

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

CEM-6220 (NEW 05/2019)

ZULEMA C. SMITH

14325 Bush Avenue

Riverside, CA 92508

(951)563-2654

zully.smith.handz@outlook.com

DATE 2-22-2021**[-] CURRENT EMPLOYMENT** *Please enter your most recent experience first*

Current Job Title President and Managing Partner

Begin Date: 7-2016

Employer Name HandZ Engineering Services

Duties/Projects:

 1 Provide construction related technical support, claims analysis and support, and dispute resolution services for construction projects funded by federal, state and/or local funding sources.**[-] ONGOING CONSULTING SERVICES** *Please enter your most recent experience first*

Job Title

Begin Date:

Employer Name

Duties/Projects:

 1**PAST WORK EXPERIENCE** *Please enter your most recent experience first*

Job Title Chief of the Operations and Maintenance Division

Employer Name Riverside County Flood Control and Water Conservation District

From: 6-2009 To: 12-2016

| | Duties/Projects | Begin Date | End Date |
|---|---|------------|----------|
| 1 | Responsible for the operation and maintenance of hundreds of miles of storm drains, channels, levees, and dams, including 16 jurisdictional dams under the California State Department of Safety of Dams. | 6-2009 | 12-2016 |
| 2 | Oversaw the preparation of plans and specifications for the repairs of such projects as well as the inspection of the construction of the repairs, ensuring compliance with all appropriate regulatory permits, as well as all appropriate BMPs as required under Water Quality Management Plans and/or Storm Water Pollution Prevention Plans. | 6-2009 | 12-2016 |
| 3 | Responsible for the inspection and reporting of all Federal projects constructed by the U.S. Army Corps of Engineers (USACE) in partnership with the District and the coordination with USACE for required modification to such projects. | 6-2009 | 12-2016 |
| 4 | Oversaw the review, plan check, approval and construction of all encroachment permits submitted to the District to ensure compliance with all applicable permits and ensuring there were no conflicts with the District facilities of rights of way. | 6-2009 | 12-2016 |
| 5 | Prepared and oversaw a yearly budget of nearly \$20 million and the administration of numerous contracts involving the daily operation, maintenance and repairs of all needed work and supplies at the District headquarter. | 6-2009 | 12-2016 |

Job Title Engineering Project Manager - Federal Project Coordinator

Employer Name Riverside County Flood Control and Water Conservation District

From: 3-2003 To: 6-2009

| | Duties/Projects | Begin Date | End Date |
|--|-----------------|------------|----------|
|--|-----------------|------------|----------|

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| | | | |
|---|---|--------|--------|
| 1 | Responsible for the close coordination with the USACE for the planning, design and construction inspection of large projects involving flood control infrastructure, channelization, sheet pile construction, soil cement, dams, bridges, environmental restoration, and recreation components. | 3-2003 | 6-2009 |
| 2 | Involved in the yearly funding meetings and presentations with congressional representatives for the appropriation of funds from the Office of Management and Budget. | 3-2003 | 6-2009 |
| 3 | Responsible for ensuring compliance with NEPA as well as CEQA for Federal projects and required mitigation for impacts to listed endangered species under the Endangered Species Act (ESA) where jurisdictional areas were developed, implemented and successfully met. | 3-2003 | 6-2009 |
| 4 | Worked closely and coordinated with consultant biologist, archaeologist, paleontologist and various Native American Tribes for needed flood control projects. | 3-2003 | 6-2009 |

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Job Title Senior Civil Engineer - Environmental/Regulatory Services
Employer Name Riverside County Flood Control and Water Conservation District
From: 5-1995 To: 3-2003

| | Duties/Projects | Begin Date | End Date |
|---|---|------------|----------|
| 1 | Responsible for ensuring that all District public works projects where in compliance with CEQA, including the preparation of the Initial Checklists, Mitigated Negative Declarations and or Environmental Impact Reports. | 5-1995 | 3-2003 |
| 2 | Performed jurisdictional delineations and negotiated all permits from USACE and Regional Water Quality Boards, as well as Streambed Alteration Agreements with the California Department of Fish and Wildlife. | 5-1995 | 3-2003 |
| 3 | Ensured mitigation requirements an success criteria for impacts to riparian areas, ESA, Waters of the U.S. and Waters of the State were successfully met. Responsible for the District's participation in the development of the Western Multi-Species Habitat Conservation Plan to ensure coverage for the critical maintenance of flood control infrastructure. | 5-1995 | 3-2003 |

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Job Title Associate Civil Engineer - Design and Planning Sections
Employer Name Riverside County Flood Control and Water Conservation District
From: 5-1989 To: 5-1995

| | Duties/Projects | Begin Date | End Date |
|---|---|------------|----------|
| 1 | In the Design Section I prepared hydraulic analysis and was responsible for the design of reinforced concrete box structures, bridges, concrete and earthen channels, detention basins and storm drains. Prepared the design plans and traffic control plans as well as the appropriate specifications, quantities and construction cost estimates. Coordinated with various utilities and cities on needed relocations to ensure construction would progress smoothly. | 6-1993 | 5-1995 |
| 2 | In the Planning Section prepared numerous hydrology studies, including rational tabling, synthetic unit hydrographs, and basin routing for the design of dams and basins. Prepared Master Drainage Plans (MDPs) with the preliminary design of flood control infrastructure involving hydrology and hydraulics for sizing and costing of multiple storm drains, levees, training dikes and basins as well as the preparation of Area Drainage Plans, which are the funding mechanisms for the MDPS. | 5-1989 | 6-1993 |

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Job Title Assistant Engineer - Structural Design and Highway Design Divisions - Sacramento
Employer Name California Department of Transportation
From: 8-1988 To: 5-1989

| | Duties/Projects | Begin Date | End Date |
|---|--|------------|----------|
| 1 | In the Structural Design Division I provided design assistance on various structural projects including he design of the I-215 in Riverside County. Worked the design of retaining walls, drainage, earthwork and quantity calculations. | 1-1989 | 5-1989 |
| 2 | In the Highway Design Division I prepared the drainage design of imporviement of HWY 101 in the Santa Barbara area and did the pavemet design of a major intersection in the town of Brawley. | 8-1988 | 1-1989 |

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Job Title Junior and Assistant Engineer
 Employer Name Riverside County Flood Control and Water Conservation District
 From: 7-1986 To: 8-1988

| | Duties/Projects | Begin Date | End Date |
|---|--|------------|----------|
| 1 | Prepared several hydrology and hydraulic analysis for watersheds, as well as special studies involving floodplain analysis. | 7-1986 | 8-1988 |
| 2 | Reviewed and prepared recommendations for proposed developments projects involving Specific Plans with multiple development tracts, parcel maps, plot plans and conditional use cases to ensure that necessary flood control infrastructure was appropriately planned, designed and constructed. | 7-1986 | 8-1988 |
| 3 | Represented the District in the weekly county Land Development Coordination meetings and presented recommendations to the applicants for needed flood control facilities to protect their proposed developments. | 7-1986 | 8-1988 |

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LICENSES

| | License Title | License Number | Issued By | Issue Date | Expiration Date |
|---|-----------------------------|----------------|------------------------------|------------|-----------------|
| 1 | Professional Civil Engineer | 43226 | CA Dept. of Consumer Affairs | 7-1990 | 12-31-22 |

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CERTIFICATES

| | Certificate Title | Certificate Number | Issued By | Issue Date | Expiration Date |
|---|-------------------|--------------------|-----------|------------|-----------------|
| 1 | QSP/QSD | 27707 | CASQA | 12-10-2020 | 12-10-2022 |

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EDUCATION

| | Diploma/Degree/Certificate | Course of Study | University/College | Date Completed | Dates Attended (If diploma not awarded) |
|---|----------------------------|-------------------|--------------------------------------|----------------|--|
| 1 | Bachelor of Science | Civil Engineering | CA State Polytechnic Univ. Pomona | 6-1986 | - |

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DRB/DRA TRAINING ATTENDED

| | Training Title | Training Provider | Date(s) Attended |
|---|--|----------------------------|-----------------------|
| 1 | DRB Dispute Resolution Advisor Workshop Training | CA Dept. of Transportation | 11-2-2016 - 11-3-2016 |

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PROFESSIONAL AFFILIATIONS

| | Title | Organization Name | Your Role/Organization Description | Affiliation Dates |
|---|--------------------------------------|---|--|-------------------|
| 1 | Student Chapter Member and Secretary | American Society of Civil Engineers | Member and Secretary Duties as a student | 1-1982 - 6-1986 |
| 2 | Member | Associate of Dam Safety Officials | Member | 6-2009 - 12-2016 |
| 3 | Member | National Association of Floodplain and Stormwater Management Agencies | Member | 5-1996 - 12-2016 |
| 4 | Coordinator | United Way of the Inland Empire | Fund Raising Coordination | 1-2005 - 12-2007 |

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

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| | Project Name (Caltrans EA) | Contract \$ Amount | Administrating Agency | Contractor | Start and End (estimated) Dates | Your Role | |
|-----|----------------------------|--------------------|-----------------------|------------|---------------------------------|--------------------------|--------------------------|
| | | | | | | DRB Member | DRB Chair/DRA |
| - 1 | | | | | - | <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 | 05-4482U4 - Linden Casitas - HWY 101 | \$52,615,740.00 | Caltrans | Security Paving Co. | 7-2017 - 12-2020 | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2 | 09-350804 - Road reconstruction on HWY 395 | \$9,900,000.00 | Caltrans | Papitch Construction Co. | 4-2017 - 11-2017 | <input checked="" 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

2-22-2021