

Critical Solutions, Inc.

**Proposal for
Chabot-Las Positas Community College
District
Project Management/Construction
Management
Services**

Proposal No. C-18.4

May 23, 2019

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Chabot-Las Positas Community College District
Attention: Ms. Marie Hampton, Purchasing and Warehouse Manager
7600 Dublin Boulevard, 3rd Floor
Dublin, CA 94568

Subject: **PROPOSAL in response to Request for Proposal No. C-18.4 Project Management/Construction Management Services for Multiple Projects at Las Positas College**

Dear Ms. Hampton,

CSI has reviewed your RFP No. C-18.4 Project Management/Construction Management Services for Multiple Projects at Las Positas College, and is interested in proposing the services of the following individuals: Two (2) Senior Project/Construction Managers and One (1) Construction Manager.

Position Title: Senior Project/Construction Manager
Consultant Name: Diane Hardy

Diane Hardy is a certified Project Management Professional with over 31 years of experience providing project and construction management services, including extensive experience working on Higher Education construction projects. Most recently Ms. Hardy has managed numerous Bond projects at Diablo Valley College.

Position Title: Senior Project/Construction Manager
Consultant Name: Kevin Little

As Senior Project Manager at Los Medanos College, Mr. Little manages various new construction projects, as well as remodel/replacement projects, collectively totaling over \$90M. Currently under construction, is the New Brentwood Center project, with a construction budget of over \$45M. He is also responsible for management of District-wide Mechanical and Controls Design-Build projects.

Position Title: Construction Manager
Consultant Name: Joe Stam

Joe Stam has over twenty-six years of construction, design, representative management and administration experience, including managing multiple school bond construction projects. Mr. Stam has recently managed the construction of multiple Bond projects at Los Medanos College.

Critical Solutions, Inc. has served the Northern California area for over 25 years, providing quality, dedicated project professionals to public agencies to assist in the management of their building projects. We feel confident the individuals we have proposed will meet the needs and expectations of the District.

We appreciate your consideration in reviewing our consultant's qualifications. Should you have any questions regarding this proposal, please contact me directly at 925-944-5060, or by email at RonJ@csipm.com.

Sincerely,


Ronald K. Johnson, PMP®
President, Critical Solutions, Inc.



Diane Hardy – Senior Project Manager

Diane Hardy is a certified Project Management Professional (PMP®) with over 31 years of experience providing project and construction management service from project inception through closeout.

Education, Affiliations

- Master's in Business Administration (EMBA), Saint Mary's College of California, Moraga, CA
- Bachelor of Science, Manufacturing Engineering, National University, Sacramento, CA
- Certificate, Project Management/Facility Management, University of California, Berkeley Extension, Berkeley, CA
- Society for College and University Planners (SCUP)
- Project Management Institute, Member, Project Management Professional #179359
- International Council on Systems Engineering, Member 32884, Contributor
- CSLB, Mechanical Contractor's License Number 715493 (inactive)

Software Tools

Primavera – P6

AutoCAD – Certified User

Bluebeam

Bentley Systems e-document management

Microsoft – Advanced Excel, MS Project, Visio

DBMS (Oracle) and enterprise resource planning and modeling software (Glovia, SMART)

Typical CSI Project Manager's Responsibilities

- PM services during design include, but are not limited to: Initiating PIF's; working closely with Architect of Record, managing all phases of Design; participating in stakeholder meetings; tracking DSA submittal/approval process; preparation of front end documents; issuing RFP's for IOR services, testing and inspection, etc.; coordinating constructability reviews and value engineering; cost analysis; budgeting and scheduling.
- PM service during construction phase include, but are not limited to: budget monitoring and analysis; CPM schedule analysis and monitoring; participating in OAC meetings; overseeing change order process, issuance of CD's and review of ASI's.

Selected Project Experience

Completed Projects for Diablo Valley College and St. Mary's College

- DVC ~ Main Campus Electrical Switchgear and Transformer Replacements \$2M
- DVC ~ Campus-Wide Gas Valve Replacement \$.5M
- DVC ~ ADA Improvements, Campus-wide \$.5M
- DVC ~ Art Complex – Warehouse Demolition \$.25M
- DVC ~ Walkway and Pathway exterior lighting retrofit \$.4M
- DVC ~ PE/Kinesiology Complex Renovation + Western Corridor Underground Utilities \$7M
- DVC ~ San Ramon Campus Renovation and Expansion \$12M, on-going
- DVC ~ Art Complex \$40M, on-going
- DVC ~ Academic Complex \$60M, on-going
- Saint Mary's College ~ McKeon Pavilion ADA and Life Safety Renovation \$10M

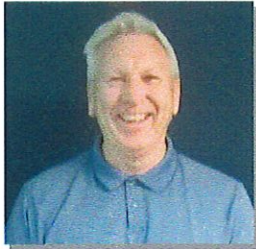
References for Diane Hardy

Reference #1

Name, Title: Carol Hilton, Interim Vice President Business and Administrative Services
Client: Diablo Valley College
Address: 321 Golf Club Road
Pleasant Hill, CA 94523
Telephone Number: 949-210-2449
Email: chilton@dvc.edu
Business Relationship: Contra Costa Community College District

Reference #2

Name, Title: Michael Voila, Director of Operations and Maintenance
Client: Saint Mary's College of California
Address: 1928 St Mary's Rd.
Moraga, CA 94575
Telephone Number: (925) 631-4043
Email: mviola@stmarys-ca.edu
Business Relationship: Saint Mary's College of California



Kevin Little – Senior Project Manager

Mr. Little's over thirty-five years of construction-related experience includes project management, construction management, planning, project budgeting, construction estimating, scheduling and supervision, throughout all phases of construction.

Education, Affiliations

O.N.C. & H.N.C., Business Studies Chester College of Further Education, Chester, England
Certified Paralegal, St. Mary's College, Moraga, California
Six Sigma Certification – Brown Belt

Software Tools

Primavera P6, Microsoft Project, Excel, Word, Outlook, PlanGrid, Bluebeam, Bentley/EADOC

Typical CSI Project Manager's Responsibilities

- PM services during design include, but are not limited to: Initiating PIF's; working closely with Architect of Record, managing all phases of Design; participating in stakeholder meetings; tracking DSA submittal/approval process; preparation of front end documents; issuing RFP's for IOR services, testing and inspection, etc.; coordinating constructability reviews and value engineering; cost analysis; budgeting and scheduling.
- PM service during construction phase include, but are not limited to: budget monitoring and analysis; CPM schedule analysis and monitoring; participating in OAC meetings; overseeing change order process, issuance of CD's and review of ASI's.

Selected Project Experience

Contra Costa Community College District projects:

- Los Medanos College/New Brentwood Center, Brentwood, CA ~ \$46M, ongoing
- Los Medanos College, New Physical Education/Student Union Complex ~ \$43M, ongoing
- Los Medanos College, New Campus Safety Center ~ 2.6M
- Los Medanos College Complex Level 2 Remodel ~ \$4M, ongoing
- Los Medanos College, Mechanical System Upgrade ~ \$1M
- Los Medanos College, Little Theater ADA Improvements ~ \$.5M
- District-wide Mechanical and Controls Design-Build Project ~ \$9M, ongoing

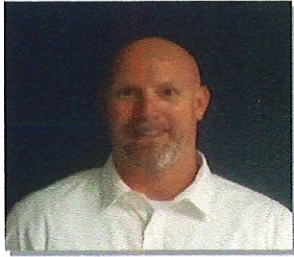
References for Kevin Little

Reference #1

Name, Title: Alex Porter, Vice President, Business & Administrative Services
Client: Los Medanos College
Address: 2700 East Leland Road
Pittsburg, CA 94565
Telephone Number: (925) 473-7678
Email: aporter@losmedanos.edu
Business Relationship: Contra Costa Community College District

Reference #2

Name, Title: Kevin Horan, Vice President of Instruction and Student Services
(retired)
Client: Los Medanos College (Now at Crafton Hills College)
Address: 11711 Sand Canyon Road
Telephone Number: 909-794-2161
Email: khoran@sbccd.cc.ca.us
Business Relationship: Work with the Contra Costa Community College District



Joe Stam – Construction Manager

Mr. Stam's has over twenty-six years of construction, design, representative management and administration experience, including managing multiple school bond construction projects and serving as Construction Administrator for an architectural firm. His extensive experience with educational facilities construction has provided him with comprehensive knowledge of DSA processes and procedures, enabling smooth and timely project closeout and DSA certification.

Education, Affiliations

- MS in Organizational Development - University of San Francisco
- BS in Urban Planning - University of Utah
- AS in Architecture - Salt Lake Community College

Software Tools

Microsoft Office: Word, Excel, Outlook; Microsoft Project, Bluebeam, Bentley Systems (Eadoc), AutoCAD & ProCore

Typical CSI Construction Manager's Responsibilities

- CM services include, but are not limited to: Providing field management oversight; leading OAC meetings/finalizing OAC meeting minutes; reviewing RFIs and submittals; evaluating contractor schedules; preparing and processing Construction Directives (CD)s; evaluating & negotiating Proposed Change Orders (PCO) for entitlement (cost/time); approving change orders (cost/time); reviewing and approving progress payments; preparing monthly status reports; overseeing District consultants; providing input on front end documents; providing Contractor/College coordination; coordinating FFE procurement; preparing FF&E contracts; Coordinating District LEED requirements w/AOR; assisting with project and DSA closeout.

Selected Project Experience

Los Medanos College (LMC)

Campus Safety Center \$2.6M

PE and Student Union Complex \$43M

Alum Rock Union Elementary School District

Re-roof projects, encompassing 16 Campuses, \$1.5M

Two Campus-wide HVAC Modernization projects, \$5.5M

Nine Classroom Modular projects, \$3.8M

Five Campus Restroom ADA upgrade projects, \$8.2M

References for Joe Stam

Reference #1

Name, Title: Alex Porter, Vice President, Business & Administrative Services
Client: Los Medanos College
Address: 2700 East Leland Road
Pittsburg, CA 94565
Telephone Number: (925) 473-7678
Email: aporter@losmedanos.edu
Business Relationship: Contra Costa Community College District

Reference #2

Name, Title: Luis Rojas, President/Owner
Client: Alum Rock Union School District
Address: 13181 Crossroads Parkway North, Suite 540
City of Industry, CA 91746
Telephone Number: (626) 839-9300
Email: luis@delterra.com
Business Relationship: Alum Rock Union School District Projects

FEE SCHEDULE

Senior Project Manager (PM/CM) and Construction Manager (CM) will be billed at the rates listed below.

POSITION	HOURLY RATES FULLY BURDENED (2.5)	TYPICAL MONTHLY HOURS BILLED 4-week months/ 5-week months	TYPICAL MONTHLY BILLABLE RATES
Senior Project Manager - PM/CM	\$190	160/200*	\$29600/\$37000*
Construction Manager - CM	\$147	160/200*	\$24000/\$30000*

* Excludes CSI holidays.

NOTE:

- Clerical duties will be performed by the person/persons named in this proposal.
- CSI's multiple is less than 2.5. Actual wages will be disclosed if awarded the contract.

FEE SCHEDULE FOR EXTRA SERVICES

- Travel, away from field office, will be billed at current IRS standard mileage rates.
- Reproduction of drawings and specifications will be billed at cost plus 10%. (e.g. 100% Schematic Design, 50%DD, 100% DD, 50% CD, DSA Submittals, Bid Sets, Construction Documents, As-Builts, etc.)