

**CITY OF COSTA MESA
PROFESSIONAL SERVICES AGREEMENT
WITH
TRC SOLUTIONS, INC.**

THIS AGREEMENT is made and entered into this ^{5th} day of April, 2016 ("Effective Date"), by and between the CITY OF COSTA MESA, a municipal corporation ("City"), and TRC SOLUTIONS, INC., a California Corporation ("Consultant").

WITNESSETH:

A. WHEREAS, City proposes to utilize the services of Consultant as an independent contractor to provide professional engineering services for the design of security camera systems at various city facilities, as more fully described herein; and

B. WHEREAS, Consultant represents that it has that degree of specialized expertise contemplated within California Government Code Section 37103, and holds all necessary licenses to practice and perform the services herein contemplated; and

C. WHEREAS, City and Consultant desire to contract for the specific services described in Exhibit "A" (the "Project") and desire to set forth their rights, duties and liabilities in connection with the services to be performed; and

D. WHEREAS, no official or employee of City has a financial interest, within the provisions of Sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

1.0. SERVICES PROVIDED BY CONSULTANT

1.1. Scope of Services. Consultant shall provide the professional services described in the City's Request for Proposal ("RFP"), attached hereto as Exhibit "A," and Consultant's Response to City's RFP (the "Response") attached hereto as Exhibit "B," both incorporated herein by this reference.

1.2. Professional Practices. All professional services to be provided by Consultant pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professional consultants in similar fields and circumstances in accordance with sound professional practices. Consultant also warrants that it is familiar with all laws that may affect its performance of this Agreement and shall advise City of any changes in any laws that may affect Consultant's performance of this Agreement.

1.3. Performance to Satisfaction of City. Consultant agrees to perform all the work to the complete satisfaction of the City and within the hereinafter specified. Evaluations of the work will be done by the City's Chief Executive Officer ("City CEO") or his or her designee. If the quality of work is not satisfactory, City in its discretion has the right to:

- (a) Meet with Consultant to review the quality of the work and resolve the matters of concern;

- (b) Require Consultant to repeat the work at no additional fee until it is satisfactory; and/or
- (c) Terminate the Agreement as hereinafter set forth.

1.4. Warranty. Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

1.5. Non-discrimination. In performing this Agreement, Consultant shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religion, color, national origin, ancestry, age, physical handicap, medical condition, marital status, sexual gender or sexual orientation, except as permitted pursuant to Section 12940 of the Government Code.

1.6. Non-Exclusive Agreement. Consultant acknowledges that City may enter into agreements with other consultants for services similar to the services that are subject to this Agreement or may have its own employees perform services similar to those services contemplated by this Agreement.

1.7. Delegation and Assignment. This is a personal service contract, and the duties set forth herein shall not be delegated or assigned to any person or entity without the prior written consent of City. Consultant may engage a subcontractor(s) as permitted by law and may employ other personnel to perform services contemplated by this Agreement at Consultant's sole cost and expense.

1.8. Confidentiality. Employees of Consultant in the course of their duties may have access to financial, accounting, statistical, and personnel data of private individuals and employees of City. Consultant covenants that all data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without written authorization by City. City shall grant such authorization if disclosure is required by law. All City data shall be returned to City upon the termination of this Agreement. Consultant's covenant under this Section shall survive the termination of this Agreement.

2.0. COMPENSATION AND BILLING

2.1. Compensation. Consultant shall be paid in accordance with the fee schedule set forth in Exhibit "C," attached hereto and made a part of this Agreement (the "Fee Schedule"). Consultant's total compensation shall not exceed Forty Nine Thousand Six Hundred and Thirty Dollars (\$49,630.00).

2.2. Additional Services. Consultant shall not receive compensation for any services provided outside the scope of services specified in the Consultant's Proposal unless the City or the Project Manager for this Project, prior to Consultant performing the additional services, approves such additional services in writing. It is specifically understood that oral requests

and/or approvals of such additional services or additional compensation shall be barred and are unenforceable.

2.3. Method of Billing. Consultant may submit invoices to the City for approval on a progress basis, but no more often than two times a month. Said invoice shall be based on the total of all Consultant's services which have been completed to City's sole satisfaction. City shall pay Consultant's invoice within forty-five (45) days from the date City receives said invoice. Each invoice shall describe in detail, the services performed, the date of performance, and the associated time for completion. Any additional services approved and performed pursuant to this Agreement shall be designated as "Additional Services" and shall identify the number of the authorized change order, where applicable, on all invoices.

2.4. Records and Audits. Records of Consultant's services relating to this Agreement shall be maintained in accordance with generally recognized accounting principles and shall be made available to City or its Project Manager for inspection and/or audit at mutually convenient times for a period of three (3) years from the Effective Date.

3.0. TIME OF PERFORMANCE

3.1. Commencement and Completion of Work. The professional services to be performed pursuant to this Agreement shall commence within five (5) days from the Effective Date of this Agreement. Said services shall be performed in strict compliance with the Project Schedule approved by City as set forth in Exhibit "D," attached hereto and incorporated herein by this reference. The Project Schedule may be amended by mutual agreement of the parties. Failure to commence work in a timely manner and/or diligently pursue work to completion may be grounds for termination of this Agreement.

3.2. Excusable Delays. Neither party shall be responsible for delays or lack of performance resulting from acts beyond the reasonable control of the party or parties. Such acts shall include, but not be limited to, acts of God, fire, strikes, material shortages, compliance with laws or regulations, riots, acts of war, or any other conditions beyond the reasonable control of a party.

4.0. TERM AND TERMINATION

4.1. Term. This Agreement shall commence on the Effective Date and continue for a period of twenty four months, ending on April 5th, 2018, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties.

4.2. Notice of Termination. The City reserves and has the right and privilege of canceling, suspending or abandoning the execution of all or any part of the work contemplated by this Agreement, with or without cause, at any time, by providing written notice to Consultant. The termination of this Agreement shall be deemed effective upon receipt of the notice of termination. In the event of such termination, Consultant shall immediately stop rendering services under this Agreement unless directed otherwise by the City.

4.3. Compensation. In the event of termination, City shall pay Consultant for reasonable costs incurred and professional services satisfactorily performed up to and including the date of City's written notice of termination. Compensation for work in progress shall be prorated based on the percentage of work completed as of the effective date of termination in accordance with the fees set forth herein. In ascertaining the professional services actually rendered hereunder up to the effective date of termination of this Agreement, consideration shall be given to both completed work and work in progress, to complete and incomplete drawings,

and to other documents pertaining to the services contemplated herein whether delivered to the City or in the possession of the Consultant.

4.4. Documents. In the event of termination of this Agreement, all documents prepared by Consultant in its performance of this Agreement including, but not limited to, finished or unfinished design, development and construction documents, data studies, drawings, maps and reports, shall be delivered to the City within ten (10) days of delivery of termination notice to Consultant, at no cost to City. Any use of uncompleted documents without specific written authorization from Consultant shall be at City's sole risk and without liability or legal expense to Consultant.

5.0. INSURANCE

5.1. Minimum Scope and Limits of Insurance. Consultant shall obtain, maintain, and keep in full force and effect during the life of this Agreement all of the following minimum scope of insurance coverages with an insurance company admitted to do business in California, rated "A," Class X, or better in the most recent Best's Key Insurance Rating Guide, and approved by City:

- (a) Commercial general liability, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or shall be twice the required occurrence limit.
- (b) Business automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence for bodily injury and property damage.
- (c) Workers' compensation insurance as required by the State of California. Consultant agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the City, its officers, agents, employees, and volunteers arising from work performed by Consultant for the City and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.
- (d) Professional errors and omissions ("E&O") liability insurance with policy limits of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder.

5.2. Endorsements. The commercial general liability insurance policy and business automobile liability policy shall contain or be endorsed to contain the following provisions:

//

- (a) Additional insureds: "The City of Costa Mesa and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."
- (b) Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."
- (c) Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Costa Mesa, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Costa Mesa shall be excess and not contributing with the insurance provided by this policy."
- (d) Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Costa Mesa, its officers, officials, agents, employees, and volunteers.
- (e) The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

5.3. Deductible or Self Insured Retention. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by City. No policy of insurance issued as to which the City is an additional insured shall contain a provision which requires that no insured except the named insured can satisfy any such deductible or self-insured retention.

5.4. Certificates of Insurance. Consultant shall provide to City certificates of insurance showing the insurance coverages and required endorsements described above, in a form and content approved by City, prior to performing any services under this Agreement. The certificates of insurance shall be attached hereto as Exhibit "E" and incorporated herein by this reference.

5.5. Non-limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

6.0. GENERAL PROVISIONS

6.1. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing, and signed by the parties in interest at the time of such modification. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document appurtenant hereto, including exhibits to this Agreement.

6.2. Representatives. The City CEO or his or her designee shall be the representative of City for purposes of this Agreement and may issue all consents, approvals, directives and

agreements on behalf of the City, called for by this Agreement, except as otherwise expressly provided in this Agreement.

Consultant shall designate a representative for purposes of this Agreement who shall be authorized to issue all consents, approvals, directives and agreements on behalf of Consultant called for by this Agreement, except as otherwise expressly provided in this Agreement.

6.3. Project Managers. City shall designate a Project Manager to work directly with Consultant in the performance of this Agreement.

Consultant shall designate a Project Manager who shall represent it and be its agent in all consultations with City during the term of this Agreement. Consultant or its Project Manager shall attend and assist in all coordination meetings called by City.

6.4. Notices. Any notices, documents, correspondence or other communications concerning this Agreement or the work hereunder may be provided by personal delivery, facsimile or mail and shall be addressed as set forth below. Such communication shall be deemed served or delivered: a) at the time of delivery if such communication is sent by personal delivery; b) at the time of transmission if such communication is sent by facsimile; and c) 48 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

IF TO CONSULTANT:

TRC Solutions, Inc.
9685 Research Drive
Irvine, CA 92618
Tel: (949) 727-9336
Fax: (949) 727-7311
Attn: Keith Kushner

IF TO CITY:

City of Costa Mesa
77 Fair Drive
Costa Mesa, CA 92626
Tel: (714) 754-503
Fax: (714) 754-5028
Attn: Robert Staples

6.5. Drug-free Workplace Policy. Consultant shall provide a drug-free workplace by complying with all provisions set forth in City's Council Policy 100-5, attached hereto as Exhibit "F" and incorporated herein by reference. Consultant's failure to conform to the requirements set forth in Council Policy 100-5 shall constitute a material breach of this Agreement and shall be cause for immediate termination of this Agreement by City.

6.6. Attorneys' Fees. In the event that litigation is brought by any party in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

6.7. Governing Law. This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Orange County, California.

6.8. Assignment. Consultant shall not voluntarily or by operation of law assign, transfer, sublet or encumber all or any part of Consultant's interest in this Agreement without City's prior written consent. Any attempted assignment, transfer, subletting or encumbrance

shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement. Regardless of City's consent, no subletting or assignment shall release Consultant of Consultant's obligation to perform all other obligations to be performed by Consultant hereunder for the term of this Agreement.

6.9. Indemnification and Hold Harmless. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents and employees, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents and employees arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, or the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents and employees based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

6.10. Independent Contractor. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

6.11. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

6.12. Cooperation. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

6.13. Ownership of Documents. All findings, reports, documents, information and data including, but not limited to, computer tapes or discs, files and tapes furnished or prepared by Consultant or any of its subcontractors in the course of performance of this Agreement, shall be and remain the sole property of City. Consultant agrees that any such documents or information shall not be made available to any individual or organization without the prior consent of City. Any use of such documents for other projects not contemplated by this Agreement, and any use of incomplete documents, shall be at the sole risk of City and without liability or legal exposure to Consultant. City shall indemnify and hold harmless Consultant from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from City's use of such documents for other projects not contemplated by this Agreement or use of incomplete documents furnished by Consultant. Consultant shall deliver to City any findings, reports, documents, information, data, in any form, including but not limited to, computer tapes, discs, files audio tapes or any other Project related items as requested by City or its authorized representative, at no additional cost to the City.

6.14. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code Section 6250 *et seq.*). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code Section 6254.7, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

6.15. Conflict of Interest. Consultant and its officers, employees, associates and subconsultants, if any, will comply with all conflict of interest statutes of the State of California applicable to Consultant's services under this agreement, including, but not limited to, the Political Reform Act (Government Code Sections 81000, *et seq.*) and Government Code Section 1090. During the term of this Agreement, Consultant and its officers, employees, associates and subconsultants shall not, without the prior written approval of the City Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subconsultants to abstain from a decision under this Agreement pursuant to a conflict of interest statute.

6.16. Responsibility for Errors. Consultant shall be responsible for its work and results under this Agreement. Consultant, when requested, shall furnish clarification and/or explanation as may be required by the City's representative, regarding any services rendered under this

Agreement at no additional cost to City. In the event that an error or omission attributable to Consultant occurs, then Consultant shall, at no cost to City, provide all necessary design drawings, estimates and other Consultant professional services necessary to rectify and correct the matter to the sole satisfaction of City and to participate in any meeting required with regard to the correction.

6.17. Prohibited Employment. Consultant will not employ any regular employee of City while this Agreement is in effect.

6.18. Order of Precedence. In the event of an inconsistency in this Agreement and any of the attached Exhibits, the terms set forth in this Agreement shall prevail. If, and to the extent this Agreement incorporates by reference any provision of any document, such provision shall be deemed a part of this Agreement. Nevertheless, if there is any conflict among the terms and conditions of this Agreement and those of any such provision or provisions so incorporated by reference, this Agreement shall govern over the document referenced.

6.19. Costs. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.

6.20. No Third Party Beneficiary Rights. This Agreement is entered into for the sole benefit of City and Consultant and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this Agreement.

6.21. Headings. Paragraphs and subparagraph headings contained in this Agreement are included solely for convenience and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

6.22. Construction. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

6.23. Amendments. Only a writing executed by the parties hereto or their respective successors and assigns may amend this Agreement.

6.24. Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

6.25. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this

Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

6.26. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

6.27. Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.

CITY OF COSTA MESA,
A municipal corporation

Thomas R. Hately
Chief Executive Officer

Date: _____

CONSULTANT

E. Scott Izch
Signature

Date: 4/28/2016

SECURITY PRACTICE LEAD
Name and Title

95-3621928
Social Security or Taxpayer ID Number

ATTEST:

Brenda Green
City Clerk and ex-officio Clerk
of the City of Costa Mesa



APPROVED AS TO FORM:

[Signature]
City Attorney

Date: 04/27/16

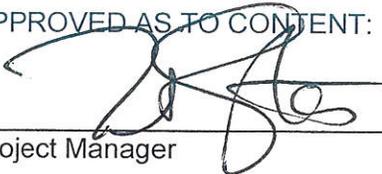
APPROVED AS TO INSURANCE:



Risk Management

Date: 4/20/14

APPROVED AS TO CONTENT:



Project Manager

Date: 4/15/14

DEPARTMENTAL APPROVAL



Public Services Director

Date: 7/27/16



Interim Finance Director

Date: 8/26/16

EXHIBIT A
REQUEST FOR PROPOSALS

**REQUEST FOR PROPOSALS FOR
PROFESSIONAL ENGINEERING SERVICES FOR THE
DESIGN OF SECURITY CAMERA SYSTEMS AT VARIOUS CITY FACILITIES**

I. INTRODUCTION

The City of Costa Mesa is seeking an electrical engineering firm to design security camera systems at five City-owned facility locations (Exhibit A). The first location will be at the Costa Mesa Senior Center located at 695 W 19th Street. The second location will be the parking lot at the Costa Mesa Skate Park located at 900 Arlington Drive. The third and fourth location is the City Corporation Yard facility and locations along the adjacent Joann Street Bike Trail, 2300 Placentia Avenue. The final location is Wilson Park, 360 Wilson Street.

Once designed, a contractor will be responsible for furnishing, installing, programming, licensing, integrating, testing, and the commissioning of closed circuit video cameras, software, conduit, boxes, concrete saw-cutting/coring, video equipment and, new video storage units and new video transmission equipment, wire, fiber optic cable and connectors, fittings and required appurtenances to the five (5) City owned locations located in the City of Costa Mesa.

All cameras shall transmit live and/or recorded video to City Hall located at 77 Fair Drive as well as to the City central location via an existing T1 connection or fiber optic infrastructure cable at each site.

The City of Costa Mesa is seeking a consultant (licensed electrical engineering firm) with a strong background in security camera system design to assist the City in the design of these facilities. The selected consultant will be responsible for the completion of construction documents and permits from all agencies necessary to construct these improvements.

A mandatory pre-proposal meeting is scheduled for December 1, 2015 at the Costa Mesa Senior Center, 695 W. 19th Street, 10:00 a.m.

BACKGROUND

Costa Mesa Senior Center, 695 W 19th Street

At this location, video cameras to be installed at locations around the exterior (approximately seven (7)) to capture the perimeter of the facility.

Minimum Equipment Specifications:

- a) (6)12 Megapixel H.264 Day/Night 180* Panoramic IP Camera
- b) Wall mount bracket(s)
- c) Corner mount adaptor(s)
- d) (1)10 Megapixel Day/Night IP Dome Camera
- e) Pendant Mount
- f) (1)ExacqVision IP based video server
- g) 10TB hard drive
- h) CPU I-7 Upgrade
- i) 6 single camera Windows License
- j) Rack mount slide rails
- k) Quad NIC card option
- l) 1 Monitor/keyboard/mouse
- m) 1 19" Monitor
- n) 1 Cabinet enclosure w/fans

- o) 1 8 port POE switch
- p) 1 Cat5 Ethernet cable

Costa Mesa Skate Park, 900 Arlington Drive

This location requires adequate number of cameras to be installed in the parking lot to ensure full coverage of the parking area. The video signal shall be transmitted wirelessly back to City Hall. Determine the appropriate locations for the antennas, Musco poles may provide additional height and security but may need coordination with Musco to preserve the warranty of the lighting system.

Minimum Equipment Specifications:

- a) (1) i4podP surveillance system available from Security Lines US
- b) (1) Mounting bracket
- c) (1) Power source, outlet.

City Corporation Yard Facility and Joann Street Bike Trail, 2300 Placentia Avenue

The City is requiring a video security system to be installed along the Joann Street Bike Trail from Placentia Avenue to Harbor Boulevard. The number of cameras, types and locations shall be designed to provide coverage of the Corporation Yard and the trail within the Corporation Yard limits and at strategic locations through the remaining segment from the Corporation Yard to Harbor Boulevard. A minimum of twelve strategic locations have been identified to best capture entry/exit points of the trail in addition to a majority of common flow from trail users. The City is seeking proposals that will include electrical work to ensure 24/7 operation. Each camera along the trail will be sent via fiber optic cable back to the corporation yard and integrated into the IP based server previously proposed for the corp. yard.

The video will be networked on the City's computer network and incorporated with the existing video system at city hall. IT will assist with integration.

Minimum Equipment Specifications:

- a) 12-3 Megapixel Day/Night IR Bullet Camera Mounting box
- b) 7-Industrial rated Ethernet switch w/power supply
- c) 12-Industrial Gigabit SFP modules
- d) 1-UPS backup power supply
- e) 7-Weatherproof Mounting Box (12x12)
- f) 1-Hoffman Box (36x30)
- g) 1-Fiber Optic Cable-5,000' 6 strand
- h) Provide and install free standing mounting poles to ensure view of trail and Corporation Yard for camera installation. Fiber Cable Connectors.

Wilson Park, 360 Wilson Street

This location requires adequate number of cameras to be installed throughout the park to ensure full coverage. The video signal shall be transmitted wirelessly back to City Hall. If antennas are to be mounted on the building they shall be installed on non-penetrating roof mount poles

Minimum Equipment Specifications:

- a) (1) i4podP surveillance system available from Security Lines US
- b) (1) Mounting bracket
- c) (1) Power source, outlet.

ADA Report

The work also includes an ADA site survey for each facility by a certified CAsp Specialist. The

report must include, as a minimum the following:

- Area/location of barrier
- Description of barrier and pictures
- As-is measurement/dimension indicating issue
- Method of mitigation/solution
- Detailed description of proposed solution and, if applicable, an alternative or interim solution
- Budgetary estimates for each area/location
- Code citations, specifying the applicable sections in the state accessibility regulations, and in the federal standards
-

A. General Goals:

The goals for this project are as follows:

1. Meet with City staff to define and clarify the work plan and project elements.
2. Create an inventory of the existing facilities.
3. Identification of current security deficiencies.
4. ADA reports
5. Design of concept plan for each facility.
6. Preparation of Plans & Specifications for each location.
7. Obtain Building permits for each location

B. Minimum Consultant Qualifications:

The key project staff furnished by the consultant and sub-consultants must have at least five years' experience. All consultants responding to this Request for Proposal (RFP) will be evaluated on the basis of their expertise, demonstrated competence, ability to meet the project schedule, adequate staffing, and understanding of the project and responsiveness to the needs and concerns of the City of Costa Mesa.

II. CONTENT OF PROPOSAL

In order to maintain uniformity with all proposals furnished by consultants, the proposals shall be limited to a maximum of 20 pages (excluding front and back covers, section dividers, and resumes) and include the following:

- A. Project Understanding - provide a brief review of the project and any suggestions you might have to expedite the project or special concerns of which the City should be advised.
- B. Work Plan - define the project approach, team assignments, and products.
- C. Schedule - provide a detailed schedule indicating stages of work and time frames.
- D. An organization chart and staffing plan identifying personnel on this project, with a brief resume on each individual (two pages max per person).

- E. A listing of security camera projects that your firm has completed.
- F. Comply with Professional Services Agreement requirements (see attached PSA).
- G. Fee proposal in a separately sealed envelope containing the following:
 - 1. Cover letter stating the total lump sum fee.
 - 2. A spreadsheet with a detailed fee schedule of the proposed costs. Each fee schedule shall depict individual project tasks and number of hours assigned for specific personnel, along with their basic hourly rates. The specific hourly rates shall include direct salary costs, employee benefits, overhead, and profit. Travel time will not be allowed. The fee proposal shall reflect all anticipated fee increases during the contract duration.
 - 3. In addition, the consultant is requested to include an amount of **\$2,000** in the fee schedule for the project as a contingency to be used only as directed in writing by the City's PM.
- H. Submittal of **five (5)** duplicate proposals.

III. CONSULTANT SELECTION COMMITTEE

The City of Costa Mesa Public Services Department has established a Consultant Selection Committee consisting of at least four members who have acted in the capacity of Project Manager. The consultant Selection Committee will evaluate the consultant on their ability to:

- A. Produce a well-engineered set of PS&E that will result in a minimum number of construction contract change orders.
- B. Produce an innovative and detailed set of construction documents, which reflect field conditions.
- C. Perform constructability and value engineering during the design process to anticipate, as much as possible, potential construction problems.
- D. Provide the City with adequate estimates, quantity takeoffs, detailed drawings, etc., to allow for effective construction management and quality control of the project.
- E. Provide construction phases that meet the requirements stated above.

IV. ESTABLISHMENT OF FEES

The fee proposal will not be opened until the Proposal Selection Committee has evaluated the Consultants' proposals. In conformance with the Mini-Brooks Act, the City will select the Consultant based on qualifications, and then negotiate a contract price based on available funding and a further breakdown of the "not-to-exceed" fee submitted in the fee proposal.

V. PROFESSIONAL SERVICES AGREEMENT

- A. A sample of Professional Services Agreement is enclosed for your review (Exhibit B). The RFP and the consultant's proposal will be attached to and become part of the executed agreement as exhibits.

- B. No reduction of professional services as stated in both the City's RFP and the consultant's submitted proposal will be allowed.

VI. INSURANCE REQUIREMENTS

A certificate of insurance is enclosed for your reference (Exhibit C). Please refer to the sample agreement for the necessary amounts of general liability insurance, automotive, worker's compensation, and professional liability insurance. The appropriate endorsements are also shown within the sample contract agreement.

VII. SCOPE OF CONSULTANT SERVICES

The preparation of final security lighting drawings, specifications and estimates, and utility coordination shall conform to City standards. Plans shall be 1" = 20' scale horizontally (when applicable 1" = 2' vertically) on standard 24" x 36" sheets. AutoCAD latest version shall be utilized, completed on 4 mil. erasable mylar per the City standards. Consider the following:

- A. Design a state-of the art security and communication system that allows for future upgrades such as streaming video to police patrol vehicles.
- B. Utilities and Agency Coordination - Perform all necessary research to establish precise location of all utilities in conflict with location of work. This includes coordination with Southern California Edison and the City's Building Division.
- C. Complete project contract documents and special provisions in a format consistent with current City projects and guidelines.
- D. The Consultant will be requested to review and approve addenda and provide clarification to plans and specifications.
- E. Consultant shall attend the pre-construction meeting, and shall be available for consultation and assistance during construction of the project to clarify or explain items relating to the design. A sub-line item fee for "Construction Technical Support" may be included under this phase to review submittals, conduct City-requested site visits, perform implementation observation and prepare City-generated change orders, to be included within the scope of work at the discretion of the City, contingent on fee and services.
- F. For construction budgeting purposes, submit to the City preliminary construction estimates with PS&E submittals at 70% and 90% completion, and any significant updates of the estimates as design work progresses. Prepare the final detailed construction quantity and cost estimate. Plans and specifications shall be signed and stamped by the Consultant before submitting.
- G. Conduct a field walk-through with the City during the first and second PS&E submittal.
- H. Prepare and submit a Resident Engineer's file containing, at a minimum, final construction quantities and cost estimates, utility file, and all relative project information.
- I. The selected Consultant shall include items not specified as necessary to achieve completion and approval of the final design plans, specifications and estimates.

VIII. CITY RESPONSIBILITIES

The City of Costa Mesa will be responsible for providing all available maps, plans, reports, and

records on file with the City.

IX. QUALITY ASSURANCE/QUALITY CONTROL

Quality Control shall be consistently and thoroughly applied throughout project development. Assigned QA/QC staff shall be technically well qualified to conduct the appropriate level of oversight, and demonstrate a conceived and sustained commitment to provide a high quality product. Concise written records shall be maintained by the Consultant on all activities. Firms considering proposal submittals are requested to have an in-house technical level of expertise to professionally address all aspects of the project. Project Design meetings shall be held twice a month. The consultant shall be responsible for preparing meeting agendas, minutes, and presentation materials.

NOTE: All originals of plans, field notes, data and calculations, correspondence, reports, electronic files, etc., will be turned over to the City upon completion of design. Ten percent (10%) of the total contract fee will be withheld until the final PS&E, Resident Engineers File, and all project documents are submitted in acceptable form to the City.

X. CONTRACT CHANGES

Any change in the scope of work resulting in a contract increase or decrease in fee shall be approved by the City **in writing prior** to commencement of actual change in work. No fee adjustment will be allowed unless said **prior** approval is authorized exclusively **in writing** by the City, without exception.

XI. RIGHT TO REJECT PROPOSALS

The City of Costa Mesa reserves the right to reject any or all proposals submitted, and no representation is made hereby that any contract will be awarded pursuant to this request for proposal, or otherwise. All costs incurred in the preparation of the proposal, in the submission of additional information, and/or in any other aspect of a proposal prior to the award of a written contract will be borne by respondent. The City will provide only the staff assistance and documentation specifically defined to herein and will not be responsible for any other cost or obligation of any kind that may be incurred by a respondent. All proposals submitted to the City of Costa Mesa in response to this request for proposals shall become the property of the City.

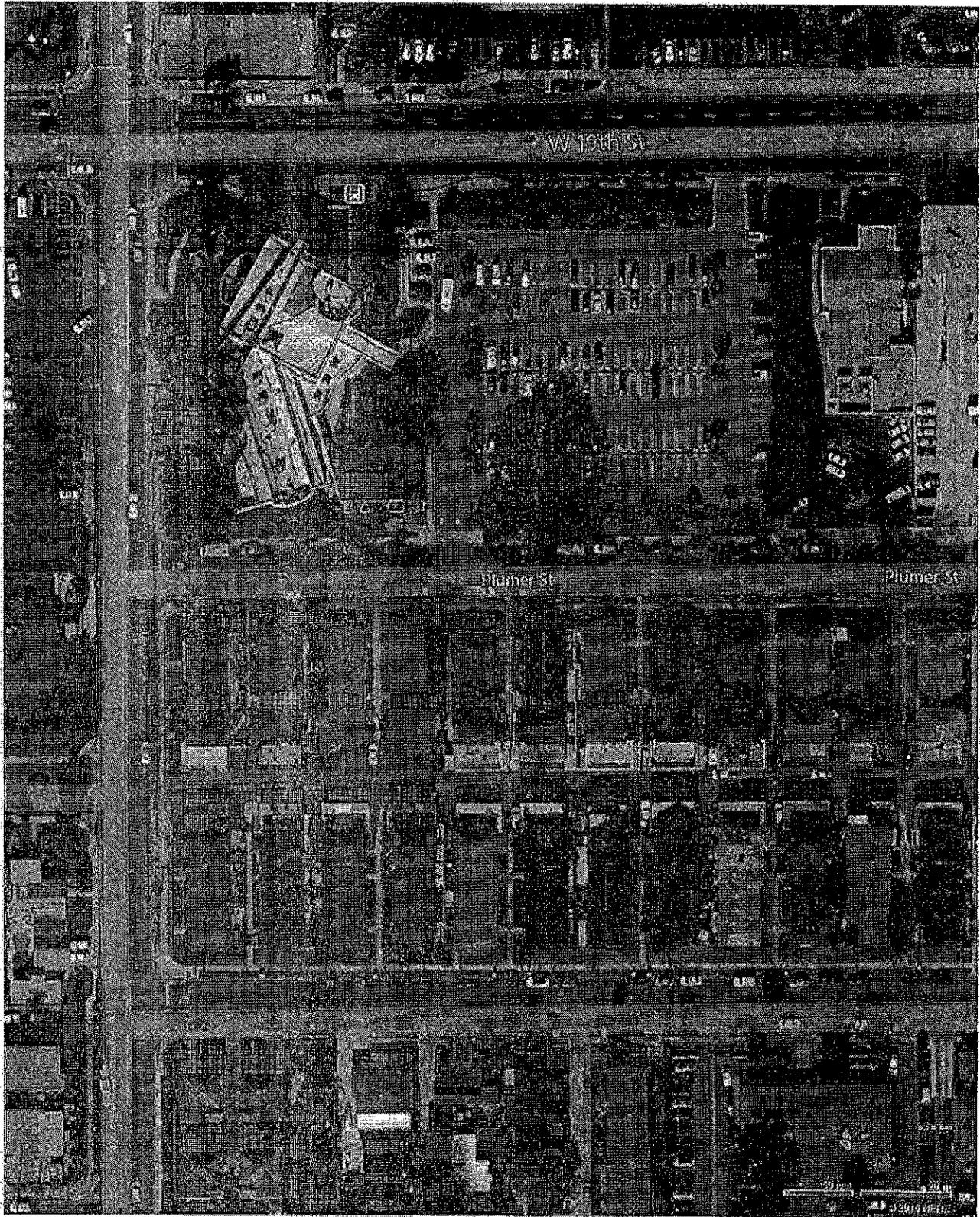
XII. SUMMARY

Enclosed is the City of Costa Mesa professional services standard agreement and sample certificate of insurance for reference in preparing the proposal. The minimum insurance and endorsement requirements are stated within the enclosed documents. Should your firm be interested in submitting a proposal for this project, please forward to the City of Costa Mesa, Public Works Department, 4th Floor, City Hall, **on or before 3:00 p.m., December 8, 2015**. If additional information is required, please contact Baltazar Mejia at (714) 754-5291, or email at: baltazar.mejia@costamesaca.gov.

Attachments: Exhibit A-Site maps
Exhibit B-Professional Services Agreement
Exhibit C-Sample Insurance Policy

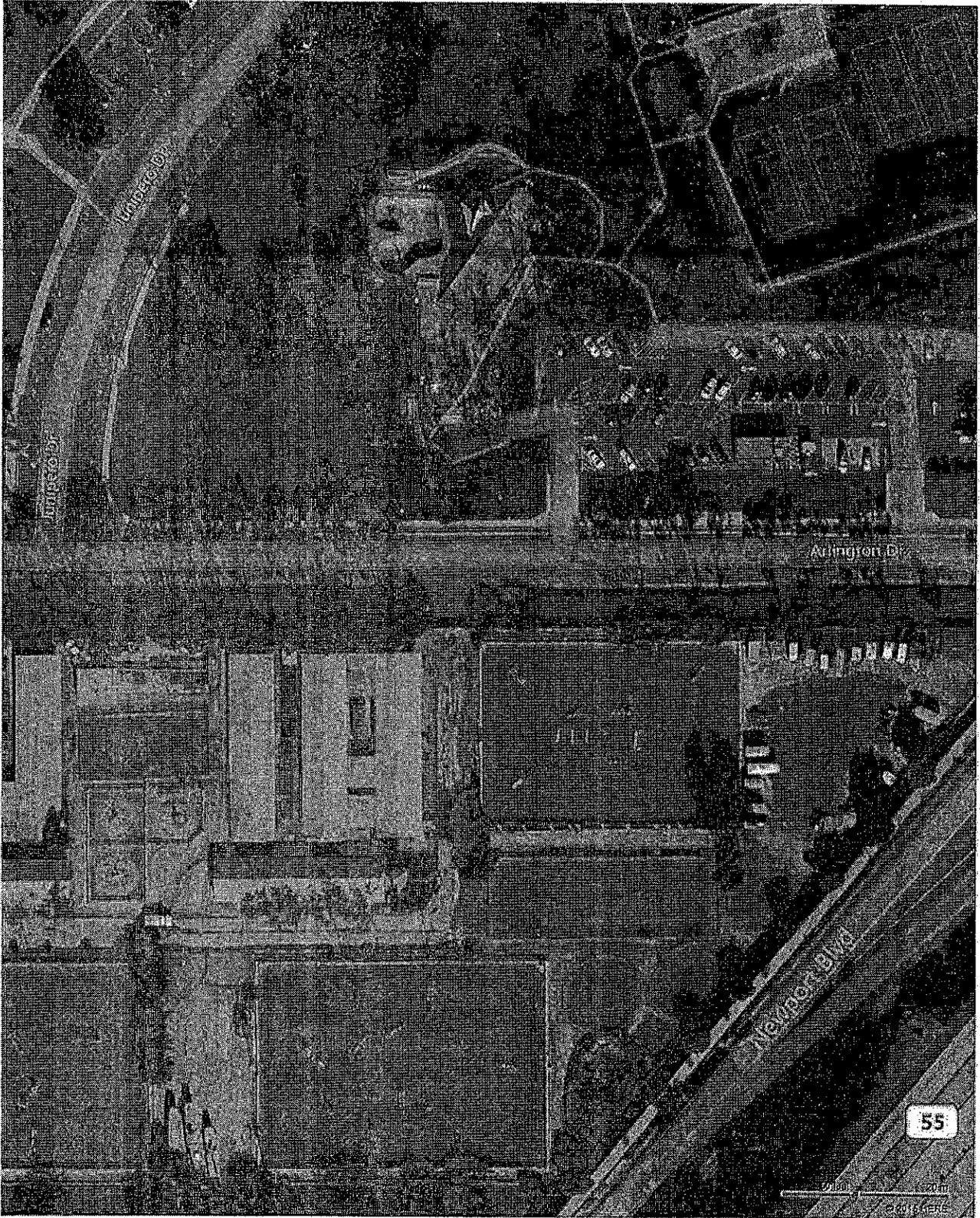
SENIOR CENTER

bing maps

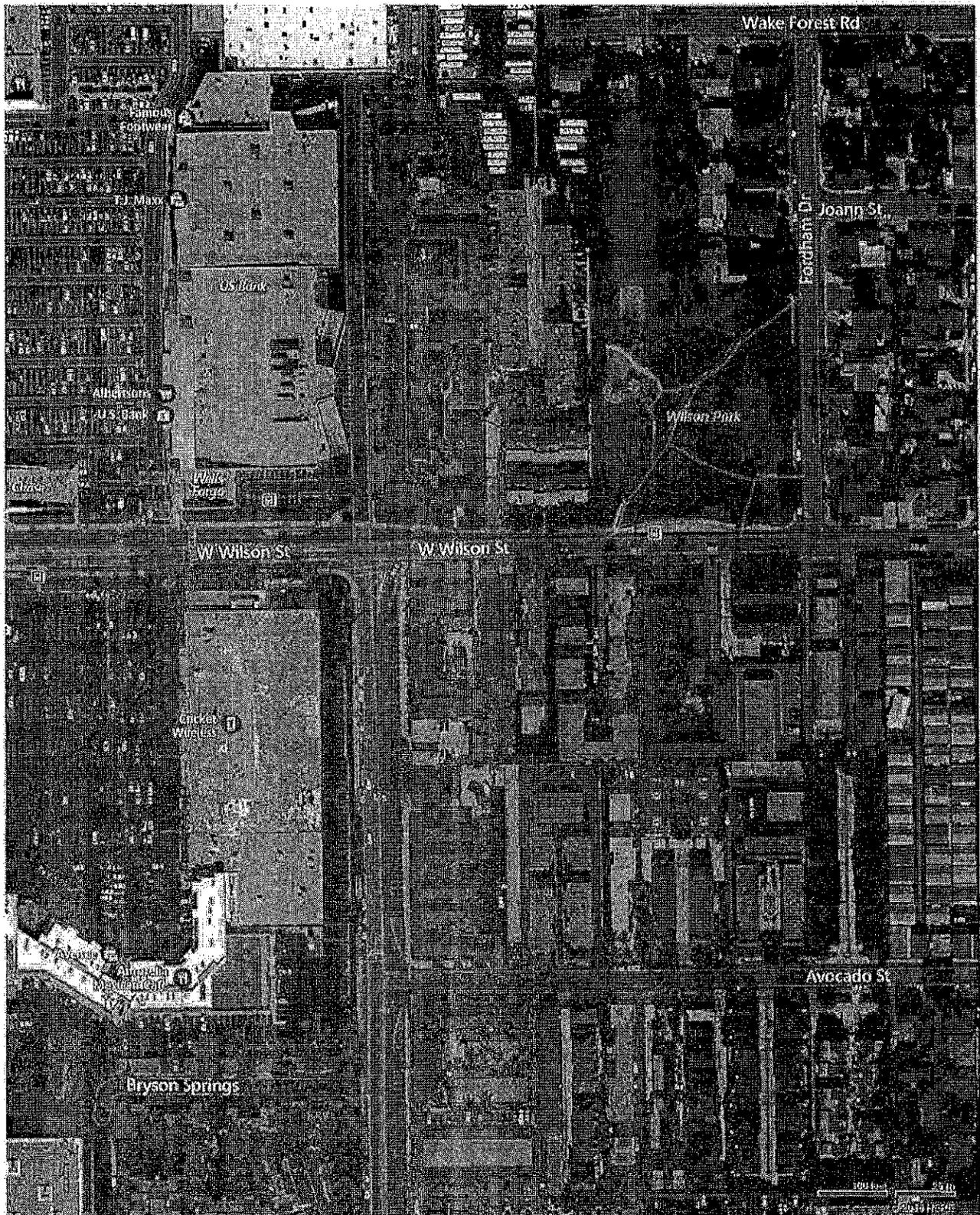


VOLCOM SKATEPARK

bing maps



WILSON PARK



**EXHIBIT B
CONSULTANT'S PROPOSAL**



TABLE OF CONTENTS

1.0	PROJECT UNDERSTANDING	1
2.0	WORK PLAN / COMPANY OVERVIEW	6
	TRC Security Expertise	6
	Security Program Assessment, System Design, and Project Implementation	7
3.0	SCHEDULE	8
4.0	ORGANIZATIONAL CHART AND STAFFING PLAN	9
5.0	RELEVANT PROJECT EXPERIENCE	10
	Probation Camps Security Enhancements Project – Los Angeles County Probation Department	10
	City-Wide Video Security Assessment and Palmdale Transportation Center Video Surveillance Design Criteria and Performance Specifications	11
	University of Southern California Village Project	11
	City-Wide Security Assessment Services – City of Los Angeles Department of General Services	12
	Success in Previous Design and Engineering Projects	14
6.0	PROFESSIONAL SERVICES AGREEMENT COMPLIANCE	15
7.0	APPENDIX – RESUMES	16



9685 Research Drive
Irvine, CA 92618

949.727.9336 PHONE
949.727.7311 FAX

www.trcsolutions.com

December 8, 2015

Baltazar Mejia, Principal Engineer
Department of Public Works
City of Costa Mesa
~~77 Fair Drive~~

Costa Mesa, CA 92626

Re: RFP for Professional Engineering Services for the Design of Security Camera Systems at Various City Facilities

Dear Mr. Mejia:

TRC Solutions, Inc. (TRC) is pleased to provide the City of Costa Mesa (the City) with our proposal to provide professional security camera design services for various city facilities as outlined in the Request for Proposal. TRC's knowledge and long history of similar experience with government facilities makes us the best choice to provide professional security consulting, engineering design, and specification services for security camera systems. We are prepared to evaluate the security concerns and existing posture for the City and to develop security engineering design and engineering documents to support the needs of the City. TRC's Security Practice has developed and performed hundreds of security master plans, security/risk assessments, and security systems designs (from initial assessment through design documents, to bid support and through construction administration and commissioning) providing proven and cost-effective strategies to prevent and manage violence, reduce safety risks and liability, and improve community relations for our public-sector clients.

TRC is the consultant of choice for the City for the following reasons:

- ▶ Recent experience that spans the security program spectrum from Security Master Planning to security system engineering and design for the University of Southern California (USC), Los Angeles County Probation Department, Santa Clara Valley Water District, City of Los Angeles, City of Palmdale, and the City of Fontana.
- ▶ We understand that today's evolving security environment requires solutions that meet today's challenging demands, combined with a clear vision of the newly emerging threats and technologies. TRC, with its strong reputation for developing security programs for many of the nation's critical infrastructure and governmental facilities, is well qualified to meet that challenge.
- ▶ The staff in our Irvine-based Security Practice, less than a 30 minute drive from Costa Mesa, have a combined total of experience of more than 200 years in Security Consulting and Engineering and many have worked for other cities and public sector entities across California.

Please contact me at (949) 341-8203 (D), (714) 742-2487 (C), or KKushner@trcsolutions.com We look forward to the opportunity to present our team, discuss this proposal, and assist the City in achieving its goals.

Sincerely,
TRC Solutions, Inc.

Keith Kushner, Project Manager
9685 Research Drive, Irvine, CA 92618
T: 949.341.8203 | C: 714.742.2487 |
E: KKushner@trcsolutions.com



1.0 PROJECT UNDERSTANDING

GENERAL

TRC Solutions, Inc. (TRC) employs a design philosophy for security camera projects that develops a comprehensive tiered security approach that involves the review of relevant documentation, discussions with project stakeholders, and evaluation of the existing facilities and parks that are a part of the scope of work. We then recommend alternatives for improvement that meet each facility's specific needs, engineer and design the most appropriate and cost-effective security camera solutions. This holistic approach will create a legacy that can be used by the City for immediate security camera enhancements which will also support future security camera needs. This section of our proposal will describe the process of designing and specifying the security camera systems for the City sites and facilities.

Pursuant the Request for Proposal, the following City facilities and sites are included in our scope of work:

- ▶ Costa Mesa Senior Center, 695 W 19th Street
- ▶ Costa Mesa Skate Park, 900 Arlington Drive
- ▶ City Corporation Yard Facility and Joann Street Bike Trail, 2300 Placentia Avenue
- ▶ Wilson Park, 360 Wilson Street

Our safety and security design services will primarily address the design of a new video surveillance system:

WORKING WITH THE CITY TO UNDERSTAND NEEDS

The process of establishing a successful electronic security program follows a methodical approach that includes understanding the needs related by City stakeholders, formulating options and recommendations for the desired protection, and establishing priorities for implementation.

We assume, based on the information provided in the RFP, that the City has already performed an internal assessment of the primary security camera needs at the facilities and sites. TRC's approach will include interviewing stakeholders to gain an understanding and consensus on necessary upgrades, and recommending a design to apply at the facilities to guide the design of the camera systems with respect to the security philosophies and operational aspects of each City property. Then, in the Construction Document Engineering and Design Phase, TRC will appropriately apply, modify, and enhance the appropriate design to ensure they are applicable to each unique site and building.

The TRC team will collaborate with users and stakeholders during the course of the project and will continue to balance impact with costs throughout the process. Users should strive to be well informed and realistic about addressing risk with possible and practical mitigation efforts. Overall, the TRC Team will perform the following in support of the development of a Feasibility Study for the project:

- ▶ Develop an understanding of security needs and support security objectives and requirements throughout the design process.
- ▶ Provide a security camera design package that provides the most economical method to achieve the goals of the City.
- ▶ Review design documents to confirm constructability.
- ▶ Provide prompt and accurate coordination information to the City on items outside of the security systems needing attention.
- ▶ Identify known or suspected project challenges as well as network infrastructure and connectivity which may impact security camera functionality.
- ▶ Work with project stakeholders to identify operational requirements and anticipate operational issues that

must be fully integrated with the security program.

- ▶ Identify challenges and roadblocks to complete implementation.
- ▶ Ensure California Building, Fire Department, and all related codes and regulations have been met.

SECURITY DESIGN PROCESS

The steps or phases of the design process are primarily delineated in the RFP. This section expands on that publication to show the proposed tasks in greater detail.

A. Phase I: Design Development Phase

1. Meet with the City Project Manager and facility stakeholders to review preliminary project requirements, conduct preliminary field investigations, and conduct user interviews.
2. Create a project schedule that illustrates key milestone dates for each design phase, including owner review and construction. The construction schedule will be preliminary and can be modified as our understanding of the scope of construction evolves throughout the design process.
3. Meet with the Project Manager, Facilities Department, Police, and applicable City stakeholders to discuss security needs and requirements in relation to the building design. Develop an understanding of facility operations and gain stakeholder insight into the project's unique security needs and requirements. In particular, the TRC Team will address any unique issues that might affect the design.
4. Request, receive, and review historical data; new and available as-built architectural, security, electrical, and control system drawings; previous studies and reports; maintenance histories; and other relevant project information.
5. Conduct a field investigation of buildings and systems already in place to determine physical details construction options.
6. Based on the information gathered while executing steps 1 through 6 above, develop options and alternatives for the security camera design. Identify the feasibility (both construction and cost) of each option and alternative and present this information to the City for their review and design selection.
7. Per the design option selected and approved by the City, TRC shall create Schematic Design Documents consisting of site plans, floor plans, device locations, block diagrams, schematic specifications and a written description of system design which complies with security objectives of the City. The design documents produced during this phase of the work shall be considered 60% and 90% complete.
8. Coordinate design and interfacing requirements with other building components and determine appropriate implementation of the security and safety system designs.
9. Develop a preliminary installation budget for anticipated materials and labor.
10. Deliver the set of documents to the City for review and approval before proceeding to the Construction Document phase.

B. Phase II: Construction Document Phase

1. Meet with City Facilities, Police, and applicable City stakeholders to finalize input into the projects' security system needs, power and other requirements.
2. Prepare fully integrated specifications and biddable drawings in AutoCAD format. Develop the design drawings to show infrastructure, device locations, deployment schedules, and special details.



Drawings will include site plans, demolition plans, floor plans, risers, system block diagrams, physical mounting details, title sheets, and CSI format specifications. Information on the drawings will include demolition information, architectural backgrounds, security device locations, conduit, junction boxes, power sources, control equipment locations, console construction diagrams, security system power requirements, security system-related architectural upgrades, site utility requirements, details, and related notations. The package delivered during this phase of the work will be considered 100% complete.

3. Prepare complete, detailed CSI technical specifications for work within the scope. The City will provide the General Provisions and General Requirements portion of the specifications.
4. Prepare a final cost estimate for installation, including materials and labor. Labor cost is to be based on the use of Prevailing Wage Rates.
5. Submit the complete design package to the City for review and approval.

Clarification: TRC will revise the documents where required by the City to satisfy requirements needed to obtain approval for putting the project out to bid. This includes documents required for permitting. TRC shall obtain the permits for installation at each location.

6. Submit the drawings as required by the various agencies for plan check. Make any revisions necessary resulting from plan check activities in order to put the plans out for bid.
7. Attend additional final design progress meeting with the Project Team and Stakeholders prior to the final due date. Coordinate the final system requirements with Stakeholders and Design Team members, as necessary.
8. At the conclusion of the final acceptance meeting noted in item # 7, TRC's work shall be considered complete.

QUALITY CONTROL/MANAGING MULTIPLE PROJECTS

TRC provides construction and technical services to industry and government. It is our policy to integrate quality control/management programs into each project, contract, or work endeavor. This company-wide commitment to quality enables TRC to provide diverse services of consistently superior quality. A contract encompassing overlapping projects, multiple facilities, and different completion schedules – as this effort may entail – will require a strong quality control, management, and production team to ensure each assignment is a success.

A. Quality Assurance

TRC's Quality Assurance (QA) Program promotes the achievement of quality and performance objectives by planning and documenting the quality requirements for materials, components, services, and processes applicable to specific projects or internal operational areas. An internal audit program and annual management reviews verify the achievement of program goals and objectives. Although the details and emphasis of TRC's project-specific quality programs vary based on contractual and regulatory requirements, the core concepts and requirements of TRC's corporate-level QA Program are incorporated into all TRC endeavors.

A key element of communicating TRC's QA Program to all staff is the distribution and use of approved guidelines, policies, and procedures, embodied in our Standard Operating Procedures (SOPs) and Guideline Documents. These documents specifically define the practices and methods that TRC uses to ensure quality and reliability for the services and data provided to our clients.

TRC is committed to leadership in providing technical value construction and consulting services that are effective and responsive to our clients' needs. TRC's quality goals include the following:

- ▶ Achieving consistent excellence in our product and service offerings
- ▶ Maintaining an ethical business organization



- ▶ Maintaining a viable business organization with a rewarding, fair, and healthy work environment
- ▶ Total client satisfaction

TRC implements this policy by continually improving our ability to bring all projects to completion safely, on schedule, on budget, and with consistently high value built into all work products and services.

TRC's experienced and credentialed project team has provided electronic access control and video surveillance assessment and design services for the following diverse government clientele: New York City Department of Transportation, City of Los Angeles, City of Beverly Hills, County of Los Angeles Department of Probation, Port of Houston Authority, King County (Washington), Johnson County (Kansas), Division of Capital Asset Management and Maintenance (Commonwealth of Massachusetts), City of Redlands, John Wayne Airport, Ontario Airport, and others.

B. Project Management

TRC has developed a Project Management System to standardize the processes required for the consistent execution of projects large or small. The City of Costa Mesa security camera project will be assigned a Project Manager/Coordinator who will be responsible for managing the projects. These tasks include the following:

- Planning the project and ensuring that appropriate resources (including staff) are available
- Compiling (and distributing to the project team) project-specific written guidelines that define the scope of work, individual staff assignments, deliverables or other work products, task budgets, schedules, and any other project requirements
- Conducting the Project Initiation Meeting
- Ensuring that all project personnel performing technical activities have been trained and qualified per client requirements and TRC training and qualifications procedures
- Defining, documenting, and implementing applicable QA and QC requirements and ensuring that necessary procedures are approved and issued
- Managing the technical, administrative, and financial aspects of the project, including client and regulatory agency contacts, as required
- Being available to the project team for action or direction on any issues requiring management or technical support
- Designating specific peer review roles and responsibilities
- Managing all contractual requirements and meeting the project objectives within the budget and the schedule
- Maintaining adequate communication with the client project contact regarding all material (i.e., significant) aspects of the project, including expenditures, progress, any problems and recommended solutions, and issues that require decisions on technical or operational matters
- Keeping appropriate TRC personnel informed on all material matters related to the project, including providing TRC Office/Operations Managers with assessments of individual staff performance on the project
- Establishing and managing information flow on our secure web portal
- Providing the final review and approval of all project deliverables or outputs prior to issue to ensure adequate quality of the products or services

C. Post Design and Construction Costs

Post design, TRC's methodology for ensuring final security construction costs are within budget includes the following:



- Identifying areas of potential cost escalation and develop contingencies
- Involving contractors before the bid process, including pre-bid job walks
- Thoroughly reviewing bids, paying acute attention to scope and exclusions
- Reviewing submittals for completeness
- Diligently reviewing and responding to contractor requests for extras
- Periodic site visits to monitor progress and workmanship
- Assisting in coordination with other trades to minimize delay

D. Schedule Controls

The TRC Project Manager provides the strategy, manages the schedules, and supervises other direct reports. As a Microsoft Partner™, TRC Security uses Microsoft Project™ as its scheduling software application. Deadlines, budgets, and project deliverables are easily tracked through electronic time sheets and utilization reports at the end of each week. The projects are regularly reviewed and tracked, using both accounting reports and scheduling software.

TRC's proven project management program and detailed schedule controls implemented by a senior project manager, along with a large project team of senior project consultants and engineers, are designed to ensure security projects stay on schedule and within budget. For instances where a project schedule become compressed, TRC is able to add sufficient experienced resources to accommodate our clients' needs.

ABILITY TO IDENTIFY AND RESOLVE PROBLEMS

Critical issues for this series of security projects will include the following:

- Accurate review and documentation of existing door hardware
- Conduit/cable routing in older buildings
- Proper connectivity for communication between buildings
- Sufficient wall space for control equipment
- Preparation of guideline specifications for new projects being designed in parallel with this project
- Stakeholder buy-in for those who need to operate and maintain the system as well as campus police, information technology, design and construction, and facilities management

The ability to properly manage and complete multiple projects at multiple facilities is also a critical challenge that must be met. The TRC Team has experience with the exact scope of the City electronic security projects with other clients throughout the region and around the country. *The University of Southern California (USC) is one of TRC Security Practice's largest projects—a multi-campus project that included system upgrades at 200 existing buildings, as well as a continuous stream of new construction projects, including the current \$2-billion multi-building USC Village development project.*

In addition, TRC, as one of the nation's preeminent security consultant/engineering firms, has designed electronic security systems in occupied facilities for critical infrastructure clients such as the Port of Houston Authority, Massachusetts Bay Area Transit, New York's East River Bridges, John Wayne Airport, 26 buildings managed by the City of Los Angeles' Department of General Services, and multiple government buildings for the City of Beverly Hills.

TRC also has the appropriate mechanical, electrical, and civil professional engineers on staff to allow us to quickly identify, evaluate, and resolve practically any issue that could present itself during an electronic security system design project.

2.0 WORK PLAN / COMPANY OVERVIEW

TRC Solutions, Inc. is a subsidiary of TRC Companies, Inc. (NYSE:TRR), a \$475-million firm incorporated in 1969 with over 100 offices located throughout the United States. TRC provides a broad range of safety, security, engineering, environmental, and energy consulting services to America's major railway and transportation industries, as well as federal, state and local government agencies, utilities, healthcare, and colleges and universities.

TRC's Security Practice, based out of Irvine, California, is one of the preeminent security consulting/ engineering firms in the United States, and has **designed more than 2,000 security systems in 30 years of security consulting**. We provide expert security program assessment, design and implementation services for public entities (at the federal, state, and local levels), private entities and businesses, hospitals, utility providers, and infrastructure clients nationwide.

TRC is an independent consulting and design engineering firm. We are not partnered with any vendor, manufacturer, supplier, or installer. Our designs are independent and we are not recommending proprietary items manufactured, produced, or sold by TRC.

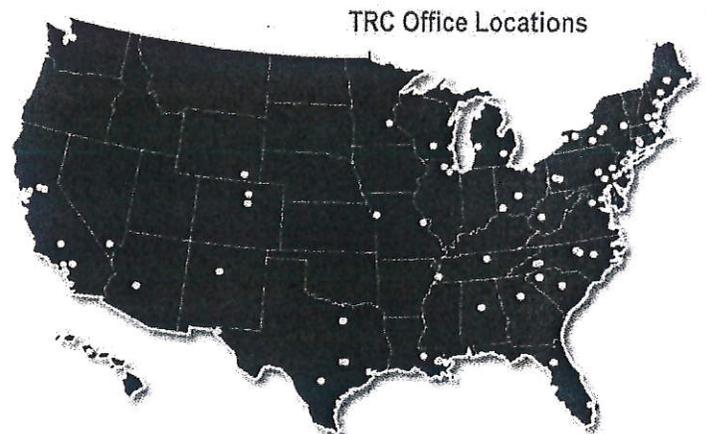


- ▶ Incorporated in 1969
- ▶ 4,000+ employees in 100+ U.S. offices
- ▶ \$475 million annual revenue
- ▶ Proven track record resulting in a repeat business ratio of greater than 80%, including the University of Southern California
- ▶ Long history of providing security services for public sector agencies
- ▶ TRC ranked 30 in 2014 on the Top 500 Design Firms – Engineering News Record (ENR)

TRC Security Expertise

TRC's experts offer an unsurpassed breadth of talent and experience in the following:

- ▶ Security risk and threat assessment
- ▶ Security planning and design and implementation of constructible security measures
- ▶ Security policy and program development
- ▶ All-hazards emergency preparedness planning
- ▶ Emergency operations and response
- ▶ Chemical, biological, and radiological remediation planning
- ▶ Transportation safety and operations
- ▶ Safety plan and policy development
- ▶ Transportation planning and engineering
- ▶ Public health emergency preparedness planning
- ▶ Civil, structural, environmental, and chemical engineering



Security Program Assessment, System Design, and Project Implementation



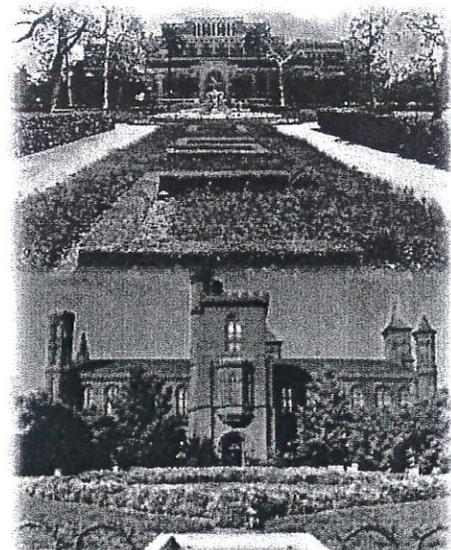
TRC has expertise in evaluating and securing all types of critical infrastructure: judicial and government buildings, roads, historic and landmark bridges, rail, marine facilities, land transportation, airports, seaports (both entire ports and port facilities), commercial facilities, governmental facilities, museums, military, facilities industrial facilities, cities, institutional/educational facilities, and hospital and healthcare facilities. TRC can provide security program assessments/audits, security engineering and design, and construction administration and commissioning activities that will assist in achieving and enhancing the City's security goals.

TRC's approach to the Security System Design Services project encompasses all technology systems utilized by the City to provide operational and security functions at each facility location. These systems may include security systems (video surveillance, electronic access control, and intrusion detection), and the local/wide network systems that support them. We understand how important it is that the security program assessment be complete, concise, and consistent. Therefore, we develop the assessment using all data from previous assessments, planning activities, document reviews, interviews, site visits, and extensive research.

As noted above, the Security Practice at TRC specializes in working with government agencies at the federal, state, and municipal levels. TRC is known for developing and presenting solutions that can become the cornerstone for capital and operational planning for the next five, 20, or 50 years. The diversity of skill, depth of talent, long tenure of staff and collaborative environment make TRC's Security Practice unique.

Our experience includes security consulting, design, and construction management projects for colleges, universities, research facilities, hospitals, institutional facilities, and public-sector entities. Our team specializes in security program development and the design of security systems. TRC's Security Practice has completed security designs in almost every one of the 50 states, including dozens in Southern California

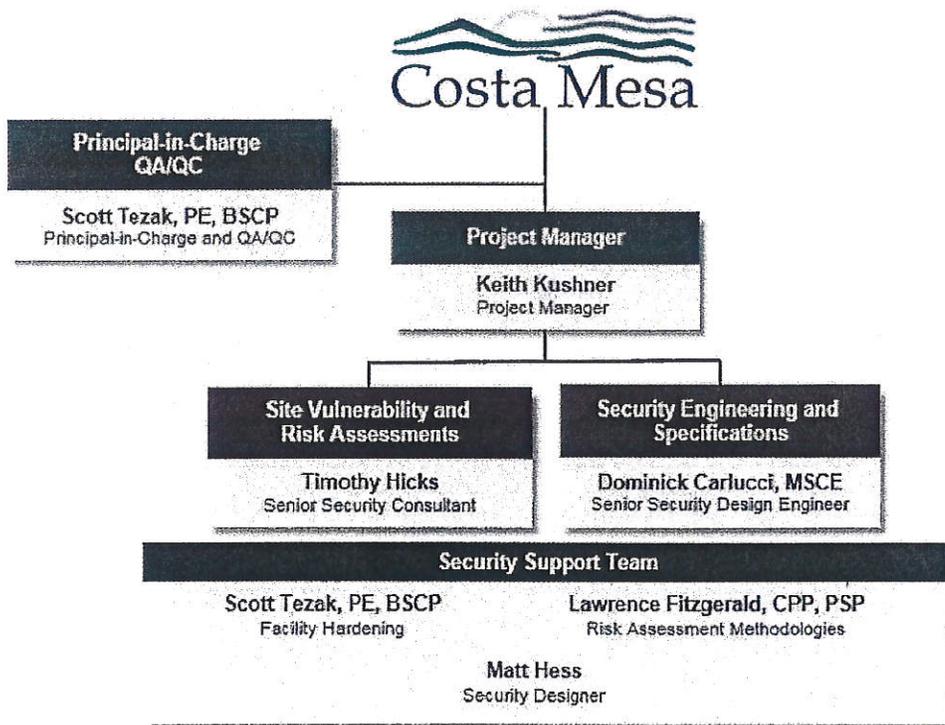
Our staff has applied this security expertise to some of the highest profile and iconic government facilities in the U.S., such as all 33 museums and research campuses of the Smithsonian Institution; the U.S. Treasury Building on Pennsylvania Avenue in Washington, DC; and locally for the Los Angeles Trade Technical Community College, the Los Angeles County Department of Probation, and the University of Southern California. We have also successfully applied our approach to other public sector entities and institutions such as the Santa Clara Valley Water District, the San Diego Metropolitan Transit System, and the Orange County Transit Authority (OCTA). Additionally, for the City of Palmdale, California, we evaluated and planned a security program for 26 public facilities throughout the municipality. We have successfully led and supported security master planning and security engineering design efforts for public sector government entities/agencies that face similar challenges of providing safe and secure environments in their public facilities.



4.0 ORGANIZATIONAL CHART AND STAFFING PLAN

TRC has assigned a team of experienced staff with substantial knowledge in securing critical/essential facilities such as institutional/educational, hospitals, and police, fire and city facilities. Our staff licenses and certifications include Professional Engineers (PE), Building Security Certified Professionals (BSCP), Certified Protection Professionals (CPP), Physical Security Professionals (PSP), and Certified Information Systems Security Professionals (CISSP). We have the qualified and experienced staff the City needs to perform this work.

This broad skill set allows us to address any issue that may arise during the course of a security camera design project with our in-house team. In addition to our key staff identified on the Organization Chart below, TRC's security staff provides the depth of resources to respond to any additional security and engineering needs during the course of the project. The additional staff named in the Organization Chart are also available to provide technical support in their noted subject matter fields should these services be needed.



5.0 RELEVANT PROJECT EXPERIENCE

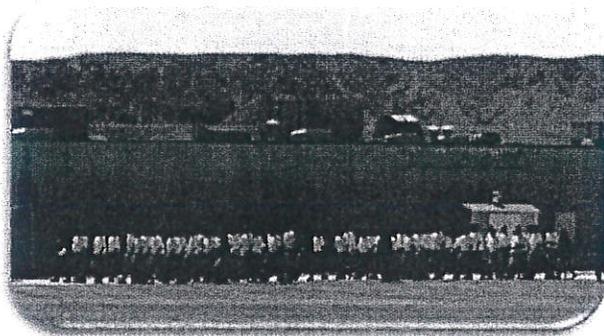
The following is a listing of security camera projects that TRC is currently working on or has recently completed.

Probation Camps Security Enhancements Project – Los Angeles County Probation Department | Los Angeles, CA

<i>Project Duration:</i>	2010 – Present	<i>Fee:</i>	\$469,000 (FF)
<i>Project Owner:</i>	Los Angeles County Probation Department		
<i>Point of Contact:</i>	Matthew Feldhaus, County's Consultant, Phone: (626) 300-3262 Email: mfeldhaus@dpw.lacounty.gov Address: 4849 Civic Center Way Los Angeles, CA 90022		

Project Description:

As a subconsultant, TRC provided security assessments of existing security technologies and developed recommendations for improving security at the four primary Los Angeles County juvenile detention facilities: Central Juvenile Hall, Los Padrinos Juvenile Hall, Barry J. Nidorf Juvenile Hall, and Challenger Memorial Youth Center. Each facility consisted of multiple buildings and structures.



Challenger Memorial Youth Center in Lancaster

A team of consultants assessed existing conditions and capabilities at each site, including the complete discovery, testing, and recording of existing infrastructure throughout the campus. Then a Feasibility Study was developed that included implementation standards for all LACPD facilities. Those standards were applied to improvements at all four primary facilities. This resulted in a recommendation for a \$43-million facility technology upgrade establishing an integrated detention security and command environment that would support current and future development with minimum cost and complexity. The comprehensive needs were categorized and prioritized into "Baseline" and various additional improvement phases. TRC was given approval to provide a design for the Baseline Phase improvements, with a total budget of \$11 million.

This multi-phased, multi-site project required the design team to manage all aspects of the project design at various sites. This project involved several phases of design, from conceptual to systems testing, which were completed in stages.

The systems have now been installed, integrated, and programmed. TRC is in the testing and record drawings phase of this project. Our engineers meet regularly with the architect, general contractor, and systems integrator to review the installation and ensure that all systems operate in an integrated fashion, as designed and specified. Record drawings (As-Builts) are also being produced to finalize this project.

Key Staff and Roles: Keith Kushner, Program Management | Dominick Carlucci, Security Systems Engineering, Bid Assistance, and Construction Administration | Matt Hess, Systems Engineering, Bid Assistance, Record Drawings



**City-Wide Video Security Assessment and Palmdale Transportation Center Video Surveillance
Design Criteria and Performance Specifications | City of Palmdale, CA**

<i>Project Duration:</i>	2009 – 2010	<i>Fee:</i>	\$50,000 (FF)
<i>Project Owner:</i>	City of Palmdale		
<i>Point of Contact:</i>	Anne Ambrose, Director of Public Safety, (661) 267-5181 Email: ambrose@cityofpalmdale.org Address: 38300 Sierra Highway, Palmdale, CA 93550		

Project Description:

As Phase 1 of a multi-phase project, TRC conducted a comprehensive security assessment of 26 City-owned facilities, reviewed relevant City policies and procedures, interviewed appropriate stakeholders with the City's Public Safety, Public Works, Information Systems, Parks and Recreation, and Purchasing departments and the Los Angeles County Sheriff's department. TRC's report delineated the current state of security at reviewed facilities, and provided prioritized recommendations to improve procedural, physical and electronic security with respective implementation and life-cycle costs. Facilities inspected included city hall, the library, public works and maintenance facilities, parks and water recreation facilities, senior center plans (in design), and the transportation center. For Phase 2 of the project, TRC developed design criteria and performance specifications for the video surveillance upgrade at the multi-modal Palmdale Transportation Center.



The Palmdale Transportation Center

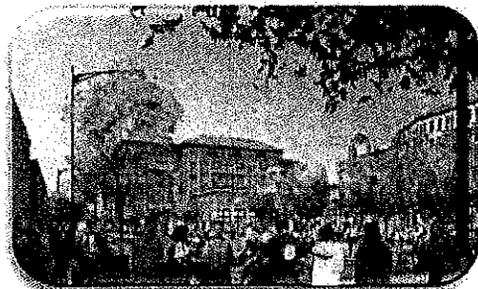
Key Staff and Roles: Keith Kushner, Project Principal | Dominick Cartucci, Security Systems Engineering, Specifications Development

University of Southern California Village Project | Los Angeles, CA

<i>Project Duration:</i>	2013 – Present	<i>Fee:</i>	\$325,000 (FF)
<i>Project Owner:</i>	University of Southern California		
<i>Point of Contact:</i>	Andrea Escalante, Engineer – Facilities Management Services, Phone: (213) 821-6787 Email: andrea.escalante@usc.edu Address: University of Southern California, Los Angeles, CA 90089		

Project Description:

TRC is under contract to provide engineering services to design access control, intrusion, and video surveillance systems for the largest and most exciting university construction project ever initiated in Southern California.



Rendering of The Village from across a pedestrian-friendly Jefferson Boulevard

The new University of Southern California USC Village redevelopment will include up to 350,000 square feet of community-serving retail with a full-service grocery store, retail shops and sit-down restaurants. Additionally, it will include new undergraduate and graduate student housing. The new USC Village will also include new open space for a farmer's market, concerts, outdoor lectures, and special events. The USC Village redevelopment is the largest economic development project to be proposed in South Los Angeles.

TRC previously established campus-wide Guide Specifications for Electronic Access Control Systems, Electronic Intrusion Detection Systems, Video Surveillance Systems, Security System Integration,



Door Hardware and Modifications, Security General Requirements, and Security Test & Commissioning. This ground work has uniquely qualified us to contribute to the development of the new USC Village redevelopment project.

Through the exhaustive pre-qualification and proposal processes, TRC proved to be the best candidate to provide security system design services for the most important project ever undertaken by USC. This multi-phased, multi-building project requires the design team to manage all aspects of a parallel permit process at multiple buildings. This project required completing the phases of design in stages.

TRC will also provide bid assistance by qualifying capable integrators, attending pre-bid meetings, and reviewing proposals for conformance to the bid documents. TRC also works closely with USC Facilities Management in the Construction Administration and System Commissioning of many projects on campus.

Key Staff and Roles: Keith Kushner, Senior Security Consultant | Dominick Carlucci, Security Systems Engineering | Matt Hess, Systems Engineering/Designer

City-Wide Security Assessment Services – City of Los Angeles Department of General Services | Los Angeles, CA

<i>Project Duration:</i>	1999 – 2008	<i>Fee:</i>	\$1,250,000 Task Based Contract extended by City Council for 7 years
<i>Project Owner:</i>	City of Los Angeles, Department of General Services		
<i>Point of Contact:</i>	Tony Declue, Asst. General Manager, DGS, Phone: (213) 728-9575 Email: Available upon request Address: City Hall South 111 E. First Street Rm 307 Los Angeles, CA 90012 Cindy Kovacs, PE - Department of Public Works, Bureau of Sanitation, Phone: (310) 648-5400 Email: Available upon request Address: 900 S Fremont Ave Alhambra, CA 91803		

Project Description:

TRC served as the security consultant of record from 1998 through 2007. Services performed for the City covered the complete operational, physical and technology spectrum. Our work initially focused on security assessment and planning for the Department of General Services managed facilities (City Hall complex among others) and grew progressively over time to ultimately include more than 300 City-owned or operated sites. TRC has assessed and designed security and emergency planning and engineered solutions for nearly every arm of municipal government from civic centers, police and fire, animal shelters, jails, malls, parking facilities, communications facilities, dispatch centers, and community facilities. Over the course of our work, TRC has received letters of commendation and recommendation. TRC received a formal City of Los Angeles proclamation of appreciation for our work on the Joy Picus Child Development Center. Our projects with the City were consistently completed on time and on or under budget.



The Los Angeles City Hall was one of the City-owned sites assessed by the TRC security team.

Department of General Services: Security Assessment, Implementation Planning and Engineering Design Services of 31 Department of General Services managed facilities

Starting in 1999, TRC assessed the needs and determined the criticality of 31 Department of General Services' facilities. We performed security needs analysis and site assessments that defined, prioritized and recommended improvements to operational, physical and electronic security protection elements for properties, including: Historic City Hall, City Hall East, City Hall South, L.A. Mall & Underground Parking, Piper Tech, San Pedro Municipal Building, Central Communications Building, Central Command Center (Dispatch), and multiple other buildings.



During our needs analysis for the City, TRC conducted interviews with City stakeholders and headed the consensus-building process among various City departments. TRC assisted in the grant acquisition process providing key resources, application support, and construction cost estimates that directly led to tens of millions of dollars in approved security projects.

To further civic goals of creating and unifying security standards, TRC drafted the landmark mayoral directive (S-1) whereby the mayor of the City of Los Angeles required every City department to conduct formal security needs assessments and promptly filed security implementation plans with the City to confirm that appropriate operational, physical, and technology security measures were taken to secure City facilities.

Ultimately, TRC engineered and commissioned a city-wide Wide Area Integrated Security System (WAISS) consisting of integrated alarm and access control, video surveillance, and security communications for City-occupied properties and landmarks.

TRC's successful project implementation led to expansion of TRC services within the Department of General Services and throughout other city bureaus and departments.

Bureau of Engineering: From 2002 to 2008, TRC provided the Bureau with security planning and design services for the City's Fire and Police Departments including city-wide access control for 90 existing and 17 new fire stations, an air operations center, two training facilities, two bomb squads, three police stations, and a holding facility.

Key Staff and Roles: Keith Kushner, Senior Security Consultant | Dominick Carlucci, Security Systems Engineering | Matt Hess, Systems Engineering/Designer

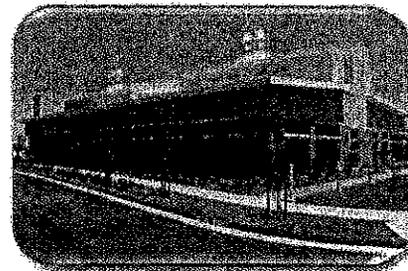
Santa Clara Valley Water District Water Protection Project | San Jose, CA

<i>Project Duration:</i>	2010 – Present	<i>Fee Structure:</i>	Fixed Fee/Lump Sum
<i>Project Owner:</i>	Water Utility Capital Division, Santa Clara Valley Water District		
<i>Point of Contact:</i>	Uday V. Mandlekar, Ph.D., P.E., Senior Project Manager Phone: (408) 630-2732 Email: umandlekar@valleywater.org		

Project Description:

The Santa Clara Valley Water District engaged TRC as security consultants and design engineers for one of their most important security projects in history, the Water Protection Project. This project included upgraded and enhanced security for the following locations:

- Vasona Pump Station & Valve Yard
- Rinconada Water Treatment Plant (WTP)
- Santa Theresa WTP
- Caiero, Dam & Valve yard
- Pacheco Pump Station
- Piedmont Valve Yard
- Anderson Dam
- Coyote Pumping Plant
- Penitencia WTP
- San Francisco Public Utilities Commission Intertie & Pump Station
- Coyote Dam
- Congress Turnout
- Water Quality Lab



TRC's designs included access control, surveillance cameras, and intrusion detection. The work included site security surveys, reasonable order of magnitude (ROM) budgeting, feasibility report, implementation schedule, conceptual design, product research, and fully integrated specifications and drawings. TRC was also tasked with pre-qualifying systems integrators, pre-bid conference, response to RFIs, and contractor recommendations. Our designs have been accepted, implemented, and installed. We are currently completing the construction administration and testing phase of the project.

Key Staff and Roles: Keith Kushner, Program Management | Dominick Carlucci, Security Systems Engineering, Bid Assistance, and Construction Administration | Matt Hess, Systems Engineering, Bid Assistance, Record Drawings

Success in Previous Design and Engineering Projects

The following table demonstrates some of TRC's key successes in master planning, assessment, and security engineering projects at government and institutional facilities.

Projects	Security Assessment	Vulnerability / Risk Assessment	Standards & Specifications Development	Engineering and Plan Development	Bid Assistance and Construction Administration	Plans, Policies, and Procedures Development	Site / Facility / Structural Mitigation	Training and Exercises	Grant Funding Opportunity Recommendations	Advice & Strategic Planning
Probation Camps Security Enhancements, Los Angeles County Probation Department, Los Angeles, CA	✓		✓	✓	✓	✓	✓			✓
City-Wide Video Security Assessment & Palmdale Transportation Center Video Surveillance Design Specs, Palmdale, CA	✓	✓	✓	✓	✓	✓	✓			✓
The Village Multiuse Construction Project, University of Southern California, Los Angeles, CA			✓	✓	✓	✓	✓			✓
Security Assessment Services, City of Los Angeles Department of General Services, Los Angeles, CA	✓	✓	✓	✓	✓	✓	✓		✓	✓
Access Control and CCTV Expansion Program for University Park and Health Science Campuses, University of Southern California, Los Angeles, CA	✓	✓	✓	✓	✓	✓	✓		✓	✓
State Facilities Security Systems Needs Assessment Study, Division of Capital Asset Management and Maintenance (DCAMM), Boston, MA	✓	✓	✓	✓		✓	✓	✓	✓	✓
Critical Water Infrastructure Protection, Santa Clara Valley Water District, Santa Clara County, CA	✓	✓	✓	✓	✓	✓	✓			✓
Strategic Security Planning, Houston Metro, Houston, TX	✓	✓		✓	✓	✓	✓		✓	✓
Colorado River and Red Bluff Substation Projection Project, Southern California Edison			✓	✓			✓			✓
Multi-Hazard, Multi-Campus, Threat & Vulnerability Assessments, PA State System of Higher Education (PASSHE), Statewide, PA	✓	✓	✓			✓	✓	✓	✓	✓
Planning, Tech. Assessment & On-Call Security Contracts, Port of Long Beach, Long Beach, CA	✓	✓	✓	✓	✓	✓	✓		✓	✓
Multi-Hazard Risk & Vulnerability Assessments for 15 "Critical Infrastructure Sites", Boston Mayor's Office of Emergency Management & Metro-Boston Homeland Security Region	✓	✓				✓	✓	✓		✓
Critical Security Infrastructure Protection, City of Fontana, CA		✓				✓	✓	✓		✓



6.0 PROFESSIONAL SERVICES AGREEMENT COMPLIANCE

TRC agrees to comply and has no issues with the City's Professional Services Agreement.



7.0 APPENDIX – RESUMES

KEITH KUSHNER

PROJECT MANAGER

Mr. Kushner has over 41 years of experience and progressive responsibilities managing large and complex projects and focusing on all aspects of security assessment, facility planning, design, implementation, and operations, and has developed unique programs focusing on the effectiveness and long-term support of security, fire alarm, communications, and related technologies. He works on projects for many of the nation's critical infrastructures and institutions including but not limited to: municipalities, energy, transportation systems, healthcare, water and wastewater systems, commercial airports, colleges, bridges, chemical plants, corporate headquarters, museums and historical landmarks.

Education

- Northrop Institute of Technology (EE)
- California State University Los Angeles (Fire Administration)

Professional Registrations/ Certifications

- Certified AWWARF
- Sandia National Laboratories RAM-W Training (Risk Assessment Methodology for Water Surety)

Relevant Project Experience

Los Angeles County Probation Department, Security Enhancement Project – Los Angeles County, CA

Project Manager and Primary Consultant for the assessment of existing security technologies and development of recommendations for improving security at the four primary Juvenile Detention Facilities in Los Angeles County. Mr. Kushner managed a team of consultants in the assessment of existing conditions and capabilities at each site, including the complete discovery, testing, and recording of existing infrastructure throughout the enterprise. Developed a Feasibility Study with implementation standards for all LACPD facilities. Applied those standards to improvements at the four primary facilities, resulting in a recommendation for a \$43-million facility technology upgrade establishing an integrated detention security and command environment that would support current and future development with a minimum of cost and complexity. The comprehensive needs were categorized and prioritized into "Baseline" and various additional improvement phases, and TRC was given approval to provide a design for the Baseline phase improvements, with a total budget of \$11 million.

King County Electronic Security Measures at Various Transit Facilities Project – Seattle, WA

Project Manager/Plan and Templates Development Lead responsible for the development of recommendations for improving security at approximately 200 facilities throughout King County, Washington. Mr. Kushner developed a set of security implementation standards for all King County facilities encompassing physical, electronic, and operational security efforts based on previous assessments and surveys. Conceptualized the improvements program, created implementation templates categorizing County departments and services, delineating associated departmental risks, and prioritizing recommended improvements based on the highest return on investment. The Templates are designed to provide standards and guidance for the design and implementation of King County's security program into the future. They include the means and methods for continued needs-analysis and evolution of the program.

City-Wide Video Security Assessment and Transportation Center Video Surveillance Design Criteria and Performance Specifications – Palmdale, CA

Project Principal responsible for conducting a comprehensive security assessment of 26 City-owned facilities, and developing design criteria and performance specifications for the video surveillance upgrade at the multi-modal Palmdale Transportation Center.



E. SCOTT TEZAK, PE, BSCP

PRINCIPAL-IN-CHARGE AND QA/QC

Mr. Tezak has 23 years of experience in the fields of engineering and risk management. His job responsibilities include: the management of, and participation on, multi-disciplinary teams that design new structures and retrofits for existing structures to resist natural disasters and terrorist threats and improve security; the design and assessment of critical and essential facilities; and the performance of threat and vulnerability assessments for clients, such as the Department of Homeland Security (DHS)/FEMA, the Treasury Department, the Smithsonian Institution, GSA, and numerous other state and local entities.

Relevant Project Experience

Port of Long Beach, Security and Risk Assessments – Long Beach, CA

Mr. Tezak was the lead assessor for two security and risk assessments of POLB assets. Mr. Tezak led a multi-disciplinary assessment team that evaluated the two facilities for their ability to resist both man-made threats (including improvised explosive devices) and natural hazard events. The assessments identified and rated the threats and hazards that may impact the facilities, vulnerabilities and consequences related to the threats/hazards, and provided mitigation solutions (with budgetary cost estimates) for both physical and electronic security solutions to be implemented at the sites.

Division of Capital Asset Management and Maintenance (DCAMM), Security Design and Enterprise Systems Study – Massachusetts (Statewide)

Program Manager for DCAMM on the Security Systems Needs Assessment Audit/Study. The project consists of three phases: Task 1 is a pilot study, assessment, and security system design (and support) for a state building in a campus/rural setting. Task 2 is a pilot study, assessment, and security system design (and support) for a state building in a dense, urban setting. Task 3 is a state-wide review and implementation strategy for selected sites to evaluate and recommend an enterprise security solution for all state facilities. This project has recently been expanded to include the security assessments for 25 facilities under a newly adopted Statewide Security Standard (and assessment model) based on the federal Interagency Security Committee.

Transbay Transit Center – San Francisco, CA

Risk Assessment Team Leader for multi-hazard risk and vulnerability assessment of this new transit facility. Mr. Tezak supported the Project Team in developing an enterprise-wide security program to guide the Transbay Joint Powers Authority (TJPA) during the design and eventual construction of an intermodal transit center in downtown San Francisco. The TJPA development also includes the construction of a multi-use skyscraper that will be the tallest building on the west coast. The Security Team conducted the following tasks in the development of the TJPA's security program: Security Program Development, Strategic Risk Assessments, and Security Planning. This work provided support during conceptual and schematic design development and subsequent phases of the project through final engineering, then construction and operations.

Education

- ME, Civil Engineering/Structural Design, University of Virginia, 2000
- BS, Aerospace Engineering, Syracuse University, 1991

Professional Registrations/ Certifications

- Professional Engineer, Massachusetts (# 42837) 2000 / New Hampshire (# 10347) 2000 / Virginia (# 031669) 1998
- Building Security Certified Professional (BSCP), Building Security Council 2007,
- DRI Certified Business Continuity Professional (CBCP), passed qualifying exam and applying for certification
- Trainer for several FEMA/DHS and ASCE courses on natural and man-made hazards design and assessments



TIMOTHY (TJ) HICKS

SENIOR SECURITY CONSULTANT

Mr. Hicks has over 25 years of experience and progressive responsibilities managing large and complex security and low voltage system projects, primarily focusing on all aspects of assessment, facility planning, design, implementation, and operations. Mr. Hicks has provided security consulting services for seven of the ten highest security-risk properties, ranked by the Department of Homeland Security, in the Greater Los Angeles area. Mr. Hicks provides consulting and engineering services that merge the physical/technical solution with our clients' business objectives. Mr. Hicks pursues a balanced approach to the implementation of perimeter security, security and access control systems, digital video management systems, cable distribution network design, and integrated systems planning and implementation insuring system designs are consistent with the clients' objectives and projected use.

Education

- Virginia Polytechnic Institute and State University EE
- AA, Electrical Design, AA Instrumentation Design, – NRCC
- BS, Business Management, University of Phoenix

Professional Registrations/ Certifications

- American Society for Industrial Security
- International Association of Professional Security Consultants
- Security Industry Association

Relevant Project Experience

City of Fontana, Facilities Security and Surveillance Systems – Fontana, CA

Principal Manager for the design, specifications and construction administration of City-wide turnkey Security and Surveillance System. Designed complete Access Control, Alarm Monitoring and Closed Circuit Television Systems for over sixty (60) City of Fontana facilities.

The Port of Long Beach, TWIC Pilot Project Management – Long Beach, CA

Design, specifications development, bidding and oversight of the implementation of the Transportation Workers Identification Credential (TWIC) pilot program at the Port of Long Beach in Long Beach, California. Mr. Hicks was responsible for management and oversight of the installation of the TWIC system at five (5) participating entities within the Port of Long Beach. This project included frequent interfacing with the United States Coast Guard, the United States Navy Space and Warfare Systems Command, and the Department of Homeland Security. Selected as the only Security Consultant in the United States to participate in the development and deployment of the TWIC system.

The J. Paul Getty Center, Video Management System Retrofit – Los Angeles, CA

Design, specifications development, bidding and oversight of the installation of a turnkey Closed Circuit Television System at The J. Paul Getty Center in Los Angeles, California. System components include digital video management camera system with over 450 fixed and pan/tilt/zoom cameras, server-based virtual system recording and multiple workstations for monitoring and system management.

The J. Paul Getty Center, Access Control and Alarm Monitoring Retrofit – Los Angeles, CA

Design, specifications development, bidding and oversight of the installation of a turnkey Access Control and Alarm Monitoring System at The J. Paul Getty Center in Los Angeles, California. System components include complete Access Control of over 450 doors/gates, Alarm Monitoring of over 10,000 Alarm Points, Emergency Intercom System, Delayed Egress System, Redundant Front-End Computer Monitoring System, Elevator Control, and Integration of Access and Alarm Monitoring System with Closed Circuit Television and Emergency Intercom Systems.



DOMINICK CARLUCCI

SENIOR SECURITY ENGINEER

Mr. Carlucci has over 25 years of experience in engineering, design, and project management for a diverse client base in both security and automation industries. Mr. Carlucci's experience consists of specialization in turnkey capabilities from concept stage to hands-on completion and commissioning on all aspects of integrated systems including security, fire, access-control, video surveillance, and voice evacuation for conventional, analog addressable, and networked technology.

Relevant Project Experience

University of Southern California, Access Control Systems
Expansion – Los Angeles, CA

Senior Project Engineer responsible for providing design and construction administration services for a campus-wide security systems upgrade. Mr. Carlucci was responsible for budgeting and costs. Systems include access control, parking control, video surveillance, and emergency call-for-assistance stations. Mr. Carlucci was leading the design team and working closely with department of public safety to ensure campus security needs were properly implemented. He also performed extensive construction coordination and system commissioning between contractors and existing property stakeholders.

Los Angeles County Probation Department, Security Enhancement Project – Los Angeles County,
CA

Responsibilities include security systems engineering, bid assistance, and construction administration for improving security at the four primary Juvenile Detention Facilities in Los Angeles County. The comprehensive needs were categorized and prioritized into "Baseline" and various additional improvement phases, and TRC was given approval to provide a design for the Baseline phase improvements, with a total budget of \$11 million.

Division of Capital Asset Management and Maintenance (DCAMM), Security Design and Enterprise
Systems Study – Massachusetts (Statewide)

Responsibilities include security systems engineering, bid assistance, and construction administration for DCAMM on the Security Systems Needs Assessment Audit/Study. The project consists of three phases: Task 1 is a pilot study, assessment, and security system design (and support) for a state building in a campus/rural setting. Task 2 is a pilot study, assessment, and security system design (and support) for a state building in a dense, urban setting. Task 3 is a state-wide review and implementation strategy for selected sites to evaluate and recommend an enterprise security solution for all state facilities.

City-Wide Video Security Assessment and Transportation Center Video Surveillance Design Criteria
and Performance Specifications – Palmdale, CA

Responsible for security systems engineering and specifications development for this comprehensive security assessment of 26 City-owned facilities and developing design criteria and performance specifications for the video surveillance upgrade at the multi-modal Palmdale Transportation Center.

Education

- Q.S., Technologies, Newport Beach, CA, 1998
- I.B.E.W., Union Trade School/ Rancho Santiago College, Santa Ana, 1986 - 1989

Professional Registrations/ Certifications

- Microsoft Certified Systems Engineer (MCSE) + I (Plus Internet Protocol), Microsoft Corporation, 2003
- Microsoft Certified Professional (MCP)
- C-10 Electrical, California State Contractors License

EXHIBIT C
FEE SCHEDULE



COST PROPOSAL

To summarize; per the work plan proposed and based on the estimated working schedule shown in Section 3 of our technical proposal, TRC will provide the following:

- ▶ Conduct a kickoff meeting within seven (7) calendar days after receipt of the Notice to Proceed. TRC will provide the project plan and schedule for site surveys and stakeholder interviews as well as list any required documentation from the City. TRC will provide the kickoff meeting agenda and meeting minutes.
- ▶ TRC will survey the sites and provide to the City preliminary Design Drawings and Specifications for the Security Camera System improvements, additions and upgrades for review and approval.
- ▶ TRC will provide a Feasibility Study describing options for designing and installing the updated Security Camera Systems Improvements. TRC will meet and review this Study with the City.
- ▶ Upon approval from the City, TRC will provide final Design Drawings and Specifications for the Security Camera System improvements, additions and upgrades to act as public work contract documents.

Full compensation to TRC for full and complete performance of the services, compliance with all terms and conditions of the contract, and payment by the City of all obligations incurred in, or applicable to, TRC's performance of the services, will be the lump sum amount of Forty-Nine Thousand Six Hundred and Thirty Dollars (**\$49,630.00**). "Contract Amount" defined as follows:

City of Costa Mesa (Not-to-Exceed)

Item	Task	Total
I	Design Development Phase	\$ 30,070.00
II	Construction Documents Phase	\$ 19,060.00
III	Permitting (Eliminated from Proposal, Performed by City of Costa Mesa)	\$ 0.00
IV	Expenses	\$ 500.00
	TOTAL	\$ 49,630.00
	Contingency	\$ 2,000.00*

* Contingency is not included in the fee schedule, and will only be authorized for use by City of Costa Mesa PM in writing.



The table below does not include Contingency fees or expenses.

TRC Solutions, Inc., Hourly Rates for the City of Costa Mesa

Item	Personnel	Hourly Rate	Design	Construction	Total
			Development	Documents	
1	Principal/Project Manager	\$ 225.00	5	9	\$ 3,150.00
2	Senior Security Consultant	\$ 210.00	6	2	\$ 1,680.00
3	Senior Project Manager	\$ 190.00	69	44	\$ 21,470.00
4	Project Manager	\$ 175.00	42		\$ 7,350.00
5	Senior Designer	\$ 145.00	26	28	\$ 7,830.00
6	Project Coordinator	\$ 130.00	5	12	\$ 2,210.00
7	CAD Operator	\$ 85.00	33	31	\$ 5,440.00
	Expenses				\$ 500.00
	TOTAL		186	126	\$ 49,630.00

EXHIBIT D
PROJECT SCHEDULE

3.0 SCHEDULE

Based on the assumption that the City and TRC are under contract on January 15, 2015, TRC provides the following schedule for executing Tasks I through V and meeting grant deadlines for completing design work.

Item	Task	Proposed Schedule
I	Project Design/Engineering (Phase I and II)	January 15 th through February 15 th , 2015
	Costa Mesa Senior Center	
	Costa Mesa Skate Park	
	City Corporation Yard Facility/Joann Bike Trail	
	Wilson Park	
II	100% Bid Specifications and Drawings	February 15 th through March 1 st , 2015
III	Permitting	March 1 st through March 15 th , 2015