



Response to Request for Qualifications for

**Architectural and Landscape Architectural
Consulting Services**

for the

New Office and Operation Yard Facilities Project

Submitted By

Claremont Environmental Design Group (CEDG)

August 29, 2019



Proposal Prepared for
San Antonio Water Company

COVER LETTER

August 29, 2019

San Antonio Water Company
139 North Euclid Avenue
Upland, CA 91786
Attn: Brian Lee, General Manager

RE: RFP for Architectural and Landscape Architectural Consulting Services for the New Office and Operation Yard Facilities Project

Dear Brian,

Thank you for the invitation to submit CEDG's qualifications for Architectural and Landscape Architectural Design Services for the New Office and Operation Yard Facilities project for the San Antonio Water Company.

Since 1882, the San Antonio Water Company has played a vital role in the development and prosperity of this region. The mission of delivering water to a growing population with finite resources has increased the complexity of ensuring a fresh water supply to its shareholders now and into the future; a mission made more challenging as the San Antonio Water Company does not import any of its water.

To meet these challenges, the San Antonio Water Company requires a new office and operation yard, both of which embody and share the history of the San Antonio Water Company and support its ongoing mission to provide fresh water to its shareholders. Additionally, these spaces will serve as a model to educate the SAWCO shareholders on the importance of supporting the health of the watershed, reducing nonpoint source water pollution, and implementing water conservation practices.

CEDG was founded in 1982 to provide integrated architectural and landscape architectural services. Our mission is to design living and working environments in tune with client needs within the local community and its surrounding natural environment. In 2004, CEDG began providing Construction Services in support of this mission.

CEDG's decades of experience in designing operational and maintenance facilities, headquarters and demonstration and educational facilities, along with our watershed approach to design, makes CEDG the best choice to design and build the San Antonio Water Company's new Office and Operation Yard Project.

We look forward to working with you, your staff and the board to update the Needs and Wants Assessment, provide a new working budget and design a facility that exceeds expectations

within the historic context of the watershed, SAWCO's history and within the agreed upon budget and time frame. Please do not hesitate to call us at (909) 625-3916 if you have any further questions.

Sincerely,

Erik G. Peterson
Principal, CEDG

401 E. Columbia Avenue
Pomona, CA 91767

Table of Contents

-	COVER LETTER	0
A	EXECUTIVE SUMMARY	7
B	FIRM BACKGROUND AND EXPERIENCE	11
C	EXPERIENCE OF THE PROJECT TEAM	15
	Organizational Chart	
	Resumes of All Key Personnel	
	Consultant Team	
	Consultant Coordination Approach	
D	PROJECT UNDERSTANDING AND APPROACH	25
	Project Description	
	Management Plan	
E	PAST PROJECTS	35
	Inland Empire Resource Conservation District Headquarters and Education Center	
	Chino Basin Water Conservation District Water Conservation Campus	
	Los Angeles County Fire Department Azusa Fire Station 97	
	Project References	
F	FINANCIAL PROPOSAL	47
	Project Schedule W/ Milestones, Labor Hours	
	CEDG Standard Hourly Rate Schedule	
G	OTHER PERTINENT INFORMATION	53
H	EXCEPTIONS TO THIS RFQ	57

A. EXECUTIVE SUMMARY

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THE PROJECT

The **San Antonio Water Company** has played a vital role in the development and prosperity of this region since 1882 and is deeply committed to carrying on its mission to provide pure water to its shareholders at a cost effective rate—a mission made more challenging by the fact that the San Antonio Water Company does not import any of its water. In order to meet this challenge, SAWCo requires a facility that **efficiently and effectively** supports staff in their work in a way that enables them to contribute to the **long term prosperity** of the business.

CEDG is as capable and excited to work on an historic project as we were to create the contemporary design we were originally contracted to do. Spanish/Mediterranean is a style that is relevant to the history of the region. Spanish/Mediterranean structures are not only **beautiful** to look at, utilizing **rock, wood and glass**, they fit naturally into their local environment. The fit is derived from the tried and true use of local building materials over time, respect for cultural values and an intelligent response to climate, geology and topography. At CEDG, we use our knowledge about natural systems to enhance all our designs, regardless of style. Equally comfortable designing in modern or historic styles for our clients, we like to say that we have a process, not a style.

CEDG'S PHILOSOPHY AND PROCESS

At CEDG we strive for simplicity, thereby saving our clients money and increasing the maintainability of the buildings. One hundred years ago, buildings were simpler. At CEDG, we understand that it was not the use of complex systems and expensive materials that made these buildings function optimally, it was the accumulated knowledge of the local people who understood how to use local materials to their greatest effect in response to local climate. With decades of experience in both sustainable design and historic restoration, we believe that our design process dovetails beautifully with your mission and history.

CEDG was founded in 1982 to forward the practice of **watershed design**: the scientific practice of designing buildings in response to the local environment. CEDG has studied historic building styles to understand how the use of the materials and their placement (in relation to light, heat and topography) helps to maintain interior comfort by taking advantage of cooling summer breezes and winter sunlight. For example, roof overhangs can provide shade, as well channel cooling breezes during summer. Spanish/Mediterranean style architecture utilized high mass walls (stone walls with light colored plaster). The stone absorbs heat, which slows the movement of heat through the wall, keeping the interior spaces cooler, while the light-colored plaster reflects heat.

CEDG can not only design functional, aesthetically pleasing, durable facilities with low operational costs, we can build them. And when construction services are not required, the client still benefits from our construction experience, which allows us to value engineer and provide accurate construction costs throughout the design process.

OFFICE & MAINTENANCE FACILITIES EXPERIENCE

The SAWCo Operation Yard will need to be durable and functional. Erik Peterson, principal architect at CEDG, was a USAF Aircraft Mechanic and understands firsthand the need for an organized and highly functional maintenance facility. Later, as the Principal Facilities

Project Manager for the Los Angeles County Fire Department, with over 200 facilities to maintain, Erik gained invaluable experience in designing facilities to minimize long term maintenance costs.

CEDG has provided architectural services for important office and maintenance facilities including:

Barton Heliport: Firehawk helicopter maintenance facility Needs Assessment and Master Plan

Fleet Maintenance Facility: Design and Construction Documents, as well as construction administration, for the Los Angeles County Fire Department.

Basin Maintenance Facility and Headquarters: Design and Construction Documents, as well as construction administration, for the Chino Basin Water Conservation District

San Bernardino International Airport: Aircraft Maintenance Hanger and Office modifications

LOCAL HISTORIC BUILDING RESTORATION AND/OR ADAPTIVE REUSE PROJECTS EXPERIENCE

The Spanish/Mediterranean historic style will reflect SAWCo’s core values and history and blend beautifully into the landscape. CEDG has helped communities throughout the Inland Empire maintain their ties to the past with historic projects that include:

Gardiner Springs Auditorium at Chaffee High School

Bridges Hall of Music at Pomona College

Claremont Packing House

Lemon House at the University of La Verne

The Sports Pavilion at the University of La Verne

Rancho Santa Ana Botanic Gardens Administration Building

The Mission Gables Bowl House in Redlands

The Pomona Fox Theater

Numerous Historic Craftsman Style, Spanish/Mediterranean and other historic style homes

ADDITIONAL EXPERIENCE

Maloo Center for the Arts Exhibit Hall and Archive Buildings - designed to reflect Sam Maloof’s personal style utilizing stone, wood and glass.

BUDGET

Finally, maintaining the construction budget is vital. Knowing how to utilize materials and construction processes wisely can save substantial sums of money. Because CEDG provides construction services, we have a firm grasp on construction costs and trends as well as the ability to value engineer at each stage of the design process. CEDG provides clients with accurate project costs and can back it up by constructing facilities within budget.

This can be seen with the recent completion of Azusa Fire Station 97. CEDG was selected as the architect, provided the design, then competitively bid the project. CEDG was the low bidder and completed the construction with no change orders.

We are excited about the prospect of continuing our work with SAWCo and look forward to the opportunity to discuss our ideas further with the board and Ad Hoc committee.

B. FIRM BACKGROUND AND EXPERIENCE

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BACKGROUND

Claremont Environmental Design Group, Inc. (CEDG), was founded in 1982 to provide integrated architectural, landscape architectural and construction services.

Currently, we have 5 full time staff members and we supplement our internal team with well qualified and experienced consultants specifically selected for the Office and Operation Yard Facility. Our collaborative process includes our clients and stakeholders, making them an integral part of the design team.

Our offices operate out of a 121-year-old building located at:

Claremont Environmental Design Group, Inc.
401 E. Columbia Avenue
Pomona, CA 91767
909.625.3916

SERVICES

CEDG is uniquely qualified to provide the architectural, landscape architectural and construction services the San Antonio Water Company requires for this important facility due to our history, experience, project understanding, approach, and capabilities. CEDG can not only design functional, aesthetically pleasing, durable facilities with low operational costs, we can build them. And when construction services are not required, the client still benefits from our ability to provide in-house value engineering and provide accurate construction costs throughout the design process.

EXPERIENCE

CEDG has provided various design professional services on many local historic buildings, as is detailed in the Executive Summary.

Beyond a structure's ability to fit into its historic context, the new Office and Operation Yard Facility must be functional, durable and maintainable.

Erik Peterson, principal architect and proposed project manager for the Office and Operation Yard Facility was a USAF Aircraft Mechanic and understands firsthand the need for an organized and highly functional maintenance facility. Later, as the Principal Facilities Project Manager for the Los Angeles County Fire Department, Erik gained invaluable experience in designing facilities to minimize long term maintenance costs. (The Department has over 200 facilities to maintain). CEDG has also provided architectural services for important office and maintenance facilities, as is detailed in the Executive Summary.

INNOVATIVE IDEAS

CEDG innovates on every scale of design from the community scale to specifying products.

For example:

During CEDG's work with the **Inland Empire Resource Conservation District Headquarters and Education Center**, the land was appraised at \$1.3 million, putting the project out of reach. The client asked CEDG to analyze the appraisal and found that they were mistaken in the amount of land that would be available for the hillside development. Based on CEDG's research and exhibits, the land value was reduced by 50%.

For more information, contact IERCD Director Mandy Parkes at (909) 283-7773.

CEDG has been working with **Hillcrest Retirement Community** on the development of 14 homes. All the homes were designed to open onto a central garden allowing wheelchair access to each home. When the civil engineers expressed concerns about the possibility of achieving those goals, CEDG, working closely with the client and a committee of over 20 stakeholders, was able to meet the design challenge, creating wheelchair access to all but 3 homes and maintaining the central garden.

For more information, contact Mike Townsend, Director of Planning and Marketing Strategies at (909)392-4373.

CEDG was both the architect and general contractor for **Azusa Fire Station 97** for the County of Los Angeles Fire Department. As the project was located on a hillside, the amount of land available for the Spanish/Mediterranean-style station was less than the prototype standard. CEDG was able to work with the land to allow for all the standard site and station functions for the Department while reducing the size of the station 20%, making it the least expensive Medium Size Prototype Fire Station for the Department.

For more information, contact Ron Bleier, Division Chief of Los Angeles County Fire Department at (323) 816-0611.

CEDG worked with the **Japan Housing Authority** to create prototype development standards for self-sustaining communities. An emphasis was placed on designing communities that would not damage the hydrologic function of the watersheds in which they would be constructed, thereby protecting water quality and wildlife.

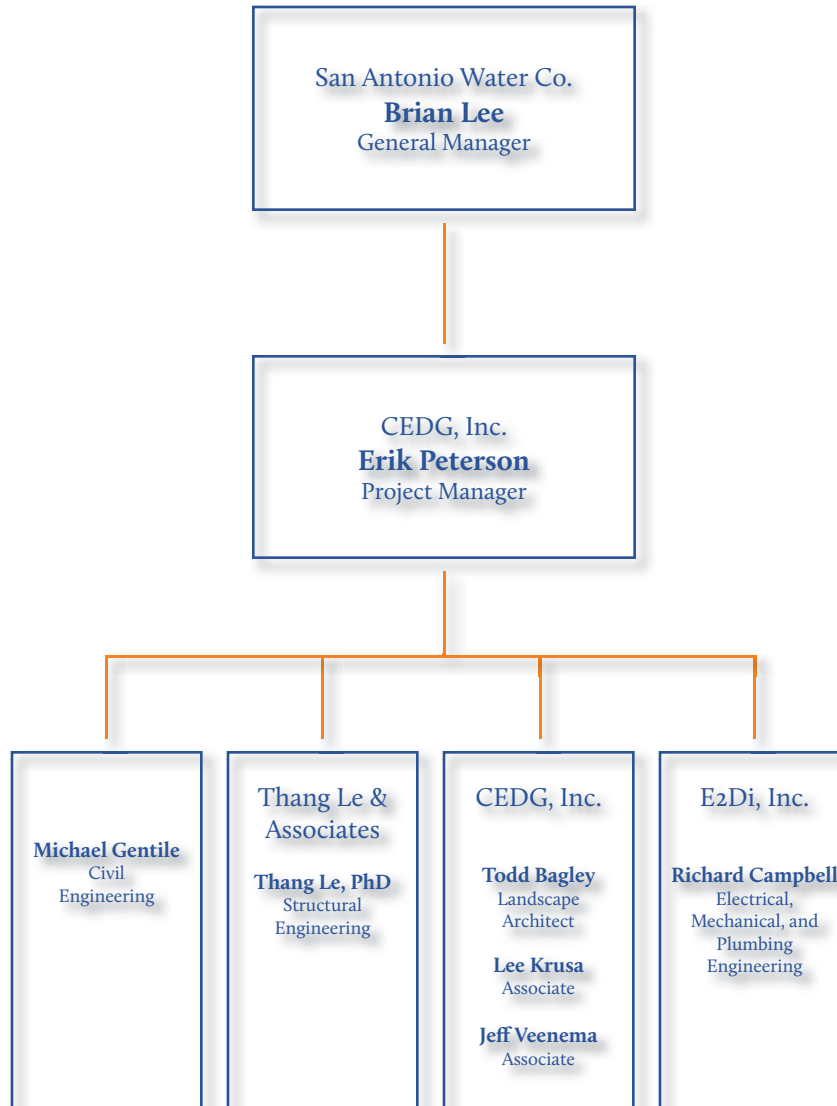
QUALITY ASSURANCE/QUALITY CONTROL: Please see Experience of the Project Team.



C. EXPERIENCE OF THE PROJECT TEAM

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Erik Peterson as Project Manager shall manage the highly experienced team of designers and engineering consultants and shall function as the prime contact for the San Antonio Water Company.



Erik Peterson has worked with the consultant team in its present configuration since 2004. Please see the individual resumes to gain an understanding of our team’s experience.

ERIK PETERSON, ARCHITECT, LEED AP

Principal/ Project Manager, CEDG, Inc.

Education & Certifications

California State Polytechnic University, Pomona, CA
 College of Environmental Design
Master of Landscape Architecture w/ emphasis in Sustainable Communities

Danish International Study Program, Copenhagen, Denmark.
Diploma in Architecture and Urban Design

California State Polytechnic University, San Luis Obispo
 College of Environmental Design
Bachelor of Architecture

LEED Accredited Professional, U.S. Green Building Council
California Licensed Architect, C25269
California Licensed General Contractor, B603452

Relevant Work Experience

Executive Architect, CEDG 2004 - Present

- **Chino Basin Water Conservation District**
 Executive Architect for the Headquarters, education building, and education landscape. (see Relevant Projects)
- **Mudtown Farms**
 Executive Architect for the Offices, Lobby with Exhibits, Community Center and Classrooms in support of Urban Sustainable Agriculture Education, Demonstration and Production. Scheduled to submit Construction Documents to Building & Safety in May 2016.
- **Maloof Center for the Arts**
 Executive Architect for the Gallery, Archive and drought tolerant landscape, with naturalized drainage swales for storm water capture and ground water recharge. Archive building design with humidity and temperature control to house documents. The Gallery is also temperature and humidity controlled with specialty lighting of exhibits.
- **County of Los Angeles Fire Department: Fire Station 97**
 Executive Architect and General Contractor the 7,000 sf, 2-bay Fire Station designed to achieve LEED Silver. Building to receive Certificate of Occupancy March 31, 2016.
- **City of Claremont Wilderness Park: Sycamore Canyon Restoration**
 Removal of invasive exotics, construction of check dams to slow storm water for water quality and ground water recharge, planting of native trees and shrubs.

TODD BAGLEY, LANDSCAPE ARCHITECT*Landscape Architect, CEDG, Inc.***Education & Certifications****Utah State University**, Logan, UT*Bachelors of Landscape Architecture, 1986***Ricks College**, Rexburg, ID*Associate Landscape Nursery Management, 1983***California Licensed Landscape Architect**, RLA#3650

It has been Todd's privilege to be involved in the planning, design and construction of parks and public facilities for over 28 years. Todd has enjoyed working to develop park master plans, park conceptual designs, park construction documents, as well as the development park design guidelines and park strategic master plans. As a licensed landscape architect, Mr. Bagley has worked with the cities of Beaumont, Banning, Perris, San Jacinto, Norco, Palm Springs, Corona, and San Bernardino. Mr. Bagley has also worked with Lake Hemet Municipal Water District, Eastern Municipal Water District, Rancho Water District and Southern California Edison.

Currently Todd is working within the City of Beaumont for the development of the a master plan for Nobble Creek Park for the Beaumont Cheery Valley Recreation and Park District. These efforts have afforded Todd the opportunity to work with several of the City of Beaumont planning staff during the master planning process.

List of Significant Projects

- **Downtown Renovation Projects**
 - Banning City Hall and San Gorgonio Renovation : City of Banning, Banning
 - City of Banning – East Ramsey Parkway Renovation, Banning
 - San Jacinto Main Street Downtown Renovations: City of San Jacinto, San Jacinto, CA.
- **Median & Parkway Projects**
 - San Jacinto Avenue, San Jacinto
 - Ramsey Medians, Banning: City of Banning
- **Parks Master Plans / Strategic Plans**
 - City of San Jacinto, San Jacinto, CA: City of San Jacinto, San Jacinto
 - Ladera Ranch, Ladera Ranch, CA: Ladera Ranch, Ladera Ranch
- **Park Projects**
 - City of Banning Art Park / Plaza – ¾ Acre Urban Park: Banning
 - Eller Community Park – 5.2 Acre Neighborhood Park: Romoland, Riverside County
 - Roosevelt Williams Park 6.2 Acres: City of Banning, Banning
 - Reeppler Park 13.2 Acres (Renovation Area 2.5 Acres): City of Banning, Banning
 - Lion's Park 13.2 Acres: City of Banning, Banning

JEFFREY VEENEMA, AIA, LEED AP BD+C

Senior Associate, CEDG, Inc

Education

Carnegie Mellon University, Pittsburgh, PA

5 year Bachelor of Architecture, Summa Cum Laude, Top Graduating Student, 1999.

Sede di Roma, Carnegie Mellon University, Rome, Italy

Summer study abroad program, Architecture in a historic context, 1998.

Relevant Work Experience

Project Architect, Sr. Associate, CEDG, Inc. 2000 - Present

experienced project manager with expertise in all phases of design • particular focus on effective construction administration • primarily responsible for management of 24 Commercial/Institutional projects and 10 residential projects totaling over \$43 million including:

Pertinent Projects and Project Positions

- **Mudtown Farms, Currently in Construction**
Project Architect, Responsible for Design Documents
 Scope of Work: Masterplanning, Client Meetings, Coordination with Consultants, Management of Design Document production.
- **Asuza Fire Station 97, Completed 2016**
Project Manager, Responsible for Design Documents & Construction Administration
 Scope of Work: Client Meetings, Coordination with Consultants, Management of Design Document production and Construction Administration of Design-Build delivery.
- **Chino Basin Water Conservation District, Completed 2014**
Project Manager, Responsible for Design Documents & all phases of Construction Administration
 Scope of Work: Masterplanning, Phasing coordination, Client Meetings, Coordination with Consultants, Management of Design Document production and Construction Administration.
- **Mission Gables Bowl House, Completed 2012**
Project Manager Responsible for phases 1-5 design documents and construction administration
 Scope of Work: Masterplanning, Phasing coordination, Client Meetings, Coordination with Consultants, Management of Design Document production and Construction Administration for all phases.

LEE KRUSA, MLA*Senior Associate, CEDG, Inc***Education & Certifications****California State Polytechnic University**, Pomona, CA

College of Environmental Design

*Master of Landscape Architecture, September 2014***Graduate Thesis:** Rediscovering the Rurban Homes Subsistence Homestead Project at El Monte, CA**University of Wyoming**, Laramie, WY

College of Agriculture

*Bachelor of Science in Agroecology, May 2004***Chino Basin Water Conservation District**, Montclair, CA*E.P.A. Qualified Water Efficient Landscape Certificate, July 2015***Relevant Work Experience***Lead Landscape Designer, Landscape Project Manager***Claremont Environmental Design Group (CEDG):**

Claremont CA; June 2010 – Present

- Sustainable landscape design consultant on various institutional and residential projects.
- Project management of residential landscape design work from conceptual plans through construction documents.
- Project management on residential and institutional landscape projects.
- Project team member for commercial, institutional & governmental landscape design work from conceptual plans through construction documents.

Pertinent Projects and Project Positions

- **Mudtown Farms, Currently in Design Phase**
Lead Landscape Designer; Landscape Project Management
Scope of Work: Hardscape/Planting/Site Amenities/Irrigation Design & Construction Management of Entire Site.
- **Azusa Fire Station 97, Completed 2016**
Landscape Designer; Landscape Project Management
Scope of Work: Planting/Irrigation Design.
- **Chino Basin Water Conservation District, Completed 2014**
Lead Landscape Designer; Landscape Project Management
Scope of Work: Hardscape/Planting/Irrigation Design & Construction Management of Parking Lot Expansion; Entry Plaza; Education Building Courtyard and Amphitheatre.

CONSULTANT TEAM

Michael Gentile, P.E., Civil Engineer

Michael will engineer the landform to facilitate the flow of water within the site and to adjust the contours of the site to accommodate the design. Michael is a creative thinker who understands innovative goals and methods of addressing water capture and site engineering as evidenced by his work with CEDG at both the Whole Earth Building in support of native landscape restoration and at the Chino Basin Water Conservation District in support of a zero runoff goal. Michael has detailed experience and practical knowledge of LID techniques in addition to competence in the basic work requirements of civil engineering.

mjgentilepe@me.com | 951-233-6670

E2Di, Mechanical, Electrical and Plumbing Engineering

Richard Campbell, President of E2Di, will manage the design and documentation of the integrated Mechanical, Electrical, and Plumbing Engineering. Richard has partnered with CEDG on many important projects over the past 18 years. His firm is experienced with complex MEP systems including Emergency Generators, pumping stations and maintenance facilities.

rich.campbell@e2di.net | 626-664-8075

Thang Le, S.E. , Ph.D., Structural Engineer

Thang will provide Structural Engineering design and drawings. Thang was the Structural Engineer of Record for the Whole Earth Building and is the Structural Engineer for Mudtown Farms and the recently completed Azusa Fire Station 97. Thang has consulted for CEDG on dozens of other projects over the last 12 years and is a great working partner who is deeply passionate about engineering based on advanced seismic analysis yielding efficient and durable structures.

thangle@sbcglobal.net | 626-731-1539

CONSULTANT COORDINATION APPROACH FOR QUALITY CONTROL

One of the most important roles of the architect is to ensure that all consultant work is integrated into the design. The Structural, Mechanical, Plumbing, and Electrical systems require design and coordination at each phase of the project.

PRE-DESIGN

During Pre-design-a concept design meeting is held to define the best systems and system requirements. Next the physical and spatial needs of each system must be defined so that adequate space can be provided in the optimum locations.

As we move into an age of increasing energy costs, proper coordination and design of these systems can increase the energy efficiency of the building decreasing operational costs.

SCHEMATIC DESIGN

During schematic design CEDG creates plans and sections that places and identifies all lighting, mechanical, electrical, plumbing, and communication systems components and every other required element. This plan is distributed to each consultant to ensure adequate space and no conflicts between systems. This plan is also presented to the Fire Department to verify accuracy, completeness and proper placement of required elements.

DESIGN DEVELOPMENT

During the Design phase the design is completed and forwarded to each consultant and the Fire Department for final review.

CONSTRUCTION DOCUMENT

During Construction Document phase the plans are reviewed by:

- Tasks to be performed
- Client and project requirements
- Design development approval and project memoranda
- Construction Documents Checklist
- CAD Drafting and Digital Data Standards

CONSTRUCTION ADMINISTRATION

The project is subjected to continuous quality review during bidding, negotiation and construction. During Bid and negotiation, the Design Project Manager exerts control by managing pre-bid conferences, reviewing all addenda conveying design changes, and performing bidder and bid evaluation.

During construction, the following steps are taken to assure quality:

- Interpretation of construction documents
- Site Observations
- Authority to reject work
- Reviews of shop drawings, samples, and other submissions
- Review of test results
- Processing of change orders
- Certification of contractor progress payment requisitions
- Substantial Completion Inspection
- Final Inspection
- Recommendation of acceptance of project

D. PROJECT UNDERSTANDING AND APPROACH

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PROJECT DESCRIPTION

Location: the northerly half of the property located at 1723 N. Benson Avenue, Upland.

Development of the property to include:

8,000 sf +/- Office and Maintenance Building (possibly split into two separate buildings) and an associated facility and storage yard, public employee parking and site improvements/landscaping.

Design Elements:

The building facade should reflect a Spanish/Mediterranean style with rock, wood and glass as the primary elements. (These finish elements are not necessarily required for structural elements.) The project will include office and site elements that are functional, practical and beautiful and will include green technology as it is desired and practical, with a seven year break even goal on any premium costs associated with alternative green material or element. (LEED certification is not a goal for this project.)

Office Elements:

The offices will include a 60 person Board Room (with dais), 4-5 offices, 5-6 cubicles for office staff, a quiet room for individual privacy, various storage spaces, bathrooms, a kitchen and break area, a maintenance office space, a shower and locker area and motor repair space.

Site Elements:

The site elements will include a covered parking area for staff, as well as secure parking for company vehicles. Additionally, there will be visitor parking, large material storage area and landscaping that reflects the local history and environment, including the recognition of the contribution citrus groves provided to the local economy. Xeriscaping is desired.

Preliminary Budget: \$4,000,000

Schedule: See detail, below, for a comprehensive timeline.

MANAGEMENT PLAN

To manage a project of this complexity, CEDG employs a number of strategies to ensure that the design program is fulfilled, the project drawings are coordinated, quality control is maintained, the schedule is maintained and the budget is refined and adhered to through each phase of the design and construction process. Our Management Plan allows us to provide value engineering for cost control, risk identification and risk mitigation, while working through potential issues with the client in an open and collaborative manner. We have extensive experience creating innovative solutions to a variety of challenges (which are detailed in the Background and Experience document), and work with current science and technology to consistently produce superior results.

CEDG's Design Management Strategies include:**PROCESSES TO DEFINE MAJOR PROJECT ISSUES AND TO ADVANCE INNOVATIVE SOLUTIONS**

We have found that issues are best turned into positive opportunities through collaboration and innovative thinking. We have found that working in tandem with our clients, analyzing and consulting throughout the various stages of the design process, is vital for making key decisions quickly and efficiently. And, through our experiences, we have developed an iterative design methodology as a powerful tool to promote collaboration, partnership and innovation.

Through iterative sketches, we will better understand SAWCo's priorities and SAWCo will better understand how those priorities affect the design. As a result of this process, the design will reflect SAWCo's goals and develop in an appropriate direction. This approach is the basis for our collaborative work with our clients: listening, using our experience to help the clients make the best decisions possible, every step of the way.

Specific priority areas we will investigate through iterative design sketches include, but are not limited to:

- Sound attenuation of maintenance yard functions from neighboring residences
- Security of staff and vehicles, balanced with a positive public experience of the office
- Relationship of Maintenance Yard and Office/Lobby area to other spaces
- Designing for passive onsite stormwater management, capture and percolation
- Designing for optimal thermal comfort and sun exposure in outdoor and indoor spaces
- Providing eco-revelatory design elements to educate and enrich site visitors experience

We will not move to the next step in the design process until you are happy with the design solution at each point – in this way, we collaboratively refine the design solution and move it forward efficiently. We take the same approach with our consultants and other experts, bringing them into the process early and listening to their input so that the design solution is integrated and recognizes the opportunities and limitations of each of the different specialty fields. This approach leads to new innovations and ideas by looking at issues, obstacles and opportunities in novel ways and through different lenses. Historically, CEDG has collaborated successfully with both small and large groups, as shown in detail in the Background and Understanding section of this proposal.

TASK 1: UPDATE NEEDS STUDY

CEDG will set up meetings with Staff and Board per the direction of the Ad Hoc Committee to gain an understanding of operations, relationship to other divisions or sections within the company, relationship to the share holders and the general public, security, other water institutions, required equipment, spacial needs, furniture needs, lighting needs, communications needs, power requirements, etc. needed to ensure full coverage of relevant issues.

- CEDG will revise and resubmit to SAWCo for review.
- CEDG will email back the document to the San Antonio Water Company for review and verification of data collected.
- CEDG will pay close attention to Security and Safety issues as part of the Needs Study.
- CEDG will pay close attention to the incorporation of historic artifacts as part of the entry and front lobby experience.
- CEDG will provide a detailed list of green elements prioritized by their effectiveness and cost, including on-site energy generation with Photovoltaics over the Parking, and carwash water filtration for infiltration.
- CEDG shall measure equipment and analyze parts storage needs to ensure adequate space is provided and placed to facilitate operations and maintenance. CEDG shall work with Staff to determine archival requirements.
- CEDG shall work with SAWCo Staff to determine items to be displayed in the museum/lobby.
- CEDG shall look at methods and materials that can minimize sound leaving the site and disturbing the adjacent residential neighbors.

Deliverables:

CEDG shall submit needs study for client review and approval

TASK 1: Total number of weeks, including Owner review periods: 2 WEEKS

TASK 2: UPDATE PRE-DESIGN SERVICES INCLUDING CONCEPT DESIGN & PROJECT/ UNDERSTANDING

CEDG shall build upon our project understanding through the incorporation of the Needs Study. CEDG shall work with designated Company staff to determine the required spaces and their function along with the relationship between each space.

CEDG shall then work with the Ad Hoc Committee to determine detailed space requirements for each space including required spacial needs, security, equipment, furniture, lighting, communications, power, and thermal comfort.

Budget:

Prior to CEDG moving forward with conceptual design alternatives, CEDG shall meet with the Ad Hoc Committee to discuss the Budget Cost Estimate to determine how it fits in relation to their internal budget projections. If the Budget Cost Estimate is out of alignment with the San Antonio Water Company’s internal budget, then CEDG will work with the Ad Hoc Committee to analyze the Program for ways to cut costs while still meeting the Company’s goals and objectives.

Concept Designs:

Once the budget and phasing has been set by the San Antonio Water Company, CEDG will then move forward with concept design in the Spanish/Mediterranean style. Based on the submission of the concept design and presentation, the San Antonia Water Company will provide feedback to CEDG, laying out their pros and cons for each concept, as well as a ranking of the alternatives.

Once SAWCo loves concept and is meeting its programmatic budgetary requirements, CEDG will move forward with schematic design.

Deliverables:

CEDG shall provide a Project Programming Report (the Program) to the Ad Hoc committee that includes the following:

- Final Project Goals and Objectives
- Diagrams identifying all required spaces, their relationship to each other, their relationship to the site and their required square footage
- A report detailing all specific requirements for each room or space, including all pertinent design considerations
- A CPM schedule with milestones and major decision thresholds
- A Budgeting Cost Estimate broken down Office, Operation Yard & Site
- Provide (2) alternative concept designs and architectural style studies
- 3-Dimensional Rendered Digital Concept Design

TASK 2: Total number of weeks including Owner review periods: 4 WEEKS

TASK 3: SCHEMATIC DESIGN

CEDG shall incorporate the approved design concept, programmatic requirements and approved architectural style.

Deliverables:

- Site plan
- Concept landscape plan w/ plant palette

- Floor plans, building elevations, building sections
- Public and staff parking options, including traffic flow diagrams
- Demonstrate how careful use of the site will preserve land for growth and facilitate future growth
- Preliminary cost estimate for the total cost of project construction
- Construction materials options for interior, exterior and site
- Update the CPM Schedule including the addition of a preliminary construction schedule

TASK 3: Total number of weeks including Owner review periods: _____ **4 WEEKS**

TASK 4: DESIGN DEVELOPMENT

During Design Development, CEDG shall refine the design including:

- Optimize building envelope through passive solar design techniques so that the building will heat, cool, ventilate and daylight itself as much as possible. This is accomplished through proper orientation, thermal mass, insulation and placement of windows (all appropriately sized and located to optimize thermal performance).
- Indoor Air Quality Considerations: CEDG will specify no and low-VOC materials. Indoor spaces will be designed for passive ventilation. Active systems will be designed for back-up. All indoor spaces will be monitored for indoor air quality.
- Coordinate and integrate concept mechanical, plumbing, electrical and fire protection systems within the building envelope and with the passive systems.
- Design the grading and site drainage as an educational model for constituents to demonstrate the hydrologic cycle.

Deliverables:

CEDG shall prepare the following drawings and schedules:

- Site plan, Landscape Planting Plan and Concept Irrigation Plan
- Preliminary Grading and Drainage Plan
- Floor and Roof Plans, Reflected Ceiling Plan of Main Office, Building Sections, Elevations
- Concept Structural, Mechanical, Plumbing and Electrical Plans
- Selection of Lighting and Plumbing Fixtures
- Material & Equipment Selection
- Selection of Site and Building Security, Data and Communications Systems

CEDG shall prepare and review the draft Planning Submission Package with SAWCo, along with an updated CPM Schedule. Once approved by the Company, CEDG shall submit the Planning Package and make any Planning required changes as well as represent the Owner at any required public hearings.

CEDG shall value engineer the project as part of the Design Development Phase and shall update the Preliminary Estimate of Construction Costs.

CITY PLANNING REVIEW & APPROVAL

TASK 4: Total number of weeks including City and Owner review periods 18 WEEKS

TASK 5: CONSTRUCTION DOCUMENT PHASE

CEDG and its consultant team shall:

- Prepare full Civil, Architectural, Structural, Mechanical, Electrical, Plumbing and Landscape Architectural Plans and Calculations required by the City of Upland in order to obtain building permits. Written specification will also be provided to identify materials, products and their proper installation.
- Revise the Preliminary Estimate of Construction Cost.
- Review and gain approval of the Construction Document Package and Preliminary Estimate of Construction Cost with SAWCo prior to submission to Building & Safety.

Deliverables:

- Construction Documents Package submitted to Building and Safety
- Final Preliminary Estimate of Construction Cost

TASK 5: Total number of weeks including SAWCo & Gov. review: 20 WEEKS

TASK 6: BIDDING SERVICES

During the bidding process, CEDG shall:

- Coordinate the Bid Documents, incorporating the Company’s standard contract documents and general provisions, modified for specific items within the Project.
- Finalize the Bidding and Construction Schedule based on the project Phasing Plan
- Conduct Pre-bid meeting
- Prepare addendum as required
- Respond to Requests for clarification/information
- Review of bids received for responsiveness
- Recommendation to staff regarding contract award
- Selected Contractor to provide a Critical Path Construction Schedule including

material orders

TASK 6: Total number of weeks including Owner review periods: 6 WEEKS

TASK 7: CONSTRUCTION ADMINISTRATION SERVICES

CEDG shall:

- Assist SAWCo in the selection of a Quality Assurance Inspector to ensure plans and specifications are properly executed by the contractor
- Review contractor’s work schedule
- Review contractor’s shop drawing schedule
- Review contractor’s payment schedule of values
- Review contractor’s request for payments
- Review contractor’s shop drawing submittals
- Maintain on-going submittal schedule and review status report
- Specify in the Contract Documents that the Contractor shall maintain on-going records of all field changes for final as-built construction drawings.
- Conduct weekly job meetings and provide summaries
- Observe construction at each job meeting to ensure the integrity of the work completed and the project is built per the approved drawings and specifications
- Identify issues or barriers to completing the project and corrective strategies
- Advise and process change orders (if necessary). (All changes to the scope and subsequent fees must be submitted in writing and approved prior to any action being taken)
- Certify substantial completion
- Perform punch list inspection
- Complete final inspection at completion of punch list

TASK 7: Total number of weeks including Owner & Gov. review: 44 WEEKS

TOTAL PROJECT

Total number of weeks including Owner & Gov. review periods:

102 WEEKS

E. PAST PROJECTS

INLAND EMPIRE RESOURCE CONSERVATION DISTRICT HEADQUARTERS AND EDUCATION CENTER | Yucaipa, CA

Project Name: IERCD Headquarters and Education Center
 Client: Inland Empire Resource Conservation District
 Location of Project: Yucaipa, CA
 Total Project Cost: \$3,500,000 (estimated)

Relevancy of Project to SAWCo New Office and Operation Yard Facilities

- Work and storage areas for field work
- Office and work areas
- Public Education
- Effective and secure separation of public and private functions
- Sustainable design in a contextual building style
- Passive solar design

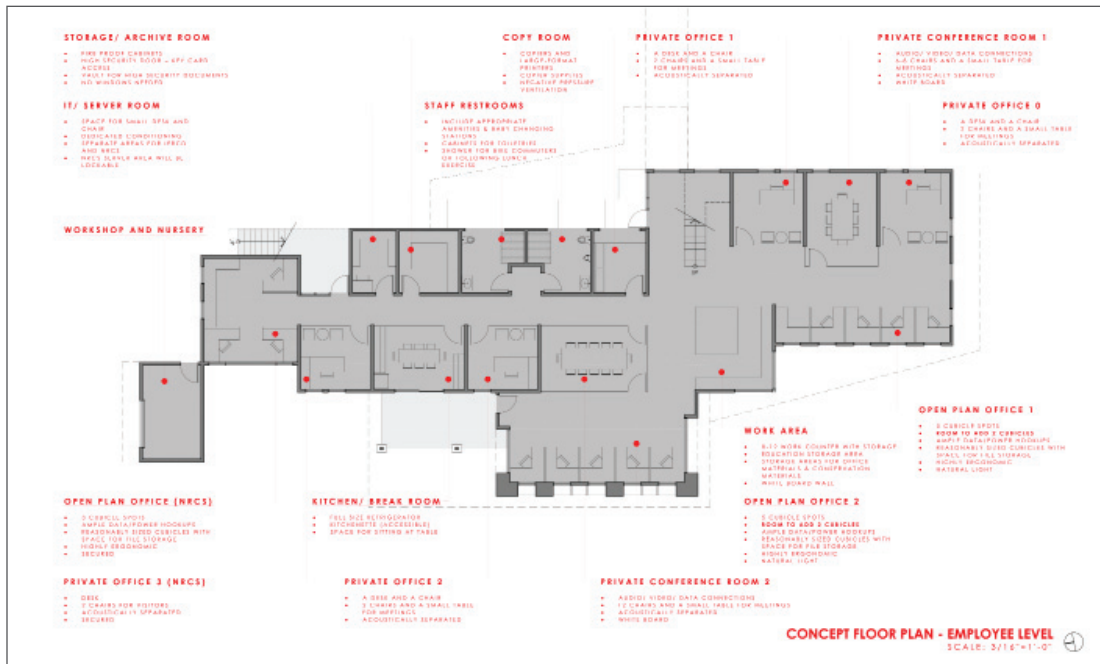


Project Background

The Inland Empire Resource Conservation District (IERCD) has outgrown its current location and is looking for a facility that can not only meet its operational requirements but educate its constituents regarding its many services to the public and how those services help both their constituents and the health of the local native environment. They desire a facility that helps to educate the community regarding the value the IERCD brings to the community and environment for their multiple constituent groups.

The design had to take into account the fact that while these tours were taking place (both formal and informal), the staff had to be able to carry out its day to day activities without public interference while meetings its needs for security.

The site is located on a downslope adjacent to a major roadway, so to save grading costs CEDG designed the building so that only the second floor would be visible from the road. The second floor would have its own public entrance, lobby, exhibit hall, and large meeting room from which tours could be initiated. Although connected by a stair, doors could be



locked separating the first and second floor.

The first floor opens to breathtaking views of the valley below providing a highly desirable work space.

The design minimizes grading lowering construction costs, provides a natural and secure separation between public and private spaces, and as only the second floor is visible from the road, the views of the valley still dominate from the road while inviting visitors to the site.

Parking follows the slope of the hillside as it parallels the road minimizing driveways and allowing for the secure separation of IERCD vehicles, staff vehicles and public parking.

The site is also at the nexus of an intermittent stream, horse, biking and hiking trails creating the perfect location for a new trail connecting the educational tour through restored native plant community gardens and the existing city trail system.

The project includes a Reception area, Offices, cubicles in an open office environment, work area, conference rooms, large meeting room, exhibit space, storage, archive, break room w/ kitchenette, IT rm, Workshop and Plant Nursery.



CHINO BASIN WATER CONSERVATION DISTRICT | Montclair, CA

Project Name:	Water Conservation Campus
Client:	Chino Basin Water Conservation District (Special Government District)
Location of Project:	Montclair, CA
Total Project Cost:	\$7,500,000

Relevancy of Project to SAWCo New Office and Operation Yard Facilities

- Maintenance Building, Yard and work areas
- Offices for 11 staff in the main building and for the Maintenance manager in the Maintenance building
- Board room doubles as professional education venue
- Lobby with exhibits
- Phased Construction
- Native and water wise landscape demonstration garden
- Signage and displays to educate the public
- Passive water collection and percolation – bioswales, bioretention, rain gardens, etc.

Project Background

The Chino Basin Water Conservation District ('District') is a Special Governmental District formed by the public in 1949 to protect the groundwater in the Chino Groundwater Basin. The District serves the public within its boundaries, which include the area from the San Bernardino County line on the West to approximately the 15 freeway on the East, and from the San Gabriel Mountains on the North to the Santa Ana River and Chino Hills on the South. The District operates 8 groundwater recharge basins and has their headquarters in Montclair, CA. Recently, the District began a program of public education to encourage the public and businesses to conserve water on their landscapes and to use best practices to protect water quality.

In order to better serve the public, the District undertook a full re-development and upgrade of their existing 6 acre site in Montclair. The District hired CEDG to masterplan the site and provide construction documents and construction administration for the improvements.



Based on the masterplan, the project proceeded in 3 phases. The design and construction of the improvements were accomplished over a 5 year period, with the grand opening of the final phase in the fall of 2013 and full buildout of the Demonstration Garden in 2014.

Project Description

Phase 1 – A 3 acre passive recreation park with a 1 mile decomposed granite walking path.
Phase 2 – A new Maintenance Building, staff parking lot, Gravel Pave access road, site utilities and perimeter walls and fencing.

The maintenance building is the base of operations for the District’s basin maintenance. The 2-story building is approximately 6,000 square feet with tool and material storage, 4 garage bays for maintenance vehicles (including a tractor) and a maintenance office. The building has a 42 KW photovoltaic array on the roof to provide power to the site. The building is dual plumbed to use recycled water for the toilets, and uses solar hot water for showers and sinks. Rainwater from the roof and parking lot is collected, filtered, and percolated in a bio-retention basin. The building is passively designed for daylighting and ventilation with optimized overhangs on windows and garage doors, cross ventilation in all spaces, and solatube lighting.



Phase 3 – An expansion of the existing Administration Building, a new Children’s Education Building, renovated Water-Wise Demonstration Garden, Demonstration Parking Lot, Propagation Lath House and outdoor amphitheater. There are public art installations throughout the project by local artist Craig French and coordinated by CEDG staff.

CEDG worked extensively with District staff to understand their goals and needs in order to provide an ideal building form and function. The new 9,000 square foot building, now called the Water Conservation Center, includes a greatly expanded staff office area, a reception area, an educational lobby with exhibits, a large dual purpose classroom & boardroom, a landscape design room for the public, large and small conference rooms, a kitchen, public restrooms and ample storage. The new building uses innovative strategies



and materials to achieve energy use 40% better than Title-24.

The Demonstration Garden is approximately 1.75 acres and is designed to show residential customers water-wise planting, irrigation and landform strategies that they can apply in their own yards. The garden planting and pathways were designed through CEDG by a consulting Landscape Architect, Bob Perry. CEDG designed the Children's Education Garden, Amphitheater planting, tortoise enclosures, public plaza

areas, demonstration facades and signage throughout the Garden.

The Demonstration Parking lot shows many different types of permeable pavements and LID practices. The permeable pavements include: pervious concrete (high content flyash), pervious asphalt and pavers. The LID practices include: zero curbs, curb cuts, bioswales, ribbon gutters and trench drain capture of sheet flow to direct stormwater to collection and percolation areas. Lee Krusa and Erik Peterson designed and specified the native landscape, bioswales and irrigation for the parking lot and entry. Michael Gentile and Jeff Veenema designed and engineered the parking lot.

The following list is a brief survey of some of the specific sustainable strategies and appropriate technologies used on this project:

Building Exterior

- The front entry of the WCC is eco-revelatory – it is designed to represent a mountain canyon, the source of most of our water in California –
 - the tile walls are the sides of the canyon
 - the tilted tile pattern represents layers of rock broken and shifted by seismic activity
 - the undulating concrete, plants and rocks are the canyon bottom, shaped by water
 - the downspout from the roof represents a tree growing in the riparian habitat
 - the glass concrete represents the stream emanating from the canyon
 - the doors to the WCC are at the head of the canyon – by entering the doors, one begins the journey to learn where our water comes from and how to preserve it
- The WCC and Education Buildings were awarded incentives in the Savings by Design Program provided by Southern California Edison

- The roofs of the WCC and EDU are made of ‘SIPs’ (Structural Insulated Panels) which are made of recycled polystyrene between two layers of plywood – it is R-48 and has very low infiltration
- Roof materials (membrane roof, standing seam metal roof and tile) are all chosen for durability and to keep rainwater clean – all roofs get dusty, but these materials don’t release pollutants into the water
- High reflectance (SRI) roofs lower the heat island effect and keep the buildings cooler

Building Interior

- Good natural daylighting and excellent views throughout all spaces
- Operable windows for passive ventilation
- Passive cooling ventilation tower – louver in tower opens to let hot air out (hot air rises), cool air is pulled in from the courtyard by the offices where a fountain and shading keeps the air humidified and cool
- HVAC system – VRF (variable refrigerant flow) system – very sophisticated and energy efficient while allowing a lot of flexibility – every room is a separate zone.
- The building’s windows are positioned to let light in but keep heat out
- Specialty glass in insulated frames to minimize heat gain and loss – fritted where appropriate to further control heat gain and glare
- Low or zero VOC and zero-formaldehyde products
- Recycled content and rapidly renewable content products used throughout



AZUSA FIRE STATION 97 | Azusa, CA

Project Name: Azusa Fire Station 97
 Client: Los Angeles County Fire Department
 Location of Project: Azusa, CA
 Total Project Cost: \$3,200,000

Relevancy of Project to SAWCo New Office and Operation Yard Facilities

- Work and storage areas for maintenance of equipment
- Office and training areas
- Effective and secure separation of public and private functions
- Sustainable design in a contextual building style
- Emergency Generator
- Antenna design and location
- Passive solar design



Project Background

CEDG has a long history of delivering successful projects for the Los Angeles County Fire Department including 6 new Fire Stations, the North County Fleet Maintenance and Training Facility, 2 fire camp buildings, a new burn tower, and numerous fire station remodels and retrofits. The fleet maintenance and training facility was designed in 1999 and constructed thereafter. It has maintenance bays and facilities to service and maintain the Fire Department's vehicles including articulated ladder trucks. There are also training rooms, storage facilities, a burn tower, and offices for maintenance staff. Erik Peterson was instrumental in the design and delivery of that large facility. Additionally, each Fire Station we have designed requires an on-site emergency generator which we have specified and designed as part of our role. We have experience coordinating the design of the Emergency Operations Systems use by fire stations for their Emergency response, and additional

experience with the design of a full Emergency Operations Center as part of a Fire Station complex we designed in Redlands.

Our most recently completed Fire Station is the Azusa Fire Station #97, This Fire Station is designed under Prototype 2 and replaces the existing Fire Station 97 next door. It is a 2 bay station and incorporates passive design elements to provide an extremely efficient station. CEDG partnered with Oasis Design and Construction, a general contracting company owned by Erik Peterson, to construct the station. This partnership allowed for flexibility in the construction of the station and facilitated efficient integration of value engineering options.

In addition to effectively encompassing all of the typically complex and specialized technical requirements of a Fire Station, this facility is designed to ideally optimize emergency response time while being a safe, pleasant and healthy place to live and work for the Fire personnel. The station achieves thermal comfort through highly insulated walls surrounding concrete block structural walls for mass temperature dampening. All rooms have effective daylighting to limit the need for artificial lighting which is accomplished entirely through LED fixtures. Spaces are separated by use and contaminant potential with all dorms and living areas situated on the 'clean' side of the station away from potential pollution sources. Surfaces and materials were selected for their durability, ability to be efficiently cleaned and maintained, and lack of VOCs or other harmful ingredients.

On the exterior, the building style complements the traditional California Spanish architecture style in the surrounding residential development and respects the neighborhood in placement of site lighting and vehicle access. The landscape is highly drought tolerant and fire resistant and is designed to capture and percolate storm water. All surfaces on the site are designed with a high solar reflectance to minimize the heat island effect on this densely developed property.

Finally, the site is nicely situated against the foothills of the San Gabriel Mountains and our design takes advantage of impressive views of the mountains both for aesthetic value and to provide a watchful eye on this valuable but fire prone recreational resource for the people of Azusa.



PROJECT REFERENCES

- Project:** **Inland Empire Resource Conservation District Headquarters and Education Center**
- Contact:** Mandy Parkes, District Manager
Inland Empire Resource Conservation District
25864-K Business Center Drive, Redlands, CA 92374
(909) 283-7773
- Project:** **Chino Basin Water Conservation Campus**
- Contact:** Eunice M. Ulloa, Mayor
City of Chino
13220 Central Avenue, Chino, CA 91710
(909) 334-3250
- Elizabeth Skrzat, Executive Director
Chino Basin Water Conservation District
4594 San Bernardino St., Montclair, CA 91763
(909) 267-3220
- Project:** **County of Los Angeles Fire Department Fire Station 97**
- Contact:** Ron Blier, Principal Facilities Project Manager
County of Los Angeles Fire Department
846 Juniper Ridge Road, Azusa, CA 91702
(323) 816-0611

F. FINANCIAL PROPOSAL

F. FINANCIAL PROPOSAL

PROJECT SCHEDULE w/ MILESTONES, LABOR HOURS

Note: HOURS indicates billable man hours.
WEEKS indicates 5-day work weeks, which include SAWCo review time

TASK 1: UPDATE NEEDS STUDY

(Tasks and Deliverables are detailed in Management Plan)

Milestone: Final Needs and Wants Assessment Approval by SAWCo

Subtotal number of weeks, including Owner review periods:	2 WEEKS
Subtotal number of hours:	36 HOURS

TASK 2: UPDATE PRE-DESIGN SERVICES

(Tasks and Deliverables are detailed in Management Plan)

Milestone: Owner selection of a Concept Design

Subtotal number of weeks, including Owner review periods:	4 WEEKS
Subtotal number of hours:	72 HOURS

TASK 3: SCHEMATIC DESIGN

(Tasks and Deliverables are detailed in Management Plan)

Milestone: Owner Acceptance of Schematic Design

Subtotal number of weeks, including Owner review periods:	4 WEEKS
Subtotal number of hours:	320 HOURS

TASK 4: DESIGN DEVELOPMENT PHASE

(Tasks and Deliverables are detailed in Management Plan)

Milestone: Planning Department Approval

Subtotal number of weeks, including City and Owner review periods:	18 WEEKS
Subtotal number of hours:	520 HOURS

TASK 5: CONSTRUCTION DOCUMENT PHASE

(Tasks and Deliverables are detailed in Management Plan)

Milestone: Building & Safety Approval of Construction Documents

Subtotal number of weeks, including City and Owner review periods: 20 WEEKS
 Subtotal number of hours: 880 HOURS

TASK 6: BIDDING SERVICES

(Tasks and Deliverables are detailed in Management Plan)

Milestone: SAWCo Awards Contract and Construction Commencement Date Set

Subtotal number of weeks, including Owner review periods: 6 WEEKS
 Subtotal number of hours: 30 HOURS

TASK 7: CONSTRUCTION ADMINISTRATION

(Tasks and Deliverables are detailed in Management Plan)

Milestone: San Antonio Water Company receives Certificate of Occupancy

Subtotal number of weeks, including City and Owner review periods: 44 WEEKS
 Subtotal number of hours: 200 HOURS

TOTAL PROJECT

Total number of weeks, including City and Owner review periods: 102 WEEKS
 Subtotal number of hours: 2,058 HOURS

CEDG STANDARD HOURLY RATE SCHEDULE | (AS OF JANUARY 1, 2019)

Principal Architect	\$ 195 /hr.
Associate	\$ 170 /hr.
Project Manager	\$ 140 /hr.
Project Designer	\$ 125 /hr.
Technical Staff	\$ 100 /hr.
Administrative/Secretary	\$ 75 /hr.

G. OTHER PERTINENT INFORMATION

G. OTHER PERTINENT INFORMATION

REQUIRED CERTIFICATIONS

INSURANCE COVERAGE CERTIFICATION

CEDG HEREBY CERTIFIES that we have reviewed and understand the insurance coverage requirements specified as in the Request for Qualifications.

Should CEDG be awarded the contract, we certify that we can meet the specified requirements for insurance coverage, including general liability, automobile liability, workers' compensation, and professional liability for the Design Professional and/or any Design Team members.

Erik Gerald Peterson

Date

CIVIL LITIGATION CERTIFICATION

I hereby certify that neither Claremont Environmental Design Group, Inc. nor any of their agents or employees has been involved in any litigation, arbitration, or other alternative dispute resolution within the last five (5) years.

I declare under penalty of perjury that the foregoing is true and correct.

Erik Gerald Peterson

Date

ACTIONS TAKEN BY REGULATORY AGENCY CERTIFICATION

I hereby certify that there has not been any actions taken by any regulatory agency against Claremont Environmental Design Group, Inc. or any of their agents or employees with respect to any work performed within the last five (5) years.

I declare under penalty of perjury that the foregoing is true and correct.

Erik Gerald Peterson

Date

H. EXCEPTIONS TO THIS RFQ

H. EXCEPTIONS TO THIS RFQ

CEDG HEREBY CERTIFIES that we take no exceptions to this RFQ including, but not limited to the attached Consultant Services Agreement.

Erik Gerald Peterson

Date