



## CITY OF MURRIETA

Construction Management & Labor Compliance Services for the  
Fire Station 1 Living Quarters Improvement Project MSD  
Project No. 26-001, CIP No. 21037

MARCH 5, 2026



ORANGE CITY FIRE DEPARTMENT HEADQUARTERS & STATION 1



CARLSBAD POLICE & FIRE HEADQUARTERS RENOVATION



TUSTIN FIRE STATION NO. 37



NEWPORT BEACH FIRE STATION 1



CATHEDRAL CITY FIRE STATION NO. 411



BUENA PARK FIRE STATION NO. 61



MANHATTAN BEACH FIRE STATION NO. 2

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## Why Griffin Structures?

### Significant experience with:

Extensive Renovation Projects

Fire Stations

Fire Headquarters

Living Quarters

Public Safety Projects

Projects in-and-around Riverside County

Unparalleled public safety experience, including many of the state's leading police and fire stations.

Demonstrated local experience including the recently completed Carlsbad Police & Fire Headquarters Renovation.

Extensive experience with fire station renovations, including a series of fire facilities for the OC Fire Authority (OCFA).

### Highlighted Projects:

Carlsbad Police & Fire Headquarters Renovation

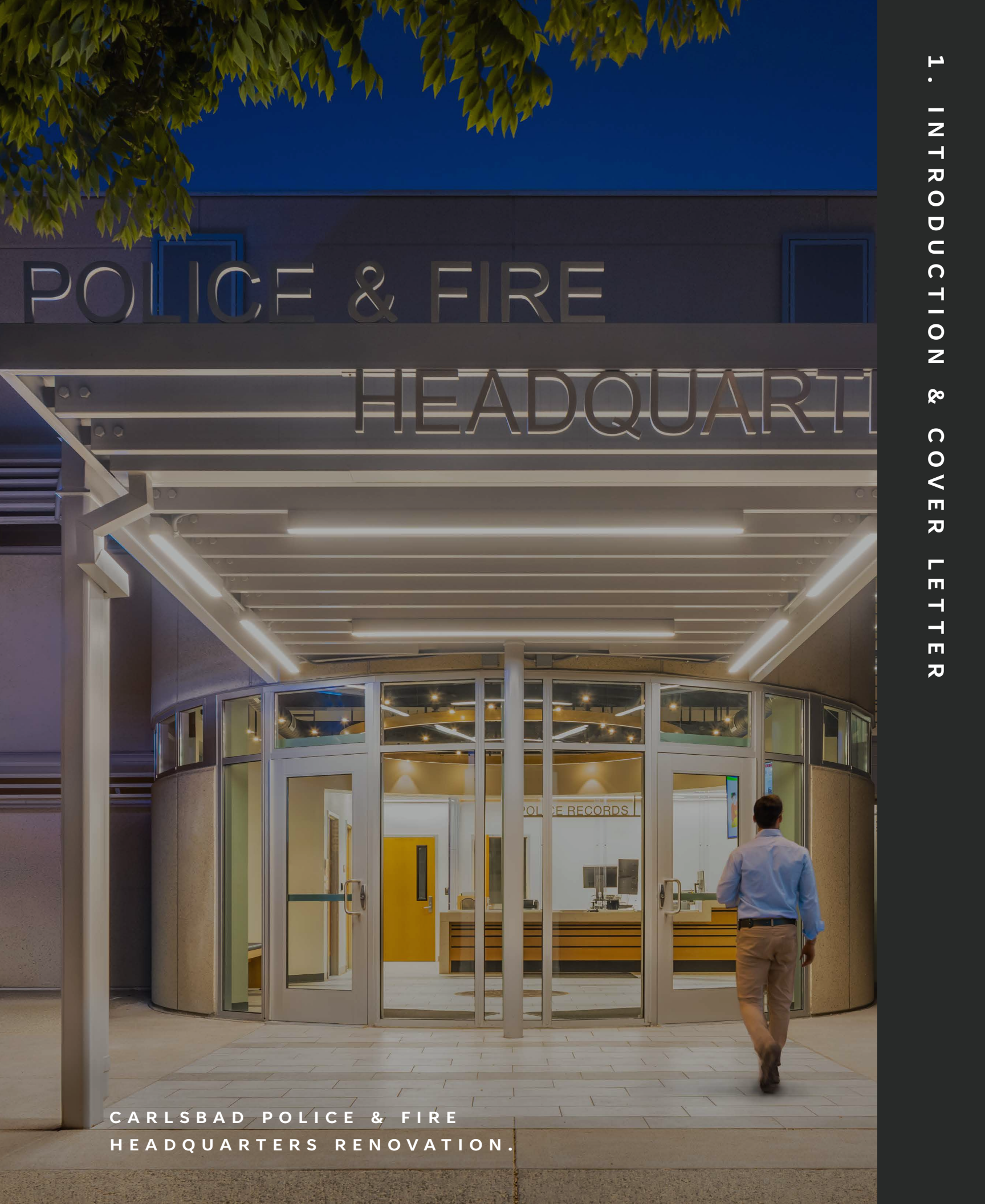
Orange City Fire Dept Headquarters & Station 1

Cathedral City Fire Station No.411

Buena Park Fire Station No. 61

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California Civil Code § 3426.1 (d); California Evidence Code section 1040 and 1060; California Government Code section 6254(k); Freedom of Information Act, 5 U.S.C. § 552(b)(4)



CARLSBAD POLICE & FIRE  
HEADQUARTERS RENOVATION.



March 5, 2026

City of Murrieta  
Department of Municipal Services  
1 Town Square, Murrieta CA 92562  
Attention: Garrett Strang, Capital Projects Program Manager

RE: Construction Management & Labor Compliance Services for the Fire Station 1 Living Quarters Improvement Project MSD (Project No. 26-001, CIP No. 21037)

Dear Mr. Strang & City Evaluation Team,

Griffin Structures is pleased to submit our proposal to provide Construction Management and Labor Compliance Services for the Fire Station 1 Living Quarters Improvement Project. We recognize this effort as a meaningful reinvestment into a critical public safety asset and understand the importance of delivering a well-coordinated renovation while maintaining uninterrupted emergency response operations.

As outlined in the RFP, this renovation will modernize and improve firefighter living quarters through comprehensive demolition, architectural and structural upgrades, MEP modifications, ADA improvements, courtyard enhancements, and the addition of new outdoor amenities. With Fire Station 1 remaining fully operational throughout construction, disciplined sequencing, site logistics, and constant coordination with Fire & Rescue personnel will be essential. Griffin Structures understands that success on this project will require not only technical construction oversight, but also a proactive partner who prioritizes safety, operational readiness, and clear communication at all times.

Your project will be led by a highly experienced public safety team. President Jon Hughes, who will provide senior-level oversight alongside Vice President Robert Godfrey, to ensure our firm's commitment to Excellence in Project Delivery - drawing on more than 50 years of combined complex civic and public safety experience. Tim Shaw, will serve as Sr. Construction Manager and provide day-to-day project leadership. Tim's recent experience on the Carlsbad Police & Fire Headquarters Renovation, Tustin Water Administration Building & Emergency Operations Center and Inglewood Emergency Operations Center Renovation demonstrates his ability to manage active public safety facilities, maintain strict cost and schedule controls, and coordinate effectively with stakeholders. Labor compliance services will be performed by The Solis Group, a long time Griffin Structures partner, ensuring full regulatory adherence and transparent reporting.





## To summarize, we offer the following benefits:

- Extensive public safety experience, including over 75 fire, police, and emergency response facility projects throughout California.
- Proven renovation expertise, with more than 50 completed upgrades to existing public facilities requiring careful management of concealed conditions and operational constraints.
- Demonstrated success managing projects within active emergency response environments where uninterrupted operations are paramount.
- A disciplined, documentation-driven construction management approach focused on cost control, schedule integrity, and proactive risk mitigation.
- A collaborative, owner-focused mindset—functioning as an extension of City staff to reduce administrative burden while enhancing transparency and accountability.

Griffin Structures takes pride in offering both highly qualified personnel and a thoughtful, value-driven approach to every project we undertake. Our differentiator is our people—professionals who combine technical expertise with a true owner's perspective and a deep understanding of public safety facilities.

We look forward to the opportunity of serving you,

A handwritten signature in black ink, appearing to read "Jon Hughes".

**Proposal Contact:**

Jon Hughes, President & Principal-In-Charge

P: (949) 444-1615 | E: [jhughes@griffinstructures.com](mailto:jhughes@griffinstructures.com)

**WE HEREBY ACKNOWLEDGE RECEIPT OF ALL ADDENDA.**



ORANGE CITY FIRE DEPARTMENT  
HEADQUARTERS & STATION 1



## Firm Introduction

Griffin Structures was founded as a developer and for 45 years, we have provided demonstrated leadership for virtually all aspects of project development via 'concept to keys' delivery. As a diversified Project and Construction Management / Owner's Representative firm, we offer specialized expertise in both the conceptualization and realization of complex and challenging projects, including early programming, design and construction management and delivery.

### L I C E N S U R E

Griffin Structures maintains all appropriate licensure to perform the necessary services for this project. This includes our California business license, registration with the Department of Industrial Relations, Contractors License A and B and a wealth of additional licenses to support our public clients in the delivery of the facilities.

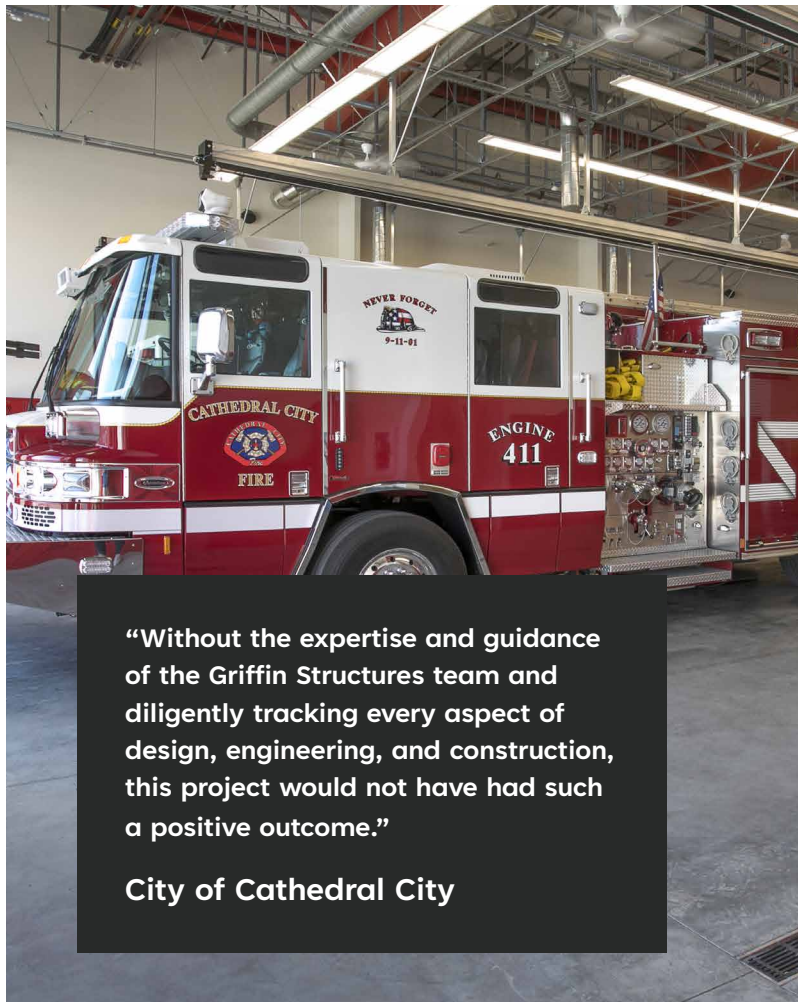


### PUBLIC SAFETY EXPERTISE

A unique aspect of our firm lies in our vast experience with virtually every public safety facility type. This includes fire and police stations, dispatch and training facilities, emergency operations centers, and more.

#### Highlighted Projects:

- Carlsbad Police & Fire Headquarters Renov.
- Cathedral City Fire Station No.411
- Orange City Fire Department Headquarters & Station 1
- Buena Park Fire Station No.61
- Selma Fire Station No.3
- Tustin Fire Station No.37
- Visalia Fire Station No.51
- + 75 Additional Projects**

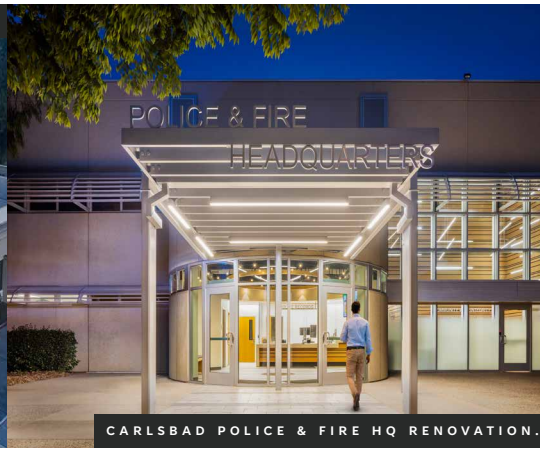


**“Without the expertise and guidance of the Griffin Structures team and diligently tracking every aspect of design, engineering, and construction, this project would not have had such a positive outcome.”**

**City of Cathedral City**



BUENA PARK FIRE STATION NO. 61



CARLSBAD POLICE & FIRE HQ RENOVATION.



ORANGE CITY FIRE DEPARTMENT HQ & STATION 1

## Public Safety Experience

### FIRE

- Carlsbad Police & Fire Headquarters Renovation
- Buena Park Fire Station No.61
- Cathedral City Fire Station No.411
- Corona Fire Station No.2 Rebuild
- Manhattan Beach Fire Station No.2
- Orange City Fire Dept. Headquarters & Station 1
- Selma Fire Station No.3
- Tustin Fire Station No.37
- Visalia Fire Station No.51
- Fairfield Fire Station No.36 & No.39
- Newport Beach Fire Station No.1
- Modjeska Canyon Fire Station No.16 Renov.
- Silverado Canyon Fire Station No.14 Renov.
- Yorba Linda Fire Station No.32 & No.53 Renov.
- Redondo Beach Fire Stations 1 & 2

### Pre-Development

- Carlsbad Fire Administration Building
- Garden Grove Fire Department & Headquarters
- Morgan Hill Butterfield Fire Station
- Newport Beach Fire Headquarters
- Pre-Development
- Oxnard Fire Station No.2
- Oxnard Fire Station No.3
- Porterville Fire Station No.71, No.72 & No.73
- San Ramon Fire Protection District Training Facility
- Santee Fire Station No.20

### POLICE

- Buena Park Police Department Headquarters
- Campbell Police Operations Building Renovation
- Eastvale Civic Center & Police Station
- Hesperia Police Department Headquarters
- Rancho Santa Margarita Sheriff 's Substation
- Rialto Police Department
- Salinas Police Services Headquarters
- Victorville Police Department
- Westminster Police Department Headquarters & Public Safety Training Center
- Redondo Beach Police Station & Police Annex Renovation

### Pre-Development

- Colton Police Department
- Covina Police Department
- Garden Grove Police Department
- Inglewood Police Department
- Irvine Police Department
- Irwindale Police Department
- Newport Beach Police Department
- Oceanside Police Department Headquarters
- Ontario Police Department
- Piedmont Police Department
- Tustin Police Department & Emergency Operations Center
- Watsonville Police Department
- Yucaipa Police Department

### OTHER

- EBRPD Public Safety Administrative Building Renovation
  - Inglewood Emergency Operations Center Renovation
  - Riverside County Sheriff's Office, Ben Clark Training Center
  - San Bernardino County High Desert Government Center & Public Safety Operations Center
  - San Bernardino County, Valley Communications Center
  - Tustin Water Admin Building, Corporate Yard & Emergency Operations Center
  - Visalia Civic Center Public Safety Office Building
  - Visalia Emergency Communications Center
  - Westminster Public Safety Training Center
- ### Pre-Development
- Atwater Public Safety Master Plan
  - El Toro Water District Warehouse & Emergency Operations Center
  - Laguna Beach Facilities Master Plan Police & Fire Station
  - Monterey Police Department & Fire Complex
  - Redondo Beach Shooting Range
  - Westminster Shooting Range



## Renovation Experience

Griffin Structures has completed over 50 renovations and upgrades to existing public facilities. This project type provides incredible opportunities to enhance your facilities, address space needs, accessibility, or remove, repurpose or preserve, artifact products or materials. Many considerations do exist for this project type, and our team will dedicate significant time and resources toward managing the detection of all existing conditions, overhead concealed work, underground site conditions, and all potential renovation conditions to avoid unforeseen circumstances and avoid impacts to budget or schedule.

Orange County Fire Authority Modjeska Canyon Fire Station No.16 Renovation

Orange County Fire Authority Silverado Canyon Fire Station No.14 Renovation

Orange County Fire Authority Yorba Linda Fire Station No.32 & No.53 Renovation

Bakersfield MLK Jr Community Center & Park Revitalization

Buena Park Library District Library Renovation

Campbell Library Renovation

Campbell Police Operations Building Renovation

Carlsbad Police & Fire Headquarters Renovation

Corona City Park Revitalization

Cypress Arnold Park Rehabilitation

Cypress Community Center Renovation / Expansion

Escondido Library Modernization Project

Fullerton Main Library Renovation

Hesperia City Library Renovation

Inglewood Main Library & Innovation Center Renov.

Jurupa Community Services District Harrel Headquarters Renovation

La Canada Flintridge City Hall Renovation

Pico Rivera Smith Park Aquatic Center Renovation

San Dimas Community Center Renovation / Expansion

San Marino Community Center

Santa Ana Main Library Renovation

Stockton New City Hall Renovations & Relocation

Tustin Main Library Renovation

West Hollywood City Hall Renovation



MANHATTAN BEACH FIRE STATION NO. 2



## Project Understanding

The City of Murrieta's Fire Station 1 Living Quarters Improvement Project represents a reinvestment into an existing critical public safety facility focused on modernizing essential firefighter residential facilities while maintaining uninterrupted emergency response operations. The project involves comprehensive renovation of the existing living quarters at Fire Station 1, including interior demolition and reconstruction, accessibility upgrades, architectural and structural improvements, MEP system modifications, courtyard enhancements, and construction of new outdoor amenities. With an estimated construction value of approximately \$2.5 million and a planned eight plus months construction duration, the project presents both technical and operational complexities requiring disciplined construction management and proactive coordination.

A defining characteristic of this project is that Fire Station 1 will remain fully operational throughout construction for emergency services. Although temporary on-site living accommodations will be provided for fire personnel, continuous coordination with Fire & Rescue staff, City representatives, and the construction team will be essential to safeguard operational readiness, site safety, and uninterrupted emergency access. Successful delivery therefore depends not only on traditional construction administration, but also on a Construction Manager capable of understanding proper sequencing, logistics, and contractor activities within an active public safety environment.

Griffin Structures understands that the City seeks a Construction Management who will function as an extension of City staff—providing technical leadership, administrative oversight, and real-time problem resolution from pre-construction through final closeout. The consultant's role is intended to centralize project communication, maintain rigorous control of cost and schedule performance, ensure compliance with plans and specifications, and provide transparent documentation and reporting throughout all phases of the work.



## Strategic Considerations

### **How might the City be protected against potential change orders related to unforeseen conditions?**

Whenever a project involves the renovation of an operational, existing building, there are challenges related to unforeseen conditions. With fire stations this is even more sensitive given the routing of communication and electrical which must be protected. One strategy we have found successful is the inclusion of destructive investigation into the bid documents. This could also be combined with a fixed allowance carried by all bidders for potential impacts pertaining to hidden conditions contained in walls or ceilings. By anticipating this effort prior to the start of work, the City will benefit from a clear understanding of the work involved before impacting the use of the fire station in order to strategize accordingly.

### **What strategies can be implemented to alleviate potential long lead issues that could affect the project?**

With a renovation project, long lead items can be schedule killers. To mitigate these impacts, Griffin has found success in the issuance of preliminary Notices to Proceed (NTP) that allow Contractors to submit shop drawings and initiate the purchase of long lead items before construction begins. In doing so, we have found that potential delays and disruptions to construction progress can be mitigated. This strategy, combined with a thorough and detailed phasing plan, will be key to the success of this project. Griffin will also track this weekly in the OAC meeting.

## Project Approach

Griffin Structures' approach is structured around four integrated service phases aligned with the City's identified scope: pre-construction, construction management, labor compliance, and post-construction services. The objective is to minimize risk to the City while maintaining schedule certainty, cost control, and construction quality within an active fire station environment.

### PRE-CONSTRUCTION PHASE

During pre-construction, our Construction Manager will establish the administrative and operational framework necessary for successful project execution. Griffin will perform a detailed constructability and bid document review to identify to familiarize ourselves with the project and determine any early issues which need to be resolved. Early evaluation of the contractor's baseline schedule will focus on logistics planning, temporary facilities coordination, long lead procurement relative to the project duration, safety separation between construction and emergency operations, and mitigation of disruption to Fire Department personnel.

Griffin will develop project-specific contract administration procedures, communication protocols, and documentation systems consistent with City standards. A comprehensive pre-construction conference will be facilitated to align expectations among the City, Architect, Contractor, inspectors, and Fire Station representatives, ensuring all stakeholders clearly understand operational constraints and response priorities before construction begins.

### CONSTRUCTION MANAGEMENT PHASE

Throughout construction, Griffin's Construction Manager will serve as the City's primary point of coordination and oversight, maintaining continuous communication among the Contractor, design team, City staff, regulatory agencies, and station personnel. Weekly in-person Owner-Architect-Contractor (OAC) meetings will be conducted to monitor progress, resolve issues, and maintain accountability for schedule and cost performance.

Key elements of our construction phase approach include:

- Griffin Structures will utilize Forma AutoDesk to manage all project documentation between the contractor, design team, and City. Utilization of AutoDesk allows for transparent real-time communication and status.
- Active monitoring of contractor performance, schedule adherence, and work sequencing within an occupied emergency facility.
- Comprehensive management of RFIs, submittals, and change orders with strict documentation control and traceability.
- Independent evaluation and negotiation of change order costs and time impacts to protect City interests.
- Verification of progress payments based on observed quantities and completed work.
- Continuous safety awareness consistent with Cal-OSHA requirements, with emphasis on protection of Fire personnel, City staff, and the public.
- Early identification and resolution of construction conflicts to prevent escalation into claims or delays.

Griffin emphasizes proactive management—identifying developing risks before they affect operations, budget, or schedule—rather than reactive issue resolution. The goal is no surprises.



CATHEDRAL CITY FIRE STATION NO. 411

## LABOR COMPLIANCE SERVICES

Labor Compliance and Certified Payroll services will be performed by The Solis Group. Griffin has worked with The Solis Group for years as they have a demonstrated track record of providing quality labor compliance services. Solis will administer all California Department of Industrial Relations (DIR) compliance requirements, including certified payroll review, prevailing wage monitoring, worker interviews, subcontractor verification, and electronic reporting.

Griffin will maintain overall responsibility for coordination, integration of compliance reporting into project documentation systems, and delivery of complete labor compliance records to the City at project completion, ensuring full regulatory compliance despite the project's locally funded status.

## POST-CONSTRUCTION & CLOSEOUT

During project closeout, Griffin's Construction Manager will lead final inspection coordination, punch list management, and verification of contract completion requirements. We will assemble warranties, operations and maintenance manuals, record drawing markups, and final documentation necessary for acceptance of the work and issuance of the Notice of Completion.

Final payment recommendations will be supported by verification that contractual, administrative, and labor compliance obligations have been satisfied. Griffin will ensure the contractor provides all project records well organized and properly transmitted to the City in both electronic and hard-copy formats to support long-term facility operations and archival requirements.



CATHEDRAL CITY FIRE STATION NO. 411

# Project Team

In order to offer the highest value to the City, we have included a highly experienced, comprehensive team of individuals and firms to provide specialty services for this project. All of our proposed team members are able to perform the services listed in the RFP.

## TEAM DESCRIPTION

- Principal-In-Charge and President, Jon Hughes, will provide invaluable, senior-level insight to the project team to maintain the firm's quality of service.
- Project Executive, Robert Godfrey, will serve as the executive point-of-contact, while working directly with Tim Shaw and the project team to ensure successful delivery.
- Sr. Construction Manager, Tim Shaw, will be responsible for the day-to-day management of the project, utilizing his recent experience for the Tustin Water Administration Building, Yard and Emergency Operations Center, as well as the recently completed Carlsbad Police & Fire Headquarters Renovation.
- Labor Compliance Monitoring firm, The Solis Group, will be engaged to manage all associated labor compliance activities to ensure regulatory compliance.

## AVAILABILITY

All members of our proposed team can be made readily available at any time.

**Jon Hughes**  
CCM, DBIA  
Principal-In-Charge

**Robert Godfrey**  
CCM  
Project Executive

**Tim Shaw**  
RLA  
Sr. Construction Manager

**SUB-CONSULTANTS**

 **The Solis Group**  
Labor Compliance Monitoring



## Jon Hughes

CCM, DBIA

President & Principal-In-Charge

### EDUCATION

Bachelor of Science, Westmont College

### CERTIFICATION

Certified Construction Manager (CCM)

Design Build of America Institute (DBIA)  
Associate

### AFFILIATIONS

NAVFAC and US Army Corps Construction  
Quality Management (CQM) Program

### YEARS OF EXPERIENCE

32

### QUALIFICATIONS

President, Jon Hughes, offers a wealth of expertise in Program and Construction Management, contributing to the successful completion of many of California's most prestigious properties. His tenure spans virtually every project type, including libraries, affordable housing projects, administrative headquarters, corporate yards/warehouses, community centers, recreational facilities, public safety and healthcare, as well as maintenance and infrastructure projects. Jon's extensive background, coupled with his demonstrated early career experience in the field, further enhances his ability to guide our team in order to provide Excellence in Project Delivery to each client we serve.

### REPRESENTATIVE EXPERIENCE

#### [ FIRE ]

Carlsbad Police & Fire Headquarters Renovation, CA

Orange City Fire Department Headquarters, CA

Buena Park Fire Station No.61, CA

Manhattan Beach Fire Station No.2, CA

Cathedral City Fire Station No.411, CA

Tustin Fire Station No.37, CA

OC Fire Authority Modjeska Canyon Fire Station No.16 Renovation, CA

OC Fire Authority Silverado Canyon Fire Station No.14 Renovation, CA

OC Fire Authority Yorba Linda Fire Station No.32 & No.53 Renov., CA

Selma Fire Station No.3, CA

Visalia Fire Station No.51, CA

Redondo Beach Fire Stations 1 & 2, CA

Newport Beach Fire Station No.1, CA

Corona Fire Station No.2 Rebuild, CA

#### [ POLICE ]

Salinas Police Services Headquarters, CA

Westminster Police Dept. HQ & Public Safety Training Center, CA

Buena Park Police Department Headquarters, CA

Eastvale Civic Center & Police Station, CA

Rialto Police Department, CA

Campbell Police Operations Building Renovation, CA

Victorville Police Department, CA

#### [ COMBINED + OTHER ]

Tustin Water Admin Bldg., Yard & Emergency Ops Center, CA



## Robert Godfrey

CCM

Project Executive

### EDUCATION

Bachelor of Science, Management, The Georgia Institute of Technology, Atlanta

### CERTIFICATIONS

Certified Construction Manager (CCM)

### AFFILIATIONS

Construction Management Association of America, Member

### YEARS OF EXPERIENCE

25

### QUALIFICATIONS

Robert Godfrey brings more than 20 years of combined experience in construction management and planning. As a construction manager, he has been involved during all phases of development and construction. His responsibilities as a project/construction manager have entailed pre-construction services, public and stakeholder outreach, managing entitlement and plan check processes, obtaining building permits and coordinating inspections, and generating punch lists and overseeing project closeout. Robert has a proven record of project management involving effective communication with design team members, coordinating consultants, vendors and contractors - all to assure the client's goals and objectives are achieved.

### REPRESENTATIVE EXPERIENCE

#### [ FIRE ]

Carlsbad Police & Fire Headquarters Renovation, CA

Manhattan Beach Fire Station No.2, CA

OC Fire Authority Modjeska Canyon Fire Station No.16 Renovation, CA

OC Fire Authority Silverado Canyon Fire Station No.14 Renovation, CA

OC Fire Authority Yorba Linda Fire Station No.32 & No.53 Renov., CA

Selma Fire Station No.3, CA

Visalia Fire Station No.51, CA

Redondo Beach Fire Stations 1 & 2, CA

Newport Beach Fire Station No.1, CA

Corona Fire Station No.2 Rebuild, CA

#### [ POLICE ]

Campbell Police Operations Building Renovation, CA

Salinas Police Services Headquarters, CA

Westminster Police Dept. HQ & Public Safety Training Center, CA

Buena Park Police Department Headquarters, CA

Eastvale Civic Center & Police Station, CA

Rialto Police Department, CA

Victorville Police Department, CA

#### [ COMBINED + OTHER ]

Tustin Water Admin Bldg., Yard & Emergency Ops Center, CA

EBRPD Public Safety Administrative Building, CA

Riverside County Sheriff's Office, Ben Clark Training Center, CA

San Bernardino County, Valley Communications Center, CA

Visalia Civic Center Public Safety Office Building, CA



## Tim Shaw

RLA

Sr. Construction Manager

### EDUCATION

Master of Landscape Architecture, Ball State University

Bachelor of Science, Geography / Geology  
Minor, Indiana State University

### CERTIFICATION

Registered Landscape Architect, RLA #5075

### YEARS OF EXPERIENCE

26

### QUALIFICATIONS

Tim Shaw is an accomplished Program and Construction Manager and registered Landscape Architect. His specialized expertise encompasses professional design and technical oversight for the management of public park and recreation lands and facilities. Within his role, Tim Shaw ensures costs remain within budget and schedule, including oversight of plans and specifications, Contractor procurement/bidding, and construction monitoring. Former Landscape Architect for the City of San Clemente, Tim Shaw also brings an adept understanding from the perspective of the client.

### REPRESENTATIVE EXPERIENCE

#### [ PUBLIC SAFETY ]

Carlsbad Police & Fire Headquarters Renovation Project, CA

Tustin Water Administration Building, Corporate Yard & Emergency Operations Center, CA

Inglewood Emergency Operations Center Renovation, CA

#### [ OTHER ]

Jurupa Community Services District Harrel Headquarters Renovation, Jurupa Valley, CA

Buena Park Library District Library Renovation, CA

Escondido Public Library Critical Infrastructure & Modernization Project, CA

Gardena Community Aquatics & Senior Center, CA

Mission Viejo Marguerite Aquatics Complex, CA

Vista Hermosa Aquatic Center & Sports Park, San Clemente, CA

Mountain View Rengstorff Park Aquatic Center, CA

San Bruno Recreation & Aquatics Center, CA

East Bay Regional Parks District, Aquatic Center, Oakland, CA

Aliso & Wood Canyons Wilderness Park, Laguna Niguel, CA

Tustin Peppertree Park, CA

Pier Bowl Upgrades, San Clemente, CA

San Geronio Park Renovation, San Clemente, CA

Steed Park Renovation, San Clemente, CA

Santa Ana River Trail Pocket Park, Orange County, CA

Courtney's Sandcastle Sensory Garden, San Clemente, CA

San Clemente Beaches, Park & Recreation Department Landscape Architect, CA

Half Moon Bay Library, CA

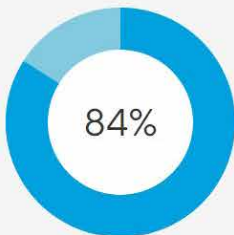


# Labor Compliance

## THE SOLIS GROUP

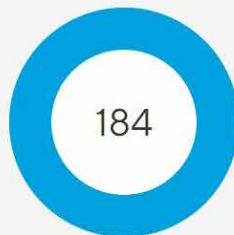
The Solis Group (TSG), established in 1992, is a multi-disciplined consulting company providing construction program/project management support services for large-scale infrastructure programs across the United States.

In addition to educating Contractors on labor requirements and establishing parameters pertaining to the primary go-between for project stakeholders, we ensure proper effort is focused on meeting the City’s hire targets. This includes certifying workers and connecting them with the opportunities that best match their skills, as well as PLA administration, labor compliance, outreach, and M/W/SBE tracking.



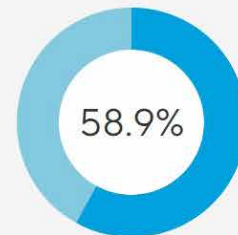
**Win Ratio**

TSG’s Trailing 5-year win ratio on key pursuits as a prime consultant.



**Public Agencies**

Number of public agencies served by TSG (and counting)



**Attainments**

Local hire attainment as Jobs Coordinator for LA Metro, LA County, and Port of LA Projects

**31**  
Years in Business

**27**  
TSG Team Members

**1,608**  
Projects

**\$20,890,441,155**  
Work Completed



BUENA PARK FIRE STATION NO. 61

# References

**CARLSBAD POLICE & FIRE HEADQUARTERS RENOVATION** **CARLSBAD, CA**



**DESCRIPTION**

Griffin provided construction management and inspection services to the 55,000 SF City of Carlsbad Police & Fire Headquarters which includes a new main entrance creating a more inviting public entry; new, centrally located staff lounge; remodeled dispatch center; forensic laboratory; furnishings; improved compliance with the city’s Transportation Demand Management plan to reduce traffic; and a new solar photovoltaic system.

**VALUE + SIZE**

\$15,000,000 | 55,000 SF

**REFERENCE**

City of Carlsbad; Steven Stewart; Facilities Program Manager; (760) 317-3508; steven.stewart@carlsbadca.gov; 1200 Carlsbad Village Dr, Carlsbad, CA 92008

**RELEVANCY**

Fire Facilities; Public Safety, Renovation; Tim Shaw Project

**ORANGE CITY FIRE DEPARTMENT HEADQUARTERS & STATION 1** **ORANGE, CA**



**DESCRIPTION**

Griffin Structures served as the Program and Construction Manager to oversee the development of the City’s 29,000 SF Fire Headquarters and Fire Station No.1, which services the Old Towne Section of Orange. The new headquarters includes a 15,500 SF bay for the fire trucks and engines and a two-story, 13,500 SF administrative building. It replaces the city’s old Station No. 1, which was located a few blocks away on South Grand Street.

**VALUE + SIZE**

\$25,300,000 | 30,000 SF

**REFERENCE**

City of Orange; Frank Sun; Deputy Director/City Engineer; (714) 744-5544; fsun@cityoforange.org; 230 East Chapman Avenue Orange, CA 92866

**RELEVANCY**

Fire Station; Public Safety, Renovation

**MANHATTAN BEACH FIRE STATION NO. 2** **MANHATTAN BEACH, CA**



**DESCRIPTION**

This two-story fire station includes an apparatus bay, six crew dormitories, dining and exercise room, modern locker space, laundry rooms, medical storage, as well as associated office space and workshops. A trash enclosure and backup power generator will also be constructed. This project was developed as a result of early Needs Assessment / Pre-Development services conducted by Griffin Structures.

**VALUE + SIZE**

\$9,000,000 | >10,000 SF

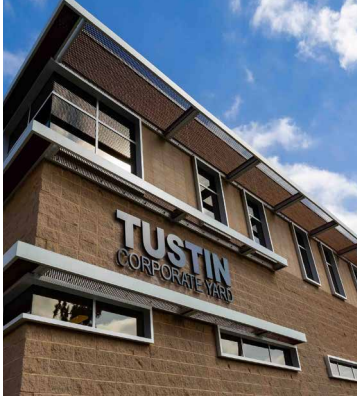
**REFERENCE**

Jeff Fijalka; Former Principal Civil Engineer, City of Manhattan Beach (Ret.); (602) 327-1974; jefferyfijalka@gmail.com

**RELEVANCY**

Fire Facilities; Public Safety

**TUSTIN WATER ADMIN BUILDING, YARD & EMERGENCY OPS CTR.** **TUSTIN, CA**



**DESCRIPTION**

This project consisted of the demolition of an existing fire station and facilities maintenance office trailers and the construction of a 17,284 SF water administration headquarters and yard, to include a state-of-the-art Emergency Operations Center, back up emergency dispatch center, and RACES (Radio Amateur Civil Emergency Service) room.

**VALUE + SIZE**

\$15,200,000 | 17,300 SF

**REFERENCE**

City of Tustin; Jason Churchill; Deputy Public Works Director; (714) 573-3355; jchurchill@tustinca.org; 300 Centennial Way Tustin, CA 92780

**RELEVANCY**

Public Safety, Tim Shaw Project

**CATHEDRAL CITY FIRE STATION NO. 411** **CATHEDRAL CITY, CA**



**DESCRIPTION**

Griffin served as the Construction Manager for the new 8,500 SF fire station in Cathedral City. Station 411 includes three apparatus bays, living quarters, as well as rapid deployment bay exit doors, firefighter dormitories, captain's quarters, great room, dining, and living spaces, work/study area; equipment maintenance and storage areas, public lobby and freestanding 45' tall communications tower.

**VALUE + SIZE**

\$8,000,000 | 8,500 SF

**REFERENCE**

Jan Davison; Former Redevelopment Director, Cathedral City (Ret.); (831) 588-5832; janetrdavison@gmail.com

**RELEVANCY**

Fire Facilities; Public Safety; Riverside County

**SELMA FIRE STATION NO. 3** **SELMA, CA**



**DESCRIPTION**

Griffin is providing Program and Construction Management to the City of Selma with oversight of the Master Architect. The design will be based upon an updated needs assessment, building program and site analysis. Once completed, this Design-Build project will encompass an approximate 10,000 SF, single-story fire station inclusive of administrative offices, support spaces, secure staff parking and public/visitor parking.

**VALUE + SIZE**

\$18,000,000 | 14,000 SF

**REFERENCE**

City of Selma; Jordan Webster; Fire Chief; (559) 891-2211; jordanw@cityofselma.com; 1710 Tucker St. Selma, CA 93662

**RELEVANCY**

Fire Facilities; Public Safety

**BUENA PARK FIRE STATION NO.61** **BUENA PARK, CA**



**DESCRIPTION**

Griffin served as the PMCM for this fire station which houses administrative offices for the battalion and OCFA Division 7 headquarters. It features three fire apparatus bays with quick-opening bi-fold doors and a signal interrupter. The station also includes training rooms and office space, 14 dormitory sleeping quarters, kitchen and dining facilities, and a workout room. *Although this project is outside of the 5-year window, we felt it pertinent to include with our submission.*

**VALUE + SIZE**

\$14,000,000 | 18,000 SF

**REFERENCE**

James B. Vanderpool; Current City Manager, Anaheim; Former City Manager, Buena Park; (714) 562-3550; [jvanderpool@anaheim.net](mailto:jvanderpool@anaheim.net)

**RELEVANCY**

Fire Facilities; Public Safety

**GARDENA COMMUNITY AQUATICS & SENIOR CENTER** **GARDENA, CA**



**DESCRIPTION**

Griffin Structures is providing CM and Inspection for this developing community recreational amenity, which will transform the existing Primm Pool to an 8-lane, 12,000 SF state-of-the-art aquatics hub with bleachers and support structures. The center will include offices, reception, break rooms, conference spaces, daycare and kitchen. *Although this is not a public safety project, we felt it pertinent to include with our submission as a reference for Tim Shaw.*

**VALUE + SIZE**

\$17,500,000 | 55,000 SF

**REFERENCE**

City of Gardena; Kevin Kwak, P.E.; Assistant Public Works Director; (310) 217-9643; [kkwak@cityofgardena.org](mailto:kkwak@cityofgardena.org); 1700 W 162nd St, Gardena, CA

**RELEVANCY**

Public Sector Project; Tim Shaw Project

**EASTVALE CIVIC CENTER & POLICE STATION** **EASTVALE, CA**



**DESCRIPTION**

The City of Eastvale intends to create their first bespoke civic presence with a new city hall, library, and police station designed to be as open and transparent as the local government they represent. This project began with a Griffin-led programmatic space needs assessment, where we were later selected to provide OR, Program and Construction Management services for the City.

**VALUE + SIZE**

\$200,000,000 | >100,000 SF

**REFERENCE**

City of Eastvale; Mark Orme; City Manager; (951) 703-4424; [morme@eastvaleca.gov](mailto:morme@eastvaleca.gov); 12363 Limonite Ave Suite 910, Eastvale, CA 91752

**RELEVANCY**

Public Safety Project



BUENA PARK FIRE STATION NO.61



## Statements & Authorizations

### Validity Statement

We hereby confirm that our proposal will remain valid for a period of six (6) month following the submission of our proposal.

### Authorization

President, Jon Hughes, is hereby authorized to bind the firm as President of Griffin Structures. Please find his signature below.



ORANGE CITY FIRE DEPARTMENT  
HEADQUARTERS & STATION 1



## Griffin Structures Fee Proposal

### City of Murrieta Fire Station 1 Living Quarters Improvement Project

March 5, 2026

Griffin Structures’ Fee Proposal is based on all reasonable costs necessary to perform Construction Management and Labor Compliance Services for the Fire Station 1 Living Quarters Improvement project. For these requisite services Griffin Structures proposes the following Not-to-Exceed Fee based on hourly rates:

Construction Management Services:	\$	223,800
Labor Compliance & Reimbursable Expenses:	\$	36,200
<b>Total</b>	<b>\$</b>	<b>260,000</b>

All proposed hourly rates are fully burdened and include overhead profit, taxes, and benefits. Hourly rates are escalated by the CPI annually and the fee is reflective of the annual increases. The hours identified for each individual employee and task are estimates only and are not to be construed as not to exceed hours for any individual task, phase, or time period. We reserve the right to reallocate hours between staff members and tasks, in consultation with the City, in order to accomplish the overall objectives and requirements of the project.

Services are based on the schedule and hours represented in the attached Resource Allocation Schedule. Any extension of the schedule may result in added fee, in good faith negotiation with the City.

### APPROACH TO STAFFING & PROJECT TEAM

To bring the highest level of efficiency and value to the City, Griffin Structures has assembled following team:

**Robert Godfrey** will serve as Principal-in-Charge for the duration of the project and will provide oversight as-needed to the team to ensure a successful delivery for a total of 80 hours.

**Tim Shaw** will act as the Sr. Construction Manager and day-to-day point of contact for the duration of the project. In this role Tim will bring his recent experience managing the renovation of the Carlsbad Police & Fire Headquarters Renovation (and active public safety EOC and operations center) to deliver the scope described in the RFP for a successful delivery to the City. For this level of service, we have assumed a part-time deployment (85 hours per month) for the duration of construction, for a total of 760 hours.

**The Solis Group** will provide all labor compliance and certified payroll verification. For this level of service, we have included a fixed fee of \$3,700 per month for 8 months (180 working days).

## QUALIFICATIONS & EXCLUSIONS

1. Hourly rates are based on the rates listed in the Griffin On-Call Professional Services Agreement dated July 3rd, 2024
2. Insurance costs are included as a reimbursable expense and will be billed monthly at the rate of \$10 per \$1,000.
3. On-site trailer rental, furniture, utilities, and sanitary facilities for our field staff (Project Management team) are excluded. We assume that offices will be provided as part of the construction site trailer(s) being provided by the Owner's contractor or by the Owner.
4. Costs for all permits required for the project are excluded. It is assumed that the Owner will pay for all permitting fees, assessments, easements, school fees, and other agency or governmental fees or costs to support the design and construction the project. We have not included any permit related fees within our fee proposal. Permits will be pulled by others.
5. At no cost to the Owner, and subject to Internal Revenue Code 179D, (Deduction for Energy Efficient Commercial Buildings) Owner agrees to allocate any applicable tax deductions to construction manager (Griffin Structures) as may be relevant to 'public entity' projects.
6. Costs for construction staking, environmental and hazardous materials surveys, and all environmental and hazardous materials transportation and remediation costs are excluded.
7. Software licenses or user fees and all software training costs for specific project management software being required by either the Owner or their contractor(s) is excluded.
8. Cost of bulk blueprinting for plans and specifications for use by the contractors and subcontractors is excluded. Funds included in reimbursable expenses are for Griffin printing costs alone.
9. Independent or third-party testing companies such as Roofing, Peer Reviews, LEED, or other specialized third-party oversight services other than those listed herein are excluded.
10. FF&E or OS&E procurement is excluded from this proposal.
11. Construction Site Security is excluded.
12. This proposal does not include a formal independent Inspector of Record (IOR).
13. Construction Manager will review all RFI's, Submittals, and Substitutions for completeness, approvals to be executed by the designer of record.
14. Griffin is not responsible for, and the City will hold Griffin harmless from, any schedule delays and/or any losses, damages, or liabilities resulting therefrom that are caused by (1) events or conditions that are outside of Griffin's control or (2) the acts or omissions of parties for whom Griffin is not legally liable (collectively, "Non-Consultant Delays"). The schedule for completion will be extended for any Non-Consultant Delays. If Griffin incurs additional costs or expenses due to Non-Consultant Delays, then Griffin's fee compensation will be equitably adjusted to cover such additional costs or expenses.

15. Construction Cost Estimates, when provided, are based on standard industry practice, professional experience, and knowledge of market conditions. Griffin has no control over material and labor costs, contractor's methods of establishing prices or the market and bidding conditions at the time of bid. Therefore, Griffin does not guarantee that bids received will not vary from the cost estimate provided and Griffin is not liable for any costs, liabilities, or damages incurred by the Agency arising from Griffin's opinion of cost, the actual project cost to the Agency, delays caused by events outside the control of Griffin, or any labor or material cost increases.
16. Griffin is not responsible for, and the Owner will hold Griffin harmless from, any schedule delays and/or any losses, damages, or liabilities resulting therefrom that are caused by (1) events or conditions that are outside of Griffin's control or (2) the acts or omissions of parties for whom Griffin is not legally liable (collectively, "Non-Consultant Delays"). The schedule for completion will be extended for any Non-Consultant Delays. If Griffin incurs additional costs or expenses due to Non-Consultant Delays, then Griffin's fee compensation will be equitably adjusted to cover such additional costs or expenses.
17. Dry utility design consultation services are not included.
18. This proposal does not include services inclusive of surveying, geotechnical engineering, environmental consulting, construction inspection, SWPPP monitoring, IT network equipment specification and planning, or move-in / start-up coordination and planning.
19. This proposal shall remain valid and in full force and effect for a period of 120 days from date of issuance, after which time it shall be deemed null and void.

ITEM NO.	PROJECT PHASE	PRINCIPAL-IN-CHARGE Robert Godfrey \$280/hr.	SR. CONSTRUCTION MANAGER Tim Shaw \$265/hr.
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This proposal acknowledges and includes the scope of services described in Section II Scope of Services as described in the RFP and summarized below

<b>1</b>	<b>PRECONSTRUCTION SERVICES</b>	<b>8</b>	<b>40</b>
1.1	Review and familiarize with project documents	Incl	Incl
1.2	Review and provide input on Contractor's schedule	Incl	Incl
1.3	Prepare and instruct project protocols	Incl	Incl
1.4	Attend meetings with City and Design team to discuss design features	Incl	Incl
1.5	Prepare agenda and lead pre-construction meeting	Incl	Incl
<b>2</b>	<b>CONSTRUCTION MANAGEMENT SERVICES</b>	<b>64</b>	<b>680</b>
2.1	Project coordination, correspondence, and weekly OAC meeting	Incl	Incl
2.2	Schedule management and progress reports	Incl	Incl
2.3	Payment recommendations and construction change orders	Incl	Incl
2.4	Submittals management	Incl	Incl
2.5	Requests for Information (RFI)	Incl	Incl
2.6	Labor compliance and certified payroll services	Incl	Incl
<b>3</b>	<b>LABOR COMPLIANCE AND CERTIFIED PAYROLL SERVICES</b>	<b>Included in Reimbursable Costs Below</b>	
<b>4</b>	<b>POST CONSTRUCTION SERVICES</b>	<b>8</b>	<b>40</b>
4.1	Punch List, Commissioning & Closeout	Incl	Incl
4.2	Project document turnover	Incl	Incl
4.3	Final release and notice of completion in consultation with the City	Incl	Incl

<b>Total Hours</b>		<b>80</b>	<b>760</b>
		<b>\$22,400</b>	<b>\$201,400</b>
			<b>\$223,800</b>

<b>5</b>	<b>REIMBURSABLE COSTS</b>		<b>\$36,200</b>
5.1	Insurance		\$2,200
5.2	Misc. & Document Management System - AutoDesk		\$4,000
5.3	Labor Compliance & Certified Payroll (Solis Group)		\$30,000

**GRAND TOTAL:** **\$260,000**

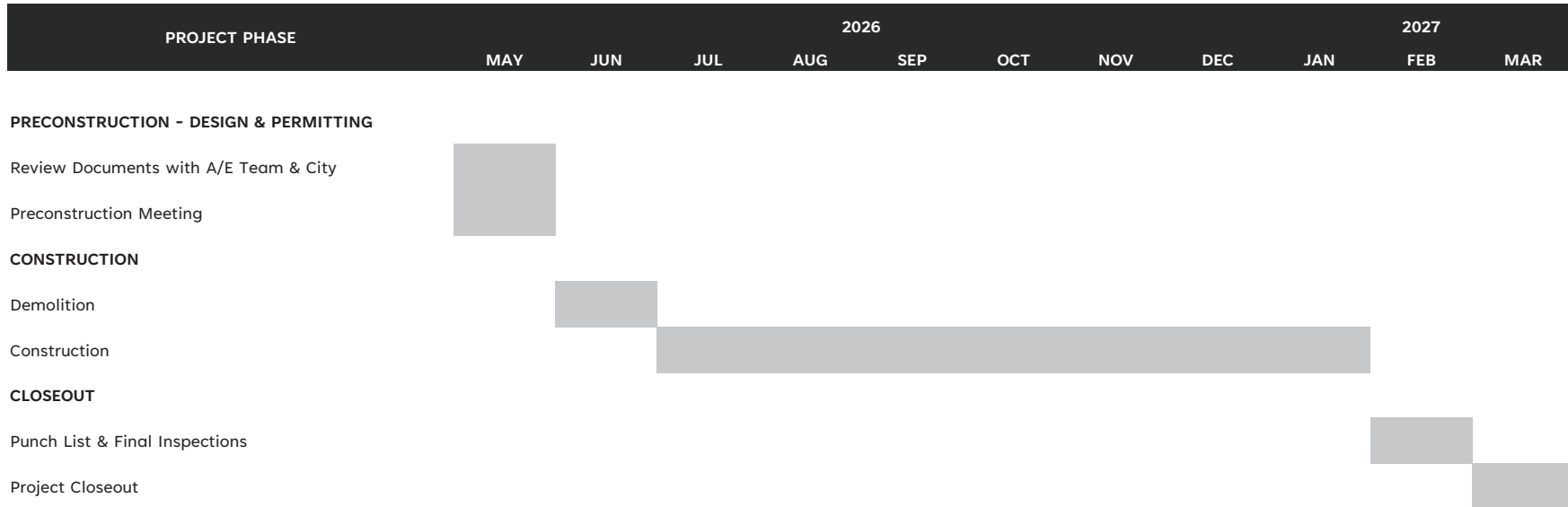


Previously Authorized Pre-Construction Activities via Separate PO

→ -12,840

Revised Grand Total this PO Request

→ 247,160



MONTHLY STAFFING HOURS												TOTALS	
Project Executive - Robert Godfrey	8	8	8	8	8	8	8	8	8	8	8	4	<b>84</b>
Sr. Construction Manager - Tim Shaw	40	85	85	85	85	85	85	85	85	85	85	40	<b>845</b>
Project Executive - Robert Godfrey	\$ 2,240	\$ 2,360	\$ 2,360	\$ 2,360	\$ 2,360	\$ 2,360	\$ 2,360	\$ 2,360	\$ 2,360	\$ 2,360	\$ 2,360	\$ 1,180	<b>\$ 24,660</b>
Sr. Construction Manager - Tim Shaw	\$ 10,600	\$ 22,525	\$ 22,525	\$ 22,525	\$ 22,525	\$ 22,525	\$ 22,525	\$ 22,525	\$ 22,525	\$ 22,525	\$ 22,525	\$ 10,600	<b>\$ 223,925</b>
	<b>\$ 12,840</b>	<b>\$ 24,885</b>	<b>\$ 24,885</b>	<b>\$ 24,885</b>	<b>\$ 24,885</b>	<b>\$ 24,885</b>	<b>\$ 24,885</b>	<b>\$ 24,885</b>	<b>\$ 24,885</b>	<b>\$ 24,885</b>	<b>\$ 24,885</b>	<b>\$ 11,780</b>	<b>\$ 248,585</b>



ORANGE CITY FIRE DEPARTMENT HEADQUARTERS & STATION 1



CARLSBAD POLICE & FIRE HEADQUARTERS RENOVATION



TUSTIN FIRE STATION NO. 37



NEWPORT BEACH FIRE STATION 1



CATHEDRAL CITY FIRE STATION NO. 411



BUENA PARK FIRE STATION NO. 61



MANHATTAN BEACH FIRE STATION NO. 2

## SOUTHERN CA OFFICE

1 TECHNOLOGY DRIVE  
BUILDING I SUITE 829  
IRVINE, CA 92618  
949 497 9000

## NORTHERN CA OFFICE

1850 WARBURTON AVE  
SUITE 120  
SANTA CLARA, CA 95050  
408 955 0431