

PROPOSAL FOR PROJECT MANAGEMENT SERVICES FOR CITY OF LIVINGSTON REC-PLEX

CITY OF LIVINGSTON | APRIL 2022

WALL OF RECOGNITION

FITNESS TEAM
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BLANCHER HALL OF HISTORY
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MARK GALLO HEALTH + FITNESS CENTER
MODESTO, CA

April 25, 2022

City of Livingston
Attn: Vanessa Portillo

Dear Ms. Portillo,

DAHLIN actively looks for opportunities to partner with clients to create healthy communities that celebrate diverse lifestyles and the natural environment, and we believe the City of Livingston Rec-Plex project is such an opportunity. Our experience in the project management and design of community and recreational facilities that are on-budget and on-time for public agencies positions us to become an effective extension of your team and ensure project success. Our work on aquatic and recreational facilities for private clients further sets us apart and enhances our expertise to advise you and steward your interests. The cross-pollination between public and private keeps us on the leading edge of health and wellness trends and how to monetize facility elements to help off-set operational costs while also ensuring you can offer use fees that are attainable for your community.

Myself, Project Manager Gregor Markel, and Project Manager Jun Ke have extensive experience working together on public community and recreational facilities. DAHLIN does not rotate staff, which means the team we've assembled is the team you can count from day one to opening day and beyond. We have also assigned a dedicated Project Coordinator, whose role it is to provide administrative support to your project management team. This includes taking detailed meeting minutes and updating action logs, the budget, the schedule, and all other project management documentation and tools we use to keep your project on track and everyone on the same page. Structuring the team in this way ensures that the principal-in-charge, project manager, and project architect can maximize their time spent working with the City staff, the design team to be selected, and your community and stakeholders.

DAHLIN has completed projects for over 45 public agencies throughout the state of California. We understand what it takes to ensure project success from start to finish, within the constraints of public project budgets and timelines, as well as the importance of collaboration, responsiveness, and availability. As an architecture firm, our project management approach is rooted in expert technical knowledge and experience in designing operationally efficient, aesthetically pleasing facilities that are enduring. Thank you for considering us for this opportunity. Please contact me if you have any questions. Our team would be delighted to continue the conversation.

Regards,



Stephanie Fujimura | stephanie.fujimura@dahlingroup.com



MOUNTAIN VIEW COMMUNITY CENTER
MOUNTAIN VIEW, CA

Proposal for Project Management Services for **City of Livingston Rec-Plex**

CITY OF LIVINGSTON | APRIL 2022

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FIRM BACKGROUND + OVERVIEW

FIRM OVERVIEW

Passion for Place® is evident in all we do. Since 1976, we have been committed to excellence in design – best demonstrated through our long-term client relationships and by our award-winning, financially successful, and sustainable design solutions. From five locations in California, and locations in Bellevue, Washington and Salt Lake City, Utah, we provide these services throughout the United States.

DAHLIN has a diverse portfolio that includes a wide variety of municipal projects from recreation and aquatic facilities to administration offices for new construction and renovation. Our services include building analysis, programming, site analysis, feasibility studies, and design. DAHLIN works closely with municipal staff, leaders, owners, operators and managers to ensure that public facilities meet current and future needs, are sustainable, and contextually appropriate.

Throughout the course of the entire project—from programming, design, bid, construction, and past opening day—DAHLIN will combine access to our staff with our expert technical knowledge to become your trusted advisor and preferred consultant for project management services.

Complementing the breadth and depth of DAHLIN's municipal portfolio is our portfolio of commercial projects. These projects share the need to minimize the impact on daily operations and to maximize operational efficiencies to meet the goals of our clients and their projects. The cross-pollination between our public and private work better equips us to develop a detailed understanding of client needs, ensuring positive project outcomes. We understand where the cost benefit is and provide it for our clients, whether it is in the basic program and facility layout or cost-effective construction detailing. Our goal is to make the perceived value significantly more than the actual cost. And we know the difference.

45+

Number of public agencies we have successfully worked with on multiple projects, small and large.

300+

Number of projects in California including civic, institutional, commercial, planning and residential.

40+

Over 40 years of design and planning experience across public and private sectors, with an extensive portfolio of public and community facilities.



PROJECT UNDERSTANDING

PROJECT UNDERSTANDING

DAHLIN's experience with project management and design of aquatic and recreational facilities that are on-budget and on-time for both public agencies and private developers, positions us to become an effective extension of your team and ensure project success.

We have reviewed the feasibility study and conceptual site plan and building layout provided within the context of the \$20M budget and our experience with similar projects to identify key priorities and challenges.

KEY PRIORITIES AND CHALLENGES

1. Budget and Program Reconciliation

We anticipate cost management to be one of the key challenges.

2. Maximizing Return on Your Investment

A facility you cannot afford to operate, is not a successful project.

3. Managing Expectations and Consensus Building

Because the development of a new aquatics and recreation center takes many years to complete, managing the expectations of staff, the design team, community, and other stakeholders is key to building consensus and enthusiasm for the project.

4. Value Management

Value Management is ensuring we are making decisions that will place emphasis on high impact facility elements to deliver the “biggest bang for your buck”.

PROJECT UNDERSTANDING

1. Budget and Program Reconciliation

We anticipate cost management to be one of the key challenges.

We understand that the City anticipates a \$7.3M project budget inclusive of an estimated \$1.9M land acquisition cost and \$4.1M construction budget per the initial documentation provided.

With the current market conditions, we believe that this \$4.1M budget will be a challenge.

One of the first things we will do as your Project Management Team is reconcile the given program elements with a current cost model. We want to ensure that the City's expectations align with a current cost environment. DAHLIN will work with the City and the design team, assessing design options for how well they to meet your current needs and near-term priorities with inherent flexibility to adapt to community and market changes and fulfill your long-term vision over time.

2. Maximizing Return on Your Investment

A facility you cannot afford to operate, is not a successful project.

Because usage fees for public facilities must be balanced against the goal of providing community services attainable to a broad income demographic, we address both the revenue and cost variables of the following equation:

$$\text{Revenue} - \text{Overhead costs} = \text{Profit}$$

Revenue generation considerations:

- Ensure multiple programs can function simultaneously.
- Rentable multipurpose spaces designed to accommodate a range of programs, such as classes that can operate outside of the aquatic components hours.

The largest overhead costs in any recreation facility are staffing and utilities. Cost minimizing considerations:

- Centralized entry and administration/reception areas only require a minimal number of staff to monitor patron entry and exit, provide customer service, and coordinate with staff in the administrative offices.

We will keep these types of considerations in mind as we review the existing conceptual plan and iterations by the selected design team. We will work with City and Facility staff to understand preferred operational processes and goals in order to represent your interests in our communications with the selected design team and our oversight of their work.

3. Managing Expectations and Consensus Building

Because the development of a new aquatics and recreation center takes many years to complete, managing the expectations of staff, the design team, community, and other stakeholders is key to building consensus and enthusiasm for the project.

DAHLLIN utilizes weekly meetings, clear agendas and updates pertaining to scope, schedule, process and budget to keep the design team in alignment with the interests of the City. We have extensive experience building consensus amongst diverse stakeholder groups with drastically opposed priorities and opinions during presentations and public forums, managing their expectations while communicating a consistent image and message within the community.

4. Value Management

Value Management is ensuring we are making decisions that will place emphasis on high impact facility elements to deliver the “biggest bang for your buck”.

By working with the City to make value driven decisions, we ensure we are pushing forward the primary elements of the project that will provide you with the best project outcomes. Consideration of construction costs and lifetime costs are critical to understand the true cost of competing options. Each will have its pros and cons, and will have an different impact on the initial, and overall operational cost of the project. Being able to identify these and assist the City in assessing them will provide the project with the greatest value.



EXPERIENCE AND QUALIFICATIONS

EXPERIENCE AND QUALIFICATIONS

The delivery of each project on-budget and on-schedule while maintaining design quality is DAHLIN's primary goal for every client. Rooted in our deep planning and architectural expertise, DAHLIN's project managers proactively lead, challenge, motivate and direct teams to generate superb results that save money and time, mitigate risk, and achieve its clients' delivery goals.

As industry leaders, DAHLIN regularly teams with leading aquatic design, landscape architecture and cost estimating firms to share their expertise at educational sessions at California Parks and Recreation Society over the last decade – a recent session discussed best practices for aquatic facilities on limited budgets.

PROJECT MANAGEMENT APPROACH

Your DAHLIN PM is dedicated to ensuring excellent project management throughout the duration of the project. The PM and team on the project on Day 1 will be the same through design and construction. Understanding the importance of organization and documentation, we will also have a dedicated Project Coordinator assigned to your project for the duration as well.

SCHEDULE - From the first day, DAHLIN will work with you to establish a detailed schedule that meets the City's goals, and will manage the City and the selected design team to that schedule, tracking critical paths and milestones.

COST MANAGEMENT - It is important to understand that cost is not a static number; it is a process directly linked to the design and needs to be evaluated simultaneously

at every step. DAHLIN will work with the selected design team to assess those decisions and advise the City. Every decision will be a value choice, and costs will be an integral part of that decision.

DAHLIN will ensure a realistic cost model is established at the beginning of the project, not only for construction, but also for long-term maintenance and operations of the facility.

Reliable cost estimates are an essential component to staying within budget. For this reason, we are teaming with Cumming, a leader in cost management within the civic sector. Their program specific local market studies and experience will help us ensure that the design cost estimates provided by the selected design team are aligned with current market conditions.

DAHLIN will continuously monitor the cost plan through-out all design phases ensuring that issues are identified quickly and solutions submitted in a timely manner to reduce costly redesign time and preserve project scope and timeline.

QUALITY - We will focus our reviews and analysis of layouts and designs proposed by the selected design team on:

- Ensuring proposed designs are responsive to the City's priorities.
- Maximization of revenue generation opportunities.
- Planning for future flexibility.
- Safety, security and access that are established to work with the City's proposed staffing plan.
- Proper access and sizing of spaces.

EXPERIENCE AND QUALIFICATIONS

Applying our extensive design experience, we will push the selected design team to think outside the box to provide the City with creative solutions that accommodate both need and budget.

Design Documentation is the ideal time to mitigate design conflicts prior to bid. Throughout the process, DAHLIN will assess the Construction Documents for clarity, integration of plans and specifications, constructability of details and absence of ambiguities, specifically addressing issues such as:

- Site access, restrictions, staging areas, availability of utilities for construction, and safety plans for pedestrian and vehicular traffic for ongoing operations.
- Coordination within and between disciplines relative to the plans and specifications.

COMMUNICATION - DAHLIN will act as Project Command Central, from arranging meetings, to setting and documenting priorities and resolving issues, including working closely with all consultants to ensure each is performing according to the expectations of the City and meeting the terms of the contract.

We will be the primary spokesperson to the City boards and councils at public hearings. We will lead, coordinate and document all project presentations with City Staff, Council and Stakeholder Groups.

DAHLIN will also work with the City's Public Information Staff to create a platform to ensure the Community is

updated on the progress, keeping the Public both engaged and excited!

Weekly meetings with the Design Team and the City ensure that concerns are brought to light early in the process and addressed quickly. We will lead all meetings, preparing the agendas, and documenting and providing meeting minutes to prevent misunderstandings.

We will use the following management tools to facilitate and streamline the process: Departmental Sign-offs, Programming and Priorities Logs for each internal agency team, Action Logs with running list of concerns and all decisions made – saving the team from re-visiting previously resolved issues.

We will convey Design Team questions and concerns to the appropriate City Staff, providing the team with a solution in a timely manner. Conversely, we will convey City requests, processes, or notifications that could impact the timeline or scope to the Design Team.

BUILDING CODE AND REGULATORY COMPLIANCE

We are experienced in performing code analysis to assure that designs meet applicable Federal, State, and Local codes. DAHLIN's experience with a wide variety of project types, code conditions, and challenges ensure that we have a thorough understanding of the project requirements, and how to apply them to your project.

COST CONTROL AND BUDGETING METHODOLOGY

It is important to understand that cost is not a static number; it is a process directly linked to the design and needs to be evaluated simultaneously with it. Every decision we make will be a value choice and costs will be an integral part of that decision. We will establish a realistic cost model at the beginning of the project, not only for construction, but also for related furniture, fixtures, and equipment to complete your recreation and aquatic project. We will work with the City to establish a complete cost model to track costs and decisions, whether they are design related or not.

As we move through the project phases, our team will ensure that the cost model continues to reflect changes made, ensuring that cost is a part of each step of the process. We will discuss the cost-benefit for different programs and facilities to ensure that the City is putting funding where it is most beneficial.

No matter how well you plan, the market climate, local fires, and natural disasters can cause unexpected increases in construction costs. Our Cost Management Consultant, Cumming, keeps a finger on the pulse of the construction world, quickly alerting us. If costs come in high, we work with City staff to recommend elements to modify without compromising functionality.

AQUATIC & RECREATION CENTER - PROJECT MANAGER

YUCCA VALLEY, CALIFORNIA
TOWN OF YUCCA VALLEY

Use/Type: Municipal Recreation Center; Aquatics

Building: 37,000 sf

DAHLIN is the Project Manager for the Town of Yucca Valley for their new Aquatic and Recreation Center. The 37,000 SF facility will include a natatorium, gymnasium, locker rooms, offices and multi-purpose rooms. DAHLIN is leading the town with project management from project initiation through the day 1 opening: site selection, programming, RFP preparation, RFP submission review & interviews, design overview, cost control, scheduling and construction oversight. After working with the Town team to verify the program goals, DAHLIN has prepared the “right-sized” program areas to meet the Town’s needs and budget. We have also put together a conceptual design to convey the intent of the program adjacencies to the selected design team.

RECOMMENDED OPTION #1

FACILITY MASTER PLAN

POOL : 5,600 SF
NATATORIUM : 12,300 SF
GYMNASIUM : 9,250 SF



EXECUTIVE SUMMARY			
DESCRIPTION	Phase 1	Phase 2	TOTAL
A. Permits and Fees	\$ 465,460	\$ 63,540	\$ 529,000
B. General Construction	\$ 13,846,398	\$ 6,314,640	\$ 20,161,038
C. FF&E / O&M	\$ 1,220,428	\$ 398,772	\$ 1,619,200
D. Design and Engineering	\$ 825,714	\$ 400,991	\$ 1,226,705
E. Project Management	\$ 657,624	\$ 282,200	\$ 939,824
F. Owner General Requirements	\$ 163,220	\$ 65,041	\$ 228,261
G. Legal Fees	\$ -	\$ -	\$ -
H. Contingency (15% construction / 10% other)	\$ 2,714,328	\$ 1,366,157	\$ 4,080,485
TOTAL DEVELOPMENT COST	\$ 21,919,898	\$ 8,779,861	\$ 30,699,759



CURRENT PROJECT PROGRESS / DECISION MAKING

Site Selection

NORTH SITE PROS

- Synergy of location with the existing Community amenities and fields.
- Available parking and secondary lot for staff
- Minimal Site Grading Cost
- Low flooding risk
- No Impact to the Boys & Girls Club Existing Building



- EXISTING PARKING LOT
- ADJUT AS NEEDED
- EXISTING RECREATION FIELD
- PARKING LOT
- EXISTING REHEED HOOD CRACK
- NATATORIUM
- ENTRY
- LOCKER ROOMS
- 3RD FLOOR REHEED RADIANT
- LOCATION APPROXIMATE
- GYMNASIUM
- EXISTING PARKING (CONNECT TO MAIN AVE. PARKING)
- ADDITIONAL RECREATION AREA
- PUBLIC COLLEGE



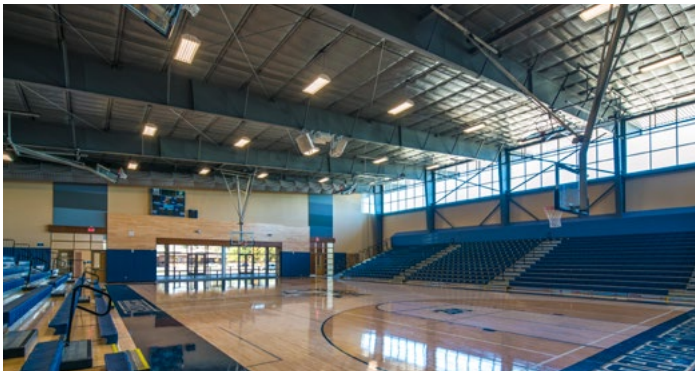


MARK GALLO FITNESS CENTER

MODESTO, CALIFORNIA/USA
CENTRAL CATHOLIC HIGH SCHOOL

Site: 4 acres

Building: 28,500 sqft



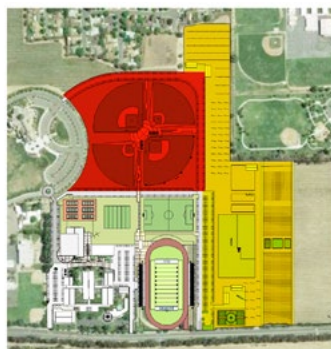
The Mark Gallo Fitness Center represents the first phase in an architectural focal point of DAHLIN's master plan for the Central Catholic High School. The building seamlessly integrates a gym, locker rooms, a fitness center, commercial kitchen, and classrooms with specially designed spaces that programmatically flow together reflecting their commitment to the wellbeing of their students.



A commercial grade kitchen meets multiple programmatic needs, including providing daily food service for the students, concessions for sport events, and use in the hospitality industry curriculum. The spacious entry lobby connects to the gym via a wooden archway and glass pocket doors that fold completely into the walls. This ability for the school to combine the two spaces into a larger, connecting space maximizes usage for many purposes, functioning as the main gathering place for the local community in addition to the school.



PHASE I



MASTER PLAN

DAHLIN worked closely with the school and its key stakeholders to identify overall needs and desires as well as the prioritization of goals for the most effective and efficient stewardship of the CCHS budget.

MOUNTAIN VIEW COMMUNITY CENTER

MOUNTAIN VIEW, CALIFORNIA, USA
CITY OF MOUNTAIN VIEW

Site: 4 acres

Building: (E): 14,000 sqft at grade, 6,000 sqft basement; (N): 21,000 sqft at grade, 6,000 sqft basement

Constructed in 1963, the facility no longer met the City's needs. At 7,000 sq ft larger, the renovated community center is more energy and water efficient and provides better access to the facilities and use of the site. The event room's North-facing curtain window walls take full advantage of the neighboring park. Skylights added over the main entry and a raised pyramid ceiling skylight in the Administration area distribute natural light throughout. A new signalized intersection controlled entry/exit access and the addition of a dedicated event drop-off circle improves overall site circulation.



LEED GOLD CERTIFIED
2019 CPRS AWARD OF EXCELLENCE,
FACILITY DESIGN



PLEASANT HILL COMMUNITY CENTER

PLEASANT HILL, CALIFORNIA/USA
PLEASANT HILL RECREATION & PARK DISTRICT

Site: 2.3 acres

Building: 21,990 sqft center

Designed as the beacon of the park, visibility and transparency were key design themes of Pleasant Hill's new community center. Architectural cues taken from the locale's agrarian heritage, blend traditional gables with crisp detailing and contemporary use of materials. The new facility replaces a 50-year-old structure with flexible spaces including multipurpose rooms, a banquet hall and preschool.



2014 CPRS AWARD,
EXCELLENCE IN DESIGN - FACILITY DESIGN
2014 CPRS D3 AWARD,
OUTSTANDING FACILITY
2012 GOLD NUGGET MERIT AWARD,
PUBLICLY FUNDED SPECIAL USE FACILITY



OAK PARK COMMUNITY CENTER

SACRAMENTO, CALIFORNIA/USA
CITY OF SACRAMENTO

Use/Type: Institutional + Municipal

Site: 2 acres

Building: 10,514 sqft center

Oak Park Community Center is a recreation and performance venue for a lower-income neighborhood in south Sacramento. The building program is a multipurpose room for neighborhood events, basketball court, volleyball and a performance stage.

“The building is striking. The overall architectural concept, design, and execution are just flawless and enhance the existing complex. The execution was right on the money. The building is extremely elegant and has boosted the neighborhood. Directly and indirectly, this has had a positive impact on the community. Plus, it’s LEED Gold. An amazing job!”

Yadi Kavakebi, City of Sacramento



SAN LORENZO COMMUNITY CENTER

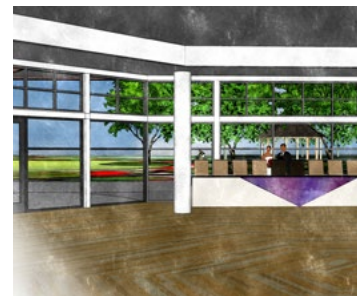
SAN LORENZO, CALIFORNIA, USA
HAYWARD AREA RECREATION & PARK DISTRICT

Site: 31-acre park

Building: 8,236 sqft

The San Lorenzo Community Center is a unique 1960's building with a particular charm that is rarely seen in more contemporary structures. While full of character, the existing Center is no longer able to properly support the Community and is limiting the District's ability to expand its services.

Working with HARD staff and the Community, DAHLIN completed 3 Schematic Designs of different scales, suiting different budgets along with a Feasibility to Study to help the District determine the most appropriate sized facility for their needs. The renovation will provide the District with additional programming opportunities and incorporate modernization that allows for future growth. Once a preferred scope is selected, DAHLIN will complete Planning and Entitlements, Design Development, Construction Documents, assist in the Public Bid Process and provide Construction Administration Services.



STEPHANIE FUJIMURA LEED AP

Principal - Senior Architect

As a leader of DAHLIN’s municipal team, Stephanie has an extensive portfolio of municipal work. She is responsible for client and consultant coordination. Her hands on knowledge in all project phases from planning to schematic design, construction documents to construction, and interior design contributes to her proven track record of helping municipalities achieve their project goals. In addition to her public work, Stephanie Fujimura has experience in the private sector, including commercial, retail and office projects, both domestically and internationally. By developing efficient, cost-effective and sustainable solutions through using the latest technological platforms, she ensures the best building tailored to fit the clients’ needs. Her experience harnessing BIM and REVIT ensures architectural design is translated into the final product and better outcomes through collaboration with consultants from project inception to opening day.



EDUCATION

MASTERS, ARCHITECTURE
UNIVERSITY OF OREGON, EUGENE

REGISTRATIONS

LICENSED ARCHITECT IN CA
LEED ACCREDITED PROFESSIONAL

INSTITUTIONAL + MUNICIPAL

Emerald Glen Recreation & Aquatic Complex

Dublin, California, USA
City of Dublin

Pleasant Hill Community Center

Pleasant Hill, California, USA
Pleasant Hill Rec & Park District

San Lorenzo Community Center

San Lorenzo, California, USA
Hayward Area Rec & Park District

Washington Community Swim

Sunnyvale, California, USA
City of Sunnyvale

HOSPITALITY + FITNESS

Renaissance Clubsport Aliso Viejo

Aliso Viejo, California, USA
Leisure Sports, Inc

Mark Gallo Health & Fitness Ctr.

Modesto, California, USA
Central Catholic High School

Moraga Country Club

Moraga, California, USA
Moraga Country Club HOA

Clubsport Pleasanton (Remodel)

Pleasanton, California, USA
Leisure Sports, Inc

RETAIL + COMMERCIAL + OFFICE

The Promenade At Dublin Ranch

Dublin, California, USA
Charter Properties

Milpitas Childcare Center

Milpitas, California, USA
City of Milpitas

Plaza at Dale

Modesto, California, USA
City of Modesto



GREGOR MARKEL AIA, LEED AP

Senior Principal

With over 30 years of professional experience, Gregor has perfected his craft working with clients and contractors to help shape places we live, work, shop, recreate, care, protect and worship. His diverse background of architectural experience allows him to lead project teams undertaking a wide variety of types and styles of architectural projects. Gregor has been a leader in the implementation of technology throughout his career, leading multiple firms in the development and implementation of CAD technologies for architectural production, to assisting in the implementation of BIM to better integrate project disciplines within the architectural envelope from concept design all the way through construction.



EDUCATION

BA + BS, ARCHITECTURE,
WASHINGTON STATE UNIVERSITY

REGISTRATIONS

LICENSED ARCHITECT IN CA, CO, NV, TX,
WA LEED ACCREDITED PROFESSIONAL

AFFILIATIONS

AMERICAN INSTITUTE OF ARCHITECTS
(AIA)

INSTITUTIONAL + MUNICIPAL

Emerald Glen Recreation & Aquatic Center

Dublin, California, USA
City of Dublin

Pleasant Hill Community Center

Pleasant Hill, California, USA
Pleasant Hill Rec & Park District

Shannon Community Center

Dublin, California, USA
City of Dublin

Skywest Clubhouse

Hayward, California, USA
Hayward Area Recreation Dept.

RECREATIONAL FACILITIES

Moraga Country Club

Moraga, California, USA
Moraga Country Club HOA

Rossmoor Event Center

Walnut Creek, California, USA
Golden Rain Foundation

Lone Tree Golf and Events Center

Antioch, California, USA
City of Antioch

Oakwood Athletic Club

Lafayette, California, Usa
Dennis Garrison

HOSPITALITY + FITNESS

Renaissance Clubsport Aliso Viejo

Aliso Viejo, California, USA
Leisure Sports, Inc

Mark Gallo Health & Fitness Ctr.

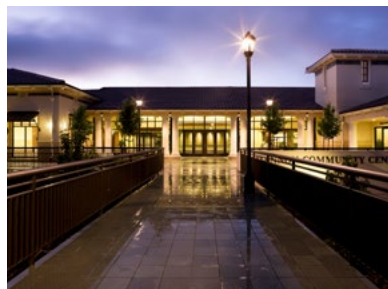
Modesto, California, USA
Central Catholic High School

ClubSport Pleasanton

Pleasanton, California, USA
Leisure Sports Inc.

Specialty's Cafe and Bakery

Various Locations
Specialty's Cafe and Bakery



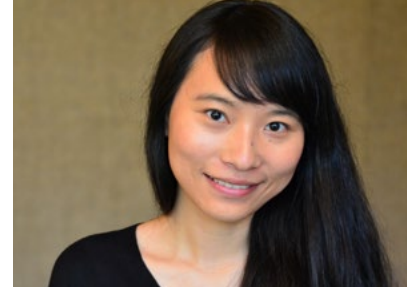
JUN KE AIA, LEED® AP BD+C

Associate / Architect

Jun is a creative designer and architect with experience working on projects both locally and internationally. She specializes in designing and executing contemporary retail, commercial and hospitality/fitness projects, as well as offices and mixed-used developments.

Jun's comprehensive knowledge of all project phases from conceptual design to schematic design, construction document, and construction administration allows her to successfully deliver projects with a balance of customized innovative design solutions and constructability.

As a licensed Architect and LEED® Accredited Professional, Jun's designs incorporate the latest sustainable technologies and practices. With a passion for design innovation and visualization, she is also well versed in implementing BIM & Revit design technology.



EDUCATION

MASTER OF ARCHITECTURE
UNIVERSITY OF ILLINOIS AT URBANA-
CHAMPAIGN

BA, TIANJIN UNIVERSITY, CHINA

REGISTRATIONS + AFFILIATIONS

LICENSED ARCHITECT IN CA

AMERICAN INSTITUTE OF ARCHITECTS
(AIA)

LEED® ACCREDITED PROFESSIONAL
BD+C

INSTITUTIONAL + MUNICIPAL

Washington Community Swim

Sunnyvale, California, USA
City of Sunnyvale

San Lorenzo Community Center

San Lorenzo, California, USA
Hayward Area Rec & Park District

City of San Jose On-Call Services

San Jose, California, USA
City of San Jose

Operations & Engineering Bldg

Castro Valley, California, USA
Castro Valley Sanitary District

HOSPITALITY + FITNESS

Silvercreek Sportsplex

San Jose, California, USA
Silvercreek Sportsplex

Roundhill Country Club

Alamo, California, USA
Roundhill Country Club

Fanita Main Street

Santee, California, USA
Barratt American

Field Office F3 Studio

Portland, Oregon, USA
Leisure Sports Inc.

COMMERCIAL

Tivoli Plaza Retail & Preschool

Dublin, California, USA
Vinland Grafton Investment, LLC

Dublin Lucky's

Dublin, California, USA
Save Mart Corporation

Guojin Highrise Office Tower

Dongguan, Guangdong, China
Dongguan City Honghu Holding
Investment Co., Ltd.

Dutch Bros. & 7-Eleven

Sacramento, California, USA
Tekin Associates



ALAN CAMPBELL MRICS, NEBOSH
Managing Director - Cost Services



Alan has worked in the construction industry since 1994. He is an experienced professional who has focused his career on providing cost management consulting services. His accomplishments in the construction industry in the U.S. and UK contribute a unique proficiency and perspective to each of his project assignments. Alan has collaborated on a broad range of project types throughout his career, including civic, healthcare, transportation, education, public works, and industrial remediation. As Managing Director, Alan utilizes his vast knowledge of all aspects of the cost estimating process. He performs services which support pre-construction, construction, and post-construction phases, including but not limited to, cost planning, milestone estimating, quantity take-offs, site walks, bid reconciliation, preparation of valuations, pricing validation, and change order claim review. Alan also possesses a strong background in arbitration and dispute resolution.

EDUCATION

BACHELOR OF SCIENCE, QUANTITY SURVEYING, ABERTAY UNIVERSITY, DUNDEE, SCOTLAND, UK REGISTRATIONS

CERTIFICATIONS

CERTIFIED MEMBER, ROYAL INSTITUTION OF CHARTERED SURVEYORS, NO. 0856490, 2001

NEBOSH GENERAL CERTIFICATE, NATIONAL EXAMINATION BOARD IN OCCUPATIONAL SAFETY AND HEALTH

INSTITUTIONAL + MUNICIPAL

Edgewood High School, Aquatics Complex Redevelopment with New Pool-Buildings-Bleachers-Shade Structure
West Covina, CA

Estancia High School, New Aquatic Center
Costa Mesa, CA

Great Oaks Residential Community, New Clubhouse-Fitness Center-Swimming Pool
San Jose, CA

Miralon Residential Dev., New Clubhouse Complex w-Swimming Pool-Fitness Center-Conference Rooms
Palm Springs, CA

INSTITUTIONAL + MUNICIPAL

Orange Coast College, New Kinesiology & Athletics Complex with Two Pools/Adaptive P.E. Classrooms/Support Space
Costa Mesa, CA

Oxnard Union High School District, New High School Campus Athletic Facilities incl. Aquatics Center
Oxnard, CA

Temple City High Sch., Pool & Locker Room Bldg. Modernization, Temple City, CA

Cabrillo High School, Track & Sports Field Replacement
Long Beach, CA

INSTITUTIONAL + MUNICIPAL

Cerro Coso Community College, P.E. Complex Renovations
Ridgecrest, CA

Chapman University, Parking Conversion to Fitness Suite Options
Orange, CA

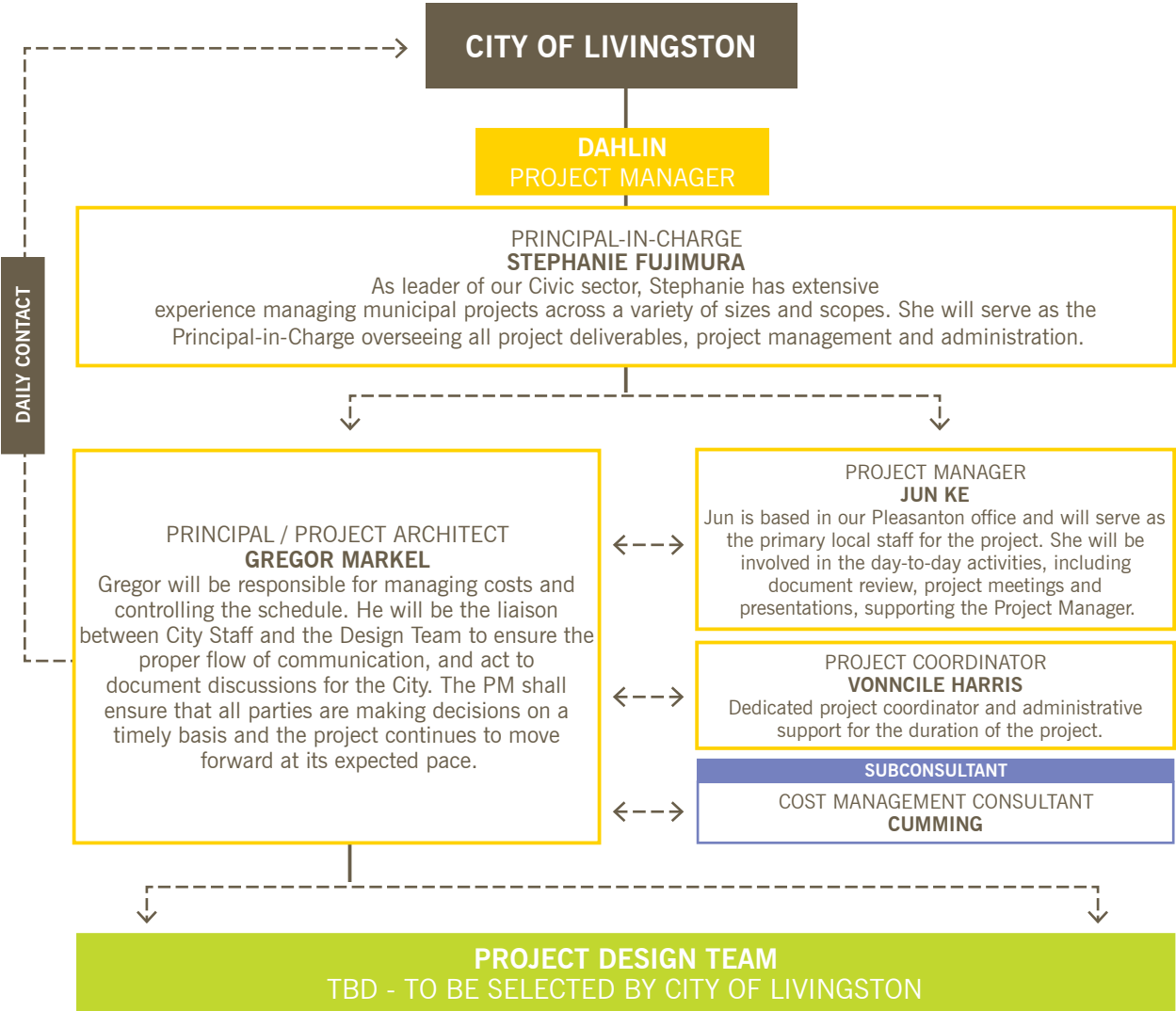
City of Fontana, New 20-Acre South Fontana Sports Park
Fontana, CA

City of Fontana, New Central City Park & Sports Facility
Fontana, CA

ORGANIZATION CHART

Our team of design professionals is key to each project’s success. This team that starts your project also finishes it. We do not rotate staff because we believe that the consistency of knowledge and experience is crucial to an iterative process and successful project, and results in an excellent working relationship with your staff.

The **Principal-in-Charge (PIC)** oversees all project deliverables, and the **Project Manager (PM)** serves as the City’s main point of contact, as well as the project team liaison between City staff, the **Design Team** and the construction team. The **Project Architect** will support the project Principals and provide an additional layer of technical expertise and oversight. In addition, the DAHLIN team includes a dedicated **Project Coordinator** who will provide documentation support for all meeting agendas, notes, checklists, updates to action log and other administrative support as needed for the duration of the project. This results in efficient and organized project tracking that benefits the entire team from project start to finish.





SCOPE OF SERVICES

SCOPE OF SERVICES

DETAILED SCOPE OF SERVICES

PRE-CONSTRUCTION PHASE

Methodology During Pre-Construction

Setting expectations upfront and early is a key to a project's success. During the pre-design and design phases, DAHLIN's team will confer with project staff to establish these expectations and specific project goals relative to project scope, project budget, project schedule, design concepts, and quality as a basis for formulating a detailed development plan for the project. We will also discuss phasing of the overall Project to meet the state Budget and other City anticipated funding sources.

Project Design Team and Consultants

DAHLIN's team can assist with the development of Requests for Proposals for Design and Documentation consulting services. We can assist in carefully and completely reviews all proposals received and coordinate interviews with the most suitable firms. The DAHLIN team can organize and facilitate all interviews with shortlisted firms. As a result of the interview process, we facilitate the final selection of the most appropriate firm for the project. DAHLIN can also assist in contract negotiations with the selected firms.

As a Design Firm ourselves, DAHLIN is in a unique position to assist in clearly evaluating proposals and shortlisted teams to ensure the City is comparing apples to apples. We are also very familiar with the different firms, their history, and their capabilities.

Staff/Facilities Coordination

DAHLIN's team will work closely with project staff and facilities group. They will carefully plan out the sequencing, safety, and logistics prior to the start of construction. The agreed upon strategy will be incorporated in the construction bid documents to ensure that the proposing contractors are aware of logistical and coordination constraints prior to submitting their bids. This will ensure that claims are minimized as they relate to site logistics and coordination efforts.

DESIGN PHASE

Design Development

As experienced Community and Recreation Facility designers, we can not only assist in managing the process, but we can provide insight and critique of the designs themselves. We understand how important it is for public aquatic centers to maximize revenue by providing the opportunities for diverse programming. DAHLIN will review designs with this as the primary goal. We will look for opportunities to allow for greater flexibility and question design decisions that seem to limit future options for the City. We will also ensure that best practices and code requirements are strictly adhered to by the Design Team.

DAHLIN will ensure that there is clear communication between the Project Team, City staff, City Leadership, and the larger Community. Conducting periodic update meetings with stakeholders, providing updates to the Community and ensuring that Staff priorities are being carried through the design process are a few

of the many ways we keep the Design process moving forward successfully.

Review of Budgets

As the design process proceeds, DAHLIN and Cumming will be constantly engaged, ensuring that the Owner's needs are completely represented in the design (materials, building system, equipment, installation, method of delivery, etc.). The team also evaluates project budget requirements during the design sub-phases to ensure that the design is producing a project that can be built within budget, taking advantage of the most cost-effective construction elements available to perform the required functions.

Construction Documents

DAHLIN understands the necessity of drawings to be accurate as possible in order to protect the interests of both parties. Change orders due to design conflicts and discrepancies in construction documents are costly and ultimately disrupt the construction progress. Good interdisciplinary and Constructability reviews prior to award of construction will realize a reduction in change orders, timesaving, and the ability to deliver the project within budget.

The goals in performing Interdisciplinary and Constructability Reviews are:

- A reduction in the amount of change orders
- A reduction in delays caused by change orders
- A reduction in Requests for Information (RFIs)
- A savings in construction administration time and effort

- A smoother, non-adversarial relationship between the parties involved
- A better construction project at final delivery

Throughout the process, DAHLIN will periodically review construction documents, plans and specifications to achieve project goals.

Project Schedule

We believe in developing both a summary and a detailed schedule approach for time management control. Summary schedules, by design, inform and update senior management, while detailed construction schedules provide the day-to-day operational tools for time management.

Specifications

Specifications are an integral part of laying the ground rules for the Teams in construction. DAHLIN will review the City's front-end specifications and provide revisions as needed to protect the City's interests. We will also review the Specifications provided by the Design Team to ensure proper coordination with the Drawings and filling of any gaps in information.

CONSTRUCTION PHASE

Pre-Bid and Pre-Construction Meetings

DAHLIN's team will prepare pre-bid and pre-construction agendas and facilitate pre-bid conferences for each project. Contract Documents will be clarified, and bidder inquiries will be addressed at each meeting. Their job is to clearly communicate the work with bidders. All questions resulting from the pre-bid meeting will be recorded and responses will be distributed to bidders.

BID PHASE

After the identification of bidders and release of the solicitation package, DAHLIN will lead project site visits and document any questions or new data provided. If warranted, they amend the solicitation to include that new information. The team maintains strict control of the information process during the pre-bid phase to avoid any confusion.

DAHLIN will work with staff to evaluate cost proposals and determining the most responsive and responsible bidder.

Construction Methodology During Construction Phase

DAHLIN will lead an initial preconstruction meeting where the lines of communication will be delineated, and individual responsibilities will be defined. The team will work closely with project staff to ascertain the constraints that the project will face, to ensure all schedule and safety issues are addressed in the bid package and reviewed at the initial meeting. Typical concerns that must be addressed during construction include construction phasing, maintaining paths of travel around construction zones, scheduling of certain contractor activities that may impact the site, noise and dust control, vehicular access and parking, contractor staging areas, and coordination of utility shutdowns, if needed.

Owner's Representative

Throughout the Construction process, your DAHLIN PM will serve as Owner Representative. We will attend meetings and site walks as needed to answer questions and resolve issues with the Contractor. We will internally track all RFIs, Submittals and ASIs to ensure

that questions and concerns are being resolved expeditiously. Your DAHLIN PM will also work diligently to keep the City and Staff updated on progress and apprised of forecasted activities – we will coordinate any Contractor requests with City required forms/permissions as needed. The team will verify that the provisions of the contract are clearly understood and enforced during the construction phase.

If LEED certification is a part of the Project, we will also work with the Contractor and CM to verify that documentation needed for Certification is being properly produced and recorded for the Design Team and LEED Specialist. Your DAHLIN PM will work with the Commissioning Agent to ensure their requirements are met through out the Construction process.

Contractor Progress Payments

DAHLIN's Team will review the status of completed work prior to contractor payment requests. Using an approved schedule of values submitted by the contractor before the first payment request, we will accompany the contractor's site representative to verify all completed work under the contract. The agreed amount of completed work will be reflected on each line item in the schedule of values. This information will be input into an approved progress payment application form generated for signature to the architect, contractor, and owner's representative.

We will also review the project payment application and verify the amounts of base contract work and approved change order work included. DAHLIN will review and sign all payment applications before submitting them for owner approval and payment.

Commissioning and Close Out

When the project nears completion, your DAHLIN PM will review Design Team Punch List items and work with the Contractor to resolve the items in a timely fashion.

One of the biggest hurdles in completing a successful project is ensuring that those occupying the building once completed know how to safely operate all aspects of the new facility. This new facility is an asset to your employees and the community you serve, and it is essential that following construction, facilities personnel receive the appropriate training and opportunity to participate in the full and complete commissioning of the building operation systems.

Your DAHLIN PM will work with the Contractor and City Staff to assure that the maintenance staff receives both appropriate orientation and instruction on new equipment and fixtures and all necessary maintenance manuals. Commissioning proves that the building and its systems work as intended. To accomplish this, the team will conduct a series of field meetings with client maintenance representatives and equipment/fixture manufacturers' representatives to conduct field training and orientation. We will verify that all Project Manuals, Manufacturer warranties and attic stock are submitted and properly recorded.

Upon completion, your DAHLIN PM will assemble as-built drawings from both the Contractor and Design Team for City records – this is an essential step to the successful closeout of construction projects.

POST-CONSTRUCTION

After opening day, your DAHLIN PM will continue to be a resource for you - assisting the architect, engineers, consultants and all end users in developing project punch lists and verifying completion of all items.

If the project requires occupancy prior to completion of minor punch list items, DAHLIN will coordinate with the contractor to complete the punch list work during times where activities will not be disrupted. The inspector will coordinate with the architect to confirm that completed punch list work is acceptable. After building occupancy, DAHLIN can meet with the department heads and other staff as designated by your team to discuss problems experienced with new building systems.

PROJECT DELIVERABLES

PHASE	RESPONSIBILITIES	DELIVERABLES
PRE-DESIGN	<ul style="list-style-type: none"> • Review of existing materials and feasibility study • Project set up with City – staff meetings • Define Priorities & Goals & Budget • Establish rough schedule • Establish base Cost Estimate • Assistance writing Design RFP • Assistance with Proposal Review, interview, and selection of Design Team 	<p>Project kickoff</p> <ul style="list-style-type: none"> • Contact list • Meeting Minutes • Priority and Goal List <p>Pre-Design Coordination</p> <ul style="list-style-type: none"> • Finalized Priority List • Development Plan • Conceptual Cost Budget • Anticipated Schedule <p>RFP</p> <ul style="list-style-type: none"> • Coordinate Bid publications, pre-Bid Meetings and responses • Summary / Scoring sheet for Design Proposal review <p>Project Administration</p> <ul style="list-style-type: none"> • Weekly Meeting agendas • Weekly Meeting Minutes • Weekly Action Logs • Schedule Updates
DESIGN	<ul style="list-style-type: none"> • Liaison between Design Team, City Representatives, Stakeholder Groups and Leadership • Presentation at public meetings, generation of informational updates, coordination of others who may be required to present. • Weekly meetings with City and Design Team • Management of overall Project Schedule • Functional review of proposed design • Constructability Review of Documents at Milestones • Cost Management throughout design • Coordination of needed Permits and Approvals 	<p>Presentations</p> <ul style="list-style-type: none"> • Coordination and lead in any needed presentations to City Leadership or Stakeholders <p>Cost Estimate Reviews</p> <p>Constructability Reviews</p> <ul style="list-style-type: none"> • Reline of Design Team Milestone Documents • Review of Specifications • Assistance with City front-end specifications <p>Project Administration</p> <ul style="list-style-type: none"> • Weekly Meeting agendas • Weekly Meeting Minutes • Weekly Action Logs • Schedule Updates

PHASE	RESPONSIBILITIES	DELIVERABLES
CONSTRUCTION	<ul style="list-style-type: none"> • Coordination of Bid Documents and final Bid Cost Estimate • Lead Pre-Bid Walk and coordinate Contractor questions and addendum as needed • Assist City in review of Bids and selection of Contractor • City Representative ensuring compliance with Contract Documents • Coordination of any special requirements of Owner’s sub-contractors such as site access, materials storage, and integration with the General Contractor’s team. • Assist with RFI and Submittal responses as needed 	<p>Bid</p> <ul style="list-style-type: none"> • Compiled Bid package for distribution • Coordinated Bid publications, pre-Bid Meetings and responses • Bid Addenda as needed <p>Construction</p> <ul style="list-style-type: none"> • Weekly OAC Meeting attendance and coordination of issues with CM, CG and Design Team • Monthly reports, and as required, to memorialize project process and key decisions made during the construction process, and ensure City Staff at all levels are kept abreast of project progress and critical issues that may impact time and costs. • Informational updates, and coordination of others who may be required to present at public hearings. <p>Project Administration</p> <ul style="list-style-type: none"> • RFI, Submittal & ASI logs • Weekly Action Logs • Schedule Updates to City Staff
POST CONSTRUCTION	<ul style="list-style-type: none"> • Ensure completion of punch list items to City’s satisfaction • Coordination of Staff training at completion of project • Coordination of needed Commissioning • Ensure required end-of-project documentation to the Owner including all as-built drawings, as designed drawings, O&M manuals, required executed warranties (standard and extended), and all required digital files. • Coordination of LEED • Coordination of post construction questions and issues with the Contractor 	<p>Project Close Out</p> <ul style="list-style-type: none"> • Completed Punch list • Completed training, O&M manuals, warranty checklists • Material Attic Stock checklist • Final project documentation, including as-built drawings, as designed drawings, O&M manuals, required executed warranties (standard and extended), and all required digital files.



REFERENCES

REFERENCES

We are very proud of the work we do for our clients and encourage you to reach out to them to discuss the work that we have completed for them in the past and projects we continue to work with them on.

We are currently working with the Town of Yucca Valley as their Town Project Manager as they work to complete a new Aquatic Center. Similar to yourselves, the Town found themselves without the proper staff, time and knowledge to lead the design and construction of a new Aquatic Facility.

We are also proud to call Hayward Area Recreation and Parks District a long time client. We have completed many projects for them in the past and continue to work with them on new ones. The team at H.A.R.D. are also staff we worked with on multiple projects for the City of Dublin.



ARMANDO BALDIZZONE

PUBLIC WORKS DIRECTOR

Town of Yucca Valley
58928 Business Center Drive
Yucca Valley, CA 92284

Phone
760-369-6579 x307

Email
abaldizzone@yucca-valley.org

Project: Aquatic Recreation Center Project Manager (pg 9)

Role: Project Manager

Total Project Budget:
\$30 million

Procurement Method:
Design, Bid Build

Completion Date: est. completion 2024



MEGHAN TIERNAN

CAPITAL PLANNING & DEV. DIRECTOR

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1099 'E' Street
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Email
tiem@haywardrec.org


Project: San Lorenzo Community Center (pg 13)

Role: Designer & Architect

Total Project Budget:
\$9 million

Procurement Method:
Design, Bid Build

Completion Date: est. completion 2023



FEE PROPOSAL

FEE SUMMARY

PHASE I PRE-DESIGN		FIXED FEES
TASK 1	KICK OFF, SITE VISIT & RESEARCH	\$ 15,300
TASK 2	PROGRAMING, VERIFICATION & COST ANALYSIS	\$ 32,600
TASK 3	DESIGN RFP & TEAM SELECTION	\$ 48,200
PHASE I Fee Estimate		\$96,100

PHASE II DESIGN		FIXED FEES
TASK 1	CONCEPTUAL DESIGN	\$ 38,100
TASK 2	CEQA COORDINATION	\$ 15,600
TASK 3	SCHEMATIC DESIGN	\$ 37,200
TASK 4	DESIGN DEVELOPMENT	\$ 28,600
TASK 5	CONSTRUCTION DOCUMENTS & PERMITTING	\$ 65,500
PHASE II Fee Estimate		\$185,000

PHASE III BID & CONSTRUCTION		FIXED FEES
TASK 1	BIDDING	\$26,600
TASK 2	CONSTRUCTION ADMINISTRATION	\$38,000
PHASE III Fee Estimate		\$64,600

TOTAL PROFESSIONAL FEES	\$345,700
Estimated Reimbursable Expenses	\$10,000

FEE NOTES + ASSUMPTIONS

Based on what we understand from information provided by Ms. Portillo DAHLIN has crafted the fee proposal with the assumptions noted below. Not being intimately involved with the project and process to date, there may be items that do not quite align with your expectations. We would welcome further discussion regarding further definition of scope and fee.

DAHLIN also has not had the opportunity to review the City of Livingston contract and reserve the right to review and request changes to the City's contract language.

PROJECT ASSUMPTIONS

- Project Budget - \$7.3M Project Budget.
- Estimated Construction Budget - \$4.1M
- With the success of the virtual meeting platform, we assume meetings with City Staff and Design Team will be virtual, with the exception of Presentations and Stakeholder/Community outreach. DAHLIN will plan to be on site 1-2 times per month during the course of design.
- DAHLIN anticipates 4 cost estimate reviews through the life of the project
- DAHLIN anticipates a 21 month design and construction process with project completion spring of 2024.
- 4 month pre-design and RFP process
- 9 month design, permitting and bid process
- 8 month construction
- Pre-Design, DAHLIN assumes that the City will separately contract for Civil, Landscape, Geotech, Structural, MEP, CEQA and HazMat Consultants as needed for complete initial Assessments.
- During Construction, DAHLIN assumes that the City will separately hire a Construction Manager.
- DAHLIN will plan to be on site 1-2 times per month and will attend all other OAC and Construction meetings virtually.
- DAHLIN will provide continued Project Management for a period not to exceed 9 months after TCO is obtained.



DISTINCT PLACES
ARCHITECTURAL INNOVATION
SIGNATURE **DESIGN**