

**CONTRACT FOR PROFESSIONAL SERVICES TO  
PROVIDE ON-CALL ARCHITECTURAL SERVICES  
BETWEEN THE CITY OF HERMOSA BEACH AND WESTGROUP DESIGNS**

This AGREEMENT is entered into this 17th day of November, 2025, by and between the CITY OF Hermosa Beach, a general law city a municipal corporation ("CITY") and Westgroup Designs, Architectural Firm ("CONSULTANT").

**RECITALS**

- A. The City desires to obtain Architectural services on an On-call basis with Westgroup Designs for City projects.
- B. The City does not have the personnel able and/or available to perform the services required under this agreement and therefore, the City desires to contract for consulting services to accomplish this work.
- C. The Consultant warrants to the City that it has the qualifications, experience and facilities to perform properly and timely the services under this Agreement.
- D. The City desires to contract with the Consultant to perform the services as described in Exhibit A of this Agreement.

**NOW, THEREFORE**, based on the foregoing recitals, the City and the Consultant agree as follows:

- 1. CONSIDERATION AND COMPENSATION** As partial consideration, CONSULTANT agrees to perform the work listed in the SCOPE OF SERVICES, attached as EXHIBIT A.

As additional consideration, CONSULTANT and CITY agree to abide by the terms and conditions contained in this Agreement.

As additional consideration, CITY agrees to pay CONSULTANT a total not to exceed amount of \$1,000,000, for CONSULTANT's services, unless otherwise specified by written amendment to this Agreement.

No additional compensation shall be paid for any other expenses incurred, unless first approved by the City Manager or his/her designee.

CONSULTANT shall submit to CITY, by not later than the 10th day of each month, its invoice for services itemizing the fees and costs incurred during the previous month. CITY shall pay CONSULTANT all uncontested amounts set forth in CONSULTANT's invoice within 30 days after it is received.

- 2. SCOPE OF SERVICES**. CONSULTANT will perform the services and activities set forth in the SCOPE OF SERVICE attached hereto as Exhibit A and incorporated herein by this reference.

Except as herein otherwise expressly specified to be furnished by CITY, CONSULTANT will, in a professional manner, furnish all of the labor, technical, administrative,

professional and other personnel, all supplies and materials, equipment, printing, vehicles, transportation, office space, and facilities necessary or proper to perform and complete the work and provide the professional services required of CONSULTANT by this Agreement.

- 3. PAYMENTS.** For CITY to pay CONSULTANT as specified by this Agreement, CONSULTANT must submit an invoice to CITY which lists the reimbursable costs, the specific tasks performed, and, for work that includes deliverables, the percentage of the task completed during the billing period in accordance with the schedule of compensation incorporated in "Exhibit B."
- 4. TIME OF PERFORMANCE.** The services of the CONSULTANT are to commence upon receipt of a notice to proceed from the CITY and shall continue until all authorized work is completed to the CITY's reasonable satisfaction, in accordance with the schedule incorporated in "Exhibit A," unless extended in writing by the CITY.
- 5. FAMILIARITY WITH WORK.** By executing this Agreement, CONSULTANT represents that CONSULTANT has (a) thoroughly investigated and considered the scope of services to be performed; (b) carefully considered how the services should be performed; and (c) understands the facilities, difficulties, and restrictions attending performance of the services under this Agreement.
- 6. KEY PERSONNEL.** CONSULTANT's key person assigned to perform work under this Agreement is Jon Freeberg. CONSULTANT shall not assign another person to be in charge of the work contemplated by this Agreement without the prior written authorization of the City.
- 7. TERM OF AGREEMENT.** The term of this Agreement shall commence upon execution by both parties and shall expire on November 17, 2028, unless earlier termination occurs under Section 11 of this Agreement, or this Agreement is extended in writing in advance by both parties.
- 8. CHANGES.** CITY may order changes in the services within the general scope of this Agreement, consisting of additions, deletions, or other revisions, and the contract sum and the contract time will be adjusted accordingly. All such changes must be authorized in writing, executed by CONSULTANT and CITY. The cost or credit to CITY resulting from changes in the services will be determined in accordance with written agreement between the parties.
- 9. TAXPAYER IDENTIFICATION NUMBER.** CONSULTANT will provide CITY with a Taxpayer Identification Number.
- 10. PERMITS AND LICENSES.** CONSULTANT will obtain and maintain during the term of this Agreement all necessary permits, licenses, and certificates that may be required in connection with the performance of services under this Agreement.
- 11. TERMINATION.** Except as otherwise provided, CITY may terminate this Agreement at any time with or without cause. Notice of termination shall be in writing.

CONSULTANT may terminate this Agreement. Notice will be in writing at least 30 days before the effective termination date.

In the event of such termination, the CONSULTANT shall cease services as of the date of termination, and all finished or unfinished documents, data, drawings, maps, and other materials prepared by CONSULTANT shall, at CITY's option, become CITY's property, and CONSULTANT will receive just and equitable compensation for any work satisfactorily completed up to the effective date of notice of termination.

Should the Agreement be terminated pursuant to this Section, CITY may procure on its own terms services similar to those terminated.

**12. INDEMNIFICATION.** To the extent permitted by law, CONSULTANT shall indemnify, and hold harmless CITY, its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys fees, expert fees and all other costs and fees of litigation) of every nature to the extent caused by CONSULTANT's negligence, recklessness or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this AGREEMENT. CONSULTANT shall promptly pay any final judgment rendered against CITY (and its officers, officials, employees and volunteers) with respect to claims determined by a trier of fact to have been the result of the CONSULTANT's negligence, recklessness or willful misconduct. CONSULTANT shall reimburse the CITY its costs of defense, including without limitation reasonable attorneys fees, expert fees and all other costs and fees of litigation to the extent such fees, costs and all other costs are determined by the court of competent jurisdiction to have been caused by the actual negligence, recklessness or willful misconduct of the Consultant. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

The requirements as to the types and limits of insurance coverage to be maintained by CONSULTANT as required by Section 17, and any approval of said insurance by CITY, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by CONSULTANT pursuant to this Agreement, including, without limitation, to the provisions concerning indemnification.

**13. ASSIGNABILITY.** This Agreement is for CONSULTANT's professional services. CONSULTANT's attempts to assign the benefits or burdens of this Agreement without CITY's written approval are prohibited and will be null and void.

**14. INDEPENDENT CONSULTANT.** CITY and CONSULTANT agree that CONSULTANT will act as an independent contractor and will have control of all work and the manner in which is it performed. CONSULTANT will be free to contract for similar service to be performed for other employers while under contract with CITY. CONSULTANT is not an agent or employee of CITY and is not entitled to participate in any pension plan, insurance, bonus or similar benefits CITY provides

for its employees. Any provision in this Agreement that may appear to give CITY the right to direct CONSULTANT as to the details of doing the work or to exercise a measure of control over the work means that CONSULTANT will follow the direction of the CITY as to end results of the work only.

**15. AUDIT OF RECORDS.** CONSULTANT agrees that CITY, or designee, has the right to review, obtain, and copy all records pertaining to the performance of this Agreement. CONSULTANT agrees to provide CITY, or designee, with any relevant information requested and will permit CITY, or designee, access to its premises, upon reasonable notice, during normal business hours for the purpose of interviewing employees and inspecting and copying such books, records, accounts, and other material that may be relevant to a matter under investigation for the purpose of determining compliance with this Agreement. CONSULTANT further agrees to maintain such records for a period of three (3) years following final payment under this Agreement.

CONSULTANT will keep all books, records, accounts and documents pertaining to this Agreement separate from other activities unrelated to this Agreement.

**16. CORRECTIVE MEASURES.** CONSULTANT will promptly implement any corrective measures required by CITY regarding the requirements and obligations of this Agreement. CONSULTANT will be given a reasonable amount of time as determined by the City to implement said corrective measures. Failure of CONSULTANT to implement required corrective measures shall result in immediate termination of this Agreement.

**17. INSURANCE REQUIREMENTS.**

A. The CONSULTANT, at the CONSULTANT's own cost and expense, shall procure and maintain, for the duration of the contract, the following insurance policies:

1. Workers Compensation Insurance as required by law. The Consultant shall require all subcontractors similarly to provide such compensation insurance for their respective employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by the CITY at least thirty (30) days prior to such change. The insurer shall agree to waive all rights of subrogation against the CITY, its officers, agents, employees, and volunteers for losses arising from work performed by the CONSULTANT for City.

2. General Liability Coverage. The CONSULTANT shall maintain commercial general liability insurance in an amount of not less than two million dollars (\$2,000,000) per occurrence for bodily injury, personal injury, and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit.

3. Automobile Liability Coverage. The CONSULTANT shall maintain automobile liability insurance covering bodily injury and property damage

for all activities of the CONSULTANT arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired, and non-owned vehicles, in an amount of not less than one million dollars (\$1,000,000) combined single limit for each occurrence.

4. Professional Liability Coverage. The CONSULTANT shall maintain professional errors and omissions liability insurance for protection against claims alleging negligent acts, errors, or omissions which may arise from the CONSULTANT'S operations under this Agreement, whether such operations be by the CONSULTANT or by its employees, subcontractors, or sub-consultants. The amount of this insurance shall not be less than one million dollars (\$1,000,000) on a claims-made annual aggregate basis, or a combined single-limit-per-occurrence basis. When coverage is provided on a "claims made basis," CONSULTANT will continue to renew the insurance for a period of three (3) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONSULTANT for all claims made by CITY arising out of any errors or omissions of CONSULTANT, or its officers, employees or agents during the time this Agreement was in effect.

B. Endorsements. Each general liability, automobile liability and professional liability insurance policy shall be issued by a financially responsible insurance company or companies admitted and authorized to do business in the State of California, or which is approved in writing by City, and shall be endorsed as follows. CONSULTANT also agrees to require all contractors, and subcontractors to do likewise.

1. "The CITY, its elected or appointed officers, officials, employees, agents, and volunteers are to be covered as additional insureds with respect to liability arising out of work performed by or on behalf of the CONSULTANT, including materials, parts, or equipment furnished in connection with such work or operations."

2. This policy shall be considered primary insurance as respects the CITY, its elected or appointed officers, officials, employees, agents, and volunteers. Any insurance maintained by the CITY, including any self-insured retention the CITY may have, shall be considered excess insurance only and shall not contribute with this policy.

3. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company.

4. The insurer waives all rights of subrogation against the CITY, its elected or appointed officers, officials, employees, or agents.

5. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its elected or appointed officers, officials, employees, agents, or volunteers.

6. The insurance provided by this policy shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days written notice has been received by the CITY.

C. CONSULTANT agrees to provide immediate notice to CITY of any claim or loss against CONSULTANT arising out of the work performed under this agreement. CITY assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve CITY.

D. Any deductibles or self-insured retentions must be declared to and approved by the CITY. At the CITY's option, the CONSULTANT shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

E. The CONSULTANT shall provide certificates of insurance with original endorsements to the CITY as evidence of the insurance coverage required herein. Certificates of such insurance shall be filed with the CITY on or before commencement of performance of this Agreement. Current certification of insurance shall be kept on file with the CITY at all times during the term of this Agreement.

F. Failure on the part of the CONSULTANT to procure or maintain required insurance shall constitute a material breach of contract under which the CITY may terminate this Agreement pursuant to Section 11 above.

G. The commercial general and automobile liability policies required by this Agreement shall allow City, as additional insured, to satisfy the self-insured retention ("SIR") and/or deductible of the policy in lieu of the Consultant (as the named insured) should Consultant fail to pay the SIR or deductible requirements. The amount of the SIR or deductible shall be subject to the approval of the City Attorney and the Finance Director. Consultant understands and agrees that satisfaction of this requirement is an express condition precedent to the effectiveness of this Agreement. Failure by Consultant as primary insured to pay its SIR or deductible constitutes a material breach of this Agreement. Should City pay the SIR or deductible on Consultant's behalf upon the Consultant's failure or refusal to do so in order to secure defense and indemnification as an additional insured under the policy, City may include such amounts as damages in any action against Consultant for breach of this Agreement in addition to any other damages incurred by City due to the breach.

**18. USE OF OTHER CONSULTANTS.** CONSULTANT must obtain CITY's prior written approval to use any sub-consultants while performing any portion of this Agreement. Such approval must include approval of the proposed consultant and the terms of compensation.

**19. FINAL PAYMENT ACCEPTANCE CONSTITUTES RELEASE.** The acceptance by the CONSULTANT of the final payment made under this Agreement shall operate as and be a release of the CITY from all claims and liabilities for compensation to the CONSULTANT for anything done, furnished or relating to the CONSULTANT'S work or services. Acceptance of payment shall be any negotiation of the CITY'S check or the failure to make a written extra compensation claim within ten (10) calendar days of the receipt of that check. However, approval or payment by the CITY

shall not constitute, nor be deemed, a release of the responsibility and liability of the CONSULTANT, its employees, sub-consultants and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by the CITY for any defect or error in the work prepared by the Consultant, its employees, sub-consultants and agents.

**20. CORRECTIONS.** In addition to the above indemnification obligations, the CONSULTANT shall correct, at its expense, all errors in the work which may be disclosed during the City's review of the Consultant's report or plans. Should the Consultant fail to make such correction in a reasonably timely manner, such correction shall be made by the CITY, and the cost thereof shall be charged to the CONSULTANT. In addition to all other available remedies, the City may deduct the cost of such correction from any retention amount held by the City or may withhold payment otherwise owed CONSULTANT under this Agreement up to the amount of the cost of correction.

**21. NON-APPROPRIATION OF FUNDS.** Payments to be made to CONSULTANT by CITY for services performed within the current fiscal year are within the current fiscal budget and within an available, unexhausted fund. In the event that CITY does not appropriate sufficient funds for payment of CONSULTANT'S services beyond the current fiscal year, the Agreement shall cover payment for CONSULTANT'S services only to the conclusion of the last fiscal year in which CITY appropriates sufficient funds and shall automatically terminate at the conclusion of such fiscal year.

**22. NOTICES.** All communications to either party by the other party will be deemed made when received by such party at its respective name and address as follows:

CITY	CONSULTANT
City of Hermosa Beach 1315 Valley Drive Hermosa Beach, CA 90254 ATTN:	Westgroup Designs 19900 MacArthur Blvd #1000 Irvine, CA 92612 ATTN:

Any such written communications by mail will be conclusively deemed to have been received by the addressee upon deposit thereof in the United States Mail, postage prepaid and properly addressed as noted above. In all other instances, notices will be deemed given at the time of actual delivery. Changes may be made in the names or addresses of persons to whom notices are to be given by giving notice in the manner prescribed in this paragraph. Courtesy copies of notices may be sent via electronic mail, provided that the original notice is deposited in the U.S. mail or personally delivered as specified in this Section.

A. **SOLICITATION.** CONSULTANT maintains and warrants that it has not employed nor retained any company or person, other than CONSULTANT's bona fide employee, to solicit or secure this Agreement. Further, CONSULTANT warrants that it has not paid nor has it agreed to pay any company or person,

other than CONSULTANT's bona fide employee, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Should CONSULTANT breach or violate this warranty, CITY may rescind this Agreement without liability.

B. THIRD PARTY BENEFICIARIES. This Agreement and every provision herein is generally for the exclusive benefit of CONSULTANT and CITY and not for the benefit of any other party. There will be no incidental or other beneficiaries of any of CONSULTANT's or CITY's obligations under this Agreement.

C. INTERPRETATION. This Agreement was drafted in, and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Los Angeles County.

D. ENTIRE AGREEMENT. This Agreement, and its Attachments, sets forth the entire understanding of the parties. There are no other understandings, terms or other agreements expressed or implied, oral or written.

E. RULES OF CONSTRUCTION. Each Party had the opportunity to independently review this Agreement with legal counsel. Accordingly, this Agreement will be construed simply, as a whole, and in accordance with its fair meaning; it will not be interpreted strictly for or against either Party.

F. AUTHORITY/MODIFICATION. The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written amendment with signatures of all parties to this Agreement. CITY's city manager, or designee, may execute any such amendment on behalf of CITY.

**23. ACCEPTANCE OF FACSIMILE OR ELECTRONIC SIGNATURES**. The Parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into in connection with this Contract will be considered signed when the signature of a party is delivered by facsimile transmission or scanned and delivered via electronic mail. Such facsimile or electronic mail copies will be treated in all respects as having the same effect as an original signature.

**24. FORCE MAJEURE**. Should performance of this Agreement be impossible due to fire, flood, explosion, war, embargo, government action, civil or military authority, the natural elements, or other similar causes beyond the Parties' control, then the Agreement will immediately terminate without obligation of either party to the other.

**25. TIME IS OF ESSENCE**. Time is of the essence to comply with dates and schedules to be provided.

**26. ATTORNEY'S FEES**. The parties hereto acknowledge and agree that each will bear his or its own costs, expenses and attorneys' fees arising out of and/or connected with the negotiation, drafting and execution of the Agreement, and all matters arising out of or connected therewith except that, in the event any action is brought by any party hereto to enforce this Agreement, the prevailing party in

such action shall be entitled to reasonable attorneys' fees and costs in addition to all other relief to which that party or those parties may be entitled.

**27. STATEMENT OF EXPERIENCE.** By executing this Agreement, CONSULTANT represents that it has demonstrated trustworthiness and possesses the quality, fitness and capacity to perform the Agreement in a manner satisfactory to CITY. CONSULTANT represents that its financial resources, surety and insurance experience, service experience, completion ability, personnel, current workload, experience in dealing with private consultants, and experience in dealing with public agencies all suggest that CONSULTANT is capable of performing the proposed contract and has a demonstrated capacity to deal fairly and effectively with and to satisfy a public agency.

**28. OWNERSHIP OF DOCUMENTS.** It is understood and agreed that the City shall own all documents and other work product of the Consultant, except the Consultant's notes and workpapers, which pertain to the work performed under this Agreement. The City shall have the sole right to use such materials in its discretion and without further compensation to the Consultant, but any re-use of such documents by the City on any other project without prior written consent of the Consultant shall be at the sole risk of the City.

**29. USE OF LOGO.** The CITY grants the CONSULTANT permission to use its name, logo and/or trademark in deliverables produced by the CONSULTANT on the behalf of the CITY, such as written reports, presentation slides, press releases, social media graphics, and other public outreach materials. The CITY's prior review of artwork and written approval is required for any use of CITY logo. CITY will provide an electronic copy of the most current logo to the CONSULTANT for use in materials. The CONSULTANT will, in turn, only use the most current logo of the CITY.

**30. DISCLOSURE REQUIRED.** (City and Consultant initials required at one of the following paragraph:

By their respective initials next to this paragraph, City and Consultant hereby acknowledge that Consultant is a "consultant" for the purposes of the California Political Reform Act because Consultant's duties would require him or her to make one or more of the governmental decisions set forth in Fair Political Practices Commission Regulation 18700.3(a) or otherwise serves in a staff capacity for which disclosure would otherwise be required were Consultant employed by the City. Consultant hereby acknowledges his or her assuming-office, annual, and leaving-office financial reporting obligations under the California Political Reform Act and the City's Conflict of Interest Code and agrees to comply with those obligations at his or her expense. Prior to consultant commencing services hereunder, the City's Manager shall prepare and deliver to consultant a memorandum detailing the extent of Consultant's disclosure obligations in accordance with the City's Conflict of Interest Code.

City Initials \_\_\_\_\_

Consultant Initials \_\_\_\_\_

**OR**

By their initials next to this paragraph, City and Consultant hereby acknowledge that Consultant is not a "consultant" for the purpose of the California Political Reform Act

because Consultant's duties and responsibilities are not within the scope of the definition of consultant in Fair Political Practice Commission Regulation 18700.3(a) and is otherwise not serving in staff capacity in accordance with the City's Conflict of Interest Code.

City Initials \_\_\_\_\_

Consultant Initials \_\_\_\_\_

**IN WITNESS WHEREOF** the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF HERMOSA BEACH

CONSULTANT

ATTN: \_\_\_\_\_  
Steve Napolitano, Interim City By: \_\_\_\_\_  
Manager

ATTN: \_\_\_\_\_  
PariSima Hassani, CEO + Managing  
Princiapl

ATTEST:

\_\_\_\_\_  
Myra Maravilla, City Clerk

\_\_\_\_\_  
Taxpayer ID No.

APPROVED AS TO FORM:

\_\_\_\_\_  
Jason Baltimore, Interim City Attorney

# EXHIBIT A

## SCOPE OF SERVICES

**REQUEST FOR QUALIFICATIONS (RFQ) NO. 25-003**  
**ON-CALL PROFESSIONAL ARCHITECTURAL SERVICES**  
**IN THE CITY OF HERMOSA BEACH, CALIFORNIA**



CITY OF HERMOSA BEACH  
Department of Public Works  
1315 Valley Drive  
Hermosa Beach, CA 90254  
(310) 318-0212



# CITY OF HERMOSA BEACH

1315 Valley Drive, Hermosa Beach, CA 90254

Phone: (310) 318-0210, Fax: (310) 937-5015

[www.Hermosabeach.gov](http://www.Hermosabeach.gov)

RFQ NUMBER: RFQ# 25-003  
RFQ TITLE: **ON-CALL PROFESSIONAL ARCHITECTURAL SERVICES**

REQUESTING DEPARTMENT: Public Works – Engineering Division

RELEASE DATE: August 21, 2025

DUE DATE: **September 18, 2025 @ 3:00 p.m. PST**

Notice is hereby given that the Department of Public Works of the City of Hermosa Beach will receive statements of qualification for:

## **RFQ# 25-003, ON-CALL PROFESSIONAL ARCHITECTURAL SERVICES**

Statements of qualification must be submitted as PDF via the PlanetBids Portal ([pbsystem.planetbids.com/portal/51313/portal-home](http://pbsystem.planetbids.com/portal/51313/portal-home)) and will be received until 3:00 p.m. PST, September 18, 2025.

Statements of qualification will not be opened at that time but will be submitted to the Public Works Department for verification and compliance with specifications and subsequent recommendation to City Council for award of a contract or rejection of the responses, as deemed appropriate. The City reserves the right to make no award.

Please direct any general inquiries regarding this RFQ to Andrew Nguyen at [anguyen@hermosabeach.gov](mailto:anguyen@hermosabeach.gov). All questions regarding the content of the RFQ must be submitted on the PlanetBids Portal.

Dated: August 21, 2025

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# 1. Introduction

## 1.1 Invitation for Qualifications

The City of Hermosa Beach ("City") is seeking Statements of Qualifications from qualified individuals or firms ("Consultant") to provide on-call Architectural Services. The selected Consultant would assist the City's Public Works Department in the preparation of the designs of Capital Improvement Projects (CIPs) and other as-needed work in support of the Department's operations and programs and ongoing efforts to maintain facilities Citywide. Consultants must have the expertise, experience, and resources available to perform the work described in this request for qualifications (RFQ).

The City intends to enter an agreement with up to three (3) qualified Consultants (or teams of Consultants) for the requested services in an amount not to exceed \$1,000,000 for a period of three years, with an option to extend for two additional one-year terms. The City anticipates a contract start date around November 2025.

This RFQ does not require Consultants to address any specific projects or task orders. As work is identified, the City will solicit proposals from one or more of the on-call Consultants. A task order will then be negotiated and executed between the City and the selected Consultant.

## 1.2 RFQ Timeline

RFQ posted	August 21, 2025
Deadline to submit written questions	September 4, 2025
Posting of responses to questions	September 9, 2025
<b>Deadline to submit qualifications</b>	September 18, 2025
Interviews for selected firms if the City wishes to do so	TBD
Tentative award	October 2025

## 1.3 Submittal Procedures

Respondents shall submit **one copy** of the statement of qualification and **one copy** of the rate schedule in PDF format (separate files) on the PlanetBids Portal.

No responses will be accepted after the listed date and time. The format, content, and procedures for submitting a statement of qualifications are provided in further detail in Section 3 of this RFQ.

## **1.4 Protest Procedures**

Proposers may file a "protest" of a proposal/statement of qualification with the City's City Manager. In order for a Proposer's protest to be considered valid, the protest must:

- A. Be filed in writing within five (5) calendar days after submittal deadline, or where the Protest relates solely to events occurring thereafter, within five (5) calendar days after the event or occurrence giving rise to the protest;
- B. Clearly identify the specific irregularity or accusation;
- C. Clearly identify the specific City staff determination or recommendation being protested;
- D. Specify in detail the grounds for protest and the facts supporting the protest;
- E. Include all relevant supporting documentation with the protest at time of filing; and
- F. Be transmitted concurrently to all other parties with a direct financial interest that may be adversely affected by the outcome of the protest. Such parties shall include all other Proposers or proposers who appear to have a reasonable prospect of receiving an award depending upon the outcome of the protest.

If the protest does not comply with each of these requirements, the City may reject the protest with or without further review.

If the protest is timely and complies with the above requirements, the City Manager, or other designated City staff member, shall review the protest, any response from the challenged Proposer(s), and all other relevant information, and will provide a written decision to the protestor.

### **3. State or Federal Funding**

If the subject matter of the solicitation or project is receiving any state or federal funds which requires a protest procedure different than the procedures stated above, then that protest procedure shall control.

In the event there is any lawsuit filed against the City relating to any federally funded project, the City will provide prompt notice of that lawsuit to all agencies who participated in the funding of the project.

#### 4. Mandatory Procedure

This administrative procedure and the time limits set forth herein are mandatory. Failure to comply with these mandatory procedures shall constitute a waiver of any right to pursue the protest, including filing a Government Code claim or any legal proceedings or actions.

### 1.5 Contact

Please direct any inquiries regarding this RFQ to **Andrew Nguyen** at **anguyen@hermosabeach.gov**. All questions regarding the content of the RFQ shall be submitted directly on the PlanetBids Portal. Responses to all questions will be posted on the PlanetBids portal.

### 1.6 General RFQ Conditions

The following instructions and conditions apply to this RFQ:

#### **Pre-Contractual Expenses**

The City of Hermosa Beach shall not, in any event, be liable for any pre-contractual expenses incurred by any Consultant. In addition, no Consultant shall include any such expenses as part of the price proposed. Pre-contractual expenses are defined as expenses incurred by bidders in:

- Preparing a statement of qualifications in response to this RFQ.
- Submitting that response to the City of Hermosa Beach.
- Negotiating with the City of Hermosa Beach any matter related to this RFQ, proposal, and/or contractual agreement.
- Any other expenses incurred by the consultant prior to the date of an executed contract.

#### **Authority to Withdraw RFQ and/or Not Award Contract**

The City of Hermosa Beach reserves the right to withdraw this RFQ at any time for any reason without prior notice. Further, the City makes no representations that any agreement will be awarded to any Consultant responding to this RFQ. The City expressly reserves the right to reject any and all responses to this RFQ without indicating any reasons for such rejection(s).

The release of this RFQ does not obligate or compel the City to enter into a contract or agreement.

#### **Authority to Revise RFQ and Request Additional Information**

The City reserves the rights to amend the RFQ at any time, to determine the successful respondent(s), and to reject any or all responses or their components. Should it be necessary for the City to issue addendums to this RFQ during the advertisement period, the City will post addendums to the PlanetBids Portal. It is the responsibility of all prospective respondents to check PlanetBids regularly to see whether any addenda or supplemental materials have been issued. Statements of qualifications shall acknowledge that the Consultant is aware of all addendums which have been issued and has incorporated their provisions in their response by completing the Certification of Qualifications Form.

The City reserves the right, to request additional information or clarifications from consultants where it may serve the City's best interest.

### **Other Conditions**

- **ADDITIONAL SERVICES.** The Scope of Work describes the minimum work to be accomplished. Upon final selection of the firm(s), the Scope of Work may be modified and refined during negotiations with the City. Any proposer that provides additional services can include those services in the statement of qualifications and list them as additional services.
- **AUTHORIZED SIGNATURES.** Every statement of qualifications must be signed by the person or persons legally authorized to bind the consultant to a contract for the execution of the work. Upon request of the City, any agent submitting a statement of qualifications on behalf of a consultant shall provide a current power of attorney certifying the agent's authority to bind the consultant.
- **AWARD OF QUALIFICATIONS.** City reserves the right to negotiate final terms with the selected consultant, if any. Award may be made to the consultant offering the most advantageous statement of qualifications after consideration of all criteria.
- **COMPLIANCE WITH LAWS.** All statement of qualifications shall comply with current federal, state, and other laws relative thereto.
- **CONFLICT OF INTEREST.** By signing the Certification of Qualifications , the consultant declares and warrants that no elected or appointed official, officer or employee of the City has been or shall be compensated, directly or indirectly, in connection with this statement of qualifications or any work connected with this statement of qualifications. Should any agreement be approved in connection with this Request for Qualifications, consultant declares and warrants that no elected or appointed official, officer or employee of the City, during the term of his/her service with the City shall have any direct interest in that agreement, or obtain any present, anticipated or future material benefit arising therefrom.
- **DISQUALIFICATION OF PROPOSER.** If there is reason to believe that collusion exists among the consultants, the City may refuse to consider statement of qualifications

from participants in such collusion. No person, firm, or corporation under the same or different name, shall make, file, or be interested in more than one statement of qualifications for the same work unless alternate statement of qualifications are called for. Reasonable grounds for believing that any consultant is interested in more than one statement of qualifications for the same work will cause the rejection of all statement of qualifications for the work in which a consultant is interested. Consultants shall submit as part of their statement of qualifications documents the completed Non-Collusion Affidavit.

- **EXAMINATION OF DOCUMENTS.** It is the responsibility of the consultant to carefully and thoroughly examine and be familiar with these RFQ documents, general conditions, all forms, specifications, drawings, plans, and addendums (if any). Consultants shall satisfy themselves as to the character, quantity, and quality of work to be performed and materials, labor, supervision necessary to perform the work as specified by these documents. The failure or neglect of the consultant to examine documents shall in no way relieve the consultant from any obligations with respect to the solicitation for and subsequent contract that may be awarded. The submission of a statement of qualifications shall constitute an acknowledgment upon which the City may rely that the consultant has thoroughly examined and is familiar with the RFQ documents. The failure or neglect of a consultant to receive or examine any of the documents shall in no way relieve the consultant from any obligations with respect to the statement of qualifications. No claim will be allowed for additional compensation that is based upon a lack of knowledge of any solicitation document.
- **INTERPRETATION OF RFQ DOCUMENTS.** City reserves the right to make corrections or clarifications of the information provided in this RFQ. If any person is in doubt as to the true meaning of any part of this RFQ documents, or finds discrepancies or omissions in the document, the person may submit to the City a written request for an interpretation or correction. Oral statement(s), interpretations or clarifications concerning meaning or intent of the contents of this RFQ by any person are unauthorized and invalid. Modifications to the RFQ, including, but not limited to the scope of work, can be made only by written addendum issued by the City. Proposers shall submit all questions in writing to the contact listed in the announcement or submitted on the PlanetBids Portal. Proposers may not contact any other staff members with questions. The requesting party is responsible for prompt delivery of any requests. When the City considers interpretations necessary, interpretations will be in the form of an addendum to the RFQ documents, and when issued, will be sent as promptly as is practical to all parties recorded by the City as having received RFQ documents. All such addenda shall become a part of the RFQ document. It is the responsibility of each consultant to ensure the City has their correct business name, mailing address and e-mail address on file through the PlanetBids online portal. Any prospective consultants who obtained a set of RFQ documents from the PlanetBids online portal are responsible for checking PlanetBids to verify if any subsequent Addendums were issued.

- **IRREGULARITIES.** City reserves the right to waive non-material irregularities if such would be in the best interest of the City as determined by the City Manager.
- **NON-DISCRIMINATION.** Consultant represents and warrants that it does not and will not discriminate against any employee or applicant for employment because of race, religion, gender, color, national origin, sexual orientation, ancestry, marital status, physical condition, pregnancy or pregnancy-related condition, political affiliation or opinion, age or medical condition.
- **NON-EXCLUSIVE.** Should the City make an award, the successful consultant will enter into a NON-EXCLUSIVE professional services agreement and the City reserves the right to enter into agreements with other firms.
- **OFFERS OF MORE THAN ONE PRICE.** Consultants are NOT allowed to submit more than one rate schedule.
- **OWNERSHIP.** All data, documents and other products used or developed during the RFQ process become the property of the City upon submission. All documents submitted in response to this RFQ shall become the property of the City and a matter of public record pursuant to Government Code sections 6250 et seq. Statement of qualifications should not be marked as confidential or proprietary, and City may refuse to consider a statement of qualifications so marked. All information contained within the statement of qualifications will become a matter of public record. It is the responsibility of each bidder to clearly identify any and all information contained within its statement of qualifications that it considers to be confidential and/or proprietary. To the extent that the City agrees with that designation, such information will be held in confidence whenever possible. All other information will be considered public.
- **PROFESSIONAL SERVICES AGREEMENT.** Prior to awarding any work, the selected Consultant will be required to execute a professional services agreement (sample attached) with the City. Any proposed change to the agreement shall be identified in the response to the Request for Qualifications (RFQ) and shall be subject to the sole approval of the City. The City requires the Consultant to obtain and maintain a policy of professional liability and other insurance as indicated in the agreement.
- **NO PUBLIC OPENING/PUBLIC RECORDS ACT.** Statement of qualifications shall be opened and its contents secured by City staff to prevent disclosure during the evaluative process and the process of negotiating with competing consultants. Adequate precautions shall be taken to treat each consultant fairly and to insure that information gleaned from competing statement of qualifications is not disclosed to other Consultants. Prices and other information concerning the statement of qualifications shall not be disclosed until a recommendation for award is made to the awarding authority.
- **PUBLIC RECORD.** All statement of qualifications submitted in response to this RFQ will become the property of the City upon submittal and a matter of public record

when the City selects a proposer for recommendation to the City Council for its consideration pursuant to applicable law.

- **REPRESENTATIONS.** Consultant understands and acknowledges that the representations made in their submitted statement of qualifications are material and important, and will be relied on by the City in evaluation of the statement of qualifications . Consultant misrepresentation shall be treated as fraudulent concealment from the City of the facts relating to the statement of qualifications.
- **SEVERABILITY.** If any provisions or portion of any provision, of this Request for Qualifications are held invalid, illegal or unenforceable, they shall be severed from the Request for Qualifications and the remaining provisions shall be valid and enforceable.
- **SUBCONTRACTOR INFORMATION.** If the statement of qualifications includes the use of sub consultants, consultant must identify specific sub consultants and the specific requirements of this RFQ for which each proposed sub consultant would perform services. All sub consultant for work services must follow all required provisions of the prime contract.
- **VALIDITY.** Statement of qualifications must be valid for a period of 90 days from the due date.
- **WITHDRAWAL OF STATEMENT OF QUALIFICATIONS.** Consultants' authorized representative may withdraw statement of qualifications only by written request received by this RFQ contact personal before the Submittal Deadline.
- **BUSINESS LICENSE.** The selected firm(s) must obtain a City of Hermosa Beach Business license and maintain a current certificate of insurance with the City for the duration of the Professional Service Agreement.

## 2. Scope of Services

### 2.1 City Location and Characteristics

The City of Hermosa Beach is located within the southwestern coastal portion of Los Angeles County in what is commonly referred to locally as the "South Bay" area. The City is bounded on the north by the City of Manhattan Beach, on the south by the City of Redondo Beach, on the east by the City of Redondo Beach and the City of Manhattan Beach, and on the west by the Pacific Ocean. The City limits for Hermosa Beach encompass a relatively small land area, approximately 1.4 square miles. Hermosa Beach is thriving, and engaged community, with some 20,000 residents and naturally draws a high number of visitors to its beaches and downtown.

Governed by a five-member City Council with members elected at large, Hermosa Beach operates under the council/city manager form of government as a general law

city. Like the community, the Council is informed, educated, and engaged. The programs and services provided by the City are accomplished through seven City departments: Administrative Services, City Clerk, City Manager, Community Development, Community Resources, Police, and Public Works.

## **2.2 Description**

The Public Works Department is responsible for engineering and oversight of the City's Capital Improvement Program (CIP), maintenance of City facilities and parks, public counter services including plan check and permit issuance, and a wide variety of other programs and services.

The City of Hermosa Beach ("City") Public Works Department is seeking Statements of Qualification from qualified individuals, firms, or teams of firms ("Consultant") to provide on-call Architectural Services. The selected Consultant would assist the City's Public Works Department in the preparation of the designs of Capital Improvement Projects (CIPs), maintenance projects, facilities upgrade and modernization projects and other as-needed work in support of the Department's programs, plans, and services. Consultants must have the expertise, experience, and resources available to perform all of the work described in this RFQ.

The City intends to enter an agreement with up to 3 qualified consultants (or teams of consultants) for the requested services in an amount not to exceed \$1,000,000 each for a period of 3 years with the option of extending it by two additional one- year terms at the sole discretion of the City. The City anticipates a contract start date around November of 2025.

This RFQ does not require consultants to address any specific projects or task orders. As work is identified, the City will solicit proposals from one, or more, on-call firms. The designated Consultant(s) shall then provide a proposal, including proposed fee and delivery schedule per each task order issued by the City. A task order will then be negotiated and executed between the City and the selected firm. Compensation will be based on a time and materials, or a fixed fee with a not-to-exceed limit agreed upon by both the Consultant and City before work begins.

Please note that being selected for an on-call contract does not guarantee that a consultant will be requested to submit a task order or be assigned any work. The City reserves the right to retain other consulting firms in its sole discretion when the City believes there will be an economic or other significant advantage for doing so.

## **2.3 General Scope of Work**

The scope of work for specific projects will be determined at the time when the City solicits task order proposals. On-call services are required for various projects at various City facilities that may include municipal buildings, and other structures. Services are

expected to cover a range of small, medium, and large studies, conceptual designs, final designs, conditions investigations, coordination processes and technical support. Services assigned through the Task Order document are intended for the effective delivery of projects or other issues to come before the Public Works Department. This RFQ for On-Call Professional Architectural Services is focused largely but not exclusively on “vertical work”. The types of task assignments for Services to be provided by a Firm under this Agreement are expected to cover the range of responsibilities and perspectives handled by the Architecture team, including the necessary subconsultant support where required. While not an exhaustive or exclusive list, the assignments may include, but are not limited to, one of the following:

### **Existing Conditions Inventories or Condition Assessments**

- The Consultant may be tasked to inspect, document, and assess the locations and conditions of various assets as a means to validate or prioritize project programs, to adjust budget allocations, or to expedite, coordinate, or reduce risk in upcoming design projects.
- Condition Assessments (estimate of remaining service life and code compliance reviews) investigation, analysis, and recommendation(s) for repair/replacement of existing building components.
- Work may include professional services of an architectural nature as well as incidental services that members of those professions and those in their employment may logically or justifiably perform, such as hiring a trade to perform investigation or destructive testing under their direction.

### **Project Scoping, and Project Program Definition Studies or Validations**

- The Consultant may be tasked to develop project scopes or project programs. These definitions will clarify the size, location, special equipment needs, levels of finishes, and operational adjacencies of upcoming projects, and will solidify potential cost and schedules. Alternatively, the Consultant might be asked to review the Project Program documents developed by others as a second opinion or considering new information or needs.

### **General Design Services**

#### Pre-Design Services:

- Pre-Design services include attending a pre-design kick-off meeting, existing condition survey and report, coordination with City and its consultants, reviewing record and as-built drawings, space programming, etc. The Consultant will gather any existing records and/or documents (e.g., Record Drawing, site surveys, etc.) that indicate existing conditions; and will conduct on-site inspection(s) of the premises to verify conditions. The extent of this effort shall be as in-depth and as extensive as is required and necessary to support the design effort.

## Planning and Conceptual Design Services:

- Planning and conceptual design services include meeting with City staff and project stakeholders to facilitate discussions of wants and needs, space planning and conceptual designs, cost estimating, preparing materials for public review and comment, identification of any environmental permitting requirements. The extent of this effort shall be as in-depth and as extensive as is required to support the design effort of assigned project(s). Design services include attending a kick-off meeting, coordination with City and its consultants,
- Design-related tasks may consider the development of concepts prior to design development or, on projects that are under design by others.

## Design Development, Construction Documents and Construction Administration:

- Preparation of plans, specifications and cost estimates, schematic design through Construction Documents which involves the development of Contract Documents, permitting, and assistance in bidding process. Design services include attending a kick-off meeting, coordination with City and its consultants, and preparation of Construction Drawings, Specification shall follow Construction Specification Institute (CSI) Master Format and cost estimates. Contract Documents shall be suitable for the solicitation of competitive construction bids.
- Preparation of plan concepts and designs must be completed in consultation with the City's Community Development Department to ensure compliance with city zoning ordinances.
- Consultant shall coordinate all specification sections with the City's standard specification. Consultant shall prepare applications and obtain necessary permits. Prepare application materials and plan submittals as necessary for City entitlements required under the zoning ordinance, and for Coastal Development Permits with the State Coastal Commission, if necessary.
- All potential permit issues and other discrepancies must be resolved and changes incorporated into the Contract Documents before approval can be given by the City for the 100% submittal, and subsequent initiation of the bidding process. Contract Documents shall be suitable for the solicitation of competitive construction bids.
- Application and Permit Preparation — when not accomplished by other contracts and consultants, prepare and process project applications and permits with city, and other jurisdictions/authorities as necessary for design decisions and the award of construction.
- Assist staff in reviews of construction documents, to develop and consider value engineering alternatives, or to understand construction means and methods necessary to deliver a project considering various field conditions

- Assistance in bidding process involves attending a mandatory pre-bid meeting/conference, preparation of addenda and revisions, being available to answer technical questions during bidding, and bid review.
- Review bids to verify completeness and accuracy.
- Construction Administration Services involves attending a pre-construction meeting/conference and progress meetings, coordination with City and its consultants, providing timely response to RFIs , timely review and approval of submittals , reviewing/approving requests for substitutions, reviewing shop drawings, reviewing change order requests and pay applications, assisting as necessary with approving change orders, site observations/inspections, and field reports. and other tasks necessary for successful implementation of projects.
- Advise the City on construction or installation methods, materials and instrument components as the project plan matures.
- Post Construction Services will consist of preparing record drawings in AutoCAD from contractor's "as-built" marked up drawings. All project AutoCAD files (i.e., drawings, x-refs, blocks, fonts, etc.) shall be provided to the City after the completion of "as-built" drawings. Also included is preparation of record specifications from contractor's specification mark-ups. All project specifications shall be provided in a Word and PDF format to the City.
- As necessary and directed by the City, participate in various meetings, including attendance of and presentation at public events, City council and committee meetings, and stakeholder meetings.
- Administer project close out, including managing and preparing any documentation for funding audits.
- Submit final report summarizing the project history, including major problems, claims, recommendations, and actions taken for corrective action.
- Turn over all documents and files, including electronic files including photos to City of Hermosa Beach on hard copy and digital copies.

**Other Services:**

- Provide specialty design services as part of the team, as needed for typical City facility and other municipal projects as identified including, but not limited to:
  - a. Electrical;
  - b. Mechanical;
  - c. Plumbing;
  - d. Structural;
  - e. Cost Estimating;
  - f. Surveying;
  - g. Geotechnical

- h. ~~Site~~ Civil
    - i. Historic review; and
    - j. Landscape architecture.
- Provide plan reviews for private and public development projects.
- Monitor trends, legislation, and standard practices and advise City staff on the latest applicable codes, policies, procedures, and practices.
- Act as a liaison between the City and the contractor or developer, if required, including site inspection, project coordination, weekly meetings, preparation of notes and minutes, review of submittals, and preparation of City reports
- Prepare site surveys, as-built plans, site and building assessments, and master plans.
- Assist City staff in defining the City needs and setting the project criteria.
- Coordinate with City staff and consultants for the implementation of Capital Improvement Program projects and other City projects.
- Advise City staff and assist with identifying grants or other funding available for public works projects and when so directed, initiate and prepare applications for such funding or grants.
- Prepare guidelines and other documents for City as needed.
- Peer and constructability review of design and bid document review and analysis.
- Prepare guidelines and other documents for City as needed

## **2.3 Relevant Plans, Policies, Programs, or Projects**

Proposers should review and consider the work already completed or underway in the development of approach, budget, and schedule. The following links are provided for your convenience:

- [Fiscal Year 2025-26 Capital Improvement Program](#),
- [PLAN Hermosa, the City's Comprehensive General Plan and Local Coastal Program](#), adopted 2017

## **3. Submittal Instructions**

## 3.1 Format

Proposers shall submit **one copy** of the statement of qualifications and **one copy** of the rate schedule in PDF format on the PlanetBids Portal.

## 3.2 Content

Statement of qualifications must be concise, but with sufficient detail to allow accurate evaluation and comparative analysis. Emphasis should be concentrated on conforming to the RFQ instructions, responding to the RFQ requirements, and on providing a complete and clear description of the Consultant's capabilities and availability. Statement of qualifications should include the sections as described in greater detail below.

Do not include marketing brochures or other promotional material not connected with this RFQ.

### 3.2.1 Cover Letter

Statement of qualifications must be accompanied by a short cover letter, signed by an individual authorized to bind the proposing entity to all commitments made in the submittal. An unsigned statement of qualifications is grounds for rejection. The cover letter should include:

- Brief introduction of the firm (or team of firms);
- Contact information for the person authorized to enter into an agreement with the City;
- Contact information for the **contract manager** that will serve as the day-to-day contact with the City. For this on-call contract, the City will expect a dedicated point person to manage all task orders; serve as the conduit of information between any task-specific project managers and sub-consultants; and ensure overall quality and responsiveness.
- Concise statement of understanding of the scope of work; and
- Acknowledgement of receipt of any addenda issued for this RFQ.

### 3.2.2 Firm Profile

Proposers should provide a brief profile of the prime consultant and any sub-consultants. Information should include, but is not limited to the following information:

- Official name, address, email, and telephone number of the consultant's primary point of contact.

- Type of business entity of consultant (corporation, company, joint venture, etc.). Please enclose a copy of the Joint Venture Agreement if entity is a joint venture.
- Federal Employer I.D. Number.
- Indication whether firm is totally or partially owned by another business organization (parent company) or individual.
- Number of years consultant has been in business under the present business name.
- Number of years of experience the consultant has had in providing required, equivalent, or related services.
- Any failures or refusals to complete a contract, and explanation.

### 3.2.3 Organizational Chart

Proposer shall include an organizational chart that reflects titles of key staff assigned to provide services under this statement of qualifications for the prime consultant and all subconsultants. The organizational chart should clearly identify names, titles, and professional licenses/certifications.

It is the City's requirement to have the key personnel identified in the Organizational Chart remain on the team throughout the duration of the contract. After contract execution the Consultant should not substitute key personnel (contract manager and others listed by name in the statement of qualifications) or sub-consultants without prior written approval by the City.

### 3.2.4 Bios of Key Staff

Proposer shall include bios of key staff identified in the organizational chart for the prime consultant and all subconsultants. The bios should indicate key relevant experience on municipal projects, their areas of expertise, degrees, and any relevant professional licenses and certifications.

### 3.2.5 Relevant Experience and References

Proposers shall highlight their experience providing similar on-call services for other municipal clients. References for at least three (3) projects completed as part of an on-call contract within the last five (5) years is required. Please include the following information, at a minimum, for those projects:

- Name of contracting agency and department
- Description of project or services provided
- Year started and completed (if relevant)

- Key Personnel Assigned
- Name, email, and phone number for agency project manager
- Contract Value

### 3.2.6 Project Management Plan

In this section, proposers should detail their approach to responding to requests for as-needed work, ensuring clear communication between the Consultant's Contract Manager and the City, and oversight of task orders to ensure schedule and budget adherence and quality assurance/quality control.

### 3.2.7 Required Forms

Consultant shall review, acknowledge and submit the following forms:

- **Certification of Qualifications.** Consultant is required to sign and submit the Certification of Qualifications including acknowledgement that they have received and considered any addendums issued by the City of Hermosa Beach in connection with this RFQ. (See section 6.2.1)
- **Non-Collusion Affidavit.** Consultant is required to sign and submit the Non-Collusion Affidavit. (See section 6.2.2)
- **Compliance with Insurance Requirements.** Consultant shall demonstrate the willingness and ability to submit proof of the required insurance coverage as set forth in the Sample Professional Services Agreement. (See section 6.2.3)
- **Acknowledgement of Professional Services Agreement.** Consultant shall demonstrate willingness and ability to comply with the City's Sample Professional Services Agreement and/or indicate any exceptions to the Professional Services Agreement. (See section 6.2.4)

### 3.2.8 Rate Schedule

Rate schedules shall be submitted through PlanetBids Portal as a separate file, labeled "Rate Schedule" and indicate the firm's name. The rate schedule shall detail hourly billable rates for key staff members (including their names, titles, and licenses) and other team member categories for various other services offered by the Consultant and sub-consultants as appropriate.

Proposer must also state whether rates are guaranteed for the term of the agreement or will be subject to future rate increases. Any proposed requests to change the adopted rates annually shall not exceed the relevant Consumer Price Index for the preceding 12-month period.

Rate schedule shall detail any other direct costs intended to be charged to the City (e.g., travel, equipment, printing/materials).

No mark-ups will be allowed for direct or miscellaneous costs or subconsultant work, however an appropriate number of hours for sub-consultant oversight will be allowed.

## 4. Evaluation and Selection

### 4.1 Review Process

The City will evaluate all statements of qualifications received in accordance with the evaluation criteria. The City shall not be obligated to accept the lowest fee schedule, but the City may make award(s) in the best interest of the City after all factors are considered including, but not limited to, the demonstrated competence, experience, and professional qualifications of the Consultant. Evaluation scores will not be released until after award if one is made.

Following the review of RFQs by the City's team, the City may, if it chooses to do so, invite short-listed Consultants to be interviewed by a panel of City staff, which may include non-City personnel at the City's discretion. Discussions may, at the City's option, be conducted with the most qualified Proposer(s). Discussions may be for the purpose of clarification to assure full understanding of, and responsiveness to the solicitation requirements. Proposers shall be accorded fair and equal treatment with respect to any opportunity for discussion and written revision of statement of qualifications. In conducting discussions, the City will not disclose information derived from statements of qualifications submitted by competing Proposers.

The City will verify references of short-listed consultants, which may include persons not listed as references, and this will help inform the City's decisions.

Task orders resulting from this contract will be negotiated and executed between the City and the selected Consultant.

### 4.2 Evaluation Criteria

Statements of qualifications will be evaluated based on their responses to all provisions of this RFQ. The City of Hermosa Beach will use the following criteria in its evaluation of statements of qualifications, interviews, and verifications of references. The categories will be weighted as follows.

#### **Approach and Methods (40%):**

- Demonstration of the Consultant's ability to be responsive to the City's needs and provide a high level of customer service.
- Evidence of the Consultant's ability to successfully deliver project tasks and deliverables within the identified project budget and with minimized cost overruns.
- Evidence of the Consultant's ability to work collaboratively with other members of a multi-disciplinary team in a complex and dynamic working environment.

- Demonstration of the Consultant's commitment to accurate and superior work products and services as detailed in the project management plan.
- A well thought-out and tailored approach to as-needed work that responds to the City's particular issues and needs.
- Incorporation of innovative and/or creative approaches for providing the services that will maximize efficient, cost-effective operations or increase performance capabilities.

#### **Relevant Experience & Expertise (40%):**

- The Consultant's ability to dedicate a strong contract manager, knowledgeable of the needs of a Public Works Department, that will serve as a single point of contact for the duration of the project.
- Recent experience providing similar services for other jurisdictions.
- Familiarity and experience with applicable industry standards and any relevant federal, state, and local requirements.
- The depth and appropriateness of experience of individual members of the technical team as they relate to technical tasks typically called for on municipal projects.
- The team's experience and ability to clearly communicate technical concepts and terminology with the community.

#### **Administration (20%):**

- The extent and nature of any proposed amendments to the City's Professional Services Agreement.
- Billing rates and ability to comply with billing requirements.

## **5. Contract Expectations**

### **5.1 Contract Period**

The City anticipates the contract term would begin in November 2025 and extend for a term of 3 years.

### **5.2 Professional Services Agreement**

The selected Consultant will be expected to comply with and sign the City's Professional Services Agreement. Proposers should identify and/or indicate any exceptions to the Sample Professional Services Agreement included in Section 6.1. The City Attorney or

their designee retains the discretion to accept or reject proposed exceptions or modifications to the City's Professional Services Agreement.

### **5.3 Standards of Work**

In case of conflicts, ambiguities, discrepancies, errors, or omissions, the Consultant shall submit the matter to the City for clarification. Any work affected by such conflicts, ambiguities, discrepancies, errors or omissions which is performed by the Consultant prior to clarification by City shall be at the Consultant's risk and expense.

### **5.4 Invoicing and Payment**

Each invoice shall contain a progress report describing the work completed during the billing period and shall also include cost information by task: previous work billed to date, work billed during the reporting period, percentage of task completed and amount remaining.

Invoices shall be submitted monthly. The invoices shall refer to the contract number, project title, and Purchase Order (PO) number.

Each invoice shall contain a progress report describing the work completed during the billing period and the following summary information:

Contract Amount	Total Prior Contract billings	Contract Work Performed This Period	Total Contract Amount Performed To Date	Contract Percent Complete	Total Amount Remaining for the Contract
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## **6. Attachments and Required Forms**

### **6.1 Sample Professional Services Agreement**

CONTRACT FOR PROFESSIONAL SERVICES TO

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BETWEEN THE CITY OF HERMOSA BEACH AND

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This AGREEMENT is entered into this day of , 20XX, by and between the CITY OF Hermosa Beach, a general law city a municipal corporation ("CITY") and \_, a limited liability company ("CONSULTANT").

## R E C I T A L S

A. The City desires to \_\_\_\_\_.

B. The City does not have the personnel able and/or available to perform the services required under this agreement and therefore, the City desires to contract for consulting services to accomplish this work.

C. The Consultant warrants to the City that it has the qualifications, experience and facilities to perform properly and timely the services under this Agreement.

D. The City desires to contract with the Consultant to perform the services as described in Exhibit A of this Agreement.

NOW, THEREFORE, based on the foregoing recitals, the City and the Consultant agree as follows:

**1 CONSIDERATION AND COMPENSATION.** As partial consideration, CONSULTANT agrees to perform the work listed in the SCOPE OF SERVICES, attached as EXHIBIT A.

As additional consideration, CONSULTANT and CITY agree to abide by the terms and conditions contained in this Agreement.

As additional consideration, CITY agrees to pay CONSULTANT a total of \$ , for CONSULTANT's services, unless otherwise specified by written amendment to this Agreement.

No additional compensation shall be paid for any other expenses incurred, unless first approved by the City Manager or his/her designee.

CONSULTANT shall submit to CITY, by not later than the 10th day of each month, its invoice for services itemizing the fees and costs incurred during the previous month. CITY shall pay CONSULTANT all

uncontested amounts set forth in CONSULTANT's invoice within 30 days after it is received.

**2 SCOPE OF SERVICES.** CONSULTANT will perform the services and activities set forth in the SCOPE OF SERVICE attached hereto as Exhibit A and incorporated herein by this reference.

Except as herein otherwise expressly specified to be furnished by CITY, CONSULTANT will, in a professional manner, furnish all of the labor, technical, administrative, professional and other personnel, all supplies and materials, equipment, printing, vehicles, transportation, office space, and facilities necessary or proper to perform and complete the work and provide the professional services required of CONSULTANT by this Agreement.

**3 PAYMENTS.** For CITY to pay CONSULTANT as specified by this Agreement, CONSULTANT must submit an invoice to CITY which lists the reimbursable costs, the specific tasks performed, and, for work that includes deliverables, the percentage of the task completed during the billing period in accordance with the schedule of compensation incorporated in "Exhibit A."

**4 TIME OF PERFORMANCE.** The services of the CONSULTANT are to commence upon receipt of a notice to proceed from the CITY and shall continue until all authorized work is completed to the CITY's reasonable satisfaction, in accordance with the schedule incorporated in "Exhibit A," unless extended in writing by the CITY.

**5 FAMILIARITY WITH WORK.** By executing this Agreement, CONSULTANT represents that CONSULTANT has (a) thoroughly investigated and considered the scope of services to be performed; (b) carefully considered how the services should be performed; and (c) understands the facilities, difficulties, and restrictions attending performance of the services under this Agreement.

**6 KEY PERSONNEL.** CONSULTANT's key person assigned to perform work under this Agreement is \_\_\_\_\_. CONSULTANT shall not assign another person to be in charge of the work contemplated by this Agreement without the prior written authorization of the City.

**7 TERM OF AGREEMENT.** The term of this Agreement shall commence upon execution by both parties and shall expire on \_\_\_\_\_, 20\_\_\_\_, unless earlier termination occurs under Section 11 of this Agreement, or this Agreement is extended in writing in advance by both parties.

**8 CHANGES.** CITY may order changes in the services within the general scope of this Agreement, consisting of additions, deletions, or other revisions, and the contract sum and the contract time will be adjusted accordingly. All such changes must be authorized in writing, executed by CONSULTANT and CITY. The cost or credit to CITY resulting from changes in the services will be determined in accordance with written agreement between the parties.

**9 TAXPAYER IDENTIFICATION NUMBER.** CONSULTANT will provide CITY with a Taxpayer Identification Number.

**10 PERMITS AND LICENSES.** CONSULTANT will obtain and maintain during the term of this Agreement all necessary permits, licenses, and certificates that may be required in connection with the performance of services under this Agreement.

**11 TERMINATION.** Except as otherwise provided, CITY may terminate this Agreement at any time with or without cause. Notice of termination shall be in writing.

CONSULTANT may terminate this Agreement. Notice will be in writing at least 30 days before the effective termination date.

In the event of such termination, the CONSULTANT shall cease services as of the date of termination, and all finished or unfinished documents, data, drawings, maps, and other materials prepared by CONSULTANT shall, at CITY's option, become CITY's property, and CONSULTANT will receive just and equitable compensation for any work satisfactorily completed up to the effective date of notice of termination.

Should the Agreement be terminated pursuant to this Section, CITY may procure on its own terms services similar to those terminated.

**12 INDEMNIFICATION.** To the extent permitted by law, CONSULTANT shall indemnify, and hold harmless CITY, its officers, officials, employees

and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys fees, expert fees and all other costs and fees of litigation) of every nature to the extent caused by CONSULTANT's negligence, recklessness or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this AGREEMENT. CONSULTANT shall promptly pay any final judgment rendered against CITY (and its officers, officials, employees and volunteers) with respect to claims determined by a trier of fact to have been the result of the CONSULTANT's negligence, recklessness or willful misconduct. CONSULTANT shall reimburse the CITY its costs of defense, including without limitation reasonable attorneys fees, expert fees and all other costs and fees of litigation to the extent such fees, costs and all other costs are determined by the court of competent jurisdiction to have been caused by the actual negligence, recklessness or willful misconduct of the Consultant. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

The requirements as to the types and limits of insurance coverage to be maintained by CONSULTANT as required by Section 17, and any approval of said insurance by CITY, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by CONSULTANT pursuant to this Agreement, including, without limitation, to the provisions concerning indemnification.

**13 ASSIGNABILITY.** This Agreement is for CONSULTANT's professional services. CONSULTANT's attempts to assign the benefits or burdens of this Agreement without CITY's written approval are prohibited and will be null and void.

**14 INDEPENDENT CONSULTANT.** CITY and CONSULTANT agree that CONSULTANT will act as an independent contractor and will have control of all work and the manner in which is it performed. CONSULTANT will be free to contract for similar service to be performed for other employers while under contract with CITY. CONSULTANT is not an agent or employee of CITY and is not entitled to participate in any pension plan, insurance, bonus or similar benefits CITY provides for its

employees. Any provision in this Agreement that may appear to give CITY the right to direct CONSULTANT as to the details of doing the work or to exercise a measure of control over the work means that CONSULTANT will follow the direction of the CITY as to end results of the work only.

**15 AUDIT OF RECORDS.** CONSULTANT agrees that CITY, or designee, has the right to review, obtain, and copy all records pertaining to the performance of this Agreement. CONSULTANT agrees to provide CITY, or designee, with any relevant information requested and will permit CITY, or designee, access to its premises, upon reasonable notice, during normal business hours for the purpose of interviewing employees and inspecting and copying such books, records, accounts, and other material that may be relevant to a matter under investigation for the purpose of determining compliance with this Agreement. CONSULTANT further agrees to maintain such records for a period of three (3) years following final payment under this Agreement.

CONSULTANT will keep all books, records, accounts and documents pertaining to this Agreement separate from other activities unrelated to this Agreement.

**16 CORRECTIVE MEASURES.** CONSULTANT will promptly implement any corrective measures required by CITY regarding the requirements and obligations of this Agreement. CONSULTANT will be given a reasonable amount of time as determined by the City to implement said corrective measures. Failure of CONSULTANT to implement required corrective measures shall result in immediate termination of this Agreement.

**17 INSURANCE REQUIREMENTS.**

A. The CONSULTANT, at the CONSULTANT's own cost and expense, shall procure and maintain, for the duration of the contract, the following insurance policies:

1. Workers Compensation Insurance as required by law. The Consultant shall require all subcontractors similarly to provide such compensation insurance for their respective employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by the CITY at least thirty (30) days prior to such change. The insurer

shall agree to waive all rights of subrogation against the CITY, its officers, agents, employees, and volunteers for losses arising from work performed by the CONSULTANT for City.

2. General Liability Coverage. The CONSULTANT shall maintain commercial general liability insurance in an amount of not less than two million dollars (\$2,000,000) per occurrence for bodily injury, personal injury, and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit.

3. Automobile Liability Coverage. The CONSULTANT shall maintain automobile liability insurance covering bodily injury and property damage for all activities

of the CONSULTANT arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired, and non-owned vehicles, in an amount of not less than one million dollars (\$1,000,000) combined single limit for each occurrence.

4. Professional Liability Coverage. The CONSULTANT shall maintain professional errors and omissions liability insurance for protection against claims alleging negligent acts, errors, or omissions which may arise from the CONSULTANT'S operations under this Agreement, whether such operations be by the CONSULTANT or by its employees, subcontractors, or sub-consultants. The amount of this insurance shall not be less than one million dollars (\$1,000,000) on a claims-made annual aggregate basis, or a combined single-limit-per-occurrence basis. When coverage is provided on a "claims made basis," CONSULTANT will continue to renew the insurance for a period of three (3) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONSULTANT for all claims made by CITY arising out of any errors or omissions of CONSULTANT, or its officers, employees or agents during the time this Agreement was in effect.

B. Endorsements. Each general liability, automobile liability and professional liability insurance policy shall be issued by a financially responsible insurance company or companies admitted and authorized to do business in the State of California, or which is approved in writing by City, and shall be endorsed as follows. CONSULTANT also agrees to require all contractors, and subcontractors to do likewise.

1. "The CITY, its elected or appointed officers, officials, employees, agents, and volunteers are to be covered as additional insureds with respect to liability arising out of work performed by or on behalf of the CONSULTANT, including materials, parts, or equipment furnished in connection with such work or operations."

2. This policy shall be considered primary insurance as respects the CITY, its elected or appointed officers, officials, employees, agents, and volunteers. Any insurance maintained by the CITY, including any self-insured retention the CITY may have, shall be considered excess insurance only and shall not contribute with this policy.

3. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company.

4. The insurer waives all rights of subrogation against the CITY, its elected or appointed officers, officials, employees, or agents.

5. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its elected or appointed officers, officials, employees, agents, or volunteers.

6. The insurance provided by this policy shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days written notice has been received by the CI

CONSULTANT agrees to provide immediate notice to CITY of any claim or loss against CONSULTANT arising out of the work performed under this agreement. CITY assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve CITY.

D. Any deductibles or self-insured retentions must be declared to and approved by the CITY. At the CITY's option, the CONSULTANT shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

E. The CONSULTANT shall provide certificates of insurance with original endorsements to the CITY as evidence of the insurance coverage required herein. Certificates of such insurance shall be filed with the CITY on or before commencement of performance of this Agreement. Current certification of insurance shall be kept on file with the CITY at all times during the term of this Agreement.

F. Failure on the part of the CONSULTANT to procure or maintain required insurance shall constitute a material breach of contract under which the CITY may terminate this Agreement pursuant to Section 11 above.

G. The commercial general and automobile liability policies required by this Agreement shall allow City, as additional insured, to satisfy the self-insured retention ("SIR") and/or deductible of the policy in lieu of the Consultant (as the named insured) should Consultant fail to pay the SIR or deductible requirements. The amount of the SIR or deductible shall be subject to the approval of the City Attorney and the Finance Director. Consultant understands and agrees that satisfaction of this requirement is an express condition precedent to the effectiveness of this Agreement. Failure by Consultant as primary insured to pay its SIR or deductible constitutes a material breach of this Agreement. Should City pay the SIR or deductible on Consultant's behalf upon the Consultant's failure or refusal to do so in order to secure defense and indemnification as an additional insured under the policy, City may include such amounts as damages in any action against Consultant for breach of this Agreement in addition to any other damages incurred by City due to the breach.

**18 USE OF OTHER CONSULTANTS.** CONSULTANT must obtain CITY's prior written approval to use any sub-consultants while performing any portion of this Agreement. Such approval must include approval of the proposed consultant and the terms of compensation.

**19 FINAL PAYMENT ACCEPTANCE CONSTITUTES RELEASE.** The acceptance by the CONSULTANT of the final payment made under this Agreement shall operate as and be a release of the CITY from all claims and liabilities for compensation to the CONSULTANT for anything done, furnished or relating to the CONSULTANT'S work or services. Acceptance of payment shall be any negotiation of the CITY'S check or the failure to make a written extra compensation claim within ten (10) calendar days of the receipt of that check. However, approval or payment by the CITY shall not constitute, nor be deemed, a release of the responsibility and liability of the CONSULTANT, its employees, sub-consultants and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by the CITY for any defect or error in the work prepared by the Consultant, its employees, sub-consultants and agents.

**20 CORRECTIONS.** In addition to the above indemnification obligations, the CONSULTANT shall correct, at its expense, all errors in the work which may be disclosed during the City's review of the Consultant's report or plans. Should the Consultant fail to make such correction in a reasonably timely manner, such correction shall be made by the CITY, and the cost thereof shall be charged to the CONSULTANT. In addition to all other available remedies, the City may deduct the cost of such correction from any retention amount held by the City or may withhold payment otherwise owed CONSULTANT under this Agreement up to the amount of the cost of correction.

**21 NON-APPROPRIATION OF FUNDS.** Payments to be made to CONSULTANT by CITY for services performed within the current fiscal year are within the current fiscal budget and within an available, unexhausted fund. In the event that CITY does not appropriate sufficient funds for payment of CONSULTANT'S services beyond the current fiscal year, the Agreement shall cover payment for CONSULTANT'S services only to the conclusion of the last fiscal year in which CITY appropriates sufficient funds and shall automatically terminate at the conclusion of such fiscal year.

**22 NOTICES.** All communications to either party by the other party will be deemed made when received by such party at its respective name and address as follows:

City	Consultant
City of Hermosa Beach	
1315 Valley Drive	
Hermosa Beach, CA 90254	
ATTN:	ATTN:

Any such written communications by mail will be conclusively deemed to have been received by the addressee upon deposit thereof in the United States Mail, postage prepaid and properly addressed as noted above. In all other instances, notices will be deemed given at the time of actual delivery. Changes may be made in the names or addresses of persons to whom notices are to be given by giving notice in the manner prescribed in this paragraph. Courtesy copies of notices may be sent via electronic mail, provided that the original notice is deposited in the U.S. mail or personally delivered as specified in this Section.

**A. SOLICITATION. CONSULTANT** maintains and warrants that it has not employed nor retained any company or person, other than CONSULTANT's bona fide employee, to solicit or secure this Agreement. Further, CONSULTANT warrants that it has not paid nor has it agreed to pay any company or person, other than CONSULTANT's bona fide employee, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Should CONSULTANT breach or violate this warranty, CITY may rescind this Agreement without liability.

**B. THIRD PARTY BENEFICIARIES.** This Agreement and every provision herein is generally for the exclusive benefit of CONSULTANT and CITY and not for the benefit of any other party. There will be no incidental or

other beneficiaries of any of CONSULTANT's or CITY's obligations under this Agreement.

**C. INTERPRETATION.** This Agreement was drafted in, and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Los Angeles County.

**D. ENTIRE AGREEMENT.** This Agreement, and its Attachments, sets forth the entire understanding of the parties. There are no other understandings, terms or other agreements expressed or implied, oral or written.

**E. RULES OF CONSTRUCTION.** Each Party had the opportunity to independently review this Agreement with legal counsel. Accordingly, this Agreement will be construed simply, as a whole, and in accordance with its fair meaning; it will not be interpreted strictly for or against either Party.

**F. AUTHORITY/MODIFICATION.** The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written amendment with signatures of all parties to this Agreement. CITY's city manager, or designee, may execute any such amendment on behalf of CITY.

**23 ACCEPTANCE OF FACSIMILE OR ELECTRONIC SIGNATURES.** The Parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into in connection with this Contract will be considered signed when the signature of a party is delivered by facsimile transmission or scanned and delivered via electronic mail. Such facsimile or electronic mail copies will be treated in all respects as having the same effect as an original signature.

**24 FORCE MAJEURE.** Should performance of this Agreement be impossible due to fire, flood, explosion, war, embargo, government action, civil or military authority, the natural elements, or other similar causes beyond the Parties' control, then the Agreement will immediately terminate without obligation of either party to the other.

**25 TIME IS OF ESSENCE.** Time is of the essence to comply with dates and schedules to be provided.

**26 ATTORNEY'S FEES.** The parties hereto acknowledge and agree that each will bear his or its own costs, expenses and attorneys' fees arising out of and/or connected with the negotiation, drafting and execution of the Agreement, and all matters arising out of or connected therewith except that, in the event any action is brought by any party hereto to enforce this Agreement, the prevailing party in such action shall b

entitled to reasonable attorneys' fees and costs in addition to all other relief to which that party or those parties may be entitled.

**27 STATEMENT OF EXPERIENCE.** By executing this Agreement, CONSULTANT represents that it has demonstrated trustworthiness and possesses the quality, fitness and capacity to perform the Agreement in a manner satisfactory to CITY. CONSULTANT represents that its financial resources, surety and insurance experience, service experience, completion ability, personnel, current workload, experience in dealing with private consultants, and experience in dealing with public agencies all suggest that CONSULTANT is capable of performing the proposed contract and has a demonstrated capacity to deal fairly and effectively with and to satisfy a public agency.

**28 OWNERSHIP OF DOCUMENTS.** It is understood and agreed that the City shall own all documents and other work product of the Consultant, except the Consultant's notes and workpapers, which pertain to the work performed under this Agreement. The City shall have the sole right to use such materials in its discretion and without further compensation to the Consultant, but any re-use of such documents by the City on any other project without prior written consent of the Consultant shall be at the sole risk of the City.

**29 USE OF LOGO.** The CITY grants the CONSULTANT permission to use its name, logo and/or trademark in deliverables produced by the CONSULTANT on the behalf of the CITY, such as written reports, presentation slides, press releases, social media graphics, and other public outreach materials. The CITY's prior review of artwork and written

approval is required for any use of CITY logo. CITY will provide an electronic copy of the most current logo to the CONSULTANT for use in materials. The CONSULTANT will, in turn, only use the most current logo of the CITY.

**30 DISCLOSURE REQUIRED.** (City and Consultant initials required at one of the following paragraphs)

By their respective initials next to this paragraph, City and Consultant hereby acknowledge that Consultant is a “consultant” for the purposes of the California Political Reform Act because Consultant’s duties would require him or her to make one or more of the governmental decisions set forth in Fair Political Practices Commission Regulation 18700.3(a) or otherwise serves in a staff capacity for which disclosure would otherwise be required were Consultant employed by the City. Consultant hereby acknowledges his or her assuming-office, annual, and leaving-office financial reporting obligations under the California Political Reform Act and the City’s Conflict of Interest Code and agrees to comply with those obligations at his or her expense. Prior to consultant commencing services hereunder, the City’s Manager shall prepare and deliver to consultant a memorandum detailing the extent of Consultant’s disclosure obligations in accordance with the City’s Conflict of Interest Code.

City Initials \_\_\_\_\_

Consultant Initials \_\_\_\_\_

OR

By their initials next to this paragraph, City and Consultant hereby acknowledge that Consultant is not a “consultant” for the purpose of the California Political Reform Act because Consultant’s duties and responsibilities are not within the scope of the definition of consultant in Fair Political Practice Commission Regulation 18700.3(a) and is otherwise not serving in staff capacity in accordance with the City’s Conflict of Interest Code.

City Initials \_\_\_\_\_

Consultant Initials \_\_\_\_\_

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF HERMOSA BEACH

CONSULTANT

\_\_\_\_\_

\_\_\_\_\_

[MAYOR/CITY MANAGER]

By: NAME/TITLE

ATTEST:

\_\_\_\_\_

\_\_\_\_\_

Myra Maravilla, City Clerk

Taxpayer ID No.

APPROVED AS TO FORM:

\_\_\_\_\_

, City Attorney

## 6.2 Required Forms

### 6.2.1 Certification of Qualifications

**RFQ #:** \_\_\_\_\_

The undersigned hereby submits its statement of qualifications and agrees to be bound by the terms and conditions of this Request for Qualifications (RFQ).

1. Proposer declares and warrants that no elected or appointed official, officer or employee of the City has been or shall be compensated, directly or indirectly, in connection with this statement of qualifications or any work connected with this statement of qualifications. Should any agreement be approved in connection with this Request for Qualifications, Proposer declares and warrants that no elected or appointed official, officer or employee of the City, during the term of his/her service with the City shall have any direct interest in that agreement, or obtain any present, anticipated or future material benefit arising therefrom.
2. By submitting the response to this request, Proposer agrees, if selected to furnish services to the City in accordance with this RFQ.
3. Proposer has carefully reviewed its statement of qualifications and understands and agrees that the City is not responsible for any errors or omissions on the part of the Proposer and that the Proposer is responsible for them.
4. It is understood and agreed that the City reserves the right to accept or reject any or all statement of qualifications and to waive any informality or irregularity in any statement of qualifications received by the City.
5. The statement of qualifications response includes all of the commentary, figures and data required by the Request for Qualifications.

6. The statement of qualifications shall be valid for 90 days from the date of submittal.
7. Proposer acknowledges that the City may issue addendums related to this RFQ and that the proposer has reviewed the following addendums which have been issued:

Addendum: \_\_\_\_\_

Addendum: \_\_\_\_\_

Addendum: \_\_\_\_\_

Addendum: \_\_\_\_\_

8. Proposer further acknowledges the provisions of any addendums issued have been incorporated into their statement of qualifications.

Signature of Authorized Representative:

\_\_\_\_\_

Printed Name and Title:

\_\_\_\_\_

6.2.2 Non-Collusion Affidavit

**RFQ #:** \_\_\_\_\_

The undersigned declares states and certifies that:

1. This statement of qualifications is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation.
2. This statement of qualifications is genuine and not collusive or sham.
3. I have not directly or indirectly induced or solicited any other Proposer to put in a false or sham statement of qualifications and I have not directly or indirectly colluded, conspired, connived, or agreed with any other Proposer or anyone else to put in a sham statement of qualifications or to refrain from submitting to this RFQ.
4. I have not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the rate schedule price or to fix any overhead, profit or cost element of the rate schedule price or to secure any advantage against the City of Hermosa Beach or of anyone interested in the proposed contract.
5. All statements contained in the statement of qualifications and related documents are true.
6. I have not directly or indirectly submitted the rate schedule price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation, partnership, company, association, organization, RFQ depository, or to any member or agent thereof, to effectuate a collusive or sham statement of qualifications.
7. I have not entered into any arrangement or agreement with any City of Hermosa Beach public officer in connection with this statement of qualifications .
8. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards.

Signature of Authorized Representative:

\_\_\_\_\_

Printed Name and Title:

\_\_\_\_\_

### 6.2.3 Compliance with Insurance Requirements

**RFQ #:** \_\_\_\_\_

The selected consultant will be expected to comply with the City's insurance requirements contained within this RFQ.

The undersigned declares states and certifies that:

1. Proposer agrees, acknowledges and is fully aware of the insurance requirements as specified in the Request for Qualifications.
2. If selected, proposer agrees to accept all conditions and requirements as contained therein.

Signature of Authorized Representative:

\_\_\_\_\_

Printed Name and Title:

\_\_\_\_\_

6.2.4 Acknowledgement of Professional Services Agreement

**RFQ #:** \_\_\_\_\_

The selected consultant will be expected to comply with and sign the City's Professional Services Agreement. Proposers should identify and/or indicate any exceptions to the Sample Professional Services Agreement included in Section 6.2. The City Attorney or their designee retains the discretion to accept or reject proposed exceptions or modifications to the City's Professional Services Agreement.

1. Proposer agrees, acknowledges and is fully aware of the conditions specified in the City's Sample Professional Services Agreement.
2. Proposer agrees to accept all conditions and requirements as contained therein with exceptions noted as follows:

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Signature of Authorized Representative:

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Printed Name and Title:

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# CITY OF HERMOSA BEACH

Statement of Qualifications (RFQ) No. 25-003  
for On-Call Professional Architectural Services







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### **3.2.8.** Rate Schedule (Separate document)

# 3.2.1

Cover Letter



*City of Commerce,  
New City Hall  
(Concepts)*

### 3.2.1 Cover Letter

September 18, 2025

City of Hermosa Beach  
Attention: Mr. Andrew Nguyen  
Via: PlanetBids

#### Re: RFQ # 25-003, On-Call Professional Architectural Services

Westgroup Designs (WD), a woman-owned California Corporation specializing in Planning, Architecture, Interior Design, and Branding, is pleased to submit our qualifications for On-Call Professional Architectural Services. We welcome the opportunity to continue our relationship with the City of Hermosa Beach.

#### Statement of Understanding

We understand that the City seeks to establish on-call, non-exclusive contracts with qualified architectural firms to support the Public Works Department in delivering Capital Improvement Projects, facility upgrades, maintenance work, and other as-needed services. Work will be authorized through task orders and may include assessments, design, permitting, bidding support, construction administration, and specialty consulting. Our team is fully prepared to meet these requirements, providing responsive service, technical expertise, and cost-effective, community-focused solutions.

#### Experience & Capabilities

With **36 years of experience** in programming, planning, design, and construction for civic, institutional, educational, and commercial facilities, WD is well-equipped to support the City's project goals. Civic projects represent **85% of our portfolio**, and our extensive background as on-call architect for multiple municipalities has honed our ability to deliver effective, timely, and budget-conscious solutions.

- **Experience & Leadership** – Senior-level professionals (20–40 years' experience each) provide oversight on every project.
- **Dedicated QA/QC** – Our Director of Project Delivery (35 years of experience) oversees a rigorous review process.
- **Resources & Availability** – A multidisciplinary team of recognized experts in creating high-performance, efficient spaces.
- **Team Continuity** – The same team initiates and carries projects through completion for seamless execution.

#### Key Contacts

- **Person Authorized for Agreement:**

~~PariSima Hassani, Assoc. AIA, IIDA, CID, NCIDQ, CEO + Managing Principal,  
T. 949.250.0880 ext. 112 | E. parisimah@westgroupdesigns.com~~

- **Contract Manager:**  
Jon Freeberg, AIA, LEED AP BD+C  
T. 949.250.0880 ext. 124 | E. jonf@westgroupdesigns.com

6

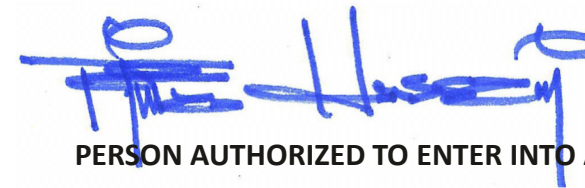
Jon will serve as the day-to-day contact, managing task orders, coordinating project managers and sub-consultants, and ensuring quality and responsiveness. He brings deep knowledge of Hermosa Beach through current projects (Base 3 Electrical Upgrades, Community Center Window Replacement Study, and Community Center Gas Replacement) and past projects including the Police Department TI and Records Center TI.

#### Receipt of Addenda

WD hereby acknowledges receipt of Addendum No. 1, dated September 8, 2025.

Our collaborative approach engages stakeholders at all levels and is supported by a proven record of more than 350 successful public projects. We are ready to begin work immediately.

Respectfully,



#### PERSON AUTHORIZED TO ENTER INTO AGREEMENT:

PariSima Hassani, Assoc. AIA, IIDA, CID, NCIDQ CEO +  
Managing Principal | Westgroup Designs, Inc.

A. 19900 MacArthur Blvd., Suite 1000, Irvine, CA

T. 949.250.0880 ext. 112 | E. parisimah@westgroupdesigns.com

19900 MacArthur Blvd. | Suite 1000 | Irvine, CA  
92612  
P 949.250.0880 | F 949.250.0882 | westgroupdesigns.com



# 3.2.2

Firm Profile



County of Riverside  
Indio Law Building

**3.2.2 Firm Profile** *Westgroup Designs, Inc. (SBE) - Prime - Architecture / Interior Design / Planning*  
*conserve the history and heritage while developing new expressions for*  
*We help our public clients build healthy*  
*current times.*

**36**  
**Years serving**  
**public clients**

**2011** PHS Corp., 55,000 sf Distribution Warehouse, 100,000 sf New Offices

**Westgroup Designs, Inc. (SBE) - Prime - Architecture / Interior Design / Planning**

**Profile.** Westgroup Designs, Inc. (WD) is a woman-owned business enterprise offering comprehensive Planning, Architecture, Interior Design and Branding services. Our 36-year history of successfully programming, planning, designing and constructing civic, educational, institutional, and commercial facilities contributes to our ability to assist you in realizing your project goals. Civic facilities comprise 85% of firm work so all professional staff are experienced in and actively work on civic projects. We have been involved in the planning and design of large-scale master planning, new ground-up construction, multi-story buildings, public safety building design, space planning/tenant improvements, renovations, and ADA analysis and Fire Life Safety upgrades. We benefit our clients with decisive, well-implemented solutions and resourceful options to design challenges. We pledge to listen to YOUR needs; interpret them in your best interests; and provide exciting, flexible, functionally efficient, on-time and on-budget buildings and improvements. We are presently working with 24 public clients as their on-call architects.

**Serving City of Hermosa Beach.** WD's experience of working with City of Hermosa Beach includes Base 3 Electrical Upgrades, the Community Center Window Replacement Study, Community Center Gas Replacement, the Police Department TI and Records Center TI.

**Primary Point of Contact.** Jon Freeberg, AIA, LEED AP BD+C, A. 19900 MacArthur Blvd., Suite 1000, Irvine, CA 92612 | E. jonf@westgroupdesigns.com | T. 949.250.0880 ext. 124

**Type of Business.** S Corporation, California

**Federal Employer I.D. Number.** 33-0564931

**Ownership.** WD is owned by: PariSima Hassani | CEO + Managing Principal 60% | Shazad Ghanbari | Principal + CDO 40%

**Number of Years in Business.** 36 years

**Years Providing Related Services.** For more than three decades, WD has provided services to Civic clients that range from large-scale master planning, new ground-up construction, multi-story buildings, public safety facilities, renovations, ADA analysis, and Fire Life Safety upgrades to space planning and tenant improvements to. Our most enduring public client relationships include the County of Riverside (30 years), the City of Downey (26 years), and the City of Irvine (22 years). Our firm's quality of work and responsiveness is demonstrated by our long-term, on-call relationships with numerous City and County clients, including the City of Santa Ana, Los Angeles County Sheriff's Department, Orange County Public Works, City of Irvine, Orange County Fire Authority, City of Ontario, Hermosa Beach City School District, Los

**2025**  
 County of Riverside,  
 Home Gardens &  
 Mecca Libraries



**2020** -City of Commerce,  
 Conceptual Design, New Civic Center



**2021**  
 Palm Springs Medical  
 Office Building, Palm Springs, CA



**2024**  
 County of Riverside,  
 Edward Dean Museum  
 & Gardens Tenant  
 Improvements



**2024**  
 ARMC Tenant Improvements,  
 San Bernardino County



**2020**  
 City of Cudahy,  
 New Civic Center



**2009**  
 Frank Bland Sheriff  
 Regional Training Center  
 San Bernardino, CA



**2012**  
 Indio Law  
 Building  
 Riverside, CA



**2022**  
 City of Downey, Fire Stations #1-4 Tenant  
 Improvements / Modernizations



Angeles Unified School District, Long Beach Unified School District, the City of Long Beach, City of Rialto, and San Bernardino County.

**Failures or Refusal.** None. WD takes great pride in our collaborative ethos, our design sensitivity, and our rigorous QA/QC process that has resulted in our **claim and litigation-free record over our 36-year history.**

#### **P2S - MECHANICAL / ELECTRICAL / PLUMBING CONSULTANT**



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**Profile.** P2S LP has brought forward-thinking, sustainable engineering solutions to the and beyond for over 34 years. We take client dreams and make them reality with inventive, sustainable solutions fueled by the desire to make the future a better place. We believe innovative, responsible design is more than cost savings and efficiency, it's the promise of a brighter, greener future that begins today. We're a onestop resource. We offer mechanical, electrical and plumbing services, as well as lighting. What's more, our diverse team has worked with almost every kind of municipal structure, including parks, pools, civic centers, theaters, fire stations and more. Our experts are ready to support your city's development goals. We've got the experience. Our team is skilled in complying with regulatory requirements, careful planning and following specifications. We've provided engineering services as well as interior and exterior lighting designs and controls for restrooms, parking lots, streets, walkways and other highuse spaces. Our municipal designs make effective use of project footprints and satisfy the needs of the cities we work with. We focus on partnership - not packaged solutions. We approach every project with your city's long-term success in mind. That means we consider things like your specific budget and internal facility maintenance capabilities before making design recommendations, and we suggest only the innovations and energy savings that make the most sense for you. Sustainable design is at the heart of our company. We believe that optimizing efficiencies and saving money go hand-in-hand with preserving the environment. We create systems that use renewable power sources, minimize the use of natural resources and offer reduced operation costs. Our team can also provide life-cycle studies to illustrate the long-term savings of your chosen design.

**Primary Point of Contact.** Wes McKean, Associate Principal, 5000 East Spring St. Suite 800, Long Beach, CA 90815. T. 562.497.2999 E. Wes.mckean@p2sinc.com **Type of Business.** Limited Partnership **Federal Employer I.D. Number.** 991674300 | **Ownership.** Legence Holdings LLC

**Number of Years in Business / Years Providing Related Services.** P2S has been providing mechanical, electrical, plumbing and technology engineering services for 34 years. Our services to public municipal entities has been ongoing for 34years. | **Failures or Refusal.** None.



#### **SAIFUL BOUQUET (MBE) - STRUCTURAL / CIVIL ENGINEERING**

**Profile.** With over 28 years of expertise, Saiful Bouquet has delivered exceptional structural engineering services through On-Call contracts across Southern California. Our esteemed clientele in the Aviation, Public, K-12, Community College, Higher Education, and Healthcare sectors have benefited from our diverse portfolio, encompassing seismic evaluations and feasibility studies, new building projects, seismic retrofits, and tenant buildouts. Our extensive on-call experience and longstanding client collaborations serve as a testament to our commitment to excellence and innovation in delivering creative, cost-effective structural solutions. Saiful Bouquet has been the structural engineer of choice

for many complex, performance-critical government structures such as city halls, libraries, cultural facilities, community recreation and health centers, public transit facilities, airport terminals, government office buildings, data centers, emergency operation centers, fire stations, and police and sheriff stations for our public sector clients. Our ability to develop complete documentation for public bid projects and coordinate the highly specialized requirements of various user groups with our design and construction partners is the key to our success in the public sector. Most of these projects require high levels of sustainable design.

**Primary Point of Contact.** Mehran Pourzanjani, SE, SEAOC Fellow, Senior Principal / Lead Structural Engineer. T 213.315.2277 | D 213.315.2105. E. mehran@saifulbouquet.com

**Type of Business.** S Corporation, California **Federal Employer I.D. Number.** 95-4640946 | **Ownership.** N/A | **Number of Years in Business.** 28 years | **Years Providing Related Services.** 28 | **Failures or Refusal.** None.

#### **RIDGE LANDSCAPE ARCHITECTS - LANDSCAPE ARCHITECTURE**

**Profile.** RLA (Ridge Landscape Architects) is a professional landscape architectural firm that offers over 30 years of experience in shaping the outdoor spaces of Southern California. We serve our clients with humility and take pride in the impact that our work has on local communities. We work creatively and listen closely to each other, allowing voices to be heard, leading to the best possible solutions for our projects and the people that enjoy them. We are passionate about what we do and how we do it. At RLA, we are deeply committed to our local communities and take pride in the meaningful impacts we've made after 30 years of projects and client relationships. As a full-service creative landscape architecture firm, we offer experienced design leadership, project management and irrigation for all of our projects. This allows us to work efficiently and accurately while delivering innovative, sustainable and thoughtful designs for a competitive fee.

**Primary Point of Contact.** Travis Ebbert, ASLA, Principal, T. 949-387-1323 ext. 27 E. Travis@ridgela.com

**Type of Business.** S Corporation, California | **Federal Employer I.D. Number.** TBA **Ownership.** TBA |

**Number of Years in Business.** 30 years **Years Providing Related Services.** 30 years **Failures or Refusal.** None.

#### **OCMI INC (DBVE / SBE) - COST ESTIMATING**

**Profile.** OCMI, Inc. is a California DVBE and a CVE-certified Service Disabled Veteran-Owned Small Business Corporation that provides full-service project and construction management. Regardless of location, we have served our clients nationwide and have an excellent reputation throughout the industry. Our primary focus is to independently protect the best interests of our clients by managing risk and bringing value to the design and construction process. We pride ourselves on our responsiveness to client needs, attention to detail, and accuracy. We are a full service, independent



construction management company. OCMI was founded in 1982 as a cost consultancy for owners and design professionals. Our staff of 80+ personnel hold professional certifications including Certified Construction Managers (CCM), Certified Professional Estimators (CPE), Certified Cost Professionals (CCP) and/or Certified Estimating Professionals (CEP), Planning & Scheduling Professionals (PSP), Scheduling Professional – Project Management Institute (SP-PMI), Project Management Professionals (PMP), and LEED Accredited Professionals (LEED AP).

**Primary Point of Contact.** John Mauk, Senior Vice President is the POC. 8851 Research Drive, Irvine, CA 92618. jmauk@ocmi.com. Work -949.476.2094 or cell – 949.378.9110

**Type of Business.** S Corporation, California DBVE

**Federal Employer I.D. Number.** 81-3818432

**Ownership.** N/A

**Number of Years in Business.** 43 years

**Years Providing Related Services.** ohn Mauk has 30+ years of experience. He has been with OCMI for 26 years.

**Failures or Refusal.** None.

# 3.2.3

## Organization Chart



### 3.2.3 Organizational Chart



*Primary Contact*

**PARISIMA HASSANI**  
IIDA, ASSOC. AIA  
CID (6818)

**SHAZAD GHANBARI**  
PH. D., AIA  
ODPI PE 740

**JON FREEBERG**  
AIA (1990) / LEED AP  
BD+C (10721785-AP-BD+C)

**CLAYTON DODD,**  
AIA (C41344)  
*Project Architect*

*Principal-in-Charge*

*Project Director*

*Contract Manager / PM*



**KENNETH ONG**  
AIA, (C32255)  
LEED AP BD+C  
(10721785-AP-BD+C)

*Director of Arch. Design*



**NATHAN GOEI**  
WORKING TOWARDS  
REGISTERED ARCHITECT

*Job Captain*



**IZZY GUEVARA**  
CID (7453)  
*Project Designer*



**CRAIG WHITRIDGE**  
AIA (C26230)  
LEED AP

*Technical Lead - QA/QC*



**YOUR ON-CALL TEAM OF EXPERIENCED CONSULTANTS**

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#### STAFFING ON-CALL PROJECTS

With on-call work being a large portion of our work, we have purposefully built versatile teams within our growing 40-person firm in order to adjust and surge resources as needed for multiple, concurrent projects.

Our approach to staffing your projects is characterized by the following five commitments:

##### 1. PRINCIPAL POINT-OF-CONTACT

Principals play a key role in understanding your needs and stay involved throughout the life of any project to assure we're exceeding your expectations. We dedicate a principal to each of our clients. To address client satisfaction from day one, our Principal-in-Charge, PariSima Hassani, will have a key role in developing an initial understanding of your goals and objectives. She will periodically meet with you to develop and maintain a performance "scorecard" and make whatever changes might be necessary to assure that we not only meet but exceed your expectations.

##### 2. SENIOR LEADERSHIP PARTICIPATION

Experience underwrites the ability to lead multiple, diverse and complex projects under an on-call contract. Our core management and design teams are led by senior-level professionals (20-40 years of experience each) who leverage lessons learned to foresee challenges and guide projects toward successful outcomes. We are committed to active leadership and participation of senior staff on all of our projects regardless of size or scope.

##### 3. CONTINUITY OF CONTRACT MANAGER / PROJECT MANAGEMENT

Leadership is essential to monitor and measure that "actual" results are consistent with "planned" results. We assign a Contract Manager / Project Manager to each project. Your Contract Manager / Project Manager, Jon Freeberg, AIA, LEED AP BD+C, will be committed for the life of the projects and will manage the process from project kick-off through close-out.

#### **4. APPROPRIATE SELECTION OF TEAM MEMBERS**

We carefully select and assign team members to each project, aligning client goals and project needs with staff availability and expertise. With a staff of 40, Westgroup Designs has accomplished architects, designers, planners and consultants to dedicate to you. Our team is ready to begin working on your projects immediately.

We thoughtfully select and assign consultants to each project, ensuring alignment between client goals, project requirements, availability, and expertise. Our proposed consultants are chosen based on proven, successful partnerships and their specialized experience with project types outlined in your RFQ. We have collaborated with each of the listed consultants on numerous projects over the past two decades.

#### **5. DEDICATED QUALITY MANAGEMENT TEAM**

Our Quality Management program is led by our Director of Project Delivery, Craig Whitridge, AIA, who brings more than 35 years of architectural production expertise to every project. Craig assures that all documentation is consistent and presented in a logical and clearly understandable manner.

***All personnel assigned to your projects will be fully qualified, experienced, and properly and appropriately licensed to perform the architectural services that will be assigned to them.***

# 3.2.4

Bios of Key Staff



### 3.2.4 Bios of Key Staff

**PARISIMA HASSANI,**

**ASSOC. AIA, IIDA, CID, NCIDQ**

*CEO + Managing Principal*



- Bachelor of Architecture, Kansas State University
- Bachelor of Art & Science, University of Houston
- Campus Design, Harvard Graduate School of Design
- Professional registrations, certifications & affiliations • U.S. Green Building Council
- International Interior Design Association

**Bio & Project Experience** As CEO + Managing Principal of WD, Parisima brings over 30 years of experience in public and private architecture and interior design. She plays a key role in aligning project goals from the start and will maintain ongoing engagement to ensure performance benchmarks are met and expectations exceeded.

**City of Downey**

35,814 sf of new construction and renovation of Fire Stations #1, 2, 3, 4  
Master Planning Fire Stations #1-#4

**City of Long Beach**

55,000 sf Hangar Remodel

**City of Lynwood**

Lynwood City Hall and Council Chambers  
New 30,000 sf civic center expansion

**City of Cudahy**

New Civic Center (concept only)

**County of Riverside**

Fire Stations #19, 72, 75, 81, 82 & 83 Palm Springs  
Office Building - 35,000 sf new ground up building (Award Winning Project) Mecca and Home Gardens Library Renovations  
Revitalization of the Edward Dean Museum



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**SHAZAD GHANBARI |**

**PH.D, AIA INT Program**  
*Director*

- Education
- Ph.D. in Architecture, Polytechnic University of Milan
  - Campus Design, Harvard School of Design
- Professional registrations, certifications & affiliations • ODPI PE 740
- Former Professor, School of Architecture, Pescara University
  - American Institute of Architects International
  - AIA Board of Directors 2002- 06, Orange County Chapter

**Bio & Project Experience** As Senior Design Principal, Shazad plays an instrumental role in challenging the performance potential of Westgroup Designs, focusing on the strategies and policies that drive our success. Shazad ensures each design study and solution maximizes the value of various forms, systems and materials. His vast experience working with public clients allows him to exceed performance expectations, all the while remaining sensitive to context, culture, climate, budget and schedule.

**City of Hermosa Beach**

Police Station Improvements / Base 3 Electrical Upgrades / Community Center Window / Replacement Study / Community Center Gas Replacement Records Center TI.

**City of Downey** 35,814 sf of Master Planning new construction and renovation of Fire Stations #1, 2, 3, 4  
**City of Long Beach**

Expo Art Center Solar & Lighting Improvement Project / Studies: Looff Cupola Reuse Urban Study / Rainbow Lagoon Visioning / Historic Blue Car Reuse and Belmont Pier Visioning

**City of Cudahy**

New Civic Center (concept only)



**Primary Contact JON FREEBERG,**  
AIA, LEED AP BD+C  
Contract / PM

- Education
- Bachelor of Architecture California Polytechnic State University, San Luis Obispo
- Professional registrations, certifications & affiliations • Licensed Architect - CA#38190
- American Institute of Architects
  - LEED Accredited Professional (10721785-AP-BD+C)

**Bio & Project Experience** As Contract / Project Manager, Jon oversees all phases of the project, from concept through construction. He leads design development, BIM management, and sustainability coordination, ensuring design intent is carried through to completion. He collaborates closely with consultants and coordinates major project efforts across disciplines.

**City of Hermosa Beach**

Police Station Improvements / Base 3 Electrical Upgrades / Community Center Window / Replacement Study / Community Center Gas Replacement Records Center TI.

**City of Downey**

35,814 sf of new construction and renovation of Fire Stations #1, 2, 3, 4.

**City of Long Beach**

Expo Art Center Solar and Lighting Improvement Project / Looff Cupola Reuse Urban Study / Rainbow Lagoon Visioning Study / Historic Blue Car Reuse Study / Belmont Pier Visioning Study / Long Beach Wrigley Greenbelt Improvements / Airport Administration Offices

**Riv Co Flood Control & Water Conservation District.** Construction of a new permanent 2-story office building (Building 6) and Tenant Improvements



**CLAYTON DODD,**  
AIA, NCARB  
*Project Architect*

- Education
- Master of Architecture Syracuse University
  - Bachelor of Architecture California State Polytechnic University | Pomona
  - CSU International Programs | 1-Year Study Abroad Program in Florence, Italy
- Professional registrations, certifications & affiliations
- Licensed Architect - CA#41344
  - NCARB -

**Bio & Project Experience** As Project Architect Clayton will provide technical oversight, ensuring code compliance, consultant coordination, and quality control. Clayton will oversee construction to uphold design intent and contract compliance, managing RFIs, submittals, site visits, and issue resolution to support a smooth close-out.

**City of Santa Ana** Conversion and upgrades to office building for new lobby, office build-out & POT upgrades

**City of Sante Fe Springs**

Fire Station renovations/expansions, and Police

Headquarter relocation for Fire Station 1, Fire Station 2, Fire Station 3, Fire Station 4, and USPS conversion into Police Headquarters.

**Orange County Transportation Authority** Conversion of 885 SF of existing warehouse into a locker room with 77 new lockers, and connection to existing restrooms  
**County of Riverside**

Fire Stations #19, 72, 75, 81, 82 & 83 Palm Springs Office Building - 35,000 sf new ground up building (Award Winning Project) Mecca and Home Gardens Library Renovations  
Revitalization of the Edward Dean Museum



**KENNETH ONG,**  
AIA, LEED AP BD+C  
Director of Arch. Design

**EDUCATION**

- Bachelor of Architecture, Woodbury University

**PROFESSIONAL REGISTRATIONS, CERTIFICATIONS & AFFILIATIONS**

- Licensed Architect - CA #C32255
- American Institute of Architects
- LEED Accredited Professional



**EDUCATION**

- CSU Long Beach BFA in Interior Design

**PROFESSIONAL REGISTRATIONS, CERTIFICATIONS & AFFILIATIONS**

- Certified Interior Designer (CID #7453)



**CRAIG WHITRIDGE,**  
AIA, LEED AP  
QA + QC

**EDUCATION**

- Bachelor of Architecture, University of New Mexico

**PROFESSIONAL REGISTRATIONS, CERTIFICATIONS & AFFILIATIONS**

- Licensed Architect - CA #C26230
- American Institute of Architects
- LEED Accredited Professional



**NATHAN GOEI,**  
Job Captain

**EDUCATION**

- California Polytechnic University - San Luis Obispo, CA -Bachelor of Architecture, Sustainable Environments Minor

**Bio & Project Experience**

With over 30 years of experience, Ken serves as Director of Architectural Design, overseeing architectural design from concept through construction. He is dedicated to delivering thoughtful, context-responsive solutions that reflect client and user needs. His work has earned numerous design awards.

**City of Downey**

35,814 sf of new construction and renovation of Fire Stations #1, 2, 3, 4. / Fire Stations #1-#4 Master Planning / Downey Civic Center Improvements

**City of Cudahy**

New Civic Center (concept only)

**City of Rialto**

Foothill Boulevard Improvements

**City of Tustin**

Urban Development Planning

**Orange County Fire Authority**

Camp 18 Feasibility Study. WD evaluated a 3.29-acre site in Trabuco Canyon for expanded OCFA Hand Crew facilities, including parking, storage, classrooms, and a shared gym

**Riverside County Flood Control and Water Conservation District**

Construction of a new permanent 2-story office building (Building 6)

**Bio & Project Experience**

As Project Interior Designer, Robyn leads the interior design process from programming and space planning through concept, development, documentation, and construction.

**City of Hermosa Beach**

Police Station Improvements / Base 3 Electrical Upgrades / Community Center Window / Replacement Study / Community Center Gas Replacement Records Center TI.

**City of Long Beach**

55,000 sf Hangar Remodel

**County of Riverside**

Fire Stations #19, 72, 75, 81, 82 & 83  
Palm Springs Office Building - 35,000 sf new ground up building (Award Winning Project)  
Mecca and Home Gardens Library Renovations  
Revitalization of the Edward Dean Museum n

**Riverside County Flood Control and Water Conservation District**

Construction of a new permanent two-story office building (Building 6) and Tenant Improvements

**Coastline College Administration Building**

55,000 sf New Building

**Bio & Project Experience**

As Project Delivery Director, Craig brings extensive experience across sectors including office, medical, civic, military, and education. He ensures quality and consistency through all project phases, leveraging BIM and rigorous QA/QC processes to oversee deliverables from start to finish.

**City of Downey**

35,814 sf of new construction and renovation of Fire Stations #1, 2, 3, 4 / Master Planning Fire Stations #1-#4

**City of Long Beach**

55,000 sf Hangar Remodel

**City of Lynwood**

City Hall and Council Chambers New 30,000 sf civic center expansion

**City of Cudahy**

New Civic Center (concept only)

**City of Rialto**

Foothill Boulevard Improvements

**City of Pomona**

City Hall Renovation

**City of Tustin**

Urban Development Planning

**County of Riverside**

Fire Stations #19, 72, 75, 81, 82 & 83

**Bio & Project Experience**

As Job Captain, Nathan leads design development and construction documentation, coordinating cross-functional teams to develop technical solutions. He partners with Jon to ensure project quality, financial performance, and strong collaboration with the City, consultants, and contractors.

**City of Rialto**

Foothill Boulevard Improvements

**City of Pomona**

City Hall Renovation

**City of Sante Fe Springs**

Fire Station renovations/expansions, and Police Headquarter relocation for Fire Station 1, Fire Station 2, Fire Station 3, Fire Station 4, and USPS conversion into Police Headquarters.

**County of Riverside**

21,600 sf expansion to 6 fire stations. Fire Station #19, #72, #75, #81, #82 and #83

**Riverside County Flood Control and Water Conservation District New Building 6**

Construction of a new permanent two-story office building/Tenant Improvements

MICHAEL GRACE  
PE

Mechanical Engineer 



Education  
BS, Mechanical Engineering, Minor in  
Business Administration, Louisiana State University  
Professional registrations, certifications & affiliations

- Licensed Mechanical Engineer, California, M42504
- ASHRAE

**Bio & Project Experience** Michael Grace is a mechanical engineer with nine years of experience in HVAC design and project management for higher education, aviation, and commercial projects. He specializes in energyefficient, sustainable systems, ensuring ASHRAE compliance, LEED integration, and optimized building performance through energy modeling, audits, and field investigations. He also leads quality control and mentors emerging engineers to uphold industry standards.

**City of McFarland**

Police Station MEP Design McFarland, CA

**City of Pasadena**

Hale Building Assessment Pasadena, CA

**City of Indio**

Indio Public Safety Campus Including Fire Station, Administration & Call Center Indio, CA

**City of Redlands**

New Police Station Redlands, CA

**City of Santa Clarita**

Sports Complex Buildout Santa Clarita, CA

**County of Orange**

District Attorney Office Remodel Santa Ana, CA

**County of Los Angeles**

Department of Parks and Recreation Maggie

Hathaway Municipal Golf Course Club House Replacement Los Angeles, CA / Department of Public Works Metro State Hospital Interim Housing Feasibility Study, Norwalk, CA 



LARS HENDERSON

PE

Electrical Engineer

Education

- BSEE, Electrical Engineering, Pennsylvania State University

Professional registrations, certifications & affiliations

- Licensed Electrical Engineer, California, E22361

**Bio & Project Experience** Lars Henderson has over 13 years of experience creating electrical designs for the construction industry. Assignments have included educational institutions, commercial fit-outs, municipal sites, and mission-critical facilities in the Los Angeles and New York City markets. Electrical service designs, landscape power renovations, and energy-efficient lighting upgrades are areas Lars has accomplishments. Beyond the compliances and routines of designing, it is the client’s end goal that Lars strives emphasis towards.

**City of Beverly Hills**

Beverly Gardens Park: Lighting and Power

**City of Encinitas**

Olympus Park (formerly Standard Pacific) Lighting and Power Encinitas, CA


**City of Glendora**

Glendora Library Expansion Study Glendora, CA

**City of La Mirada**

La Mirada Library Energy Upgrades

**City of Indio**

Indio Public Safety Campus including Fire Station, Administration & Call Center / New City Hall / Police Station Assessment 

**City of Santa Clarita**

New LEED Silver Canyon Community Center

**City of Santa Monica**

Fire Station #5 Tenant Improvements / 7th Street Beautification



ERIC GOMEZ CPD

Senior Plumbing

Design Engineer

Education

- AS, Computer Aided Drafting, ITT Technical Institute, Torrance, CA

Professional registrations, certifications & affiliations • ASPE

- Green Plumbers®

**Bio & Project Experience** Eric Gomez brings 22 years of experience in plumbing design, fire protection, and construction. His expertise includes design, drafting, specifications, cost estimating, inspections, and construction administration for educational, recreational, and office facilities. He has designed complex systems such as campus-wide natural gas distribution and has served as both project manager and design engineer, overseeing scope development, client coordination, construction documents, and project management.

**City of La Mirada**

Neff Park Improvements La Mirada, CA

**City of Baldwin Park**

Civic Plaza Zocalo Park Baldwin Park, CA

**Playa Vista Court Park**

Phase 1 - Retail & Restroom Addition

**County of Los Angeles**

Hall of Records 7th Floor HVAC Modifications  
Kilpatrick Juvenile Detention Center  
LA Consumer Affairs Office Tenant 

Improvements

Live Oak Library Renovation, Internal Services Department Pomona Department of Public Social Services Building HVAC System Replacement



**Riverside County**

Fire Department New Fire Station #49

**County of San Bernardino**

Rialto Library Study Room Conversion  
North Desert Fire Headquarters Tenant Improvement

MICHAEL

DANNENBERG

*Snr. Tech. System*

Education

- Mechanical Engineering, California Polytechnic University, Pomona

- Associate of Science, Chaffey College

Professional registrations, certifications & affiliations

- AVIXA
- IFMA
- USGBC

**Bio & Project Experience**

With 29 years of technical project management and systems engineering experience, Michael creates environments that are engaging, secure, and adaptable. He is recognized for innovative solutions and has contributed to numerous award-winning facilities, often exploring how technology can best enhance learning and support evolving project needs.

**City of Burbank**

On-Call Technology Services Burbank, CA

**City of Glendale**

Library Renovation for Children’s Center and Teen Room Glendale, CA

**City of Brea**

Council Chambers, Brea, CA

**City of Fontana**

Council Chambers Renovation Fontana, CA  
Jessie Turner Center, Aquatics Part, Sports Field, & Skate Park

Lewis Library and City Data Center

Miller Park & Outdoor Amphitheater Fontana, CA

**City of Indio**

Indio Public Safety Campus Including Fire Station, Administration & Call Center Indio, CA

**City of Redlands**

New Police Station Redlands, CA

**RUHS Behavioral Health Campus.** Perris, CA (Under Construction)

**RUHS Restorative Transformation Center** Riverside, CA (Completed 2023 - Worked with WD)

**RUHS Arlington Recovery Community** Riverside, CA (Completed 2021 - Worked with WD)

**Riverside Homeless Shelter** City of Riverside, CA (Under Construction - Worked with WD)

**Menifee Town Center** Menifee, CA (Completed 2022)

**Bio & Project Experience** Jared has over 21 years of experience practicing landscape architecture in the private sector. He has been involved in many projects including public works, commercial and industrial parks, education, healthcare, community master plans and streetscapes. He is involved in project management and field observation services. He oversees the Project Manager to assist with production of construction documents, assure quality control, tasks are completed and deadlines met.

**Riverside County**

Fire Stations 19, 72, 75, 81, 82 and 83 renovations (Completed 2025 - Worked with WD)

**RUHS Behavioral Health Campus.** Perris, CA (Under Construction)

**RUHS Restorative Transformation Center** Riverside, CA (Completed 2023 - Worked with WD)

**RUHS Arlington Recovery Community** Riverside, CA (Completed 2021 - Worked with WD)

**Riverside Homeless Shelter** City of Riverside, CA (Under Construction - Worked with WD)

**Menifee Town Center** Menifee, CA (Completed 2022)

**Bio & Project Experience** Travis has over 28 years of diverse experience working locally as a Landscape Architect. His perpetual curiosity and thoughtful attention to detail continually lead to creative solutions that deliver the highest quality projects. His focus on team building and the importance of relationships, make him a supportive leader. Travis has been involved in many public works, higher education, commercial and industrial parks, community master plans and streetscapes projects throughout Southern California.

**Riverside County**

Fire Stations 19, 72, 75, 81, 82 and 83 renovations (Completed 2025 - Worked with WD)

*Senior Project Manager*

Education

- Education B.S. Landscape Architecture, Minor in Construction Management, California Polytechnic University, San Luis Obispo

*Lead Structural Engineer*

Education

- M.S., B.S., Structural, University of Colorado
- B.S. Construction Management University of Colorado
- Professional registrations, Structural, California (3289) / Civil, California
- Professional registrations, certifications & affiliations LCPE, CCP, LEED AP (41512)
- Past Chair, SEAOC Seismology Committee (State of California),
- Lifetime Certified Professional Estimator ASPE
- ASCE
- Construction Control Professional NACA
- Certified Cost Professional AACE

Education

- Cal Poly, San Luis Obispo
- Professional registrations, certifications & affiliations
- Certified Cost Professional AACE

workout and weightlifting facilities

**Schweitzer Park** Anaheim, CA, New restroom facility

City Hall Renovation (2024)

**City of Malibu** Malibu City Hall Tenant Improvements

- ASCE LEED Accredited Professional USGBC

**Bio & Project Experience Bio & Project Experience**

Mehran brings over 44 years of structural John brings over 35 years of construction engineering expertise, specializing in new industry experience across development, construction and seismic strengthening for contracting, and construction management. higher education projects. As Lead Structural His expertise spans field supervision, contract Engineer, Mehran combines technical knowledge administration, estimating, budgeting, and claims with hands-on

leadership to guide projects from analysis. He has worked on diverse project types start to finish, ensuring clear communication including libraries, municipal developments, and close collaboration with all stakeholders to healthcare, K-12, higher education, infrastructure, deliver optimized structural solutions that align and MEP modernization. Skilled in all phases of with the architect’s and owner’s vision and goals. estimating, John specializes in civil, structural, His expertise in navigating complex regulatory and architectural disciplines while coordinating environments ensures that new construction and across all trades. modernization projects meet the highest safety **City of Hermosa Beach** and

performance standards. Performing Arts Center (2020) / Hermosa Beach

**Torrance Transit Park and Ride**

Terminal Phase 2 | 2-story and 1-story transit hop buildings interconnected with a large arching canopy Sur La Brea Park Building Ramp and Stair Repairs 25,000 sf, new building of metal stud construction with exposed steel trusses and concrete masonry shear walls.

**Mira Costa High School**

Athletic Facility, MBUSD | Manhattan Beach, CA | 70,000 sf new gymnasium facility with two providing 4 basketball courts, **City of Glendale**

Police Department Renovation (2022) / Records Department Tenant Improvements (2024)

**City of Torrance**

Apple Valley Town Hall **City of Bakersfield**

Police Department Scenario Village (2024)

**City of Carlsbad**

Carlsbad Beach Access (2024)

**City of Colton**

Police Department and City Hall (2025) covered pavilions

# 3.2.5

## Relevant Experience & References



*City of Downey,  
Space Shuttle Exhibition  
(Conceptual Design only)*

### 3.2.5 Relevant Experience & References



#### City of Hermosa Beach

- Police Station Improvements
- Base 3 Electrical Upgrades
- Community Center Window Replacement Study
- Community Center Gas Replacement
- Records Center TI.

#### City of Carson

- Carson Transit Center

#### City of Commerce

- Civic Center (Conceptual / Schematic Design Services)

#### City of Compton

- Compton Community Center

- Downey Aviation Museum & Community Center

- Downey Civic Center Modifications

- Master Planning for Fire Stations #1-4

- Downey Fire Station #1

- Downey Fire Station #2

- Downey Fire Station #3

- Downey Fire Station #4

#### City of Fontana

- On the City's On-Call List

#### City of Fountain Valley

- On the City's On-Call List

- Train Station Office Renovation
- Heritage Park Library Remodel, Irvine, CA

#### City of Long Beach

- On-Call - Architectural & Space Planning Services

- On-Call Urban Planning Design Services

- Airport Administrative Offices Renovation

- Looff Cupola Reuse Study

- Blue Car Reuse Study

- Rainbow Lagoon Visioning

- Belmont Pier Visioning Study

- Hangar Remodel

- Landscape Architecture for the Parkside Fire Station

#### City of Pomona

- On the City's On-Call List

- City Hall Remodel

#### City of Rialto

- On the City's On-Call List

- Library Renovation

- Foothill Boulevard Improvements

#### City of Santa Ana

- On-Call Space Planning and Architectural Services

- Warehouse Conversion

- Wilshire HeadStart School

#### City of Tustin

- Urban Development Planning

#### Other Relevant Projects

#### County of Orange

- On-Call Architectural Services

- Human Resources Office Renovation, Santa Ana, CA

- West Orange County Probation Department Office Building Renovation, Westminster, CA

- Orange County Assessor's Office Renovation, Santa Ana, CA

- Health Care Agency Office

- Edward Dean Museum & Gardens Revitalization

- Fire Stations #19, 72, 75, 81, 82 and 83

- Mead Valley Library, Riverside

- Highgrove Library, Highgrove, Transportation Land Management Agency, Riverside and Indio, CA

- County of Riverside Treasurer & Tax Collector's Office, Riverside, CA

- County of Riverside Civic Center Master Planning, Riverside, CA

- Fire Marshal Offices, Indio, CA



#### City of Corona

- On the City's On-Call List
- Corona Health Center Office Building

#### City of Cudahy

- New Civic Center (Concept)

#### City of Downey

- On-Call Professional Architectural Services



#### City of Hemet

- On-Call Architectural / Engineering Services

#### City of Indio

- On the City's On-Call List

#### City of Irvine

- On-Call Professional Consulting Services
- Hangar 244, Great Park



#### City of Lynwood

- Lynwood City Hall & Civic Center
- Lynwood Children's Center
- Lynwood Fire Station #1
- Lynwood Fire Station #2

#### City of Ontario

- On-Call Retail Architectural Design Services



#### City of Sante Fe Springs

- Fire Station renovations/ expansions, and Police Headquarter relocation for Fire Station 1 - 4, Fire Station 2, Fire Station 3, USPS conversion into Police Headquarters.



#### City of Santa Ana

- Homeless Shelter Renovation, Anaheim, CA
- Heritage Park Library Remodel, Irvine, CA

#### County of Riverside

- On-Call Architectural & OSHPD Design Services



- Riverside County Regional Medical Center Operation, Murrieta, CA

- County Administration Annex Building, Programming & Design, Riverside, CA

- Human Resources, County Administrative Center, Riverside, CA



Mead Valley Library



Frank Bland Regional Training Center



San Diego International Airport Interior Renovations



Historic Courts of CA

- County of Riverside Administration Building, Remodeling of Multiple Floors, Riverside, CA
- Cois Byrd Detention Center
- RIVCO Fleet Services
- Department of Public Social Services (DPSS)

• Frank Bland Training Academy

**Orange County Fire Authority**

- On-Call Capital Improvement and Construction Professional Services and Construction Professional Services

**Orange County Public Works**

- On-Call Professional Consulting Services

**Orange County Transportation Authority**

- Santa Ana Bus Base Locker Room Expansion
- Fullerton Park and Ride Rehabilitation

**LA County of Public Works**

- LA County Sheriff's Department Emergency Vehicle Operations Center

**Riverside University Health System**

- On-Call Architectural & OSHPD Design Services
- Palm Springs, CA - 35,000 sf New ground up building Medical clinic, medical office, lobby, lab and exam rooms
- Women's Health Center
- Entry Renovation, Moreno Valley, CA
- Hospital Cafeteria Renovation
- Hospital Doctor's lounge Renovation
- Hospital Medical Mall Renovation
- Hospital OBGYN Renovation / Cactus Clinic Riverside, CA - 28,000 sf Complete interior renovation, Medical clinic, medical office, lobby,

- Perris Fire Department Administration Building
- Community Action Partnership – New Office and Staff Area (CAP)
- Sun City Library (SCF)
- Nuview Library
- Robert Presley Detention Center & Larry Smith Correctional Facility (RPDC/

**County of Riverside Sheriff's Department**

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- On-Call Architectural Design Services

lab and exam rooms

**County of San Bernardino**

- On-Call Architectural Design Services
- On-Call OSHPD Architectural Design Services
- Nurse Call Replacement, 650,000 sf Complete update and replacement of existing system in 4 buildings.
- New Real Time Locator System & Infant Tracking
- New Patient Interactive Board System

- New Medical Office Building-Corona, CA. 45,600 sf. Interior planning, FF&E, Graphics and Art
- New Medical Office Building - Jurupa, CA. 40,000 sf. Interior planning, FF&E, Graphics and Art
- Main Office Building (now called MSC – Medical Surgical Center) Interior planning, FF&E, Graphics and Art
- Emergency Operation Center Remodel
- Arlington Recovery Community (ARC)
- Restorative Transformation Center
- Sobering Center

**RUHS - Behavioral Health**

- On-Call Architectural & OSHPD Design Services
- Riverside Mental Health, Space Planning and FF/E, Hemet, CA
- Riverside Mental Health, Space Planning and FF/E, Spruce Street, CA
- Riverside Mental Health, Space Planning, FF/E, Desert Hot Springs, CA
- Riverside Mental Health, Space Planning and FF/E, Temecula, CA
- Riverside Mental Health, Space Planning and FF/E, Lake Elsinore, CA
- Riverside Mental Health, Space Planning and FF/E, Blain Street, CA / Riverside Mental Health, Western Adult Program, Space Planning and FF/E / Riverside Mental Health, Space Planning and FF/E, Myer Street, CA

**San Diego County Regional Airport Authority**



- Southwest Airlines/TSA T1E Baggage Screening Replacement / SDIA Authority/ TSA T2E Baggage Screening Replacement / SDIA Rental Car Center Car Wash Blowers / Ground Transportation Equipment and Security Upgrade / Rental Car Center, Bus and Taxi Offices and Break Room New Building / Terminal 1 TI's and Upgrades, Terminal 2 TI's and Upgrades, including: CUPPS Equipment and Upgrades, New Gate Podiums, New Ticket Counters, New Lighting at Restrooms and Ticket Areas, Demolition of former airline club, New Restroom Facilities, and Back of House Upgrades to finishes
- Terminal T1 and T2 Electrical Seating Upgrade

**Superior/other Courts**

- On-Call Architectural Design Services
- Riverside County - Riverside Historic Courthouse Renovation
- Riverside Hall of Justice Renovation
- Riverside Family Courthouse Renovation
- Banning Justice Center Renovation
- Larson Justice Center Reno
- Palm Springs Courthouse Renovation
- Family Courthouse
- Hemet Courthouse

**Superior Court of California, County of Orange**

- On-Call Architect and Engineering Services

**Other Relevant Clients**



## References

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### 2022 International Interior Design Association Calibre Design Awards

Westgroup Designs was honored to receive the 2022 International Interior Design Association Calibre Design Award for their **Riverside University Health Systems Community building**. WD reimagined the public service experience in an environment which provides comprehensive services for many in the adjacent, dense residential neighborhoods. PariSima Hassani, CEO and Managing Principal for the firm, accepted the award on stage at the event ceremony at the LA Coliseum on Friday, May 20, 2022.

### 1. City of Pomona

#### Description of Services:

Architecture (AOR), Interior Design.

#### On-Call Architecture Projects

Interior renovation and remodel of 2,060 SF second floor city attorney's and mayor's area in existing city hall building. Renovation will provide new private offices, executive conference room and common area refresh. Renovations include new paint, carpet, lighting and new glass walls. WD provided Architecture and Interior Design from concept to construction and close-out phases. Y. 2023 - 2023

**Personnel.** PariSima Hassani, Shazad Ghanbari, Joshua Smith

#### Agency Contact.

Matt Pilarz, P.E.

Principal Civil Engineer

T. 909.620.3652

E. matt.pilarz@pomonaca.gov

### City of Santa Ana

**Description of Services:** Architecture (AOR), Interior Design.

**Value.** \$122,200.00

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### Riverside UHS

**Description of Services:**

Planning, Architecture (AOR), Interior Design, FF&E,



**6. City of Rialto**  
 Planning, Architecture (AOR)  
**On-Call Architecture Projects**  
 Foothill Boulevard Improvements  
 Library Renovation  
 Y. 2023

**Personnel.** PariSima Hassani, Shazad Ghanbari, Joshua Smith, Izzy Guevara, Craig Whitridge

**Agency Contact.**  
 Art Cervantes, PMP Engineering  
 Manager Engineering Services  
 Department T. 909-820-2531  
 E. acervantes@rialto.ca.gov

**Value.** \$163,730 & \$28,000 (Total \$191,730)



**5. County of Riverside**  
**Description of Services:**  
 Planning, Architecture (AOR),  
 Interior Design, FF&E, Branding  
**On-Call Architecture Projects**  
 Revitalization of the Edward

Dean Museum and the renovation of the Home Gardens and Mecca Libraries.

Y. 2024 - 2025  
**Personnel.** PariSima Hassani, Jon Freeberg, Izzy Guevara, Craig Whitridge

**Agency Contact.**  
 Erik Sydow, Principal  
 Development Specialist  
 T. 951.955.9021  
 E. esydow@rivco.org

**Value.** Various



**4. County of Riverside**  
**Description of Services:**  
 Planning, Architecture (AOR),  
 Interior Design, FF&E, Branding  
**On-Call Architecture Projects**

21,600 sf expansion to 6 fire stations, including kitchens, day-rooms, conversion of open sleeping quarters to two-person private sleeping quarters and other interior finishes.

Y. 2024 - in progress  
**Personnel.** PariSima Hassani, Jon Freeberg, Izzy Guevara, Craig Whitridge

**Agency Contact.**  
 Dominick Lombardi,  
 Supervising Facilities Project  
 Manager  
 T. 951.955.9021  
 E. esydow@rivco.org

\$1,290,450

*For over 29 years the County of Riverside has been one of our most enduring public client relationships. We have a number of new and renovation building projects recently completed and under construction for the County of Riverside / Riverside University Health Systems (RUHS).*

*Select List of Projects (Last 5 Years)*

PROJECT DESCRIPTION	YEAR COMPLETED	CLIENT NAME & CONTACT DETAILS
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PROJECT DESCRIPTION	YEAR COMPLETED	CLIENT NAME & CONTACT DETAILS
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FIRM QUALIFICATIONS P25

<ul style="list-style-type: none"> <li>Various Projects including OC Homeless Shelter - Bridges at Kraemer Place</li> </ul>	2019	Orange County Public Works Michael T. Smith Section Manager, OC Facilities & Real Estate Services T. 714.412.1757 E. mike.smith@ocpw.ocgov.com	<ul style="list-style-type: none"> <li>•• 16,819 sf Costa Mesa</li> <li>• 10,063 sf Whittier</li> <li>• 9,273 sf Anaheim</li> </ul>	2022
<ul style="list-style-type: none"> <li>Older projects including: Health Care Agency Office Feasibility Study &amp; Building Renovation</li> <li>HR Office Renovation</li> <li>West OC Probation Office/Renovation</li> <li>Real Estate Offices, Media Room Renovation</li> <li>Heritage Park Library Remodel</li> </ul>			<ul style="list-style-type: none"> <li>• 2,060 sf Renovation of City Hall workplace (reception area, private offices, and conference room) On the City's On-Call List</li> </ul>	2023
<ul style="list-style-type: none"> <li>Facility Condition Assessments, Master Planning, &amp; Comprehensive Programming for Fire Stations #1-4</li> </ul>	2020	City of Downey, John Oskoui, Assistant City Manager (Former, now with City of Hermosa Beach). T. 949.350.9225 E. joskoui@hermosabeach.gov	<ul style="list-style-type: none"> <li>••• Foothill Boulevard Improvements</li> <li>• Library Renovation</li> <li>• On the City's On-Call List</li> </ul>	2023
<ul style="list-style-type: none"> <li>Other projects include: Comprehensive Upgrades to Civic Center &amp; Plaza</li> <li>Space Shuttle Museum (Concept Design Competition)</li> </ul>	2020		<ul style="list-style-type: none"> <li>• Various Projects including Police Station Improvements</li> <li>• Record Center TI</li> </ul>	2023 - 2025
<ul style="list-style-type: none"> <li>35,814 sf Modernizations and Additions to Fire Stations #1, 2, 3 &amp; 4</li> </ul>	2022			
<ul style="list-style-type: none"> <li>95,000 sf New Civic Center (Conceptual Design only)</li> </ul>	2020	City of Commerce / N/A	<ul style="list-style-type: none"> <li>• Conversion of Warehouse into a Gym</li> <li>• On the City's On-Call List</li> </ul>	2024
<ul style="list-style-type: none"> <li>Palm Springs MOB, 35,000 sf new build.</li> <li>On the County's On-Call List</li> </ul>	2021		<ul style="list-style-type: none"> <li>• Homeless Housing</li> </ul>	2024
<ul style="list-style-type: none"> <li>Sobering Center, 2,800 sf new build</li> <li>On the County's On-Call List</li> </ul>	2021	County of Riverside / RUHS Rizaldy Baluyot, Supervising PM T. 951.232.9268 E. RBaluyot@rivco.org	<ul style="list-style-type: none"> <li>• 21,600 sf Remodel for Fire Stations #19, 72, 75, 81, 82 &amp; 83</li> <li>• On the County's On-Call List</li> </ul>	2025
<ul style="list-style-type: none"> <li>Arlington Recovery Center, 20,000 sf Tenant Improvements</li> <li>On the County's On-Call List</li> </ul>	2021			In progress
<ul style="list-style-type: none"> <li>Restorative Transformation Center, 21,000 sf Tenant Improvements</li> </ul>	2022		<ul style="list-style-type: none"> <li>• Mecca Library Renovations, 7,853 sf renovation On the County's On-Call List</li> </ul>	2025
<ul style="list-style-type: none"> <li>Several other projects including: Sunrise Way TI, Water Damage 1&amp;2, Nason Entry Re-Design, Lobby Design, Medical Library, Hood Replacement, Graphics, Furniture Renovation, OBGYN and LDR. On the On-Call List</li> </ul>			<ul style="list-style-type: none"> <li>• 11,625 sf Home Gardens Library Renovation</li> <li>• On the County's On-Call List</li> </ul>	In progress
<ul style="list-style-type: none"> <li>Various Projects including: Loeff Cupola Reuse Study / Blue Car Reuse Study / Rainbow Lagoon &amp; Belmont Pier</li> </ul>	2020 / 2023 / 2025	City of Long Beach, Marilyn Surakus Project Management Bureau Manager, Public Works, T. 562.570.5793 / E. marilyn.surakus@longbeach.gov	<ul style="list-style-type: none"> <li>• Edward Dean Museum Revitalization</li> <li>• On the County's On-Call List</li> </ul>	2025
<ul style="list-style-type: none"> <li>Visioning Study / Hangar Remodel / New Solar Photovoltaic Project / Expo Art Center / New Senior Center (Concept only)</li> <li>On the City's On-Call List</li> </ul>			<ul style="list-style-type: none"> <li>• Various Projects including New Building 6 Office Project 62,000 sf Tenant Improvement</li> </ul>	In progress
<ul style="list-style-type: none"> <li>Emergency Vehicle Operation Center. 44.5 acre campus with new 5,000 sf modular building, training tracks, skid pan and parking lot</li> </ul>	2022	LA County Sheriff's Department Mauricio Arreola, Senior Project Manager T. 714-720-7395 E. mauricio.arreola@sully-miller.com	<ul style="list-style-type: none"> <li>• La Casita Teen Center Improvement / Expansion On the City's On-Call List</li> </ul>	2025
<ul style="list-style-type: none"> <li>Camp 18 Expansion Feasibility Study</li> <li>On the OCFA's On-Call List</li> </ul>	2022	Orange County Fire Authority Julie Samaniego, Construction & FM T: 714.573.6480 / M: 949.697.4593 I E. juliesamaniego@ocfa.org	<ul style="list-style-type: none"> <li>• Conversion of 19,500 sf existing industrial building into homeless shelter</li> <li>• Conversion of existing housing into affordable housing for homeless shelter</li> </ul>	2025
EQ - Multiple Clients	2022	Orange County Community Foundation		
<ul style="list-style-type: none"> <li>Various Projects including:</li> <li>Glen Helen Regional Park Splash Pad Expansion</li> <li>Arrowhead Regional Medical Center, Nurse Call System</li> </ul>	2022 2025 In progress	San Bernardino County, Deval Shah T. 909.501.9451 E. Devalkumar.Shah@pmd.sbcounty.gov		

- On the County's Architectural & HCAI On-Call List



P2S LP has brought forward-thinking, sustainable engineering solutions to the and beyond for over 34 years. We take client dreams and make them

reality with inventive, sustainable solutions fueled by the desire to make the future a better place. We believe innovative, responsible design is more than cost savings and efficiency, it's the promise of a brighter, greener future that begins today.

### ENGINEERING DESIGN SERVICES

**We're a one-stop resource.** We offer mechanical, electrical and plumbing services, as well as lighting. What's more, our diverse team has worked with almost every kind of municipal structure, including parks, pools, civic centers, theaters, fire stations and more. Our experts are ready to support your city's development goals.

**We've got the experience.** Our team is skilled in complying with regulatory requirements, careful planning and following specifications. We've provided engineering services as well as interior and exterior lighting designs and controls for restrooms, parking lots, streets, walkways and other high-use spaces. Our municipal designs make effective use of project footprints and satisfy the needs of the cities we work with.

**We focus on partnership - not packaged solutions.** We approach every project with your city's long-term success in mind. That means we consider things like your specific budget and internal facility maintenance capabilities before making design recommendations, and we suggest only the innovations and energy savings that make the most sense for you.

**Sustainable design is at the heart of our company.** We believe that optimizing efficiencies and saving money go hand-in-hand with preserving the environment. We create systems that use renewable power sources, minimize the use of natural resources and offer reduced operation costs. Our team can also provide life-cycle studies to illustrate the long-term savings of your chosen design.

### FUTURE FOCUSED FACILITIES

Our team has experience designing:  
 Civic and Administrative Buildings  
 Fire & Police Stations  
 Libraries

Community & Recreation Centers  
 Transit Facilities  
 Parks & Outdoor

Detention Centers  
 County Healthcare Facilities  
 Utility District Buildings & Facilities

- Performing Art Centers

- Streets & Pathways

### P2S CORE DESIGN SERVICES

Existing Conditions Studies  
 HVAC Studies  
 Utility Coordination  
 Permitting Coordination  
 Bid Packages & Specifications

Mechanical Design  
 Construction Documents  
 Fire Protection Design  
 Chiller/Boiler Repair Studies & Design

Energy Audits  
 Central Plants & Energy Use Analysis  
 Energy Life Cycle Cost Analysis  
 Energy Modeling



### MECHANICAL & PLUMBING SYSTEM DESIGN

**High-performance buildings to stay on the forefront of sustainable design.**

Mechanical and plumbing design is fundamental to our firm capabilities. Our high-performance building designs include innovative strategies for HVAC, energy efficiency, work in existing buildings, and comprehensive water-use reduction systems - to name a few.

### HVAC & SUSTAINABILITY STUDIES

**Building assessments to reduce resource consumption and improve your carbon footprint.** By analyzing building energy characteristics, systems, and equipment, P2S can help develop sustainable solutions to reduce energy consumption, water consumption, and carbon footprint throughout your facility. Our recommendations are backed by supporting calculations, energy models, and trend data used for model calibration and calculations. The best path forward will be determined based on initial cost, operational, cost construction period, as well as energy efficiency to ensure all facility needs are met.

### MASTER PLANNING & FEASIBILITY STUDIES

CONSULTANT EXPERIENCE - P2SENG-M/E/P

Increase capacity and system efficiency - while minimizing operation and maintenance costs. Our team has performed over 60 master plans for various clients. As a full service engineering firm, P2S can guide your master plan from the assessment phase to the actual design and construction phase. From conducting site visits, collaborating with facilities maintenance staff, and to developing a final report and analysis of your facilities, our engineers make cost-effective and energy efficient recommendations to suit your facility’s needs.

CENTRAL PLANT DESIGN

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### Municipal Experience

#### Metropolitan Water District of Southern CA

- La Verne Shops Upgrade
- Weymouth Treatment Cx - Energy Model
- Weymouth Treatment Cx - Design Phase Cx
- La Verne Shops Phase 1 CCSS
- La Verne Shops Stage 4 CCSS
- Weymouth Ozone Gen Bldg Cx
- Diemer Admin Seismic Upgrade
- Diemer Filter Bldg Restrooms
- Structural Integrity & Space Plan
- Weymouth Admin & Control Bldg Upgrades
- La Verne Shops Improvement
- CRA Sump Rehab Coordination Study
- Weymouth Gas Line Repair & Other Improvements
- Weymouth Security Operations Center
- Weymouth Water Quality Lab PDR
- Jensen Wildfire Smoke Filtration Peer Review

#### City of Anaheim

- City Hall Building Access Control System and CCTV System
- Design-Build 12kV Substation
- Store One Food Incubator & Job Training Center
- Water Department Arc Flash Analysis

#### City of Baldwin Park

- New Civic Center Plaza Power and Lighting

#### City of Banning

- Charles Street Water Booster Pump Station and Tank Improvements
- Lincoln Street Water Booster Pump Station and Tank Improvements

#### City of Beverly Hills

- Bridge Main Point of Entry New Automatic Transfer Switch
- Cultural Center Coordination of Relocations of Utilities
- Electric Vehicle Level II Charger Electrical Design
- Fire Station 3 Electrical Peer Review
- Holiday Lighting Installation Electrical Mapping
- Information Technology Department Phase 1 Design Support
- La Cienega Community Center Temporary Generator Quick Connect
- MAN System Cameras
- Median Gateway Electrical Plans Peer Review
- Police Dept Building ATS Replacement

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- Police Dept Building UPS Replacement Project
- Police Dept Dispatch & Data Server Room Remodel
- Water Reservoir Telecom Pathway & Media ReRouting

#### City of Canyon Lake

- Council Chambers Assessment

#### City of Cerritos

- Cerritos Auto Square Fence Grounding
- El Rancho & Liberty Parks Playground Equipment Grounding
- Gridley Park Grounding
- Jacobs Park Playground Grounding

#### City of Corona

- Dept of Water & Power Electrical Distribution System Inventory & Assessment

#### City of Coronado

Cooling, heating, and power generation options to suit your campus.

We have over 100 registered mechanical engineers on our team who have provided design, sequence of operations, and even commissioning for central plants. Our team is also well-versed in designing for cooling, heating, and co-generation plants of varying sizes. Taking into consideration future needs for expansion and central plant capacity is one way to our team ensures longevity for your facilities. We are adept at working on existing central plant replacement projects where plant downtime can be detrimental to facility operation or even profitability.

- Coronado City Hall Infrastructure Assessment

#### City of Cudahy

- Clara Park Expansion Project

#### Culver City

- Courthouse MEP Assessment
- Courthouse Tenant Improvement
- La Ballona Pathway Bike Route Lighting

#### City of Downey

- Crawford Park Playground Equipment Grounding

#### City of El Centro

- New Substation and 20MV Solar Project

#### City of El Segundo

- ADA Elevator Addition
- City Council Chamber and Police Dept Electrical Services for Automatic Doors
- City Hall Tenant Improvements Phase 2
- Electrical Design to ADA Converted Doors
- Fire Station Tenant Improvements
- Fiber Installation Site Inspection

#### City of Encinitas

- Standard Pacific Park Lighting & Power Design

#### City of Escondido

- Escondido Trail Improvements

#### City of Fallbrook

- Fallbrook Public Utilities District Short Circuit, Coordination & Arc Flash Studies

FIRM QUALIFICATIONS

P2S

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### Municipal Experience (cont.)

#### City of Garden Grove

- City Hall & Parking Lot Security Upgrades
- Main Street Sign Power and Calculations
- Police Department Facility Needs Assessment

#### City of Glendale

- Alex Theater Expansion

#### City of Glendora

- Glendora Public Library Expansion Feasibility Study

#### City of Hawthorne

- Bicentennial Park Renovation

#### City of Hermosa Beach

- Parking Lot D Lighting
- Pier Plaza Lighting Project

#### City of Huntington Beach

- Civic Center Space Planning & Assessment
- City Plan Check Dept Tenant Improvements
- Fire Stations Tenant Improvements
- Joint Powers Training Facility Tenant Improvements
- Library Expansion

#### City of Indio

- City Hall, Council Chambers & Library Facility
- Fire Station Generator
- Police Station Assessment
- Police Station Generator
- Public Safety Campus 3-Building MEP Design

#### City of Irvine

- Orange County Great Park Western Sector Area Design

#### City of La Miranda

- La Mirada Library Energy Audit & Assessment
- Neff Park Improvements

## FIRM QUALIFICATIONS P2S

### City of La Palma

- El Rancho Park Playground Equipment Grounding

### City of La Puente

- Council Chambers Renovation Evaluation

### City of Lake Elsinore

- Intersection Enhancements & Utility Duct Work
- Pope Circle Improvement Project

### City of Lake Forest

- New Civic Center Technology Design

### City of Lawndale

- City Hall HVAC Upgrades

### City of Long Beach

- New Long Beach Civic Center Independent Building Expert and Commissioning
- 51st Street Park Renovation Electrical Design
- Basin 8 Restroom Design Services for Ventilation and Heating Systems
- Bixby Park Lighting Improvements
- Burnett Library HVAC Replacement
- City Clerk’s Office Lighting Addition
- City Hall Ballistic Enclosure
- Dept of Health & Human Services Main Building HVAC Replacement
- Dept of Health & Human Services Main Building Boiler & Roof Replacement
- Dept of Health & Human Services West Child Development Center Renovation
- El Dorado Park Baseball Field Restroom Upgrades
- Fire Headquarters Modular Office Power
- Fire Station 1 Restroom Addition
- Homeless Shelter Emergency HVAC
- Joe Rogers Field Restroom Upgrades
- LB Fire Academy Repairs
- LB Transit Bus Charging Stations
- LB Transit Corporate Office Tenant Improvement
- LB Transit Fire Alarm Assessment
- LB Transit Parking Lot Expansion
- LB Transit 8th Floor Lobby Elevator Upgrades
- Long Beach Arena Water Calculation
- Long Beach Convention Center Canopy Entrance Lighting
- Los Cerritos Park Tennis Lighting
- Mark Twain Library HVAC Replacement
- Marine Stadium Electrical and Plumbing Services
- Multi-Service Center HVAC Replacement
- Police Dept Crime Lab 3rd Floor Tenant Improvements

- Police Dept Hanger SP-5 Tenant Improvements
- Police Station Remodel
- Public Safety Building 3rd Floor Tenant Improvements
- Public Safety Building 4th & 5th Floor Tenant Improvements
- Silverardo Park Tennis Lighting
- Sorrento Alamitos Bay Shoreline Trail Lighting
- Street Lighting Study
- Temporary Homeless Shelter Electrical Design
- Tiny Homes Modular Shelter Project
- Willow Springs Wetland Restoration Project

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## FIRM QUALIFICATIONS

P2S

## Municipal Experience (cont.)

### City of Los Angeles

- Interior Telecom, Security and Fire Alarm and Utility Connection to Trailers
- Replacement Breaker Installation
- Street Lighting Calculations

### City of Lynwood

- Public Works Corporate Yard Security Video Surveillance
- Lynwood Linear Park and Parking Area Lighting and Power

### City of Mammoth Lakes • Civic Center Renovation

### City of Monrovia

- Well Field Arc Flash Study

### City of Monterey Park

- Water Treatment Plan Generator & UPS Assessment

### City of Orange

- Fire Station #8 Plan Review and Calculations
- Main Library Expansion
- McPherson Athletic Facility Electrical Utility Service Replacement
- Yorba Park Site Lighting and Power

### City of Palm Springs

- Muni Retrofit

### City of Pasadena

- Analysis and Energy Efficiency Project Consultation
- Central Library MEP Critical Needs Assessment
- Hale Building Assessment
- Hale Building Remodel Phase II
- Hale Building 2nd Floor Electrical
- Washington Park New Community House and Restroom Replacements

### City of Pomona

- Department of Public Social Services Building HVAC Replacement

### City of Redlands

- Police Station Building

### City of Rialto

- Rialto Library Study Rooms Remodel

### City of San Marino

- Police Dept Needs Assessment

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### City of San Dimas

- San Dimas Library HVAC Assessment & Replacement

### City of San Juan Capistrano

- Arguella Way Beautifications Project
- Verdugo Street Beautification Project

### City of Santa Ana

- Arc Flash Study & Electrical Safety Program Development

### City of Santa Barbara

- Dwight Murphy Park Renovation
- Ortega Park Renovation
- Courthouse MEP Due Diligence

### City of Santa Clarita

- Community Center, Gym & Amenities Design
- Mission Branch Library LEED Cx
- Parks Dept New Maintenance Yard
- Santa Clarita Sports Complex Project

### City of Santa Monica

- 7th Street Upgrade
- Big Blue Bus Administration Building Technology Design Services

- Fire Station #5 Tenant Improvements
- Office of Sustainability 4th Street Electrical Design Services Tenant Improvements
- Santa Monica Pier Bridge Replacement

### City of Sunnyvale

- Sunnyvale Historical Museum Electrical Upgrade

### City of Temple City

- Live Oak Park and Temple City Park Improvements

### City of Thousand Oaks

- Fred Kavli Theater Lighting Renovations
- Hill Canyon Treatment Plant Evaluation & Compliance Study

### City of Vacaville

- Electric Bus Charging Station Infrastructure

### City of West Hollywood

- Bullwinkle Art Installation Electrical Design
- Nine “Welcome” Signs Electrical Design

### City of Whittier

- Pernell Park Community/Senior Center Construction Administration

## FIRM QUALIFICATIONS

P2S

## Municipal Experience (cont.)

### County of Los Angeles

- 92nd Street Linear Park Lighting Design
- Animal Control Center #3 Site Power Plan
- Campus Kilpatrick Juvenile Detention Center
- Camp Gonzales School Renovation
- Camp Miller School Upgrades
- Carmelitos Community Center HVAC Replacement
- Centro Maravillo MEP Assessment
- Centro Maravillo Service Center Renovations DB Documents
- Chace Park Electrical & Plumbing Design
- Department of Public Social Services Metro East AP Building Central Plant & HVAC System Replacement • Department of Public Works 3965 S. Vermont Ave. Design-Build Renovation Project
- Department of Public Works Headquarters Building Stairwell Pressurization System Upgrades

FIRM QUALIFICATIONS P25

- Department of Public Works Alhambra Probation Office Assessment
- Department of Public Works Headquarters Building HVAC Replacement
- Fire Station #105 MEP Needs Assessment
- Foltz Criminal Justice Center Training Room Renovation
- Foltz Criminal Justice Center Slab Repair
- Hall of Records 3rd Floor Lighting & Fire Alarm Study
- Hall of Records 6th Floor MEP Tenant Improvement
- Hall of Records 7th Floor MEP Tenant Improvement
- Hall of Records Consumer Affairs Office Tenant Improvement
- Hall of Records Fire Alarm Design
- High Desert Homeless Shelter Feasibility Study & Assessment
- Iacoboni Library Preventative Maintenance & Replacements
- Jesse Owens Parking Lot Lighting
- Kenneth Hahn Hall of Administration Seismic Upgrade Peer Review
- LA Civic Center Central Plant Renovation Phases 1 & 2
- LA Convention Center COVID-19 HVAC Assessment
- LACDA Senior Housing Emergency Generators
- LAC Housing Authority Generator Site Surveys
- LAC Housing Authority New Generators, 6 Locations
- LAC Museum of Art Mora Drive HVAC Replacement
- LAC Museum of Art West Campus Interim Program
- LAC USC Housing & Support Services Utility Planning
- LADWP Haynes Units 3-6 Demolition
- MacLaren Community Park Design Criteria
- Marina Del Rey Parcel 77 Parking Lot Shore Power • Marshal Canyon Park Restroom Building
- Martin Luther King Jr. Community Hospital OR & SPD HVAC Renovation
- Metro Sepulveda Transit Corridor Oversight Services
- Obregon Park Recreation Center Gym HVAC Replacement

County of Riverside

Municipal Experience (cont.)



- OC Fire Authority Clean Agent Fire Suppression System
- OCTA Tustin Metrolink Station Parking Structure
- OCTA Anaheim Various Buildings Lighting Upgrades
- OCTA Baxter Street Lighting Upgrade
- OCTA Garden Grove Various Buildings Lighting Upgrades
- OC Public Works Data Center HVAC Upgrades
- OC Sherriff Coroner Commissary Offices
- OC Sherriff Headquarters Lighting Upgrades
- OC Sherriff Dept Men's Central Jail Improvements
- Emergency Operations Facility M&P Systems Evaluations
- Emergency Operations Facility Renovation
- Mental Health Facility Security Cameras
- Mecca Family Care Center Schematic Design
- Restorative Transformation Health Center MEPT Renovation
- Riverside Center Basement HVAC and Electrical Systems Feasibility Study
- University Health System Restorative Transformation

- Office of Education Tenant Improvements
- Pitchess Laundry Building Assessment and Upgrades
- Public Health Lab Assessment & Design Deferred Maintenance Replacement Items
- Ramona Gardens Natural Park Lighting, Electrical, Security & Plumbing Design
- Roosevelt Park Pool Building Dehumidification Unit Replacement Study
- San Fernando Mental Health Center
- San Gabriel Valley Mental Health Center Facility Assessment & Design of Deferred Maintenance Items
- San Gabriel Valley Aquatics Center
- San Gabriel Valley Service Center Facility Assessment & Design of Deferred Maintenance Items
- Sanitation District Carson JWPCP Chiller Plant Upgrade
- Sanitation District Palmdale Lab and Office HVAC and Plumbing Design
- Sanitation District Phase II HVAC and Structural Evaluation Center

- Sanitation District Whittier JAO Duct Airflow Modeling
- Senior Housing Emergency Generators
- Schabarum Regional Park Lighting and Power
- Southgate Courthouse Renovation
- Van Nuys Administration Center Building Assessment
- Vasquez Rocks Interpretive Center

County of Orange

- Costa Mesa Library ADA Restroom Upgrade
- Fire Station #49 Design Review & Update
- John Wayne Airport Fires Station Fire Alarm Upgrades
- John Wayne Airport Terminal Building Chiller
- Museum of Art Indoor Design Analysis

County of San Bernardino

- 172 W 3rd St 4th Floor Evaluation
- Building 851 MEPT Assessment
- Building 851 MEPT Renovation
- Chino Airport Beautification
- Chino Airport Perimeter Upgrades
- Chino Hills Courthouse AHUs and Controls
- Kessler Park Dream Field Site Power Improvements
- Valley Communications Center Peer Review
- JCC San Bernardino County Courthouse Renovation
- Yorba-Slaughter Adobe House Upgrades

County of San Diego

- Administration Center Tenant Improvements
- Assessor/Recorder/County Clerk Building Restroom Renovations
- SD County Regional Airport Central Utility Plant Optimization Services
- SD County Regional Airport Medium Voltage Equipment Maintenance RFP
- SD County Regional Airport Perimeter Loop Electrical Peer Review
- SD County Regional Airport TA 25 HVAC Ventilation Study

County of Ventura

- Communication Infrastructure Study
- Administrative Complex Energy Study

P2S



## City of Santa Clarita

### Santa Clarita Canyon Community Center

#### PROJECT CONTACT

Wayne Weber, Planning Manager  
661.255.4961, [wweber@santa-clarita.com](mailto:wweber@santa-clarita.com)  
Santa Clarita Community Center

#### SERVICE

MEPT Engineering Services

The Santa Clarita Canyon Community Center was designed to provide additional programming for the residents of Canyon Country. Following a two-year community engagement process, resident feedback contributed to a community center design.

Site development of the community center also included a half basketball court, walking trails, water features, and parking areas. P2S provided MEPT design and LEED certification for the new 24,000 SF community center, located on 6.5 acres of undeveloped land.

#### PROFESSIONAL SERVICES

OUR SOLUTIONS:  
January 2017 - June 2018

- Twelve packaged rooftop HVAC air-handling units, exhaust fans, and air distribution systems
- A direct digital control (DDC) system that controls all building mechanical system
- Building automation and energy management system (BMS) with legacy equipment compatibility
- Energy efficient lighting fixtures and automatic day lighting/demand control system
- Emergency power and fire protection systems adhering to current code and regulations
- Plumbing fixtures, domestic water distribution, sanitary sewer, waste, vent, storm, and drainage
- Telecommunication systems to support voice, data, wireless communications, security, and AV
- Title 24 and LEED Silver certification documentation

#### PROJECT EXPERIENCE

P2S



## City of Pasadena

### Hale Building MEP Evaluation

#### PROJECT CONTACT

James Tong, City Project Manager  
626.744.3971, [jtong@cityofpasadena.net](mailto:jtong@cityofpasadena.net)  
City of Pasadena Public Works

#### PROFESSIONAL SERVICES

April 2018-July 2018

#### SERVICE

MEP Engineering Services

The City of Pasadena, in an effort to update an outdated mechanical system, intends to replace the water source heat pump system in the Hale Building. The building is approximately 30,000 SF with 3-stories above grade and a basement level, housing government services for the City and consists of a public area on the ground floor, open offices, private offices, and meeting rooms throughout the building.

The existing mechanical system consists of 42 water-source heat pumps providing cooling and heating to the building. A boiler, cooling tower, and two pumps are located on the roof to distribute condenser water to each of the heat pumps. There are also two outside air fans providing ventilation and several exhaust fans for general exhaust and equipment rooms. Most of the heat pumps in the building are more than 20 years old. P2S provided a report summarizing the existing systems, discussion of potential replacement options, and a recommendation for which option will provide the best life-cycle cost for the City, as well as a study evaluating four system options to replace the existing heat pump system.

#### PROJECT EXPERIENCE

P2S



## City of Anaheim

### Harbor 12kV Substation

#### PROJECT CONTACT

Larry Davis, Project Manager  
714.765.5112, ldavis2@anaheim.net  
City of Anaheim

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#### PROFESSIONAL SERVICES

May 2017 - November 2019

#### SERVICE

MEP FA Engineering Services

P2S provided mechanical, electrical, plumbing and fire alarm design for the Design-Build Harbor Substation for the City of Anaheim. This 37,400 SF facility includes the switchgear building, transformer building and related sites within the project boundary. The new substation provides power to meet existing power demands, future development in the area and maintain power reliability. Our scope included schematic design, design development, construction documents, City of Anaheim Building Department plan check approval and construction support services.

P2S designed the sewage ejector pump and controls for this project, which included duplex submersible pumps complete with:

- Weil No. 2613-3 guide rail system
- Four Weil No. 8230 UL listed non-mercury float switches
- Weil No. 8138, UL listed duplex pump control panel with NEMA lockable enclosure
- Weil Aquatronics 48" x 16'-0" deep fiberglass, heavy duty basin with traffic-rated heavy duty steel cover and curb frame, with hinged access opening and upper guide rail brackets, coated in both sides with Bitumastic or equivalent gastight
- Weil No. 2616-3" factory-assembled duplex valve assembly, horizontal discharge connection
- Schedule 40 stainless steel pipe for guide rails as specified by manufacturer



## City of Indio

### Public Safety Campus

#### PROJECT CONTACT

Brian Tully, Assistant Chief - Indio Police Department  
760.541.4305  
City of Indio

#### SERVICE

MEP Engineering Services

The City of Indio expanded its Public Safety Campus to include three new buildings: Public Safety Support (PSS) Building (~23,000 SF), a Communications/Dispatch Center (~7,400 SF), and a Fire Station (~13,267 SF). This expansion bolstered the city's public safety infrastructure, enhancing response capabilities and operational efficiency across essential services. P2S provided Mechanical, Electrical, and Plumbing (MEP) design services for the new buildings,

ensuring robust, energy-efficient, and compliant systems across all facilities.

P2S supported this project across all design phases, from schematic design through construction support, covering critical aspects of the MEP design process to meet compliance, energy efficiency, and safety requirements. Some of the mechanical deliverables included trunk line plans with prelim sizes, roof plans with prelim unit quantities, sizes and clearances. The electrical deliverables included electrical room prelim layouts.

Highlights of the project include generator back up (72 hours) for all buildings, UPS back up for data rooms, photovoltaic for the facility, redundant mechanical systems (n+1), electric vehicle chargers, and specialty vehicle exhaust in truck apparatus bays. This new state of the art dispatch center and public services buildings, which is now the heart of Indio's communication, will be the home to police and fire personnel.

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The expansion of buildings will provide a new communication center and new living quarters for firefighters. Services from the new facilities will enhance the quality of life for the Coachella Valley residents and visitors.

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PROJECT EXPERIENCE

P2S



## City of Long Beach

### Police Station Upgrades

**PROJECT CONTACT**

Jodi Reese, Principal  
 562.436.9900, jreese@kardentdesign.com  
 Kardent Design

**SERVICE**

ME FP Engineering Services

P2S provided mechanical, electrical and fire protection engineering design for the remodel and tenant improvements of the Long Beach PD South Division station, which included the upper basement, floors 1, 2, 3 and 5, bicycle stations, storage area and exterior patio.

**PROFESSIONAL SERVICES**

February 2017 – October 2017



## City of Lawndale

### City Hall Upgrades

**PROJECT CONTACT**

Frank Senteno, Director of Public Works  
 310.973.3266 fsenteno@lawndalecity.org  
 City of Lawndale

**SERVICE**

MEP Engineering Services

P2S was the prime consultant providing MEP engineering design and managing the civil and structural engineers for the upgrade of the existing multi-zone air handler located in the to the City of Lawndale City Hall building. The scope included a rough order of magnitude construction cost estimate, MEP construction drawings as well as associated specification sections for the new air handling system. Construction Cost: \$450,000

**PROFESSIONAL SERVICES**

June 2016 - October 2016



725 S Figueroa Street  
37<sup>th</sup> Floor  
Los Angeles, California  
90017  
213.315.2277  
(T)

*Petersen Automotive Museum  
Los Angeles, CA*



**Saiful Bouquet Experience**  
Qualifications for Structural Engineering Services

**SELECT ON CALL CONTRACTS**

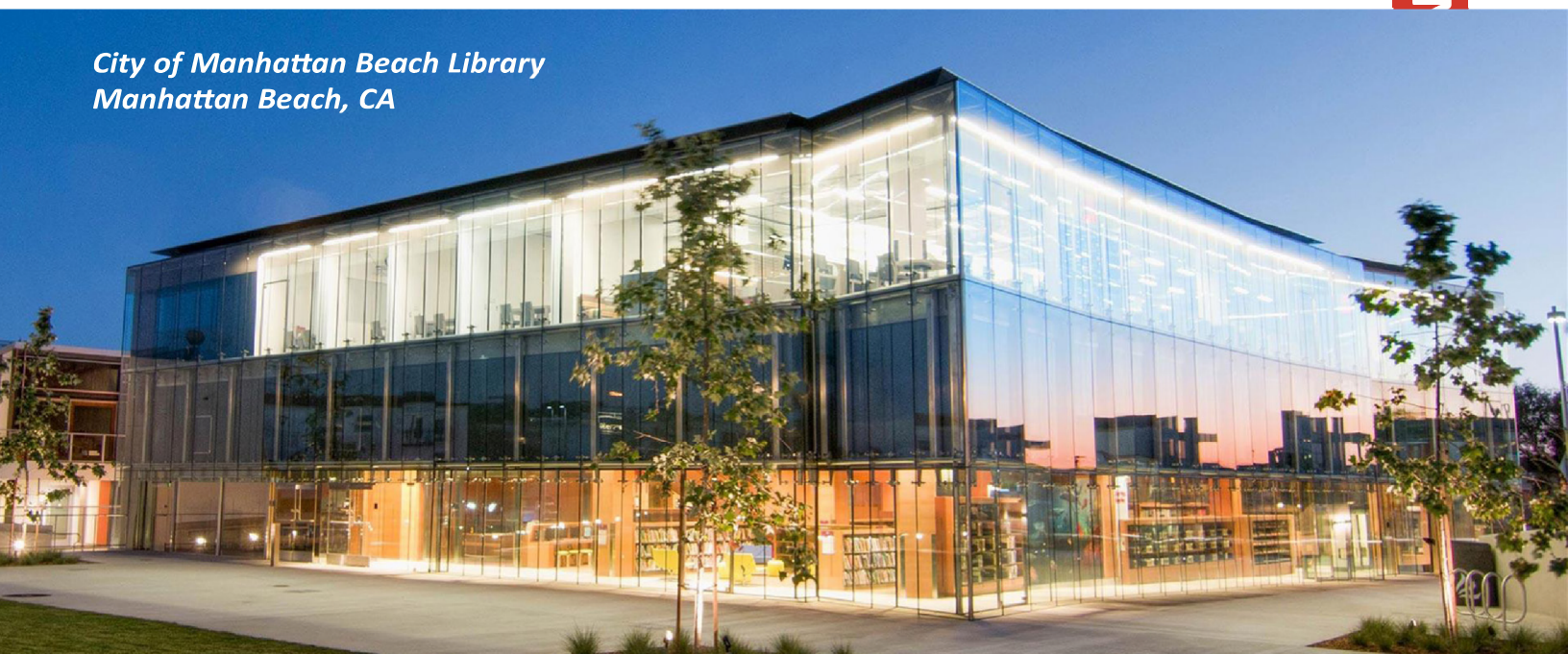
With over 28 years of expertise, Saiful Bouquet has delivered exceptional structural engineering services through On-Call contracts across Southern California. Our esteemed clientele in the Aviation, Public, K-12, Community College, Higher Education, and Healthcare sectors have benefited from our diverse portfolio, encompassing seismic evaluations and feasibility studies, new building projects, seismic retrofits, and tenant buildouts. Our extensive on-call experience and longstanding client collaborations serve as a testament to our commitment to excellence and innovation in delivering creative, cost-effective structural solutions.

**PUBLIC SECTOR EXPERIENCE**

Saiful Bouquet has been the structural engineer of choice for many complex, performance-critical government structures such as city halls, libraries, cultural facilities, community recreation and health centers, public transit facilities, airport terminals, government office buildings, data centers, emergency operation centers, fire stations, and police and sheriff stations for our public sector clients. Our ability to develop complete documentation for public bid projects and coordinate the highly specialized requirements of various user groups with our design and construction partners is the key to our success in the public sector. Most of these projects require high levels of sustainable design. The following is a list of Saiful Bouquet's representative Public Sector experience:

Los Angeles ■ San Diego

*City of Manhattan Beach Library  
Manhattan Beach, CA*



www.SaifulBouquet.com

*Los Angeles County, High Desert  
Multi-Service Ambulatory Care Center  
Los Angeles, CA*



- LA County A/E Services On-Call
- LA County Seismic Retrofit On-Call
- LA County A/E Services for Probation Projects On-Call
- LA County Department of Health Services A/E Services On-Call
- LA County Department of Power and Water Building Evaluation On-Call
- LA County Department of Power and Water Building A/E Services On-Call
- LA County Engineering Design and Support Services On-Call
- LAWA MATOC Planning & Design Services at LAX and VNY
- LAWA MATOC Design-Build & Construction Services at LAX and VNY
- LAWA Architectural Design Services at LAX and VNY On-Call
- LAWA Airport Planning Professional Services at LAX On-Call
- San Diego International Airport (SAN) A/E Services On-Call
- Ontario International Airport (ONT) Planning & Support Services On-Call
- John Wayne Airport A/E Services On-Call
- Port of San Diego A/E Services On-Call
- City of San Diego High-Rise Peer Review On-Call
- UC Riverside Structural Engineering Services On-Call
- LAUSD Structural Engineering Services On-Call
- LACCD Sub-consultant On-Call
- Rancho Santiago CCD A/E Services On-Call
- Edison GO Building On-Call Support



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37<sup>th</sup> Floor  
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Saiful Bouquet Structural Engineers ■ Los Angeles ■ San Diego  
3

Page 2 of  
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37<sup>th</sup> Floor  
Los Angeles, California 90017  
213.315.2277 (T)  
www.SaifulBouquet.com

#### Select New Construction Projects

- Manhattan Beach Library
- Topanga Library
- Vasquez Rocks Interpretive Center
- Enterprise Park Pool
- Ted Watkins Pool
- Echo Park Recreation Center & Pool
- City of LA, Echo Park Recreation Facility
- Hilda L. Solis Care First Village
- City of LA, Hollywood Park Pool
- Los Angeles General Medical Center Mental Health Urgent Care Center (ongoing)
- Department of Mental Health Headquarters
- Countywide Data Center
- Los Padrinos Juvenile Detention Center
- MLK Jr. Medical Center Inpatient Tower
- High Desert Multi-Service Ambulatory Care Center
- Fire Station #128, Canyon Country
- Fire Station #93, Palmdale

#### Seismic Evaluations, Retrofits & Renovations

- Hall of Administration Seismic Retrofit (CMAR, cancelled after 100% CD)
- Chief Medical Examiner (CME) Administration & Services Building - Seismic Retrofit (ongoing)
- Civic Center Central Utility Plant - Seismic Retrofit (ongoing)
- Rancho Los Amigos Power Building Seismic Retrofit (Historic)
- LAC-USC, Chiller Plant Expansion Phase II
- LAC-USC, Central Plant Mechanical Upgrades
- Harbor UCLA Medical Center Electronic Health Record Infrastructure Upgrades
- CME Services Building Renovations & New Crypt Building
- Hall of Records - Main Building & Stack Building
- MLK Interns & Resident - North & South Resident Wing
- Central Public Health Center
- Health Services Administration Building
- Health Services Administration Parking Structure
- Harry Hufford Registrar Recorder County Clerk
- Belvedere AP District Office
- Dorothy Chandler Pavillion
- Ahmansen Theatre
- Mark Taper Forum
- Fre Pacoima Warehouse
- Rancho Los Amigos Medical Center Building 100
- LAC+USC Medical Center Crafts, Shops Warehouse Building
- Metro Special District Office
- HH Humphrey
- Alameda Street Garage
- Adams & Grand Garage
- Bob Hope Patriotic Hall

- Alameda Street Garage
- Adams & Grand Garage
- Emergency Operations Center
- General Hospital
- Pharmacy Building
- Civic Center Central Plant
- Hall of Administration
- Downtown Mental Health Center
- Vermont Corridor Phase 2
- MLK Jr. Original Main Hospital Building
- MLK Jr. Hospital Support Building
- MLK Jr. Central Plant City of LA, Van Nuys City Hall Seismic Retrofit (Historic)
- City of LA, Million Dollar Tower & Theater\* Seismic Retrofit (Historic)
- City of LA, Grand Central Marketplace\* Seismic Retrofit (Historic)
- City of LA, Emergency Operations Center
- City of LA, Wilshire Police Station Seismic Retrofit
- City of LA, Southwest Police Station Seismic Retrofit
- City of LA, Hollywood Police Station Seismic Retrofit
- City of LA, Venice Police Station Seismic Retrofit
- City of LA, Echo Park Recreation Facility
- City of LA, Hollywood Park Pool
- City of Glendale, Glendale Police Station
- City of San Marino, San Marino Public Library
- City of Pasadena, Allendale Branch Library
- City of Inglewood, Inglewood Main Library
- Pasadena Civic Auditorium Exhibition Hall Seismic Retrofit (Historic)
- City of Huntington Beach, Huntington Beach Civic Center Seismic Retrofit
- Riverside County, East County Detention Center (Indio Jail Facility)
- Oxnard Juvenile Justice Center (JJC)
- Riverside County, Law Library
- Southern California Edison Data Center
- LAWA LAX Midfield Satellite Concourse North
- LAWA LAX Concourse 0
- LAWA LAX Terminal 1 Replacement • LAWA LAX Terminal 1.5
- LAWA LAX Terminal 3 Replacement
- LAWA LAX American Airlines Terminal 4
- LAWA LAX Terminal 1
- Long Beach Airport Expansion & Upgrades
- Burbank Regional Intermodal Transportation Center
- John Wayne Airport Security Improvements
- San Bernardino International Airport Expansion & Renovation
- Van Nuys Airport
- City of El Monte Bus Terminal

- MTA Bus Plaza, Union Station, Phase II
- Southern California Regional Rail Authority Transit Control & Operations Support Facility

Saiful Bouquet Structural Engineers ■ Los Angeles ■ San Diego

## WHO WE ARE

RLA (Ridge Landscape Architects) is a full-service landscape architecture firm with 30+ years of experience shaping outdoor spaces across Southern California. We approach every project with creativity, collaboration, and humility, listening closely to ensure the best outcomes for our clients and communities. Our team is passionate about design and committed to making lasting, meaningful impacts. With expertise in design leadership, project management, and irrigation, we deliver innovative, sustainable, and thoughtful solutions efficiently and cost-effectively.

Our combination of technical skill, knowledge and intuitive design sense provides our clients with a professionally crafted and high quality product. We



Year Started 2025 – Year Completed Ongoing Design  
Agency Contact Information:  
Westgroup Designs  
Jon Freeberg – 949-250-0880 –  
jonf@westgroupdesigns.com  
Description: Hardscape, Irrigation and Planting Design and Documentation services provided for the addition of a 15,000sf Administration Building and Social Garden Space for this existing Landfill. Schematic Design, Design Development, Construction Documents, Plan/Check Permitting, Bid and Construction Administration Phases are a part of this project. Value: \$25,410 – RLA Fee

Year Started 2023 – Year Completed Ongoing  
Agency Contact Information:  
Westgroup Designs  
David Smith (retired) C.  
714.392.3834 E.  
onedjsmith@gmail.com  
Description: Hardscape, Irrigation and Planting Design and Documentation services

maintain our technical capabilities at a 'state of the art' level so that we're able to efficiently and seamlessly communicate design ideas with clients and other design disciplines. Whether it's drafting accurate and thorough construction details, massing three-dimensional digital models or quickly aligning the design to the sensibilities of project stakeholders, RLA is skilled in executing design solutions. Our knowledge of industry standards, current product specifications, probable construction costs and long-term maintenance issues is the result of experience gained in overseeing numerous projects from master planning through construction phase.

Development, Construction Documents, Plan/Check Permitting, Bid and Construction Administration Phases are a part of this project.  
Value: \$41,150 – RLA Fee for (6) stations total

RLA incorporates sustainable solutions in every design and has worked with professional teams to achieve LEED certification for several projects. We have three staff members who are LEED accredited. Our in-house irrigation design employs the most current water conserving methods including drip irrigation, smart weather based controllers and water harvesting. We know drought tolerant landscapes, water

Year Started 2020 – Year Completed 2021  
Agency Contact Information:  
KPFF Thinh Luc – 949-252-1022 – [thinh.luc@kpff.com](mailto:thinh.luc@kpff.com)  
Description: Irrigation and Planting Design for (1) 5,000 s.f. classroom building, 44-acre speed track and (2) parking lots. Schematic Design, Design Development, Construction Documents, Plan/Check Permitting, Bid and Construction Administration Phases were a part of this project. Value: \$41,790 – RLA Fee

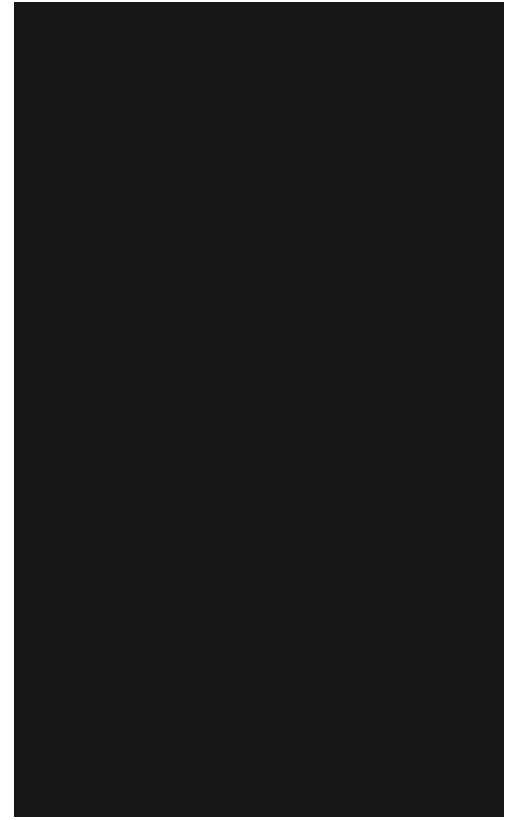
Year Started 2022 – Year Completed Ongoing  
Agency Contact Information:  
Boulder Associates Mila Volkova – 949-705-4089 – [mvolkova@boulderassociates.com](mailto:mvolkova@boulderassociates.com)  
Description: Master planning, Hardscape, Irrigation and Planting Design and Documentation services provided for a new 20-acre behavioral health campus in Perris California. Schematic Design, Design Development, Construction Documents, Plan/Check Permitting, Bid and Construction Administration Phases are a part of this project. Value: \$179,000 – RLA Fee |

quality  
measures  
and  
restrictions,  
sustainable  
construction  
practices  
and the  
native  
ecosystems  
of Southern  
California;  
it's what we  
are  
immersed in  
every day.

We pride  
ourselves in  
being local.  
It's  
important to  
RLA to  
provide a  
level of  
service that  
only  
someone  
nearby can  
give, and  
information  
that only  
someone in  
the area  
would know.  
We  
specialize in  
California  
and our  
clients can  
attest to our  
proficiency.  
Our projects  
aren't on

opposite  
sides of the  
globe and  
neither is  
our  
attention.

We will be  
there for the  
needs of our  
clients and  
projects.



## FIRM PROFILE

## FIRM PROFILE



OCMI, Inc. is a respected project management consultancy that excels in quality their resources as our own. Established in 1982 as a cost consultancy serving owners and design professionals, OCMI has evolved over the past 43 years to offer comprehensive services covering every aspect of program, project, and construction management.

### TAILORED APPROACH TO SOLUTION-ORIENTED PROJECT EXECUTION

Veteran Business Enterprise (DVBE) with twelve offices nationwide. From programming through post-construction, OCMI tailors our services to meet our client's specific needs and program or project goals. Our in-house services include:

OCMI leads the way in estimating, scheduling, project controls, and construction management solutions with a reputation for collaboration and innovation. As a valued teaming partner for owners, architects, engineers, and general contractors, our primary focus is to independently protect the best interests of our clients by managing risk and bringing value to the design and construction process. We pride ourselves on our responsiveness to client needs, diligence, and accuracy.

OCMI will work to proactively avoid any issues that could obstruct project progress for our clients. The strength of our firm is demonstrated by a healthy backlog of future work and through repeat business and referrals.



We are certified California Disabled <sup>A</sup>

YEARS IN BUSINESS  
**43**

TOTAL STAFF  
**165**

COST ESTIMATING PROJECTS  
**10,000+**

TOTAL PROJECTS COMPLETED  
**13,000**

### MARKETS WE SERVE

OCMI customizes its solutions to meet the needs of a diverse group of clients and projects of any size, both domestically and internationally. Since our inception, OCMI has provided cost estimating, scheduling, and project management services for more than 13,000 projects. Through this experience, the firm has completely understood the project lifecycle, beginning with preconstruction planning, design, construction, and close-out. OCMI's firm experience includes every type of

- Aquatic Centers
- Athletic Facilities
- Aviation
- Bridges & Roadways • City Halls & Community Facilities
- Community Colleges
- Dams and Reservoirs
- Data Centers • Embassies & Chanceries
- Energy Reduction
- Higher Education



OCMI, Inc.

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### OUR SERVICES



#### COST CONTROL

- » Benchmarking
- » Market Studies
- » Cost Modeling
- » Value Engineering
- » Cost Estimating
- » Variance Reports
- » Dashboarding
- » Bid Analysis
- » Change Order Analysis



#### SCHEDULE CONTROL

- » Master Programming
- » Baseline Scheduling
- » Project Analysis
- » Delay Analysis
- » Analytics & Reporting
- » Pull Planning



#### PM/CM

- » Project Development
- » Program Management
- » Implementation & Oversight
- » Project Controls
- » Construction Quality Management

### COMPREHENSIVE COST ESTIMATING building, facility, and civil infrastructure project, including:

- ality
- Hospitals & Clinics • Industrial & Manufacturing
- Infrastructure
- K-12 Education • Life Science & Research Buildings
- Libraries
- Multi-Family &
- Office & Retail
- Parks and Recreation



- H Residential
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## & PROJECT CONTROL SERVICES

- Parking Structures
- Performing Arts
- Pipelines & Waterways
- Ports & Land Ports of Call

Aimed at minimizing risk and adding value to your

project, OCMI's Cost Control suite delivers a menu of

of in-house, tailored solutions that produce accurate cost data to ensure that our client's

projects remain on the budget until successful

## FIRM PROFILE

OCMI has provided cost estimating services for municipal entities in Southern California for new construction and renovations, including capital improvements. Below is an abbreviated list of recent projects.

- CA DGS: Junipero Serra State Building ADA Improvements
- City of Berkeley: Corp Yard Fleet EV Charger – (*northern CA, but relevant to this pursuit*)
- City of Carlsbad: Fleet Maintenance Building
- City of Carson: Median Landscaping Design
- City of Chula Vista: Bayfront Parks, Harbor Park
- City of Chula Vista: Friendship Park Deck Expansion
- City of Chula Vista: University Innovation District Phase 1
- City of Colton: Zero Net Energy City Building Project
- City of Colton: Police Department and City Hall
- City of Coronado: Cays Park Master Plan
- City of Downey: Measure S Projects
- City of El Cajon: Wells Park Pickleball Complex
- City of Fremont: Fire Stations 4 & 10, Generator Replacement
- City of Garden Grove: Police Department Needs Assessment
- City of Glendale: City Hall Renovation
- City of Irvine: Operations Support Facility Improvements
- City of Long Beach: Health Emergency Generator
- City of Long Beach: Marina Green Parking Lot
- City of Long Beach: MSC Energy Efficiency Upgrades, Roof & HVAC Replacement
- City of Los Angeles: Citywide Maintenance Yard Facilities Assessment
- City of Lynwood: Civic Center ADA Upgrade
- City of Ontario: Corporate Yard
- City of San Diego: Balboa Park Botanical Building and Grounds

- Entry
- Public Safety Facilities
- Themed Entertainment
- Transportation
- Utility Improvements
- Water/Wastewater

OCMI maintains a local staff of professional cost estimators and many Certified Cost Professionals. Our in-house cost database is managed and updated with local and national data. Our cost estimating services are provided throughout the project's life, planning to post, and construction/occupancy. OCMI's data visualization promotes ease of evaluation and presentation to clients.



OCMI, Inc.

- City of San Diego: DeAnza NE Parking Lot Improvements
- City of San Diego: Ocean Beach Lifeguard Station
- City of San Diego: Playa Pacifica Comfort Station, Playground & Basketball Courts Improvements & North Parking Lot Modification #4
- City of San Diego: Salk Neighborhood Park
- City of San Diego: San Ysidro Activity Center (SYAC) Play Area, Parking Lot Improvements and ADA Upgrades
- City of Santa Monica: Council Chambers Audio-Visual System and Update
- City of Santa Monica: EV Charging
- City of Santa Monica: Lincoln Neighborhood Corridor Plan - Streetscape, Phases 1 & 2
- City of Santa Monica: Modernization of CAO Offices
- City of Santa Monica: Pier Accessibility Upgrades
- City of Torrance: Wilson Park/Jefferson St. Frontage Improvements
- Lakewood Civic Center: Doors and ADA Parking



OCMI, Inc.

**City of Irvine: Operations Support Facility (OSF) Improvements** *Owner Contact: N/A*  
 – OCMI was a subconsultant to the AE  
 Role: Cost Estimator  
 Dates of Performance: 4/2021 – 12/2022

*Value: Varies by project (\$18,810 OCMI Fee)*

OCMI provided cost estimating services to the architect for various facility improvements, with John focused on estimates at the Design Development and Construction Document milestones. Projects included: expansion of the administration building (5,000 SF addition); installation of fire sprinklers in the administration building and the operations warehouse; relocation of the existing fueling island (including above-ground fueling tanks); relocation of the existing streets maintenance building; and expansion of the employee and public parking lots.

**City of Hermosa Beach: Community Theater Needs Assessment**

*Owner Contact: N/A – OCMI was a subconsultant to the AE*

*Role: Cost Estimator*

*Dates of Performance: 5/2020 – 8/2020*

*Value: \$5M-\$13.4M, depending on options (\$3,500 OCMI Fee)* OCMI provided Rough Order of Magnitude (ROM) cost estimates for renovation assessments to the 8,000 SF *historic* City of Hermosa Beach Community Theater. The venue is a 502-seat theater, along with an 85-seat second-story theater. The entire community services facility also houses a senior center, museum, dance hall, meeting rooms, and classrooms. The venue is primarily used as a rentable space for many events, including film screenings, special events, and community gatherings. Our estimates helped the Owner compare a major renovation/addition to transform the facility into a regional performing arts center versus a

conservative renovation that would maintain and enhance a more community-focused approach. Our estimates were between \$5M-\$13.4M, depending on direction to proceed.

**City of Hermosa Beach: Records Department Tenant Improvement**

*Owner Contact: N/A – OCMI was a subconsultant to the AE*

*Role: Cost Estimator*

*Dates of Performance: 3/2024 – 4/2024*

*Value: \$557,000 (\$4,488 OCMI Fee)*

OCMI provided a ROM estimate for options to renovate 1,855 SF for the City of Hermosa Beach at a community center that would be better suited as a records department. The space was being converted from a former shower and locker room area and had to be properly set up for a new use, ensuring safe retention and processing of public records. Improvements were intended to bring the space to current health and building safety standards by adding a new sprinkler system, a new ventilation system, pipe repairs, seismic retrofit of records shelving, and lighting modifications.



# 3.2.6

## Project Management Plan



### 3.2.6 Project Management Plan

Westgroup Designs approaches on-call assignments with a structured, transparent, and proactive management process that emphasizes responsiveness, clear communication, and accountability. Our goal is to ensure that each task order is delivered on schedule, within budget, and to the highest standard of quality.

#### Responsiveness & Communication

Upon receiving a request from the City, our Contract Manager will promptly confirm receipt, review the scope, and mobilize the appropriate team. The Contract Manager serves as the single point of contact with the City, consolidating communication across subconsultants, task-specific project managers, and technical staff. This ensures clarity, avoids duplication, and provides the City with a consistent and accountable liaison.

#### Oversight of Task Orders

Each task order is tracked through our internal project management system, which monitors schedule, budget, and deliverables. Regular updates and milestone reviews will be shared with the City, ensuring alignment with priorities and early identification of potential risks.

#### Schedule, Budget, and QA/QC

We rely on milestone-based schedules and cost tracking to maintain tight control of time and budget. Our Director of Project Delivery oversees a rigorous QA/QC process, applying multi-level reviews to confirm accuracy, compliance, and constructability. This ensures that all deliverables are clear, coordinated, and buildable.

#### Work Plan for a Typical Project

While each task order is tailored to the City's needs, our general project workflow includes the following phases:

##### 1. PRE-DESIGN.

Our process begins with visioning and programming, engaging stakeholders to align goals and confirm project direction. This phase establishes guiding principles, verifies the building program or master plan, and incorporates site analysis, standards, and early conceptual ideas.

#### Deliverables may include:

- Visioning documentation | Guiding principles | Site context and analysis | Master Plan/program verification | Standards implementation | Preliminary design concepts | Initial code review | Preliminary cost and phasing review

#### Checkpoints:

- **Client Review:** Validate vision and guiding principles | **Budget Check:** Confirm feasibility against preliminary cost estimates | **QA/QC:** Early review of program alignment and compliance | **Schedule:** Establish project milestones and phasing strategy.

##### 2. DESIGN PACKAGE

**Schematic Design.** We translate the program into functional design solutions aligned with budget goals. Concepts are refined and informed by early analysis, with guiding principles at the forefront.

**Design Development.** Details are advanced to define performance requirements and coordinate systems. Architecture, interiors, and engineering are integrated to ensure accuracy and constructability.

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#### Deliverables may include:

- Refined design concepts | Basic building systems infrastructure | Code review | 3D BIM renderings | Cost plan and updated estimates | Detailed building components (architecture, engineering, interiors) | Preliminary specifications

#### Checkpoints:

- **Client Review:** Design presentations to confirm direction | **Budget Check:** Refine cost estimates against scope | **QA/QC:** Multi-disciplinary review for coordination | **Schedule:** Update timelines based on design progress.

##### 3. FINAL DESIGN & BIDDING

**Construction Documents / Agency Approval.** Comprehensive documents are prepared with emphasis on coordination, accuracy, and quality. BIM integration ensures consistency, and agency reviews are completed for approvals.

**Bidding.** We support the City in securing qualified contractors through a transparent process. This includes preparation of bid packages, pre-bid meetings, addenda, and review of contractor proposals. WD assists in addressing pre-construction RFIs and evaluating substitutions.

#### Deliverables may include:

- Final construction documents | Agency approvals | Constructability review | Final cost estimate | Final schedule

#### Checkpoints:

- **Client Review:** Final review of construction package | **Budget Check:** Align final estimate with funding availability | **QA/QC:** Comprehensive review of all documents before submittal | **Schedule:** Confirm readiness for bidding and award.

##### 4. CONSTRUCTION

**Construction Administration & Occupancy.** Our project leaders maintain continuity and oversee construction with responsive communication and thorough knowledge of project intent. We review submittals, provide progress updates, and monitor cost and schedule. Close-out activities ensure a smooth transition to occupancy.

#### Deliverables may include:

- Shop drawing review | Construction progress updates | Project cost updates | O&M manuals | Occupancy documentation | Construction management support if needed | Cost and schedule review | Value engineering analysis if required

**Checkpoints:**

- **Client Review:** Regular progress meetings and milestone walkthroughs | **Budget Check:** Ongoing review of construction costs and change orders | **QA/QC:** Site observations, field reports, and submittal reviews | **Schedule:** Continuous monitoring to track contractor progress.

## Project Management Plan

Westgroup operates within a project management led environment with an open, responsive and collaborative single point of contact.

Through this disciplined approach, combining responsive management, strong communication, rigorous QA/QC, and a clear step-by-step process, Westgroup Designs ensures that every task order is executed efficiently, transparently, and to the City’s highest standards. Please see a detailed description of the deliverables and implementation plan on the following pages.

### VISIONING, MASTER PLAN PROGRAMMING VERIFICATION

Our design approach begins with stakeholders and build collaboratively with you even as we monitor our design’s performance against vision and program.

**Inclusive** - Involving all parties to the project and creating common understanding as basis for consensus.

**Explicit** - Early definition of goals fundamental to the project.

**Incremental** - Conceptual and design decisions build logically upon each other, subordinated to the project goals.

**Efficient** - Major conceptual decisions facilitated by senior design professionals on-site in real time.

**Interactive** - Collaboration based on mutual respect and commitment to overarching project goals.

**Project & Site Specific** - Expressing the unique character and culture of your City; exploring early the influences of placement.

Client Review

QA/QC Checks



### SCHEMATIC DESIGN

We translate your program into a final design that works functionally and aligns with your budget expectations.

This includes refinement of early design decisions and a thorough understanding of important issues while never losing sight of the early concept ideas and guiding principles.

### DESIGN DEVELOPMENT

Project details will come into focus during this phase.

This is where the exact construction and performance requirements of the project go through final selection and coordination and are detailed.



**Deliverables**

Visioning process documentation

- Guiding principles
- Site context & analysis
- Building program /Master Plan Verification

- Standards implementation
- Preliminary design concepts
- Code review
- Preliminary pricing and phasing

Final design • building components

Basic building (Architecture, Engineering, Design)

Code review

Cost estimate

3D BIM renderings

Preliminary • Preparation of cost specifications plan

Code review

Detailing of all systems Interior infrastructure

**CONSTRUCTION DOCUMENTS / AGENCY APPROVAL**

The process of producing the final construction documents requires **comprehensiveness, efficiency and quality.**

The most critical items are coordination with consultants and quality of documentation and this is achieved through integrated documents using BIM, verification of requirements, and submittal of complete documents for review.

**BIDDING\***

To secure a competent contractor through competitive bidding is an essential part of the process in achieving the owner's desired delivery method.

Complete documents in bid packages combined with pre-bid conferences and jobwalks, preparation of addenda, evaluation of contractor's proposed substitutions of systems and a responsive RFI process during bidding. WD will support the Project Manager in answering all pre-construction RFI's. \*T.B.D based on City's procurement process

**CONSTRUCTION ADMINISTRATION & OCCUPANCY**

This is where we make sure your project is built as you have specified.

It is crucial to have experienced project leaders continue to lead the project team in this phase, which provides consistency and continuity. They administer the flow of all communications to ensure that the A/E team's full project knowledge is applied to, and enhances, the success of the project. The A/E team's response will be more coordinated, more informed, and more responsive.

**1 PRE-DESIGN**

**BIDDING 4 CONSTRUCTION**

**2 DESIGN PACKAGE 3 FINAL DESIGN**

- Construction documents
- Agency approvals
- Constructability review
- Final cost estimate
- Final schedule
- CM support if needed
- Cost & schedule review
- Value engineering analysis if required

- Shop drawing review
- Construction progress updates
- Project cost updates
- O&M manual
- Project occupancy documentation



Budget Check.....



# 3.2.7

## Required Forms



REENTRY  
OPPORTUNITY  
CENTER

COUNTY OF LOS ANGELES

County of Los Angeles  
Department of Public Works  
Renovation Project \*

\* Project Experience of P2S



*San Bernardino County  
Sheriff's Training Academy*

### 3.2.7 Required Forms

RFQ 25-003

City of Hermosa Beach



\_\_\_\_\_  
, City Attorney

### 6.2 Required Forms

6.2.1 Certification of Qualifications

RFQ #: 25-003

The undersigned hereby submits its statement of qualifications and agrees to be bound by the terms and conditions of this Request for Qualifications (RFQ).



1. Proposer declares and warrants that no elected or appointed official, officer or employee of the City has been or shall be compensated, directly or indirectly, in connection with this statement of qualifications or any work connected with this statement of qualifications. Should any agreement be approved in connection with this Request for Qualifications, Proposer declares and warrants that no elected or appointed official, officer or employee of the City, during the term of his/her service with the City shall have any direct interest in that agreement, or obtain any present, anticipated or future material benefit arising therefrom.
2. By submitting the response to this request, Proposer agrees, if selected to furnish services to the City in accordance with this RFQ.
3. Proposer has carefully reviewed its statement of qualifications and understands and agrees that the City is not responsible for any errors or omissions on the part of the Proposer and that the Proposer is responsible for them.
4. It is understood and agreed that the City reserves the right to accept or reject any or all statement of qualifications and to waive any informality or irregularity in any statement of qualifications received by the City.
5. The statement of qualifications response includes all of the commentary, figures and data required by the Request for Qualifications.
6. The statement of qualifications shall be valid for 90 days from the date of submittal.
7. Proposer acknowledges that the City may issue addendums related to this RFQ and that the proposer has reviewed the following addendums which have been issued:  
  
 Addendum: \_\_\_\_\_ **1, DATED 09.08.2025**  
 Addendum: \_\_\_\_\_  
 Addendum: \_\_\_\_\_  
 Addendum: \_\_\_\_\_
8. Proposer further acknowledges the provisions of any addendums issued have been incorporated into their statement of qualifications.

Signature of Authorized Representative:

Printed Name and Title:

**PARISIMA HASSANI, ASSOC. AIA, IIDA, CID,  
NCIDQ  
CEO + MANAGING PRINCIPAL**



6.2.2 Non-Collusion Affidavit

RFQ #: \_\_\_\_\_ **25-003**

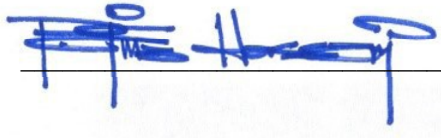
The undersigned declares states and certifies that:

1. This statement of qualifications is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation.
2. This statement of qualifications is genuine and not collusive or sham.
3. I have not directly or indirectly induced or solicited any other Proposer to put in a false or sham statement of qualifications and I have not directly or indirectly colluded, conspired, connived, or agreed with any other Proposer or anyone else to put in a sham statement of qualifications or to refrain from submitting to this RFQ.
4. I have not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the rate schedule price or to fix any overhead, profit or cost element of the rate schedule price or to secure any advantage against the City of Hermosa Beach or of anyone interested in the proposed contract.
5. All statements contained in the statement of qualifications and related documents are true.
6. I have not directly or indirectly submitted the rate schedule price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation,

partnership, company, association, organization, RFQ depository, or to any member or agent thereof, to effectuate a collusive or sham statement of qualifications.

7. I have not entered into any arrangement or agreement with any City of Hermosa Beach public officer in connection with this statement of qualifications .

8. I understand collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards.



Signature of Authorized Representative:

Printed Name and Title:

**PARISIMA HASSANI, ASSOC. AIA,**

**IIDA, CID, NCIDQ**

**CEO + MANAGING PRINCIPAL**

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RFQ 25-003

City of Hermosa Beach



6.2.3 Compliance with Insurance Requirements

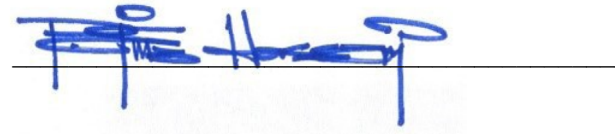
RFQ #: **25-003**

The selected consultant will be expected to comply with the City s insurance requirements contained within this RFQ.

The undersigned declares states and certifies that:

1. Proposer agrees, acknowledges and is fully aware of the insurance requirements as specified in the Request for Qualifications.
2. If selected, proposer agrees to accept all conditions and requirements as contained therein.

Signature of Authorized Representative:



Printed Name and Title:

**PARISIMA HASSANI, ASSOC. AIA,**

**IIDA, CID, NCIDQ**

**CEO + MANAGING PRINCIPAL**

RFQ 25-003

City of Hermosa Beach



6.2.4 Acknowledgement of Professional Services Agreement

RFQ #: **25-003**

The selected consultant will be expected to comply with and sign the City s Professional

Services Agreement. Proposers should identify and/or indicate any exceptions to the Sample Professional Services Agreement included in Section 6.2. The City Attorney or their designee retains the discretion to accept or reject proposed exceptions or modifications to the City s Professional Services Agreement.

1. Proposer agrees, acknowledges and is fully aware of the conditions specified in the City's Sample Professional Services Agreement.
2. Proposer agrees to accept all conditions and requirements as contained therein with exceptions noted as follows:

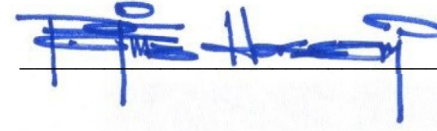
  N/A  

—

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—

—



Signature of Authorized Representative:

Printed Name and Title:

**PARISIMA HASSANI, ASSOC. AIA, IIDA, CID, NCIDQ**  
**CEO + MANAGING PRINCIPAL**



*Let's create something  
great together.*



**OC** 19900 MacArthur Boulevard, Suite 1000, Irvine, CA 92612 | O 949.250.0880 | T  
949.250.0880

**LA** 700 South Flower Street, Suite 1000, Los Angeles, CA 90017 | O 323.250.1222

**IE** 3600 Lime Street, Building 2, Riverside CA, 92501 | O. 951.250.7777

[WestgroupDesigns.com](http://WestgroupDesigns.com)



# EXHIBIT B

## RATE SCHEDULE

# CITY OF HERMOSA BEACH

Statement of Qualifications (RFQ) No. 25-003  
for On-Call Professional Architectural Services - **3.2.8 Rate Schedule**





### 3.2.8 Rate Schedule

#### P2S LP M / E / P/ TECHNOLOGY / DATA ENGINEERING SERVICES

PRINCIPAL ENGINEER.....	\$365
ENGINEER GRADE 05.....	\$308
ENGINEER GRADE 04.....	\$299
ENGINEER GRADE 03.....	\$256
ENGINEER GRADE 02.....	\$236
ENGINEER GRADE 01.....	\$209
DESIGN ENGINEER GRADE 05.....	\$256
DESIGN ENGINEER GRADE 04.....	\$236
DESIGN ENGINEER GRADE 03.....	\$209
DESIGN ENGINEER GRADE 02.....	\$185
DESIGN ENGINEER GRADE 01.....	\$165
DESIGNER GRADE 04.....	\$176
DESIGNER GRADE 03.....	\$165
DESIGNER GRADE 02.....	\$151
DESIGNER GRADE 01.....	\$145
CAD/BIM DESIGNER GRADE 04.....	\$146
CAD/BIM DESIGNER GRADE 03.....	\$131
CAD/BIM DESIGNER GRADE 02.....	\$118
CAD/BIM DESIGNER GRADE 01.....	\$108



**HOURLY RATES**

**WESTGROUP DESIGNS ARCHITECT**

PRINCIPAL.....	\$320
DIRECTOR.....	\$294
DESIGN DIRECTOR.....	\$277
SR PROJECT MANAGER.....	\$250
SR PROJECT ARCHITECT.....	\$242
QA/QC.....	\$208
SPECIFICATIONS WRITER.....	\$200
SENIOR COORDINATOR.....	\$200
PROJECT ARCHITECT.....	\$185
PROJECT MANAGER.....	\$185
SENIOR JOB CAPTAIN.....	\$171
PROJECT COORDINATOR.....	\$165
PROFESSIONAL STAFF I.....	\$145
PROFESSIONAL STAFF II.....	\$135
PROFESSIONAL STAFF III.....	\$120
ADMINISTRATIVE.....	\$ 77

COMMISSIONING GRADE 05.....	\$308
COMMISSIONING GRADE 04.....	\$268
COMMISSIONING GRADE 03.....	\$228
COMMISSIONING GRADE 02.....	\$182
COMMISSIONING GRADE 01.....	\$156

Our hourly rates will be fixed for the entire 2025 and 2026. From 2027, WD confirms that our annual increase will not exceed the relevant Consumer Price Index for the preceding 12-month period.

**REIMBURSABLE EXPENSES**

Includes actual expenditure made by WD incurred in the interest of the Project and as directed by the client or the client’s consultants. These may include, but are not limited to, computer plotting, required overnight delivery, formal presentation finish boards.

**ADDITIONAL SERVICES**

Additional services will be based off scope change or requested additional services from the client. These fees will be based off hourly rates and bound by mutual agreement by both parties.

TECHNICAL  
 WRITER.....\$165  
 PROJECT ASSISTANT.....\$108

**OCMI (DVBE) - COST ESTIMATING**

PRINCIPAL.....\$  
 350 SNR.  
 DIRECTOR.....\$290  
 DIRECTOR.....\$  
 275  
 ASSOCIATE  
 DIRECTOR.....\$250 SNR.  
 COST MANAGER.....\$230  
 COST  
 MANAGER.....\$215  
 SNR.  
 ESTIMATOR.....\$195  
 SNR. RISK  
 ANALYST.....\$250  
 COST ESTIMATOR II.....\$180  
 COST ESTIMATOR I.....\$165  
 ECONOMIST.....\$  
 230  
 RISK  
 ANALYST.....\$230

**SAIFUL BOUQUET - STRUCTURAL ENGINEERS**

MANAGING / SENIOR PRINCIPAL.....\$335  
 PRINCIPALS.....\$305  
 ASSOCIATE PRINCIPAL/SR.

PROJECT  
MANAGER.....\$265

PROJECT  
MANAGER.....\$250

SENIOR PROJECT ENGINEER.....\$210

PROJECT  
ENGINEER.....\$180

SENIOR ENGINEER/SENIOR ANALYST...\$160

ENGINEER.....  
.\$150

DESIGN  
ENGINEER.....\$140

SENIOR STRUCTURAL COORDINATOR..\$180

BIM PROJECT MANAGER.....\$170

SENIOR PROJECT BIM DESIGNER.....\$155

PROJECT BIM DESIGNER.....\$145

BIM SENIOR  
DESIGNER.....\$140

BIM

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**RLA - LANDSCAPE ARCHITECT**

PRINCIPAL.....  
..\$220

ASSOCIATE.....  
..\$190

SENIOR PROJECT  
MANAGER.....\$180

PROJECT  
MANAGER.....\$170

IRRIGATION  
DESIGNER.....\$170

SR JOB  
CAPTAIN.....\$130

JOB  
CAPTAIN.....\$12  
0

DRAFTSPERSON.....  
\$110

GOMEZ, EDWARD ARTHUR JR      C40116      06.30.2027

STOCKLER, NICHOLAS ROBERT      C37188      03.31.2027

ROY J. FREY      C41859      05.31.2027

**SELECT LIST OF OTHER LICENSES HELD LEED  
ACCREDITED PROFESSIONALS:**

JON FREEBERG      10782304-AP-  
BD+C      03.22.2027

KENNETH ONG      10721785-AP-  
BD+C      10.17.2025

JOSHUA SMITH      10164548-AP-  
BD+C      10.19.2025

**SELECT LIST OF OTHER LICENSES HELD  
NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS  
(NCARB) PROFESSIONALS:**

JOSHUA JAMES SMITH      69720      N/A

CLAYTON DODD      99278      N/A

**CERTIFIED INTERIOR DESIGNERS:**

PARISIMA HASSANI      6818      10.28.2025

ROBYN TAYLOR      2832      02.18.2026

ROY FREY      7152      04.04.2026

ISABEL GUEVARA      7453      06.18.2026

<i>POSITION</i>	<i>LICENSE HOLDER NAME</i>	<i>LICENSE #</i>	<i>EXPIRY DATE</i>
-----------------	----------------------------	------------------	--------------------

DESIGNER.....\$125	ADMINISTRATIVE.....\$		
PRESENTATION DESIGNER.....\$175	110		
ADMINISTRATIVE ASSISTANT.....\$120	SMITH, JOSHUA JAMES	C32284	05.31.2027
SUPPORT STAFF.....\$100	FREEBERG, JON LEWIS PEARCE	C38190	12.31.2025
	NG, KENNETH J	C32255	10.31.2025
	CECCONI, MICHAEL	C30141	10.31.2025
	WHITRIDGE, JAMES C	C26230	01.31.2027
	COUNTER, ROBERT DALE	C12679	01.31.2027
	THOMPSON, THOMAS WAYNE	C21470	03.31.2027
	DODD, CLAYTON DANIEL	C41344	11.30.2025

**ARCHITECTURAL LICENSES:**

**OC** 19900 MacArthur Boulevard, Suite 1000, Irvine, CA 92612 | O 949.250.0880 | T 949.250.0880

**LA** 700 South Flower Street, Suite 1000, Los Angeles, CA 90017 | O 323.250.1222

**IE** 3600 Lime Street, Building 2, Riverside CA, 92501 | O. 951.250.7777

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