

**RICK A. RICE**  
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## **SUMMARY**

Rick Rice has more than 25 years of professional writing and editing experience, including: proposals for architecture and engineering, IT consulting, and telecommunications contracts; technical writing in IT and software environments; and writing for trade publications, professional journals, and commercial news and feature publications.

He has developed documentation for architectural and civil engineering design projects; written for technical journals; developed software user guides, release notes, and tutorials; developed technical procedures and help systems; and contributed to the development of corporate training programs.

He is an experienced project manager, skilled at working collaboratively in technical and non-technical groups. He is a skilled technical editor, experienced in the development of research papers, feasibility studies (including environmental), and program management and work plans for major construction projects.

He has extensive experience with federal government contracting, as well as with commercial contracting. Federal contracts have included large Indefinite Quantities contracts for the Department of Defense, Department of Energy, and others.

**Architecture/Engineering/Construction (AEC):** Rick has significant experience in the AEC industry, with projects including:

- Vertical construction (new buildings, renovations, real estate procurement)
- Horizontal construction (utilities, site development, paving, new roadway and rehabilitation, bridge, parking, runway and apron)
- Transportation projects (transit centers and terminals, highway, bridge and airport, light and heavy rail)
- Environmental (decontamination, deconstruction and disposal; remediation; RCRA and CERCLA; wetlands restoration; landfill operations)
- Power projects (co-generation, hydropower, geothermal)
- Data center (IT, telecom, MEP, architecture)
- Military (force protection, barracks, forward operations base, private security)
- Logistics (transportation management, traffic management, international supply chain)
- Marine construction (dredging, capping, barging, transload facilities)
- Mining & Metals (mining operations, smelter and refinery)

**Information Technology (IT):** Rick's experience in the IT sector includes:

- IT projects for state government agencies (California Agency of Business, Transportation and Health, Cal-EPA, Caltrans, Office of the State CIO, other)

- Proposal management (network infrastructure, telecommunications)
- Software (help systems for on-board application or Website delivery, user guides, release notes, tutorials)
- Feasibility studies (new systems, equipment upgrades)
- Procedure manuals (intranet help, business processes and practices, standards, licensing)

**Product Development:** Rick has experience with product development cycles, particularly in the training industry. He has performed cradle-to-grave services in identifying client requirements and working as part of multidisciplinary teams to develop products customized to client needs. Products have included negotiation and conflict resolution training products currently in use at such Fortune 500 companies as Hewlett-Packard, Apple and AT&T.

**Commercial Publications:** Rick began his career as a journalist and has 10 years of experience working on and with commercial publications as a news reporter, feature writer, managing editor, and publications consultant. His experience is with hard news, including politics, local-state-national government, elections, and area news and police reports. He also has an extensive background in arts and entertainment, particularly with writing music, film and theatrical reviews and features.

**Web Content:** He has designed websites and currently maintains three, including the popular entertainment site RARWRITER.com, which features examples of his creative writing, including features, essays, music reviews, novels, screenplays, non-fiction, and original music compositions.

For on line information on Rick Alan Rice and RAR Consulting, visit:

- [www.rickarice.com](http://www.rickarice.com)
- [www.rarwriter.com](http://www.rarwriter.com)
- [www.revolutionculturejournal.com](http://www.revolutionculturejournal.com)

## EDUCATION AND CREDENTIALS

B.A., English/Journalism, Fort Hays Kansas State University, 1975  
 Certificate in Technical Writing - Webster Institute  
 JAVA and JavaScript Programming - San Francisco State University (Extension)  
 Graduate Education in Journalism - Ball State University (no degree)

## COMPETENCIES

Technical Writing  
 Technical Editing  
 Proposal Development (Response Strategy, Design, Compliance)  
 Federal Contract Consulting (RFP Response)  
 Project Management, Supervision of Staff, Coordination of Contributors and Vendors  
 Interviewing and other Data Capture  
 Development of Marketing Collateral  
 Website Development – Content and Design  
 Help System Development – Software Embedded and Web Delivered

Development of Feasibility Study Reports and Special Reports (State Contracting)  
Journal Article Development and Feature Writing  
Marketing Collateral Development  
Business Process Mapping and Documentation  
Research (Document Review, Investigation, Internet Research, Interview)  
Desktop Publishing

## SELECTED EXPERIENCE

◆ Signifies work done under an ongoing contract – multiple references in this project list

◆ ***Proposal Analysis and Compliance Matrices Development, Ongoing, Granite Construction*** – Proposal Manager (Ongoing). Rick provides ongoing consultation to Granite Construction regarding proposal strategy and development for their full range of pursuits. Recent projects have included:

- ***Arizona Solar Project*** – Analysis of a State of Arizona turnkey solar farm project that involves constructing a solar panel farm, collecting solar power in batteries and tying the power produced into the Arizona electrical grid.
- ***City of Roseville, California Downtown Improvement*** – Analysis of a Design-Assist Construction Contracting Services project for Downtown Public Improvement of a Town Square plus Streetscape/Infrastructure Improvements.
- ***NAVAL FACILITIES-SW - Marine Corps Base Hawaii, Kaneohe, Hawaii*** – Analysis of a task order acquisition to construct an operations complex and an aircraft fire and rescue station (AFRS). Work includes paving and site improvements associated with the new Operations Complex and supporting construction. Granite Construction has an ID/IQ contract with NAVFAC as part of a joint venture with Hensel-Phelps.
- ***Alameda Corridor-East (ACE) Construction Authority General Contractor Pre-Qualification for the Construction of the San Gabriel Trench Grade Separation Project*** – Analysis of a \$240-\$280 million firm-fixed price bid-build package to perform grade separations for the Union Pacific Railroad (UPRR) Alhambra subdivision and commences in the city of Alhambra, traverses easterly through the city of San Gabriel and terminates in the city of Rosemead. Work includes lowering the railroad track at street crossings through a 2.2 mile trench and then constructing bridges over the trench at each location. Major components of work consists of relocating and newly constructing various wet and dry utilities which include substantial fiber optic infrastructure installation and coordination with fiber optic owners, construction of a shoofly railroad line, a trench (which requires installation of retaining walls with and without tiebacks and concrete slab), roadway overhead structures, modifications to Alhambra Wash and Rubio Wash, and various public roadway construction.

***Point Thomson NG/LPG Project, North Slope, Alaska, Granite Construction*** – Proposal Writer (9/11 to 10/11). Interviewed subject matter experts regarding the development of facilities for the MobilExxon/Worley-Parsons/Fluor Point Thomson gas field development on Alaska's north slope. The project involved constructing ice roads to move construction equipment and materials into a remote region near the Alaska National Wildlife Refuge (ANWAR) so that semi-permanent construction and operations camps could be established. Special aspects of the project included:

- \$200 million Joint Venture between Granite Construction and CH2M Hill, plus a team of eight specialized subconsultants
- Extreme weather conditions, including ice road construction, gravel mining, and construction work in winter months when the tundra is frozen, and evacuation in the warm months when melt occurs
- Sensitive environmental conditions required special protections, including the use of Rollagon to transport workers, materials and machinery with as little disturbance to the environment as possible
- Onsite power generation
- Construction of air field, gravel mine, ice pads, piers to accept ocean transports, and security installations
- Wildlife monitoring and protection
- Logistics planning with contingency for unexpected weather conditions

Rick worked closely with Granite Construction and CH2M Hill experts to develop some of the most technically sensitive aspects of the proposal.

***KAZ Camp, Khor Al Zubair (KAZ) NGL/LPG, Iraq, AREMENA Engineering & Logistics*** – Proposal Manager/Writer (9/11 to 10/11). Providing proposal management and technical writing services for a design-build-operate-maintain (DBOM) development to provide facilities and Life Support services for a secured 112-person accommodation camp at the Khor Al Zubair (KAZ) NGL/LPG. The two-stage project involved:

- Stage 1 – Provision of Camp including design, construction, fit-out and commissioning of accommodation, catering facilities, offices and other support buildings and all required utilities and infrastructure
- Stage 2 – Camp operations including Camp management and life support for 2 years with an option to extend on an annual basis for a period of time to be agreed

Rick reviewed contributions from a four-firm subcontracting group to organize the technical response, writing much of the proposal from this input. The work was done remotely with production coordinated through services in Dubai, UAE.

***Shell Manjoon Oil Field Development, Iraq, AREMENA Engineering & Logistics*** – Proposal Manager/Writer (7/11 to 8/11). Providing proposal management and technical writing services for an Operations and Maintenance and Life Support services contract for a secured compound protected by four police forts and a bridge compound with air lock. The contract is to provide Health, Safety, Security and Environmental protection services to a population of 220 workers, including dining facility, housekeeping and laundry, IT/telecommunications, field engineering, waste disposal, grounds control and landscape, travel security, and 24/7 facility operations. Special issues include:

- Project is to be 90 percent staffed by Iraqi nationals within 3 months of notice to proceed, 85 percent at startup
- O&M services to be performed to Shell's rigid HSSE standards
- O&M includes every phase of operations from pre-mobilisation and project planning through mobilisation, commissioning and eventual handover

***Boeing RCRA Corrective Action, Granite Construction, Seattle, Washington*** – Proposal Manager/Writer (6/11 to 7/11). Providing proposal management and technical

writing services for a dredging and transload facility proposal. Granite Construction's Everett, Washington office is the prime contractor, heading a team from Pacific Pile & Marine and Watertectonics, who specialize in dredge operations and water quality management, respectively. The project will move approximately 390,000 tons of sediment from the Duwamish River along the shores of Boeing Plant 2, where bombers were built for World War II. A 2.6-acre transload facility is being upgraded to handle transload operations from 100,000-ton barges. The facility is being designed as a three-tier structure for water containment purposes. An innovative water barge system is being utilized, along with Baker tanks with weirs, to clean sediment water siphoned from the sediment barge, as well as other that may be captured in containment area. The work is being done over two or three "fish windows", which means significant rainfall will impact operations. Any water falling onto the transload facility will be treated and returned by barge to the dredging area, per the NPDES permit for the project. The project has significant logistics challenges, from dredge sets and free water barge operations, to the organization of a 100-container capacity transload facility, coordination with Allied Waste and Waste Management for truck transport and landfill disposal, and with Burlington Northern-Santa Fe (BNSF) and Union Pacific railroads for rail transfer. RAR Consulting is providing the following services:

- Cradle to grave proposal management, including Compliance Matrix, Division of Responsibilities, and managing of packaging and production
- Interview of subject matter experts to gather details for writing technical approach, past experience and resume sections
- Development of graphics to illustrate the narratives developed for dredge, barge, transload, water treatment, environmental protection, trucking, rail transfer, and landfill disposal operations

***Data Center Design-Build, Pacific Gas & Electric, San Francisco, California –***

Technical Editor/Writer (11/10 to 6/11). Working with a multi-disciplinary technical team of PG&E subject matter experts (data center facilities, telecom, security, PMO), architects, MEP systems engineers, executive officers, and an engagement team from Ernst & Young to develop High Level Architecture (HLA), High Level Design, Rate Case, Business Case, Risk Management, Cost Models and other project management decks pursuant to a \$120 million design and construction project. The work involves 11 work streams and multiple stakeholders, including Executive Officers, technology managers, and the stockholders. Provided assistance in the development of preliminary Design Guidelines and Specifications. Work has included inventory of components in existing centers, identification of standards, identification of functional requirements, data gathering from subject matter experts (SME) and secondary sources, documentation of Current and Future State conditions, PowerPoint presentations, graphic development, desktop publishing, and other.

- Produced 350-page Design Guidelines for a Tier III data center based on data gained through design charrettes with architects, civil and MEP engineers, security, life safety, telecommunications infrastructure and networking groups
- Produced 75-page Client Requirements document in coordination with the Design Guidelines to provide general specifications for key components of the Tier III DC
- Interacting with PG&E Executive staff in the design-build phase of the project

◆ **Granite Construction – Various Proposals** --Technical Editor/Writer (6/10 to Present). Providing proposal management and development assistance on a range of projects:

- USACE-Los Angeles District, Surf Fence Replacement, Design-Build bid task order proposal under MACC IDIQ
- California Space Center. Proposal for “Phase 0” site and infrastructure development for the California Space Agency (CSA), Vandenberg AFB, California
- Portland International Airport, Oregon. Proposal for Paving and Infrastructure – Provided assistance with Executive Summary and other.
- Pima-Maricopa Canal Construction. Proposal for the Gila River Indian Community, Arizona. Extensive site development and canal paving project.
- USACE-Sacramento District ID/IQ contract for paving and construction services at the Sierra Army Depot in Herlong.
- Developed compliance matrices for numerous RFP, including:
  - Naval Facilities (NAVFAC) Southwest Multiple Award Construction Contracts (MACC) IDIQ.
  - Arizona Department of Transportation SR-303
  - Washington State DOT I-5 Design-Build
  - USACE-L.A. District Multiple Award Task Order Contract (MATOC)
- Providing various consulting services, including analysis of opportunities and development of pursuit strategies
- Consulting on RFP/RFI/SOQ responses, e.g., QC oversight on Nevada DOT I-80 Mesquite SOQ, ensuring compliance, identifying inadequacies and developing solutions
- Providing graphic illustrations of processes

**KPMG / Granite Financial – State of California, Air Resources Board – Cap-and-Trade Feasibility Study Report**-- Primary Author/Technical Editor/Writer (3/10 to 7/10). Primary author of the initial draft Feasibility Study Review for the California Cap-and-Trade program mandated by legislation (Assembly Bill 32, 2006 – Global Climate Initiative):

- Provided research into existing cap-and-trade systems
- Interviewed ARB subject matter experts
- Drafted the Business Case, Baseline System, Proposed Solution Sections, contributing to the financial package (Economic Analysis)
- Provided technical edit and production (DTP)
- Provided graphic illustrations of processes

**Areeb Engineering & Logistics – Various U.S. Department of Defense Projects in Afghanistan and Iraq** – Special Consultant/Technical Editor/Writer (2/10 to Present). Providing expertise in Federal Acquisition Regulation Requests for Proposals and other. Typical Scope of Work has included civil, mechanical, electrical, architecture, force protection, e.g.: site adaptation, facility design, site and infrastructure, campus construction, building construction, parking, utilities installation, force protection, entry way, site security, de-mining, other. These U.S. Army Corps of Engineers (USACE) projects are typically built to the IBC, International Building Codes 2006, NFPA 101, Life

Safety Code UFC 4-010-01, and DoD Minimum Anti-Terrorism Standards for Buildings. Projects have ranged from development of proposal and technical documentation to website content:

- Proposal for Engineer Branch School, Mazar-E-Sharif - Site Adapt and Design/Build Project – Afghanistan Engineering North (AEN) – USACE – Proposed as OA-JV.
- Technical documentation for Fuel Storage/Distribution Facilities at FOB Dwyer, Afghanistan – Construction Project. USACE, Afghanistan Engineering District (AED).
  - Contractor Quality Control (CQC) Plan – Welding Specific
  - Safety & Accident Prevention Plan (SAPP)
- Proposal for Afghanistan National Army (ANA) Ammo Bunkers, Chimtallah, Kabul Province, Site Adapt, Specifications and Drawings. USACE, AED.
- Proposal for Afghanistan National Security Force – Adult Literacy Program - USACE
- Proposal for Afghanistan National Army Training Facility – USACE, AED.
- Proposal to provide media consulting to the Iraq Government (public relations strategy to counter negative press in the Arab world) - USACE
- Website Content Development – [www.Areebel.com](http://www.Areebel.com)

**Harris & Associates. – Municipal Infrastructure Proposals**— Consulting Technical Proposal Editor/Writer (2/10 to 3/10). Developed two proposals in 10 days, including construction management services for the City of West Sacramento’s “Bridge District” Project, which provides utility and transportation infrastructure for development of the industrial area around Raley’s Field (Sacramento RiverCats), and a proposal to provide On-Call Resident Engineer and CM Inspection services to the City of Sacramento. Duties:

- Provided RFP analysis and response strategy, including response map/outline
- Provided Red Team evaluation methodology and structure
- Provided technical writing/editing services for all aspects of the Harris Team’s submittal (Capabilities, Resources, Technical Approach, Socio-Economic teaming)
- Refined resumes and Past Performance project descriptions for prime and subconsultants
- Developed and maintain a proposal checklist identifying and resolving issues with the submittal
- Provided graphic design (tables, charts)
- Participated in team meetings and reviews

**Kiewit Pacific Co. – Proposal to U.S. Army Corps of Engineers – Folsom Dam Control Structure** - Consulting Technical Proposal Editor/Writer (12/09 to 2/10)

- Provided RFP analysis and response strategy, including response map/outline
- Provided Red Team evaluation methodology and structure
- Provided technical writing/editing services for all aspects of the Kiewit Team’s submittal (Capabilities, Resources, Technical Approach, Socio-Economic teaming)
- Refined resumes and Past Performance project descriptions for prime and subconsultants
- Developed and maintain a proposal checklist identifying and resolving issues with the submittal

- Provided graphic design (tables, charts)
- Participated in team meetings and reviews

***HNTB – Proposal to Oregon Department of Transportation – Indefinite Delivery/Indefinite Quantities Contract (Bridges, Roadways) - Consulting Technical Editor/Writer (12/09)***

- Provided technical writing/editing services for various aspects of the HNTB Team’s submittal
- Refined resumes for prime and subconsultants
- Provided technical edit and revision of the main body of the proposal, including approach section
- Developed and maintained a proposal checklist identifying and resolving issues with the submittal

***International Software Translation – International Remote - Consulting Technical Editor/Writer (9/09 – Present)***

- Providing technical writing/editing services for French-to-English translations of software documentation through an international consortium of developers and translators
- Documents include Developer’s Specifications, API, User Manuals and Data Sheets
- Products include the DocInfo Community Manager, Linedata’s EKIP, Adobe-Apache, Spirit’s Artesia Software Solution, other
- Products have included SAP-based management tools for the French automobile industry (specifically Citroen and Peugeot)
- Performing technical edits, rewriting sentences, and investigating and resolving logic and continuity issues; including detailed issue tracking designed to ensure compliance and completeness of technical editing requirements

***AHTNA Government Services Corporation (AGSC) – Sacramento, CA - Consulting Proposal Writer (6/09 – 7/09)***

- Developing technical Task Order proposals for the Department of Energy’s Second Line of Defense (SLD) program that installs radiological detection stations at OCONUS “Megaports” that are critical to monitoring the international movement of radiological materials
- Providing Subject Matter Expert guidance to AGSC in Federal Government contracting, focusing their “technical approach orientation”
- Providing Task Order RFP response mapping, ensuring RFP compliance, working with IPT members on strategy and approach
- Providing technical writing and editing, graphic design

***California Office of Internet Security and Privacy Protection (OISPP) Incident Management System – Sacramento, CA - Consulting Technical Writer: RMA Consulting (with Stanfield Systems, Inc.) (1/09 – 6/09)***

- Worked on a team to develop a Feasibility Study Report (FSR) on Web-based enterprise alternatives for automating responses to security and privacy incidents

- Participated in workshops to gather stakeholder information and document current processes and department goals and objectives
- Worked with team to develop Stakeholders, Alternatives, and Recommendations reports, among other
- Contributing to the development of all eight sections of the FSR

***Peace Officer Standards & Training (POST) Search Warrant Writing Tool (SWWT) Development – Sacramento, CA*** - Consulting Technical Writer: COMSYS in association with Stanfield Systems, Inc. (1/09 – 4/09)

- Developed a HTML Help system using Doc-To-Help to compile files developed in MS-FrontPage
- Developed graphic design
- Worked with subject matter experts to create an “integrated” Help system that augmented the “in-process” instruction with tips and required background
- Developed a “Location Checklist” for officers to use to detail information useful to search warrant execution

***Caltrans Division of Maintenance Request for Information, Special Project Report, Request for Proposal – Sacramento, CA*** - Consulting Project Manager/Writer/Technical Editor: RMA Consulting (with Stanfield Systems, Inc.) (10/07 – 12/08)

- Provided technical writing/editing, document management and control services for a range of projects to the automation of Caltrans’ 220 statewide bulk fuel sites
- Contributed to the development of a “Request for Information” to gather data about qualified vendors of bulk fuel automation systems, along with design data
- Contributed to the development of a “Special Project Report” to gain additional funding as the Bulk Fuel System scope expanded to include additional hardware
- Contributing to the development of a “Request for Proposal” to contract with a vendor to provide complete installation, integration, and home application configuration services for the bulk fuels system

***State of California Business, Transportation and Housing (BTH) Agency Feasibility Study Report – Sacramento, CA*** - Consulting Project

Manager/Writer/Technical Editor: RMA Consulting (with Stanfield Systems, Inc.) (3/08 – 7/08)

- Provided technical writing/editing services for an IT FSR to implement a Performance Based Management System (PBMS) across all 13 Agency divisions

***Caltrans Division of Environmental Analysis (DEA) Special Project Report (SPR) - Sacramento, CA*** - Consulting Project Manager/Writer/Technical Editor: RMA Consulting (with Stanfield Systems, Inc.) (3/08 – 7/08)

- Provided technical writing/editing services, project management and document control for the development of a Standard Tracking and Exchange Vehicle for Environmental (STEVE) system
- Worked with Subject Matter Experts to develop an SPR after initial attempts at system development revealed the need for a redefinition of functional and technical requirements, resulting in a scope increase

**Caltrans IT Solutions Feasibility Study Report (FSR) – Sacramento, CA** - Consulting Project Manager/Writer/Technical Editor: RMA Consulting (with Stanfield Systems, Inc.) (3/08 – 7/08)

- Provided technical writing/editing services, project management and document control for the development of a Procurement and Asset Records Inventory System (PARIS) for the IT Solutions, IT Infrastructure, and Division of Procurement and Contracts
- Worked with Subject Matter Experts to develop the case

**Caltrans Operations Security Office (OSO) Feasibility Study Report (FSR) – Sacramento, CA** - Consulting Project Manager/Writer/Technical Editor: RMA Consulting (with Stanfield Systems, Inc.) (3/08 – 7/08)

- Provided technical writing/editing services, project management and document control for the acquisition of a new Photo Identification and Badging System (PIBS) for Caltrans offices statewide

**California Department of Public Health (CDPH) Special Project Report – Sacramento, CA** - Consulting Technical Writer: Granite Financial (with KPMG) (9/08 – 12/08)

- Developed a Special Project Report on “Vital Records Image Redaction and Statewide Access” (VRIRSA) architecture alternatives
- Provided technical writing/editing services and document control
- Developed the Economic Analysis Worksheet (EAW)
- Worked directly with KPMG Project Manager and CDPH IT professionals

**Harris & Associates Proposals and Marketing Communications – Concord and Sacramento, CA** - Consulting Project Manager/Writer/Technical Editor for TechProse (7/08 – Ongoing)

*Proposal Projects*

- Providing technical writing/editing and proposal development services transportation and community college district construction management programs
- Developed proposal approach for transit center RFP from Amador County Transportation Commission
- Developed proposal for the San Joaquin Delta Community College District Construction Management Services

*Marketing Communications*

- Developed architectural design services descriptions for K-12 schools sector

**MACTEC Engineering and Consulting – Petaluma, CA** - Consulting Proposal Manager/Writer/Technical Editor: (3/08 – Ongoing)

- Proposal writing, management, technical edit
- Work with Department of Energy group to pursue DOE Environmental Services contracts

**KT Consulting, Inc. – Antioch, CA** - Proposal Manager/Writer: (6/07 – 9/07)

- Developed IT consulting proposals for federal government contracts
- Mapped RFP requirements and developed responses

**Cisco Systems – San Jose, CA** - Bid Developer (Consultant) with K&J Consulting (2/07 – 6/07)

- Developed IT networking and telecomm proposals
- Managed RFP responses

**Innovative Technical Solutions, Inc. – Walnut Creek, CA** - Proposal Writer: (8/05 – 2/07). Worked as part of a team of staff personnel and specialized consultants to develop highly detailed and focused responses to Federal Government Request for Proposal (RFP). Assisted ITSI in winning more than \$240 million in Federal IDIQ contracts.

- Developed proposals for Department of Defense (DoD) and Department of Energy (DOE) contracts (SF330, FAR)
- Managed RFP responses
- Interviewed subject matter experts to customize proposal parts
- Developed graphic presentations
- Developed task order proposals
- Developed marketing collateral

**UC Berkeley Pavement Research Center – Richmond, CA** - Consultant Writer/Editor (6/03 – 8/05)

- Developed a wide range of technical papers for publication in the journals of the American Society of Civil Engineers and the Transportation Research Board
- Developed technical documentation (user guides) for C4PRS construction management planning and estimating software

**Bechtel Corporation (3/01 – 3/05) – San Francisco, CA** - Technical Writer/Editor (Consultant)

- Contributed to proposals for large infrastructure projects (airports, rail)
- Edited technical documentation for high security military projects (chemical demilitarization)
- Developed proposals for Bechtel Mining & Metals
- Seconded to Caltrans for I-880/SR92 Final EIR/EIS

**Legacy Marketing Group - Petaluma, CA** - Technical Writer/Editor (Consultant) with Webster Associates for (6/98 – 6/00)

- Developed procedure manuals for several departments of an annuities firm
- Created and implemented intranet help systems

**IKOS Systems (now part of Mentor Graphics) – Cupertino, CA** - Technical Writer/Editor: (9/97 – 11/97)

- Developed user guides, release notes, installation guides, tutorials
- Interviewed technical staff to develop technical documentation

**Royston Hanamoto Alley & Abey – Mill Valley, CA** - Marketing Director: (5/94 – 5/97)

- Developed proposals for architectural and land planning projects
- Annually developed and implemented the marketing and communications plan

**BayGroup International – San Rafael, CA** - Product Development Specialist: (5/89 – 5/94)

- Contributed to new product development (coordinated talent, wrote and edited)
- Provided vendor management and coordination
- Served as a consultant tech editor after leaving staff position

## **SELECTED REFERENCES**

(Recent and Ongoing Projects)

### **Paul Nielson**

Pacific Gas & Electric (PG&E)  
Former Data Center Facilities Manager (now in new role)  
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### **Andy Thompson, P.E.**

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### **Shanti Wilson, PMP**

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### **Thomas C. Coppinger**

Chief Proposal Manager  
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### **Amer Rauf, PhD**

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**Tony Meuter**

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**Carolyn Colson**

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**Julie Oseland, CPSM**

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**Elizabeth Kay**

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Santa Fe, NM 87501  
Tel: 505-984-1234  
E-mail: [Liz@pytheaproductions.com](mailto:Liz@pytheaproductions.com)

**Carol Oliveto**

Photography Art Director  
QVC  
West Chester, PA  
Cell: 215-850-0289  
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**SELECTED REFERENCES**

(Earlier Projects)

**Bill "Kritz" Kritzberg**

Technical Documentation Manager  
Bechtel  
Email: "Kritzberg, William F" [wkritzbe@Bechtel.com](mailto:wkritzbe@Bechtel.com)

**Demetra L. Davis, PMP**

Chief, Project Management Office  
Caltrans | Information Technology | Enterprise Technology Investment Division  
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Email: [demetra\\_davis@dot.ca.gov](mailto:demetra_davis@dot.ca.gov)

**Lori Knott**

Caltrans - Was the IT PMO, Chief (until recently), now  
Chief, Mainframe & Data Warehouse  
1120 N Street  
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**Stephen Bolish**

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**Andy Brown**

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