

**Contra Costa County  
Public Works Department**  
255 Glacier Drive  
Martinez, CA 94553  
(925) 313-2000

# Department Divisions and Functions

**Brian Balbas**

Interim Public Works Director  
(925) 313-2000  
admin@pw.cccounty.us



**Michele Wara**

Executive Secretary  
(925) 313-2202  
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**Brian Balbas**

Chief Deputy Director  
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**Joe Yee**

Deputy Director  
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**Steve Kowalewski**

Deputy Director  
(925) 313-2225  
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**Linda Zimmerman**

Secretary-Advanced  
(925) 313-2204  
linda.zimmerman@pw.cccounty.us



**Mike Carlson**

Deputy Director  
(925) 313-2321  
mike.carlson@pw.cccounty.us



**Carrie Ricci**

Deputy Director  
(925) 313-2235  
carrie.ricci@pw.cccounty.us



**Information Technology**

**Mark Wharton**  
Network Admin II  
(925) 313-2243  
mark.wharton@pw.cccounty.us



**Barry Schamach**  
Information Systems  
Project Manager  
(925) 313-2185  
barry.schamach@pw.cccounty.us



- Computer Mapping
- GIS Program
- Computer Operations
- Drafting Support
- Database Admin
- Systems Analysis

**Custodial Services**

**Derrick West**  
Division Manager  
(925) 313-7096  
derrick.west@pw.cccounty.us



- Building Cleaning Services
- Lighting Replacement
- Custodial Contract Management

**Maintenance**

**Allison Knapp**  
Division Manager  
(925) 313-7008  
allison.knapp@pw.cccounty.us



- Road Maintenance
- County Drainage Maintenance
- Flood Control District Maintenance
- Weed Abatement
- Encroachments

**Fleet Services**

**Carlos Velasquez**  
Division Manager  
(925) 313-7072  
carlos.velasquez@pw.cccounty.us



- Vehicle repair & maintenance
- Vehicle purchase & disposal
- GPS management

**Materials Management**

**Stan Burton**  
Division Manager  
(925) 313-7078  
stan.burton@pw.cccounty.us



- Recycling
- Document Shredding
- Surplus
- Furniture Moves

**Facilities Services**

**Kevin Lachapelle**  
Division Manager  
(925) 313-7082  
kevin.lachapelle@pw.cccounty.us



- Maintain & Repair County Facilities
- Minor Tenant Improvements
- Install & Maintain HVAC-Security Systems & Fire Alarms
- Traffic Signal Maintenance
- Landscape Maintenance
- Pest Control

**Airports**

**Keith Freitas**  
Director of Airports  
(925) 681-4200  
keith.freitas@airport.cccounty.us



- Operations
- Development
- Property Management

**Capital Projects**

**Ramesh Kanzaria**  
Division Manager  
(925) 313-2144  
ramesh.kanzaria@pw.cccounty.us



- County Cap Proj Mgmt Svcs
- Building Tenant Improvements
- Parks, landscape imp, sitework, utilities
- Seismic/struct/mech/elect upgrades
- Design, advertise/bid/award, construction management
- Design-Build, Const Mgr-at Risk, programming, cost est
- Feasibility studies, master planning
- Energy management projects and services

**Design/Construction**

**Kevin Emigh**  
Division Manager  
(925) 313-2233  
kevin.emigh@pw.cccounty.us



- Advertise/Administer Const Contracts for Trans & FC infra
- Test Construction Materials
- Inspect Subdivision Const
- Inspect Permit Construction
- Prepare Contract Plans & Specs for Rd, FC & Air Cap Imp Proj
- Inspection Program

**Print & Mail**

**Dale Morseman**  
Division Manager  
(925) 646-5520  
dale.morseman@pw.cccounty.us



- Print Shop
- Graphic Design
- Copy Center
- Mail Processing
- Inter-Office Mail Delivery

**Transportation Engineering**

**Jerry Fahy**  
Division Manager  
(925) 313-2276  
jerry.fahy@pw.cccounty.us



- Cap Rd Imp & Presrv Prog
- Area of Benefit
- Grant Applications
- State Projects Coordination
- Advance Planning
- Traffic System Management
- Underground Utility District Administration
- State Route 4 Bypass

**Environmental**

**Vacant**  
Division Manager  
(925) 313-  
@pw.cccounty.us

- Prepare Project Environmental Docs.
- Prepare CEQA Documents
- Prepare NEPA Documents
- Obtain regulatory permits

**Engineering Services**

**Warren Lai**  
Division Manager  
(925) 313-2180  
warren.lai@pw.cccounty.us



- Assessment District Develop & Coordination
- Land Develop Application Review & Plan Review
- Public Works Permits
- Maintain Field Maps and Records
- Central Permit Desk
- Underground Svcs Alert
- Special Districts Service Areas
- Sanitary District Eng.
- County Surveyor
- Record Map & Drawing Review

**Flood Control/ Clean Water**

**Tim Jensen**  
Division Manager  
(925) 313-2390  
tim.jensen@pw.cccounty.us



- Drainage Area Fees
- Capital Improvement Prog.
- Feasibility Studies
- Development Review
- Rain/Stream Gauge Data
- Floodplain Management
- Watershed Program
- CCC Clean Water Program

**Real Estate**

**Karen A. Laws**  
Division Manager  
(925) 313-2228  
karen.laws@pw.cccounty.us



- Property Appraisal & Acq.
- Property Management
- Vacations & Termination of Public Svc Easement
- Relocation
- Property Inventory
- HazMat Assessments
- Sale of Surplus Property
- Prep. License & Lease Agreements
- Manage Lease-Purchase Projects

**Administrative Services**

**Vacant**  
Administrative Services Officer  
(925) 313-....  
....@pw.cccounty.us

**Kristen Hardeman**  
Secretary-Journey  
(925) 313-2340  
kristen.hardeman@pw.cccounty.us



- Personnel
- Labor Relations
- Administrative Support
- Staff Development/Training
- Safety
- Clerical Services

**Customer Services Coordinator**

**Vacant**  
(925) 313-\*\*\*\*  
...@pw.cccounty.us

- Contract Administration
- Pipeline Franchises
- Records
- Accreditation Program

**Finance**

**Vacant**  
Chief of Fiscal Svcs  
(925) 313-\*\*\*\*  
...@pw.cccounty.us

- Fiscal Management
- Contract Administration
- Accts Payable/Receivable
- Claims Processing
- Purchasing
- Fee & Indemnity Collections
- Trust Funds
- Capital Projects Accounting
- Utility Bills

**Purchasing**

**David Gould**  
Purchasing Mgr  
(925) 313-2151  
david.gould@pw.cccounty.us



- Procurement Services
- Manage Countywide Purchasing Contracts
- Manage Purchasing Agreements
- Administer County Procurement Program