

**CITY OF FULLERTON  
PROFESSIONAL SERVICES AGREEMENT  
WITH  
DUNBAR ARCHITECTURE**

THIS AGREEMENT is made and entered into this 18th day of November 2025 ("Effective Date"), by and between the CITY OF FULLERTON, a California municipal corporation ("City"), and **DUNBAR ARCHITECTURE**, a **California sole proprietor** ("Consultant").

**W I T N E S S E T H :**

A. City proposes to utilize the services of Consultant as an independent contractor to provide professional architectural services for Fullerton Police Department Building Repair and Rehabilitation Project CIP 55065, as more fully described herein.

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

C. City and Consultant desire to contract for the specific services described herein, and desire to set forth their rights, duties and liabilities in connection with the services to be performed.

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

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

**1.0. SERVICES PROVIDED BY CONSULTANT**

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

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

1.3. Performance to Satisfaction of City. Consultant agrees to perform all the work to the reasonable satisfaction of the City, in accordance with the applicable professional standard of care and City specifications and within the hereinafter specified. Evaluations of the work will be done by the City Manager or his designee. If the quality of work is not satisfactory, City in its discretion has the right to:

- (a) Meet with Consultant to review the quality of the work and resolve the matters of concern;
- (b) Require Consultant to repeat the work at no additional fee until it is satisfactory; and/or
- (c) Terminate the Agreement as hereinafter set forth.

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

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

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

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

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

## **2.0. COMPENSATION AND BILLING**

2.1. Compensation. Consultant shall be paid in accordance with the fee schedule set forth in Exhibit "B".

2.2. Additional Services. Consultant shall not receive compensation for any services provided outside the scope of services specified in Consultant's Proposal set forth in Exhibit "B" unless the City or the Project Manager for this Project, prior to Consultant performing the additional services, approves such additional services in writing. It is specifically understood that oral requests and/or approvals of such additional services or additional compensation shall be barred and are unenforceable.

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

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

2.5. W-9. Consultant must provide City with a current W-9 form prior to the commencement of work under this Agreement. It is the Consultant's responsibility to provide to the City any revised or updated W-9 form during the term of this Agreement.

### **3.0. TIME OF PERFORMANCE**

3.1. Commencement and Completion of Work. The professional services to be performed pursuant to this Agreement shall commence within five (5) days from the Effective Date of this Agreement. Failure to commence work in a timely manner and/or diligently pursue work to completion may be grounds for termination of this Agreement.

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

### **4.0. TERM AND TERMINATION**

4.1. Term. This Agreement shall commence on the Effective Date and continue through conclusion of project unless terminated as provided herein.

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

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

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

## **5.0. INSURANCE**

5.1. Insurance Required. Consultant shall procure and maintain throughout the duration of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, employees or subcontractors subject to the limitations of Civil Code Section 2782.8. Consultant shall provide current evidence of the required insurance in a form acceptable to the City and shall provide replacement evidence for any required insurance which expires prior to the completion, expiration or termination of this Agreement.

Nothing in this section shall be construed as limiting in any way, the Indemnification and Hold Harmless clause contained herein in Section 6.8 or the extent to which Consultant may be held responsible for payments of damages to persons or property.

### **5.2. Minimum Scope and Limits of Insurance.**

A. Commercial General Liability Insurance. Consultant shall maintain commercial general liability insurance coverage in a form at least as broad as ISO Form #CG 00 01, with a limit of not less than \$2,000,000 each occurrence. If such insurance contains a general aggregate limit, it shall apply separately to the Agreement or shall be twice the required occurrence limit.

B. Business Automobile Liability Insurance. Consultant shall maintain business automobile liability insurance coverage in a form at least as broad as ISO Form # CA 00 01, with a limit of not less than \$2,000,000 each accident. Such insurance shall include coverage for owned, hired and non-owned automobiles. (ENVIRONMENTAL CONTRACTS ONLY) If Consultant's subcontractors or suppliers haul hazardous material (including, without limitation, waste), they must carry Auto Liability insurance applicable to all hazardous waste hauling vehicles, and include MCS 90 and ISO Form CA 99 48 03 06 – Pollution Liability – Broadened Coverage for Covered Autos,

C. Workers' Compensation and Employers' Liability Insurance. Consultant shall maintain workers' compensation insurance as required by the State of California and employers' liability insurance with limits of not less than \$1,000,000 each accident.

D. Professional Liability Insurance. Consultant shall maintain professional liability insurance appropriate to Consultant's profession with a limit of not less than \$2,000,000 per occurrence or claim and \$2,000,000 aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If policy is written as a "claims made" policy, the retro date of the policy shall be prior to the start of the contract work.

5.3. Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be declared to and approved by City.

5.4. Other Insurance Provisions. The required insurance policies shall contain or be endorsed to contain the following provisions:

A. Commercial General Liability. The City, its elected or appointed officials, officers, employees and volunteers are to be covered as additional insureds with respect to liability arising out of work or operations performed by or on behalf of Consultant, including materials, parts or equipment furnished in connection with such work or operations. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Civil Code Section 2782.8. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms, if later revisions used). Such coverage as an additional insured shall not be limited to the period of time during which the Consultant is conducting ongoing operations for the CITY but rather, shall continue after the completion of such operations. The coverage shall contain no additional special limitations, outside standard coverage exclusions and coverage limits, on the scope of its protection afforded to the CITY, its officers, employees and volunteers.

B. Commercial General Liability. This insurance shall be primary insurance as respects the CITY, its officers, employees and volunteers at least as broad as ISO CG 20 01 04 13 and shall apply separately to each insured against whom a suit is brought or a claim is made. Any insurance or self-insurance maintained by the City, its officers, employees and designated volunteers shall be excess of this insurance and shall not contribute with it.

C. Professional Liability and Pollution or Asbestos Pollution Liability (ENVIRONMENTAL CONTRACTS ONLY). If these policies are written on a "claims made" form, the Retroactive Date must be shown and must be before the date of the contract or beginning of contract work. The insurance must be maintained and evidence of insurance must be provided for at least (5) years after completion of the contract work. If the coverage is canceled or non-renewed and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting coverage" for a minimum of five (5) years after completion of contract work. A copy of the claims reporting requirements must be submitted to the City for review. (ENVIRONMENTAL CONTRACTS ONLY: If the services involve lead-based paint or asbestos identification/remediation, the Pollution Liability shall not contain lead based paint or asbestos exclusions. If the services involve mold identification/remediation, the Pollution Liability shall not contain a mold exclusion and the definition of "Pollution" shall include microbial matter including mold.)

D. Workers' Compensation and Employers' Liability Insurance. Insurer shall waive their right of subrogation against City, its officers, employees and volunteers for work done on behalf of City and shall endorse the policy with a waiver of subrogation.

E. All Coverages. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to City.

If Consultant maintains higher limits or has broader coverage than the minimums shown above, City requires and shall be entitled to all coverage, and to the higher limits maintained by Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to City.

F. Subcontractors. Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein and Consultant shall ensure that City is an additional insured on insurance required from subconsultants.

G. Special Risks or Circumstances. City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage or other special circumstances.

5.5 Acceptability of Insurers. All required insurance shall be placed with insurers acceptable to City with current BEST'S ratings of no less than A, Class VII. Workers' compensation insurance may be placed with the California State Compensation Insurance Fund. All insurers shall be licensed by or hold admitted status in the State of California. At the sole discretion of City, insurance provided by non-admitted or surplus carriers with a minimum BEST'S rating of no less than A- Class X may be accepted if Consultant evidences the requisite need to the sole satisfaction of City.

5.6 Verification of Coverage. Consultant shall furnish City with certificates of insurance which bear original signatures of authorized agents and which reflect insurers names and addresses, policy numbers, coverage, limits, deductibles and self-insured retentions. Additionally, Consultant shall furnish copies of all policy endorsements required herein. All certificates and endorsements must be received and approved by City before work commences. City reserves the right to require at any time complete, certified copies of any or all required insurance policies and endorsements.

## **6.0. GENERAL PROVISIONS**

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

6.2. Representatives. The City Manager or his designee shall be the representative of City for purposes of this Agreement and may issue all consents, approvals, directives and agreements on behalf of the City, called for by this Agreement, except as otherwise expressly provided in this Agreement.

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

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

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

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

IF TO CONSULTANT:

Dunbar Architecture  
4150 W. Riverside Drive  
Burbank, CA 91505  
Attn: Jen Dunbar, Principal

IF TO CITY:

City of Fullerton  
303 W. Commonwealth Ave.  
Fullerton, CA 92832  
Attn: Public Works Director

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

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

6.7. Assignment. Consultant shall not voluntarily or by operation of law assign, transfer, sublet or encumber all or any part of Consultant's interest in this Agreement without City's prior written consent. Any attempted assignment, transfer, subletting or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement. Regardless of City's consent, no subletting or assignment shall release Consultant of Consultant's obligation to perform all other obligations to be performed by Consultant hereunder for the term of this Agreement.

6.8. Indemnification and Hold Harmless. To the fullest extent of the law, and consistent with Civil Code section 2782.8, Consultant agrees to defend, indemnify, hold free and harmless the City, its elected and appointed officials, officers, agents and employees, at Consultant's sole expense, from and against any and all claims, demands, actions, suits or other legal proceedings brought against City, its elected and appointed officials, officers, agents, and employees to the extent arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of the Consultant, its employees, and/or authorized subcontractors, in performing

design professional services pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence, recklessness or willful misconduct of the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, recklessness, or willful misconduct of Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected and appointed officials, officers, agents, and employees based upon such negligence, recklessness, or willful misconduct, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence, active negligence or willful misconduct of the City; and does not apply to any passive negligence of the City unless caused in part by the Consultant. Further, in no event shall the cost to defend charged to the design professional exceed the design professional's proportionate percentage of fault, unless otherwise specified in Civil Code section 2782.8. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

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

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

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

any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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

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

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

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

6.15. Responsibility for Errors. Consultant shall be responsible for its work under this Agreement. Consultant, when requested, shall furnish clarification and/or explanation as may be required by the City's representative, regarding any services rendered under this Agreement at no additional cost to City. In the event that an error or omission attributable to Consultant occurs, without prejudice to any other remedy to which City may be entitled to at law or equity, Consultant shall, at no cost to City, provide all necessary design drawings, estimates and other Consultant professional services necessary to rectify and correct the matter to the sole satisfaction of City

and to participate in any meeting required with regard to the correction. In addition, Consultant shall reimburse City for any and all costs, expenses and/or damages, if any, that the City has incurred due to the aforementioned error or omission.

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

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

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

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

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

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

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

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

6.24. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be

binding, then both parties agree to substitute such provision(s) through good faith negotiations.

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

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

6.27. Executive Order N-6-22. On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the City determine Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The City shall provide Contractor advance written notice of such termination, allowing Contractor at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the City.

Contractor shall immediately notify City in writing upon being subjected to Economic Sanctions or upon being charged by an government agency of conducting prohibited transactions within the meaning of Executive Order N-6-22.

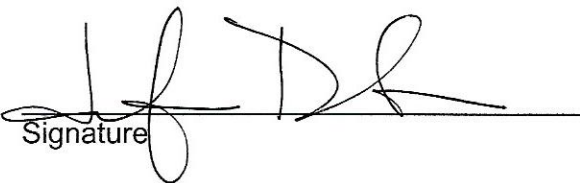
**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.

CITY OF FULLERTON

\_\_\_\_\_  
Eddie Manfro, Interim City Manager

Date: \_\_\_\_\_

CONSULTANT

  
Signature

Date: 11/3/2025

Jennifer Dunbar, Principal/ Owner - Dunbar Architecture

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
On File  
Social Security or Taxpayer ID Number

APPROVED AS TO FORM:

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Richard D. Jones, City Attorney

**EXHIBIT A**

**REQUEST FOR PROPOSALS**



## CITY OF FULLERTON

### Public Works Department – Engineering Division

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August 26, 2025

Jen Dunbar  
Dunbar Architecture  
Los Angeles, CA 91607

Via Email: [Jen@dunbararchitecture.com](mailto:Jen@dunbararchitecture.com)

RE: Request for Proposal – Fullerton Police Department Building Repair and Rehabilitation

The City's Police and Engineering Departments are requesting a proposal to provide final plans and specifications for the repair and rehabilitation of existing facilities at the Police Department, 237 W. Commonwealth Avenue, Fullerton.

#### Background

The City has been awarded a \$2.5 million federal grant through the Housing and Urban Development (HUD) Community Project Funding (CPF) program to repair and rehabilitate existing offices, locker rooms, and public spaces within two buildings of the Police Department complex. There is no local funding match requirement, and at this time, there are no additional funds being contributed to the project budget.

The Fullerton Police Department is currently housed in three buildings and in order to meet the needs of the Police Department, the buildings are in need of improvements and operational upgrades in order to continue serving the community. Work will be completed in two of the buildings of which one is a federally listed historic building (Property ID 030000424) and local historical landmark. Although the historic building interior has experienced modifications (prior to being listed), the architectural team will be responsible to ensure historic features and fabric will be protected and/or addressed in accordance with the Secretary of the Interior's Standards for the Treatment of Historic Properties.

The City has completed a lead and asbestos investigation with results showing hazardous materials within the areas of work. These materials will require abatement as part of the work. The report will be provided to the awarded consultant.

#### Proposed Improvements

The project is proposing the following improvements within the historic building. No modifications of structure or room layout is proposed at this time. The City has requested a 'Finding of No Adverse Effect' from the State Historic Preservation Office (SHPO) and is awaiting a response.

- Locker Rooms
  - Work includes remodeling the officers' outdated locker rooms with new lockers, benches, flooring, and paint.
- Jail
  - Rehabilitate the jail and jail intake area.

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- Jail intake area includes new office furniture, a longer steel arrestee bench, a new and more efficient steel booking station desk for officers, new flooring, new floor drains in the hold cells, new paint and lights, replace faulty entrance doors.
  - Jail area includes remodeling the kitchenette and bathroom.
- Front Lobby
  - The front lobby is the first interaction residents have with the Fullerton Police Department and should make a professional impression.
  - Work includes replacing the non-historic front counter to allow increased engagement and communication with the public; replacement of vinyl tile flooring; new paint and furniture.
- Crime Scene Investigation Laboratory Offices
  - Work includes replacing the flooring in the CSI laboratory and blood drying areas, installing additional protective testing enclosures, new paint and furniture.
- Sunken Courtyard
  - Located at the front of the building and accessible to all visitors, the area has items of disrepair in need of attention.
  - Work includes addressing damaged historic painted ceramic tiles, peeling lead-based paint, repair of light shades and wrought iron railings.
  - The broken fountain is to be replaced with a new Fallen Officer Memorial fountain.

The project is proposing the following improvements within the non-historic building.

- Patrol Equipment Room
  - Work includes creating a doorway into the adjoining small locker room, relocating the body worn cameras docking stations from their existing location to the Patrol Equipment Room, installing new rifle storage lockers for better organization and operation.

### Scope of Work

The project is expected to include the following tasks:

- Task 1 – Assessment & Preliminary Design
- Task 2 – Final Construction Documents
- Task 3 – Bidding and Construction Services

#### *Task 1 – Assessment & Preliminary Design (including, but not limited to):*

- Kick off meeting with City to confirm project scope and schedule.
- Perform site investigation with City staff
- Coordination with City staff
- Provide an assessment memorandum outlining any impacts to historic fabric, issues implementing the proposed work, recommended modifications to the proposed work, etc.
- Provide preliminary design based on results of the assessment memorandum and City direction (as applicable).

#### *Task 2 – Final Construction Documents*

- Prepare schematic (if needed), design development and final construction plans.
- Prepare technical specifications
  - In addition, review City prepared 'front end' specifications
- Prepare bid schedule and provide estimated construction cost

- Respond to all City comments.
  - Plans will be submitted to the appropriate City Departments, including Building and Fire, for approval and permitting.
  - City staff will coordinate submittals.
  - Electronic submittals (pdf) only.

*Task 3 – Bidding and Construction Services*

- Provide as needed services on a time and material basis
- Bidding – including:
  - Respond to RFI, prepare addendum, etc. as needed
- Construction Services – including:
  - Attend regular construction meetings (video)
  - Visit and inspect construction progress on a regular basis
  - Review and respond to RFIs, submittals, shop drawings, etc.
  - Prepare as-built plans

City Provided Information

The City will provide the following:

- Available as-built plans (no CAD files available)
- Preferred furniture and equipment information

Pre-Proposal Meeting

Due to the sensitive nature of police operations, the City is not including floor plans or photographs of the interior building at this time. In order to submit a proposal for this project, the consultant must schedule a site visit to review the work areas. At the site visit, upon signing a non-disclosure agreement (sample attached), the consultant can obtain partial as-built plans and take photographs.

The site visit is preferred to be scheduled during the week of August 25 (Monday to Thursday). Please contact the undersigned via email to schedule.

Proposal Content

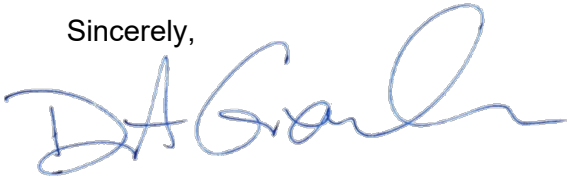
The proposal package shall be in letter format, brief, organized and presented in a neat and logical format relevant to the services requested. Consultant shall provide their experience successfully completing projects involving public, historical buildings. Fee shall be provided for Task 1 and 2 and rate schedule shall also be included.

Deadline to submit proposal is Thursday September 18th at 5:00 p.m. Please email your proposal submittal as a complete PDF. Proposal shall be addressed to:

City of Fullerton  
Public Works Department – Engineering Division  
303 W. Commonwealth Avenue, Fullerton, CA 92832  
Attn: David Grantham

Please contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Grantham", with a stylized flourish at the end.

David Grantham, P.E.

City Engineer

[David.Grantham@cityoffullerton.com](mailto:David.Grantham@cityoffullerton.com)

714-738-6853

*Attachment 1 – Existing Building Exterior Photograph*

*Attachment 2 – Sunken Courtyard Photographs*

*Attachment 3 – Sample Non-Disclosure Agreement*

## ATTACHMENT 1 – EXISTING BUILDING EXTERIOR



## ATTACHMENT 2 – SUNKEN COURTYARD PHOTOS







## **UNILATERAL NON-DISCLOSURE AGREEMENT**

### **BETWEEN**

1. **City of Fullerton**, (the "Disclosing Party"); and
2. \_\_\_\_\_ (the "Receiving Party"), collectively referred to as the "Parties".

### **RECITALS**

- A. The Receiving Party understands that the Disclosing Party has disclosed or may disclose information relating to the City of Fullerton Police Department Buildings which to the extent previously, presently, or subsequently disclosed to the Receiving Party is hereinafter referred to as "Confidential Information" of the Disclosing Party.

### **OPERATIVE PROVISIONS**

1. In consideration of the disclosure of Confidential Information by the Disclosing Party, the Receiving Party hereby agrees: (i) to hold the Confidential Information in strict confidence and to take all reasonable precautions to protect such Confidential Information (including, without limitation, all precautions the Receiving Party employs with respect to its own confidential materials), (ii) not to disclose any such Confidential Information or any information derived therefrom to any third person, (iii) not to make any use whatsoever at any time of such Confidential Information except to evaluate internally its relationship with the Disclosing Party, and (iv) not to copy or reverse engineer any such Confidential Information. The Receiving Party shall procure that its employees, agents and sub-contractors to whom Confidential Information is disclosed or who have access to Confidential Information sign a nondisclosure or similar agreement in content substantially similar to this Agreement
2. Immediately upon the written request by the Disclosing Party at any time, the Receiving Party will return to the Disclosing Party all Confidential Information and all documents or media containing any such Confidential Information and any and all copies or extracts thereof, save that where such Confidential Information is a form incapable of return or has been copied or transcribed into another document, it shall be destroyed or erased, as appropriate.
3. The Receiving Party understands that nothing herein (i) requires the disclosure of any Confidential Information or (ii) requires the Disclosing Party to proceed with any transaction or relationship.
4. The Receiving Party further acknowledges and agrees that no representation or warranty, express or implied, is or will be made, and no responsibility or liability is or will be accepted by the Disclosing

Party, or by any of its respective directors, officers, employees, agents or advisers, as to, or in relation to, the accuracy of completeness of any Confidential Information made available to the Receiving Party or its advisers; it is responsible for making its own evaluation of such Confidential Information.

5. The failure of either party to exercise its rights provided in this Agreement at any time for any period shall not be construed as a waiver of such rights. If any part, term or provision of this Agreement is held to be illegal or unenforceable neither the validity, nor enforceability of the remainder of this Agreement shall be affected. Neither Party shall assign or transfer all or any part of its rights under this Agreement without the consent of the other Party. This Agreement may not be amended for any other reason without the prior written agreement of both Parties. This Agreement constitutes the entire understanding between the Parties relating to the subject matter hereof unless any representation or warranty made about this Agreement was made fraudulently and, save as may be expressly referred to or referenced herein, supersedes all prior representations, writings, negotiations or understandings with respect hereto.
6. This Agreement shall be governed by the laws of State of California.

**Disclosing Party**

Signature: \_\_\_\_\_  
Print Name: David Grantham, P.E.  
Title: City Engineer  
Date: \_\_\_\_\_

**Receiving Party**

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



## CITY OF FULLERTON

### Public Works Department – Engineering Division

September 17, 2025

Prospective Consultants

RE: Request for Proposal – Fullerton Police Department Building Repair and Rehabilitation  
Scope of Work Summary Discussed During Site Walk

The following is the summary of proposed work discussed during the recent site walks.

- Accessibility
  - The City has a Transition Plan that will be utilized for the project. Complete update to current requirements is not part of this project, however, addressing items within the specific project works should be considered and implemented where possible.
- Locker Rooms
  - Replace lockers with City specified product – Men's and Women's
    - Layout to be very similar to existing
    - Modify existing electrical from ceiling to new lockers to be more visually appealing
  - Replace existing benches
  - Repaint entire area. Existing facilities on walls to remain.
  - New epoxy flooring and associated base boards
  - Wall mounted fans
    - Provide simple timer switches, rather than the existing plug
    - Add one additional wall mounted fan with timer switch, similar to existing
  - No work in shower areas
  - Replace/clean HVAC grills
  - Not included at this time:
    - HVAC modifications, lighting modifications, door replacement/modifications, audio system replacement/modifications
- Jail Area
  - Exterior Sally Port Area
    - Replace existing bench with longer, durable bench
    - Replace the booking station/table to provide expanded working area and organization
    - Update signage as needed
    - Potential department mural/sign on wall above bench
  - Intake Area.
    - New flooring throughout – epoxy preferred for ease of maintenance
    - New floor drains in corridor and hold cells
    - Install toilet in larger holding cell
    - Replace window between staff office and holding cell with one-way glass/durable material
    - Repaint entire area
    - New office furniture and cabinetry throughout
    - Rehabilitate/replace holding cell doors – match existing
    - Address main entrance door operation

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- Update lighting
  - Preference to maintain existing ceiling tiles, but photo area needs new.
- Stairs
  - New flooring – epoxy preferred for ease of maintenance
  - Repaint entire area
- Jail
  - Remodel the kitchenette.
    - Modify ducting and recapture use of existing window if possible.
    - Larger oven preferred.
  - Remodel the staff bathroom
  - New lighting throughout
  - New flooring throughout – epoxy for ease of maintenance
  - Maintain existing ceiling tiles, address if impacted by lighting improvements
  - New paint throughout
  - Address HVAC grills as needed – small grid pattern
  - Recoat existing mop sink
- Front Lobby
  - Provide a ‘modern’ feel, while not ignoring the historic building.
  - Maintain the existing officer areas and protective glass and associated wall, doors, etc.
    - Update the ‘badge wall’ while providing sound absorption
    - Widen the public counter for ease of use
  - Update the wood paneling and wood cabinets
  - New display cabinet – reduced in size from existing
  - Add space for two new public computer areas near the existing entrance
  - Remove counter island
  - New flooring
  - New equipment table with storage behind staff access door
  - New finish on walls, including mural/sign on back wall
  - New furniture
  - Potential new ceiling tiles
  - No modifications to HVAC
- Crime Scene Investigation Laboratory Offices
  - Replace flooring and associated base board
  - Construct new safety partition next to emergency shower
  - New paint throughout
  - No new furniture or cabinets. No modifications to restroom.
- Sunken Courtyard
  - Repair of damaged/missing painted tiles.
  - Repair spalling concrete wall
  - Repair damaged wrought iron fence and reattach to concrete wall as needed
  - New paint throughout the area.
  - Restore light sconces
  - Potentially replace landscaping
- Patrol Equipment Room
  - Locker Room
    - Create new doorway from locker room to equipment room including fob access

- Modify the existing locker layout
- Equipment Room
  - Modify equipment room corridor entrance doorway including fob access
- Remove interior wall, cabinets and closets
- New paint and flooring throughout
- New equipment storage, including relocation of body worn cameras docking stations
- Modify lighting and electrical as needed
- No modifications to HVAC

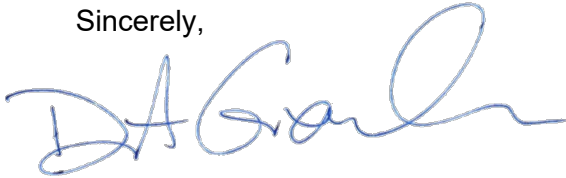
Proposal

Deadline to submit proposal is revised to **Thursday September 25th at 5:00 p.m.** Please email your proposal submittal as a complete PDF. Proposal shall be addressed to:

City of Fullerton  
Public Works Department – Engineering Division  
303 W. Commonwealth Avenue, Fullerton, CA 92832  
Attn: David Grantham

Please contact me if you have any questions.

Sincerely,



David Grantham, P.E.  
City Engineer  
[David.Grantham@cityoffullerton.com](mailto:David.Grantham@cityoffullerton.com)  
714-738-6853

**EXHIBIT B**  
**CONSULTANT'S PROPOSAL**

# CITY OF FULLERTON

## **FULLERTON POLICE DEPARTMENT BUILDING REPAIR & REHABILITATION**



PROPOSAL  
SEPTEMBER 25, 2025



**DUNBAR ARCHITECTURE**

ARCHITECTURE & DESIGN | HISTORIC ARCHITECTURE | INTERIORS

# TABLE OF CONTENTS

TAB 1 - Cover Letter

TAB 2 - Scope of Work

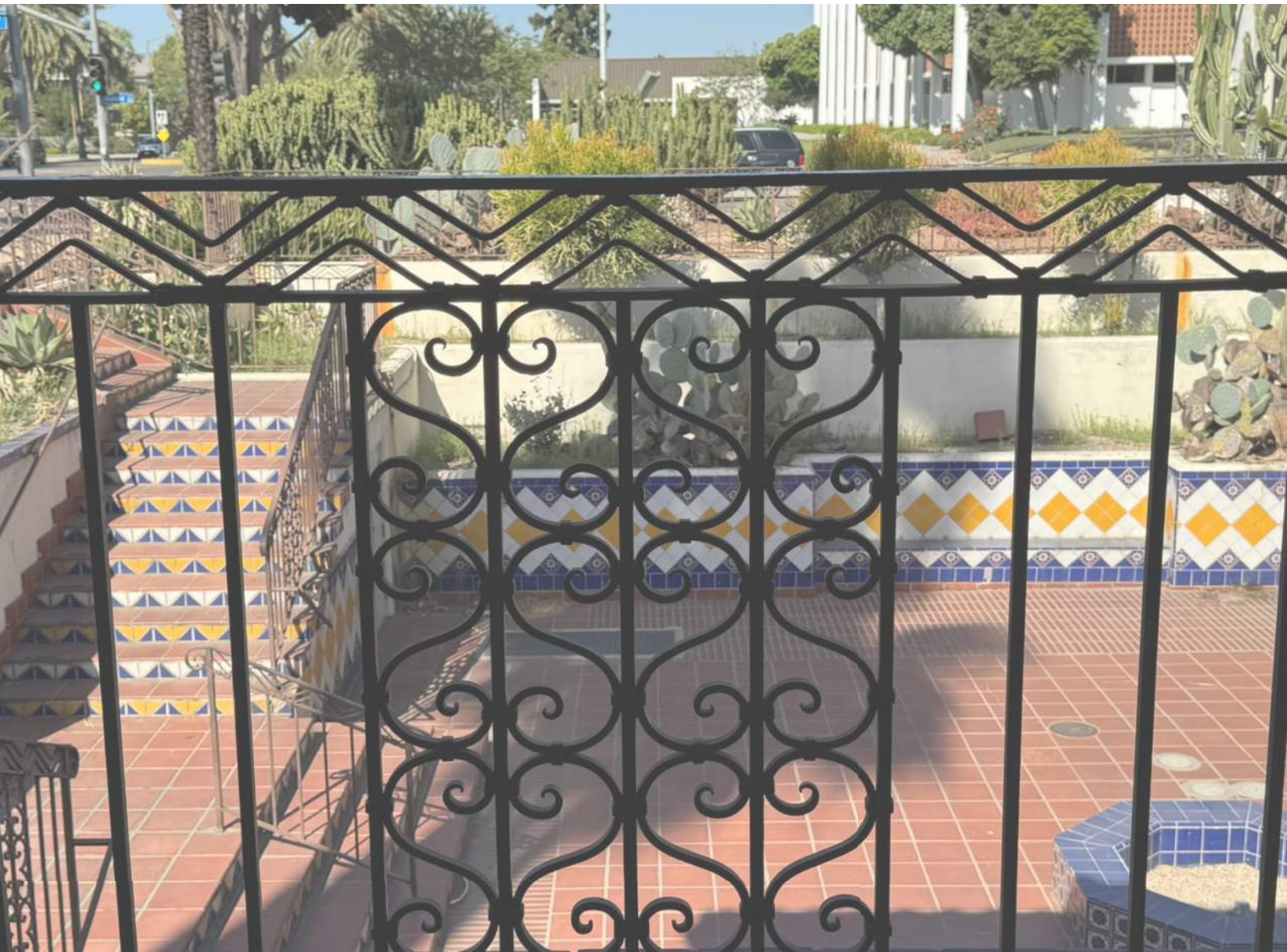
TAB 3 - Firm Qualifications

TAB 4 - Comparable Projects

TAB 5 - Project Team Resumes

TAB 6 - Proposed Schedule

TAB 7 - Project Fee & Rates



# COVER LETTER

TAB 1

# DUNBAR ARCHITECTURE

ARCHITECTURE & DESIGN | HISTORIC ARCHITECTURE | INTERIORS

September 24, 2025

City of Fullerton  
Public Works Department – Engineering Division  
303 W. Commonwealth Avenue, Fullerton, CA 92832  
Attn: Mr. David Grantham, P.E.  
[David.Grantham@cityoffullerton.com](mailto:David.Grantham@cityoffullerton.com)

RE: Request for Proposal  
Fullerton Police Department Building Repair & Rehabilitation

Dear Mr. Grantham,

Dunbar Architecture respectfully submits this proposal for design services for the Fullerton Police Department Building Repair & Rehabilitation project for your consideration.

As a small architecture studio specializing in civic and historic resource projects, we have proven expertise in delivering thoughtful solutions for essential service facilities. Our portfolio includes the *Claremont Police Department Addition*, where we balanced program expansion with operational continuity, and the *Santa Ana Fire Station Adaptive Reuse*, where we currently are converting a historical fire station to a neighborhood community center while preserving its historic character.

We also have extensive experience navigating the challenges of active, high-profile sites. At *Los Angeles Union Station*, our multi-year engagement requires managing preservation work within a busy transportation hub—demonstrating our ability to coordinate stakeholders, address safety and accessibility, and maintain historic integrity in demanding environments. Locally, our current role as Historic Resource Consultant for *Fullerton College Building 300* underscores our ability to manage sensitive rehabilitation projects on institutional campuses.

Collaboration and clear communication are central to our practice. We work closely with facilities staff, operators, and civic leaders to identify challenges early and deliver solutions that are practical, durable, and responsive to stakeholder needs. Our leadership exceeds the Secretary of the Interior's Professional Qualification Standards for Historic Architect, with more than 20 years of focused preservation experience. We also provide in-house accessibility expertise with a Certified Access Specialist (CASP) on staff, ensuring compliance is integrated seamlessly into civic and historic projects.

I am the point of contact for this proposal and would be pleased to provide any additional information. We hope you will consider us for this project and allow us the opportunity to contribute our civic and historic expertise to the rehabilitation of the Fullerton Police Department.

Sincerely,



Jen Dunbar, AIA, NCARB, LEED AP  
Principal | Dunbar Architecture  
License # : C34853  
4150 W. Riverside Drive, Burbank, CA 91505  
310.435.3928 | [jen@dunbararchitecture.com](mailto:jen@dunbararchitecture.com)

# SCOPE OF WORK

TAB 2

# SCOPE OF WORK

## Project Understanding and Approach

The City of Fullerton's Police Department Building is both an essential services facility and a landmark of civic pride—designed by G. Stanley Wilson and constructed between 1939-1942 as a Works Projects Administration (WPA) project. Listed on the National Register of Historic Places, it remains one of the region's finest examples of Spanish Colonial Revival civic architecture.

Our team brings the specialized expertise required to balance preservation with modernization. We have successfully guided civic agencies through similar projects, including upgrades to historic essential services buildings, where maintaining public safety operations while protecting historic integrity was paramount. That same approach will ensure Fullerton's Police Department Building is both preserved and renewed for long-term use.

The project scope focuses on targeted interior renovations within the historic building and its later addition, along with focused restoration of key elements in the iconic sunken courtyard. Our approach prioritizes protecting historic character while delivering functional, durable, and cost-effective improvements that enhance day-to-day operations.

In alignment with the **Secretary of the Interior's Standards for the Treatment of Historic Properties**, we bring together a proven team of subconsultants—structural and MEP engineers, a landscape architect with expertise in historic landscapes, and a cost estimator—each of whom we have partnered with successfully on comparable projects. Because these collaborators are familiar with our approach and share our commitment to preservation, the project will benefit from seamless coordination, dependable expertise, and solutions that respect both the historic fabric and the operational needs of an essential services building.

While major structural interventions are not anticipated, our structural and MEP engineers bring extensive experience in designing resilient systems for historic and civic facilities, ensuring building performance and safety are reinforced where needed. Our landscape architect, with whom we have a strong track record on historic sites, will address deferred maintenance at the courtyard's terraced planter boxes, ensuring both safety and historic character are preserved for the long term.

---

## Scope of Work (as described in the RFP Summary dated 9/17/2025)

- Men's & Women's Locker Room refresh (paint, flooring, and locker coordination)
- Jail Intake area renovation (paint, flooring, lighting, new floor drains & toilet, booking desk & furnishings, doors)
- Jail renovation (paint, flooring) and Jail staff area renovation (bathroom & breakroom)
- Crime Scene Investigation Lab Offices renovation (flooring, paint, new partition separation at wash station)
- Front Lobby renovation (paint, furnishings, millwork and front counter improvements)
- Patrol Equipment Room in non-historic addition (install new connecting doorway, relocating equipment docking stations, plan re-organization for better operation and storage)
- Sunken Courtyard (repairs of historic tile, stairs, and railings; paint removal and repair, and prep of historic fountain for memorial sculpture)

# SCOPE OF WORK

## Project Approach

Our work will follow the Tasks outlined in the RFP:

### •Task 1 – Assessment & Preliminary Design

- Attend kick-off meeting with the City
- Perform site investigation with City Staff
- Identify and coordinate specifications with City Staff
- Provide an assessment memo outlining impacts to historic fabric, potential challenges, and recommended modifications
- Prepare preliminary design based on the assessment memo and City direction

### •Task 2 – Schematic Design & Design Development

- Develop schematic designs of interior elevations for Main Lobby, including materials and finishes palette
- Prepare rendered views of the proposed Lobby renovation for approval
- Provide materials, finishes, & fixture selections for Intake area, as well as paint and flooring materials interior areas
- Develop 60% complete drawing and specifications package
- Prepare a 60% Cost Estimate for review

### •Task 3 – Construction Documents

- Prepare Construction Documents and technical specifications, including City-provided “front end” sections
- Prepare a 90% CD Cost Estimate and bid schedule based on estimate

### •Task 4 – Plan Check/ Bidding Assistance & For Construction Set

- Submit electronic CD package to City Departments (B&S, Fire, etc.) for approval and permitting
- Respond to plan check comments and coordinate responses
- Respond to Bidding RFIs and prepare addenda as needed
- Attend check-in meetings with City

### •Task 5 – Construction Administration (anticipate 8 months of construction)

- Attend regular construction meetings
- Visit and observe construction progress
- Respond to RFIs, Submittals, and shop drawings
- Provide punch list for GC before final sign-off
- Provide Record Set of drawings at completion of project

---

## Assumptions & Exclusions

- City will provide as-built drawings and historical drawings for design team use
- City will provide specifications for preferred lockers, furniture, and equipment
- Utility design is excluded
- Additional meetings or presentations beyond those listed in the RFP are not included
- Testing and exploratory investigative work is excluded

# FIRM QUALIFICATIONS

TAB 3



Los Angeles County Arboretum Entry Plazas & Gate House Rehabilitation Project  
completed June 2023

## FIRM INTRODUCTION

Dunbar Architecture is a full-service architecture firm specializing in context inspired design solutions for existing and historic buildings, interiors, and sites. We are a certified Small Business Enterprise (SBE) with the State of California, an LSBE with the County of Los Angeles, a certified METRO SBE and DBE, and a Woman Owned Small Business (WOSB).

**Jen Dunbar** founded Dunbar Architecture in 2018 after many foundational years at the award-winning firms of Pfeiffer Partners and Architectural Resources Group in Los Angeles. Dunbar Architecture focuses on the adaptive reuse of existing buildings, rehabilitation of historic structures, and design of new buildings within the context of existing and historic sites, while conscientiously addressing environmental sustainability, long-term regenerative strategies, and Well-Building practices.

As a small studio, we combine personalized service with the experience and practice of working on high-profile landmark projects to guide solutions and decisions on every project regardless of size. **Jen Dunbar, AIA** exceeds The Secretary of the Interior's Professional Qualifications Standards in Architecture and Historic Architecture with over twenty years of experience working on existing and historic structures throughout Southern California. **Ashley Powell, AIA** brings fifteen years of experience working as an architect and holds a certificate as a Certified Access Specialist (CASP). With nearly twenty years working in historic preservation, **Kim McCarron, AIA** balances both skillsets as Architect and Historian to provide thoughtful direction on each unique historic building.

## CORE VALUES

### DESIGN + THE BUILT ENVIRONMENT

We see the built environment as a canvas for creativity and design. It is an opportunity to create new layers; recognizing the past and speaking to the present while looking towards the future. Our design approach is one of connectivity and awareness. We look for thoughtful solutions that respect the history of a place while elevating the experience of the space.

### HISTORIC & EXISTING BUILDINGS + ENVIRONMENTAL RENEWAL

We are enthusiastic about viewing historic and existing structures through the lens of environmental resiliency. This means that we are not just pursuing sustainable design through prescriptive measures, but a regenerative and performative approach to energy and resource renewal. By working with existing and historic buildings, we can drastically decrease embodied carbon, reducing our carbon footprint. As part of our firm-held belief that historic and existing buildings are better for the environment, we have joined the AIA 2030 Commitment to work towards carbon neutral buildings.

### INCLUSIVITY + ACCESSIBILITY

Our goal for any new improvement or addition to an existing site is to provide thoughtful solutions that work harmoniously and sensitively with the site while addressing the needs of the client and users. We strive to create a positive, inviting, engaging, and universally accessible experience for all users. It is our goal to find creative solutions that reach for that experience.

### RESEARCH + CONTEXT

We consider ourselves to be a research-based architecture firm. We believe that identifying the history, development, and relevant background surrounding a building or site leads to informed decisions on projects. We start our projects by gathering and studying the contextual information about a site from both the historic and recent past. This helps us to establish a foundation of knowledge to draw cues and inspiration for design interventions and solutions.

#### *Our Architectural services include:*

- Building Assessments & Reports
- Historic Resource Inventories, Surveys, & Evaluations
- CASp Surveys & ADA Compliance
- Design Guidelines
- Feasibility Studies & Entitlements
- Programming & Space Planning
- Preservation & Restoration
- Rehabilitation & Adaptive Reuse
- New Design & Construction
- Interior Architecture & Design
- Construction Administration



# PROJECT EXPERIENCE

TAB 4

# EXPERIENCE SUMMARY

The following project sheets provide the selected examples of relevant projects by Dunbar Architecture. In addition to these projects, the following is a list of civic and historic resource projects in which Jen Dunbar, Ashley Powell, and Kim McCarron have been involved in throughout their careers:

## HISTORIC RESOURCE PROJECTS - CIVIC

- Los Angeles Union Station
- Los Angeles County Arboretum Gate House & Entry Complex
- City of Claremont - Police Department Addition
- City of Sierra Madre - Police Station Feasibility Study
- City of Santa Ana Historic Fire Station Rehabilitation
- City of Redondo Beach Veterans Memorial Library
- City of San Bernardino Historic Roosevelt Bowl Rehabilitation
- City of Pomona - Pomona Apartments
- Whittier City Hall - East Wing Adaptive Reuse Study
- Los Angeles County Hall of Administration\*
- Museum of Riverside\*
- Joel McCrea Ranch Building Assessment - Thousand Oaks, CA\*
- Ontario Museum of History & Art, Building Rehabilitation Study - Ontario, CA\*
- Atascadero City Hall - Atascadero, CA\*
- Fred Harvey Restaurant & Mezzanine, LA Union Station - Los Angeles, CA\*
- 450 Golden Gate Infrastructure Project, Burton Federal Building & US Courthouse - San Francisco, CA\*

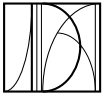
\* indicates previous firm experience

## ADDITIONAL HISTORIC RESOURCE PROJECTS

- Fullerton College - Building 300
- Roosevelt Cemetery Historic Organ Building Adaptive Reuse Assessment
- 360 N. Crescent, Beverly Hills - Paul Williams Colonade Restoration
- Laguna Theater Rehabilitation
- First American Title & Trust Facade Restoration - Santa Ana
- Altura Credit Union - La Atalya Feasibility Study
- Santa Anita Park - Historic Analysis\*
- UCLA Historic Consultation\*
- Los Angeles County Hall of Administration\*
- Museum of Riverside\*
- Arcade Lane - Pasadena, CA \*
- Baldwin Hills Crenshaw Plaza - Los Angeles, CA\*
- Rialto Theater Building Assessment - South Pasadena, CA\*
- Santa Fe Train Station - Redlands, CA\*
- Seaside Inn Rehabilitation - Dana Point, CA\*
- Gepner & Beck Apartments (designed by Ray Kappe) - Beverly Hills, CA\*
- Pasadena Conservatory of Music - Pasadena, CA\*
- Self-Realization Fellowship International Headquarters Historic Rehabilitation - Los Angeles, CA\*

\* indicates previous firm experience





# DUNBAR ARCHITECTURE

ARCHITECTURE & DESIGN | HISTORIC ARCHITECTURE | INTERIORS

## LOS ANGELES UNION STATION LOS ANGELES CA

ADA Survey, Scoping, and Repair Project

Ticketing Concourse Restroom Renovation Project

Building Information Modeling Pilot Project

### client

Los Angeles Metro  
Morlin Assess Management, LP

### reference

Dyana Elam, Senior Director of  
Construction  
Morlin Asset Management, LP  
818-804-1037  
d.elam@morlinmgmt.com

### construction cost

\$20 Million

### project size

60,000 sf

### delivery method

Design-Bid-Build

### project timeline

2023-2028

### project team

Project Architect:  
Dunbar Architecture

CASp Consultant:  
Stepping Thru Accessibility

Civil Engineer:  
Wheeler & Gray

Surveyor:  
Cabrinha, Hearn & Assoc.

MEP Engineer:  
South Coast Engineering Group

BIM Consultant:  
Architectural Resource Consultants

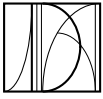
Structural Engineer:  
Structural Focus



The ADA Survey project was an extensive, campus-wide survey of exterior and interior public spaces at both the historic station and the east side Metro access. Work included a comprehensive report to identify and describe the non-compliance issues for accessibility and develop scoping documents for the repair of these deficiencies. Construction Documents are currently in progress to complete the recommended repairs or modifications that are to occur over the next three years.

The Ticketing Concourse Restroom project consists of the renovation of existing, non-original restrooms off the north end of the Historic Ticketing Concourse to address ADA compliance issues and provide the appropriate fixture count for the Ticketing Concourse when used as an event space. This project was completed June 2025.

The Building Information Modeling (BIM) Pilot Project was the first step in a multi-phased endeavor to accurately scan the entire historic station, develop an extensive digital 3-D model that will serve as the basis for a Digital Twin Building Management Database. The project pilot included 360-degree imaging of the building with fly through capabilities and point-and-click features for accessing and managing building information. Current work includes additional phased modelling and integration with a Facilities Management Database.



# DUNBAR ARCHITECTURE

ARCHITECTURE & DESIGN | HISTORIC ARCHITECTURE | INTERIORS

## CLAREMONT POLICE DEPARTMENT CLAREMONT, CA

Women's Locker Room Addition

### client

City of Claremont

### reference

Jamie Earl  
Assistant City Manager  
909.399.5446  
jearl@claremontca.gov

### project size

1200 sf

### project budget

\$2.6 Million

### delivery method

Design Bid Build

### project timeline

October 2023 - August 2026

### project team

Architect:  
Dunbar Architecture

Civil & Structural Engineer:  
Wheeler & Gray

Electrical Engineer:  
RBE

Mechanical & Plumbing:  
Kevin A. Smola & Assoc.

Landscape Architect:  
Department of Space

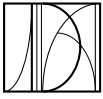
Project Manager:  
CMPG



The project comprises a new construction addition of approximately 1200 square feet to the Claremont Police Department on the east end of the building. The addition features a new women's locker room facility to provide space for lockers, changing spaces, restrooms, showers, and a quiet room. The new locker room connects to the main building through a newly enclosed entry hallway which will also serve as the new rear entry for the station. The goal of the project is to provide accessible and equivalent facilities for female staff and officers.

The new addition will be an extension to the original 1973 design by local Mid-Century architecture firm Criley & McDowell and will be built using a textured split face reinforced concrete block wall system to closely match the existing building. New furfurylated wood siding will be added to the exterior to bring back an original design feature of the building.

As part of the addition, the sitework will include removing the existing pull-in parking spaces and rebuilding the curb to run continuously along the street. Drought-resistant landscaping along with native trees will be provided around the new addition.



# DUNBAR ARCHITECTURE

ARCHITECTURE & DESIGN | HISTORIC ARCHITECTURE | INTERIORS

## FULLERTON COLLEGE - BUILDING 300 FULLERTON, CA

Building Rehabilitation & Seismic Improvements

### client

North Orange County Community  
College District

### reference

Jon Gomer  
Principal, Senior Project Manager  
Westberg White Architecture  
ph:714.508.1780 ext. 409  
jgomer@wwarch.com

### project budget

\$22 Million

### delivery method

Design Bid Build

### project timeline

2025 Completion

### project team

Architect:  
Westberg White Architecture

Structural & Civil Engineer:  
John A. Martin & Associates

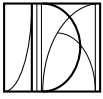
General Contractor:  
ICON West

Preservation Sub-Contractor:  
Spectra Company



The project consists of a comprehensive rehabilitation and seismic upgrade to Building 300 on the Fullerton College campus. Built in 1936 with funding from the Public Works Administration (PWA) and the Works Projects Administration (WPA), the original Commerce Building (Building 300) is the oldest community college building in the State of California. The building has been identified as a significant contributor to the Fullerton College Historic District, which was placed on the National Register of Historic Places (National Register) and the California Register of Historical Resources on March 10, 2023.

Dunbar Architecture was hired in 2024 to serve as the Historic Preservation Consultant under the Architect of Record for the project, Westberg White Architecture. Our role on the project is to provide assistance and guidance during construction to maintain the Secretary of the Interior Standards compliance.



# DUNBAR ARCHITECTURE

ARCHITECTURE & DESIGN | HISTORIC ARCHITECTURE | INTERIORS

## LOS ANGELES COUNTY ARBORETUM ENTRY PROJECT ARCADIA, CA

Entry plaza reconfiguration & restoration of historic gate house

### client

Los Angeles Arboretum  
Foundation

### reference

Richard Schulhof, CEO (retired)  
Sylvia Rosenberger - Chief of Development Officer,  
Chester Kano - LA County Parks & Rec

Los Angeles Arboretum  
626-821-3231  
Sylvia.Rosenberger@arboretum.org  
CKano@parks.lacounty.gov

### construction cost

\$8 Million

### project size

52,700 sf

### delivery method

Design-Bid-Build

### project timeline

2018 to June 2023

### project team

Lead Design:  
EPTDESIGN, Landscape Architect

Architect of Record:  
Dunbar Architecture

Signage & Wayfinding:  
Hunt Design

Structural Engineer:  
Structural Focus

Electrical Engineer:  
RBE

Mechanical & Plumbing:  
Kevin A. Smola & Assoc.

Civil Engineer:  
Ware Malcomb

General Contractor:  
Swinerton Construction

Project Manager:  
CMPG



Rehabilitated Gate House - photo by SKA Studios

A treasured public resource, the reimagined entry experience at the Los Angeles Arboretum celebrates the historic mid-century design that has been hidden underneath years of renovations. As part of a plan to reconfigure the main entry plazas into the garden, the project restored the 1956 Arboretum Gate House to its original configuration.

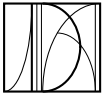
Our role was to help envision peeling back the layers on the 1957 Gate House designed by Allison & Rible Architects, which up until recently had been enclosed and used as the gift shop, and return it to its original use as the main gateway into the park. As part of the building rehabilitation, the peaked roof on the north side of the gate house returned to its original configuration with an open trellis over the pavillion.

The collaborative team effort for the new Visitor Plaza amended parking, clarified wayfinding, restored historic buildings, and created a simplified and universally accessible entry and orientation sequence. A major component of this project was the site improvements for creating an accessible path of travel from the parking lots to the entry. New accessible ramps built into the site now allow visitors to move barrier free from the south parking lot to the main entry.

### awards

2024 CMACN - 25 Year Award

2024 AIA Pasadena Foothill Chapter Design Awards - Honor



# DUNBAR ARCHITECTURE

ARCHITECTURE & DESIGN | HISTORIC ARCHITECTURE | INTERIORS

## CITY OF SANTA ANA HISTORIC CYPRESS FIRESTATION SANTA ANA, CA

Rehabilitation and Adaptive Reuse of Historic Firestation

### client

City of Santa Ana

### reference

Robert Aguirre, PE  
Sr. Civil Engineer - Public Works  
20 Civic Center Plaza, M-23  
Santa Ana, CA 92702  
714.647.5652  
raguirre@santa-ana.org

### project size

7,501 sf

### project budget

\$3,200,000f

### delivery method

Design Bid Build

### project timeline

April 2023 -September 2026

### project team

Architect:  
Dunbar Architecture

Structural Engineer:  
Holmes Structures

MEP Engineer:  
MEP Cal

Civil Engineer:  
KPFF

Landscape Architect:  
Naomi Sanders

Cost Estimator:  
HLCM Inc.



The project involves the rehabilitation of a historic fire station located in a residential neighborhood within the City of Santa Ana. Originally designed in 1928 by Frederick M. Eley, a prolific and highly regarded architect in early Santa Ana and Orange County history, the building is a designated historic resource. The goal of the project is to transform the site into a vibrant new community center while preserving the integrity of the historic exterior and maintaining its standing on the historic register.

The design includes a comprehensive exterior restoration that highlights and protects the building's original character-defining features. Inside, the reimagined interior introduces flexible, engaging spaces to support a wide range of educational and recreational programs for both youth and senior community members. A dedicated back-of-house area will provide 24/7 access for patrol officers to take breaks, complete reports, and for use by volunteer officer staff—ensuring public safety presence without functioning as a formal police substation.

The former apparatus bay will be transformed into a dynamic multi-purpose instructional space. Adjacent rooms will become two adaptable training classrooms designed for specialized programming for seniors and youth. Additional upgrades include an entry check-in office and accessible restroom facilities to support the building's expanded community use.

# PROJECT TEAM RESUMES

TAB 5



# DUNBAR ARCHITECTURE

ARCHITECTURE & DESIGN | HISTORIC ARCHITECTURE | INTERIORS



## JEN DUNBAR AIA, NCARB, LEED AP

Owner/ Principal

Jen's professional experience in architecture and design for the past twenty years in Los Angeles centers on working with existing and historic buildings. In 2018, she started Dunbar Architecture to focus on projects that continue to build upon her past body of work and knowledge of existing and historic buildings while conscientiously addressing environmental sustainability and renewal.

Jen has been responsible for and led design teams in the development of design concepts and solutions, construction documents, consultant coordination, project cost analysis, building material selection, code analysis, and construction administration. Jen works with her clients to find compatible and appropriate solutions to their design problems, breathing fresh new life into historic & existing structures, and finding a balance between modern design interventions with the existing built environment. She recently served as the 2023 Vice-President and 2024 President of the AIA San Fernando Valley Chapter Board of Directors.

### LICENSES

CA Registered Architect: C-34853  
NCARB #103124

### EDUCATION

California Polytechnic  
University, Pomona  
Masters of Architecture  
Concentration Historic Preservation

UCLA Extension  
Interior Architecture

University of Illinois, Urbana-Champaign  
Bachelors of Liberal Arts &  
Sciences

### PROFESSIONAL EXPERIENCE

Dunbar Architecture  
Owner & Principal  
Los Angeles, CA | 2018 - present

Architectural Resources Group  
Senior Associate  
Pasadena, CA | 2015 - 2018

Pfeiffer Partners | Architect  
Los Angeles, CA | 2008 - 2015

David Forbes Hibbert, AIA | Designer  
Santa Monica, CA | 2003 - 2008

Miyake Interiors | Designer  
Los Angeles, CA | 2001-2003

### PROFESSIONAL AFFILIATIONS

2024 President - AIA San Fernando  
Valley Chapter Board of Directors

Glendora Historical Society Board of  
Directors, Director 2022-2024

AIA California Climate Action  
Committee

Member, California Preservation  
Foundation & Los Angeles  
Conservancy

Member, National Trust for  
Historic Preservation

Member, Western Chapter Assoc. of  
Preservation Technology

## CURRENT PROJECTS

Los Angeles Union Station - Comprehensive ADA Survey & Improvement Work  
| Los Angeles, CA

Los Angeles Union Station - Historic Ticketing Concourse Restroom project  
| Los Angeles, CA

Los Angeles Union Station - BIM project | Los Angeles, CA

Claremont Police Department - Women's Locker Room Addition | Claremont, CA

City of Santa Ana Historic Cypress Firestation | Santa Ana, CA

City of San Bernardino Historic Roosevelt Bowl Rehabilitation | San Bernardino, CA

City of Redondo Beach - Veteran's Park Memorial Library Accessibility Improvements |  
Redondo Beach, CA

Fullerton College, Building 300 - Seismic Retrofit & Rehabilitation | Fullerton, CA

Los Angeles Arboretum Entry Plaza Rehabilitation | Arcadia, CA

Roosevelt Memorial Cemetery Organ Building Seismic Retrofit & Adaptive Reuse-  
Gardena, CA

City of Sierra Madre Public Safety Building Adaptive Reuse | Sierra Madre, CA

Whittier City Hall - East Wing Adaptive Reuse Study | Whittier, CA

## RELEVANT PREVIOUS FIRM WORK

Los Angeles Union Station, On-Call Architectural Services | *Los Angeles, CA*

Joel McCrea Ranch House and Site Building Rehabilitation Report | *Thousand  
Oaks, CA*

Ontario Museum of History & Art | Ontario, CA

Pomona College Renwick House Relocation and Rehabilitation | *Claremont, CA*

Seaside Inn Rehabilitation | *Dana Point, CA*

Rialto Theater Building Assessment | *South Pasadena, CA*

450 Golden Gate Infrastructure Project at the Philip J. Burton Federal Building  
and U.S. Courthouse, GSA | *San Francisco, CA*

City of Atascadero Historic City Hall Rehabilitation | *Atascadero, CA*

Self-Realization Fellowship International Headquarters Historic Rehabilitation |  
*Los Angeles, CA*

12314 La Maida Street | Valley Village, CA 91607 | [jen@dunbararchitecture.com](mailto:jen@dunbararchitecture.com) | 310.435.3928



# DUNBAR ARCHITECTURE

ARCHITECTURE & DESIGN | HISTORIC ARCHITECTURE | INTERIORS



## ASHLEY POWELL AIA, CASp

Project Manager/ Project Architect

With nearly fifteen years of experience, Ashley is a California Architect's Board accredited licensed architect and a Certified Access Specialist (CASp). She has worked on projects varying in type, scale and complexity on new construction, adaptive reuse and historic rehabilitation projects.

Ashley has the valuable combination of design accumen, technical documentation and attention to project details. Her project experience includes all phases of planning, documentation, and construction as well as design presentations. She has coordinated agency approvals ranging from planning review, design commissions, city plan check, FEMA and Division of the State Architect. As a project manager, Ashley has developed a reputation for excellent client service.

### LICENSES

CA Registered Architect:  
C-35991

Certified Access Specialist  
CASp - 1065

### EDUCATION

California Polytechnic  
University, Pomona  
Bachelor of Architecture

### PROFESSIONAL AFFILIATIONS

Member, AIA Inland California  
Chapter

### PROFESSIONAL EXPERIENCE

Dunbar Architecture  
Los Angeles, CA | 2019- present

Ruhnau Clarke Architects  
Riverside, CA | 2018-2019

Architectural Resources Group  
Pasadena, CA | 2011-2018

WLC Architects  
Rancho Cucamonga, CA |  
2008-2010

## CURRENT PROJECTS

Los Angeles Union Station - Comprehensive ADA Survey & Improvement Work  
| Los Angeles, CA

Los Angeles Union Station - Historic Ticketing Concourse Restroom project  
| Los Angeles, CA

Los Angeles Union Station - BIM project | Los Angeles, CA

Claremont Police Department - Women's Locker Room Addition | Claremont,  
CA

Claremont Police Department Survey & Report by CASp | Claremont, CA

City of Santa Ana Historic Cypress Firestation | Santa Ana, CA

City of San Bernardino Historic Roosevelt Bowl Rehabilitation | San Bernardino,  
CA

Los Angeles Arboretum Entry Plaza Rehabilitation | Arcadia, CA

City of Sierra Madre Public Safety Building Adaptive Reuse | Sierra Madre, CA

Los Angeles Mission College - Fire Door Replacement & Lab T.I. | Sylmar, CA

Laguna Theater Rehabilitation | Laguna Beach, CA

Whittier City Hall - East Wing Adaptive Reuse Study| Whittier, CA

East Los Angeles College - M&O projects | Los Angeles, CA

Occidental College - Wayfinding project | Los Angeles, CA

Altura Credit Union - Corona Branch | Corona, CA

First American Title & Trust Façade Restoration | Santa Ana, CA

## RELEVANT PREVIOUS FIRM WORK - RENOVATIONS

Pasadena Conservatory of Music | Pasadena, CA

The Huntington Library, Art Collections & Botanical Gardens, Steven S. Koblik  
Education and Visitor Center | San Marino, CA

Pomona College Renwick House Relocation and Rehabilitation | Claremont,  
CA

Los Angeles Union Station, On-Call Architectural Services | Los Angeles, CA

Ontario Museum of History & Art, Building Rehabilitation Study | Ontario, CA

450 Golden Gate Infrastructure Project at the Philip J. Burton Federal Build-  
ing and U.S. Courthouse, GSA | San Francisco, CA

Williams Andrews Clark Memorial Library - UCLA, Seismic Upgrade and Ex-  
pansion | Los Angeles, CA



# DUNBAR ARCHITECTURE

ARCHITECTURE & DESIGN | HISTORIC ARCHITECTURE | INTERIORS

[kim.mccarron@dunbararchitecture.com](mailto:kim.mccarron@dunbararchitecture.com)



## LICENSES

CA Registered Architect: C-37778  
WA Registered Architect: 11947

## EDUCATION

University of Southern California  
Master of Architecture  
Concentration Historic Preservation

University of Washington  
Bachelors of Arts  
Concentration Architectural Studies

## PROFESSIONAL EXPERIENCE

Dunbar Architecture  
Associate Architect  
Los Angeles, CA | 2025 - present

Perkins Eastman | Pfeiffer studio  
Senior Associate  
Los Angeles, CA | 2018 - 2025

Page & Turnbull | Architect  
Los Angeles, CA | 2016 - 2018

Schooley Caldwell | Designer  
Columbus, OH | 2014-2015

Preservation Design Partnership  
Designer  
Philadelphia, PA | 2013-2014

## PROFESSIONAL AFFILIATIONS

Society of Architectural Historians,  
Southern California Chapter  
Board Member | 2017-2025

Broadway West, Theater Renovation  
Committee | 2019-Present

University Park HPOZ, Board  
Architect | 2021-2023

Member, California Preservation  
Foundation & Los Angeles  
Conservancy

Member, National Trust for  
Historic Preservation

Member, Western Chapter Assoc. of  
Preservation Technology

Member, DOCOMOMO

## KIM McCARRON AIA, LEED AP

Project Architect / Architectural Historian

Kim approaches each renovation project by identifying and leveraging a building's assets to adapt it to a client's contemporary needs. This requires not only a historical awareness of a building's significance and role in the community, but also a nuanced understanding of sensitive design approaches. Her extensive modernization experience ranges from select improvements to full renovations that comply with Sol Standards.

Kim's expertise spans the full project lifecycle, from early-stage documentation and programming to construction completion. Through a strategic and detail-oriented approach, she develops innovative solutions that seamlessly integrate sustainability, cost-effectiveness, historic preservation, and aesthetics, ensuring each project meets both functional and design objectives.

## CURRENT PROJECTS

City of Santa Ana Historic Cypress Firestation Adaptive Re-Use | *Santa Ana, CA*

Roosevelt Bowl Amphitheater Accessibility Improvements | *San Bernardino, CA*

Veteran's Park Memorial Library Accessibility Improvements | *Redondo Beach, CA*

Claremont Police Department Addition | *Claremont, CA*

Pleasant Avenue Historic Project Consultation | *Los Angeles, CA*

## RELEVANT PREVIOUS FIRM WORK

### RENOVATIONS / ADAPTIVE RE-USE

Museum of Riverside Renovation / Addition (Project Architect) | *Riverside, CA*

University of Southern California (Historic Architect) | *Los Angeles, CA*  
*United University Church Adaptive Re-Use*  
*Physical Education Building Feasibility Study*  
*Accounting & Bridge Hall Seismic Renovation*

California State University (Project Architect) | *Long Beach, CA*  
*Kleefeld Contemporary Museum Expansion & Horn Center Renovation*  
*Liberal Arts 1 & Psychology Building Tenant Improvements*

Los Angeles County | *Los Angeles, CA*  
*Hall of Administration Seismic Upgrade*

### FEASIBILITY STUDIES / MASTER PLANS

California State University, Kennedy Library Master Plan | *Los Angeles, CA*

Ohio University, The Ridges Historic Lunatic Asylum Comprehensive Plan | *Athens, OH*

### RESOURCE EVALUATIONS & SOI STANDARDS ANALYSIS

Santa Anita Park Various Historic Analyses | *Arcadia CA*  
*North Barns Draft Environmental Impact Report*

UCLA Historic Consultation | *Los Angeles, CA*  
Historic Impact Analysis  
*Franz Hall (Seismic)*  
*Neuropsychiatric Institute (Seismic)*  
*Lab School*  
*Murphy Hall (Seismic/ADA)*  
Historic Resource Evaluations  
*Warren Hall*  
*Warner Art*  
*Botany Building*

Los Angeles County | *Los Angeles, CA*  
*Hall of Administration Evaluation*  
*Hall of Records Evaluation*

Greek Theater Evaluation | *Los Angeles, CA*

Sky Palm Motel Evaluation | *Tustin, CA*

The Magic Castle Expansion Studies | *Los Angeles, CA*

Drum Barracks Museum Evaluation & Feasibility Study | *Wilmington, CA*

Goleta Community Center Evaluation & Historic Structure Report | *Goleta, CA*

Flower Street Mixed Use Mitigation Impacts | *Los Angeles, CA*

# HENRIK HERTZ

## Principal

In his early career, Henrik worked as an electrician, operating and maintaining buildings' systems. Now, as a Principal, with two decades of experience and an understanding of all aspects of mechanical, electrical and plumbing engineering, he is responsible for the day-to-day management of projects from the initial planning stages to the final construction support services.

Henrik's highly collaborative approach, sharing knowledge to develop an integrated design, has enabled his teams to create highly sustainable engineering solutions.

As the higher education sector leader, Henrik has worked on over 250 projects for education institutions. He also has significant experience in other project sectors including corporate, commercial, retail, hospitality, civic, and residential.

Henrik is experienced in all phases of construction document preparation, energy compliance documentation, comprehensive specifications, estimating and construction field support.

## Project Experience

- Santa Ana Library Renovation, Santa Ana, California
- Redlands Chamber of Commerce Building, Redlands, California
- Ladera Park Historic Building Renovation, Los Angeles, California
- Basset Park Historical Building Renovation, Los Angeles, California
- Department of Toxic Control Substances, Cypress, California
- I Magnin Adaptive reuse historical Renovation, Los Angeles, California
- Pikes Place Market Historical Renovation, Seattle Washington\*
- UCLA Police station UPS installation, Los Angeles, California
- 501 North La Cienega Blvd, Los Angeles, California
- 1460 3<sup>rd</sup> Street Promenade Renovation, Santa Monica, California



## Education

Bachelor of Science in  
Electrical Engineering,  
Engineering College of  
Copenhagen -  
Copenhagen,  
Denmark, 2006

Certified Electrician,  
Installation Technique,  
Frederiksberg Technical  
School, Copenhagen,  
Denmark, 2001



WHEELER & GRAY  
CONSULTING ENGINEERS

## LES E. SCHULZ, S.E.

### PRINCIPAL ENGINEER

Mr. Schulz joined Wheeler & Gray in 1980 and during the ensuing years has gained extensive experience in designing various types and sizes of projects, using a broad range of building materials. Les obtained sufficient experience with the firm to become a Vice President in 1991 and is now the owner and President of the firm.

His project experience has covered a wide range of projects, including:

- Rehabilitation/Alteration Projects
- Hospitals/Medical Facilities
- Educational Facilities
- Office Buildings
- Laboratory Buildings
- Post Offices
- Correctional Facilities
- Radio and TV Studio Facilities

### RELEVANT EXPERIENCE:

- **Hazardous Materials Storage Facilities, SCE, Various Locations, Southern CA** - Structural engineering services for eleven storage structures for hazardous waste accumulations at various sites in Southern California.
- **Midtown Spectrum, Victorville, CA** - Structural engineering services for a \$10 million office complex facility.
- **VCMC Medical Office Building, Ventura, CA** - Structural engineering services for a \$35 million complex.
- **Eisner Medical Office Building, Los Angeles, CA** - Structural design services for a \$6 million, 28,000 s.f. six story medical office building.
- **Building AG Essential Facility Compliance Assessment-Grid Control Center-SCE, Alhambra, CA** - Structural analysis of an existing two-story, 60,000 s.f. office building.
- **West Los Angeles College, Fine Arts Building, Culver City, CA** - Project consists of a 32,000 s.f. 3-story office and classroom building and a 9,000 s.f. theater.
- **Kern County District Attorney/Family Support/Forensic Science Building, Bakersfield, CA** - Structural design for a 107,000 s.f., 4-story office building with penthouse.
- **Electrical Testing & Repair Shop, Burbank Water & Power, Burbank, CA** - The facility is an 17,000 square foot two-story building.
- **Energy Resource Center, Southern California Gas Company, Downey, CA** - The project consisted of retrofitting two-thirds of an existing 36,000 square foot, 32-year old facility.



### QUALIFICATIONS:

#### Education:

Bachelor of Science  
Civil Engineering  
California Polytechnic  
State University, Pomona

#### Registrations:

Registered Structural  
Engineer  
California, License No.  
2570

Registered Civil Engineer  
California License No.  
30858

#### Affiliations:

Structural Engineers Association  
of Southern California

# DEPARTMENT OF SPACE



After 14 years of working for EPT Design, a major Landscape Architecture firm in Southern California, Ben McCoy started Department of Space in 2020. The mission of the firm is to provide full service and personal attention throughout all phases of the project. Unlike larger firms, Department of Space takes a limited number of projects allowing clear communication and coordination of both big picture decisions and detailed execution. We believe the best site design is a craft.

Department of Space has a vast range of project experience to draw from, including Higher Education Campus Design, Creative Office Repositioning, Theme Park Design, Mixed-Use, Multifamily Residential, Single Family Residential, and Healthcare. This provides a variety of management, communication, and design knowledge to draw from.

After an integrated design process, Department of Space takes pride in carrying shared conceptual ideas to completion. This stewardship allows for the creation of meaningful spaces where humans, plants, the built environment,

## RELEVANT PAST EXPERIENCE

### Higher Education

Pomona College Hahn Courtyard, Claremont CA  
Pomona College Millikan Hall and Interactive Physics Courtyard  
Pomona College Museum of Art  
Pomona College Studio Arts Hall  
Cal State University Fullerton Titan Promenade, Fullerton CA  
Harvey Mudd College Landscape Master Plan, Claremont CA  
San Bernardino College Athletic Complex, San Bernardino CA  
San Bernardino College Campus Green and Biology Teaching Garden  
San Bernardino College Administration and Student Services  
San Bernardino College Auditorium Renovation  
Mount San Antonio College Athletic Complex, Walnut CA  
USC Caruso Catholic Center, Los Angeles CA  
Swan Hall Renovation at Occidental College, Los Angeles CA

### Hospitality

Disney's Grand Californian Hotel Mariposa Pool Expansion, Anaheim CA

### Multifamily Housing

AMLI Old Pasadena, Pasadena CA  
Roosevelt Towers, Ontario CA  
Mar Vista Apartments, Los Angeles CA

## CONTACT INFORMATION

### Ben McCoy

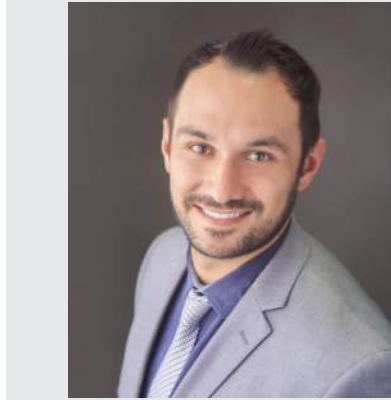
Licensed Landscape Architect  
State of California #6166  
Ben@deptofspace.com  
www.deptofspace.com

### SITE DESIGN STUDIO

480 N Indian Hill Blvd, Suite C  
Claremont, CA 91711  
(909) 532-1460

HLCM was founded in 2008 on the foundation of providing preconstruction cost management for public sector projects in Southern California. We have a team of knowledgeable estimators who understand the preconstruction effort of essential services facilities (fire stations) and publicly funded projects, providing cost estimating and scheduling services for planning and development of city facilities, infrastructure, and sustainability.

Our services include project controls for fire station projects, with experience working together with the design team and city managers on capital investment projects for public safety infrastructure. Our services include cost management, scheduling, change order negotiation, constructability reviews, claims analysis, lifecycle cost analysis, and sustainability. HLCM has a rich history of working with counties and cities across Southern California, understanding today's modern fire station design, with a focus on open and physical agility spaces, high-tech standards, and plans for future services and infrastructure. We have assembled a team of LEED certified and civic experts who understand the needs of modern fire station design, allowing us to develop a comprehensive budget goal and cost-effective solutions for the community.



## Ryan Craven, CPE, CMIT

HLCM | PRINCIPAL

### EDUCATION

Bachelor of Science  
Construction Engineering  
National University

### CAREER SUMMARY

2006: Started in Industry  
2016: Started at HLCM

### AFFILIATIONS

American Society of  
Professional Estimators (ASPE)  
Member

### AFFILIATIONS

Assoc. for the Advancement  
of Cost Engineers (AACE)  
Member

Ryan brings 16 years of experience providing preconstruction cost estimating services for the public sector markets and state agencies for both new construction and renovation projects in Southern California. Ryan understands the preconstruction effort of publicly funded projects, with expertise on public works essential services administration facilities, collaborating with City and State Managers to keep the construction cost within strict budget goals.

As Principal of HLCM, Ryan oversees a premier estimating team that has the fundamentals to drive successful project delivery – experience, teamwork, and communication. Ryan has a unique skill set providing cost estimating on new construction and renovation of fire stations. He provides cost analysis on a wide variety of construction techniques and materials, including concrete, wood studs and pre-engineered steel.

Ryan understands the emerging innovative design strategies and sustainable design agenda that is appropriate for modern fire stations: smart structure design, living facilities, sleeping quarters, start-of-the-art communication technology, turnout spaces, building storage ample for cleaning firefighters' contaminated gear, and onsite fueling systems.

SBE #: 2009870

California Certified  
Small Business Enterprise

### RELEVANT EXPERIENCE

#### Orange County Fire Authority

Fire Stations #14, 16, 32, and 53  
Fire Station Facilities Tenant Improvements

#### City of Anaheim

Fire Station #12  
2-story Building (10,000 sf) and Sitework  
Construction Cost: \$ 11,150,804

#### City of Buena Park

Fire Station #61  
New Facility, 3 apparatus bays  
13 crew dormitories  
Construction Cost: \$ 9,418,701

#### Cathedral City

Fire Station #411  
New Fire Station, dorm facilities  
Construction Cost: \$ 5,611,884

#### City of Manhattan Beach

Fire Station #2  
New Facility  
Construction Cost: \$ 6,727,481

#### County of Riverside

Fire Department Administration  
Building Tenant Improvement

#### Morongo Band of Indians

Morongo Fire Station

# SCHEDULE

TAB 6

## Fullerton Police Department Building Repair & Rehabilitation

### ESTIMATED PROJECT SCHEDULE

|                |  |
|----------------|--|
| Mon, 12/8/2025 |  |
| 1              |  |

|                                                                                     |  |  |  | 1        |             |  |  |          |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
|-------------------------------------------------------------------------------------|--|--|--|----------|-------------|--|--|----------|--|--|--|--------------|--|--|--|----|--|--|--------------|----|--|--|--|----|--|--------------|--|----|--|--|--|----|-------------|--|--|----|--|--|--|--------------|--|--|--|----|--|--|--------------|----|--|--|--|----|--|--------------|--|----|--|--|--|----|-------------|--|--|----|--|--|--|-------------|--|--|--|----|--|--|--------------|----|--|--|--|----|--|--|--|----|--|--|--|----|--|--|--|----|--|--|--|----|--|--|--|---|--|--|--|---|--|--|--|---|--|--|--|---|--|--|--|---|--|--|--|---|--|--|--|---|--|--|--|---|--|--|--|---|--|--|--|----|--|--|--|----|--|--|--|----|--|--|--|----|--|--|--|----|--|--|--|----|--|--|--|----|--|--|--|----|--|--|--|----|--|--|--|----|--|--|--|----|--|--|--|----|--|--|--|
|                                                                                     |  |  |  |          | Dec 8, 2025 |  |  |          |  |  |  | Dec 15, 2025 |  |  |  |    |  |  | Dec 22, 2025 |    |  |  |  |    |  | Dec 29, 2025 |  |    |  |  |  |    | Jan 5, 2026 |  |  |    |  |  |  | Jan 12, 2026 |  |  |  |    |  |  | Jan 19, 2026 |    |  |  |  |    |  | Jan 26, 2026 |  |    |  |  |  |    | Feb 2, 2026 |  |  |    |  |  |  | Feb 9, 2026 |  |  |  |    |  |  | Feb 16, 2026 |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
|                                                                                     |  |  |  | 8        |             |  |  | 9        |  |  |  | 10           |  |  |  | 11 |  |  |              | 12 |  |  |  | 13 |  |              |  | 14 |  |  |  | 15 |             |  |  | 16 |  |  |  | 17           |  |  |  | 18 |  |  |              | 19 |  |  |  | 20 |  |              |  | 21 |  |  |  | 22 |             |  |  | 23 |  |  |  | 24          |  |  |  | 25 |  |  |              | 26 |  |  |  | 27 |  |  |  | 28 |  |  |  | 29 |  |  |  | 30 |  |  |  | 31 |  |  |  | 1 |  |  |  | 2 |  |  |  | 3 |  |  |  | 4 |  |  |  | 5 |  |  |  | 6 |  |  |  | 7 |  |  |  | 8 |  |  |  | 9 |  |  |  | 10 |  |  |  | 11 |  |  |  | 12 |  |  |  | 13 |  |  |  | 14 |  |  |  | 15 |  |  |  | 16 |  |  |  | 17 |  |  |  | 18 |  |  |  | 19 |  |  |  | 20 |  |  |  | 21 |  |  |  |
| TASK                                                                                |  |  |  | START    |             |  |  | END      |  |  |  | DAYS         |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 1.0 Assessment & Preliminary Design - 7 weeks                                       |  |  |  |          |             |  |  |          |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| Project Awarded                                                                     |  |  |  | 12/8/25  |             |  |  |          |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 1.1 Kick-off mtg w/ Client & Team                                                   |  |  |  | 12/10/25 |             |  |  | 12/16/25 |  |  |  | 7            |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 1.2 Site Investigation & Field Verifications                                        |  |  |  | 12/16/25 |             |  |  | 12/22/25 |  |  |  | 7            |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 1.3 Prepare base drawings                                                           |  |  |  | 12/23/25 |             |  |  | 1/9/26   |  |  |  | 18           |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 1.4 Meetings to Indentify & coordinate specifications with City/ PD Staff           |  |  |  | 1/5/26   |             |  |  | 1/9/26   |  |  |  | 5            |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 1.5 Prepare Assessment Memo                                                         |  |  |  | 1/5/26   |             |  |  | 1/16/26  |  |  |  | 12           |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 1.6 Prepare preliminary design based on assessment and scope items                  |  |  |  | 1/9/26   |             |  |  | 1/23/26  |  |  |  | 15           |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 2.0 Schematic Design & Design Development - 10 weeks                                |  |  |  |          |             |  |  |          |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 2.1 Develop schematic designs of interiors for Main Lobby                           |  |  |  | 1/26/26  |             |  |  | 2/13/26  |  |  |  | 19           |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 2.2 Prepare rendered views of Lobby                                                 |  |  |  | 2/2/26   |             |  |  | 2/20/26  |  |  |  | 19           |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 2.3 Provide materials, finishes, & fixture selections                               |  |  |  | 1/26/26  |             |  |  | 2/20/26  |  |  |  | 26           |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 2.4 Develop 60% complete drawing & specification package                            |  |  |  | 1/26/26  |             |  |  | 3/13/26  |  |  |  | 47           |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 2.5 Prepare 60% Cost Estimate                                                       |  |  |  | 3/13/26  |             |  |  | 3/27/26  |  |  |  | 15           |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 2.6 Review 60% documents & cost estimate with client                                |  |  |  | 3/27/26  |             |  |  | 4/3/26   |  |  |  | 8            |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 3.0 90% CONSTRUCTION DOCUMENTS - 12 weeks                                           |  |  |  |          |             |  |  |          |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 3.1 Development of CD drawing & specifications                                      |  |  |  | 4/6/26   |             |  |  | 5/29/26  |  |  |  | 54           |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 3.2 Final set coordination                                                          |  |  |  | 6/1/26   |             |  |  | 6/5/26   |  |  |  | 5            |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 3.3 Cost Estimator to provide 90% Cost Estimate                                     |  |  |  | 6/5/26   |             |  |  | 6/19/26  |  |  |  | 15           |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 3.4 Review 90% Package with City                                                    |  |  |  | 6/19/26  |             |  |  | 6/26/26  |  |  |  | 8            |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 4.0 PLAN CHECK SUBMITTAL (estimate 3 months), BIDDING ASSISTANCE (minimum 3 months) |  |  |  |          |             |  |  |          |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| Initiate Plan Check Process                                                         |  |  |  | 6/26/26  |             |  |  |          |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| Finalize Bid Document Set/ Issue for Construction Set                               |  |  |  | TBD      |             |  |  |          |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| Provide assistance and check-ins during bid process                                 |  |  |  | TBD      |             |  |  |          |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| 5.0 CONSTRUCTION ADMINISTRATION (estimate 8 months)                                 |  |  |  |          |             |  |  |          |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |
| TBD                                                                                 |  |  |  |          |             |  |  |          |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |              |  |  |  |    |  |  |              |    |  |  |  |    |  |              |  |    |  |  |  |    |             |  |  |    |  |  |  |             |  |  |  |    |  |  |              |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |   |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |    |  |  |  |

## Fullerton Police Department Building Repair & Rehabilitation

### ESTIMATED PROJECT SCHEDULE

|                |  |
|----------------|--|
| Mon, 12/8/2025 |  |
| 1              |  |

|                                                                                     |          |          | 1    |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
|-------------------------------------------------------------------------------------|----------|----------|------|--------------|----|----|----|----|----|----|-------------|---|---|---|---|---|---|-------------|---|----|----|----|----|----|--------------|----|----|----|----|----|----|--------------|----|----|----|----|----|----|--------------|----|----|---|---|---|---|-------------|---|---|---|---|----|----|--------------|----|----|----|----|----|----|--------------|----|----|----|----|----|----|--------------|----|----|----|----|---|---|-------------|---|---|---|---|---|--|
|                                                                                     |          |          |      | Feb 23, 2026 |    |    |    |    |    |    | Mar 2, 2026 |   |   |   |   |   |   | Mar 9, 2026 |   |    |    |    |    |    | Mar 16, 2026 |    |    |    |    |    |    | Mar 23, 2026 |    |    |    |    |    |    | Mar 30, 2026 |    |    |   |   |   |   | Apr 6, 2026 |   |   |   |   |    |    | Apr 13, 2026 |    |    |    |    |    |    | Apr 20, 2026 |    |    |    |    |    |    | Apr 27, 2026 |    |    |    |    |   |   | May 4, 2026 |   |   |   |   |   |  |
|                                                                                     |          |          |      | 22           | 23 | 24 | 25 | 26 | 27 | 28 | 1           | 2 | 3 | 4 | 5 | 6 | 7 | 8           | 9 | 10 | 11 | 12 | 13 | 14 | 15           | 16 | 17 | 18 | 19 | 20 | 21 | 22           | 23 | 24 | 25 | 26 | 27 | 28 | 29           | 30 | 31 | 1 | 2 | 3 | 4 | 5           | 6 | 7 | 8 | 9 | 10 | 11 | 12           | 13 | 14 | 15 | 16 | 17 | 18 | 19           | 20 | 21 | 22 | 23 | 24 | 25 | 26           | 27 | 28 | 29 | 30 | 1 | 2 | 3           | 4 | 5 | 6 | 7 | 8 |  |
| TASK                                                                                | START    | END      | DAYS | S            | M  | T  | W  | T  | F  | S  | S           | M | T | W | T | F | S | S           | M | T  | W  | T  | F  | S  | S            | M  | T  | W  | T  | F  | S  | S            | M  | T  | W  | T  | F  | S  | S            | M  | T  | W | T | F | S | S           | M | T | W | T | F  | S  | S            | M  | T  | W  | T  | F  |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 1.0 Assessment & Preliminary Design - 7 weeks                                       |          |          |      |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| Project Awarded                                                                     | 12/8/25  |          |      |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 1.1 Kick-off mtg w/ Client & Team                                                   | 12/10/25 | 12/16/25 | 7    |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 1.2 Site Investigation & Field Verifications                                        | 12/16/25 | 12/22/25 | 7    |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 1.3 Prepare base drawings                                                           | 12/23/25 | 1/9/26   | 18   |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 1.4 Meetings to Indentify & coordinate specifications with City/ PD Staff           | 1/5/26   | 1/9/26   | 5    |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 1.5 Prepare Assessment Memo                                                         | 1/5/26   | 1/16/26  | 12   |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 1.6 Prepare preliminary design based on assessment and scope items                  | 1/9/26   | 1/23/26  | 15   |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 2.0 Schematic Design & Design Development - 10 weeks                                |          |          |      |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 2.1 Develop schematic designs of interiors for Main Lobby                           | 1/26/26  | 2/13/26  | 19   |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 2.2 Prepare rendered views of Lobby                                                 | 2/2/26   | 2/20/26  | 19   |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 2.3 Provide materials, finishes, & fixture selections                               | 1/26/26  | 2/20/26  | 26   |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 2.4 Develop 60% complete drawing & specification package                            | 1/26/26  | 3/13/26  | 47   |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 2.5 Prepare 60% Cost Estimate                                                       | 3/13/26  | 3/27/26  | 15   |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 2.6 Review 60% documents & cost estimate with client                                | 3/27/26  | 4/3/26   | 8    |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 3.0 90% CONSTRUCTION DOCUMENTS - 12 weeks                                           |          |          |      |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 3.1 Development of CD drawing & specifications                                      | 4/6/26   | 5/29/26  | 54   |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 3.2 Final set coordination                                                          | 6/1/26   | 6/5/26   | 5    |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 3.3 Cost Estimator to provide 90% Cost Estimate                                     | 6/5/26   | 6/19/26  | 15   |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 3.4 Review 90% Package with City                                                    | 6/19/26  | 6/26/26  | 8    |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 4.0 PLAN CHECK SUBMITTAL (estimate 3 months), BIDDING ASSISTANCE (minimum 3 months) |          |          |      |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| Initiate Plan Check Process                                                         | 6/26/26  |          |      |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| Finalize Bid Document Set/ Issue for Construction Set                               | TBD      |          |      |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| Provide assistance and check-ins during bid process                                 | TBD      |          |      |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
| 5.0 CONSTRUCTION ADMINISTRATION (estimate 8 months)                                 |          |          |      |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |
|                                                                                     | TBD      |          |      |              |    |    |    |    |    |    |             |   |   |   |   |   |   |             |   |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |   |   |   |   |             |   |   |   |   |    |    |              |    |    |    |    |    |    |              |    |    |    |    |    |    |              |    |    |    |    |   |   |             |   |   |   |   |   |  |

## Fullerton Police Department Building Repair & Rehabilitation

### ESTIMATED PROJECT SCHEDULE

|  |  |                |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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# FEES & RATES

TAB 7

# PROJECT FEES & LEVEL OF EFFORT

## Fullerton Police Department Building Repair & Renovation

### CONSULTANT FEES

|                     | Assessment & Preliminary Design | Schematic Design/ Design Development | Construction Documents | Plan Check/ Bidding/ For Construction Set | Construction Administration (anticipate 8 months) | Total:               |           |        |
|---------------------|---------------------------------|--------------------------------------|------------------------|-------------------------------------------|---------------------------------------------------|----------------------|-----------|--------|
| Architect           | \$12,350.00                     | \$33,875.00                          | \$41,850.00            | \$14,100.00                               | \$44,380.00                                       | <del>\$134,205</del> | \$102,175 | 6.71%  |
| Structural Engineer | \$1,150.00                      | \$0.00                               | \$13,248.00            | \$1,403.00                                | \$3,680.00                                        | <del>\$19,481</del>  | \$15,801  | 0.97%  |
| MEP Engineer        | \$3,760.50                      | \$7,521.00                           | \$12,535.00            | \$1,253.50                                | \$4,140.00                                        | <del>\$29,210</del>  | \$25,070  | 1.46%  |
| Landscape Architect | \$1,380.00                      | \$2,300.00                           | \$3,680.00             | \$920.00                                  | \$1,610.00                                        | <del>\$9,890</del>   | \$8,280   | 0.49%  |
| Cost Estimator      | \$0.00                          | \$11,385.00                          | \$7,590.00             | \$0.00                                    | \$0.00                                            | \$18,975             |           | 0.95%  |
| Reimbursables       |                                 |                                      |                        |                                           |                                                   | \$3,000              |           |        |
| TOTAL per Task:     | \$18,641                        | \$55,081                             | \$78,903               | \$17,677                                  | \$53,810                                          | <del>\$227,111</del> | \$173,301 | 11.36% |

Fee to be added at time of construction award

|                     | HOURS | HOURS | HOURS | HOURS | HOURS | TOTAL |
|---------------------|-------|-------|-------|-------|-------|-------|
| Architectural       |       |       |       |       |       |       |
| Principal In Charge | 10    | 15    | 25    | 10    | 48    | 108   |
| Architect QA/QC     | 0     | 20    | 25    | 10    | 20    | 75    |
| Project Architect   | 20    | 80    | 140   | 40    | 144   | 424   |
| Designer/ Drafting  | 80    | 160   | 100   | 40    | 72    | 452   |

# RATE SHEET

## DUNBAR ARCHITECTURE - ARCHITECT OF RECORD

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|                            |          |
|----------------------------|----------|
| Principal/ Project Manager | \$225/hr |
| Project Architect / CASp   | \$185/hr |
| Architect/ QAQC            | \$165/hr |
| Design Assistant           | \$85/hr  |

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## WHEELER & GRAY - STRUCTURAL ENGINEERING

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|                             |          |
|-----------------------------|----------|
| Principal                   | \$250/hr |
| Project Structural Engineer | \$200/hr |
| Design Structural Engineer  | \$175/hr |
| CAD Operator/ Designer      | \$160/hr |

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## MEP CALIFORNIA ENGINEERING CORP - MEP ENGINEERING

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|                     |          |                    |          |
|---------------------|----------|--------------------|----------|
| Principal           | \$295/hr | Principal Designer | \$165/hr |
| Associate Principal | \$270/hr | Sr. Designer       | \$155/hr |
| Associate           | \$250/hr | Designer II        | \$125/hr |
| Sr. Project Manager | \$195/hr | Designer I         | \$115/hr |
| Project Manager     | \$185/hr | BIM Lead           | \$165/hr |
| Sr. Engineer        | \$175/hr | BIM Associate      | \$125/hr |
| Engineer II         | \$155/hr |                    |          |
| Engineer I          | \$140/hr |                    |          |

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## HLCM INC. - COST ESTIMATOR

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|                    |          |
|--------------------|----------|
| Principal          | \$165/hr |
| Chief Estimator    | \$165/hr |
| Sr. Cost Manager   | \$165/hr |
| Sr. Cost Estimator | \$165/hr |

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**EXHIBIT C**

**CERTIFICATES OF INSURANCE**