



**YOUR VISION - EFFECTIVELY IMPLEMENTED**

**Construction Management Services Proposal**  
for  
**Truckee Tahoe Airport District**  
by  
**Prosser Building & Development, Inc.**



## PBD Core Team

Project Manager: Peter Beaupre

Assistant Project Manager: Ronnie Colby

Superintendent: David Whicker

Project Accountant: Tatiana Beaupre

- Peter will handle most project management tasks such as scheduling, master budget creation and issue resolution as well as leading the supporting team members
- Ronnie's role will concentrate on materials and methods review (submittals & RFI's), estimating and coordination with contractors.
- David will provide more detailed inspection and coordination of construction elements. He will ensure best practices are used in various aspects of construction.
- Tatiana will monitor costs, overall budgetary compliance and provide clear concise accounting documents.





## **Peter Beaupre**

President - Prosser Building & Development, Inc.  
California Registered Engineer-Mechanical  
LEED Accredited Professional

Melbourne Business School

Melbourne, Australia 2005, Master of Business Administration (MBA)

Michigan Technological University

Houghton, MI 2002, Master of Science in Mechanical Engineering (MSME)

Michigan Technological University

Houghton, MI 1999, Bachelor of Science in Mechanical Engineering (BSME)

Twelve year full time Truckee resident.





## **Ronnie Colby**

Assistant Project Manager with PBD, Inc. since 2013

Assisting Peter with quality, schedule, material and cost control as well as communications with clients.

Licensed NV Photovoltaic Solar System Installer - 2009

Humboldt State University

2003, Master of Arts, English, Teaching of Writing

CSU Sacramento Bachelor of Arts

1999, English

Shasta College

1994, Associate of Science

Fifteen year full time Truckee resident.

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## **David Whicker**

Superintendent & Lead Carpenter with PBD, Inc. since 2013

Quality control, supervision of trade contractors, safety monitoring, punch list creation, deck replacements, rot repair, etc..

1992-2013 - Carpenter and then Lead Carpenter for full new home builds, large remodels, and additions, including all aspects of concrete, framing, architectural woodwork, electrical, drywall and other finishes.

AHIT Certified Home Inspector.

Nineteen year full time Truckee resident.





## **Tatiana Beaupre**

Business Manager and Project Accountant with PBD, Inc. since 2016  
Budget tracking, pay application and certified payroll review.

St. Petersburg State University  
2010 Masters Degree, International Business

8 Year Truckee Resident





## **Project Approach - Services**

### **Preconstruction**

PBD will attend design meetings with the architect and the District to maximize building effectiveness and efficiency, ensure that the design can be completed within budget, and to ensure that work proceeds on schedule. We will also coordinate with other user groups, local jurisdictions and utility companies as needed.

### **Construction**

During construction the team will focus on controlling the build process to ensure a high quality product with minimal disruption to the District. Communication between all organizations will be organized and expectations will be clearly detailed.

### **Post Construction**

Warranty issues will be followed up on by the team in an expedited manner.



# **Project Approach-Specific Procedures, Documents & Tools**



## **Meeting Management**

- Agendas and minutes
- Presentations
- Stakeholder analyses
- Moderator

## **Scheduling**

- Critical path method
- Preconstruction schedule
- Schedule compilation

## **Daily Coordination & Documentation**

- Issue task list
- Daily logs & photos
- Conflict resolution

## **Quality Management**

- Design review
- Submittal review
- Onsite inspection
- Owner intent implementation
- Constructability





## **Project Approach - Cost Control**

### **Cost Estimating**

Utilizing contractor contacts to obtain accurate pricing information during the design phase will keep the design on track and within budget.

We conduct detailed analysis based on specific detailed quantity takeoffs.

A design contingency (5 to 10%) is added in early estimates to allow for design development.

A construction contingency (5 to 10%) is added to estimates for unforeseen conditions, value added changes, and final coordination items.

### **Analysis of Change Orders**

We require detailed requests and consider them carefully.

Comparison to published cost estimating guides (e.g. those in RS Means, etc.).

Coordination of "wash" items for paperwork reduction.

If the change is significant (above \$5,000), we first obtain owner approval before agreeing to the change.



## **Highlighted Commercial Project**

### **The Villas at Lake Forest - Exterior Improvements**

#### **2012-2014**



The Villas were originally built in the early 1970s and had significant water intrusion issues and poor quality exterior finishes. New roofs, windows, siding, stucco & deck repairs were also needed.

PBD, Inc. began work in 2012 with preconstruction estimating and design coordination with the architect, which included a budget comparison of alternate materials and methods. PBD monitored construction and resolved installation issues quickly so that the schedule could continue. We also provided our own crew members to complete some additional repair work.

- \$4.5M Initial Budget, \$4.4M final cost.
- 88 condominium units.
- Total project budget management.
- Collaboration with Board of Directors of the association.
- Richard Mallet - Association Manager – 530.583.1296



## **Highlighted Commercial Project Truckee Tahoe Airport District Admin Building 2010-2012**



PBD, Inc. began work in 2010 with preconstruction estimating and design coordination with the architect and considerable coordination with Airport staff on their requirements for the new building. The building is now admired as a community meeting place.

- \$7.3M initial budget, \$7.25M final cost.
- 11,557 SF building.
- Extensive coordination of existing utilities and improvements.
- Collaboration with Board of Directors.
- Preconstruction estimating and total project budget management.
- Design development coordination.
- Investigation of proposed products/materials.
- Specification & drawing review and editing.
- Collaboration with staff to maximize design for functionality.
- Coordination with District Counsel.





## Truckee Tahoe Airport District Specific Plan

Prosser Building & Development, Inc. plans to continue its diligent, conscientious management of the District's construction projects. We pay close attention to staff needs and the community's concerns to achieve a project that benefits all. We have demonstrated this behavior over the past 7 years as the District's construction manager and will continue to perform.

PBD, Inc. is also a professional firm supported by Peter's Professional Mechanical Engineering license. While we would still rely on the expertise of others we also have the ability to expertly solve problems in the field quickly which results in a lower cost.

We have worked with many contractors in the area that have great reputations and we feel confident that we can get competitive pricing and service from them. If needed we are also prepared to manage projects using a "construction manager with multiple prime contractors" approach.





## Truckee Tahoe Airport District Specific Plan

We begin the preconstruction process by prioritizing needs and refining the budget to optimally serve those needs. Meetings with District staff will be held to confirm these assumptions. PBD will primarily meet with the General Manager, the Director of Operations & Maintenance, the Director of Aviation & Community Services and the Airport Facility Maintenance Manager but respects the input of all staff and Board members. Response times to staff inquiries will be prompt. Responses will be acknowledged and answered with 24 hours unless the response requires more research.

We are very familiar with the TTAD board meeting agenda item template and that will be the main mechanism for major reporting. We will use our open issues list for tracking action items and responsibilities. Monthly budget tracking worksheets will also be used.

Prosser Building & Development, Inc. does not have any other contracts with public entities and therefore no conflicts of interest will occur.





## Staff Hourly Rates

|                 |  |
|-----------------|--|
| Peter Beaupre   | \$80   |
| Ronnie Colby    | \$65<br>(\$100 when working in a prevailing wage capacity) |
| David Whicker   | \$70<br>(\$100 when working in a prevailing wage capacity) |
| Tatiana Beaupre | \$65   |

Rates will be adjusted yearly on a fair, negotiated basis

Typical CM Fee as a percentage of Total Project Budget: 2 to 6%

Regular expenses included (in Truckee Travel, phone, regular printing, copying, etc.).

Non-Regular Expenses marked up at 5% (Drawing Copying, travel outside Truckee, lifts)

### References:

David Hansen: 645 W Lake Blvd # 8, Tahoe City, CA 96145, 530-583-0229

Bill Quesnell: 10775 Pioneer Trail # 214, Truckee, CA 96161, 530-550-8068

Don Hillebrandt: 6219 Clive Ave. Oakland, CA 94611, 510-612-1105