

**DISPUTE RESOLUTION BOARD (DRB) MEMBER /  
DISPUTE RESOLUTION ADVISOR (DRA) RESUME**

CEM-6220 (NEW 05/2019)

**GRACE S. SEFERIAN**

P.O. Box 9391

Berkeley, CA 94709

(510) 520-1364

graceseferian@resolvewithgrace.com

**DATE** 07/31/2021**CURRENT EMPLOYMENT**     *Please enter your most recent experience first*

Current Job Title Construction Management Consultant &amp; Alternative Dispute Resolution Specialist Begin Date: 08/01/2016

Employer Name RTZ Global dba ResolveWithGrace (Own firm)

Duties/Projects:

<input type="checkbox"/> 1	Construction management services and construction project management oversight.
<input type="checkbox"/> 2	Mediation, arbitration and dispute resolution services for construction and consulting services disputes since 2013.

**ONGOING CONSULTING SERVICES**     *Please enter your most recent experience first*

Job Title Begin Date: 08/01/2016

Employer Name RTZ Global

Duties/Projects:

<input type="checkbox"/> 1	Construction management services for public works contracts including sanitary sewer treatment projects, K-12 educational facilities, Community College construction, etc...
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Job Title Begin Date: 11/01/2013

Employer Name ResolveWithGrace

Duties/Projects:

<input type="checkbox"/> 1	Mediation and arbitration services for several court-appointed cases and private clients.
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**PAST WORK EXPERIENCE**     *Please enter your most recent experience first*

Job Title

Employer Name

From: To:

	Duties/Projects	Begin Date	End Date
1	Construction management services for the Sausalito-Marín City Sanitary District (SMCSD) for a major sanitary sewer treatment plant upgrade (project cost \$28.2 million).	07/01/2017	10/31/2020
2	Program and construction management services for the Chabot Las Positas Community College District (CLPCCD) and San Francisco Unified School District (SFUSD) working for Swinerton Management and Consulting, San Francisco, CA.	10/01/2006	03/01/2013
3	Construction management services for Multi-Prime High School projects for the Burbank Unified School District (BUSD) and the William S. Hart UHSD working for Bernards, San Fernando, CA.	10/01/2002	08/01/2006
4	General contractor services for residential soundproofing projects for various State of California Airport Authorities and the Pasadena Unified School District (PUSD) working for F.H. Paschen/SN Nielsen, Santa Fe Springs, CA.	12/01/2000	08/01/2002
5	Environmental Site Assessments for commercial properties and gas stations. Subsurface assessments and groundwater monitoring and sampling Remedial design and monitoring of subsurface soil and groundwater remediation systems. Building assessments for asbestos and lead. Site inspections for seismic repair working for KCE Matrix, Burbank, CA.	11/01/1999	11/01/2000

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6	Construction management services for Byblos Tower, Bank Headquarters of Byblos Bank - 20 story reinforced concrete tower with 7 story underground parking.	03/01/1995	07/01/1999
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**LICENSES**

	License Title	License Number	Issued By	Issue Date	Expiration Date
1	Professional Civil Engineer (PE)	C68317	State of California Board for Professional Engineers and Land Surveyors		
2	General Contractor (Classification B)	832525	State of California Contractors State License Board		

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**CERTIFICATES**

	Certificate Title	Certificate Number	Issued By	Issue Date	Expiration Date
1	LEED Accredited Professional (LEED AP)		USGBC		
2	Project Management Professional (PMP)		PMI		
3	Qualified Storm Water Pollution Prevention Plan (SWPPP) Developer (QSD) and Practitioner (QSP)		CA STORM WATER QUALITY ASSOCIATION		

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**EDUCATION**

	Diploma/Degree/Certificate	Course of Study	University/College	Date Completed	Dates Attended (If diploma not awarded)
1	Bachelor of Engineering Degree (B.E.)	Civil Engineering	American University of Beirut	02/01/1994	-
2	Master of Engineering Management Degree (M.E.M.)	Engineering Management	American University of Beirut	02/01/1996	-

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**DRB/DRA TRAINING ATTENDED**

	Training Title	Training Provider	Date(s) Attended
1	DRB/DRA training	Dispute Resolution Board Foundation (DRBF) and Caltrans	11/09/2016 - 11/10/2016

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**PROFESSIONAL AFFILIATIONS**

	Title	Organization Name	Your Role/Organization Description	Affiliation Dates
1	Member	American Bar Association (ABA)		-
2	Mediator	.Contra Costa County Superior Court of California - ADR panel		-
3	Mediator	Alameda County Superior Court of California – Court Mediation Program panel		-
4	Arbitrator, Mediator and DRB	Construction Dispute Resolution Services (CDRS) - Construction ADR panel		-
5	Arbitrator	Financial Industry Regulatory Authority (FINRA) - Arbitration panel		-

6	Arbitrator	Arts Arbitration and Mediation Services (AAMS), California Lawyers for the Arts – Arbitration panel		-
7	Mediator	The Bar Association of San Francisco (BASF) - Mediation panel		-
8	Arbitrator	The Alameda County Healthy Homes Department – Arbitration panel		-
9	DRB candidate	Caltrans - Dispute Resolution Board Candidate (DRB)		-
10	Member	The Mediation Society		-
11	Licensed Professional Engineer	California Board for Professional Engineers, Land Surveyors and Geologists		-
12	Licensed Contractor	California Contractors State License Board		-
13	Project Management Professional	Project Management Institute (PMI)		-
14	LEED Accredited Professional	United States Green Building Council (USGBC)		-
15	QSD/QSP	California Storm Water Quality Association (CASQA)		-

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**ONGOING ALTERNATIVE DISPUTE RESOLUTION EXPERIENCE** *Please enter your experience in chronological order*

	Project Name (Caltrans EA)	Contract \$ Amount	Administrating Agency	Contractor	Start and End (estimated) Dates	Your Role	
						DRB Member	DRB Chair/DRA
1	N/A				-	<input type="checkbox"/>	<input type="checkbox"/>

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**COMPLETED ALTERNATIVE DISPUTE RESOLUTION EXPERIENCE**

	Project Name (Caltrans EA)	Contract \$ Amount	Agency Administered	Contractor	Start and End Dates	Your Role	
						DRB Member	DRB Chair/DRA
1	N/A				-	<input type="checkbox"/>	<input type="checkbox"/>

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**CERTIFICATION AND ACKNOWLEDGMENT**

- By checking this box, I certify that the information in this form is true and accurate to the best of my knowledge, information, and belief.
- By checking this box, I acknowledge that I will uphold the Dispute Resolution Board Foundation (DRBF) Canons - (1) Disclosure, (2) Conflicts of Interest, (3) Confidentiality, (4) Board Conduct and Communication, and (5) Board Procedures - as described in Section I, "Description of Work," of the DRB or DRA Agreements.
- By checking this box, I understand that either the Department or the Contractor may replace me as described in Section VII, "Replacement of DRB Member," or "Replacement of DRA," including for failure to uphold the DRBF Canons as specifically set forth in Section I, "Description of Work," of the DRB or DRA Agreements, respectively.

**SIGNATURE**

DATE  
 Jul 31, 2021