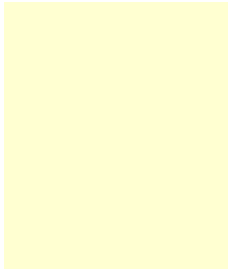




REQUEST FOR PROPOSALS for

PROGRAM MANAGEMENT SERVICES FOR CONSTRUCTION PROJECTS

RFQ No. 2021-BUS01



Submitted: 27 August 2020

August 27th, 2020

ALUM ROCK UNION SCHOOL DISTRICT
2930 Gay Ave
San Jose, CA 95127

RE: Request For Proposals for Program Management Services for Construction Projects - RFQ No. 2021-BUS01

ATTN: Kolvira Chheng, Assistant Superintendent, Business Services

Dear Mr. Chheng,

As a 20-year local resident with offices in San Jose and Oakland, JGM, and our subconsultant partners, has supported many local municipal and public entities on an ongoing basis for Facility Conditions Assessments (FCA), planning, design, program management, project management (PM) and construction management (CM) services, including San Jose City College and Fremont Unified School District. As our children attend your schools, we are vested in looking for ways to improve our Bay Area communities and give back. JGM is committed to and has been integrally involved in supporting many San Jose community-based organizations, such as Tools for Schools, Habitat for Humanity, Second Harvest of Silicon Valley, and many others.

Our goal in supporting the Alum Rock USD capital improvement bond program is simple: establish an environment for delivering your program based on trust, transparency, reliability, and collaboration so that each member of our San Jose community sees the results of their investment, and your academic staff and students can continue to grow through future opportunities and advanced learning spaces. As California leaders in program management for almost 40 years, we bring to you proven processes and tools that we successfully apply from one program to the next. Peer institutions like Los Angeles Community College District (LACCD) turned to us once again two years ago to help them set a precedence for their successful initiation and execution of the \$9.6B bond program as their Program Management Office (PMO). They entrusted JGM's team to collaboratively develop a fully integrated approach that fosters an environment that delivers the following benefits that we see applicable to ARUSD:

- **Integration to deliver consistency at all levels of engagement:** Our team will create alignment between the program management team, the school project teams, and the 22 district campuses through an organizational structure that enables regular communication and information flow. The roles and responsibilities of each group will be clearly delineated, resulting in the effective and efficient delivery of projects that meet the needs of the campuses and the students.
- **Efficient program controls producing accurate and timely financial data:** Our project controls subject matter experts (SMEs) will evaluate ARUSD's current business operations and program controls system to recommend revisions to increase efficiency. By incorporating these recommendations into our overall program management plan and by integrating controls within the project teams, our program management team will work with reliable data and information that results in effective stewardship of cost and schedule. Using this approach as the basis for delivering on the promises made to the community regarding the importance of their financial contributions, clear project status reporting at every level helps ARUSD communicate performance metrics, resulting in continued public support.
- **Communication, accountability, and full transparency:** We drive performance through communication and transparency with accountability at every level. Our team establishes a system of communication and formal reporting that makes certain essential program facts, financial information, and project data are communicated in a clear and timely manner. The bond program's communication

plan will utilize multiple modes of communication and reporting to achieve full transparency and accountability, thereby earning and maintaining the trust of the varied ARUSD stakeholder groups.

To successfully achieve this, you need a trusted partner and firm that has a long, consistent, and positive track record of successful integration of staff with other K-14 education institutions both in California and locally in the San Jose Region. We instill within our people a culture, which provides consistently reliable service that blends and leverages our PMCM staff with specialized experts to deliver projects, saving our clients time and money in the process. We come to you with a proven reputation for delivering large or small, complex, highly visible projects on schedule and on budget.

Our commitment will help make Measure G, J & I a full bond program where people want to be part of building the future of the community, where the students are the ultimate beneficiaries. We are excited to put your needs at the forefront, including:

- ***Supporting the immediate prioritization of an education plan that includes demographic analysis and projections to support the needs of your multi-cultural communities;***
- ***Executing the first round of projects, including State-funded projects, immediately without further delay; and***
- ***Making sure your campuses are quickly cosmetically transformed to fit in seamlessly with the urban feel of the surrounding community, improving campus safety and making all ARUSD campuses ADA-compliant to keep students, staff, and faculty safe and secure.***

We are ready to deliver on your needs immediately, making the requests and wishes of your community our mission to move your bond measures forward.

We look forward to creating a sustainable, collaborative partnership with ARUSD for the years to come while implementing this substantial and vital initiative for the future of our communities in the San Jose region. If you have any further questions, please feel free to reach out at the information provided below.

Thank you and take care,



Ryan E. Gales
CEO

Jenkins/Gales & Martinez, Inc.

3031 Tisch Way
San Jose, CA
95128
rgales@jgminc.com
(310) 283-7661 cell



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PHILOSOPHY & PROCESS

The JGM team builds long-term partnerships with school districts, working collaboratively to achieve their school facilities goals. We believe in going beyond traditional construction management boundaries and maintaining strong relationships with our Client's program and the community it serves. We advise our clients on project delivery, pre-construction, regulatory compliance and risk mitigation with expediency and transparency. Excellent references from past and current clients confirm JGM's reputation for providing extensive construction management services.

Our partners and staff come with a unique perspective as most started as architects, engineers, and contractors, and understand the constraints that occur in the field. Our team's regional experience has positioned us to articulate the vision and promise of new community development, embracing environmental stewardship and sustainability. As our society advances into the twenty-first century, JGM will continue to assess new and innovative technologies that will effect positive outcomes on our urban landscape. Being in construction management exclusively in the education sector for the last two decades also makes our team one of the pioneers. We are not a General Contractor acting like a Construction Manager, we only provide construction management services.

Our ability to deliver projects on time, especially renovation projects with numerous unforeseen schedule changes, is based on a number of things. First, we implement industry standard scheduling techniques utilizing P6 software for critical path method scheduling with weekly updates to control the overall schedule. Keeping a project schedule during design is always a critical phase to keep a project schedule on track. DSA submittals, reviews and backchecks are frequent issues and we take a proactive approach to maintaining a reasonable schedule and ensuring the design team is given every opportunity to meet their deadlines.

65

professional staff on our proposed team

39

combined years of experience of the team managing high value construction projects

35+

billions of dollars in construction for CA educational bond programs

Number of Years in Business

- a) Corporation;
 - Date of incorporation: 1981 (39 years)

Location of Organization

All work for this project will be performed from our Inland Empire office located at:
3031 Tisch Way, San Jose, CA 95128

List of basic services provided by JGM

- Construction Management;
 - Estimating
 - Project Controls
 - Document Controls
 - Contract administration
 - Pre-construction
 - Value Engineering
 - Design Review
 - Safety
 - Closeout
 - LEED Management
- Project Management
- Program Management
- Architecture
- Urban Design

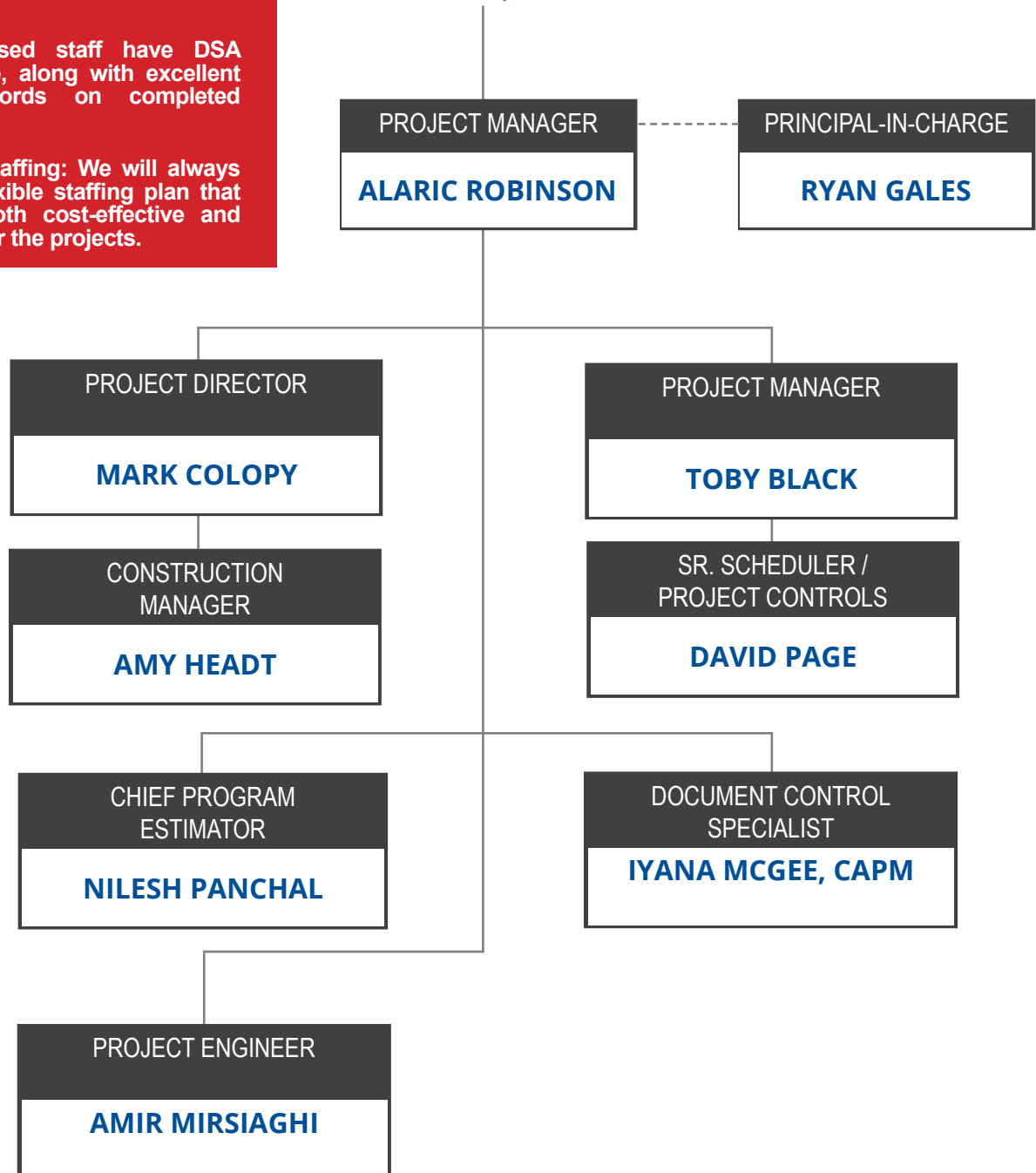
Other School Districts where JGM has provided Construction Management Services:

- Los Angeles Unified School District
- Hawthorne Unified School District
- Inglewood Unified School District
- Archdiocese of Los Angeles
- Compton Unified School District
- Compton (now El Camino) Community College District
- Los Angeles Community College District
- San-Jose Evergreen Community College District
- Fremont Unified School District
- Santa Rosa Junior College District
- Oakland Unified School District
- Long Beach Community College District
- West Contra Costa Unified School District



HIGHLIGHTS OF TEAM

- The proposed team will be the team that services the Districts projects through their entirety.
- All proposed team members are working out of our San Jose office.
- All proposed staff have DSA experience, along with excellent track records on completed projects.
- Flexible Staffing: We will always offer a flexible staffing plan that will be both cost-effective and efficient for the projects.





RYAN GALES

CEO/Principal-in-Charge

Contact: rgales@jgminc.com

Mr. Gales has over 20 years of managing projects and their staff, providing outreach, training and development services. For the past five years he has been responsible for project management and overall operations of the firm. His responsibilities include new business development, architectural design, contract negotiations, staffing, client liaison, subcontract administrations and other administrative duties. His experience in projects, large and small, have afforded him the ability to focus on the details and be mindful of project budgets and schedules, while his extensive work in the field has garnered him the ability to work closely with various city, county and local organizations.

Education

Construction Management
Certification, University of
California Los Angeles

B.S. in Civil Engineering,
University of California Los
Angeles

Affiliations

Construction Management
Association of America

UCLA Center for Excellence
in Engineering and Diversity
(CEED)

National Society of Black
Engineers (NSBE)

Society of Hispanic Profes-
sional Engineers (SHPE)

Key Qualifications

- Has successfully lead large education and transportation projects as principal-in-charge and as a project manager.
- His experience as a project manager for former Los Angeles Mayor James Hahn provided him the experience in hosting outreach and community meetings in areas of Watts and South Los Angeles in developing plans of action to address "Quality of Life" issues
- Skills in all phases of construction; including Pre-Construction, contract negotiations, contract review and subcontractor pre-qualification / monitoring.

Representative Projects

- San Jose – Evergreen Community College District Construction Management, San Jose, CA
- LAUSD Bond Construction Management, Los Angeles, CA
- LACCD Bond Program Management Oversight, Los Angeles, CA
- LAX North In-Line Baggage Handling System
- Indianapolis International Airport Baggage Screening System O/M
- Hollywood Park Stadium Development



ALARIC ROBINSON, QSP

Senior Construction Manager

Alaric Robinson has over 30 years of experience as a Construction and Architectural Design Project Manager with proven knowledge of California Department of the State Architect (DSA) I construction management design standards and protocols. He has authored client design standards, specifications and bid documentation standards and processes, as well as, coordinated and developed client's attorney's and consultant's General and Special Condition specification section standards. His comprehensive knowledge of building codes and industry standards results in increased cost savings and construction scheduling efficiencies, providing clients with an efficient hands on management perspective.

Education

Master of Fine Arts - Mass
Communications Southern
University and A&M College
Baton Rouge, La

Bachelor of Architecture

Southern University and A&M
College

Certifications FEMA

QSP (Qualified Storm Water
Prevention Specialist)

Key Qualifications

- Extensive practical and professional knowledge of Construction Management, Construction Contract, Costs and Change Order Controls Management, Program and Project Management, Facility Design Management, building construction means and methods, and Architectural Design, gained from over 30 years in the field and in the design studio.
- Has taught construction management and design courses at California State Universities and Community Colleges.
- Possess strong leadership, management, programming, planning, communication, interpersonal and computer skills.
- FEMA and QSP Certified, Proficient in Primavera, Primavera Contract Manager, MS Project, Excel, PowerPoint, and Auto Cad.
- Excellent leadership and communication skills; with a team first approach to the essentials of the disciplines of site acquisition, environmental impact reports (EIR's), negative declarations, manage environmental monitoring and work plans, zoning approvals and permit security, right of way security, encroachment permits and local building department permit security, construction, project programming, program and design management; delivering projects and tasks on time and within budget.

Representative Projects

- Azeveda Elementary School, Fremont USD
- Mattos Elementary School, Fremont USD
- Walters Junior High School, Fremont USD
- Districtwide Design & Bid Management, West Contra Costa USD
- King Elementary School Modernization, West Contra Costa USD
- Laney College Athletic Fields, Peralta CCD
- Rehabilitation of 3 Schools, Redding USD
- Rehabilitation of 3 Schools, Sacramento City USD
- Rehabilitation of 9 Schools, Oakland USD
- New Elementary School, Clovis USD



MARK COLOPY

Project Director

Mark Colopy has more than 25 years of experience in the field of Architecture and Construction/ Project Management on major municipal and commercial facilities throughout the United States. As a Principal Architect, Mr. Colopy is responsible for Project Management and Construction Administration from schematic design through construction completion. He is adept at managing complex projects requiring the leadership necessary for achieving a well-orchestrated balance of monitoring, accountability, and communication.

Education

Kent State
Bachelor of Architecture

Professional Registrations and Affiliations

Registered Architect:
California - #C-21386, 1990;
Nevada – 5566, 2006;
New York – 033071-1, 2012;
Ohio - #7019, 1982

General Contractor
State of California
B-License 938910, 2009

American Institute of
Architects

National Council of
Architectural Registration
Board Certification (NCARB)

Mr. Colopy has numerous years of experience in the education and transportation industry, having coordinated the work of large aviation & transit facilities.

Key Qualifications

LAUSD Bond BB Construction and Repair Program - Los Angeles, CA - Project Director

Project Director for Modernization and Greening of 86 schools. Program includes: design oversight; ADA; program and budgetary compliance; liaison with school board and program stakeholders; review of bid packages and job progress; scheduling; cost estimating and field observation (M&O District No. 1).
Cost: \$165 million Area: 2.6 million gsf

Los Angeles Community College District (LACCD) Campus Wide Renovation
As Program Managers for LACCD the joint venture managed both design and construction across 9 independent campuses and two satellite campuses. The program oversaw the design and construction of more than 45 new academic buildings provided, and over 5 million square feet of space renovated, with 40 buildings receiving LEED Silver or higher.
Cost: \$2.2 billion Area: 6 million gsf

Los Angeles Municipal Courts, Airport Branch - Los Angeles, CA.
Project Architect for a new 10 story, courthouse at the intersection of the 105 and 405 Freeways. This facility houses 4 floors of courts, a detention space below grade, as well as numerous offices associated with the Superior Court.
Cost: \$41.9million Area: 292,156 gsf

Lazenby Hall – The Ohio State University Department of Psychology – Columbus, OH

Project Architect for the renovation of a 4 story, historic register structure on the campus of the Ohio State University. This facility houses 4 separate groups within the department as well as additional classroom space.
Cost: \$4.2 million Area: 65,000 gsf

Representative Projects

LAUSD Bond BB Construction and Repair Program
Los Angeles Community College District (LACCD) Campus Wide Renovation
Lazenby Hall – The Ohio State University Department of Psychology



TOBY BLACK
Project Manager

Toby Black is a construction management professional with 20 years of industry experience where he has played a key role in the success of a variety of education projects. Working with clients including: Oakland Unified School District, Fremont Unified School District, West Contra Costa Unified School District, Sacramento City Unified School District, Mount Diablo Unified School District, and the University of Las Vegas.

Education
 A.A. Architecture,
 Diablo Valley College

Toby has been using contract management software for several years and is highly proficient with Primavera P6. He has built and managed successful teams of multi-disciplined players and utilized their individual expertise to promote the success of projects ranging from \$500k-\$60 million in construction costs. He has reduced expenses and saved valuable time by establishing standards and streamlining processes in order to maintain tight project schedules and budgets.

Key Qualifications

- Developed IT infrastructure design standards and technical specifications combining telecommunications, internet technology infrastructure, and security into a converged network as well as installation and testing procedures to be used on all future building projects throughout the Oakland Unified and Fremont Unified school districts to ensure and maintain consistency of construction and the installation of equipment.
- Highly Personable and well versed in creating and maintaining long-term relationships between, architects, engineers, contractors, vendors, DSA, and local jurisdictions and city officials.
- Developed process of conducting constructibility reviews in conjunction with design managers during the design phase of a project in order to maintain efficiency of project schedules and stay within budget.
- Managed numerous construction projects for Bond Programs ranging from \$100k-\$60 Million, developing contract scopes of work, organized and coordinated pre-construction meetings, negotiated consultant contracts and fees, maintain SWPPP Regulations, conduct site inspections for quality control, conduct weekly owner meetings to review project progress, schedule and issues, Review cost estimates and budgets, negotiate and process change orders to maintain project costs.
- Highly skilled and knowledgeable of building codes & regulatory agencies: DSA, ADA, Title 24, IBC and CBC.

Representative Projects

- Districtwide IT Infrastructure Upgrades, Fremont USD
- Districtwide IT Infrastructure Upgrades, Oakland USD
- Portola Middle School Modernization, West Contra Costa USD (WCCUSD)
- Quad Campus Restroom Renovation Project, WCCUSD
- King Elementary School Site Drainage & Infrastructure Project, WCCUSD
- Helms Middle School Athletic Fields, WCCUSD
- Pinole Middle School Play Field, WCCUSD
- Pinole Middle School Infrastructure Project, WCCUSD
- Helms Middle School Environmental & Recycling Center, WCCUSD



AMY HEADT **Construction Manager**

Amy Headt is a LEED accredited, project management professional with more than 26 years of experience in construction management, scheduling, and cost estimating. Her focus is to assist clients in meeting their facility requirements by managing the planning, design and construction of their building programs. Amy provides an array of project planning and management consulting services ranging from feasibility studies through construction management. She has managed districtwide construction projects for clients such as Oakland USD, and for private schools including Presentation School, Napa Tech High School, Sonoma Charter School, Credo Public School, and Blue Oak School. Additionally, she has managed campuswide projects for healthcare and infrastructure clients including Kaiser, BART, Oakland City Center, and Highland Hospital.

Education

Construction Management
Certification, Sonoma State
University

Certifications

General Contractors
License, CA State License
Board

Licensed Real Estate Agent

Key Qualifications

- Managed cost estimates, pre-construction, and construction management for \$130M schoolwide construction, including 44,000 SF new classroom building, 30,000 SF gymnasium, and football stadium.
- Provided oversight of all consulting firms including architects, engineers, inspector of record, material testing, and other similar professional services.
- Proven success of receiving site and plan approvals from the California Department of Education and plan approval from the Division of State Architect.
- Skills in all phases of construction; including Pre-Construction, contract negotiations, contract review and subcontractor pre-qualification / monitoring.

Representative Projects

- Fremont High School Modernization & New Construction – Oakland Unified School District
- Napa Tech High School Modernization – Napa Valley Unified School District
- Sonoma Charter School Modernization – Charter School
- Credo Public Charter High School Modernization – Charter School
- Blue Oak School Modernization – Private School



Education

Construction Estimating
& Scheduling, Cal State,
Long Beach

BS, Aeronautical
Engineering,
University of California

Certifications

Certified Primavera
Trainer

DAVID PAGE

Senior Scheduler/Project Controls

David Page has more than 35 years of experience in the construction industry and 17 years of experience in programs/projects control systems implementations, project management, project engineering, estimating, and scheduling. His knowledge of centralized control systems has resulted in the successful implementation of such systems for many organizations.

David has a strong background in program controls development and quality assurance with an outstanding history of managing projects from initial conception through development, to implementation. He also has a proven record of bringing mission-critical projects in on schedule and within budget. David is skilled in strategic planning, budget controls and problem resolution with outstanding communication talents and a proven ability to build and lead highly efficient teams, to train non-construction personnel, and to convey complex concepts in understandable terms.

Key Qualifications

- Certified Primavera Trainer
- Responsible for working with management in creation of the program master schedule, evaluating program performance, production schedules, enhancing project performance, developing project controls, and creating and supporting the P6 master schedule and cost control implementation with Primavera Contract Management (Expedition) at West Contra Costa Unified School District.
- The primary driving force at LA Unified School District behind the districtwide consolidation of multiple applications to a centralized enterprise system for both Expedition and P3. Designed and implemented a work plan for the upgrades of both Oracle Primavera application P6.1 from P3.1, and Contract Manager 12.1 from Expedition 7.0. Provided authorized certified training for school district staff within facilities and application and technical support for both P6.1 and Contract Manager 12.1.
- Launched the design, implementation, and rollout of Expedition 7.0, Contract Management and P3 3.1 Software and subsequent upgrade to Expedition 8.5.9. and P3ec 4.0, for the construction phase at LA Unified School District.
- Extensive knowledge of construction delivery methods including multi-prime, lease leaseback, design build, and traditional design bid build.
-

Representative Projects

- Pinole Valley High School Phase 5 New Campus, West Contra Costa USD
- De Anza High School Phase 1 & 2 Replacement Campus, West Contra Costa USD
- Korematsu Middle School New Building, West Contra Costa USD
- Downer Elementary School Phase 1B, West Contra Costa USD
- Richard E. Byrd Middle School New Campus, Los Angeles Unified School District
- East Valley High School New Campus, Los Angeles Unified School District
- Maurice Sendak Elementary School New Campus, Los Angeles Unified School District
- Rosa Parks Learning Center, Los Angeles Unified School District



NILESH PANCHAL, PMP

Senior Estimator

Nilesh Panchal is an experienced Project Controls Professional and PMI certified Project Management Professional (PMP) with more than 12 years of Project and Program Controls experience. He has gained expertise in various domains including estimating, scheduling, cost control, financial and budget management, risk management, construction management, business analytics, and process improvements in various Engineering, Procurement & Construction programs. He is passionate about working on challenging programs and lead project controls to successful completion of projects on time and under budget.

Education

M.S. Construction
Management,
Texas A&M University
B.S. Civil Engineering,
Mumbai University, India

Certifications

Certified Estimating
Professional (Candidate) –
AACE International
Project Management
Professional (PMP) –
Project Management
Institute
Graduate Course in
Project Finance – Harvard
University Extension
School
Certificate in Business,
Mays Business School –
Texas A&M University

Key Qualifications

- Developed and managed conceptual ROM and detailed construction estimate in Onscreen Takeoff to support long range financial plans and initiation phase of new projects ranging from \$20M to \$135M.
- Participated in value engineering and constructability reviews to save cost in the range of 5%-8%.
- Analyzed change orders for scope, cost, schedule impacts and successfully negotiated with general contractors to manage contingency.
- Created and managed estimating knowledge database in RS Means including but not limited to take off templates, WBS structure, accounting codes, and compliance with regional prevailing wage.
- Hands on experience with Project Management tools like SAP Project Financials, SAP Business Warehouse, PG&E Project Controls Database Management, and Project Portfolio Management.
- Ability to analyze and manage financial accounting and budgeting in SAP Business Financials.
- Preparing and managing schedule in P6 and MS Project.
- Ability to successfully implement On Screen Take off and Timberline to manage estimates.
- Working knowledge of project management tools like Unifier, COBRA, and ARM.
- Strong analytical skills to analyze performance variance and recommend corrective action and forecast long term trends.

Representative Projects

- Korematsu Middle School ROM, Budget, and Detailed Estimating and Change Order Estimate Preparation, Management & Negotiation, West Contra Costa USD
- Nystrom Elementary School ROM, Budget, and Detailed Estimating and Change Order Estimate Preparation, Management & Negotiation, West Contra Costa USD
- Sylvester Greenwood Academy High School ROM, Budget, and Detailed Estimating and Change Order Estimate Preparation, Management & Negotiation, West Contra Costa USD

IYANA MCGEE, CAPM***Document Control Specialist*****Education**

Bachelor of Science in
Marketing and Management

Certifications

OSHA 10-Hour Training
Certified Associate
Project Manager, Project
Management Institute

Years with Firm

6

Iyana McGee works directly under the program and project manager to maintain Request for Information's and Submittals to client, document controls, manage meetings, manage expense reports, manage warehouse facilities and coordinate staff work site access along with other day-to-day administrative tasks. When she had been with JGM less than one year, she took on the role of Executive Assistant and Office Manager, where she has been responsible for project research, project staffing, managing project offsite employees, writing and handling sensitive correspondence, writing leases and addendums, and managed multiple building moves. She is currently providing document control for the LAX Delta move and renovation from Terminals 5/6 (\$23M project) to Terminals 2/3 (\$24M project).

AMIR MIRSIAGHI***Project Engineer*****Education**

The University of Illinois
at Urbana-Champaign,
Urbana, IL

Bachelor of Arts in
Communication
Kaplan University,
Chicago, IL
Masters of Business
Administration &
Marketing

Years with Firm

1

Amir Mirsiaghi is a highly accomplished construction, contracts and claims specialist with more than 15 years' experience in scope, cost and schedule control management for large infrastructure projects. He uses an analytic approach to resolve complex field challenges with leadership and diplomacy. Amir is proficient in preparing proposals by determining concept, gathering and formatting information, and writing responses. He is skilled at preparing project estimates by analyzing proposals and requirements and has expert skills in AutoCAD, Excel and proficient in Project Management Software (Primavera P6 and Pertmaster).

1. DSA PROJECT REVIEW & SCHEDULE TACTICS

With more than 20 years of DSA experience for California K-14 building programs and projects, we minimize drawing review durations, develop mutually respectful and positive relationships with DSA licensed inspectors, provide comprehensive and accurate record-keeping, and complete closeout packages that promote the closeout process.

Over half of our California professionals have designed and managed projects to comply with the DSA regulations. We have been responsible for the successful granting of DSA approvals and DSA-certified closeouts for hundreds of projects.

We fully understand DSA design review responsibilities as they pertain to structural design, fire/life safety systems, and Americans with Disabilities (ADA). In addition, our team is experienced with the DSA construction oversight process, including DSA Box—DSA's cloud-based collaborative tool—and the utilization of their Inspection Card Process, mirroring the process employed by almost every building department in the state. We apply the following established best practices that have proven successful in accelerating the DSA certification process:

Designer Oversight: Weekly design progress review meetings, driving schedule compliance, and expeditiously mitigating issues.

Pre-Submittal Reviews: Facilitating meetings with DSA at critical design milestone phases (schematic and design development) to establish DSA familiarity with the project scope and goals, and aligning on critical code and building-related issues prior to performing detailed design efforts

Review: Scheduling progress updates with the designer and DSA plan check team.

Construction Phase: Continuously monitoring compliance with DSA project-specific specialty

inspections and documentation requirements.

Project Certification: Proactively monitoring the designer in preparing project documentation, including change orders, field change directives, verified reports, and other required documentation.

Working in a staff augmentation role for LAUSD's Facilities Division for more than 20 years, we provided PMCM for the \$26.5B BB, K, R, Y and Measure Q bond programs. A separate embedded DSA closeout team has successfully closed out more than 500 aging DSA "Closed Without Certification" projects to date, allowing planned modernization projects to move forward.

2. MULTI-SITE PROGRAMS EXPERTISE

We understand the challenges educational districts face every day with the execution of their bond-funded building programs including transparency and accountability in execution of the bond program, shared governance and multiple stakeholder alignment, DSA design approvals and project certification, and maintaining operation of occupied facilities during construction. Through our experience successfully implementing bond-funded projects, we have created best practices and institutionalized lessons which provide a solid foundation for your program. The following programs showcase our work at educational districts around the country where we have worked on multiple projects including elementary schools, middle schools, high schools and various college campuses under larger district programs.

- **Santa Rosa Junior College District, Sonoma County, California:** JGM is accountable for CM services to verify construction projects are on schedule, within budget, high-quality, cost-effective, and appropriate to SRJC program needs. We oversee design and construction of the security enhancements per the security specifications. Enhancements of each campus

will include: assessment of inoperable or deficient video cameras and replacement, installing new cameras at strategic locations including the use of the Genetec Security Center Video Management system integrated with CCure 9000, installation of electrified locking hardware with card readers at all exterior doors and select interior doors at high risk areas with CCure software integration and installation of appropriately placed Emergency Call Systems integrated with video surveillance and security management software systems. Additionally, we coordinate directly with the designers to set up page turn sessions with the permitting agencies which expedite the review and approval timelines.

- Los Angeles Community College District, Los Angeles, California:** JGM has been providing program, project, design and CM services for all nine campuses of the LACCD \$9.6B Sustainable Building program, funded by various bonds approved by Los Angeles voters. As part of the PMO since 2017, we provide the following services across all nine campuses for the District: comprehensive decision management, integrated process management, contract management and administration, planning and design management, quality assurance and quality control, program controls and reporting, risk management, dispute resolution support, college project team oversight and outreach and labor compliance.
- Los Angeles Unified School District (LAUSD), Los Angeles, California:** Working in a staff augmentation role with LAUSD's Facilities Division for more than 20 years, we have provided preconstruction, program management, and CM services on a fast-track schedule for the BB, K, R, Y and Measure Q Bond Programs, which total \$26.5B. The bond program has managed more than 2,000 individual projects at 260+ sites across the second largest school district in the U.S. We have staffed the full breadth of PM/CM positions, including project managers, estimators, schedulers, project controls specialists, contract administrators, multi-discipline architectural and engineer disciplines for design review, safety, DSA closeout, quality assurance inspectors, and administrative assistants. Integration of our CM team significantly improved construction performance metrics by reducing contractor payment

processing to less than 28 days, increasing annual project completions by 15%, and converting change order proposals to billable change orders in less than 35 days.

3. BAY AREA EXPERTISE

We have continuously provided planning, design, program management and PMCM services for over 20 years, serving our clients from multiple offices in the Bay Area, including Oakland and San Jose. Based on our experience from hundreds of small and large projects underway in the Bay Area, we have formed many relationships within the A/E/C community and are well positioned to secure interest from an abundance of potential bidders. We attend industry events and as your PM, we would conduct industry briefings and attend industry events on your behalf to promote Alum Rock and gauge A/E/C interest in your projects. For example, as Construction Manager for San Jose Evergreen Community College District supporting their multi-campus \$750M program, we have been tasked to conduct ongoing industry outreach and seek interest from prospective firms. We would conduct one-on-one informational meetings with interested firms about the program and mutually seek input about areas that could or would prevent them from bidding on SJECCD projects. Through our work with community college, K-12, university, municipal, public and private clients in the Bay Area and our engagement with DBIA, CMAA, Lean Construction Institute and AiA chapters, we bring diversity of A/E/C relationships, and the latest efficient and cost-effective project delivery practices including Design-Build. By adopting lean principles to achieve continuous savings, we consistently seek efficient and cost-effective project delivery.

MEASURE 2010D AND 2012E BOND PROGRAM**West Contra Costa Unified School District, 1108 Bissell Avenue, Richmond, CA 94801**

Our team has served the District in a variety of roles on the Measure 2010D & 2012E Bond Program including but not limited to design management, construction management, contract management and program management.

Projects consisted of restroom upgrades, fire & intrusion alarm upgrades, ADA accessibility upgrades, new elementary and middle school construction, new playfields, high school stadiums, modernizations, expansions, and complete campus demolitions.

**Students:** 32,197**Scope**

Design, Construction and Contract Management Services

Construction Cost

Budget: \$730M
Change Order Number/
Amount/Percentage:
-/-3%

Delivery Method

Design-Bid-Build

Reference

Luis Freese
(510) 230-3668
lfreese@wccusd.net

Duration

2008-Ongoing

**MEASURE B AND MEASURE J BOND PROGRAM****Oakland Unified School District, 955 High Street, Oakland, CA 94601**

Our team has served the District in a variety of roles on the Measure B & J Bond Program including but not limited to design management, construction management, contract management and program management. Projects consisted of districtwide technology infrastructure upgrades, fire & intrusion alarm upgrades, ADA accessibility upgrades, new central upgrades, and new District central office.

Students: 37,075**Scope**

Program & Construction Management Services

Construction Cost

Budget: \$900 Million

Delivery Method

Design-Bid-Build

Reference

Tadashi Nakadegawa,
Director of Facilities
(510) 535-7038
tadashi.nakadegawa@ousd.org

Duration

2010-Ongoing



**OAKLAND UNIFIED
SCHOOL DISTRICT**
Community Schools, Thriving Students

MEASURE E BOND PROGRAM

Fremont Unified School District, 4210 Technology Drive, Fremont, CA 94538

Students: 35,000

Scope
Program & Construction
Management Services

District Contact

Joseph Siam
(510) 659-2575 ext.
12275
jsiam@fremont.k12.
ca.us

Delivery Method

Design-Bid-Build,
Design-Build,
Lease-Lease Back

Duration

2014-2016

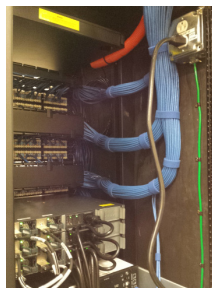
Construction Cost

Budget: \$650M
Change Order Number/
Amount/Percentage:
-/-4%

Our team has served the District in a variety of roles on the Measure E bond program. Measure E was a \$650 million bond program for a rapidly expanding school district and community. Projects consisted of district wide technology infrastructure upgrades, new pre-manufactured buildings, HVAC upgrades, middle school conversions, and pool renovations. Our team provided program design management, construction management and contract management services on a variety of projects for Fremont Unified School District.

Program management tasks for the new construction, expansion, modernization, and/or renovation projects at 42 school sites included: developing and maintaining professional working relationships with the District and government agencies, developing the Program budget, developing the overall Program Master Schedule, programming of each Project in the Program based on the needs identified in the Long Range Facilities Plan (LRFP), establishing the structures, procedures and assumptions to implement the pre-construction planning for District's new construction and modernization programs, managing multiple comprehensive campus modernization pre-construction projects, maintaining District standards and specifications, selecting appropriate District consultants, overseeing stakeholder and community engagement process, coordinating with the District Facilities and Risk Management for California Environmental Quality Act (CEQA) and other agency environmental clearances and evaluations, developing and preparing Request for Proposals and Request for Qualifications for District consultants and Contractors for any aspect of the Program including Alternative Project Delivery Methods such as Design-Build and Lease-Lease Back.

Projects consisted of two new pre-manufactured single story classroom buildings at Mattos ES and one new pre-manufactured single story building at Azevada ES. The design-build project at Mattos ES included four new classrooms and two science classrooms. The design-build project at Azevada ES included of 4 new classrooms. All classrooms were designed for a 21st century learning environment that included an integrated smart wall and met the new IT design standards.



MEASURE G AND MEASURE X BOND PROGRAM

San Jose Evergreen Community College District, 40 S. Market Street, San Jose, CA 95113

Students: 20,000

Firm Role

Construction
Management Services

Program Value

Measure G: \$268 M
Measure X: \$748 M

PPM Fee

TBD—Ongoing

Key Staff

Ryan Gales, PIC
Toby Black, PM
Alaric Robinson, CM

Duration

2018—Ongoing

District Contact

Jorge Escobar,
Vice President,
Administrative
Services,
(408) 288-3187
jorge.escobar@sjcc.edu

Projects funded by the Bond Program are currently underway and include a new maintenance building, campus wide HVAC and controls upgrade, physical security, new modular team room building, new campus wide entry signage, Milpitas extension bioswale, Prop 39 lighting, and 26 additional projects to be assigned between two campuses. The team is responsible for construction management services including but not limited to overseeing the collaborative design development process; establishing project schedules and budgets; planning, directing, and coordinating with architects, contractors, vendors, and District staff; overseeing all facets of the construction phase of a project including mobilization, construction and closeout; performing day-to-day contract administration activities; leading preconstruction meetings and related award coordinating activities; reviewing contractors' initial construction schedule, submittals, and schedules of values; responding to contractor inquiries; developing scope; creating bid advertisements and bid packages; and managing and coordinating project teams and contractors in communicating directives and ensuring the project scope is built according to plans, specifications and cost limits.



SANTA ROSA JUNIOR COLLEGE DISTRICT MEASURE H BOND IMPROVEMENTS -

Students: 15,428

Firm Role
Construction
Management
Services

Program Value
\$410 M

Duration
2020–2021

District Contact
Serafin
Fernandez
Sr. Director,
Capital Projects
Sonoma County
Junior College
District
707-524-1705
[sfernandez2@
santarosa.edu](mailto:sfernandez2@santarosa.edu)

In November 2014, the residents of Sonoma County passed Measure H, a \$410M general obligation bond supporting the Students, Faculty and Staff of the Sonoma County Junior College District. The District includes the Santa Rosa Junior College campus and Southwest Center in Santa Rosa, Petaluma campus in Petaluma, Public Safety Training Center in Windsor and Shone Farm in Healdsburg.

The Sonoma County Junior College District is a vital community resource and must stay current. Half of our local high school graduates rely on SRJC for affordable higher education right here in Sonoma County. Measure H will serve to upgrade facilities, address overcrowding and prepare students to attend four-year universities. Students will be prepared to succeed in 21st-century careers.

JGM is performing construction management services at each of the campuses, overseeing various projects to ensure the benefit and success of the faculty and staff.



PROJECT: Security Enhancement at Santa Rosa, Windsor and Petaluma Campuses

Construction Budget: \$3,000,000

Schedule: October 2020–May 2021 for Design & Construction

This project requires design and construction of the security enhancements per the security specifications by TRC dated November 2, 2018. Enhancements of each campus will include: assessment of inoperable or deficient video cameras and replacement, installing new cameras at strategic locations including the use of the Genetec Security Center Video Management system integrated with CCure 9000, installation of electrified locking hardware with card readers at all exterior doors and select interior doors at high risk areas with CCure software integration and installation of appropriately placed Emergency Call Systems integrated with video surveillance and security management software systems. Additionally, all new buildings shall be modeled to determine what the target Energy Use Intensity (EUI) is to achieve ZNE (Source) performance.

Additional Projects:

- Public Safety Training Center (PSTC) Expansion and modernization project (\$7,200,000)
 - PSTC's new multipurpose building will be constructed next to the current building and will serve the PSTC as an assembly area, practice area for tactical arts, and workout facility for firefighting trainees, and police cadets.
- Renovate and Re-purpose Garcia Hall for Art programs (\$3,000,000)

1. SAMPLE DOCUMENTS

Program Procedures Manual (PPM)

A comprehensive platform of procedures and associated training is essential for the successful delivery of a large, complex program such as yours. Throughout our 40+ years of successfully delivering hundreds of Capital Improvement Programs (CIPs) for a wide variety of owners – including LACCD and other peer districts – we have come to understand the value of consistent, accurate, and proven processes and procedures to govern day-to-day practices to meet the demands of changing environments and scale. We begin with a comprehensive platform of procedures and associated training that we have learned are essential for successful delivery of a large capital program like ALUSD's Measure G, J & I bond. JGM has its own Standard Operating Procedures (SOPs) that are in constant revision and renewal for large and complex programs throughout the United States and globally. For each CIP we manage, we fill in gaps we recognize in the owner's procedures with up-to-date JGM procedures, tailored to the needs of each unique program. Every PPM is a living document. For effective quality assurance, it is kept current through the application of best practices and lessons learned. At LACCD, the frequent update of existing processes, policies, and procedures with an emphasis on a streamlined communication and organization structure is essential. In that program, we have a dedicated full-time Program Training Manager on the PMO team to train, test, and on-board new and existing staff with the District's PPM for consistency.



Cost Estimate

We are prepared to support ARUSD with its in-house cost estimating capabilities that encompass all CSI divisions including mechanical and electrical systems, which can be provided in multiple formats, including CSI and Uniformat. We are equally comfortable working with ARUSD-selected 3rd party estimators to reconcile project estimates with overall program budget requirements. If JGM provides estimating services for projects, we can quickly provide you with a detailed and informed basis-of-cost from program development through design (to validate the architect's estimates) and construction (including validation of changes and cost-to-complete). Our San Jose Area and California education market experience better enables us to quickly validate and maximize the value of projects in your program.

2. ABILITY TO ESTABLISH BUDGETS AND CONTROL COSTS ON PROJECTS

We understand that General Obligation Ballot Measures such as yours comes directly from the pockets of community members. Bond sale proceeds should be dedicated only to capital expenditures – ideally those that have a life cycle comparable to the duration of the repayment of underlying bond sales. It is the obligation of ARUSD and JGM to make sure the community's bond proceeds are

COST ESTIMATE SUMMARY AND ANTICIPATED TIME SCHEDULE - JCAF 32: NEW BUILDING PROJECTS

District: SJECDD		Campus: SJCCD		CFIS Ref. #:							
Project Title: TEMPLATE		Date: 4/20/2016		Budget Ref #:							
Request For: P W W C D E		Original CCI:		Prepared by: XXXXXXXX							
		Original EPI:									
		Total Cost	State Funded	District Funded							
				Measure C	Non State-Supportable						
1. Site Acquisition Acres:		\$0	\$0		\$0						
A. Program Contingency		\$0		\$0							
B. Program Management		\$0		\$0							
C. Operational Expenses		\$0		\$0							
D. Debt Service Restructuring		\$0		\$0							
E. Initial Project Proposal (IPP)		\$0		\$0							
F. Final Project Proposal (FPP)		\$0		\$0							
G. Site Acquisition		\$0		\$0							
2. Plans Budget CCI: 4421		\$299,102	\$0	\$299,102							
A. Architectural Fees (for preliminary plans)		\$150,102		\$150,102							
B. Project Management (for preliminary plans)		\$58,125		\$58,125							
C. Preliminary Tests (soils, hazardous materials)		\$65,875		\$65,875							
D. Other Costs (for preliminary plans)		\$25,000		\$25,000							
3. Working Drawings Budget CCI: 4421		\$366,403	\$0	\$366,403							
A. Architectural Fees (for working drawings)		\$225,153		\$225,153							
B. Project Management (for working drawings)		\$58,125		\$58,125							
C. Office of the State Architect, Plan Check Fee		\$42,625		\$42,625							
D. Community College Plan Check Fee		\$15,500		\$15,500							
E. Other Costs (for working drawings)		\$25,000		\$25,000							
(Total PW may not exceed 13% of construction)		\$0		\$0							
4. Construction Budget CCI: 4421		\$4,169,500	\$0								
A. Utility Service		\$0		\$0							
B. Site Development, Service		\$0		\$0							
C. Site Development, General (ADA Site Work)		\$250,000		\$250,000							
D. Other Site Development (Demo of Existing Building)		\$150,000		\$150,000							
E. Renovation		\$3,769,500		\$3,769,500							
F. New Construction (Building) (w/Group I equip)(Site Work)(Utilities)		\$0		\$0							
G. Other		\$0		\$0							
5. Contingency		\$416,950	\$0	\$416,950							
6. Architectural and Engineering Oversight		\$125,085	\$0	\$125,085							
7. Tests and Inspections		\$368,250	\$0	\$368,250							
A. Tests		\$116,250		\$116,250							
B. Inspections		\$252,000		\$252,000							
8. Construction Management (if justified)		\$426,250	\$0	\$426,250							
9. Total Construction Costs (items 4 through 8 above)		\$5,506,035	\$0	\$5,506,035							
10. Furniture and Group II Equipment		\$430,800	\$0	\$430,800							
11. Total Project Cost (Items 2, 3, 9, and 10)		\$6,602,340	\$0	\$6,602,340							
		Outside GSF	Assignable Square Feet	Ratio ASF/GSF	Unit Cost Per ASF	Unit Cost Per GSF	14	State Funded	District Funded		District Funded Total
									Measure C	Non Supportable	
12. Project Data											
Construction		10770	8616	80.00%	\$483.93	\$387.14	Acquisition	\$0	\$0	\$0	\$0
							Preliminary Plans	\$0	\$299,102	\$0	\$299,102
							Working Drawings	\$0	\$366,403	\$0	\$366,403
							Construction	\$0	\$5,506,035	\$0	\$5,506,035
							Equipment	\$0	\$430,800	\$0	\$430,800
							Total Costs	\$0	\$6,602,340	\$0	\$6,602,340
							% of SS Total	0%	100%	SS Total:	\$6,602,340
13. Anticipated Time Schedule											
Start Preliminary Plans		TBD		Advertise Bid for Construction	TBD						
Start Working Drawings		TBD		Award Construction Contract	TBD						
Complete Working Drawings		TBD		Advertise Bid for Equipment	TBD						
DSA Final Approval		TBD		Complete Project	TBD						

used wisely and only for the purposes promised to voters. It is critical that we exercise good judgment, transparency, fiscal restraint, and foresight in every decision made for the people of the community. Every dollar spent must advance equity in educational opportunity; create spaces that measurably enhance learning, critical thinking and skills; contribute to sustainable solutions; and facilities and grounds viewed by everyone as among the most valuable assets of the community.

Structure of Project Budgets

The object of CIPs, such as Measure G, J & I, is to build, modernize, upgrade, equip, and fine-tune facilities to serve as the best possible learning environments going into the future. Most common interpretations of this are reduced to individual projects, where stakeholders can most readily associate their interests. Project budgets and costs are rolled up to program costs and budgets, as are their underlying contributions to the future arc of courses, pedagogy, and life on campus. Total Cost of Ownership (TCO) is equally applicable to an entire campus as it is to an individual facility. TCO includes not just planning and construction, but also the operation and maintenance cost of a facility over its useful life. Internal to that, each Total Project Budget is developed according to the type of project, standards, location, and other factors, and includes both “hard” and “soft” costs. For budgeting purposes, a contingency is included to cover the cost of unforeseen conditions or owner-directed changes during construction.

Budget & Cost Control

Budgets are controlled through established procedures and approval levels, which require that budget modifications not occur unless and until appropriate approvals have been received. With approved budgets in place, we will initiate a deeper dive into the cost parameters of each project, based on market-leading

analytics capabilities. Our in-house cost estimating capabilities encompass all CSI divisions including mechanical and electrical systems and can be provided in multiple formats, including Uniformat.

We perform cost reconciliations throughout design to validate the architect’s estimates and quickly provide ARUSD with a detailed and informed basis of cost. Compliance with Budgetary Guidelines: Our team will provide oversight for all bond compliance requirements. We develop standard forms and templates for creating budgets for new construction and modernization projects in addition to budgetary transfers, estimates at completion, and change orders. Our Program Controls Manager will monitor compliance for project, site, and program master budgets. Cost Trend Log & Constructability Objectives: JGM typically manages a cost trend log that is maintained bi-weekly throughout the design process which allows for proactive “course correction” if design decisions are pushing the projected cost beyond the defined budget. Our team will establish constructability objectives, such as cost, schedule, quality, safety, operability and trade-off analysis between constructability

Project List Financial Recap Report

San José Evergreen CCD

Measure G-2010 and Measure X

SJCC Project List - Financial Recap Report (Active and Deferred Projects)

Location/Project		Status	Budget A	Cost To Date B	Outstanding Encumbrance C	Pending Commitments D	Approximate Commitments E	Estimate To Complete F	Estimate At Completion G=B+C+D+E+F	Remaining Balance H=A-G	DRAFT
San Jose City College											
31112 - Vehicular Circulation Entrances		Deferred	\$29,227	\$29,227	\$0	\$0	\$0	\$0	\$29,227	\$0	
31114 - Demolition and Site Preparations for New CTE		Active	\$3,508,372	\$1,398,746	\$495,057	\$0	\$0	\$1,814,295	\$3,708,098	(\$199,726)	
31115 - Theater Demo and New Parking Lot		Deferred	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Group II Equipment - SJC											
31122 - Group II Equipment		Active	\$6,213,718	\$4,475,966	\$214,997	\$0	\$0	\$1,416,431	\$6,107,395	\$106,323	
31122-EN - Group II Equipment - Endowment		Active	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total for Group II Equipment - SJC:			\$6,213,718	\$4,475,966	\$214,997	\$0	\$0	\$1,416,431	\$6,107,395	\$106,323	
31125 - New Gym Sitework and Auxiliary Buildings		Active	\$14,256,274	\$14,131,888	\$36,274	\$0	\$0	\$30,098	\$14,198,260	\$58,015	
New Maintenance and Operations Building											
31129 - New Maintenance and Operations Building and Emergency Operations Center		Active	\$11,563,242	\$1,350,798	\$571,555	\$0	\$59,840	\$9,581,049	\$11,563,242	\$0	
31129-EN - New Maintenance and Operations Building - Endowment		Active	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total for New Maintenance and Operations Building:			\$11,563,242	\$1,350,798	\$571,555	\$0	\$59,840	\$9,581,049	\$11,563,242	\$0	
Theater Accessibility and Entrance Improvements											
31130 - Theater Improvements		Active	\$8,901,800	\$793,322	\$387,798	\$0	\$0	\$7,690,758	\$8,871,878	\$29,922	
31130-EN - Theater Accessibility and Entrance Improvements-Endowment		Active	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total for Theater Accessibility and Entrance			\$8,901,800	\$793,322	\$387,798	\$0	\$0	\$7,690,758	\$8,871,878	\$29,922	
31131 - San Jose-Evergreen Community College Extension		Active	\$1,570,399	\$1,546,524	\$0	\$0	\$0	\$0	\$1,546,524	\$23,875	
31132 - Career Education Complex		Active	\$142,396,189	\$703,971	(\$2,730)	\$0	\$0	\$141,685,512	\$142,386,753	\$9,437	
31133 - New Swing Space Project		Active	\$3,975,180	\$1,175,502	\$93,203	\$0	\$9,576	\$2,706,474	\$3,984,755	(\$9,575)	
31134 - Storm Water Management Remediation		Active	\$864,317	\$589,084	\$264,794	\$0	\$0	\$0	\$853,878	\$10,439	
31135 - Science Building Mechanical Upgrade		Active	\$1,817,218	\$39,511	\$1,454,201	\$0	\$0	\$224,541	\$1,718,253	\$98,965	
31137 - Property Acquisition		Active	\$10,000,000	\$27,398	\$23,915	\$0	\$0	\$9,948,687	\$10,000,000	\$0	
31150 - ADA Improvements		Active	\$500,000	\$9,990	\$1,159	\$0	\$0	\$488,851	\$500,000	\$0	
31151 - Library Interior Upgrades		Active	\$1,527,617	\$665,299	\$296,663	\$0	\$0	\$490,801	\$1,452,763	\$74,854	

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and other project considerations, including standardized elements, modularization/pre-assembly, heavy lift/lifting equipment, material laydown areas, fabrication and erection considerations, BIM, and construction friendly specifications.

It is our preference to perform iterative cost estimating. Milestone or iterative cost estimates that are trend logs allow for proactive evaluation as design develops and, if necessary, collaborative "course correction," which allows for real-time cost tracking to the ongoing Value Engineering (VE) and constructability efforts.

Constructability Reviews, VE, and Cost Containment:

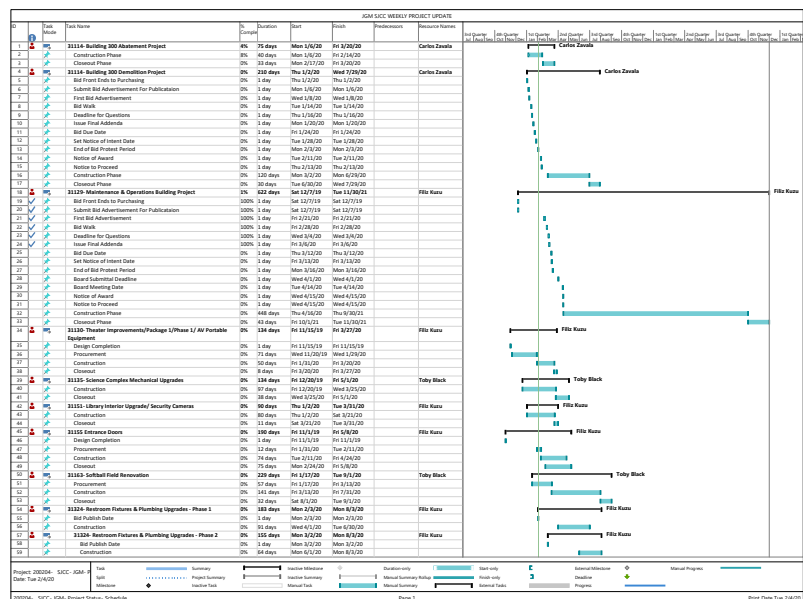
Constructability reviews focus on confirming that the design produces the best possible value for ARUSD, and the construction documents are biddable, build-able, and ready for permitting. Our proven cost control strategies combined with local construction market knowledge will deliver on your scope, schedule, and cost expectations. Milestone cost estimating provides project predictability. If work falls outside plus or minus 2-3 percent of the established budget, we work with the design professional to bring it back into range. Through ongoing VE reviews, we identify cost-saving opportunities by systematically analyzing and validating systems design, construction methods, logistical planning, materials, etc. Our approach identifies savings while balancing quality and project characteristics with schedule, safety, security, and maintainability.

Management of Project-Specific

Budgets: We will load and track project budgets in PMIS by a common cost breakdown structure (CBS) to enable a common reporting structure across all projects. Through the integration of a cost and resource-loaded P6 schedule with data in Proliance, we generate externally hosted SQL reports reflecting metrics such as cost and schedule performance indicators to meet expectations.

Change Management: The JGM PPM details procedures for construction change orders. All change orders require coding for: 1) owner-initiated scope changes, 2) unforeseen conditions, 3) agency-required scope changes, and 4) design-related scope change. The PMIS will track and report change order codes for project, site, and program-level summary reports. Change order reports will be monitored for anomalies. Action plans will be developed and issued to respond to poor-performing projects and may include: 1) corrective action plan, 2) training, 3) design guidelines, and 4) general conditions modifications.

Managing TCO: Our proven commissioning approach includes taking the lead in coordinating and directing the commissioning activities in a logical, sequential and efficient manner using consistent protocols. We engage maintenance staff in the process which results in clear understanding and consensus with operational protocols once the project is turned over. We also place significant emphasis on training maintenance and operations staff, completing contractor start-up and checkout procedures, functional testing, and identifying and resolving deficiencies. To be successful, we fold into the process concise communication and consultations



with all key stakeholders, frequently updated timelines, schedules, and budgets, and apply the appropriate technical expertise at the right times in the process.

Team Integration: An effective integration strategy that aims to build collaboration so all see eye-to-eye as peers throughout the course of the project is key to meeting all performance expectations. We work collaboratively with owners, architects and our program/preconstruction team to develop realistic construction and total project budgets. Proven benefits include early cost information to assist informed decision-making and real-time “what-if” options analysis which allows owners to accelerate projects due to quicker decision-making and less re-design. We utilize project controls and project communications to reinforce the integration of the team and use key performance indicators (KPIs) to provide ongoing productive feedback to team members. In the spirit of collaboration, we work together to be sure issues resolution is timely and not allowed to fall through the cracks and become bigger issues. At each point in the project, when new team members join, we conduct a teaming session to make sure these principles have continuity across the entire project.

3. ABILITY TO MEET SCHEDULES

The first step to understanding the life cycle of a project is to develop a baseline schedule from which progress can be measured and evaluated. Adequate detail is included to facilitate an understanding of key milestones, critical path, and cost drivers for each project. Factors such as labor costs (representing the single largest project expenditure) and differing construction timeframes dramatically affect scheduling.

Following scope validation, the first step to is to prepare preliminary schedules and cost estimates for each project. These are provided to design teams as part of their “design-to” budgets and total project schedules to meet occupancy requirements. If design teams exceed these budgets or schedule milestones, without owner direction or significant revelations regarding unforeseen conditions, it will be incumbent on them to bring their plans back into budget at no cost to you.

Integrated Program-level Master Schedule

(IMS): Our experience managing large-scale programs that consist of intricate, small-scale projects, has honed our capabilities in creating, maintaining, and adjusting master schedules. The incorporation of each project and its corresponding milestones into the IMS provides the opportunity for both a specific understanding of project progress as well as how each project fits into the overall program. Paramount to any scheduling activity is input from stakeholders across the program execution team, including tasks such as accounting, administration, fiscal reporting, grants (if applicable), as well as the incorporation of project-level reporting from each project manager and any field support, including environmental. Once inputs are properly incorporated, the priorities of the given specialty fields can be displayed to track and verify the progress of the project. The standard Critical Path Method (CPM) schedule is a good view into the performance of the overall program and provides insight into sequencing but does not inform costs, staffing, or resource requirements. We will cost load each schedule as well as input necessary staff requirements to make sure proper resources are available for each given project.

Interactive Planning (IAP): Input to larger project schedules are often assembled and validated via JGM’ unique, interactive scheduling approach designed to produce a schedule in which the entire team has confidence. This IAP session and process is typically conducted early in the planning phase and can be tailored to address individual project schedules or program-wide master schedule needs. This process will be facilitated by the program manager and scheduler and includes representatives from the client, designers, engineers, trade contractors, and others. It is an informal and interactive process utilizing multiple color cards allocated to each project team member. The result of

the session is a well-developed collaborative master schedule.

Bidding Documents: As each project progresses from design into construction, we make sure detailed construction schedules are included in the bidding documents so that bidders are responsive to both scope of work and time constraints. Before construction begins, awarded contractors are required to submit their own detailed schedules that are critiqued by the PMO team before final acceptance. These baseline schedules then facilitate proper monitoring of the work, help guard against interferences that may arise, and help make sure operations are conducted efficiently and in alignment with the master schedule. *Continuous scrutiny of project and program schedules allows for early identification of problems, particularly nuanced inter-relationships of budget and schedule, and provides a collaborative foundation for development of solutions and documentation of lessons learned.*

Our team uses state-of-the-art software to collate various inputs to each project CPM schedule and the IMS. CPM schedules are updated regularly to identify critical path variance and sub-critical path elements, with constraints and relationships clearly shown. Potential schedule conflicts or delays are analyzed by testing “what- if” scenarios to determine the effect of hypothetical changes, impacts, delays or accelerations. Continuous schedule analysis and recording of each schedule change supports change management and is essential to claims avoidance or mitigation. Based on scheduling protocols for determining earned value, we track and report on performance metrics detailing each baseline plan, the actual percentage complete, and the actual cost expended to date for the project(s) assigned.

Our schedulers track planning and design milestones through DSA approval, construction Notice to Proceed, substantial completion, academic occupancy, DSA certification, and project closeout. We integrate and track program goals into our master program schedule and generate metrics and reports quarterly. Monthly, our project teams will develop schedule forecasts based

upon a detailed analysis of the submitted contractor’s schedule. During construction, we review the preliminary construction schedule and subsequent baseline and monthly schedules and provide an assessment of the overall schedule and completion dates. Dependent on project size, stakeholders will receive 2-week, 30-day and 90-day lookahead schedules. If the project is trending off plan, our team will proactively work with the contractor to develop an appropriate recovery plan to get the project back on track. The benefit is greater information availability with drill-down views of program-and project-level details in an easy to navigate presentation to more effectively manage and report on key schedule data, KPIs, and milestones.

4. BOND PROGRAM WEBSITE:

As part of our transition approach, we will perform the following services directly related to comprehensive decision management:

- **Evaluation and improvement of the Communication Plan**
 - Identify Communication Plan goals – Identify and add goals during Sprint Start
 - Revise to include RPM – Identify RPM as primary interface with CPT and college presidents to improve reporting and communication
 - Include new position of Process Improvement Manager – Identify role, responsibilities, and procedures
 - Add contractor outreach to achieve “Owner of Choice” goals
 - Update external bond program website – During the transition period we will evaluate all options
 - Add to the Communication Plan internships, labor unions, corporate social responsibility, and internal audit
- **Evaluation of the Stakeholder Management Plan (SMP)** – The SMP is a subset of the Communications Plan and a critical

component to the successful delivery of the program. The PMO executive team has reviewed the current SMP and the following is a representative sample of the areas identified for addition or revision:

- Add identification of stakeholders – Prioritize/rank stakeholders based on potential impact/risk
- Add the determination of stakeholder needs and expectations – Develop a process to differentiate between needs and wants
- Revise the methods of communication – Identify the when, where, and how
- Add assignment of responsibilities for decision-making authority and issue escalation process
- Add evaluation methods for analyzing issues and change requests
- Add lessons learned – Facilitate a work session to identify items
- **Develop Dashboards** that convey the necessary information various stakeholder need, including:
 - Facilities Master Planning and Oversight Committee
 - Energy Committee

- **Shared Reports** required to communicate status include:
 - Project Roll-Up Report
 - Risk Register
 - Issue Resolution/Troubled Projects Report
 - Occupancy Report
 - Estimates at Completion Earned Value

We will evaluate the results of all reporting and assure that approval process requirements are met prior to publishing information and reports to the web and deliver a first-class user experience for the bond program website. The onsite JGM PM staff will be responsible for working with the Web services team to maintain this key information feature.

san José-evergreen
COMMUNITY COLLEGE DISTRICT

Bond Program Website
CITIZENS' BOND OVERSIGHT COMMITTEE
MEASURE X, G-2010, AND G-2004

Search...

Menu

About the Measures ▾ Oversight Committee ▾ Project Information ▾ Program Documents ▾ Business Opportunities Contact

Thank You!

The San José - Evergreen Community College District would like to thank the residents of our community for the strong vote of confidence in the District and in San José City College and Evergreen Valley College!

The voters have passed three Proposition 39 general obligation bond measures for San José - Evergreen Community College District, Measure G-2004 and Measure G-2010, and most recently Measure X. These bond measures support the district's efforts toward upgrading its facilities, constructing energy-efficient, technology-driven, classrooms and labs, upgrading outdated electrical, plumbing, heating/ventilation systems, and working toward achieving maximum efficiency, both in our teaching environments and in the infrastructure that supports those environments. The improvements made possible by these voter-supported bond measures have allowed us to continue our mission to assist students in achieving their educational and employment goals.

Along with this opportunity, comes responsibility. The district is committed to responsible stewardship of all bond funds. Measures X, G-2010, and G-2004 adhere to all accountability standards governing the management of a Proposition 39 bond program. A Citizen's Bond Oversight Committee, comprised of members of the community, provides Bond oversight. The oversight committee reviews all bond expenditures to ensure alignment with the ballot text.

The San José - Evergreen Community College District educates more than 26,000 students per year and offers vibrant cross-cultural experiences for our community to enjoy through its many performances, events, workshops, and exhibits. We are proud of what we have achieved with the support of the voters of our District. It is the strong commitment from the community that supports the values of our District – opportunity, equity, and social justice, and contributes to the success of our students.

Next Oversight Committee Meeting

The San José - Evergreen Community College District Citizens' Bond Oversight Committee is responsible for Measures X and G-2010.

Tuesday, September 15, 2020
6:00 pm - 7:30 pm
[Register for the Zoom meeting](#)

JGM is proud to say we:

- **Do NOT have** any legal action pending against us or an affiliated firm by another public agency related to services, or lack thereof, provided by our firm or the affiliated firm.
- **Have NOT** entered into any settlements or had judgments against us any time within the last ten (10) years.
- **HAS NOT** had a services contract terminated by a California public agency within the past ten (10) years.
- We or any affiliated firm have **NOT** ever been sued by any public agency for fraud or false claims.
- **Have NOT** filed for bankruptcy protection or been declared insolvent by any court, or had a receiver appointed to manage the assets of the firm.



Role	Hourly Rate
Principal in Charge	\$205
Project Executive	\$195
Project Manager	\$190
Construction Manager	\$180
QA/QC Manager	\$150
Program Controls Mgr.	\$150
Scheduler	\$140
Estimator	\$145
Project Engineer	\$120
Project Coordinator/Doc. Control	\$105
Administrator	\$90

Hourly rates include compensation, labor burden, benefits, auto expenses, cell phone expenses, laptop computer, insurance, overhead, corporate support, insurance, taxes, profit, etc. Rates are valid through December 31, 2020 and subject to Cost of Living Adjustment (COLA) thereafter.

JGM typically prefers to provide services on a fixed fee basis, as this approach allows for better budget control. If additional information is provided as to a specific assignment, anticipated needs or a desired level of service, we will be able to provide a fixed fee proposal.

typical fees

Cost for K-12 Repair, Renovation, or Systems Replacement Projects Fees

- Small scale (\$0-\$1,000,000.00) fee would be 8.1% of hard cost
- Medium scale (\$1,000,001.00-\$5,000,000.00) fee would be 7.3% of hard cost
- Large scale (\$5,000,001.00 - \$10,000,000.00) fee would be 6.3% of hard cost
- Major Project (\$10,000,000.00- \$35,000,000) fee would be 5.3% of hard cost

Staffing cost for K-12 Modernization Project:

- Small scale (\$0-\$1,000,000.00) fee would be 8.1% of hard cost
- Medium scale (\$1,000,001.00-\$5,000,000.00) fee would be 7.3% of hard cost
- Large scale (\$5,000,001.00 - \$10,000,000.00) fee would be 6.3% of hard cost
- Major Project (\$10,000,000.00 - \$35,000,000) fee would be 5.3% of hard cost

Staffing cost for K-12 New Construction Project:

- Small scale (\$0-\$1,000,000.00) fee would be 8.1% of hard cost
- Medium scale (\$1,000,001.00-\$5,000,000.00) fee would be 7.1% of hard cost
- Large scale (\$5,000,001.00 - \$10,000,000.00) fee would be 6.1% of hard cost
- Major Project (\$10,000,000.00- \$35,000,000) fee would be 5.1% of hard cost

Staffing cost for K-12 New Construction Project Multiple Prime Delivery:

- Small scale (\$0-\$1,000,000.00) fee would be 9.1% of hard cost
- Medium scale (\$1,000,001.00-\$5,000,000.00) fee would be 8.1% of hard cost
- Large scale (\$5,000,001.00 - \$10,000,000.00) fee would be 7.1% of hard cost
- Major Project (\$10,000,000.00- \$35,000,000) fee would be 6.1% of hard cost

EXPERIENCE MANAGING PROJECTS IN A MULTI-CULTURAL ENVIRONMENT

Stakeholders with a vested interest in the outcome of the program and individual projects are the community at large. They are voters, parents, neighbors, elected officials and students. JGM will work with Alum Rock USD to fully identify all stakeholders, define the type of communication that will meet their need for information, and develop the tactical approach for incorporating the goals of the Alum Rock multi-cultural Community into the projects. JGM will propose various activities and competitions (e.g. construction fence mural, sustainability videos) to empower your users and community with an influence on the project. This, in turn, will help to align your multi-cultural community in the same manner as we have done in the past.

Our core value recognizes the essential importance of people to the success of our business. Our goal is to establish an inclusive workplace that energizes the people who fuel our company's growth, and in turn, fuel our community's growth. Many of our projects are located within areas with a large minority population. We see this as an opportunity to teach, mentor, and outreach to communities to get them involved and share the passion for all aspects of construction.

Our team has had the benefit of working and managing projects within a multi-cultural environment. From the nine campuses of LACCD and their various communities to the campus of San Jose City College and its surrounding neighborhood, we enjoy the ability to develop progress where facility development may be lagging.

JGM's proposed Program Manager, Alaric Robinson has specific and relevant pre-construction experience in managing projects in environments similar Alum Rock USD. His tested experience in managing Bond, Local, and Community Oversight Committees in multi-cultural environments is at the disposition of the District. His understanding will prove to be very valuable in bringing together the District and the constituents its aiming to serve.

FACILITATION OF STUDENT INVOLVEMENT IN THE CONSTRUCTION PROCESS

To grow and expand the opportunities for students, we will implement and coordinate a program-wide initiative to create opportunities for students to participate in learning experiences created by the bond activities, expand sustained district partnerships, initiate a classroom speaker series, and streamline the logistics and documentation required to ensure safe and inspiring student experiences. We will also engage teachers in appropriate areas where we may help with interdisciplinary curricula and problem-based learning development. This program will also actively pursue opportunities to link learning experiences with your science, technology, engineering, art, and mathematics curricula.

"The integrity and flexibility to do what is necessary for each specific project, while keeping the District's best interest as a priority made them a success at West Contra Costa Unified School District."

Luis Freese
District Engineering Officer
West Contra Costa USD

"The team performed exceptionally."

- Ron Stoliar,
Assistant PM
YWCA of Greater Los Angeles Youth
Empowerment Center

Firm Role

Program & Construction
Management Services

Program Value

Proposition BB: \$2.4 billion,
Measure K: \$3.34 billion,
Measure R: \$3.87 billion,
Measure Y: \$3.985 billion and
Measure Q: \$7 billion

PPM Fee

TBD-Ongoing

Key Staff

Ryan Gales, PIC

Duration

2004-Ongoing

District Contact

John Gilbert,
Chief Construction Inspector
(213) 745-1564
john.gilbert@lausd.net

Firm Role

Program and
Construction
Management
Services

Program Value

Proposition A: \$1.245 B
Proposition AA: \$980M,
Measure J: \$3.5 B
Measure CC: \$3.3 B

PPM Fee

TBD-Ongoing

Key Staff

Ryan Gales, PIC

Duration

2001-2005
2017-Ongoing

District Contact

David Salazar
Chief Facilities Executive
(213) 891-2408
salazad3@email.laccd.edu

MEASURE BB, K, R, Y, & Q BOND PROGRAM

Los Angeles Unified School District, 1240 S. Naomi Avenue, 3rd Floor, Los Angeles, CA 90021

Our team has served the District in a variety of roles - on the combined BB, K, and Y bond program. On Proposition BB work, we functioned as the primary Project Manager for LAUSD Maintenance and Operations District No. One which includes a total of 86 schools in the Crenshaw-Dorsey, South Gate, Huntington Park, Bell and Fremont clusters. Following District reorganization under Measures K and Y, we provided adjunct staff managing both design and construction of New Schools.

As the Owner's Construction Coordinator, we are responsible for the oversight of architectural design and engineering consultants, peer review of consultants, documents for code, ADA, program and budgetary compliance, liaison with the local school boards, and principals, preparation of bid packages, award recommendation and monitoring of job progress. Our team provides full construction consultant services which included document management, scheduling, estimating, field observation, project reporting and labor compliance.

**MEASURE A, AA, J, AND CC BOND PROGRAM MANAGEMENT**

Los Angeles Community College District, 770 Wilshire Blvd., Los Angeles 90017

Projects funded by the Bond Program are currently underway and additional projects are planned at all of the District's nine college campuses. Our staff works directly with District Facilities and Steering Committees and reports to the District Superintendent. The implementation began with prioritizing the needs of the sites, confirming budgets, prioritizing phasing, and working directly with the Architect and committees to ensure all needs are met within the limits of the Bond Program.



ST. BERNARD HIGH SCHOOL**9100 Falmouth Ave, Playa Del Rey, CA 90293****Scope**

Program and Construction
Management, Master
Planning, Design

District Contact

Richard Billups
Principal
(310) 823-4651
rbillups@st.bernardhs.org

Delivery Method

Various

Duration

Jan 2000 – current

Final Construction Cost
\$4 million

For almost two decades, JGM has assisted St. Bernard High School (SBHS) in preparing youth for the future. JGM has worked with the school administrators, faculty and staff to develop a master plan fit for education in the 21st Century. Projects have varied in size from teacher lounge and main lobby remodels to courtyard and sports complex redevelopments. JGM has provided a full range of services, including design and construction management, to ensure the maximum benefit and value for each dollar spent.

**YWCA—GREATER LOS ANGELES****1020 S. Olive Street, 7th Floor, Los Angeles, CA 90015****Scope**

Design & Construction
Management

Contact

May Chen Tham
Special Projects Manager
YWCA Greater Los Angeles
Tel: 213-251-1321
mc.tham@ywcagla.org

Duration

2008-2013

Construction Cost

\$47 Million

JGM was the project design manager for the Owners, the YWCA of Los Angeles. As part of this design-build project, JGM suggested and reviewed value engineering results and made recommendations to the Owner. JGM pulled all permits - electrical, mechanical, sanitation, industrial waste, and health department. All permits were expedited within 30 days in order to meet funding requirements. This seven story, multi-use building which will be built in Downtown Los Angeles for at-risk teens, is approximately 154,000 square feet and Type 1 Construction with an automatic fire sprinkler system. The facility provides 24/7 housing and educational needs for 400 students between the ages of 16 thru 24. The type of usage includes: 100 Dorm Rooms (4 beds per Dorm), Classrooms, Cafeteria, Commercial Kitchen, Library, Offices and in-house Healthcare Services that includes Infirmary & Dental Care for its population. The building's courtyard was designed to provide gatherings spaces for educational and recreational activities. This area is highlighted by its seat walls along landscaped areas and an outdoor amphitheater.



MEASURE E BOND PROGRAM

Long Beach Community College District, 4901 East Carson St. Long Beach, CA 90808

Scope

Program and
Construction
Management
Services

Our team was responsible for providing on-site program/project and construction management consisting of modernization and new construction for the \$700 million bond program. We developed and maintained program processes for all aspects of project development, project budget, project design, environmental review, environmental site assessment, and governmental agency coordination.

District Contact

Timothy Wotton,
LBCCD - Director of
Facilities,
(562) 938-4072
Project Consultant
Varies

Projects included the Mathematics and Technology Building V, a \$52 million project spanning 76,886 square feet and featuring 25 classrooms including faculty offices, Success Center, computer classrooms and culinary arts classrooms consisting of demonstration restaurant, production kitchen, baking kitchen, pastry kitchen, skills kitchen, multi-use kitchen, and demonstration kitchen. This project was designed to meet LEED Platinum standards. The project received the Project in Design Award from the Community College Coalition Professional Awards Program.

Delivery Method

Design-Bid-Build

Other projects included the Liberal Arts Parking Structure, Building O Renovation, and LAC/PCC Master Landscape Implementation Projects.

Duration

2015-2016

Original Budget

\$700 Million
Bid Amount
Varies

Final Construction Cost

Varies



DISTRICT PROPOSAL FORM

The Board of Trustees of the Alum Rock Union Elementary School District will select a "preferred" program management firm to perform services as described in this RFP. Once appointed by the Board of Trustees, the selected "preferred" firm shall be expected to enter into a contract with the District acceptable to both parties within 15 business days following notification of being selected to complete the project(s) as described in the RFP, subject to approval/ratification by the District's Board of Trustees.

The following **"Offer to Enter into Agreement"** must be completed and included with responses to the RFP in order for the proposal to be accepted by the District.

OFFER TO ENTER INTO AGREEMENT

The undersigned hereby proposes to enter into an agreement with the Alum Rock Union Elementary School District and furnish services as outlined in the request for proposals subject to the terms and conditions contained herein.

Name and Address of Firm	Signature of Authorized Officer or Employee
Name: Jenkins/Gales & Martinez, Inc.	Signature: 
Address: 3031 Tisch Way	Printed Name: Ryan E. Gales
City and State: San Jose, CA 95128	Title: CEO
Telephone Number: (310) 283-7661	Date: August 25, 2020
Fax Number :	
Email Address: rgales@jgminc.com	

RETURN THIS PAGE WITH PROPOSAL

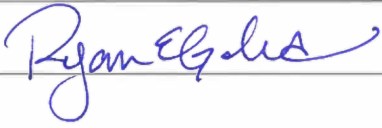
DISTRICT TERMS AND CONDITIONS

1. **INSTRUCTIONS AND USE OF FORMS.** In order to preserve uniformity and to facilitate the award of contracts, Respondents shall complete and return the enclosed District-required forms with their responses.
2. **ACCEPTANCE OR REJECTION OF RESPONSES.** The District reserves the right to reject any and all responses that are incomplete, contain errors, arrive after the due date/time or are submitted by unqualified vendors. The District reserves the right not to award a contract if the District, in its sole discretion, deems the responses received pursuant to this RFP lacking in any respect or insufficient to meet the District's requirements and needs, or for no reason at all.
3. **PROPOSAL PROTESTS.** The following instructions must be followed by a respondent who wishes to challenge the District's selection and award of any contract pursuant to this Request for Proposal:
 - a) Any protest must be submitted in writing to Alum Rock Union Elementary School District, Att: Kolvira Chheng 2930 Gay Avenue; San Jose, CA 95127 on the fifth (5th) business day following the District's notification of its intention to award a contract pursuant to this RFP.
 - b) Only vendors who submitted a proposal in response to this RFP may file a protest.
 - c) Protests must contain the following specific information:
 - .. Protestor's name, address, telephone number and email address;
 - .. Date on which protestor's response was submitted to the District;
 - .. Protestor's specific, detailed basis for the protest, which must be supported by facts and/or documentation. Protests based on hearsay, feelings or opinions not supported by facts, will be deemed invalid.
 - d) The protestor shall send a copy of the initial protest document and any attached documentation to all other parties that may be affected financially by the outcome.
 - e) The District will review and evaluate the protest for validity, including, if required, review by outside counsel. The District and/or counsel will provide a response within ten (10) business days of review of the protest letter.
 - f) If upon review, the proposal protest is found to be frivolous or lacking validity, the protest will be rejected and the protesting party may be deemed ineligible to participate in future District bidding or contracts.
4. **ASSIGNMENT PROHIBITED.** No contract awarded under this proposal shall be assigned without the express, prior written approval of the District. Any attempted assignment in violation of the provision may be voided at the option of the Board of Trustees.
5. **NO CONTACT WITH BOARD OF TRUSTEES.** Respondents may not contact any member of the Alum Rock Union Elementary School District Board of Trustees regarding this RFP, unless specifically invited to an interview conducted by the Board.

6. **NON-DISCRIMINATION.** The Alum Rock Union Elementary School District does not discriminate in the selection, acceptance, or treatment of any contractor based upon race, color, national origin, religion, sex, sexual orientation, handicap, age, veteran's status, medical condition as defined in Section 12926 of the California Government Code, ancestry, marital status, or citizenship, within the limits imposed by law. The District likewise prohibits discrimination by contractors and subcontractors, and may require the successful vendor(s) to give written notice of their obligations to labor organizations with which they have a collective bargaining or other agreement, in compliance with Government Code 12990.

ACCEPTANCE OF TERMS AND CONDITIONS

The undersigned hereby acknowledges receipt and acceptance of the above Terms and Conditions.

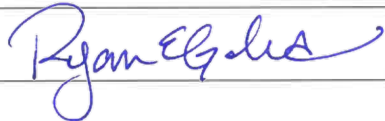
Authorized Signature:	
Printed Name: Ryan E. Gales	
Title: CEO	
Date: August 25, 2020	

RETURN THIS PAGE WITH PROPOSAL

DISTRICT QUALIFICATION CERTIFICATION

I, the undersigned, certify and declare, with specific reference to the California False Claims Act, Government Code sections 12650, et seq., that I have reviewed all of the information presented in this submittal and know its contents. The matters stated in the submittal are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true.

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

Authorized Signature:	
Printed Name: Ryan E. Gales	
Title: CEO	
Date: August 25, 2020	

DISTRICT NONCOLLUSION DECLARATION TO BE EXECUTED AND RETURNED WITH PROPOSAL
(Public Contract Code Section 7106)

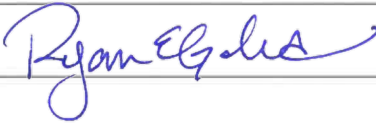
The undersigned declares:

I am the CEO of Jenkins/Gales & Martinez, Inc., the party making the foregoing Proposal.

The Proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The Proposal is genuine and not collusive or sham. The Proposer(s) has/have not directly or indirectly induced or solicited any other person to put in a false or sham bid. The Proposer(s) has/have not directly or indirectly colluded, conspired, connived, or agreed with any other proposer or anyone else to put in a sham bid, or to refrain from submitting a proposal. The Proposer(s) has/have not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the proposal or any other proposer, or to fix any overhead, profit, or cost element of the proposal price, or of that of any other proposer. All statements contained in the Proposal are true. The Proposer(s) has/have not, directly or indirectly, submitted his or her or its Proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any person, corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham proposal, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a proposer(s) that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the proposer.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 8/25/2020 [date], at Los Angeles [city], CA [state]."

Authorized Signature of Proposer(s):	
Printed Name:	Ryan E. Gales
Title:	CEO

NOTICE TO CONTRACTORS REGARDING CRIMINAL RECORDS CHECK

(EDUCATION CODE SECTION 45125.1)

Education Code Section 45125.1 provides that if the employees of any entity that has a contract with a school district may have any contact with pupils, those employees shall submit or have submitted their fingerprints in a manner authorized by the Department of Justice together with a fee determined by the Department of Justice to be sufficient to reimburse the Department for its costs incurred in processing the application.

The Department of Justice shall ascertain whether the individual whose fingerprints are submitted to it has been arrested or convicted of any crime insofar as that fact can be ascertained from information available to the Department. When the Department of Justice ascertains that an individual whose fingerprints were submitted to it has a pending criminal proceeding for a violent felony listed in Penal Code Section 1192.7(c), or has been convicted of such a felony, the Department shall notify the employer designated by the individual of the criminal information pertaining to the individual. The notification shall be delivered by telephone and shall be confirmed in writing and delivered to the employer by first-class mail.

The contractor shall not permit an employee to come in contact with pupils until the Department of Justice has ascertained that the employee has not been convicted of a violent or serious felony. The contractor shall certify in writing to the governing board of the school district that none of its employees who may come in contact with pupils have been convicted of a violent or serious felony.

Penal Code Section 667.5(c) lists the following "violent" felonies: murder; voluntary manslaughter; mayhem; rape; sodomy by force; oral copulation by force; lewd acts on a child under the age of 14 years; any felony punishable by death or imprisonment in the state prison for life; any felony in which the defendant inflicts great bodily injury on another; any robbery perpetrated in an inhabited dwelling; arson; penetration of a person's genital or anal openings by foreign or unknown objects against the victim's will; attempted murder; explosion or attempt to explode or ignite a destructive device or explosive with the intent to commit murder; kidnapping; continuous sexual abuse of a child; and carjacking.

Penal Code Section 1192.7 lists the following "serious" felonies: murder; voluntary manslaughter; mayhem; rape; sodomy by force; oral copulation by force; a lewd or lascivious act on a child under the age of 14 years; any felony punishable by death or imprisonment in the state prison for life; any felony in which the defendant personally inflicts great bodily injury on another, or in which the defendant personally uses a firearm; attempted murder; assault with intent to commit rape or robbery; assault with a deadly weapon on a peace officer; assault by a life prisoner on a non-inmate; assault with a deadly weapon by an inmate; arson; exploding a destructive device with intent to injure or to murder, or explosion causing great bodily injury or mayhem; burglary of an inhabited dwelling; robbery or bank robbery; kidnapping; holding of a hostage by a person confined in a state prison; attempt to commit a felony punishable by death or imprisonment in the state prison for life; any felony in which the defendant personally uses a dangerous or deadly weapon; selling or furnishing specified controlled substances to a minor; penetration of genital or anal openings by foreign objects against the victim's will; grand theft involving a firearm; carjacking; and a conspiracy to commit specified controlled substances offenses.

CERTIFICATION BY CONTRACTOR CRIMINAL
RECORDS CHECK
AB 1610, 1612 and 2102


To the Board of Trustees of the Alum Rock Union Elementary School District:

I, Ryan E. Gales certify that:
Name of Respondent

1. I have carefully read and understand the Notice to Contractors Regarding Criminal Record Checks (Education Code Section 45125.1) required by the passage of AB 1610, 1612 and 2102.
2. Due to the nature of the work I will be performing for the District, my employees may have contact with students of the District.
3. None of the employees who will be performing the work have been convicted of a violent or serious felony as defined in the Notice and in Penal Code Section 1192.7 and this determination was made by a fingerprint check through the Department of Justice.

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

Executed at Los Angeles, California on August 25, 2020
Date


Signature
Ryan E. Gales
Printed Name
CEO
Title
6033 W. Century Blvd #601, LA, CA 90045
Address
(310) 283-7661
Telephone

RETURN THIS PAGE WITH PROPOSAL

CONFLICT OF INTEREST CERTIFICATION

All respondents shall respond to each of the following questions to determine whether any actual or perceived conflict of interest exists.

PRINT NAME Ryan E. Gales
TITLE OF OFFICER CEO
NAME OF COMPANY Jenkins/Gales & Martinez, Inc.

As part of your Certification, please respond to the following questions listed below:

1. Have you or any of your team members or consultants been employed by the District in the last three years? [Yes] [No] If your answer is "Yes", please provide the following information:

a. Full-time employee?	{YES}	{NO}
Part-time employee?	{YES}	{NO}
As-needed employee? Consultant?	{YES}	{NO}
Other? Please explain below		

Explain: _____

b. Dates of employment/employment contract/consulting contract?

c. Which department(s) did employee(s) work at the District?

d. Name of Supervisor(s)?

e. Describe job duties and responsibilities for each District position held.

f. Last date of employment?

2. Does (has) any District Board Member or District employee have (had) a business position, or serve as an Officer, Partner or Shareholder in your company? [Yes] [No] If the answer is "Yes", please provide the following information:

a. Name(s) of the Board Member(s) or employee(s)?

b. Title/position with your company?

c. If anyone is (was) District Board Member or employee, what percentage of your company's shares does he/she own?

3. Are any of your former employees or consultants presently employed by the District? [Yes] [No] If the answer is "Yes", please provide the following information for each employee:

a. Name of former employee(s)?

b. Position/title with your company?

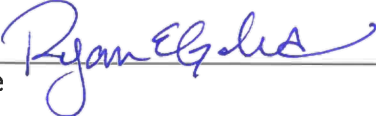
c. Please describe their duties and responsibilities for each position held at your company.

d. Dates of employment?

By signing below responder acknowledges, agrees and certifies that by submitting its proposal it has reviewed the District's Board Bylaws 9270 and 9270E and that, if awarded a contract pursuant to the RFP, it shall annually and timely file a signed statement of economic interest (Form 700) for filing with the District's filing official. Responder further acknowledges, agrees and certifies that, if awarded a contract pursuant to the RFP, responder shall not be eligible to contract with the District to perform all or any portion of any public works project for the District during the contract term, and responder shall not be eligible to bid, attempt to qualify or be awarded a contract for construction management services for any District project.

I declare under Penalty of Perjury, under the laws of the State of California, that the above mentioned statements are true and correct to the best of my knowledge, and this declaration was executed on:

August	25	2020
Month	Day	
Los Angeles	CA	
City	State	

Signature 

Ryan E. Gales
Printed Name

CEO
Title

RETURN THIS PAGE WITH PROPOSAL

Notice of Policy on Business Gifts and Conflicts of Interest

The following is Alum Rock Union Elementary School District's (ARUSD) policy on business gifts and conflicts of interest. Please sign and return a copy of this policy, acknowledging that you have received it and agree to abide by its terms. We also ask that you circulate the policy to any individuals in your organization that have contact with ARUSD employees.

1. Selection criteria. Vendors are selected based on the quality, timeliness, and cost of the service and/or product they provide. All business decision for ARUSD are to be based solely on what is in the best interest of ARUSD.
2. No gifts. ARUSD employees may not solicit or accept gifts, rewards, payment, commissions, gratuities, discounts, or services of any kind or value from anyone having or seeking business with ARUSD except as follows:
 - a) unsolicited token gifts such as food, flowers, and promotional items inscribed with the supplier's or customer's logo or business name, with nominal values generally not exceeding \$500 in a calendar year.
 - b) business-related functions or meals, so long as the function is necessary and the value and frequency of business meals are not excessive.
3. No personal benefit for employees. ARUSD employees may not have any personally beneficial financial dealings with any individual or business organization that furnishes merchandise, supplies, property, or services to ARUSD. This includes arrangements to receive loans (other than bank loans), commissions, royalties, stock ownership, or anything of value. ARUSD employees are also prohibited from purchasing items for personal use from vendors.
4. Personal investments. ARUSD employees directly concerned with the purchase of merchandise and services from supplier firms, including management personnel with approval authority, may not make investments in those companies, other than normal stock and bond market transactions.
5. No benefit for relatives; disclosure required. ARUSD employees may not make or influence any decision that could directly or indirectly benefit a relative and should disclose to ARUSD whenever a relative has a significant interest in a transaction or a significant relationship with an ARUSD vendor.
6. All employees covered. This policy applies to all ARUSD officers, managers, and employees. Violations of this policy may result in disciplinary action, up to and including termination.
7. Penalties for vendors. Any vendor who violates this policy shall be subject to the immediate and permanent loss of ARUSD business.

As a valued vendor of ARUSD, please acknowledge your receipt of this policy and your agreement to abide by it.

Received and agreed to on behalf of vendor by:

Signature: 

Printed Name: Ryan E. Gales

Title: CEO

Date: August 25, 2020

Vendor Name: Jenkins/Gales & Martinez, Inc

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