


Agenda Report Reviewed by:
City Manager: 

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM

Meeting Date: September 6, 2022
To: Honorable Mayor and City Councilmembers
From: Toni Bertolero, Engineering Consultant
Subject: Master Agreement with Interactive Resources for Architectural Services
Recommendation: Approval of Master Agreement with Interactive Resources, Inc.
Funding: Currently Budgeted: Yes No N/A

Account Code/Costs authorized in City Approved Budget (if applicable) AK (verified by Administrative Services Department)

INTRODUCTION/PURPOSE:

The item is to approval of the Master Agreement 2022-01-01 with Interactive Resources, Inc., for architectural services.

BACKGROUND AND DISCUSSION:

The City has various projects in their Capital Improvement Program (CIP) that require design services from a licensed architect. Engineering has reached out to a number of architects, architectural firms, and architectural/engineering (A/E) firms over the past year. Only one firm has expressed interest and availability to provide architectural services to the City.

Interactive Resources, Inc., is an A/E firm with extensive experience providing A/E services to many public agencies throughout the Bay Area, including the cities of Cotati, Rohnert Park, and Santa Rosa. The firm has a strong commitment and long history of incorporating sustainable design and energy efficiency into their projects, including completed projects that are LEED Silver and Gold level. In addition to licensed architects and structural engineers, Interactive Resources includes several LEED Accredited professional. A Statement of Qualifications for the firm is attached to this report.

The CIP projects that Interactive Resources could provide architectural services include:

- Youth Annex ADA Upgrades
- City Hall ADA Upgrades
- Burbank Farm Restroom Facility

GOALS:

Not applicable.

PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. However, staff anticipates receiving public comment from interested parties following the publication and distribution of this staff report.

Such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the agenda item.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to schedule meeting date.

FISCAL IMPACT:

Architectural services are included in the various CIP projects under the design category.

RECOMMENDATION:

Staff recommends the Sebastopol City Council approve Master Agreement 2022-01-01 with Interactive Resources, Inc. for architectural services and authorize the City Manager to execute said agreement once the required insurance documents are provided.

Attachment:

- 1 – Master Agreement 2022-01-01 with Interactive Resources, Inc.
- 2 – Statement of Qualifications

**CITY OF SEBASTOPOL
CONTRACT NO. 2022-01-01
MASTER AGREEMENT FOR ARCHITECTURAL
CONSULTING SERVICES
INTERACTIVE RESOURCES, INC.**

THIS AGREEMENT made and entered into this _____ day of _____, 2022 by and between the City of Sebastopol, a municipal corporation located in the County of Sonoma, State of California, hereinafter referred collectively to as "CITY" and **Interactive Resources, Inc.**, a California Corporation with principal offices at 117 Park Place, Richmond, CA 94801, hereinafter referred to as "CONSULTANT",

WITNESSETH

WHEREAS, CITY has the need for On-Call Architectural services; and

WHEREAS, CITY desires to contract for such services with a private consultant; and

WHEREAS, CONSULTANT is experienced in providing such services for municipal corporations and is able to provide personnel with the proper experience and background to perform the duties involved; and

WHEREAS CITY wishes to retain CONSULTANT for the performance of said services;

NOW, THEREFORE, in consideration of the mutual covenants, benefits, and premises herein stated, the parties hereto agree as follows:

CITY, pursuant to the authority set forth at Government Code Section 36505, does hereby appoint CONSULTANT, in a contractual capacity, to perform the following services on an "on call, as needed" basis, in accordance with the terms and conditions hereinafter set forth;

The type of Architectural or other services to be provided include:

Architectural Design, Historic Preservation, Structural Engineering, Building Envelope, Roof Design/Repair Sustainable/LEED Design, Interior Design, ADA Accessibility Upgrades, Waterproofing, Construction Administration, Space Planning, Programming, Feasibility Studies, Facility Condition Assessments, Energy Studies, Building Information Modeling, CAD Drawings, As-Builts, Peer Review.

- 1) **CAPITAL PROJECTS** - As assigned, pursuant to approval of scope of work and fee proposal by the City Council, perform services which may include but are not necessarily limited to the following:
 - a) Preliminary Engineering: Prepare alternatives analyses, preliminary layouts, surveying, geotechnical services, and estimates of probable cost.

- b) Permits: Assist the City in obtaining approvals and permits from various agencies, including CALTRANS, Regional Water Quality Control Board, US Army Corps of Engineers, CA Department of Fish and Game, etc.
- c) Construction Documents: Prepare engineering calculations and designs, plans, specifications, cost estimates, and contract bidding documents.
- d) Bidding Assistance: Assist the City with technical support during bidding phase for public contracts, attend pre-bid conferences and job walks, perform construct-ability review of other firms or own plans and specifications, prepare addenda, analyze bids, and recommend award.
- e) Construction Support/Construction Management: Attend pre-construction conferences; monitor construction schedule, visit construction site as required for progress and quality of work evaluation. Assist City with interpretation of the plans and specifications, analysis of changed conditions, development of corrective action, review of shop drawings and other submittals, and the review and negotiation of change orders.

2) **OTHER MISCELLANEOUS SERVICES** - CITY may from time-to-time have the need for other services not specifically listed in this agreement for which CONSULTANT has the necessary experience and capabilities to provide. CITY may authorize CONSULTANT to perform such selected services on an as-needed basis.

3) **PROJECT ASSIGNMENTS**

- a) the City may from time to time during the term of this agreement, solicit proposals from CONSULTANT for various City projects. Individual project assignments will be awarded by amendments to this agreement, concurrent with the term of the master contract.
- b) The City will award contract amendments for each project based upon a scope of services, work schedule, and fee proposal submitted to the City on request, and subject to approval by the City Council. For any given project, the City may elect to contract with more than one consultant based upon their field of expertise.
- c) Consultants are also encouraged to team with other pre-qualified consultants on project proposals where multiple disciplines are required.

4) **RECORDS** All records produced by CONSULTANT during the course of your work under this agreement are and at all times shall remain the property of the CITY. CONSULTANT shall assemble these records in an orderly fashion and store same, for at least three years, in a mutually agreed upon location so that they may be reasonably available to the public or to the officials of CITY as required. Copies of records shall be provided to the City from time to time, as requested.

5) **TERMINATION** - This Master Agreement may be terminated at will by either party with or without cause upon 30 days written notice.

6) **GENERAL CONDITIONS**

- a) CITY shall not be called upon to assume any liability for the direct payment of any salary, wage or other compensation to any person employed by CONSULTANT performing services hereunder for CITY.

- b) All documents, including but not limited to plans and specifications, prepared by CONSULTANT are instruments of services, only. They are not intended nor represented to be suitable for reuse on extensions of this project or any other project. Any reuse without specific permission by CONSULTANT shall be at the user's sole risk. CITY hereto agrees to save, keep, and hold harmless CONSULTANT from all damages, costs or expenses in law and equity including costs of suit and attorney's fees resulting from such reuse.
 - c) CONSULTANT agrees to save, keep, hold harmless and indemnify CITY and its officers, and employees from all damages, in law and equity caused by any negligent act or omission to act on the part of CONSULTANT or any of its officers, employees or subcontractors. CITY shall save, keep, hold harmless indemnify CONSULTANT from all damages suffered in the performance of the authorized by this Agreement that are not the result of wrongful acts of the CONSULTANT, its officers, employees, or subcontractors.
 - d) CONSULTANT shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the CONSULTANT, his agents, representatives, or employees. Refer to Exhibit "A", INSURANCE REQUIREMENTS FOR CONSULTANTS, attached hereto and thereby made a part of this contract.
- 7) **NOTICES** - For purposes hereof, unless otherwise provided in writing by the parties hereto, the address of the CITY and the proper person to receive any notice on the CITY'S behalf is:

Engineering Division
City of Sebastopol
714 Johnson St.
Sebastopol, CA 95472

For the purposes hereto, unless otherwise provided in writing by the parties hereto, the address of CONSULTANT and the proper person to receive any notice on the CONSULTANT'S behalf is:

Andrew Butt, AIA, LEED AP BD+C
Interactive Resources
117 Park Place
Richmond, CA 94801

- 8) **ARBITRATION** - All claims, disputes, and other matters in question between the parties to this AGREEMENT, or breach thereof, may be decided by arbitration in accordance with the then-most current rules of the American Arbitration Association, if the parties mutually agree.
- 9) **MISCELLANEOUS**
- a) The titles used in this agreement are for general reference only and are not a part of the Agreement.

- b) This Agreement shall be interpreted as though prepared by both parties.
- c) Any provision of this agreement held to violate any law shall not invalidate the remainder of this Agreement.
- d) This Agreement shall be interpreted under the laws of the State of California.

10) TERM OF AGREEMENT – This Agreement shall remain in effect for an initial term of 3 (three) years. Extensions of the agreement may be made upon mutual agreement of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by the duly authorized officers the day and year first above written in this Agreement.

CITY OF SEBASTOPOL

CONSULTANT
Interactive Resources, Inc.

Larry McLaughlin, City Manager

Andrew Butt, AIA, LEED AP BD+C

Date

Date



EXHIBIT A
City of Sebastopol
Insurance Requirements for Consultants

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury, and personal & advertising injury with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than \$1,000,000 per accident for bodily injury and property damage.
3. Workers’ Compensation insurance, as required by the State of California, with Statutory Limits, and Employer’s Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.

(Not required if consultant provides written verification that it has no employees)

4. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant’s profession, with limit no less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase “extended reporting” coverage for a minimum of five (5) years after completion of contract work. A copy of the claims reporting requirements must be submitted to the City of Sebastopol for review.

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

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

The City of Sebastopol, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.

General liability coverage can be provided in the form of an endorsement to the Consultant’s insurance at least as broad as one of the following ISO ongoing operations Forms: CG 20 10 or CG 20 26 or CG 20 33 (not allowed from subcontractors), or CG 20 38; **and** one of the following ISO completed operations Forms: CG 20 37, 2039 (not allowed from subcontractors), or CG 20 40.

Primary Coverage

For any claims related to this contract, the Consultant's insurance coverage shall be primary insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the City of Sebastopol, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City of Sebastopol, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

Notice of Cancellation

Consultant shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. In the event of any cancellation or reduction in coverage or limits of any insurance, Consultant shall forthwith obtain and submit proof of substitute insurance.

Waiver of Subrogation

Consultant hereby grants to the City of Sebastopol a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City of Sebastopol by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City of Sebastopol has received a waiver of subrogation endorsement from the insurer. However, the Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City of Sebastopol for all work performed by the Contractor, its employees, agents, and subcontractors.

Self-Insured Retentions

Self-insured retentions must be declared to and approved by the City of Sebastopol. The City of Sebastopol may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the City of Sebastopol.

Acceptability of Insurers

Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City of Sebastopol.

Verification of Coverage

Consultant shall furnish the City of Sebastopol with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the City of Sebastopol before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City of Sebastopol reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Subcontractors

Consultant shall require and verify that all subcontractors maintain insurance, meeting all the requirements stated herein, and Contractor shall ensure that the City of Sebastopol is an additional insured on insurance required from subcontractors.

Special Risks or Circumstances

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

Statement of Qualifications

On-Call Consulting Services



Prepared for

City of Sebastopol Engineering Division
714 Johnson Street
Sebastopol, CA 95472

Prepared by

Interactive Resources, Inc.
Andrew Butt, AIA, LEED AP BD+C
Managing Principal Architect
117 Park Place
Richmond, CA 94801





■ ■ ■ ■ August 19, 2022

117 Park Place
Richmond, CA 94801
510.236.7435 t
510.232.5325 f
intres.com

City of Sebastopol
Engineering Division
714 Johnson Street
Sebastopol, CA 95472

■ ■ ■ ■ Subject: Pre-Qualified Consultants List

Principal-in-Charge/
Main Point of Contact:
Andrew Butt, AIA, LEED
AP BD+C
510.236.7435, 120
510.520.6451, cell
andrew.butt@intres.com

Dear Sir/Madame:

It is with great pleasure that we submit our qualifications for the pre-qualified consultants list. Interactive Resources has been providing architectural design, structural engineering, historic preservation and planning services for 49+ years, and because of the following.

Experience with public agency on-call contracts – We have extensive experience, with nearly 50 consecutive years, of serving federal, state, and local agencies throughout California and the greater Bay Area. Our many satisfied clients include BART, AC Transit, the U.S. General Services Administration, the U.S. Postal Service, the State of California, Department of General Services, the Judicial Council of California, nearly all Bay Area County facilities departments, and municipal government agencies. We have a record of receiving high performance ratings from our public agency clients.

Successful performance record – Our team has successfully completed hundreds of projects under on-call A/E contracts including all design and construction phases for new facilities and the rehabilitation, maintenance, and repair of existing facilities. We provide building evaluations, structural and seismic evaluations and upgrades, space planning, interior design and tenant improvement design. In addition to the typical A/E services, our firm also has extensive experience in roof repair and design, building envelope, waterproofing and weatherization, window replacements, ADA accessibility upgrades, electrical and mechanical upgrades, historic preservation, and correctional and security consulting specialization.

Project leadership – I will be the principal-in-charge and main point of contact for this contract. I have managed the firm’s A/E on-call contracts for the last 9 years, and I will add my technical expertise, provide contract, and team oversight, as well as quality control. We have several architects and structural engineers that can provide project management for many types of projects.

Sustainable design – At Interactive Resources, we have a strong commitment and long history of incorporating sustainable design and energy efficiency into our projects, including completed projects that are LEED Silver and Gold level. Our staff includes several LEED Accredited Professionals.

Our team is enthusiastic about the opportunity to work with the City of Sebastopol, and we strongly believe in our ability to provide exemplary services to the City.

Sincerely,

Andrew Butt, AIA, LEED AP BD+C
Principal-in-Charge / Main Point of Contact

Table of Contents

- 1. Cover Letter
- 2. Pre-qualification Summary
- 3. Referenced Projects
- 4. Statement of Qualifications
- 5. Hourly Rates
- Appendix A


Interactive Resources, Inc. understands that the City of Sebastopol is soliciting qualified consultants interested in being included in the City’s Pre-Qualified Consultants (PQC) List. The PQC list consists of pre-qualified consulting firms that are available to perform a variety of consulting services for City capital improvement projects. From this PQC list, the City of Sebastopol will solicit proposals for its capital improvement projects.

The City seeks consultants with demonstrated expertise and experience performing studies, infrastructure planning and design, construction management, and other types of consulting services for public agencies in one or more of the following disciplines:

- Street improvements (street widening, pedestrian facilities, bicycle facilities, street rehabilitation, beautification, and landscape design)
- Traffic engineering (traffic counts, traffic studies, and traffic control systems designs)
- Storm water projects (including conduits, retention and infiltration facilities, water quality projects, creek restorations, closed-circuit TV (CCTV) inspection and cleaning)
- Parks and recreation improvements (conceptual and project level planning and design)
- Water and wastewater infrastructure design, planning and studies (water supply wells, pumping facilities, distribution and collection systems, master planning, regulatory compliance plans and projects)
- Land surveying and mapping
- Geotechnical (soils and materials testing, and construction support)
- Structural engineering
- City Engineer Consultant, development review, and engineering plan check services
- Construction management and inspection services

Interactive Resources’ primary focus is architectural design, structural engineering, historic preservation and planning services. Many of the disciplines listed above are disciplines that we normally have subconsultants work on with us for our projects, except structural engineering. For our projects that we have listed in Section 3 of our Statement of Qualifications, we are showing what disciplines were involved with each of our projects. We have provided design review services for the Town of Moraga and also do construction review and peer review for a number of public agency and private clients.


Approximately 80 percent of our architectural design projects require structural engineering, which we have inhouse. We have provided architectural and engineering (A/E) services for several park projects, and many of our projects require architectural landscaping. Most of the disciplines above are provided by subconsultants for many of our projects. We have a pool of subconsultants in many disciplines that we work with throughout the Bay Area and Northern California that are available for any future projects with the City of Sebastopol. I am sure that many of these firms are already listed on your Pre-Qualified Consultant list.

 *I have worked with Interactive Resources on high profile projects for West Contra Costa Unified School District, and was consistently impressed with the quality of their work. Mr. Butt, as Principal in Charge, was very involved in key aspects of the work, and his team provided strong technical detailing, while also meeting client expectations on budget management. The work was always completed on time. The team was responsive, always answered my calls and emails and it was a pleasure to work with the firm. I would highly recommend them for projects including full architectural/engineering, and specialized forensic and waterproofing work.*


— William (Bill) Savidge, K12 School Facilities

DISCIPLINES

- Street improvements (street widening, pedestrian facilities, bicycle facilities, street rehabilitation, beautification, and landscape design)
Interactive Resources typically does not work on these types of projects. We do waterproofing work for both AC Transit and BART and we also work with landscape architects for landscape design. Some of our projects that include landscaping are shown below.
- Traffic engineering (traffic counts, traffic studies, and traffic control systems designs)
Interactive Resources has worked with AC Transit providing peer review and also construction management, but this is typically provided by our subconsultants.
- Storm water projects (including conduits, retention and infiltration facilities, water quality projects, creek restorations, closed-circuit TV (CCTV) inspection and cleaning)
Interactive Resources does not do this, we work with civil engineers that do.
- Parks and recreation improvements (conceptual and project level planning and design)
Interactive Resources has provided A/E services for parks and recreation departments. We are showing some of these projects below.
- Water and wastewater infrastructure design, planning and studies (water supply wells, pumping facilities, distribution and collection systems, master planning, regulatory compliance plans and projects)
Interactive Resources doesn't work on these types of projects. We have done a number of facility condition assessments for public agencies and some were for wastewater treatment facilities. We have also provided roof replacements for Delta Diablo Sanitation District, which we will show below.
- Land surveying and mapping
Interactive Resources works with subconsultants for this discipline.
- Geotechnical (soils and materials testing, and construction support)
Interactive Resources works with subconsultants for this discipline and some of our projects below show this discipline.
- Structural engineering
Interactive Resources has an inhouse structural engineering department. Approximately 80 percent of all of our architectural projects require structural engineering. Many of these projects are shown below.
- City Engineer Consultant, development review, and engineering plan check services
Interactive Resources has provided these types of services for the Town of Moraga and also provided construction review and peer review for many private clients.
- Construction management and inspection services
Interactive Resources does not provide this. We do however, provide Construction Administration inhouse for many of our projects.

 *Many thanks again for the beautiful work on the City Hall. Everyone that sees it ... loves it. You were the right firm for the job.*

—Jeanne MacLeamy, Former Mayor

 *Interactive Resources was selected by the City of Novato as the architect for the renovation of the City Hall, which was originally built in 1896.... The result has been a renovation that is admired by all who see the building. The Interactive Resources Team was easy to work with and responsive to the City's needs. Based on my experience with Interactive Resources, I can definitely recommend them for your new facility.*

— Jennifer Goldfinger, City of Novato

INTERACTIVE RESOURCES’ MULTIDISCIPLINE A/E SERVICES

As you can see from the following list of services that Interactive Resources has the depth and breadth of experience necessary for architectural and engineering contracts for public agencies. We have a wide array of project experience for public agencies.

ARCHITECTURAL SERVICES

- Pre-Design
- Scoping studies
- Feasibility analysis
- Programming
- Stakeholder involvement
- Purpose & needs statement
- Design charrette
- Architectural design
- Architectural technology research
- Post-construction evaluation
- Existing conditions survey
- Building integrated modeling
- Code analysis
- Space planning
- Interior design
- Installation observation
- Furniture contract coordination
- Sustainable design
- LEED design
- Design review
- Drawings & specifications
- Construction administration

STRUCTURAL ENGINEERING

- Structural design
- Drawings & specifications
- Existing conditions survey
- Seismic analysis

HISTORIC PRESERVATION SERVICES

- Programming & development studies
- Conceptual Design
- Contract documents for preservation
- Historic building rehabilitation
- ADA compliance design
- National landmark nominations
- State & National Register Nominations
- Historic context statements
- Historic resource evaluations
- Historic resource surveys
- Condition surveys
- Section 106 documentation
- Tax credit documentation
- DPR forms
- Mills Act applications
- Design/peer review
- Historic structures reports
- Historic American Building Survey documentation (HABS)
- Historic American Engineering Record (HAER) documentation
- CEQA Cultural resource assessments
- Secretary of the Interior’s Standards Analysis
- Environmental review & analysis
- Ordinance development and historic preservation planning
- Development Urban Design Review

SPECIALIZED SERVICES

- Energy studies
- Building assessment studies/reports
- Program development studies (PDS)
- Facility master plans
- Feasibility studies
- ADA Accessibility/Title 24 compliance
- Building safety, code compliance
- As-builts / existing conditions surveys
- Diagnostic & forensic testing & studies
- Peer reviews/construction reviews
- Expert witness services
- Roof design & repair replacement
- Field observation during construction
- Wind uplift testing & roof core analysis
- Visual inspections & condition surveys
- Roofing/waterproofing failure investigations
- Roofing/waterproofing design reviews
- Contract documents for repair design
- Roof management programs
- Façade inspections & peer review
- Building envelope condition assessments
- Water entry & condensation studies
- Repair, rehabilitation, and recladding
- Construction observation/troubleshooting
- Testing of building components



Youth Center Remodel & Burton Park Restrooms, San Carlos, CA

Interactive Resources provided A/E services for the Youth Center improvements, that included the design of the lobby, gymnasium, craft room, TV room, kitchen, restrooms and roof. These modifications included: lobby upgrades with new front counter and architectural finishes, gymnasium bleacher replacement, new gymnasium floor, roof upgrades, classroom kitchen replacement, interior and exterior disabled access upgrades, gym clerestory window replacement, and exterior cladding improvements. We also modernized and renovated these existing restrooms to help restore the facilities to a healthier state and integrate current accessibility code compliance and regulations.



Interactive Resources provided architectural design and engineering services for the Youth Center improvements. The project began with a structural evaluation of the current condition of the gymnasium, as well as programming and space planning, and evolved into a complete remodel that included schematic design, construction documents, bidding and construction administration services.

Reference: Kaveh Frouhi, formerly City of San Carlos | 408.615.3064

kfrouhi@santaclaraca.gov | Start 2017; Complete: 9/2018

Key Personnel: Andrew Butt – Principal in Charge; Ed Anisman – Principal Architect/PM and Paul Westermann – Principal Structural Engineer

Disciplines: architecture, structural engineering, mechanical, plumbing and electrical engineering, civil engineering, roofing, cost estimating.



Burton Park Restrooms Remodel, San Carlos, CA

In order to help restore the restroom facilities to a healthier state and integrate current accessibility code compliance and regulations, Interactive Resources was retained to provide A/E services for the new restroom at Burton Park (North) and alterations to Burton (South) restroom, which is part of the Youth Center building and alterations.

Our work includes demolition of existing restrooms, schematic design and construction documents for new pre-manufactured restrooms for Burton North and South, MEP upgrades, civil and structural work. ADA accessibility improvements and minor structural demolition and upgrades, site improvements and new landscaping was also included.

Reference: Kaveh Frouhi, formerly City of San Carlos | 408.615.3064

kfrouhi@santaclaraca.gov | Start 2017; Complete: 9/2018

Key Personnel: Andrew Butt – Principal in Charge; Ed Anisman – Principal Architect/PM and Paul Westermann – Principal Structural Engineer

Disciplines: architecture, structural engineering, mechanical, plumbing and electrical engineering, civil engineering, roofing, architectural landscaping & cost estimating.



Fitzgerald Field Bleacher Replacement, Benicia, CA

Interactive Resources is currently providing A/E services for the City of Benicia's Fitzgerald Field Bleacher and restroom replacement. The project includes the design of new bleachers, restroom and storage facility at 249 East Street in Benicia, California. Our scope of services includes schematic design, construction documents and construction administration services.

Reference: City of Benicia, Rick Knight | 707.746.4322

RNight@ci.benicia.ca.us | Start 2017; Complete: 9/2022 (delayed by funding)

Key Personnel: Andrew Butt – Principal in Charge; Brant Fetter – Principal Architect/PM and Paul Westermann – Principal Structural Engineer

Disciplines: architecture, structural engineering, mechanical, plumbing and electrical engineering, civil engineering, geotechnical & cost estimating.





East Bay Regional Park District’s (EBRPD) New Maintenance Facility, Dumbarton Quarry, Fremont, CA

In 2015, East Bay officials broke ground on a long-planned vision to turn a Fremont industrial quarry into the Bay Area’s first shoreline campground built in decades. The Dumbarton Quarry Regional Recreation Area nears includes a unique bayside campground, picnic area, playground, amphitheater, and trail connections to Coyote Hills, San Francisco Bay Trail and the Don Edwards National Wildlife Refuge.

Interactive Resources has a long working relationship with the EBRPD. We are providing A/E services for the EBRPD’s maintenance facility at the recreational area. The project consists of the design for a new building and related site improvements for the proposed maintenance facility. The new building includes a three-bay garage, offices, restrooms, shower, kitchen, lockers, and break room/common area. There is also be a separate structure for refuse in the project design. Our services include: design development, construction documents, bidding and construction administration services. Pending EBRPD Board approval, our design could be used as a standard schematic design for future maintenance facilities.

Reference: East Bay Regional Park District, Jim Devlin | 510.544.2314
JDevlin@ebparks.org | Start 2020; Complete: 2022

Key Personnel: Andrew Butt – Principal in Charge/Lead Architect/PM and Paul Westermann – Principal Structural Engineer | Disciplines: architecture, structural engineering, mechanical, plumbing and electrical engineering, civil engineering, geotechnical Engineering and cost estimating.



County of Mendocino Health and Human Services Yokayo Building Front Canopy Investigation & Repair Design, Ukiah, CA

This project started as a water intrusion related failure investigation of a wood framed and stucco-clad canopy that covered the entire front façade of the building. Because of extensive damage to the existing canopy and changing functional needs, the project transitioned into replacement of most of the entire canopy with metal awnings. Only the entrance canopies were retained, extensively repaired and reroofed. As part of the project, the entire walkway and portions of the parking lot were replaced to correct accessibility deficiencies. We worked with a landscape design firm on this project, and new functional landscaping makes the building more inviting and provides shade from the western afternoon sun.



The original scope was expanded from a repair to a full removal and replacement with new site work and landscaping. Schematic design, construction documents, cost estimates and Construction Administration were provided on schedule and budget.

Reference: County of Mendocino, Doug Anderson | 707.234.6054
andersond@mendocinocounty.org | Start: 4/2018; Complete: 10/2019

Key Personnel: Tom Butt – Principal Lead Architect/PM; Paul Westermann – Structural Engineer | Disciplines: architecture, structural engineering, mechanical, plumbing and electrical engineering, civil engineering, architectural landscaping & cost estimating.



City of Cotati Community Center Roof Replacement, Cotati, CA

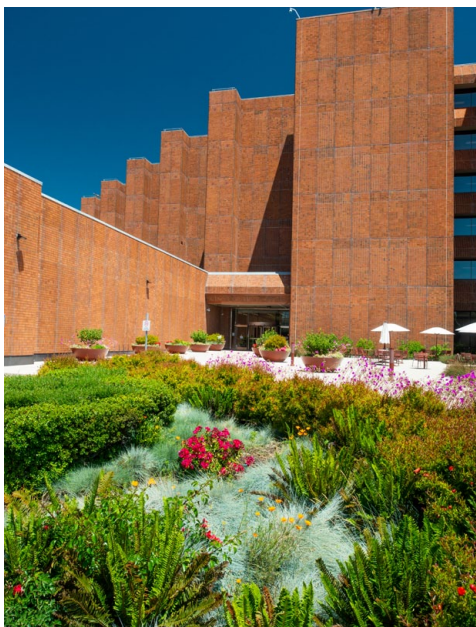
Interactive Resources provided architectural design and structural engineering services for a roof replacement project and evaluation of the existing framing to support a solar array.

Reference: Moe Engineering, Dave Sizzle | 707.544.6274

dave@moeengineering.com | Start 2021; Complete: 7/31/2022

Key Personnel: Andrew Butt – Principal in Charge; Ed Anisman – Principal Lead Architect/PM and Paul Westermann – Principal Structural Engineer.

Disciplines: architecture, structural engineering, mechanical engineering, hazardous materials and cost estimating.



Frank Hagel Federal Bldg. Plaza Investigation/Repairs, Richmond, CA

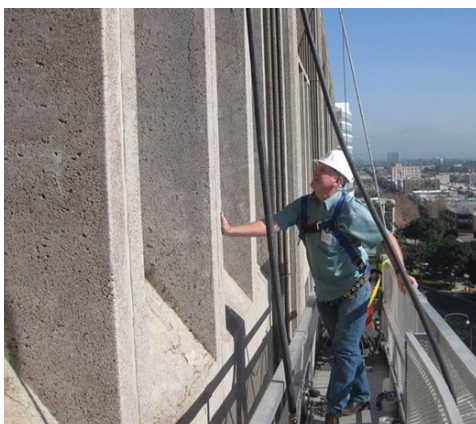
The Social Security Administration is the main tenant and suffered from ongoing water intrusion into the basement from the plaza above. General Services Administration (GSA) retained us to investigate and report on the feasibility of repairing the leaks. Our feasibility study, based on site visits/inspections, testing determined that the cause of water intrusion was the pervasive failure of the West Plaza waterproofing membrane. We prepared a final report that included a summary of our findings and estimated replacement costs based on various paving systems for the replacement. Additionally, an investigation of the East, North and South plazas was performed, and construction documents were prepared for the repair design.

We worked with a landscape architect to design the pavers that were dry laid in a unified and contemporary pattern for easy replacement and movability. Updated seating options were arranged. Bands of wide circular planters are in all the plazas as a means of softening the spaces with plant life –mostly all native, drought-resistant plant palette.

Reference: GSA, Frank Cash | 415. 436.8757 | Frank.cash@gsa.gov

Start: 2014; Complete: 2018 | Key Personnel: Tom Butt – Principal-in-Charge/Lead Architect/PM and Ed Anisman – Principal Architect.

Disciplines: architecture, structural engineering, mechanical, plumbing and electrical engineering, civil engineering, geotechnical, materials testing, hazardous materials, architectural landscaping and cost estimating.



Santa Ana Federal Building Facade Repair, Santa Ana, CA

GSA retained Interactive Resources to conduct a water infiltration investigation of the underground parking, leased tenant space, plaza and 9th floor curtain wall at the federal building. The granite cobble stone plaza and planters leaked into the underground parking and into the detention cells below. The curtain wall surrounding windows of the ninth floor appeared to be disintegrating due to water intrusion. We prepared a waterproofing feasibility study that included an extensive site survey and inspection of the entire façade, field analysis and destructive demolition. Then we prepared construction documents for the repair design, specifications and drawings for all needed repairs, and cost estimates.

Reference: GSA, Brian Stilley | 213.894.0313 | brian.stilley@gsa.gov

Study Start: 2016; Construction Start: 9/2017; Complete: 1/2019

Key Personnel: Tom Butt | Principal-in-Charge/Lead Architect/PM

Disciplines: architecture, structural engineering, materials testing, building envelope and cost estimating.

SECTION 3 | REFERENCED PROJECTS



AC Transit Customer Service Center Remodel, Oakland, CA

Interactive Resources remodeled the AC Transit Customer Service Center located on the main floor of the district’s General Office building in Oakland. The Customer Service Center serves AC Transit riders with bus pass and clipper transactions for use on the public transportation system. This remodel revitalized the service center with a modern aesthetic, improved safety design of the ticket counter wall system, improved ergonomics and increased workspace for staff at the ticket counters along with ADA accessible workstations/customer stations. Floor to ceiling windows provide and abundance of natural daylighting and create a connection to the neighborhood outside. The contemporary aesthetic features a light and clean color palette, balanced with natural elements and materials.

Reference: Michael Haas, AC Transit | 510.891.5423 | mhaas@actransit.org
 Construction Start: 6/2020; Complete: 2/2021 | Key Personnel: Andrew Butt – Principal-in-Charge; Brant Fetter – Principal Lead Architect/PM and Paul Westermann – Principal Structural Engineer | Disciplines: architecture, structural engineering, mechanical, plumbing and electrical engineering and cost estimating.



AC Transit General Office Weatherization, Oakland, CA

Interactive Resources prepared construction documents to increase the weather resistance of the AC Transit General Office building. This project was intended to extend the useful life of the facilities, prevent further deterioration of the building envelope and moisture penetration to the interiors, reduce ongoing maintenance costs, and provide energy savings. The project was divided into two phases (1) roofing and waterproofing, mainly horizontal surfaces including some HVAC equipment alterations, and (2) mitigation to curtain wall and glazing deterioration and defects.

The completed curtain wall and glazing component included resetting existing glazing that had become dislocated due to faulty blocking and spacers, replacement of some defective glass and wet sealing. Deteriorated joint seals at the granite cladding were replaced, and new storefront glazing and entrances were added at the ground floor. Some parapet copings were replaced. Construction Administration (CA) was provided during construction.

Reference: AC Transit, Stephen Stanley | 510.891.4754 | sstanley@actransit.org
 Glazing Complete: 2017; Roofing in progress | Key Personnel: Tom Butt – Principal-in-Charge/Lead Architect/PM; Paul Westermann – Structural Engineer. Disciplines: architecture, structural engineering, materials testing, building envelope, mechanical, electrical engineering and cost estimating.



AC Transit Training and Education Center Roof and HVAC Replacement, Hayward, CA

We provided A/E services for Mack Facility that is located in Hayward. Construction documents were produced for the roof replacement, the installation of new raised skylights, the removal of the parapet obstructing proper roof drainage, and the replacement of non serviceable equipment with new, energy-efficient units. CA provided during Construction.

Reference: AC Transit, Stephen Stanley | 510.891.4754 | sstanley@actransit.org
 Construction Start: 10/2019; Complete: 6/2020 | Key Personnel: Tom Butt – Principal-in-Charge/Lead Architect/PM; Paul Westermann – Structural Engineer. Disciplines: architecture, structural engineering, mechanical, electrical engineering and cost estimating.

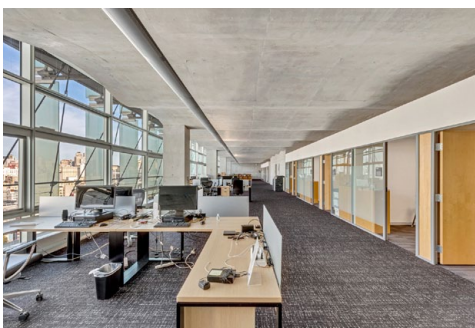


Northern California Carpenters Regional Council - Capital Improvements, Oakland, CA

Interactive Resources was retained to provide design services for significant capital improvements at the Northern California Carpenters Regional Council (NCCRC) headquarters. Initially, Interactive Resources provided a limited scope study of the building envelope, and building mechanical and electrical systems for the 16-year-old facility, which evolved into the design of many interior, exterior and site improvements. Construction documents were prepared, cost and construction administration services were provided for a comprehensive building systems upgrade and site improvements. The building was fully occupied during work. Building and site upgrades included:

- Exterior glazing system and concrete exterior repair.
- Interior/exterior LED lighting system, wiring and electrical panels.
- Roof system replacement and roof-ceiling insulation.
- HVAC system replacement, including AHUs, boilers and VAVs.
- New building controls and energy management system.
- Parking lot and exterior lighting system and new main gas line.
- ADA and perimeter security upgrades (vehicular access gates).
- Electric vehicle charging station.
- Lobby security improvements and office remodel.
- Restroom renovations and new nursing mothers' lactation room.
- Fire alarm upgrade and waterless fire protection system.
- New UPS and Evacuation Signs at each floor

Reference: McMorgan & Company, Mark Taylor | 415.720.7105
mtaylor@mcmorgan.com | Start: 2018; Complete: 2021 | Key Personnel: Andrew Butt – Lead Architect/PM; Ed Anisman – Principal Architect; Paul Westermann – Principal Structural Engineer | Disciplines: architecture, structural engineering, mechanical, plumbing, electrical and civil engineering, architectural landscaping and cost estimating.



San Francisco Federal Building - Federal Trade Commission Remodel, San Francisco, CA

Interactive Resources was retained by GSA to provide A/E services for the 14th Floor, Suite 14-300, and 3rd Floor Conference Room at the Federal Building in San Francisco. This office space was designed for the Federal Trade Commission who will occupy the space. The project included space planning, interior demolition, design and construction of an open landscape office space and new private offices, new kitchen area, Conference area, and minor structural work. The offices were designed with interior windows to create a visual connection between interior and exterior and allow borrowed light to pass. The ceiling is an exposed formed concrete ceiling. Construction Administration was performed during construction.

The San Francisco Federal Building is a LEED Silver certified building, and our design for this office space included sustainable features including architectural finishes (new partitions, ceilings, carpeting, painting and doors); and energy-efficient mechanical and electrical systems.

Reference: GSA, Christian Pascual | 415.436.8764, christian.pascual@gsa.gov
 Start: 4/2020; Complete: 1/2022 | Key Personnel: Andrew Butt – Principal-in-Charge; Ed Anisman – Principal Architect; Tom Butt – Specifications; Paul Westermann – Principal Structural Engineer | Disciplines: architecture, structural engineering, mechanical, plumbing, electrical engineering and cost estimating.

SECTION 3 | REFERENCED PROJECTS



Delta Diablo Sanitation District Roof Replacements, Antioch, CA

Interactive Resources provided A/E services for the Plant Operations Center and also the Treatment Plant roof replacements. The roofing assemblies had met or exceeded their expected service life and are reportedly no longer watertight; building occupants have cited numerous leaks. In addition, some roofs may not comply with modern energy efficiency standards, resulting in higher building operation and maintenance costs.

The primary goal of this project for the two buildings was to identify and design a cost-effective, low-maintenance roofing systems, including related components with a longer operative life-span than that of the existing roofs. This project included design through construction administration and cost estimates. Completed within budget, but delayed due to contractor.

Reference: Irene O’Sullivan, Fairfield-Suisun Sewer District | 707.428.9139 | iosullivan@fssd.com | Start: 2018; Complete: 10/2020 | Key Personnel: Andrew Butt – Principal-in-Charge; Ed Anisman – Principal Lead Architect/PM and Paul Westermann – Principal Structural Engineer | Disciplines: architecture, structural engineering, roofing, waterproofing, mechanical and electrical engineering and cost estimating.



County of Mendocino Administration Center North and South Wing Roof and HVAC Replacement Ukiah, CA

The firm provided forensic A/E services for the replacement of existing roofs and HVAC equipment at several buildings for Mendocino County, including the Administration Center. An initial assessment was conducted that included an evaluation of the roofs, HVAC, mechanical and structural systems. Plans, construction documents and cost estimates were prepared for the roof and mechanical units replacement. This was a phased project that started with the North Wing and followed by the South Wing.

Reference: Doug Anderson, County of Mendocino | 707.234.6054 | andersond@co.mendocino.ca.us | Start: 2017; Complete: 1/2021 | Key Personnel: Andrew Butt – Principal-in-Charge; Brant Fetter – Principal Lead Architect/PM; Ed Anisman – Principal Architect; Paul Westermann – Principal Structural Engineer | Disciplines: architecture, structural engineering, roofing, electrical and mechanical engineering and cost estimating.



North Justice Center - The Superior Court of California: Structural Repairs and ADA Accessibility Upgrades, Fullerton, CA

Interactive Resources provided structural engineering services to repair structural damage observed following an earthquake. Services included structural design for new drilled piers to support an existing retaining wall, preparation of Construction Documents, and geotechnical engineering services. We also provided architectural services that included the review of roof flashing and weatherproofing issues, ADA accessibility upgrades in compliance with AHJ requirements, and Construction Administration services.

Reference: Kesri Sekhon, APSI/Sixth Dimension | 858.395.1143 | kesri.sekhon@apsi6d.com | Start: 8/2019; Complete: 7/2021 | Key Personnel: Andrew Butt – Principal-in-Charge; Tom Butt – Principal Architect; George Namkung – Architect; Paul Westermann – Principal Structural Engineer/PM | Disciplines: architecture, structural engineering and geotechnical engineering.



Alhambra Municipal Courthouse Structural Repairs, Alhambra, CA

Interactive Resources provided structural engineering services at the Alhambra Municipal Courthouse located at 150 West Commonwealth Avenue. We investigated spalling that was occurring to the existing south facing exposed concrete frames of the existing structure and prepared schematic schemes to demolish the exterior horizontal sun screen structural elements, as well as preparing cost estimates and preparing Construction Documents for the Judicial Council of California.

Reference: Kesri Sekhon, APSI/Sixth Dimension | 858.395.1143

kesri.sekhon@apsi6d.com | Start: 2021; Complete: 6/2022

Key Personnel: Andrew Butt – Principal-in-Charge; Paul Westermann – Principal Structural Engineer/PM | Disciplines: structural engineering and cost estimating.



Suisun-Fairfield Train Depot Renovation, Suisun City, CA

Interactive Resources provided A/E and historic preservation services for the historic train depot renovation. The train depot was one of two dozen “Colonnade-style” stations erected by the Southern Pacific Railroad. We prepared a Conceptual Design Study addressing the history, the current needs of the site and the buildings, and a design that conforms to the Secretary of the Interior’s Standards. Schematic design, construction documents, cost estimates and Construction Administration were provided for improved building access, numerous interior and exterior upgrades such as new signage and period-appropriate lighting and refurbished accessible restrooms. Stakeholder meeting were required.

Reference: Nick Lozano, Suisun City | 707.421.7344 | Cost: \$748,122

nlozano@suisun.com | Start: 2014; Complete: 2016 | Key Personnel: Tom

Butt – Principal-in-Charge; Paul Westermann – Principal Structural Engineer
Disciplines: architecture, historic preservation, structural engineering, civil engineering, mechanical and electrical engineering, architectural landscaping and cost estimating.



Southern Pacific Depot Freight Room Rehabilitation, Benicia, CA

The Depot is a two-story, wood framed structure. The upper story served as the station agents living area. The lower story consisted of a passenger waiting room, station agent office, baggage and freight house, and now serves as the gift/visitors center, office, and storage space. Interactive Resources was selected by the City to provide historic preservation guidance for design, construction documents and specifications for the adaptive reuse of the existing freight room that will be used as a meeting space, gallery or community events.

The meeting space is being reconfigured to meet ADA accessibility standards. There is a kitchenette that is being upgraded. New electrical, mechanical, plumbing and fire suppression system are being upgraded throughout, as well as new architectural finishes. The project is being designed in compliance with the Secretary of the Interior’s Standards for Treatment of Historic Properties.

Reference: City of Benicia, Rick Knight | 707.746.4322

rknight@ci.benicia.ca.us | Start: 8/2021; Complete: Late 2022

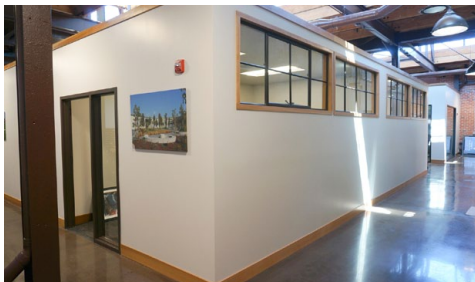
Key Personnel: Andrew Butt – Principal-in-Charge; Brant Fetter – Principal Lead Architect/PM and Paul Westermann – Principal Structural Engineer | Disciplines: architecture, historic preservation, structural engineering, civil engineering, mechanical and electrical engineering, and cost estimating.

SECTION 3 | REFERENCED PROJECTS

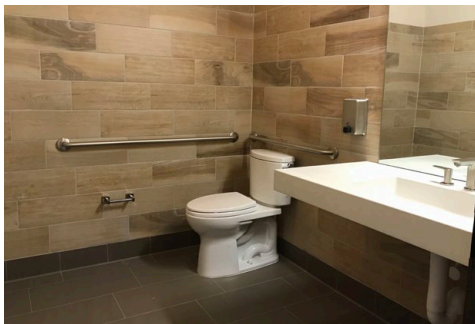


Alten Construction Office Rehabilitation, Richmond, California

Interactive Resources oversaw the design, permitting, and construction support for the full restoration of a historic early industrial-modern factory within the Richmond Kaiser Shipyards Historic District. Our firm was the architect and structural engineer of record for the project, working with Alten Construction as a design-build team. The project entailed adaptive re-use of the former lighting manufacturing factory into the headquarters of Alten Construction, a Richmond-based general contractor who has collaborated on other historical restoration projects with Interactive Resources.



Space planning, programming, schematic design and construction documents were prepared for the remodel that included 30 private offices, an open office area, conference rooms, kitchen/break room, deck, conference rooms, bid room, restrooms, shower, janitor/storage and lobby area. The overhead roll-up doors were replaced with a glazed storefront, and the steel windows were carefully removed, bead-blasted and refinished, re-glazed, and then re-installed. There were 200+ steel windows restored with 12 panes of glazing.



The project included minor structural work, new roof and stucco, accessibility improvements, energy-efficient electrical and mechanical upgrades, new restrooms and plumbing fixtures, a shower room, re-use and restoration of interior and exterior finishes, new audiovisual power/data, and historically appropriate landscaping – including drought-tolerant planting, new paving, and a new flagpole and monument sign.

Reference: Bob Alten, Alten Construction | 510.234.4200 | balten@altenconstruction.com | Start: 11/2016; Complete: 7/2017 | Key Personnel: Andrew Butt – Principal Lead Architect/PM; Paul Westermann – Principal Structural Engineer | Disciplines: architecture, structural engineering, historic preservation, mechanical and electrical engineering and architectural landscaping.



Juvenile Hall ADA Improvements, Martinez, CA

Interactive Resources was retained by Contra Costa County to provide A/E services in order to bring the facility ADA code compliant. Our services included accessibility improvements to the detainee areas, restroom remodels, lowering of various countertops, a secure pass-through window, replacement of drinking fountains and new door thresholds. ADA, Fire/Life/Safety modifications and adjustments were done to ground units and exterior fans at vertical walls in the main Juvenile Hall Facility and the old Gymnasium Building.

Schematic design, construction documents, cost estimates and Construction Administration were provided on schedule and budget.

Reference: Contra Costa County, Jess Adame | 925.313.2314 | jess.adame@pw.cccounty.us | Start: 11.2017, Complete: 6/2019 | Key Personnel: Andrew Butt – Principal-in-Charge; Brant Fetter – Principal Lead Architect/PM and Paul Westermann – Principal Structural Engineer | Disciplines: architecture, structural engineering, mechanical and electrical engineering and cost estimating.

FIRM OVERVIEW

Interactive Resources is uniquely qualified to provide architectural and engineering services for the City of Sebastopol. We have been in business for 49+ years and have a successful track record of assisting clients, both private and public, with a variety of architectural and engineering (A/E) services. The firm provides architectural design, structural engineering, historic preservation and planning services. Our multidiscipline staff includes architects (several who are LEED Accredited Professionals) and structural engineers, supported by specialists in diagnostic, forensic and investigative services, roofing and waterproofing, building code analysis and compliance, historic preservation, computer drafting, accessibility, sustainable design and solar energy installation services.

We have managed multidiscipline A/E teams for more than four decades and have provided new construction and tenant improvements under various A/E services contracts for municipal, state and federal agencies. These projects include multiple phases of services, including facility evaluations, master plans, space planning, conceptual design, forensic investigations, contract documents and construction administration for both new facilities and rehabilitation, and maintenance and repair of existing facilities.

Our extensive experience with similar on-call A/E contracts over the past several years gives us a valuable knowledge base and unmatched technical expertise. We have successfully completed many types of capital improvement projects of various levels of complexity, including: justice and detention facilities, courtrooms, administrative offices, community centers, senior centers, parks and recreational facilities, fire stations, council chambers, sheriff's facilities, corporation yards, maintenance facilities, roofing, building envelope, window replacements, mechanical, electrical and fire, life safety upgrades, and security and ADA upgrades.

We have technical experts on staff that have decades of experience with building envelope, waterproofing, roofing, structural engineering and historic preservation.

TRACK RECORD OF SUCCESSFUL PROJECTS

At Interactive Resources, our projects display diverse design statements, reflecting our varied clientele's vision, and are guided by several principles –to create modern and functional designs, to foster a collaborative design process that makes connections between building users and the surrounding community; and to invest in innovative, energy-efficient, sustainable developments. It is our goal is to provide exceptional design services, with a focus on green building principles and strategies. We treat each project with the highest level of personalized attention. We strive to deliver exceptionally well-built facilities economically, efficiently, and professionally.

Interactive Resources has held more than 50 A/E on-call/Indefinite Delivery/Indefinite Quantity (IDIQ) contracts with public agency clients. Our flexibility and willingness to tackle a vast variety of projects, in all sizes and types, has been rewarded with repeat business and numerous ongoing A/E contracts.

Some of our current on-call contracts include: the State of California, Department of General Services, Real Estate Services Division, Property Management Development Branch (DGS, RESD, PMDB) three contracts; the State of California, Facilities Management Division (DGS,FMD) (two contracts); The General Services Administration; BART; the Counties of Contra Costa, Mendocino, Sonoma, Solano, Napa and Santa Clara; AC Transit; the Judicial Council of California (three contracts); and the Cities of Napa, Santa Rosa, Pleasanton, Cupertino, Alameda, Rohnert Park and Town of Moraga.

Examples of these types of projects include: forensic investigations, project development studies, site surveys and investigations, facility condition assessments; costing studies, tenant realignments, tenant improvements, historic preservation, energy efficiency studies, feasibility studies and new construction.

Other contracts have been for design services from programming through construction administration for various types of facilities and include: curtain wall/building envelope repairs; roof replacements; skylight replacements; window replacements; waterproofing and weatherization; energy efficiency upgrades; emergency control centers; tenant improvements; partitions; storage tanks; mechanical and electrical upgrades; security upgrades; fire/life safety upgrades; telecommunications; chiller upgrades; emergency control centers; boiler replacement/upgrades; elevator upgrades; construction administration services; seismic and structural upgrades; parking facilities and paved parking lots; and ADA accessibility upgrades.



LICENSE/REGISTRATION
 CA Architect # 29669
 LEED Accredited Professional

EDUCATION
 BArch, University of Arkansas
 TEL: 510.236.7435
 DIRECT: 510.231.7507
 CELL: 510.520.6451
 EMAIL: andrew.butt@intres.com

Andrew Butt, AIA, LEED AP BD+C – Principal-in-Charge / Main Point of Contact

Andrew has been a lead designer, project manager and project architect for more than 26 years, and as Managing Principal and Director of Design at Interactive Resources, brings a combination of design excellence and technical expertise to each project. Andrew is a hands-on project manager, believing strongly in a fully-integrated team approach to both the design and management of a project. A LEED Accredited Professional and Certified Green Building Professional, Andrew approaches each project with a mindful eye toward sustainable design and energy and material sensitivity that blends both eye-catching architecture and high-performing, healthy spaces for the people who interact with them. Relevant experience:

- Sonoma County: Community Emergency Resilience Sites (Three Facilities)
- Northern California Carpenters Regional Council: Capital Improvements, 265 Hegenberger Road, Oakland, CA
- GSA: Federal Trade Commission Tenant Improvement, San Francisco Federal Building, San Francisco, CA
- DGS: Judicial Council of California Learning Center, Ronald M. George State Office Complex, San Francisco, CA
- City of Novato: City Hall /Community Center Historical Rehabilitation, Novato, CA
- East Bay Regional Park District: Dumbarton Quarry Service Yard, Fremont, CA
- City of Merced: Public Works Corporation Yard, Merced, CA
- City of Pinole: Public Works Corporation Yard, Pinole, CA
- WCCUSD: Nystrom Elementary School Rehabilitation & Modernization, Richmond, CA
- WCCUSD: Nystrom Elementary School Multipurpose Building, Richmond, CA
- WCCUSD: Michelle Obama Elementary School Bridging Documents, Richmond
- Alten Construction: Office Historical Rehabilitation, Richmond, CA



LICENSE/REGISTRATION
 CA Architectural License # C-7389
 LEED Accredited Professional

EDUCATION
 MArch, University of California, Los Angeles
 BArch and Bachelor of Arts, University of Arkansas
 TEL: 510.236.7435, 114
 EMAIL: tom.butt@intres.com

Thomas K. Butt, FAIA, LEED AP BD+C – Principal Architect / Historical Architect

Tom has more than 53 years of experience with the design of institutional, residential, commercial and public buildings. Tom has managed many of the firm’s major projects involving new and rehabilitated buildings, urban planning and design, historic preservation, energy conservation and alternative energy applications for buildings, and forensic and diagnostic architecture. Tom is a recognized expert in construction defects and forensic architecture/engineering services with specialties that include building envelope technology and failure analysis. Tom serves on many boards and commissions, including the San Francisco Bay Conservation & Development Commission; CivicWell; Contra Costa Transportation Authority; East Brother Light Station, Inc.; Rosie the Riveter Trust; Resilient by Design; and MCE Clean Energy. Tom’s experience includes:

- Judicial Council of California (JCC): George E. McDonald Hall of Justice Courthouse HVAC Replacement, Alameda, CA
- JCC: Wakefield Taylor Courthouse Generator Replacement, Martinez, CA
- JCC: B.F. Sisk Courthouse Window Assessments, Fresno, CA
- JCC: Courthouse Roof Assessment/Replacements, Various Locations
- CA DGS: Rattigan Building Roof, Skylight and HVAC Replacement, Santa Rosa, CA
- DGS: Jesse Unruh Building Envelope, Sacramento, CA
- GSA: Frank Hagel Federal Building Plaza Forensic Water Intrusion Investigation and Repair Design, Richmond, CA
- GSA: Santa Ana Federal Building Plaza Deck Basement Waterproofing and Façade Investigation / Repair, Santa Ana, CA
- AC Transit: General Office Weatherization and Roof Replacement, Oakland, CA
- AC Transit: Training Education Center (Mack Facility) Roof Replacement, Hayward, CA
- County of Mendocino: Health & Human Services Agency’s Yokayo Building Canopy and Roof Replacement, Ukiah, CA



LICENSE/REGISTRATION
 CA Architect # C35010
 LEED Accredited Professional
 CA Green Building Professional

EDUCATION
 B.A., in Architecture, University of Washington
 Architectural Master's Program,
 Rhode Island School of Design,
 Providence, RI

TEL: 510.236.7435, 123

EMAIL: brant.fetter@intres.com

Brant Fetter, AIA, CGBP – Principal Architect / Lead Architect

Brant Fetter brings more than 27 years of experience in planning and design through all phases of development for a wide range of projects. As one of the firm's principals, A certified LEED® and Green Building Professional and the former chair of the City of Richmond California Design Review Board, Brant is an expert on the principles of energy-efficient design as they relate to compliance with California's Title 24 energy code, as well as programs such as the California Solar Initiative. He is an exceptional project manager and has managed many multidiscipline design teams. Brant's experience includes:

- City of Napa: Administration Center HVAC Replacement, Napa, CA
- City of Napa: City Hall HVAC and Roof Replacement & ADA Upgrades, Napa, CA
- City of Benicia: Depot Freight Room Rehabilitation, Benicia, CA
- City of Benicia: Fitzgerald Field Stadium Bleacher & Restroom Replacement, Benicia, CA
- AC Transit: General Office Customer Service Center Remodel, Oakland, CA
- Northern California Carpenters Regional Council: Capital Improvements, Oakland
- Santa Clara County: Main Jail Intake Department Remodel, San Jose, CA
- Santa Clara County: Elmwood Correctional Facility, West Gate Hardening, Milpitas, CA
- Santa Clara County: William F. James Boys Ranch Campus Facility Condition Assessment, Morgan Hill, CA
- County of Mendocino: Administration Center North and South Wing Roof and HVAC Replacement Ukiah, CA
- Contra Costa County: Juvenile Hall ADA Upgrades, Martinez, CA
- Contra Costa County: Pittsburg Health Center Elevator Upgrades, Pittsburg, CA
- Contra Costa County: Summit Center – 2530 Arnold Drive Elevator Upgrades, Martinez
- Contra Costa County: 4545 Delta Fair Elevator Upgrades, Martinez, CA



LICENSE/REGISTRATION
 CA Architect # 14225
 NCARB Certification
 LEED® AP

EDUCATION
 BArch, University of California,
 Berkeley

TEL: 510.236.7435, 152

EMAIL: ed.anisman@intres.com

Edward Anisman, AIA, LEED AP – Principal Architect / Roof Design

Ed Anisman has more than 44 years of professional experience in the field of architecture at Interactive Resources. Over the years, Ed has served as senior project manager for many of the firm's federal and county projects. Ed has designed several LEED certified projects. He is involved with all phases of new construction and alteration projects, building evaluations, facility condition assessments, feasibility studies, schematic design, contract documents, and construction administration. Areas of technical expertise include building envelope, roofing and weatherproofing. Ed is well versed in California and International Building Codes and agency regulations. Ed's project experience includes:

- City of San Carlos: Burton Park Restroom Upgrades, San Carlos, CA
- City of San Carlos Youth Center Remodel, San Carlos, CA
- City of Cotati: City Hall & Community Center Roof & Window Replacement, Cotati, CA
- Napa High School Gymnasium Clerestory Window Replacement and ADA Accessibility Upgrade, Napa, CA
- Napa Redwood Middle School Roof Replacement, Napa, CA
- Judicial Council of California: Courthouse Roof Assessment/Replacements, Various Locations, Bay Area and Northern California
- University of California, Berkeley, University Hall Envelope & Roof Repairs, Berkeley, CA
- Delta Diablo: Plant Operations & Treatment Plant Roof Replacement, Antioch, CA
- Mendocino County: Administration Center and Public Health Facility Roof Replacement, Ukiah, CA
- Santa Clara County: William F. James Boys Ranch Campus Facility Condition Assessment, Morgan Hill, CA
- Santa Clara County: Probation Office Building Condition Assessment, San Jose, CA
- Santa Clara County: Communication Center Facility Condition Assessment, San Jose, CA
- Northern California Carpenter's Council: Capital Improvements, Oakland, CA



LICENSE/REGISTRATION

CA Architect # C-37315
 LEED Accredited Professional
 WELL Accredited Professional

EDUCATION

DArch, Illinois Institute of Technology, Chicago, IL
 Master of Building Technology/Façade Design, Delft University of Technology, Delft, Netherlands
 MArch, Shahid Beheshti University, Tehran, Iran
 TEL: 510.236.7435, 153
 E: aysan.khorraminejad@intres.com

Aysan Khorraminejad, AIA, PhD, LEED AP BD&C, WELL AP Architect / Envelope Specialist

Dr. Khorraminejad’s professional experience encompasses the investigation, repair design, peer review, commissioning, and construction administration for building enclosure systems. She has served as a team member, project technical advisor, and project manager for a variety of projects involving new and deteriorated or distressed systems –from laboratory and hospital buildings to museums and multifamily housing. Aysan’s project work includes the investigation and repair design of cladding, roofing, waterproofing, curtain wall, window systems, and interior finishes. Areas of technical expertise include building envelope, roofing and weatherproofing. Dr. Khorraminejad is well versed in Building Codes and agency regulations. Relevant project experience includes the following:

- City of Cotati: Community Center Roof Replacement, Cotati, CA
- Judicial Council of California: Courthouse Roof Assessments/Replacements, Multiple Sites
- DGS: Joseph Rattigan Building HVAC, Skylight and Roof Replacement, Santa Rosa, CA
- DGS: Jesse Unruh Building Envelope Upgrades, Sacramento, CA
- Richmond Parkway Commerce Center Remodel, Richmond, CA
- Davidson Middle School Roof Replacements, San Rafael, CA
- PowerPlant Park, Richmond, CA
- Fiacre, Inc. at Concord Remodel, Concord, CA
- Judicial Council of California: Courthouse Roof Assessment/Replacements, Various Locations, Bay Area and Northern California



LICENSE/REGISTRATION

CA Architect # C17967

EDUCATION

Bachelor of Architecture, University of Southern California, Los Angeles
 TEL: 510.236.7435, 157
 EMAIL: mike.semple@intres.com

Mike Semple, AIA – Architect

Mike Semple has more than four decades of professional architectural experience in all facets of architecture with an extensive portfolio of multifamily, transportation, commercial, hospitality, retail and institutional projects. Mike is involved with all project phases, and his expertise illustrates that quality goes beyond design to include quality service and documentation, client and team coordination, preparation of scope of services, time schedules, fee basis, AIA client and consultant contracts, design from concept through design development, budget and schedule monitoring, code analysis, detailing, working drawing assembly, bid assist, contract award, construction administration and closeout. Mike’s experience includes (*Projects with other firms):

- Richmond Parkway Commerce Center Remodel, Richmond, CA
- PowerPlant Park, Richmond, CA
- DGS: Judicial Learning Center Remodel, San Francisco, CA
- Cypress Lawn: Columbarium Rehabilitation, Colma, CA
- Cypress Lawn: New Office Building, Colma, CA
- Cypress Lawn: Newall Chapel, Colma, CA
- 1090 7th Street Remodel, Richmond, CA
- University of California, Berkeley: Clark Kerr Campus Demolition, Berkeley, CA
- *Fremont Ford, Fremont, CA
- *Britannia Business Park, Hayward, CA
- *BART Station, South San Francisco, CA
- *Village of Corte Madera Mall Renovation, Corte Madera, CA
- *Union Square Renovation and Seismic Retrofit, San Francisco, CA
- *Brentwood Senior Housing and Assisted Living, Brentwood, CA



LICENSE/REGISTRATION
 CA Architectural # C25819
 LEED Green Associate
 Certified Green Professional
 Architectural Preservation Cert.

EDUCATION
 Master of Environmental Design, Yale University School of Architecture

Bachelor of Science in Architecture, Georgia Institute of Technology/
 Ecole des Beaux Arts, Paris & Atlanta

TEL: 510.236.7435, 159

E: william.marquand@intres.com

William Marquand, AIA, LEED GA – Architect / Historical Architect

William (Bill) Marquand is a highly skilled designer, architect and project manager with expertise in the educational, industrial, office and historic resources sectors. His well-rounded skill set includes the ability to conceive and communicate design concepts both verbally and graphically to building professionals and laypeople alike. Bill holds a Master of Environmental Design degree from Yale University, a Certificate of Historic Preservation from the University of Southern California, and a Bachelor of Science in Architecture from Georgia Tech / Ecole des Beaux Arts. He is Founder and Executive Director Emeritus of the Maybeck Foundation. Bill worked previously at Interactive Resources from 2010 to 2011. Bill’s experience includes:

- City of Napa: Administration Center HVAC Replacement, Napa, CA
- City of Napa: City Hall HVAC & Roof Replacement and ADA Upgrades, Napa, CA
- City of Cotati: Community Center and City Hall Window Replacement, Cotati, CA
- City of Benicia: Depot Freight Room Rehabilitation, Benicia, CA
- City of Pleasanton: Amador Theater Building Assessment, Pleasanton, CA
- Santa Clara County: Main Jail Intake Remodel, San Jose, CA
- Napa Redwood Middle school Gym Roof Replacement, Napa, CA
- Richmond Parkway Commerce Center Remodel, Richmond, CA
- 7 Stars Healing Center MediaHouse Remodel, Richmond, CA
- NVUSD: Napa Redwood Middle School Roof Replacement
- Star Academy: High School Upgrades, San Rafael, CA
- Cypress Lawn New Office Building, Colma, CA



LICENSE/REGISTRATION
 CA Structural # 3097
 CA Civil # 5655

Licensed in: AZ, CA, CO, CT, District of Columbia, FL, GA, HI, IN, MA, MD, MN, NC, NE, NJ, NM, NV, OH, OR, PA, Puerto Rico, RI, TX, UT, VA, VT, WA

EDUCATION
 B.S. Architectural Engineering, Pennsylvania State University

TEL: 510.236.7435, 127

E: paul.westermann@intres.com

Paul Westermann, PE, SE – Principal Structural Engineer

Paul Westermann has more than 40 years of experience in the field of structural engineering. He has worked on hospitals, hotels, schools, commercial and industrial buildings, casinos, telecommunication facilities, and airline facilities. He has worked with timber, concrete masonry, structural steel, reinforced concrete and tilt-up. At Interactive Resources, he is responsible for overseeing the design from conception to completion. Paul is very experienced working with DSA, State Fire Marshall and OSHPD. Paul also has extensive experience providing structural engineering services for more than 600 solar photovoltaic array projects. Paul’s experience includes:

- Judicial Council of California (JCC): Municipal Courthouse Structural Repairs, Alhambra, CA
- JCC: North Justice Center Structural Repairs and ADA Upgrades, Fullerton, CA
- GSA: San Francisco Federal Building, Federal Trade Commission Tenant Improvement, San Francisco, CA
- Northern California Carpenters Council: Capital Improvements, Oakland, CA
- City of Benicia: Fitzgerald Field Stadium Bleachers and Restrooms, Benicia, CA
- City of San Carlos: Youth Center Interior and Exterior Upgrades, San Carlos, CA
- City of San Carlos: Burton Park Restrooms, San Carlos, CA
- County of Mendocino: Administration Center Roof Replacement, Ukiah, CA
- County of Mendocino: Health and Human Services Agency’s Yokayo Building Canopy, Ukiah, CA
- Santa Clara County (SCC): Elmwood Correctional Facility Westgate Hardening, Milpitas, CA
- SCC: Main Jail Intake Remodel, San Jose, CA
- AC Transit: Customer Service Center Remodel, Oakland, CA
- AC Transit: General Office Weatherization & Roof Replacement, Oakland, CA
- AC Transit: Training Education Center (Mack Facility) HVAC and Roof Replacement, Hayward, CA

Hourly Billing Rates

Interactive Resources, Inc.	2022	2023	2024	2025
President / Sr. Project Manager	\$263	\$271	\$279	\$287
Managing Principal / Sr. Project Manager	\$239	\$246	\$253	\$261
Associate Principal / Sr. Project Manager	\$227	\$234	\$241	\$248
Project Manager	\$215	\$221	\$228	\$235
Sr. Project Manager / Sr. Structural Engineer	\$215	\$221	\$228	\$235
Historic Preservation Architect / Historian	\$196	\$202	\$208	\$214
Sr. Project Designer / Drafter	\$189	\$195	\$201	\$207
Designer / Drafter	\$153	\$158	\$163	\$168
Technical / Administrative Support	\$146	\$150	\$155	\$160

Expenses are billed at cost and include, but are not limited to, outside services (model makers, drafts persons, renderers, graphic artists, delivery services, etc.), temporary personnel, blueprint and reproduction services, faxing expenses, travel expenses: hotel, vehicle expenses, airfare, and per diem, and telephone expenses relating directly to the project.

Expenses: Reimbursable expenses are in addition to hourly fees. Reimbursable expenses include such items as postage, reproduction, CAD drawing plotting, printing, special materials or equipment, storage of investigative samples or forensic evidence, meals when traveling out of the Bay Area for the project, and travel at the IRS standard mileage rate of \$0.585 cents per mile. Lodging, meals and incidentals, for overnight travel, will be reimbursed either at cost or the Per Diem rates.

Reprographics - half size (15"x21") \$1.60; Reprographics - full size (30"x42") \$3.19; CD \$5.00. Interactive Resources uses a robust accounting and project management software: Ajera/Deltek.

APPENDIX A

APPLICATION FORM
FOR CITY OF SEBASTOPOL PRE-QUALIFIED CONSULTANTS LIST

APPLICANT

Business Name: Interactive Resources, Inc.

Contact Person for Agreement: Andrew Butt, AIA, LEED AP BD+C

Business Mailing Address: 117 Park Place

City, State, Zip: Richmond, CA 94801

Email: andrew.butt@intres.com

Phone: (510) 236-7435. 120 Fax: (510) 232-5325

Contact Person for Proposal: Patricia Bailey

Title: Marketing Manager Email: patricia.bailey@intres.com

Phone: (510) 236-7435, 164 Fax: (510) 232-5325

Current City of Sebastopol Business License: Yes: Expires: No: X

Please indicate whether you currently have a City of Sebastopol Business License. Note: Consultants are not required to maintain a current City Business License, except when actively working on a project under an executed Amendment to the Master Agreement.

SERVICES OFFERED IN RESPONSE TO THIS REQUEST FOR PROPOSALS

Please list all types of work for which you wish to be considered. Consultants will be ineligible to respond to Requests for Proposals for types of work not specifically included in your application and SOQ. If you provide other types of services than those listed in the SOQ, please list them here as well.

- Architectural Design, Historic Preservation, Structural Engineering, Building Envelope, Roof Design/Repair
Sustainable/LEED Design, Interior Design, ADA Accessibility Upgrades, Waterproofing, Construction
Administration, Space Planning, Programming, Feasibility Studies, Facility Condition Assessments,
Energy Studies, Building Information Modeling, CAD Drawings, As-Builts, Peer Review

By signing this application and proposal, the undersigned confirms that I have read this solicitation in its entirety and understand the information and requirements described herein, including general contract terms and insurance requirements, and I agree to comply with these should my firm be selected, except as I have otherwise noted in my Proposal.

Authorized Signature: [Handwritten Signature] Date: 8/17/2022