

PACIFIC ARCHITECTURE AND ENGINEERING, INC.

2447 PACIFIC COAST HIGHWAY, SUITE 218, HERMOSA BEACH, CA 90254 INFO@PACIFIC-AE.COM
(310)698-8711
WWW.PACIFIC-AE.COM

January 13, 2020

COVER LETTER

RE: PALOS VERDES PENINSULA SCHOOL DISTRICT RFP FOR ROOFING CONSULTANT SERVICES

To Whom It May Concern:

Pacific Architecture and Engineering, Inc. (PAC) is pleased to present to you this proposal for PALOS VERDES PENINSULA SCHOOL DISTRICT RFP FOR ROOFING CONSULTANT SERVICES PAC specializes in facility improvements for Southern California municipalities from planning to construction. All our clients are cities and public agencies in Southern California including City of Redondo Beach, City of Carlsbad, City of El Monte, City of El Segundo and others. We specialize in City facility improvement projects, including City Offices, Parks and Recreation Facilities, Public and Private Restrooms, ADA Improvements, Renovations, New and Existing Structures as well as Feasibility Studies.

Intent and Scope of Work

We understand that the scope of work requires our team to adjust our work to the budget and the schedule of the project. We have extensive experience working on on-call contracts and understand how to control our own work so that it is delivered on budget, and within schedule but also meet the intent of the project. We are skilled at selecting a roofing system which will meet this criteria for a successful project. We are able to provide the services required for this project: destructive testing, bid documents, monitoring, education and training. We also have cost estimating services in-house if needed.

Previous Experience

We have recently completed roof improvement projects from destructive testing, construction documents, bidding, construction support, and cost estimating. Our team considers if the projects are fully operational during construction, as well as budget and schedule. We are able to also revise the roofing product when project schedules and budgets change from the original intent. Our architects have expertise in not only roofing, but waterproofing details, including flashing, as well as skylights and roof hatch conditions, and regularly provide OSHA compliance on such details.

The contact who has legal authority to execute this agreement for this proposal is: Jun Fujita Hall, AIA, LEED AP, Principal Project Manager 2447 Pacific Coast Highway, Suite 218, Hermosa Beach, CA 90254 (310)405-3878 jun@pacific-ae.com

Please do not hesitate to contact me, Jun Fujita Hall directly at jun@pacific-ae.com or (310) 405-3878 if you have any questions or require additional information. We thank you for this opportunity and look forward to any further discussions regarding this project.

Sincerely,

Jun Fujita Hall, AIA, LEED AP, BD+C, NCARB

Principal Project Manager

jun@pacific-ae.com

310-405-3878

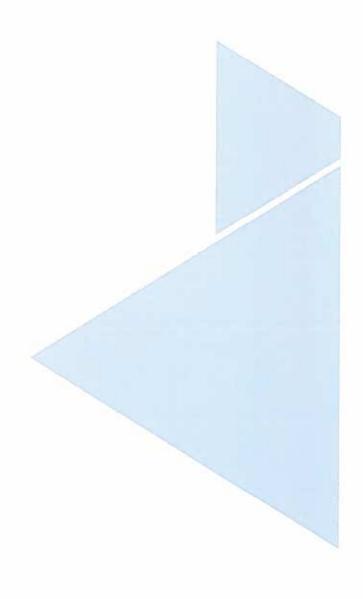
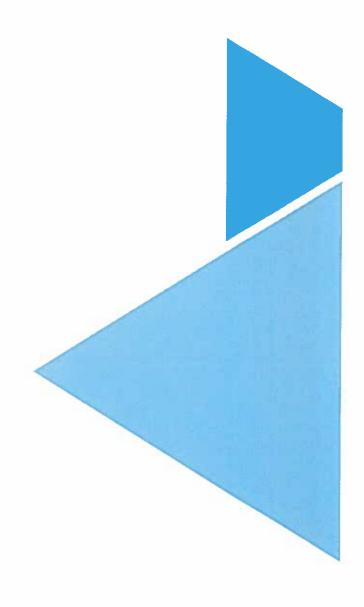


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COMPANY BACKGROUND/HISTORY

Pacific Architecture and Engineering, Inc. (PAC) specializes in facility improvement projects with Southern California Municipalities and other public agencies. Our proven background in public work allows us to be familiar with public processes, procedures, and city departments, allowing for an efficient and streamlined process for a successful project. Our team provides roofing upgrade services which includes roofing replacement as well as roof coating to extend the lift of an existing roof. Along with the roofing, we have expert knowledge in flashing, atypical conditions. We also contract with a third party for additional expert waterproofing support as well for a Quality Control and Quality Assurance review. In addition, if other disciplines are needed, other team members are available if requested.

PAC was established in 2014 and we mainly have repeat clients including City of Redondo Beach, City of Carlsbad, City of El Segundo, City of El Monte, and others. We are familiar with City departments and work/coordinate with Public Works, Parks and Recreation, Engineering Department, Building Department, Planning Department, City Attorney's Office, Police Department, Fire Department, Libraries and others. Our projects include project small and large as well as complex projects.

Pacific Architecture and Engineering assembles teams of specialists to deliver successful projects. We provide a wide range of services that take a project from inception to completion. We are expert in coordinating all disciplines. Our services include, but are not limited to:

- Project Management
- ADA Survey and Upgrades
- Programming
- Architecture
- Structural Engineering *
- Civil Engineering
- Landscape Architecture*
- Interior Design

- Mechanical, Electrical, Plumbing*
- Environmental CEQA and NEPA *
- Surveying*
- Traffic
- Outreach
- Cost Estimating
- LEED and other Sustainable Solutions
- Photorealistic Computer Rendering*

Subcontracted*

EXPERIENCE

City of Carlsbad Faraday Building Roof Replacement Project 68,000SQ FT

Two cores of roof was examined to show a 4 ply built up roof with cap mechanically fastened and deck was in good condition at both core location with no moisture and rotted areas noted.

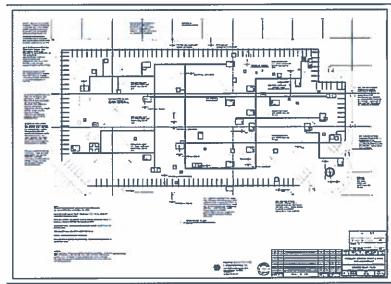


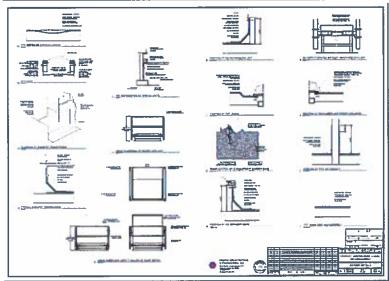
A full roof replacement was planned, and flashing details, termination details, new OSHA fall protection railing details for roof hatch and sky lights were prepared. Flashing details included atypical conditions, where mechanical screens penetrated the roof membrane.

Scope of work included as built condition evaluation, bid documents including drawings and specifications, cost estimate, bidding support, construction support, change order review, and project closeout. Project team also obtained plan check approval from the city.

The bid documents contained plans and specifications for replacement of the roof. In further discussions with the City Staff, and due to budget, schedule and the fact that the building is fully occupied during construction, the project was value engineered to be a two part, bio based polyurethane roof coating, to reduce smell, and the bid documents were altered.

Bidding assistance was also provided, where substitution





requests were reviewed for system fire rating, warranty, references, and product data, and recommendations were made to the city. A waterproofing consultant was retained, since the product submitted with a substitution request were new to the market and had no history. It was determined that the product requested for substitution had not yet completed its fire rating testing and was rejected. The waterproofing consultant also provides Quality Assurance Quality Control (QAQC) peer review of the bid documents.

The contract for this project included field observations, bid documents, Construction bidding support and project close out services including reviewing contractor's as built documents.



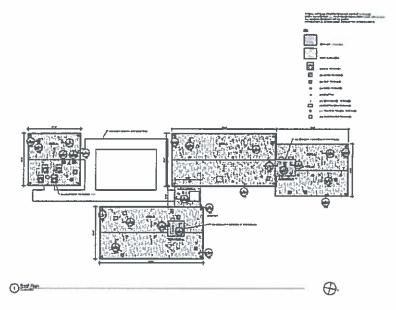
City of Carlsbad City Hall Roof Replacement Project 17,000 SQ FT

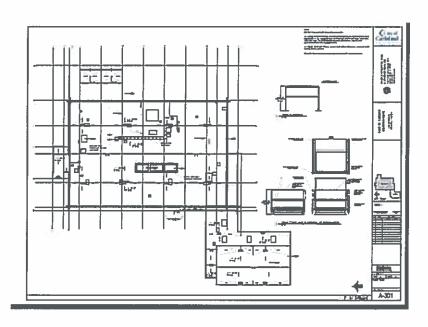
The project included roof upgrades and cost estimate. After an initial site investigation, the City Hall Roof, which is broken up into four smaller roofs, our team created roof plans and specification as well as details for new scuppers, penetrations, as it was discovered that the overflows did not meet requirements. Sheet metal flashing details were also created for raised equipment pads.

Budget and value engineering modified the documents to be a spray applied roof coating.

City of Carlsbad Safety Center Design Police and Fire Dept Headquarters 50,000SQ FT

PAC team provided roof membrane specifications for roof upgrades for the 50,000 SQ FT existing facility. Our team met with Public Works Project Manager to determine roofing system for building.





<u>City of Redondo Beach Anderson Park – Roofing Improvements for exiting restroom</u>

After our team conducted an on-site visit of the existing restroom at Anderson Park, our team recommended that the roof not be replaced due to the fact that the roof appeared new contrary to City records that showed it as being over 30 years old. The City then removed the roof replacement from the scope of work.



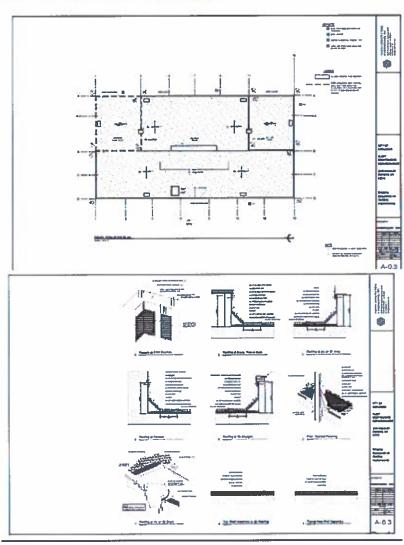
City of Carlsbad Fleet Maintenance Building Renovation and Roof Upgrade

The project included site investigations, plans and specifications and cost estimate, as well as construction support services.

Details were created for flashing as well as penetrations.

Since part of the building was being demolished, this portion would receive a new roofing membrane.

Our team worked directly with Public Works Project Managers to determine the type of roofing product that would be most suitable for City maintenance staff and budget.





RESUME
PACIFIC ARCHITECTURE AND ENGINEERING, INC.



JUN FUJITA HALL, AIA, LEED AP, BD+C, PRINCIPAL PROJECT ARCHITECT EDUCATION

M.Arch., Architecture, Columbia University, New York, 1999 B.A., Architecture, University of California, Berkeley, 1996

REGISTRATIONS/LICENSES

Registered Architect: California C30954

CERTIFICATIONS

Leadership in Energy and Environmental Design Accredited Professional Building Design and Construction (LEED AP BD+C), U.S. Green Building Council (USGBC)

PROFESSIONAL AFFILIATIONS

American Institute of Architects (AIA)

AWARDS

UC Berkley Departmental Citation
AIA Allwork Portfolio Prize Grand Prize

Jun Fujita Hall has over 20 years of experience and specializes in all discipline small and large complex facility improvements for municipal public works projects as well as other public agency work. She is a proven project leader managing all disciplines from the start to finish of a project. Ms Fujita Hall has extensive technical knowledge with experience with many renovation projects with roofing upgrades.

Currently the Principal Architect of Pacific Architecture and Engineering, Inc, Ms Fujita Hall leads a multidisciplinary practice, with a high level of architectural technical knowledge, she is also expert in detailing waterproofing atypical details as well as selecting a suitable system in terms of budget, schedule and operations.

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Prior to Pacific Architecture and Engineering, Inc, Ms Fujita Hall managed municipal on call contracts, public projects, as well IDIQ federal contracts for roof replacements for the National guard.

Ms. Fujita Hall's experience includes:

City of Carlsbad Faraday Building Roof Replacement Project 68,000SQ FT

Ms Fujita Hall was project manager and project architect for this project:

Two cores of roof was examined to show a 4 ply built up roof with cap mechanically fastened and deck was in good condition at both core location with no moisture and rotted areas noted. A full roof replacement was planned, and flashing details, termination details, new OSHA fall protection railing details for roof hatch and sky lights were prepared. Flashing details included atypical conditions, where mechanical screens penetrated the roof membrane.

Scope of work included as built condition evaluation, bid documents including drawings and specifications, cost estimate, bidding support, construction support, change order review, and project closeout. Project team also obtained plan check approval from the city.

The bid documents contained plans and specifications for replacement of the roof. In further discussions with the City Staff, and due to budget, schedule and the fact that the building is fully occupied during construction, the project was value engineered to be a two part, bio based polyurethane roof coating, to reduce smell, and the bid documents were altered.

Bidding assistance was also provided, where substitution requests were reviewed for system fire rating, warranty, references, and product data, and recommendations were made to the city. A waterproofing consultant was retained, since the product submitted with a substitution request were new to the market and had no history. It was determined that the product requested for substitution had not yet completed its fire rating testing and was rejected. The waterproofing consultant also provides Quality Assurance Quality Control (QAQC) peer review of the bid documents.

The contract for this project included field observations, bid documents, Construction bidding support and project close out services including reviewing contractor's as built documents.

City of Carlsbad City Hall Roof Replacement Project 17,000 SQ FT

Ms Fujita Hall was project manager and project architect for this project:

The project included roof upgrades and cost estimate. After an initial site investigation, the City Hall Roof, which is broken up into four smaller roofs, our team created roof plans and specification as well as details for new scuppers, penetrations, as it was discovered that the overflows did not meet requirements. Sheet metal flashing details were also created for raised equipment pads.

Budget and value engineering modified the documents to be a spray applied roof coating.

City of Carlsbad Safety Center Design Police and Fire Dept Headquarters 50,000SQ FT

Ms Fujita Hall was project manager and project architect for this project:

PAC team provided roof membrane specifications for roof upgrades for the 50,000 SQ FT existing facility. Our team met with Public Works Project Manager to determine roofing system for building.

<u>City of Redondo Beach Anderson Park – Roofing Improvements for exiting restroom</u>

Ms Fujita Hall was project manager and project architect for this project:

After our team conducted an on-site visit of the existing restroom at Anderson Park, our team recommended that the roof not be replaced due to the fact that the roof appeared new contrary to City records that showed it as being over 30 years old. The City then removed the

roof replacement from the scope of work.

City of Carlsbad Fleet Maintenance Building Renovation and Roof Upgrade

Ms Fujita Hall was project manager and project architect for this project:

The project included site investigations, plans and specifications and cost estimate, as well as construction support services.

Details were created for flashing as well as penetrations.

Since part of the building was being demolished, this portion would receive a new roofing membrane.

Our team worked directly with Public Works Project Managers to determine the type of roofing product that would be most suitable for City maintenance staff and budget.

City of Redondo Beach Senior Center Improvement Project Ms Fujita Hall was Project Architect for facility improvements for Perry Park, Veterans Park, and Anderson Park. Full Construction Documents, Permitting, Bid Support, and Construction Administration Services were provided. Project included metal flashing improvements.

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City of El Monte Aquatics Center Facility Improvements. Ms Fujita Hall managed an all discipline team as well as specialists to open the Aquatics Center in time for scheduled programs through Parks and Rec, and managed the completion of full Construction Documents, cost estimates, agency approvals for County and City Plan check. Improvements included waterproofing improvements, safety improvements, as well as aesthetic improvements. Full Construction Documents, Permitting, Bid Support, Project Management, Construction Management, Construction Administration Services, and full Inspection Services were provided. Waterproofing and flashing details were provided by Ms Fujita Hall

City of Redondo Beach, Redondo Beach Transit Center and Police Department Substation, Redondo Beach, CA

Ms Fujita Hall was sole point of contact for the City and managed all disciplines for a full range of architectural and engineering (A-E) design services for Phase I \$7M development for the new South Bay Regional Intermodal Transit Center, which will be located at 1521 Kingsdale Avenue in Redondo Beach, California. The purpose of this three-phase, \$14.2 million construction project is to replace the existing but inadequate regional transit center located one block away, in order to improve overall public bus transit service and mobility within southwestern Los Angeles County. A-E services being provided for Phase I development include architectural and landscape design; structural, civil, mechanical, electrical, and plumbing (MEP) engineering; Leadership in Energy and Environmental Design (LEED) administration; and construction administration. Project deliverables include construction plans and specifications, along with cost estimates. Ms Fujita Hall has provided full permit and agency approval expediting services including Caltrans, Metro, Utility, and City plan check approvals.

Other projects:

Los Angeles County Fire Protection District, Los Angeles, CA.

San Diego Broadway Pier Feasibility Plan, LEED Gold, San Diego Unified Port District, San Diego, CA.

City of Carson Park Pool ADA Improvements
City of Carson Computer Center Improvements
Renovation and Expansion of Facilities Nebraska Air National Guard, LEED Certified
Standards, Lincoln, Nebraska.



KATSUHIKO MASUTANI, ARCHITECTURAL JOB CAPTAIN Architectural Designer EDUCATION

Bachelor of Architecture, Washington State University 1994

Having joined the Pacific Architecture and Engineering, Inc. team in 2014, Katsu Masutani leads the effort in the production of Construction Documents. Mr Masutani has over 20 years of experience putting together Design Documents, permitting, and Construction Administration. He regularly trains the staff of new drafting program techniques.

Mr Masutani's experience includes:

City of Carlsbad Faraday Building Roof Replacement Project 68,000SQ FT

Mr Masutani was job captain for this project managing the plans and specification production: Two cores of roof was examined to show a 4 ply built up roof with cap mechanically fastened and deck was in good condition at both core location with no moisture and rotted areas noted. A full roof replacement was planned, and flashing details, termination details, new OSHA fall protection railing details for roof hatch and sky lights were prepared. Flashing details included atypical conditions, where mechanical screens penetrated the roof membrane.

Scope of work included as built condition evaluation, bid documents including drawings and specifications, cost estimate, bidding support, construction support, change order review, and project closeout. Project team also obtained plan check approval from the city.

The bid documents contained plans and specifications for replacement of the roof. In further discussions with the City Staff, and due to budget, schedule and the fact that the building is fully occupied during construction, the project was value engineered to be a two part, bio based polyurethane roof coating, to reduce smell, and the bid documents were altered.

City of Carlsbad City Hall Roof Replacement Project 17,000 SQ FT

Mr Masutani was job captain for this project managing the plans and specification production: The project included roof upgrades and cost estimate. After an initial site investigation, the City Hall Roof, which is broken up into four smaller roofs, our team created roof plans and specification as well as details for new scuppers, penetrations, as it was discovered that the overflows did not meet requirements. Sheet metal flashing details were also created for raised equipment pads.

Budget and value engineering modified the documents to be a spray applied roof coating.

City of Carlsbad Safety Center Design Police and Fire Dept Headquarters 50,000SQ FT

Mr Masutani was job captain for this project managing the plans and specification production: PAC team provided roof membrane specifications for roof upgrades for the 50,000 SQ FT existing facility. Our team met with Public Works Project Manager to determine roofing system for building.

City of Carlsbad Fleet Maintenance Building Renovation and Roof Upgrade, 10,000 SF

Mr Masutani was job captain for this project managing the plans and specification production: The project included site investigations, plans and specifications and cost estimate, as well as construction support services. Details were created for flashing as well as penetrations. Since part of the building was being demolished, this portion would receive a new roofing membrane and roof coating for remaining roof.

<u>City of Redondo Beach Senior Center Improvement Project</u> Mr Masutani was job captain for this project managing the plans and specification production:

for facility improvements for Perry Park, Veterans Park, and Anderson Park. Full Construction Documents, Permitting, Bid Support, and Construction Administration Services were provided. Project included metal flashing improvements.

<u>City of El Monte Aquatics Center Facility Improvements.</u> Mr Masutani was job captain for this project managing the plans and specification production including waterproofing upgrades.

Other projects:

Los Angeles County Fire Protection District, Los Angeles, CA.

San Diego Broadway Pier Feasibility Plan, LEED Gold, San Diego Unified Port District, San Diego, CA.

City of Redondo Beach, Redondo Beach Transit Center and Police Department Substation, Redondo Beach, CA

City of El Monte Building Improvements

City of El Monte Aquatics Center Renovation



RICHARD WARSINGER EDUCATION

Bakersfield College, Bakersfield, CA - Computer Science, 1982 To 1983 California Polytechnic University, San Luis Obispo, CA - Architecture/Business Admin., 1971To 1974

Orange Coast College, Costa Mesa, CA - Architecture, 1969 To 1971

PROFESSIONAL AFFILIATIONS

American Society of Professional Estimators

Richard Warsinger has over 30 years of cost estimating experience for preliminary through contract document level estimates. Project Scheduling, Life Cycle Cost Studies, Change Orders and miscellaneous project support.

Cost Estimating includes the following projects that included roofing upgrade scope:

City of Carlsbad Safety Center 50,000 sq ft renovation included roofing upgrades

City of Carlsbad Fleet Maintenance Building Improvement Project \$800K 10,000 sq ft renovation included roofing upgrades

City of Carlsbad City Hall Roof Replacement

City of El Monte Aquatics Center Renovation \$800K renovation included waterproofing upgrades

City of Redondo Beach Anderson Park Improvements The project included roofing upgrades for existing restroom.

City of El Monte ADA Improvements

City of Redondo Beach Veterans Park Senior Center Improvements Project included waterproofing upgrades at roof

PUBLIC SECTOR CLIENTS LAST FIVE YEARS

City of Rolling Hills

City of Redondo Beach

City of El Monte

City of Carlsbad

City of El Segundo

Costa Mesa Sanitary District

Department of the Navy Naval Facility Command



REFERENCES

Client:

City of Redondo Beach

415 Diamond St

Redondo Beach, CA 90277

References:

Brad Lindahl

Capital Projects Program Manager

City of Redondo Beach (310)318-0661 x2286

Brad.lindahl@redondo.org

Andrew Winje

City Engineer

City of Redondo Beach

(310)318-0661

Andrew.Winje@redondoo.org

Cuong Dang

Project Manager

City of Redondo Beach

(310)318-0661

cuong.dang@redondo.org

Client:

City of El Monte

11333 Valley Blvd

El Monte, CA 91731

Reference:

Elaine Lee

Former El Monte Director of Public Works

Current Director of Public Works Rolling

Hills

(310)377-7288

Braden Yu

City Engineer

City of El Monte

626-550-2058

byu@elmonteca.gov

Client:

City of Carlsbad

1635 Faraday Ave

Carlsbad, CA 92008

Reference:

Steven Stewart

Project Manager, City of Carlsbad

(760)602-7543

Steven.Stewart@carlsbadca.gov



SCOPE OF WORK

We understand that the work requires our team to adjust the Scope of Work as necessary to adhere to known priority projects, schedule and budget. This may require some buildings to be deferred to another year, or in the case that there is room for more work, the team may include additional facilities if the budget allows. We also understand that since the budget includes professional fees also we will need to manage our own fees as required and agreed on with the District.

We understand the Scope of Work to include:

Oversight of Site Investigations, destructive testing and surveys

Typically our site investigation would include one or two cores, to determine the condition of the exiting roof and identify the system. We would also examine overflows, coping and perimeter flashing, equipment, equipment pads, and any observed maintenance issues. The detail in the resulting report may be adjusted to the District's budget and schedule. At start of project we will determine which sites have known issues to prioritize.

We will address the buildings with known deficiencies first. We would prefer to do coring(destructive testing) at all buildings at the same time, but we will work with District to schedule. We also understand the District's budget and we may adjust tasks as necessary with discussions with the District.

We also have a Cost Estimating Team so that we are able to balance the work and budget. We may prepare an order of magnitude cost estimate so that a selection of facilities may be provided

- 1. Core existing roof membrane(destructive testing)
- 2. Identify Existing roof system and condition
- 3. Determine if existing system will support coating system
- 4. Identify repairs such as counterflashing, drains and strainers, flashing, roof low points, roof repair
- 5. Identify defects such as embrittlement
- 6. Identify maintenance issues such as debris weathered sealant
- 7. Identify other miscellaneous issues observed
- 8. Prepare order of magnitude Cost Estimate
- Determine with District which facilities will fit into budget to prepare plans and specifications



Preparation of construction documents and overseeing bidding

Our California licensed architect would produce the construction documents and also provide bidding support. A waterproofing consultant may be contracted for any complex issues that arise. This would include substitution requests. Specifications are provided in Masterspec format. Our team may also provide support in obtaining plan check approvals.

We may adjust the scope of work to fit the budget and schedule as necessary.

Bidding Documents shall include:

- 1. Site Survey Report
- 2. Photos included in report
- 3. Drawings
- 4. Details if required
- 5. Masterspec Specifications
- Assumed front end specifications are provided by City however we can provide if needed.

Construction monitoring and observation

Construction Support would include answering RFIs, reviewing submittals, as well as reviewing change order requests and close out materials. We may also provide site visits to observe that the installation is per plans and specifications. We will discuss with District expectations

Tasks would include:

- 1. Answer RFIs
- 2. Review Submittals
- 3. Review Change Orders
- 4. Review Pay Applications
- 5. Construction Observation
- 6. Close out Support

Training staff for inspection, repair & maintenance functions

We may meet with District maintenance staff and walk through signs of roof failure, such as water coming from overflows, as well as provide roof inspection schedules. Recommendations for repair shall be provided at these inspections.

We are able to provide a ten year maintenance plan for all facilities as well as annual inspection.

- Annual Inspection
- 2. Ten Year Maintenance Plan
- 3. Deficiencies identified
- 4. Prepare training for staff for repair and maintenance

Schedule:

Week 1,2: Meet with District and obtain schedule and obtain facilities with on going and known issues in the District's observations and provide schedule for on-site visit and discuss what can be achieved before bids must go out. Second site visit will be required for the project to go to immediate bid.

Week 3: Schedule on-site visits for roof requiring immediate attention for 2020, order of magnitude cost estimate and recommendations

Week 4,5: Plans and Specifications

Week 6: Finalize Plans and Specifications, District Approval

Assumptions:

City will provide lead asbestos testing prior to bid and construction; our team may assist City in the Scope of Work and bidding if required.

Printing of all RFP and permit materials shall be by District's in-house printer.

Any unforeseen conditions shall be additional fees and shall be discussed with District prior to starting on work. The fee was determined based on approximate budget for professional services, however with differing complexity of site conditions, Scope of Work may need to be adjusted between tasks and Team will communicate with District if this situation arises. Fees are hourly not to exceed.

Since the fees were determined sight unseen, after on-site investigations discussions with City are necessary to determine the amount of work that will fit into budget in short turnaround time. This proposal is an hourly proposal with a note to exceed for each task and we will work with District to meet expectations of deliverables.

Labor may be shifted from Task to Task in order to achieve project goals as needed. The schedule is dependent of the complexity and amount of work is required prior to a specific date. It is also assumed after non-priority sites are determined, those site visits may be conducted after plans and specifications are completed for priority projects.

Reimbursables may include scissor lift rental and operation if necessary.



EXHIBIT A: Forms

PURCHASE AGREEMENT

Upon notification of selection and Board Approval, the undersigned hereby promises and agrees to furnish all articles or services within the dates specified, in the manner and form and at the prices herein stated in strict accordance with the advertisement, specifications, proposals and general conditions all which are made a part of the purchase agreement.

Name under which business is conduct	ed Pacific Architecture and Er	ngineering Inc
Business Street Address 2447 PACIF	FIC COAST HIGHWAY	Tel: 310-698-8711
HERMOSA BEACH	CA	90254
City	State	Zip Code
IF SOLE OWNER, sign here: I sign as sole owner of the business nar	med above.	
-	we are partners in the business names to do. (One (1) or more partners	ed above and that we sign this purchase
IF CORPORATION, execute here:		with full and proper authorization so to do
CornorateName	IC ARCHITECTURE AND ENG	
Signed Signed	Title _F	PRESIDENT
Incorporated under the laws	of the State ofCALIFORNIA	

CERTIFICATION OF DISCLOSURES

Submission of the complete and accurate Certification of Disclosures is a requirement for consideration.

Provide a disclosure of any and all relationships with current District employees and/or Board members that coube determined to be a conflict of interest for this RFP.
NONE
Disclosure of any finder's fees, fee splitting, payments to consultants, or other contractual arrangements of the firm's that could present a real or perceived conflict of interest.
NONE
Disclosure of all litigation involving your firm in the last five (5) years.
NONE
Within the last five years, has your company been terminated by a client during the course of any project? If so, please explain.
NONE
Information Above Completed By (Signature): Name: Position: PRESIDENT
Date: 2/3/2020
Above Information Reviewed and Certified to be True By (Signature): (Must be an Owner, Managing Partner, or Chief Executive of the Firm) Name: JUN FUJITA HALL
Position: SECRETARY
Date: 2/3/2020

ACKNOWLEDGEMENT OF AMENDMENTS TO RFP

CONTRACTOR HEREBY ACKNOWLEDGES RECEIPT OF ANY AND ALL AMENDMENTS TO THE RFP.

If Contractor has no knowledge of any amendments to the RFP having been issued to, or received by, Contractor, please check following box: 🖾

<u>Amendments</u>

Amendment No.	Date Published Published	DateReceived
1	1/30/2020	1/30/2020
2	1/31/2020	1/31/2020

By: Date:	2/3/2020
Name and Title of Authorized Agent:JUN_FUJITA	HALL, PRESIDENT
Name of Contractor: PACIFIC ARCHITECTURE	

CONTRACTOR REPRESENTATION AND CERTIFICATION

The undersigned hereby acknowledges and affirms that:

- He/she is a duly authorized agent of the Contractor with the authority to submit a Proposal on behalf of the Contractor (corporate or other authorization confirmation may be requested prior to final contract execution).
- He/she has read the complete RFP documents and all amendments issued pursuant thereto.
- The Proposal complies with State conflict of interest laws. The Contractor certifies that no employee of its firm has discussed, or compared the Proposal with any other Contractor or District employee, and has not colluded with any other Contractor or District employee.
- If the Contractor's Proposal is accepted by the District, the Contractor will enter into a contract with the District to provide the Services, Systems and Equipment described by the Proposal on the terms mutually acceptable to the District and the Contractor.
- The District reserves the right to reject any or all proposals.

I hereby certify that I am submitting the attached Proposal on behalf of PACIFIC ARCHITECTURE AND ENGINEERING INC

I understand that, by virtue of executing and returning this required response form with the Proposal, I further certify, that the Contractor understands and does not dispute any of the contents of the proposal requirements (except as may be noted in the response).

PACIFIC ARCHITECTURE AND ENGINEERING INC ContractorName: Address: 2447 PACIFIC COAST HIGHWAY, HERMOSA BEACH, CA 90254 Telephone: 310-698-8711 FAX: E-Mail: JUN@PACIFIC-AE.COM JUN FUJITA HALL, PRESIDENT By: Date: 2/3/2020 Manual signature of Authorized Agent: JUN FUJITA HALL, PRESIDENT

NOTE: If Joint Venture, each member of the joint venture must provide a completed certificate form.

NONCOLLUSION DECLARATION

65 3953

TO BE EXECUTED BY CONTRACTOR AND SUBM (Public Contract Code section 7106) The under		SAL
PRESIDENT	PACIFIC ARCH	HITECTURE AND ENGINEERING INC
I am the PRESIDENT	_of	, the party making the foregoing
proposal.		
association, organization, or corporation. The directly or indirectly induced or solicited any or directly or indirectly colluded, conspired, comproposal, or to refrain from responding. The agreement, communication, or conference of Contractor, or to fix any overhead, profit, or constatements contained in the proposal are truproposal price or any breakdown thereof, or to any corporation, partnership, company, associated to effectuate a collusive or sham propurpose.	e proposal is genuin- ther Contractor to po- nnived, or agreed we e Contractor has nowith anyone to fix cost element of the popular the Contractor the contents thereoficiation, organization oposal, and has not	of, any undisclosed person, partnership, company, the and not collusive or sham. The Contractor has not put in a false or sham proposal. The Contractor has not with any Contractor or anyone else to put in a sham not in any manner, directly or indirectly, sought by the proposal price of the Contractor or any other proposal price, or of that of any other Contractor. All has not, directly or indirectly, submitted his or her f, or divulged information or data relative thereto, to n, proposal depository, or to any member or agent paid, and will not pay, any person or entity for such or that is a corporation, partnership, joint venture,
	tnership, or any oth	ner entity, hereby represents that he or she has full
I declare under penalty of perjury under the law	ws of the State of Ca	alifornia that the foregoing is true and correct
	/2020	(date], at
Hermosa Beach		[city],
California [state].		
-		
	•	Signature
		Jun Fujita Hall
		Print Name

CERTIFICATION OF PRIMARY PARTICIPANT REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The_	PRESIDENT	_(title) of	(Contractor/Firm Name)
Certi	fies to the best of its knowl	ledge and belief th	nat it and its principals:
1.			roposed for debarment, declared ineligible, or voluntarily federal department or agency;
2.	rendered against them for attempting to obtain, or public transaction; violat	or commission of performing a pub- ion of federal or	ding this proposal been convicted of or had a civil judgment fraud or a criminal offense in connection with obtaining, plic (federal, state or local) transaction or contract under a state antitrust statutes or commission of embezzlement, truction of records, making false statements, or receiving
3.			ise criminally or civilly charged by a governmental entity of any of the offenses enumerated in paragraph (2) of this
4.	Have not within a three- (federal, state or local) te	,	ding this proposal had one (1) or more public transactions se or default.
	nable to certify to any of th iration to this certification.		his certification, the participant shall attach an
STA	TEMENTS SUBMITTED ON	OR WITH THIS CE	SSS AND ACCURACY OF THE CONTENTS OF THE RTIFICATION AND UNDERSTANDS THAT THE Q. ARE APPLICABLE THERETO.
J	UN FUJITA HALL		PACIFIC ARCHITECTURE AND ENGINEERING INC
THE	PRIMARY PARTICIPANT		Firm Name/Principal
\leq	3	~	2/3/2020
Sign	nature and Title of Authoria	zed Official	Date

CERTIFICATION OF RESTRICTIONS ON LOBBYING

JUN FUJITA HALL	, hereby certify on behalf (name of offeror) of	
PACIFIC ARCHITECTURE AND ENGINEERING INC	that: (Firm	
name)		

- 1. No Federal appropriated funds have been paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer of employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2. If any funds, other than Federal appropriated funds, have been paid or will be paid to any person for influencing or attempting to Influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit the attached, Standard Form-LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.
- 3. The undersigned shall require that the language of this certification be included in all subcontracts, and that all subcontractors shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Executed this	3RD	day of_	FEBRUARY	, _{20_20}	
By	3				
(Signature of aut	horizedofficia	el)			
PRESIDEN	Τ				
(Title of authorize	ed official)				



January 30, 2020

TO ALL:

RFP No. PS024-010820 is hereby changed as stated with these amendments. The following changes, omissions, and/or additions to the RFP shall apply to proposals made for and to the execution of the various components of the service affected thereby.

All parties of interest shall take careful note of the addendum so that the proper allowances may be made in strict accordance with the addendum. In cases of conflicting proposal information in the RFP, the addendum shall govern.

Clarifications/Questions:

Question 1: The repair and re-roof of \$1M is total for an average of 7-12 sites combined, not \$1M per site, correct?

Answer: Correct. We only have \$1M or less budgeted per year to address our most serious roofing needs. The total cost for sites has varied each fiscal year, but never exceeded \$1M, including consulting fees. PVPUSD will work with the consultant to identify what sites will require work for 2020 with the consultant helping to identify budgetary numbers to stay within budget.

Question 2: Will the two 1-year extensions be based on the \$1M construction budget also? Answer: As mentioned, we only have \$1M budgeted per year. We cannot exceed this amount annually.

Question 3: I see that your district is looking for roofing consulting services for summer 2020 projects. Would you be interested in a bid for inspector of record services for both DSA and non DSA projects? Answer: Yes. If you solely want to bid this portion of the RFP, the District is agreeable to multiple awards for services. Please state your hourly fee. Services will be performed on an as-needed basis once we determine the scope of the repairs for 2020.

Question 4: How many buildings are included in our scope? If for all 18 schools listed in the RFP, can we assume 1 roof per school? Can you please provide a list of the roofs included in the scope and the square footages and the building addresses?

Answer: The number of buildings and scope will be determined by PVPUSD and the roofing consultant, upon completion of your investigations/testing. Be advised, we have a total of 20 sites.

Question 5: Are there any existing as-built drawings, roof plans, photos, maintenance or repair reports, etc. to give us an understanding of the roofs in questions and their existing condition?

Answer: We have schematics of all buildings, of which were presented to the Board of Education in 2015

to develop a 10-year budget. Since then, we have completed 3 years of improvements and/or replaced roofing on buildings.

Question 6: Does the district have an idea of which roofs need to be repair and which need to be replaced? Our estimate of fees will greatly depend on if such documents are available, and/or if there is a known-issues list of some type.

Answer: PVPUSD staff knows with sites/buildings need repair/replacement. We have on-going issues that are known and unforeseen. We will plan for those known to be the most critical. The roof consultant will identify the recommended scope of the project and what can be achieved within budget.

Question 7: The RFP states the scope of work is to provide a comprehensive roof asset management survey, "including but not limited to site investigations, testing, survey, construction, and bidding docs." Is the RFP scope of work for us to assess existing buildings and prepare scopes of work for 2020 roofing repair/replacement projects only?

Answer: Yes. This is identified as two phases, "Site Investigations and Bid Documents".

Question 8: Does the scope also include us doing the engineering design and construction administration /monitoring work for those repairs/replacements as well?

Answer: Yes.

Question 9: With the information given, it is impossible to determine an accurate scope of the roof repairs or appropriate re-roofing recommendations (let alone provide a realistic calendar or cost of work as requested). We have no way of identifying latent conditions or unique design requirements. Ideally, we would perform the investigation and develop the scope of repair first to be able to provide accurate design, bidding, and construction phase pricing.

Answer: This is a maintenance project that addresses our most immediate roofing needs. It is assumed that the scope of repairs will not exceed \$900k. Our needs are prioritized, thus not requiring immediate assessment at all sites/buildings throughout the district. We need the assistance of a consultant to identify the aforementioned to prepare for a Roofing Bid. Schematics for all sites have been posted to help you familiarize yourself with our campuses.

Question 10: The RFP states that bidding/construction documents are due by March 13, but the scope repairs has not yet been determined. This would give us under 6 weeks to perform all site investigations/testing, prepare and finalize repair/re-roofing scopes, and produce the engineering files (for potentially up to 18 buildings). Can you please confirm?

Answer: Correct. Depending on repairs/maintenance, the cost per building at the sites varies. One building at a high school could represent 30% of our budget in the past. Thus, please do not assume work at every district location. Again, we only have a budget of \$1M per year for all associated roofing costs.

Question 11: The RFP states that we should assume 7-12 site visits. Can you please confirm what these site visits are for? If there are for the investigation phase only, we would need to do at least one visit per roof to assess existing conditions.

Answer: For the purpose of investigations, you will be required to complete at least one visit per site. The number of buildings will vary per site and typically is not more than 10 depending on the cost of repairs/maintenance. The remaining visits are for quality assurance, monitoring and administration costs to oversee the project to be performed by the successful roof contractor.

Question 12: Will the school district separately retain and/or provide a DT Contractor and lifts to assist the investigation phase, or are we to assume that we will retain all necessary subcontractors? Answer: The district is not retaining a separate contractor. The only services that we may retain are inspectors, on an as needed basis.

Question 13: How did the District determine the NTE repair costs of \$1M? Is there some idea of the repair/re-roofing scopes or is that simply the budget available? Does this \$1M also include our consulting budget as well as contractor costs?

Answer: The NTE repair costs of \$1M was defined by our Board of Education after consultation with our former Director of Facilities and industry consultants. The 2015 drawings are representative of what was presented to the Board of Education. The \$1M budget includes all associated roofing costs, including but not limited to consulting fees.

END OF ADDENDUM #1

Please confirm receipt of this addendum by date and signature and include with your proposal.

PACIFIC ARCHITECTURE AND ENGINEER	ING INC
Company Name	Total III
	2/3/2020
Signature	Date



<u>ADDENDUM #2</u> RFP NO. PS024-010820

January 31, 2020

TO ALL:

RFP No. PS024-010820 is hereby changed as stated with these amendments. The following changes, omissions, and/or additions to the RFP shall apply to proposals made for and to the execution of the various components of the service affected thereby.

All parties of interest shall take careful note of the addendum so that the proper allowances may be made in strict accordance with the addendum. In cases of conflicting proposal information in the RFP, the addendum shall govern.

Proposal Due Date is amended to be Wednesday, February 5th, 2020, no later than 11:00am.

- Phase 1 will require the consultant to perform site investigations, destructive testing and surveys for maintenance and repair of buildings identified by PVPUSD, based on on-going issues identified and prioritized since Summer 2019. As priority sites are visited, the consultant will provide an estimate for the work to be performed. As sites are visit, we will keep track of the cumulative total and suspend visits to additional sites once our pre-determined budget is met.
- Phase 2 will include preparation of RFP documents, including but not limited to a written scope
 of work, photos, testing and survey results and support the process through award of the Roofing
 Contractor RFP. PVPUSD will provide the template RFP and assume the cost of printing all
 bidding materials with our in-house printer.
- Phase 3 is quality assurance monitoring, observation, management, monitoring and administration through completion of the project.
- Other, can be interpreted as many things. Please describe the services that you can provide for the purpose of district roofing. This may include inspection services, etc.

For any part of the proposal, please delineate any exceptions, restrictions or contingencies in your proposal.

END OF ADDENDUM #2

Please confirm receipt of this addendum by date and signature and include with your proposal.

PACIFIC ARCHITECTURE AND ENGI	NEERING INC
Company Name	2/3/2020
Signature	Date

RFP Price Form

Submitted herewith is our proposal to act as the district consultant to provide a comprehensive roof asset management survey including, but not be limited to site investigations, testing, survey, construction and bidding documents, construction monitoring and observation and on-site inspection, repair and maintenance training for district staff.

The contract will be awarded for one (1) year with an option for two 1-year extensions.

FEES

The fees should be stated as a not to exceed for each phase. Assume 7-12 sites with work to be performed and the budget for the actual repair and re-roofing will NOT exceed \$1M.

FINANCIAL CONSIDERATION

Please identify hourly rates on which services proposed are based and any "other" fees for optional services available to PVPUSD. See attached page

Site Investigations	\$ 12,048.00	Education & Training	\$ 4,656.00
Bid Documents	\$ 48,061.20	Other (please specify) Reimbursable scissor lift	\$ 3,000.00
Quality Assurance, Monitoring & Administration	\$ 16,747.72	Other (please specify) Cost Estimate	\$ 14,072.48

Throughout the year, the District requires additional services such as having the consultant accessible to the District by providing telephone and written services for such purposes as answering inquiries, answering state agencies about labor compliance and similar problems. These services shall be provided at no additional fee during the tenure of the contract.

In the event that circumstances disclosed by the consultant indicate that more detailed information is required in addition to that which would be sufficient under ordinary circumstances, the consultant agrees to notify the District in writing of all facts relative to extraordinary circumstances, together with a written estimate of the additional cost of work and services thereof within 5 business days. No claims of the consultant for extra work or services shall be allowed or paid without such written consent and approval of the District first having been so obtained before such extra work and services reentered upon or undertaken.

Submitted this_	4th	day of_	February	, 2020
Name of Firm:	Pacific Ar	chitecture	and Engineering	9
By: Authorized S	Signature			
Title: Presid	ent			
Typed or Printed	Name:	Jun Fujita	Hall, AlA, LEEC) AP

FEE AND HOUR RATES

Pacific Architecture and Engineering, INC

FEE	
TASK 1 SITE INVESTIGATIONS	\$12,048.00
TASK 2 BID DOCUMENTS	\$48,061.20
TASK 3 QUALITY ASSURANCE MONITORING AND	
ADMINISTRATION	\$16,747.72
TASK 4 EDUCATION AND TRAINING	\$4,656.00
TASK 5 COST ESTIMATING	\$14,072.48
REIMBURSABLES SCISSOR LIFT	\$3,000.00
GRAND TOTAL	\$98,585.40

TASK 1 SITE INVESTIGATIONS			
	Contract Rates	Hours	Total
Project Architect	\$171.00	8	\$1,368.00
Project Manager	\$165.00	0	\$0.00
Senior Engineer II	\$145.00	24	\$3,480.00
Designer II	\$95.00	40	\$3,800.00
Senior Engineer III	\$161.00	0	\$0.00
Designer III	\$125.00	0	\$0.00
Engineer II	\$105.00	0	\$0.00
Designer I	\$85.00	40	\$3,400.00
Engineer I	\$75.00	0	\$0.00
Engineering Aide	\$55.00	0	\$0.00
Specialists I	\$259.36	0	\$0.00
Specialists II	\$214.31	0	\$0.00
Specialists III	\$115.40	0	\$0.00
Specialist IV	\$208.81	0	\$0.00
	Total	112	\$12,048.00

TASK 2 BID DOCUMENTS			
	Contract Rates		Total
Project Architect	\$171.00	85	\$14,535.00
Project Manager	\$165.00	0	\$0.00
Senior Engineer II	\$145.00	120	\$17,400.00
Designer II	\$95.00	0	\$0.00
Senior Engineer III	\$161.00	0	\$0.00
Designer III	\$125.00	65	\$8,125.00
Engineer II	\$105.00	0	\$0.00
Designer I	\$85.00	45	\$3,825.00
Engineer I	\$75.00	0	\$0.00



\$55.00	0	\$0.00
\$208.81	20	\$4,176.20
Total	335	\$48,061.20
		\$208.81 20

TASK 3 QUALITY ASSURANCE MONITORING AND ADMINISTRATION			
	Contract Rates	Hours	Total
Project Architect	\$171.00	40	\$6,840.00
Project Manager	\$165.00	0	\$0.00
Senior Engineer II	\$145.00	40	\$5,800.00
Designer II	\$95.00	40	\$3,800.00
Senior Engineer III	\$161.00	0	\$0.00
Designer III	\$125.00	0	\$0.00
Engineer II	\$105.00	0	\$0.00
Designer I	\$85.00	0	\$0.00
Engineer !	\$75.00	0	\$0.00
Engineering Aide	\$55.00	0	\$0.00
Specialist IV	\$208.81	0	\$0.00
	Total	122	\$16,747.72

TASK 4 EDUCATION AND TRAINING			<u> </u>
	Contract Rates	Hours	Total
Project Architect	\$171.00	16	\$2,736.00
Project Manager	\$165.00	0	\$0.00
Senior Engineer II	\$145.00	8	\$1,160.00
Designer II	\$95.00	8	\$760.00
Senior Engineer III	\$161.00	0	\$0.00
Designer III	\$125.00	0	\$0.00
Engineer II	\$105.00	0	\$0.00
Designer I	\$85.00	0	\$0.00
Engineer I	\$75.00	0	\$0.00
Engineering Aide	\$55.00	0	\$0.00
Sr Engineer IV Struct	\$236.29	0	\$0.00
Engineer PM IV Struct	\$164.85	0	\$0.00
Drafter IV Struct	\$137.38	0	\$0.00
Engineer PM V MEP	\$186.83	0	\$0.00
Engineer V MEP	\$153.86	0	\$0.00
Designer V MEP	\$126.39	0	\$0.00
	Total	32	\$4,656.00

		- 1
TARK E COCT FOTIS (ATIALO)		- 1
TASK 5 COST ESTIMATING		- 1
I IAJK J COJI EJI IMATINO	1 1	- 1



	Contract Rates	Hours	Total
Project Architect	\$171.00	22	\$3,762.00
Project Manager	\$165.00	0	\$0.00
Senior Engineer II	\$145.00	0	\$0.00
Designer II	\$95.00	12	\$1,140.00
Senior Engineer III	\$161.00	0	\$0.00
Designer III	\$125.00	60	\$7,500.00
Engineer II	\$105.00	0	\$0.00
Designer I	\$85.00	0	\$0.00
Engineer I	\$75.00	0	\$0.00
Engineering Aide	\$55.00	0	\$0.00
Specialists I	\$259.36	0	\$0.00
Specialists II	\$214.31	0	\$0.00
Specialists III	\$115.40	0	\$0.00
Specialist IV Waterproofomg	\$208.81	8	\$1,670.48
Specialist VI	\$197.82	0	\$0.00
Sr Engineer IV Struct	\$236.29	0	\$0.00
Engineer PM IV Struct	\$164.85	0	\$0.00
Engineer V MEP	\$153.86	0	\$0.00
Designer V MEP	\$126.39	0	\$0.00
	Total	102	\$14,072.48

