in: +1 669 900 9128 US**

**If you have any questions, please contact the District Clerk at [pdghad@gmail.com](mailto:pdghad@gmail.com)**

**A. OPEN SESSION CALL TO ORDER – PLEDGE OF ALLEGIANCE**

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**Roll Call**

**Patrick Dobbins, President  
David Ferrari, Vice-President  
Raphael Kraw, Treasurer**

**Michael Butner, Director  
John Cullen, Director  
Sarah Mansergh, Clerk**

**B. MEMBER COMMENTS**

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Matters under the jurisdiction of the Board and not on the posted agenda, may be addressed by members of the public before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Board of PDGHAD. Any person wishing to address the Board during the Member Comment period shall be permitted to be heard for up to 3 minutes, A) individuals may speak only once and B) the Board is unable to address any owner comments in depth but may choose to direct the Clerk to follow-up on the matter for a future meeting.

## **C. PRESIDENT’S REMARKS**

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The President will use this opportunity to inform the public of issues affecting the District and other items of a general nature not otherwise provided for on this agenda.

### **Upcoming Meeting Dates**

March 1<sup>st</sup>, 2025

May 17<sup>th</sup>, 2025 (updated)

June 7<sup>th</sup>, 2025

August 2<sup>nd</sup>, 2025

October 4<sup>th</sup>, 2025

December 13<sup>th</sup>, 2025

## **D. CONSENT CALENDAR**

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All matters listed on the Consent Calendar are considered to be routine by the Board of Directors and will be enacted by one motion at the appropriate time. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Calendar and will be considered separately.

1. Approval of meeting minutes from December 14<sup>th</sup>, 2024

## **E. MEETING reports**

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2. Meetings attended by Directors at District expense since the last meeting of the Board (per AB1234 requirements). Such reports may be made orally or in writing.

## **F. TREASURER’S REPORT**

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3. Financial Reports
  - Financial Report through December 2024
  - Warrant listing

## **F. NEW BUSINESS**

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4. ITEM – Seawall Maintenance and Repair Project update and timeline considerations for construction and financing (subcommittee report).

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action

5. ITEM – Consider a resolution approving Contracting Policy.

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action

6. ITEM – Review Signatories on Bank Accounts and consider a resolution designating new signatories.

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action

7. ITEM – Review proposals for and consider a resolution for the appointment of an entity to provide Project/Construction Management and Inspection Services for the Seawall Repair Plan.

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action

## **G. DIRECTORS COMMENTS AND CONCERNS**

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Members of the Board of Directors may address items of concern at this time and may request that items be placed on future agendas in accordance with the By-laws of the Board.

## **H. ADJOURNMENT**

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The next Meeting of the Board of Directors is scheduled for March 1<sup>st</sup>, 2025 at 9:00 a.m. online via Zoom and at the offices of the Pajaro Dunes Geologic Hazard Abatement District, Meadow Room, Pajaro Dunes, 2661 Beach Road, Watsonville, CA 95076. Individuals who require special accommodations are requested to contact the District Clerk by calling (831) 818-9253, no less than 72 hours prior to the meeting or in the case of a Special Meeting, as soon as possible after the Agenda is posted. Copies of the agenda will be available 72 hours prior to the meeting and may be obtained by contacting the District at (831) 761-7744. All meetings are noticed and conducted in accordance with the Ralph M. Brown Act.

# PDGHAD

## MEETING MINUTES PAJARO DUNES GEOLOGIC HAZARD ABATEMENT DISTRICT HYBRID MEETING

in person at

Board Room  
2661 Beach Rd.  
Watsonville, CA 95076

Saturday, December 14<sup>th</sup>, 2024 9:00 a.m.

And via ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/82232811149?pwd=WWlvcUkwQlBpb1hULzIEUEV4UXV5UT09>

Meeting ID: 822 3281 1149  
Passcode: 608360  
Phone in: +1 669 900 9128 US

If you have any questions, please contact the District Clerk at [pdghad@gmail.com](mailto:pdghad@gmail.com)

### A. OPEN SESSION CALL TO ORDER – PLEDGE OF ALLEGIANCE

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#### Roll Call

John Cullen, President-present  
David Ferrari, Vice-President-present  
Raphael Kraw, Treasurer-present

Michael Butner, Director-present  
Patrick Dobbins, Director-present  
Sarah Mansergh, Clerk-present

Michael Rodriquez (attorney), Wendy Cumming (accountant), Kate Krug (engineer), Stacey Stillman (H84)...In the dark, during a storm and power outage☺

### B. MEMBER COMMENTS

---

Matters under the jurisdiction of the Board and not on the posted agenda, may be addressed by members of the public before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Board of PDGHAD. Any person wishing to address the Board during the Member Comment period shall be permitted to be heard for up to 3 minutes, A) individuals may speak only once and B) the Board is

unable to address any owner comments in depth but may choose to direct the Clerk to follow-up on the matter for a future meeting.

### **C. PRESIDENT’S REMARKS**

---

The President will use this opportunity to inform the public of issues affecting the District and other items of a general nature not otherwise provided for on this agenda.

#### **2024 Proposed Dates**

December 14<sup>th</sup>, 2024

#### **2025 Proposed Dates-add February 1<sup>st</sup>**

March 1<sup>st</sup>, 2025

May 17<sup>th</sup>, 2025 (updated)

June 7<sup>th</sup>, 2025

August 2<sup>nd</sup>, 2025

October 4<sup>th</sup>, 2025

December 13<sup>th</sup>, 2025

### **D. CONSENT CALENDAR**

---

All matters listed on the Consent Calendar are considered to be routine by the Board of Directors and will be enacted by one motion at the appropriate time. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Calendar and will be considered separately.

1. Approval of meeting minutes from October 22<sup>nd</sup>, 2024  
Patrick Dobbins moves to approve the meeting minutes from October 22<sup>nd</sup>, 2024. Michael Butner seconds. All approve.

### **E. MEETING reports**

---

2. Meetings attended by Directors at District expense since the last meeting of the Board (per AB1234 requirements). Such reports may be made orally or in writing.

### **F. TREASURER’S REPORT**

---

3. Financial Reports
  - Financial Report through October 2024
  - Warrant listing

### **F. NEW BUSINESS**

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4. ITEM- Welcome and Oath of Office for new Directors and officer nomination and election.
  - a. Board report

- b. Public comment
- c. Board discussion
- d. Board action /direction

**Swore in incumbents John Cullen and David Ferrari.**

**Officers nominated and confirmed with the noted approvals:**

**Patrick Dobbins as President-confirmed with a vote of 5-0**

**David Ferrari as Vice-President-confirmed with a vote of 5-0**

**Raphael Kraw as Treasurer-confirmed with a vote of 5-0**

5. ITEM –Review Seawall Inspection Report and Biological Assessment Report and discuss submission to the County.

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action

**Raphael Kraw moves to accept the Seawall Inspection Report and Biological Assessment Report and submit reports as needed to the County. David Ferrari seconds. All approve 5-0**

6. ITEM – Seawall Maintenance and Repair Project update and timeline considerations for construction and financing.

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action

**The Board discussed the timeline for financing and construction. Financing subcommittee will meet in January to discuss pre-payment and other financing milestones for timeline. Patrick Dobbins and Michael Rodriguez to develop and distribute Request for Proposals (RFP) for a project manager-for construction RFP and oversight/coordination.**

7. ITEM – Discuss Contracting Policy

- a. Board report
- b. Public comment
- c. Board discussion

d. Board action

**The Board previewed the draft of the Contracting Policy. Future actions to include designating a subcommittee and granting purchasing authority to enter contracts outside of meetings.**

8. ITEM – Regular meeting schedule for 2025.

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action

**The Board added February 1<sup>st</sup> to the meeting schedule for 2025.**

9. ITEM – Review and update Emergency Action Plan.

- a. Board report
- b. Public comment
- c. Board discussion
- d. Board action

**No changes made. Deferred to a future meeting for addition of new construction contacts.**

## **G. DIRECTORS COMMENTS AND CONCERNS**

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Members of the Board of Directors may address items of concern at this time and may request that items be placed on future agendas in accordance with the By-laws of the Board.

## **H. ADJOURNMENT**

**The meeting was adjourned at 10:05am**

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The next Meeting of the Board of Directors is scheduled for ~~TBD~~ **February 1<sup>st</sup>, 2025** at 9:00 a.m. online via Zoom and at the offices of the Pajaro Dunes Geologic Hazard Abatement District, Meadow Room, Pajaro Dunes, 2661 Beach Road, Watsonville, CA 95076. Individuals who require special accommodations are requested to contact the District Clerk by calling (831) 818-9253, no less than 72 hours prior to the meeting or in the case of a Special Meeting, as soon as possible after the Agenda is posted. Copies of the agenda will be available 72 hours prior to the meeting and may be obtained by contacting the District at (831) 761-7744. All meetings are noticed and conducted in accordance with the Ralph M. Brown Act.

**Pajaro Dunes Geologic Hazard Abatement District**

**Balance Sheet**

As of December 31, 2024

Dec 31, 24

**ASSETS**

**Current Assets**

**Checking/Savings**

100000 · SCCB Z1 - Checking 3957	246,007
100001 · SCCB Z2 - Checking 3965	69,289
100002 · SCCB Z1 Emerg - MM 1877	702,487
100003 · SCCB LTD - MM 0208	52,082
100004 · SCCB Bond Holding - MM 1232	220,601

**Total Checking/Savings** 1,290,466

**Accounts Receivable**

120000 · Assessments Receivable	206,454
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**Total Accounts Receivable** 206,454

**Other Current Assets**

121500 · Prepaid Insurance	4,164
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**Total Other Current Assets** 4,164

**Total Current Assets** 1,501,084

**Fixed Assets**

150000 · Riverwall	3,000,000
160000 · Accumulated Depreciation	-1,999,998

**Total Fixed Assets** 1,000,002

**Other Assets**

182000 · Def. Outflow of Resource (Rock)	16,203
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**Total Other Assets** 16,203

**TOTAL ASSETS** 2,517,289

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

200000 · Accounts Payable	20,022
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**Total Accounts Payable** 20,022

**Other Current Liabilities**

220000 · Accrued Interest	13,275
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**Total Other Current Liabilities** 13,275

**Total Current Liabilities** 33,297

**Long Term Liabilities**

285000 · Bonds Payable Z2	715,000
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286000 · Bonds Payable Discount Z2	-52,250
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286500 · Amort. Bond Discount Z2	41,257
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**Total Long Term Liabilities** 704,007

**Total Liabilities** 737,304

**Equity**

30000 · Opening Balance Equity	608,448
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32000 · Retained Earnings	1,134,276
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Net Income	37,260
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**Total Equity** 1,779,984

**TOTAL LIABILITIES & EQUITY** 2,517,288



**Pajaro Dunes Geologic Hazard Abatement District**  
**Profit & Loss Budget vs. Actual**  
 July through December 2024

	Zone 1			
	<u>Jul - Dec 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
410000 · Assessment Income	110,385	110,386	-1	100%
410050 · Assess. Income PDA Stairs				
<b>Total Income</b>	<u>110,385</u>	<u>110,386</u>	<u>-1</u>	<u>100%</u>
<b>Expense</b>				
610155 · Postage and Mailings	95	1,000	-905	10%
610156 · Election Costs		2,925	-2,925	
61510 · Advertising		250	-250	
615115 · Office Expense		200	-200	
615140 · Audit Expense	10,500	11,815	-1,315	89%
61518 · Clerk	325	4,963	-4,638	7%
615415 · Accounting	9,275	12,322	-3,047	75%
615416 · Assessment Admin. Expense	2,559	3,758	-1,199	68%
615617 · Website Maintenance		1,000	-1,000	
615650 · Officer Election	75			
615655 · Dues				
616500 · Legal Fees	5,700	10,634	-4,934	54%
617250 · Seawall Inspections				
619010 · Technical Consulting Costs	34,323	69,506	-35,183	49%
628500 · Insurance Expense	8,862	8,861	1	100%
629030 · SBA Repayment to PHA Z2				
650000 · Bank Service Charges				
750000 · Depreciation Expense Z2				
<b>Total Expense</b>	<u>71,714</u>	<u>127,234</u>	<u>-55,520</u>	<u>56%</u>
<b>Net Ordinary Income</b>	<u>38,671</u>	<u>-16,848</u>	<u>55,519</u>	<u>-230%</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
410070 · Interest & Penalty Income	11,344	7,500	3,844	151%
<b>Total Other Income</b>	<u>11,344</u>	<u>7,500</u>	<u>3,844</u>	<u>151%</u>
<b>Other Expense</b>				
855000 · Interest Expense				
955500 · Interest Bond Discount				
<b>Total Other Expense</b>				
<b>Net Other Income</b>	<u>11,344</u>	<u>7,500</u>	<u>3,844</u>	<u>151%</u>
<b>Net Income</b>	<u><u>50,015</u></u>	<u><u>-9,348</u></u>	<u><u>59,363</u></u>	<u><u>-535%</u></u>

**Pajaro Dunes Geologic Hazard Abatement District**  
**Profit & Loss Budget vs. Actual**  
 July through December 2024

	Zone 2			
	<u>Jul - Dec 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
410000 · Assessment Income	96,010	96,010	0	100%
410050 · Assess. Income PDA Stairs				
<b>Total Income</b>	<u>96,010</u>	<u>96,010</u>	<u>0</u>	<u>100%</u>
<b>Expense</b>				
610155 · Postage and Mailings				
610156 · Election Costs				
61510 · Advertising				
615115 · Office Expense				
615140 · Audit Expense				
61518 · Clerk		1,535	-1,535	
615415 · Accounting				
615416 · Assessment Admin. Expense	853	1,228	-375	69%
615617 · Website Maintenance				
615650 · Officer Election				
615655 · Dues				
616500 · Legal Fees				
617250 · Seawall Inspections				
619010 · Technical Consulting Costs				
628500 · Insurance Expense				
629030 · SBA Repayment to PHA Z2	39,952	46,428	-6,476	86%
650000 · Bank Service Charges		282	-282	
750000 · Depreciation Expense Z2	49,998	49,998		100%
<b>Total Expense</b>	<u>90,803</u>	<u>99,471</u>	<u>-8,668</u>	<u>91%</u>
<b>Net Ordinary Income</b>	5,207	-3,461	8,668	-150%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
410070 · Interest & Penalty Income	3,660	75	3,585	4,880%
<b>Total Other Income</b>	<u>3,660</u>	<u>75</u>	<u>3,585</u>	<u>4,880%</u>
<b>Other Expense</b>				
855000 · Interest Expense	20,577	20,578	-1	100%
955500 · Interest Bond Discount	1,044	1,044		100%
<b>Total Other Expense</b>	<u>21,621</u>	<u>21,622</u>	<u>-1</u>	<u>100%</u>
<b>Net Other Income</b>	<u>-17,961</u>	<u>-21,547</u>	<u>3,586</u>	<u>83%</u>
<b>Net Income</b>	<u><u>-12,754</u></u>	<u><u>-25,008</u></u>	<u><u>12,254</u></u>	<u><u>51%</u></u>

**Pajaro Dunes Geologic Hazard Abatement District**  
**Profit & Loss Budget vs. Actual**  
 July through December 2024

	TOTAL			
	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
410000 · Assessment Income	206,395	206,396		100%
410050 · Assess. Income PDA Stairs				
<b>Total Income</b>	<u>206,395</u>	<u>206,396</u>		<u>100%</u>
<b>Expense</b>				
610155 · Postage and Mailings	95	1,000	-905	10%
610156 · Election Costs		2,925	-2,925	
61510 · Advertising		250	-250	
615115 · Office Expense		200	-200	
615140 · Audit Expense	10,500	11,815	-1,315	89%
61518 · Clerk	325	6,498	-6,173	5%
615415 · Accounting	9,275	12,322	-3,047	75%
615416 · Assessment Admin. Expense	3,412	4,986	-1,574	68%
615617 · Website Maintenance		1,000	-1,000	
615650 · Officer Election	75		75	100%
615655 · Dues				
616500 · Legal Fees	5,700	10,634	-4,934	54%
617250 · Seawall Inspections				
619010 · Technical Consulting Costs	34,323	69,506	-35,183	49%
628500 · Insurance Expense	8,862	8,861	1	100%
629030 · SBA Repayment to PHA Z2	39,952	46,428	-6,476	86%
650000 · Bank Service Charges		282	-282	
750000 · Depreciation Expense Z2	49,998	49,998		100%
<b>Total Expense</b>	<u>162,517</u>	<u>226,705</u>	<u>-64,188</u>	<u>72%</u>
<b>Net Ordinary Income</b>	43,878	-20,309	64,187	-216%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
410070 · Interest & Penalty Income	15,004	7,575	7,429	198%
<b>Total Other Income</b>	15,004	7,575	7,429	198%
<b>Other Expense</b>				
855000 · Interest Expense	20,577	20,578	-1	100%
955500 · Interest Bond Discount	1,044	1,044		100%
<b>Total Other Expense</b>	<u>21,621</u>	<u>21,622</u>	<u>-1</u>	<u>100%</u>
<b>Net Other Income</b>	-6,617	-14,047	7,430	47%
<b>Net Income</b>	<u><u>37,261</u></u>	<u><u>-34,356</u></u>	<u><u>71,617</u></u>	<u><u>-108%</u></u>

**Pajaro Dunes Geologic Hazard Abatement District**  
**Bank Account Activity**

As of December 31, 2024

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<b>100000 · SCCB Z1 - Checking 3957</b>						<b>260,054.28</b>
Bill Pmt -Check	11/01/2024	1517	Bryant L. Jolley, CPA		10,500.00	249,554.28
Bill Pmt -Check	11/01/2024	1518	Cal Engineering & Geology		1,012.50	248,541.78
Bill Pmt -Check	11/01/2024	1519	Jarvis Fay LLP		260.00	248,281.78
Bill Pmt -Check	11/01/2024	1520	Wendy L. Cumming, CPA		2,275.00	246,006.78
Total 100000 · SCCB Z1 - Checking 3957				0.00	14,047.50	246,006.78
<b>100001 · SCCB Z2 - Checking 3965</b>						<b>78,289.18</b>
Bill Pmt -Check	11/01/2024	1415	Pelican Home Owner's Association		9,000.00	69,289.18
Total 100001 · SCCB Z2 - Checking 3965				0.00	9,000.00	69,289.18
<b>100002 · SCCB Z1 Emerg - MM 1877</b>						<b>698,935.19</b>
Deposit	11/30/2024			1,773.00		700,708.19
Deposit	12/31/2024			1,778.45		702,486.64
Total 100002 · SCCB Z1 Emerg - MM 1877				3,551.45	0.00	702,486.64
<b>100003 · SCCB LTD - MM 0208</b>						<b>51,820.43</b>
Deposit	11/30/2024			130.00		51,950.43
Deposit	12/31/2024			131.50		52,081.93
Total 100003 · SCCB LTD - MM 0208				261.50	0.00	52,081.93
<b>100004 · SCCB Bond Holding - MM 1232</b>						<b>219,486.38</b>
Deposit	11/30/2024			556.00		220,042.38
Deposit	12/31/2024			558.50		220,600.88
Total 100004 · SCCB Bond Holding - MM 1232				1,114.50	0.00	220,600.88
<b>TOTAL</b>				<b>4,927.45</b>	<b>23,047.50</b>	<b>1,290,465.41</b>

# PDGHAD Seawall Maintenance Project Timeline 2025

		January 2025-June 2025					
2025	January	February	March	April	May	June	
<b>Meetings</b>		<b>February 1st</b> Review/Approve Bank RFP Review Construction Manager RFP	<b>March 1st</b> Review Banks Direct re Const. RFP 45-60 days		<b>May 17th</b> Review /ApproveConstruction Companies	<b>June 7th</b> Review Construction Plans Noticing	
<b>Construction</b>	A)State Parks Encroachment Permit B) Geotechnical Report C) Develop Construction Manager RFP	A) Confirm CEQA Requirements B) Geotechnical Report C) Develop Construction RFP	A) Update Timeline B) Review Const. RFP C) Disseminate Const. RFP	A) Finalize Grading Permit	A) Possible-Update Biotic Report B) Choose Construction Company		
<b>Responsible Parties</b>	A) David Ferrari and Sarah Mansergh B) Hayley Aldrich C) Construction Subcommittee	A,B,C)Hayley Aldrich B) ? C) Construction Subcommittee	A,B) Directors C) Project Manager	A) Hayley Aldrich A) Construction Subcommittee	A) Hayley Aldrich B) Directors		
<b>Financing</b>	Develop RFP and Prepayment Options	Distribute RFP to Banks	Select Bank Distribute Info about pre-payment		Prepayment Due June 1?	Close Financing	
<b>Responsible Parties</b>	Financing Committee/Financing Team	Financing Team	Directors	Financing Team/President	Accountant		
		July 2025-December 2025					
2025	July	August	September	October	November	December	
<b>Meetings</b>		<b>August 2nd</b> Finalize Construction Plans Noticing		<b>October 4th</b> Construction Update		<b>December 13th</b> Post Construction Needs	
<b>Construction</b>		<b>Construction - groundwork beginning based on final biotic report and Construction company input</b>				Post Construction Assessments May continue into 2026-7	
<b>Responsible Parties</b>		TBD					
<b>Financing</b>						Final Costs Review	
<b>Responsible Parties</b>						Accountant Directors	

# Pajaro Dunes Geological Hazard Abatement District 2025 Loan Agreement (Pajaro Dunes Seawall Project)

Draft Time & Responsibility Schedule  
(As of January 8, 2025)

February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

<i>Issuer:</i>	<i>Pajaro Dunes Geological Hazard Abatement District (PD)</i>
<i>Municipal Advisor:</i>	<i>Ridgeline Municipal Strategies, LLC (MA)</i>
<i>Bond Counsel:</i>	<i>Jones Hall (BC)</i>
<i>Placement Agent:</i>	<i>Hilltop Securities (PA)</i>

Date	Activity	Participants
10/05/2024	Initial Project Financing Board Presentation and Authorization to Engage Financing Team	PD, MA
10/22/2024	Financing Kick-Off Call	PD, MA, BC, PA
01/08/2025	Update Call	PD, MA, BC, PA
02/01/2025	Board Meeting to approve Construction RFP and Bidding Procedures	PD
02/11/2025	Update Call	PD, MA, BC, PA
TBD	Circulate First Draft of Financing Docs and Debt Management Policy	BC
TBD	Send Out Lender RFP	PA
TBD	RFP Responses Due	PA
TBD	Circulate Second Drafts of Financing Documents	BC
TBD	Board Meeting to Approve Form Financing Documents and Debt Management Policy and Select Lender	All
TBD	Lender Due Diligence Call	PD, MA, PA
TBD	Lender Credit Approval Received	MA, PA
TBD	Finalize Financing Documents	BC
TBD	Pre-Closing	All
TBD	Closing	All
03/01/2025	Regular Board Meeting	PD
05/10/2025	Regular Board Meeting	PD



06/07/2025	Regular Board Meeting	PD
05/26/2025	Memorial Day	

**BOARD OF DIRECTORS  
PAJARO DUNES GEOLOGIC HAZARD ABATEMENT DISTRICT**

**Resolution Adopting a Policy Establishing Contract and Purchasing Policies  
Resolution No. 2025-01**

**WHEREAS**, the Pajaro Dunes Geologic Hazard Abatement District (GHAD) was formed in accordance with the provisions of California Public Resources Code Section 26500, et seq., and

**WHEREAS**, Public Resources Code Section 26600 provides that “the board of directors may negotiate improvement contracts or may award such contracts by competitive bidding pursuant to procedures adopted by the board of directors” (emphasis added); and

**WHEREAS**, in order to promote transparency and provide constituents with assurance that District funds and expenditures are being properly managed, the District now desires to adopt a policy to guide the process for entering into contracts for consultant and professional services, making purchases, and entering into contracts concerning public improvements.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Pajaro Dunes GHAD hereby approves the Pajaro Dunes Geologic Hazard Abatement District Policy on Contract and Purchasing Procedures, a copy of which is attached hereto as Exhibit A, and by this reference incorporated herein. Once adopted, the Board directs the District Clerk to file a copy of the document in the official records of the District.

**PASSED AND ADOPTED** by the Board of Directors of the Pajaro Dunes Geologic Hazard Abatement District of the County of Santa Cruz, State of California, this 1<sup>st</sup> day of February, 2025 by the following vote:

**AYES:** Directors \_\_\_\_\_

**NOES:** Directors \_\_\_\_\_

**ABSENT:** Directors \_\_\_\_\_

**ABSTAIN:** Directors \_\_\_\_\_

\_\_\_\_\_  
Patrick Dobbins, President, Board of Directors

**ATTEST:** \_\_\_\_\_  
Sarah Mansergh, Clerk of the Board



# Resolution 2025-01 Exhibit A

## Pajaro Dunes Geologic Hazard Abatement District Policy on Contract and Purchasing Procedures

### Sections:

1. Adoption of a purchasing system.
2. Definitions.
3. GHAD Board approval of contracts and purchases.
4. Purchasing Agent designated.
5. Purchasing Agent authority for contracts and purchases—Less than \$25,000 dollars.
6. Purchasing award—Factors to be considered for responsiveness and responsibility.
7. Contracts and purchases of general services, supplies and equipment—No bidding required.
8. Contracts and purchases of general services, supplies, and equipment—Informal Bidding.
9. GHAD Board authority for contracts and purchases—Formal Competitive Bidding.
10. Exceptions to competitive bidding.
11. Splitting orders prohibited.
12. Availability of sufficient funds.
13. Inspection and review.
14. Surplus supplies and equipment.
15. Public projects—Bidding Requirements.

### 1. Adoption of a purchasing system.

A purchasing system is hereby adopted in order to establish efficient procedures for the procurement of services, supplies and equipment at the lowest possible cost commensurate with the level of quality required, to exercise financial control over purchases, and to clearly define authority for the purchasing function.

### 2. Definitions.

For the purposes of this Policy, the words set out in this section shall have the following meanings:

- A. “GHAD” means the Pajaro Dunes Geological Hazard Abatement District.
- B. “Board” means the GHAD Board of Directors.
- C. “Consultant or professional services” means the services rendered by architects, attorneys, engineers, doctors, financial consultants, planning or environmental consultants, investment advisors, bank or trustee officers, and other professional or specialized consultants.

D. "Contract" means any agreement to do or not do a certain thing. For the purposes of this Policy, "contract" and "agreement" are synonymous. The term "contract" includes, but is not limited to, a purchase order; a contract for services; an addendum or change order, which means a change or addendum to an executed contract; a letter of agreement; and a memorandum of understanding.

E. "Emergency" means a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services. "Emergency" includes such occurrences as fire, flood, earthquake, or other soil or geologic movements and hazards, as well as such occurrences as accident, or sabotage.

F. "General services" means and includes any work performed or services rendered by an independent contractor, with or without the furnishing of materials, including, but not limited to, the following:

1. Maintenance or nonstructural repair of GHAD buildings, structures or improvements which does not require engineering plans, specifications or design, including, but not limited to, unscheduled replacement of broken window panes, fire extinguisher maintenance, minor roof repairs, plumbing, custodial services and pest control, etc.;
2. Repair, modification and maintenance of GHAD equipment and software;
3. Cleaning, analysis, testing, moving, removal or disposal (other than by sale) of GHAD supplies and equipment;
4. Replanting, care or maintenance of public grounds, including, but not limited to, maintenance of trees, shrubbery, flowers, and lawns;
5. Providing temporary personnel services;
6. Providing other miscellaneous services to facilitate GHAD operations;
7. Licensing software services;
8. Leasing or rental of equipment (personal property) for use by the GHAD;
9. Maintenance of equipment owned or leased by the GHAD.

"General services" does not include consultant or professional services, or work associated with a public project.

H. "Goods of a technical nature" means hardware, software, or communications equipment, or any item that is substantially similar to the foregoing as determined by the Purchasing Committee.

I. "Public project" shall have the meaning given that term by California Public Contract Code Section 20161 and the Uniform Construction Cost Accounting Procedures ("UCCAP") set forth in the Uniform Public Construction Cost Account Act ("The Act") and referenced in Section 15 of this Policy. Generally speaking, this includes but is not limited to the

construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work involving any publicly owned, leased or operated facility

J. "Supplies and equipment" means and includes tangible goods, supplies, equipment, vehicles, printing, materials, and furniture and furnishings purchased on behalf of the GHAD.

### **3. GHAD Board approval of contracts and purchases.**

GHAD Board approval is required for all contracts and purchases unless otherwise specified by this Policy or by another provision of federal or state law.

### **4. Purchasing Committee designated.**

The GHAD Board President and one other member of the GHAD Board, as selected by the GHAD Board on an annual basis, shall be designated as the Purchasing Committee. The Purchasing Committee may delegate all or a portion of the contracting or purchasing duties to any GHAD Board or staff member. The Purchasing Committee shall have the authority to:

A. Contract for or procure consultant or professional services, general services, supplies and equipment required by the GHAD, in accordance with purchasing procedures outlined in this Policy;

B. Negotiate and recommend execution of contracts for the purchase of consultant or professional services, general services, supplies and equipment;

C. Act to procure for the GHAD the necessary quality in consultant or professional services, general services, supplies and equipment at the lowest cost to the GHAD;

D. Prepare and recommend to the GHAD Board revisions and amendments to the purchasing rules;

E. Establish and maintain such forms as are reasonably necessary to the operation of this Policy;

F. Supervise the inspection of all consultant or professional services, general services, supplies and equipment purchased to ensure conformance with specifications and to report on the same to the GHAD Board on a periodic basis;

G. Pursuant to Section 14 of this Policy, arrange the sale or disposal of all supplies and equipment which cannot be used by the GHAD, or which have become unsuitable for GHAD use;

H. Maintain a bidder's list and other records necessary for the efficient acquisition of consultant or professional services, general services, and supplies and equipment;

I. Where possible, join with other governmental agencies in joint purchasing endeavors where the purchasing procedures conform to the provisions of this Policy and state law.

**5. Purchasing Committee's authority for contracts and purchases—Less than Twenty-five thousand dollars (\$25,000).**

A. With the exception of public projects as defined in Section 2 of this Policy, the Purchasing Committee is authorized to enter into contracts on behalf of the GHAD and approve a purchase by the GHAD without the prior approval of the GHAD Board, so long as the contract or purchase satisfies the following conditions:

1. The total cost is less than twenty-five thousand dollars (\$25,000);
2. Verification that monies have been appropriated and have been budgeted for the proposed expenditure; and
3. The contract or purchase is for consultant or professional services, general services, or supplies and equipment.

B. In an emergency the Purchasing Committee may authorize the expenditure of any unencumbered monies in the emergency reserve fund, subject to the monetary limit herein.

C. All such contracts and purchases shall be reported by the Purchasing Committee at the next regular or special meeting of the GHAD Board after said expenditure.

**6. Purchasing award—Factors to be considered for responsiveness and responsibility.**

The following factors shall be considered in determining the responsiveness of potential contracts and purchases and the responsibility of vendors and bidders in accordance with applicable law:

- A. The amount of the contract or the purchase price;
- B. The ability, capacity and skill of the bidder or vendor to perform the contract or provide the service required;
- C. The ability of the bidder or vendor to perform the contract or provide the service promptly, or within the time specified, without delay or interference;
- D. The reputation and experience of the bidder or vendor;
- E. The previous experience of the GHAD with the bidder or vendor;
- F. The previous and existing compliance by the bidder or vendor with the laws of the State and GHAD policies and ordinances;
- G. The sufficiency of the bidder's or vendor's financial resources and ability to perform the contract or provide the service;
- H. The quality, availability, and adaptability of the supplies or contractual services to the particular use required;

I. The ability of the bidder or vendor to provide future maintenance and service for the subject of the contract or purchase;

L. In the event that two (2) or more potential contracts or bids are received from responsible bidders or vendors for the same total amount or unit price, quality and service being equal, preference shall be given to the local vendor, or the Purchasing Committee or GHAD Board may accept the lowest bid made by negotiation with the tie bidders.

**7. Contracts and purchases of general services, supplies and equipment—No bidding required.**

For purchases of general services or supplies and equipment of less than fifty thousand dollars (\$50,000), informal quotations should be obtained but are not required. Comparative pricing is expected to secure the lowest price. Negotiated pricing is allowed and GHAD staff are strongly encouraged to solicit quotations from Santa Cruz County-based businesses. All such contracts and/or purchases must be approved by the GHAD Board.

**8. Contracts and purchases of general services, supplies, and equipment—Informal Bidding.**

A. Purchases of general services, supplies and equipment greater than or equal to fifty thousand dollars (\$50,000) and less than one-hundred thousand dollars (\$100,000) shall, whenever possible, be based on a minimum of two (2) quotations. All quotations must be written. Negotiated pricing is allowed and departments are strongly encouraged to solicit quotations from Santa Cruz County-based businesses. The purchase of any general services, supplies and equipment shall be consistent with the factors stated in Section 6 of this Policy and shall be made from the vendor that submits the lowest total cost. All such contracts and/or purchases must be approved by the GHAD Board.

B. At the discretion of the Purchasing Committee, the competitive bidding procedure set forth in Section 9 of this Policy may be used for any acquisition of general services, supplies and equipment, regardless of the value.

**9. Contracts and purchases of general services, supplies and equipment- Formal Competitive Bidding.**

Purchases of general services, supplies and equipment greater than or equal to one hundred thousand dollars (\$100,000) shall comply with the competitive bidding procedure set forth in this section, except as provided in Section 10 of this Policy.

A. Notices inviting bids shall be issued and include a general description of the services and/or articles to be purchased or sold, where bid blanks and specifications may be obtained, the time and place for bid openings, and whether a bid deposit or bond and a faithful performance bond will be required.

B. Notices inviting bids shall be posted in at least three (3) public places in the GHAD used for posting public notices, at least seven (7) calendar days before the date of opening the bids.

C. The Purchasing Committee shall also solicit sealed bids from all responsible prospective suppliers whose names are on the bidder's list and may advertise the notice inviting bids in applicable publications and websites readily accessible to the public.

D. When deemed necessary by the Purchasing Committee or GHAD Board, any bidder may be required to submit a bid deposit or bond in an amount determined by the Purchasing Committee or GHAD Board. A successful bidder (and his surety, if a bond is furnished) shall be liable for any damages upon the bidder's failure to enter into a contract with the GHAD or upon the bidder's failure to perform in accordance with the tenor of his or her bid.

E. When deemed necessary by the Purchasing Committee or GHAD Board, any person or entity entering into a contract with the GHAD may be required to furnish a faithful performance deposit or bond in an amount determined by the Purchasing Committee or GHAD Board.

F. Bids shall be opened in public at the time and place stated in the public notices. A tabulation of all bids received shall be open for public inspection during regular business hours for a period of not less than thirty (30) calendar days after the bid opening.

G. At its discretion, the GHAD Board may reject all bids presented and re- advertise for bids.

H. GHAD Board approval shall be required to authorize the contract for or purchase of any general services or supplies covered under this section. Contracts shall be awarded by the GHAD Board to the lowest responsive, responsible bidder, except as otherwise provided herein.

I. If two (2) or more bids received from responsible bidders are for the same total amount or unit price, quality and service being equal, preference shall be given to the local vendor, or the GHAD Board may accept the lowest bid made by negotiation with the tie bidders and the Purchasing Committee at the time of the bid opening.

## **10. Exceptions to competitive bidding.**

A. Contracts or purchases involving the acquisition of consultant or professional services are exempt from competitive bidding; however, the procurement of such services shall be subject to the following:

1. Contracts or purchases involving the acquisition of consultant or professional services greater than or equal to twenty-five thousand dollars (\$25,000) will require GHAD Board approval.

2. With respect to contracts for or procurement of professional services from private architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firms, the Purchasing Committee shall establish administrative procedures to assure that such services are engaged on the basis of demonstrated competence and qualifications for the types of services to be performed and at fair and reasonable prices in compliance with Government Code Section 4526 or its successor.

3. The Purchasing Committee may utilize a request for quotation or request for proposals, to ensure the services are matched with the needs of the GHAD.

B. Any request for an exception under this subsection shall identify the nature of the contract or purchase, amount of the contract or purchase, and the reasons why competitive bidding is not feasible and shall be subject to GHAD Board approval. Subject to Board approval, the provisions of Section 9 of this Policy shall not apply to the following:

1. Where the GHAD's requirements can be met solely by only a single consultant or provider;
2. Situations where responses to proposals have been received following solicitation pursuant to the provisions of established administrative procedures;
3. When an emergency requires that the services be provided on an expedited basis.

**11. Splitting orders prohibited.**

The purchasing dollar limits set forth in this Policy are determined on a per order basis. It is unlawful to split or separate into smaller orders the contract or purchase of general services, supplies and equipment for the purpose of evading the competitive bidding provisions of this Policy.

**12. Availability of sufficient funds.**

No purchase shall be transacted until it has been ascertained that the GHAD has a sufficient appropriated balance in excess of all unpaid obligations to defray the amount of such purchase.

**13. Inspection and review.**

The Purchasing Committee shall require the inspection of supplies and equipment delivered, and contractual services performed, to determine their conformance with the specifications and requirements set forth in the purchase order or contract.

**14. Surplus supplies and equipment.**

The Purchasing Committee shall establish administrative procedures for GHAD staff to report all supplies and equipment which are no longer used or which have become obsolete or worn out. The Purchasing Committee shall have the authority to sell, trade, exchange, dispose of, discard or destroy all said supplies and equipment. Such sales may be made by auction, negotiated sale, or otherwise, after receiving bids or proposals that provide the maximum return to the GHAD, as determined by the Purchasing Committee.

The Purchasing Committee shall have the authority to recommend to the GHAD Board surplus supplies and equipment for donation, which donation shall be subject to GHAD Board approval upon making the appropriate findings, including the requisite public purpose for such donation.

At such times as determined by the Purchasing Committee, but at least annually, reports shall be prepared and submitted to the GHAD Manager showing the disposition of surplus supplies and equipment.

## **15. Public projects.**

Public projects as defined by the Uniform Public Construction Cost Accounting Act (Section 22000 et seq. of the California Public Contract Code) shall employ the purchasing procedures as set forth in Section 22032 et seq. of the Public Contract Code for guidance.

A. The purchase or contract for public projects less than seventy-five thousand dollars (\$75,000) may be performed by the employees of a public agency by force account, by negotiated contract, or by purchase order (Public Contract Code Section 22032).

B. The purchase or contract for public projects less than two hundred and twenty thousand dollars (\$220,000) may be let to contract by informal procedures as set forth in Section 22032 et seq. of the Public Contract Code.

1. A list of contractors shall be developed and maintained in accordance with the provisions of Section 22034 of the Public Contract Code and criteria promulgated from time to time by the California Uniform Construction Cost Accounting Commission.

2. Where a public project is to be performed, a notice inviting informal bids shall be mailed to all contractors for the category of work to be bid, as shown on the list developed in accordance with this section, and to all construction trade journals as specified by the California Uniform Construction Cost Accounting Commission in accordance with Section 22036 of the Public Contract Code. Additional contractors and/or construction trade journals may be notified; provided, however:

a. If there is no list of qualified contractors maintained by the GHAD for the particular category of work to be performed, the notice inviting bids shall be sent only to the construction trade journals specified by the California Uniform Construction Cost Accounting Commission.

b. If the product or service is proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice inviting informal bids may be sent exclusively to such contractor or contractors.

3. All mailing of notices to contractors and construction journals pursuant to this section shall be completed not less than fourteen (14) calendar days before bids are due.

4. The notice inviting informal bids shall describe the project in general terms, how to obtain more detailed information about the project, and shall state the time and place for the submission of bids.

5. The GHAD Board must award informal contracts pursuant to this section.

C. The purchase or contract for public projects greater than or equal to two hundred and twenty thousand dollars (\$220,000) shall be authorized by GHAD Board and shall comply with the competitive bidding procedures set forth in Section 9 of this Policy.



**BOARD OF DIRECTORS  
PAJARO DUNES GEOLOGIC HAZARD ABATEMENT DISTRICT**

**Resolution Authorizing Signatories on the Pajaro Dunes Geologic Hazard Abatement  
District's Bank Accounts**

**Resolution No. 2025-02**

**WHEREAS**, as is set forth in the Pajaro Dunes Geologic Hazard Abatement District ("District) Plan of Control, the District was formed for the purpose of inspecting, maintaining and repairing the revetment seawall and riverwall located within the District; and

**WHEREAS**, the District maintains bank accounts with Santa Cruz County Bank to pay for such purposes; and

**WHEREAS**, the current signatories on those accounts are-John Cullen (Director/former President), David Ferrari (Vice President) and Sarah Mansergh (District Clerk); and

**WHEREAS**, the District wants to ensure timely payments of invoices by having multiple persons act as signatories on the account.

**NOW THEREFORE, BE IT HEREBY RESOLVED** by the Board of the Pajaro Dunes Geologic Hazard Abatement District that the following changes be made to the signatory list on the Santa Cruz County Bank accounts as follows:

Add Signatories:

- a)
- b)
- c)

Remove signatories:

- a)
- b)
- c)

**PASSED AND ADOPTED** by the Board of Directors of the Pajaro Dunes Geologic Hazard Abatement District of the County of Santa Cruz, State of California, this 1<sup>st</sup> day of February, 2025, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Patrick Dobbins, President, Board of Directors

ATTEST

\_\_\_\_\_  
Sarah Mansergh, Clerk of the Board

**BOARD OF DIRECTORS  
PAJARO DUNES GEOLOGIC HAZARD ABATEMENT DISTRICT**

**Resolution Regarding Approval of Retention of Construction Management Services for the  
Pajaro Dunes Seawall Maintenance Project  
RESOLUTION No. 2025-03**

**WHEREAS**, the Pajaro Dunes Geologic Hazard Abatement District (Pajaro Dunes GHAD) on July 27<sup>th</sup>, 2024 did certify the approval of a new assessment for the financing of the Pajaro Dunes Seawall Maintenance Project (Project); and

**WHEREAS**, the Pajaro Dunes GHAD will levy those assessments for the Fiscal Years from 2024 and up to 2035, pending final costs of the Project; and

**WHEREAS**, the Pajaro Dunes GHAD plans to move forward with the Project during summer/fall of 2025; and

**WHEREAS**, the Pajaro Dunes GHAD desires to enter into an agreement for the retention of a firm/individual to act as a construction project manager for the duration of the Project; and

**WHEREAS**, the services will include those outlined in the attached Request for Proposals (“RFP”) (Exhibit A), which was distributed to nine firms specializing in construction management, as well as other firms qualified to provide management services; and

**WHEREAS**, the Pajaro Dunes GHAD received and reviewed 2 proposals in response to its RFP and the Board’s President and Staff are now recommending acceptance of one of the attached proposals.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Directors of the Pajaro Dunes GHAD hereby approves the retention of [REDACTED] as construction project manager for the Pajaro Dunes Seawall Maintenance Project in an initial amount not to exceed \$100,000 and after preparation of a consulting services agreement approved as to form and content by District Counsel and the Board President, authorizes and directs the President to execute the same on behalf of the Pajaro Dunes GHAD, and further instructs the District Clerk to file a copy of the document in the official records of the District.

**PASSED AND ADOPTED** by the Board of Directors of the Pajaro Dunes Geologic Hazard Abatement District of the County of Santa Cruz, State of California, this 1<sup>st</sup> day of February, 2025 by the following vote:

**AYES:** Directors \_\_\_\_\_  
**NOES:** Directors \_\_\_\_\_  
**ABSENT:** Directors \_\_\_\_\_  
**ABSTAIN:** Directors \_\_\_\_\_

\_\_\_\_\_  
Patrick Dobbins, President, Board of Directors

**ATTEST:** \_\_\_\_\_  
Sarah Mansergh, Clerk of the Board

# Resolution 2025-03 Appendix A

## PAJARO DUNES GEOLOGIC HAZARD ABATEMENT DISTRICT

January 6, 2025

To Prospective Consultants

**Subject: Request for Proposals for Construction Management Services  
for the Seawall Repair Project**

The Pajaro Dunes Geologic Hazard Abatement District (GHAD) is seeking Proposals from consulting firms interested in serving as the Construction Manager on the GHAD's \$2.0M Seawall Repair Project through traditional Design, Bid, Build contracting. The attached RFP provides an overview of the project, describes the services the PDA GHAD is seeking and outlines the Proposal requirements.

A non-mandatory Pre-Proposal Conference will be held January 16, 2025 at 11:00AM at which time GHAD staff will provide an overview of the RFP and attendees can ask questions. The Pre-Proposal Conference will be held via Zoom at:

<https://us06web.zoom.us/j/85795786613?pwd=yrhcV9tGUyZ07m6vDIB5cnLO6OrAEE.1&from=addon>

As distribution of this RFP is by email, it is the proposer's responsibility to advise PDA GHAD staff that you intend to submit a proposal and therefore need to be included on the RFP distribution list to receive any addenda.

The deadline to submit Proposal packages is January 28, 2025 at 4:00PM via email. Direct questions to [PDobbins@ci.Gonzales.ca.us](mailto:PDobbins@ci.Gonzales.ca.us) or call (408) 710-9866.

Sincerely,



Patrick M. Dobbins, PE  
Pajaro Dunes GHAD Board President

Enclosures

Copies: Project file

# **Request for Proposals for Construction Management Services for the Pajaro Dunes Association GHAD Seawall Repair contract**

## **INTRODUCTION**

The Pajaro Dunes Geologic Hazard Abatement District (GHAD) is a special district formed pursuant to Resolution 386-98, passed by the Santa Cruz County Board of Supervisors on September 22, 1998. The Seawall Repair Project is within the Pajaro Dunes Community, at the west end of Beach Road, three miles west of the City of Watsonville.

Development of the Pajaro Dunes community began in the late 1960s. Following several episodes of severe coastal erosion in the 1970s and 1980s, approximately 6,000 feet of rock revetment was constructed in three segments between 1986 and 1988 along the ocean side of the development. The seawall and properties behind it are known by the PDGHAD as zone 1. The original seawall design in 1986 had a top elevation that varied and was approximately 19.5 to 22 feet above mean sea level (msl) and a bottom key approximately at 2.0 feet msl.

Following each damaging storm event, emergency repairs were implemented in Zone 1 by placing rock slope protection (RSP) in selected areas along the seawall revetment. The repaired area in 2003 measured a total length of approximately 420 feet of revetment using approximately 675 tons of RSP. The repaired area in 2004 measured a total length of approximately 55 feet of revetment using approximately 185 tons of RSP. During this time (2004), the California State Parks Department gave permission to the GHAD to temporarily place rock slope protection on State Parks' property fronting lots 98 to 103 with the understanding that the rocks would be removed as part of a future permanent repair. In 2023, a flood event combined with king tides washed huge volumes of beach sand away, removing small foredunes and exposing most of the seawall down to the toe of the slope.

More information about the Pajaro Dunes Association Geologic Hazard Abatement District can be found at our website: <https://www.pdghad.org/>

## **PROJECT**

The seawall repair work area is located within the Pajaro Dune Community at Lots 1 to 12, Lot 15, Lots 54-55, Lot 107, Lots 93 to 105, as well as removing rocks encroaching on State Parks property fronting Lots 98 to 103. The revetment repair area extends approximately 1,900 linear feet along the ocean side of these properties. The repair will be focused on returning the rock revetment to the original design configuration to reduce the potential for movement resulting from settlement and instability caused by coastal erosion undermining the revetment during large storm events.

The Pajaro Dunes community includes a variety of single-family residences, including detached residences, groups of townhouses, and condominiums. These buildings were constructed along a narrow strip of land bounded by the Pacific Ocean on the southwest, the Pajaro River on the southeast, and Watsonville Slough on the northeast. The areas of proposed repairs occur intermittently along the existing seawall, and not the entire length

The project will repair the existing rock riprap revetment back to the original design (including footprint, height, and depth). Rock revetment repairs will be performed along approximately 1,900 linear feet at pre-identified areas where displacement or damage impairs the ability of the revetment

to serve its intended function. Repairs include removing debris and/or relocating displaced rock, and restacking rock to re-establishing the original design grades.

The funding source for the contract is property tax assessments. This was completed in August 2024 through a Proposition 218 process presented at the June 25, 2024 Santa Cruz County Board of Supervisors meeting.

To date, the following Technical Studies, Project Plans, maintenance Plan and other documents have been prepared:

1. Biological Assessment and Report, dated November 4, 2024
2. Construction drawings prepared by CE&G Division of Haley and Aldrich
3. Engineers Report Issue No. 04, Santa Cruz County dated August 4, 2024, prepared by CE&G Division of Haley and Aldrich.
4. Rock Revetment Maintenance at Pajaro Dunes, dated August 29, 2023, prepared by CE&G A Division of Haley and Aldrich
5. Rock Revetment Maintenance Plans dated August 29, 2023, prepared by CE&G A Division of Haley and Aldrich.
6. Long-term Operations and Maintenance (O&M) Manual dated July 7, 2023, prepared by CE&G A Division of Haley and Aldrich.

In 2023 a grading plan was submitted to Santa Cruz County and County staff provided a preliminary letter of approval.

Because vehicle and heavy equipment access and staging areas are required for repair activities, the agencies listed below may require encroachment permits:

- California Coastal Commission (CCC) can claim authority for regions at or below the mean high tide.
- California State Parks (Palm Beach State Park and Sunset State Beach)
- California State Parks will need to be consulted regarding any tree trimming or tree removal that may occur so that heavy equipment can access the existing gravel road and/or existing sandy access trails to the beach.

### **DESIRED SERVICES**

This Request for Proposals (RFP) is for Project and Construction Management Services for the PDA GHAD's Wall Repair contract, expected to be delivered through design, bid and build contracting. The PDA GHAD is seeking the following services:

1. Project Management
  - a. Document management using an web-based platform
  - b. Run construction meetings including tracking action items
  - c. Utility Provider Coordination
  - d. Ensure compliance with permits issued for the project
  - e. Ensure CEQA clearance (required technical studies will be provided by others)

- f. Verify contractor's conformity to the approved construction plans
  - g. Make presentations to PDA GHAD board
  - h. Update project schedule.
  - i. Monitor expenditures and track funding sources
  - j. Provide monthly status reports with PM/CM invoice
  - k. Review the design for constructability
2. Construction Management/Inspection
- a. Construction Administration
  - b. Review and process submittals
  - c. Track contract time
  - d. Field Inspection including specialty inspections and QSP inspections
  - e. Review and certify contractor progress payments
  - f. Prepare and/or review change orders or construction change directives
  - g. Inspect for substantial and final completion
  - h. Authorize minor changes that do not affect the contract time or price
  - i. Close-out project
  - j. Recommendation of project acceptance

The GHAD is interested in full PM/CM services for this project. Therefore, Proposers are encouraged to refine and expand on the above listed services in your proposal (ie, biological monitoring).

### **SOQ CONTENT AND REQUIREMENTS**

Your proposal should include the following:

**Cover Letter** - Provide the following information:

1. Firm name, office location(s), telephone numbers, and e-mail addresses of the main contact(s) including all principals.
2. Staff person(s) we should contact regarding the submitted SOQ
3. Number of years the firm has performed program and construction management services
4. Type of organization: individual, partnership, corporation, other (please specify).
5. Indicate if your firm has any conflicts of interest related to working for the PDA GHAD

### **Technical Approach**

1. Provide a complete list of the services your firm can provide to the GHAD under this RFP
2. State why your firm is qualified to provide the specified services.
3. Describe how your team will deliver your services

### **Proposals and Management**

1. Present resumes for key project team members
2. Include an organization chart.
3. Describe how the project team will be managed
4. Describe the firm's quality assurance efforts.

### **Relevant Experience**

1. Present your firm’s relevant experience with public agencies similar to this project. Your proposal should include relevant experience with at least three different public agencies where these services were provided in the last five years.
2. Provide the major aspects of the scope and contract amount, the name of the public agency these services were provided for, and full contact information (address, phone, and email address) for the public agency’s project manager.
3. List proposed key personnel along with their expertise, professional experience, training, certifications, office location and role they will play on the project.
4. Provide specific examples how the firm has successfully delivered program/construction management services to other public agencies over the last five years. This includes:
  - a. How does your firm adhere to agreed upon schedules?
  - b. What efforts are used to get projects back on track?
  - c. How does your firm make efficient use of its personnel and resources?
  - d. What techniques does your firm use to deliver quality services?
  - e. Describe project involvement by the firm’s principals
  - f. What computer programs does your staff use to track various aspects (schedule, costs, scope creep) of a major project?

Proposals shall be limited to 30 pages excluding cover letter and resumes.

**ESTIMATED FEE**

The GHAD expects the Seawall Repair Contract to be issued for public bid in June 2025 with construction beginning in October 2025 with an expected completion by January 30, 2026

Please provide a monthly staffing plan that includes estimated hours, hourly rates and cost of any subconsultants separated into the following project phases:

1. Prebid
2. Bid/Award
3. Preconstruction
4. Construction
5. Close-out and Acceptance

**CONTRACT**

The consultant agreement will be issued by addendum.

**RFP SCHEDULE is:**

<b>Milestone</b>	<b>Date</b>
Request for Proposals Issued	1/06/2025
Pre-Proposal Meeting	1/16/2025 at 11:00AM
Deadline to ask questions	COB on 1/20/2025
Scope, fee, schedule negotiated with top ranked firm	1/28/2025
PDA Board Meeting for approval of selected firm’s contract	2/01/2025

### **SELECTION PROCESS**

The GHAD prefers firms with:

1. More than five years of providing the specified services
2. Knowledgeable staff with strong interpersonal skills
3. Depth of experienced staff
4. Timely invoicing in compliance with the executed agreement

Proposals submitted by the deadline will be evaluated based upon the firms qualifications, experience, ability to perform and understanding of the various services to be performed on this project.

### **PROPOSAL SUBMITTAL**

Email your Proposal, Estimated Fee and Rate Schedule materials to:

Patrick Dobbins, GHAD Board President  
Pajaro Dunes GHAD  
2661 Beach Road, H131  
Watsonville, CA 95076  
*PDobbins@ci.Gonzales.ca.us*  
(408) 710-9866

### **CONTACT INFORMATION**

Questions regarding this RFP shall be directed to Patrick Dobbins, Board President at the above-mentioned contact information.

### **Attachments**

1. Background materials and technical studies



# PAJARO DUNES GEOLOGIC HAZARD ABATEMENT DISTRICT

January 21, 2025

To: Prospective Consultants

**Subject: Addendum #1 - Request for Proposals for Program/Construction Management Services to oversee Seawall Repair Project**

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Notice is hereby given that the subject RFP has been supplemented by this Addendum. Please acknowledge receipt of this Addendum by including a copy in the appendix of your proposal.

## Reponses to Submitted Questions:

1. Question: Does this project's scope of work include the acquisition of all non-issued permits or just compliance with all permits? It looks like potential permits could be with the Coastal Commission, the State Parks and Santa Cruz County as well as potential CEQA approval.

Response: The selected CM firm will confirm that the project complies with all permits. At this time, we believe permits will be issued by the County of Santa Cruz and State Parks. We assume a permit is not needed from the Coastal Commission as the County will issue the grading permit under their Local Coastal Plan.

2. Question: What level of inspection is expected of the project? Some clients want 100% assurance that the project is performed per the plans and specs and require an inspector 100% of the time. Other clients either cannot afford this service or feel the project doesn't require this service and prefer a part-time inspector.

Response: Assume full-time inspection for the first two to three weeks of the repair contract and cut back to 50% to 65% time after that.

## **Other Updates:**

3. See Attachment A with the updated Scope of Services. This replaces that section in the "Desired Services" portion of the RFP. The updated Scope of Services is separated into the five project phases as outlined in the Estimated Fee section of the RFP.

This Addendum has been sent to all "proposers of record". Please direct any questions regarding the RFP or this addendum to Patrick Dobbins via email at [PDobbins@ci.Gonzales.ca.us](mailto:PDobbins@ci.Gonzales.ca.us) or call (408) 710-9866.



Patrick Dobbins, Pajaro Dunes GHAD Board President

# Attachment A

## Updated Scope of Services

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### 1. Project Management – Prebid Phase

- a. Establish document management using a web-based platform
- b. Review the design for constructability
- c. Begin Utility Provider Coordination
- d. Create detailed project schedule (MS Project or other software)
- e. Work with GHAD to compile and issue the bid document
  - i. GHAD to provide Front End for bidding purposes
  - ii. Haley and Aldrich to provide Bid Schedule, Technical Specifications, and Recommended Contract Time
  - iii. PM/CM Firm and GHAD to prepare list of contractors to receive bid document
- f. PM/CM Firm to issue the bid document to contractors

### 2. Project Management – Bid/Award Phase

- a. Receive questions from bidders and collaborate with GHAD and Haley and Aldrich on producing any addenda.
- b. Arrange and support Pre-Bid meeting with site tour
- c. Review submitted bids for compliance with the bid document and provide GHAD with a “Recommendation of Award of Contract” memo.

### 3. Project Management – Preconstruction Phase

- a. Utility Provider Coordination
- b. “Prior to Construction” property inspections including detailed photos and video
- c. Ensure compliance with:
  - i. Permit conditions issued for the project.
  - ii. CEQA requirements (required technical studies will be provided by others)
  - iii. Contractor’s conformity to the approved construction plans
- d. Make presentations to GHAD board
- e. Monitor expenditures and track funding sources
- f. Provide monthly status reports with PM/CM invoice

### 4. Construction Management/Inspection

- a. Construction Administration services
- b. Field Inspection including specialty inspections and QSP inspections
- c. Run progress meetings including tracking action items
- d. Review and process submittals
- e. Track contract time
- f. Update project schedule
- g. Make presentations to GHAD board
- h. Review and certify contractor progress payments
- i. Authorize minor changes that do not affect contract time or price
- j. Prepare and/or review change orders or construction change directives

## **5. Close-out and Acceptance**

- a. Inspect for substantial and final completion
- b. Post-Construction property inspections including detailed photos and video
- c. Close-out project including turning over all documents and records to GHAD in PDF format
- d. Recommendation of project acceptance



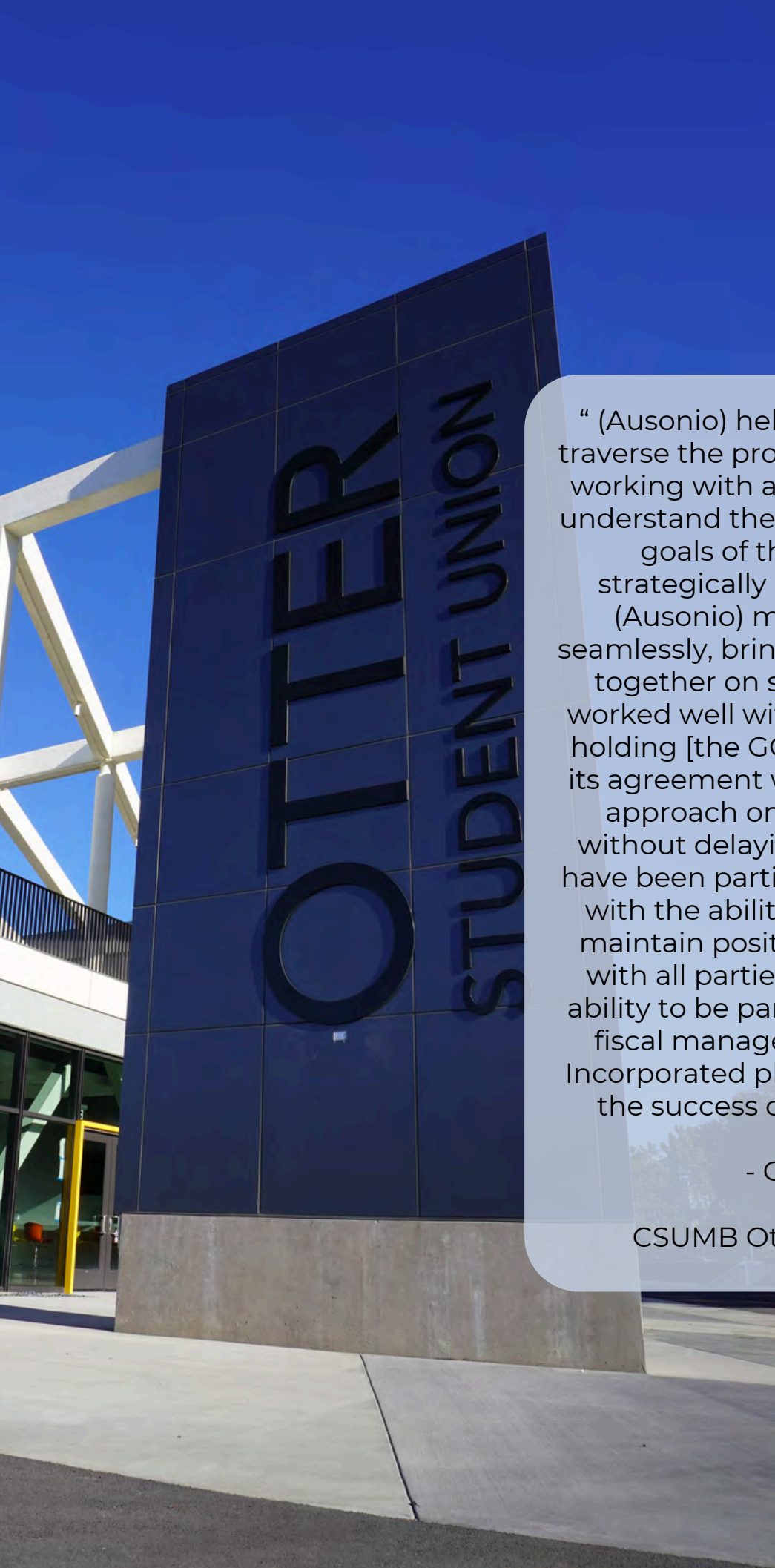


Pajaro Dunes Geologic Hazard Abatement District  
Proposal for CM Services: Seawall Repair Project  
January 28, 2025



**PAJARO DUNES GEOLOGIC  
HAZARD ABATEMENT DISTRICT**





“ (Ausonio) helped successfully traverse the projected shortfall by working with all stakeholders to understand the overall scope and goals of the project to strategically move forward...

(Ausonio) managed them seamlessly, bringing stakeholders together on solutions. [They] worked well with the contractor, holding [the GC] accountable to its agreement with a reasonable approach on solving issues without delaying the project... I have been particularly impressed with the ability of [Ausonio] to maintain positive relationships with all parties, and with their ability to be particularly adept at fiscal management. Ausonio Incorporated played a key role in the success of this project. ”

- Chelsea Buffington  
Director  
CSUMB Otter Student Union

January 28, 2025

Patrick Dobbins, GHAD Board President  
Pajaro Dunes GHAD  
2661 Beach Road, H131  
Watsonville, CA 95076

RE: Request for Proposals for Construction Management Services for the Seawall Repair Project

Dear Mr. Dobbins,

Ausonio Incorporated is pleased to submit our proposal for the Seawall Repair Project. As a local firm based within Monterey County, we are honored for the opportunity to partner with the Pajaro Dunes Geologic Hazard Abatement District to manage your vision for your project. Over our 65+-year history and over ten years managing the construction of various sized projects and programs for a variety of scopes and entities, Ausonio understands and values the importance of teamwork and involving stakeholders in every step of the project with the goal of achieving sought-after results. We have a highly experienced, capable, and award-winning staff that are prepared to ensure the success of the GHAD's project. Having completed the oversight of programs for entities such as CSU at Monterey Bay and Monterey Peninsula College District as the owner's representative, we are ready to roll up our sleeves and get to work.

Additionally, our proposed Project Manager, Jennifer Dreyer, brings direct experience managing coastline projects from her time at the Monterey Bay Aquarium, where she worked extensively on rebar, concrete, and plumbing repairs beneath the facility. Her hands-on expertise in marine environments, combined with her knowledge of coastal risks, regulatory coordination, and strategic planning, ensures a proactive approach to this repair effort.

We are dedicated to exceeding expectations through:

- **Collaboration:** Close partnership with the District, project stakeholders, and the design team to achieve mutual goals.
- **Safety:** Uncompromising focus on safety for all team members, partners, and the community.
- **Quality:** A commitment to "getting it right the first time," minimizing change orders and maximizing long-term value.
- **Control:** Transparent communication combined with proactive scheduling and budgeting, keeping the project on time and within budget.

Ausonio acknowledges receipt of all documents and addendum # 1 dated 01/21/2025.

Ausonio has no conflicts of interest related to working with PDA GHAD.

Jennifer Dreyer ([jen@ausonio.com](mailto:jen@ausonio.com)) is the authorized representative for RFP-related inquiries.

By virtue of this submission, Ausonio Incorporated declares that all information provided is true and correct.

Sincerely,

*Andrew Ausonio*

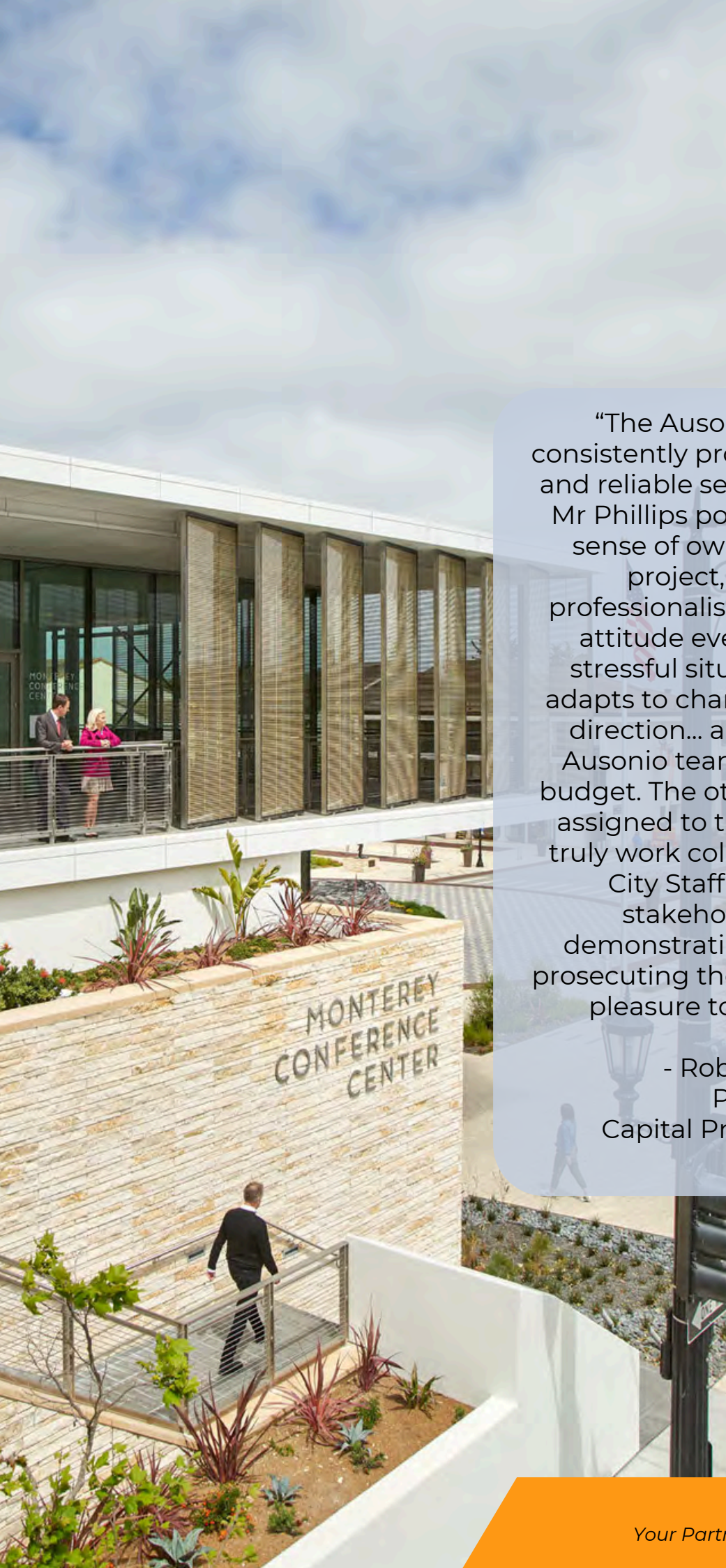
**Andrew P. Ausonio**  
**President, Ausonio Incorporated**

**Ausonio Incorporated**  
*Your Partner from Concept Through Completion*



“The Ausonio team has consistently provided responsive and reliable services to the City. Mr Phillips possesses a strong sense of ownership for the project, maintains professionalism and a positive attitude even in the most stressful situations, readily adapts to changes and City re-direction... and ensures the Ausonio team stays right on budget. The other Ausonio staff assigned to the City's project truly work collaboratively with City Staff and project stakeholders while demonstrating diligence in prosecuting the work. They are a pleasure to work with.”

- Robert M Harray, PE  
Principal Engineer  
Capital Programs Manager  
City of Monterey






# The Ausonio Advantage

Founder, Andrew E. Ausonio built a reputation for excellent quality and expertise in development and construction. Now in its second generation, the company headed by Andrew P. Ausonio, a licensed engineer, continues this tradition as one of the most respected full-service construction firms in the region offering Design, Construction Management, Lease-leaseback and General Contractor services. The Ausonio Family through several partnerships have developed many residential, commercial and industrial projects throughout its 65+ years of existence.

When we say “Your Partner from Concept Through Completion”, We mean it! Ausonio Incorporated is a corporation comprised of a dedicated team of professionals offering an extensive set of design and construction management skills. We bring an interdisciplinary approach to our projects and apply a method of project / construction management that provides ongoing accountability. We work with owners and architects to develop specifications and coordinate project constructability in a way that helps control costs and maintain quality in projects.

Ausonio’s primary goal is to deliver what the owner envisions. We actively partner with owners, design teams, and contractors throughout the process of planning and construction to ensure that the project meets the highest quality while staying on schedule and on budget.





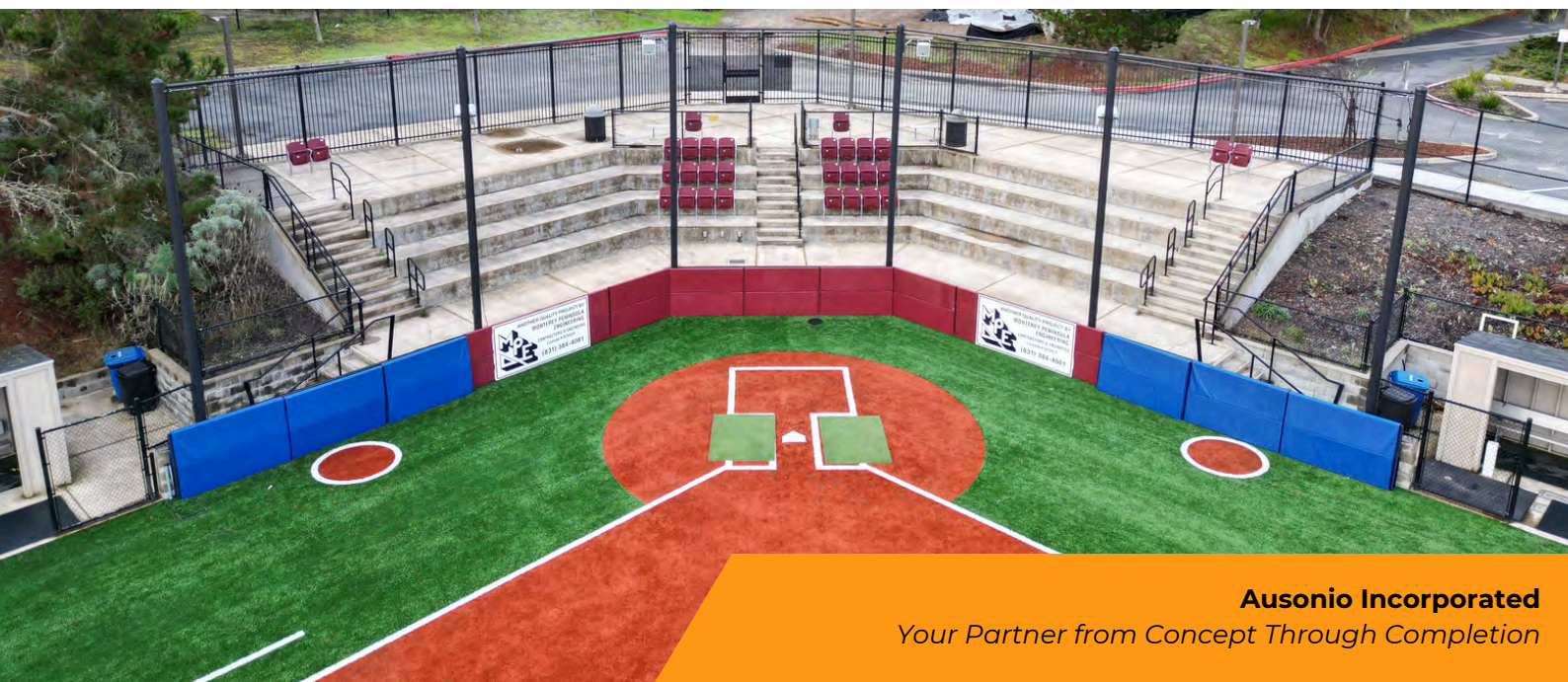


## CORE SERVICES

<p><b>Team</b></p>	<ul style="list-style-type: none"> <li>• Clarify team member roles and responsibilities, including those related to regulatory compliance.</li> <li>• Identify key stakeholders, including agencies requiring permits such as the California Coastal Commission, State Parks, and Monterey Bay National Marine Sanctuary.</li> <li>• Identify the need for specialty consultants and work with the District to develop scope and procure services.</li> </ul>
<p><b>Communication</b></p>	<ul style="list-style-type: none"> <li>• Facilitate partnering meetings and establish a structured communication plan, including regular briefings with regulatory agencies.</li> <li>• Manage document control and reporting via a web-based platform, ensuring permit compliance tracking.</li> <li>• Provide monthly status updates summarizing progress, schedule, upcoming work, and financial summary.</li> <li>• Coordinate with State Parks to develop logistics and access plan</li> <li>• Engage with the PDA GHAD Board through regular presentations and updates.</li> </ul>
<p><b>Design Management</b></p>	<ul style="list-style-type: none"> <li>• Review design for scope alignment and project-specific requirements prior to issuing documents for bid.</li> <li>• Ensure regulatory compliance, permitting approvals, and environmental clearance (CEQA, biological monitoring, etc.).</li> <li>• Conduct constructability reviews to optimize efficiency and minimize design changes affecting schedule and budget.</li> </ul>

## CORE SERVICES

<p><b>Cost Control</b></p>	<ul style="list-style-type: none"> <li>• Develop and maintain project budgets, ensuring cost accountability and efficiency.</li> <li>• Review and validate cost estimates, tracking expenditures and funding sources, including tax assessments and Proposition 218 funding.</li> <li>• Certify contractor progress payments, aligning with contract milestones and ensuring compliance with CM contract tracking requirements.</li> <li>• Monitor contract change directives to maintain fiscal integrity and mitigate cost overruns.</li> </ul>
<p><b>Schedule</b></p>	<ul style="list-style-type: none"> <li>• Implement pull-planning strategies and develop a master project schedule. Review environmental factors such as wildlife nesting and seasonal tides to recommend optimal construction windows to minimize risks and project cost.</li> <li>• Align contractor schedules with milestones, permitting, and regulatory timelines, factoring in environmental and agency requirements.</li> <li>• Analyze schedule trends to identify risks and ensure timely project completion, considering site access constraints.</li> </ul>
<p><b>Procurement</b></p>	<ul style="list-style-type: none"> <li>• Develop procurement strategies tailored to project requirements, ensuring contract administration aligns with regulatory compliance.</li> <li>• Manage the bid process, including advertisement, contractor outreach, job walks, addenda, and bid analysis.</li> <li>• Handle contract awards, submittal processing, and compliance tracking for permits and funding conditions.</li> <li>• Review and process change orders while maintaining fiscal and schedule integrity.</li> <li>• Oversee project close-out, ensuring final inspections, compliance verification, and documentation submission.</li> </ul>





## **TRUSTED LEADERS IN CONSTRUCTION MANAGEMENT SERVICES**

Ausonio Incorporated, a cornerstone of the construction industry since 1959, brings over six decades of unparalleled expertise in program and construction management across California's Central Coast and beyond. Our firm's longevity and breadth of experience are a testament to our ability to deliver quality projects while fostering trusted partnerships with public and private entities. We are proud to offer comprehensive project and construction management services tailored to the unique needs of the Pajaro Dunes Geologic Hazard Abatement District (GHAD) Seawall Repair Project.



## **EXPERTISE IN PROGRAM AND CONSTRUCTION MANAGEMENT**

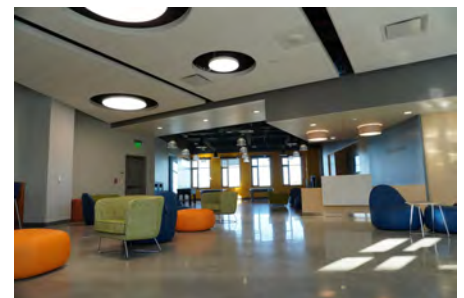
Ausonio Incorporated's construction management division excels in providing end-to-end oversight for complex infrastructure projects. Our team of experienced professionals includes certified project managers, licensed engineers, and LEED-accredited specialists. With certifications from leading organizations such as the Construction Management Association of America (CMAA) and American Institute of Certified Planners (AICP), we ensure every project benefits from cutting-edge methodologies and robust quality controls.

Our program management approach emphasizes proactive coordination, cost control, and risk mitigation. By integrating advanced project management tools, including 3D imaging, drone technology, and web-based platforms, we maintain exceptional accountability and streamline communication with all stakeholders. This technological proficiency is especially critical for projects like the Pajaro Dunes Seawall Repair, where compliance with permitting agencies and environmental requirements demands precision and foresight.

## **EXPERIENCE IN COASTAL AND ENVIRONMENTAL PROJECTS**

As a trusted partner in sustainable construction, Ausonio has successfully managed numerous environmentally sensitive projects, including the LEED Platinum-certified Monterey Conference Center and multiple preservation-focused initiatives at California State University, Monterey Bay. These projects highlight our ability to navigate complex regulatory landscapes, manage sensitive habitats, and deliver outcomes that align with our clients' environmental stewardship goals.

For the Pajaro Dunes Seawall Repair, our team is particularly well-suited to manage the multifaceted requirements of coastal construction. We bring a nuanced understanding of coastal engineering, permitting with agencies like the California Coastal Commission, and compliance with CEQA and federal regulations. Our commitment to rigorous environmental oversight ensures that project goals are met without compromising ecological integrity.



### **LOCAL KNOWLEDGE, GLOBAL STANDARDS**

Ausonio's local roots run deep, with a strong focus on hiring local talent and partnering with regional vendors to bolster economic growth. Our familiarity with local permitting processes, environmental considerations, and community dynamics enables us to execute projects with unmatched efficiency and sensitivity.

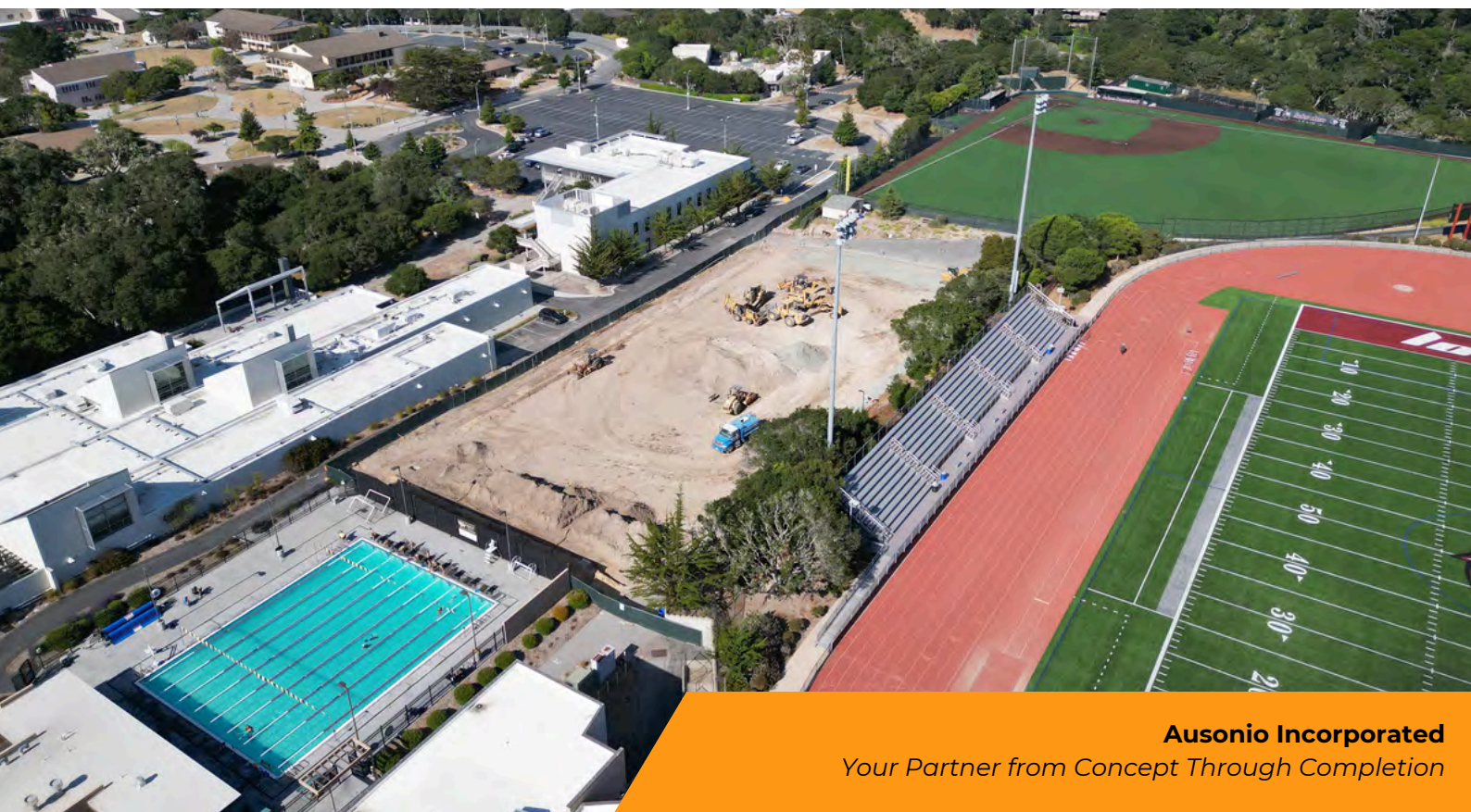
Moreover, our collaborative approach to program management ensures seamless communication with stakeholders. We have consistently delivered complex projects on time and within budget by fostering transparency and aligning closely with client expectations. For the Pajaro Dunes Seawall Repair Project, we will implement proven strategies to monitor expenditures, track funding sources, and maintain an updated project schedule.

### **COMMITMENT TO EXCELLENCE AND INNOVATION**


Ausonio Incorporated, a cornerstone of the construction industry since 1959, brings over six decades of unparalleled expertise in program and construction management across California's Central Coast and beyond. Our firm's longevity and breadth of experience are a testament to our ability to deliver quality projects while fostering trusted partnerships with public and private entities. We are proud to offer comprehensive project and construction management services tailored to the unique needs of the Pajaro Dunes Geologic Hazard Abatement District (GHAD) Seawall Repair Project.

### **A TRUSTED PARTNER FOR THE PAJARO DUNES GHAD**

Ausonio Incorporated is uniquely qualified to manage the Pajaro Dunes GHAD Seawall Repair Project. Our proven expertise in coastal construction, program management, and environmental stewardship positions us as the ideal partner to guide this project from inception to completion. With a track record of delivering award-winning projects and fostering long-term client relationships, we are committed to achieving the highest standards of excellence for the Pajaro Dunes community.







“Throughout the project, Ausonio's highly professional staff demonstrated the... ability to communicate clearly with all parties connected with the project, timely responses to questions and issues, a clear understanding of the preconstruction and construct processes... understanding the needs of the District and working closely with the Design Team and contractor to see that those needs were met, ability to understand construction issues that arose and come up with doable and cost effective solutions to such issues.”

- Richard A Stedman  
APCO  
Monterey Bay  
Air Resources District



**PAJARO DUNES GEOLOGIC  
HAZARD ABATEMENT DISTRICT**



Brian Tracy, P.E., CCM  
Dir. of Construction Management  
Years with Ausonio: 4 yrs



Jennifer Dreyer  
Project Manager  
Years with Ausonio: 2 yrs



Bryan Martinez  
Assistant Project Manager  
Years with Ausonio: 1 yr

**TEAMWORK MAKES THE DREAM WORK**

**EXECUTIVES**

Andrew P. Ausonio, PE      CEO / President  
Samuel J Phillips              COO/Senior PM

**ACCOUNTING DEPARTMENT**

Marite Marlow                      Controller  
Tatiana Bernal                      Project Accountant  
Jennifer Ramirez                      Accounting Clerk  
Francesca Lizaola                      Office Administrator

**GC DIVISION**

Troy Fink                              Sr Project Manager  
Steve Pichler                              Project Manager  
Aaron Palma                              Project Manager  
Jimmy Rodriguez                      Asst. Project Manager  
Angel Zuniga                              Asst. Project Manager  
Rhonda Wallace                      Senior Project Engineer  
Roxanne Cadenaz                      Project Engineer  
Cameron Caviness                      Project Engineer  
Ryan Loiacono                              Project Engineer  
Alex Ramos                              Project Engineer

**FIELD COORDINATION**

Esperanza Soltero                      Gen. Superintendent  
Alan McMurphy                              Superintendent  
Mike Ham                                      Superintendent  
Eric Nielsen                                      Superintendent  
Jeff LaGrange                                      Superintendent  
Bradley Ward                                      Superintendent  
Andy Rojas                                      Superintendent  
Leo Parades                                      Superintendent  
Tony Cerda                                      Superintendent

**CM DIVISION**

Brian Tracy, P.E., CCM                      Director of CM  
Dustin Conner, CCM                              Sr Project Manager  
Pam Lapham                                      Sr Project Manager  
Steve Pichler                                      Project Manager  
Aaron Palma                                      Project Manager  
Diane Miller                                      Project Manager  
Jennifer Dreyer                                      Project Manager  
Jill Kronick                                      Asst. Project Manager  
Gerardo Ramirez                              Asst. Project Manager  
Bryan Martinez                                      Asst. Project Manager  
Taryn Ordonio                                      Project Engineer

**STAFFING PLAN**

Ausonio uses a team approach to leverage our depth of in-house expertise to bring maximum value to our clients. We have the ability to provide staff as necessary to ensure a successful project. Our Project Managers (PMs), Assistant Project Managers (APMs) and superintendents meet weekly to share collective knowledge, experience and project status. Because of this sharing of information, the PMs and PEs can get up to speed quickly as back-ups, if needed. Our team's depth of knowledge and locality allows us to dispatch at a moment's notice, any of our leading experts to assist with any of the complex issues that might arise.

Our award-winning team has served in Monterey as well as San Benito and Santa Cruz Counties for over six decades. During this time, our CM Division have been awarded multiple awards:

- 2024 Top 90 US Construction Management Firm, BD+C Giants 400 Report
- 2024 Award of Merit, APWA Monterey Chapter: CSUMB Otter Express
- 2023 Stella Awards, Gold Winner: Monterey Conference Center Category: Best Conference Center
- 2023 Project of the Year, APWA Monterey Chapter: CSUMB Freeman Stadium

These prizes, the solid portfolio, and our track record - along with our numerous customer testimonials and reviews - make us believe that we are truly the best in our industry.





☎ 831-262-8641  
✉ brian@ausonio.com  
🌐 www.Ausonio.com  
📍 11420 A Commercial Parkway  
Castroville, CA 95012

## Education

2005 | BS in Civil Engineering  
Notre Dame

## Previous Experience

Ausonio Incorporated  
2022-Present | Director of CM  
2020-2022 | Program Manager

Cotter Consulting, Inc  
2018-2020 | Group Manager –  
Learning & Development  
2012-2020 | Project Manager

## Certifications

Licensed Professional Engineer  
AZ (#50757)  
IL (#062.066740)  
NC (#038075)

Certified Construction Manager, CMAA  
(2020) OSHA 10-Hour

# BRIAN TRACY, P.E., CCM

## Director of Construction Management

Brian is a skilled project manager with experience across utilities, public, education, municipal, and transportation sectors. He has led project controls for large capital programs, managing design and construction schedules while prioritizing client goals. Known for his expertise in schedule analysis and cost management, Brian ensures projects stay on time and within budget. At Ausonio, he is a leader in project controls, providing training and development. His clear communication and technical proficiency help simplify complex engineering issues, making him effective at building consensus on challenging projects. Brian's dedication to public-focused projects makes him a committed and efficient manager.

## Relevant Experience

### California State University Monterey Bay Capital Projects

Marina, CA (\$125M) | Role: Client Lead & Capital Programs

Provided campus planning, construction project management, and facilities improvement management duties for CSU Monterey Bay. Coordinated with internal campus stakeholders, facilities & planning department leadership, and construction teams, including active management of in-house trades. Projects ranged from minor upgrades to major multi-million-dollar campus capital improvements.

### Encompass Community Services Si Se Puede

Watsonville, CA (\$13M) | Role: Executive & Grant Management

New behavioral health campus featuring 12,000 SF of space across two buildings, retaining walls, sitework, and landscaping. Provided client management and day-to-day project management oversight, including support for public outreach and grant administration.

### Alisal Unified School District

Salinas, CA (\$20M) | Role: Program Executive  
Reconstruction of existing elementary school and district-wide deferred maintenance program. Provided client management and oversight of project management team.

### Monterey Peninsula Regional Parks District

Carmel Valley, CA (\$5M) | Role: Program Management  
Multiple facilities improvement projects for MPRPD, including prefabricated structures, sitework and parking improvements, and housing renovation. Provided full-service project and construction management services, including design oversight, procurement, permitting, construction, and closeout.

# JENNIFER DREYER



831-233-2839

jen@ausonio.com

www.Ausonio.com

11420 A Commercial Parkway  
Castroville, CA 95012

## Previous Experience

2023-Present | Ausonio Incorporated  
*Project Manager*

2004-2023 | Monterey Bay Aquarium

- 2019-2023 - *Manager of Facilities*
- 2018-2023 - *Facilities PM*
- 2011-2018 - *Live Exhibits PM*
- 2007-2011 - *Systems Operator / PM*

## Education

Moss Landing Marine Laboratories  
Marine Science | MS Marine Geology

UC Santa Cruz | BS Marine Biology

## Certifications

- LEED PM
- LEED Green Associate
- Drone Pilot License
- CPC | Associate Constructor
- Engineer & BIM Manager | Procore
- PM & Superintendent | Procore

## Memberships

- National Associate of Women in Construction
- American Institute of Architects CMAA

## Project Manager

Jennifer is a results-driven and passionate professional with 20+ years of expertise in team leadership, project management, financial planning, and facilities maintenance. As a forward-thinking & adaptable communicator, Jennifer fosters relationships with staff, contractors, and other stakeholders to build effective solutions and navigate all phases of large-scale projects. Her strategic problem-solving skills aid in successfully balancing competing priorities to achieve customer satisfaction.

## Relevant Experience

### **Encompass: Si Se Puede Behavioral Health Center**

Watsonville, CA (\$322K) | Role: Project Manager  
Construction Management Services for the construction of a new state-of-the-art behavioral healthcare facility to include : A 7,766 square foot Residential Treatment building with capacity for 30-beds, a fully equipped clinic, a dedicated client intake room, three large group counseling rooms, two smaller counseling rooms, a client computer-use space, an outdoor courtyard, an industrial kitchen and spacious dining and recreational area, and a 3,864 square foot Outpatient Treatment building with four large group counseling rooms, electronically equipped classroom, five smaller counseling rooms, a medical clinic and a welcoming reception and waiting room area, as well as family areas and spaces for ongoing recovery support.

### **Garland Regional Park**

Carmel Valley, CA | Role: Project Manager

### **Alisal Union School District**

Salinas, CA | Role: Project Manager  
*Miscellaneous maintenance projects*

### **California State University, Monterey Bay**

Marina, CA | Role: Project Manager  
*Miscellaneous projects*





# BRYAN MARTINEZ

## Assistant Project Manager

Bryan is a dynamic and detail-oriented Assistant Project Manager with over six months of experience in the construction industry, specializing in managing project life-cycles and ensuring compliance with safety regulations. Strong team-building, communication, and listening skills, combined with the ability to foster collaboration between project stakeholders. Adept at problem-solving and ensuring smooth coordination between field and office teams. Committed to safety, operational excellence, and delivering projects on time and within budget.

831-242-0744

bmartinez@ausonio.com

www.Ausonio.com

11420 A Commercial Parkway  
Castroville, CA 95012

## Previous Experience

2024– Present | Ausonio Incorporated  
Assistant Project Manager

2008-2024 | Monterey Bay Aquarium  
Exhibit Designer / CAD

2007-2008 | Builder's Project Services  
Proprietor / Design

2005-2008 | Pacific Pride Homes  
Design Manager

## Education

University of Arizona School of  
Architecture | BA Architectural  
Design

## Certifications

OSHA-10  
Procore- Project Management,  
Quality & Safety  
EPA's General Permit

## Skills

Vectorworks 2024  
AutoCAD 2024  
Photoshop  
Bluebeam

## Relevant Experience

### Alisal Union School District

Salinas, CA | Role: Assistant Project Manager  
Reconstruction of existing elementary school and district-wide deferred maintenance program. Preparing, scheduling, coordinating, monitoring and documenting progress of project.

### Alisal Community School Project

Salinas, CA | Role: Assistant Project Manager  
Miscellaneous maintenance projects

### Encompass: Si Se Puede Behavioral Health Center

Watsonville, CA | Role: Assistant Project Manager  
Construction Management Services for the construction of a new state-of-the-art behavioral healthcare facility to include : A 7,766 square foot Residential Treatment building with capacity for 30-beds, a fully equipped clinic, a dedicated client intake room, three large group counseling rooms, two smaller counseling rooms, a client computer-use space, an outdoor courtyard, an industrial kitchen and spacious dining and recreational area, and a 3,864 square foot Outpatient Treatment building with four large group counseling rooms, electronically equipped classroom, five smaller counseling rooms, a medical clinic and a welcoming reception and waiting room area, as well as family areas and spaces for ongoing recovery support.

### Monterey Bay Aquarium Project

Monterey, CA | Role: Assistant Project Manager  
Modifications to an existing otter tank, including the construction of a new access platform and steps to improve staff access to the holding tank.



## QUALITY ASSURANCE

For the project to reach its highest potential, an attitude of quality must be instilled in every aspect from planning, design, construction, and closeout.

A guiding document to ensure a quality delivery of the project is the Project Management Plan (PMP). The PMP serves as a catch-all master reference document. It defines the project scope, schedule, and implementation, and includes an accountability matrix containing the essential tasks to be performed during each project phase and which project player is responsible for each. The PMP facilitates consistency, communications, coordination and control as the project proceeds. Beyond the PMP, we will instill specific measures to ensure quality, detailed below.

The construction bid package will include requirements for the awarded contractor to submit a quality management plan. This plan will be incorporated into the contract and will serve as a contractor-led initial layer of quality management. The bid package can also ask firms to describe how they measure and manage quality and to provide specific examples of how their approaches have succeeded on past projects. If the District desires, these can be used as a factor in contractor selection.

During preconstruction, we will work with the District and selected contractor to conduct existing condition surveys of the residences as directed by the District. We believe that including the contractor in this process will create an extra level of protection and buy-in compared to conducting the surveys prior to their involvement. Upon project completion, we will conduct another round of surveys to confirm that the work has had no impact on these structures.

Our construction-phase efforts will jointly focus on the administrative quality management tasks such as submittal reviews and material inspections as well as providing field reviews of workmanship and managing special inspections and jurisdictional reviews. When necessary, nonconformance reports will be issued and discussed at each project coordination meeting to ensure timely resolution.

Finally, we will include a project requirement for the contractor to utilize modern, cost-effective jobsite photo and video documentation applications. Advancements in recent years allow owners to view continually updated as-built visual documentation of the project. This provides another method to validate compliance with the design throughout the project and leaves a detailed record for use in the ongoing upkeep of the seawall by the District.





“It was nothing short of a miracle and I can't thank you enough for pushing SEI so hard to get this done at the 11th hour. Your team is amazing and it has been a pleasure working with all of you and seeing your drive, determination and commitment to get this project where it needed to be”

-Doug Phillips  
General Manager  
Monterey Conference Center





## City of Carmel-by-the-Sea

Role: Construction Manager

Ausonio Team: Brian Tracy - Principal

Client Contact: Bob Harary  
(831) 620-2021

[rhrary@ci.carmel.ca.us](mailto:rhrary@ci.carmel.ca.us)

P.O. Box CC, Carmel-by-the-Sea, CA 93921

CM Contract Amount: \$220K

Year of Completion: Ongoing

Ausonio Incorporated has a proven track record of delivering successful projects that preserve and enhance public infrastructure's functionality and historical significance. In 2023, we completed a variety of critical upgrades, including exterior painting, lead and asbestos abatement, roofing replacement, window repairs, and interior painting. Notable projects included the design phase for the Sunset Center retaining wall repairs, portico construction, and the rehabilitation of the San Antonio sidewalks. This sidewalk project emphasized sustainability and the careful preservation of historic aesthetics to maintain the original charm of the area.

In 2022, our work included renovation-oriented capital improvements at the Sunset Center, Harrison Memorial Library, and City Hall, as well as comprehensive Facilities Component Inspections at four buildings. These projects reflect our deep understanding of historical preservation, structural integrity, and sustainability—all of which are critical to complex infrastructure repairs, such as seawalls.







## Monterey Peninsula Regional Park District Project B

Role: Construction Manager  
Ausonio Team: Brian Tracy - Principal  
Jennifer Dreyer - Project Manager

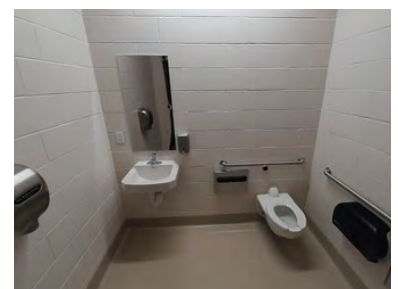
Client Contact: Kelly McCullough  
(831) 372-3196 ext. 103  
mccullough@mprpd.org  
Monterey Peninsula Regional Park District  
P.O. Box 223340, Carmel, CA 93922  
CM Contract Amount: \$173K  
Year of Completion: 2023

The Palo Corona Regional Park Gateway Project repurposes the former Rancho Cañada Golf Course into a sustainable public park, enhancing accessibility, recreation, and environmental stewardship.

### Key Features:

- Sustainable Infrastructure – Pre-engineered public restroom with energy-efficient design.
- Accessibility & Community Use – Entry plaza, shade structures, ADA-compliant paths, and improved parking.
- Environmental Restoration – Native landscaping and irrigation upgrades to support conservation.
- Transportation & Connectivity – Bus pickup/drop-off zone for increased public access.
- Protected species - Proactive logistics planning to protect known present species, and rapid response to revise project approach when an additional species was discovered on site. Successful mitigation and protection planning in coordination with CA Dept of Fish & Wildlife.

This project showcases Ausonio's expertise in adaptive reuse, sustainable site development, and public infrastructure, ensuring a balanced approach to preservation and modernization—critical in projects like the Pajaro Dunes GHAD Seawall Repair.







## Asilomar Crocker Decking California State Parks

Role: General Contractor

Client Contact: Mike Zucarro  
(831) 643-6316

[mike.zucarro@parks.ca.gov](mailto:mike.zucarro@parks.ca.gov)

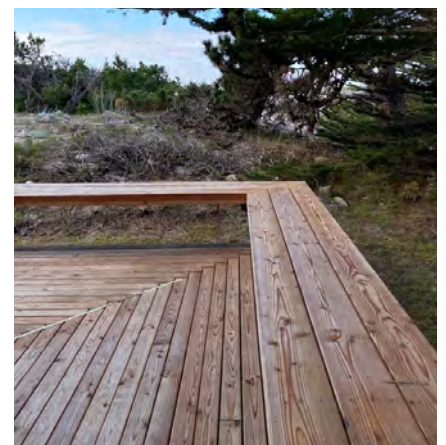
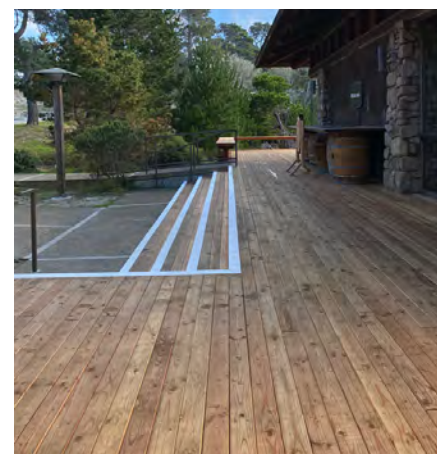
800 Asilomar Avenue, Pacific Grove, CA 93950

Contract Amount: \$512K

Year of Completion: 2024

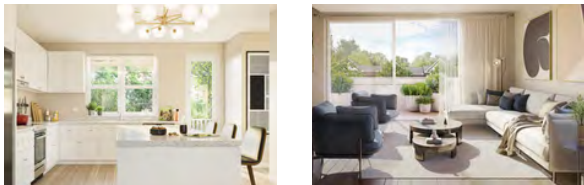
Ausonio Incorporated successfully executed a comprehensive wood decking repair and rehabilitation project, demonstrating our expertise in structural restoration and material longevity. This project involved the full replacement of all wood deck and bench boards, selective repair and replacement of deck framing, professional wood finishing, and meticulous stone pier repointing.

Our approach balanced structural integrity with aesthetic preservation, ensuring that the rehabilitated decking maintained its original character while improving durability and performance. This experience highlights our ability to deliver precise, high-quality craftsmanship for infrastructure repairs—expertise that directly applies to the complexities of seawall restoration.





## Strategic Developments Near Pajaro Dunes



Client Contact: Mark Lester  
 (650) 638-0900  
 mlester@landcorealestate.com  
 511 Ohlone Parkway, Watsonville, CA 95076  
 CM Contract Amount: \$125K  
 Year of Completion: Ongoing

### Hillcrest Professional Services, Watsonville, CA

Role: Construction Manager at Risk  
 Ausonio Team: Brian Tracy - Principal  
 Jennifer Dreyer - Project Manager

A 144-unit residential community spanning 11.27 acres, Hillcrest Estates is Watsonville's first new housing development in nearly 17 years. The project required environmental mitigation measures and close coordination with City and County agencies to ensure compliance and long-term sustainability.

#### Key Features:

- Sustainable Design: Solar-ready roofing, EV charging, and ENERGY STAR® appliances.
- Public Access: Walking trails, birdwatching area, and a landscaped park.
- Infrastructure & Resilience: Soil remediation, grading, and stormwater management.

### Encompass Si Se Puede, Watsonville, CA

Role: Construction Manager  
 Ausonio Team: Brian Tracy - Principal  
 Jennifer Dreyer - Project Manager

A state-of-the-art behavioral healthcare facility featuring a 7,766 sq. ft. Residential Treatment building with 30 beds, counseling spaces, a clinic, dining, and recreation areas, and a 3,864 sq. ft. Outpatient facility. Like Hillcrest, it required environmental mitigation and agency coordination for compliance.

#### Key Features:

- Healthcare & Recovery Support: Residential and outpatient facilities with dedicated medical, counseling, and client spaces.
- Regulatory & Grant Compliance: State and federal grant tracking, audit reporting, and agency coordination.
- Infrastructure Development: Site preparation, stormwater management, and grading to meet regulatory standards.



Client Contact: Kim Morrison, CFO  
 (831) 469-1700  
 kim.morrison@encompasscs.org  
 161 Miles Lane, Watsonville, CA 95076  
 CM Contract Amount: \$322.5K  
 Year of Completion: 2026

## **AUSONIO HAS SUCCESSFULLY DELIVERED PROGRAM/CONSTRUCTION MANAGEMENT SERVICES TO PUBLIC AGENCIES OVER THE LAST FIVE YEARS**

### **a. How does your firm adhere to agreed upon schedules?**

When used properly, a construction schedule is an effective tool for a contractor to communicate and actively manage its plan to complete the work. Yet it is often the case that the schedule submitted to the owner is not reflective of the actual sequence of the activities in the field. This can be due to insufficient contractor attention, overly burdensome contract requirements, or a combination of other factors.



What we learned as program manager for the Monterey Conference Center is the best way to adhere to an agreed upon schedule is to establish reasonable requirements on the baseline schedule and set expectations that can be met at the beginning of the project. Our team members have experienced success in their careers with this approach and have utilized it recently with the success at CSUMB. Once the project is aligned we will clearly communicate the requirements during bidding, create the baseline as a joint effort between the contractor and owner, and enforce the update requirements throughout the project. The best schedules can be simple in nature if they clearly communicate the contractor's plan and are revised as those plans inevitably adjust as the project progresses.

Our team will propose scheduling requirements for the project documents based on in-house model specifications and experience from other successful projects. We will work with the contractor to create a straightforward baseline schedule and then ensure that the schedule is continually updated to remain an effective tool to manage the project. We will analyze each update and identify any trends that need attention – this will be especially important to meet the proposed tight construction window. If the project falls behind schedule, we will require the contractor to create a recovery plan– as required by the contract language we recommend including.



### **b. What efforts are used to get projects back on track?**

In order to get a project back on track the cause of the problem needs to be identified and addressed. By calling an executive level meeting with all parties involved, we can understand the root of the issues and come up with a plan to resolve the problem. The developed solution will be memorialized in writing and we as the Program Manager will verify that commitments are followed through.

Tactics to develop the recovery plan include:

- Reassessment of schedule to prioritize critical path work
- Pull planning to extract any initial float out of activity durations
- Explore resequencing of the work
- Explore alternative means and methods to speed up the processes or save money,

Example: CSUMB had a lingering project at one of their residence halls where the State Fire Marshal had questioned the installation of the fire rated construction. The school was working on a solution for over two years to come up with a fix but struggled with the estimated cost magnitude. Ausonio was brought in to take on the issue. We met with code consultants, fire stopping engineers, contractors, product manufactures, and inspectors to come up with a solution that was far less invasive. We proposed the solution to the school leadership and building official where a few adjustments were requested and locked in a plan. The project was executed over a four-month period and saved the college \$1M from their initial estimates.



### **c. How does your firm make efficient use of its personnel and resources?**

Ausonio has a motto “Team work makes the dream work” where we all work together to achieve the goal and go out of our way to recognize efforts. Ausonio has a wide range of staff all with various levels of technical skills and personalities – by putting the person in an environment where they are comfortable that their skill set fits the application, their work excels. Our team at CSUMB is an example of this where we currently have a staff of five consisting of Planners, Project Managers, Superintendents, etc. working on various projects from the planning stages to the field work providing full-service construction support.

### **d. What techniques does your firm use to deliver quality services?**

As discussed in greater depth in the quality assurance page of this proposal, we implement a multi-tier approach to ensuring the quality of the construction, the management, and the documentation. This begins with the development of the Project Plan and continues through the application of design and construction-specific contractor quality management plans. Each of these plans has an accompanying method of verifying that the end product matches the plan, from design reviews and signoffs to field inspections and closeout documentation. We provide regular status reporting of key metrics throughout the life of the project and look for trends in need of correction or staying the course.



**e. Describe project involvement by the firm's principals**

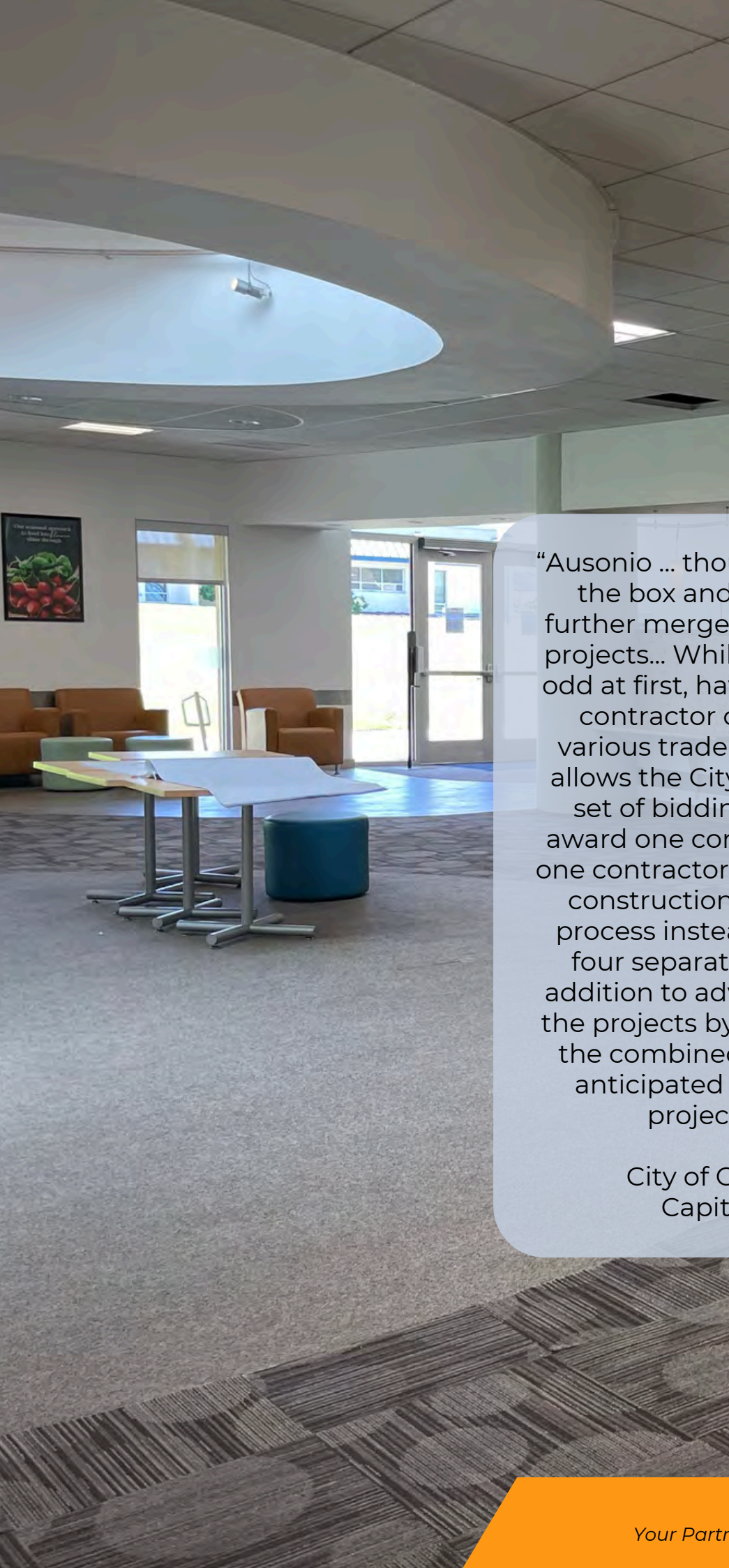
Ausonio is a family-owned company with Andrew Ausonio being a second-generation owner which gives him a vested interest in all the company's projects and ultimately the company's success. Sam Phillips will be involved in the project via weekly check-ins with the team. Our internal meetings led by the principal in charge are structured around an Employee Operating System (EOS) which is a set of procedures that organizes and structures how we meet, how we solve problems, plan, prioritize, follow processes, communicate, measure, clarify roles, lead, and manage. We use this system in both our Construction Management and General Contracting divisions.

**f. What computer programs does your staff use to track various aspects (schedule, costs, scope creep) of a major project?**

The project team has experience in a wide range of technology applications to manage all aspects of project administration, utilizing both in-house and client systems. Our principal, Brian Tracy co-chairs a national technology committee for CMAA and has presented to multiple audiences on effective technology management. We work with each client to understand their unique needs and create a custom right-sized solution to maximize effectiveness and minimize cost. In some cases, a full-service platform such as Procore (our company standard) is utilized, while in other cases we have found success using MS Office programs to create high-quality reporting and communication tools. We can also utilize task-specific applications as needed and have knowledge of industry standards such as Primavera for schedule analysis as well as emerging tools like Join.Build for design-phase budget tracking.

Example: At CSUMB we have used both Procore and Excel based on the specific need. On larger projects, the Procore dashboard and reporting features help with managing the volume of information by being able to see status of budgets, schedule, RFIs, inspections, etc. at a glance and identifying any potential issues before they cause a critical impact. We also created an excel-based "Flight Gauge" dashboard to report progress on our smaller projects. We issue this report weekly to the leadership team as a one-stop progress update and to keep our finger on the pulse on all projects in the program.





“Ausonio ... thought way outside the box and suggested to further merge three additional projects... While this may seem odd at first, having one general contractor oversee all the various trade subcontractors allows the City to prepare one set of bidding documents, award one contract, work with one contractor, and provide one construction management process instead of managing four separate processes. In addition to advancing many of the projects by several months, the combined, larger scale is anticipated to save overall project costs.”

City of Carmel by the Sea  
Capital Improvements






## Ausonio CM Staffing Plan

Staff	Weeks	Hours / Week	Total Hours	Hourly Rate	Total
<b>Prebid</b>					
Principal - Brian Tracy	10	4	40	\$ 215	\$ 8,600
PM- Jennifer Dreyer	10	12	120	\$ 172	\$ 20,640
APM- Bryan Martinez	10	8	80	\$ 145	\$ 11,600
<b>Bid/Award</b>					
Principal - Brian Tracy	8	4	32	\$ 215	\$ 6,880
PM- Jennifer Dreyer	8	20	160	\$ 172	\$ 27,520
APM - Bryan Martinez	8	16	128	\$ 145	\$ 18,560
<b>Preconstruction</b>					
Principal - Brian Tracy	9	2	18	\$ 215	\$ 3,870
PM- Jennifer Dreyer	9	16	144	\$ 172	\$ 24,768
APM- Bryan Martinez	9	16	144	\$ 145	\$ 20,880
<b>Construction</b>					
Principal - Brian Tracy	12	4	48	\$ 215	\$ 10,320
PM- Jennifer Dreyer	12	24	288	\$ 172	\$ 49,536
APM- Bryan Martinez	12	16	192	\$ 145	\$ 27,840
Inspector- 100% for first 3 weeks	3	40	120	\$ 160	\$ 19,200
Inspector-50% for remainder of construction	9	20	360	\$ 160	\$ 28,800
<b>Closeout</b>					
Principal - Brian Tracy	4	1	4	\$ 215	\$ 860
PM- Jennifer Dreyer	4	20	80	\$ 172	\$ 13,760
APM- Bryan Martinez	4	16	64	\$ 145	\$ 9,280
<b>Total</b>					<b>\$ 302,914</b>

The table above is our proposed not-to-exceed fee based on anticipated project scope and duration for each phase of the project as described in the RFP. We are happy to review the staffing estimates that were used for each phase and adjust as requested. We will invoice only for the actual hours worked, and any savings upon project completion will remain with the District. We will work closely with you to manage this project within our budgeted hours.

The proposed fee above does not include specialty inspections, QSP, and biological monitoring. We will ensure delivery of these services by working with the District to develop scope, selecting the best firms for those services, coordinating procurement through our contract or directly with the District, and overseeing their work on the project.





I have had the privilege of working closely with the Ausonio team as they expertly managed these projects across multiple school campuses... Throughout these projects, Ausonio consistently demonstrated a high level of professionalism, expertise, and dedication to quality. Their team's ability to meet tight deadlines without compromising on quality was particularly impressive... Their deep understanding of our organizational culture and unwavering commitment to client satisfaction have had a lasting impact on our team.

George Anzo  
Director MOTS  
Alisal Union School District

# PAJARO DUNES GEOLOGIC HAZARD ABATEMENT DISTRICT

January 21, 2025

To: Prospective Consultants

**Subject: Addendum #1 - Request for Proposals for Program/Construction Management Services to oversee Seawall Repair Project**

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Notice is hereby given that the subject RFP has been supplemented by this Addendum. Please acknowledge receipt of this Addendum by including a copy in the appendix of your proposal.

## Reponses to Submitted Questions:

1. Question: Does this project's scope of work include the acquisition of all non-issued permits or just compliance with all permits? It looks like potential permits could be with the Coastal Commission, the State Parks and Santa Cruz County as well as potential CEQA approval.

Response: The selected CM firm will confirm that the project complies with all permits. At this time, we believe permits will be issued by the County of Santa Cruz and State Parks. We assume a permit is not needed from the Coastal Commission as the County will issue the grading permit under their Local Coastal Plan.

2. Question: What level of inspection is expected of the project? Some clients want 100% assurance that the project is performed per the plans and specs and require an inspector 100% of the time. Other clients either cannot afford this service or feel the project doesn't require this service and prefer a part-time inspector.

Response: Assume full-time inspection for the first two to three weeks of the repair contract and cut back to 50% to 65% time after that.

## **Other Updates:**

3. See Attachment A with the updated Scope of Services. This replaces that section in the "Desired Services" portion of the RFP. The updated Scope of Services is separated into the five project phases as outlined in the Estimated Fee section of the RFP.

This Addendum has been sent to all "proposers of record". Please direct any questions regarding the RFP or this addendum to Patrick Dobbins via email at [PDobbins@ci.Gonzales.ca.us](mailto:PDobbins@ci.Gonzales.ca.us) or call (408) 710-9866.

PATRICK DOBBINS

Patrick Dobbins, Pajaro Dunes GHAD Board President

# Attachment A

## Updated Scope of Services

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### 1. Project Management – Prebid Phase

- a. Establish document management using a web-based platform
- b. Review the design for constructability
- c. Begin Utility Provider Coordination
- d. Create detailed project schedule (MS Project or other software)
- e. Work with GHAD to compile and issue the bid document
  - i. GHAD to provide Front End for bidding purposes
  - ii. Haley and Aldrich to provide Bid Schedule, Technical Specifications, and Recommended Contract Time
  - iii. PM/CM Firm and GHAD to prepare list of contractors to receive bid document
- f. PM/CM Firm to issue the bid document to contractors

### 2. Project Management – Bid/Award Phase

- a. Receive questions from bidders and collaborate with GHAD and Haley and Aldrich on producing any addenda.
- b. Arrange and support Pre-Bid meeting with site tour
- c. Review submitted bids for compliance with the bid document and provide GHAD with a “Recommendation of Award of Contract” memo.

### 3. Project Management – Preconstruction Phase

- a. Utility Provider Coordination
- b. “Prior to Construction” property inspections including detailed photos and video
- c. Ensure compliance with:
  - i. Permit conditions issued for the project.
  - ii. CEQA requirements (required technical studies will be provided by others)
  - iii. Contractor’s conformity to the approved construction plans
- d. Make presentations to GHAD board
- e. Monitor expenditures and track funding sources
- f. Provide monthly status reports with PM/CM invoice

### 4. Construction Management/Inspection

- a. Construction Administration services
- b. Field Inspection including specialty inspections and QSP inspections
- c. Run progress meetings including tracking action items
- d. Review and process submittals
- e. Track contract time
- f. Update project schedule
- g. Make presentations to GHAD board
- h. Review and certify contractor progress payments
- i. Authorize minor changes that do not affect contract time or price
- j. Prepare and/or review change orders or construction change directives

## **5. Close-out and Acceptance**

- a. Inspect for substantial and final completion
- b. Post-Construction property inspections including detailed photos and video
- c. Close-out project including turning over all documents and records to GHAD in PDF format
- d. Recommendation of project acceptance





After the Job is Complete,  
We are Still Here.



[jen@ausonio.com](mailto:jen@ausonio.com)



831.633.3371



11420 A Commercial Parkway  
Castroville, CA 95012



[www.Ausonio.com](http://www.Ausonio.com)





# Pajaro Dunes Geologic Hazard Abatement District

January 28, 2025

PROPOSAL TO PROVIDE

## Construction Management for the Seawall Repair Project

PDGHA.240841



**January 28, 2025**

Pajaro Dunes Geologic Hazard Abatement District (GHAD)

**Attention: Patrick Dobbins, PE**

2661 Beach Road, Building No. 1

Wastonville CA 95076

**RE: Proposal for Construction Management for the Seawall Repair Project**

Dear Mr. Dobbins:

MNS Engineers, Inc. (MNS) appreciates the opportunity to submit this proposal to provide project/construction management and inspection services for the GHAD Seawall Project. We offer our highly qualified team to provide services for this Project.

Since 1962, MNS has provided quality infrastructure consulting services for water resource projects throughout California. MNS is a leader in construction management services for various types of projects for local agencies. We have won numerous awards for construction management services on similar projects and are committed to working with GHAD to ensure success on this important project.

MNS has assembled a qualified and highly experienced team to meet the specific elements and goals of this project. With the various construction elements such as multi-stakeholder coordination, environmental considerations, and community relations, GHAD needs an experienced construction management team such as MNS to anticipate potential issues and coordinate efficient resolutions before they impact the public and the project budget and schedule. Our team is locally based and have worked together on similar projects, which provides GHAD with experienced staff familiar with the requirements, challenges, coordination, and sensitivities involved in successfully managing this project.

### Our Team's Core Benefits

#### Professional and Qualified Team

Leading the MNS team is **Randy Egner, PE, Senior Project Manager**, with over 31 years of experience providing construction management and project management in construction projects. Randy will ensure the MNS team has all the support required to successfully deliver services to GHAD. He knows the many challenges associated with delivering construction projects from the environmental requirements, through design, and to the construction phase. Our proposed **Project Manager/Resident Engineer, Tommy Munro, PE**, brings 14 years of construction management experience in providing construction inspection for projects for public agencies. Tommy's experience includes bridge maintenance/rehabilitation, bridge replacement, levee maintenance, steel bridge painting/lead abatement, and soldier pile retaining wall construction.

#### Legal Name

MNS Engineers, Inc.

#### Firm Ownership Type

C-Corporation

#### Year Firm Established

1962

#### California Department of Industrial Relations (DIR)

No. 1000003564

#### Corporate Office

201 N. Calle Cesar Chavez,  
Suite 300

Santa Barbara, CA 93103

805.692.6921 Office

[www.mnsengineers.com](http://www.mnsengineers.com)

#### Project Office

2025 Gateway Place, Suite 328  
San Jose, CA 95110

805.692.6921 Corporate  
Dispatch

#### Project Contact

Randall Egner, PE

Project Manager

408.769.8428 Mobile

[regner@mnsengineers.com](mailto:regner@mnsengineers.com)

#### Authorized Signature

Joseph Pope, PE

Principal-in-Charge/  
Vice President

805.302.1624 Mobile

[jpope@mnsengineers.com](mailto:jpope@mnsengineers.com)





### Project Team Delivery Method

Both Tommy and Randy are local to the Monterey Bay area and have extensive experience with construction management of projects in the area. Tommy Munro will be leading the daily activities of project management and construction management and digging into the details of the project. Randy will be supporting Tommy and keeping the project on schedule and budget, as well as assisting with any change orders and situations where difficult decisions are required. Initially, MNS will provide a full-time inspector on the project to ensure the contractor is following specifications and scope of work. After a couple of weeks, the inspector will reduce to a couple of days per week to ensure things are going as planned.

The local team will be supported within MNS. **Joe Pope, PE, Principal Project Manager/Construction Manager**, is a former Navy Civil Engineer Corps Officer and Public Works Director with extensive project experience on ocean front projects. We are also supported by our in-house environmental team to assist with environmental compliance.

### Similar Project Experience

MNS has been providing construction management and inspection services to the Santa Cruz, Monterey, and San Benito County area over the past decade. Similar projects include:

- Construction Management and Inspection Services for the Bolinas Lagoon Wye Wetlands Resiliency Project, County of Marin
- Construction Management and Inspection Services for the Pajaro Levee Slope Stabilization, Santa Cruz County Public Works
- Construction Management and Inspection Services for the Manresa Bluffs Coastal Erosion Repair Project. Santa Cruz County Regional Transportation Commission

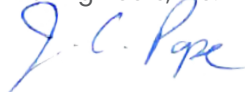
### Professional and Qualified Team

Our team is locally based and available to respond and meet GHAD's needs for this project. MNS understands we will work as an extension to GHAD staff, providing professional quality construction management and inspection services that align with your expectations.

In summary, MNS is confident our uniquely experienced and qualified team will provide exceptional services, ensuring a successful project delivery to meet GHAD's expectations and goals. We look forward to working with GHAD. Please contact me or **Randy Egner, PE, Project Manager**, at **408.769.8428** or **regner@mnsengineers.com** with any questions you may have about our submittal. Thank you for your consideration.

Sincerely,

MNS Engineers, Inc.



Joseph Pope, PE  
Vice President



<b>Section 1. General Firm Information</b>	<b>1</b>
<b>Section 2. Project Understanding and Approach</b>	<b>3</b>
<b>Section 3. Proposals and Management</b>	<b>7</b>
<b>Section 4. Project Experience</b>	<b>10</b>
<b>Section 5. Project Cost and Schedule</b>	<b>14</b>
<b>Appendix A. Resumes</b>	<b>A-1</b>

1

## Section 1. General Firm Information



### Firm Information and Qualifications

MNS Details	
<b>Role</b>	Prime Firm
<b>Headquarters Address</b>	201 N. Calle Cesar Chavez, Suite 300 Santa Barbara, CA 93103 805.692.6921 Office www.mnsengineers.com
<b>Local Address</b>	2025 Gateway Place, Suite 328 San Jose, CA 95110 805.692.6921 Corporate Dispatch
<b>Authorized Signature/Responsible Corporate Officer</b>	Joe Pope, PE Principal-in-Charge/Vice President 805.302.1624 Mobile jpope@mnsengineers.com
<b>Point of Contact</b>	Randy Egner, PE Project Manager 408.769.8428 Mobile regner@mnsengineers.com

Established in 1962, MNS provides quality infrastructure consulting services for public projects throughout California, specializing in the core services of construction management, planning, engineering, and land surveying. We understand the technical, environmental, and regulatory aspects that may be required for the Seawall Repair Project (Project).

### Construction Management and Inspection

A leader in construction management and inspection services, we offer GHAD a depth of staff resources and a reputation for success in meeting project quality, budget, and schedule goals. We have assembled a qualified and experienced team specifically for this Project. Our team has worked together on similar projects and understands the challenges associated with this Project.

We focus on providing quality construction management and inspection services for repair projects similar to your Project. Our expertise includes:

- Project management/coordination;
- Constructability/value engineering reviews and pre-construction services;
- Complete construction management;
- Construction inspection;
- Scheduling and critical path method (CPM) review;
- Public outreach;
- Contract administration and labor compliance;
- Construction staking;
- SWPPP compliance and environmental compliance;
- Multiparty and contractor coordination;
- Utility and regulatory agency coordination;
- Potential claims and claims mitigation support;



- Funding administration: local, state, and federal; and
- Environmental compliance.

## Project Funding Administration

For over 20 years, MNS has been successfully delivering public works projects involving federal, state, and regional funding sources. We understand the importance of having detailed and accurate contract administration for the agency to receive 100% reimbursement of the funding allocated to the project. In the last decade, we have administered over \$1B in programmable money.

**MNS ADVANTAGE.**  Approximately 75% of our projects are funded on the federal level. To date, all of these projects successfully passed their state and federal audits for construction.

## Selecting the MNS Team

MNS has established a reputation built on consistent communication, providing quality services, and a commitment to QA/QC from start to finish. This is demonstrated by our successful administration and delivery of projects to our clients. The following are a few of the reasons why our clients choose us time and time again:

**Customer service is our first priority.** Consistent communication is vital to the success of your project. Our team members will see the project requirements and vision to fruition.

**Experts in our field.** Our professional and diversified team is a key to our success. Our team includes staff specializing in pipeline improvement projects, serving as subject matter experts. When a unique problem arises, we can turn to our team of specialists to help resolve the problem. Using this approach, we ensure your project is completed on time and within budget.

**Committed to our communities.** Our team takes great pride in the quality of our projects, knowing our clients and the public will benefit from their use for years to come.

**Best of both worlds.** As a California-based mid-sized company, we offer a depth of resources and services allowing us to deliver superior quality and service. Our ability to tackle large-scale endeavors without driving up costs or sacrificing personalized service makes us stand out as a client favorite.

# 2

## Section 2. Project Understanding and Approach



### Project Understanding

GHAD has requested a proposal to provide project/construction management and inspection services for the rehabilitation of the revetment seawall in the Pajaro Dunes development. The work will extend along 1,900 linear feet of seawall and will require returning the seawall back to its original design configuration in specified locations and removing some rocks on State Parks land from prior temporary repair works.

MNS's extensive experience in civil works construction makes us well qualified to provide construction management and inspection of the proposed improvements.

### Project Approach and Scope of Services

MNS staff will support GHAD by providing project/construction management and inspection in accordance with the contract documents for the Seawall Repair project per the following tasks.

#### TASK 1 Project Management – Prebid Phase

##### Internal Pre-bid meeting

MNS will organize and conduct an internal pre-bid meeting. The Construction Manager (CM) will prepare and distribute an agenda prior to the meeting. At

the pre-bid meeting, we will discuss the roles and responsibilities of the Project team (GHAD, Design Engineer, Environmental Team, and the Construction Manager) as well as establish the protocol to be used throughout the project. The meeting will set the tone of cooperation for the project and elaborate on contract requirements and concerns. MNS will distribute meeting minutes to all parties in attendance.

##### Review Design for Constructability

MNS will review the design for constructability with GHAD. The objective of the design review will be to ensure all the details in the design are prepared to properly establish bidding documents. The team will look at all aspects of the detailed design as well as outlying constraints and requirements to ensure the constructability of the project.

##### Document Control

MNS will utilize a combination of Box cloud-based document repository and CMIS construction management software as an administration system to assure all elements of project phases are documented and available to represented parties. All meeting notes and pre-bid documents will be stored here as well as all documents during the bidding phase. During construction, the CM will ensure the project will be in accordance with the contract documents and applicable standards, providing organization of files and computer-generated forms and spreadsheets to assist

in tracking correspondence, submittals, requests for information (RFIs), contract change orders (CCOs), and progress payments. Project administration includes:

- Daily diaries
- Labor compliance and certified payrolls
- Logs for submittals, RFIs, CCOs, and materials testing results
- Correspondence, permits, and agreements
- Progress schedule/Weekly Statement of Working Days (WSWDs)
- Progress pay estimates and quantities
- Potential claims
- Safety and traffic control
- Material verification
- Weekly meetings agenda and minutes

### **Project Pre-construction Coordination**

MNS will ensure that all components of the project's critical path are addressed and notified. This will include all permits issuers, residences, utilities, long lead materials, state parks, environmental, and coastal concerns.

### **Schedule**

MNS will establish and maintain a project schedule for the complete project duration including pre-bid phases, bid phase, construction phase and close-out phase.

### **Issuance of Bid Documents**

MNS will work with GHAD to compile and issue the bid package. MNS will work with GHAD to prepare a list of contractors suitable to construct the project and qualify to bid. MNS will post the bid package for bid on an agreed upon website.

## **TASK 2** Project Management – Bid/Award Phase

### **Bid Review**

MNS will work with GHAD and Haley and Aldrich to review bid questions and produce any required addenda.

### **Contractor Pre-bid Meeting**

MNS will arrange and conduct a pre-bid meeting and on-site tour for potential contractors.

### **Bid Review**

MNS will review submitted bids for compliance with bid documents and provide GHAD with a "Recommendation of Award of Contract" memo.

## **TASK 3** Project Management – Preconstruction Phase

### **Pre-project Photo Documentation**

MNS will walk the project with the contractor and conduct a pre-project photo documentation of the project. We will discuss important aspects of the project that need to be maintained and critical areas within the project. MNS may require the contractor to conduct pre-survey points on buildings/residences considered that may be impacted by the works to ensure the residences are not disturbed.

### **Permit Compliance**

MNS will review all permits issued for the project and review with contractor to ensure compliance prior to start of work. MNS will provide as-needed environmental compliance and coastal permitting support. Our first step will be to review applicable CEQA exemptions to determine if the project would qualify for this expedited review or if an initial study/mitigated negative declaration would be required. Our team will also provide recommendations for the coastal permit and determine whether a maintenance exemption would apply. As a preliminary estimate, MNS has included 16 hours of Principal Regulatory Specialist time to provide CEQA support, and 16 hours of Principal Coastal Planner time to support the Coastal Permitting process. If CEQA document preparation or Coastal Permit Application preparation services are required, MNS can provide these services under a separate scope and fee. Additionally, once the CEQA documentation is complete, MNS can provide an updated cost proposal for any mitigation and monitoring requirements.

### **Project CM Maintenance**

MNS will provide monthly project status reports with PM/CM invoices. MNS will provide schedule presentations to the GHAD board to update progress schedule. MNS will monitor expenditures and track funding sources.

**TASK 4****Construction Management/  
Inspection****Project Communication and Coordination**

The CM will oversee project communication and coordination between the GHAD, Design Engineer, residents, and contractor throughout the construction phase. Weekly updates will be provided to GHAD specifically identifying anticipated public impacts for the upcoming week. Progress meetings will be held bi-weekly. The CM will distribute an agenda prior to the meeting and record meeting minutes.

**Project Schedule Adherence**

The CM will review and approve the contractor's baseline schedule at the start of the Project. The CM will require and review three-week-look-ahead schedules from the contractor on a weekly basis. The contractor will be issued weekly summary of working days (WSWDs) to document the progress of the work and the number of working days expended.

**Cost Control**

The Project's document control system will track and monitor the actual Project construction costs. The tracking of contract item payments and quantities is incorporated into the progress payment spreadsheet. Contract change order (CCO) payments, extra work, and item overruns and underruns will also be tracked. The project contingency balance will be verified as part of the monthly progress pay estimate review and submittal.

**Progress Pay Estimate**

MNS will track each contract item and review the quantity to be paid for each progress pay estimate. The Construction Inspector will track any extra work and supplemental work costs to be compared against the authorized change order amounts. We will review the contractor's monthly request for payment and recommend approval for payment to GHAD.

**Submittals/RFIs**

MNS will perform a timely review of submittals and RFIs; all submittals and RFIs will be reviewed for completeness, logged, and distributed as appropriate. MNS will monitor

the log to verify responses are submitted in a timely manner.

**CCO and Claims Management**

Prior to beginning any contract work, we will coordinate with GHAD to define the CCO process. All CCOs must define the project scope of work and limits and comply with the project documents. MNS will be proactive in identifying actual and potential problems and work towards a timely and cost-effective solution. The CM will:

- Determine the validity and justification for all CCOs
- Notify GHAD if CCOs are needed
- Negotiate costs with the contractor
- Prepare CCO documentation for the GHAD authorization
- Track all CCOs against project contingency balance

The CM will work closely with GHAD, Design Engineer, and the contractor to resolve CCOs and/or disputes.

**Construction Inspection**

The Construction Inspector will be onsite as required to observe the work with the goal of verifying it is performed safely and in accordance with the contract documents.

The CM Inspector's responsibilities will also include:

- **Daily Inspection.** Inspect the construction for compliance with the plans and specifications.
- **Quality Assurance.** Assure the contractor's overall Quality Control (QC) is implemented in a manner consistent with the Projects' requirements.
- **Traffic Control/No Parking Zones.** Inspect the contractor's daily traffic control per approved standards. Notify the contractor of any perceived unsafe conditions.
- **Daily Reports.** Prepare daily inspection reports, daily quantities, note any safety issues, and include an accurate description of the work, labor, and equipment. Note any extra work or changes to the plans. Maintain photographic record of construction.
- **Materials.** Verify approved materials are incorporated into the project.
- **Acceptance/Performance Testing.** Coordinate acceptance and performance testing in conformance with the contract documents.



- **Materials Testing/Special Inspection.** Coordinate with the Materials Testing and Special Inspection firm as needed and will maintain testing records with current tester and laboratory certifications placed in the construction file.
- **Punch List.** Prepare punch list and inspect for completion of punch list work items.

### **Safety**

The contractor has sole responsibility for compliance with safety requirements on the construction contract, but MNS will monitor compliance with their safety program and advise the GHAD of observed deficiencies. The contractor's Safety Plan, Traffic Control Plan, and Cal/OSHA Construction Safety Orders will guide our inspectors in monitoring the contractor's work.

### **Permit Management**

MNS will monitor the construction to ensure all items of work are performed in accordance with encroachment permits, County grading permit, and stormwater pollution control requirements.

### **Final Punchlist**

The CM/Inspector will prepare and submit a final punch list of outstanding contract items to the contractor.

### **Red Line As-Builts**

MNS will track and maintain as-built drawings in accordance with the contract requirements and ensure they are complete to the extent feasible. The CM will hold regular meetings with the contractor to monitor the status of the as-built drawing set, which is often made a contingency for approval of the monthly pay request. The inspector will also keep a field set of as-built drawings for use in reviewing the contractor's copy.

## **TASK 5** Project Close-out and Acceptance

### **Closeout**

MNS will conduct a final inspection in the presence of GHAD representatives and the contractor.

MNS and contractor will do final property inspections/ surveys and take photos and video.

MNS will verify completion of the project and turn over all documents in pdf format to GHAD.

MNS will provide recommendations of project acceptance.

# 3 | Section 3. Proposals and Management

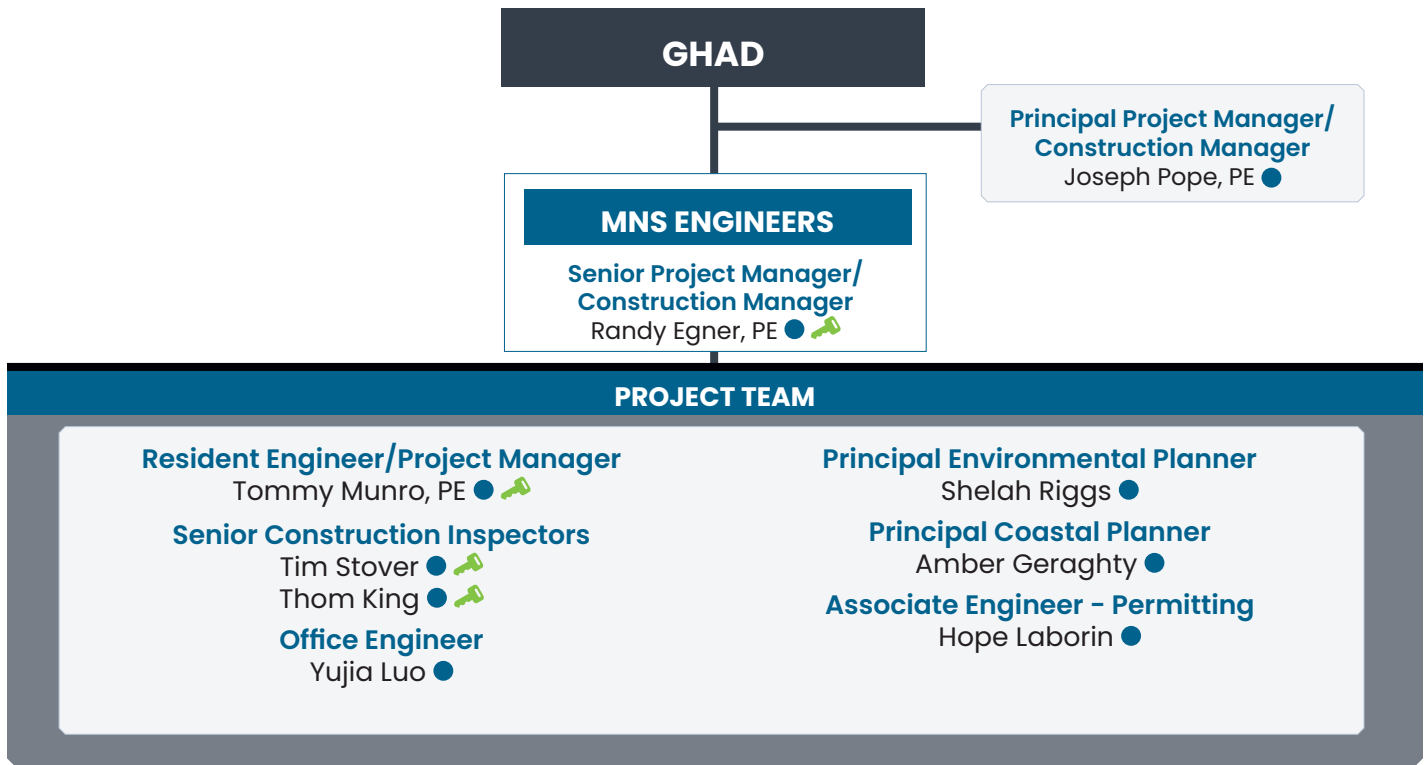
## Team Organization

The key to a successful project is a highly qualified and well-managed team of local experts. MNS offers GHAD a cohesive, talented team of licensed and certified professionals, many of whom live locally. Our team was assembled to meet all the specific elements and needs for this projects identified..

We offer the following team of professionals to work with GHAD staff, keeping these key objectives in mind:

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

Detailed resumes are included in Appendix A.



Staff Members	Firm	Yrs Exp.	Certifications, Credentials, and Education
<p><b>Joe Pope, PE</b> Principal Project Manager/ Construction Manager</p> <p>Thousand Oaks, CA</p>	MNS	27	<ul style="list-style-type: none"> <li>Professional Civil Engineer, CA No. 63533</li> <li>CalOES Safety Assessment Program</li> <li>MS, Civil and Environmental Engineering, University of California, Los Angeles, CA</li> <li>BS, Environmental Resources Engineering, Humboldt State University, CA</li> </ul>
<p><b>Randall Egner, PE</b> Senior Project Manager/ Construction Manager</p> <p>San Jose, CA</p>	MNS	31	<ul style="list-style-type: none"> <li>Professional Mechanical Engineer, CA No. 42022</li> <li>Qualifying Individual for California State Contractors Licensing Board, C-34 Pipeline Contractor (prior employer)</li> <li>First Aid, CPR, and AED Certification</li> <li>MBA, Colorado State University, Fort Collins CO</li> <li>BS, Engineering Science, California Polytechnic State University, San Luis Obispo, CA</li> </ul>
<p><b>Tommy Munro, PE</b> Project Manager/resident Engineer</p> <p>San Jose, CA</p>	MNS	14	<ul style="list-style-type: none"> <li>Professional Civil Engineer, CA No. 88115</li> <li>ACI Concrete Field-Testing Technician-Grade 1, No. 02085326</li> <li>10-hour Construction Safety, Cal/OSHA</li> <li>ProCPR Adult CPR/AED and First Aid Certificate, No. 162801827873410</li> <li>BS, Environmental Resources Engineering, Humboldt State University, CA</li> </ul>
<p><b>Tim Stover, CPII</b> Lead Construction Inspector</p> <p>San Jose, CA</p>	MNS	28	<ul style="list-style-type: none"> <li>Certified Public Infrastructure Inspector, APWA</li> <li>ICC Certified Residential Building Inspector, No. 8869048</li> <li>Confined Space Awareness</li> <li>Defensive Driving</li> <li>ProCPR Adult CPR/AED and First Aid Certificate, No. 159891377380110</li> </ul>
<p><b>Thom King</b> Supplemental Construction Inspector</p> <p>San Jose, CA</p>	MNS	27	<ul style="list-style-type: none"> <li>Experienced in all phases of breaking ground to completion, including scheduling crews, inspections, materials, and equipment</li> </ul>
<p><b>Shelah Riggs</b> Principal Environmental Planner</p> <p>San Jose, CA</p>	MNS	23	<ul style="list-style-type: none"> <li>Wetland Delineator Certification Program</li> <li>MS, Environmental Studies, California State University at Fullerton</li> <li>BA, Geography, California State University at Fullerton</li> </ul>
<p><b>Amber Geraghty</b> Principal Coastal Planner</p> <p>San Jose, CA</p>	MNS	14	<ul style="list-style-type: none"> <li>Juris Doctor, Concentration in Environmental Law, University of Maryland School of Law</li> <li>BS, Environmental Studies, University of California, Santa Barbara</li> </ul>

Staff Members	Firm	Yrs Exp.	Certifications, Credentials, and Education
<b>Hope Laborin, EIT</b> Associate Engineer - Permitting  San Jose, CA	MNS	3	<ul style="list-style-type: none"> <li>• BS, Civil Engineering, Santa Clara University, CA</li> </ul>
<b>Yujia Luo</b> Office Engineer	MNS	3	<ul style="list-style-type: none"> <li>• BS, Civil Engineering, San Jose State University, San Jose, CA</li> <li>• AS, Math and Science, Contra Costa College, San Pablo, CA</li> <li>• AA, Economics, Contra Costa College, San Pablo, CA</li> </ul>

### Construction Management and Inspection Quality Assurance/Quality Control (Schedule and Cost Control)

MNS considers quality control the backbone of the services it provides. MNS has developed an internal QA/QC system that is implemented on all projects. Implementation of this system has resulted in all MNS-managed construction projects successfully passing federal and state audits for funding reimbursement and timely closeout with project agencies.

Each project team member is responsible for quality assurance and quality control; it does not lie on just one individual. Each member of the CM team is responsible for reviewing their documentation on a consistent basis and adhering to the procedures and requirements set forth in the contract documents. For each contract, MNS designates a QA/QC Manager responsible for performing independent reviews of the project records and project site to ensure compliance with the contract documents.

A few of the areas checked for completeness and accuracy as part of the reviews include project daily reports; CCO, RFI, submittal, and material logs; certificates of compliance; pay quantities; project schedule and costs; labor compliance; and correspondence. Any outstanding items are noted such as a list of any areas that are missing information, need updating, or require special attention. Any new procedures, requirements, or standards that may need to be incorporated into the project are also discussed at this time.

MNS has found performing these independent reviews and implementing these quality assurance and quality control procedures results in a quality project that meets all the requirements of the contract documents and efficient closeout of the project. The RE will oversee the inspection of the project and ensure all work is being performed in accordance with the contract documents.



# 4 Section 4. Project Experience

## Bolinas Lagoon Wye Wetlands Resiliency Project

<b>Client</b>	County of Marin
<b>Client Contact</b>	Veronica Pearson Senior Ecological Restoration Planner 415.473.5086 Veronica.Pearson@marincounty.gov  3501 Civic Center Drive, Suite 260 San Rafael, CA 94903
<b>Contract Value</b>	\$1M
<b>Dates</b>	November 2023 – current



Planning and implementation of the Bolinas Lagoon Wye Wetlands Resiliency Project (Project) is a joint partnership with the Department of Public Works and Marin County Parks and Open Space District (Parks). The Project was developed from a larger community vision and collaborative effort with National Park Service (Golden Gate National Recreation Area, Point Reyes National Seashore), Greater Farallones National Marine Sanctuary, Greater Farallones Association, Golden Gate National Parks Conservancy (Parks Conservancy), and other land managers and stakeholders around Bolinas Lagoon. This Project is the first step in implementation of the larger Bolinas Lagoon North End Vision, which aims to re-establish and rehabilitate hydrologic, geomorphic, and ecologic processes; improve habitat connectivity; increase wetland resiliency to sea-level rise (SLR); improve special-status species’ habitat; and protect community safety by moving roads out of flood inundation areas.

The purpose of the Project is to restore a more natural hydrologic and hydraulic regime to the lower extents of Lewis Gulch Creek. Presently, the creek is constrained within a channelized drainage along the edge of Olema Bolinas Road, with little floodplain access or in-channel habitat complexity. The proposed Project would reroute the creek through the wetlands within the Olema Bolinas Road/State Route 1/Fairfax Road triangle (Wye), creating a low-flow channel for salmonid migration with adjacent floodplain wetlands to reduce or eliminate future flooding of the road. The new Olema Bolinas Road bridge 60-foot clear span over the realigned segment of Lewis Gulch Creek is sized to accommodate the 100-year (Q100) flood event, which will allow for natural flows from upstream areas through the Wye. The bridge would also be much wider than the creek channel, which will allow for wildlife passage under the road in the near term, as well as natural geomorphic migration of the channel in response to climate change and sea-level rise in the long-term. Major goals of the project include reconnecting the lower portion of Lewis Gulch Creek with its historic floodplain and improving migrating fish and amphibian habitat.

To accomplish these goals, the proposed Project removes the westernmost segment of Fairfax Bolinas Road (also known as Crossover Road), realigns the intersection of Olema Bolinas Road with State Route 1, and constructs a new 80-foot-long bridge founded on 5.5-foot diameter cast-in-drilled-hole (CIDH) piles to carry Olema Bolinas Road over the relocated Lewis Gulch Creek channel. The project also removes invasive plant species and constructs a new channel for the lower portion of Lewis Gulch Creek through its historic floodplain, leading to the re-establishment of wetlands within the Wye.

MNS is providing full construction management and inspection services. Services also include constructability/value engineering, bid support, scheduling, materials testing, source inspection and testing and CIDH pile integrity testing.

**Funding Source:** National Fish and Wildlife Foundation, State Coastal Conservancy, County of Marin, and Marin County Parks Measure A

**Project Outcome:** Project is currently on schedule and under budget.

Challenges and Solutions: This project required coordination with the County’s biologists and cultural monitors to ensure all required pre-construction surveys and staff trainings were performed prior to the start of site work. MNS recognized and understood the importance of maintaining project critical permit requirements throughout construction. We worked proactively with the County and Project Development Team to find cost-effective solutions to mitigate schedule delays due to utility relocations that did not occur as planned.

around the clock for five days in anticipation of a high-water event that threatened to destroy the treatment plant. A temporary road was constructed for levee access and a 1,300-foot section of the existing levee was armored with RSP fabric and ½ to 1 ton riprap. All work was performed at force account. MNS inspection staff directed the work and tracked quantities/equipment/man hours, trading off 12 hours shifts.

### Pajaro Levee Slope Stabilization

<b>Client</b>	Santa Cruz County Public Works
<b>Client Contact</b>	Carisa Duran, Construction Manager 831.454.3955 Carisa.Duran@santacruzcountyca.gov  Katie Beach, Construction Manager 831.345.4782 katie.beach@santacruzcounty.us  701 Ocean Street Santa Cruz, CA 95060
<b>Contract Value</b>	\$651K (construction value)
<b>Dates</b>	March 2023 – current



As a response to catastrophic flooding in Pajaro, the County assigned MNS to inspect emergency slope stabilization work at the Pajaro Levee adjacent to the Watsonville Wastewater Treatment Plant. Crews worked

### Manresa Bluffs Coastal Erosion Repair Project

<b>Client</b>	Santa Cruz County Regional Transportation Commission
<b>Client Contact</b>	Sarah Christenson, Construction Manager 831.460.3204 schristensen@sccrtc.org  1101 Pacific Avenue, Suite 25 Santa Cruz, CA 95060
<b>Contract Value</b>	\$100K
<b>Dates</b>	November 2021 – May 2023



MNS was selected to provide bid support and construction support services for the construction of a 50-foot-long, 10-foot high soldier pile retaining wall along the SCCRTC’s branch rail line at mile post 8.85. The project also involved grading for improved drainage and repair of an existing storm drain culvert. Prior to the start of construction it was determined that the project conflicted with Coastal Commission policies relating to coastal erosion. The project was suspended indefinitely.

## General Management Approach

### Staffing Implementation

Staffing implementation starts with understanding the staffing needs of the project. This is accomplished by thoroughly evaluating the RFP and candid conversations with GHAD's Project Manager to better understand the specific project need and identify/approve the scope of work in advance to proactively meet the project needs. Our staff is cross trained in multiple disciplines providing GHAD with a high level of efficiency and experience for its projects.

### Cost and Schedule Control

**Cost Control:** Cost control is an ongoing task throughout the life of the project. Schedule and costs will be carefully managed to contain expenditures within the project budget. MNS aggressively pursues cost savings measures and seeks to identify and implement cost reducing opportunities throughout the project.

Cost savings start with an experienced and knowledgeable CM team that understands what is required to successfully construct a project. At MNS, we have seasoned construction engineers, managers, and inspectors that are able to identify potential impacts to a project as well as identify cost savings ahead of time to minimize impacts and reduce overall project costs. A few methods to assist with increasing construction efficiency, adhering to the schedule, and minimizing costs include understanding and being familiar with the project, permits, and challenges prior to commencing the project:

- Schedule review and maintenance
- Anticipate potential areas/items that may cause time and cost impacts and address them early
- Provide clear and simple procedures for addressing problems/change
- Track quantities and change order work
- Clear communication with project stakeholders

The project's document control system will track and monitor the actual construction costs on a project. The tracking of contract item payments and quantities is incorporated into the progress payment spreadsheet.

Tracking of contract change order payments, extra work, supplemental work, item overruns and underruns, and the impact of price index fluctuations will also be tracked. MNS will work closely with the GHAD Project Manager, the Design Engineer, and the contractor to resolve all change orders and or disputes at the lowest level in an effort to minimize escalation of cost and schedule impacts to the project.

### Software Utilization/Information Management

Proper information flow is crucial to the success of a project. A construction project generates a large amount of information, which must be promptly disseminated to all parties. The source of this information will cover the full spectrum including contracts, meeting minutes, drawings and specifications, submittals, requests for information (RFIs), pay requests, invoices, inspection reports, and so forth. MNS has successfully used Construction Management Information System (CMIS) on numerous projects, is familiar with its terminology and procedures, and will quickly implement the construction management plan (CMP) procedures at the onset of the project.

MNS, as your CM, will act as the hub for the management of all information flow, including document control, using CMIS project management software. Documents include letters, memoranda, submittals, RFIs, meeting minutes, drawings, and any other data transmitted electronically or by mail. MNS has extensive experience providing webbased document management solutions.

Our approach to information management also includes building a communication framework to continually foster partnering and teamwork relationships for all the project stakeholders; the key component is holding regular project progress meetings. MNS builds this framework from the start of the project with an all-inclusive kick-off meeting where the lines of communication and project responsibilities will be clearly explained to all project stakeholders.

## Getting a Project Back on Track

Construction projects are inherent to getting off track and having issues. The MNS team is very experienced with managing projects and getting the projects back on track. Some of the key focus points for our team to support this are as follows:

- Good planning and communication will identify potential issues prior to them becoming a problem, so MNS looks for these issues early and often and brings these up to the team to get resolution.
- Open communication. Issues normally just need to be talked through so that all parties can see the big picture. MNS recognizes we are an agent to the owner and serve their interests, but we also value the importance of keeping the contractor interested and engaged in completing the project, so we moderate to keep things moving.
- MNS has numerous human resources to go to for advice. If the team struggles with any issues, we usually have someone within the organization to ask for advice.

## Principal Involvement

As the Project Principal, Mr. Pope will oversee the GHAD Wall Repair Project by providing high-level management of the MNS team and closely monitoring the PM/CM budget. He is the fiscally responsible company officer with signature authority to bind MNS contractually with the District. Mr. Pope will support the MNS Project Manager as needed, facilitating coordination with the GHAD Project Manager, key stakeholders, and regulatory agencies.

Mr. Pope brings extensive experience managing facilities and construction in the coastal zone. A retired Naval Commander and 22-year veteran of the Navy Civil Engineer Corps, he has significant expertise managing coastal infrastructure, including during his tours at Joint Base Pearl Harbor-Hickam and as the Public Works Director at Naval Base Ventura County.

In his role as Water and Sanitation Director at the Ventura County Public Works Agency, Mr. Pope was responsible for sewer collection infrastructure within the Coastal Zone of Ventura County's North Coast. This experience has provided him with a deep understanding of the legal, administrative, and technical challenges involved in managing California-based public works infrastructure in near-shore environments.





## Appendix A. Resumes

Name	Firm	Role	PG
Joseph Pope, PE	MNS	Principal Construction Manager/Project Manager	A-2
Randy Egner, PE	MNS	Senior Project Manager/Construction Manager	A-4
Tommy Munro, PE	MNS	Project Manager/Resident Engineer	A-6
Tim Stover, CPII	MNS	Senior Construction Inspector	A-8
Thom King	MNS	Senior Construction Inspector	A-10
Shelah Riggs	MNS	Principal Environmental Planner	A-11
Amber Geraghty	MNS	Principal Coastal Planner	A-13
Hope Laborin	MNS	Associate Engineer - Permitting	A-15
Yujia Luo	MNS	Office Engineer	A-17

## Joseph Pope, PE

### Principal Project Manager/Construction Manager



#### Firm

- MNS Engineers, Inc.

#### Areas of Expertise

- Organizational leadership
- Water/wastewater resources
- Client relations
- Process improvement
- Contract management
- Team building

#### Years of Experience

- 27

#### Licensing

- Professional Civil Engineer, CA No. 63533

#### Certifications

- CalOES Safety Assessment Program
- Lean Six Sigma Green Belt Certification

#### Education

- MS, Civil and Environmental Engineering, University of California, Los Angeles, CA
- BS, Environmental Resources Engineering, Humboldt State University, CA

#### Affiliations

- American Public Works Association
- American Water Works Association
- Association of California Water Agencies
- Society of American Military Engineers

Mr. Pope is a collaborative civil engineer with over 27 years of progressive, executive management experience leading large municipal and federal Public Works organizations. Joe is a recognized visionary leader in managing large interdisciplinary engineering, operations, and planning teams in the efficient delivery of sustainable facilities, construction, environmental, water, wastewater, and electrical utilities. He is an exceptional problem solver with excellent communication skills and an ethical and inspirational leader. His experience includes:

**Newell Creek Pipeline Felton/Graham Hill Project, City of Santa Cruz, CA. *Principal Construction Manager.*** This \$21M project includes installation of approximately 23,400 linear feet of 24-inch ductile iron pipe, a 100-foot crossing over a river, 90-foot trenchless railroad crossing, existing pipeline and facility abandonment, cathodic protection system, and pavement improvements in environmentally sensitive habitats and high traffic areas.

**Wastewater Program, City of Gonzales, CA. *Principal Project Manager.*** The City of Gonzales has initiated an aggressive wastewater program to address compliance with regulatory requirements. The program undertakes several components of the wastewater system including construction of over two miles of 24/27-inch PVC conveyance piping, a new one MGD industrial wastewater treatment facility, rehabilitation of the existing municipal wastewater treatment plant, and future expansion of both treatment plants.

**Biosolids and Energy Phase 1 (BESP1), Goleta Sanitary District, CA. *Principal Construction Manager.*** The Goleta Sanitary District (GSD) has undertaken the \$9.9M BESP1 project, which includes construction of a new, pre-stressed concrete digester, installation of a cogeneration system with an integrated digester gas cleaning system, improvements to the digester heating system, as well as construction of associated demolition, yard piping, and electrical and instrumentation. The project site is within Coastal Commission jurisdiction, requiring compliance with a Coastal Development permit, and is also within the direct vicinity of the Santa Barbara airport, requiring Federal Aviation Administration permitting and coordination. In addition, the WWTP is within a Native American archeological area of interest, requiring close coordination with paleontological and archeological monitors during excavation.

**Ventura County Public Works Agency, CA. Director of Water and Sanitation.** Joe was the Department Director for 80 employees, overseeing a \$90M annual budget and was responsible for managing water, wastewater, recycled water, and solid waste services for special districts and unincorporated areas of Ventura County.

**Piru Tertiary Wastewater Treatment Plant Upgrade, Ventura County Waterworks District No. 16, CA. Department Director.** Joe led the Water and Sanitation team in the planning, permitting, design, and construction of \$7M tertiary treatment plant upgrade for Ventura County Waterworks District No. 16. The project installed a bio-solids dewatering belt press, ozone and chemical pre-treatment systems, electrodialysis reversal membranes, and evaporation pond facilities to achieve a high recovery rate desalination process for removal of high TDS and chlorides to meet permit requirements.

**Piru Battery/Microgrid Project, Ventura County Waterworks District No. 16, CA. Department Director.** Joe led team in the design and installation of a 140kW battery energy storage system and smart microgrid to improve the Piru Wastewater Treatment Plant's resiliency during power shutoff events, allowing the plant to island from the grid for up to 18 hours. Project funding of \$918,380 was obtained through CPUC SGIP program.

**Well No. 2 Iron and Manganese Facility. Ventura County Waterworks District No. 19, CA. Department Director.** Joe led the Water and Sanitation team in the planning, permitting, design, and construction of a \$3M iron and manganese wellhead treatment facility for Ventura County Waterworks District No. 19 in Somis, CA. The Well No. 2 iron and manganese removal facilities project included the installation of three horizontal greensand filters, a reclaim tank and chemical treatment facilities.

**Ventura County Naval Base, Point Mugu, CA. Public Works Director.** Joe served a Navy Base population of 19,000 and led a 300-person Public Works Department with a \$250M annual budget. He was responsible for the maintenance and operation of 1,600 facilities, civil works, utility infrastructure, roads, services and construction contracting, environmental and code compliance, facilities, fleet management, and urban planning.

**Navy Expeditionary Combat Command Pacific, HI. Director of Operations – Asia Pacific Region.** Joe collaborated with a diverse team of stakeholders in the annual execution of over \$20M in Navy Expeditionary Operations in support of the Pacific Command Theater Security Cooperation Program.

**NAVFAC Hawaii, Pearl Harbor, HI. Director of Design, Construction, and Service Contracting.** Joe led 150 engineers, architects, contracting officers, and engineering technicians in the execution of over 370 construction contracts and 96 facilities service contracts worth over \$1B. Joe also supported a Joint Base population of 52,000 personnel.

**Naval Mobile Construction Battalion 133, Gulfport, MS. Executive Officer.** Joe was second-in-command of a 600-person Naval Mobile Construction Battalion. He supervised 70 employees and a \$20M budget. Joe deployed overseas to provide contingency construction, humanitarian assistance, disaster recovery, and peacetime construction.

**Chief of Naval Operations, Washington, DC. Senior Strategic Facilities Analyst.** Joe served as the Shore Readiness Planning Programming Budget Execution and Models/Metrics Analyst, coordinating the programming of the Navy's \$9B annual infrastructure program. He developed Navy policies to guide future infrastructure development.

**United States Senate, Washington, DC. Legislative Fellow.** Joe served Senator Barbara Mikulski in support of Defense and Veterans Affairs Policies.

**Naval Facilities Engineering Command Headquarters, Washington, DC. Executive Assistant.** Joe served as the Executive Assistant to the Deputy Chief of Civil Engineers and provided planning, design, construction and maintenance, acquisition and real estate services, and environmental and contingency engineering for the Navy ashore.

**Naval Mobile Construction Battalion Forty, Port Hueneme, CA. Company Commander/Assistant Operations Officer/Officer-in-Charge.** Joe was responsible for planning projects, training, and operational reporting requirements for a 600-person Construction Battalion.

**Naval Air Station Sigonella, Sicily, Italy. Public Works Planning and Operations Officer.** Joe was responsible for the planning, code compliance, technical plan review, maintenance, construction, and repair of facilities and operation of utilities while leading 180 employees. He served a Navy Base population of 7,200 personnel.

## Randall Egner, PE

### Senior Project Manager/Construction Manager



#### Firm

- MNS Engineers, Inc.

#### Areas of Expertise

- Pipeline construction
- Pipeline rehabilitation
- Water and wastewater infrastructure projects
- Critical path construction scheduling
- Cost control
- Contract management

#### Years of Experience

- 31

#### Licensing

- Professional Mechanical Engineer, CA No. 42022
- Qualifying Individual for California State Contractors Licensing Board, C-34 Pipeline Contractor (prior employer)

#### Certifications

- First Aid, CPR, and AED Certification

#### Education

- MBA, Colorado State University, Fort Collins CO
- BS, Engineering Science, California Polytechnic State University, San Luis Obispo, CA

Mr. Egner is an experienced Construction Manager with more than 31 years of experience working in the water/wastewater, oil/gas, and mining industries. Randall is skilled in program and project management, contract management, water and wastewater management, construction management, and engineering. His projects have totaled more than 1,000 miles of pipeline ranging in diameters of 4- to 52-inch. For over 30 years, Randall served as Engineer, Engineering Manager, and Operations Manager, Project Manager, General Manager, and Vice President for United Pipeline Systems where he was tasked with planning, organizing, directing, controlling, and managing pipeline rehabilitation, bypass piping, and construction projects totaling more than \$65M. His experience includes:

**Freedom Sewer Rehabilitation Phase 2, County of Santa Cruz, CA. Resident Engineer.** This \$4.6M project entails digging and replacing sewer lines, jack-and-bore property crossing, lining existing manholes, replacing manhole frames and lids, and slurry seal of all roads. Randy is responsible for reviewing and approving all submittals, ROIs, and change orders; processing progress payments; coordinating environmental, cultural, and paleontological inspections; summarizing quarterly stats for public grant funding; coordinating with the County's materials testing firm as needed; reviewing SWPPP procedures and coordinating rain events; and preparing a punch list for completion of punch list work items.

**Lower Rodeo Trunkline Replacement Project, County of Santa Cruz, CA. Assistant Resident Engineer.** This \$1.4M project and replaces sewer lines, line existing manholes, and manhole frame and lids. Randy is responsible for inspecting and confirming the work is being performed in accordance with the contract documents; inspecting the contractor's daily traffic control per approved standards; verifying pre-work postings and placement of notifications in a timely manner; preparing daily inspection reports, daily quantities, noting any safety issues, and including an accurate description of the work, labor, and equipment; verifying approved materials are being incorporated into the project; coordinating with the County's materials testing firm as needed; and preparing a punch list and inspecting for completion of punch list work items.



**Arana Trunkline Replacement, County of Santa Cruz, CA. Resident Engineer.** This \$3M project entails digging and replacing sewer lines, installing new gravity flow lines, micro-tunneling State Route 1 crossing, lining existing manholes, replacing manhole frames and lids, and CIPP lining. Randy is responsible for reviewing and approving all submittals, ROIs, and change orders; processing progress payments; coordinating environmental, cultural, and paleontological inspections; summarizing quarterly stats for public grant funding; coordinating with the County's materials testing firm as needed; reviewing SWPPP procedures and coordinating rain events and preparing a punch list for completion of punch list work items.

**Upper Rodeo Gulch Sewer Rehabilitation Project, County of Santa Cruz, CA. Resident Engineer.** This \$5.8M project entails rehabilitating sewer lines, lining existing manholes, replacing manhole frames and lids, and inspection and structural rehabilitation of a steel pipe bridge along Rodeo Gulch from Soquel Drive to Capitola Road. Randy is responsible for inspecting and confirming the work is being performed in accordance with the contract documents; inspecting the contractor's daily traffic control per approved standards; verifying pre-work postings and placement of notifications in a timely manner; preparing daily inspection reports, daily quantities, noting any safety issues, and including an accurate description of the work, labor, and equipment; verifying approved materials are being incorporated into the project; coordinating with the County's materials testing firm as needed; and preparing a punch list and inspecting for completion of punch list work items.

**Valencia Creek Sewer Relocation, County of Santa Cruz, CA. Assistant Resident Engineer.** This \$2.64M project consisted installing steel pipe casing and new sewer line by pilot tube guided boring underneath a railroad and Highway One in Aptos. Other sewer installation methods used are cured-in-place pipe and traditional open cut trench.

**East Cliff Drive Sewer Replacement, County of Santa Cruz, CA. Assistant Resident Engineer.** This project includes the replacement of a deteriorating 8-inch sanitary sewer main pipe and larger trunk line pipes, tying pipes into existing manholes, rehabilitating manholes by either lining with polymer concrete inserts or spray-on liners, and replacing pavement associated with sewer trenching. The construction method is open cut trench to install the new sewer pipes. All work occurred within the existing paved roads. Additional improvements including pavement replacement and adding new green bicycle lanes along East Cliff and

Portola Drives within portions of the project area. MNS is providing construction management services during construction and project close-out.

**Sewer Rehabilitation Fortuna Road, Albuquerque Water Authority, NM. Project Manager/Engineer.** Albuquerque Water Authority recently upgraded its 21MGD gravity sewer system with 7,200 linear feet of CIPP installation on its 48-inch sewer main. The \$8M project consisted of initial inspections, cleaning, CIPP installation, lateral connections, manhole rehabilitation, new manhole installations, and final video inspections. The project required bypass piping with several road crossings and one directional bore under a major thoroughfare. Mr. Egner was responsible for the design and project management of the bypass system. Including the pumping system, traffic control, road crossings, and operations.

**Lowlands Pump Station Force Main Upgrade Lynnway, Town of Nahant Public Works, MA Project Manager.** The town of Nahant Public Works rehabilitated 7,100 lineal feet of 18-inch force sewer main along the four-lane Lynnway in Nahant. The \$5M project was divided into 19 different sections. Each section required excavations for entry and exit pits in the busy Lynnway for the high-density polyethylene (HDPE) 18-inch SDR 17 pipe for installation. The installation utilized rolldown technology for the HDPE installation. The 18-inch ductile iron pipe was cleaned with scraper pigs and videoed prior to the HDPE installation. Each section involved multiple HDPE fittings to be installed to tie-in the lined sections, in-line butterfly valves, and air release valves. The project was hydrotested, backfilled and the roads were repaved. Mr. Egner was responsible for the system design, HDPE installation, hydrotesting, and project management.

**for Emory, Cosmos, Goat Trail 1 and 2, Dekalb County Sanitation, Atlanta, GA. Project Manager/Engineer.** This \$18M project rehabilitated 18-inch, 24-inch, 36-inch, 42-inch, and 48-inch CIPP sewer main as well as several laterals. The project consisted of initial inspections, cleaning, CIPP installation, lateral connections, manhole rehabilitation, new manhole installations, and final video inspections. The project required a bypass for the main as well as the laterals. Mr. Egner was responsible for the design and project management of the bypass system. Including the pumping system, traffic control, road crossings, and operations.

## Tommy Munro, PE

### Project Manager/Resident Engineer

**Firm**

- MNS Engineers, Inc.

**Areas of Expertise**

- Construction inspection
- Transportation projects
- Bridge expertise
- Construction administration

**Years of Experience**

- 14

**Licensing**

- Professional Civil Engineer, CA No. 88115

**Certifications**

- ACI Concrete Field-Testing Technician-Grade 1, No. 02085326
- 10-hour Construction Safety, Cal/OSHA
- ProCPR Adult CPR/AED and First Aid Certificate, No. 162801827873410

**Education**

- BS, Environmental Resources Engineering, Humboldt State University, CA

Mr. Munro is experienced in providing construction inspection for transportation projects for public agencies. Tommy's experience includes bridge maintenance/rehabilitation, bridge replacement, bridge widening, steel bridge painting/lead abatement, and soldier pile retaining wall construction. Prior to MNS, he was a Bridge Construction Inspector for the Caltrans Office of Structure Construction. Tommy is knowledgeable with Caltrans methods and procedures. His experience includes:

**On-Call Construction Management/Construction Inspection, County of Santa Cruz, CA. Resident Engineer and Construction Inspector.**

Tommy has been providing engineering and inspection services to repair storm-damaged roads and Capital Improvement Plan projects as part of the MNS on-call to ensure the construction is in accordance with the contract documents and County and Caltrans requirements. Responsibilities include submittal and RFI review, coordination, verifying grade, tracking drilling of pile and ground anchors, placing soldier piles and lagging, stressing of anchors, daily reports, and tracking daily item quantities. Tommy's projects include:

- Rider Road 0.07 Storm Damage Repair
- Redwood Road 0.23, 0.31, and 0.33 Storm Repair projects
- Multiple County pavement preservation projects
- Aptos Village 2A roadway infrastructure development
- Construction inspection on 14 separate FEMA-funded roadway storm damage repair projects ranging in construction value from \$112K to \$7.1M consisting of soldier pile and lagging walls (up to 20 feet high) with sub-horizontal ground anchors, and drainage improvements on rural roads.

**On-Call Construction Management and Inspection, Aptos Village Projects, County of Santa Cruz, CA. Resident Engineer/Construction Inspector.**

The Aptos Village, a mixed-use commercial and residential development, includes 63 residential units and 75,000 square feet of commercial space for the core area of the Aptos Village. The project is located in the undeveloped portions of Aptos Village between Aptos Creek Road, Trout Gulch Road, and Soquel Drive. As a mixed-use development project over a decade in the making, the design utilizes traditional neighborhood planning principles that prioritize great streets, vibrant shops, active parks, and generous civic space to promote a healthy community. Construction is proposed in phases,

with the secondary phases of construction including buildings to the west of the village common and completion of remaining associated improvements to improve Soquel Drive and provide access for the proposed project. Improved rail crossings are also being constructed at Trout Gulch Road, Aptos Creek Road, and a new crossing would be installed at Parade Street, the new north-south street to provide access to the project. MNS is providing construction inspection oversight services.

**Branciforte Storm Damage Repair Project, Santa Cruz County Department of Public Works, Santa Cruz, CA.** *Construction Inspector.* This \$1.2M FEMA-funded project constructed a 56-foot-long, 12-foot-high soldier pile retaining wall. Work also involved road reconstruction, Midwest guardrail system, drainage improvements, erosion control and revegetation, and traffic control. Tommy was the lead inspector on the project.

**Construction Management On-Call Services – Storm Damage Projects, County of Santa Cruz, CA.** *Resident Engineer/Construction Inspector.* MNS is providing construction management services for federal, state, and locally funded projects. Assigned projects vary in scope and size and include roadway rehabilitation, widening and/or realignment of existing facilities, relocation of existing facilities, and construction of new facilities. Assigned task orders for federally funded storm-damaged road repair projects include the following: Glen Haven Road (\$415k); Valencia Road (\$3.3M); North Rodeo Gulch (\$1.1M); Cox Road (\$600K); Cox Road (\$900K); Glen Haven (\$1.2M); Branciforte Drive (\$1.3M); Lower Highland Way (\$375K); Mount Bache Road (\$390K); San Andreas Road; Browns Valley Road; Madonna Road; Valencia Road (\$654K); Valencia School Road (\$684K); Hazel Dell Road (\$7.1M); Rider Road (\$324K); Redwood Road (\$680K); Trout Gulch Road (\$310K); Paulsen Road (\$175K); Trout Gulch Road (\$370K); and Paper Mill Road (\$270K).

**Valencia Road Storm Damage Repair Project, Santa Cruz County Department of Public Works, Santa Cruz, CA.** *Assistant Resident Engineer.* This \$2.6M FEMA-funded project constructed a 150-foot-long, 20-foot-high soldier pile tie-back wall. Work also involved road reconstruction, drainage, and traffic control. Tommy was responsible for all inspection activities on the project.

**Cox Road PM 2.03 Storm Damage Repair Project, Santa Cruz County Department of Public Works, Santa Cruz, CA.** *Assistant Resident Engineer.* This \$873K FEMA-funded project constructed a 110-foot-long, 15-foot-high soldier pile tie back wall. Work also involved road reconstruction, drainage, and traffic control. Tommy was responsible for all inspection activities on the project.

**North Rodeo Gulch Storm Damage Repair Project, Santa Cruz County Department of Public Works, Santa Cruz, CA.** *Construction Inspector.* This \$890K FEMA-funded project constructed a 175-foot long, 12-foot-high soldier pile tie-back wall. Work also involved road reconstruction, drainage, and traffic control. Tommy was responsible for all inspection activities on the project. Our inspection services discovered the contractor ordered piles that did not comply with the Buy America requirements of the contract, and we prevented these piles from being used on the project.

**Construction Management On-Call Services – Pavement Resurfacing Projects, County of Santa Cruz, CA.** *Resident Engineer/Construction Inspector.* MNS provided construction management services for state, and locally funded projects. Assigned projects vary in scope and size and include roadway rehabilitation, resurfacing selected roadways, then restriping of the work area. Striping enhancements for bicycle facilities were also incorporated during the project. Assigned task orders for state and locally funded pavement resurfacing projects included 2020 Measure D Projects (this \$1.8M pavement rehabilitation project on 27 roadways throughout the County included of pavement grinding, pavement pulverization, dig-outs, asphalt concrete overlays, micro-surfacing, rubberized cape seals, striping, pavement markings, subdrain, and adjusting street monuments to grade), 2020 Regional State Transportation Improvement Program (RSTIP)/STIP Street Resurfacing Project (this \$6.9M project consisted of dig-outs, storm drains, manholes, inlets, underdrains, ditch clearing, asphalt concrete leveling courses and overlays, rubberized chip seals, rubberized cape seals, striping, pavement markings, adjusting utilities to grade, and adjusting street monuments to grade on 12 different roadways in Santa Cruz County), 2021 Measure D projects (\$1.4M pavement rehabilitation project on 25 roadways throughout the County included pavement grinding, pavement pulverization, dig-outs, asphalt concrete overlays, micro-surfacing, rubberized cape seals, striping, pavement markings, subdrain, and adjusting street monuments to grade).

## Tim Stover, CP II

### Senior Construction Inspector



#### Firm

- MNS Engineers, Inc.

#### Areas of Expertise

- Bridges, roadways, and dams
- Structural concrete
- Large water line systems
- Permit processing
- Wet and dry utilities
- Grading
- Project management
- Plan check
- Caltrans

#### Years of Experience

- 28

#### Certifications

- Certified Public Infrastructure Inspector, APWA
- ICC Certified Residential Building Inspector, No. 8869048
- Confined Space Awareness
- Defensive Driving
- ProCPR Adult CPR/AED and First Aid Certificate, No. 159891377380110

Mr. Stover has over 28 years of experience in construction inspection for transportation infrastructure and water resource projects. Many of Tim's projects involved work in environmentally sensitive areas and waterways, which required extensive permitting, environmental mitigation, and multi-agency coordination. He has provided construction inspection services for projects involving bridges, roadways, highways, dams, and large water and sewer line systems. His expertise includes structural concrete, hazardous material, wet and dry utilities, abatement, earthwork, and grading. Prior to becoming a Construction Inspector, Tim worked as a contractor where his responsibilities included interfacing with on-site personnel and subcontractors to ensure coordination of duties and responsibilities while meeting all deadlines; performing construction form design, layout, construction and demolition, in addition to allocating general and daily responsibilities; coordinating with city and state officials and office support staff to accommodate project details; maintaining high standards of workmanship that adhered to original plans and specifications; ensuring manpower and resources were adequate to finish jobs ahead of schedule and under budget; serving as lead manager on water and wastewater facilities, dam, roadway, and bridge projects; and producing written reports documenting construction progress and projections. His experience includes:

**US 101 HOV Lanes, Caltrans District 5, Carpinteria, CA.** *Construction Inspector.* This high-occupancy vehicle (HOV) Corridor Improvement project is being constructed in multiple segments that will ultimately widen and reconstruct approximately five miles of US 101 in Carpinteria and Montecito to accommodate HOV lanes and provide safety improvements through the corridor. The initial segments include 4A (\$89M), 4B (\$151M), and 4C (\$106M). The contract is being procured as a Construction Manager/General Contractor (CMGC) contract with the various segments being constructed in a sequential manner with much overlap. The various segments replace and widen multiple bridges and interchanges/overpasses over US 101, upgrades over 10 on and off-ramps, extends and reconstructs portions of the existing Via Real frontage road. The US 101 expansion will ultimately accommodate six lanes of traffic. Additional improvements include sound walls with architectural treatments along US 101 and reconstructing the grade on US 101 by up to 10 feet to provide improved sight distance. Construction elements include cast-in-place (CIP) and post-tensioned box girder bridge structures; cast-in-place, voided slab bridge structures;



pre-stressed/pre-cast (PS/PC) girder bridges; concrete retaining walls; sound walls; reinforced box culverts and drainage improvements; rapid set lean concrete base (LCB) and jointed plain concrete pavement (JPCP); over 50,000 tons of hot mix asphalt (HMA) paving; over 40,000 cubic yards of continuously reinforced concrete pavement (CRCP); overhead sign structures; concrete barrier railing and metal beam guard rails (MBGRs); signals and lighting; and multiple utility realignments. As a result of several concurrent interchange construction projects at various locations, this project required constant coordination with the City of Carpinteria, other local agencies, and the public. This project also required special attention to environmental permits due to the project location in an environmentally sensitive area (Carpinteria Creek). Responsibilities included inspection of structure related items, grade verification, item quantity calculations, daily inspection and reports, and coordination.

**Newell Creek Dam Spillway Bridge Replacement, City of Santa Cruz, CA.** *Construction Inspector.* This \$725K project replaced an existing bridge over the spillway at Newell Creek Dam at Loch Lomond, above Santa Cruz in a remote location. The new 31-foot-long, single-span bridge consists of pre-cast deck panels with a 7-inch cast-in-place deck surface and overhang. The new bridge is founded on 24-inch cast-in-drilled-hole (CIDH) piles and cast-in-place concrete abutments. The project also included demolition of the existing bridge structure, excavation, erection of the new precast girder panels, placement of the new deck and barrier rails, grading of the new roadway, placement of the hot mix asphalt (HMA) pavement, and installation of new fencing. Responsibilities included inspecting the installation of the fiber optic line connecting the gate system to the security system of the Newhall Creek Dam site. Additional duties involved inspection of all work, documenting the contractor's progress, monitoring the contractor's work for both safety and adherence to the plans and specifications, monitoring the contractor's adherence to the approved Stormwater Pollution Prevention Plan (SWPPP), traffic control plan, tracking item quantities, daily reports, and submittal review.

**Water Street Water Main Replacement, City of Santa Cruz, CA.** *Lead Construction Inspector.* This \$3M water main replacement project replaced the existing water line and installed approximately 150 feet of 16-inch pipeline, 2,310 feet of 12-inch pipeline, 30 feet of 8-inch pipeline, 260 feet of 6-inch pipeline, 15 feet of 4-inch pipeline, 10 pipeline connections, 46 water service reconnections (3/4 to 6 inch), seven water service renewals, and 90 feet of

slip lining along one of the most highly traveled corridors in the City. The project also involved the installation of fire hydrants; service reconnections; testing, flushing, chlorination, and disinfection of the new pipelines; trenching and shoring; hot mix asphalt (HMA) and Portland cement concrete (PCC) paving; and daily traffic control. The project required significant coordination with the local businesses and residents, as well as accommodating the heavy flow of vehicle, bicycle, and pedestrian traffic. Additionally, due to the old age of the street, the contractor encountered many unknown piping, utilities, and structures throughout the construction requiring in-field adjustments, removals, and cost-effective work arounds in order to complete the pipeline placement. Significant coordination with the contractor and the City was instrumental in successfully completing the project. Responsibilities included daily inspection, tracking quantities, coordination, and assisting the City with submittal and request for information (RFI) review and recommendations.

**US 101 Widening and Rehabilitation at San Miguel, Caltrans, San Miguel, CA.** *Structure Construction Inspector.* This Caltrans project involved roadway rehabilitation and bridge construction along an eight-mile stretch of US 101 through the City of San Miguel. The roadway rehabilitation reconstructed portions of US 101 including a one-mile realignment of highway and resurfacing the remaining portions. The rehabilitation also included the reconstruction 16 freeway on- and off-ramps and over 28 drainage systems. The project's bridge construction involved the construction of three new bridges and the widening of seven bridges under crossings. The new bridges included two 220-foot-long two-span, pre-cast concrete girder bridges over the San Marcos Creek and one 300-foot-long, and three-span pre-cast concrete girder bridge over a US 101 on-ramp. The project was built in multiple stages to accommodate traffic through this heavily traveled corridor. The project also included a soil nail retaining wall, embankments with specified settlement periods; traffic control; jointed plain concrete pavement (JPCP), and multiple utility relocations. The project provided for beautification with the construction of architectural treatment of the concrete barriers, retaining walls, and gore concrete. This project constructed in accordance with applicable Caltrans standards, methods, and procedures. Responsibilities included inspection of structure related items, grade verification, item quantity calculations, daily inspection and reports, and coordination.

## Thom King

### Supplemental Construction Inspector

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#### Firm

- MNS Engineers, Inc.

#### Areas of Expertise

- Storm drains pipelines
- Heavy earth moving
- Asphalt paving
- Site concrete
- Drainage structure construction
- Retaining wall construction
- Sewer pipelines
- Total fire service lines
- Finish grading
- Storm water control systems
- Drainage
- Domestic water mains and services
- Forced main sewer pipelines
- Traffic control

#### Years of Experience

- 35

Mr. King is an experienced superintendent in the civil engineering construction industry with over 35 years of experience. He has a vast knowledge of the construction trade. He has been hands on and overseen all phases from breaking ground to completion. His current responsibilities as a superintendent for the past 6 years have included overseeing multiple jobs daily, scheduling crews, inspections, materials, equipment, transportation, etc. He also assisted with RFIs, change order requests, plan changes, construction meetings, working closely with engineers, inspectors, project managers, project engineers and owners. His experience includes:

#### **Aptos Village Phase 2, County of Santa Cruz, CA.**

*Onsite Superintendent.* This is a ground up \$4.3M project consisting of seven multi-use buildings. Project elements include building pads, soldier beam wall, a very intricate storm drain system, previous concrete, sewer lines, fire water mains and services, domestic water mains and services, site concrete, asphalt parking lots, and county asphalt roads.

#### **Celia Avenue Emergency Sewer Repair, County of Santa Cruz, CA.**

*Superintendent.* This \$750K emergency project in the city of Watsonville replaced a failing 8-inch clay sewer line with 8-inch SDR 26, approximately 80 feet at a depth of 12-14 feet. There was a 4-inch forced sewer main directly above it that had to be removed and replaced daily. This project also required shields for shoring. The project also replaced the main and reconnected the four 4-inch existing services, and backfilled trench line with two sack sand slurry and paved back.

#### **Elkhorn Slough Preserve, County of Santa Cruz, CA.**

*Superintendent.* This \$1.2M project in Moss Landing included removing a half-mile existing asphalt roadway, making subgrade, placing, grading, and compacting base rock to the desired elevation then placing two inches of asphalt. The project also formed and poured a new observation platform, making subgrade, placing, grading base rock to the desired elevation, installing header board on both sides of the pathway, then installing four inches of granitecrete.

## Shelah Riggs

### Principal Environmental Planner



#### Firm

- MNS Engineers, Inc.

#### Areas of Expertise

- CEQA/NEPA documents
- Regulatory compliance
- Wetlands and streambed delineations

#### Years of Experience

- 23

#### Certification

- Wetland Delineator Certification Program

#### Education

- MS, Environmental Studies, California State University at Fullerton
- BA, Geography, California State University at Fullerton

#### Professional Development

- Certificate in Plant ID, Wetland Training Institute
- Project Manager's Boot Camp, PSMJ Resources Inc.

Ms. Riggs is an accomplished project manager with experience in preparing CEQA/NEPA documents and regulatory compliance documents under the Clean Water Act, Sections 404 and 401; the federal Endangered Species Act, Sections 7 and 10; California Coastal Act; California State Porter-Cologne Act; California Endangered Species Act; and California Fish and Game Code Sections 1600–1616. Shelah has conducted numerous wetlands and streambed delineations in accordance with the US Army Corps of Engineers 1987 Wetland Delineation Manual and Arid West Region Supplement methodology throughout southern California. She maintains an excellent rapport with resource agency staff and has successfully negotiated and assisted in implementing favorable mitigation conditions for a variety of public and private projects located within environmentally sensitive areas. Shelah has provided regulatory compliance training through the University of California, Los Angeles Extension Service, as well as client-customized training for Southern California Edison, San Diego County Water Authority, and the Los Angeles County Department of Public Works. Her experience includes:

**On-Call Planning and Environmental Services, County of Riverside, Riverside, CA.** *Environmental Project Manager.* MNS staff provide On-Call Planning and Environmental Services to the County of Riverside. Task orders range from preparation of California Environmental Quality Act (CEQA) documents, on-call staffing support, peer review services, and long-range community planning support. The MNS team has prepared a range of CEQA documents including Environmental Impact Reports, Initial Studies, and exemptions. Additionally, MNS has provided CEQA peer review services, as well as CEQA advising services. Due to the large size of the unincorporated County, MNS works extensively on infrastructure capacity review and analysis when conducting environmental analysis for County projects.

**Perris Valley Channel Later B, Stage 4 IS/MND, Riverside County Flood Control and Water Conservation District, Perris, CA.** *Regulatory Permitting Lead.* The proposed project required the preparation of an Initial Study/Mitigated Negative Declaration and associated technical studies for drainage improvements on the March Air Reserve Base (MARB). The project proposed an approximately 6,000-lineal-foot underground reinforced concrete box (RCB) storm drain partially located within the limits of the City of Perris and

lands owned by March Joint Powers Authority and MARB in southwestern Riverside County. The objectives of the Project were to provide flood protection to MARB and the adjacent area by constructing the regional storm drain needed to convey 100-year runoff to an existing downstream facility. The project required continued coordination with the United States Air Force, as well as a focused analysis of potential impacts to protected species that inhabited the project site. MNS Staff provided these services prior to joining MNS.

**Machado Lake Park Restoration Project, City of Los Angeles, CA. *Environmental Permit Coordinator.***

Responsible for the jurisdictional delineation of state and federal waters, management of the biological resources report, preparation of the 404 Individual Permit, 401 Water Quality Certification, and 1602 Streambed Alteration Agreement applications, and resource agency coordination for issuance of approvals to authorize the construction of lake and flood control improvements and revegetation activities to improve the Machado Lake for public use.

**Malibu Lagoon Restoration Project, County of Los Angeles County, CA. *Environmental Permit Coordinator.***

Responsible for the preparation of the jurisdictional delineation of state and federal waters, preparation of the 404 Individual Permit, 401 Water Quality Certification, Section 7 Biological Opinion and 1602 Streambed Alteration Agreement applications, and resource agency coordination for issuance of approvals to authorize the grading and construction of hydrology and revegetation activities intended to restore the Malibu Lagoon.

**Lake Gregory Regional Park Maintenance Project, County of San Bernardino, CA. *Environmental Permit Coordinator.***

Responsible for the preparation of the updated jurisdictional delineation of state and federal waters, preparation of the 404 Nationwide Permit, 401 Water Quality Certification, and 1602 Streambed Alteration Agreement applications, and resource agency coordination for issuance of approvals to authorize necessary maintenance activities within the debris basins and along the lake swim beach to allow for safe public swimming and boating during summer months.

**Solstice Creek Enhancement Project, City of Malibu, CA. *Regulatory Compliance Task Leader.***

The proposed project replaced an existing box culvert with a clear-span bridge at the Solstice Creek crossing on Corral Canyon Road in the City of Malibu. The project is intended to remove an existing impediment to the movement of southern steelhead trout from the Pacific Ocean to prime

spawning and rearing grounds in Solstice Creek. Responsible for the preparation of the wetland delineation report and biological resource report and obtained regulatory permits under Section 404 of the Clean Water Act, Section 1602 of the Fish and Game Code, and California Coastal Act.

**Southwest Gas Stormwater Services, Southwest Gas Corporation, Victorville, CA. *Environmental Permit Coordinator.***

The contract encompassed more than 20 projects for the development of erosion and sediment control plans, stormwater pollution prevention plans (SWPPP) development and implementation, personnel training, SMARTS stormwater database reporting, agency coordination and negotiation, and permitting and compliance assistance. Responsible for the senior biological resources report QA/QC and regulatory permit review services under a contract with a previous firm to provide construction stormwater support services to Southwest Gas Corporation.

**Regulatory Compliance for Tehachapi Renewable Transmission Project, Southern California Edison, Counties of Orange, Kern, Los Angeles, and San Bernardino, CA. *Project Manager.***

Responsible for providing a regulatory permitting strategy for the Tehachapi Renewable Transmission Project, a 173-mile project consisting of new and upgraded transmission facilities extending from the Los Angeles Basin to the Tehachapi Mountain Wind Farms. The Permit Strategy Report was used to assess whether an individual permit or nationwide permit would be required to authorize the construction and operation of portions of the Tehachapi Renewable Transmission Project located within federal jurisdictional waters and wetlands. The strategy report was approved by Southern California Edison legal counsel, and the regulatory permitting contract was awarded, which included wetland delineation fieldwork and reporting, mitigation options review, and submittal of permit applications/negotiation with the resource agencies to obtain permits under Section 1602 of the State Fish and Game Code and Section 404 and 401 of the Clean Water Act.

**Distribution System Infrastructure Protection Program Project, Metropolitan Water District of Southern California, Orange County, CA. *Project Manager.***

Responsible for preparing the Environmental Impact Report and permit applications (404 and 401 of the Clean Water Act, Section 7 of the Endangered Species Act and Section 1602 of the Fish and Game Code) for construction of Capital Improvement Projects and routine operations and maintenance projects within the Orange County Operating Region.



## Amber Geraghty

### Principal Coastal Planner

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#### Firm

- MNS Engineers, Inc.

#### Areas of Expertise

- Coastal permitting
- Coastal land use regulation
- Local coastal program (LCP)
- Public works plan (PWP)
- CEQA

#### Years of Experience

- 14

#### Education

- Juris Doctor, Concentration in Environmental Law, University of Maryland School of Law
- BS, Environmental Studies, University of California, Santa Barbara

Ms. Geraghty is a Senior Coastal Planner with 14 years of professional experience in environmental regulation and planning with particular expertise in coastal permitting and policy. Amber is experienced in the application of California Coastal Act policies and implementing regulations, the coastal permitting and compliance process at the local and state level, and current trends in coastal land use regulation. She has extensive experience processing coastal development permits, local coastal program (LCP) and public works plan (PWP) amendments, and project appeals, as well as preparing analyses for California Environmental Quality Act (CEQA) documents regarding Coastal Act policy consistency. Amber has experience in a various array of project types, including parks, trails, and open space; residential and commercial development; public infrastructure improvements; transportation; water and wastewater; energy development; harbor redevelopment, and habitat restoration proposals. Her experience includes:

**U.S. 101 South Coast High Occupancy Vehicle Lane Project and Linden Avenue and Casitas Pass Road U.S. 101 Overcrossings Replacement Project Local Coastal Program Amendment, California Department of Transportation (Caltrans).** Amber processed a Local Coastal Program Amendment initiated by Caltrans and the Santa Barbara County Association of Governments (SBCAG) to establish a policy framework for planned improvements to Highway 101, related local transportation network elements, and California Coastal Trail connections. She coordinated with Caltrans, SBCAG, and local government staff to develop policy solutions to address Coastal Act policy conflict issues related to wetland fill, and to develop LCP development standards to address conversion of agricultural land, water quality, ESHA impacts, wetland mitigation, and regional California Coastal Trail connections.

**Community College Comprehensive Master Plan Update, Mira Costa Community College, Cardiff.** Amber prepared and processed coastal development permit applications for various project approvals, including comprehensive land use policy consistency analyses with applicable California Coastal Act and certified Local Coastal Program policies for components of campus-wide expansion project. She coordinated with Coastal Commission staff to expeditiously process the coastal approval, review and approve condition compliance materials, and issue the permits.

**Sewer Force Main Rehabilitation, South Orange County Wastewater Authority (SOCWA).** Amber prepared and processed a coastal development permit for a sludge force main pipeline rehabilitation and relocation project in the Aliso Canyon Wilderness Park. The project also included creek bank stabilization and habitat monitoring and mitigation. She effectively coordinated with the client, Coastal Commission, and resource agencies to facilitate approval of the project and to expedite condition compliance for construction.

**Channel Islands Harbor Public Works Plan Amendment, County of Ventura County, Channel Islands Harbor.** Amber processed an amendment to the Channel Islands Harbor Public Works Plan to allow for new boat slips and to extend pierhead lines throughout the harbor water area to allow for redevelopment of aging dock infrastructure, minimize loss of slips to due compliance with Americans with Disabilities Act access requirements, and to update safety standards required by the California Department of Boating and Waterways. She prepared policy modifications to address development issues related to marine and biological resources including, fill of coastal waters, recreational boating and low-cost boating, commercial fishing, public access, and water quality.

**New Local Coastal Program (LCP) and Sea Level Rise Vulnerability Assessment, City of San Clemente.** Amber managed the City's development of a new Local Coastal Program for the City of San Clemente. She worked with City and Coastal Commission staff to develop new policies and implementation measures regarding environmentally sensitive habitat, water quality, scenic and historic resources, public access and recreation, coastal hazards and shoreline development, and land use, in accordance with recent California Coastal Commission policy guidance, including recent direction regarding sea level rise. Amber coordinated biological inventory mapping and developed public workshop materials.

**Local Coastal Program (LCP) Update and Sea Level Rise Vulnerability Assessment, City of Los Angeles, Venice Beach.** Amber coordinated with City staff and a team of coastal engineers to develop a sea level rise vulnerability assessment. She managed a team of coastal planners and outreach facilitators to conduct three intensive community workshops to present the draft sea level rise vulnerability assessment findings and a suite of proposed adaptation measures. She also developed draft policies and implementation measures for the City's Local Coastal Program regarding coastal hazards and shoreline development based on the

vulnerability assessment results in accordance with the Coastal Commission's Sea Level Rise Policy Guidance Document.

**Regional Sea Level Rise Adaptation Guidance Document for Transportation Infrastructure, San Diego Association of Governments (SANDAG)/Caltrans.** Amber was responsible for coordinating with SANDAG and Caltrans staff to develop a guidance document that examines potential sea level rise impacts to regional transportation infrastructure and presents a suite of adaptation measures to address potential impacts, including policies, funding mechanisms, and projects. A critical component of the project was to build on local sea level rise analyses and lessons learned from sea level rise planning for future use of local government entities. The project also included organizing and facilitating public workshops and working groups to obtain feedback on vulnerability assessment results and adaptation measures.

**Local Coastal Program Update and Sea Level Rise Vulnerability Assessment, City of Santa Monica.** Amber managed a team of coastal planners to comprehensively update the Coastal Land Use Plan and develop a new Implementation Plan to allow transfer of coastal development permit authority to the City of Santa Monica. She was responsible for drafting new policies regarding coastal zone land use; parking policies and programs; environmentally sensitive habitat; water quality; visual resources, cultural and historic resources; public access and recreation; and coastal hazards and sea level rise in accordance with recent CCC policy guidance, including CCC's Sea Level Rise Guidance Document. The coastal hazards and sea level rise policy chapter has been used as a model for other local governments in California.

## Hope Laborin, EIT

### Associate Engineer - Permitting



#### Firm

- MNS Engineers, Inc.

#### Areas of Expertise

- Water and wastewater projects
- Environmental engineering
- Civil engineering

#### Certification

- Engineer In Training (EIT), CA

#### Years of Experience

- 3

#### Education

- BS, Civil Engineering, Santa Clara University, CA

#### Affiliations

- American Society of Civil Engineers
- Society of Hispanic Professional Engineers
- American Society of Testing and Materials

Ms. Laborin's focus is water resource projects that include sewer evaluations and design repairs, pump stations, storm drain improvements, and sewer lift stations for government agencies and developers. Hope has experience designing joint trench plans, preparing cost evaluations and value assessments, and ensuring compliance with various city and local districts. Her experience includes:

**Santa Rita and Guadalupe Pipeline Rehabilitation Project (#23-01 POC1323), Carmel Area Wastewater District, CA.** *Associate Engineer.* MNS is providing design and permitting services for the replacement of existing gravity sewer along and near Santa Rita Street and Guadalupe Street in Carmel-by-the-Sea, and within unincorporated Monterey County. The existing alignments run through paved residential areas and unimproved easements. The project includes replacement of approximately 8,715 linear feet of existing gravity sewers. The sewer mains convey wastewater from primarily residential parcels within the District's service area. The existing 6-inch diameter vitrified clay pipe (VCP) sewer main and manholes were observed to be in poor condition during the District's video inspection. The gravity sewer is expected to be replaced with 8-inch diameter High Density Polyethylene pipe (HDPE) using the pipe bursting installation method.

**Program C Well Equipping, Los Osos Community Services District, CA.** *Associate Engineer.* The Program C well equipping project includes complete equipping and site development for a new municipal water production facility. Water produced at the facility will be conveyed to the District's main pressure zone, at a tie-in point at Nipomo Avenue and Mountain View Drive. The well is anticipated to have a design pumping rate of 200 gpm with operational flexibility to adjust pump speed to regulate pump output based on future groundwater conditions. The work includes development of a preliminary design memorandum, a complete set of project plans, project manual, technical specifications, and an Engineer's Estimate of Probable Cost of Construction (PS&E). In addition to a planning document and PS&E, MNS is assisting the District in updating the Department of Drinking Water (DDW) Domestic Water Supply Permit, and bidding and construction phase services for project implementation.

**Fire Station No. 1 Pressure Reducing Stations Replacement Project, City of Milpitas, CA.** *Project Manager.* MNS is providing planning, final design, engineering, construction management, and construction services for the reconstruction of two (East and West) Pressure Reducing Stations (PRS) located in the City's Fire Station 1. This includes replacing the existing 12-inch and 16-inch pressure reducing and isolation valves. A surge event occurred at the East PRS that damaged infrastructure including the existing 16-inch pressure reducing valve, initiating the replacement. The East PRS includes an underground vault with manhole cover access and a 16-inch water line and pressure reducing valve with lighting. The West PRS includes an underground vault with access hatch and a 12-inch water line and pressure reducing valve, lighting, submersible pump, and ship ladder.

**Adobe Creek Sanitary Sewer Repair, Town of Los Altos, CA.** *Design Engineer.* This project included replacement and realignment of certain sections of the existing sewer main along Adobe Creek. It included 53 sewer main segments comprising 6,600 feet of 6-inch and 8-inch polyvinyl chloride (PVC) pipeline, upgraded to 8-inch HDPE between Manresa Avenue and Edith Avenue. It also included pipe reaming and open cut trench as the pipe replacement methods and included the rehab and replacement of sewer manholes within segments that had been re-aligned.

**Pump Station and Force Main Rehabilitation, Port of Oakland, CA.** *Design Engineer.* The project replaced two sections of existing sewer main including the rehabilitation of two sewer lift stations. It included 1,400 feet of 3-inch polyvinyl chloride (PVC) pipeline; upgraded to 6-inch PVC from the Chappell Hayes Observation

Tower to Lift Station D06; and 1,000 feet of 4-inch pipeline upgraded to 6-inch PVC from lift station D10 to the discharge point along Middle Harbor Road. The project included full rehabilitation to the lift station sites; design of traffic control; as well as assessment of additional sewer lines.

**Storm Drain Repair, City of Hermosa Beach, CA.** *Design Engineer.* The design was part of ongoing annual storm drain improvement projects for the City of Hermosa. This project included replacement of an existing gravity main including approximately 200 feet of 8-inch polyvinyl chloride (PVC) pipeline, upgraded to 12-inch PVC across the Greenbelt between Valley Drive and Ardmore Avenue. Modifications to a manhole and curb inlet were also included.

**Force Main Evaluations San Jose-Santa Clara Regional Wastewater Facility, City of Santa Clara, CA.** *Design Engineer.* Study and evaluation of two sewer lift stations. The project is part of a yearly study to assess the efficacy of the lift stations.

**Storm Drain Pump Station Design, Agrihood Community, Santa Clara, CA.** *Design Engineer.* The design included two storm drain pump stations for a senior housing project that incorporates 1.5 acres of agricultural space.

**Storm Drain Pump Station Design, 10X Geonomics, Santa Clara, CA.** *Design Engineer.* Storm drain pump station design for biotech company campus on 15-acre site.



## Yujia Luo

### Office Engineer



#### Firm

- MNS Engineers, Inc.

#### Areas of Expertise

- Revit
- AUTOCAD
- MS Project
- SAP: SFD and BMD analysis
- Plane Surveying
- MATLAB
- Primavera P6
- WaterGEMs (examined and analyzed the water distribution network)
- GIS

#### Years of Experience

- 3

#### Education

- BS, Civil Engineering, San Jose State University, San Jose, CA
- AS, Math and Science, Contra Costa College, San Pablo, CA
- AA, Economics, Contra Costa College, San Pablo, CA

Ms. Luo is skilled in project communication and coordination and has provided construction administration support on numerous projects involving Caltrans LAPM. As the Office Engineer, Yujia will be responsible for managing the project files, labor compliance, assisting with progress payments, tracking change orders, submittals, RFIs, monthly reports, as well as tracking of materials. She is also proficient in Revit (structural concrete design and 3D interior); AUTOCAD (develop and modify 3D models); MS Project; SAP (SFD and BMD analysis); Plane Surveying; MATLAB; Primavera P6; Microsoft Office Suites; WaterGEMs (examined and analyzed the water distribution network), and GIS. Her experience includes:

**Rodriguez Street Sewer Rehabilitation Project, County of Santa Cruz, CA.** *Office Engineer.* This project replaced approximately 625-feet of existing public sewer lines in Rodriguez Street. Project elements included the replacement and repair of deteriorating 6-inch sanitary sewer pipe, rehabilitating manholes in despair, and replacing pavement associated with sewer trenching including slurry seal over 2,400 square yards on Rodriguez Street. The construction method was to open cut trench and install the new sewer pipes. All work occurred within the existing paved roads. MNS provided construction management services. Responsibilities included project communication and coordination, public relations, contract administration, CPM schedule review and approval, cost control and progress pay estimates, submittal/Request for Information (RFI) approval, change orders and claims management, quality assurance materials testing services, quality assurance of quality control inspection reports, quality assurance construction staking, and Water Pollution Control Program (WPCP) and Site Specific Safety Plan compliance.

**East Cliff Drive Sewer Replacement Project, Santa Cruz County, CA.** *Office Engineer.* This project repairs and replaces existing public sewer lines along East Cliff Drive and portions of 13th Avenue and Corcoran Avenue. Construction elements consist of replacing a deteriorating 8-inch sanitary sewer main pipe and larger trunk line pipes, tying pipes into existing manholes, rehabilitating manholes by either lining with polymer concrete inserts or spray-on liners, and replacing pavement associated with sewer trenching. The construction method is open-cut trench to install the new sewer pipes. All work occurs within the existing paved roads. Additional improvements include replacing pavement and adding new green bike lanes along East

Cliff and Portola Drives within portions of the project area. MNS provides construction management services during construction and project close-out.

**Construction Management On-Call Services—Storm Damage Projects, County of Santa Cruz, CA.** *Office Engineer.* MNS is providing construction management services for federal, state, and locally funded projects. The projects vary in scope and size and include roadway rehabilitation, widening and/or realignment of existing facilities, relocation of existing facilities, and construction of new facilities. Assigned task orders for federally funded storm-damaged road repair projects include: Glen Haven Road (\$415k); Valencia Road (\$3.3M); North Rodeo Gulch (\$1.1M); Cox Road (\$600K); Cox Road (\$900K); Glen Haven (\$1.2M); Branciforte Drive (\$1.3M); Lower Highland Way (\$375K); Browns Valley Road; Valencia Road (\$654K); Trout Gulch Road (\$310K); Trout Gulch Road (\$370K); Eureka Cyn Road and Green Valley Road. Assisted the County with reviewing the EWBs and managed the project files.

**Maresa Culvert Rehabilitation, County of Santa Cruz, CA.** *Office Engineer.* MNS provided Construction Management Services, including project management, pre-construction, coordination, contract administration, construction inspection, and project closeout services for culvert rehabilitation at MP 9.02.

**Pajaro River Bridge Rehabilitation, County of Santa Cruz, CA.** *Office Engineer.* MNS provided Construction Management Services, including project management, pre-construction, coordination, contract administration, construction inspection, and project closeout services to repair the storm-damaged Pajaro River Bridge.

**On-Call Construction Management/Construction Inspection, County of Sonoma, CA.** *Office Engineer.* MNS services include resident engineering, construction inspection, material testing coordination, and public outreach notifications coordination. The 2022 Pavement Preservation Program, Project C22401 project improved and rehabilitated over 21 miles of roadway with asphalt concrete overlays (some sections included full-depth reclamation treatments), chip and slurry seals along with associated flagging, traffic signal modification with Multi-Sensor Video Detection System (MSVDS) with video imaging and radar technologies, metal beam guard rail (MBGR), ditch maintenance, culvert replacement, traffic control, pavement repair of structural sections, cold planning, shoulder backing, and delineation of the new pavement surface. Construction cost is \$21M.

**Strawberry Road Rehabilitation, County of Marin, CA.** *Office Engineer.* This project restored the road condition on two residential streets in the Strawberry neighborhood: Bayview Terrace and Deer Hill Court. Improvements included cold planing existing pavement, existing base material recompaction, hot mix asphalt paving, drainage upgrades (free of ponding on both streets), and curb and gutter replacement. MNS provided construction management services including the following: weekly progress meetings; cost and scheduling management; assistance with public notifications and awareness; construction inspection; and materials testing services. The project was funded through the California Department of Resources Recycling and Recovery (CalRecycle) and the County's Road and Bridge Rehabilitation fund.

**TCEP – Quiet Zone Safety Engineering Measures, City of Emeryville, CA.** *Office Engineer.* Tasks for this \$2M DIR ID: 406106 project included the following: prepare and review monthly construction estimates, conduct periodic construction inspections, take inspection photos and prepare inspector daily report, create the force analysis excel spreadsheet, CCOs and correspondence, review the Certified Payroll to make sure it meets the prevailing wage rate, maintain project log sheets and project files.

**Pothole and Base Repair No. 2, Port Chicago and Bates, City of Concord.** *Office Engineer.* This \$1.9M DIR ID: 424040 project included roughly 200,000 square feet of pothole and base repair work along Port Chicago Highway and Bates Avenue in the City of Concord. Work included traffic control, staging of the work, SWPPP management, asphalt concrete removal, hot mix asphalt placement, pavement marking and striping removal and installation, and replacement of detector loops at all major intersections along Port Chicago Highway up to Bates Avenue Intersection. All work was performed at night to reduce impacts on local business and traffic on Port Chicago Highway and Bates Avenue. Assisted the inspector in marking out the stationing on the field and administrative tasks.

**Water Treatment Foundation Strengthening, City of Pittsburg, CA.** *Project Manager.* Yujia read and analyzed the plan from the consultant company, prepared site status reports, created an Engineer's Estimate, oversaw the development of project schedules, ensured the project complied with all regulatory requirements, and prepared daily reports during the construction phase.