

STATEMENT OF QUALIFICATIONS FOR

PROGRAM MANAGEMENT SERVICES FOR CONSTRUCTION PROJECTS

PRESENTED TO:

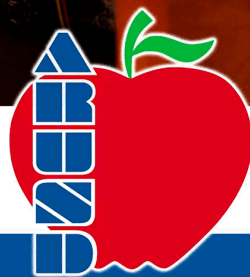
Alum Rock Union Elementary School District



3230 Monument Way • Concord, CA 94518 • 925 671-7717 • FAX 925-671-7788

rgmkramer.com

Welcome



Laurel School Upper Campus

WELCOME
To all who enter this building
We hope you will find it a safe and
productive place to work and learn.
Thank you for your contribution to
our school community.
Laurel School
Upper Campus

LAUREL SCHOOL UPPER CAMPUS
Dedicated to the future

Laurel Elementary Upper Campus • Menlo Park City School District

Alum Rock Union Elementary School District

RGM KRAMER, Inc.



Marina Vista Elementary • Pittsburg Unified School District

August 27, 2020

Alum Rock Union Elementary School District
Purchasing Department
Attn: Mr. Kolvira Chheng, Assistant Superintendent Business Services
2930 Gay Avenue
San Jose, CA 95127



RE: Request for Proposals RFP No. 2021-BUS01 for Program Management Services for Construction Projects, Due August 27, 2020, 3:00PM

We appreciate the opportunity to submit our Qualifications and Proposal for Program Management Services for Construction Projects to the Alum Rock Union Elementary School District. **RGM Kramer Inc (RGMK)** was incorporated through the thoughtful merger of two well-established public-school agency CM firms, RGM & Associates Inc., founded in 1987 and Kramer Project Development Company Inc., founded in 2003. Both company's' founding Principals and key staff are fully engaged in RGMK. RGMK possess a combined experience base that has managed hundreds of school district projects valued in excess of \$3 billion dollars. Both founding firms and RGMK are recognized by the public-school community for its dedication, leadership, responsible business practices and our ability to develop confidence and trust from our clients and their supporting communities.

WHO WE ARE... RGM KRAMER, Inc. is an agency Construction Program and Management firm with a solid and proven background in developing and managing school construction programs. Beginning in 1987 as a General Contractor building both public and private facilities, in 1993 we turned our focus almost exclusively to K-12 construction planning and management consulting. Our staff's 32 years of "in the trenches" experience as a general contractor and construction manager has given us the extensive construction expertise that sets us apart in our agency role serving our public clients. We possess a wealth of experience working with all school facility agencies including the Division of the State Architect (DSA), the California Department of Education (CDE), the Office of Public School Construction (OPSC), the Department of Toxic Substances (DTSC) as well as extensive knowledge with the Public Contract Code, Education Code and the California Building Code.

WHERE WE WORK... RGMK's main office is in Concord with regional offices in San Jose and Santa Rosa. We provide an extensive menu of program, planning and management services to our clients throughout Northern California. We are currently managing comprehensive bond programs for Brentwood Union SD, Jefferson Elementary SD (Daly City), Lafayette SD, Moraga SD, Martinez USD, Monterey Peninsula USD, Oak Grove Union SD, Pope Valley Union ESD, Redwood City SD, San Leandro USD, Tracy Joint USD, Soquel ESD, Mountain View Los Altos HSD, Portola Valley SD, Loma Prieta SD and the San Mateo County Office of Education. In addition, we are providing planning and consulting for Menlo Park City SD, River Delta USD, Cambrian SD, Los Gatos Union SD, Scotts Valley USD, Los Gatos Saratoga HSD and the Sequoia Union High School District.

WHAT WE DO... We offer a methodical "hands on" approach to the planning and construction of school facilities, born from our experience actually building schools. Additionally, we've nurtured our understanding of the nuances of public-school operations, school boards and communities. We're capable of managing both new construction and modernization programs of varying types and complexities. RGM Kramer Inc has facilitated numerous project delivery methods and we are equally skilled at managing Single Prime, Lease-Leaseback, Multi-Prime, Design-Build, and CM-At Risk project delivery methods. RGM Kramer Inc will expertly guide you through the Planning, Pre-Construction, Construction and Post-Construction phases of your projects with the thoughtfulness, skill and proficiency necessary to ensure success.

RGMK clientele will attest to our success and professionalism, and our ability to assemble a team that will best suit the needs of the Alum Rock Union Elementary School District. We encourage you to contact our clients and learn how we have helped them succeed in similar programs and proved our immeasurable value along the way.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Ralph J. Caputo', is written over a horizontal line.

Ralph J. Caputo, CEO



MNO Grant Elementary • Antioch Unified School District

TABLE OF CONTENTS



Park Side Elementary • Sebastopol School District

Alum Rock Union Elementary School District

RGM KRAMER, Inc.



TABLE OF CONTENTS

SUBMITTAL LETTER

TABLE OF CONTENTS

DESCRIPTION OF FIRM

PROJECT TEAM

EXPERIENCE OF FIRM

REFERENCES

PROPOSED METHODOLOGY AND CAPABILITIES

LEGAL ISSUES

FEES

OTHER



Laurel School Upper Campus, Menlo Park City School District



DESCRIPTION OF FIRM

Anthony Trana Elementary School • Jefferson School District

Alum Rock Union Elementary School District

RGM KRAMER, Inc.

DESCRIPTION OF FIRM



Rodeo Hills Elementary School • John Swett Unified School District

RGM KRAMER, Inc.
Locations and Contacts

**Corporate Office &
Northern California Office**

3230 Monument Way
Concord, CA 94518
Phone: (925) 671-7717
Fax: (925) 671-7788
www.rgmkramer.com
Federal ID #84-2164123
Contractor License #: 509513
Architect License #: 23943

Ralph J. Caputo
CEO/Co-Founder
ralph@rgmkramer.com

Richard Kramer
President/Co-Founder
rickk@rgmkramer.com

**Silicon Valley Regional
Office**

4020 Moorpark Avenue, #220
San Jose, CA 95117
Phone: (408) 246-6327
Fax: (408) 246-6354

Santa Rosa Regional Office

1101 College Avenue, # 215
Santa Rosa, CA 95404
Phone: (707) 575-9550
Fax: (707) 575-9377



Mountain View- Los Altos High School, MVLA School District

RGM KRAMER, Inc. is the official merged company of two well established Northern California agency CM firms; RGM & Associates founded in 1987 and Kramer Project Development Co. Inc. founded in 2003. The Principals of the firm are Ralph J. Caputo, CEO, and Rick Kramer President and both are actively engaged full time in the firm. RGMK maintains an active "B" Contractor's License, #509513 and active California Architects license #23943.

RGM KRAMER, Inc. provides comprehensive planning, funding support, facility assessments, educational specification consulting, facility master planning, pre-construction services, construction phasing and management, field construction management, expenditure reporting, grant writing, and other specialized services. Our experienced Project Managers and Construction Managers have proven experience and expertise in completing projects for K-12 districts with programs similar to the needs of the Alum Rock Union Elementary School District.

RGMK currently has a staff of 67 full-time personnel, including 32 project and construction managers, and has maintained continual, controlled growth, bringing in new personnel with diverse education and job-related experience in architecture, engineering, construction, business and construction management.

RGMK specializes in hands-on project management, and tailors its services to the unique culture and needs of each district and its facility program.



Bagby Elementary School • Cambrian School District

Alum Rock Union Elementary School District

RGM KRAMER, Inc.

PROJECT TEAM



PROJECT TEAM

Bagby Elementary School • Cambrian School District

Alum Rock Union Elementary School District

RGM KRAMER, Inc.

RGMK staffing support for SJUSD:

• Ralph Caputo	CEO	Leadership, Principal Oversight
• Rick Kramer	President	Leadership, Principal Oversight
• Patrick Maravelias	VP Silicon Valley Region	Project Executive
• Amy Gosal	Project Manager	Project Management
• Michael Ford	Project Manager	Project Management
• Fatameh Saffari	Project Manager	Project Management
• Joe Tomaino	Construction Manager	Field CM Supervision
• Robert Valderrama	Construction Manager	Field CM Supervision
• Omid Azizi	Contracts Manager	Contracts
• DJ Halbert	Project Engineer	Project Engineering
• Melica Tarokh	Project Assistant	Project Assistant
• Roy Atkins	VP Pre-Construction Services	Pre-construction Leadership
• Marlin Jones	Sr. Project Estimator	Construction Estimating
• Gino Elliott	Sr. Project Manager	Constructability Reviews/Scheduling
• Andrea Noble	Funding Specialist	SFP/GO bond support
• Susan Kettlewell	Labor Compliance	Labor compliance, legacy support

Principal Oversight

Ralph Caputo and **Rick Kramer** will provide principal oversight and can provide expert school facility support, guidance, procurement strategies and project technical and schedule analysis. Both principals can also be available to support district staff with Board Meetings, Bond Oversight Committee Meetings, routine and special updates, community outreach and steering meetings, as needed.

Primary Office & Executive

The office serving ARUSD will be our **RGMK Silicon Valley Regional Office** located at **4020 Moorpark Avenue, Suite 220, San Jose CA, 95117**. Phone (408) 246-6327. **Patrick Maravelias**, Vice President Silicon Valley Region will serve as RGMK's Project Executive and can assist the District in developing staffing needs, assignments, contracts, construction management and implementation plans and provide guidance to the Project Management staff and District as well as attending Board and other meetings as required.

Project Managers & Construction Managers

RGMK has highly qualified project managers and construction managers, ready to assist the District with planning, project management, construction contract administration and contract closeout responsibilities. Depending on the specific project needs and project delivery model, we will staff projects in coordination with the District and adjust as District needs change. **Amy Gosal**, **Michael Ford** and **Fatameh Saffari** will provide project management and supervise administrative support staff and field engineers that may be used on specific projects. They will review the front-end and technical documents and offer suggestions to improve project specific supplemental conditions and develop construction phasing and coordination plans. The

project managers will lead and manage the administration requirements of the construction contracts. **Joe Tomaino** and **Robert Valderrama** are Construction Managers experienced as construction project superintendents to lead and coordinate the field responsibilities of multi-prime contractors if multi-prime delivery is warranted.

Contract, Engineering and Administrative Support

Omid Azizi, Contracts Manager will provide construction bidding and contract services for single prime and multi-prime delivery methods, **DJ Halbert**, Project Engineer will provide construction support to the Project Managers and Construction Managers and **Melica Tarokh**, Project Assistant will provide administrative support. Under oversight of the project managers, RGMK's administrative support staff will prepare bid documents, maintain contract documents and files, issue plans, solicit bidder interest, track Submittals, RFI's, Change Orders, payments and waivers, and facilitate prompt project closeout.

Estimating, Constructability Reviews, Scheduling

Roy Atkins will provide leadership for Pre-Construction Services. **Marlin Jones** and **Gino Elliott** will provide estimating, program budgeting, assist with planning, procurement and implementation strategies, and scheduling.

State Program Funding / Legacy DSA Closeout

Andrea Noble is an expert with the OPSC funding program requirements, as well as DSA criteria, and can provide support and assistance to your funding consultant and design team. **Susan Kettlewell** is a specialist in labor compliance, DSA certification, and closeout of Legacy Projects and is readily available to support the needs of ARUSD.



Memberships:

- Coalition for Adequate School Housing
- Institute for Conflict Management
- Association of California Construction Managers
- Dispute Review Board Foundation

Ralph J. Caputo, CEO, Principal Oversight

Bachelor of Arts, Teaching Credential, Calif. State University, Sonoma 1979. California Contractor's License #654117, Class B, Advance Arbitration Certificate Program - 2000 Construction Mediation and Dispute Resolution Programs -1998, 1999, Contractors State License Board Arbitrator, Arbitration, Mediation & Conciliation Center and Arbitration Works - 2000 to 2008

Ralph Caputo has been involved in the construction industry for over 40 years and presently serves as the CEO for RGM Kramer. Ralph oversees the daily operations and financial responsibilities of the corporation and provides principal oversight and comprehensive program, planning and leadership services to clients. Ralph engages with the Districts administrative staff, Architect and other stakeholders in defining roles and responsibilities and will help tailor a Construction Planning and Management Program specific to the needs of the client. Ralph offers valuable assistance with Board and community presentations. He also has considerable training and experience in dispute resolution and frequently assists Districts and legal counsel in analyzing troubled projects and mitigating conflicts.

Selected School CM Experience Includes:

- Principal Oversight & Bond Program Mgmt. – Menlo Park City School District \$145M
- Principal Oversight & Bond Program Mgmt. - Antioch Unified SD - \$330M
- Principal Oversight & Bond Program Mgmt.- Monterey Peninsula SD - \$275M
- Principal Oversight & Bond Program Mgmt.- Redwood City SD - \$193M

Rick Kramer, President, Principal Oversight

MS in Engineering, Construction Engineering & Mgmt., Stanford University, 1996
 BS in Architectural Studies and Bachelor of Architecture, NDSU, 1987
 National Council of Architectural Registration Boards, Certification #46634, 1993
 Adjunct Professor, Civil Engineering, San Jose State University, since 2007
 Leadership in Energy and Environmental Design Accredited Professional, 2008

Rick Kramer has been involved in the construction industry for over 32 years. He has extensive experience in all phases of facility management, design and construction. Rick served as a Navy Civil Engineer Corps Officer, managed Stanford University's Housing Capital Improvement Program and managed construction for a general contractor before starting his first business.

Rick founded Kramer Project Development Company in 2003. Rick's strengths include program planning, master plan development, implementation plan development, bond financial systems and design management. Rick provides planning and program leadership for numerous school district construction programs.

Selected School CM Experience Includes:

- Principal Oversight & Bond Program Mgmt. - Mountain View Los Altos HSD - \$360M
- Principal Oversight & Bond Program Mgmt. - Cambrian SD - \$90M
- Principal Oversight & Bond Program Mgmt. - Los Gatos Saratoga HSD - \$90M
- Principal Oversight & Bond Program Mgmt. - Los Gatos Union SD - \$60M
- Principal Oversight & Bond Program Mgmt. - Soquel School District - \$50M



Memberships:

- American Institute of Architects
- National Council of Architectural Registration Boards
- Coalition for Adequate School Housing
- US Green Building Council

Patrick Maravelias — Vice President RGMK Silicon Valley Region

Patrick possesses over 25 years of business, real estate and construction management experience at the highest levels. Prior to joining KPDC, Pat served as President of a construction services company with over 200 employees. Pat currently manages over \$420 million in construction programs for RGMK school district clients. He possesses a superior skill set of construction contracting knowledge, leadership, personnel management and relationship building. He also possesses multiple specialty contractor's licenses.

Amy Gosal, Project Manager

Amy possesses over 12 years of facility management and construction management experience and has managed multiple school projects for the Berryessa Union School District, Cupertino Union School District, Fremont Union High School District, Menlo City School District and the Mountain View Los Altos High School District. Amy is currently managing a \$60M classroom and gymnasium project for the Mountain View Los Altos High School District. Amy possesses a Bachelor of Arts in Business Economics from UC Santa Cruz and a Construction Management Certification from California State University East Bay.

Fatemeh Saffari, Project Manager

Fatemeh possesses over 9 years of architectural design, construction engineering and construction management experience. Fatemeh has worked on multiple school projects for the Los Gatos Saratoga High School District, Loma Prieta School District and is currently managing a \$38M classroom project for the Mountain View Los Altos High School District. Fatemeh possesses a Bachelor of Science in Architectural Engineering from Tehran Azad University and a Master of Science in Civil and Environmental Engineering from San Jose State University.

Michael Ford, Project Manager

Michael possesses 7 years of experience in the construction industry having started in the construction trades. Michael has managed multiple residential development projects and has completed the field management on multiple school projects for the Redwood City School District. Michael possesses a Bachelor of Science in Business Administration from Saint Mary's College of California.

Joe Tomaino, Construction Manager

Joe began his career in 1989 as a mechanic and in 1997 shifted his focus to construction. Joe has managed the field construction on numerous residential and commercial development projects and owned his own construction firm for eleven years. Since 2016 Joe has focused solely on school construction management and has managed the field coordination under multi-prime delivery on over 20 new classrooms for the Soquel School District. Joe possesses a business degree from Fresno City College.

Robert Valderrama, Construction Manager

Robert has over 35 years of construction experience as a journeyman carpenter, contractor and construction superintendent. Joe has completed numerous residential and commercial projects in his career and has managed the field construction for school renovations for the Gilroy Unified School District, and new classroom buildings for the Soquel Elementary School District and the Mountain View Los Altos High School District.

Omid Azizi, Contracts Manager

Omid leads RGMK's Silicon Valley Region's construction procurement and contracting efforts. He has demonstrated a keen sense for financial management and performs much of the budget management and financial cost tracking for our school District clients as well. Omid possesses a BS in Engineering from UC San Diego.

DJ Halbert, Project Engineer

DJ worked for two years as an Engineer Intern for RGMK while completing his college education and is now a full time Project Engineer for the company. DJ has worked on projects for the Los Gatos Saratoga High School District, the Jefferson Elementary School District and the Mountain View Los Altos High School District. DJ possesses a Bachelor of Science in Civil Engineering from the University of Southern California.

Melica Tarokh, Project Assistant

Melica worked for three years as an Intern for RGMK while completing her college degree and is now a full time Project Assistant for the company. In addition to project management support, Melica also supports the Silicon Valley RGMK contracts department as well as business management responsibilities for the company. Melica has worked on projects for dozens of RGMK school districts and is adept at managing document control processes. Melica possesses a Bachelor of Arts in Communication degree from San Jose State University.

Roy Atkins, LEED AP, Vice President Pre-Construction Services

Roy possesses over 35 years of construction experience, and has managed countless educational, commercial, industrial and residential projects throughout his career. Beginning in 1986 as a journeyman carpenter, Roy educated and trained himself to become a highly skilled construction manager. In 15 years with RGMK, Roy has served as a program manager, project manager and construction manager on K-12 projects valued in excess of \$200M. Roy is a California licensed contractor and possesses a degree in Construction Technology from San Jose City College. Roy is also an experienced manager of historic and green building projects.

Marlin Jones, Sr. Project Manager, Estimator

Marlin possesses over 49 years of construction experience on numerous commercial and public projects. Since joining RGMK, Marlin has performed program management and has planned, estimated and managed dozens of school projects including over \$200M for the Antioch Unified School District. Marlin possesses joint degrees in Architecture and Political Science from the University of Kansas.

Gino Elliott, Sr. Project Manager, Construction Manager and Plan Reviewer

Gino has worked in the construction industry for over 40 years having served as a General Contractor, field Superintendent, Project Manager and Construction Manager. Gino is one of the original founders of RGM and Associates in 1987 and during his tenure has completed countless school construction projects for dozens of school districts, including the complete construction of several new K-12 schools with several of them valued in excess of \$80M dollars. Gino now performs planning and constructability reviews for RGMK projects and mentors and advises staff on the nuances of public school construction management.

Andrea Noble, Program Manager

Andrea has over 30 years of construction management experience and has managed school construction programs for RGMK for over 22 years. Andrea has managed RGMK school bond programs exceeding \$300M in total value and has become an expert in navigating, applying for and securing alternate funding sources for our district clients including the SFP program, hardship funding, emergency funding and special grants for energy, water, environmental cleanup and career technology.

Susan Kettlewell, Labor Compliance Manager and Special Projects Manager

Susan has managed RGMK's labor compliance program and special projects operations for over 11 years. Susan is tenacious and detail oriented and has become an invaluable and highly praised resource for our numerous School District clients, particularly those hampered with the closeout of legacy DSA projects. Susan is brilliant at learning regulations and statutes and adept at navigating government bureaucracy to solve problems. Susan possesses a Bachelor of Arts degree from the California College of Arts and a Leadership Management degree from the University of Pacific.



Marina Vista Elementary • Pittsburg Unified School District



Laurel Elementary School • Menlo Park City School District

Program Management Approach

RGMK provides a full menu of services and has worked with all State and many local agencies to properly plan and execute school construction programs. We often act as the clearing house to manage the selection, coordination and submission of all applicable documentation to the respective governing agencies. Our team members are fluent in Division of the State Architect (DSA), California Department of Education (CDE) and Office of Public School Construction (OPSC) programs and requirements, including CTE and Joint Use Facilities, CEQA and DTSC protocol.

Our approach to Construction Management can be summarized as a highly collaborative process. We recognize that every client has different needs and requirements, in-house or other consultant expertise and involvement related to their construction program. We work with all the parties associated with a project to define a process that will achieve the best value and help expedite the design and construction program.

Pre-Design and Design Development Phases

Utilizing the experience and talents of RGMK during the planning and design phases will prove an important component in the timely and cost-effective development and completion of the overall program.

Without this oversight, many Districts go to bid only to find they cannot afford the design they worked so hard to develop.

Funding Analysis and Support

RGMK has provided funding support services working in conjunction with the OPSC, District's funding consultant or directly with Business Services since the inception of the SFP program.

DSA and CDE Coordination

RGMK can help the District and design team secure approval of plans and specifications from the Division of the State Architect (DSA), Office of Public School Construction (OPSC), California Department of Education (CDE) and local agencies. We are involved in assisting Districts with closing out projects with the DSA, both current projects where we provide assistance to the project architect and old projects in districts that have been closed without certification.

Information Management

RGMK establishes document filing and retrieval systems in conformance with the District's standards. Our information system will provide the project team rapid access to key project documents, where we primarily use Meridian Systems Prolog suite or custom software.

Materials Testing Coordination

RGMK assists the Project Inspection team in coordinating, monitoring, and logging all field and laboratory testing required by contract or code. If the testing reveals a non-conformance, the PM team will notify the contractor and track the agreed remedial actions until the non-conforming work is replaced, repaired and accepted.

Project Close Out

RGMK will work diligently toward prompt project close out. As the project nears completion, we will develop a log of required training, operations and maintenance manuals, spare parts, warranties and other closeout requirements. We will initiate the closeout process to ensure a smooth transition to occupancy of the facility. We continue after the construction is complete to assist the District and Design team to close out projects with the DSA and the OPSC in a timely manner.

Menlo Park City School District, Menlo Park, CA

RGMK provided program management services and construction management services on multiple bond and construction programs valued at \$143M dollars. Completed projects include:

\$41M New building at Hillview MS
\$31M New building at Laurel School

\$11M New building at Encinal ES
\$8M New building at Oak Knoll ES



Mountain View Los Altos High School District, Mountain View, CA

Provides program management services and construction management services on multiple programs valued at \$356M dollars. \$90M of projects are currently under construction with \$120M of projects in design. Completed projects include:

\$12M New CR at Mountain View HS
\$8M New CR at Los Altos HS

\$7M Solar project at multiple sites
\$5M Pool complex at Mountain View HS





Park Side Elementary • Sebastopol Union School District

REFERENCES



Marina Vista Elementary • Pittsburg Unified School District

Alum Rock Union Elementary School District

RGM KRAMER, Inc.



Mountain View High School

RGM KRAMER, Inc. has been assisting the Mountain View Los Altos High School District with multiple bond construction programs since 2008. Due to the tech expansion of Silicon Valley, the District has experienced substantial growth requiring the addition of over 100 classrooms and expansion of support facilities. RGMK oversaw the development of two facility master plans, was instrumental in passing two bonds and provides program support and construction management services for numerous projects completed and currently in development.

Mountain View Los Altos HSD

1299 Bryant Avenue,
Mountain View, CA 94040

Total Bond Programs: \$356M

School Sites

- High Schools 2
- Continuation High Schools 1
- Academies 1
- Adult Education Centers 1

Client Contact

Mike Mathiesen
Assistant Superintendent CBO
650-940-4666
mike.mathiesen@mvla.net

Project Architects:

Sugimura Finney Architects –
Mark Finney
& Quattrocchi Architects – Mark
Quattrocchi

Soquel School District

620 Monterey Ave
Capitola, CA 95010

Total Bond Programs: \$65M

School Sites:

- Elementary Schools: 3
- Middle Schools: 1

Client Contact:

Scott Turnbull
Superintendent
831-353-8051
sturnbull@suesd.org

Project Architect:

MADI Architects
Ralph LeRoux



New Brighton Middle School

RGM KRAMER, Inc. has provided bond planning, program support and construction management services since 2005. RGMK led development of the facility master plan to obtain successful approval of the 2016 Measure E Bond program. The bulk of the Measure E program replaced 40 obsolete portables with permanent new classrooms completed in 2019. Former projects included new elementary school playgrounds, a new performing arts center at New Brighton Middle School and a new multi-use facility at Santa Cruz Gardens ES.



Hillview Middle School

RGM KRAMER, Inc. assisted the Menlo Park City School District with comprehensive facility studies, master planning and community outreach efforts which led to the passage of multiple bond campaigns totaling \$120M. RGMK provided funding support and helped the District procure an additional \$21M in funding from the State, including Joint-Use funds. RGMK has been especially active in working with the community to facilitate their understanding of the District’s planning and construction program, 21st century technology, sustainable and green program goals. Signature projects included a new \$41M classroom building at Hillview Middle School and a new \$31M classroom at Laurel School.

Menlo Park City School District

181 Encinal Ave., Atherton, CA
94027

Total Program: \$143M

School Sites

- Elementary Schools 4
- Middle Schools 1
- New Schools (Under Construction) 1

Client Contact

Ahmad Sheikholeslami
Chief Business & Operations
Officer

650-321-7140 ext. 5614

asheikholeslami@mpcsd.org

Project Architect:

DLM Architects
Erwin Lee

(415) 255-1811

elee@dml.com

Tracy Unified School District

1875 W. Lowell Avenue,
Tracy, CA 95377

Total Bonds: \$203M

School Sites:

- Elementary Schools: 7
- Middle Schools: 2
- High Schools: 3
- K – 8 Schools: 4
- Alternative Schools: 4

Client Contact:

Bonny Carter
Director of Facilities and
Planning

209-830-3201

bcarter@tusd.net

Project Architect:

RainforthGrau Architects
Jeff Grau



Tracy High School

RGM KRAMER, Inc. has been assisting the Tracy Unified School District with comprehensive planning, program development and construction management services since 2006. We have administered the District’s programs through three local bond measures (\$51M in 2006, \$43M in 2008 and \$82M in 2014). RGMK also assisted the District to obtain an additional \$27.5M in state funds. RGMK’s signature project for Tracy USD was the completion of the new Kimball HS campus in 2010.



Martinez Junior High School

RGM KRAMER, Inc. has provided Program and Construction Management services for the Martinez Unified School District since 1996. Projects have consisted of new construction and modernization work, modular classroom installation, environmental abatement, site and building demolition, kitchen additions, maintenance and repair projects. RGMK is currently consulting on the District's \$45 million Measure K Bond Program and is planning the District's John Muir Elementary School Replacement as part of the recent \$120.M measure R.

Martinez Unified School District

921 Susana Street
Martinez, CA 94553

Total Program: \$190M

School Sites:

- Elementary Schools: 4
- Middle Schools: 1
- High Schools: 1
- Alternative High Schools: 1

Client Contacts

Helen Rossi, Asst. Supt
(925) 335-5925

Joe Schoenstein, Bond Coordinator
jschoenstein@martinez.k12.ca.us
(925) 483-0203

Project Architect:

Quattrocchi Kwok Architects
Mark Quattrocchi

Pittsburg Unified School District

351 School Street
Pittsburg, CA 94565

Total Program: \$193.5M

School Sites:

- Elementary Schools: 6
- Middle Schools: 3
- High Schools: 1

Client Contacts

Mark Bonnett, Previously Assistant Superintendent
(707) 853-6107

Paul Disario (Previous CBO)
(559) 273-9549

Project Architect:

California Design West
Mitch McAllister



Marina Vista Elementary School

RGM KRAMER, Inc. has provided the Pittsburg Unified School District with planning, program development and construction management services since 1999. RGMK prepared the facility assessments and bond planning for two bond measures totaling \$130M, then assisted the District with entering the State Building Program to augment local bond proceeds with state matching funds where eligible. RGMK assisted in obtaining \$62M in state Growth, Joint-use, Modernization, and Facility Hardship matching funds. The signature projects managed include the \$74M new campus at John Muir HS and a \$30M new campus at Range Road MS.

John Swett Unified School District

400 Parker Avenue
Rodeo, CA 94572

Bond Programs: \$120M

School Sites:

- Elementary Schools 1
- Middle Schools 1
- High Schools 1
- Alternative High Schools 1

Client Contacts

Robert Stockberger
(Previous) Superintendent
(510) 879-2962
rstockberger@jsusd.k12.ca.us

Charles Miller
Superintendent
(925) 639-7408
cmiller@jsusd.org

Project Architect:

Gelfand-Partners
Tobin Kendrick



John Swett High School, John Swett Unified High School

RGM KRAMER, Inc. has provided Construction, Program and Management services for the John Swett Unified School District since 2002. RGMK assisted the District with facility assessments, consultant selection, master planning, program development, budgeting, construction management and scheduling through two bond measures. RGMK has facilitated the District's interactions with the OPSC, DSA, DTSC, CDE and other agencies while providing expenditure reporting and close-out services.

The prominent projects have the replacement of the Willow campus classroom buildings, transformed the John Swett High School and athletic stadium facilities, including the construction of two new classroom buildings, to older campus structures and provide new instructional spaces. The multi phased program also involved extensive abatement and hazmat site remediation under DTSC oversight and significant structural and modernization upgrades of the historic buildings which makes the 90-year old campus fully accessible. We are now assisting the District planning its current Bond Program.



Antioch High School

RGM KRAMER, Inc. has provided comprehensive Program and Construction Management services for the Antioch Unified School District since 1993. We have assisted the District with facility assessments, cost estimates and general bond planning including the successful \$61.6M Measure C Bond campaign in 2008 and the recent \$56.5M Measure B Bond Campaign in 2012. RGMK has managed numerous construction projects at each of the District's 24 schools.

Antioch Unified School District

510 G Street, Antioch, CA 94509

Bond Program: \$330M

School Sites

- Elementary Schools 13
- Middle Schools 4
- K8 Schools 1
- High Schools 3
- Alternative / Adult High Schools 3

Client Contacts

Timothy Forrester (*Retired*)
Associate Superintendent
(925) 382-8826

timothyforrester@comcast.net

Stephanie Anello, Superintendent
(925) 779-7500

Project Architect

HKIT Architects
Dara Youngdale



Lexington Elementary School

RGM KRAMER, Inc. guided the Los Gatos Union School District with bond planning leading to a \$57M bond program beginning in 2009. RGMK provided schedules, budgets, design management and construction management services for the District's bond projects. RGMK also provided funding support and documentation to procure \$9M in funding from the State. The highlight of the program included the \$24M reconstruction of Lexington Elementary School amid an abundance of seismic concerns.

Los Gatos Elementary SD

17010 Roberts Road,
Los Gatos, CA 95032

Total Bond Programs: \$57M

School Sites

- Elementary Schools 4
- Middle Schools 1

Client Contact

Martin Fregoso
Chief Business Officer (formerly)
530-400-4043
mfregoso@placercoe.k12.ca.us

Project Architect:

HMC Architects
Melinda Lum
408-315-7344
melinda.lum@hmcarchitects.com

Cambrian School District

1415 Jacksol Drive
San Jose, CA 95124

Total Bond Programs: \$105M

School Sites:

- Elementary Schools: 4
- Middle Schools: 1
- K – 8 Schools: 1

Client Contact:

Dr. Carrie Andrews
Superintendent
408-377-2103
andrewsc@cambriansd.com

Project Architect:

Sugimura Finney Architects
Mark Finney
408-398-1450
mark@sugimura.com



Steindorf K8 Steam School

RGM KRAMER, Inc. has been assisting the Cambrian School District with comprehensive planning, program development and construction management services since 2003, managing two bond programs valued at \$105M. RGMK assisted the District with obtaining state matching funds of \$15M. RGMK led development of the facility assessment and master plan to obtain successful approval of the 2014 Measure I Bond Campaign. The highlight of the program was the reopening of the shuttered Steindorf ES to create a model K8 STEAM school for the District.



Laurel Elementary School • Menlo Park City School District

Alum Rock Union Elementary School District

RGM KRAMER, Inc.

PROPOSED METHODOLOGY AND CAPABILITIES



Marina Vista Elementary • Pittsburg Unified School District

RGM KRAMER, Inc. has expertise in project phasing, scheduling, budget management and contract delivery methods that aids the District in successfully completing projects on time and budget while minimizing disruption at the site. Following are details specific to the Firm's technical capabilities for scheduling, budgeting, cost estimating and document control:

Scheduling

RGMK reviews the project schedule to ensure it is logical, activity durations and relationships are realistic, and that it meets the contract requirements for the project milestones. Because a successful project must adhere to a clear work plan and schedule, RGMK regularly reviews progress against the planned schedule and identifies potential delays. If a delay is anticipated or a possible schedule improvement is identified, RGMK works with the contractors to develop revisions to the work sequence. Furthermore, the RGMK team evaluates the contractor's work plan and schedules to confirm it coordinates and interfaces with other project participant activities, such as utility connections, off-site improvements and furnishings, or owner-furnished equipment, technology and move-in requirements. RGMK's staff is adept at using multiple critical path scheduling programs.

Budgeting

RGMK's project budgets follow the OPSC expenditure reporting format which provides greater ease in tracking project expenditures, from estimated to actual, and reveals where items have varied either over or under the estimate. This allows the PM to clearly show the District where it may request "added value" items and where it might be wise to cut back to ensure conformance with the prescribed

budget. RGMK maintains Master Program and individual project budgets built to follow seamlessly with the OPSC expenditure reporting system.

Cost Estimating

In addition to conceptual estimating during preliminary and progress design, RGMK provides or collaborates with the design team to provide a detailed estimate at the 90% completion stage. This detailed estimate helps to further refine the project budget and determine if the project should contain allowances and alternates. If the completed drawings are still trending over the proposed construction budget, RGMK identifies components that could be modified or eliminated, (value engineering), while still preserving the integrity of the project. RGMK's goal in plan review, estimating and value engineering is to develop a set of documents for a project that offer a realistic schedule and quality construction. It is easier and more efficient to proactively correct the bid documents than to later solve problems during construction.



Cost Tracking

RGMK provides a custom database to track all program and project expenditures in the OPSC expenditure format. Accurate cost tracking is

crucial to provide accountability for expenditures and to properly forecast remaining costs and cash flow needs. Project budgets and expenditure forecasts are tied to the master schedule which helps ensure that the District can construct within its budget and anticipate phased revenue sources. RGMK's forms and procedures for managing payment requests are designed to provide the information that the District's business office needs to process payment applications in a timely manner, and provides assurances that the pay requests are reasonable, legal, and undisputed.

Document Control

RGMK maintains familiarity with the most common industry document control systems and will work in conformance with the District's standards, ensuring the information management system provides the District and entire project team rapid access to key project documents. RGMK will prepare a list of anticipated submittals and confirm with the contractors when the documents will be submitted. Submittal logs will track documents from initial receipt to final approval, and submittal status will be a topic of each weekly meeting so that the review process does not negatively impact the schedule. RGMK receives and monitors Requests for Information (RFIs) using a detailed RFI tracking log, which will also be an agenda item at each weekly meeting. Any RFI that has the potential for a cost increase is clearly identified and tracked. Potential change orders and contract change directives are similarly managed.

Quality Control Systems

RGMK's team also understands the relationship of sub-consultants to the Architectural and Engineering Team and to the Inspector of Record and works collaboratively with all consultants who are also charged with quality control, including Manufacturers'

Representatives, to ensure that materials and equipment are properly specified, installed, and fully warranted. RGMK's experienced construction managers ensure the materials, systems, finishes, products and construction methods are appropriate to the project. RGMK's construction managers plan and monitor appropriate inspections and testing so that the project moves forward on time and on budget, while ultimately ensuring DSA certification for the District. RGMK's project managers and construction managers know how buildings are supposed to be built. They thoroughly review and understand the details of the plans and specifications and can readily identify construction that is inferior or does not meet the requirements of the project, then works with the design team, inspectors and contractors to bring work into quality compliance.

Document Review Process

Document reviews are ideally designed to look at the project from a contractor's perspective and determine if the drawings and specifications are complete and accurate enough to estimate properly and from which to build. We believe our construction background, combined with our experience in the design professions, estimating and inspection, provide us with a unique edge over other firms in conducting comprehensive constructability and coordination reviews. We make a point of having staff persons with different perspectives (building construction, estimating, engineering, inspection, architectural, and specialty trades, where applicable) review the drawings.

Constructability Review

A Constructability Review is a review of the plans and specifications from a Contractor's perspective and is intended to determine if the documents are *bidable* and *buildable*. The reviewer determines if potential bidders will be

able to bid accurately based on the information provided in the plans, and if the successful bidder can build from that same information. The reviewer will also check if the materials and equipment specified are readily available and proper for the intended purpose, noting any long lead items which may affect sequencing and project continuity. A thorough Constructability Review reduces problems encountered with substitution requests, numerous Requests for Information (RFI's) and resulting delays and Change Orders. A Constructability Review may also involve major components of the other reviews defined below.

Coordination Review

A Coordination Review, sometimes referred to as an Interdisciplinary Review, is typically intended to cross reference the Architectural drawings with the technical specifications and the various engineering disciplines (i.e., structural, mechanical, plumbing and electrical drawings). The purpose is to alleviate internal inconsistencies in the documents by ensuring proper coordination between the various disciplines, thereby mitigating conflicts between the trades and potential change orders.

Code Compliance Review

A Code Compliance Review consists of an examination of the documents in relation to Title 24, DSA criteria and other applicable Building Codes. This will include review for fire-life-safety, ADA access, structural, plumbing, mechanical and electrical code compliance. Our review staff includes DSA-certified, working inspectors who know the local DSA field representatives' criteria and idiosyncrasies.

Value Engineering

Value Engineering is a review intended to offer alternative materials and methods which will essentially serve the same aesthetic and structural purpose but may be more readily available and less expensive than that which is

specified. A proper review will also consider life cycle cost factors and maintenance and operation expenses on machinery and appliances. An extension of the review often entails a comprehensive search for cost saving factors which may meet the design intent while still performing within the project budget.

Project Manual and Specification Review

RGMK will review the technical specifications for compliance with District Standards, completeness and compatibility with the drawings. This aspect is described as a part of the Coordination Review above. RGMK will review and tailor the front-end documents (the contract, instructions to bidders, bond forms, general, supplemental and special conditions, payment procedures, coordination requirements, insurance requirements and other Division 1 requirements) for compliance with current regulations and complete coverage of contractual issues specific to the project.



Contract Administration

RGMK's project managers, contract managers, project engineers and project administrators are extremely adept at managing and tracking the hundreds of activities required each day to keep construction on schedule, contractors and vendors paid, District approvals sought, contract changes timely processed, and outside vendors are properly coordinated with the construction process.



Marina Vista Elementary • Pittsburg Unified School District



San Miguel Elementary • Mark West Elementary School District

LEGAL REFERENCES:

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Fresno, CA 93720

(559) 225-6700

dsoldani@aalrr.com

RGM KRAMER, Inc. and our clients have enjoyed a successful history in avoiding and mitigating claims in programs that the firm has set up and managed. RGMK has also served public agencies and various public legal counsel as an expert analyst providing claims analysis, arbitration and litigation support, project realignment and settlement negotiations. The references listed at the left can provide examples and testimony as to how RGMK's Management Teams approach and procedures have aided them in protecting our clients.

To date, after 30 years, we have a perfect score:

A) Claims, Litigations, Arbitrations or Terminations filed against or by a Public Agency:

None

B) Pending Litigation:

None

Responding to SOQ/P Questions:

- **Is there currently legal action pending against your firm by another public agency related to services, or lack thereof, provided by your firm?** **None**
- **Have there been any settlements or judgments involving such actions within the last ten (10) years? Please describe each such settlement or judgment, including the nature of the action and the amount of recovery?** **None**
- **Within the past ten (10) years, has your firm ever had a professional engineering services contract terminated by a California public agency?** **None**
- **Has your firm or any affiliated firm ever been sued by any public agency for fraud or false claims?** **None**
- **Has your firm filed for bankruptcy protection or been declared insolvent by any court, or had a receiver appointed to manage the assets of the firm?** **None**



Rodeo Hills Elementary School • John Swett Unified School District



RGM KRAMER, Inc. offers a full menu of program and management services. For general project planning and program support services, RGMK will provide services on a Time and Material basis under our current billing rate schedule.

For the management of specific projects, RGMK provides comprehensive CM services based on the Office of Public-School Construction (OPSC) sliding fee schedule established under the Lease Purchase Program. This fee schedule is simply based on a percentage of the actual construction contracts managed. The fee covers preconstruction services, bidding and project management for single prime construction delivery method. Since the fee is based on a percentage of actual construction contracts managed, it does not require changes or adjustments during the project development process. Since this fee structure is based on a state developed guideline, it is easily defensible for school districts. This fee schedule is universal for all construction delivery models. The final fee is reconciled at the end of the project to the total value of construction contracts managed for the project on behalf of the District. RGMK will often perform small project CM services on a Time and Material basis if warranted.

**OPSC Fee Calculation
Construction Management Fees**

Construction contract value:	CM Fee
First \$500,000	8.0%
Next \$500,000	7.5%
Next \$1 Million	7.0%
Next \$4 Million	6.0%
Next \$4 Million	5.0%
Costs in excess of \$10 M	4.0%

When multiple-prime construction management is utilized, field coordination of the various trades and administration of multiple prime contracts during the construction phase is required as these activities need to be provided by RGMK in lieu of having them provided by a single prime general contractor. For general conditions we will provide a T&M estimate that will be reviewed and finalized with the District prior to the start of construction. The general conditions will be tailored to the specific project needs based on an estimate of the amount of field supervision, temporary facilities, surveying, project engineering, waste management, cleanup, move management, recycling etc. based on the specific durations and needs of the project as determined through the project’s development. General conditions labor is provided at the current RGMK billing rates and reimbursable general conditions expenses are provided to the District at actual cost with no markup on Multi-Prime.

**RGM Kramer Inc.
2020 Billing Hourly Rate Schedule
Effective January 1, 2020**

CLASSIFICATION	RATE
Principal Oversight	\$200.00
Program Manager / Project Executive	\$190.00
Sr. Construction Manager / Sr. Project Manager	\$175.00
Construction Manager / Project Manager	\$160.00
Estimator / Scheduler / Plan Reviewer	\$160.00
Contracts Manager	\$135.00
Assistant Project Manager / Project Engineer	\$120.00
Administrative Assistant	\$65.00
Clerical Support	\$55.00

The Above Rates include all taxes, insurance, health and welfare benefits, overhead and profit. Annual rate increases will be based on data provided by the Bureau of Labor Statistics, Consumer Price Index.



Dallas Ranch Elementary School • Antioch Unified School District

Alum Rock Union Elementary School District

RGM KRAMER, Inc.

OTHER



OTHER

Dallas Ranch Elementary School • Antioch Unified School District

Alum Rock Union Elementary School District

RGM KRAMER, Inc.

TESTIMONIALS

Antioch Unified School District

"I cannot say enough about the support RGM has given both the District and myself over the years. I can tell you from experience, having RGM as your Construction Manager is a decision you will not regret."

Tim Forrester, Associate Superintendent

Cambrian School District & Mountain View—Los Altos Union High School District

"Kramer helped us complete our five year modernization projects on time, under budget with exceptional quality, no delays and "No Disputes." Kramer's attention to detail and the needs of the client is unsurpassed. They are the best."

Barry Groves Ed.D., Superintendent

Jefferson Elementary School District

"I would not hesitate for a moment to recommend Kramer to take on the load and responsibilities of District construction projects. Rick is truly a professional in all services he offers. His integrity is outstanding. On top of all this, he's really a nice guy! I feel fortunate and in good hands to have Rick as a very important part of our team."

Julie Kessler, Assistant Superintendent

Martinez Unified School District

"We have benefitted from RGM's extensive knowledge and expertise. They are very mindful of expenses and frequently offered suggestions that helped us to contain costs while maintaining high quality. I recommend them to you without reservation."

Rami Muth, Superintendent

Soquel Elementary School District

"Rick Kramer's ability to work through difficult situations and with a variety of people was instrumental in resolving our construction problems. He was able to provide effective problem solving skills that ultimately moved the projects forward in a timely manner. I would highly recommend utilizing Rick's knowledge and expertise for any school facility project."

Sherree Brown, Assistant Superintendent

Monterey Peninsula Unified School District

"RGM has demonstrated solid customer service, responsiveness, and has represented the interests of the district with integrity. Their performance has been so impressive, that their personnel have almost become internal district staff. We trust them so much, that we often allow the firm's senior personnel to represent the District without our attendance."

Brett W. McFadden., Assistant Superintendent/CBO

Los Gatos Union School District

"Rick Kramer and the Kramer team are by far one of the most world class organizations I have ever worked with. The integrity in which they engage in their work, swiftness in problem resolution, and timeliness in delivering beautiful projects on time and within budget cannot be surpassed. This is a great firm to work with personally and professionally."

Leslie Paulides, CPA—Assistant Superintendent/CBO

Menlo Park City School District & Sebastopol Union School District

"I received a substantial number of accolades as Superintendent for the facility projects that were accomplished during my tenures in both Sebastopol Union and Menlo Park City School Districts. Construction was accomplished, and facilities were opened on time and within budget. Each time those acknowledgements were expressed, I referenced the work of Ralph Caputo and RGM for their contribution to the success of the initiatives."

Kenneth J. Ranella, Superintendent

Los Gatos — Saratoga Union High School District

"Kramer managed four projects simultaneously for Los Gatos-Saratoga Union High School District. The projects were on time and on budget. They do more than is expected and provide accurate, personal and timely resolution to the myriad of construction decisions. The staff are problem solvers with the knowledge, skills and resources to provide outstanding construction and program management services."

Tom Woodruff Ed.D., Assistant Superintendent/CBO

Tracy Unified School District, Tracy, CA

RGMK provides program management services and construction management services on multiple bond and construction programs valued at \$203M dollars. Completed projects include:

\$63M New campus at Kimball MS

\$15M New building & Mod at SW Park ES

\$12M New building at Monte Vista ES

\$8M New buildings at West HS



Antioch Unified School District, Antioch, CA

RGMK provides program management services and construction management services on multiple bond programs valued at \$330M dollars. Completed projects include:

\$25M Solar project at multiple sites

\$8M Stadium at Antioch HS

\$9M New admin & library at Antioch HS

\$5M Modernization at Antioch MS



Martinez Unified School District, Martinez, CA

RGMK provides program management services and construction management services on multiple bond & construction programs valued at \$190M dollars. Completed projects include:

\$30M New campus at John Muir ES	\$6M Solar project at multiple sites
\$7M New campus at Vicente Briones CHS	\$6M CR bldg. at Alhambra HS



Pittsburg Unified School District, Pittsburg, CA

RGMK provided program management services and construction management services on multiple bond & construction programs valued at \$195M dollars. Completed projects include:

\$74M New campus at Pittsburg HS	\$20M New campus at Marina Vista ES
\$30M New campus at Range Road MS	\$12M New Campus at Riverside CHS



Los Gatos Elementary School District, Los Gatos, CA

Provided program management services and construction management services on the Measure E program valued at \$57M dollars. Completed projects include:

\$24M Reconstruction of Lexington ES

\$6M New classroom bldg at Fisher MS

\$15M Athletic facility at Fisher MS

\$6M New classroom bldg. at Van Meter ES



Cambrian School District, San Jose, CA

Provided program management services and construction management services on multiple programs valued at \$105M dollars. Completed projects include:

\$26M Steindorf K8 Steam School

\$5M Solar project at multiple sites

\$7M Modernization of Price MS

\$4M Security project at multiple sites



Soquel School District, Soquel, CA

Provides program management services and construction management services on multiple programs valued at \$65M dollars. Completed projects include:

\$14M New CR at New Brighton MS

\$9M New CR at Main Street ES

\$9M New CR at Soquel ES

\$7M Performing arts center at NBMS



Los Gatos Saratoga High School District, Los Gatos, CA

Provided program management services and construction management services on the District's Measure E program valued at \$99M dollars. Completed projects include:

\$25M New CR at Los Gatos HS

\$11M Synthetic turf fields at Los Gatos HS

\$18M New music bldg at Saratoga HS

\$5M Synthetic turf fields at Saratoga HS



John Swett Unified School District, Rodeo, CA

RGMK provides construction services, program management services and construction management services on multiple bond & construction programs valued at \$120M dollars.

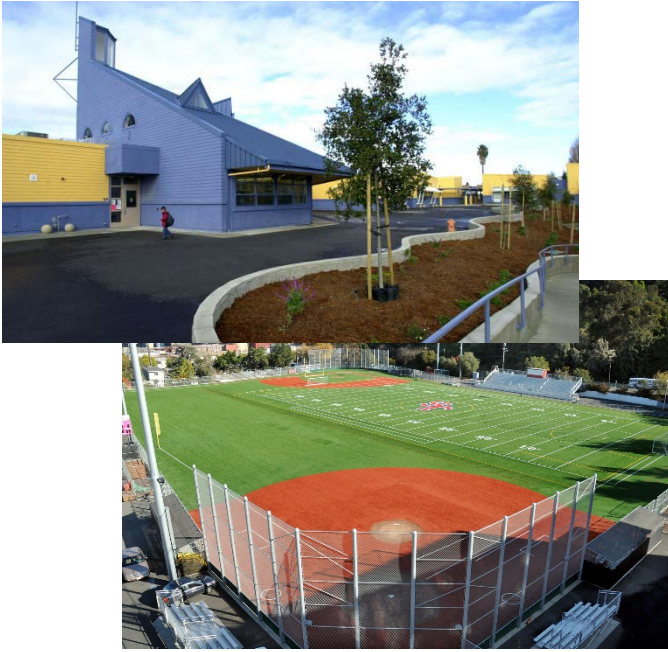
Select projects completed:

\$18M New campus at Rodeo Hills ES

\$40M Modernization of John Swett HS

\$40M upgrade of Willow Alternative HS

\$458K Classroom replacement at Willow ES



Loma Prieta School District, Los Gatos, CA

Provided program management services and construction management services on the multiple bond programs valued at \$25M dollars. Completed projects include:

\$15M New campus at CT English MS

\$9M Fire replacement at CT English MS




DISTRICT PROPOSAL FORM

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

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

OFFER TO ENTER INTO AGREEMENT

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

Name and Address of Firm	Signature of Authorized Officer or Employee
Name: RGM KRAMER INC	Signature: 
Address: 3230 Monument Way	Printed Name: Ralph J. Caputo
City and State: Concord, CA 94518	Title: CEO
Telephone Number: 925-671-7717	Date: 8/24/20
Fax Number : 925-671-7788	
Email Address: ralph@rgmkramer.com	

RETURN THIS PAGE WITH PROPOSAL

DISTRICT TERMS AND CONDITIONS

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

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

ACCEPTANCE OF TERMS AND CONDITIONS

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

Authorized Signature: 
Printed Name: Ralph J. Caputo
Title: CEO
Date: 8/24/20

RETURN THIS PAGE WITH PROPOSAL

DISTRICT QUALIFICATION CERTIFICATION

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

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

Authorized Signature: 
Printed Name: Ralph J. Caputo
Title: CEO
Date: 8/24/20

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


The undersigned declares:

I am the CEO of RGM Kramer Inc, the party making the foregoing Proposal.

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

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

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 8/24/20 [date], at Concord [city], CA [state].”

Authorized Signature of Proposer(s): 
Printed Name: Ralph J. Caputo
Title: CEO

RETURN THIS PAGE WITH PROPOSAL

NOTICE TO CONTRACTORS REGARDING CRIMINAL RECORDS CHECK
(EDUCATION CODE SECTION 45125.1)

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

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

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

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

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

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

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

I, Ralph J. Caputo certify that:
Name of Respondent

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

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

Executed at Concord, California on August 24, 2020
Date



Signature

Ralph J. Caputo

Printed Name

CEO

Title

3230 Monument Way Concord, CA 94518

Address

925-671-7717

Telephone

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CONFLICT OF INTEREST CERTIFICATION

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

PRINT NAME	Ralph J. Caputo
TITLE OF OFFICER	CEO
NAME OF COMPANY	RGM Kramer INC

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

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

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

Explain: _____

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

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

d. Name of Supervisor(s)? N/A

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

f. Last date of employment? N/A

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

a. Name(s) of the Board Member(s) or employee(s)?
_____ No

b. Title/position with your company?
_____ N/A

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

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

a. Name of former employee(s)?
_____ No

b. Position/title with your company?
_____ N/A

c. Please describe their duties and responsibilities for each position held at your company.
_____ N/A

d. Dates of employment?
_____ N/A

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

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

August _____ 24 _____, 2020
Month Day
Concord _____ CA _____
City State



Signature

Ralph J. Caputo

Printed Name

CEO

Title

Notice of Policy on Business Gifts and Conflicts of Interest

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

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

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

Received and agreed to on behalf of vendor by:

Signature:  _____

Printed Name: Ralph J. Caputo

Title: CEO

Date: 8/24/20

Vendor Name: RGM Kramer Inc

Vendor Address: 3230 Monument Way Concord, CA 94518

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Thank You

**RGM Kramer would like to thank
Alum Rock Union Elementary School District for considering our firm for your projects.**



Alum Rock Union Elementary School District

RGM KRAMER, Inc.

STATEMENT OF QUALIFICATIONS FOR

PROGRAM MANAGEMENT SERVICES FOR CONSTRUCTION PROJECTS

PRESENTED TO:

Alum Rock Union Elementary School District



3230 Monument Way • Concord, CA 94518 • 925 671-7717 • FAX 925-671-7788

rgmkramer.com