

Transmittal

CS Transmittal No. 2186

To: Jeff Davis
FTA
201 Mission Street, Suite 1650
San Francisco, CA 94105

From: John Funghi

Project No./Contract No.: M544.1, CS-149

Task No./Title: 1-6.01 Interagency Coordination

Project Phase:

Date: March 05, 2013

Subject: Resumes

Reference:

Sent via:	<input type="checkbox"/> mail	<input type="checkbox"/> overnight	<input type="checkbox"/> messenger	<input type="checkbox"/> hand-delivered
	<input type="checkbox"/> fax – No:		<input checked="" type="checkbox"/> email – Address:	jeffrey.s.davis@dot.gov
The following:			For your:	
<input type="checkbox"/> copy of letter/memo	<input type="checkbox"/> estimate	<input checked="" type="checkbox"/> information/use		Due date: N/A
<input type="checkbox"/> minutes/agenda	<input type="checkbox"/> schedule	<input type="checkbox"/> action		
<input checked="" type="checkbox"/> report	<input type="checkbox"/> deliverable	<input type="checkbox"/> review/comment		
<input type="checkbox"/> presentation	<input type="checkbox"/> review comment form	<input type="checkbox"/> response to comment		
<input type="checkbox"/> cd / dvd	<input type="checkbox"/> no review comment form	<input type="checkbox"/> concurrence		
<input type="checkbox"/> specifications	<input type="checkbox"/> review comments	<input type="checkbox"/> incorporation of comments		
<input type="checkbox"/> half-size drawings	<input type="checkbox"/> response to comments	<input type="checkbox"/> verification		
<input type="checkbox"/> full-size drawings	<input type="checkbox"/> concurrence with response	<input type="checkbox"/> signature		
<input type="checkbox"/> sketches/maps/layouts	<input type="checkbox"/> verification of incorporation	<input type="checkbox"/> acceptance/approval		
<input type="checkbox"/> reference material	<input type="checkbox"/> acceptance/approval	<input type="checkbox"/> other		
<input type="checkbox"/> other				

Item No.	Copies	Description	Rev. No.	Date
1	1	Resume for Safety Manager - Jeff Kraus		01/25/13
1	1	Resume for Project Control Manager - Vivian Chow		
1	1	Resume for Contract Administrator – Brian Kelleher		

If enclosures are not as noted, kindly notify us at once.

Remarks:

Attached please find resumes for the Safety Manager, Project Controls Manager, and Contract Administrator


John Funghi
Program Director

JF:smk

cc: David Kuehn, STV (w/attachments) david.kuehn@stvinc.com
Brad Lebovitz, STV (w/attachments) bradley.lebovitz@stvinc.com
Eric Stassevitch, CSP (w/attachments)
CS File No. M544.1.5.4020.a

Summary:

Mr. Kraus has successfully demonstrated ability in controlling costs by minimizing risks for 33 years. His expertise includes diverse knowledge of federal, state and industry regulations, proactive, hands on style, extensive team leadership and interpersonal skills. He also has superior communication, negotiation and client retention skills.

Years of Experience: 33

Education & Training:

*California State University,
Northridge, CA*

B.S. Major in Health Science:
Environmental Health, Minor
in Occupational Health

Project Experience:

PB America, Inc., Devil's Slide Segmental Bridges

Sr. Principal Technical Specialist: Serves as Caltrans Safety Corridor Coordinator for the Devil's Slide Tunnels and Devil's Slide OMC building that consists of approximately \$400 million. He provides oversight functions of the contractors on all of the above projects, conducts weekly safety walkthroughs of the jobsite with the contractors and keeps all safety documentation up to date in the Caltrans files. He is responsible for the quarterly updating of all Caltrans self rescuers, conducts safety training for all visitors entering the tunnel and the bridges, coordinates the safety activities of all other safety consultants on these three projects. He also serves as backup at all Caltrans bi-weekly, safety meetings, provides safety training when presenter does not show and coordinates all Caltrans IH sampling.

JLA Partners, BART \$1.2 billion Earthquake Seismic Retrofit Project, Alameda, CA

OCIP Loss Control Consultant: The project consisted of aerial BART lines, 13 stations, construction of the new West Dublin Station, parking garage and tunnel portion of the Fremont to Warm Springs Extension. His duties included developing BART Construction Safety Manual, safety incentive program and for coordinating the construction manager's entire safety representative on the project.

RGA Environmental, Inc., Emeryville, CA April 2005 – November 2007

Director of EH & S Consulting: He was responsible for building an entire safety department that included new business development, department profitability, client development, retention, customer satisfaction; developed areas of cross selling services and products, and developed the largest single account and Devil's Slide Tunnel Project

Pacific Mechanical Corporation, Concord, CA, October 2003 – April 2005

Corporate Safety Director: Responsible for regulatory compliance, training development and presentations, and field inspections. Interfaced with regulatory agencies, HMBP, maintained all safety records, tracked and trend losses, interfaced with insurance brokers and carriers, provided resources to field personnel, created and distributed weekly reports to management, and oversaw subcontractors on PMC jobs. Maintained OSHA reportable rate of only 4.0 (well below the national average).

Kraus Safety Consulting, Absolute Safety, Concord, CA, April 1994 – October 2003

Founder and Vice President: Worked as the executive safety consultant to the owner, responsible for tracking losses, handling daily site inspections, ensuring regulatory compliance, and performing monthly safety audits on the project subcontractors. He was a executive safety consultant providing safety oversight on the construction of South San Francisco, San Bruno and Millbrae BART stations. Duties included tracking losses, ensuring documentation is completed in a timely manner, daily site inspections and monthly safety audits on contractors, Assisted with the field logs, distributed weekly and monthly reports. Ensured regulatory compliance with Federal, State, BART requirements and assisted claims handlers with workers' compensation claims. Responsible for new business

Affiliations, Organization and Certifications:

- *Certified Safety Professional, #6480*
- *Registered Environmental Health Specialist, #4103 (CA Only)*
- *Licensed Safety Representative (Cal-OSHA M&T), #S757-07*
- *Licensed Gas Tester (Cal-OSHA M&T), #G1126-07*
- *Professional Member – American Society of Safety Engineers*
- *Member – National Fire Protection Association*
- *Member – Public Agency Safety Management Association*
- *Member – Risk Insurance Managers Society*
- *Member – Public Agency Risk Managers Association*
- *Past member – California Environmental Health Association*
- *Past member – National Safety Management Society*
- *Past member – American Industrial Hygiene Association*
- *Past member – Motion Picture Safety Committee*
- *Past member – Association of General Contractors Safety Committee*

development, financial profitability and customer satisfaction, provided services to construction, hi-tech, retail, healthcare, food service, hospitality, manufacturing, wholesale, and public entity industries.

Crawford & Company, Lafayette, CA, November 1990 – April 1994

Branch Manager: Managed a staff of 12 consultants, responsible for handling new business development, branch profitability, quality of services provided, customer satisfaction, created new safety products and conducted safety training in the following industries, such as banking, hospitality, manufacturing, public entities, construction, hi-tech, healthcare, food service, wholesale, and entertainment.

United Pacific Reliance Insurance Co., Redding, CA, February 1987 – November 1990

Senior Loss Control Consultant: Helped open an office in Redding, California, handled customer relations, conducted safety audits and surveys on policyholders. He created and provided training as requested in industries such as agricultural, construction, hospitality, logging, manufacturing, and retail.

Bayly, Martin & Faye Insurance Brokers, Los Angeles, CA, December 1979 – February 1987

Director of Safety Services: Responsible for coordinating safety services between client and insurance carriers, creating and conducting safety training to clients as requested, assisting in new business development and creating service requirements for self-insured clientele (captives). He provided services for industries such as entertainment, healthcare, retail, food service, manufacturing, petroleum, agricultural, public entities, hospitality, wholesale, construction, savings, Loan Group, and maritime.

Vivian M. Chow, P.E. PMP
1500 Portola Drive
San Francisco, California 94127

Office: 415-554-0772
Home: 415-661-2009

PROFILE M.S. degree in civil engineering, Professional Engineer, Certified Project Management Professional, with strength in:

- Practical knowledge and experience in SFPUC project management
- Excellence program controls and project controls experience
- Ability to administer multiple projects concurrently
- Excellence in oral and written communicative skills
- Ability to initiate action with very little direction
- Experience with CPM schedules by utilizing Primavera Tools
- Strong knowledge of FAMIS and cost controls
- Managing consultant contracts and task orders
- Knowledge of Construction Management Information System
- Strong computer skill for use of presentation and reporting

KEY QUALIFICATION

Project Management Professional (PMP), Project Management Institute
Civil Engineer, State of California

EDUCATION

University of Sheffield, U.K., M.S. Civil Engineering
Hong Kong Baptist College, Hong Kong, B.S. Civil Engineering

CONTINUOUS EDUCATION

SFPUC Supervisors and Managers Certification Program
SFPUC Project Management Certification Program
SFPUC Construction Management Certification Program
City College of San Francisco, Building Codes Applications & Code Review of Structural Plan Courses
Hong Kong Polytechnic, Certificate in Project Control with Critical Path Method in Building Construction

SF PUBLIC UTILITIES COMMISSION EMPLOYEE RECOGNITION

Quality of Work
Productivity

RELEVANT EXPERIENCE

- Project Manager, managing \$67 Millions Water System Improvement Program (WSIP) projects; plans, organizes, directs and controls highly complex engineering capital improvement projects from concept through design and construction to closeout. Responsible for: preparing and monitoring the project budget, including obtaining funding; overseeing the completion of conceptual design; overseeing planning activities; coordinating work of a multi disciplinary technical staff across organization; working extensively with the public, private contractors, special interest groups, governmental funding and regulatory agencies, and other City departments; coordinating EIR processes and obtaining permits; controlling project cost and schedule; reviewing change orders.

- Project Controls Section Supervisor, supervising, designing, developing, operating, and maintaining Project Controls Services (PCS) system utilizing Primavera software to replace existing UEB project controls system. PCS section maintains project database for 400 SFPUC Capital Improvement Program (CIP) projects. System operation includes integrates the Master Project Database with Payroll and Finance Bureau databases and generates spending plan, manpower resource plan project reports for PUC management and project teams to provide both forecast and actual project information, as well as track and maintain project budget and project fund allocations. Providing technical training and tutorial support to staff, producing routing and specialized reports for the status of CIP projects.
- Field Engineer, working for BART Colma Station Extension Project construction phases, performed progress payment, assisted to process submittal, requested for information and change order. Performed quantities take off.
- Cost/Schedule Engineer, working for Caltrans project, Inter-State 880 Freeway Improvement Program, assisted to design the entire management cost and schedule control systems for freeway renovation contract design and construction undertakings. Performed all project control reports, cost reports, schedule, scope revision tracking, and cash flow track updating.
- Field Engineer, working for Caltrans project, Earthquake Repairs and Retrofit Highway 101 - Mission to Turk Street, San Francisco. Performed organization and management review of construction contractor work performance during an active construction project. Inspected ongoing work to ensure compliance with contract requirements.
- Construction Manager for the \$250 million, 300-room hotel projects. Supervised all phases of construction, including foundation, structure frame, mechanical/electrical services, and finishes.
- Engineer for the building construction company. Duties involve estimating, design, scheduling, and inspection for the high-rise buildings.

COMPUTER SKILLS AND APPLICATIONS:

FAMIS, AutoCAD, Primavera P6, Primavera Contract Manager, Microsoft Access Databases, Advance Microsoft Power Point, Business Graphics, Organization Chart, Spreadsheets, Word Processing, and many others.

WORK HISTORY

2006-now	Infrastructure Division, SFPUC	Project Manager I
1998-2006	Infrastructure Division, SFPUC	Project Controls
1993-1998	Water Supply & Treatment Division, SFPUC	Civil Eng. Assoc. I
1990-1993	Krishnan Consulting Services, Inc.	Cost/Schedule Engineer
1990-1990	California Engineering Contractors, Inc.	Field Engineer
1987-1990	Kowin Development Corporation	Construction Manager
1984-1987	Gammon (Hong Kong) Limited	Engineer

Brian Kelleher
338 18th Avenue
San Francisco, CA 94121
415 | 336 | 2351

QUALIFICATIONS

- More than 15 years of increasing responsibility and experience in public contracting including contract management, material & equipment procurement, and vendor relations
- Extensive knowledge of public contracting principals, Federal Acquisition Regulations, Federal Transportation Administration procurement regulations (FTA Circular 4220.1F), and California Public Contract Code
- More than 7 years of supervisory experience including hiring, managing staff and performance appraisals
- Solid contract administration skills in both design and construction, including preparation of contract change orders, monitoring contractor performance and initiating corrective action as needed
- Administer Project Change Control
- Experience with FAR Part 31 Cost Accounting principals
- Superior analytical, organizational, administrative, planning and procedural skills

ACHIEVEMENTS

- Supervised and managed a team of professional contract management staff in support of capital program in excess of \$60 million annually
- Successfully managed revision effort to update Special Provision (Division 1) contract language for civil works projects, including development of contract templates and contract preparation guidelines
- Led effort to develop and implement new Construction Management contracting approach
- Managed the development and implementation of procurement website
- Evaluation team member on new Rail Operation and Maintenance contract, representing Engineering & Construction division

WORK HISTORY

Program Manager	San Mateo County Transit District	San Carlos, CA	2005 to present
Sr. Contract Officer	San Mateo County Transit District	San Carlos, CA	2001 – 2005
Contract Administrator	Bay Area Rapid Transit District	Oakland, CA	2000 – 2001
Contract Officer	San Mateo County Transit District	San Carlos, CA	1997 – 2000
Contract Administrator	Bay Area Transit Consultants	Oakland, CA	1995 - 1997

EDUCATION

B.A., Political Science, University of Massachusetts at Boston, June 1995
National Transit Institute at Rutgers, State University of New Jersey – completed Procurement Series including Cost & Price Analysis and Risk Assessment, RFP's and competitive contract negotiation, and Contract Administration modules.