

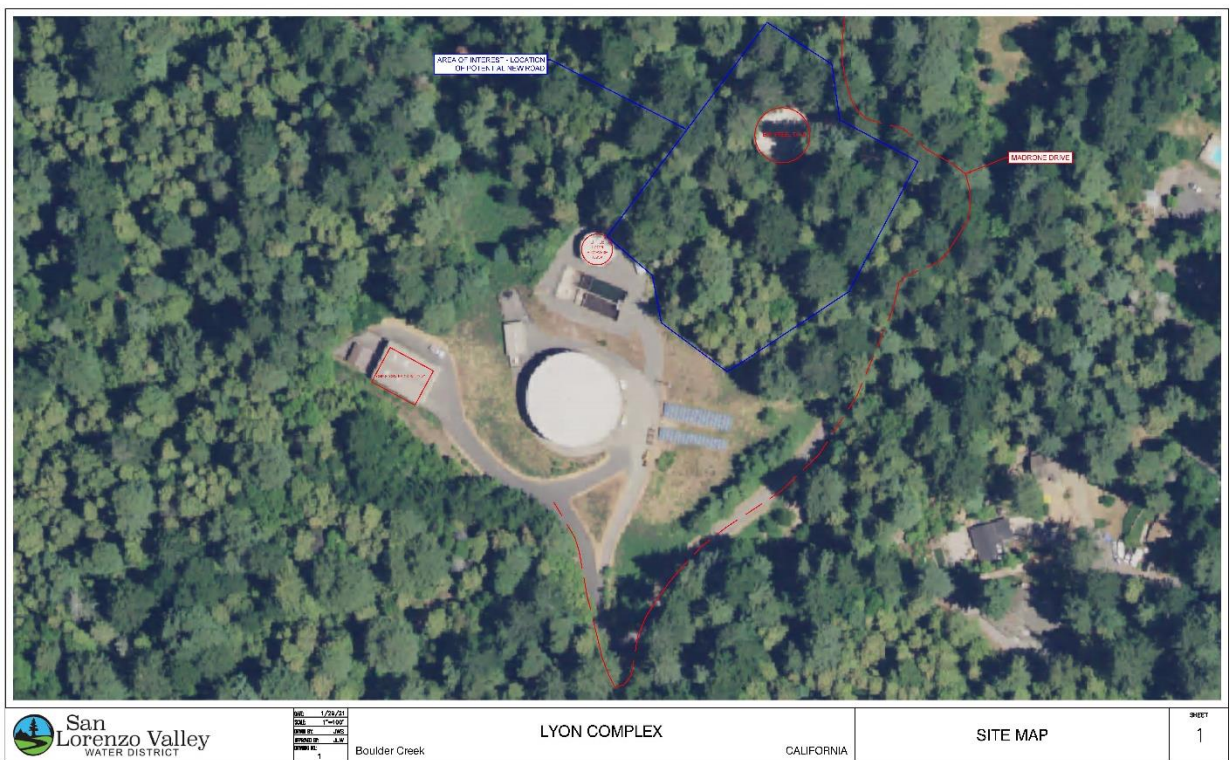


MME

CIVIL + STRUCTURAL ENGINEERING • SINCE 1987

Proposal

2021 Lyon Complex Access Road Design Services



Submittal Due Date:
April 6, 2021

Principal Contact: **Rodney Cahill**

rodney@m-me.com



April 6, 2021

Josh Wolff, PE District Engineer

San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek, CA 95006

**Re: Proposal to Provide Engineering Services for
2021 Lyon Complex Access Road**

MME Project No: 21117

Dear Josh,

I am excited to present you with our Proposal. We hope you will agree we are ideally suited to provide the District roadway design services for the 2021 Lyon Complex Access Road.

- **Our Work Experience Aligns with Your Projects:** Our mission is to provide civil and structural, engineering services to benefit our clients, our communities, and our families. Our understanding of the profession is founded on over 30 years of diligent service to our clients and we are constantly fine-tuning our approach based on lessons learned.
- **Quality Staff is our Hallmark:** The quality of our personnel is the heart of our firm. We reward loyalty and all of our senior staff members have chosen to dedicate their careers to serving with our firm. Together we have helped our clients build a portfolio of technically challenging projects including pipeline replacements, water tank rehabilitation, large retaining walls, busy intersections, critical bridges and lifeline roadways.
- **Expert with Local and State Procedures:** Our team has developed long term relationships with local and regional permit agency staff by consistently preparing quality plans and reports. This helps us to routinely secure permits funding from agencies and districts.
- **We Know the Santa Cruz Mountains:** Our local team is deeply familiar with the unique traffic, water, geotechnical, survey and environmental conditions of the Santa Cruz Mountains so we can provide efficient, appropriate, and cost effective services. From our downtown Santa Cruz location, we can meet you face to face in your office about 30 minutes. Our location and experience enable us to deliver projects faster than teams from out of the area.

I look forward to working with you and the SLVWD team!

Respectfully submitted,

A handwritten signature in blue ink, reading "Rodney Cahill", is positioned above the printed name.

Rodney Cahill, C.E., Principal
rodney@m-me.com

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Project Understanding

It is our understanding that the District intends to evaluate a new access road running from Madrone Drive to Big Steel tank and continuing to the Lyon tank complex. It is our intent to provide conceptual and schematic roadway design and layout, including geotechnical investigation of the project site, survey, and construction cost estimated for feasibility evaluation.

Proposal Requirements

I. Contractual Scope of Services

A. Data Design

1. Meeting
2. Review Information
3. Site Visit
4. Manage Subconsultants
 - a. Surveying & Mapping Services
 - i. Mobilization & Control Survey
 - a. GPS Survey
 - b. Establish aerial control targets
 - ii. Aerial (UAV / DRONE) Survey & Orthophoto
 - a. Planning, flight, & photogrammetry processing
 - b. Produce Orthophoto & 3D point cloud
 - iii. Ground Topographic Survey & Surface Modeling
 - a. Ground feature & mobile LiDar surveys
 - b. Data compilation, processing & surface modelling
 - c. Produce TIN surface and 1' ground contours
 - d. CAD linework on site features
 - iv. Record Boundary & Right-of-Way Surveys
 - a. Records research & preliminary calcs
 - b. Field survey to locate existing monuments
 - c. Compute record boundary & Right-of-way lines
 - v. Compiled Mapping & CAD deliverables
 - a. Compile data and prepare survey basemap sheets
 - b. Add notes, labels, control data table, etc.
 - c. Prepare PDF & Civild CAD deliverables

b. Geotechnical Surveying & Mapping Service

Design-level geotechnical investigation will be limited to the following:

Project coordination, site reconnaissance and review of available geologic and geotechnical information pertaining to the site, available in our files or provided by project team.



We will mark the proposed test boring locations in white paint, and contact Underground Service Alert (USA) at least 72 hours prior to drilling.

Subsurface exploration in order to characterize the soil, bedrock and groundwater conditions within the areas of interest as depicted in Attachment B of the RFP. We are proposing one, ten-hour day of drilling and anticipate that 4 to 5 borings can be completed in that time. Due to the steep topography, our boring locations will be limited to areas that can be accessed with a track-mounted drilling rig. The borings will be drilled to a depth of 15 to 30 feet, or until competent bedrock is encountered, whichever is less. Soil samples will be obtained at selected depths within the test borings.

A log of soil, bedrock, and groundwater conditions will be maintained. Disturbed and/or undisturbed soil and bedrock samples will be taken at maximum 5-foot vertical intervals. The test borings will be backfilled with the soil cuttings at the completion of drilling.

Laboratory testing of selected soil samples to determine their relevant engineering properties. Laboratory testing may include, as applicable, moisture content, unit weight, grain size distribution, and applicable shear strength testing.

Compilation and analysis of collected field and laboratory data.

Preparation of a design-level Geotechnical Investigation Report documenting our field and laboratory investigations and presenting our geotechnical findings and recommendations for the design and construction of the new access road. Topics covered in our report will include:

A qualitative discussion of the seismic hazards associated with the site, including liquefaction, lateral spreading, dynamic compaction, landsliding, seismic shaking, CBC site factors, and the proximity to mapped active and potentially active faults.

Site and subgrade preparation recommendations, including compaction recommendations, recommendations as to the suitability of the on-site earth materials for use as engineered fill, recommendations for imported fill material, recommendations for stable cut and fill slope gradients, and backfill requirements for utility trenches.

Foundation design and construction recommendations, including recommended foundation type(s), foundation



embedment depths, and the allowable bearing pressures to use in foundation design.

Retaining wall recommendations, including the active, at-rest and passive lateral earth pressures to use in retaining wall design, and anticipated lateral seismic forces.

Recommendations for site drainage, including provisions to control both surface and subsurface drainage, as needed.

The report will be prepared and signed by a California Registered Geotechnical Engineer with over 30 years of experience in Santa Cruz County.

c. Environmental Constraints Analysis

Project Initiation:

This task includes communication and coordination with the project team and SLVWD in an effort to collect project information and relevant site information. In addition, pre-survey research will be conducted utilizing available resources, including California Department of Fish and Wildlife's (CDFW's) California Natural Diversity Data Base (CNDDB), California Native Plant Society (CNPS) lists, local experts, and other published and unpublished materials as related to resources at the project site. This task includes review of conceptual road design plans and meeting with project team to discuss conceptual road design plans for optimization.

Site Visit:

Visit the site to assess the environmental conditions of the site and its surroundings. The field review will provide an evaluation of general habitat features and environmental constraints at the site and within the local vicinity. This task includes identification and mapping of the habitat types present, including any sensitive habitats and special-status plant or wildlife species observed or habitats for these species. Please note that this scope does not include focused wildlife surveys, focused rare plant surveys, or wetland delineation. If necessary, the need for additional surveys will be outlined in the Environmental Constraints Analysis Memo.

Environmental Constraints Analysis Memo:

Prepare an Environmental Constraints Analysis Memo to document the environmental resources in the project area, identify the need for any additional surveys, and provide an overview of potential regulatory permitting requirements and pathways, specific to each conceptual road design. Provide one draft of the Environmental Constraints Analysis Memo for



comments. Following one round of comments, revise the Environmental Constraints Memo and provide a final Environmental Constraints Analysis Memo.

B. Conceptual Road Designs

1. Participate in correspondence with you and members of the design team as may be required to accomplish the services identified during this task.
2. Research, collect, review and study the information contained in our own library of past project files and relevant information, plans and reports made available to us by other members of the project team.
3. Explore and evaluate civil engineering schemes. Study and advise on SLVWD's selection of preferred conceptual design suitable to the contemplated project.
4. Explore and evaluate structural engineering schemes. Study and advise on SLVWD's selection of preferred conceptual design suitable to the contemplated project.
5. Prepare and deliver one set of Conceptual Design civil engineering drawings of each conceptual engineering scheme of the proposed project with sufficient detail to fix and describe the character of the systems contemplated for use on this project. These drawings will be about 10% complete when compared to the final drawings. Drawings will include:
 - a. Site layout plans with truck turning analysis
 - b. Typical site cross section(s)
 - c. Road profiles
6. QA / QC Review
 - a. In-house engineering quality assurance and quality control review process led by a senior licensed engineer.
7. Prepare an opinion of estimated construction costs for each conceptual design represented by our drawings.
8. Provide the administrative support necessary for us to perform these services.

C. Schematic Road Design

1. Attend a meeting with you with to review the Conceptual Design alternative and gather your feedback on the preferred alternative.



2. Participate in correspondence with you and members of the design team as may be required to perform these services.
3. Prepare civil calculations.
4. Prepare structural calculations.
5. Prepare and deliver one set of Schematic Design (SD) civil engineering drawings of the preferred conceptual design for the proposed project with sufficient detail to fix and describe the character of the systems contemplated for use on this project. SD drawings will be about 30% complete when compared to the final drawings. Drawings will include:
 - i) Cover
 - ii) Site layout plan showing relationship of major elements, to scale
 - iii) Site grading plan with cut and fill volumes
 - iv) Site drainage plan
 - v) Typical site cross section(s)
 - vi) Key details such as retaining wall locations and sizes
 - vii) Erosion Control
 - viii) Structural Details sufficient for cost estimating
6. Prepare an opinion of estimated construction costs for the portions of the project represented by our drawings.
7. QA / QC Final Review In-house engineering quality assurance and quality control review process led by a senior licensed engineer.
8. Provide the administrative support necessary for us to perform these services.
9. Schedule – see Section 6.0 and Addendum C.

II. Contractor's Expectations of Owner

- A. SLVWD will provide access, including through locked gates or fences, to the boring locations for our drill rig and other equipment.
- B. SLVWD will provide us with relevant prior Geotechnical and Geology Reports completed for this site, if available.
- C. Although we will attempt to locate utilities around our boring locations through USA, it is also important that SLVWD personnel show us in the field where all utilities are located with respect to our proposed drilling locations. We cannot proceed with our drilling work until this is done.
- D. Due to the large number of geotechnical, survey, environmental and engineering unknowns, we propose an initial feasibility design before committing to a final design. Following District review of two Conceptual Designs and MME development of preferred Schematic Design, MME



will be available for final design if this project is selected for construction as part of a future, separate project.

III. Identification of Possible Extra Services

- A. Geology services to understand the long term risk of site improvements and provide greater use of District resources for the longevity of the new access road. Geology services may also help to understand if an alternative strategy is possible for rehabilitating the existing roadway that has services the Lyon complex until the disastrous winter storms of 2017.
- B. Coordination with Fish & Wildlife to understand their concerns of creek maintenance and how to mitigate impacts to the creek caused by the existing access road erosion.
- C. Final Design
- D. Permits
- E. Construction Management

IV. Exceptions to the RFP

- A. Final Construction drawings are not provided in our current scope since it is too early to precisely pin down a cost for this work.

V. Insurance

- A. We can meet the District's Insurance requirements. A sample policy is included in Addendum A.

VI. Professional Fee and Fee Schedules

- A. Our Proposed Fee is attached in Addendum B.
- B. Our estimated timeline in Gantt Chart Format is attached in Addendum C.
- C. Our Schedule of Standard Billing rates is on Page 8 of this Proposal.

VII. Resumes of Key Staff

- A. See Addendum D.



Acceptance of Proposal

If these terms are acceptable to you, and you wish us to proceed with the work, please signify your agreement by signing and returning a copy of this letter in the space provided below. This proposal is valid for thirty days.

Thank you for the opportunity to prepare this proposal. Should you have any questions please call me. We look forward to working together with you.

Respectfully yours,

Rodney Cahill, P.E.
Principal

Enclosure

cc: Addressee
Contract file

Agreement

I have read and fully understand this proposal for engineering services. I agree to all the foregoing terms and understand that the signing of this letter constitutes formal agreement on my part, and on behalf of all the owners of this project.

In accordance with Title 16, California Code of Regulations, Section 463.5, I further acknowledge notice that, the engineering services contemplated by this agreement will be performed under the responsible charge of one or more of the following engineers licensed by the California Board for Professional Engineers, Land Surveyors and Geologists:

Name	License Number	Name	License Number
Dale Hendsbee	S 3549	Phil Doody	C 64009
Robert Riley	S 5991	Garrett Roffe	C 79596
Rodney Cahill	C 67728	Edgar Diaz	C 88817

Proposal accepted by: _____ Date: _____

Printed name / title: _____ / _____



Schedule of Standard Billing Rates

Effective through December, 2021

Office Personnel

Engineer I	\$ 116 / hour
Engineer II	\$ 135 / hour
Engineer III	\$ 155 / hour
Engineer IV	\$ 180 / hour
Engineer V	\$ 200 / hour
Principal Engineer	\$ 210 / hour
Expert Witness Services Deposition, court appearance and preparation	\$ 345 / hour
Administrative Assistant	\$ 87 / hour
CAD Technician I	\$ 85 / hour
CAD Technician II	\$ 105 / hour
Field Technician I	\$ 100 / hour
Field Technician II	\$ 125 / hour
Minimum Consultation Fee	\$ 750

Reimbursable Expenses

Sub-Consultants	Direct Billing x 1.10
Outside Services	Direct Cost x 1.15
Printing, delivery, equipment rental and other direct project expenses	
In-House Services	
Photocopies	\$ 0.10 sheet
Plotting -internal check plots on bond	\$ 2.00 sheet
-final plots on bond	\$ 10.00 sheet
Travel	
Automobile mileage	\$ 0.56 mile
Airfare, Car Rental, etc.	Direct Cost x 1.15
Per Diem Allowance (varies by location)	\$ 150/day



Addendum A

Sample Certificate of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/6/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Dealey, Renton & Associates P. O. Box 12675 Oakland CA 94604-2675		CONTACT NAME: Elise Fisher PHONE (A/C, No, Ext): 510-465-3090 FAX (A/C, No): 510-452-2193 E-MAIL ADDRESS: certificates@dealeyrenton.com	
INSURED Mesiti-Miller Engineering, Inc. 224 Walnut Avenue, Suite B Santa Cruz CA 95060		INSURER(S) AFFORDING COVERAGE INSURER A: US Specialty Insurance Company INSURER B: Sentinel Insurance Company INSURER C: Property & Casualty Insurance Company of Hartford INSURER D: Hartford Accident and Indemnity Company INSURER E: INSURER F:	
License#: 0020739 MESIENG-01		NAIC # 29599 11000 34690 22357	

COVERAGES

CERTIFICATE NUMBER: 1915725399

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab <input type="checkbox"/> Included GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	57SBWBN1671	12/10/2020	12/10/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
D	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	57UEGFN8896	12/10/2020	12/10/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y	Y	57SBWBN1671	12/10/2020	12/10/2021	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	57WEGAJ4YSL	12/10/2020	12/10/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability			USS2031405	12/10/2020	12/10/2021	Per Claim \$2,000,000 Annual Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Umbrella Liability policy is a follow-form underlying General Liability/Auto Liability.
 For proposal purposes only.

CERTIFICATE HOLDER

CANCELLATION 30 Day Notice of Cancellation

SAMPLE CERTIFICATE

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Elise Fisher

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL AUTOMOBILE BROAD FORM ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

To the extent that the provisions of this endorsement provide broader benefits to the "insured" than other provisions of the Coverage Form, the provisions of this endorsement apply.

1. BROAD FORM INSURED

A. Subsidiaries and Newly Acquired or Formed Organizations

The Named Insured shown in the Declarations is amended to include:

- (1) Any legal business entity other than a partnership or joint venture, formed as a subsidiary in which you have an ownership interest of more than 50% on the effective date of the Coverage Form. However, the Named Insured does not include any subsidiary that is an "insured" under any other automobile policy or would be an "insured" under such a policy but for its termination or the exhaustion of its Limit of Insurance.
- (2) Any organization that is acquired or formed by you and over which you maintain majority ownership. However, the Named Insured does not include any newly formed or acquired organization:
 - (a) That is a partnership or joint venture,
 - (b) That is an "insured" under any other policy,
 - (c) That has exhausted its Limit of Insurance under any other policy, or
 - (d) 180 days or more after its acquisition or formation by you, unless you have given us notice of the acquisition or formation.

Coverage does not apply to "bodily injury" or "property damage" that results from an "accident" that occurred before you formed or acquired the organization.

B. Employees as Insureds

Paragraph A.1. - WHO IS AN INSURED - of SECTION II - LIABILITY COVERAGE is amended to add:

- d. Any "employee" of yours while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

C. Lessors as Insureds

Paragraph A.1. - WHO IS AN INSURED - of Section II - Liability Coverage is amended to add:

- e. The lessor of a covered "auto" while the "auto" is leased to you under a written agreement if:
 - (1) The agreement requires you to provide direct primary insurance for the lessor and
 - (2) The "auto" is leased without a driver.

Such a leased "auto" will be considered a covered "auto" you own and not a covered "auto" you hire.

D. Additional Insured if Required by Contract

- (1) Paragraph A.1. - WHO IS AN INSURED - of Section II - Liability Coverage is amended to add:
 - f. When you have agreed, in a written contract or written agreement, that a person or organization be added as an additional insured on your business auto policy, such person or organization is an "insured", but only to the extent such person or organization is liable for "bodily injury" or "property damage" caused by the conduct of an "insured" under paragraphs a. or b. of Who Is An Insured with regard to the ownership, maintenance or use of a covered "auto."

The insurance afforded to any such additional insured applies only if the "bodily injury" or "property damage" occurs:

- (1) During the policy period, and
- (2) Subsequent to the execution of such written contract, and
- (3) Prior to the expiration of the period of time that the written contract requires such insurance be provided to the additional insured.

(2) How Limits Apply

If you have agreed in a written contract or written agreement that another person or organization be added as an additional insured on your policy, the most we will pay on behalf of such additional insured is the lesser of:

- (a) The limits of insurance specified in the written contract or written agreement; or
- (b) The Limits of Insurance shown in the Declarations.

Such amount shall be a part of and not in addition to Limits of Insurance shown in the Declarations and described in this Section.

(3) Additional Insureds Other Insurance

If we cover a claim or "suit" under this Coverage Part that may also be covered by other insurance available to an additional insured, such additional insured must submit such claim or "suit" to the other insurer for defense and indemnity.

However, this provision does not apply to the extent that you have agreed in a written contract or written agreement that this insurance is primary and non-contributory with the additional insured's own insurance.

(4) Duties in The Event Of Accident, Claim, Suit or Loss

If you have agreed in a written contract or written agreement that another person or organization be added as an additional insured on your policy, the additional insured shall be required to comply with the provisions in LOSS CONDITIONS 2. - DUTIES IN THE EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS – OF SECTION IV – BUSINESS AUTO CONDITIONS, in the same manner as the Named Insured.

E. Primary and Non-Contributory if Required by Contract

Only with respect to insurance provided to an additional insured in 1.D. - Additional Insured If Required by Contract, the following provisions apply:

(3) Primary Insurance When Required By Contract

This insurance is primary if you have agreed in a written contract or written agreement that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in Other Insurance 5.d.

(4) Primary And Non-Contributory To Other Insurance When Required By Contract

If you have agreed in a written contract or written agreement that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs (3) and (4) do not apply to other insurance to which the additional insured has been added as an additional insured.

When this insurance is excess, we will have no duty to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- (1) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
- (2) The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, by the method described in Other Insurance 5.d.

2. AUTOS RENTED BY EMPLOYEES

Any "auto" hired or rented by your "employee" on your behalf and at your direction will be considered an "auto" you hire.

The OTHER INSURANCE Condition is amended by adding the following:

If an "employee's" personal insurance also applies on an excess basis to a covered "auto" hired or rented by your "employee" on your behalf and at your direction, this insurance will be primary to the "employee's" personal insurance.

3. AMENDED FELLOW EMPLOYEE EXCLUSION

EXCLUSION 5. - FELLOW EMPLOYEE - of SECTION II - LIABILITY COVERAGE does not apply if you have workers' compensation insurance in-force covering all of your "employees".

Coverage is excess over any other collectible insurance.

4. HIRED AUTO PHYSICAL DAMAGE COVERAGE

If hired "autos" are covered "autos" for Liability Coverage and if Comprehensive, Specified Causes of Loss, or Collision coverages are provided under this Coverage Form for any "auto" you own, then the Physical Damage Coverages provided are extended to "autos" you hire or borrow, subject to the following limit.

The most we will pay for "loss" to any hired "auto" is:

- (1) \$100,000;
- (2) The actual cash value of the damaged or stolen property at the time of the "loss"; or
- (3) The cost of repairing or replacing the damaged or stolen property,

whichever is smallest, minus a deductible. The deductible will be equal to the largest deductible applicable to any owned "auto" for that coverage. No deductible applies to "loss" caused by fire or lightning. Hired Auto Physical Damage coverage is excess over any other collectible insurance. Subject to the above limit, deductible and excess provisions, we will provide coverage equal to the broadest coverage applicable to any covered "auto" you own.

We will also cover loss of use of the hired "auto" if it results from an "accident", you are legally liable and the lessor incurs an actual financial loss, subject to a maximum of \$1000 per "accident".

This extension of coverage does not apply to any "auto" you hire or borrow from any of your "employees", partners (if you are a partnership), members (if you are a limited liability company), or members of their households.

5. PHYSICAL DAMAGE - ADDITIONAL TEMPORARY TRANSPORTATION EXPENSE COVERAGE

Paragraph A.4.a. of SECTION III - PHYSICAL DAMAGE COVERAGE is amended to provide a limit of \$50 per day and a maximum limit of \$1,000.

6. LOAN/LEASE GAP COVERAGE

Under SECTION III - PHYSICAL DAMAGE COVERAGE, in the event of a total "loss" to a covered "auto", we will pay your additional legal obligation for any difference between the actual cash value of the "auto" at the time of the "loss" and the "outstanding balance" of the loan/lease.

"Outstanding balance" means the amount you owe on the loan/lease at the time of "loss" less any amounts representing taxes; overdue payments; penalties, interest or charges resulting from overdue payments; additional mileage charges; excess wear and tear charges; lease termination fees; security deposits not returned by the lessor; costs for extended warranties, credit life Insurance, health, accident or disability insurance purchased with the loan or lease; and carry-over balances from previous loans or leases.

7. AIRBAG COVERAGE

Under Paragraph B. EXCLUSIONS - of SECTION III - PHYSICAL DAMAGE COVERAGE, the following is added:

The exclusion relating to mechanical breakdown does not apply to the accidental discharge of an airbag.

8. ELECTRONIC EQUIPMENT - BROADENED COVERAGE

a. The exceptions to Paragraphs B.4 - EXCLUSIONS - of SECTION III - PHYSICAL DAMAGE COVERAGE are replaced by the following:

Exclusions 4.c. and 4.d. do not apply to equipment designed to be operated solely by use of the power from the "auto's" electrical system that, at the time of "loss", is:

- (1) Permanently installed in or upon the covered "auto";
- (2) Removable from a housing unit which is permanently installed in or upon the covered "auto";
- (3) An integral part of the same unit housing any electronic equipment described in Paragraphs (1) and (2) above; or

- (4) Necessary for the normal operation of the covered "auto" or the monitoring of the covered "auto's" operating system.

b. Section III – Version CA 00 01 03 10 of the Business Auto Coverage Form, Physical Damage Coverage, Limit of Insurance, Paragraph C.2 and Version CA 00 01 10 01 of the Business Auto Coverage Form, Physical Damage Coverage, Limit of Insurance, Paragraph C are each amended to add the following:

\$1,500 is the most we will pay for "loss" in any one "accident" to all electronic equipment (other than equipment designed solely for the reproduction of sound, and accessories used with such equipment) that reproduces, receives or transmits audio, visual or data signals which, at the time of "loss", is:

- (1) Permanently installed in or upon the covered "auto" in a housing, opening or other location that is not normally used by the "auto" manufacturer for the installation of such equipment;
- (2) Removable from a permanently installed housing unit as described in Paragraph 2.a. above or is an integral part of that equipment; or
- (3) An integral part of such equipment.

c. For each covered "auto", should loss be limited to electronic equipment only, our obligation to pay for, repair, return or replace damaged or stolen electronic equipment will be reduced by the applicable deductible shown in the Declarations, or \$250, whichever deductible is less.

9. EXTRA EXPENSE - BROADENED COVERAGE

Under Paragraph A. - COVERAGE - of SECTION III - PHYSICAL DAMAGE COVERAGE, we will pay for the expense of returning a stolen covered "auto" to you.

10. GLASS REPAIR - WAIVER OF DEDUCTIBLE

Under Paragraph D. - DEDUCTIBLE - of SECTION III - PHYSICAL DAMAGE COVERAGE, the following is added:

No deductible applies to glass damage if the glass is repaired rather than replaced.

11. TWO OR MORE DEDUCTIBLES

Under Paragraph D. - DEDUCTIBLE - of SECTION III - PHYSICAL DAMAGE COVERAGE, the following is added:

If another Hartford Financial Services Group, Inc. company policy or coverage form that is not an automobile policy or coverage form applies to the same "accident", the following applies:

- (1) If the deductible under this Business Auto Coverage Form is the smaller (or smallest) deductible, it will be waived;
- (2) If the deductible under this Business Auto Coverage Form is not the smaller (or smallest) deductible, it will be reduced by the amount of the smaller (or smallest) deductible.

12. AMENDED DUTIES IN THE EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS

The requirement in LOSS CONDITIONS 2.a. - DUTIES IN THE EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS - of SECTION IV - BUSINESS AUTO CONDITIONS that you must notify us of an "accident" applies only when the "accident" is known to:

- (1) You, if you are an individual;
- (2) A partner, if you are a partnership;
- (3) A member, if you are a limited liability company; or
- (4) An executive officer or insurance manager, if you are a corporation.

13. UNINTENTIONAL FAILURE TO DISCLOSE HAZARDS

If you unintentionally fail to disclose any hazards existing at the inception date of your policy, we will not deny coverage under this Coverage Form because of such failure.

14. HIRED AUTO - COVERAGE TERRITORY

Paragraph e. of GENERAL CONDITIONS 7. - POLICY PERIOD, COVERAGE TERRITORY - of SECTION IV - BUSINESS AUTO CONDITIONS is replaced by the following:

- e. For short-term hired "autos", the coverage territory with respect to Liability Coverage is anywhere in the world provided that if the "insured's" responsibility to pay damages for "bodily injury" or "property damage" is determined in a "suit," the "suit" is brought in the United States of America, the territories and possessions of the United States of America, Puerto Rico or Canada or in a settlement we agree to.

15. WAIVER OF SUBROGATION

TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US - of SECTION IV - BUSINESS AUTO CONDITIONS is amended by adding the following:

We waive any right of recovery we may have against any person or organization with whom you have a written contract that requires such waiver because of payments we make for damages under this Coverage Form.

16. RESULTANT MENTAL ANGUISH COVERAGE

The definition of "bodily injury" in SECTION V-DEFINITIONS is replaced by the following:

"Bodily injury" means bodily injury, sickness or disease sustained by any person, including mental anguish or death resulting from any of these.

17. EXTENDED CANCELLATION CONDITION

Paragraph 2. of the COMMON POLICY CONDITIONS - CANCELLATION - applies except as follows:

If we cancel for any reason other than nonpayment of premium, we will mail or deliver to the first Named Insured written notice of cancellation at least 60 days before the effective date of cancellation.

18. HYBRID, ELECTRIC, OR NATURAL GAS VEHICLE PAYMENT COVERAGE

In the event of a total loss to a "non-hybrid" auto for which Comprehensive, Specified Causes of Loss, or Collision coverages are provided under this Coverage Form, then such Physical Damage Coverages are amended as follows:

- a. If the auto is replaced with a "hybrid" auto or an auto powered solely by electricity or natural gas, we will pay an additional 10%, to a maximum of \$2,500, of the "non-hybrid" auto's actual cash value or replacement cost, whichever is less,
- b. The auto must be replaced and a copy of a bill of sale or new lease agreement received by us within 60 calendar days of the date of "loss,"

- c. Regardless of the number of autos deemed a total loss, the most we will pay under this Hybrid, Electric, or Natural Gas Vehicle Payment Coverage provision for any one "loss" is \$10,000.

For the purposes of the coverage provision,

- a. A "non-hybrid" auto is defined as an auto that uses only an internal combustion engine to move the auto but does not include autos powered solely by electricity or natural gas.
- b. A "hybrid" auto is defined as an auto with an internal combustion engine and one or more electric motors; and that uses the internal combustion engine and one or more electric motors to move the auto, or the internal combustion engine to charge one or more electric motors, which move the auto.

19. VEHICLE WRAP COVERAGE

In the event of a total loss to an "auto" for which Comprehensive, Specified Causes of Loss, or Collision coverages are provided under this Coverage Form, then such Physical Damage Coverages are amended to add the following:

In addition to the actual cash value of the "auto", we will pay up to \$1,000 for vinyl vehicle wraps which are displayed on the covered "auto" at the time of total loss. Regardless of the number of autos deemed a total loss, the most we will pay under this Vehicle Wrap Coverage provision for any one "loss" is \$5,000. For purposes of this coverage provision, signs or other graphics painted or magnetically affixed to the vehicle are not considered vehicle wraps.

ADDITIONAL COVERAGES BY WRITTEN CONTRACT, AGREEMENT OR PERMIT

This is a summary of the coverage provided under the following form (complete form available):

BUSINESS LIABILITY COVERAGE FORM SS 00 08 04 05**Additional Insured When Required by Written Contract, Written Agreement or Permit**

WHO IS AN INSURED under Section C. is amended to include as an additional insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- (a) In the performance of your ongoing operations;
- (b) In connection with your premises owned by or rented to you; or
- (c) In connection with "your work" and included within the "products completed operations hazard", but only if
 - (i) The written contract or written agreement requires you to provide such coverage to such additional insured; and
 - (ii) This Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products completed operations hazard".

The person(s) or organization(s) are additional insureds when you have agreed, in a written contract, written agreement or because of a permit issued by a state or political subdivision, that such person or organization be added as an additional insured on your policy, provided the injury or damage occurs subsequent to the execution of the contract or agreement, or the issuance of the permit.

A person or organization is an additional insured under the provision only for that period of time required by the contract, agreement or permit.

With respect to the insurance afforded to the additional insured, this insurance does not apply to: "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or failure to render, any professional architectural, engineering or surveying services, including:

- (a) The preparing, approving, or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specification; or
- (b) Supervisory, inspection, architectural or engineering activities.

The limits of insurance that apply to additional insureds are described in Section D. Limits Of Insurance.

How this insurance applies when other insurance is available to an additional insured is described in the Other Insurance Condition in Section E. Liability And Medical Expenses General Conditions.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

Other Insurance

If other valid and collectible insurance is available for a loss we cover under this Coverage Part, our obligations are limited as follows:

When You Add Others As An Additional Insured To This Insurance: That is other insurance available to an additional insured. However, the following provisions apply to other insurance available to any person or organization who is an additional insured under this Coverage Part:

- (a) **Primary Insurance When Required By Contract:** This insurance is primary if you have agreed in a written contract, written agreement or permit that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in c. below.
- (b) **Primary And Non-Contributory To Other Insurance When Required By Contract:** If you have agreed in a written contract, written agreement or permit that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs **(a)** and **(b)** do not apply to other insurance to which the additional insured has been added as an additional insured.

c. Method Of Sharing

If all the other insurance permits contribution by equal shares, we will follow this method also. Under this approach, each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

Waiver of Subrogation

If you have waived any rights of recovery against any person or organization for all or part of any payment, including Supplementary Payments, we have made under this Coverage Part, we also waive that right, provided you waived your rights of recovery against such person or organization in a contract, agreement or permit that was executed prior to the injury or damage



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**WAIVER OF OUR RIGHT TO RECOVER FROM
OTHERS ENDORSEMENT - CALIFORNIA**

Policy Number: 57WEGAJ4YSL

Endorsement Number:

Effective Date: 12/10/2020

Effective hour is the same as stated on the Information Page of the policy.

Named Insured and Address: Mesiti-Miller Engineering, Inc.
224 Walnut Avenue, Suite B
Santa Cruz, CA 95060

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be 2 % of the California workers' compensation premium otherwise due on such remuneration.

SCHEDULE

Person or Organization

Job Description

Any person or organization from whom you are required by written contract or agreement to obtain this waiver of rights from us

Countersigned by _____

Authorized Representative



Addendum B

Proposed Fee



MME

CIVIL + STRUCTURAL ENGINEERING • SINCE 1987

Engineering Fee Estimate

prepared for San Lorenzo Valley Water District

CE and SE Services for Lyon Complex Access Road

Mesiti-Miller Engineering, Inc.

MME Project Number: 21117

4/6/2021

Item	Task Description	Personnel and Hourly Billing Rates							Total
		Principal	Engineer	Engineer	Engineer	Engineer	Engineer	Admin	Fee
		Engineer	V	IV	III	II	I	Assist	
		\$210	\$200	\$180	\$155	\$135	\$116	\$87	
Design Data									
1	Meeting	10			8				\$3,340
2	Review	6			8				\$2,500
3	Site Visit	4			4				\$1,460
4	Administration	8			16			8	\$4,856
Subtotals:		28	0	0	36	0	0	8	\$12,156
Conceptual Road Design									
1	Meeting	10			10				\$3,650
2	Review	10			16				\$4,580
3	CE Calculations				10				\$1,550
4	SE Calculations				18				\$2,790
5	10% concept drawings								\$0
i.	Site Plan	10			40				\$8,300
ii.	Sections				8				\$1,240
iii.	Profiles road				8				\$1,240
6	QA/QC Review	15							\$3,150
7	Conceptual Cost Estimate	5			8				\$2,290
8	Administration							8	\$696
Subtotals:		50	0	0	118	0	0	8	\$29,486
Schematic Road Design									
1	Meeting	10			10				\$3,650
2	Review	10			10				\$3,650
3	CE Calculations				40				\$6,200
4	SE Calculations				40				\$6,200
5	30% drawings								\$0
i.	Cover				8				\$1,240
ii.	Site Plan				24				\$3,720
iii.	Grading				24				\$3,720
iv.	Drainage				12				\$1,860
v.	Sections				12				\$1,860
vi.	Profiles road				16				\$2,480
vii.	Erosion Control				24				\$3,720
viii.	Structural Details				32				\$4,960
6	Cost Estimate				20				\$3,100
7	QA/QC Final Review	20							\$4,200
8	Administration							20	\$1,740
Subtotals:		40	0	0	272	0	0	20	\$52,300
Services Subtotal:									\$93,942



MME

CIVIL + STRUCTURAL ENGINEERING • SINCE 1987

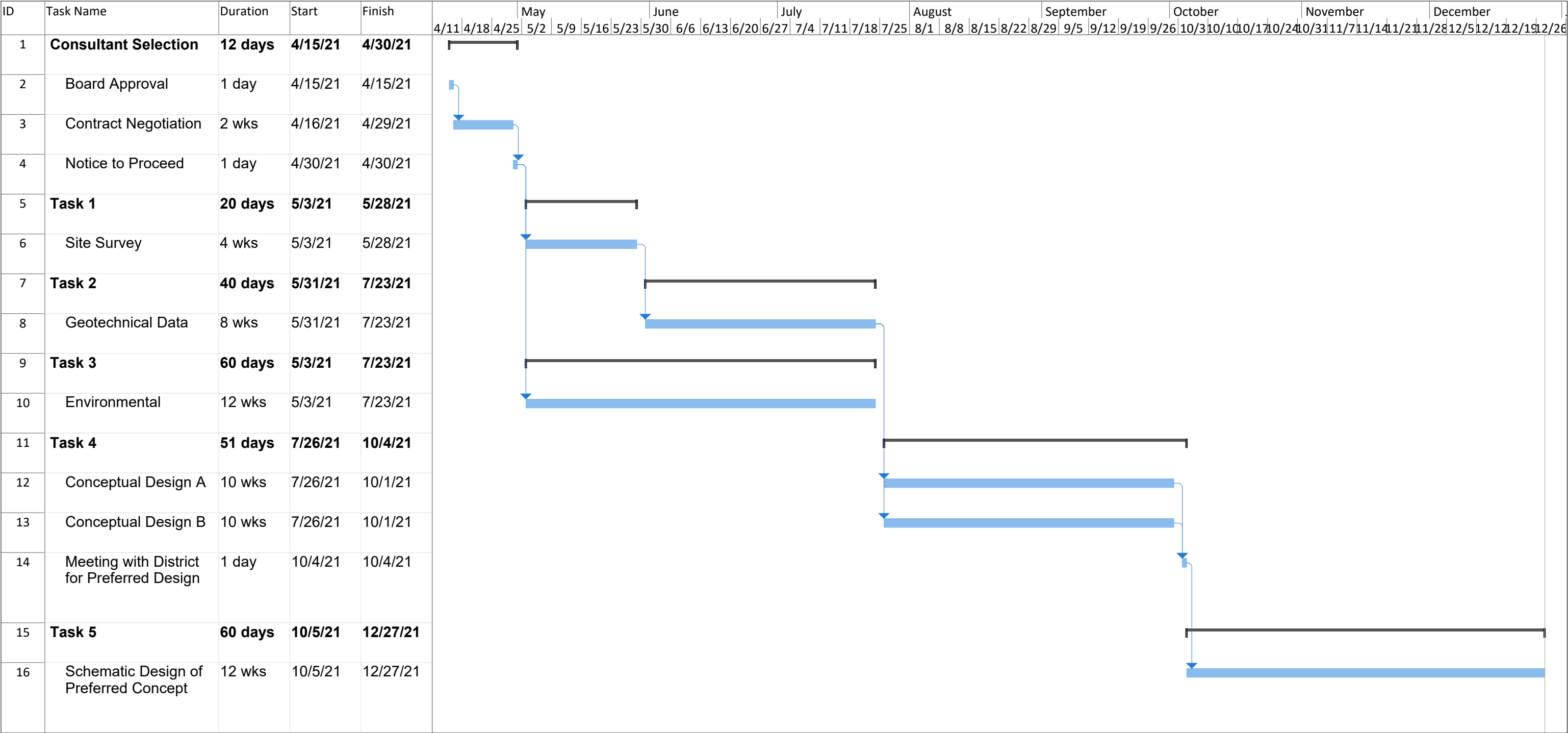
Reimbursable Expenses									
1	Plotting and Delivery								\$50
2	Mileage					50	0.56		\$28
3	Subconsultants (x 1.10)	Ifland	Surveying			\$30,000	1.1		\$33,000
		DDA	Environmental			\$9,106	1.1		\$10,017
		PCE	Geotechnical			\$23,200	1.1		\$25,520
Subtotals:									\$68,615
Services and Expenses Subtotal:									\$162,557
Contingency (10%):									\$16,256
Total:									\$178,812

This is our estimate based on currently available information. We may redistribute compensation between phases to be consistent with the hours of services provided, but shall not exceed the total unless approved by the Client. This estimate is based on hourly rates effective through December 2021.



Addendum C

Estimated Timeline in Gantt Chart Format



Project: 21117 Lyon Complex Acc
Date: 4/6/21

Task

Split

Milestone

Summary

Project Summary

External Tasks

External Milestone

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

Deadline

Progress

Manual Progress

Page 1



Addendum D

Resumes of Key Staff



Education

Bachelor of Civil Engineering, 2000
Queensland University of Technology
Australia

Diploma of Civil Engineering,
Northern Territory University
Australia, 1996

Registration

Civil Engineer
State of California, 2005
No. 67728

LEED Accredited Professional
Green Building Cert. Institute, 2009

Qualified SWPPP Developer and
Practitioner, No. 20301, 2011

Cal OES Safety Assessment Program,
No. 78583, 2016

Basic Life Support Provider
American Heart Association, 2020

Professional Affiliations

American Public Works Association,
Monterey Bay Area Chapter
President, 2019

American Society of Civil Engineers

U.S. Green Building Council

Rodney Cahill, CE, LEED AP

Principal

Professional Qualifications

For over 20 years Rodney Cahill has provided professional civil engineering services focusing on long-term client relationships, innovative design, and responsible project management. Rodney joined MME in 2008 and became a firm owner in 2015.

Rodney helps our clients achieve their goals by providing engineering leadership in all project phases from feasibility assessment to alternatives analysis, schematic design, cost estimating, final design, specifications, permitting, bidding support, scheduling and construction management.

Mr. Cahill's background is in design and management of a diverse portfolio of projects from public works and capital improvements, to roads and intersections, roundabouts, pedestrian and bicycle trails, retaining walls, culverts, parks, bridges, harbor facilities, water tanks, pipelines, schools and universities, libraries, commercial sites, sports fields, coastal repairs, and landslide stabilizations.

Rodney's technical expertise includes site design and layout, three dimensional grading plans, road, wall and pipeline alignments and profiles, hydrologic and hydraulic modeling, drainage analysis and design, topographic surveying and preparation of contour maps, erosion control plans, and utility upgrades.

Rodney specializes in taking proactive approach to communication and a creative and practical approach to solving engineering challenges. This strategy has resulted in a strong network of client relationships and a portfolio of exciting and successful projects in our community.

**Education**

M.S. Civil Engineering, 1992
University of California
Los Angeles, CA

B.S. Civil Engineering, 1984
Old Dominion University
Norfolk, VA

Registration

Structural Engineer
State of California
No. 3549

Civil Engineer
State of California
No. 42241

Also Licensed in Arizona, Colorado,
Hawaii, Illinois, Oregon, Utah,
Washington

Cal OES Safety Assessment Program
No. 10982

Professional Affiliations

Structural Engineers Association
of Northern California

American Society of Civil Engineers

American Public Works Association

Earthquake Engineering Research
Institute

Dale Hendsbee, SE, LEED AP

Principal

Professional Qualifications

Mr. Hendsbee has over 30 years of structural engineering experience and has been with MME since 1996, and became an owner in 2015. His primary expertise is the structural design of municipal, educational, institutional, commercial, industrial buildings and specialty structures; the evaluation, retrofit and rehabilitation of existing structures; the seismic design and retrofit of essential facilities; evaluation, renovation and upgrade of historic structures; bridges, coastal structures; and, retaining walls. His responsibilities include structural review, peer review, quality control, reports, analysis, design and detailing, production of construction drawings, specification writing, and project management.

Mr. Hendsbee's experience in structural engineering of bridges has typically involved design of new bridges, the rehabilitation of existing bridges as well as the design of appurtenant facilities such as retaining walls, culverts, and railings. These bridges have been constructed of both steel and concrete, including prestressed concrete. The superstructures have been supported on several different types of foundations, including conventional reinforced concrete spread footings, drilled piers and driven pile foundations. He has also performed the seismic analysis and capacity analysis of existing bridges in accordance with Caltrans and FHWA standards and criteria.

Many of these projects have included DSA (Division of State Architect) permit shepherding and coordination. Mr. Hendsbee has completed the "Structural Plan Review" program through the DSA Academy in Sacramento and acted as Structural Engineer of Record and Engineer in Responsible Charge for many projects.

**Education**

M.S. Civil Engineering, 1995
San José State University

Registration

Structural Engineer
State of California
No. 5991

Civil Engineer
State of California
No. 63994

Robert Riley, SE

Engineer V

Professional Qualifications

Mr. Riley has over 20 years of structural engineering experience, and over 10 years of construction and construction management experience. He has been with MME since 2000. His primary expertise is the structural design of municipal, educational, institutional, commercial, industrial buildings and specialty structures; the evaluation, retrofit and rehabilitation of existing structures; the seismic design and retrofit of essential facilities; evaluation, renovation and upgrade of historic structures, commercial tenant improvements, and retaining walls. His responsibilities include project management, structural design and detailing, production of construction drawings, specification writing, site inspections, construction administration, and preparation of written reports. He is proficient in the design of steel, concrete, light gauge steel, masonry, aluminum, and wood structures.

Mr. Riley has worked internationally in Gabon, Uganda, Sri Lanka, Indonesia, Haiti, and the Philippines primarily providing structural design and construction management of schools, hospitals, and houses. These projects typically were related to an international response to a natural disaster in the country. Projects included temporary construction immediately after the disaster, rehabilitation of existing buildings, and the construction of new buildings. Structural design utilized confined masonry techniques, reinforced concrete, light gauge steel trusses, and wood framing. Construction means and methods utilized local knowledge and techniques, in order to best use local workers.

**Education**

B.S. Environmental Resources
Engineering, 1995
Humboldt State University

Registration

Civil Engineer
State of California
No. 64009

Professional Affiliations

Structural Engineers Association of
Northern California

American Society of Civil Engineers

Phil Doody, PE

Engineer IV

Professional Qualifications

Mr. Doody has more than 20 years of civil and structural engineering experience with an emphasis on municipal and commercial buildings, industrial facilities, bridge design, earth retaining structures, landslide repair, custom residences, and seawall structures. He has been a valuable member of the team since 2001.

His engineering knowledge includes all major building types including concrete and steel frame, masonry and concrete tilt-up buildings as well as light and heavy timber construction. Included in his experience are the designs of many varied structures using structural analysis software, production of construction drawings, specification writing, preparation of written reports and construction cost estimates, permitting, construction administration and code compliance analysis.

Mr. Doody also has experience with the preparation of site improvement plans, grading plans, and erosion control plans, hydraulic analysis and design of storm water collection systems.

Mr. Doody is adept at the use of AutoCAD and various structural engineering design software packages such as RISA, ETABS, SAP, Enercalc, TEDDS and PCA column to speed up the design process and produce optimal structural design drawings.

Phil's creative abilities are legendary around the office and his ability to efficiently and effectively render designs on paper have been instrumental in helping our clients visualize our design intent and in gaining regulatory approvals of several projects.

**Education**

B.S. Civil Engineering, 2008
California Polytechnic State University,
San Luis Obispo

Registration

Civil Engineer
State of California
No. 79596

Professional Affiliations

American Society of Civil Engineers
Structural Engineers Association of
Northern California

Garrett Roffe, PE

Engineer III

Professional Qualifications

Mr. Roffe has over nine years of structural engineering experience and has been with MME since 2011. He has worked on a variety of projects including commercial, educational, residential, and municipal facilities in various locations across the United States.

He is well versed in mechanics of materials and applying sound engineering principles to analysis. The use of steel, concrete, wood, and masonry materials, along with computer modeling techniques allows his designs to meet current code standards.

Mr. Roffe is experienced in the analysis, design and development of construction documents including engineering calculations, drawings and technical specifications.

Mr. Roffe is experienced in construction administration for a variety of projects. Garrett performs field observations, documenting working conditions, preparing field reports, site observation logs, and progress reports, reviewing shop drawings for conformance with the construction documents and, responding to RFI's and change orders with exemplary attention to detail. His design skills have proved useful during construction as Garrett is able to correctly interpret the construction documents and guide owners and contractors so the as-built construction conforms to the original design intent.

He regularly utilizes structural analysis software such as TEDDS, RISA, Enercalc, PCA column and other specialized programs; and is proficient at producing design drawings using AutoCAD software.

Garrett has also been intimately involved in the design of solar support structures for building roof, parking canopy and ground mounted PV systems.

**Education**

University of Southern California
Los Angeles, CA

Registration

Civil Engineer
State of California
No. 88817

Professional Affiliations

American Society of Civil Engineers

Other Languages

Fluent in Spanish

Edgar Díaz, PE

Engineer III

Professional Qualifications

Mr. Diaz came to MME in 2016 after practicing structural engineering in and around the Los Angeles area since 2001. His project experience ranges from new/existing residential, commercial, seawall, retaining wall, foundation underpinning, shoring, static/digital billboard sign and amusement park structure design.

He has technical knowledge of software programs such as AutoCAD, Risa 3D, Enercalc, Tedds, spColumn, Microsoft Office and Photoshop.

Aside from engineering design, prior work experience also includes work in construction as a residential carpenter. This hands-on work has helped him see construction projects from the builder's point of view and better understand the challenges faced when turning conceptual drawings into reality.

Edgar's combination of experience and knowledge of the industry helps him handle the unavoidable issues that arise not only during the design phase but also in time of construction. His willingness to do whatever it takes to find effective solutions make him an asset to our company. Building and maintaining strong relationships with clients is a goal he has come to treasure and live by.

**Education**

B.S. Civil Engineering, 2016
Norwich University
Northfield, Vermont

Certifications

Engineer in Training (EIT), 2016
State of Vermont
No. 017.0118701

Professional Affiliations

American Public Works Association,
Monterey Bay Area Chapter

Awards

2018 Young Professional of the Year,
American Public Works Association,
Monterey Bay Chapter

Angela Hershberger, EIT

Engineer III

Professional Qualifications

Ms. Hershberger joined MME when she graduated with an accredited degree from Norwich University in 2016. Since she started, Angela has collaborated with colleagues and consultants to resolve engineering problems with resourceful solutions. Making long-lasting cooperative relationships with agencies and other designers is one of her most exceptional skills. Angela enjoys the challenge of problem solving in her work, and is most enthusiastic to support and improve local communities.

Angela has gained valued experience with plan drafting, including grading, drainage, and erosion control plans. Angela's design experience includes underground utilities, site grading, ADA accessible routes, slope stabilization and storm water collection systems. Included in her abilities are proficient technical writing skills that allow for detailed and comprehensive engineering reports.

Angela is in the process of acquiring her Engineering License in California, having passed both the FE exam and the national exam with a concentration in Water Resources.

The following is a list of highlighted projects from Angela's design portfolio:

- City of Scotts Valley –
Scotts Valley Dr. / Mt. Hermon Rd. Intersection Improvements
- City of Redwood City –
Magical Bridge Accessible Playground
- CSU Monterey Bay –
Inter-Garrison and 8th Ave Roundabout
- Santa Cruz Museum of Art and History –
Abbott Square Courtyard
- Central Water District –
Valencia Road Water Main Replacement

**Education**

B.S. Environmental Resources
Engineering, 2018
Humboldt State University

Certifications

Engineer in Training (EIT), 2019
State of California

Professional Affiliations

Engineers without Borders
American Society of Civil Engineers

Jeremy Potter, EIT

Engineer II

Professional Qualifications

Jeremy joined MME in 2018 after receiving his Engineering degree from Humboldt State University. While there, his primary technical focus was watershed hydrology, storm drainage, and water distribution.

He has practical experience with hydrologic and hydraulic modeling using a variety of software including EPANet, HEC-RAS, StormCAD, win-TR-55, and HydroCAD. Other software proficiencies include AutoCAD Civil 3D specifically working with 3D surfaces and grading, site plans, details, and profiles.

Jeremy has extensive experience in the construction and industrial field as a construction/iron worker, welder, plumber, stationary engineer and other trades that are advantageous to his insight in planning and design. This considerable hands-on experience enables him to conceptualize the application of design and mitigate potential problems before construction.

**Education**

M.S. Civil Engineering, 2020
University of Texas at Austin
Austin, TX

B.S. Civil Engineering, 2019
California Polytechnic State University
San Luis Obispo, CA

Certifications

Engineer in Training (EIT) 2019
State of California
No. 167970

Professional Affiliations

American Society of Civil Engineers
American Concrete Institute

John Ross, EIT

Engineer I

Professional Qualifications

John joined MME in 2021 after graduating from the University of Texas at Austin with his Master's degree in Civil Engineering. The technical focus of his master's degree was at the intersection of structural engineering and green building materials. Prior to his graduate education, John received his Bachelor's degree from Cal Poly San Luis Obispo, focusing in structural engineering.

During recent internships, including a summer with MME, John developed skills in drafting, production of calculation packages, and performing detailed analyses of structures. He gained valuable experience working part-time during graduate school, managing construction administration on large projects, performing on-site field observations, and resolving issues with the general contractors. This involved thorough documentation, efficient focus resourcing, and resolution of multi-disciplinary construction issues. He also performed structural analysis and design of high-rise buildings, including foundation design and the development of automation tools to more efficiently utilize time. This denotes John's experience on the design side of projects, allowing him to efficiently communicate with stakeholders to apply innovative design methodologies to unique projects.