



Date: December 17, 2024

To: Honorable Mayor and Members of the City Council

From: John La Rock, Community Services Director

By: Krystle Covarrubias, Senior Business Manager | [KCovarrubias@TorranceCA.gov](mailto:KCovarrubias@TorranceCA.gov)

Subject: Community Services – Award Consulting Services Agreement for Design and Construction Administration Services for World War II (WWII) Camp Wall Monument Project at Columbia Park. Expenditure: Not-to-Exceed \$500,000 (Non-General Fund).

## RECOMMENDATION

Recommendation of the Community Services Director that City Council award a consulting services agreement to Chee Salette of Glendale, CA (RFP B2024-10) for an amount not-to-exceed \$500,000, to provide design and construction administration services for the World War II (WWII) Camp Wall Monument Project at Columbia Park, for a three-year period beginning December 17, 2024 and ending December 16, 2027.

## FUNDING

Funding is available in the Columbia Park - World War II Camp Wall Monument project (PRK0002-CN0002) per California Natural Resources Agency Grant #GF2126-0.

## DISCUSSION

On July 16, 2021, Assemblymember Al Muratsuchi secured a \$5,000,000 grant allocation as part of Senate Bill No. 170 for a WWII Japanese American Incarceration Monument project to be constructed in the City of Torrance. Funded by the California Natural Resources Agency, this monument project intends to teach the history of the mass incarceration of over 120,000 Japanese Americans without due process of law during WWII.

Under this grant allocation, at least \$4,000,000 of the grant funds are restricted to costs for the design, planning, development, construction, and materials for the monument; \$1,000,000 can be utilized for supporting infrastructure, including but not limited to lighting, walkways, parking lot upgrades, and restroom facilities. Staff notes that the City will be responsible for ongoing maintenance and repairs, and it is anticipated that future fundraising efforts will partially offset these costs.

On April 25, 2023, City Council directed staff to accept and appropriate \$5,000,000 in grant funding from the State of California and approved Columbia Park as the site for the monument project. The project will be constructed at the southeast corner of Columbia Park, near the intersection of 190th Street and Prairie Avenue.

Grant agreement #GF2126-0 with the California Natural Resources Agency was approved by City Council on January 23, 2024. The grant agreement requires that the project be completed no later than February 1, 2026. The grant agreement also requires the City to consult with a five-member advisory committee, comprised of one member appointed by Speaker of the State Assembly, one member appointed by the President Pro Tempore of the State Senate, and three (3) members approved by Your Honorable Body.

The State Senate Rules Committee and the State Assembly appointed Priscilla Ouchida and Nancy Hayata to the advisory committee, respectively. Ms. Hayata is also a member of the WWII Camp Wall volunteer fundraising committee. On April 23, 2024, Russell A. Akiyama, Lisa Akiyama Robinson, and Stacey Toda were appointed by City Council to fill the remaining three (3) positions of the five-member advisory committee.

On July 30, 2024, a Request for Proposals (RFP) for project design and construction administration services was issued and a total of six (6) proposals received on August 28, 2024. The RFP included equally weighted criteria used by the evaluation team to assess each proposal. The evaluation team was made up of four (4) City staff members who independently rated all proposals and assigned up to a maximum of 100 points to each proposal.

Below are the rating criteria established to evaluate each proposal submitted under the RFP as well as the average scoring assigned for each individual criterion.

DESCRIPTION	MAXIMUM POINTS	AVERAGE POINTS					
		Chee Salette	David Volz Design Landscape Architects Inc.	Hirsch & Associates, Inc.	Royston Hanamoto Alley & Abey	Roger M. Yanagita Associates, Architects	John Wyka Architecture
Project Understanding and Approach	20	17.25	15.50	12.25	14.00	10.50	8.75
Relevant Project Experience	20	17.50	16.25	12.25	16.00	13.25	10.00
Firms/Project Team Qualifications	20	15.50	13.75	12.25	14.00	12.75	11.00
Project Timeline and Deliverables	20	17.00	14.75	13.75	15.00	8.75	10.50
Project Cost/Fee Schedule	20	15.00	15.00	20.00	10.00	0.00	0.00
<b>Maximum Total Points</b>	<b>100</b>	<b>82.25</b>	<b>75.25</b>	<b>70.50</b>	<b>69.00</b>	<b>45.25</b>	<b>40.25</b>

Upon completion of proposal review process, it was determined that Chee Salette was the best qualified firm for the project. The final ranking is as follows:

RESULTS					
RANKING	VENDOR NAME	CITY	STATE	EVALUATION SCORE	PROPOSAL PRICE
1	Chee Salette	Glendale	CA	82.25	\$500,000
2	David Volz Design Landscape Architects Inc.	Costa Mesa	CA	75.25	\$489,770
3	Hirsch & Associates, Inc.	Anaheim	CA	70.50	\$209,770
4	Royston Hanamoto Alley & Abey	Mill Valley	CA	69.00	\$569,236
5	Roger M. Yanagita Associates, Architects	Los Angeles	CA	45.25	\$325,200
6	John Wyka Architecture	Santa Monica	CA	40.25	\$215,000

Accordingly, staff recommends that City Council award a consulting services agreement to Chee Salette of Glendale, CA (RFP B2024-10) for an amount not-to-exceed \$500,000 to provide design and construction administration services for the WWII Camp Wall Monument Project at Columbia Park for a three-year period beginning December 17, 2024 and ending December 16, 2027.

## ATTACHMENT

1. Consulting Services Agreement

## CONSULTING SERVICES AGREEMENT

This CONSULTING SERVICES AGREEMENT (the "Agreement") is made and entered into as of December 17, 2024 (the "Effective Date"), by and between the CITY OF TORRANCE, a municipal corporation ("CITY"), and Chee Salette Architecture Office, Inc. dba Chee Salette, a California corporation ("CONSULTANT").

### RECITALS:

- A. CITY wishes to retain the services of an experienced and qualified CONSULTANT to provide Design and Construction Administration Services for World War II Camp Wall Monument at Columbia Park.
- B. In order to obtain the desired services, CITY has circulated its Request for Proposal for Design and Construction Administration Services for World War II Camp Wall Monument at Columbia Park, RFP No. B2024-10 (the "RFP"). A true and correct copy of the RFP is attached herein as Exhibit A.
- C. CONSULTANT submitted an Initial Proposal (the "Initial Proposal") in response to the RFP. In the Initial Proposal, CONSULTANT represented that it is qualified to perform those services requested in the RFP. After reviewing the Initial Proposal and corresponding with CONSULTANT on the matter, CITY and CONSULTANT determined that the Design and Construction Administration Services for World War II Camp Wall Monument at Columbia Parks services would require fewer hours than originally indicated in the Initial Proposal.
- D. Thereafter, CONSULTANT provided a Revised Proposal containing an updated Fee Schedule (the "Fee Schedule") that reflects the correct hours, and associated costs, required to complete the services requested in the RFP. A true and correct copy of the Revised Proposal is attached herein as Exhibit B.
- E. Based upon its review of all proposals submitted in response to the RFP, CITY now wishes to award this Agreement to CONSULTANT.

### AGREEMENT:

#### 1. **SERVICES TO BE PERFORMED BY CONSULTANT**

CONSULTANT will provide the services and install those materials listed in CONSULTANT's Revised Proposal submitted in response to the RFP. A true and correct copy of the RFP is attached herein as Exhibit A. A true and correct copy of the Revised Proposal is attached herein as Exhibit B. CONSULTANT warrants that all work and services set forth in the Revised Proposal will be performed in a competent, professional and satisfactory manner.

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**2. TERM**

Unless earlier terminated in accordance with Paragraph 4 below, this Agreement will continue in full force and effect from the Effective Date through December 31, 2027.

**3. COMPENSATION**

A. CONSULTANT's Fee.

For services rendered pursuant to this Agreement, CONSULTANT will be paid in accordance with the Fee Schedule contained in the Revised Proposal; provided, however, that in no event will the total amount of money paid CONSULTANT, for services initially contemplated by this Agreement, exceed the sum of \$500,000 (the "Agreement Sum"), unless otherwise first approved in writing by CITY.

B. Schedule of Payment.

Provided that CONSULTANT is not in default under the terms of this Agreement, upon presentation of an invoice, CONSULTANT will be paid the fees described in Paragraph 3.A. above, according to the Fee Schedule. Payment will be due within 30 days after the date of the invoice.

**4. TERMINATION OF AGREEMENT**

A. Termination by CITY for Convenience.

1. CITY may, at any time, terminate the Agreement for CITY's convenience and without cause.
2. Upon receipt of written notice from CITY of such termination for CITY's convenience, CONSULTANT will:
  - a. cease operations as directed by CITY in the notice;
  - b. take actions necessary, or that CITY may direct, for the protection and preservation of the work; and
  - c. except for work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.
3. In case of termination for CITY's convenience, CONSULTANT will be entitled to receive payment for work executed, together with costs incurred by reason of the termination, along with reasonable overhead and profit on work not executed.

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B. Termination for Cause.

1. If either party fails to perform any term, covenant or condition in this Agreement and that failure continues for 15 calendar days after the nondefaulting party gives the defaulting party written notice of the failure to perform, this Agreement may be terminated for cause; provided, however, that if during the notice period the defaulting party has promptly commenced and continues diligent efforts to remedy the default, the defaulting party will have such additional time as is reasonably necessary to remedy the default.
2. In the event this Agreement is terminated for cause by the default of CONSULTANT, CITY may, at the expense of CONSULTANT and its surety, complete this Agreement or cause it to be completed. Any check or bond delivered to the CITY in connection with this Agreement, and the money payable thereon, will be forfeited to and remain the property of the CITY. All moneys due CONSULTANT under the terms of this Agreement will be retained by CITY, but the retention will not release CONSULTANT and its surety from liability for the default. Under these circumstances, however, CONSULTANT and its surety will be credited with the amount of money retained, toward any amount by which the cost of completion exceeds the Agreement Sum and any amount authorized for extra services.
3. Termination for cause will not affect or terminate any of the rights of CITY as against CONSULTANT or its surety then existing, or that may thereafter accrue because of the default; this provision is in addition to all other rights and remedies available to the CITY under law.

C. Termination for Breach of Law.

In the event CONSULTANT or any of its officers, directors, shareholders, employees, agents, subsidiaries or affiliates is convicted (i) of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of a contract or subcontract; (ii) under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty that currently, seriously, and directly affects responsibility as a public consultant or CONSULTANT; (iii) under state or federal antitrust statutes arising out of the submission of bids or proposals; or (iv) of violation of Paragraph 19 of this Agreement; or for any other cause CITY determines to be so serious and compelling as to affect CONSULTANT's responsibility as a public consultant or CONSULTANT, including but not limited to, debarment by another governmental agency, then CITY reserves the unilateral right to terminate this Agreement or to

impose such other sanctions (which may include financial sanctions, temporary suspensions or any other condition deemed appropriate short of termination) as it deems proper. CITY will not take action until CONSULTANT has been given notice and an opportunity to present evidence in mitigation.

**5. FORCE MAJEURE**

If any party fails to perform its obligations because of strikes, lockouts, labor disputes, embargoes, acts of God, inability to obtain labor or materials or reasonable substitutes for labor or materials, governmental restrictions, governmental regulations, governmental control, judicial orders, enemy or hostile governmental action, civil commotion, fire or other casualty, or other causes beyond the reasonable control of the party obligated to perform, then that party's performance will be excused for a period equal to the period of that cause for failure to perform.

**6. RETENTION OF FUNDS**

CONSULTANT authorizes CITY to deduct from any amount payable to CONSULTANT (whether or not arising out of this Agreement) any amounts the payment of which may be in dispute or that are necessary to compensate CITY for any losses, costs, liabilities, or damages suffered by CITY, and all amounts for which CITY may be liable to third parties, by reason of CONSULTANT's acts or omissions in performing or failing to perform CONSULTANT's obligations under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by CONSULTANT, or any indebtedness exists that appears to be the basis for a claim of lien, CITY may withhold from any payment due, without liability for interest because of the withholding, an amount sufficient to cover the claim. The failure of CITY to exercise the right to deduct or to withhold will not, however, affect the obligations of CONSULTANT to insure, indemnify, and protect CITY as elsewhere provided in this Agreement.

**7. CITY REPRESENTATIVE**

The Community Services Director is designated as the "City Representative," authorized to act in its behalf with respect to the work and services specified in this Agreement and to make all decisions in connection with this Agreement. Whenever approval, directions, or other actions are required by CITY under this Agreement, those actions will be taken by the City Representative, unless otherwise stated. The City Manager has the right to designate another City Representative at any time, by providing notice to CONSULTANT.

**8. CONSULTANT REPRESENTATIVE(S)**

The following principal(s) of CONSULTANT are designated as being the principal(s) and representative(s) of CONSULTANT authorized to act in its behalf with respect to the work specified in this Agreement and make all decisions in connection with this Agreement:

Tina Mae Lan Chee, President

**9. INDEPENDENT CONTRACTOR**

CONSULTANT is, and at all times will remain as to CITY, a wholly independent contractor. Neither CITY nor any of its agents will have control over the conduct of CONSULTANT or any of CONSULTANT's employees, except as otherwise set forth in this Agreement. CONSULTANT's agents and employees are not and shall not be considered employees of CITY for any purpose. CONSULTANT may not, at any time or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of CITY. CITY has no duty, obligation, or responsibility to CONSULTANT's agents or employees under the Affordable Care Act. CONSULTANT is solely responsible for any tax penalties associated with the failure to offer affordable coverage to its agents and employees under the Affordable Care Act and any other liabilities, claims and obligations regarding compliance with the Affordable Care Act with respect to CONSULTANT's agents and employees. CITY is not responsible and shall not be held liable for CONSULTANT's failure to comply with CONSULTANT's duties, obligations, and responsibilities under the Affordable Care Act. CONSULTANT agrees to defend, indemnify and hold CITY harmless for any and all taxes and penalties that may be assessed against CITY as a result of CONSULTANT's obligations under the Affordable Care Act relating to CONSULTANT's agents and employees.

**10. BUSINESS LICENSE**

CONSULTANT must obtain a City business license prior to the start of work under this Agreement, unless CONSULTANT is qualified for an exemption.

**11. OTHER LICENSES AND PERMITS**

CONSULTANT warrants that it has all professional, contracting and other permits and licenses required to undertake the work contemplated by this Agreement.

**12. FAMILIARITY WITH WORK**

By executing this Agreement, CONSULTANT warrants that CONSULTANT (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services required under this Agreement. If the services involve work upon any site, CONSULTANT warrants that CONSULTANT has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of the services set forth in this Agreement. Should CONSULTANT discover any latent or unknown conditions that will materially affect the performance of the services set forth in this Agreement, CONSULTANT must immediately inform CITY of that fact and may not proceed except at CONSULTANT's risk until written instructions are received from CITY.

**13. CARE OF WORK**

CONSULTANT must adopt reasonable methods during the term of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and other components to prevent losses or damages, and will be responsible for all damages to persons or

property, until acceptance of the work by CITY, except those losses or damages as may be caused by CITY's own negligence.

**14. CONSULTANT'S ACCOUNTING RECORDS; OTHER PROJECT RECORDS**

Records of CONSULTANT's time pertaining to the project, and records of accounts between CITY and CONSULTANT, will be kept on a generally recognized accounting basis. CONSULTANT will also maintain all other records, including without limitation, specifications, drawings, progress reports and the like, relating to the work and services identified in Exhibit A. All records will be available to CITY during normal working hours. CONSULTANT will maintain these records for three years after final payment.

**15. INDEMNIFICATION**

To the fullest extent permitted by law, CONSULTANT shall indemnify, defend and hold harmless Agency and any and all of its officials, officers, employees, agents, successors, and volunteers ("Indemnified Parties") from and against any and all claims, actions, lawsuits, arbitration proceedings, losses, liabilities, damages, costs and expenses, including attorney's fees and costs, to the extent they arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the CONSULTANT. CONSULTANT's duty to defend any claim, action, lawsuit, or arbitration proceeding (collectively, "Claim") shall consist of reimbursement of defense costs incurred by Agency in direct proportion to the CONSULTANT's proportionate percentage of fault concerning such Claim. Notwithstanding the previous sentence: (1) in the event one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business then the design professional shall meet and confer with other parties regarding unpaid defense costs and shall be liable for any such defense costs allowable by law; (2) CONSULTANT's duty to defend any Claim shall consist of reimbursement of all defense costs where a project-specific general liability policy insures all project participants for general liability exposures on a primary basis and also covers all design professionals for their legal liability arising out of their professional services on a primary basis. Notwithstanding the above, CONSULTANT's liability shall not exceed the available proceeds of CONSULTANT's professional liability insurance.

**16. NON-LIABILITY OF CITY OFFICERS AND EMPLOYEES**

No officer or employee of CITY will be personally liable to CONSULTANT, in the event of any default or breach by the CITY or for any amount that may become due to CONSULTANT.

**17. INSURANCE**

A. CONSULTANT and its subCONSULTANTS must maintain for the duration of the Agreement at their sole expense the following insurance, which will be full coverage, not subject to self-insurance provisions:

1. Automobile Liability, including owned, non-owned and hired vehicles, with at least the following limits of liability:

- a. Primary Bodily Injury with limits of at least \$500,000 per person, \$1,000,000 per occurrence; and
  - b. Primary Property Damage of at least \$250,000 per occurrence; or
  - c. Combined single limits of \$1,000,000 per occurrence.
2. Commercial General Liability including coverage for premises, products and completed operations, independent CONSULTANTS/vendors, personal injury and contractual obligations with combined single limits of coverage of at least \$1,000,000 per occurrence, \$2,000,000 aggregate.
  3. Workers' Compensation coverage as required by the Labor Code of the State of California and, if workers' compensation is required, employer's liability insurance with minimum limits of (\$1,000,000) per occurrence or occupational illness. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the CITY for all work performed by the CONSULTANT, its employees, agents and subcontractors.
  4. Professional Liability (Errors and Omissions): Insurance appropriate to the CONSULTANT's profession, with limit no less than \$2,000,000 per occurrence or claim, \$2,000,000 aggregate.
- B. The insurance provided by CONSULTANT will be primary and non-contributory.
  - C. CITY, the Successor Agency to the Former Redevelopment Agency of the City of Torrance, the City Council and each member thereof, members of boards and commissions, every officer, agent, official, employee and volunteer must be named as additional insureds under the automobile and general liability policies. Coverage can be provided in the form of an endorsement to the CONSULTANT's insurance or applicable policy language.
  - D. CONSULTANT must provide certificates of insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) indicating appropriate coverage, to the City Clerk of the City of Torrance before the commencement of work.
  - E. Each insurance policy required by this Paragraph must contain a provision that no termination, cancellation or change of coverage can be made without notice to the CITY.

- F. If the CONSULTANT maintains broader coverage and/or higher limits than the minimums shown above, the CITY requires and shall be entitled to the broader coverage and/or the higher limits maintained by the CONSULTANT. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the CITY.
- G. The procuring of insurance shall not be construed as a limitation on liability nor as full performance of the indemnification provisions of the CONSULTANT.
- H. **Claims Made Policies**
- If any of the required policies provide coverage on a claims-made basis:
- a. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
  - b. Insurance must be maintained and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work.*
  - c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, the CONSULTANT must purchase “extended reporting” coverage for a minimum of **five (5)** years after completion of contract work.
- I. CONSULTANT hereby grants to CITY a waiver of any right to subrogation which any insurer of said CONSULTANT may acquire against the CITY by virtue of the payment of any loss under such insurance. CONSULTANT agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the CITY has received a waiver of subrogation endorsement from the insurer.
- J. Self-insured retentions must be declared to and approved by the CITY. The CITY may require the CONSULTANT to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or CITY.

**18. SUFFICIENCY OF INSURERS**

Insurance required by this Agreement will be satisfactory only if issued by companies admitted to do business in California, rated “A” or better in the most recent edition of Best’s Key Rating Guide, and only if they are of a financial category Class VII or better, unless these requirements are waived by the Risk Manager of CITY (“Risk Manager”) due to unique circumstances. In the event the Risk Manager determines that the work or services to be performed under this Agreement creates an increased or decreased risk of loss to CITY, the CONSULTANT agrees that the minimum limits of any insurance policies or performance bonds required by this Agreement may be changed accordingly upon receipt of written notice from the Risk Manager; provided that

CONSULTANT will have the right to appeal a determination of increased coverage by the Risk Manager to the City Council of CITY within 10 days of receipt of notice from the Risk Manager.

**19. CONFLICT OF INTEREST**

- A. No officer or employee of the CITY may have any financial interest, direct or indirect, in this Agreement, nor may any officer or employee participate in any decision relating to the Agreement that affects the officer or employee's financial interest or the financial interest of any corporation, partnership or association in which the officer or employee is, directly or indirectly interested, in violation of any law, rule or regulation.
  
- B. No person may offer, give, or agree to give any officer or employee or former officer or employee, nor may any officer or employee solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any way pertaining to any program requirement, contract or subcontract, or to any solicitation or proposal.

**20. NOTICE**

- A. All notices, requests, demands, or other communications under this Agreement will be in writing. Notice will be sufficiently given for all purposes as follows:
  - 1. Personal delivery. When personally delivered to the recipient, notice is effective on delivery.
  
  - 2. First Class mail. When mailed first class to the last address of the recipient known to the party giving notice, notice is effective three mail delivery days after deposit in a United States Postal Service office or mailbox.
  
  - 3. Certified mail. When mailed certified mail, return receipt requested, notice is effective on receipt, if delivery is confirmed by a return receipt.
  
  - 4. Overnight delivery. When delivered by an overnight delivery service, charges prepaid or charged to the sender's account, notice is effective on delivery, if delivery is confirmed by the delivery service.
  
  - 5. Facsimile transmission. When sent by fax to the last fax number of the recipient known to the party giving notice, notice is effective on receipt. Any notice given by fax will be deemed received on the

next business day if it is received after 5:00 p.m. (recipient's time) or on a non-business day.

6. Addresses for purpose of giving notice are as follows:

CONSULTANT: Chee Salette Architecture Office, Inc.  
1625 South Central Avenue  
Glendale, CA 91204  
Fax: N/A

CITY: City Clerk  
City of Torrance  
3031 Torrance Boulevard  
Torrance, CA 90503  
Fax: (310) 618-2931

- B. Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified, will be deemed effective as of the first date the notice was refused, unclaimed or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- C. Either party may change its address or fax number by giving the other party notice of the change in any manner permitted by this Agreement.

21. **PROHIBITION AGAINST ASSIGNMENT AND SUBCONTRACTING**

This Agreement and all exhibits are binding on the heirs, successors, and assigns of the parties. The Agreement may not be assigned or subcontracted by either CITY or CONSULTANT without the prior written consent of the other.

22. **INTEGRATION; AMENDMENT**

This Agreement represents the entire understanding of CITY and CONSULTANT as to those matters contained in it. No prior oral or written understanding will be of any force or effect with respect to the terms of this Agreement. The Agreement may not be modified or altered except in writing signed by both parties.

23. **INTERPRETATION**

The terms of this Agreement should be construed in accordance with the meaning of the language used and should not be construed for or against either party by reason of the authorship of this Agreement or by any other rule of construction that might otherwise apply. To the extent that the terms of the RFP or the Revised Proposal are inconsistent with the terms of this Agreement, the terms of this Agreement shall control.

24. **SEVERABILITY**

If any part of this Agreement is found to be in conflict with applicable laws, that part will be inoperative, null and void insofar as it is in conflict with any applicable laws, but the remainder of the Agreement will remain in full force and effect.

**25. TIME OF ESSENCE**

Time is of the essence in the performance of this Agreement.

**26. GOVERNING LAW; JURISDICTION**

This Agreement will be administered and interpreted under the laws of the State of California. Jurisdiction of any litigation arising from the Agreement will be in Los Angeles County, California.

**27. COMPLIANCE WITH STATUTES AND REGULATIONS**

CONSULTANT will be knowledgeable of and will comply with all applicable federal, state, county and city statutes, rules, regulations, ordinances and orders.

**28. WAIVER OF BREACH**

No delay or omission in the exercise of any right or remedy by a nondefaulting party on any default will impair the right or remedy or be construed as a waiver. A party's consent or approval of any act by the other party requiring the first party's consent or approval will not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and will not be a waiver of any other default concerning the same or any other provision of this Agreement.

**29. ATTORNEY'S FEES**

Except as provided for in Paragraph 15, in any dispute, litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing party will be awarded reasonable attorney's fees, together with any costs and expenses, to resolve the dispute and to enforce any judgment.

**30. EXHIBITS**

All exhibits identified in this Agreement are incorporated into the Agreement by this reference.

**31. CONSULTANT'S AUTHORITY TO EXECUTE**

The persons executing this Agreement on behalf of CONSULTANT warrant that (i) CONSULTANT is duly organized and existing; (ii) they are duly authorized to execute this Agreement on behalf of CONSULTANT; (iii) by so executing this Agreement, CONSULTANT is formally bound to the provisions of this Agreement; and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which CONSULTANT is bound.

**32. PUBLIC RECORDS ACT**

Any documents submitted by the CONSULTANT all information obtained in connection with the CITY's right to audit and inspect the CONSULTANT's documents, books, and accounting records pursuant to paragraph 14 CONSULTANT's Accounting Records; Other Project Records; as well as those documents which were required to be submitted in response to the Request for

Proposal (RFP) used in the solicitation process for this Contract, become the exclusive property of the City. All such documents become a matter of public record and shall be regarded as public records. Exceptions will be those elements in the California Government Code Section 7920.000 et seq. (Public Records Act) and which are marked "trade secret", "confidential", or "proprietary". The CITY shall not in any way be liable or responsible for the disclosure of any such records including, without limitation, those so marked, if disclosure is required by law, or by an order issued by a court of competent jurisdiction. CONSULTANT's authorship of any/all documents under this section shall be indicated on said documents and visibly maintained at all times, and CITY will not use said documents for any purpose unrelated to this Agreement, except as otherwise required to comply with the law, including but not limited to as described in this this section.

In the event the CITY is required to defend an action on a Public Records Act request for any of the aforementioned documents, information, books, records, and/or contents of a proposal marked "trade secret", "confidential", or "proprietary", the CONSULTANT agrees to defend and indemnify the CITY from all costs and expenses, including reasonable attorney's fees, in action or liability arising under the Public Records Act.

CITY OF TORRANCE,  
a municipal corporation

Chee Salette Architecture Office, Inc.  
dba Chee Salette  
a California corporation

By: \_\_\_\_\_  
Aram Chaparyan, City Manager

By: \_\_\_\_\_  
Tina Mae Lan Chee  
President

APPROVED AS TO FORM:  
PATRICK Q. SULLIVAN  
City Attorney

By: \_\_\_\_\_  
Galen W. Bean  
Deputy City Attorney

- Attachments:      Exhibit A      Design and Construction Administration Services for World War II Camp Wall Monument at Columbia Park, RFP No. B2024-10
- Exhibit B      Chee Salette Architecture Office, Inc. dba Chee Salette's Revised Proposal



## Request for Proposals (RFP)

City of Torrance | 3031 Torrance Blvd, Torrance CA 90503 | [www.TorranceCA.Gov](http://www.TorranceCA.Gov)

**RFP No. B2024-10**

### RFP for Design and Construction Administration Services for World War II Camp Wall Monument at Columbia Park

<b>RFP Submittal Information</b>	
No mail or hand delivered Proposals. No faxed proposals. <b>No Late proposals.</b>	
<b>Location:</b>	City of Torrance Purchasing Division 3031 Torrance Blvd. Torrance, CA 90503
<b>Date:</b>	August 28, 2024
<b>Time Deadline:</b>	12:00 p.m. Local (Pacific) Time

### Submittal Requirements

Your submittal must include the following:

- Vendor's Response (Section III of this document) on the forms provided. If additional space is required, please attach additional pages.
- Proposer's Affidavit (Attachment 1)

Proposers will be disqualified if their proposal does not include the above items.

#### Prior to the award of a Contract

The successful vendor, must submit the following to the City of Torrance

- Proof of insurance and applicable bonds, as indicated in the terms and conditions of this RFP document.
- Proof of a City of Torrance Business License, please contact the City of Torrance Business License Office at (310) 618-5923.

#### Questions Regarding this RFP Must be Submitted on PlanetBids

- The deadline to submit questions is 12:00 Noon Pacific Time on **Wednesday, August 14, 2024.**
- All questions regarding this RFP must be submitted online.

RFP No. B2024-10

**RFP for Design and Construction Administration Services for World War II Camp Wall Monument at Columbia Park**

**SECTION I RFP INSTRUCTIONS AND INFORMATION**

Notice is hereby given that sealed proposals will be received online until 12:00 p.m. Wednesday, August 28, 2024.

**The City of Torrance:**

The City of Torrance is on the western side of Los Angeles County. It is bordered by the Palos Verdes Peninsula on the south, the City of Gardena on the north, the City of Redondo Beach on the north and west boundaries, the City of Lomita on the east and the Pacific Ocean on the west. The City encompasses an area of approximately 21 square miles, 329 miles of Streets, 1870 intersections, 550 miles of sidewalks, 47,000 Street Trees, 6 Public Libraries, a Municipal Airport, Transit System, 46 Parks & Recreation Amenities, 6 Fire Stations, 1 Police Station and 1 Police Community Center, and has an estimated population of approximately 146,115, which makes Torrance one of the top 10 cities in Los Angeles County in regards to population.

**Background:**

The City of Torrance ("City") is requesting Design and Construction Administration Services proposals from experienced and qualified firms to create a World War II Camp Wall Monument at Columbia Park located at 4045 190th Street, Torrance, CA 90504.

This grant-funded project will consist of granite walls engraved with the names of approximately 160,000 people of Japanese ancestry incarcerated in War Relocation Authority, Immigration and Naturalization Service, and Department of Justice camps during World War II. The monument will be constructed at the southeast corner of Columbia Park near the intersection of 190th Street and Prairie Avenue.

This project will also include interpretive display panels, ADA-accessible walking pathways, ADA-accessible parking, and ADA-accessible restroom facilities.

**Definitions:**

Word	Definition as applied to this RFP
City	The City of Torrance, California
Vendor, Contractor, Proposer, Firm or Consultant	The person, firm, company or corporation providing services to the City, or submitting a proposal in response to this RFP
Contract, Purchase Order, Agreement, Purchasing Agreement	The agreement between the awarded Vendor and the City as a result of this Request for Proposals

**Proposal Submittal Form:**

Prospective bidders must submit bids in **electronic only format** at <https://pbsystem.planetbids.com/portal/47426/portal-home>; The proposal must be made on the form provided and uploaded on PlanetBids.

Scan and attach the following required documents to your eBid. This list may not be all-inclusive; additional items may be required elsewhere in bid specifications. *Failure to provide required documents with bid may cause the bid to be deemed non-responsive.*)

If an individual makes the proposal, it must be signed by that individual, with an address and telephone number. If made by a business entity, it must be signed by an authorized person that executes binding agreements and contracts. A full business address and telephone are required.

Blank spaces in the proposal form must be completed using ink, indelible pencil, typewriter or digitally. The text of the proposal form must not be changed and no additions. Any unauthorized conditions, limitations, or provisos attached to a proposal will render it informal and may cause its rejection. Alterations by erasure or interlineations must be explained or noted in the proposal form over the signature of the Proposer.

### **Questions:**

All questions regarding this RFP must be submitted online no later than **12:00 PM on August 14, 2024**. Answers to questions will be posted online for all interested bidders to review. Bidders who have downloaded bid documents by the time that the questions are responded to will receive an automated email notifying them of additional information and/or addendums that have been posted to the website. No questions via telephone. No questions submitted after deadline. Written answers and any other changes to the RFP will be sent via Planetbids to all known prospective proposers as an addendum to the RFP.

### **Errors and Omissions:**

The proposer may not take advantage of any errors and/or omissions in these specifications or in the proposer's specifications submitted with its proposal. If there are errors or omissions, you will be notified.

### **Proposers Examination of Requirements:**

The Proposer is required to examine carefully the site, the instructions, information and specifications of this document, investigate the conditions, the character, quality and quantity of work to be performed as required by this document. Submission of a proposal will be considered prima facie evidence that the Proposer has made such examination.

### **Reservation:**

The City reserves the right to revise or amend these specifications prior to the date set for opening proposals. Revisions and amendments will be identified by an addendum to this RFP. If the revisions require additional time to enable vendors to respond, the City may postpone the opening date accordingly. In such case, the addendum will include an announcement of the new proposal submittal due date.

Attach all addenda to the proposal. Failure to attach any addendum may render the proposal non-responsive and cause for rejection.

The City reserves the right to award a contract to a company solely based on the initial proposal submitted. The City reserves the right to require more information and clarification on information submitted in the proposal to complete the evaluation.

The City Council reserves the right to reject any and all proposals received, to take all proposals under advisement for a period not to exceed ninety (90) days after the date of the opening, to waive any informality on any proposal, and to be the sole judge of the relative merits of the material and or service mentioned in the respective proposals received. The City reserves the right to reject any proposal not accompanied with all data or information required.

This Request for Proposals does not commit the City to award a contract or to pay any cost incurred in the preparation of a proposal. All responses to this RFP document become the property of the City of Torrance.

The City reserves the right to examine all factors bearing on a Proposer's ability to perform the services under the contract. The City reserves the right to reject any proposal not accompanied with all data or information required. The City reserves the right to cancel this solicitation, without penalty, at its sole discretion.

**Affidavit:**

An affidavit form is enclosed. It must be completed signifying that the proposal is genuine and not collusive or made in the interest or on behalf of any person not named in the proposal, that the proposer has not directly or indirectly induced or solicited any other proposer to put in a sham proposal or any other person, firm, or corporation to refrain from proposing, and that the proposer has not in any manner sought by collusion to secure for itself an advantage over any other proposer. Any proposal submitted without an affidavit or in violation of this requirement will be rejected. (Attachment 1).

**License Requirements:**

The successful proposer is required to show proof of a current architect license issued by the State of California.

**Evaluation of Proposals:**

The City will be the sole determiner of suitability to the City's needs. Proposals are rated according to their completeness and understanding of the City's needs, conformance to the requirements of the technical specifications, compatibility with the City's current technology and operations, prior experience with similar scope of work, financial capabilities, delivery, and cost. Cost including any ongoing maintenance and support cost are reviewed to determine which proposal best meets the needs of the City.

The City will take into consideration a local Torrance vendor sales tax rebate of 1% for proposals submitted by a Torrance vendor that include a material component.

The City's project evaluation team will evaluate proposals based on the evaluation criteria listed below. Points will be assigned to each criterion up to a maximum of 100 points. Proposals will be ranked and that ranking will be made public.

Subsequently, the City may interview a qualified Firm, prior to deciding whether to recommend the award of an Agreement.

Description of Evaluation Criteria	Possible Points
Firm/project team qualifications	20
Relevant project experience	20
Project cost/fee schedule	20
Project understanding and approach	20
Project timeline and deliverables	20
Maximum Total Points =	100

**PART I – EVALUATION OF PROPOSALS:** After receipt of proposals for this project, the City's project evaluation committee will evaluate proposals based on the criteria listed above and develop a short list of qualified firms. Firms on this short list will be invited to interview with the City.

**PART II – INTERVIEW:** An interview will be held for qualified firms at the discretion of the City.

**The Contract:**

The awarded vendor will be required to enter into a written contract with the City of Torrance. Attached is a copy of the standardized contract (Attachment A), which will be modified to reflect the awarded RFP. A copy of this RFP and the accepted proposal will be attached to and become a part of the contract.

**Independent Contractor:**

The successful proposer will at all times remain to the City, a wholly independent contractor. Neither the City nor any of its agents will have control over the conduct of the Contractor or any of the Contractor's employees, except as otherwise set forth in the awarded Agreement. The Contractor's agents and employees are not and will not be considered employees of the City for any purpose. The Contractor may not, at any time or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of the City. The City has no duty, obligation, or responsibility to the Contractor's agents or employees under the Affordable Care Act. The Contractor is solely responsible for any tax penalties associated with the failure to offer affordable coverage to its agents and employees under the Affordable Care Act and any other liabilities, claims and obligations regarding compliance with the Affordable Care Act with respect to the Contractor's agents and employees. The City is not responsible or liable for the Contractor's failure to comply with the Contractor's duties, obligations, and responsibilities under the Affordable Care Act. The Contractor agrees to defend, indemnify and hold the City harmless for all taxes and penalties that may be assessed against the City because of the Contractor's obligations under the Affordable Care Act relating to the Contractor's agents and employees.

**Payments:**

Complete payment on the contract price will be made in approximately thirty (30) days from date of delivery, or completion and acceptance, unless otherwise provided for in Proposer's proposal or in these specifications. Payments will be made upon verification and acceptance by the City of contract services performed and upon the City's receipt of a correct invoice.

**Suspension of Procurement:**

The City may suspend, in writing all or a portion of the procurement of materials or services pursuant to this RFP and subsequent contract agreement, in the event unforeseen circumstances make such procurement impossible or infeasible, or in the event, City should determine it to be in the best interest of City to cancel such procurement of services or materials.

In the event of termination, selected Proposer will perform such additional work as is necessary for the orderly filing of documents, and closing of project.

The selected Proposer will be compensated for the terminated procurement based on materials or services actually furnished or performed prior to the effective date of termination, plus the work reasonably required for filing and closing.

**Notice of Intent to Award:**

Approximately two (2) weeks prior to the anticipated City Council meeting awarding a contract because of the RFP, the City will notify all proposer's of its intent to award. Results will be posted on the City of Torrance Web site <https://pbsystem.planetbids.com/portal/47426/portal-home>

**RFP No. B2024-10****RFP for Design and Construction Administration Services for World War II Camp Wall Monument at Columbia Park****SECTION II TECHNICAL REQUIREMENTS****Overview/Introduction:**

The City of Torrance is requesting proposals from qualified vendors for firms to create a World War II Camp Wall Monument at Columbia Park located at 4045 190th Street, Torrance, CA 90504.

This RFP is intended to be as descriptive as possible. However, Proposers may not take advantage of omissions or oversights in this document. Proposers must supply products and services that meet or exceed the requirements of this RFP. In the event of a dispute over installation or performance, the needs of the City of Torrance will govern.

This grant-funded project will consist of granite walls engraved with the names of approximately 160,000 people of Japanese ancestry incarcerated in War Relocation Authority, Immigration and Naturalization Service, and Department of Justice camps during World War II. The monument will be constructed at the southeast corner of Columbia Park near the intersection of 190th Street and Prairie Avenue.

This project will also include interpretive display panels, ADA-accessible walking pathways, ADA-accessible parking, and ADA-accessible restroom facilities.

**Project Elements:**

- Installation of approximately (12) black granite veneer walls with lighting
- Engraving of approximately 160,000 names
- Installation of a 25-foot flagpole with lighting
- Installation of two (2) interpretive display panels with lighting
- Installation of approximately 584 square feet of concrete walking path connecting the existing park pathways to the monument
- Installation of walking path lighting
- Installation of one (1) van-accessible parking space, loading area, and ADA-compliant curb ramp
- Construction of one (1) restroom building with two (2) ADA-compliant restroom stalls

**Scope Of Services:**

- Schematic Design
- Design Development
- Construction Documents and Cost Estimate
- Permitting
- Bid Management
- Construction Administration

**Work Plan:**

Prior to the beginning of the work, the successful proposer must provide the City a schedule and work plan for approval.

## Proposal Requirements/Deliverables:

Firms shall submit a proposal defining the development and technical approach for project design and construction administration services. To achieve a uniform review process and obtain the maximum degree of comparability, proposals must be organized and contain all information as specified below:

- **Cover Letter** – Maximum of two pages providing an introduction to the firm, including headquarters and branch offices, number of years in business, organizational structure, staffing profile, professional disciplines, and summary of qualifications.
- **Project Team Qualifications** – This section should provide information demonstrating the qualifications of the proposed project team, including names, titles, summary of relevant project experience, and professional licenses and/or certifications. This section should also be used to provide information on the qualifications and experience of major sub-consultants (if any) and their degree of involvement in this project.
- **Relevant Project Experience** – This section should provide information on three (3) or more relevant projects recently completed by the firm. Please provide the following information for each project listed:
  - ✓ Project name, location, and description
  - ✓ Project owner/client information
  - ✓ Project role and detailed description of services provided
  - ✓ Project size/budget
  - ✓ Project references, including names, email addresses, and phone numbers for project owner/client representatives
- **Project Cost/Fee Schedule** – This section should provide information on the proposed cost/fee schedule in a table format relative to the scope of services categories under this RFP, including a schedule of fully-burdened hourly rates for each project team member, any sub-consultants providing professional services, and a proposed lump-sum total.
- **Project Understanding and Approach** – This section should provide information which demonstrates an understanding of the needs, objectives, and technical approach relative to the scope of services categories under this RFP.
- **Project Timeline and Deliverables** – This section should provide information which demonstrates project organization, completion timeline, and all deliverables to be provided relative to the scope of services categories under this RFP.

**\*\*\*Please note that construction of the project must be completed no later than February 1, 2026, in accordance with the project performance period set forth by the grant funding agreement with the State of California Natural Resources Agency.\*\*\***

RFP No. B2024-10

**RFP for Design and Construction Administration Services for World War II Camp Wall Monument at Columbia Park**
**SECTION III PROPOSAL SUBMITTAL**

FAILURE TO COMPLETE ALL ITEMS IN THIS SECTION MAY INVALIDATE PROPOSAL.

In accordance with your "Request for Proposals (RFP)", the following proposal is submitted to the City of Torrance.

**RFP Submitted By:**

Name of Company		
Street Address	City	Zip Code
Telephone Number	Fax Number	
Printed Name/Title	E-Mail Address	
Signature	Date	

**Form of Business Organization:** Please indicate the following (check one).

Corporation  Partnership  Sole Proprietorship  Other: \_\_\_\_\_

**Do you have a Parent Company?**  No  Yes,

\_\_\_\_\_  
(Name of Parent Company)

**Do you have any Subsidiaries?**  No  Yes,

\_\_\_\_\_  
(Name of Subsidiary Company)

**Business History:**

Years in business under your current name and form of business organization? \_\_\_\_\_ Years

If less than three (3) years and your company was in business under a different name, what was that name?

\_\_\_\_\_

\_\_\_\_\_

**Contact for Additional Information:**

Please provide the name of the individual at your company to contact for any additional information:

Printed Name	Title
Telephone	E-Mail Address

Proposal Submittal (continued):

**Vendor Name:** \_\_\_\_\_

**Payment Terms:** The City of Torrance Payment terms are Net 30. The City does not make pre-payments, or pay upon receipt.

Do you offer any discounted invoice terms? \_\_\_\_\_

**Project Start and Completion:**

The City requires the project to start as soon as possible from the award of a contract and the project completed as soon as possible. Specific periods that are mutually agreed upon will be established after award of a contract.

**Project Manager:**

Please provide the name of the individual at your company who will serve as Project Manager for this contract.

_____		_____	
Name		Title	
_____	_____	_____	
Telephone Number	Fax Number	Email Address	

**Contract Representative:**

Please provide the name of the individual at your company who will be responsible for administering this contract.

_____		_____	
Name		Title	
_____	_____	_____	
Telephone Number	Fax Number	Email Address	







Proposal Submittal (continued):

**Vendor Name:** \_\_\_\_\_

**References:**

Please supply the names of companies/agencies for which you recently supplied comparable goods/services as requested in this RFP. A minimum of three (3) references is required; additional references are optional. References from public agencies are preferred. ***Do not include the City of Torrance as a reference for this RFP.***

1	Name of Company/Agency:	
	Street Address:	
	City: State, Zip Code:	
	What Product/Service did you provide to this Company/Agency?	
	Name of Person to Contact:	
	Phone Number of Contact:	
	Email Address of Contact:	
2	Name of Company/Agency:	
	Street Address:	
	City, State Zip Code:	
	What Product/Service did you provide to this Company/Agency?	
	Name of Person to Contact:	
	Phone Number of Contact:	
	Email Address of Contact:	
3	Name of Company/Agency:	
	Street Address:	
	City, State Zip Code:	
	What Product/Service did you provide to this Company/Agency?	
	Name of Person to Contact:	
	Phone Number of Contact:	
	Email Address of Contact:	

Proposal Submittal (continued):

**Vendor Name:** \_\_\_\_\_

RFP Submittal Requirement and Acknowledgement	
Vendors are required to answer each of the questions listed below. You must indicate below that you have provided this information in your proposal submittal. You must attach additional sheets to your RFP submittal describing in detail the service you are proposing.	
RFP Scope of Work Questions	Indicate what page in your proposal you have answered this question.
Did you include a signed Affidavit Form with your RFP Submittal?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did you attach additional sheets to answer the Background and Recent Experience with Similar Projects information on page ____ of this RFP?	<input type="checkbox"/> Yes <input type="checkbox"/> No Page ____ of our submittal.
Did you complete a project proposal as described in the Technical Requirements?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did you review all addenda, if any, issued by the City?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did you include resumes of no more than three (3) qualified candidates?	<input type="checkbox"/> Yes <input type="checkbox"/> No Page ____ of our submittal.
Did you include References?	<input type="checkbox"/> Yes <input type="checkbox"/> No Page ____ of our submittal
Are your Wage Rates (Non-Prevailing) Included?	<input type="checkbox"/> Yes <input type="checkbox"/> No Page ____ of our submittal.
Have you included Proposed Alternative Language to City's Pro Forma Consulting Services Agreement (if applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No Page ____ of our submittal

Proposal Submittal (continued):

Vendor Name: \_\_\_\_\_

<b>Price Proposal Cost Breakdown to Provide the Scope of Services Required Under this RFP</b>			
Task Description	No. of Hours	Labor Cost/Hr (\$)	Total Cost (\$)
Schematic Design			
Design Development			
Construction Documents and Cost Estimate			
Permitting			
Bid Management			
Construction Administration			
<b>Total Lump Sum Cost</b>			

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES

PROPOSER'S AFFIDAVIT

\_\_\_\_\_ being first duly sworn deposes and says:

1. That he/she is the \_\_\_\_\_ of \_\_\_\_\_  
(Title of Office) (Name of Company)

Hereinafter called "proposer", who has submitted to the City of Torrance a proposal for

\_\_\_\_\_ (Title of RFP)

- 2. That the proposal is genuine; that all statements of fact in the proposal are true;
- 3. That the proposal was not made in the interest or behalf of any person, partnership, company, association, organization or corporation not named or disclosed;
- 4. That the Proposer did not, directly or indirectly, induce solicit or agree with anyone else to submit a false or sham proposal, to refrain from proposing, or to withdraw his proposal, to raise or fix the proposal price of the Proposer or of anyone else, or to raise or fix any overhead, profit or cost element of the Proposer's price or the price of anyone else; and did not attempt to induce action prejudicial to the interest of the City of Torrance, or of any other Proposer, or anyone else interested in the proposed contract;
- 5. That the Proposer has not in any other manner sought by collusion to secure for itself an advantage over the other Proposer or to induce action prejudicial to the interests of the City of Torrance, or of any other Proposer or of anyone else interested in the proposed contract;
- 6. That the Proposer has not accepted any proposal from any subcontractor or materialman through any proposal depository, the bylaws, rules or regulations of which prohibit or prevent the Proposer from considering any proposal from any subcontractor or material man, which is not processed through that proposal depository, or which prevent any subcontractor or materialman from proposing to any contractor who does not use the facilities of or accept proposals from or through such proposal depository;
- 7. That the Proposer did not, directly or indirectly, submit the Proposer's proposal price or any breakdown thereof, or the contents thereof, or divulge information or data relative thereto, to any corporation, partnership, company, association, organization, proposal depository, or to any member or agent thereof, or to any individual or group of individuals, except to the City of Torrance, or to any person or persons who have a partnership or other financial interest with said Proposer in its business.
- 8. That the Proposer has not been debarred from participation in any State or Federal works project.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(Proposer Signature)

\_\_\_\_\_  
(Title)

## CONSULTING SERVICES AGREEMENT

This CONSULTING SERVICES AGREEMENT (“Agreement”) is made and entered into as of Date (the “Effective Date”), by and between the CITY OF TORRANCE, a municipal corporation (“CITY”), and CONSULTANT Name, type of entity (“CONSULTANT”).

### RECITALS:

- A. CITY wishes to retain the services of an experienced and qualified CONSULTANT to insert brief description of services.
- B. In order to obtain the desired services, CITY has circulated its Request for Proposal for insert brief title of RFP, RFP No. insert RFP No. (the “RFP”).
- C. CONSULTANT has submitted a Proposal (the “Proposal”) in response to the RFP. In its Proposal CONSULTANT represents that it is qualified to perform those services requested in the RFP. Based upon its review of all proposals submitted in response to the RFP, CITY is willing to award this Agreement to CONSULTANT.

### AGREEMENT:

#### 1. SERVICES TO BE PERFORMED BY CONSULTANT

CONSULTANT will provide the services and install those materials listed in CONSULTANT’s Proposal submitted in response to the RFP. A copy of the RFP is attached as Exhibit A. A copy of the Proposal is attached as Exhibit B. CONSULTANT warrants that all work and services set forth in the Proposal will be performed in a competent, professional and satisfactory manner.

#### 2. TERM

Unless earlier terminated in accordance with Paragraph 4 below, this Agreement will continue in full force and effect from the Effective Date through \_\_\_\_\_.

#### 3. COMPENSATION

##### A. CONSULTANT’s Fee.

For services rendered pursuant to this Agreement, CONSULTANT will be paid in accordance with the Compensation Schedule set forth in the Proposal; provided, however, that in no event will the total amount of money paid CONSULTANT, for services initially contemplated by this Agreement, exceed the sum of \$insert dollar amount (“Agreement Sum”), unless otherwise first approved in writing by CITY.

B. Schedule of Payment.

Provided that CONSULTANT is not in default under the terms of this Agreement, upon presentation of an invoice, CONSULTANT will be paid the fees described in Paragraph 3.A. above, according to the Compensation Schedule. Payment will be due within 30 days after the date of the invoice.

**4. TERMINATION OF AGREEMENT**

A. Termination by CITY for Convenience.

1. CITY may, at any time, terminate the Agreement for CITY's convenience and without cause.
2. Upon receipt of written notice from CITY of such termination for CITY's convenience, CONSULTANT will:
  - a. cease operations as directed by CITY in the notice;
  - b. take actions necessary, or that CITY may direct, for the protection and preservation of the work; and
  - c. except for work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.
3. In case of termination for CITY's convenience, CONSULTANT will be entitled to receive payment for work executed, together with costs incurred by reason of the termination, along with reasonable overhead and profit on work not executed.

B. Termination for Cause.

1. If either party fails to perform any term, covenant or condition in this Agreement and that failure continues for 15 calendar days after the nondefaulting party gives the defaulting party written notice of the failure to perform, this Agreement may be terminated for cause; provided, however, that if during the notice period the defaulting party has promptly commenced and continues diligent efforts to remedy the default, the defaulting party will have such additional time as is reasonably necessary to remedy the default.
2. In the event this Agreement is terminated for cause by the default of CONSULTANT, CITY may, at the expense of CONSULTANT and its surety, complete this Agreement or cause it to be completed. Any check or bond delivered to the CITY in connection with this Agreement, and the money payable thereon, will be forfeited to and remain the property of the CITY. All moneys due CONSULTANT under the terms of this Agreement will be retained

by CITY, but the retention will not release CONSULTANT and its surety from liability for the default. Under these circumstances, however, CONSULTANT and its surety will be credited with the amount of money retained, toward any amount by which the cost of completion exceeds the Agreement Sum and any amount authorized for extra services.

3. Termination for cause will not affect or terminate any of the rights of CITY as against CONSULTANT or its surety then existing, or that may thereafter accrue because of the default; this provision is in addition to all other rights and remedies available to the CITY under law.

C. Termination for Breach of Law.

In the event CONSULTANT or any of its officers, directors, shareholders, employees, agents, subsidiaries or affiliates is convicted (i) of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of a contract or subcontract; (ii) under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty that currently, seriously, and directly affects responsibility as a public consultant or CONSULTANT; (iii) under state or federal antitrust statutes arising out of the submission of bids or proposals; or (iv) of violation of Paragraph 19 of this Agreement; or for any other cause CITY determines to be so serious and compelling as to affect CONSULTANT's responsibility as a public consultant or CONSULTANT, including but not limited to, debarment by another governmental agency, then CITY reserves the unilateral right to terminate this Agreement or to impose such other sanctions (which may include financial sanctions, temporary suspensions or any other condition deemed appropriate short of termination) as it deems proper. CITY will not take action until CONSULTANT has been given notice and an opportunity to present evidence in mitigation.

**5. FORCE MAJEURE**

If any party fails to perform its obligations because of strikes, lockouts, labor disputes, embargoes, acts of God, inability to obtain labor or materials or reasonable substitutes for labor or materials, governmental restrictions, governmental regulations, governmental control, judicial orders, enemy or hostile governmental action, civil commotion, fire or other casualty, or other causes beyond the reasonable control of the party obligated to perform, then that party's performance will be excused for a period equal to the period of that cause for failure to perform.

**6. RETENTION OF FUNDS**

CONSULTANT authorizes CITY to deduct from any amount payable to CONSULTANT (whether or not arising out of this Agreement) any amounts the payment of which may be in dispute or that are necessary to compensate CITY for any losses, costs, liabilities, or damages suffered by CITY, and all amounts for which CITY may be liable to third parties, by reason of CONSULTANT's acts or omissions in performing or failing to perform CONSULTANT's obligations under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by CONSULTANT, or any indebtedness exists that appears to be the basis for a claim of lien, CITY may withhold from any payment due, without liability for interest because of the withholding, an amount sufficient to cover the claim. The failure of CITY to exercise the right to deduct or to withhold will not, however, affect the obligations of CONSULTANT to insure, indemnify, and protect CITY as elsewhere provided in this Agreement.

**7. CITY REPRESENTATIVE**

City Representative is designated as the "City Representative," authorized to act in its behalf with respect to the work and services specified in this Agreement and to make all decisions in connection with this Agreement. Whenever approval, directions, or other actions are required by CITY under this Agreement, those actions will be taken by the City Representative, unless otherwise stated. The City Manager has the right to designate another City Representative at any time, by providing notice to CONSULTANT.

**8. CONSULTANT REPRESENTATIVE(S)**

The following principal(s) of CONSULTANT are designated as being the principal(s) and representative(s) of CONSULTANT authorized to act in its behalf with respect to the work specified in this Agreement and make all decisions in connection with this Agreement:

Representative 1  
Representative 2

**9. INDEPENDENT CONTRACTOR**

CONSULTANT is, and at all times will remain as to CITY, a wholly independent contractor. Neither CITY nor any of its agents will have control over the conduct of CONSULTANT or any of CONSULTANT's employees, except as otherwise set forth in this Agreement. CONSULTANT's agents and employees are not and shall not be considered employees of CITY for any purpose. CONSULTANT may not, at any time or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of CITY. CITY has no duty, obligation, or responsibility to CONSULTANT's agents or employees under the Affordable Care Act. CONSULTANT is solely responsible for any tax penalties associated with the failure to offer affordable coverage to its agents and employees under the Affordable Care Act and any other liabilities, claims and obligations regarding compliance with the Affordable Care Act with respect to CONSULTANT's agents and employees. CITY is not responsible and shall not

be held liable for CONSULTANT's failure to comply with CONSULTANT's duties, obligations, and responsibilities under the Affordable Care Act. CONSULTANT agrees to defend, indemnify and hold CITY harmless for any and all taxes and penalties that may be assessed against CITY as a result of CONSULTANT's obligations under the Affordable Care Act relating to CONSULTANT's agents and employees.

**10. BUSINESS LICENSE**

CONSULTANT must obtain a City business license prior to the start of work under this Agreement, unless CONSULTANT is qualified for an exemption.

**11. OTHER LICENSES AND PERMITS**

CONSULTANT warrants that it has all professional, contracting and other permits and licenses required to undertake the work contemplated by this Agreement.

**12. FAMILIARITY WITH WORK**

By executing this Agreement, CONSULTANT warrants that CONSULTANT (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services required under this Agreement. If the services involve work upon any site, CONSULTANT warrants that CONSULTANT has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of the services set forth in this Agreement. Should CONSULTANT discover any latent or unknown conditions that will materially affect the performance of the services set forth in this Agreement, CONSULTANT must immediately inform CITY of that fact and may not proceed except at CONSULTANT's risk until written instructions are received from CITY.

**13. CARE OF WORK**

CONSULTANT must adopt reasonable methods during the term of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and other components to prevent losses or damages, and will be responsible for all damages to persons or property, until acceptance of the work by CITY, except those losses or damages as may be caused by CITY's own negligence.

**14. CONSULTANT'S ACCOUNTING RECORDS; OTHER PROJECT RECORDS**

Records of CONSULTANT's time pertaining to the project, and records of accounts between CITY and CONSULTANT, will be kept on a generally recognized accounting basis. CONSULTANT will also maintain all other records, including without limitation, specifications, drawings, progress reports and the like, relating to the work and services identified in Exhibit A. All records will be available to CITY during normal working hours. CONSULTANT will maintain these records for three years after final payment.

**15. INDEMNIFICATION**

To the fullest extent permitted by law, CONSULTANT shall indemnify, defend and hold harmless Agency and any and all of its officials, officers, employees, agents, successors, and volunteers ("Indemnified Parties") from and against any and all claims, actions, lawsuits, arbitration proceedings, losses, liabilities, damages, costs and expenses, including attorney's fees and costs, to the extent they arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the CONSULTANT. CONSULTANT's duty to defend any claim, action, lawsuit, or arbitration proceeding (collectively, "Claim") shall consist of reimbursement of defense costs incurred by Agency in direct proportion to the CONSULTANT's proportionate percentage of fault concerning such Claim. Notwithstanding the previous sentence: (1) in the event one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business then the design professional shall meet and confer with other parties regarding unpaid defense costs and shall be liable for any such defense costs allowable by law; (2) CONSULTANT's duty to defend any Claim shall consist of reimbursement of all defense costs where a project-specific general liability policy insures all project participants for general liability exposures on a primary basis and also covers all design professionals for their legal liability arising out of their professional services on a primary basis.

**16. NON-LIABILITY OF CITY OFFICERS AND EMPLOYEES**

No officer or employee of CITY will be personally liable to CONSULTANT, in the event of any default or breach by the CITY or for any amount that may become due to CONSULTANT.

**17. INSURANCE**

A. CONSULTANT and its subCONSULTANTs must maintain for the duration of the Agreement at their sole expense the following insurance, which will be full coverage, not subject to self-insurance provisions:

1. Automobile Liability, including owned, non-owned and hired vehicles, with at least the following limits of liability:
  - a. Primary Bodily Injury with limits of at least \$500,000 per person, \$1,000,000 per occurrence; and
  - b. Primary Property Damage of at least \$250,000 per occurrence; or
  - c. Combined single limits of \$1,000,000 per occurrence.
2. Commercial General Liability including coverage for premises, products and completed operations, independent CONSULTANTs/vendors, personal injury and contractual obligations with combined single limits of coverage of at least \$2,000,000 per occurrence, \$4,000,000 aggregate.

3. Workers' Compensation coverage as required by the Labor Code of the State of California and, if workers' compensation is required, employer's liability insurance with minimum limits of (\$1,000,000) per occurrence or occupational illness. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the CITY for all work performed by the CONSULTANT, its employees, agents and subcontractors.
  4. Professional Liability (Errors and Omissions): Insurance appropriate to the CONSULTANT's profession, with limit no less than \$2,000,000 per occurrence or claim, \$4,000,000 aggregate.
- B. The insurance provided by CONSULTANT will be primary and non-contributory.
  - C. CITY, the Successor Agency to the Former Redevelopment Agency of the City of Torrance, the City Council and each member thereof, members of boards and commissions, every officer, agent, official, employee and volunteer must be named as additional insureds under the automobile and general liability policies. Coverage can be provided in the form of an endorsement to the CONSULTANT's insurance or applicable policy language.
  - D. CONSULTANT must provide certificates of insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) indicating appropriate coverage, to the City Clerk of the City of Torrance before the commencement of work.
  - E. Each insurance policy required by this Paragraph must contain a provision that no termination, cancellation or change of coverage can be made without notice to the CITY.
  - F. If the CONSULTANT maintains broader coverage and/or higher limits than the minimums shown above, the CITY requires and shall be entitled to the broader coverage and/or the higher limits maintained by the CONSULTANT. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the CITY.
  - G. The procuring of insurance shall not be construed as a limitation on liability nor as full performance of the indemnification provisions of the CONSULTANT.
  - H. Claims Made Policies  
If any of the required policies provide coverage on a claims-made basis:

- a. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
  - b. Insurance must be maintained and evidence of insurance must be provided *for at least five (5) years after completion of the contract of work.*
  - c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, the CONSULTANT must purchase “extended reporting” coverage for a minimum of **five (5)** years after completion of contract work.
- I. CONSULTANT hereby grants to CITY a waiver of any right to subrogation which any insurer of said CONSULTANT may acquire against the CITY by virtue of the payment of any loss under such insurance. CONSULTANT agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the CITY has received a waiver of subrogation endorsement from the insurer.
  - J. Self-insured retentions must be declared to and approved by the CITY. The CITY may require the CONTRACTOR to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or CITY.

**18. SUFFICIENCY OF INSURERS**

Insurance required by this Agreement will be satisfactory only if issued by companies admitted to do business in California, rated “A” or better in the most recent edition of Best’s Key Rating Guide, and only if they are of a financial category Class VII or better, unless these requirements are waived by the Risk Manager of CITY (“Risk Manager”) due to unique circumstances. In the event the Risk Manager determines that the work or services to be performed under this Agreement creates an increased or decreased risk of loss to CITY, the CONSULTANT agrees that the minimum limits of any insurance policies or performance bonds required by this Agreement may be changed accordingly upon receipt of written notice from the Risk Manager; provided that CONSULTANT will have the right to appeal a determination of increased coverage by the Risk Manager to the City Council of CITY within 10 days of receipt of notice from the Risk Manager.

**19. CONFLICT OF INTEREST**

- A. No officer or employee of the CITY may have any financial interest, direct or indirect, in this Agreement, nor may any officer or employee participate in any decision relating to the Agreement that affects the officer or employee’s financial interest or the financial interest of any corporation, partnership or association in which the officer or employee is, directly or indirectly interested, in violation of any law, rule or regulation.



3031 Torrance Boulevard  
 Torrance, CA 90503  
 Fax: (310) 618-2931

- B. Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified, will be deemed effective as of the first date the notice was refused, unclaimed or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- C. Either party may change its address or fax number by giving the other party notice of the change in any manner permitted by this Agreement.

**21. PROHIBITION AGAINST ASSIGNMENT AND SUBCONTRACTING**

This Agreement and all exhibits are binding on the heirs, successors, and assigns of the parties. The Agreement may not be assigned or subcontracted by either CITY or CONSULTANT without the prior written consent of the other.

**22. INTEGRATION; AMENDMENT**

This Agreement represents the entire understanding of CITY and CONSULTANT as to those matters contained in it. No prior oral or written understanding will be of any force or effect with respect to the terms of this Agreement. The Agreement may not be modified or altered except in writing signed by both parties.

**23. INTERPRETATION**

The terms of this Agreement should be construed in accordance with the meaning of the language used and should not be construed for or against either party by reason of the authorship of this Agreement or by any other rule of construction that might otherwise apply. To the extent that the terms of the RFP or the Proposal are inconsistent with the terms of this Agreement, the terms of this Agreement shall control.

**24. SEVERABILITY**

If any part of this Agreement is found to be in conflict with applicable laws, that part will be inoperative, null and void insofar as it is in conflict with any applicable laws, but the remainder of the Agreement will remain in full force and effect.

**25. TIME OF ESSENCE**

Time is of the essence in the performance of this Agreement.

**26. GOVERNING LAW; JURISDICTION**

This Agreement will be administered and interpreted under the laws of the State of California. Jurisdiction of any litigation arising from the Agreement will be in Los Angeles County, California.

**27. COMPLIANCE WITH STATUTES AND REGULATIONS**

CONSULTANT will be knowledgeable of and will comply with all applicable federal, state, county and city statutes, rules, regulations, ordinances and orders.

**28. WAIVER OF BREACH**

No delay or omission in the exercise of any right or remedy by a nondefaulting party on any default will impair the right or remedy or be construed as a waiver. A party's consent or approval of any act by the other party requiring the first party's consent or approval will not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and will not be a waiver of any other default concerning the same or any other provision of this Agreement.

**29. ATTORNEY'S FEES**

Except as provided for in Paragraph 15, in any dispute, litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing party will be awarded reasonable attorney's fees, together with any costs and expenses, to resolve the dispute and to enforce any judgment.

**30. EXHIBITS**

All exhibits identified in this Agreement are incorporated into the Agreement by this reference.

**31. CONSULTANT'S AUTHORITY TO EXECUTE**

The persons executing this Agreement on behalf of CONSULTANT warrant that (i) CONSULTANT is duly organized and existing; (ii) they are duly authorized to execute this Agreement on behalf of CONSULTANT; (iii) by so executing this Agreement, CONSULTANT is formally bound to the provisions of this Agreement; and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which CONSULTANT is bound.

**32. PUBLIC RECORDS ACT**

Any documents submitted by the CONSULTANT all information obtained in connection with the CITY's right to audit and inspect the CONSULTANT's documents, books, and accounting records pursuant to paragraph 14 CONSULTANT's Accounting Records; Other Project Records; as well as those documents which were required to be submitted in response to the Request for Proposals (RFP) used in the solicitation process for this Contract, become the exclusive property of the City. All such documents become a matter of public record and shall be regarded as public records. Exceptions will be those elements in the California Government Code Section 7920.000 et seq. (Public Records Act) and which are marked "trade secret", "confidential", or "proprietary". The CITY shall not in any way be liable or responsible for the disclosure of any such records including, without limitation, those so marked, if disclosure is required by law, or by an order issued by a court of competent jurisdiction.

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In the event the CITY is required to defend an action on a Public Records Act request for any of the aforementioned documents, information, books, records, and/or contents of a proposal marked "trade secret", "confidential", or "proprietary", the CONSULTANT agrees to defend and indemnify the CITY from all costs and expenses, including reasonable attorney's fees, in action or liability arising under the Public Records Act.

CITY OF TORRANCE,  
a municipal corporation

Firm Name  
Type of Entity

\_\_\_\_\_  
George K. Chen, Mayor

By: \_\_\_\_\_  
Signer  
Title

ATTEST:

\_\_\_\_\_  
Rebecca Poirier, MMC  
City Clerk

APPROVED AS TO FORM:  
PATRICK Q. SULLIVAN  
City Attorney

By: \_\_\_\_\_

Attachments:      Exhibit A      Request for Proposals  
                         Exhibit B      Proposal

Rev. 0424

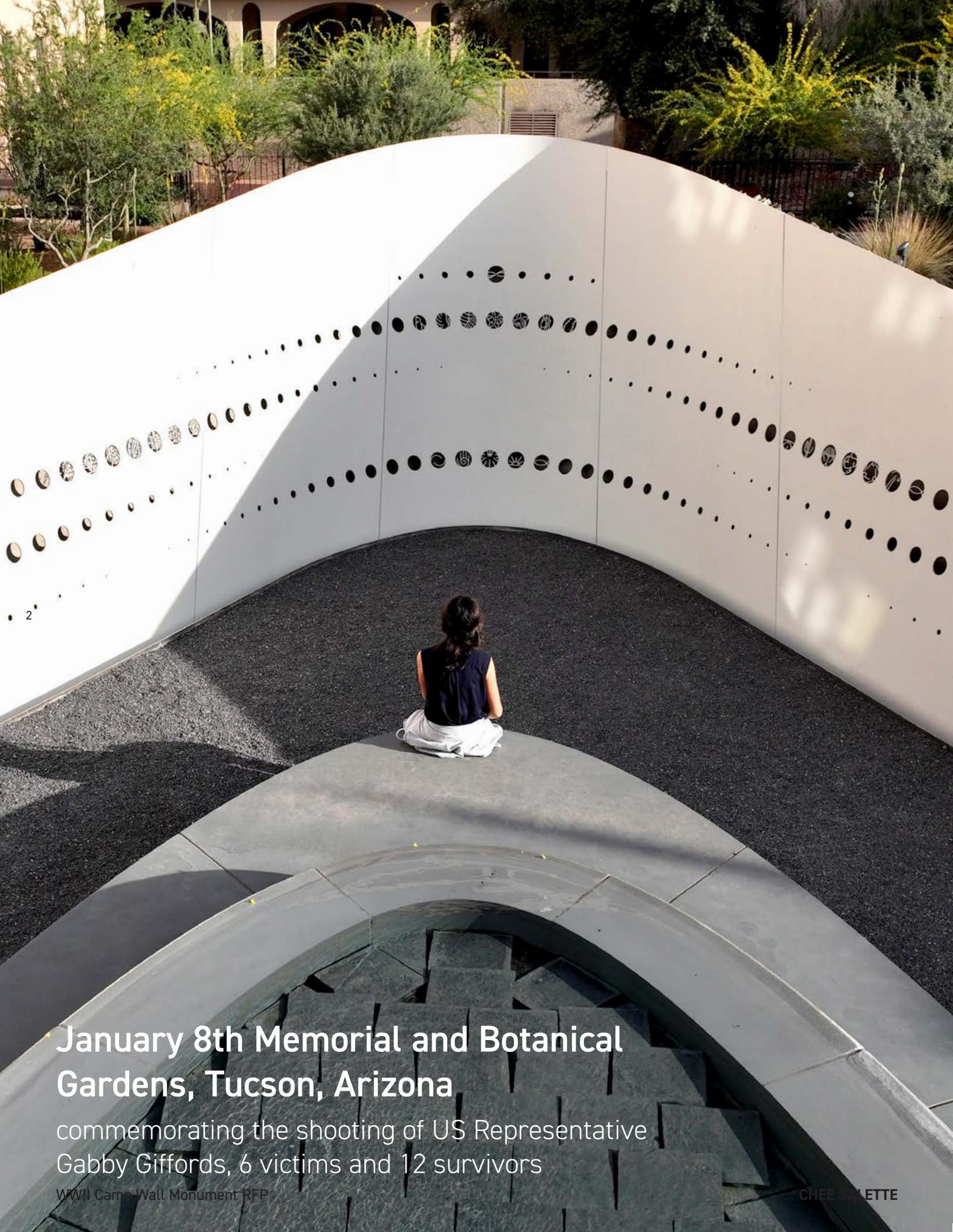
Request for Proposals  
Design and Construction  
Administration Services for

WWII  
Camp Wall  
Monument  
at Columbia  
Park

**CHEE SALETTE**

1625 South Central Avenue, Glendale, CA 91204 | t: 747.240.6926 | w: [www.csaoarchitects.com](http://www.csaoarchitects.com)

cover image: Getty Images



2

# January 8th Memorial and Botanical Gardens, Tucson, Arizona

commemorating the shooting of US Representative Gabby Giffords, 6 victims and 12 survivors

WWI Camp Wall Monument RFP

CHEE S. LLETTE

# COVER LETTER

August 27, 2024

**CHEE SALETTE ARCHITECTURE OFFICE INC.**, (known as **CHEE SALETTE**) is excited to submit our qualifications and fee proposal for the Design and Construction Administration for the **WWII Camp Wall Monument at Columbia Park**. Established in 2009 in Los Angeles, we are a women and minority owned design driven practice that approaches design through a multi-disciplinary lens with the goal of crafting authentic designs that resonate of place. As both Architects and Landscape Architects, we are uniquely positioned to create a very holistic project for the community with our multi-disciplinary approach. With over 90 years of combined experience, we are also highly skilled and capable to provide the highest level of services needed to bring this special project to fruition in a very detailed and thoughtful manner. We carefully listen and observe, then synthesize various thoughts and desires into a plan that all can coalesce around with the support of engineers who are respected experts in their field.

As both an architect and landscape architect, I lead the practice with an understanding of object, building and site to form a dynamic spatial relationship, shaping projects in response to urban form and natural environments that are sensitive to the history and values of the site and users. We strive to achieve design of the highest quality that is thoughtful, visually stimulating, culturally responsive with functional efficiency and within budget constraints. We keep durability and maintenance in mind during the design process so that projects can endure budget constraints and the process of time.

We have collectively completed (4) Memorial projects which are included as examples of our work experience that has involved extensive community engagement working closely with the Foundation, victims' families, survivors, historians, and the community to create an all encompassing project of healing and honoring those who have died.

**CHEE SALETTE** is a California Corporation since 2009 and is certified WBE, WOSB, MBE, SBE, and DBE and is licensed to practice architecture and landscape architecture in California.

I will be the point of contact and project manager.

Tina Chee, Principal, President of Chee Salette Architecture Office, Inc.  
email: [tchee@csaoarchitects.com](mailto:tchee@csaoarchitects.com)  
direct: 323-691-6647

We hope you find our projects thoughtful, innovative, and resourceful. I believe the combination of our well-rounded experience, multi-disciplinary practice, our humbleness, and our hands-on approach to design make us particularly well-suited for the WWII Camp Wall Monument. We look forward to hearing from you.

Sincerely,



Tina Chee  
Principal, RA, RLA, AIA, ASLA, LEED AP

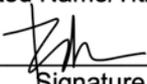
<b>RFP No. B2024-10</b>	<b>RFP for Design and Construction Administration Services for World War II Camp Wall Monument at Columbia Park</b>
<b>SECTION III PROPOSAL SUBMITTAL</b>	

FAILURE TO COMPLETE ALL ITEMS IN THIS SECTION MAY INVALIDATE PROPOSAL.

In accordance with your "Request for Proposals (RFP)", the following proposal is submitted to the City of Torrance.

**RFP Submitted By:**

**CHEE SALETTE ARCHITECTURE OFFICE, INC DBA CHEE SALETTE**

Name of Company		
1625 South Central Avenue	Glendale, CA	91204
Street Address	City	Zip Code
747.240.6926		
Telephone Number	Fax Number	
Tina Chee / President	tchee@csaoarchitects.com	
Printed Name/Title	E-Mail Address	
	8/19/2024	
Signature	Date	

**Form of Business Organization:** Please indicate the following (check one).

Corporation    Partnership    Sole Proprietorship    Other: \_\_\_\_\_

**Do you have a Parent Company?**    No    Yes,

\_\_\_\_\_  
(Name of Parent Company)

**Do you have any Subsidiaries?**    No    Yes,

\_\_\_\_\_  
(Name of Subsidiary Company)

**Business History:**

Years in business under your current name and form of business organization? 15 Years  
If less than three (3) years and your company was in business under a different name, what was that name?

\_\_\_\_\_  
\_\_\_\_\_

**Contact for Additional Information:**

Please provide the name of the individual at your company to contact for any additional information:

Tina Chee	President
Printed Name	Title
323.691.6647	tchee@csaoarchitects.com
Telephone	E-Mail Address

Proposal Submittal (continued):

**Vendor Name:** CHEE SALETTE

**Payment Terms:** The City of Torrance Payment terms are Net 30. The City does not make pre-payments, or pay upon receipt.

Do you offer any discounted invoice terms? Yes

**Project Start and Completion:**

The City requires the project to start as soon as possible from the award of a contract and the project completed as soon as possible. Specific periods that are mutually agreed upon will be established after award of a contract.

**Project Manager:**

Please provide the name of the individual at your company who will serve as Project Manager for this contract.

<u>Tina Chee</u>		<u>President</u>
	Name	Title
<u>323-691-6647</u>		<u>tchee@csaoarchitects.com</u>
Telephone Number	Fax Number	Email Address

**Contract Representative:**

Please provide the name of the individual at your company who will be responsible for administering this contract.

<u>Tina Chee</u>		<u>President</u>
	Name	Title
<u>323-691-6647</u>		<u>tchee@csaoarchitects.com</u>
Telephone Number	Fax Number	Email Address

5

Proposal Submittal (continued):

**Vendor Name:** CHEE SALETTE

**Subcontractors:**

If awarded, will you be using subcontractors to carry out the scope of work required in this RFP?

Yes, we will be using subcontractors and have listed their contact information below.

No, we will not be using any subcontractors for this project.

<u>BREEN DESIGN GROUP</u>	<u>Des Mahoney</u>	<u>Vice President</u>
Company Name	Contact Name	Title
<u>310-464-8404 x 1229</u>		<u>dmahony@breeneng.com</u>
Telephone Number	Fax Number	Email Address

Please explain the working relationship between your company and the subcontractor.

CHEE SALETTE and BREEN DESIGN GROUP have worked together on several projects, most recently on two affordable housing projects in the Jordan Downs neighborhood along with a Childrens' Park for the Housing Authority of the City of Los Angeles (HACLA). Breen provided Civil, Electrical, and Plumbing Engineering for these projects.

We have also collaborated on past projects such as the Event Pavilion in Towsley Canyon in Santa Clarita for the Mountains Recreation Conservation Authority (MRCA) where they provided structural and civil engineering; and supportive housing project Crest Apartments in Van Nuys for SkidRow Housing Trust where they provided Civil Engineering.

BREEN DESIGN GROUP will provide comprehensive civil, structure, mechanical, electrical and plumbing engineering. Because of their range of services in house, we will be able to have a highly coordinated project which will be beneficial to provide for efficiencies in team work and design fee.

Proposal Submittal (continued):

**Vendor Name:** CHEE SALETTE

**Subcontractors:**

If awarded, will you be using subcontractors to carry out the scope of work required in this RFP?

Yes, we will be using subcontractors and have listed their contact information below.

No, we will not be using any subcontractors for this project.

<u>CUMMING GROUP</u>	<u>Merilyn Olave</u>	<u>Associate Director</u>
Company Name	Contact Name	Title
<u>213 225 0938</u>		<u>molave@cumming-group.com</u>
Telephone Number	Fax Number	Email Address

Please explain the working relationship between your company and the subcontractor.

CHEE SALETTE and CUMMING GROUP have worked together on several projects. Most recently on the Artesia Botanical Gardens currently under development.

CUMMING GROUP will provide cost estimation at the completion of Schematic Design and Design Development to ensure we are on track at the end of Construction Documents where the Final Cost Estimate will be issued to the City.

Proposal Submittal (continued):

**Vendor Name:** CHEE SALETTE

**Subcontractors:**

If awarded, will you be using subcontractors to carry out the scope of work required in this RFP?

Yes, we will be using subcontractors and have listed their contact information below.

No, we will not be using any subcontractors for this project.

<u>OCULUS LIGHT STUDIO</u>	<u>Scott Hatton</u>	<u>Principal, Partner</u>
Company Name	Contact Name	Title
<u>310 715 8333</u>		<u>shatton@oculuslightstudio.com</u>
Telephone Number	Fax Number	Email Address

Please explain the working relationship between your company and the subcontractor.

CHEE SALETTE and OCULUS LIGHT STUDIO have worked together on several projects. Most recently on the 2.5 acre Hawthorne Civic Center and City Hall Expansion project, the 19 acre Tustin Legacy Village project, and the Artesia Botanical Gardens currently under development.

OCULUS LIGHT STUDIO will provide lighting design, product specifications, and construction administration.

Proposal Submittal (continued):

**Vendor Name:** CHEE SALETTE

**Subcontractors:**

If awarded, will you be using subcontractors to carry out the scope of work required in this RFP?

Yes, we will be using subcontractors and have listed their contact information below.

No, we will not be using any subcontractors for this project.

<u>IN-FO.CO</u>	<u>Shannon Harvey</u>	<u>Principal</u>
Company Name	Contact Name	Title
<u>323-486-7143</u>		<u>shannon@in-fo.co</u>
Telephone Number	Fax Number	Email Address

Please explain the working relationship between your company and the subcontractor.

CHEE SALETTE and IN-FO.CO have worked together on the Fallen Journalist Memorial RFP in Washington DC. IN-FO.CO served as the graphic designer focusing on typography and interpretive signage.

IN-FO.CO will focus on developing the overall organization of the 160,000 names including determining the type of font and size of font used. They will do research to develop an understanding of the site, develop a way finding system, and a clear strategy for a design that is responsive and meaningful to the specific context, histories, audiences and goals.

Proposal Submittal (continued):

**Vendor Name:** CHEE SALETTE

**Subcontractors:**

If awarded, will you be using subcontractors to carry out the scope of work required in this RFP?

Yes, we will be using subcontractors and have listed their contact information below.

No, we will not be using any subcontractors for this project.

<u>CARLBERG ASSOCIATES</u>	<u>Cy Carlberg</u>	<u>Senior Arborist</u>
Company Name	Contact Name	Title
<u>310 451 4804</u>		<u>cy@cycarlberg.com</u>
Telephone Number	Fax Number	Email Address

Please explain the working relationship between your company and the subcontractor.

CHEE SALETTE and CARLBERG ASSOCIATES have worked together on several projects, most recently on the Artesia Botanical Gardens currently under development.

CARLBERG ASSOCIATES will provide recommendations on tree health and root assessment if needed.

Proposal Submittal (continued):

**Vendor Name:** CHEE SALETTE

**Subcontractors:**

If awarded, will you be using subcontractors to carry out the scope of work required in this RFP?

Yes, we will be using subcontractors and have listed their contact information below.

No, we will not be using any subcontractors for this project.

<u>SWEENEY AND ASSOCIATES</u>	<u>Corey Fox</u>	<u>Principal</u>
Company Name	Contact Name	Title
<u>714 938 0456</u>		<u>CFox@sweeneyassoc.com</u>
Telephone Number	Fax Number	Email Address

Please explain the working relationship between your company and the subcontractor.

CHEE SALETTE and SWEENEY AND ASSOCIATES have worked together over the last 10. years as an integral part of the office on over 100 projects throughout Los Angeles.

SWEENEY AND ASSOCIATES will provide irrigation design and construction observation as needed.

Proposal Submittal (continued):

**Vendor Name:** CHEE SALETTE

### **Background and Recent Experience with Similar Projects:**

CHEE SALETTE is a Los Angeles based women and minority owned design driven studio crafting architecture and landscape architecture with a holistic and sustainable vision that has been in practice since 2009. We are team of multi-disciplinary designers, architects, and landscape architects with over 90 years of combined experience. Architect and Landscape Architect Tina Chee leads the studio supported by Architect Marc Salette and Senior Architect Natalie Magarian. We come from a rigorous design work ethic having practiced with the renowned Architect Frank Gehry for a combined 40 years on large scale and complex projects such as the Disney Concert Hall in Los Angeles and the MIT Stata Center in Cambridge, and the Brooklyn Arena in New York. Since then, we have started our multi-disciplinary practice that seeks to create holistic environments with both architecture and landscape. Our work seeks to find innovative solutions that are beautifully moving, socially engaging, ecologically responsible, within budget and schedule constraints. Our expertise is the synthesis of architecture and landscape to create community based projects that are sustainable and a pleasure to be in.

Collectively, we have completed (4) Memorial projects which are included as examples of our work experience - The January 8th Memorial, Tucson, Arizona; WWI Memorial Concept, Washington DC; Los Angeles Fallen Firefighters Memorial; and the Parkland 17 Memorial Concept, Coral Gables, Florida.

The January 8th Memorial commemorates the shooting of US Representative Gabrielle Giffords who was shot in 2011 which resulted in 6 victims and 13 survivors. The Memorial was a 4 year process that first began with an extensive 4 month community engagement process and a year long process with the Memorial Foundation, the Victims' Families, the Survivors, and a group of stakeholders consisting of historians and community, as well as the Neighborhood Council leaders, City Council, and County Administrators to create an all encompassing project to honor those who have died and create a place of healing for the families and community.

CHEE SALETTE coordination of a full team of consultants and fabricators thru the Schematic Design, Design Development, Construction Documents, Bidding, and Construction Administration - artist, lighting designer, structural, civil, electrical, plumbing, irrigation, horticulturalist, water feature designer, and cost estimator. Key milestones at 50% and 100% of each phase created a fully coordinated set of drawings which the cost estimator used to gauge pricing. Worksessions with the County and Rec and Parks were key to the understanding of maintenance standards and procedures, maintenance staffing, and past experiences with other projects as there were many concerns regarding materials and durability, homelessness and skateboarders. These meetings helped inform the selection of materials and development of details. During the design process, CHEE SALETTE also contacted fabricators to understand production limitations and material cost in order to factor these into the design which gave more assurances that the project cost would be within budget. At the completion of each phase, a cost estimate was reviewed to ensure the project was on track. To counter price escalation that occurred over several years, CHEE SALETTE revised the design while maintaining the spirit of the intent to keep the project within the budget.

Once the design and cost was approved by the Foundation at the end of Design Development, CHEE SALETTE worked with the Pima County Facilities Management team during the Construction Document phase to review the constructibility and complete the construction documents. During the Bid Phase, CHEE SALETTE assisted the County with bid questions and reviewed the proposed bid costs.

During the Construction Administration phase, there were bi-weekly OAC meetings with the County to review construction progress. The Design Team responded to RFI's, Submittals and Shop Drawings and reviewed mockups and samples. The Design Team made job site visits at key milestones. During the last 3 months of construction, the team made weekly and daily visits to the job site to ensure quality and conformance to the Construction Documents and Bid Set.

Once completed, the design team met with Parks and Recreation to review maintenance procedures and confirm protocols.

The Memorial was completed at the end of 2020 and has been honored with an American Architecture Award for Monuments, National ASLA Honor Award, CodaWorx Award Public Space Award, and Southern California ASLA Award for Landscape Art.

Other completed similar projects are Freedom Tree Park, Los Angeles, completed in August 2024; The 24 Campus with 5 acres of public open space in Chatsworth, currently under construction; and Lakeside Village, a 33 acre affordable housing campus with community club house, leasing office, and day care amenities which are all have ADA compliant restroom facilities. These projects followed a similar process with key milestones, cost estimation and value engineering as needed to maintain the budget.

Proposal Submittal (continued):

**Vendor Name:** CHEE SALETTE

**Work Plan for Each Required Task:**

In the space below, please describe in detail the methodology you will be utilizing to conduct for each task. (Please attach additional sheets if needed.)

The services and work plan outlined below includes the items per the RFP with additional description of services and milestones per week.

**TASK 1 - SCHEMATIC DESIGN**

Week 1 and 2 - Project Management and Introductions

We will meet with the City to establish communication protocols, review the project schedule, review critical items, and establish project budget goals. If possible, this would also be a time to meet with the Foundation and any key Community Groups and Individuals that will be part of the project so that we can develop a deeper project understanding and establish inspirational project goals. We would also like to meet with Rec and Parks to understand any concerns they may have and how the current park is used today and how the Monument would interface with the existing park.

Week 1 and 2 - Data Gathering and Analysis

We will begin with a review of the site conditions - review general property boundaries and perimeter conditions, review of provided topographic survey provided by the City to determine if more data is required, identify points of connection, review any soils and geotechnical analysis provided by the City, review existing trees and their health, review sun and shade conditions, review traffic noise, review existing circulation paths, review general site grading, review important key view points, and identify any constraints. At the end of the 2 weeks, we will present our findings to the City at the bi-weekly meeting.

Week 3 to 6 - Schematic Design

Based on the analysis, we will study various design options in plan, section and perspective. We will create a base plan and 3d model for the team to use as a basis of their work. We will begin bi-weekly meetings with the engineers to establish program design criteria. At the end of Week 6, we will present two design options with preliminary cost estimates for the City and Rec and Parks a Schematic Design for review.

Week 7 to 8 - Allow for City Review with Rec and Parks, along with Foundation and Community Groups if desired.

**TASK 2 - DESIGN DEVELOPMENT**

Week 9 thru 16 - Design Development

Once approved, we will update the design based on comments received. We will develop the materiality of the Monument Walls and Restroom Building. Coordination will begin with the engineering to develop the design development documents to a 100% design level with CSI specifications. Bi-weekly meetings continue with City Staff and separate bi-weekly meetings with consultants. Milestones of 50% DD will be established to create a mechanism for project coordination of various systems and details. An internal deliverable at 90% DD will serve as a check set prior to the issuance of the 100% DD set to the City. At each milestone, our consultant coordinator and QAQC reviewer will review the documents and provide markups before proceeding. The Cost Estimator will review the sets at 50% and 90% DD and provide the team with a cost estimate.

Week 17 thru 18 - Allow for City review with Rec and Parks, along with Foundation and Community Groups if desired.

**TASK 3 - CONSTRUCTION DOCUMENTS**

Week 19 thru 24 - Construction Documents

Once approved, the team will work towards the final set of documents with construction details and quantities in order to create the documents for a coordinated bid set. All material quantities, site and building systems, equipment, and furnishings will be accounted for in the documents and the Cost Estimate. There will be an internal milestone of 50% CD and at 90% CD before the completed set is submitted to the City. At each milestone, our consultant coordinator and QAQC reviewer will review the documents and provide markups before proceeding. The final drawings, specifications, and cost estimate will be issued to the City which will be presented to the City Council for approval.

Week 25 thru 26 - Allow for City review.

Proposal Submittal (continued):

**Vendor Name:** CHEE SALETTE

**Work Plan for Each Required Task:**

In the space below, please describe in detail the methodology you will be utilizing to conduct for each task. (Please attach additional sheets if needed.)

**TASK 4- PERMITTING**

Week 27 thru 42 - Permitting

Once the project is approved to proceed, we will submit the project for plan check/permit.

**TASK 5 - BID**

Week 35 thru 42 -Bidding

While the project is in plan check, we will assist the City in preparing the documents for bid with instructions, forms, and general and special conditions to be issued to the various bidders. We will assist the City with the distribution of the bid documents and the reviewing of bids. Concurrently, there may be plan check revisions to be resubmitted. We anticipate that by the end of the bid period, the project has obtained the permit to build and that the Contractor has been selected.

**TASK 6 - CONSTRUCTION ADMINISTRATION**

Week 43 thru 69 - Construction Administration

Once approved to proceed, the Construction Administration will begin with weekly OAC meetings, RFI review, submittal review, construction progress review, contractor payment review, bi-weekly or weekly site visits, punch list and observation reports.

Week 43 - Construction starts on August 2025. The site and contractor will be mobilized to prepare for site work.

Week 43 thru 55 - Contractor to submit shop drawings to fabricate granite walls. Team to review a physical mock up of the Wall. Once approved, wall is fabricated. Prepare for site work for grading, utilities and foundation. Schedule inspections.

Week 56 thru 68 - Install Monument Walls. Construct Restroom building.

Week 64 thru 68 - Install Flagpoles, Lighting, Interpretive Signage, Parking, Paving, and repair any planting and irrigation as needed.

Week 69 thru 70 - Continue construction punch list corrections.

Week 69 thru 72 - Schedule inspections for building systems. When the building is complete, begin building systems testing for commissioning. Call for Final Inspections.

Week 73 - Construction complete with Certificate of Occupancy end of January 2026.

During the construction process, any modifications that occur will be updated in the drawing set. At construction completion, the As Built set will be issued for City approval.

During the 3 months after the Certificate of Occupancy has been issued, the team will make periodic visits to the project to review systems, material and plant performance as well as review maintenance procedures and warranties.

11

Proposal Submittal (continued):

**Vendor Name:** CHEE SALETTE

**References:**

Please supply the names of companies/agencies for which you recently supplied comparable goods/services as requested in this RFP. A minimum of three (3) references is required; additional references are optional. References from public agencies are preferred. **Do not include the City of Torrance as a reference for this RFP.**

1	Name of Company/Agency:	Pima County Facilities Management
	Street Address:	150 W Congress St # 5
	City: State, Zip Code:	Tucson, AZ 85701
	What Product/Service did you provide to this Company/Agency?	Architecture and Landscape Architecture Design and Construction Administration services for the January 8th Memorial
	Name of Person to Contact:	Lisa Josker, Director
	Phone Number of Contact:	520-724-3104
	Email Address of Contact:	lisa.josker@pima.gov
2	Name of Company/Agency:	Los Angeles Bureau of Engineering
	Street Address:	1149 S. Broadway
	City, State Zip Code:	Los Angeles, CA 90015
	What Product/Service did you provide to this Company/Agency?	Architecture and Landscape Architecture Design for Schematic Design of the Gilbert Lindsay Plaza and Cafe at the LA Convention Center, and Education Center and Recreation Center for the Silver Lake Reservoir Complex Masterplan
	Name of Person to Contact:	Deborah Weintraub, Chief Deputy City Engineer
	Phone Number of Contact:	213-485-5499
	Email Address of Contact:	deborah.weintraub@lacity.org
3	Name of Company/Agency:	Mountains Recreation Conservation Authority (MRCA)
	Street Address:	570 Avenue 26, Suite 100
	City, State Zip Code:	Los Angeles, CA 90065
	What Product/Service did you provide to this Company/Agency?	Architecture Design for the Event Pavilion and Construction Administration for the renovation of the existing Pool
	Name of Person to Contact:	Gabriella Golik Garry
	Phone Number of Contact:	323-221-9944 ext.200
	Email Address of Contact:	Gabriella.golik@mrca.ca.gov

Proposal Submittal (continued):

**Vendor Name:** CHEE SALETTE

RFP Submittal Requirement and Acknowledgement	
Vendors are required to answer each of the questions listed below. You must indicate below that you have provided this information in your proposal submittal. You must attach additional sheets to your RFP submittal describing in detail the service you are proposing.	
RFP Scope of Work Questions	Indicate what page in your proposal you have answered this question.
Did you include a signed Affidavit Form with your RFP Submittal?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Did you attach additional sheets to answer the Background and Recent Experience with Similar Projects information on page <u>9</u> of this RFP?  See Page 16-19, 36-67	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Page <u>9</u> of our submittal.
Did you complete a project proposal as described in the Technical Requirements?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Did you review all addenda, if any, issued by the City?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Did you include resumes of no more than three (3) qualified candidates?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 21-23 Page ___ of our submittal.
Did you include References?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Page <u>19</u> of our submittal
Are your Wage Rates (Non-Prevailing) Included?  Hourly rates indicated in proposed fee chart	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 68 Page ___ of our submittal.
Have you included Proposed Alternative Language to City's Pro Forma Consulting Services Agreement (if applicable)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Page ___ of our submittal

13

Proposal Submittal (continued):

Vendor Name: CHEE SALETTE

<b>Price Proposal Cost Breakdown to Provide the Scope of Services Required Under this RFP</b>			
Task Description	No. of Hours	Labor Cost/Hr (\$)	Total Cost (\$)
Schematic Design	696	\$153	\$87,100
Design Development	743	\$157	\$116,535
Construction Documents and Cost Estimate	924	\$155	\$143,210
Permitting	204	\$130	\$26,595
Bid Management	90	\$183	\$16,570
Construction Administration	459	\$165	\$75,790
<b>Total Lump Sum Cost</b>			<b>\$485,000</b>

Reimbursable Expense

\$15,000

**ATTACHMENT 1**

STATE OF CALIFORNIA

PROPOSER'S AFFIDAVIT

COUNTY OF LOS ANGELES

Tina Chee being first duly sworn deposes and says:

Chee Salette Architecture Office Inc.

1. That he/she is the President of DBA CHEE SALETTE  
(Title of Office) (Name of Company)

Hereinafter called "proposer", who has submitted to the City of Torrance a proposal for  
Design and Construction Administration Services for the WWII Camp Wall Monument at Columbia Park  
(Title of RFP)

- 2. That the proposal is genuine; that all statements of fact in the proposal are true;
- 3. That the proposal was not made in the interest or behalf of any person, partnership, company, association, organization or corporation not named or disclosed;
- 4. That the Proposer did not, directly or indirectly, induce solicit or agree with anyone else to submit a false or sham proposal, to refrain from proposing, or to withdraw his proposal, to raise or fix the proposal price of the Proposer or of anyone else, or to raise or fix any overhead, profit or cost element of the Proposer's price or the price of anyone else; and did not attempt to induce action prejudicial to the interest of the City of Torrance, or of any other Proposer, or anyone else interested in the proposed contract;
- 5. That the Proposer has not in any other manner sought by collusion to secure for itself an advantage over the other Proposer or to induce action prejudicial to the interests of the City of Torrance, or of any other Proposer or of anyone else interested in the proposed contract;
- 6. That the Proposer has not accepted any proposal from any subcontractor or materialman through any proposal depository, the bylaws, rules or regulations of which prohibit or prevent the Proposer from considering any proposal from any subcontractor or material man, which is not processed through that proposal depository, or which prevent any subcontractor or materialman from proposing to any contractor who does not use the facilities of or accept proposals from or through such proposal depository;
- 7. That the Proposer did not, directly or indirectly, submit the Proposer's proposal price or any breakdown thereof, or the contents thereof, or divulge information or data relative thereto, to any corporation, partnership, company, association, organization, proposal depository, or to any member or agent thereof, or to any individual or group of individuals, except to the City of Torrance, or to any person or persons who have a partnership or other financial interest with said Proposer in its business.
- 8. That the Proposer has not been debarred from participation in any State or Federal works project.

15

Dated this 27 day of August, 2024.

  
(Proposer Signature)

President  
(Title)

# TEAM QUALS

## MEMORIAL AND PUBLIC WORK EXPERIENCE



January 8th Memorial and Gardens, Arizona



WWI Memorial Concept, Washington DC



Los Angeles Fire Department, Fallen Firefighters Memorial, Los Angeles



Parkland 17 Memorial Concept, Florida

**CHEE SALETTE** is a Los Angeles based women and minority owned design driven studio crafting architecture and landscape architecture with a holistic and sustainable vision. After practicing with the renowned Frank Gehry for a combined 30 years, Tina Chee and Marc Salette founded **CHEE SALETTE** in 2009. For the past 15 years, **CHEE SALETTE** has been involved in many public and community based projects working alongside many cities throughout the Los Angeles region as well as foundations, non-profits, institutions, and developers. With over 30 years of practice in architecture and landscape, **Tina Chee** leads the studio supported by founder **Marc Salette** and senior architect **Natalie Magarian**. We come from a rigorous design work ethic having practiced with architect **Frank Gehry** for a combined 40 years on large scale and complex projects such as the **Disney Concert Hall** in Los Angeles, the **MIT Stata Center** in Cambridge, and the **Brooklyn Arena** in New York. Since then, we have started our multi-disciplinary practice that seeks to create holistic environments with both architecture and landscape that are innovative, beautifully moving, socially engaging, ecologically responsible, within budget and schedule constraints. Our expertise is the synthesis of architecture and landscape to create community based projects that are sustainable and a pleasure to be in. Collectively, we have completed (4) Memorial projects which are included as examples of our work experience; each symbolically designed to reflect the tragic event creating a space of healing and remembrance, honoring the victims and survivors - **The January 8th Memorial and Gardens** in Tucson, Arizona; **WWI Memorial** in Washington DC; **LAFD Fallen Firefighters Memorial** in Los Angeles; and the **Parkland 17 Memorial** in Coral Gables, Florida. In addition to our memorial projects, we have been involved with the design of public open spaces such as the **Freedom Tree Park** recently completed for the City of Los Angeles, the renovation of **Gilbert Lindsay Plaza at the LA Convention Center**, the **City of Hawthorne Civic Center** in permitting, and the **City of Artesia Botanical Gardens and Community Center** in development. As a result of our past experiences, we are a highly flexible and multi-skilled team. Each one of us is able to handle a number of specialty tasks and topics. This capacity is especially valuable on small yet complex projects. We are able to understand, synthesize various desires, and arrive at solutions that are optimal for the City and Community. Our knowledge base includes :

- Project Management
- Architecture Design and Materials
- Code and ADA Compliance
- Landscape Architecture Design and Materials
- California Native Plants and Horticulture
- Consultant and Systems Coordination
- Stormwater Design Management
- 3D design and visualization
- Construction Detailing
- Construction Management

We believe that we understand the fundamental ethos of the project and have the right skillset and experience to complete this project successfully. To support our efforts, we have assembled an equally design focused and thoughtful team of engineers who are experts in their field to realize this project for the community and City of Torrance.

## PROJECT TEAM

**CHEE SALETTE** - Architect and Landscape Architect

**Oculus** - Lighting Designer

**IN-FO.CO** - Typograpy and Signage Designer

**Breen** - Civil, Structural, MEP Engineers

**Cumming** - Cost Estimator

**Sweeney** - Irrigation Designer (as needed)

**Carlberg** - Arborist (as needed)

## City of Torrance

## WWII Camp Wall Organization

### CHEE SALETTE

#### prime consultant - architecture and landscape architecture

- project management
- architecture
- ADA
- landscape architecture
- construction management

#### TEAM

- **Tina Chee** - project manager, architect and landscape architect
- **Natalie Magarian** - architect, consultant coordination, construction administration
- **Marc Salette** - architect, QAQC
- **Joyce Tamanaha** - cultural advisor

### OCULUS LIGHT STUDIO

#### lighting designer

#### TEAM

- **Scott Hatton** - principal, project manager
- **Archit Jain** - principal

### CUMMING GROUP

#### cost estimator

#### TEAM

- **Merilyn Olave** - associate director
- **Trevor Shulters** - regional director

### BREEN DESIGN GROUP

#### civil, structure, MEP engineers

#### TEAM

- **Paul Breen** - president, mechanical
- **Des Mahoney** - project manager, electrical
- **Andrew Beggs** - director of MEP
- **Salvador Gutierrez** - electrical
- **Joper Tupas** - plumbing
- **Evan Fernandez** - civil
- **David Lee** - structural

### SWEENEY ASSOCIATES

#### irrigation designer - as needed

#### TEAM

- **Corey Fox** - principal, project manager
- **George Wymer** - designer

### IN-FO.CO

#### graphic design

#### TEAM

- **Shannon Harvey** - principal
- **Adam Michaels** - principal

### CARLBERG ASSOCIATES

#### arborist - as needed

#### TEAM

- **Cy Carlberg** - owner, senior arborist
- **Christy Cuba** - associate, senior arborist

# SIMILAR PROJECTS

## **January 8th Memorial and Botanical Gardens, Tucson, Arizona**

Client : January 8th Memorial Foundation, Pima County Facilities Management  
Size : 1 acre | Services: Architecture and Landscape Architecture

## **Los Angeles Fire Department Fallen Firefighter Memorial**

Client : LAFD, City of Los Angeles  
Size : 1 acre | Services: Architecture  
(work of Natalie Magarian while at another firm)

## **Parkland 17 Memorial Concept, Coral Springs, Florida**

Client : Parkland 17 Foundation  
Size : 2 acres | Services: Architecture and Landscape Architecture

## **Orange County Crimes Victim Monument Concept, Irvine**

Client : County of Orange, Orange Board of Supervisors, Orange Parks  
Size : 2 acres | Services: Landscape Architecture

## **Hawthorne Civic Center, CA**

Client : City of Hawthorne  
Size : 2.5 acres | Services: Landscape Architecture

## **Gilbert Lindsay Plaza, Los Angeles Convention Center**

Client : City of Los Angeles, Los Angeles Convention Center, AEG-Plenary  
Size : 12 acres | Services: Architecture and Landscape Architecture

## **Hope Village Plaza and Gardens, Los Angeles**

Client : The California Endowment, Linc Housing  
Size : 3.5 acres | Services: Landscape Architecture

## **Freedom Tree Park, Jordan Downs, Los Angeles**

Client : Housing Authority of the City of Los Angeles, The Michaels Organization  
Size : 1.5 acres | Services: Landscape Architecture

## **Silver Lake Reservoir Complex Masterplan, Multi-Purpose Recreation Center, and Education Center Concept Design**

Client : LA Department of Water and Power, LA Bureau of Engineering  
Size : 116 acres | Services: Architecture and Landscape Architecture

## **Lakeside Village Club House, San Leandro, CA**

Client : Standard Communities  
Modernization of an existing residential complex of 33 buildings and landscape common areas including the Club House, surrounding landscape, recreational pools, and community gardens  
Size : 32 acre | Services: Architecture and Landscape Architecture

## **CHEE SALETTE office space, Glendale, CA**

WWII Camp Wall Monument RFP

CHEE SALETTE

# REFERENCES

## **January 8th Memorial Foundation, Pima County Facilities Management**

Ron Barber, Survivor and Past President  
email: ronbarber6@gmail.com  
tel: 520.940.0061

Lisa Josker, Pima County Facilities Director  
email: lisa.josker@pima.gov  
tel: 520.724.3104

- January 8th Memorial and Gardens, Tucson, Arizona for the commemoration of the shooting of former US Representative Gabrielle Giffords, 1 acre

## **Bureau of Engineering | Department of Public Works**

Deborah Weintraub, Chief Deputy City Engineer  
email: deborah.weintraub@lacity.org  
tel: 213-485-5499

- LA River Design Dialogue Vision for Segment at 1st to 4th Streets in the Arts District, 34 acres
- Silver Lake Reservoir Complex Masterplan, Recreation Center and Education Center Concept Design, 116 acres (subconsultant)
- Los Angeles Convention Center Renovation to Gilbert Lindsay Plaza and Pico Passage, Cafe and Amphitheater, 16 acres (subconsultant)

## **City of Hawthorne**

Gregg McClain, Director of Planning & Community Development  
email: gmccclain@cityofhawthorne.org  
tel: 310-349-2970

- Hawthorne Civic Park, 2.5 acres
- Hawthorne City Hall Expansion Building, 20,000 sf exterior

## **Mountains Recreation Conservation Authority**

Gabriella Golik Garry, Manager  
email: Gabriella.golik@mrca.ca.gov  
tel: 323-221-9944 ext. 200

- Event Pavilion and Pool Renovation at Towsley Canyon in Ed Davis Park, Newhall, 12,000 sf

## **Housing Authority of the City of Los Angeles, The Michaels Organization**

Jenny Scanlin, Chief Strategic Development Officer  
email: jenny.scanlin@hacla.org  
tel: 213-252-2680

John Mimms, VP of Development  
email: jmimms@tmo.com  
tel: 310.483.1291

- Freedom Tree Park and Century Gateway Park at Jordan Downs, 2.25 acre, nature focused passive recreation space
- Site 2 and 3 Affordable Housing, Pedestrian Paseos and Courtyards, Jordan Downs
- Site 4 and 5 Affordable Housing, Pedestrian Paseos and Courtyards, Jordan Downs
- Childrens Park, 0.25 acre, Jordan Downs, active play area with amphitheater, half court basketball, and tyke track

# TEAM

## CHEE SALETTE

architecture and landscape architecture

### **Tina Chee - Design Principal**

#### **Architect and Landscape Architect, Project Manager**

RA, RLA, AIA, ASLA, LEED AP

CA architect license #28208, CA landscape architect license #6159

Bachelor of Architecture, USC | Master of Landscape Architecture, USC

- lead designer and project manager, design overview, technical detail development, and construction review

### **Natalie Magarian - Architect, Consultant and Construction Coordinator**

CA architect license #28208

Bachelor of Architecture, Woodbury University

- technical design development, code compliance, coordination of consultants, construction documentation, construction administration, post construction

### **Marc Salette - Technical Architect, QAQC**

RA, AIA, LEED AP

CA architect license #C31974

Bachelor of Architecture, University of Laval, Canada

- review project documents and construction details

### **Joyce Tamanaha - Cultural Advisor**

Bachelor of Arts, University of California Los Angeles

- Japanese Culture Advisor

### **Shengfeng Gao - Designer II**

Bachelor of Architecture, University of Toronto

Master of Landscape Architecture, Harvard GSD

- design development in 2D and 3D, and graphic representation

### **Yue Chen - Designer II**

Bachelor of Landscape Architecture, Qingdao Agricultural University

Master of Landscape Architecture, USC

- design development in 2D and 3D, drafting, planting design

### **Weirin Yin - Designer I**

Bachelor of Landscape Architecture, Beijing University of Civil Engineering and Architecture

Master of Landscape Architecture, Harvard GSD

- design development in 2D and 3D, and graphic representation

### **Amy Young - Administrative Assistant**

- office administration
- bookkeeping and invoicing

# Tina Chee

RA, RLA, AIA, ASLA, LEED AP

## Design Principal, Architect and Landscape Architect, Project Manager

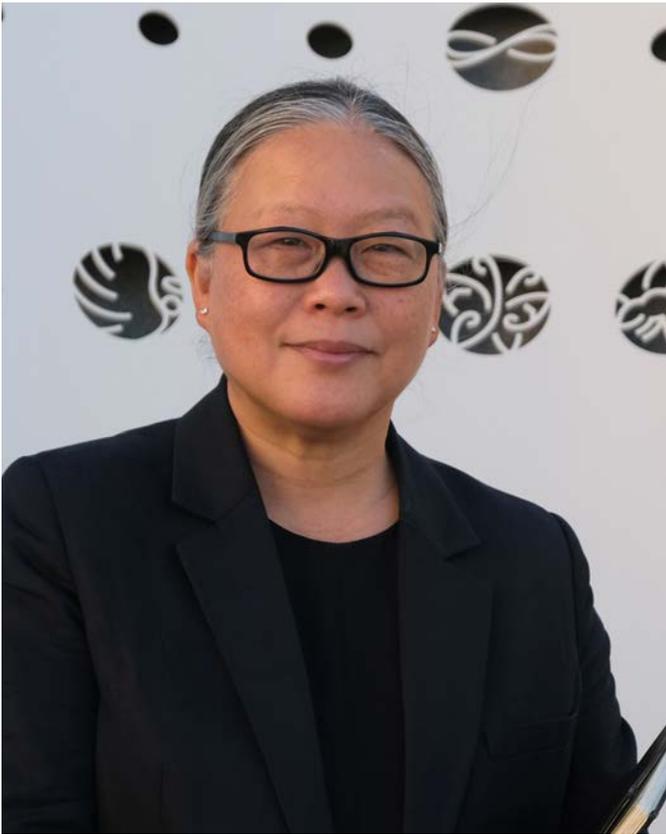
Tina Chee is an award winning architect, landscape architect, and urban designer with over 30 years of experience on complex projects worldwide.

As both an architect and landscape architect, she synthesizes the essential of both disciplines that result in holistic projects that combine functional and formal qualities - well proportioned architectural form and space that is softened by the landscape to create exterior spaces; promoting passive systems to create building sustainability and low water use in primarily native landscapes; organizing program spaces that have relate the interiors to exteriors to create spaces that have multi-functions and purposes. Her design approach begins with practical requirements that are transformed into qualitative spaces through the crafting of spatial form, human scale, durable and natural materials, and native and climate adaptive plants. She has been involved with many high profile projects in the public realm requiring a high level of sensitivity and thoughtfulness working with local stakeholders and communities.

Tina honed her craft of architecture after practicing with many of the great masters of our time - Frank Gehry, Norman Foster, and Renzo Piano. These experiences exposed her to the rigour of making architecture as a functional artform creating beauty with passive building systems, the play of techtonics, program and function, natural light, and elegant proportions and sculptural form which are her key tenets today. As an architect, she was the project lead for many complex projects for Frank Gehry such as the Brooklyn Atlantic Yards and Arena Block project in New York which transformed 5 city blocks and required heavy coordination with city agencies regarding street level experiences and open space. She also led a team of architects and full team of consultants for the 33 story mixed use tower as part of the 7M square foot development.

### REFERENCE PROJECTS

- January 8th Memorial and Botanical Gardens, Tucson, AZ
- Parkland 17 Memorial, Coral Gables, Florida
- Orange County Crimes Victims Memorial, Irvine, CA
- Freedom Tree Park, Los Angeles
- Gilbert Lindsay Plaza, Los Angeles
- Hawthorne Civic Center, Los Angeles
- Tustin Legacy Village Plaza and Botanical Gardens, Tustin
- SEED LA School of LA County, Los Angeles
- Lakeside Village Club House and Gardens, San Leandro



### EDUCATION AND CREDENTIALS

Bachelor of Architecture,  
Master of Landscape Architecture,  
University of Southern California

Licensed Architect - #C28208

Licensed Landscape Architect - #6159

LEED Accredited Professional

### WORK EXPERIENCE

2009 | **CHEE SALETTE**  
Design Principal and Project Manager

2015-2018 | **USC, Cal Poly Pomona University**  
Design Studio Instructor  
Architecture, Landscape, Graphics

2013-2015 **SWA Group**,  
Associate, Senior Designer, Project Manager

2000-2009 | **Gehry Partners**,  
Senior Associate, Project Manager

1996-2000 | **Foster and Partners**, Hong Kong and  
London, Project Designer, Project Manager

1993-1995 | **Renzo Piano Building Workshop**, Paris  
Project Designer

# Natalie Magarian

RA

## Architect, Consultant Coordinator and Construction Manager

With over 28 years of experience, Natalie's forte is the realization of design in construction, focusing on the development of details and quality control management.

Using her technical expertise in architectural detailing and interior conditions, she oversees the technical development of details and the coordination of building and infrastructure systems. During the construction administration phase, Natalie reviews reviewing bids, submittals, preparing construction addendums and bulletins as needed. She has extensive knowledge in California building codes and ADA accessibility standards and understands the requirements for plan check submittals. She is highly collaborative and is quick to respond to immediate tasks to meet project deliverables.



### EDUCATION AND CREDENTIALS

Bachelor of Architecture, Woodbury University  
Licensed Architect - #C30206

### WORK EXPERIENCE

- 2023 | **CHEE SALETTE**  
Architect, Construction Coordinator
- 2008-2023 | **Natalie Magarian Architect**  
Consulting Architect
- 2003-2008 | **Gehry Partners**  
Associate, Project Architect
- 1999-2003 | **ROTO Architects**  
Project Designer
- 1998-1999 | **House and Robertson Architects**  
Designer
- 1997-1998 | **Brantner Design Associates**  
Designer
- 1996-1997 | **Gregory Zubik and Associates**  
Designer

### REFERENCE PROJECTS

- Los Angeles Fire Museum for Fallen Fire Fighter Memorial
- Museum of Tolerance, Jerusalem, Israel
- Art Gallery of Ontario, Toronto, Canada
- The Grand Los Angeles
- Gehry Partners Office, El Segundo
- Grand Avenue Mixed Use, Los Angeles
- Lou Ruvo Brain Institute, Las Vegas, NV
- Sunset Interactive Office Building Renovation, Los Angeles
- Virgin Hyperloop HQ, Los Angeles
- UCLA Medical Plaza Lobby, Los Angeles
- UCLA Health Facility, Los Angeles
- Tangram Headquarters, Los Angeles
- Activision Customer Service, El Segundo
- Disney Art Bridge, Los Angeles
- Disneyland Cast Services Center, Anaheim
- Universal Headquarters, Los Angeles
- La Jolla Playhouse, Pasadena
- HHH Western Landing, Los Angeles | 81 units of permanent supportive housing using modular construction
- HHH Whittier, Los Angeles | 64 units of permanent supportive housing using modular construction

# Marc Salette

## RA, AIA, LEED AP

### Technical Architect, QAQC

With 35 years of experience in both project management and technical development, Marc is a licensed architect and provides overall Quality Control and Technical Peer Review of details with a focus on constructibility and construction cost management.

Marc was the project manager for the January 8th Memorial in Tucson, Arizona where he led the 4 month community engagement effort meeting monthly with various stakeholders and the Memorial Foundation, managed a large team of consultants, coordinated construction with the County, and held the project within budget constraints. As founder of CHEE SALETTE, Marc is involved as a technical architect and peer reviewer for the firm's complex projects to assure quality control. He is also a Principal at Adamson Associates where he leads many complex projects as an executive architect.



#### EDUCATION AND CREDENTIALS

Bachelor of Architecture,  
University of Laval Quebec  
Licensed Architect - #C31974  
LEED Accredited Professional

#### WORK EXPERIENCE

2017 | **Adamson Associates**  
Principal

2009 | **CHEE SALETTE**  
Founder, Principal, Peer Reviewer,  
Technical Architect

1988-2007 | **Gehry Partners**  
Principal, Architect

1086-1988 | **Saubot Julien**  
Architect

#### REFERENCE PROJECTS

- January 8th Memorial and Botanical Gardens, Tucson, AZ
- Silver Lake Reservoir Complex Masterplan, Los Angeles
- Silver Lake Education Center and
- Silver Lake Recreation Center Expansion, Los Angeles
- Los Angeles River Sculpture Park and Crossing, Los Angeles
- Freedom Tree Park, Los Angeles
- Gilbert Lindsay Plaza, Los Angeles
- Lakeside Village Affordable Housing, San Leandro
- Beverly Park Senior Housing, Los Angeles
- ArtCenter College of Design Masterplan, Pasadena
- Louis Vuitton Manufacturing Facility, Irwindale, CA
- Louis Vuitton Manufacturing Facility, San Dimas, CA
- MIT Stata Center, Cambridge, Massachusetts
- Beekman Plaza, New York
- Brooklyn Atlantic Yards Masterplan, New York
- Brooklyn Arena, New York
- Brooklyn Tower 1, 2, 3, 4, New York
- World Trade Center Performing Arts Center, New York
- University of Connecticut Fine Arts Masterplan

# OCULUS lighting designer

Oculus is an award-winning architectural lighting design firm driven by a social and environmental responsibility to deliver lighting solutions that illuminate spaces and enhance lives.

## Optimize Impact

Lighting is a small part of a project yet has enormous impact. It can create value, improve wellbeing, and deliver impact. Design-driven, we balance practical design solutions with out-of-the-ordinary moments and statement pieces. By combining design, technology, and sustainability, we imagine architecture in a new light.

## Seamless Process

Adaptable and flexible in our process and facile with advanced tools and technology, we work collaboratively with architects, engineers, and building owners to meet the aesthetic, commercial, and environmental goals of every project.

## Sustainable Solutions

We carefully assess environmental impact, embracing energy-efficient technologies and renewable materials to provide alternatives to traditional lighting systems.

With bright thinking comes brilliant outcomes.

FOUNDED  
2012

PARTNERS  
Archit Jain  
Scott Hatton

CERTIFICATIONS  
Small Business Enterprise (SBE)  
Minority Business Enterprise (MBE)  
Local Business Enterprise (LBE)

OFFICES  
Los Angeles, CA (HQ)  
5855 Green Valley Circle, Ste 306  
Culver City CA 90230 USA  
+1 310 715 8333

Seattle, WA  
107 Spring Street  
Seattle WA 98104 USA  
+1 206 876 8555

CONTACT  
info@oculuslightstudio.com



2021 BEST LIGHTING  
DESIGNER OF THE  
WEST, ARCHITECT'S  
NEWSPAPER

LOS ANGELES  
5855 Green Valley Circle #306  
Culver City CA 90230  
+1 310 715 8333

SEATTLE  
107 Spring Street  
Seattle WA 98104  
+1 206 876 8555

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Culver City CA 90230  
+1 310 715 8333

SEATTLE  
107 Spring Street  
Seattle WA 98104  
+1 206 876 8555

OCULUS  
oculuslightstudio.com



**Scott Hatton**  
IES, LEED AP  
Principal

**EXPERIENCE**  
25+ years

**EDUCATION**  
University of Colorado,  
Bachelor of Science,  
Architectural  
Engineering, Emphasis:  
Illumination Engineering,  
1999

**CERTIFICATIONS**  
LEED Accredited  
Professional, 2008

**ASSOCIATIONS**  
Illuminating Engineering  
Society (IES), Member &  
Vice President of Local  
Chapter

Co-founder and Principal of Oculus Light Studio, Scott Hatton enjoys the lighting design process for the value it brings to each space. With over 20 years of experience, he has developed many award-winning projects by working in close collaboration with architects, interior designers and owners to create unique visual environments. Together with Co-founder Archit Jain, Scott is responsible for creative direction and providing clients with insightful and flexible solutions to delivering successful projects. Scott upholds the philosophy that even though lighting is a small portion of a project, overall it provides the most significant impact. He is also dedicated to mentoring the next-generation of design professionals, expanding a lighting studio practice that allows for innovation in both the science and art of light as a powerful way to shape architecture.

### Experience

Scott holds a Bachelor of Science from the University of Colorado's Architectural Engineering program with an emphasis in lighting. He has extensive experience designing the lighting for many project types including hospitality resorts, mixed-use, restaurants, park landscapes, aquariums, museum exhibits, retail, and creative offices. Completed projects include the \$1.2 billion Borgata Hotel, Casino and Spa and Expansion in Atlantic City, The Water Club in Atlantic City, the SunTrust Pier 225 attraction at the Georgia Aquarium, the South Carolina Aquarium Sea Turtle Care Center, the St. Louis Union Station Aquarium, the St. Louis Hall of Fame Museum, and several restaurant and casino renovations for Boyd Gaming. Projects completed in the Southern California area include renovated galleries and a garden for the Autry Museum of the American West, AKA Hotel in Beverly Hills, The Point in El Segundo, Boston Consulting Group Offices, Officine Brera and Blue Ribbon Sushi Restaurants.

### Publications

Projects have been featured in the Los Angeles Times, Architectural Record, Interior Design, Architectural Lighting, Lighting, and Hospitality Design.

### Speaking Engagements

Scott has been a featured speaker at LightFair, Lightshow West, IES Street and Area Lighting Conference, IESLA, Designers Lighting Forum and regularly is a participant for top industry panels.

### AWARDS

Scott has won numerous International Association of Lighting Designers, Illuminating Engineering Society, and Architectural Lighting Magazine lighting design awards.



**Archit Jain**  
IALD, IES, ISLE, LEED AP  
Principal

**EXPERIENCE**  
25+ years

**EDUCATION**  
School of Planning and  
Architecture, New Delhi,  
Bachelor of Architecture,  
1994

University of Southern  
California, Master  
of Building Science,  
Emphasis: Lighting,  
Thermal Design and  
Computing, 1997

**CERTIFICATIONS**  
LEED Accredited  
Professional, 2008

**ASSOCIATIONS**  
International Association  
of Lighting Designers  
(IALD), Professional  
Member

Illuminating Engineering  
Society (IES), Member

Indian Society of Lighting  
Engineers (ISLE),  
Professional Lifetime  
Member

An architect by training, and with specialization in Building Sciences, Archit is a lighting designer with a wide range of award winning projects to his credit. Born and brought up in New Delhi, India, Archit has lived and practiced in Los Angeles for over 20 years, and has worked on a wide range of projects. In addition to projects in the United States, he has worked extensively on international projects, including those in the Middle East, Europe, South East Asia, the Caribbean, China and India. At Oculus, Archit is hands on with his projects, working closely with the design team in setting project design direction, and then overseeing resources to deliver a successful, cost effective, and on-schedule projects. Leaning on his architectural education, Archit truly believes that a successful lighting design scheme not only illuminates the spaces and surfaces well, but is integrated seamlessly within the environment.

### EXPERIENCE

Archit is LEED® accredited, and committed to sustainable lighting solutions. His commercial projects have included tech firms like Google, Amazon, Facebook and Infosys. He has worked on several retail prototypes and rollouts, including Pirch, Tommy Bahamas, Cole Haan, AT&T and T-Mobile, and large department stores for Saks, Harvey Nichols, Seibu, and Sunin in US and international locations. Archit has designed the lighting for several high-end hotels including the St. Monarch Beach Resort and the Peninsula Hotel in Chicago. Archit has also worked on many multi million sq. ft. lifestyle centers, including The Bloc and ROW DTLA in Los Angeles, "villaggio" in Qatar, Ibn Battuta Mall in Dubai, Unitech Great India Place in India, and Yueda889, CRL and Greenland Projects in various cities in China.

### PUBLICATIONS

Projects have been featured in Interior Design Magazine, Architectural SSL Magazine, LD+A, Architect's Newspaper, Architectural Record, Architecture, Contract Magazine, Chain Store Age, Visual Merchandising and Store Design, The Los Angeles Times, Mondo India, Indian Architect and Builder and Light India.

### SPEAKING ENGAGEMENTS

Archit has presented on a variety of topics at LightFair, Lightshow West, IES Street and Area Lighting Conference, IESLA, Designers Lighting Forum and has guest lectured at local colleges.

### AWARDS

Archit has won over 40 national and international lighting design awards for his projects.



## Select Work

**Autry Museum of the American West,  
Los Angeles, CA**

Team: Chu+Gooding Architects

**Benjamin Franklin Library, Los Angeles, CA**

Team: XTEN Architecture

**Cadence Park, Irvine, CA**

Team: Studio One Eleven

Noteworthy: AIA Orange County Design Award of Merit,  
3.3 acre park with unique community buildings

**Edwards Lifesciences Museum, Irvine, CA**

Team: OfficeUntitled

**Federal Reserve Museum & Visitor Center,  
St. Louis, MO**

Team: PGAV Destinations

**Los Angeles LGBT Center, Hollywood, CA**

Team: Leong Leong, KFA Architecture

Noteworthy: Los Angeles Business Council Chairman's  
Award

**OCGP Novel Park, Irvine, CA**

Team: Studio One Eleven

**Page Museum at the La Brea Tar Pits,  
Los Angeles, CA**

Team: Suisman Urban Design

**Paramount Library, Paramount, CA**

Team: Johnson Fain

**Parasol Park, Irvine, CA**

Team: Studio One Eleven, BrightView

Noteworthy: IES Lument West Award of Merit

**Temple Israel of Hollywood, Hollywood, CA**

Team: KoningEizenberg Architecture

Noteworthy: Los Angeles Business Council Renovation  
Buildings Award, AIA California Council Award of  
Honor, Westside Urban Forum Award of Citation

**The Guidance Center, Long Beach, CA**

Team: Lynch/Eisinger/Design, Balian Architects, Urban  
Offerings Inc

Noteworthy: AIA New York Interiors Award of Merit

**Valley Beth Shalom Community Center, Encino, CA**

Team: Abramson Architects

**Venice Post Office, Venice, CA**

Team: BOTO Design Architects

**West Angeles Church, Los Angeles, CA**

Team: Ware Malcomb

# INFO.CO typography and signage designer

Inventory Form & Content (IN-FO.CO) is an independent design and editorial studio founded in Los Angeles by Adam Michaels and Shannon Harvey. Working collaboratively across an expansive range of media and scales, IN-FO.CO shapes content, develops form, and produces culture.

With a focus on both content and design, IN-FO.CO combines high-level strategy and with an exceptional level of attention to detail—resulting in a uniquely cohesive approach to creative project development. IN-FO.CO's work encompasses graphic design, spatial design, strategy, research, content development, and publishing (through our imprint Inventory Press), with a particular focus on art, architecture, education, and culture.

IN-FO.CO is a certified Woman-Owned Business (WBE-NC).

## Services

- Identity System Design, Brand Strategy, Naming
- Book Design, Publishing, Strategy
- Print Design, Publication Design
- Digital Design, Web Design, Motion Graphics
- Exhibition Design, Exhibition Graphics
- Wayfinding & Signage, Wayfinding Audits and Masterplanning
- Environmental Graphics, Experience Design, Placemaking
- Editing, Research, Writing, Content Development

## Selected Clients

### *Museums*

Academy Museum of Motion Pictures  
 The Art Institute of Chicago  
 Berkeley Art Museum/  
 Pacific Film Archive  
 Blaffer Museum of Art, UofT  
 Canadian Centre for Architecture  
 Cooper Hewitt Smithsonian  
 Design Museum  
 The Getty  
 Guggenheim Museum  
 ICA Philadelphia  
 The Jewish Museum, New York  
 Metropolitan Museum of Art  
 The Museum of Modern Art  
 New Museum  
 The Renaissance Society  
 RISD Museum  
 Rose Art Museum at Brandeis University  
 SALT, Istanbul  
 USC Fisher Museum of Art  
 Whitney Museum of American Art  
 Yale University Art Gallery

### *Nonprofit and Cultural Institutions*

Artists Space  
 Center for Architecture, New York  
 Colección Patricia Phelps de Cisneros  
 Creative Time  
 Danish Arts Council  
 Eyebeam  
 Fundacion Cisneros  
 The Graham Foundation for Advanced Studies  
 in the Fine Arts  
 ICI/Independent Curators International

26



*Founding Principals Shannon Harvey and Adam Michaels*

## Our Team

Led by Principals Shannon Harvey and Adam Michaels, IN-FO.CO's environmental design team is comprised of environmental, graphic, and architectural designers. IN-FO.CO's team will work closely with the architect and the client throughout the duration of the project. Shannon Harvey and Adam Michaels will oversee the strategic and creative direction of the project, with Shannon also overseeing the design team's day-to-day operations.

### *Principal Bios*

#### Shannon Harvey, Principal in Charge

Shannon Harvey is Principal of Los Angeles-based design studio Inventory Form & Content (IN-FO.CO). With a background in architecture, urban design, and graphic design, she focuses on the integration of form and content across media. At IN-FO.CO, Harvey leads research, identity, digital, environmental, placemaking, and publishing projects.

Harvey has led large-scale wayfinding and experience projects for MoMA, Dropbox, The Bass Miami Beach, and A Gathering Place for Tulsa, as well as large-scale exhibition design projects for the Academy Museum of Motion Pictures, Art Institute of Chicago, and the US Pavilion at the Venice Architecture Biennale. Shannon previously held design, editorial, and curatorial roles at Project Projects, the Van Alen Institute, the Canadian Centre for Architecture, and Rockwell Group where she led strategy for digital experiences in the Rockwell Group LAB and co-edited *What If...The Architecture and Design of David Rockwell* (Metropolis, 2014). Shannon holds an M.Arch from McGill University, and B.Des from Emily Carr Institute of Art & Design.

#### Adam Michaels, Principal

Adam Michaels (Founder, IN-FO.CO, Publisher, Inventory Press) is a designer, publisher, and editor. Previously Adam was Founding Principal of Project Projects, the National Design Award-winning studio that operated from 2004–2017. He has lectured and served as a guest critic at several universities and institutions, including the Art Institute of Chicago, Garanti Galeri Istanbul, Harvard GSD, Parsons The New School for Design, and Walker Art Center; and his independent projects have been supported by grants from NYSCA and the Graham Foundation for Advanced Studies in the Fine Arts. His work and writing has been widely published in books such as *Phaidon Archive of Graphic Design* (Phaidon) and *Forms of Inquiry* (Architectural Association), magazines such as *Eye*, *Grafik*, *I.D.*, and *Idea* and in 2012 he co-authored, with Jeffrey T. Schnapp, *The Electric Information Age Book: McLuhan/Agel/Fiore and the Experimental Paperback* as part of his three-volume Inventory Books series with Princeton Architectural Press. Adam holds a BFA from the Minneapolis College of Art and Design. His work is in the permanent collection of the Art Institute of Chicago and the Museum of Modern Art Library.

# BREEN DESIGN GROUP civil, structure, mep

## BREEN DESIGN GROUP CONSULTANT FIRM / PROFILE

Official Company Name:	Breen Design Group, Inc
Location:	3825 Del Amo Blvd, Torrance, CA 90503
Business Type:	Incorporated in California – S Corporation
Federal Employer ID #:	87-0740698
Torrance Business License:	BL-LIC-001716

### In-House Disciplines

Architecture & Design • Mechanical / Plumbing Engineering • Electrical Engineering • Low Voltage  
Civil Engineering • Structural Engineering • Commissioning • Construction Administration

### Summary

**BREEN Design Group (BREEN)** is a certified Small Business Enterprise A/E firm, providing Architectural, Civil, Structural, Mechanical, Electrical, Plumbing, Technology Consulting, and Fire & Life Safety engineering services for the built environment. Based in Torrance, **BREEN** has built strong relationships with government agencies and municipalities, school districts, community colleges, top academic institutions, developers, contractors and commercial / industrial business owners. Since 1997, **BREEN** and its staff, have provided innovative design throughout Southern California, across the U.S. and around the world.

Our hands-on multidisciplinary staff are local to the Los Angeles area. While our standard office hours are 7:00 a.m. to 6:00 p.m., Monday through Thursday and 8:00 to 12:00 noon Friday, designated project staff will be available to field emergency calls outside of normal working hours if necessary.

#### Torrance Police Department

##### UPS Replacement / Upgrade

This complex project involved the replacement and upgrade of the existing Uninterruptible Power Supply (UPS) system serving Torrance Police Department 911 call center and mission critical operations.

**BREEN** carried out on-site surveys to document the existing conditions and electrical circuit arrangement, prepared easy to read Construction Documents that outline the work needed to replace the equipment, including a step-by-step process that was needed to ensure down-time was kept to a minimum.

**BREEN** worked in partnership with the City engineers, the contractor and the stakeholders at Torrance PD to ensure the work was well planned and executed without any issues.

#### Madrona Marsh Nature Center

##### HVAC Equipment Design

**BREEN** provided electrical and mechanical engineering Construction Documents for the design of new HVAC equipment for the Nature Reserve Center.

#### Greenwood Park

##### New Fire / Voice Alarm System

**BREEN** designed a new, replacement fire and voice alarm system for the previous school buildings (now used as pre-school / day care center).

The scope of work included detailed survey of all the building areas and design of the new system that included smoke and heat detectors, voice alarm speakers and control panel that allows for voice commands to be broadcast over the system.

#### City of Torrance

##### Temporary Shelters

**BREEN** worked with the City engineers to design the electrical distribution system that feeds the new temporary accommodation units for those in need of shelter.

#### Torrance Unified School District

##### Modernization Projects 2009-2011

**BREEN** provided various MEP, Civil and Structural Engineering services as a sub-consultant for multiple school upgrades across the City.

Schools included Bert Lynn MS, Calle Mayor MS, Seaside ES, South High, WALTERIA ES and Wood ES.



**Paul A. Breen, P.E., C.E.M., LEED AP, BD+C, QCxP, CPD**  
 President & CEO  
 pbreen@breendesign.com | www.breendesign.com  
 310-464-8404



Paul is a licensed Mechanical Engineer with over 30 years of professional experience. Paul originally worked as a plumbing contractor in London, England where he learned his trade and transitioned into an engineering leader, holding several professional mechanical engineering positions before relocating to the United States for career opportunities in 1992. He founded P.A. Breen Associates in 1997 and in 2004 the company changed its name to BREEN Engineering, Inc. In 2017, an Architectural department completed the company's transition to a full A/E Firm, BREEN Design Group in 2022.

Paul has a hands-on client-centric approach to the projects in the office, bringing leadership and technical knowledge in both plumbing and mechanical engineering. Paul has worked on many projects across the United States, bringing value and experience from the start of design, through to final completion.

**Education**

Diploma, Building Services (Mechanical)  
 Southwark University, London, UK

**Professional Registration**

Mechanical Engineer,  
 State of California, #M30533

Mechanical Engineer,  
 State of Nevada, #029486

Qualified Commissioning Process  
 Provider (QCxP)

LEED AP

Certified Energy Manager (CEM)

Certified Plumbing Designer (CPD)

**Professional Affiliations**

Member ASHRAE

**Experience**

BREEN Design Group, Torrance, CA  
 CEO/President, 1997 to Present

Brown & Holland LLC, Los Angeles, CA  
 Owner/Partner and Chief Operating  
 Officer, 1996 - 1997

Russell A. Holland & Co,  
 Los Angeles, CA  
 Vice President: 1995 - 1996

Frederik, Russell, Brown & Associates,  
 Encino, CA  
 Senior Design Engineer: 1992 - 1995

Rosser & Russell Building Services,  
 London, England

**Project Experience**

- City of Roseville: Shop Retrofits for CNG Vehicles, Roseville, CA
- City of San Mateo: Vehicle Maintenance Facility CNG Retrofit, San Mateo, CA
- Chimbole Cultural Center: New Build, City of Palmdale, CA
- Hilton Garden Inn: MEP Property Condition Assessment, Fremont, CA
- Seattle Airport Marriott: Boiler Assessment, Seattle, WA
- Villa Florence Hotel: MEP Assessment, San Francisco, CA
- Villa Florence Retail Space: MEP Assessment, San Francisco, CA
- Fort MacArthur Building 403 Community Center: Seismic Strengthening, San Pedro, CA
- Customs and Border Protection/USPS IMF: Tenant Improvement, Torrance, CA
- P612 Hangar 34 Point Mugu Naval Base: Fire Sprinkler, Point Mugu, CA
- FORT MacArthur: Dorm Building 33 Renovation, San Pedro, CA
- Los Angeles Air Force Base : Buildings 270-272, El Segundo, CA
- LAUSD: Linda Marquez High School: Remodel, Los Angeles, CA
- Torrance Unified School District: Multiple School Site Upgrades, Torrance, CA
- Glendale Unified School District: Multiple School Site Upgrades, Glendale, CA
- Chadwick School Center: Renovation and New Build, Palos Verdes, CA
- Webster Elementary School: Fire Alarm Upgrade, Malibu, CA
- Fenton Primary School: New Charter School, Glendale, CA
- Jordan Downs Phase 2 & 3: New Affordable, Los Angeles, CA
- Rosa de Castilla Apartments: New Multi Family Development, Los Angeles, CA



**Evan Fernandez**  
 Director of Civil Engineering  
 efernandez@breendesign.com | www.breendesign.com



Evan was promoted to Director of Civil Engineering in early 2022, having been with BREEN for 10 years. He oversees a talented group of engineering staff. Evan has the technical and managerial responsibility for various project types involving low impact development (LID), grading plans, storm drainage, hydrology and hydraulics calculations, street plans and utility projects. One of his primary focus points in the industry is stormwater design within the greater Los Angeles and Orange County areas. Evan collaborates with architects, landscape architects, and engineers to find innovative and creative civil design solutions in multi-family housing projects, community parks and variety of public and private commercial developments. Evan's skill sets include site grading & drainage, stormwater solutions, water retention, ADA/CA-Title 24 regulations, site hardscape & landscape and sustainable design. Evan has extensive experience with state, city and county regulatory agencies including LA County Public Works.

**Project Experience**

- Carson Circuit: Victoria Regional Transit Center, City of Carson, CA
- City of San Fernando: San Fernando Yard CNG Fueling Station, San Fernando, CA
- City of Banning: CNG Facility Upgrade, Banning, CA
- Jordan Downs Phase S2 & S3: Affordable housing project, Los Angeles, CA (City Road Rehabilitation, Utility Improvements, LA City B-Permit)
- Jordan Downs: Phase S4 & S5 with children's Park, Los Angeles, CA (City Road Rehabilitation, Utility Improvements, LA City B-Permit, onsite improvements with stormwater mitigation)
- Parcel 44: LA County Street Improvements, Marina Del Rey, CA
- Villa Del Mar: Modernization/Remodel. A County street improvements, Marina Del Rey, CA
- Metamorphosis: New Build Affordable Development, Sylmar, CA (LA City B-Permit)
- Onyx Apartments: New Mixed Use Building, Los Angeles, CA (LA City B-Permit)
- Wilshire Grand Center: Mixed Use, Los Angeles, CA (LA City B-Permit)
- Mosaic Gardens at Willowbrook: New Build, Willowbrook, CA (Street Improvements)
- American Martyr O'Donnell Center: Onsite and Street Improvements, Manhattan Beach, CA
- Avalon Green Alleys, Los Angeles, CA (LA City Street Improvements & Stormwater Mitigation)

**Education**

B.S., Civil Engineering, 2011  
 California State University,  
 Long Beach, CA

**Experience**

BREEN Design Group, Torrance, CA  
 Director of Civil Engineering,  
 February 2022 to Present  
 Civil Engineering Designer,  
 2012 to 2022  
 Civil Engineering Intern, 2011



**Des Mahony, P.E., LEED AP**  
 COO / Vice President  
 dmahony@breendesign.com | www.breendesign.com  
 310-464-8404



Des joined BREEN Design Group in 2008 and has over 30 years of experience in consulting engineering for a variety of complex project types including residential, healthcare, commercial office, retail, hospitality, restaurant, industrial, federal government facilities, education and high-rise structures. Most recent experience includes numerous residential projects in and around southern California, especially LEED and Green Point Rated apartments for low income, affordable and market rate living. Other residential projects include student accommodation, high-end condominiums, accessory dwelling units and single family homes. Des was recently promoted to COO at BREEN and is the licensed electrical engineer for all of the projects that pass through our doors. He has a hands-on approach, leading projects from the kick-off meeting, through to final handover. He mentors, trains and encourages staff at all levels and is responsible for the timely execution of projects in the office.

**Education**

BEng., (Honors), Energy Engineering  
 South Bank University, London, 1996

BSc., Building Services Engineering,  
 Electrical  
 South Bank University, London, 1994

**Professional Registration**

Electrical Engineer, State of California  
 #E20642

Electrical Engineer, State of Nevada  
 #029409

Electrical Engineer, State of Arizona  
 #76223

**Professional Affiliations**

Member ASHRAE

**Experience**

BREEN Design Group, Torrance, CA  
 COO, August 2022 to Present  
 Vice President, 2017 to Present  
 Director of Building Systems,  
 2010 to Present  
 Director of Electrical Engineering,  
 2008 - 2010

Mahony Consulting Ltd., Wellington,  
 New Zealand - Owner/ Director,  
 2006 - 2008

Hyper Consulting Middle East, Dubai  
 Senior Project Engineer, 2004 - 2006

Beca, Wellington, New Zealand  
 Senior Design Engineer, 2001 - 2004

**Project Experience**

- Torrance Airport: New Emergency Generator, City of Torrance, CA
- Torrance Bus Wash: New Electrical Service, City of Torrance, CA
- Torrance Police Department: Replacement UPS, City of Torrance, CA
- Torrance Unified School District: Multiple School Site Upgrades, Torrance, CA
- Torrance Fleet Garage CNG Upgrade, City of Torrance, CA
- Torrance Transit Garage CNG Upgrade, City of Torrance, CA
- Greenwood Park: Fire Alarm Design, City of Torrance, CA
- Temporary Shelters: Electrical Design, City of Torrance, CA
- City of Roseville: Shop Retrofits for CNG Vehicles, Roseville, CA
- City of San Mateo: Vehicle Maintenance Facility CNG Retrofit, San Mateo, CA
- Bellflower Public Works Office Renovation, Bellflower, CA
- City of San Diego: CNG Fueling Station, City of San Diego, CA
- City of San Mateo: CNG Vehicle Maintenance Facility, San Mateo, CA
- City of San Fernando: San Fernando Yard CNG Fueling Station, San Fernando, CA
- City of Turlock: CNG Slow Fill Station Upgrade, Turlock, CA
- Los Angeles School District: Multiple School Site Upgrades, Los Angeles, CA



**David Lee, S.E.**  
 Director of Structural Engineering  
 dlee@breendesign.com | www.breendesign.com  
 310-464-8404



David has over 18 years of experience in structural engineering in Southern California and is our Director of Structural Engineering. His experience encompasses design and management of diverse projects and construction types both existing building renovations and new building design. These include historic buildings, hospital facilities, federal properties, places of worship, educational facilities, single & multifamily residential buildings, and seismic evaluations.

David is a savvy engineer who can design to existing conditions either to accentuate the structural forms or insert the system surgically and concealed. He has strong relationships and proven experience with regulatory agencies including LADBS and California Division of the State Architect.

**Project Experience**

- City of San Diego: CNG Fueling Station for Refuse & Recycling, San Diego CA
- City of Torrance: Fleet Garage CNG Upgrade, Torrance, CA
- City of Torrance: Transit Garage CNG Upgrade, Torrance, CA
- City of San Fernando: San Fernando Yard CNG Fueling Station, San Fernando, CA
- City of San Mateo: CNG Vehicle Maintenance Facility, San Mateo, CA
- The Promenade Apartments: Structural Assessment, Rancho Cucamonga, CA
- Big Bear Mountain: Airport Terminal Building, Big Bear, CA
- LAUSD: Widney HS Cooling Tower Replacement, Los Angeles, CA
- 675 South Arroyo Parkway: Structural Assessment, Pasadena, CA
- 3351 43rd Place: Fire Damage Repairs and Rehabilitation, Los Angeles, CA
- Nordhoff Apartments: Seismic Retrofit, North Hills, CA
- Roscoe Apartments: Retrofit of Existing Wood-Framed Apartment, North Hollywood, CA
- Saticoy Apartments: Retrofit of Existing Buildings, North Hollywood, CA
- Hawaiian Gardens Seismic Retrofit, Hawaiian Gardens, CA
- Coral Wood Court Apartments: Retrofit of Existing Buildings, Reseda, CA
- Hotel Rosslyn: Seismic Retrofit, Los Angeles, CA
- Alexandria Apartments: Seismic Retrofit, Los Angeles, CA
- Seismic Evaluation and Upgrade of Existing Warehouse, Glendale, CA
- Rampart Apartments: Structural Feasibility Study, Los Angeles, CA
- 16220 S Figueroa St: Structural Assessment, Gardena, CA
- 569 W 6th St. San Pedro: New Affordable Housing, San Pedro, CA
- 336 San Pedro: New Mixed-Use, TOC, San Pedro, CA



**Russell A. Johnson**  
Director of Mechanical Department  
rjohnson@breendesign.com | www.breendesign.com  
310-464-8404



**Experience**

BREEN Design Group, Torrance, CA  
Director of Mechanical Engineering,  
2016 to Present

Johnson Associates,  
Rancho Palos Verdes, CA  
Owner / Director, 1985 - 2016

McAfee Engineering, Carson, CA -  
Director of Engineering, 1984 - 1985

Aire Rite Air Conditioning, Huntington  
Beach, CA  
Director of Construction, 1983 - 1984  
Director of Engineering, 1982 - 1983  
Project Engineer, 1979 - 1982

Richard A. Palmer & Associates,  
Irvine, CA  
Draftsman / Designer, 1978 - 1979

Russ joined Breen Design Group in 2016 with 38 years of experience in mechanical engineering spanning a wide variety of complex project types including educational facilities, aerospace industry, healthcare, industrial, restaurant, office, retail, custom residential, hospitality projects, and high-rise structures. Russ spent several years on the contracting side of the industry working for design/build contractors. Russ also has extensive experience in energy management and control systems.

Russ has worked on projects across the nation and is familiar with local code knowledge applicable in multiple states. His ability to find practical solutions to complex project issues has earned him a reputation for being a leader in his field and a go-to person for many of our clients.

**Project Experience**

- City of Roseville: Shop Retrofits for CNG Vehicles, Roseville, CA
- City of San Mateo: Vehicle Maintenance Facility CNG Retrofit, San Mateo, CA
- Department of State Hospitals (DSH): Patton State Hospital HVAC Related Property Condition Assessment, San Bernardino, CA
- Department of State Hospitals (DSH): Atascadero State Hospital HVAC Related Property Condition Assessment, Atascadero, CA
- Department of State Hospitals (DSH): Napa State Hospital HVAC Related Property Condition Assessment, Napa, CA
- Department of State Hospitals (DSH): Coalinga State Hospital HVAC Related Property Condition Assessment, Coalinga, CA
- Department of State Hospitals (DSH): Metro State Hospital HVAC Related Property Condition Assessment, Norwalk, CA
- Theme Park Restaurant: AHU-4 & 5 Replacement, Southern California
- Theme Park Restaurant: AH-006 Replacement, Southern California
- Villa Florence Retail Space: MEP Assessment, San Francisco, CA
- Rosary Academy: HVAC Replacement, Fullerton CA
- LAUSD: Palisades Charter High School: UG Piping Replacement, Los Angeles, CA
- F11 Apartments: New Build, San Diego, CA
- Mirasol: Mixed Use, Santa Barbara, CA
- Mountain View School District: Multiple School HVAC Upgrades, El Monte, CA
- LAUSD Hollywood High School: Auto Shop HVAC Replacement, Los Angeles, CA
- MVSD Multiple Schools: HVAC retrofit project, El Monte, CA
- Lennox MS: HVAC New Construction, Lennox, CA
- Charles Leroy Lowman Education Center: Restroom Exhaust, North Hollywood, CA



**Salvador Gutierrez, E.I.T.**  
Senior Electrical Designer  
sgutierrez@breendesign.com | www.breendesign.com  
310-464-8404



**Education**

Electrical Design & Construction  
Extension Course, UCLA, 2017

BSc., Electrical Engineering  
Cal Poly Pomona, 2013

**Experience**

BREEN Design Group, Torrance, CA  
Senior Electrical Designer, 2016 to  
Present

Salvador joined Breen Design Group in 2016 and has become a valuable member of the MEP team. Salvador has built up his experience and knowledge in several different fields such as project managing, drafting, and technical support. His involvement with numerous apartments, condo, and retail projects has allowed him to vastly expand his skills in electrical engineering design. Salvador is currently working on the electrical design for various new and ongoing Multifamily apartment projects.

**Project Experience**

- Torrance Police Department: Replacement UPS, Torrance, CA
- City of Roseville: Shop Retrofits for CNG Vehicles, Roseville, CA
- City of San Mateo: Vehicle Maintenance Facility CNG Retrofit, San Mateo, CA
- City of Torrance: Fleet Garage CNG Upgrade, City of Torrance, CA
- City of San Diego: CNG Fueling Station: , City of San Diego, CA
- Hudson Avenue Condominiums, Los Angeles, CA
- LA County Curtis Tucker Health Care Center, Inglewood, CA
- 823 S. Los Angeles, Los Angeles, CA
- E. on Adams, Los Angeles, CA
- Beverly Blvd: Mixed Use, Los Angeles, CA
- BREEN Design Group, Torrance, CA
- Greenfield Ave: Market Rate, Los Angeles, CA
- Westmont Vista: New Build Affordable Multifamily, Los Angeles, CA
- Bonobos: Retail Shop, Los Angeles, CA
- Villa de Guadalupe: Modernization, San Jose, CA
- 4121 Santa Monica Blvd: Mixed Use, Los Angeles, CA
- ZOE apartments, Los Angeles, CA
- NoHo: Mixed Use, Los Angeles, CA
- James Wood Apartments, Los Angeles, CA
- Main & 9th: Mixed Use, Riverside, CA
- Huntley: Townhomes, West Hollywood, CA
- Metamorphosis on Foothill: Affordable Housing, Sylmar, CA
- Rosa de Castilla, Los Angeles, CA



**Andrew Beggs, P.E., QCCP**  
Vice President & Director of MEP  
abeggs@breendesign.com | www.breendesign.com  
310-464-8404



**Education**

MBA, Marketing  
Pepperdine Graziadine Business School,  
2004

BSc Architectural Engineering,  
Mechanical System Design  
Penn State University, Pennsylvania,  
1992

**Professional Registration**

Mechanical Engineer, State of California  
#M29259

General Contractors License, State of  
California

Electrical Contractor's License, State of  
California

**Experience**

BREEN Design Group, Torrance, CA  
Vice President, Sept 2022 to Present

Johnson Controls, Cypress, CA  
Area Owners Sales Manager  
2020 - September 2022

Zaretsky Engineering Solutions,  
Fountain Valley, CA  
Chief Operating Officer and General,  
Manager, 2016 - 2020

Siemens, Cypress, CA  
Zone Operations Manager, Building  
Performance and Sustainability, 2016  
Area Sales Manager, Building  
Performance and Sustainability,  
2011 - 2016

Lime Energy, Glendora, CA  
Director, Western Region, 2010 - 2011

Andrew joined BREEN Design Group in September 2022. He is an Engineering/Construction/Service-sector business executive with repeated wins in profitable growth. Andy's experiences include major healthcare design efforts to improve energy efficiency, Data center analysis of temperature stability to ensure maximum system uptime, Photovoltaic solar systems for on-site power generation and greenhouse gas elimination, as well as scores of new and retrofit projects in Universities, pharmaceutical laboratories, military bases, and airports. Andy is a career-long leader of technical designers, construction managers, and sales teams that deliver concrete solutions that clients need. At BREEN, Andy is taking leadership of the Mechanical/Electrical/Plumbing designers, who produce exceptional quality work on time and on budget. Andy is a passionate advocate for our clients' satisfaction in the office.

**Project Experience**

- Kearny Mesa Convoy Apartments: New Mixed-Use Apartments, San Diego, CA
- Praxis Crenshaw: New Mixed-Use Development, Los Angeles, CA
- Ruspoli Tower: New Residential High Rise Tower, Los Angeles, CA
- The Emerald: New Affordable Development, West Lancaster, CA
- Representative Projects with other Firms**
- Bunker Hill District Energy Plant, Los Angeles CA - Performed energy efficiency and operational cost evaluation for Pacific Energy's Bunker Hill Central plant in downtown Los Angeles.
- City of Arcadia: Energy Savings performance contract, Arcadia, CA
- City of Huntington Beach: Energy Savings performance contract, Huntington Beach, CA
- Bear Valley Unified School District: Solar Energy Power and Energy Savings performance contract, City of Big Bear, CA
- City of Brea: Energy efficiency street lighting upgrade, Brea, CA
- Maricopa County: Energy Savings performance contract, Phoenix, AZ
- Arizona State University: East Campus Energy Savings Performance Contract, Mesa, AZ
- Montebello Unified School District Energy Savings Performance Contract, Montebello, CA
- Humboldt State University: Cogeneration and Energy Savings Performance Contract, Acata, CA
- City of West Hollywood: Civic Center controls upgrade, West Hollywood, CA



**Joper Tupas, P.E.**  
Plumbing Engineer / Project Manager  
jtupas@breendesign.com | www.breendesign.com  
310-464-8404



**Education**

Mastering the Art of Design Firm  
Management, Kyle Davy Consulting,  
San Francisco, CA

Mastering the Art of Design Firm  
Project Management, Kyle Davy  
Consulting, San Francisco, CA

Certificate in Sequential Program in  
Plumbing Systems Design, University  
of California, Los Angeles (UCLA)

BS, Mechanical Engineering, Colegio  
San Agustin - College of Engineering,  
Bacolod City, Philippines

**Professional Registration**

Professional Engineer, M-35317, CA

Certified in Plumbing Design, CPD 60242,  
ASPE

NCEES # 51420

Professional Engineer, PE-16489, HI

Professional Engineer, PE-81010, FL

**Professional Affiliations**

International Code Council (ICC)

National Fire Protection Association  
(NFPA) - Associate Member

American Society of Plumbing

Engineers (ASPE) - Full Member

National Council of Examiners for  
Engineering and Surveying (NCEES)

Joper has twenty years of plumbing and fire protection (fire sprinkler) systems design, project management and plumbing construction experience on projects in California. A graduate in Mechanical Engineering, Mr. Tupas has experience with a variety of educational projects from K-12 to higher education experience including laboratory and science building projects. Projects that are under Department of State Architect's and State Fire Marshall's Authority Having Jurisdiction and Cal State University Standards.

**Project Experience**

- City of Torrance: Fleet Garage CNG Upgrade, City of Torrance, CA
- Torrance Unified School District: Multiple School Site Upgrades, Torrance, CA
- Chimbole Cultural Center: New Build, City of Palmdale, CA
- Miramar Place: CNG Facility Upgrade, San Diego CA
- City of Banning: CNG Facility Upgrade, Banning CA
- Fort MacArthur Building 403 Community Center: Seismic Strengthening, San Pedro, CA
- Project Homekey, Quality Inn Thousand Oaks: Motel Conversion to Supportive Housing, Thousand Oaks, CA
- Marina Manor-Hacola: Plumbing Site Inspection, Marina Del Rey, CA
- Villa Florence Retail Space: MEP Assessment, San Francisco, CA
- Villa Florence Hotel: Property Condition Assessment survey and Report for New Owners, San Francisco, CA
- Hilton Garden Inn: Property Condition Assessment survey and Report for New Owners, Fremont, CA
- Seattle Airport Marriott: Boiler Assessment, Seattle, WA
- Customs and Border Protection/USPS IMF: Tenant Improvement, Torrance, CA
- PE12 Hangar 34 Point Mugu Naval Base: Fire Sprinkler, Point Mugu, CA
- FORT MacArthur: Dorm Building 33 Renovation, San Pedro, CA
- Los Angeles Air Force Base : Buildings 270-272, El Segundo, CA
- LA County DPW Headquarters Sewer & Storm Drain Feasibility, Los Angeles, CA
- LAUSD Aldama ES: Relocatable Modular Buildings, Los Angeles, CA
- LAUSD Aldama ES: Main Building Seismic Retrofit, Los Angeles, CA
- Willow Tree Inn: Adaptive Reuse, Compton, CA
- Studio-6: Motel Conversion to Support Housing, Anaheim, CA
- LAUSD: Multiple School Site Upgrades, Los Angeles, CA
- Glendale Unified School District: Multiple School Site Upgrades, Glendale, CA
- AUSD Dalton Elementary: School Modernization, Azusa, CA
- MVSD Baker Elementary School: Modernization, El Monte, CA



# SWEENEY + ASSOCIATES irrigation design

sweeney + associates

IRRIGATION DESIGN AND CONSULTING



## HISTORY:

Sweeney & Associates, Inc. is an irrigation consulting firm specializing in irrigation system design, master planning, and water management. Founded in 1990, in San Diego, California, the company has evolved into an internationally recognized leader in the irrigation industry. With four United States offices, design staff in three countries overseas, and the effective use of the latest electronic data transfer techniques, the firm is able to offer excellence in irrigation design to customers around the world. Often brought into the project in the early stages of design, Sweeney & Associates are experts at the use of alternative water sources, water conservation strategies, and large-scale irrigation network design. The firm prides itself as an early adopter of the latest water conserving principles, products, and methods.

During the past twenty-eight years, Sweeney & Associates, Inc. has completed irrigation designs for over 12,000 projects across the United States and internationally. Projects include corporate campuses, commercial and residential developments, multiple family housing, resorts and hotels, public parks, professional and amateur athletic facilities, schools, colleges, slope stabilization and re-vegetation projects.

The current staff of twenty employees includes five project managers, eleven irrigation designers, one full time field technician, and three administrative staff. Sweeney & Associates, Inc. staff includes Irrigation Association Certified Irrigation Designers and Auditors, WaterSense Partners, Professional Members of the American Society of Irrigation Consultants, Licensed Texas Irrigators, and LEED Accredited Professionals.



## Corey D. Fox - Principal

Mr. Fox, principal of the Orange County Sweeney & Associates office has over 14 years of experience in landscape construction and design. He designs and manages both large-scale and residential irrigation projects from inception to completion using the latest AutoCAD drafting software. Mr. Fox has designed hundreds of irrigation systems for projects in the United States including California, Nevada, Arizona, Idaho, Maryland and Florida along with international projects designed within Mexico and China.

Mr. Fox's key responsibilities within the organization include coordination and design of irrigation systems, written specifications, submittal reviews, as well as construction observations. He is principal in charge of scheduling and production for the entire team within the Orange County office.

## SELECTED PROJECT EXPERIENCE

### **Santa Monica Airport Park, Santa Monica, CA**

This 12 Acre sports and recreation park expansion replaces acres of hardscape which had been occupied by the adjacent airport for airplane storage and parking. The challenge of this large expansion was to protect, relocate and reroute existing irrigation along the perimeter of the current 4-acre park edge to ensure the existing park irrigation remained functional after construction. New park features include two new synthetic sports fields, large planted acoustical berms along the airport side, multi-purpose turf areas irrigated with high efficiency rotors, community gardens and native & low water planting irrigated with sub-surface drip and rotary nozzles. The entire park is controlled using a 2-wire Calsense system which is managed by the City's central control system using a PC, mobile phone or tablet.

## EMPLOYMENT HISTORY

Sweeney & Associates, Inc.  
May 2011 - Present,  
Principal

Marina Design Group  
2008 - 2011,  
Senior Project Manager

Urban Arena  
2006 - 2008,  
Project Manager

## EDUCATION

Bachelor of Science in Landscape  
Architecture  
California State Polytechnic  
University-Pomona, California

WWII Camp Wall Monument RFP

CHEE SALETTE



## FIRM PROFILE

**Carlberg Associates** is an arboricultural and horticultural consulting firm based in Santa Monica, California. Established in 1998, our team of Registered Consulting Arborists®, Qualified Tree Risk Assessors, Certified Arborists, and Certified Urban Foresters offers a pragmatic approach to the incorporation, preservation, and promotion of trees in the landscape. We provide strategic planning for institutional, municipal, and commercial clients, as well as expertise for a wide range of tree and landscape evaluations, inventories, value appraisals, forensic investigations, and management plans. We specialize in urban forest master / management planning, historic preservation, arboriculture, and horticulture.

Our team comprises two former board members of the Theodore Payne Foundation for California Native Plants and a former docent at Rancho Santa Ana Botanic Garden. A former consultant at Carlberg Associates was the chair of the Botanical Volunteer Board at the Huntington Library and Botanical Gardens. Another member of our team spent nearly a decade formulating and teaching native plant curriculum at Monrovia Canyon Park (City of Monrovia) and Oak Canyon Nature Center (City of Anaheim). This laid the foundation for her future work in the preparation of plant palettes for native habitat restoration and management plans, invasive species eradication plans, and fire-fuel modification plans. Two of our team members are contributors to the 3rd Edition of Street Trees for Southern California, published by Street Tree Seminar, Inc. With our combined experience of over 75 years in the arboriculture and horticulture industries, our knowledge of native trees and plant communities, and our commitment to promoting the use of native plants in suitable urban settings, our team is well-versed in appropriate tree species for botanical gardens.

33



### CY CARLBERG, OWNER

Cy brings hands-on arboricultural and horticulture knowledge, scientific research, and the heart of an educator to all of her projects. A short list of some of her outstanding projects include:

#### City of Pasadena, City Hall Seismic Upgrade and Rehabilitation Project – Consulting Arborist

Chosen as the City of Pasadena's Consulting District's consulting arborist during this two-year, 117.5 million dollar seismic upgrade and rehabilitation. Many mature trees were successfully preserved and protected during this ambitious construction project, and new trees, shrubs and groundcover adhered to Secretary of the Interior Standards for Rehabilitation. Following project completion, the City of Pasadena has received numerous awards for the City Hall Project from the design, preservation and construction industries.

#### City of Pasadena – Arroyo Parkway Streetscape Enhancement Project

The \$2 million Arroyo Parkway Streetscape Enhancement Project developed a gateway to Pasadena by framing the view from the 110 Freeway terminus to Old Pasadena and beyond to the San Gabriel Mountains. The plan included the introduction of an 'upper story' canopy of palm trees. Selected as part of the project team, Carlberg Associates was instrumental in the choice, nursery selection, and placement of the stately date palms that now line Arroyo Parkway and create a dramatic entrance to the city from the south.

Carlberg Associates was also responsible for the nursery selection and placement of the new ginkgo and Mexican fan palms for the long-awaited 'Playhouse District Streetscapes, Walkways, and Alleys Plan'. Carlberg Associates represented the Playhouse District in numerous public meetings and City Council hearings. The ginkgos and palms were selected for installation on Colorado Boulevard to link the Playhouse District to Old Pasadena and the Civic Center / Mid-Town areas.

#### Rose Bowl – Facility's Consulting Horticulturist/Arborist – 2005-present

Risk Assessment of approximately 275 trees – provided recommendations to reduce potential risk of branch or entire tree failure as well as recommendations to improve tree health. Urban Forestry Management Plan – 2007

#### Caltech – Historic Preservation

Founded as Throop University in 1891 and renamed to the California Institute of Technology in 1920, this 124-acre campus jewel is celebrated for its park-like setting and gardens. The arcades, courtyards, and strong axes continue to bind together a sometimes architecturally divergent campus. The integrity of many of the garden spaces at the Athenaeum and Dabney Hall has been carefully preserved and continues to delight us all. Carlberg Associates works closely with the facilities department to help safeguard the health and future vitality of historic trees during complex construction projects.

#### Huntington Gardens and Botanical Gardens

The Huntington's world-renowned botanical gardens comprise 120 acres of specialized gardens, arranged within a park-like setting of rolling lawns and large trees. Their Teaching Greenhouse and Conservatory for Botanical Science evidence their devotion toward botanical education. As part of Huntington's continuing dedication to their gardens, they are in the process of accessioning, mapping, and evaluating the structural health of their tree population. Participating with the botanical staff in their commitment to the safety of the public and staff, Carlberg Associates provided tree risk assessment for their older and more mature coast live oak trees.

#### San Diego Gas & Electric – Consulting Arborist (2010-present)

Carlberg Associates evaluated tens of thousands of trees in trees and landscapes that were damaged as a result of the 2007 wildfires in north San Diego County. Her firm has inspected, written reports, and attended mediations for over 200 properties. This project has been a laboratory for understanding wildfire, what trees are resilient, and what plants are not appropriate for fire-prone areas.



### CHRISTY CUBA, ASSOCIATE AND SENIOR ARBORIST

Christy's experience in arboriculture extends to the preparation of environmental impact reports, state and federal regulatory permitting, subdivision planning and entitlement, mitigation planning and implementation, and construction monitoring. Specific examples include: preparation and processing of oak and other protected tree surveys and reports, preparation of tree protection plans, construction monitoring, preparation of specific plans, mitigation monitoring programs and compliance plans, Conditional Use Permits/Tentative map applications, and pre-development site constraints analysis.

Her experience also includes the preparation and/or peer review of oak tree, riparian, and native plant revegetation/habitat replacement plans and trail master plans. As an advocate of environmental education, Christy brings eight years of curriculum planning and instruction of California native flora, fauna, and ecological principles to her arboricultural consulting philosophy.

Christy specializes in consultation and planning for residential, institutional, and commercial development projects and construction monitoring. Christy was the senior project manager on the following representative projects:

#### City of Pasadena Planning Department – On-call Arborist services 2002 – 2011

- Prepare independent inspections of trees proposed for removal
- Review applications for tree removals on private properties as requested
- Perform independent hazard and value assessments
- Review engineering/landscape plans for impacts to trees
- Prepare recommendations for preservation during development
- Review landscape plans for mitigation compliance
- Assist with the preparation of public brochure on protected native tree species
- Provide representation at City Commission and/or Council meetings & hearings

#### City of Monrovia Public Works Department – On-call Arborist services 2000-2010

- Prepare independent inspections of trees proposed for removal or relocation
- Review applications for tree removals on private properties as requested
- Perform independent hazard and value assessments
- Review engineering/landscape plans for tree impacts
- Prepare recommendations for preservation during development

#### Las Encinas Hospital, Pasadena – Hospital's Consulting Horticulturist/Arborist – 2004-present

Carlberg created Las Encinas' Urban Forestry Plan in 2007-08, and has evaluated and inventoried approximately 1050 trees as part of Las Encinas master planning efforts. We have worked with Las Encinas staff, their architects, and general contractors to preserve and protect many historic trees during an ambitious hospital expansion program.

#### L.A. County Sanitation Districts – Solid Waste Division

On-call consulting Arborist for multiple pipe-line and road alignment projects at Puente Hills Landfill, Whittier, 2001-2003

# CERTIFICATIONS

## CHEE SALETTE

architecture + landscape architecture

MBE, WBE, WOSB, SBE, DBE certified business

STATE OF CALIFORNIA  
**dca**  
DEPARTMENT OF CONSUMER AFFAIRS

California Architects Board  
2420 DEL PASO ROAD, SUITE 105  
SACRAMENTO, CA 95834  
916 574-7220



**Architect License Renewal Receipt**

LICENSE NO. C 28208      EXPIRATION 11/30/25

**TINA M L CHEE**  
2435 KENILWORTH AVENUE  
LOS ANGELES CA 90039

THIS CERTIFIES THAT

**Chee Salette Architecture Office, Inc.**  
dba Tina Chee Landscape Studio

NMSDC  
National Minority Supplier  
Development Council

\* Nationally certified by the **SOUTHERN CALIFORNIA MINORITY SUPPLIER DEVELOPMENT COUNCIL**

\* NAICS Code(s): 541310, 541320, 541410, 541420  
\* Description of that product/service as defined by the North American Industry Classification System (NAICS)

06/10/2024      0505484  
Issued Date      Certificate Number

08/01/2025  
Expiration Date

Ying McGuire  
NMSDC CEO and President

Virginia Gomez, President

By using your password (NMSDC issued only), authorized users may log into NMSDC Central to view the entire profile: <http://nmsdc.org>

\* MBEs certified by an Affiliate of the National Minority Supplier Development Council, Inc.®

STATE OF CALIFORNIA  
**dca**  
DEPARTMENT OF CONSUMER AFFAIRS

CALIFORNIA ARCHITECTS BOARD  
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE  
2420 DEL PASO ROAD, SUITE 105  
SACRAMENTO, CA 95834  
916 575-7230



**Landscape Architect**

CERTIFICATE NO. 6159      EXPIRATION 11/30/24

**TINA MAE LAN CHEE**  
2435 KENILWORTH AVE  
LOS ANGELES CA 90039

**WBENC**  
WOMEN'S BUSINESS ENTERPRISE  
NATIONAL COUNCIL

herby grants

**National Women's Business Enterprise Certification**

to

Chee Salette Architecture Office, Inc. DBA Tina Chee Landscape Studio

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).  
This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.

WBENC National WBE Certification was processed and validated by Women's Business Enterprise Council - West, a WBENC Regional Partner Organization.

Certification Granted: May 28, 2021  
Expiration Date: May 31, 2025  
WBENC National Certification Number: WBE2101945

Authenticating: Pamela Williams, President & CEO, Women's Business Enterprise Council

WBENCWEST

NAICS: 541300, 541400  
COUNCIL: WESTERN REGION

STATE OF CALIFORNIA  
**dca**  
DEPARTMENT OF CONSUMER AFFAIRS

California Architects Board  
2420 DEL PASO ROAD, SUITE 105  
SACRAMENTO, CA 95834  
916 574-7220



**Architect License Renewal Receipt**

LICENSE NO. C 31974      EXPIRATION 08/31/25

**MARC P. SALETTE**  
2435 KENILWORTH AVENUE  
LOS ANGELES CA 90039

**WBENC**  
WOMEN'S BUSINESS ENTERPRISE  
NATIONAL COUNCIL

herby grants

**WOMAN OWNED SMALL BUSINESS (WOSB) CERTIFICATION TO**

Chee Salette Architecture Office, Inc. DBA Tina Chee Landscape Studio

The identified small business is an eligible WOSB for the WOSB Program, as set forth in 13 C.F.R. part 127 and has been certified as such by an SBA approved Third Party Certifier pursuant to the Third Party Agreement, dated June 30, 2011, and available at [www.sba.gov/wosb](http://www.sba.gov/wosb).

The WOSB Certification expires on the date herein unless there is a change to the SBA's regulation that makes the WOSB ineligible or there is a change in the WOSB that makes the WOSB ineligible. If either occurs, this WOSB Certification is immediately invalid. The WOSB must not misrepresent its certification status to any other party, including any local or State government or contracting official or the Federal government or any of its contracting officials.

Report Issued Date: Issue Date

WBENCWEST

Pamela Williams, President & CEO, Women's Business Enterprise Council

Pamela Prince-Eaton, WBENC President & CEO

Lafandra White, Sr. Vice President, Certification

STATE OF CALIFORNIA  
**dca**  
DEPARTMENT OF CONSUMER AFFAIRS

California Architects Board  
2420 DEL PASO ROAD, SUITE 105  
SACRAMENTO, CA 95834  
916 574-7220



**Architect License Renewal Receipt**

LICENSE NO. C 30206      EXPIRATION 04/30/25

**NATALIE MAGARIAN**  
6841 TEXHOMA AVENUE  
VAN NUYS CA 91406

Printed on: 5/26/2022 11:49:37 AM  
To verify most current certification status go to: <https://www.caaoproca.gov>

**DGS**  
GENERAL SERVICES

Office of Small Business & DBE Services

Certification ID: 1756223

Legal Business Name: CHEE SALETTE ARCHITECTURE OFFICE, INC.  
Doing Business As (DBA) Name 1: TINA CHEE LANDSCAPE STUDIO  
Doing Business As (DBA) Name 2: CHEE SALETTE

Address: 1800 SOUTH BRAND BLVD, STUDIO 212  
GLENNDALE  
CA 91204

Business Web Page: [www.csaarchitects.com](http://www.csaarchitects.com)  
Business Phone Number: 323/691-6647  
Business Fax Number:

Business Types: Service

Certification Type	Status	From	To
SBE(Misc)	Approved	05/20/2022	05/31/2024

Stay informed! KEEP YOUR CERTIFICATION PROFILE UPDATED!  
-LOG IN at [California.CA.GOV](http://California.CA.GOV)

Questions?  
Email: [OSBS@DGS.CA.GOV](mailto:OSBS@DGS.CA.GOV)  
Call: OSBS Main Number: 916-378-4940  
707 3rd Street, 4-406, West Sacramento, CA 95605

34

# BREEN ENGINEERING

civil, structure, mep engineering  
 local business based in Torrance on A/E On Call List

STATE OF CALIFORNIA  
**dca**  
 DEPARTMENT OF CONSUMER AFFAIRS

BOARD FOR PROFESSIONAL ENGINEERS,  
 LAND SURVEYORS, AND GEOLOGISTS  
 2535 CAPITOL OAKS DRIVE, SUITE 300  
 SACRAMENTO, CA 95833-2944  
 (916) 999-3600 Toll Free: (866) 780-5370  
 www.bpelsg.ca.gov

**MECHANICAL ENGINEER**  
 CERTIFICATE NO. **M 30533** EXPIRATION  
**06/30/26**

**PAUL ANTHONY BREEN**  
 3825 DEL AMO BOULEVARD  
 TORRANCE CA 90503

Signature \_\_\_\_\_ RECEIPT NO. \_\_\_\_\_

**COPIES OF THE BUSINESS LICENSE AND ARCHITECTS LICENSE**

BOARD FOR PROFESSIONAL ENGINEERS,  
 LAND SURVEYORS, AND GEOLOGISTS  
 LICENSING DETAILS FOR: 5881

NAME: LEE, DAVID CHONG  
 LICENSE TYPE: STRUCTURAL ENGINEER  
 LICENSE STATUS: CLEAR  
 ADDRESS  
 124 S GUADALUPE AVE, UNIT B  
 REDONDO BEACH CA 90277  
 LOS ANGELES COUNTY

ISSUANCE DATE  
 DECEMBER 21, 2012

EXPIRATION DATE  
 JUNE 30, 2025

CURRENT DATE / TIME  
 JULY 31, 2023  
 2:20:41 PM

**LICENSE RELATIONSHIPS**

NAME: LEE, DAVID CHONG  
 LICENSE/REGISTRATION TYPE: CIVIL ENGINEER  
 LICENSE NUMBER: 70897 PRIMARY STATUS: CLEAR

ADDRESS:  
 124 S GUADALUPE AVE, UNIT B  
 REDONDO BEACH CA 90277  
 LOS ANGELES COUNTY  
 MAP

STATE OF CALIFORNIA  
**dca**  
 DEPARTMENT OF CONSUMER AFFAIRS

BOARD FOR PROFESSIONAL ENGINEERS,  
 LAND SURVEYORS, AND GEOLOGISTS  
 2535 CAPITOL OAKS DRIVE, SUITE 300  
 SACRAMENTO, CA 95833-2944  
 (916) 999-3600 Toll Free: (866) 780-5370  
 www.bpelsg.ca.gov

**MECHANICAL ENGINEER**  
 CERTIFICATE NO. **M 29259** EXPIRATION  
**06/30/25**

**ANDREW WILLIAM BEGGS**  
 927 BOUNDARY PL  
 MANHATTAN BEACH CA 90266

Signature *Andrew William Beggs* RECEIPT NO. \_\_\_\_\_

STATE OF CALIFORNIA  
**dca**  
 DEPARTMENT OF CONSUMER AFFAIRS

BOARD FOR PROFESSIONAL ENGINEERS,  
 LAND SURVEYORS, AND GEOLOGISTS

LICENSING DETAILS FOR: 35317

NAME: TUPAS, JOSE OCTAVIANO  
 LICENSE TYPE: MECHANICAL ENGINEER  
 LICENSE STATUS: CLEAR

ADDRESS  
 806 COLORADO CIRCLE  
 CARSON CA 90743  
 LOS ANGELES COUNTY  
 MAP

ISSUANCE DATE  
 JANUARY 7, 2011

EXPIRATION DATE  
 JUNE 30, 2025

CURRENT DATE / TIME  
 JULY 11, 2023  
 8:41:37 AM

35

STATE OF CALIFORNIA  
**dca**  
 DEPARTMENT OF CONSUMER AFFAIRS

BOARD FOR PROFESSIONAL ENGINEERS,  
 LAND SURVEYORS, AND GEOLOGISTS  
 2535 CAPITOL OAKS DRIVE, SUITE 300  
 SACRAMENTO, CA 95833-2944  
 (916) 999-3600 Toll Free: (866) 780-5370  
 www.bpelsg.ca.gov

**ELECTRICAL ENGINEER**  
 CERTIFICATE NO. **E 20642** EXPIRATION  
**03/31/26**

**DESMOND JOHN MAHONY**  
 615 S PROSPECT AVE  
 APT 204  
 REDONDO BEACH CA 90277

Signature \_\_\_\_\_ RECEIPT NO. \_\_\_\_\_

THIS BUSINESS LICENSE MUST BE DISPLAYED AT PLACE OF BUSINESS READ REVERSE SIDE

**BUSINESS LICENSE**  
 CITY OF TORRANCE

Exp Date: 12/31/2024

LICENSE NO	CATEGORY	AMOUNT PAID	ISSUE DATE
BL-LIC-001716	1802 - Business Consultant	\$3,102.00	3/8/2024

ISSUED TO:  
**BREEN ENGINEERING, INC.**  
 1983 190TH ST UNIT 200  
 TORRANCE, CA 90504

Annual business tax is due and payable January 1st each year, and is delinquent if not paid on or before the last day of January each year.

ISSUED BY FINANCE DEPARTMENT  
 ASSISTANT FINANCE DIRECTOR

THIS LICENSE IS GOOD UNTIL VOIDED OR REVOKED. IT BECOMES VOID UPON ANY CHANGE OF OWNERSHIP OR LOCATION. Notify the LICENSE SUPERVISOR in Writing of any Changes in Ownership or Address. City Hall, 3031 Torrance Blvd., Torrance, CA 90503-5015

# PROJECT EXPERIENCE



# The January 8th Memorial and Botanical Gardens, Tucson, Arizona

commemorating the 2011 shooting of  
US Representative Gabrielle Giffords

2022 National ASLA Design Award

2021 American Architecture Award, Monuments

2021 CodaWorx Award, Public Space

2021 Southern California ASLA Design Award, Landscape Art



# The January 8th Memorial + Botanical Gardens

In 2015, **CHEE SALETTE** was selected as the architect and landscape architect for the 1 acre **January 8th Memorial and surrounding Botanical Gardens and the 4 acre El Presidio Park Masterplan** in Tucson, Arizona.

The Memorial and surrounding gardens commemorate the shooting of former Congresswoman Gabrielle Giffords in 2011 along with the 6 victims and 13 survivors. Sloped berm forms, made of local stone and plants, shape the Memorial wall which tell the story of the tragedy through symbols. Reflecting pools overflow with cascading water soften the space and create an intimate space for commemoration and reflection.

The 2 year design process involved worksessions with Memorial Foundation Board leaders; County, City Council, and Neighborhood Council leaders; Parks and Recreation; the victim families; and the general public. We also coordination of a full team of local consultants and fabricators - artist, lighting designer, structural, civil, electrical, plumbing, irrigation, horticulture, and water feature designer. In addition, advice was sought from experts from the Desert Museum on the appropriate plants for the region that matched the various themes to each garden dedicated to the six victims as well as from metal wall and concrete fabricators so that the best materials and practices could be determined and sourced locally. Worksessions with Parks and Recreation were key to understand maintenance standards and procedures, maintenance staffing, and past experiences with other projects. There were many discussions regarding the materials and durability, homelessness and skateboarders. These meetings helped inform the selection of materials and development of details. Samples were procured and reviewed on site with the owner groups and contractor. Once the design was approved, **CHEE SALETTE** worked with the **Pima County Facilities Management** over the course of a year to finalize the bid documents and complete the construction. Bi-weekly OAC meetings kept the project on track as there were many special conditions that were discovered during the construction process - historical remains were discovered as well as buried utilities. With a fixed construction budget, the design team pulled up their sleeves to find acceptable alternative solutions to allow the project to continue. Once completed, the design team met with Parks and Recreation to review maintenance procedures and establish protocols. The Memorial was completed in 2020 and has been honored with an **American Architecture Award, National ASLA Honor Award, CodaWorx Public Space Award, and ASLA Award for Landscape Art.**



## In the Round

The Memorial form is both open and inviting as a civic space and as it slopes upward and outward, the apex creates an intimate space for contemplation and reflection within the public setting of the civic park and the surrounding government buildings.

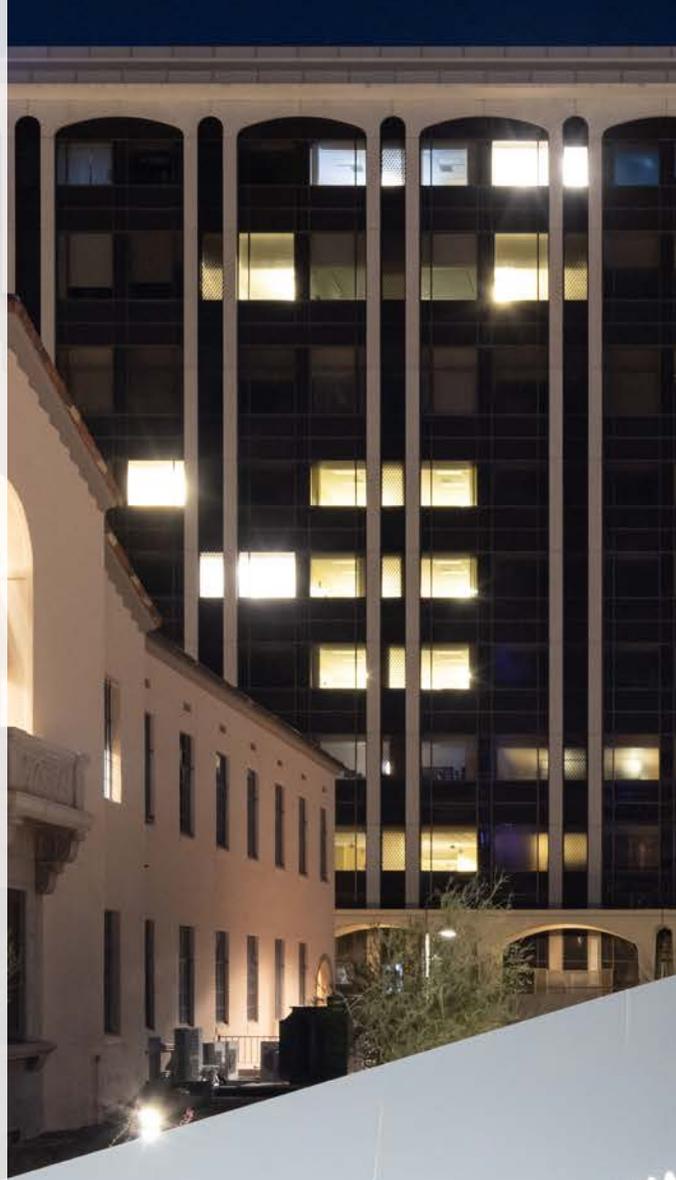


## Symbol constellations

Each symbol strand is made of 33 voids representing the number of bullets fired. Symbols represent the values of the people who died, survived and responded. The gradation of the voids provokes the sensation of pulse.

## Candlelight vigil

At night the symbols glow softly, evoking the candlelight vigils that illuminated the evenings following the tragic day. The absence of symbols at the apex conveys the void of lives lost.



## PROJECT DETAILS

LOCATION - Tucson, Arizona

SCOPE - Memorial and surrounding gardens, 1 acre,  
Masterplan 4 acres

CONSTRUCTION COST : ~\$3M

SERVICES - Architecture and Landscape Architecture

STARTED\_COMPLETED - 2016 - 2020

### CLIENT CONTACT

Lisa Josker, Director of Pima Counties Facilities  
email: [lisa.josker@pima.gov](mailto:lisa.josker@pima.gov)  
tel: 520.724.3104

WWII Camp Wall Monument RFP



## Symbols as an Universal Language

As the sun passes thru the day, the symbols begin to overlap with one another, creating a dynamic connection between symbols and strands.



42

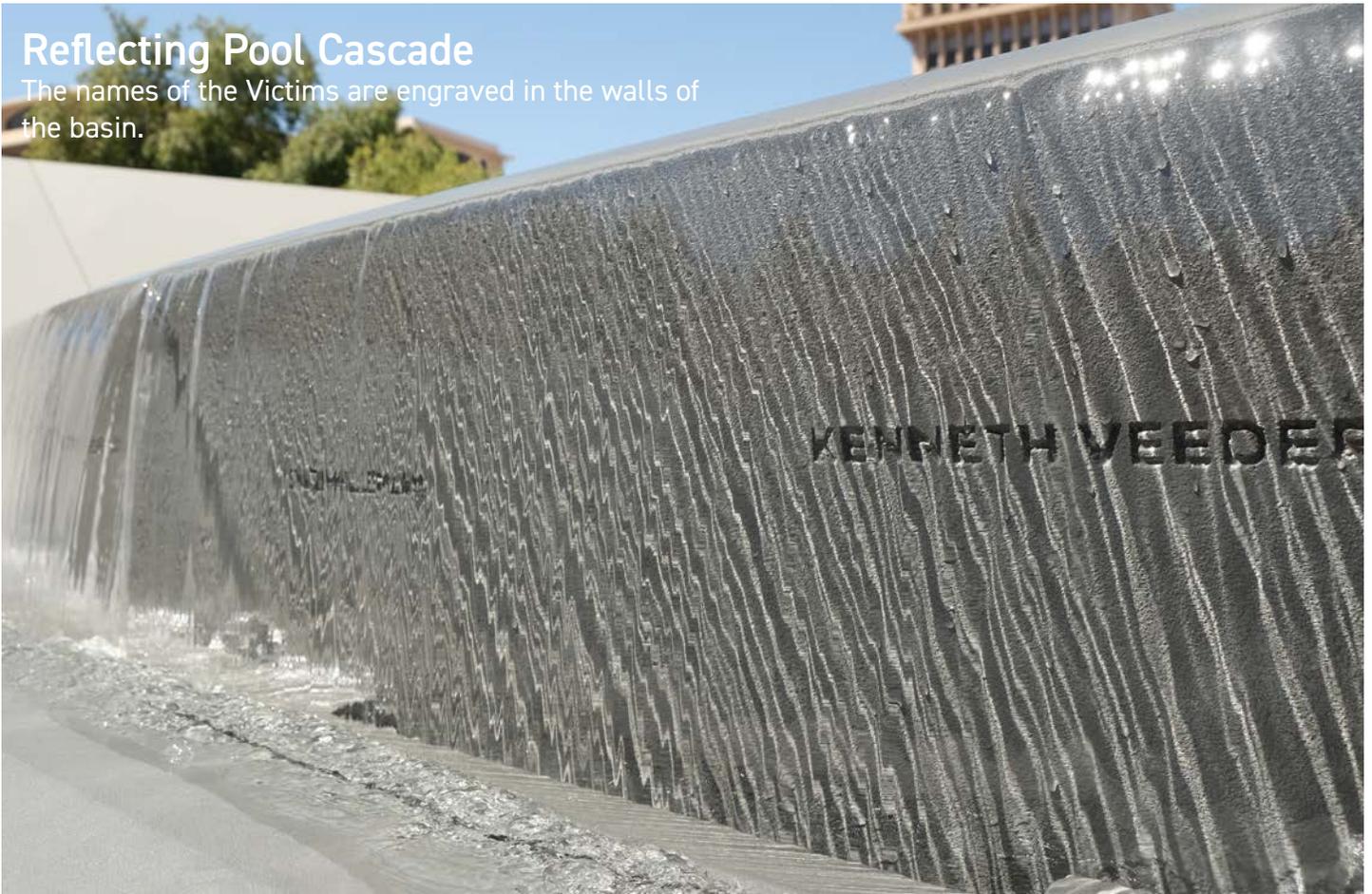


## Memorial Living Wall

Crafted of local quartzite stone, the Living Wall embraces the Inner Memorial Wall and represents life as a habitat for Sonoran Desert plants and wildlife

# Reflecting Pool Cascade

The names of the Victims are engraved in the walls of the basin.



43



## Cultural symbols and storytelling

Symbols atop of light bollards illuminate the pathways and tell the story of the victims and survivors of the January 8, 2011 shooting set within the timeline of the history of Tucson, Arizona



# Proposal for the National WWI Memorial at Pershing Park, Washington DC

44



## PROJECT DETAILS

LOCATION - Pershing Park, Washington DC  
 SCOPE - Memorial and surrounding gardens, 2 acres  
 CONSTRUCTION COST : N/A  
 SERVICES - Architecture and Landscape Architecture  
 STARTED\_COMPLETED - 2015

### CLIENT CONTACT

WWI Centennial Commission  
 tel: 202-380-0725

# Black Granite Walls frame the Plaza and Stepped Seating Area



The tops of the walls become observations points where the 5 main battles are commemorated

WWI images are depicted on the reflective black granite walls, bringing the tragedy to life



The WWI Memorial is a park, and Pershing Park is now a Memorial to all Americans who served in the Great War. The Memorial is a landscape that evokes the French fields where Americans fought five major battles, represented by five mounds forming a central sunken space flowing from the northwest to the southeast corner of the park, where the statue of General Pershing stands atop a monticule at the end of a moving perspective. This sunken pathway, a memory of the trenches of WWI, is also a march, a timeline and a recollection of the sacrifice of those who served. Its enclosing walls are etched with images of entrenched soldiers, of surging warriors, of triumphant servicemen and women returning home; images of heroism and valor that appear to come out of the steel like troops out of the fog. Its gravel bottom is embedded with 53,402 glistening discs, one for every American who died in combat. At night, the circles glow and form a luminous field leading to the statue of Pershing. Visitors see people above, at the tip of the promontories, learning the history of the major battles, and overlooking the frescos and patterns of circles below. The hills are places where people play, picnic, rest and inhabit the park throughout the day and through the seasons, with views the Capitol, the WW2 Memorial and the Washington Monument. The park engages the surrounding historic city. Its classically paved perimeter is lined with trees and modulated by triangular plazas that protrude into the Memorial topography evoking the movement of American battalions in the French countryside. The mounds frame views of the inner memorial, inviting passersby to enter the landscape, climb, look down and discover a groove in the earth that holds the memory of brave Americans, and tells a story of heroism and atrocity that changed this country.

53,402 glistening discs, one for every American who died in combat.



# LA Fire Department Fallen Firefighters Memorial

## PROJECT DETAILS

LOCATION : Los Angeles

SCOPE : Memorial Wall, Sculpture, and Plaza Design, 8,000 sf

CONSTRUCTION COST : \$2.6M

SERVICES : Architecture

STARTED - COMPLETED : 2000-2008

## CONTACT :

Jim and Liz Bamattre  
email: [info@lafdmuseum.org](mailto:info@lafdmuseum.org)  
tel: 323.464.2727

The Fallen Firefighters Memorial is situated in the heart of Hollywood, outside of the Old Fire Station 27 on Cahuenga Blvd. The dramatic plaza is home to a Memorial Wall, listing the names of every known department member who died while at an incident or as a result of a duty-related cause.

In front of this wall, a series of bronze statues, each one carefully representing an LA firefighter is on display. The statues represent a fire company during an incident in the city. Two firefighters are involved in fire attack, while a fallen member is being attended to by another member. The Captain, responsible for his crew and the fire, is making a command decision relative to attacking the flames, while also providing care for the downed firefighter.

The message the Memorial conveys changes depending on the angle and point of view. From any angle, the teamwork, spirit, and family nature of the fire service is presented.

\*Project is the work of Natalie Magarian while at another firm



Wall, Statue, and Plaza commemorate the Fallen Firefighters at each fire station in Los Angeles County

Fallen Firefighters names engraved on wall in chronological order



50

Commemoration Pavers



Top View of Memorial Wall, Statue, and Plaza commemorating the Fallen Firefighters at each fire station in Los Angeles County



# Proposal for the Parkland 17 Memorial Coral Gables, Florida

The proposed Memorial seeks to honor the memory of the 17 people killed at Marjory Stoneman Douglas High School through timeless beauty, art, and nature, in a space that inspires reflection in a tranquil setting.

17 chapels are joined together to form a singular memorial space commemorating each victim and the unified strength of the Parkland and Coral Springs communities. Surrounded by 17 gardens, one for each victim, the Memorial's organic form undulates upwards and outwards creating a ring of intimate spaces for individuals and small groups that is also a space for togetherness.

The Memorial's organic form expresses the power and fragility of life. Its form evokes the natural elements of flora, sand dunes and the oceanic life of Florida. The height of the Memorial undulates from 2' to 4' high creating a sense of space for the individual chapels while being open to the view of the entire site and surrounding community.

The Memorial is made of a durable natural stone, a rose colored granite that is smooth on one side and textured on the other. Each victim is commemorated with a personalized sculpted stone relief which can be created by one or several artists inspired by interviews with the victim's family. As the sun moves throughout the day, the Memorial form and stone relief evolves through light and shadow with the passing of time, highlighting each individual victim. At night, the Memorial form glows softly at its base and is accented with bands of light. Each of the victim names are underscored with light and their individual stone relief softly lit. A central undulating reflecting pool creates a focal point where the community can gather around and hold candle light vigils sharing reflections and memories.

Surrounding the Memorial are 17 native flora gardens, dedicated to each victim which gradually blend the Memorial with the surrounding landscape. The plant selection in each garden is personalized, evoking their spirit. Families, friends, and residents are invited to spend the day in the Memorial and the gardens, peacefully mourning and reconnecting with one another.

The Memorial is directly accessible from Preserve Plaza and connected with a path from the parking area along the water edge.

**PROJECT DETAILS**

**LOCATION :** Coral Gables, Florida

**SCOPE**

Memorial commemorating 17 victims  
set within a 2 acre open space

**CONSTRUCTION COST :** N/A

**SERVICES :** Architecture and  
Landscape Architecture

**STARTED - COMPLETED**  
2023

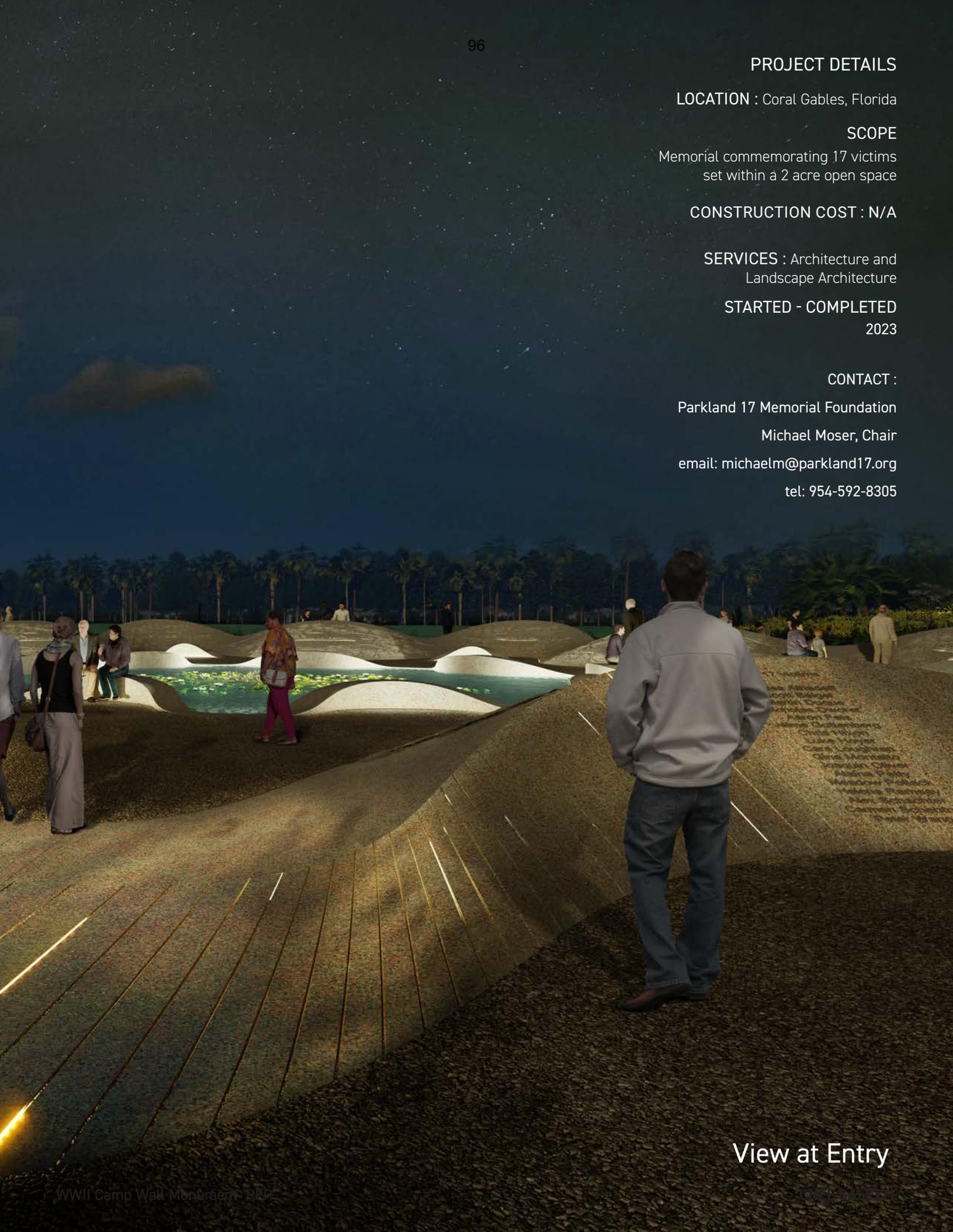
**CONTACT :**

Parkland 17 Memorial Foundation

Michael Moser, Chair

email: [michaelm@parkland17.org](mailto:michaelm@parkland17.org)

tel: 954-592-8305



**View at Entry**

One alcove for each of the 17 victims with engraved artwork on rose colored granite land forms



54

The Reflecting Pool with candles during a night vigil



The Memorial is set within a park and undulates with the natural setting. It's form conveys the connectedness of the 17 victims, yet recognizes them individually.



55

## Freedom Tree Park Central Gathering Space



56

# Housing Authority of the City of Los Angeles Freedom Tree and Century Gateway Park

## PROJECT DETAILS

### LOCATION

Jordan Downs, Watts Los Angeles

### SCOPE

2.25 acre passive Nature Play Park

CONSTRUCTION COST : \$4.5M

### SERVICES

Landscape Architecture and  
Community Outreach

### STARTED - COMPLETED

2020 - in progress

### CLIENT CONTACT

Jenny Scanlin, HACLA Chief  
Development Officer

email: [jenny.scanlin@hacla.org](mailto:jenny.scanlin@hacla.org) |  
tel: 213-252-2680

John Mimms, The Michaels  
Organization, VP of Development

email: [jmimms@tmo.com](mailto:jmimms@tmo.com) |  
tel: 310.483.1291

The Freedom Tree and Century Gateway Parks will commemorate the strength and unity of the community through the symbol of an Oak Tree that once stood within the park. The park will celebrate the natural elements of vegetation, wood, stone, and water. At the center of the park is the Freedom Tree, an 84" oak that restores the majesty of the Oak that once stood on site as a symbol of community. Surrounding the Oak are 3 sets of stepped seating benches which can serve as one large event space or 3 smaller group gatherings. The focus on nature will bring a biodiversity of plant and wildlife to the area featuring CA and Southwestern native plants. The park will serve as a learning and teaching garden to the many surrounding schools in the neighborhood with its emphasis on native plants and the filtration of stormwater through perimeter swales. of the planting of the large Oak and the planting of the park.

Freedom Tree Park,  
Jordan Downs  
August 2024

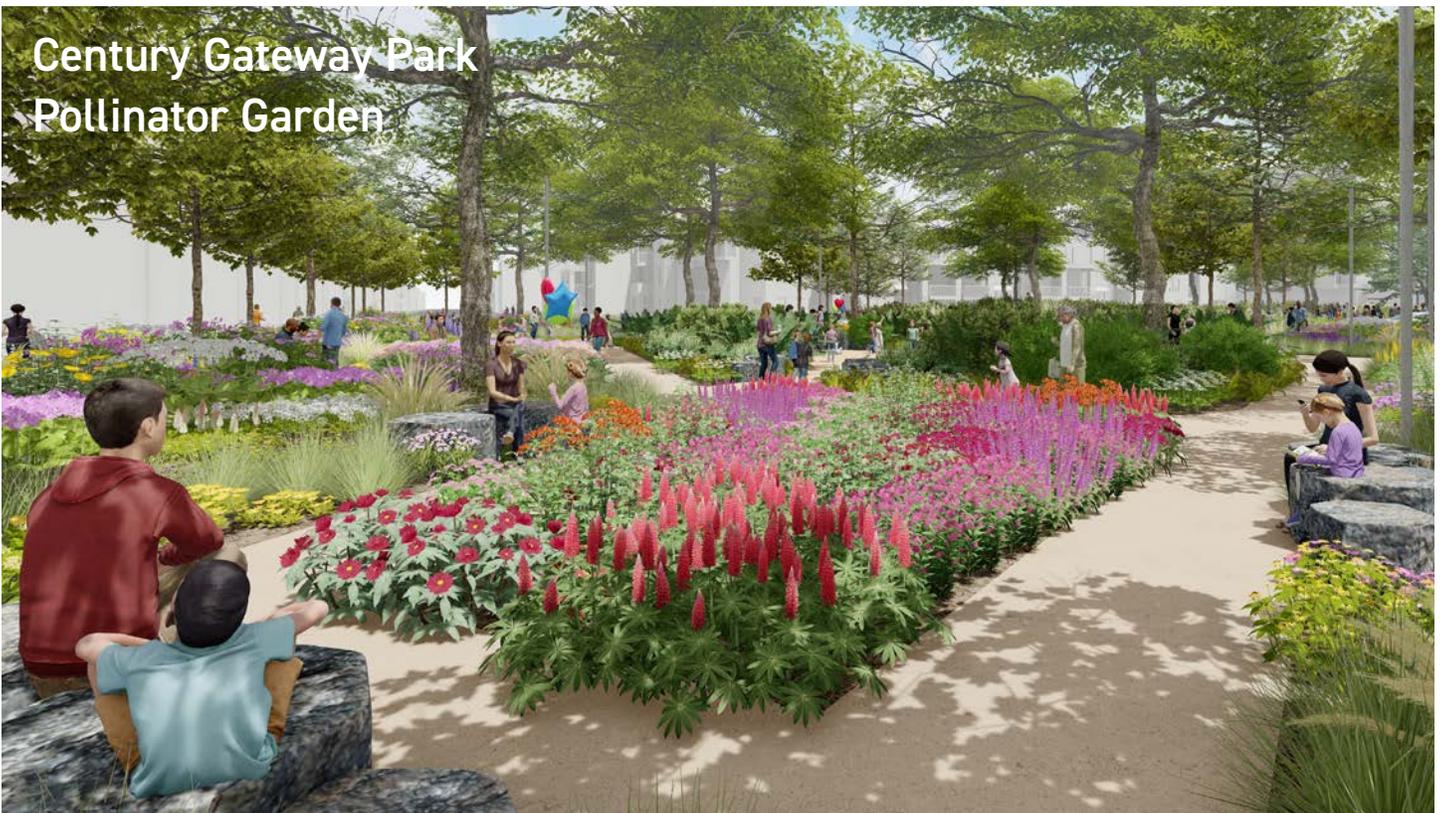


# Freedom Tree Park Nature Play Log Scramble



58

# Century Gateway Park Pollinator Garden



# Freedom Tree Park Nature Play Boulder Stack



59

# Century Gateway Park Lawn Area



**CHEE SALETTE** was asked by the **Standard Communities** to reimagine an aging existing residential campus of 50 buildings and regenerate the existing landscape for the 32 acre site which included renovation the existing Club House and adding a Leasing Office. The new architecture renovations and additions respected the existing building style with a minimalist approach to the exteriors and interiors. New exteriors were designed for all 50 buildings as well as entirely new native landscape including a rain garden, Children's Playgrounds and a Community Garden. The building improvements included the reinvention of the Leasing Office to give the campus a new, welcoming front door. The project also included the complete remodel of the Clubhouse, which had been the heart of the community in the 70s but had since become underused. A new Daycare Center with Classrooms was also included as well as an expanded and re-energize the Fitness Center. The project was a **2018 ULI Excellence in Affordable and Workforce Housing Award Finalist**.

# Lakeside Village, Affordable Housing Conversion with Landscape Upgrades

## PROJECT DETAILS

LOCATION - San Leandro, California

SCOPE - Renovation of an existing housing campus of 33 acres with 50 building exteriors and landscape, including Club House, Leasing Office, and site amenities

CONSTRUCTION COST : ~\$14M

SERVICES - Architecture - Prime Consultant, Design thru Construction

AWARDS - 2018 ULI Excellence in Affordable and Workforce Housing Award Finalist, Lakeside Village

STARTED\_COMPLETED - 2011 - 2014

CLIENT CONTACT :  
STANDARD COMMUNITIES  
Tracey Hirschag, Director

WWII Camp Wall Monument RFP



**CHEE SALETTE**

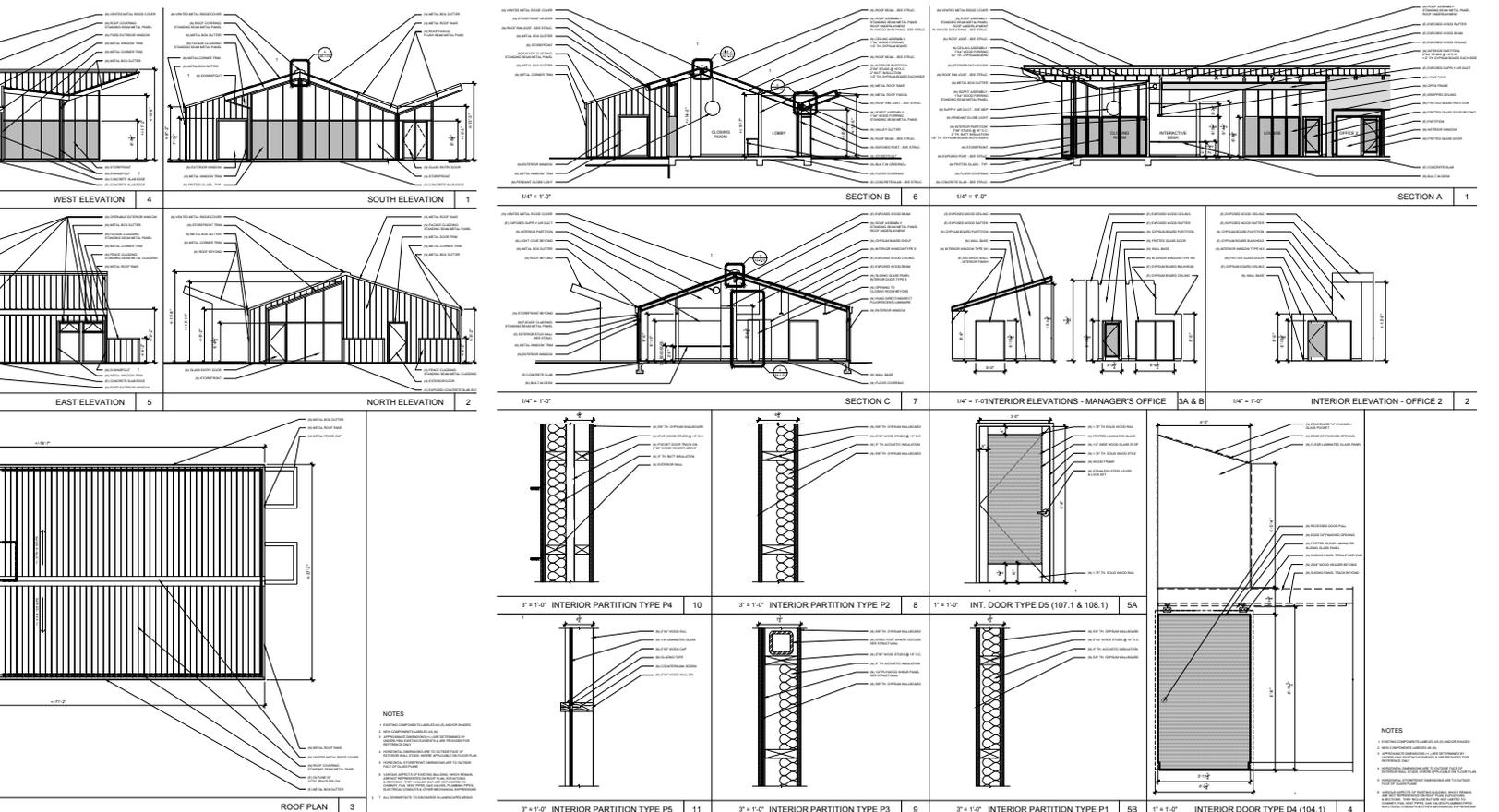


New Leasing Office Addition to an Existing Building with new surrounding Pathways and Exterior Lighting





Club House Interior



# OCULUS lighting designer

## Cadence Park Irvine, CA

Part of the Orange County Great Park Development, the lighting design for Cadence Park showcases several community buildings in a safe park setting. Connecting an art studio, a dance studio, an outdoor performance area, a pool and various art-themed play areas, Cadence Park is a unique backdrop for cultural play and creation.

**TEAM**  
Studio One Eleven

**IMAGERY**  
© Tsutsumida Pictures  
© Hunter Kerhart

**NOTEWORTHY**  
AIA Orange County Design Award of Merit



64

## Edwards Lifesciences Museum Irvine, CA

This museum is part of a life science office campus and showcases cutting-edge life science technology. With carefully designed and customized details, the space is softly illuminated by a glowing ceiling and adjustable spots hidden along with air diffusers and sprinklers in a black slot. Floor displays are illuminated with lighting concealed in the casework.

**TEAM**  
OfficeUntitled

**IMAGERY**  
© Benny Chan/Fotoworks



## Google YouTube Landscape Playa Vista, CA

Several schemes were developed for an outdoor amphitheater that allows nighttime shows at the YouTube offices. In the end, a scheme that evokes a drive-in theatre with moonlight, stars above and dappled light coming in through the trees presented a relaxing counterpoint to the high energy interiors of the project.

**TEAM**  
EPT Design  
Ross Project Management

**IMAGERY**  
© Oculus Light Studio



# IN-FO.CO typography and signage designer

## Academy Museum of Motion Pictures Los Angeles, CA

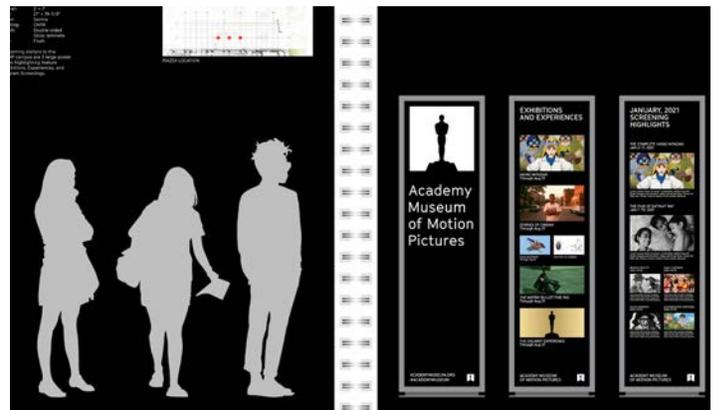
The Academy Museum of Motion Pictures, opening September 2021 in Los Angeles, will be the world's premier institution dedicated to the art and science of movies. In addition to designing exhibition graphics for the permanent exhibition "Stories of Cinema" (in collaboration with wHY architecture), IN-FO.CO developed identity, print collateral, and an expanded wayfinding and signage program that incorporates immersive environmental graphics, and digital signage, to be installed throughout the Renzo Piano-designed complex.

Building on an existing Identity system, IN-FO.CO worked closely with the Museum's creative director to help ensure a systematic application of Graphics across the interior and exterior of the museum. A set of detailed templates were provided to help ensure ease of implementation of the system by the Museum's in-house team for many years to come. Our work for the Museum has since expanded to include books and additional motion graphics applications.

**Client:** Academy Museum of Motion Pictures, Los Angeles and wHY Architecture

**Scope:** Exhibition Graphics, Environmental Graphics, Print Collateral, Wayfinding and Signage (includes digital signage and Café signage)

**Date:** 2021



65

# BREEN DESIGN GROUP civil, structure, mep

## PROJECT EXPERIENCE

### RESEDA RIVER LOOP - PHASE II LOS ANGELES



**SIZE**  
1.12 ACRES

**PROJECT STATUS**  
IN DESIGN

**DESIGN TEAM**  
STUDIO-MLA

**CLIENT**  
THE TRUST FOR PUBLIC LAND

**REFERENCE**  
ANNIE CLARK  
STUDIO-MLA  
(213) 384-3844

**COST**  
UNKNOWN

The Project proposes to open to the public and make accessible an LA County maintenance road along the north bank of the LA River between Reseda Blvd on the east and Wilbur Ave on the west. The river loop project total distance is .50 miles long and 1.12 acres in size (1.09 acres of civil improvements). The Project includes a walking path on the north bank of the Los Angeles River, a pedestrian bridge over the Aliso Creek, as well as stormwater bio planter BMPs at the street ends that terminate at the LA River. Project Partners have begun the design process and to date have completed 60% construction drawings, including conceptual review of the bridge by LA County Flood Control District. This project is under the jurisdiction of LA City, LA County, and the Army Corps of Engineers and is coordinated with the three agencies concurrently. The expected date of completion for this project is June 2024.

to drain out excess storm drain water out into the river. Concrete channels at the street ends to convey 100 year storm event conditions onto the LA river. An Hydrology and Hydraulics report will be created for the permitting of this project.

Structural improvements include a pedestrian bridge that will connect this walking path to the existing LA River and Aliso Creek Confluence Park on the west side of the Aliso Creek. Structural will also create two more pedestrian bridges to bypass the river loop walkways over the concrete channels at the ends of Amigo and Yolanda streets. Lastly structural will design the retaining walls to address differences in grades at the property limits.

Electrical improvements include the electrical power for the pumps draining out the bio planters and also the proposed lights from the landscape plans.

Civil improvements include demolition of the existing of paths and street ends. Grading was done for the decomposed gravel walkways and offsite street ends and sidewalks that are both ADA accessible. Storm drain utility plan was created for the bio filtration planters on the sidewalk parkways and street ends as they require a pump



## PROJECT EXPERIENCE

### MADISON PARK AVENUE LOS ANGELES, CA



**SIZE**  
0.6 ACRES

**COMPLETED**  
2019

**DESIGN TEAM**  
NAC ARCHITECTURE

**CLIENT**  
LOS ANGELES COMMUNITY GARDEN COUNCIL

**REFERENCE**  
ANNETTE WU  
NAC ARCHITECTURE  
(323) 475-8075

**COST**  
\$2.9 MILLION

Madison Avenue Park, located at 1175 N. Madison Avenue was developed from an existing 24,414 square foot vacant property into a Community Garden and Garden Achievement Center.

The project was jointly developed by the Trust for Public Land and the Los Angeles Garden Council, and includes a playground, fitness equipment, a basketball court, and a community garden.

Additional Site Features include an indoor/outdoor classroom, office and storage space, solar PV system, and smart irrigation systems.



66

## RAUL R. PEREZ MEMORIAL PARK & COMMUNITY BUILDING

Huntington Park, CA



**Client:** City of Huntington Park  
**Architect:** HMC Architects  
**Completed:** 2012  
**Contract Amount:** \$3,357,000  
**BREEN Scope:** Civil / MEP Engineering

Developed in Partnership with Los Angeles Unified School District, Raul Perez Community Park is situated in the City of Huntington Park. The surrounding region is highly developed with few vacant properties or areas of open space. The park replaced industrial buildings and is adjacent to a new LAUSD High School. The park totals 4.47 acres and includes basketball courts, playground equipment, restroom facilities, a community center, soccer field, picnic areas, walking paths and on-site parking. The project involved site design providing lighting for the walkway paths, sports lighting for the soccer field and the basketball courts. Point by point photometric calculations were required to show the entire park was illuminated per the city standards for security concerns. BREEN provided Civil and MEP services.

## MADISON AVE PARK & EAST HOLLYWOOD COMMUNITY GARDENS

Los Angeles, CA

This project consists of the design and construction of the conversion of an existing 12,000 square foot vacant property into a Community Garden and Garden Achievement Center. Breen are working alongside NAC Architecture, the Trust for Public Land and Los Angeles Community Gardens Council to create the space. Breen provided civil designs for a parking lot and structure for the community as well as a series of gardens and stormwater treatment via infiltration for the entirety of the site.



**Client:** The Trust For Public Land  
**Architect:** NAC Architecture  
**Completed:** 2019

## THE HUNTINGTON LIBRARY, ART MUSEUM AND BOTANICAL GARDENS

San Marino, CA

### EDUCATION AND VISITORS CENTER



The Huntington Library, Art Collections, and Botanical Gardens

**Client:** The Huntington  
**Architect:** Architectural Resources Group  
**Completed:** 2015

The Education and Visitor Center at the Huntington Library is a beautifully designed new construction built on a historic site.

Civil design work began in July 2010 for a new Entrance Complex at the Huntington Library. Civil responsibilities for the project, included three new structures, surrounding gardens and pathways, major renovations to the adjacent parking areas, significant stormwater management facilities and hundreds of lineal feet of associated utilities (storm drains, sewers, water line, both fire and domestic, and natural gas lines). The total project consisted of more than 13 acres.





1954	Fireman Stanley L. Pringle	1954	Auto Fireman James L. Carter
1954	Engineer Harry E. Buckingham	1956	Captain John E. Cochrane
1954	Fireman Walhall O. Fitch	1956	Fireman Charles A. Crosby
1954	Captain Thomas J. McDonald	1956	Fireman George Dufau
1954	Fireman Clifford T. Atkins	1956	Fireman Howard T. Allen
1954	Lieutenant Roman W. Ritters	1956	Deputy Chief Carl N. Carter
1954	Fireman Cecil B. West	1957	Engineer Bernard O. Burge
1954	Fireman Harry J. Guster	1957	Fireman William Wagner
1954	Fireman Harry C. Powell	1957	Battalion Chief Daniel J. C
1954	Fireman Erik Rasmussen	1958	Fireman Raymond A. Heato
1954	Fireman Eric G. Morse	1958	Fireman Wesley W. Currie
1954	Fireman Toney Arguello	1958	Fireman James E. Hassan
1954	Fireman Ross G. Sechrist	1959	Auto Fireman Stephen T
1954	Fireman Eldo W. Gerloff	1959	Fireman Armando DesBai
1954	Fireman Harry L. Tree	1959	Battalion Chief Clarke L. F
1954	Auto Fireman Joseph Shill	1960	Engineer Leroy W. Pollard
1954	Captain Newton H. Scarbrough	1960	Engineer Charles A. Riley
1954	Fireman Theodore C. Craig	1960	Fireman Rupert A. Black
1954	Fireman Carl F. Toncek	1960	Fireman Glenn N. Bollard
1954	Captain Elwood H. Henry	1960	Auto Fireman Richard F. F
1954	Fireman Sylvestre Madrid	1961	Fireman Thomas O. Morse
1954	Fireman Elmo M. McCallip	1961	Auto Fireman Purdie R. Ko
1954	Auto Fireman John E. Arnell	1961	Battalion Chief Richard S.
1954	Fireman Eugene W. Heuertz	1962	Inspector Robert L. Gillies
1954	Auto Fireman Joaquin L. Constantine	1962	Sr. Inspector Donald G. Wi
1954	Engineer Chris A. Hansen	1962	Sr. Inspector Weikko A. Ra
1954	Captain Harry B. Stires	1962	Auto Fireman Herbert E. P
1954	Auto Fireman Harry D. Buttles	1963	Fireman Harry J. Reeder
1954	Captain Fred W. Toenjes	1963	Fireman Elmer Kephart
1954	Captain Lawrence W. Krumsiek	1963	Fireman Orville G. McLean
1954	Fireman George A. Damron	1963	Captain John W. Almond
1954	Engineer George W. Brown	1963	Fireman Warren E. Tilson
1954	Fireman Walter Simpson	1963	Senior Inspector Earl L. Yo
1954	Fireman Michael J. Fay	1965	Mate Willard W. Gibson
1954	Fireman Lon R. VanTuyl	1966	Fireman Nick Cruburu
1954	Fireman Paul M. Shapro	1966	Fireman Luis P. Lopez
1954	Engineer Walter Westphal	1966	Fireman Harlon E. Cunnin
1954	Fireman Frank M. Jones	1966	Engineer Arthur M. Comp
1954	Fireman Wilbert Vogel	1966	Captain Marion J. Wil67n
1954	Captain Jay D. Hall	1966	Captain Fred A. DeWeese
1954	Captain Robert J. Rainey	1966	Captain Clement R. Herrin
1954	Engineer Ivan R. Case	1967	Captain John M. Lobstein
1954	Fireman Joseph W. Kael	1967	Captain Harlon L. DeWitt
1954	Auto Fireman John C. Hough	1968	Engineer Raymond B. Cato
1954	Captain William W. Tebbets	1968	Captain Clifford L. Colford
1954	Fireman Ben H. Morris	1968	Fireman Eugene B. Dixon
1954	Fireman Elin Imbs	1968	Fireman Richard V. Dikema
1954	Fireman Benjamin O. Gause	1968	Engineer Gail E. Carroll
1954	Fireman Eduardo Valenzuela	1968	Battalion Chief Earl R. Mc
1954	Fireman Harry M. Rice	1968	Engineer Jack L. Husbands
1954	Fireman Eddie B. Eade	1968	Fireman Robert C. Gladden
1954	Fireman Tony Arisco	1969	Captain George W. Winches
1954	Fireman James C. Shikard	1969	Engineer Gordon L. Ander
1954	Fireman Charles E. Kramer	1969	Fireman Barry F. Broughto
1954	Fireman John Lind	1969	Engineer Albert T. Malcolm
1954	Fireman William A. Cox	1970	Fireman James C. Allnutt
1954	Fireman James L. Danks	1970	Fireman Walter Oliphant
1954	Fireman James L. Danks	1970	Fireman Thomas C. Collier
1954	Fireman James L. Danks	1970	Fireman Donald J. Romps
1954	Fireman James L. Danks	1971	Captain James E. Johnson
1954	Fireman James L. Danks	1971	Fireman Zachary G. Fenley
1954	Fireman James L. Danks	1971	Fireman Kenneth E. Rupp
1954	Fireman James L. Danks	1971	Fireman Charles R. Dalley
1954	Fireman James L. Danks	1971	Engineer William S. Craver

# LAFD Fallen Firefighters Memorial, Los Angeles

work of Natalie Magarian while at another firm

# PROPOSED FEE

CHEE SALETTE will provide architecture design, landscape architecture design (if needed), project management, construction administration, consultant coordination, and have included consultants for lighting design typography and interpretive signage, engineering, and cost estimation. We have also included an arborist and irrigation designer should those services be needed. The projected fees are based on the proposed schedule.

WWII CAMP WALL MONUMENT - DESIGN AND ENGINEERING FEE SCHEDULE													
ARCHITECT + LANDSCAPE ARCHITECT CHEE SALETTE (PRIME CONSULTANT)	Principal Designer/Project Manager		Technical Architect /QAQC		Technical Architect / Construction		Designer II		Designer I		Admin	Fee	
	\$200		\$180		\$170		\$130		\$100		\$80		
Project Mobilization	24	\$4,800	0	\$0	0	\$0	0	\$0	0	\$0	55	\$4,420	\$ 9,220
Stakeholder Engagement	37	\$7,400	2	\$360	6	\$1,020	8	\$1,040	0	\$0	2	\$160	\$ 9,980
Schematic Design	95	\$19,000	18	\$3,240	32	\$5,440	120	\$15,600	120	\$12,000	12	\$960	\$ 56,240
Design Development	96	\$19,200	20	\$3,600	96	\$16,320	144	\$18,720	144	\$14,400	12	\$960	\$ 73,200
Construction Documents	68	\$13,600	40	\$7,200	120	\$20,400	144	\$18,720	144	\$14,400	12	\$960	\$ 75,280
Permitting	12	\$2,400	8	\$1,440	24	\$4,080	60	\$7,800	60	\$6,000	12	\$960	\$ 22,680
Bid Management	24	\$4,800	16	\$2,880	24	\$4,080	0	\$0	0	\$0	12	\$960	\$ 12,720
Construction Administration	80	\$16,000	40	\$7,200	200	\$34,000	0	\$0	0	\$0	52	\$4,160	\$ 61,360
<b>Total</b>	<b>436</b>	<b>\$87,200</b>	<b>144</b>	<b>\$25,920</b>	<b>502</b>	<b>\$85,340</b>	<b>476</b>	<b>\$61,880</b>	<b>468</b>	<b>\$46,800</b>	<b>169</b>	<b>\$13,540</b>	<b>\$ 320,680</b>
LIGHTING DESIGN - OCULUS	Principal		Associate Principal		Senior Designer		Associate		Senior Designer		Designer		Fee
	\$260		\$215		\$190		\$170		\$150		\$120		
Schematic Design	6	\$1,560			12	\$2,280					6	\$720	\$ 4,500
Design Development	8	\$2,080			16	\$3,040					24	\$2,880	\$ 7,875
Construction Documents	6	\$1,560			12	\$2,280					24	\$2,880	\$ 6,750
Permitting	0	\$0			0	\$0					6	\$720	\$ 375
Bid Management	0	\$0			0	\$0					0	\$0	\$ 300
Construction Administration	0	\$0			13	\$2,470					0	\$0	\$ 2,700
<b>Total</b>	<b>20</b>				<b>53</b>						<b>60</b>		<b>\$ 22,500</b>
TYPOGRAPHY + SIGNAGE DESIGN - INFO.CO	Project Manager		Senior Designer		Project Designer		Junior Designer				Designer		Fee
	\$220		\$185		\$150		\$100				\$120		
Schematic Design	32	\$7,040	32	\$5,920	40	\$6,000							\$ 18,960
Design Development	32	\$7,040	32	\$5,920	40	\$6,000							\$ 18,960
Construction Documents	24	\$5,280	40	\$7,400	40	\$6,000							\$ 18,680
Permitting													\$ - 0
Bid Management													\$ - 0
Construction Administration													\$ - 0
<b>Total</b>	<b>88</b>		<b>104</b>		<b>120</b>								<b>\$ 56,600</b>
CIVIL - BREEN	Sr. Professional III		Sr. Professional		Drafter		Clerical				Admin		Fee
	\$200		\$150		\$120		\$60				\$120		
Schematic Design			6										\$ 900
Design Development			20										\$ 3,000
Construction Documents			50										\$ 7,500
Permitting			3										\$ 450
Bid Management			3										\$ 450
Construction Administration			18										\$ 2,700
<b>Total</b>			<b>100</b>										<b>\$ 15,000</b>
STRUCTURE - BREEN	Sr. Professional III		Sr. Professional		Drafter		Clerical				Admin		Fee
	\$200		\$150		\$120		\$60				\$120		
Schematic Design			6										\$ 900
Design Development			20										\$ 3,000
Construction Documents			56										\$ 8,400
Permitting			3										\$ 450
Bid Management			3.66										\$ 550
Construction Administration			18										\$ 2,700
<b>Total</b>			<b>106.66</b>										<b>\$ 16,000</b>
MEP - BREEN	Sr. Professional III		Sr. Professional		Drafter		Clerical				Admin		Fee
	\$200		\$150		\$120		\$60				\$120		
Schematic Design			4										\$ 600
Design Development			16										\$ 2,400
Construction Documents			44										\$ 6,600
Permitting			4										\$ 600
Bid Management			3.66										\$ 550
Construction Administration			15										\$ 2,250
<b>Total</b>			<b>86.66</b>										<b>\$ 13,000</b>
COST ESTIMATION - CUMMING	Associate Director		Sr. Cost Manager		Cost Manager								Fee
	\$250		\$220		\$195								
Schematic Design	14		7										\$ 5,000
Design Development	16		7										\$ 6,100
Construction Documents	24				8								\$ 6,600
Permitting													\$ - 0
Bid Management	2		2										\$ 2,000
Construction Administration													\$ - 0
<b>Total</b>	<b>56</b>		<b>16</b>		<b>8</b>								<b>\$ 19,700</b>
IRRIGATION - SWEENEY ASSOCIATES	Principal		Sr. Designer		Field Specialist								Fee
	\$200		\$160		\$200								
Schematic Design													\$ - 0
Design Development					10	\$2,000							\$ 2,000
Construction Documents	11	\$2,200	32	\$6,100									\$ 8,300
Permitting	3	\$600	9	\$1,440									\$ 2,040
Bid Management		\$0		\$0									\$ - 0
Construction Administration	10	\$2,000	13	\$2,080									\$ 4,080
<b>Total</b>	<b>24</b>		<b>54</b>										<b>\$ 16,420</b>
ARBORIST - CARLBERG	Principal		Sr. Managing Arborist		Staff Arborist		Staff Biologist		Drafter				Fee
	\$315		\$275		\$150		\$155		\$125				
Construction Documents	5	\$1,575	5	\$1,375	5	\$750	5	\$775	5	\$625			\$ 5,100
<b>A/E Design Fee</b>												<b>\$485,000</b>	
<b>ESTIMATED REIMBURSEABLE EXPENSE</b>												<b>\$ 15,000</b>	
<b>TOTAL NTE</b>												<b>\$500,000</b>	



# PROJECT APPROACH

We propose a highly engaging process working with the City of Torrance, the Foundation, and the Community to reflect all the desires for this meaningful project.

## **SITE INVESTIGATION**

Once the project administration has been completed and the Notice to Proceed has been issued, we will analyze the survey, identify the location of utilities and points of connection, and spend time at the site to observe the existing condition. We will want to protect any existing mature planting in place if possible. Our team of Arborists would make an assessment to the tree health and determine whether any planting needs to be removed and any root protection requirements. This will establish a guideline to the extent to which any hardscape elements may be introduced such as the location of the Monument Walls and path paving and new fences with foundations.

**CULTURAL NARRATIVE : Honoring the 160,000 incarcerated of Japanese ancestry**  
Through research and interviews with the Foundation, Victims, and the Community, we will develop a strategy for how to display the 160,000 names and create the context to which the walls will be integrated on the site so that it creates a meaningful and contemplative space to remember those who suffered and reflect upon the tragedy.

## **UNIVERSAL ACCESSIBILITY AND SAFE ENVIRONMENT**

As public space, we will want to pay attention to the grades so that all areas are accessible and gentle slopes without the need of handrails to create an ease of flow through the site. Our team is licensed for architecture and landscape architecture and is fully aware of the codes for ADA accessibility for exterior areas. The Monument may be visited during the evening. We will want to ensure the area is well lit for safety reasons and still remains contemplative to honor those affected.

## **PROGRAMMING AND COST CONTROL**

With a fixed construction budget, we will want to carefully size each element so that things are appropriately sized and not excessive. We will test the size of the names to determine the font size, number of walls required, and its the text visibility and legibility to the human eye and the depth of the engraving for the sense of touch. We will review various options with full size mock ups. Once the appropriate size is established, we can then determine the number of walls required and the most appropriate relationship to the site. We will be able to determine the appropriate length and height of the wall, its relationship to one another, the wall spacing, and placement on the site. We will test various options in 3 dimensions so that we have an understanding of the view and spatial perception from the human scale. At the same time we will be consulting with the cost estimator who will advise on the cost for the various options so we that the design is kept within the budget. For the Restroom Building, depending on the site design and relationship to the Monument, we may explore options for a prefabricated unit or custom design. Options will be included in the cost estimate.

# PROJECT DELIVERABLES

We will provide a full scope of services at these phases:

- Schematic Design
- Design Development
- Construction Documents
- Permitting
- Bidding
- Construction Administration

Proposed Deliverables for Architecture, Landscape, Signage, and Lighting, Cost Estimation

- 1) Demolition plan
- 2) Site Plan
- 3) Enlarged Restroom Plan, Sections, Elevations, Reflected Ceiling Plan, Material Board, Fixture Selection, and Details
- 4) Enlarged Monument Wall Sections and Details
- 5) Enlarged Monument Wall Elevations
- 6) Pathway Details
- 7) Lighting Plan, Fixture Selection, and Details
- 8) Interpretive Signage Elevations and Details
- 9) CSI Specifications
- 10) Material Quantities
- 11) Cost Estimate at SD, DD, and CD
- 12) Landscape Plan if needed
- 13) Irrigation Plan if needed
- 14) Arborist Report if needed

71

## Proposed Work Plan (MEP, Civil and Structural Engineering)

We anticipate the construction documents will show the following, to be included as part of the scope of work:

### Mechanical, Electrical and Plumbing Engineering

1. New electrical service for the project, serving new restroom building, pathway lighting, monument lighting and flagpole lighting.
2. Photometric calculations for pathway lighting.
3. Title 24 calculations for exterior lighting.
4. New plumbing design for the restrooms, including hot and cold water, waste and vent lines.
5. Coordination with Civil Engineer for connection to sewer.
6. Design of restroom stormwater drainage and coordination with Civil Engineer for LID compliance.
7. Connection to local utility infrastructure (water and sewer).
8. We have assumed the restroom building will be naturally ventilated.

### Civil Engineering

1. Demolition plans.
2. New grading plans.
3. New utilities plan to serve restroom building.
4. Low Impact Development (LID) plan.
5. Site utilities plan.
6. Design of Path of Travel from parking area to restroom building.

### Structural Engineering:

1. Structural plans and calculations for restroom buildings.
2. Building foundation plan.
3. Anchorage details for MEP equipment.
4. Foundation details for monument slabs, lighting poles and flagpole.

# SERVICES + WORK PLAN

The services and work plan outlined below includes the items per the RFP with additional description of services and milestones per week.

## TASK 1 - SCHEMATIC DESIGN 8 WEEKS

### Week 1 and 2 - Project Management and Introductions

We will meet with the City to establish communication protocols, review the project schedule, review critical items, and establish project budget goals. If possible, this would also be a time to meet with the Foundation and any key Community Groups and Individuals that will be part of the project so that we can develop a deeper project understanding and establish inspirational project goals. We would also like to meet with Rec and Parks to understand any concerns they may have and how the current park is used today and how the Monument would interface with the existing park.

### Week 1 and 2 - Data Gathering and Analysis

We will begin with a review of the site conditions - review general property boundaries and perimeter conditions, review of provided topographic survey provided by the City to determine if more data is required, identify points of connection, review any soils and geotechnical analysis provided by the City, review existing trees and their health, review sun and shade conditions, review traffic noise, review existing circulation paths, review general site grading, review important key view points, and identify any constraints. At the end of the 2 weeks, we will present our findings to the City at the bi-weekly meeting.

### Week 3 to 6 - Schematic Design

Based on the analysis, we will study various design options in plan, section and perspective. We will create a base plan and 3d model for the team to use as a basis of their work. We will begin bi-weekly meetings with the engineers to establish program design criteria. At the end of Week 6, we will present two design options with preliminary cost estimates for the City and Rec and Parks a Schematic Design for review.

**Week 7 to 8** - Allow for City Review with Rec and Parks, along with Foundation and Community Groups if desired.

### Week 9 thru 16 - Design Development

Once approved, we will update the design based on comments received. We will develop the materiality of the Monument Walls and Restroom Building. Coordination will begin with the engineering to develop the design development documents to a 100% design level with CSI specifications. Bi-weekly meetings continue with City Staff and separate bi-weekly meetings with consultants. Milestones of 50% DD will be established to create a mechanism for project coordination of various systems and details. An internal deliverable at 90% DD will serve as a check set prior to the issuance of the 100% DD set to the City. At each milestone, our consultant coordinator and QAQC reviewer will review the documents and provide markups before proceeding. The Cost Estimator will review the sets at 50% and 90% DD and provide the team with a cost estimate.

## TASK 2 DESIGN DEVELOPMENT 8 WEEKS

**Week 17 thru 18** - Allow for City review with Rec and Parks, along with Foundation and Community Groups if desired.

### TASK 3 CONSTRUCTION DOCUMENTS 8 WEEKS

#### **Week 19 thru 24 - Construction Documents**

Once approved, the team will work towards the final set of documents with construction details and quantities in order to create the documents for a coordinated bid set. All material quantities, site and building systems, equipment, and furnishings will be accounted for in the documents and the Cost Estimate. There will be an internal milestone of 50% CD and at 90% CD before the completed set is submitted to the City. At each milestone, our consultant coordinator and QAQC reviewer will review the documents and provide markups before proceeding. The final drawings, specifications, and cost estimate will be issued to the City which will be presented to the City Council for approval.

### TASK 4 PERMITTING 16 WEEKS

**Week 25 thru 26** - Allow for City review.

#### **Week 27 thru 42 - Permitting**

Once the project is approved to proceed, we will submit the project for plan check/permit.

### TASK 5 BID PHASE 8 WEEKS

#### **Week 35 thru 42 -Bidding**

While the project is in plan check, we will assist the City in preparing the documents for bid with instructions, forms, and general and special conditions to be issued to the various bidders. We will assist the City with the distribution of the bid documents and the reviewing of bids. Concurrently, there may be plan check revisions to be resubmitted. We anticipate that by the end of the bid period, the project has obtained the permit to build and that the Contractor has been selected.

### TASK 6 CONSTRUCTION ADMINISTRATION 26 WEEKS

#### **Week 43 thru 69 - Construction Administration**

Once approved to proceed, the Construction Administration will begin with weekly OAC meetings, RFI review, submittal review, construction progress review, contractor payment review, bi-weekly or weekly site visits, punch list and observation reports.

73

**Week 43** - Construction starts on August 2025. The site and contractor will be mobilized to prepare for site work.

**Week 43 thru 55** - Contractor to submit shop drawings to fabricate granite walls. Team to review a physical mock up of the Wall. Once approved, wall is fabricated. Prepare for site work for grading, utilities and foundation. Schedule inspections.

**Week 56 thru 68** - Install Monument Walls. Construct Restroom building.

**Week 64 thru 68** - Install Flagpoles, Lighting, Interpretive Signs, Parking, Paving, and repair any planting and irrigation as needed.

**Week 69 thru 70** - Continue construction punch list corrections.

**Week 69 thru 72** - Schedule inspections for building systems. When the building is complete, begin building systems testing for commissioning. Call for Final Inspections.

**Week 73** - Construction complete with Certificate of Occupancy end of January 2026.

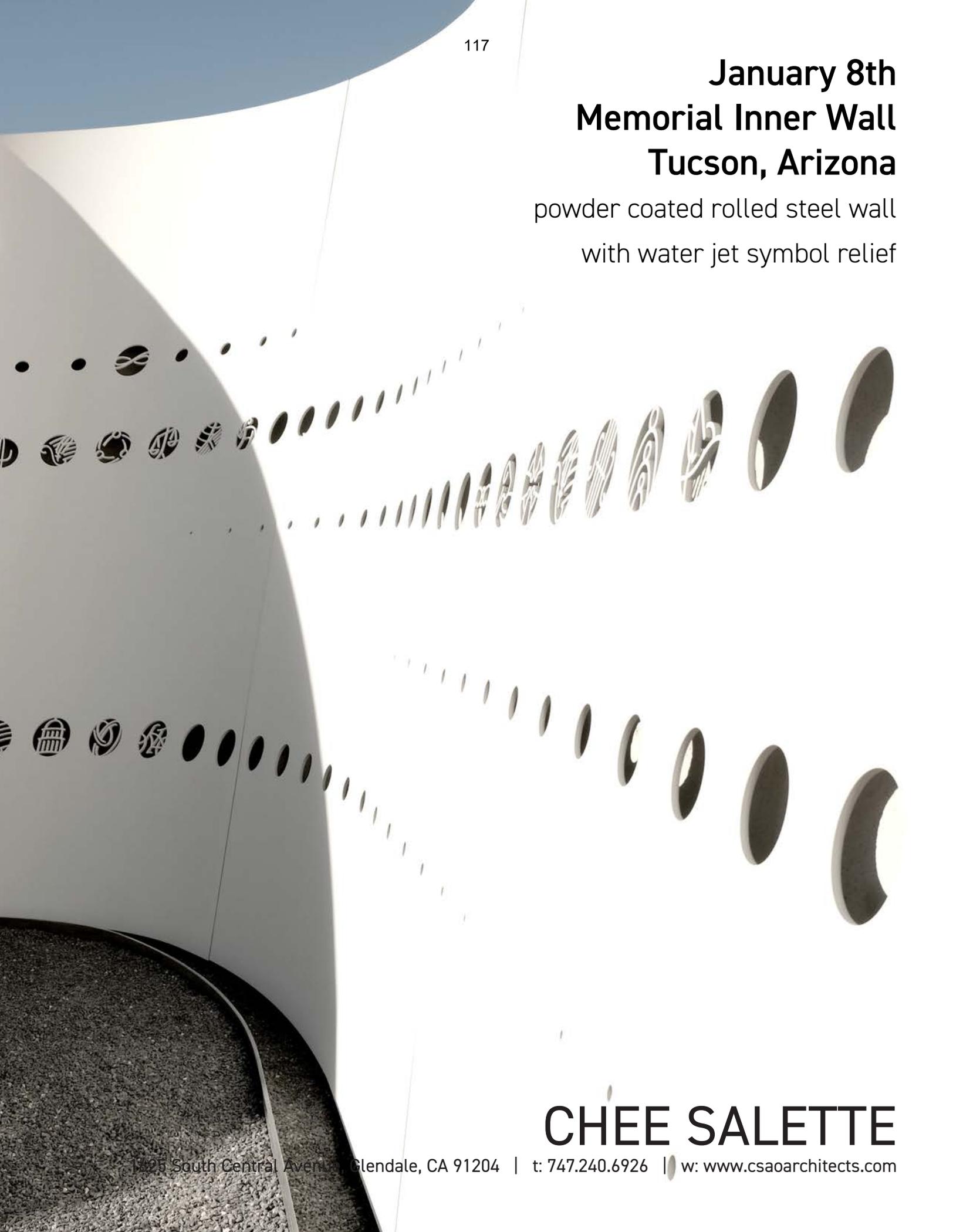
During the construction process, any modifications that occur will be updated in the drawing set. At construction completion, the As Built set will be issued for City approval.

During the 3 months after the Certificate of Occupancy has been issued, the team will make periodic visits to the project to review systems, material and plant performance as well as review maintenance procedures and warranties.

### PROJECT COMPLETION

# January 8th Memorial Inner Wall Tucson, Arizona

powder coated rolled steel wall  
with water jet symbol relief



## CHEE SALETTE

SB

2/6/2024

STATE OF CALIFORNIA NATURAL RESOURCES AGENCY GRANT AGREEMENT

MM 2/8/2024

GRANTEE NAME: Torrance, City of
PROJECT TITLE: World War II Camp Wall Monument
AUTHORITY: Budget Act of 2021 (Chapters 21, 69, and 240, Statutes of 2021)
PROGRAM: General Fund Specified Grant Projects
AGREEMENT NUMBER: GF2126-0
TERM OF LAND TENURE: 25 years from date of project completion as evidenced by Project Certification Form
PROJECT PERFORMANCE PERIOD IS: 5/1/2023 to 2/1/2026

Under the terms and conditions of this agreement, the applicant agrees to complete the project as described in the project scope set forth in Exhibit A and any subsequent amendments, and the State of California, acting through the Natural Resources Agency pursuant to Budget Act of 2021 (Chapters 21, 69, and 240, Statutes of 2021), agrees to fund the project up to the total grant amount indicated.

PROJECT DESCRIPTION: See project description on page 1 and Exhibit A of the Agreement

TOTAL STATE GRANT NOT TO EXCEED: \$5,000,000.00 (or project costs, whichever is less)

The Special and General Provisions attached are made a part of and incorporated into the Agreement.

CITY OF TORRANCE

STATE OF CALIFORNIA NATURAL RESOURCES AGENCY

By George K. Chen
George K. Chen
Title Mayor
Date 2/14/2024

By Andrea Scharffer
Andrea Scharffer
Title Deputy Assistant Secretary for Bonds & Grants
Date 2/14/2024

APPROVED AS TO FORM
Patrick Q. Sullivan, City Attorney

ATTEST
Rebecca Poirier, MMC, City Clerk, City of Torrance

By Galen W. Bean
Galen W. Bean, Legal Counselor
Date 2/13/2024

Poirier

C 2024-004

CERTIFICATION OF FUNDING

Table with columns: AMOUNT OF ESTIMATE FUNDING, AGREEMENT NUMBER, FUND, ADJ. INCREASING ENCUMBRANCE, ADJ. DECREASING ENCUMBRANCE, FUNCTION, UNENCUMBERED BALANCE, REF NUMBER, FUND, ENACTMENT YEAR, ACCOUNT NUMBER, ALT ACCOUNT, PROGRAM, PCBU, PROJECT, ACTIVITY, RPTG STRUCTURE, SVC LOC, AGENCY USE, BUDGET PERIOD.

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance

SIGNATURE OF ACCOUNTING OFFICER

2/20/2024
DATE

**STATE OF CALIFORNIA NATURAL RESOURCES AGENCY  
GRANT AGREEMENT**

**Grantee Name:** Torrance, City of  
**Project Title:** World War II Camp Wall Monument  
**Agreement Number:** GF2126-0  
**Authority:** Budget Act of 2021 (Chapters 21, 69, and 240, Statutes of 2021)  
**Program:** General Fund Specified Grant Projects

**PROJECT DESCRIPTION**

Project to create a World War II Camp Wall Monument in Columbia Park in the City of Torrance. The monument will consist of 12 black granite walls engraved with the names of approximately 160,000 people of Japanese ancestry incarcerated in War Relocation Authority, Immigration and Naturalization Service, and Department of Justice camps during World War II.

A detailed project scope and activities, project schedule and project budget are described and attached hereto as Exhibit A.

Grant Funds are to be used to support capital asset projects in accordance with the provisions contained in the Procedural Guide for General Fund Specified Grant Projects and this Agreement.

**TERMS AND CONDITIONS OF GRANT**

**Special Provisions**

*YKC*  
2/14/2024 1. Upon completion of detailed Project design, plans and specifications, Grantee shall provide to the State for review and approval a revised detailed Project Budget, Project Scope and detailed site plan. If Project includes habitat restoration or landscaping, Grantee shall provide a planting palette demonstrating how native, low-water, drought-resistant vegetation will be used in the Project. All plantings will be no greater than fifteen gallons. Approval of said plans is a condition precedent to the State's obligation to make any construction funding available pursuant to this Agreement. The approval by the State of such plans and specifications, or any other approvals provided for in this Agreement, shall be for scope of work as described in Exhibit A and shall not relieve Grantee of the obligation to construct and maintain the facilities, or carry out any other obligations required by this Agreement, in accordance with applicable laws or any other standards ordinarily applied to such work or activity.

*YKC*  
2/14/2024 2. As a condition of funding, Grantee shall comply with the following:  
(A) At least \$4,000,000 of the appropriated funds shall be restricted to spending for costs incurred for the design, planning, development, construction, and materials for the memorial.

(B) Up to \$1,000,000 shall be used for supporting infrastructure, including, but not limited to, lighting, walkways, parking lot upgrades, and restroom facilities.

(C) The City of Torrance shall consult with a five-member advisory committee, including for the approval for the memorial design. The advisory committee shall consist of one member appointed by the Speaker of the Assembly, one member appointed by the President pro Tempore of the Senate, and three members appointed by the Mayor of Torrance. The mayoral appointments shall include at least one representative of an organization specializing in Japanese American history or who is active in the local Japanese American Community.

## General Provisions

### A. Definitions

1. The term "Act" means Budget Act of 2021 (Chapters 21, 69, and 240, Statutes of 2021).
2. The term "Acquisition" means obtaining a fee interest or any other interest, including easements, leases, and development rights.
3. The term "Agreement" means this Grant Agreement.
4. The term "Application" means the Project Information Package and any applicable materials supplied by grantee to the State pursuant to the Application Guidelines.
5. The term "Application Guidelines" means the Procedural Guide for General Fund Specified Development and Acquisition Grant Projects.
6. The term "Development" means improvement, rehabilitation, restoration, enhancement, preservation, protection and interpretation or other similar activities.
7. The term "Fair Market Value" means the value placed upon the property as supported by an appraisal that has been reviewed and approved by the California Department of General Services (DGS).
8. The term "Grant" or "Grant Funds" means the money provided by the State to the Grantee in this Agreement.
9. The term "Grant Agreement" means a contractual arrangement between the State and Grantee specifying the payment of funds by the State for the performance of specific project objectives within a specific project performance period by the Grantee.
10. The term "Grantee" means an entity who has a signed agreement for grant funds.
11. The term "Interpretation" means visitor-serving amenities that communicate the significance and value of natural, historical, and cultural resources in a manner that increases the understanding and enjoyment of these resources, or other similar activities.
12. The term "Other Sources of Funds" means cash or in-kind contributions that are required or used to complete the project beyond the grant funds provided by this Agreement.
13. The term "Payment Request Form" means Form RA212.
14. The term "Project" means the acquisition or development activity described in the Application as modified by Exhibit A to be accomplished with grant funds.
15. The term "Project Budget" means the State approved cost estimate included as Exhibit A to this Agreement.
16. The term "Project Scope" means the description or activity for work to be accomplished by the project.
17. The term "Public Agency" means any State of California department or agency, a county, city, public district, or public agency formed under California law.
18. The term "State" means the Secretary for California Natural Resources or his/her representatives, or other political subdivision of the State.

## B. Project Execution

1. Subject to the availability of funds in the Act, the State hereby grants to the Grantee a sum of money (Grant Funds) not to exceed the amount stated on the signature page in consideration of and on condition that the sum be expended in carrying out the purposes as set forth in the description of project in this Agreement and its attachments and under the Terms and Conditions set forth in this Agreement.
2. Grantee shall furnish any and all additional funds that may be necessary to complete the project.
3. Grantee shall complete the project in accordance with the Project Performance Period set forth on the signature page unless an extension has been formally granted by the State and under the Terms and Conditions of this Agreement. Extensions may be requested in advance and will be considered by the State, at its sole discretion, in the event of circumstances beyond the control of the Grantee, but in no event beyond March 1, 2026.
4. Grantee shall at all times ensure that project complies with all environmental laws, including but not limited to obtaining all necessary permits.

Changes to the scope resulting from CEQA compliance are permitted provided the State determines that the project continues to meet all objectives of the General Fund Specified Grant Project and is consistent with the intent cited in the original Application.

5. Projects must comply with any applicable laws pertaining to prevailing wage and labor compliance.
6. Grantee certifies that the project does and will continue to comply with all current laws and regulations which apply to the project, including, but not limited to, legal requirements for construction contracts, building codes, environmental laws, health and safety codes, and disabled access laws. Grantee certifies that prior to commencement of construction all applicable permits and licenses (e.g., state contractor's license) will have been obtained.
7. Grantee shall provide access by the State upon 24-hours' notice to determine if project work is in accordance with the approved project scope, including a final inspection upon project completion.
8. Prior to the commencement of any work, Grantee agrees to submit in writing to the State for prior approval any deviation from the original project scope per Exhibit A and the Application. Changes in project scope must continue to meet the need cited in the original Application or they will not be approved. Any modification or alteration in the project as set forth in the Application on file with the State must be submitted to the State for approval. Any modification or alteration in the project must also comply with all current laws and regulations, including, but not limited to, CEQA.
9. Grantee shall provide for public access and/or educational features where feasible.
10. Grantee must have (1) fee title, (2) leasehold, or (3) other interest in project lands and demonstrate to the satisfaction of the State the proposed project will provide public benefits that are commensurate with the type and duration of the interest in land.
11. Grantee shall promptly provide photographs of the site during and after implementation of the project at the request of the State.
12. If a nonprofit organization, Grantee certifies the corporation is qualified under Section 501(c)(3) of the Internal Revenue Service Code, has an active status with the Secretary of State, and is current with the Attorney General's Registry of Charitable Trusts. Failure by the Grantee to remain in compliance with these nonprofit requirements may be cause for suspension of all obligations of the State hereunder and termination of this Agreement.

### C. Project Costs

1. Unless otherwise agreed upon, Grant Funds provided to Grantee under this Agreement will be disbursed for eligible costs, on a reimbursement basis, as follows, but shall not exceed in any event the amount set forth on the signature page of this Agreement:
  - a. Grantee agrees to use any Grant Funds advanced by the State under the terms of this Agreement solely for the Project herein described.
  - b. Approved direct management costs or construction and development costs. Up to ten percent (10%) of the reimbursement amount will be held back and issued as a final payment upon completion of the project.
  - c. Remaining Grant Funds shall be paid up to the total amount of the Grant Funds or the actual Project cost, whichever is less, upon completion of the Project, receipt of a detailed summary of Project costs from the Grantee found to be satisfactory by the State, and the satisfactory completion of a site inspection by the State.
  - d. Overhead costs are generally limited to a maximum of 15% of total direct costs.
2. Payment Documentation:
  - a. All payment requests must be submitted using a completed Payment Request Form. This form must be accompanied by an itemized list of all expenditures that clearly documents the check numbers, dates, recipients, line-item description as described in the project budget approved by the State and amounts. Each payment request must also include proof of payment such as receipts, paid invoices, canceled checks or other forms of documentation demonstrating payment has been made.
  - b. Any payment request that is submitted without the required itemization and documentation will not be authorized. If the payment request package is incomplete, inadequate, or inaccurate, the State will inform the Grantee and hold the payment request until all required information is received or corrected. Any penalties imposed on the Grantee by a contractor, or other consequence, because of delays in payment will be paid by the Grantee and is not reimbursable under this Agreement.
3. Grant funds in this award have a limited period in which they must be expended. Grantee expenditures funded by the State must occur within the time frame of the Project Performance Period as indicated in this Agreement.
4. The State reserves the right to request reimbursement of any funds spent on the project, even funds deemed eligible costs, if the project is not completed in accordance with the Grant Agreement and the guidelines.
5. Except as otherwise provided herein, the Grantee shall expend grant funds in the manner described in the Exhibit A approved by the State. The total dollars of a category in the project budget may be increased by up to ten percent (10%) through a reallocation of funds from another category, without approval by the State. However, the Grantee shall notify the State in writing when any such reallocation is made and shall identify both the item(s) being increased and those being decreased. Any cumulative increase or decrease of more than ten percent (10%) from the original budget in the amount of a category must be approved by the State. In any event, the total amount of the grant funds may not be increased, nor may any adjustments exceed the limits for management costs as described in the Application Guidelines.

#### D. Project Administration

1. Grantee shall promptly provide project reports and/or photographs upon request by the State. In any event Grantee shall provide the State a report showing total final project expenditures with the final payment request and required closing documents.
2. Grantee shall make property and facilities acquired or developed pursuant to this Agreement available for inspection upon request by the State.
3. If Grant Funds are advanced, the Grantee shall place these Funds in a separate interest-bearing account, setting up and identifying such account prior to the advance. Interest earned on Grant Funds shall be used on the Project, as approved by the State. Any overpayment of Grant Funds in excess of final project costs shall be returned to the State within sixty (60) days of completion of the Project or the end of the Project performance period as shown on the signature page, whichever is earlier.
4. Grantee shall submit all documentation for project completion, including a notice of completion as applicable and final reimbursement within ninety (90) days of project completion, but in no event any later than **March 1, 2026**.
5. Final payment is contingent upon State verification that the Project is consistent with the Project scope as described in Exhibit A, together with any State-approved amendments.
6. This Agreement may be amended by mutual agreement in writing between the Grantee and the State. Any request by the Grantee for amendments must be in writing stating the amendment request and reason for the request. The Grantee shall make requests in a timely manner and in no event less than sixty (60) days before the effective date of the proposed amendment.
7. Grantee must report to the State all sources of other funds for the project.

#### E. Project Termination

1. The State reserves the right to terminate a Grant Agreement for any reason at any time. There are no vested rights or entitlements to funding that a Grantee can or should rely upon, and once a notice of termination is provided to the Grantee, only authorized and eligible work prior to that notification of termination will be paid by the State.
2. Prior to the completion of project construction, either party may terminate this Agreement by providing the other party with thirty (30) days' written notice of such termination. The State may also terminate this Grant Agreement for any reason at any time if it learns of or otherwise discovers that there is a violation of any state or federal law or policy by the Grantee which affects performance of this or any other grant agreement or contract entered into with the State.
3. If the State terminates without cause the Agreement prior to the end of the Project Performance Period, the Grantee shall take all reasonable measures to prevent further costs to the State under this Agreement. The State shall be responsible for any reasonable and non-cancelable obligations incurred by the Grantee in the performance of the Agreement prior to the date of the notice to terminate, but only up to the undisbursed balance of funding authorized in this Agreement.
4. If the Grantee fails to complete the project in accordance with this Agreement, or fails to fulfill any other obligations of this Agreement prior to the termination date, the Grantee shall be liable for immediate repayment to the State of all amounts disbursed by the State under this Agreement, plus accrued interest and any further costs related to the project. The State may, at its sole discretion, consider extenuating circumstances and not require repayment for work partially completed provided that the State determines it is in the State's best interest to do so. This paragraph shall not be deemed to limit any other remedies available to the State for breach of this Agreement.

5. Failure by the Grantee to comply with the terms of this Agreement or any other agreement under the Act may be cause for suspension of all obligations of the State hereunder.
6. Failure of the Grantee to comply with the terms of this Agreement shall not be cause for suspending all obligations of the State hereunder if, in the judgment of the State, such failure was due to no fault of the Grantee. At the discretion of the State, any amount required to settle at minimum cost any irrevocable obligations properly incurred shall be eligible for reimbursement under this Agreement.
7. Because the benefit to be derived by the State, from the full compliance by the Grantee with the terms of this Agreement, is the for the purposes as stated in the Application for the people of the State of California, and because such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State by way of grant funds under the provisions of this Agreement, the Grantee agrees that payment by the Grantee to the State of an amount equal to the amount of the grant funds disbursed under this Agreement by the State would be inadequate compensation to the State for any breach by the Grantee of this Agreement. The Grantee further agrees therefore, that the appropriate remedy in the event of a breach by the Grantee of this Agreement shall be the specific performance of this Agreement, unless otherwise agreed to by the State.

#### F. Hold Harmless

1. Grantee shall waive all claims and recourses against the State, including the right to contribution for loss or damage to persons or property arising from, growing out of, or in any way connected with or incident to this Agreement, except claims arising from the gross negligence of State, its officers, agents and employees.
2. Grantee shall indemnify, hold harmless and defend State, its officers, agents and employees in perpetuity against any and all claims, demands, damages, costs, expenses or liability costs arising out of the project, including development, construction, operation or maintenance of the property described in the project description which claims, demands or causes of action arise under Government Code Section 895.2 or otherwise, including but not limited to items to which the Grantee has certified, except for liability arising out of the gross negligence of State, its officers, agents or employees. Grantee acknowledges that it is solely responsible for compliance with items to which it has certified.
3. Grantee and State agree that in the event of judgment entered against the State and the Grantee because of the gross negligence of the State and the Grantee, their officers, agents, or employees, an apportionment of liability to pay such judgment shall be made by a court of competent jurisdiction. Neither party shall request a jury apportionment.

#### G. Financial Records

1. Grantee shall maintain satisfactory financial accounts, documents, and records for the Project and to make them available to the State for auditing at reasonable times. Grantee shall also retain such financial accounts, documents, and records for three (3) years after final payment and one (1) year following an audit.
2. Grantee agrees that during regular office hours, the State and its duly authorized representatives shall have the right to inspect and make copies of any books, records or reports of the Grantee pertaining to this Agreement or matters related thereto. Grantee shall maintain and make available for inspection by the State accurate records of all of its costs, disbursements, and receipts with respect to its activities under this Agreement.
3. Grantee shall use applicable Generally Accepted Accounting Principles, unless otherwise agreed to by the State.

#### H. Use of Facilities

1. Grantee shall maintain, operate, and use the project in fulfillment of the purpose funded pursuant to this grant for a minimum of **TWENTY FIVE (25) YEARS**, consistent with the Land Tenure/Site Control requirements included in the Application Guidelines. The Grantee, or the Grantee's successor in interest in the property, may assign without novation the responsibility to maintain and operate the property in accordance with this requirement only with the written approval of the State. Grantee may be excused from its obligations for operation and maintenance of the project site only upon the written approval of the State for good cause. "Good cause" includes, but is not limited to, natural disasters that destroy the project improvements and render the project obsolete or impracticable to rebuild.
2. Grantee shall use the property for the purposes for which the grant was made and shall make no other use or sale or other disposition of the property. This Agreement shall not prevent the transfer of the property from the Grantee to a Public Agency, if the successor public agency assumes the obligations imposed by this Agreement.
3. If the use of the property is changed to a use that is not permitted by the Agreement, or if the property is sold or otherwise disposed of, at the State's sole discretion, the Grantee shall reimburse the State the amount of the Grant.

#### I. Nondiscrimination

1. During the performance of this grant, grantee and its subcontractors shall not unlawfully discriminate, harass or allow harassment, against any person because of sex, sexual orientation, race, color, religious creed, marital status, denial of family and medical care leave, ancestry, national origin, medical condition (cancer/genetic characteristics), age (40 and above), disability (mental and physical) including HIV and AIDS, denial of pregnancy disability leave or reasonable accommodation. Grantee and subcontractors shall ensure that the evaluation and treatment of all persons, and particularly their employees and applicants for employment are free from such discrimination and harassment. Grantee and its subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, §12900 et seq.) and the applicable regulations promulgated thereunder (Cal. Code Regs, tit. 2, §7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, §12990 (a)-(f), are incorporated into this grant by reference and made a part hereof as if set forth in full (Cal. Code Regs, tit. 2, §7285.0 et seq.). Grantee shall include this non-discrimination and compliance provisions of this clause in all subcontracts to perform work under the grant.
2. The Grantee shall not discriminate against any person on the basis of residence except to the extent that reasonable difference in admission or other fees may be maintained on the basis of residence and pursuant to law.
3. The completed project and all related facilities shall be open to members of the public generally, except as noted under the special provisions of this Agreement or under provisions of the Act.

#### J. Application Incorporation

The Grant Guidelines and the Application and any subsequent changes or additions to the Application approved in writing by the State are hereby incorporated by reference into this Agreement as though set forth in full in this Agreement.

#### K. Severability

If any provision of this Agreement or the Application thereof is held invalid, that invalidity shall not affect other provisions or applications of this Agreement which can be given effect without the invalid provision or application, and to this end the provisions of this Agreement are severable.

L. Waiver

No term or provision hereof will be considered waived by either party, and no breach excused by either party, unless such waiver or consent is in writing and signed on behalf of the party against whom the waiver is asserted. No consent by either party to, or waiver of, a breach by either party, whether expressed or implied, will constitute consent to, waiver of or excuse of any other, different, or subsequent breach by either party.

M. Assignment

Except as expressly provided otherwise, this Agreement is not assignable by the Grantee either in whole or in part.

N. Disputes

If the Grantee believes that there is a dispute or grievance between Grantee and the State arising out of or relating to this Agreement, the Grantee shall first discuss and attempt to resolve the issue informally with the Agency Grants Administrator. If the issue cannot be resolved at this level, the Grantee shall follow the following procedures:

1. If the issue cannot be resolved informally with the Agency Grants Administrator, the Grantee shall submit, in writing, a grievance report together with any evidence to the Deputy Assistant Secretary for Bonds and Grants for the California Natural Resources Agency. The grievance report must state the issues in the dispute, the legal authority, or other basis for the Grantee's position and the remedy sought. Within ten (10) working days of receipt of the written grievance report from the Grantee, the Deputy Assistant Secretary shall make a determination on the issue(s) and shall respond in writing to the Grantee indicating the decision and reasons therefore. Should the Grantee disagree with the Deputy Assistant Secretary's decision, the Grantee may appeal to the Assistant Secretary for Administration and Finance for the Natural Resources Agency.
2. The Grantee must submit a letter of appeal to the Assistant Secretary explaining why the Deputy Assistant Secretary's decision is unacceptable. The letter must include, as an attachment, copies of the Grantee's original grievance report, evidence originally submitted, and response from the Deputy Assistant Secretary. The Grantee's letter of appeal must be submitted within ten (10) working days of the receipt of the Deputy Assistant Secretary's written decision. The Assistant Secretary or designee shall, within twenty (20) working days of receipt of Grantee's letter of appeal, review the issues raised and shall render a written decision to the Grantee. The decision of the Assistant Secretary or designee shall be final.

O. Audit Requirements

Grant projects are subject to audit by the State annually and for three (3) years following the final payment of grant funds. The audit shall include all books, papers, accounts, documents, or other records of the Grantee, as they relate to the project for which the grant funds were granted.

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## EXHIBIT A

2/14/2024

STATE OF CALIFORNIA NATURAL RESOURCES AGENCY  
GRANT AGREEMENT

## General Fund Specified Grant FY 2021-2022

**Grantee Name:** Torrance, City of  
**Project Title:** World War II Camp Wall Monument  
**Agreement Number:** GF2126-0

**Project Scope:**

Project to create a World War II Camp Wall Monument which memorializes people of Japanese ancestry incarcerated in War Relocation Authority (WRA), Immigration and Naturalization Service (INS), and Department of Justice (DOJ) camps during World War II. The memorial will be located in Columbia Park in the City of Torrance and will consist of 12 black granite veneer walls engraved with the names of approximately 160,000 individuals held in the camps. The monument will include interpretive educational panels, access pathways, ADA parking, and restroom facilities.

Project elements funded by the General Fund grant:

- Project planning, design and permitting
- Installation of approximately 12 black granite veneer walls with LED lighting
- Engraving of approximately 160,000 names
- Installation of a 25-foot flagpole with nighttime lighting
- Development and installation of two educational display panels
- Construction of 1 ADA compliant restroom
- Installation of approximately 584 sq. feet of concrete walking path connecting the existing park pathways to the monument
- Installation of one van-accessible ADA parking space, with loading area and ADA curb ramp

The Memorial will be publicly accessible at the southeast corner of Columbia Park, near the intersection of 190th Street and Prairie Avenue.

**Project Schedule:**

Activity Description	Timeline
Preliminary work on the project	May 2023 to Sep 2023
Submit final site design/plans/specifications to State	Oct 2023
Begin construction	Feb 2024 to Dec 2025
Submit Project Closeout package with final Payment Request to State	Feb 2026

**Cost Estimate:** See Exhibit A-1

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**STATE OF CALIFORNIA NATURAL RESOURCES AGENCY  
GRANT AGREEMENT**

2/14/2024

**Exhibit A-1: Cost Estimate  
City of Torrance  
World War II Camp Wall Memorial  
GF2126-0**

Project Elements		Total Cost*	General Fund Grant	City of Torrance
<b>NON-CONSTRUCTION</b>				
<b>1</b>	<b>Direct Project Management</b>			
A	Staff Time**	\$ 120,000.00	\$ 120,000.00	
B	Consultants	\$ 130,000.00	\$ 130,000.00	
	<b>Subtotal Task 1</b>	\$ 250,000.00	\$ 250,000.00	
<b>2</b>	<b>Planning, Design, and Permitting</b>			
A	Staff Time	\$ 10,000.00		\$ 10,000.00
B	Permit Costs	\$ 70,000.00	\$ 70,000.00	
C	Architectural Services	\$ 215,000.00	\$ 215,000.00	
	<b>Subtotal Task 2</b>	\$ 295,000.00	\$ 285,000.00	\$ 10,000.00
	<b>SUBTOTAL NON-CONSTRUCTION:</b>	\$ 545,000.00	\$ 535,000.00	\$ 10,000.00
<b>CONSTRUCTION</b>				
<b>3</b>	<b>Construction</b>			
A	Memorial	\$ 3,398,526.00	\$ 3,398,526.00	
B	Restroom, sidewalk, parking lot, lights	\$ 596,638.00	\$ 596,638.00	
	<b>SUBTOTAL CONSTRUCTION:</b>	\$ 3,995,164.00	\$ 3,995,164.00	
	<b>Contingency</b>	\$ 469,836.00	\$ 469,836.00	
	<b>PROJECT TOTAL</b>	\$ 5,010,000.00	\$ 5,000,000.00	\$ 10,000.00

\*All project expenditure documentation should be available for audit whether paid with grant funds or other funds.

\*\*In-service payroll may not include a "billable rate" or administrative cost allocation.

\*\*\*Overhead costs are allowable and generally limited to 15% of total direct costs of the grant.