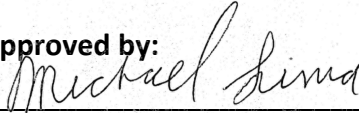
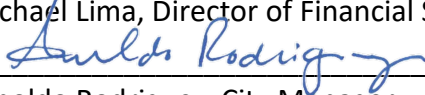


REPORT TO CITY COUNCIL

Approved by:



Michael Lima, Director of Financial Services



Arnaldo Rodriguez, City Manager

Council Meeting of: May 17, 2023

Agenda Number: D-2

SUBJECT:

Agreement with RRM Design Group for Architectural and Engineering (A/E) Design Services on the Intermodal Transit Center

RECOMMENDATION:

Adopt a Resolution approving an agreement with RRM Design Group to provide engineering and architectural services for the Madera Intermodal Transit Center renovation in the amount of \$285,961 plus a 10% contingency amount for potential extra services.

SUMMARY:

The City released a Request for Proposals (RFP), No. 202223-17, soliciting bids to provide engineering and architectural services for the renovation of the Madera Intermodal Transit Center on March 18, 2023. The RFP was posted on the City's website and published in the Madera Tribune. The proposal was sent to all 40 firms that were registered with the City on PlanetBids. An additional 250 firms received notification through PlanetBids.

A required pre-proposal site visit was held on April 4, 2023. Only one firm representative attended this site visit. The bid proposal was received from RRM Design Group on April 27, 2023. The proposal was reviewed by staff at an evaluation meeting held on May 2, 2023. Staff determined the proposal submitted by RRM Design Group meets all the RFP requirements.

It is worth noting that RRM Design Group designed Fire Station 58.

DISCUSSION:

The Intermodal Transit Center is located at 123 E Street. It previously housed the City's Transit Operator until the new Madera Transit Center opened in April 2020. Currently, the facility is

occupied by Madera Cab Company and serves as a pickup and drop-off location for Greyhound, Madera County Connection, and Madera Metro. The purpose of this RFP is to receive plans for the renovation of the Madera Intermodal Transit Center. The designs will include the following:

1. Convert the North Wing (Attachment A) into a waiting area for transit passengers.
2. Provide office space for staff, including a front desk receptionist.

The renovation designs were required to include structural, mechanical, electrical, plumbing, site/civil engineering services, energy modeling/analysis, technology, and security integration/management. The Intermodal serves as a transfer hub for Madera Metro; thus, designs were also required to include exterior improvements such as lighting, signage, and landscaping.

Scope of Work

The firm selected had to provide full A/E design services for the project. The design services include:

3. Prepare renovation plans for the office building, including structural, electrical, mechanical, plumbing, communications, and security elements.
4. Prepare perimeter improvements for vehicle access, pedestrian safety, and landscaping.
5. Evaluate the use of solar panels to be placed on the building at a future date.
6. Conduct weekly progress meetings with City staff to review project status. Firm shall revise site design plans as requested by City. The design plans shall have submittals at 30, 50, 90, and 100 percent final design (the proposal must include a draft timeline highlighting submittals).
7. The Final Design shall contain architectural and engineering construction drawings, including all details, materials, finishes, fixtures, and site work required.
8. Provide an engineer's estimate for all proposed renovations and improvements.
9. Provide for all printing and reports, and plans for City staff review and acceptance.

Standards and Specifications

The existing project area of the Intermodal Transit Center is approximately 1,400 square feet. Attachment A contains details on the project area. The project area is separated by a breezeway with East and West entrances. The design includes:

1. Renovation of restroom with the replacement of flooring, bathroom and lighting fixtures, partitions, and paint.
2. Renovation of the passenger waiting area with the replacement of flooring, interior lighting fixtures, countertops (receptionist area), exterior and interior doors, awnings, and electrical/ auxiliary outlets for wall-mounted entertainment.

3. Reconfigure the office area to accommodate six or more personnel (removal and extension of walls).
4. Addition of an employee break area with a kitchen/ break area with a sink, refrigerator, microwave, counter, and shelving for office personnel.
5. Furniture design layouts for passenger and office areas.
6. Exterior improvements to the sidewalk, landscaping, parking lot, and lighting.
7. Parking lot enhancements for improved safety of vehicle entrance and existing and pedestrian crossing.
8. Preliminary options for Greyhound bus parking (pickup and drop-off).
9. The project also calls for improved landscaping and signage from the Intermodal Center to the Esperanza Village, as seen in Attachment B.

Cost Proposal and Timeline

The RRM proposal (Attachment C) for the requested services begins the design process immediately upon Council approval, with an expected completion date of September 18, 2024. The RRM project cost proposal is \$285,961 (Attachment B of Exhibit 1). It includes four project phases:

1. Phase 1 – Project Initiation and Architectural and Structural Review
2. Phase 2 – Schematic Design
3. Construction Documents
4. Construction and Project Completion

An Affordable Housing and Sustainable Communities (AHSC) grant awarded to the City obligated approximately \$288,000 towards this project. Additionally, Council recently approved (Resolution No. 23-48 on April 19, 2023) the appropriation of \$75,000 for facility improvements at the Madera Transit Center of Public Transportation Modernization, Improvement, and Service Enhancement Account Program (PTMISEA) funds. If the design proposal is approved by Council, the PTMISEA funds will be used first to prevent these funds from expiring when these funds sunset on June 30, 2023. Staff will be returning to Council as part of the FY 2023/24 budget process to appropriate the remaining AHSC funds.

FINANCIAL IMPACT:

Transit expenses and personnel time is expended through Local Transportation Funds and other Transit-related grants, which are Federal, State, and Local Funds. The Agreement with RRM Design Group for Architectural and Design Services on the Madera Intermodal Transit Center renovation will be paid for with PTMISEA and AHSC funds and will not impact the City's General Fund.

ALTERNATIVES:

As an alternative, Council may:

1. Not approve the proposed Agreement.
2. Direct staff to re-release RFP for A/E Design Services.

ATTACHMENTS:

1. Resolution
 - a. Exhibit 1 to Resolution - Professional Services Agreement with RRM Design Group
2. Attachment A – Intermodal North Wing (Project Area)
3. Attachment B – Route from Intermodal Transit Center to Esperanza Village
4. Attachment C – RRM Design Group Proposal

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF MADERA,
CALIFORNIA, APPROVING AN AGREEMENT FOR ARCHITECTURAL AND
ENGINEERING DESIGN SERVICES FOR THE RENOVATION OF THE
INTERMODAL TRNSIT CENTER WITH RRM DESIGN GROUP IN THE
AMOUNT OF\$285,961 AND 10% CONTINGENCY AMOUNT FOR
POTENTIAL EXTRA SERVICES**

WHEREAS, CITY plans to renovate the Madera Intermodal Transit Center, hereinafter called "Project"; and

WHEREAS, CITY needs the services of a professional engineering firm to provide architectural and engineering management services for the Project and the City engaged in a Request for Proposals (RFP) process thereon; and

WHEREAS, RRM Design Group is qualified and certified to provide the required professional architectural and engineering management services and is knowledgeable of the principals and practices of the industry associated with the design; and

WHEREAS, CITY desires to enter an agreement with RRM Design Group for such professional engineering design services.

NOW, THEREFORE, the City Council of the City of Madera finds, determines, resolves and orders as follows:

1. The recitals listed above are true and correct.
2. The Council approves the agreement for Architectural and Design Services for the renovation of the Madera Intermodal Transit Center with RRM Design Group which is attached hereto and incorporated by reference as Exhibit 1.
3. This resolution is effective immediately upon adoption.

**AGREEMENT FOR SERVICES
BETWEEN
CITY OF MADERA
AND
RRM DESIGN GROUP**

This Agreement for Architectural and Engineering Design Services for the City of Madera of Madera Intermodal Transit Center, Request for Proposal (RFP) No. 202223-17 (“Agreement”) is made and entered into this 17th day of May 2023, between the City of Madera, a municipal corporation of the State of California, hereinafter called “**CITY**”, and RRM Design Group hereinafter called “**CONSULTANT.**”

RECITALS

WHEREAS, CITY plans to renovate the Madera Intermodal Transit Center, (‘Project’); and

WHEREAS, CITY needs the services of a professional engineering firm to provide architectural and engineering management services for the Project; and

WHEREAS, CONSULTANT is qualified and certified to provide the required professional architectural and engineering management services and is knowledgeable of the principals and practices of the industry associated with the design; and

WHEREAS, CITY desires to enter this Agreement with CONSULTANT for such professional engineering design services.

NOW, THEREFORE, in consideration of the promises and mutual agreements herein, CITY and CONSULTANT agree as follows:

AGREEMENT

1. SERVICES OF CONSULTANT:

CONSULTANT will provide professional architectural and engineering management services as set forth herein in connection with the Project. Said work to be performed pursuant to this agreement is more particularly described in the Scope of Work.

2. SCOPE OF WORK:

CONSULTANT shall provide the professional architectural and engineering management services as set forth in Exhibit A, "Scope of Work," attached hereto and incorporated herein by reference.

CONSULTANT accepts full responsibility for the scope of services provided by sub-consultants necessary for delivery of the project. CONSULTANT shall comply with applicable City of Madera design standards and requirements as directed by the CITY and applicable State and Federal requirements.

3. PROGRESS MEETINGS:

CONSULTANT shall communicate and meet with CITY staff at project progress meetings at intervals mutually agreed to between CITY and CONSULTANT to verify, refine and complete the project requirements and review the progress of the project. Such meetings shall be as set forth in the Scope of Work which is attached and incorporated by reference as **EXHIBIT A** .

4. CITY'S OBLIGATIONS

The CITY shall provide the CONSULTANT with the following:

- a. Provide a Project Manager to work with CONSULTANT;
- b. Review all submittals timely;
- c. Pay all fees for permits.

5. COMPENSATION

The total compensation for the work tasks itemized in **EXHIBIT B**, "Fee and Hourly Rate Schedule" is \$285,961.

CITY and CONSULTANT agree on the rates shown in **EXHIBIT B**, "Fee and Hourly Rate Schedule", and agree that they will remain in effect until the date of expiration of Agreement

indicated in Section 11. It is understood and agreed by both parties that all expenses incidental to CONSULTANT'S performance of services, including travel expenses, are included in the basic fee shown in **EXHIBIT B**.

6. PAYMENT:

Payments for all undisputed portions of each invoice as provided for hereunder shall be made within 30 days of receipt and approval of CONSULTANT'S monthly invoices for the work performed specified herein. CONSULTANT'S invoice shall specify the billed hours and hourly rates for each employee classification. The sub-consultants work shall be included on CONSULTANT'S invoice with a copy of the sub-consultant's invoice attached. A report on summary of costs to date for each component of the work shall accompany the invoice. This summary shall also estimate the percentage of the work completed for each component and the balance remaining in each component.

7. EXTRA SERVICES:

CITY agrees to pay CONSULTANT for extra services not contemplated hereunder as set forth in the Scope of Work or for such services as may be specifically requested by CITY through the Project Manager in writing and agreed to by CONSULTANT for an agreed-to fixed fee or hourly rate of compensation or for necessary expenses over that listed in the Budget; provided, however, the Project Manager authority is limited to expenditures not to exceed the amount of \$28,956.

8. AUDITS AND INSPECTIONS ACCESS:

CONSULTANT shall, upon reasonable notice and at any time during regular business hours, and as often as CITY may deem necessary, make available to the CITY or its authorized representative for examination, all of its books, records, and data with respect to matters covered by this Agreement. CONSULTANT shall permit CITY to audit and inspect all invoices,

materials, payrolls, records of personnel, conditions of employment, and other data relating to matters covered by this Agreement.

9. LIABILITY INSURANCE:

Without limiting CONSULTANT'S indemnification of CITY, and prior to commencement of Work, CONSULTANT shall obtain, provide, and continuously maintain at its own expense during the term of the Agreement, and shall require any and all Subcontractors and Subconsultants of every Tier to obtain and maintain, policies of insurance of the type and amounts described below and in form satisfactory to the CITY.

Minimum Scope and Limits of Insurance

CONSULTANT shall maintain limits no less than:

- **\$2,000,000 General Liability** (including operations, products and completed operations) per occurrence, \$4,000,000 general aggregate, for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability. Coverage shall be at least as broad as Insurance Services Office (ISO) Commercial General Liability coverage form CG 00 01. General liability policies shall be endorsed using ISO form CG 20 10 that the CITY and its officers, officials, employees and agents shall be additional insureds under such policies.
- **\$2,000,000 Automobile Liability** combined single limit per accident for bodily injury or property damage at least as broad as ISO Form CA 00 01 for all activities of Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles. Automobile Liability policies shall be endorsed to provide that the CITY and its officers, officials, employees and agents shall be additional insureds under such policies.
- **Worker's Compensation** as required by the State of California and **\$1,000,000 Employer's Liability** per accident for bodily injury or disease. CONSULTANT shall submit to the CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of

the CITY, it's officers, agents, employees, and volunteers.

- **\$1,000,000 Professional Liability (Errors & Omissions)** per claim and in the aggregate. CONSULTANT shall maintain professional liability insurance that insures against professional errors and omission that may be made in performing the Services to be rendered in connection with this Agreement. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement, and CONSULTANT agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this Agreement. The cost of such insurance shall be included in CONSULTANT'S proposal.

Maintenance of Coverage

CONSULTANT shall procure and maintain, for the duration of the contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by CONSULTANT, its agents, representatives, employees, subcontractors or subconsultants as specified in this Agreement.

Proof of Insurance

CONSULTANT shall provide to the CITY certificates of insurance and endorsements, as required, as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by the CITY prior to commencement of performance. Current evidence of insurance shall be kept on file with the CITY at all times during the term of this Agreement. CITY reserves the right to require complete, certified copies of all required insurance policies, at any time.

Acceptable Insurers

All insurance policies shall be issued by an insurance company currently authorized by the Insurance commissioner to transact business of insurance in the State of California, with an

assigned policyholders' Rating of A- (or higher) and a Financial Size Category Class VII (or larger), in accordance with the latest edition of Best's Key Rating Guide.

Waiver of Subrogation

All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against the CITY, its elected or appointed officers, agents, officials, employees, and volunteers, or shall specifically allow CONSULTANT, or others providing insurance evidence in compliance with these specifications, to waive their right of recovery prior to a loss. CONSULTANT hereby waives its own right of recovery against the CITY and shall require similar written express waivers and insurance clauses from each of its subconsultants or subcontractors.

Enforcement of Contract Provisions (non-estoppel)

CONSULTANT acknowledges and agrees that any actual or alleged failure on the part of the CITY to inform Consultant of non-compliance with any requirement imposes no additional obligations on the CITY, nor does it waive any rights hereunder.

Specifications not Limiting

Requirements of specific coverage features, or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If CONSULTANT maintains higher limits than the minimums required above, the CITY shall be entitled to coverage at the higher limits maintained by CONSULTANT.

Notice of Cancellation

CONSULTANT agrees to oblige its insurance agent or broker and insurers to provide to the CITY with thirty (30) calendar days notice of cancellation (except for nonpayment for which ten (10) calendar days notice is required) or nonrenewal of coverage for each required coverage.

Self-insured Retentions

Any self-insured retentions must be declared to and approved by the CITY. The CITY reserves the right to require that self-insured retentions be eliminated, lowered or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the CITY'S Risk Manager.

Timely Notice of Claims

CONSULTANT shall give the CITY prompt and timely notice of claims made or suits instituted that arise out of or result from CONSULTANT'S performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional Insurance

CONSULTANT shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgement may be necessary for its proper protection and prosecution of the Work.

10. OWNERSHIP OF DOCUMENTS:

All original papers, documents, reports, drawings and other work product of CONSULTANT are instruments of service. All reports and legal documents shall include the professional's registration number and be stamped, signed and dated. All instruments of service shall, upon payment in full to CONSULTANT, become the property of the CITY whether the project for which they are prepared is executed or not. CONSULTANT shall be permitted to retain copies, including reproducible copies, of the instruments of service for information and reference. The instruments of service shall not be used by the CONSULTANT on other projects, except by agreement in writing by the CITY. In the event the CITY reuses such instruments of service, CONSULTANT shall be released and held harmless by the CITY from any and all liability, including legal costs and attorneys' fees, with respect to the reuse of such instruments of service.

Reuse of documents for any purpose other than as intended under this Agreement shall be at CITY'S sole risk. CITY shall indemnify CONSULTANT for any damages incurred as a result of such reuse, including use of incomplete documents.

11. TIME OF COMPLETION:

A. Based on an agreed upon Notice to Proceed date, CONSULTANT shall complete the work as shown in **EXHIBIT C**, Schedule which is attached and incorporated herein by reference.

B. CONSULTANT shall not be held responsible for delays caused by CITY review or by reasons beyond CONSULTANT'S control. Also, CONSULTANT shall not stop his work, including work unrelated to any extra services request, unless it can be shown that the project work cannot proceed while a claim or request for extra services is being evaluated.

C. Time is of the essence in the completion of the services covered by this Agreement. Failure of CONSULTANT to comply with the above time schedule by more than fourteen (14) calendar days, unless the delay is not attributable to CONSULTANT or is attributable to CITY, is sufficient cause to terminate this Agreement, at the option of CITY, in accordance with Section 12.

D. CONSULTANT shall complete all services required under this Agreement and this Agreement on or before September 30, 2024 ('Expiration Date'). The term may be extended by the City Manager in writing, if extension limited to term only, and if mutually agreed to at least 90-days in advance of expiration, for a period not to exceed one 1 additional one-year extensions. Any extension requiring increased compensation will require approval by the City Council.

12. TERMINATION OF AGREEMENT:

A. This Agreement may be terminated at any time by either party upon fifteen (15) calendar days written notice. In the event the Agreement is terminated by either party, CONSULTANT shall be compensated for services performed to the date of termination based upon the compensation rates and subject to the maximum amounts payable agreed to together

with such additional services performed after termination which are authorized by the CITY representative to wind up the work performed to date of termination.

B. CITY may immediately suspend or terminate this Agreement in whole or in part by written notice where, in the determination of CITY, there is:

1. An illegal use of funds by CONSULTANT.
2. A failure by CONSULTANT to comply with any material term of this Agreement.
3. A substantially incorrect or incomplete report submitted by CONSULTANT to CITY.

In no event shall any payment by CITY or acceptance by CONSULTANT constitute a waiver by such party of any breach of this Agreement or any default which may then exist on the part of either party. Neither shall such payment impair or prejudice any remedy available to either party with respect to such breach or default. CITY shall have the right to demand of CONSULTANT the repayment to CITY of any funds disbursed to CONSULTANT under this Agreement which, as determined by the appropriate court or arbitrator, were not expended in accordance with the terms of this Agreement.

13. APPROVAL:

CITY will give reasonably prompt consideration to all matters submitted by CONSULTANT for approval to the end that there will be no significant delays in CONSULTANT'S program of work. An approval, authorization or request to CONSULTANT given by CITY will only be binding upon CITY under the terms of this Agreement if in writing and signed on behalf of CITY by a CITY representative or designee.

14. HOLD HARMLESS:

Indemnity for Professional Liability: When the law establishes a professional standard of care for Consultant's Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend, and hold harmless CITY and any and all of its officials, employees and agents from and against any and all losses, liabilities, damages, costs, and expenses, including legal counsel's fees and costs but only to the extent the Consultant (and its Subconsultants) are

responsible for such damages, liabilities and costs on a comparative basis of fault between the Consultant (and its Subconsultants) and the CITY in the performance of professional services under this Agreement. Consultant shall not be obligated to defend or indemnify CITY for its own negligence or for the negligence of others.

Indemnity for Other Than Professional Liability: Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, defend, and hold harmless CITY, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal counsel's fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or CITY for which Consultant is legally liable, including, but not limited to, officers, agents, employees, or subcontractors of Consultant.

15. RESPONSIBILITY FOR OTHERS:

CONSULTANT shall be responsible to CITY for its services and the services of its subconsultants. CONSULTANT shall not be responsible for the acts or omissions of other parties engaged by CITY nor for their construction means, methods, techniques, sequences, or procedures, or their health and safety precautions and programs.

16. PROFESSIONAL RESPONSIBILITY:

CONSULTANT shall be obligated to comply with applicable standards of professional care in the performance of the Services. CONSULTANT recognizes that opinions relating to environmental, geologic, and geotechnical conditions are based on limited data and that actual conditions may vary from those encountered at the times and locations where the data are obtained, despite the use of due professional care.

17. PARTIES BOUND BY AGREEMENT:

This Agreement shall be binding upon CITY, CONSULTANT, and their successors in interest, legal representatives, executors, administrators and assigns with respect to all covenants as set forth herein. CONSULTANT shall not subcontract, assign, or transfer any of the work except as otherwise provided for in this agreement.

18. COMPLETE AGREEMENT OF PARTIES:

This Agreement, including attachments incorporated herein by reference, represents the entire Agreement and understanding between the parties. Any modifications of this Agreement shall be in writing and signed by authorized representatives of the parties. One or more waivers of any term, condition or covenant by either party shall not be construed as a waiver of any other term, condition or covenant.

19. ASSIGNMENT WITH APPROVAL:

It is understood that neither party shall assign, sublet, subcontract or transfer its rights or obligation under this Agreement without the prior express, written consent of the other party.

20. INDEPENDENT CONTRACTOR:

In performance of the work, duties and obligations assumed by CONSULTANT under this Agreement, it is mutually understood and agreed that CONSULTANT, including any and all of CONSULTANT'S officers, agents and employees will, at all times, be acting and performing as an independent contractor, and shall act in an independent capacity and not as an officer, agent, servant, employee, joint venture, partner or associate of CITY. Furthermore, CITY shall have no right to control or supervise or direct the manner or method by which CONSULTANT shall perform its work and function. However, CITY shall retain the right to administer this Agreement so as to verify that CONSULTANT is performing its obligations in accordance with the terms and conditions hereof. CONSULTANT and CITY shall comply with all applicable provisions of law and

the rules and regulations, if any, of governmental authorities having jurisdiction over the subject matter hereof.

Because of its status as an independent contractor, CONSULTANT shall have absolutely no right to employment rights and benefits available to CITY employees. CONSULTANT shall be solely liable and responsible for providing to, or on behalf of, its employees all legally required employee to others unrelated to CITY or to this Agreement.

21. GOVERNING LAW:

Any controversy or claim arising out of, or relating to, this Agreement which cannot be amicably settled without court action shall be litigated either in the appropriate State court for Madera County, California, or as appropriate in the U. S. District Court for the Eastern District of California, located in Fresno, CA. The rights and obligations of the parties and all interpretations and performance of this Agreement shall be governed in all respects by the laws of the State of California.

22. AMENDMENTS:

Any changes to this Agreement requested either by CITY or CONSULTANT may only be affected if mutually agreed upon in writing by duly authorized representatives of the parties hereto. This Agreement shall not be modified or amended or any rights of a party to it waived except by such in writing.

23. COMPLIANCE WITH LAWS AND WAGE RATES:

CONSULTANT shall comply with all Federal, State, and local laws, ordinances, regulations, and provisions applicable in the performance of CONSULTANT'S services. CONSULTANT may use professional practices and standards regarding the interpretation of these laws.

Wherever reference is made in this Agreement to standards or codes in accordance with which work is to be performed or tested, the edition or revision of the standards or codes current on the effective date of this Agreement shall apply, unless otherwise expressly stated.

24. CONSULTANT'S LEGAL AUTHORITY:

Each individual executing or attesting this Agreement on behalf of CONSULTANT hereby covenants and represents: (i) that he or she is duly authorized to execute or attest and deliver this Agreement on behalf of such corporation in accordance with a duly adopted resolution of the corporation's board of directors and in accordance with such corporation's articles of incorporation or charter and by-laws; (ii) that this Agreement is binding upon such corporation; and (iii) that CONSULTANT is a duly organized and legally existing corporation in good standing in the State of California.

25. NOTICES:

Any and all notices or other communications required or permitted by this Agreement or by law to be served on or given to either party to this Agreement by the other party shall be in writing, and shall be deemed duly served and given when personally delivered to the party to whom it is directed or any managing employee or that party or, in lieu of personal service, when deposited in the United States mail, first class postage prepaid, addressed as follows:

CITY OF MADERA

Attn: Marcela Zuniga
205 W. 4th Street
Madera, CA 93637
Phone: 559-661-3692
Email: mzuniga@madera.gov

CONSULTANT

RRM Design Group
3765 South Higuera St. Ste. 102
San Luis Obispo, CA
Phone: (805) 543-1794
Email: mlscott@rrmdesign.com

26. SOLE AGREEMENT:

This instrument constitutes the sole and only agreement between CONSULTANT and CITY respecting the Project and correctly sets the obligations of the CONSULTANT and CITY to each other as of this date. Any agreements or representations respecting the above project, not expressly set forth in this instrument are null and void.

///

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

* * * * *

CITY OF MADERA

CONSULTANT- RRM Design Group

By: _____
Santos Garcia, Mayor

By: _____
Mike Scott, LEED AP

Taxpayer I.D. Number

APPROVED AS TO FORM:

By: _____
Hilda Cantú Montoy, City Attorney

ATTEST:

By: _____
Alicia Gonzales, City Clerk

- Exhibits:
Exhibit A - Scope of Work
Exhibit B - Fee and Hourly Rate Schedule
Exhibit C – Schedule

SCOPE OF WORK STATEMENT

RRM Design Group believes that a thorough, well-structured approach and work plan, developed early and with consensus agreement, results in not only successful products, but successful projects throughout the design and construction process. We have broken down our work plan into the following significant phases and tasks based on our understanding of the stakeholder needs, project demands, and jurisdictional requirements. We have also proposed a team and support staff comprised of expertise, familiarity with the project, and the City to meet the work plan and schedule provided in the RFQ and articulated in our response.

SCOPE OF WORK SECTIONS

PHASE 1: KICKOFF AND VERIFICATION

Task 1.0: Project Initiation and Administration

Task 1.1: Existing Condition Verification and Site Survey

PHASE 2: SCHEMATIC DESIGN (30%)

Task 2.1: Schematic Design

PHASE 3: CONSTRUCTION DOCUMENTS (50%, 90%, 100%)

Task 3.1: 50% Design Development Documents

Task 3.2: 90% Construction Documents

Task 3.3: Permitting

PHASE 4: BIDDING AND CONSTRUCTION ADMINISTRATION (RECOMMENDED)

Task 4.1: Bidding

Task 4.2: Construction Administration

Task 4.3: Record Drawing and Project Closeout

OPTIONAL TASKS

Task O.1: 5th and C St.



PHASE 1: KICKOFF AND VERIFICATION

Task 1.0: Project Initiation and Administration

Develop and maintain a focused project execution process, so the schedule doesn't slip and resources are used efficiently.

RRM will work with the City to get the project moving quickly and maintain the momentum moving forward. We start with a kickoff meeting focused on developing a consensus project understanding for key stakeholders. This culminates in a consensus-driven goals and objectives statement, aligned project milestone schedule, identified project risks and established 'rules of engagement.'

RRM will provide bi-weekly status updates and coordination meetings, including schedule updates, weekly accomplishments, upcoming activities, needs/dependencies from the City, and track open issues.

Deliverables:

- Project goals and objectives statement
- Project schedule (level-3/4 design schedule, level-2 construction schedule)

Meetings:

- One (1) kickoff meeting with the City project stakeholder team
- Bi-weekly status updates and coordination meetings – one half (1/2) hour (conference call, 20 weeks)

Client Participation:

- Identify and coordinate meetings with key stakeholders

Task 1.1: Existing Condition Verification and Site Survey

Observe and document existing site conditions, so that design can respond to physical and regulatory constraints and risks (and costs) can be avoided or mitigated.

RRM will investigate the existing site conditions, building, and overlying regulatory conditions. Assessment will include: architectural and accessibility requirements; structural deficiencies, electrical impacts and conditions; and mechanical and plumbing impacts and conditions. These will be documented as as-built verification base plans, existing building assessments, and conceptual replacement plans. Together with direction from the City, these will form the basis for the plan for reconstruction or replacement.

Deliverables:

- Topographic site survey
- Updated base files of existing building (necessary for areas of improvement only)
- Existing building assessment

Meetings:

- One (1) existing condition site verification visits

Client Participation:

- Coordinate site access availability
- Field material testing, if needed
- Provide existing as-built documentation

PHASE 2: SCHEMATIC DESIGN (30%)

Task 2.1: Schematic Design

Document project understanding and primary scope graphically and outline performance requirements, so stakeholders can clearly articulate and validate the project understanding.

With the completion of the existing condition verification phase, RRM will prepare a complete schematic design package for City review and verification of major scope elements for all trades.

Deliverables:

- Schematic design drawing package (architecture, civil engineering, MEP, and landscape architecture)
- 100% schematic design budget estimate

Meetings:

- One (1) schematic design review meeting

Client Participation:

- Attendance and coordination for review meetings
- Assistance with preparation and processing of planning applications, if needed

PHASE 3: CONSTRUCTION DOCUMENT

Task 3.1: 50% Construction Documents

Determine and integrate major building systems and equipment to be clearly defined and coordinated with other integral systems. Clearly express the design intent so that the project can be reviewed and bid with accuracy.

We will clearly express the design intent so that the project can be reviewed and bid with accuracy. Based on the schematic design documents and project budget, RRM and our consultant team will develop the project's building systems and site improvements. The architectural and engineering team will design and lay out the basic engineering systems in the design development subtask. Construction cost estimates will be prepared to reflect the information developed in this task. Decisions in this phase are evaluated based on operational needs, durability, operations and maintenance, initial and long-term costs, sustainability, and other priorities identified in the program. We recommend a careful analysis at this stage to develop the most energy-efficient design possible.

Deliverables:

- 50% construction documents drawings
- 50% construction documents outline specifications
- 50% construction documents budget estimate

Meetings:

- One (1) preliminary code review meeting with City Building Department (teleconference)
- One (1) 50% construction documents review meeting (teleconference)

Client Participation:

- Provide design and equipment standards

Clearly express the design intent so that the project can be reviewed and bid with accuracy.

Based on the 50% construction documents and client review comments, drawings, and specifications, RRM and our subconsultants will prepare the final construction documents for permitting and bidding.

Deliverables:

- 90% construction documents drawings
- 90% construction documents specifications
- 90% structural calculations
- 90% construction documents budget estimate

Meetings:

- One (1) meeting to review progress (teleconference) (if needed)
- One (1) meeting to review City team comments on the 90% construction documents

Client Participation:

- Provide Standard Division 1 and General Condition specifications

Task 3.3: Permitting

Thorough and responsive submittal and correction process so that we ensure timely compliance.

RRM will submit the 90% construction documents to the City Building Department for plan check review at the end of the construction document task. RRM will respond to the plan, check comments received in writing and prepare documentation to achieve permit-ready status. During this task, 100% modifications to the documents may also occur as a result of City team review comments and RRM's in-house QA/QC final review. RRM will incorporate the City agency plan check, RRM in-house QA/QC, and City review comments into the 100% construction document set for the project bidding process.

Deliverables:

- 100% construction documents, supplemental information, and application assistance

Meetings:

- One (1) meeting for submittal overview to the building department (teleconference)

Client Participation:

- Application, fee payment and submittal of permit set

PHASE 4: BIDDING AND CONSTRUCTION ADMINISTRATION (RECOMMENDED)

Task 4.1: Bidding

Support an efficient, clear, fair bidding process with the City and contractors.

RRM and our subconsultants will assist the City during the bidding phase by participating in a pre-bid conference, evaluating and advising the City regarding substitution requests, and responding to questions from prospective bidders in the form of an addendum.

Deliverables:

- Respond to bidder questions
- Prepare up to three (3) addendums (as needed)
- Conformance set of construction documents

Meetings:

- One (1) pre-bid conference with prospective bidders
- One (1) bid opening and evaluation meeting (conference call)

Client Participation:

- Attendance and administration of the pre-bid conference
- Administration of the bid process and document distribution
- City to provide division 00 and 01 specifications
- City will conduct bid opening meeting

Task 4.2: Construction Administration

Assure and support the execution of a quality project that meets the design and performance intent for the City.

RRM and our subconsultants will remotely assist the City during the construction phase by reviewing and responding to contractor submittals and requests for additional information, reviewing and responding to requests by the City for changes in the work, observing and advising the City regarding construction progress and conformance to the contract documents. We will attend bi-weekly progress meetings and assist the City in the preparation of a punch list. We will advise the City on the status of the project concerning substantial completion and final completion. Construction administration assumes no more than a six month construction project.

Deliverables:

- Response to Requests for Information
- Issue bulletins/supplemental information instructions and field observation reports
- Review contractor submittals
- Review payment applications, change order proposals
- Prepare punch list

Meetings:

- One (1) pre-construction meeting (onsite)
- Approximately eighteen (18) teleconference project meetings, every week (2 hours max); and
- Six (6) site observation visits, once a month (onsite)
- One (1) final construction and punch list completion meeting (onsite)
- Two (2) as-needed meetings during construction for potential issues (onsite)

Client Participation:

- Attendance at meetings

Task 4.3: Record Drawing and Project Closeout

Ensure quality record documents and administrative records for future modifications and maintenance of the facility.

RRM and our subconsultants will review the contractor's markups of record drawings to verify all revisions made during construction are included to provide the City with a complete record of the project as completed. RRM and our subconsultants will update the digital CAD drawings and provide the City with a digital PDF and CAD file.

Deliverables:

- List of missing revisions
- Scan of final contractor markups
- As-built construction plans in hard copy, digital pdf, and CAD
- Review of contractor-provided record as-built drawings and operations and maintenance manuals

OPTIONAL TASKS

Task O.1: 5th and C St.

If desired by the City after analysis by RRM consultants the City may elect to improve the existing path of travel from the Transit Site to the corner of 5th and C Streets. RRM will provide path of travel improvement drawings and CA support service as needed for these improvements.

Deliverables:

- Existing conditions and demolition plan
- Grading Paving Plan
- Curb ramp details

Meetings:

- To be incorporated with other meetings

COST CONTROL AND BUDGETING

RRM takes an equally thoughtful approach to developing our designs into implementable plans that achieve the most value for our clients. We strive to balance the aesthetic, functional, environmental, schedule, and initial and lifecycle costs, so that the City and Community enjoy our projects just as much 30 years later as they do at opening. The key is we don't let our ego get in the way! We understand that public projects need to balance near term and long-term constraints and needs and it's our job to help with this.

Some of the ways we achieve the most value is by using our years of experience on some of the hardest public project types (public parks, fire stations, schools, etc.) to design the little details that increase the long-term durability and reduce operational costs.

In addition to our knowledge and philosophy we recommend an itemized cost estimate approach at the major stages. This allows us to make decisions with the City that are at the appropriate level, such as big scope changes early on.

Lastly, we aim to make choices when specifying materials and systems that are not only appropriate for the end product, but that match the level of expected contractors to facilitate a clean and robust contractor bidding environment. Some of the ways we do this is to be knowledgeable of the local contracting community and experience, availability of materials, and clearly identifying building systems and how they integrate with the design.

CONSIDERATIONS

CRITICAL ENGINEERING ISSUES

For any renovation project, one of the most critical aspects is balancing desired scope and design with minimal disruption to existing conditions. We try to minimally impact items such as structural systems and major mechanical, electrical, and plumbing systems. By doing so the design can reduce revisions to system that would have minimal qualitative value.

In addition, to the improvements internally, we noticed various levels of asphalt pavement failure. We recommend the City conduct a geotechnical investigation and together develop a pavement replacement strategy that meets the initial cost constraints that provides the most long-term value.

Lastly, there are some apparent ADA issues along the Public Way along 5th street. We have included an assessment in our proposal and an optional task that the City can elect if desired to make improvements to the path of travel.

ENVIRONMENTAL ISSUES

Based on the age of the facility, there were no apparent environmental issues. However, the City must conduct a Lead and Asbestos study prior to commencing any work. We recommend completing this at project initiation for confirmation of any hazardous materials.

From a forward-thinking sustainability perspective, the scope did not require any improvements for electric vehicle or bus charging stations. RRM will review this and work with the client to identify any opportunities to minimize future work if possible.

COST AND SCHEDULE

The largest potential cost and schedule impact that we foresee and is common in renovation projects is undocumented or unknown existing conditions (e.g. rot damage). To help mitigate this we have included a site assessment early on with our consultant team to verify systems and any critical factors that could add complexity and cost to the project. In addition, our team is experienced in balancing the long-term costs against the initial cost for the project. We understand that public buildings need to last for 30+ years and will work with the City to balance the budget with the scope.

Lastly, we start with a schedule, verify it with the stakeholders, and monitor it with the City stakeholder on a weekly basis. We focus on hitting our scheduled dates but are flexible to ensure that most of all the overall project is successful for our clients.

NEIGHBORHOOD ENHANCEMENT

RRM is a community based design firm. Our design philosophy isn't fueled from a designer ego, success for us is fueled from coming up with the best solution for our clients and the community. For the Madera project we look forward to hearing from the stakeholders and being able to implement a solution that connects and signifies the importance to the community for years to come.

City of Madera Fee and Hourly Rate Schedule

Intermodal Transit Center

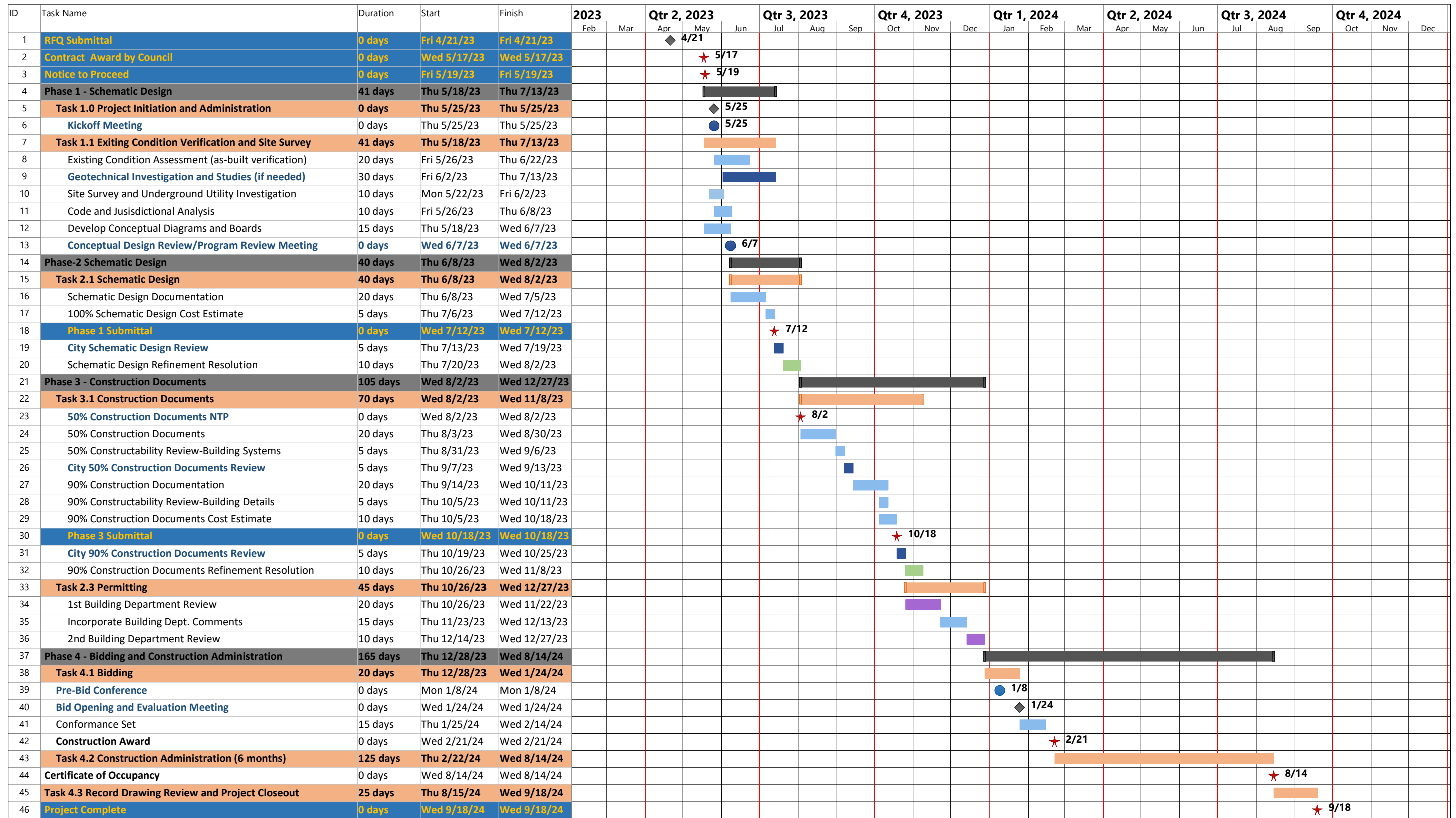
Updated 05-09-23

		RRM	RRM	3C	Thoma	RRM	BKF	BKF	
		Architecture	Struct Eng	Mech and Plmb Eng	Elect Eng	Landscape	Civil	Survey	
		\$130,830	\$10,500	\$16,363	\$13,705	\$37,000	\$60,742	\$16,821	TOTAL
Phase 1 - Project Initiation and Architectural and Structural Review		46%	4%	6%	5%	13%	21%	6%	
Task 1.0	Project Initiation and Administration								
	Kickoff Meeting								
	Goals and Objectives								
	Project Schedule	\$8,430.00	\$0	\$0	\$0	\$0	\$0	\$0	\$8,430
	Project Budgeting								
	PM Meetings								
Task 1.1	Existing Condition Verification and Site Survey								
	As-built Verification and Site Visits								
	Geotechnical Coordination								
	Existing Condition Assessment and Recommendation Report								
	Survey	\$11,470.00	\$0	\$0	\$0	\$5,000	\$5,500	\$16,821	\$38,791
	Preliminary Cost Estimate								
	Code and Jurisdictional Analysis								
	Meetings (1 report review meeting)								
Phase 2 - Schematic Design (30%)									
Task 2.1	Schematic Design								
	Preparation of Plans (Site, Floor, RCP, Roof, Elevations) (Furn. Plans)								
	Presentation Renderings and Visualization (VR)								
	Consultant Coordination								
	Material Boards	\$18,890	\$1,850	\$1,925	\$1,100	\$5,000	\$5,654		\$34,419
	Outline Specifications and Narratives								
	Construction Cost Estimate Review								
	Meetings								
	QAQC Review / Constructability Review								
Phase 3 - Construction Documents (50%, 90%, Permitting)									
Task 3.1	50% Construction Documents								
	Preparation of drawings and code compliance								
	Preparation of progress specifications								
	QAQC Review	\$13,150.00	\$1,150	\$4,813	\$3,465	\$5,000	\$13,288		\$40,866
	Interdisciplinary Coordination								
	Meetings (1 meeting)								
	95% Construction Documents								
	Preparation of drawings								
	Preparation of specifications								
	Construction Cost Estimate and Constructability								
	QAQC Review / Constructability Review	\$15,745	\$3,000	\$6,738	\$5,225	\$10,000	\$22,990		\$63,698
	Miscellaneous								
	Interdisciplinary Coordination								
	Meetings (1 meetings)								
Task 3.2	Permitting								
	Application processing								
	Response to comments	\$4,375	\$750	\$963	\$500	\$5,000	\$5,500		\$17,088
	Meetings (1 meeting)								
Phase 4 - Construction and Project Completion (Recommended)									
Task 4.1	Bidding								
Task 2.3a	Response to bidders								
Task 2.3b	Preparation of addendums - 3	\$7,290	\$500	\$963	\$715	\$2,000	\$1,100		\$12,568
Task 2.3c	Meetings (1 meetings)								
Task 4.2	Construction Administration								
Task 3.1a	Review of Submittals								
Task 3.1b	Response to RFIs	\$47,555	\$3,000	P	\$2,200	\$2,500	\$5,610		\$60,865
Task 3.1c	Punch List review								
Task 3.1d	Job Site Meetings (3 per month, 8 months)								
Task 4.3	Record Drawing Review and Project Closeout								
Task 3.2a	Record Drawings Review	\$3,925	\$250	\$963	\$500	\$2,500	\$1,100		\$9,238
Total:									\$285,961



Exhibit C Schedule

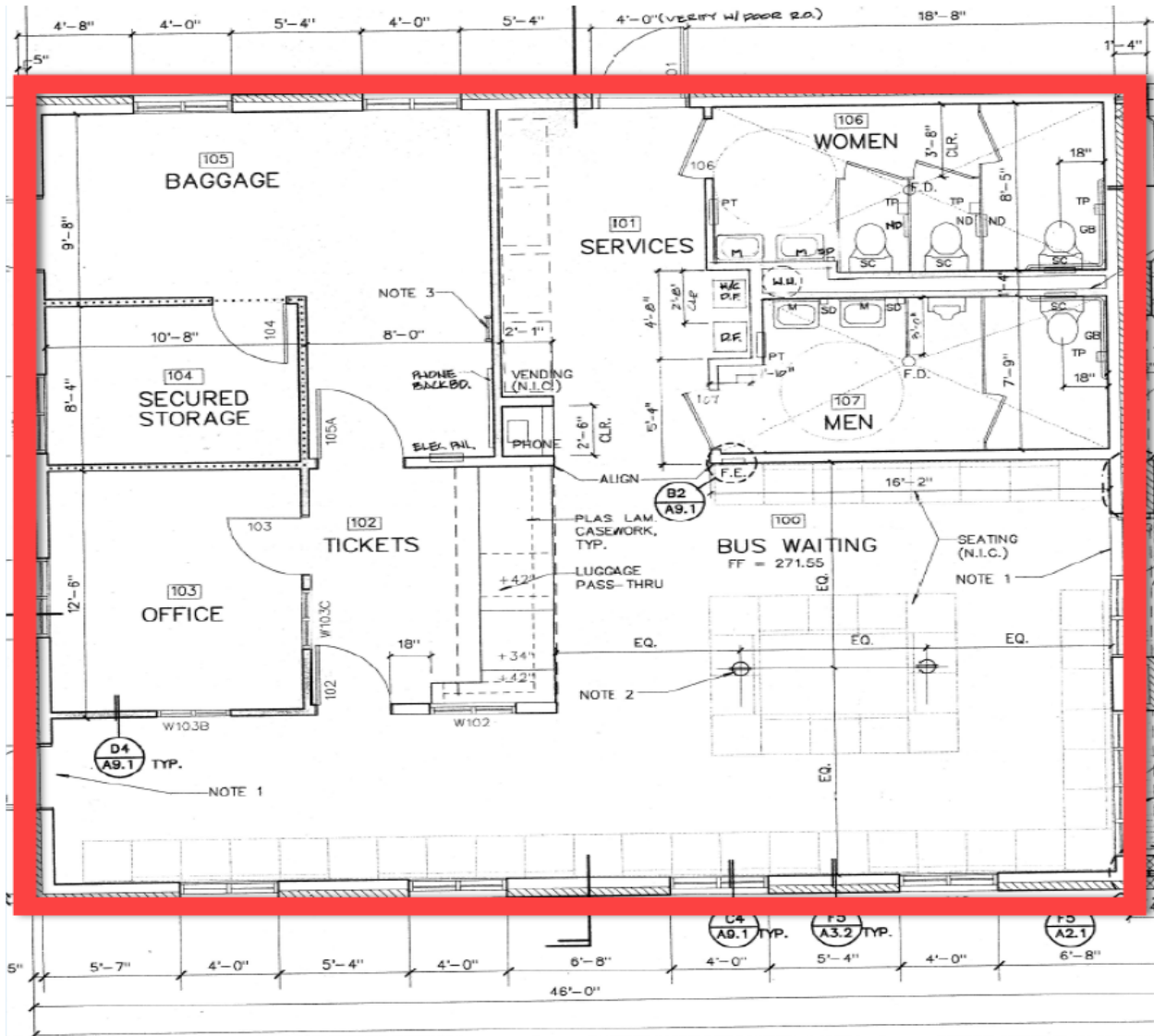
TIMELINE



Wed 5/10/23

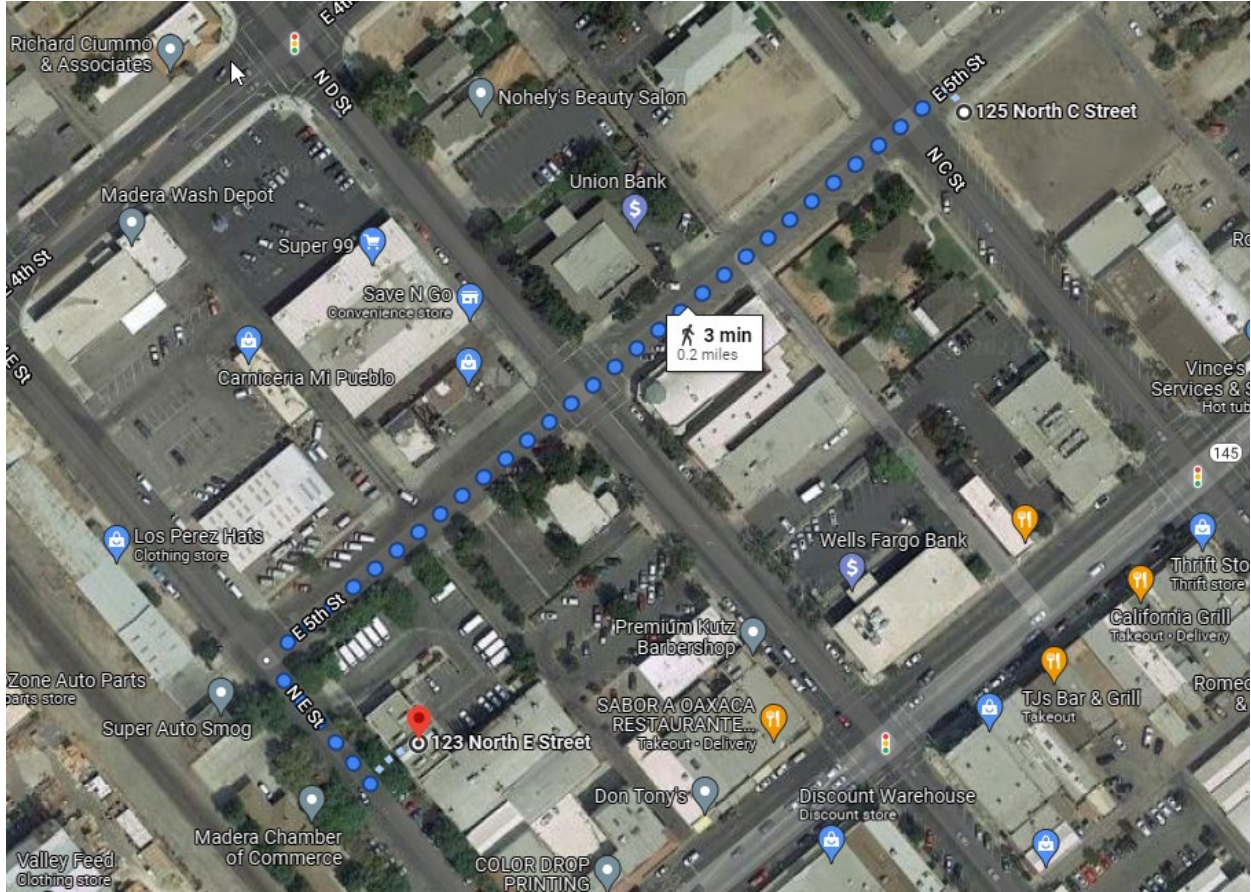
* schedule is dependent on stakeholder, agency, and contractor durations

Attachment A North Wing - Project Area



Attachment B

Route from Intermodal Transit Center to Esperanza Village



Proposal Prepared for the City of Madera on April 21, 2023 for

ARCHITECTURAL AND ENGINEERING SERVICES FOR THE CITY OF MADERA INTERMODAL TRANSIT CENTER



April 19, 2023

Jennifer Stickman,
Procurement Services Officer
Purchasing
City of Madera
205 W. 4th Street
Madera, CA. 93637



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*RRM acknowledges all
addendum on this project.*

RE: INTERMODAL TRANSIT CENTER

Dear Ms. Stickman,

One of the major contributing factors to the success of cities is providing reliable and safe means of transportation. The Intermodal Transit Center strengthens this aspect for the community, especially for the more disadvantaged members, and further adds to the character of Madera. We are excited to offer our expertise and experience in supporting this project and the community. RRM Design Group is a highly qualified team that is excited to partner with the City in providing the needs and support for the success of the project, grounded in:

- Sound project, community, and client understanding of needs
- Cost effective solutions
- Operational efficiency
- Inspiring aesthetics

The RRM team can offer the City:

A Team to Match Your Project

We are ready to mobilize, bringing you a team familiar with the City of Madera's expectations and processes. Furthermore, we bring an interdisciplinary approach to design practical solutions for a variety of public facilities across the state.

Transit Experience

RRM has been part of many transit projects throughout the state providing a variety of services for public clients. We consistently seek to improve facilities to support operational needs, all while making sure the design is the right fit for the client, operations, and the community.

Sustainability

RRM creates environments that are vibrant, healthy, and sustainable for all, and we know how to accomplish this by implementing key sustainable design strategies. We work with our clients to find the right solutions for the specific project.

Personal Commitment

One of our core values is to serve and strengthen the communities in which we work, and Madera is no exception. RRM is connected to the City and neighboring communities, and we are proud to have worked on several projects in and around Madera for the last several years.

We have enjoyed working alongside the City on other projects and look forward to continuing on this project.

Sincerely,

RRM Design Group

A handwritten signature in black ink that reads 'Mike Scott'.

Mike Scott, LEED AP
Principal-in-Charge
Authorized Contract Negotiator
mlscott@rrmdesign.com

A handwritten signature in black ink that reads 'Charles Dellinger'.

Charles Dellinger, AIA, PMP, LEED AP
Project Manager, Proposal Point of Contact
cadellinger@rrmdesign.com

PROPOSAL FOR INTERMODAL TRANSIT CENTER

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GRAPHICS & PHOTOGRAPHS:

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ABOUT RRM DESIGN GROUP:

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RRM PROJECT
Kings Area Rural Transit New Facility



EXECUTIVE SUMMARY

Proposal for Intermodal Transit Center



EXECUTIVE SUMMARY

RRM has been a community-focused interdisciplinary design firm for nearly 50 years. We are headquartered in San Luis Obispo and have offices from San Diego through San Leandro to provide services throughout the state of California. We provide a variety of core services, including: architecture, civil engineering, landscape architecture, planning, structural engineering, and surveying.

We propose a team that is strong in transit projects, familiar with Madera, and are well-rooted in public projects and procedures:

- Principal – Mike Scott
- Senior PM – Charles Dellinger
- Architect – Paige Cook
- Civil – BKF Engineers
- Structural – Jessica Meadows
- Landscape – Lance Wierschem

We understand that the project will provide the next phase of the facility and a connection to a new and integral part of the Madera community. RRM is prepared to support the City in the execution of the project from concept development through construction administration to develop a project that will support the community for years to come.

We have direct experience in planning and designing transit projects. These include the Manteca Transit Center and most recently Kings Area Rural Transit Facility. In addition, we have experience throughout California with other public project types, including local projects like Madera Fire Station 58 and Madera County Fire Station 3, which is currently being built.

RRM brings robust firm support, experience in this project type, and a team with transit, public, and local expertise to support the development of the right solution for the City on this project.

FIRM INFORMATION, QUALIFICATIONS,
AND EXPERIENCE
Proposal for Intermodal Transit Center





FIRM PROFILE | RRM Design Group

RRM exists because we love creating environments people enjoy. That is what got us into the business over 45 years ago, and it is why we continue to thrive today. Our architects and landscape architects, engineers, surveyors, and planners work with our clients and their communities to create the parks our children play in, the roads we drive down on our way to work, the neighborhoods we come home to, and the fire stations that keep our communities safe.

Our work culture emphasizes collaboration, frequent communication, and accessibility. We're a close partner with our clients, helping them understand and navigate through the project lifecycle. Whether your project is public or private, commercial or residential, we listen, we design, and we deliver. On time. On budget. Since 1974.



CREATING ENVIRONMENTS PEOPLE ENJOY.

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Ventura, CA 93001
p: (805) 652-2115

WEBSITE
www.rrmdesign.com

RRM Design Group is a California corporation and an employee-owned company, incorporated November 26, 1974

PERSONNEL BY DISCIPLINE

195 professionals on staff at RRM Design Group in 6 core disciplines:



- 33 California Licensed Architects
- 37 Architecture Designers
- 14 California Licensed Civil Engineers
- 3 California Licensed Structural Engineers
- 25 Engineering Designers
- 18 California Licensed Landscape Architects
- 14 Landscape Designers
- 17 Community & Urban Planners
- 1 Licensed Surveyor
- 3 Surveying Technicians
- 33 Administrative Support Staff

ASSEMBLING OUR TEAM

CITY OF MADERA

RRM DESIGN GROUP



MIKE SCOTT
LEED AP
Principle-In-Charge



CHARLES DELLINGER
AIA, PMP, LEED AP
Project Manager

ARCHITECTURE



PAIGE COOK
RA
Architect

ENGINEERING



JESSICA MEADOWS
SE, PE
Structural Engineer

LANDSCAPE ARCHITECTURE



LANCE WIERSCHEM
PLA, LEED AP
Landscape Architect

SUBCONSULTANTS

MECHANICAL ENGINEERING

3C MECHANICAL
Jason Haendler

CIVIL ENGINEERING

BKF ENGINEERING
Eric Swanson

SURVEYING

LANE ENGINEERING
Ben Mullin

ELECTRICAL ENGINEERING

THOMA ELECTRIC
Bill Thoma



Project Role

**PRINCIPAL-
IN-CHARGE**

Experience

**26 YEARS OF
EXPERIENCE**

MIKE SCOTT | LEED AP

With over two decades of experience at RRM, Mike Scott's passion for architecture and design is rooted in his commitment to service. Dedicated to fulfilling the needs of both his client and community, Mike's collaborative and detailed approach to design fosters high-quality project execution. As a LEED® Accredited Professional, Mike offers an environmentally conscious and context-sensitive view to every project. His team management and detailed focus ensures a thorough approach to design. Specializing in public safety, educational, and commercial design, his projects span from fire stations and educational buildings to outdoor stadiums and athletic facilities. Administering quality control and coordinating consultant systems for complete and integrated buildings, his well-versed expertise serves both his team and client from inception to completion.

RELEVANT PROJECTS

- Arroyo Grande Fire Station No. 1 Expansion
- Atascadero Fire Stations No. 1 and 2 Needs Assessment
- Avalon Lifeguard Headquarters LEED-NC Certified
- Bakersfield Fire Station No. 14 and Neighborhood Park
- Bakersfield Fire Station No. 15 and Westside Police Substation
- Bakersfield Fire Station No. 5 and Police Substation
- Bakersfield Fire Station No. 8 Remodel
- Baker Water Treatment Plant Facilities, Lake Forest
- Bay Point Fire Station No. 86
- City of Madera Fire Station No. 58
- City of San Luis Obispo Tenant Office Improvements
- Kings County Area Rural Transit New Facility, Hanford
- Lompoc Police Station Renovation and Expansion Study
- Madera County Fire Master Plan
- Madera County Fire Station No. 3

- Mammoth Lakes Transit Facility Expansion
- Manteca Transit Center
- San Luis Obispo Transit Center

EDUCATION

- Bachelor of Science, Architecture, California Polytechnic State University, San Luis Obispo, CA

- ACCREDITATIONS • LICENSES • AFFILIATIONS**
- Architect, CA, C31544
 - Leadership in Energy and Environmental Design Accredited Professional (LEED AP)



CHARLES DELLINGER | AIA, PMP, LEED AP

From conceptualization to implementation, Charles Dellinger's commitment to design goes well beyond visioning. His comprehensive experience as an Architect, LEED Accredited Professional, construction manager, and owner's representative fosters innovative in-depth solutions for each project. Working closely with the team of designers, consultants, and clients, Charles nurtures a collaborative investment in the design process. Specializing in both the public and private sector, his projects span from civic and institutional to educational and commercial buildings. Implementing diverse ideas through multidisciplinary engagement, Charles is determined to fulfill both the client and communal need with thorough project execution.

Project Role

PROJECT MANAGER

Experience

19 YEARS OF EXPERIENCE

RELEVANT PROJECTS

- 2811 Airpark Drive Exterior Planning Design, Santa Maria
- 6925 El Camino Real Tenant Improvements, Atascadero
- City of Madera Fire Station No. 58
- Discovery Austin Feasibility Study, Austin, TX
- Fort Hunter Liggett Buildings 101 and 121 Renovations
- Goleta City Hall Facility Space Needs Assessment
- Healdsburg City Fire Substation
- Kings County Area Rural Transit New Facility, Hanford
- Madera County Fire Station No. 3
- Mendota City Hall and Police Station - Programming and Cost
- Menlo Park Fire Protection District Administration Building Remodel
- Menlo Park Fire Protection District Space Needs Assessment
- Menlo Park Fire Protection District Warehouse Gate Specification
- Paso Robles City Office Space Programming
- Selma Fire Station No. 2 Renovation
- Ventura County Fire Backup Dispatch

EDUCATION

- Bachelor of Science, Architecture, California Polytechnic State University, San Luis Obispo, CA
- Master of Business Administration, California Polytechnic State University, San Luis Obispo, CA

ACCREDITATIONS • LICENSES • AFFILIATIONS

- Architect, CA, C31916
- Leadership in Energy and Environmental Design Accredited Professional (LEED AP)
- Project Management Professional (PMP)



JESSICA MEADOWS | SE, PE

A passionate structural engineer and project manager at RRM Design Group, Jessica Meadows brings over a decade of experience to each project she works on. As Project manager, Jessica oversees the design and construction on a multitude of educational facilities. From new campus and building modernization to seismic rehabilitation and accessory structures, her projects range in size and type. Dedicated to sharing her passion for structural engineering, Jessica serves as a mentor and teacher to young professionals and students at Cal Poly SLO. An active professional and community leader, Jessica brings her wealth of experience to RRM Design Group and beyond.

Project Role

STRUCTURAL ENGINEER

Experience

12 YEARS OF EXPERIENCE

RELEVANT PROJECTS

- Bay Point Fire Station No. 86
- Branch Elementary School Four Classrooms, Arroyo Grande
- Branch Elementary School New Multipurpose Building, Arroyo Grande
- Fairmount Avenue Fire Station, San Diego
- Gunner Ranch West Fire Station
- Healdsburg City Fire Substation
- Madera County Fire Station No. 3
- New Cuyama Fire Station No. 41 Design-Build (2019)
- Orcutt Union Oil Building Code Analysis and Cost Assessment
- Pacheco Fire Station No. 9
- Quito Fire Station, Los Gatos
- Redwood Fire Station, Los Gatos
- Santa Barbara County Regional Fire Communication Facility
- Santa Paula Fire Station No. 29
- Seaside Fire Station No. 2
- Shell Beach Elementary School Parking Lot
- Thousand Oaks Fire Station No. 34

EDUCATION

- Bachelor of Science, Architectural Engineering, California Polytechnic State University, San Luis Obispo, CA

ACCREDITATIONS • LICENSES • AFFILIATIONS

- Structural Engineer, CA, S6488
- Professional Engineer, CA, C81987



LANCE WIERSCHEM | PLA, LEED AP

With a sharp artistic eye, Lance Wierschem's detailed design enhances the artistry of each project he is involved in. As an experienced landscape architect and planner, Lance offers an expansive view of design. From trails and recreational parks to public and community centers, Lance's versatile experience serves both his team and his clients. Engaged in all aspects of project administration, from visioning to construction, his alliance to creative collaboration is reflected in his work. Both his collaborative efforts and his artistic vision guide Lance's design process, elevating outdoor spaces into captivating environments for all to enjoy.



Project Role

LANDSCAPE ARCHITECT

Experience

17 YEARS OF EXPERIENCE

RELEVANT PROJECTS

- Azusa TOD General Plan/ Development Code Update and Specific Plan
- Bakersfield Fire Station No. 14 and Neighborhood Park
- Bay Point Fire Station No. 86
- Cal Poly University House Landscape Design, San Luis Obispo
- City of Madera Fire Station No. 58
- Creston Fire Station No. 43
- El Monte Downtown TOD Specific Plan
- Emeryville Fire Station - Tracking LEED-NC Silver
- Fairmount Avenue Fire Station
- Glen Loma Ranch Fire Station, Gilroy
- Gunner Ranch West Fire Station
- Hanford Medical Campus - Women's Center
- Redwood Fire Station
- San Luis Obispo Public Safety Dispatch Center
- Santa Paula Fire Station No. 29
- Selma Fire Station No. 2 Renovation
- Thousand Oaks Fire Station No. 34

EDUCATION

- Bachelor of Landscape Architecture, California Polytechnic State University, San Luis Obispo, CA
- Minor, City and Regional Planning, California Polytechnic State University, San Luis Obispo, CA

ACCREDITATIONS • LICENSES • AFFILIATIONS

- Professional Landscape Architect, CA, 6210
- Leadership in Energy and Environmental Design (LEED AP)



PAIGE COOK | RA

An experienced architect and team leader, Paige Cook brings her technical and social expertise to her work at RRM. At the heart of each of her projects is her commitment to helping others. With projects spanning across private and public sectors, her designs range from residential to education and public safety. Paige's detail-oriented approach serves as an asset to both her colleagues and her clients. With a unique ability to synthesize individual visions into a cohesive whole, she brings each client's vision to life beyond expectation.



Project Role

ARCHITECT

Experience

8 YEARS OF EXPERIENCE

RELEVANT PROJECTS

- Bay Point Fire Station No. 86
- City of Madera Fire Station No. 58
- Glen Loma Ranch Fire Station, Gilroy
- Fairmount Avenue Fire Station, San Diego
- Gunner Ranch West Fire Station
- Madera County Fire Master Plan
- Pacheco Fire Station No. 9
- Paso Robles City Office Space Programming
- Quito Fire Station, Los Gatos
- Redwood Fire Station, Los Gatos
- Sanger Headquarters Fire Station Renovation Facility Assessment
- Santa Barbara Fire Station No. 7 Conceptual Design
- Santa Paula Fire Station No. 29
- Selma Fire Station No. 2 Renovation
- Thousand Oaks Fire Station No. 34
- Emeryville Emergency Operations Center Tenant Improvements
- Kings County Area Rural Transit New Facility, Hanford
- Madera County Fire Station No. 3
- Tracy Fire Station No. 95
- Visalia Fire Station No. 56

EDUCATION

- Bachelor of Architecture, California Polytechnic State University, San Luis Obispo, CA

ACCREDITATIONS • LICENSES • AFFILIATIONS

- Architect, CA, 39576



KINGS AREA RURAL TRANSIT NEW FACILITY

HANFORD, CA

NOTABLE INFO & STATS:

Client: Kings County Area Public Transit Agency

Contact: Monique Miron
(559) 852-2691

monique@cmconstructionservices.com

Contract Amount: \$1,697,674.00

Funding Sources: Federal, State, Local
Project Timeline: June 2021 - Present

RRM Project Manager:
Charles Dellinger
cadellinger@rrmdesign.com
(805) 903-1275, Ext. 310

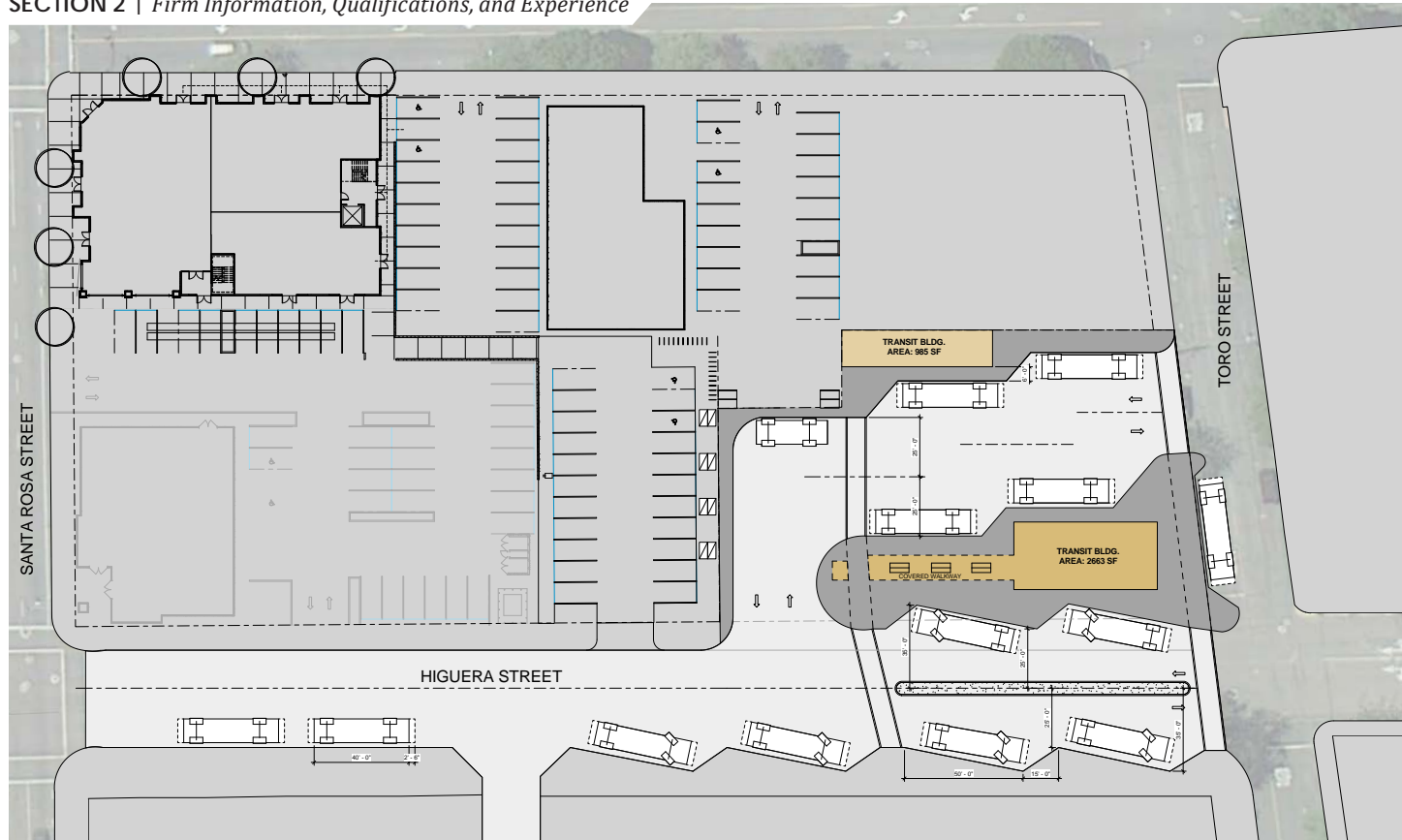
RRM SERVICES PROVIDED:

Architecture, Landscape Architecture,
Planning



The Kings County Area Regional Transit Facility project is all about connection: it operationally creates a hub for accommodating buses, outside agency buses, park and ride, and bicycle transportation through the China Alley corridor; it bridges the expanding eastern Hanford community to the historic downtown; and it creates a home for two of the areas most prominent County focused agencies and a support partner. To support these goals, RRM leaned on the agrarian industrial vernacular as an aesthetically unique unifying element to the area that blended with established commercial Victorian era style downtown. But to position the building beyond we 'grew out' of this aesthetic (like many of the previous buildings had) and wove modern elements through and as additions, creating a modern adaptive use style that plays homage to the past, but brings the transit agency and community to a vision forward. Similarly, the building is massed and sited to support the 7th street main façade and build up in scale from the eastern approach. A shaded outdoor waiting plaza for riders shields bus activities from the busy street, and the transit building interior provides a pass thru and waiting location with a variety of options to support the diverse needs of the rider community.





SAN LUIS OBISPO TRANSIT CENTER

NOTABLE INFO AND STATS:

Client: San Luis Obispo Council of Governments
Contact: Peter Rodgers
 prodgers@slocog.org | (805) 781-4251
Contract Amount: \$16,500
Funding Sources: Federal, State, Local
Project Timeline: 2017 - 2019
RRM Project Manager: Michael Scott
 mlscott@rrmdesign.com
 (805) 903-1233, Ext. 273

RRM SERVICES PROVIDED:
 Architecture

RRM Design Group was retained to develop conceptual layouts for the San Luis Obispo Transit Center along Higuera Street between Santa Rosa Street and Toro Street. RRM will partner with SLOCOG to coordinate with City agencies and BKF Civil Engineers.

The transit center consisted of a 5,200 sf interior space that included a waiting area, restrooms, and storage space. The transit center included a bus dropoff/pick up area for 12 buses, 1 para transit, and alternative vehicle loading. The transit center is limited to the extent of Clinton parcel and public right-of-way.

CITY OF SAN LUIS OBISPO TENANT IMPROVEMENTS

NOTABLE INFO & STATS:

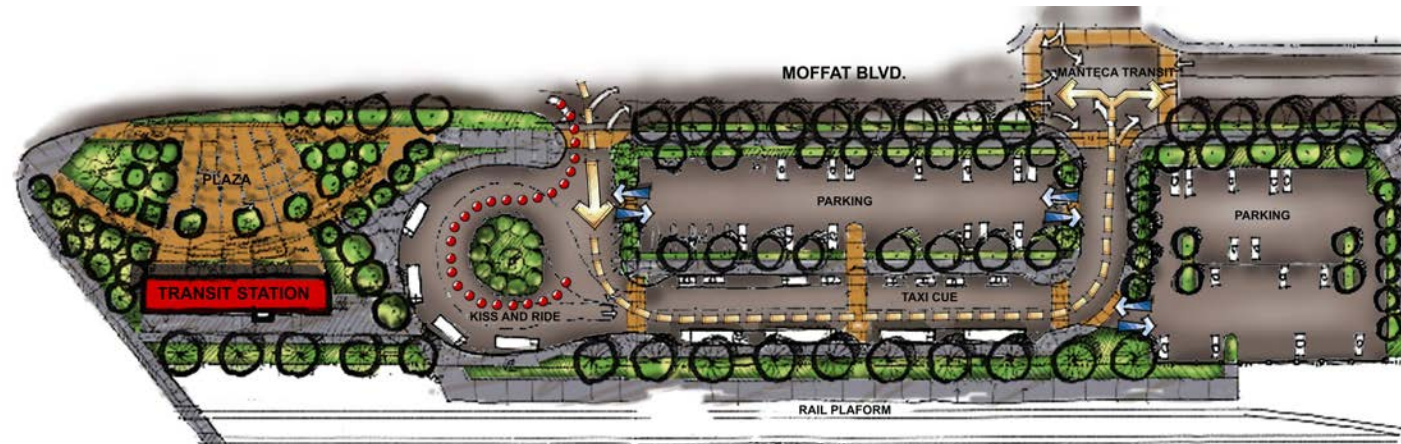
Client: City of San Luis Obispo
Contact: Mike McGuire
 (805) 781-7590
 mmcguire@slocity.org
Contract Amount: \$145,582
Project Timeline: 2002 - 2006
RRM Contact: Michael Scott
 mlscott@rrmdesign.com
 (805) 903-1233, Ext. 273

RRM SERVICES PROVIDED:
 Architecture



RRM Design Group provided the architecture, plumbing (mechanical), lighting (electrical), interior design, and project management for 10,800 sf of office tenant improvements at Palm and Morro streets in San Luis Obispo. Interior office improvements included finish materials for walls, floors, and ceilings; systems furniture; and support systems for lighting, mechanical, data, and telecommunications. The project provided new office facilities for City Engineering and Community Development Departments (with over 100 staff members) and a new public lobby and meeting rooms for interaction between City staff and the general public.





MANTECA TRANSIT CENTER

NOTABLE INFO AND STATS:

Client: City of Manteca
Contact: Lantz Rey
 (209) 614 1716 | lantz.rey@gmail.com
Contract Amount: \$162,838
Funding Sources: Federal, State, Local
Project Timeline: 2011 - 2014
RRM Project Manager: Michael Scott
 mlscott@rrmdesign.com
 (805) 903-1233, Ext. 273

RRM SERVICES PROVIDED:

Architecture, Landscape Architecture

The City of Manteca hired RRM to prepare scoping documents for a new 8,367 sf transit center located near the corner of Main Street and Moffat Boulevard. RRM Design Group also prepared the Moffat Boulevard Land Use Study Strategic Plan in 2006 for the multimodal transit-oriented and redevelopment goals for the City.

The \$6.1 million transit center includes administrative offices and conference rooms, catering kitchen, and partitioned multipurpose meeting rooms. On- and off-site improvements for the 3.1 acre project area include 100 parking spaces, taxi loading and staging area, and a City bus loading and staging area. RRM's experience with transit-oriented projects, trail expertise, local knowledge, and longstanding client service provided the City with a unique approach that brought rail, bus, bike, auto and pedestrian modes of transportation together into one gathering "hub" location for the community, creating a gateway to the downtown area.

Before



Completely broken up pavement resulting in dirt lot with no drainage.



Former impound lot

After



Dedicated wash pad

Extensive parking for buses and employees with new lighting and security fencing.



MAMMOTH LAKES TRANSIT FACILITY EXPANSION

NOTABLE INFO AND STATS:

Client: City of Mammoth Lakes
Contact: Thomas Platz
 (760) 934-7588 | tplatz@thainc.com
Contract Amount: \$5,500
Funding Sources: Federal, State, Local
Project Timeline: 2012 - 2014
RRM Project Manager: Michael Scott
 mlscott@rrmdesign.com
 (805) 903-1233, Ext. 273

RRM SERVICES PROVIDED:

Architecture

Mammoth Lakes was preparing for upgrades and wanted to implement them with a long-range plan in mind. In response, the city hired RRM and the lead civil engineering firm to provide a comprehensive master plan. It maximized the utilization of the existing maintenance/office building and relocated the vehicle wash bay for more efficient operations. The master plan also coordinated both automobile and bus circulation to maximize employee parking and provide for a stacked, covered bus parking building. The design team worked closely with staff to provide a circulation layout within the limited space available that was well-suited for vehicle departure and return operations. The design provides space for 18 buses, 6 trolleys, 4 cutaway buses and multiple bike trailers. Mammoth Lakes appreciated the team approach to finding solutions and implementing their site improvements in a planned location.

CITY OF MADERA FIRE STATION NO. 58

NOTABLE INFO AND STATS:

Client: City of Madera
Contact: Matt Watson
 (559) 706-8805
 Matt.Watson@fire.ca.gov
Contract Amount: \$472,808
Project Timeline: 2017 - 2020
RRM Project Manager:
 Charles Dellinger
 cadellinger@rrmdesign.com
 (805) 903-1275, Ext. 310



The City hired RRM to design a new fire station adjacent to the municipal airport, which includes three apparatus bays, sleeping areas and a living area for two companies and a battalion chief. The large site also consists of a space set aside for a future training facility, and its main gas line was sized to accommodate future live fire training props. The City wanted to utilize stone and large-scale post and beam elements consistent with other civic architecture in the area. A curved roof form over the apparatus bay was selected to reference the adjacent airport while maintaining the stone bases and walls' strength to ground the building. The station is designed to separate firefighters' living and sleeping areas from the equipment and apparatus to protect them from contaminants.

SERVICES PROVIDED:

Architecture, Landscape Architecture



"Mike Scott has been with our agency since day one of our first project. Anytime I need anything, Mike is quick to meet my needs and answer questions. When I think of RRM, I think of how great Mike is to work with!"

- Matt Watson, Fire Chief, City of Madera





MADERA COUNTY FIRE STATION NO. 3

NOTABLE INFO AND STATS:

Client: County of Madera
Contact: Maritza Rodriguez
 (559) 675-7700
 maritza.rodriguez@maderacounty.com
Contract Amount: \$489,994
Project Timeline: 2020 - Present
RRM Project Manager:
 Charles Dellinger
 cadellinger@rrmdesign.com
 (805) 903-1275, Ext. 310

RRM SERVICES PROVIDED:

Architecture, Civil Engineering,
 Landscape Architecture

In 2017, Madera County decided to vacate their old Fire Station No. 3, which at that point was a dilapidated 30 year-old mobile trailer. Seeking to replace the station, they contracted RRM Design Group to build a new and permanent facility for the fire department, which provides emergency services to all unincorporated areas of the county.

Located in the rural and agricultural fields of Madera, this new fire station will cover an area of 7,985 square feet, with a single-story design that's easy to navigate. The modern facility will feature state-of-the-art equipment and technology to improve firefighting capabilities, ensuring prompt and efficient emergency responses. With the replacement of the old fire station, this newly constructed site will continue to serve the community and provide essential fire protection services.



12,13,14 KITCHEN/DINING/DAYROOM

1/8" = 1'-0"

MADERA COUNTY FIRE MASTER PLAN

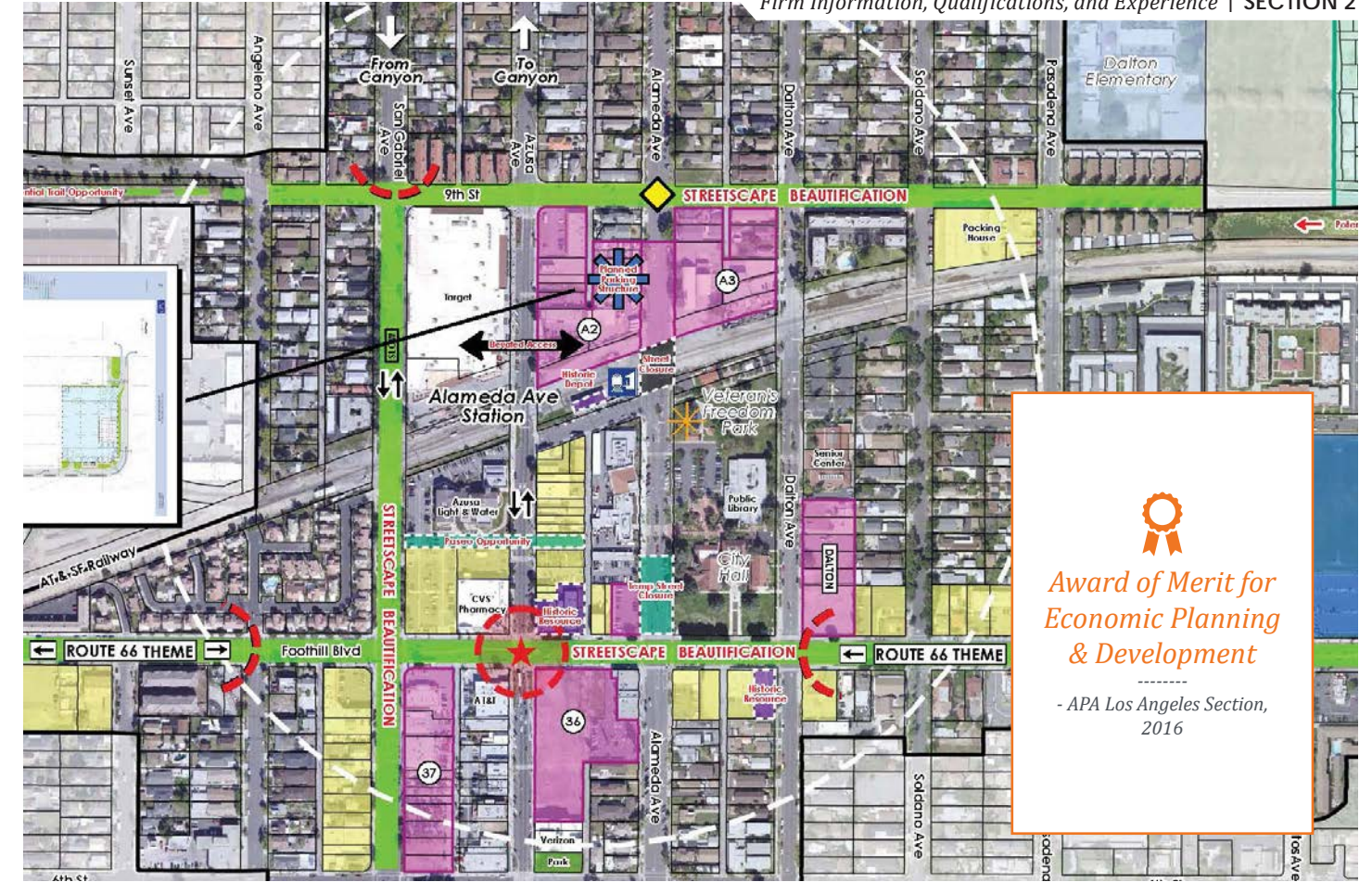
NOTABLE INFO AND STATS:

Client: County of Madera
Contact: Matthew Treber
 (559) 675-7821, Ext. 3224
 matthew.treber@co.madera.ca.gov
Contract Amount: \$143,200
Project Timeline: 2016 - 2019
RRM Project Manager: Michael Scott
 mlscott@rrmdesign.com
 (805) 903-1233, Ext. 273

RRM SERVICES PROVIDED:

Architecture

Madera County was faced with a decision to build one central or two developer-built fire stations to serve its fast-growing southern region. RRM Design Group provided strategic planning services to examine the feasibility of a new fire station midway between the Gunner Ranch and Riverstone residential subdivisions. The strategy mapped out a complex phasing timeline based on developer agreements and County contributions for new personnel, apparatus, and facilities. RRM brought in longtime collaborator Citygate Associates to provide response time, fire staffing, and benefit zone analyses to augment architectural programming, station prototype design, and site master planning studies. As a result of these studies, the County is proceeding with two stations, one of which RRM is providing full architecture and engineering services.




**Award of Merit for
Economic Planning
& Development**

 - APA Los Angeles Section,
2016

AZUSA DOWNTOWN SPECIFIC PLAN AND TOD GENERAL PLAN/ DEVELOPMENT CODE UPDATE

NOTABLE INFO AND STATS:

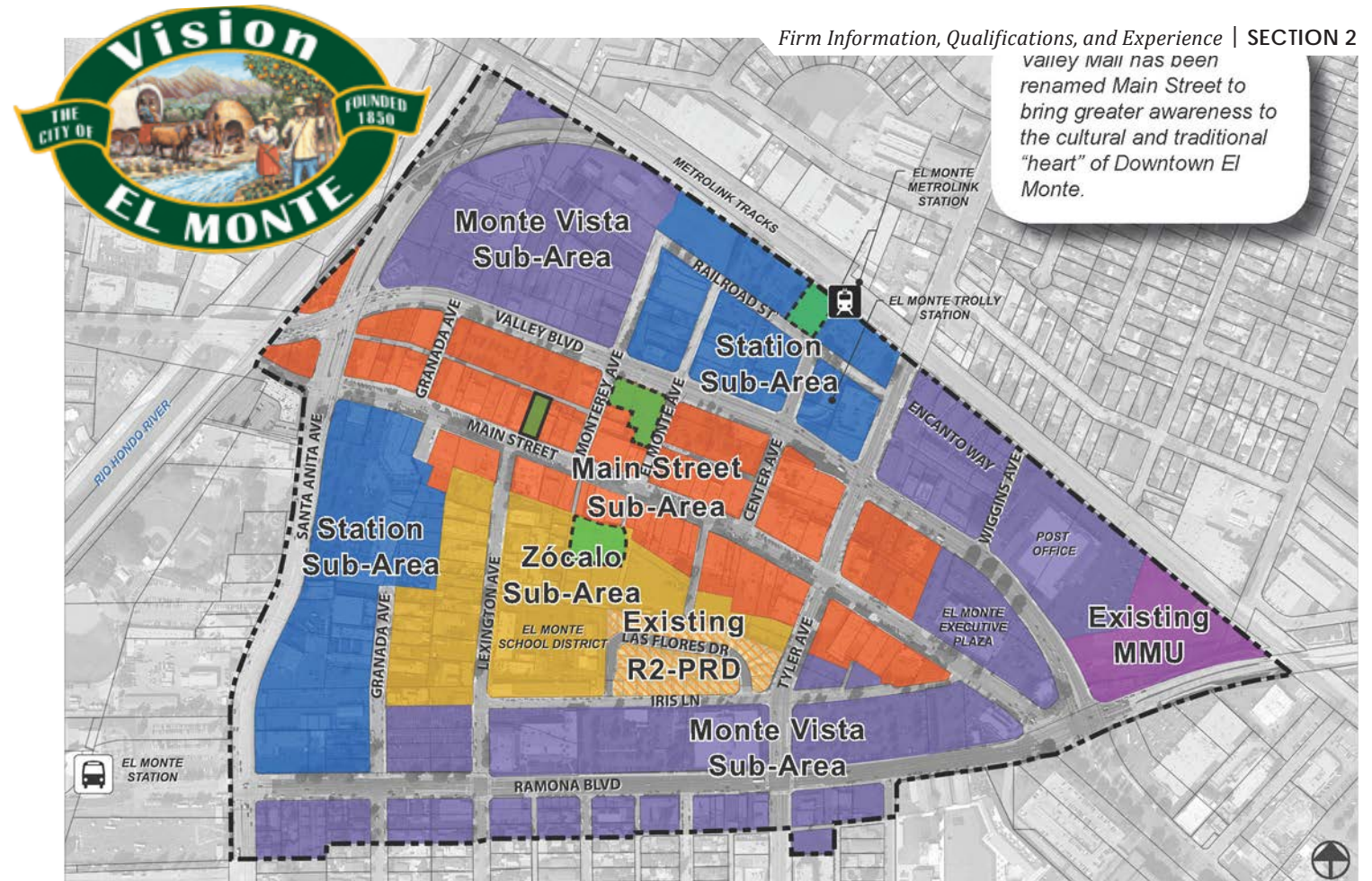
Client: City of Azusa
Contact: Manuel Muñoz
 (626) 812-5226 | mmunoz@azusaca.gov
Contract Amount: \$596,400
Project Timeline: 2014-2016
RRM Project Manager: Jami Williams
 (805) 903-1204, Ext. 209
 jawilliams@rrmdesign.com

RRM SERVICES PROVIDED:

Planning, Architecture, Engineering,
 Landscape Architecture

The City of Azusa retained RRM to prepare a 350-acre Downtown Specific Plan and TOD General Plan/Development Code Update focusing on Azusa's downtown, two future Gold Line transit stations, and adjacent residential neighborhoods. Funded through a Los Angeles Metropolitan Transportation Authority (Metro) grant, the work effort addresses a mix of commercial, residential, and entertainment-related land uses that will be instrumental in creating a vibrant mixed-use, pedestrian-oriented environment. The project market analysis informs recommended land uses and development standards, which are complemented by design guidelines to ensure high quality, compatible development. Inclusive community engagement incorporates ideas voiced by residents, business owners, and decision-makers. The overall effort is complemented by an integrated CEQA process for an Environmental Impact Report.





EL MONTE DOWNTOWN TOD SPECIFIC PLAN

NOTABLE INFO AND STATS:

Client: City of El Monte

via Evan Brooks Associates

Contact: Betty Donovanik

(626) 258-8626

bdonavanik@elmonteca.gov

Contract Amount: \$244,721

Project Timeline: 2013-2017

RRM Project Manager: Jami Williams

(805) 903-1204, Ext. 209

jawilliams@rrmdesign.com

RRM SERVICES PROVIDED:

Planning, Architecture, Engineering,
Landscape Architecture



The City of El Monte selected RRM Design Group to develop a Downtown Main Street TOD Specific Plan. The project provides the regulatory land use and planning framework for implementing the vision articulated in the adopted 2011 Vision El Monte General Plan. The plan focuses on the revitalization and plans for physical improvements to Main Street and infuses the downtown with new housing opportunities. In addition, RRM was asked to develop streetscape improvement construction documents to enhance the City's downtown urban core. The streetscape beautification, now under construction, is the first phase of enhancements, which include pedestrian crossing improvements, new street trees, landscape planted parkways, and new seating areas along this vibrant street. The design also includes improvements to paseo access to the street, new street pedestrian lighting, traffic calming features, and the design of bioswales and permeable pavement to capture urban storm runoff.





SCOPE OF WORK STATEMENT

RRM Design Group believes that a thorough, well-structured approach and work plan, developed early and with consensus agreement, results in not only successful products, but successful projects throughout the design and construction process. We have broken down our work plan into the following significant phases and tasks based on our understanding of the stakeholder needs, project demands, and jurisdictional requirements. We have also proposed a team and support staff comprised of expertise, familiarity with the project, and the City to meet the work plan and schedule provided in the RFQ and articulated in our response.

SCOPE OF WORK SECTIONS

PHASE 1: KICKOFF AND VERIFICATION

Task 1.0: Project Initiation and Administration

Task 1.1: Existing Condition Verification and Site Survey

PHASE 2: SCHEMATIC DESIGN (30%)

Task 2.1: Schematic Design

PHASE 3: CONSTRUCTION DOCUMENTS (50%, 90%, 100%)

Task 3.1: 50% Design Development Documents

Task 3.2: 90% Construction Documents

Task 3.3: Permitting

PHASE 4: BIDDING AND CONSTRUCTION ADMINISTRATION (RECOMMENDED)

Task 4.1: Bidding

Task 4.2: Construction Administration

Task 4.3: Record Drawing and Project Closeout

OPTIONAL TASKS

Task O.1: 5th and C St.



PHASE 1: KICKOFF AND VERIFICATION

Task 1.0: Project Initiation and Administration

Develop and maintain a focused project execution process, so the schedule doesn't slip and resources are used efficiently.

RRM will work with the City to get the project moving quickly and maintain the momentum moving forward. We start with a kickoff meeting focused on developing a consensus project understanding for key stakeholders. This culminates in a consensus-driven goals and objectives statement, aligned project milestone schedule, identified project risks and established 'rules of engagement.'

RRM will provide bi-weekly status updates and coordination meetings, including schedule updates, weekly accomplishments, upcoming activities, needs/dependencies from the City, and track open issues.

Deliverables:

- Project goals and objectives statement
- Project schedule (level-3/4 design schedule, level-2 construction schedule)

Meetings:

- One (1) kickoff meeting with the City project stakeholder team
- Bi-weekly status updates and coordination meetings – one half (1/2) hour (conference call, 20 weeks)

Client Participation:

- Identify and coordinate meetings with key stakeholders

Task 1.1: Existing Condition Verification and Site Survey

Observe and document existing site conditions, so that design can respond to physical and regulatory constraints and risks (and costs) can be avoided or mitigated.

RRM will investigate the existing site conditions, building, and overlying regulatory conditions. Assessment will include: architectural and accessibility requirements; structural deficiencies, electrical impacts and conditions; and mechanical and plumbing impacts and conditions. These will be documented as as-built verification base plans, existing building assessments, and conceptual replacement plans. Together with direction from the City, these will form the basis for the plan for reconstruction or replacement.

Deliverables:

- Topographic site survey
- Updated base files of existing building (necessary for areas of improvement only)
- Existing building assessment

Meetings:

- One (1) existing condition site verification visits

Client Participation:

- Coordinate site access availability
- Field material testing, if needed
- Provide existing as-built documentation

PHASE 2: SCHEMATIC DESIGN (30%)

Task 2.1: Schematic Design

Document project understanding and primary scope graphically and outline performance requirements, so stakeholders can clearly articulate and validate the project understanding.

With the completion of the existing condition verification phase, RRM will prepare a complete schematic design package for City review and verification of major scope elements for all trades.

Deliverables:

- Schematic design drawing package (architecture, civil engineering, MEP, and landscape architecture)
- 100% schematic design budget estimate

Meetings:

- One (1) schematic design review meeting

Client Participation:

- Attendance and coordination for review meetings
- Assistance with preparation and processing of planning applications, if needed

PHASE 3: CONSTRUCTION DOCUMENT

Task 3.1: 50% Construction Documents

Determine and integrate major building systems and equipment to be clearly defined and coordinated with other integral systems. Clearly express the design intent so that the project can be reviewed and bid with accuracy.

We will clearly express the design intent so that the project can be reviewed and bid with accuracy. Based on the schematic design documents and project budget, RRM and our consultant team will develop the project's building systems and site improvements. The architectural and engineering team will design and lay out the basic engineering systems in the design development subtask. Construction cost estimates will be prepared to reflect the information developed in this task. Decisions in this phase are evaluated based on operational needs, durability, operations and maintenance, initial and long-term costs, sustainability, and other priorities identified in the program. We recommend a careful analysis at this stage to develop the most energy-efficient design possible.

Deliverables:

- 50% construction documents drawings
- 50% construction documents outline specifications
- 50% construction documents budget estimate

Meetings:

- One (1) preliminary code review meeting with City Building Department (teleconference)
- One (1) 50% construction documents review meeting (teleconference)

Client Participation:

- Provide design and equipment standards

Clearly express the design intent so that the project can be reviewed and bid with accuracy.

Based on the 50% construction documents and client review comments, drawings, and specifications, RRM and our subconsultants will prepare the final construction documents for permitting and bidding.

Deliverables:

- 90% construction documents drawings
- 90% construction documents specifications
- 90% structural calculations
- 90% construction documents budget estimate

Meetings:

- One (1) meeting to review progress (teleconference) (if needed)
- One (1) meeting to review City team comments on the 90% construction documents

Client Participation:

- Provide Standard Division 1 and General Condition specifications

Task 3.3: Permitting

Thorough and responsive submittal and correction process so that we ensure timely compliance.

RRM will submit the 90% construction documents to the City Building Department for plan check review at the end of the construction document task. RRM will respond to the plan, check comments received in writing and prepare documentation to achieve permit-ready status. During this task, 100% modifications to the documents may also occur as a result of City team review comments and RRM's in-house QA/QC final review. RRM will incorporate the City agency plan check, RRM in-house QA/QC, and City review comments into the 100% construction document set for the project bidding process.

Deliverables:

- 100% construction documents, supplemental information, and application assistance

Meetings:

- One (1) meeting for submittal overview to the building department (teleconference)

Client Participation:

- Application, fee payment and submittal of permit set

PHASE 4: BIDDING AND CONSTRUCTION ADMINISTRATION (RECOMMENDED)

Task 4.1: Bidding

Support an efficient, clear, fair bidding process with the City and contractors.

RRM and our subconsultants will assist the City during the bidding phase by participating in a pre-bid conference, evaluating and advising the City regarding substitution requests, and responding to questions from prospective bidders in the form of an addendum.

Deliverables:

- Respond to bidder questions
- Prepare up to three (3) addendums (as needed)
- Conformance set of construction documents

Meetings:

- One (1) pre-bid conference with prospective bidders
- One (1) bid opening and evaluation meeting (conference call)

Client Participation:

- Attendance and administration of the pre-bid conference
- Administration of the bid process and document distribution
- City to provide division 00 and 01 specifications
- City will conduct bid opening meeting

Task 4.2: Construction Administration

Assure and support the execution of a quality project that meets the design and performance intent for the City.

RRM and our subconsultants will remotely assist the City during the construction phase by reviewing and responding to contractor submittals and requests for additional information, reviewing and responding to requests by the City for changes in the work, observing and advising the City regarding construction progress and conformance to the contract documents. We will attend bi-weekly progress meetings and assist the City in the preparation of a punch list. We will advise the City on the status of the project concerning substantial completion and final completion. Construction administration assumes no more than a six month construction project.

Deliverables:

- Response to Requests for Information
- Issue bulletins/supplemental information instructions and field observation reports
- Review contractor submittals
- Review payment applications, change order proposals
- Prepare punch list

Meetings:

- One (1) pre-construction meeting (onsite)
- Approximately eighteen (18) teleconference project meetings, every week (2 hours max); and
- Six (6) site observation visits, once a month (onsite)
- One (1) final construction and punch list completion meeting (onsite)
- Two (2) as-needed meetings during construction for potential issues (onsite)

Client Participation:

- Attendance at meetings

Task 4.3: Record Drawing and Project Closeout

Ensure quality record documents and administrative records for future modifications and maintenance of the facility.

RRM and our subconsultants will review the contractor's markups of record drawings to verify all revisions made during construction are included to provide the City with a complete record of the project as completed. RRM and our subconsultants will update the digital CAD drawings and provide the City with a digital PDF and CAD file.

Deliverables:

- List of missing revisions
- Scan of final contractor markups
- As-built construction plans in hard copy, digital pdf, and CAD
- Review of contractor-provided record as-built drawings and operations and maintenance manuals

OPTIONAL TASKS

Task O.1: 5th and C St.

If desired by the City after analysis by RRM consultants the City may elect to improve the existing path of travel from the Transit Site to the corner of 5th and C Streets. RRM will provide path of travel improvement drawings and CA support service as needed for these improvements.

Deliverables:

- Existing conditions and demolition plan
- Grading Paving Plan
- Curb ramp details

Meetings:

- To be incorporated with other meetings

COST CONTROL AND BUDGETING

RRM takes an equally thoughtful approach to developing our designs into implementable plans that achieve the most value for our clients. We strive to balance the aesthetic, functional, environmental, schedule, and initial and lifecycle costs, so that the City and Community enjoy our projects just as much 30 years later as they do at opening. The key is we don't let our ego get in the way! We understand that public projects need to balance near term and long-term constraints and needs and it's our job to help with this.

Some of the ways we achieve the most value is by using our years of experience on some of the hardest public project types (public parks, fire stations, schools, etc.) to design the little details that increase the long-term durability and reduce operational costs.

In addition to our knowledge and philosophy we recommend an itemized cost estimate approach at the major stages. This allows us to make decisions with the City that are at the appropriate level, such as big scope changes early on.

Lastly, we aim to make choices when specifying materials and systems that are not only appropriate for the end product, but that match the level of expected contractors to facilitate a clean and robust contractor bidding environment. Some of the ways we do this is to be knowledgeable of the local contracting community and experience, availability of materials, and clearly identifying building systems and how they integrate with the design.

CONSIDERATIONS

CRITICAL ENGINEERING ISSUES

For any renovation project, one of the most critical aspects is balancing desired scope and design with minimal disruption to existing conditions. We try to minimally impact items such as structural systems and major mechanical, electrical, and plumbing systems. By doing so the design can reduce revisions to system that would have minimal qualitative value.

In addition, to the improvements internally, we noticed various levels of asphalt pavement failure. We recommend the City conduct a geotechnical investigation and together develop a pavement replacement strategy that meets the initial cost constraints that provides the most long-term value.

Lastly, there are some apparent ADA issues along the Public Way along 5th street. We have included an assessment in our proposal and an optional task that the City can elect if desired to make improvements to the path of travel.

ENVIRONMENTAL ISSUES

Based on the age of the facility, there were no apparent environmental issues. However, the City must conduct a Lead and Asbestos study prior to commencing any work. We recommend completing this at project initiation for confirmation of any hazardous materials.

From a forward-thinking sustainability perspective, the scope did not require any improvements for electric vehicle or bus charging stations. RRM will review this and work with the client to identify any opportunities to minimize future work if possible.

COST AND SCHEDULE

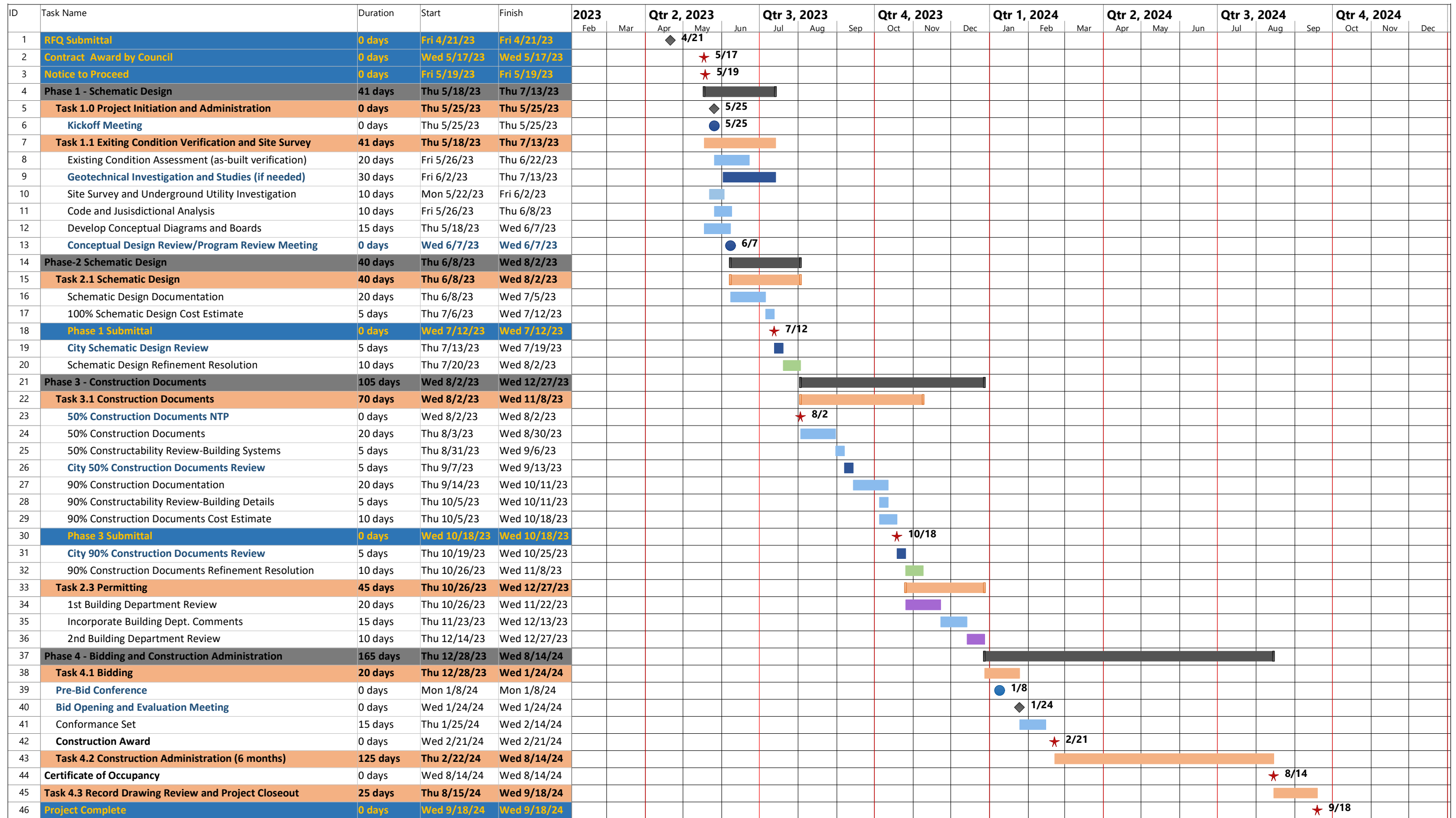
The largest potential cost and schedule impact that we foresee and is common in renovation projects is undocumented or unknown existing conditions (e.g. rot damage). To help mitigate this we have included a site assessment early on with our consultant team to verify systems and any critical factors that could add complexity and cost to the project. In addition, our team is experienced in balancing the long-term costs against the initial cost for the project. We understand that public buildings need to last for 30+ years and will work with the City to balance the budget with the scope.

Lastly, we start with a schedule, verify it with the stakeholders, and monitor it with the City stakeholder on a weekly basis. We focus on hitting our scheduled dates but are flexible to ensure that most of all the overall project is successful for our clients.

NEIGHBORHOOD ENHANCEMENT

RRM is a community based design firm. Our design philosophy isn't fueled from a designer ego, success for us is fueled from coming up with the best solution for our clients and the community. For the Madera project we look forward to hearing from the stakeholders and being able to implement a solution that connects and signifies the importance to the community for years to come.

TIMELINE



Wed 5/10/23

* schedule is dependent on stakeholder, agency, and contractor durations

RRM PROJECT
Whittier Oak Station



4

LITIGATION
Proposal for Intermodal Transit Center





RRM'S LITIGATION HISTORY (5 YEARS)

Case Name:
RRM DESIGN GROUP VS. PASO ROBLES JOINT UNIFIED SCHOOL DISTRICT
Date of Claim: 1/27/20
Claim Detail: Paso Robles Joint Unified School District failed to pay for services rendered. RRM filed a Breach of Contract claim a measure of last resort.
Project Name: Paso Robles Joint Unified Master Plan Topographic Surveying
Project Owner/Respondent: Paso Robles Joint Unified School District
Applicable Court: County of San Luis Obispo
Current Status: Settled

Case Name:
ARLINGTON THEATRE PROPERTY, LLC VS. RRM DESIGN GROUP
Date of Claim: 7/17/18
Claim Detail: Accessibility doorway clearance, other construction-related issues, and active settlement discussions are taking place. Currently under tolling agreement executed between parties.
Project Name: Arlington Village Rentals and Mixed-Use Development
Project Owner/Respondent: Arlington Theatre Property, LLC
Applicable Court: County of Santa Barbara
Current Status: In settlement discussions

Case Name:
ROBERT SHELDON, ET. AL. VS. CITY OF PISMO BEACH, COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA, RRM DESIGN GROUP
Date of Claim: 1/25/20
Claim Detail: Personal injury claim filed related to a trip and fall at Pismo Beach cement seating.
Project Name: Pismo Beach Pier Plaza and Parking Lot Upgrade and Price Street Streetscape
Project Owner/Respondent: City of Pismo Beach
Applicable Court: County of San Luis Obispo
Current Status: In litigation

Case Name:
RRM DESIGN GROUP VS. KERRY MORIARTY
Date of Claim: 3/29/18
Claim Detail: Moriarty Property Company failed to pay for services rendered. RRM filed a Breach of Contract claim, a measure of last resort.
Project Name: New Town Plaza Mixed-Use Development
Project Owner/Respondent: Kerry Moriarty
Applicable Court: County of Santa Barbara
Current Status: Settled

RRM PROJECT
 Manteca Transit Station



CONTRACT EXCEPTIONS

RRM Design Group has reviewed the Professional Services Agreement and we have no objection to the terms and conditions contained therein, assuming that the indemnification clause is consistent with State of California Civil Code Section 2782.8 verbiage.