



# CITY OF PETALUMA

POST OFFICE BOX 61  
PETALUMA, CA 94953-0061

Kevin McDonnell  
Mayor

Brian Barnacle  
Janice Cader-Thompson  
Mike Healy  
Karen Nau  
Dennis Pocekay  
John Shribbs  
Councilmembers

## Petaluma Police Department Facility Remodel Project C11202225

July 12, 2023

This Addendum No. 1 modifies the Request for Proposal Documents for the Petaluma Police Department Project C11202225. This Addendum shall become part of the Documents and all provisions shall apply thereto. Respondents shall acknowledge all Addendums.

### REQUEST FOR PROPOSALS MODIFICATION

Question #1: Would the City consider excluding the cost proposal from the page count?

*Response #1: The cost proposal can be excluded from the page count listed in section 4 Proposal Requirements. The proposal and cost proposal will be submitted via separate emails. Section 3 Request for Proposal Procedures is modified to include additional submittal instructions by adding a paragraph to item 3.C.:*

*Submittal Instructions. PROPOSALS must be received by the City by or before 5:00PM, July 31, 2023, (the "PROPOSAL Deadline"). The respondent must submit one (1) electronic copy of the PROPOSAL via email, with subject line "PROPOSAL for Police Department Facility Remodel Services." **The respondent must submit one (1) electronic copy of the COST PROPOSAL via a separate email, with the subject line "COST PROPOSAL for Police Department Facility Remodel Services."** Each email must include the Respondent's name, address and phone number and attach one electronic copy of the Proposal and Cost Proposal. Email PROPOSAL to:*

### CLARIFICATION TO FIRMS – QUESTION AND RESPONSE

Question #1: The bottom of the Professional Services Agreement (pg 9) includes a line for a "Petaluma Business Tax Certificate Number." Is this required for the firm to have in order to respond to this RFP? Can this be acquired by the firm after being awarded the project? Does the firm need to be based in Petaluma in order to acquire it?

*Response #1: The Professional Services Agreement will be executed with the selected firm. Proposers do not need to be based in Petaluma to be selected for the project. The selected firm will need to acquire a business license at the time of executing the Professional Services Agreement.*

#### Public Works & Utilities

City Engineer  
11 English Street  
Petaluma, CA 94952  
Phone (707) 778-4303

#### Environmental Services

Ellis Creek Water  
Recycling Facility  
3890 Cypress Drive  
Petaluma, CA 94954  
Phone (707) 776-3777  
Fax: (707) 656-4067

#### Parks & Facility

Maintenance  
840 Hopper St. Ext.  
Petaluma, CA 94952  
Phone (707) 778-4303  
Fax (707) 206-6065

#### Transit Division

555 N. McDowell Blvd.  
Petaluma, CA 94954  
Phone (707) 778-4421

#### Utilities & Field Operations

202 N. McDowell Blvd.  
Petaluma, CA 94954  
Phone (707) 778-4546  
Fax (707) 206-6034

E-Mail: publicworks@  
cityofpetaluma.org

Question #2: How will you review proposal and cost proposal when they are delivered in separate emails?

*Response #2: Staff will review and score the proposals first for responsiveness to the RFP, understanding of the project needs, experience of the firm and/or proposed project team, organization of the project and innovation of project approach. Once the proposals are scored and ranked, staff will review the cost proposals for total cost, activity details and phasing, and cost effectiveness. The City reserves the right to negotiate the total costs, included activities, and phasing, and to terminate negotiations as needed.*

Question #3: The Project Background states that the building was previously a Mortuary and was purchased in 1985. Typically, at the time of transference, a Phase I or Environmental Report is included. Part of the scope of service is to determine if abatement is required. Can you provide a copy of the report from 1985?

*Response #3: Staff will research the environmental report from the time of the building purchase. A Phase I Environmental Assessment was completed in 2012 and can be shared with the selected consultant.*

Question #4 The Essential Services Act occurred in 1986. When the City converted the Mortuary to a Police station was the building seismically upgraded or was it exempt? If it was exempt, has the Public Safety Facility Assessment and Master Plan determined that this remodel will not trigger seismically strengthening the building to essential service levels?

*Response #4 The 1985 drawing set include structural notes, anchorage and shear wall schedules. It is unknown if these designs were intended as seismic upgrade. The selected architect will evaluate the current code to determine whether the building will be required for seismic upgrade.*

Question #5 Is the drawing attached to the RFP from the Master Plan?

*Response #5 No. The drawing in the RFP is a plan sheet from the 1986 renovation. Staff highlighted the relevant sections of the floorplan being considered for this project.*

Question #6 The drawing shows a yellow highlighted area as the “scope of work”. The Scope of Work discusses roofing, plumbing, sprinklers, HVAC, civil design and ADA which may be outside the yellow area. Please clarify.

*Response #6 The yellow highlighted area encompasses the existing locker rooms, cells/holding/booking/interview rooms, and exterior atrium. The yellow highlight area was provided as a guide to interested consultants to understand the discussed area of the building.*

Question #7 The area in yellow includes features that are not ADA compliant. ADA compliance requires more square footage. Will the program be decreased, or will the building be expanded other than the area located in the Atrium?

*Response #7 The selected consultant will assist with initial space analysis and schematic design. The result of the initial phase of work may expand or contract the remodel area or program size.*

Question #8 Are there additional alternates from the Master Plan you can share?

*Response #8 The Progress Report on Public Safety Facilities Assessment can be viewed as part of the City of Petaluma City Council meeting dated July 10, 2023.*

*<https://cityofpetaluma.primegov.com/Portal/Meeting?meetingTemplateId=5280>*

Question #9 Why was the current alternative selected?

*Response #9 The locker rooms are undersized for the current staffing levels and in poor condition. The jail cells are out of compliance and no longer used for processing and holding. The atrium is a nice amenity at the station, but underused, while staff offices are small or overcrowded.*

Question #10 The drawing references enlarged plan 7.1 and 7.2. Can you provide these and any additional drawings from the study?

*Response #10 The referenced sheets are included as attachments to this Addendum.*

Question #11 Will the Architect who prepared the RFP drawing or Master Plan be precluded from bidding this RFP?

*Response #11 City staff prepared the RFP drawing. The Architect preparing the Master Plan has been notified of this opportunity and will not be precluded from bidding this RFP.*

Question #12 In Section 2C it states that the Respondent agrees to provide the Scope of Services as specified in "Attachment B". Please confirm this is a typo and should say "Attachment A".

*Response #12 Attachment A is the copy of the Professional Services Agreement. Attachment B is the Scope of Services. Please refer to the Attachments listed on page 7.*

Question #13 In Attachment A it says the Respondent is to modify the tasks to represent its approach. Please clarify in relation to the requirement in Section 2C.

*Response #13 Attachment B is the "Exhibit A Scope of Services". Section 2C of the Request for Proposals requires that the respondent is qualified and available to provide the services discussed in Attachment B. Respondents may modify the tasks in Attachment B to enhance, streamline or otherwise adjust their scope of services to best suit the project.*

Question #14 Is there a Construction Budget for the Project?

*Response #14 Not at this time. The proposed budget is attached to this addendum.*

Question #15 Will the City manage the GC or will you be hiring a Construction Manager?

*Response #15 This is unknown at this time.*

Question #16 Is there an LEED requirement?

*Response #16 No, the City does not have any LEED requirements at this current time.*

Question #17 What utilities/equipment does staff have that need to be charged or used within the lockers room space?

*Response #17 Currently, the equipment staff needs to charge includes body worn cameras, cell phones, flashlights and portable radios.*

Question #18 Are there existing plans of the building prior to PD move-in when it was a mortuary?

*Response #18 This is unknown at this time.*

Question #19 Do you currently hold/book detainees in the holding cells?

*Response #19 The holding cells are no longer used for booking or holding detainees. The toilet in this area has been used by detainees so they are not brought into the station.*

Question #20 Please clarify the extent of expansion at the exterior atrium?

*Response #20 Staff have not determined the extent of the building expansion at this time. Currently, the covered exterior areas are useful for storage. The exterior atrium is a nice amenity, but it is not heavily used. The selected consultant will assist the Police Department with identifying total space needs and opportunities for expansion.*

Question #21 Will soil need to be tested or off-hauled?

*Response #21 Depending on the type of building foundation required for expansion, soils may or may not need to be off-hauled.*

Question #22 Any other reviewers or oversight?

*Response #22 Since the holding cells will not be renovated for reuse, no other reviewers are expected other than the local building department.*

Question #23 How many additional offices are needed?

*Response #23 The Police Department assumes they will need 3-6 additional offices, or more depending on availability of space.*

Question #24 What are other upcoming projects at the Police Station?

*Response #24 The City of Petaluma has an HCD grant for a generator feasibility study and seismic analysis. The City is also identifying energy efficiency projects within all of its facilities. These projects are currently in the scoping phase.*



This Addendum No. 1 shall become part of the Request for Proposals and all provisions of the Request for Proposals shall apply thereto. Respondents shall acknowledge all Addendums in their proposal.

City of Petaluma,

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Diane Ramirez, Project Manager

Attachments: Addendum acknowledgement  
Plan sheets 7.1 and 7.2  
Proposed Budget FY 23-24  
July 10, 2023, pre-bid site walk agenda  
July 10, 2023, sign in sheet

**A signed copy of this addendum acknowledgement form shall be attached to the proposal. Failure to do so may cause rejection of your proposal.**

**Error! Reference source not found.  
Petaluma Police Department  
Facility Remodel Project  
C11202225**

**June 12, 2023**

**ACKNOWLEDGEMENT**

Receipt of Addendum No. 1 is hereby acknowledged by \_\_\_\_\_  
(Consultant's Name)

on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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

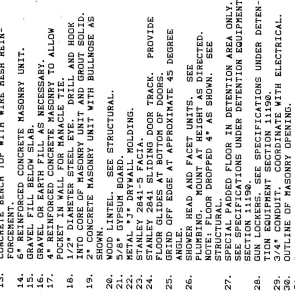
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Title

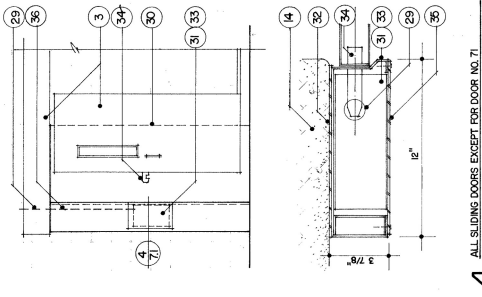
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Company

**GENERAL NOTES THIS SHEET, SHEET 7.1.**

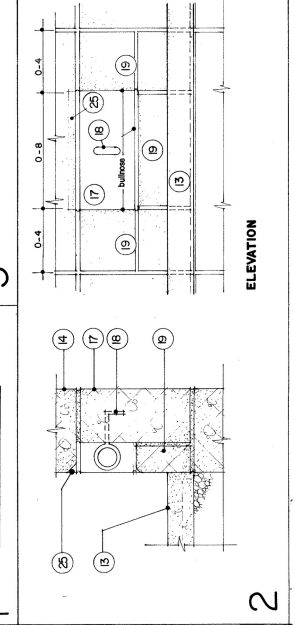
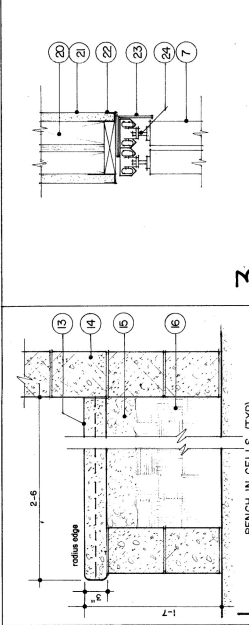
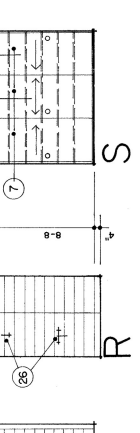
1. 4" NOMINAL-HIGH CONCRETE MASONRY UNIT CAP ON LOW PRIVACY WALL, WITH 1/2" REINFORCING BARS AND TRACK SYSTEM.
2. SLIDING DETENTION DOOR AND TRACK SYSTEM. (SEE DETENTION SECTION OF SHEET 7.2.)
3. DETENTION COMBINATION WATER CLOSET, WASH AND MIRROR. (SEE DETENTION SECTION OF SHEET 7.2.)
4. DETENTION BENCH, ALL CELLS EXCEPT CELL 132 TO HAVE BENCH (3), WITH RECESSED FRINGER PULLS DOORS (3), WITH RECESSED MASONRY WALL AS BROWNE RECESSED INTO MILLWORK CABINETS. (SEE SHEET 7.3.)
5. PROVIDE LIMITED HARDWOOD SEAT WITH STEEL BRACKETS. SEE SECTION 11199 FOR DETAILS BY SUPPLIER. SEE SECTION 11199 FOR OPERATION, AS MARKED AS POSSIBLE FOR DOOR VOID.
6. MASONRY WALL AS BROWNE RECESSED INTO MILLWORK CABINETS. (SEE SHEET 7.3.)
7. PROVIDE LIMITED HARDWOOD SEAT WITH STEEL BRACKETS. SEE SECTION 11199 FOR DETAILS BY SUPPLIER. SEE SECTION 11199 FOR OPERATION, AS MARKED AS POSSIBLE FOR DOOR VOID.
8. MASONRY WALL AS BROWNE RECESSED INTO MILLWORK CABINETS. (SEE SHEET 7.3.)
9. PROVIDE LIMITED HARDWOOD SEAT WITH STEEL BRACKETS. SEE SECTION 11199 FOR DETAILS BY SUPPLIER. SEE SECTION 11199 FOR OPERATION, AS MARKED AS POSSIBLE FOR DOOR VOID.
10. MASONRY WALL AS BROWNE RECESSED INTO MILLWORK CABINETS. (SEE SHEET 7.3.)
11. PROVIDE LIMITED HARDWOOD SEAT WITH STEEL BRACKETS. SEE SECTION 11199 FOR DETAILS BY SUPPLIER. SEE SECTION 11199 FOR OPERATION, AS MARKED AS POSSIBLE FOR DOOR VOID.
12. MASONRY WALL AS BROWNE RECESSED INTO MILLWORK CABINETS. (SEE SHEET 7.3.)
13. MASONRY WALL AS BROWNE RECESSED INTO MILLWORK CABINETS. (SEE SHEET 7.3.)
14. MASONRY WALL AS BROWNE RECESSED INTO MILLWORK CABINETS. (SEE SHEET 7.3.)
15. GRAVEL OR EARTH FILL AS NECESSARY. POCKET IN WALL FOR RANGE TIE.
16. 1/4" DIAMETER STEEL WIRE BRILL AND ROD, 2" CONCRETE MASONRY UNIT WITH BULLANSE AS WOOD LINTEL. SEE STRUCTURAL.
17. 5/8" Ø VYBAR ROAD.
18. STANLEY 2841-5 FACIA.
19. PLAIN GLASS SLIDING DOOR TRACK. PROVIDE SHOWER HEAD AND FACET UNITS. SEE PUMPING POINT AT HEIGHT AS DIRECTED. STRUCTURAL. SEE SECTION 11199 FOR DETAILS BY SUPPLIER. SEE SECTION 11199 FOR OPERATION, AS MARKED AS POSSIBLE FOR DOOR VOID.
20. SEE SPECIFICATIONS UNDER DETENTION EQUIPMENT SECTION 11199.
21. ELECTRICAL STRIKE LOCK AND HOUSING TO BE AS SHOWN. SEE SECTION 11199 FOR DETAILS BY SUPPLIER. SEE SECTION 11199 FOR OPERATION, AS MARKED AS POSSIBLE FOR DOOR VOID.
22. OUTLINE UP MASONRY UNIT.
23. POTENTIALS AVE. SAN FRANCISCO RAIS OR EQUAL.
24. 1/4" STEEL PLATE AS REQUIRED. ELECTRIC LOCK ASSEMBLY.
25. LOCK DOOR.
26. 1/4" Ø REMOVABLE STEEL COVER PLATE.
27. MASONRY LINTEL. (SEE STRUCTURAL NOTES).



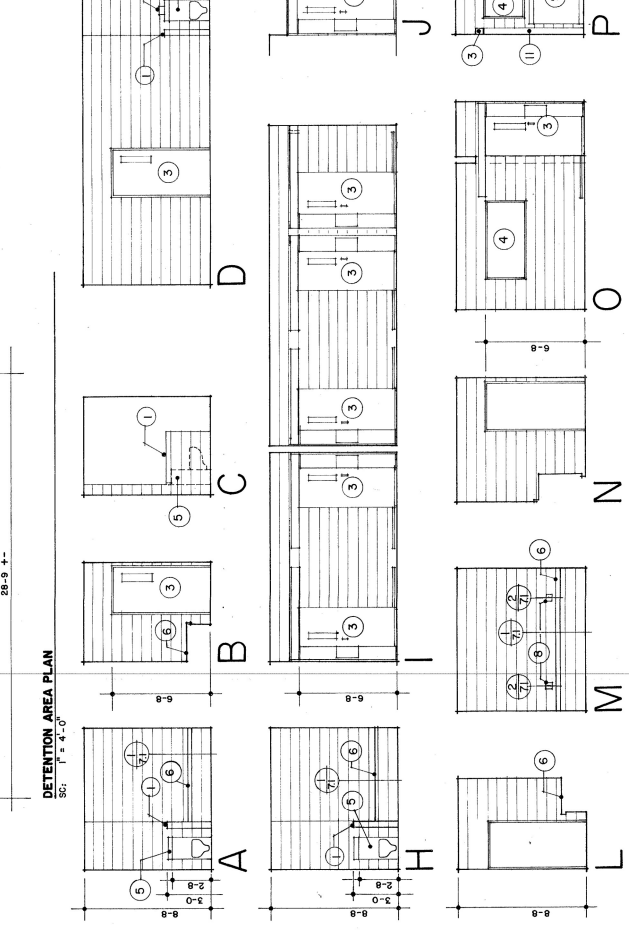
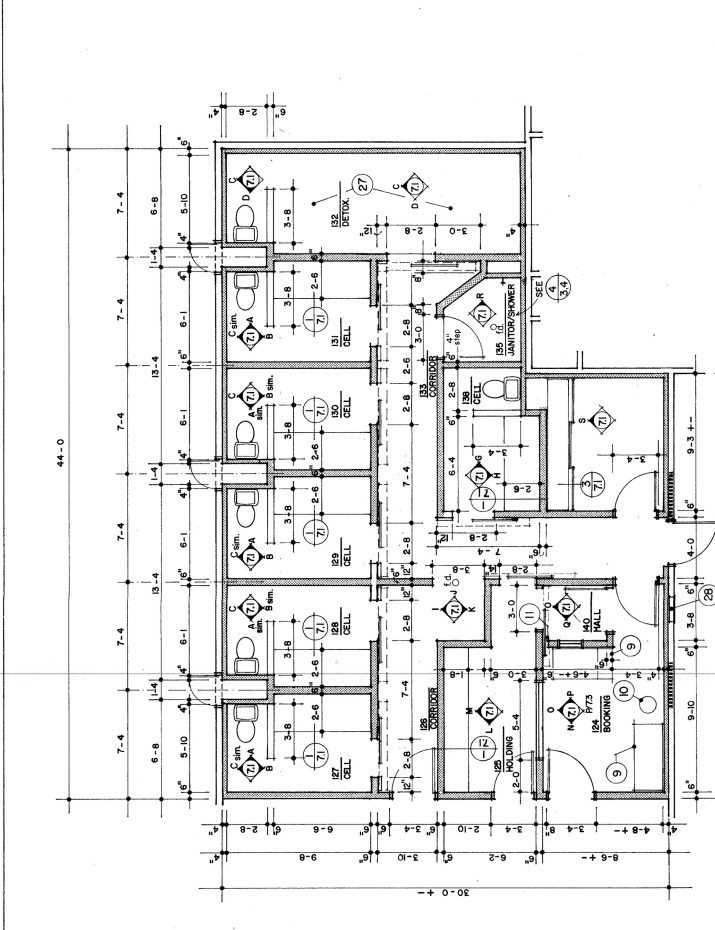
**ELEVATION**



**4** ALL SLIDING DOORS EXCEPT FOR DOOR NO. 71  
**SLIDING DOOR, TRACK & LOCK SYSTEM**



**ELEVATION**



REVISIONS	NO.	DESCRIPTION

# POLICE FACILITY

Petaluma, California

Leroy E. Bean, AIA  
 Architecture Incorporated  
 7 Fourth Street, Suite 52 • Petaluma, CA 94952  
 707 762-4456

**LOOKER AND TOILET ROOMS**

7.2



**FIGURE SCHEDULE (REFER TO SPECIFICATIONS)**

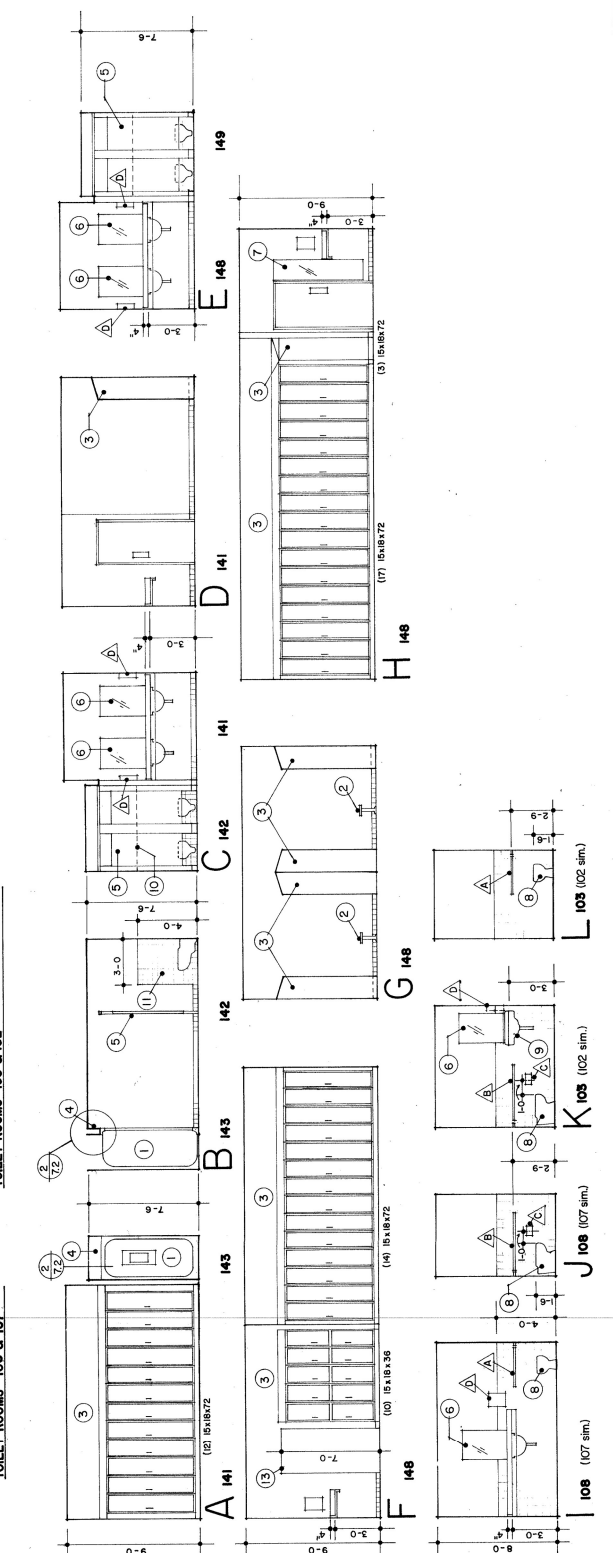
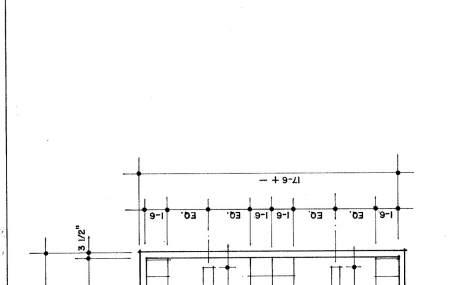
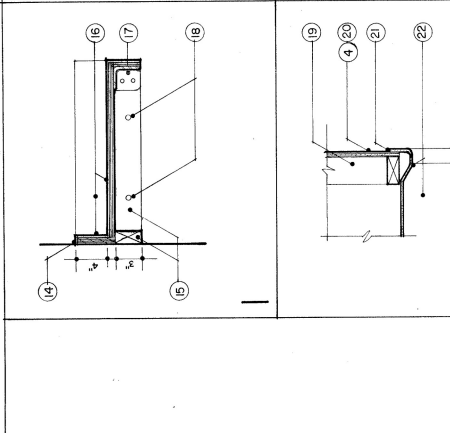
- 36 GRADE BAR: 1-1/2" DIA.; 1-1/2" MAX. SPACING BETWEEN BAR AND WALL.
- 5/8" DIA. BARS: 12" ON CENTER; 1-1/2" MAX. CLEARANCE BETWEEN BAR AND WALL.
- TOILET PAPER HOLDERS: MOUNT 12" O.C. FROM FRONT OF TOILET SEAT.
- PAPER TOWEL DISPENSER: MOUNT 48" FROM FINISHED FLOOR TO CENTER LINE OF DISPENSER. UNITS SHALL BE 18", 18", 18", AND 18". MOUNT ALL OTHERS AT 48".

**NOTE: ALL INSTALLATIONS IN ROOMS 102, 103, 107 & 108 SHALL CONFORM TO TILE REQUIREMENTS.**

**GENERAL NOTES THIS SHEET, SHEET 7.2**

**SCALE: 1" = 4'-0" AND 1-1/2" = 1'-0"**

- ONE-PIECE FIBERGLASS REGULAR SHOWER UNIT. UNIT SHALL BE INSTALLED ON A REINFORCED CONCRETE AND OVER TOP OF UNITS TO OBTAIN FLUSH SURFACE. APPLY SEALANT BETWEEN SHOWER SURFACES AS NECESSARY TO PROPERLY SEAL OF UNITS.
- UNIT BENCH MOUNTED ON METAL REINSTEALS. (SEE SPECIFICATIONS). MANUFACTURER'S STANDARD METAL REINSTEALS SHALL BE USED. CLOSE OFF ENDS AT WALLS WITH MANUFACTURER'S STANDARD METAL BASE AND FLORED TOPS.
- SHOWER UNIT PARTITION SYSTEM. (SEE SPECIFICATIONS). MOUNT ABOVE NEW SPACER AT WALL. TOILET SEAT SHALL BE MOUNTED TO WAINSCOT. APPLY SEALANT AROUND JOINT.
- MIRROR UNIT TO BE SAME SIZE INDICATED WILL WITH BENCH COUNTER AND SET FLUSH WITH WAINSCOT. APPLY SEALANT AROUND JOINT.
- HANDICAPPED LAVATORY.
- LINE OF 4"-0" WAINSCOT IN TOILET STALL.
- IF WAINSCOT INDICES TOILET SHALL AS SHOWN. WAINSCOT SHALL BE 14" HIGH FROM FINISH FLOOR TO CENTER OF TOILET SEAT. (SEE SPECIFICATIONS).
- SCRIBE PLASTIC LAMINATE TO WALL AND SIDES. DRAWINGS INTO MEN'S TOILET ROOM 145.
- PLASTIC LAMINATE TOP, FRONT AND EDGES WITH MATCHING BACKSPLASH. SET ANGLE ENTIRE LENGTH OF COUNTERTOP. WELD SQUARE PLATE TO COUNTERTOP. WELD SQUARE PLATE ENTIRE LENGTH OF WAINSCOT. (SEE SPECIFICATIONS FOR TWO (2) 2X3/8" LAG BOLTS. RUN LAG BOLTS INTO WOOD STUDS.)
- THROUGH PRE-DRILLED HOLES. (SEE SPECIFICATIONS).
- APPROX. WAINSCOT.
- SEALANT AROUND ALL EDGES OF STALL.
- INSTALL 4"-0" HIGH TILE WAINSCOT ALONG ENTIRE LENGTH OF PLUMBING WALLS. RETURN ON 24" WALLS DISTANCE INDICATED.



# Police Department Facility Remodel

C11202225

## Description and Justification

This project proposes several enhancements to improve worker safety and overall operational efficiency for staff working in the Police Station on Petaluma Blvd. North. This project will modify a portion of the Police Station to meet current operational needs by removing jail cells that don't meet federal standards and replacing with modernized restrooms including lockers for all staff. Programming will also consider building expansion to increase workstation and office space.



Project Manager: Diane Ramirez, Gina Benedetti-Petric  
 Department Rep: Ken Savano

Climate First     Shovel Ready

### Operating Impact:

- No significant impact
- Provide savings
- Maintenance costs included in operating budget
- Other

Start Date: FY 2022/23  
 Estimated Completion: FY 2025/26

## Project Costs and Funding Sources (Dollars in \$000's)

C11202225

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land Administration / Legal		20	20	20					40
Construction Contracts			-	5					5
Construction Mgmt			-	300	2,311	2,270			4,881
Contingency			-	5	5	5			15
CIP Overheads			-	20	20	10			50
			-	3	3	3			9
<b>TOTAL USES</b>	-	20	20	353	2,339	2,288	-	-	5,000

### SOURCES (dollars in \$000)

City Facilities Impact Fee			-		2,279	2,288			4,567
American Rescue Plan Act (ARPA)	433		433						433
<b>TOTAL FUNDS</b>	433	-	433	-	2,279	2,288	-	-	5,000

**CITY OF PETALUMA**  
**CITY OF PETALUMA POLICE DEPARTMENT FACILITY REMODEL**

**PRE-BID MEETING AGENDA**  
**July 10, 2023 at 10:00 AM**

**1. Introductions – Brian Miller (PPD), Tina Thomsen (PPD), Diane Ramirez (PM), Mary White (Asst Engineer), Paige Bullock (Asst Engineer)**

Sign-Up Sheet: We would like your contact information so please sign in!

**2. Schedule**

- Questions or objections due by Friday July 14, 2023, by 3:00PM. Email to [dramirez@cityofpetaluma.org](mailto:dramirez@cityofpetaluma.org)
  - Will be responded to by Monday July 24, 2023, by 5:00PM
- Proposals due Monday July 31st, 2023 by 5:00 pm via email
  - Email to [dramirez@cityofpetaluma.org](mailto:dramirez@cityofpetaluma.org)
- Interviews tentatively August 14-18, 2023, TBD
- Notice of selection on August 31, 2023
- Plans available: <https://cityofpetaluma.org/bid-opportunities-2/>
- Anticipated schedule October 2023 through December 2025

**3. Project Budget**

- ARPA Funding for design and construction; term of use through December 2024
- Facilities Impact Fees have no expiration date
- Looking for a cost-effective project proposal; any funding not spent on design is available for construction.

**4. Scope of work**

- Locker Rooms – are undersized, antiquated.
- Exterior Atrium – is an available space for additional office square footage.
- Holding Cells – to be demolished to increase office space, update locker rooms, and addition of fitness room
- Added Scope for HVAC; may be looking for additional ME work to analyze entire facility

**5. QUESTIONS: All questions will be noted and answered via an ADDENDUM**

- Can the cost proposal be left out of the 10-page proposal limit?
- The bottom of the Professional Services Agreement (pg 9) includes a line for a “Petaluma Business Tax Certificate Number.” Is this required for the firm to have in order to respond to this RFP? Can this be acquired by the firm after being awarded the project? Does the firm need to be based in Petaluma in order to acquire it?





City of Petaluma  
 202 N. McDowell Blvd., Petaluma, CA 94954  
 707-778-4546

PETALUMA POLICE DEPARTMENT FACILITY REMODEL PROJECT  
CITY PROJECT NO: C11202225

PRE-BID MEETING SIGN IN SHEET

Date: 7-10-2023

Time: 10:00am

Name	Organization	Role	Contact No.	Email	Signature
Diane Ramirez	City of Petaluma	Project Manager	707-975-5163	dramirez@cityofpetaluma.org	
Mary White	City of Petaluma	Asst. Engineer		mwhite@cityofpetaluma.org	
Paige Bullock	City of Petaluma	Asst. Engineer		pbullock@cityofpetaluma.org	
Jonathan Sanglerat	City of Petaluma	CIP Manager		isanglerat@cityofpetaluma.org	
Tina Thomsen	City of Petaluma	Technical Manager			
<i>CITY BUS AMATEUR ARCH + DES</i>	<i>LPAS</i>	<i>Assoc.</i>	<i>415 660 8784</i>	<i>cbustamante@lpas.com</i>	<i>[Signature]</i>
<i>Alicia Moniz</i>	<i>Moniz Architecture</i>	<i>Principal</i>	<i>(916) 442-4032</i>	<i>amoniz@monizarchitecture.com</i>	<i>[Signature]</i>
<i>KRT MANESS</i>	<i>COAR</i>	<i>PROJECT MANAGER</i>	<i>707.582.9134</i>	<i>KRT@COARGROUP.COM</i>	
<i>Luke Wilson</i>	<i>ZFA Structural</i>	<i>Principal</i>	<i>707 526 9942</i>	<i>LUKE.W@ZFA.COM</i>	
<i>LAURA YOUNG</i>	<i>COAR</i>	<i>MARKETING COORDINATOR</i>	<i>707 495 7845</i>	<i>LAURA@COARGROUP.COM</i>	<i>[Signature]</i>
<i>DAVID TRANEY</i>	<i>ESRUBG</i>	<i>PRINCIPAL</i>	<i>415 786 8620</i>	<i>dtraneyley@esrubg.com</i>	



City of Petaluma  
 202 N. McDowell Blvd., Petaluma, CA 94954  
 707-778-4546

Name	Organization	Role	Contact No.	Email	Signature
Mary Dooley	MAD Architecture	Arch	707 481 1868	Mary@madarc.com	<i>[Handwritten Signature]</i>
Alan Kawascki	Shah Kawascki Architects	Arch	925-330-9662	akawascki@skawasci.com	<i>[Handwritten Signature]</i>
CHRIS FORD	BRW Architects	Arch	415-749-2676	CFORD@BRWARCH	<i>[Handwritten Signature]</i>
DAVID CROTTY	NELSON NW	ARCHT	510 217 3001	DCROTTY@NELSONNW.COM	<i>[Handwritten Signature]</i>
Kevin Zucko	ZFA Structural	SE	707 526 0992	kevin.z@zfa.com	<i>[Handwritten Signature]</i>
MITCHELL PRICE	TLCD	ARCHT	707.535.5232	MITCHELL.PRICE@TLCD.COM	<i>[Handwritten Signature]</i>